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EMERGENCY SERVICES, COMMUNITY SERVICES & OPERATIONS COMMITTEE

January 16, 2008

Council Chambers - 5:00 P.M.

- Disclosure of Pecuniary Interest
- Confirmation of Minutes December 5, 2007 & December 12,2007

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
ACCESSIBILITY ADVISORY COMMITTEE UPDATE Presentation by Paul Reeve, Chair, Accessibility Advisory Committee	
2008 GRANT RECOMMENDATIONS THAT the recommendations of the Sector Review Groups for receipt of a 2008 City of Guelph grant as outlined in the Finance Report dated January 16, 2008, entitled "2008 Grant Recommendations" be approved.	Approve
IMPLEMENTATION OF 20 MINUTE SERVICE THAT the Emergency Services, Community Services & Operations Committee give consideration for this report outlining options for the implementation of 20 minute service frequency for the conventional transit system.	For Direction
WYNDHAM HOUSE See attached correspondence.	

IN CAMERA	
 THAT the Emergency Services, Community Services & Operations Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (f) of the Municipal Act with respect to: advice that is subject to solicitor-client privilege 	

OTHER BUSINESS

NEXT MEETING: February 13, 2008

The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday, December 5, 2007, 5:00 p.m.

A meeting of the Emergency Services, Community Services and Operations Committee was held on Wednesday, December 5, 2007 in Council Chambers at 5:00 p.m.

Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge

Also Present: Councillors Bell, Findlay and Wettstein

Staff in Attendance: Mr. H. Loewig, Chief Administrative Officer; Chief S.
Armstrong, Director of Emergency Services/Fire Chief; Dr. J.Laird, Director of Emergency Services; Mr. D. McCaughan, Director of Operations; Mr. G.
Stahlmann, Director of Community Services; Ms. Peggy Tollett, Financial Consultant; Mr. R. Hagey, Financial Consultant; Ms. S. Aram, Manager of Budget Services; Ms. B. Brombal, Co-ordinator, Service Performance & Development; Ms. J. Loveys-Smith, Community Development Manager; Mr. R. Mackay, Manager of Recreation & Culture; Mr. B. Stewart, Acting Director of Finance; Mr. D. Hosker, Deputy Chief – Operations; Mr. B. Barr, Manager, Fleet & Equipment; Mr. S. Mattina, Manager, Roads/Right of Ways; Mr. B.
Chapman, Manager Traffic & Parking; Mr. M. Cameron, Manager, Parklands & Greenways; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

Opening Remarks

Mr. H. Loewig, Chief Administrative Officer provided information with respect to this budget process.

Ms. S. Aram, Manager of Budget Services, provided information with respect to the budget process and the purpose of the presentations for the evening.

2008 Proposed Emergency Services Operating & Capital Budgets

Chief S. Armstrong highlighted a few items for the Emergency Services Operating Budget including:

- Fire protection services for Guelph and Fire Coordination of Rockwood volunteers
- Delivery agent for the provision of Land Ambulance Services in Guelph and Wellington County;
- Emergency Management, Community Emergency Preparedness;
- South End Emergency Services facility;
- Expansions to Land Ambulance Service for City and County
- Fire Department Accreditation Program

Emergency Services, Community Services & Operations Committee Page 2

- move to applicant status in 2008

He then summarized budget impact items, budget reductions and expansions.

The Chief then provided highlights for the Capital Budget for both fire services and land ambulance which included:

- South End Emergency Services Facility spread over 2007-2009
- Fire Radio Equipment replacement in 2008
- Fire Vehicle & Equipment Replacement in 2008
- Land Ambulance replacement budget in 2008

2008 Proposed Community Services Operating and Capital Budgets

Mr. G. Stahlmann, Director of Community Services provided information with respect to Community Services Initiatives for 2008 including:

- Central Service Counter
- Program Registration and Transit Tickets
- Swim to Survive Action Plan
- In Motion
- Employee Transit Pass Pilot Program
- City Resource Policy
- Neighbourhood Group Handbook

He summarized the Recreation and Transit portions of their budget; listed budget impact items; and provided information with respect to budget reductions and expansions.

2008 Proposed Operations Operating and Capital Budgets

Mr. D. McCaughan, Director of Operations provided information with respect to the Operating Budget Highlights including:

- Funding for maintenance of infrastructure, operation of certain assets and provision of some services;
- Operational requirements dictate movement of funding between business units each year easiest to review 'bottom line'
- Budget performance is often affected by forces of nature

He outlined various items that impacted the budget, the reductions and expansions. He also provided highlights of the Capital budget such as:

- Traffic management
- Traffic signals
- Traffic signal equipment
- Maintenance of street lights
- Miscellaneous park upgrades
- Sustainable urban forest plan
- Fleet/equipment replacement

- Restoration of locomotive
- Sidewalk plough
- Forestry aerial unit,

Mr. G. Stahlmann Transit service issues were raised and the Committee requested staff to report back with budget impact for various scenarios for the 20 minute bus service. Scenarios were to include the costs of used buses versus new buses; different start dates and varied service levels including 20 minute service during peak times or full time. The Committee requested information with respect to impact on the 2008 budget and subsequent budgets.

- 1. Moved by Councillor Beard
 - Seconded by Councillor Farrelly

THAT the 2008 Proposed Operation and Capital Budgets for Emergency Services, Community Services, and Operations be received for information.

Carried

Next Meeting: December 12, 2007

The meeting adjourned at 8:17 p.m.

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Chairperson

The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday, December 12, 2007, 5:00 p.m.

A meeting of the Community, Operations and Emergency Services Committee was held on Wednesday, December 12, 2007 in Council Chambers at 5:00 p.m.

Present: Councillors Laidlaw, Beard, (arrived at 5:08 p.m.) Farrelly, (arrived at 5:08 p.m.) Hofland and Mayor Farbridge

Also Present: Councillor Bell

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Mr. D. McCaughan, Director of Operations; Mr. G. Stahlmann, Director of Community Services; Mr. M. Cameron, Manager Parklands and Greenways; Mr. J. Gaddye, Traffic Technician; Ms. A. McKee, Supervisor, Traffic Investigations; Mr. B. Chapman, Manager, Traffic & Parking; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

2. Moved by Councillor Hofland Seconded by Mayor Farbridge

THAT the minutes of the Emergency Services, Community Services & Operations Committee meeting held on November 12, 2007 be confirmed as recorded and without being read.

Carried

Elmira Road North Pavement Markings

3. Moved by Mayor Farbridge

Seconded by Councillor Hofland

THAT Elmira Road North between Willow Road and Speedvale Avenue West be marked with two travel lanes, two bike lanes, a two-way left turn lane and one parking lane on the east side.

Carried

Review of Personal Safety Equipment Requirements of Park and Facility Patrons

Mr. M. Cameron, Manager Parklands and Greenways, provided some background information regarding this report.

REPORT

	Emergency Services, Community Services & Operations Committee Page 2
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT staff promote education and awareness of the importance of wearing personal safety equipment while participating in recreational activities;
	AND THAT to reduce the exposure to injury while participating in outdoor recreational hockey, pond-hockey style nets be adopted as a City standard for use on community ice rinks.
	Carried
	Other Business
	Strategic Plan for Community Services
	Staff advised that a strategic plan is already in process and should be coming forward in 2008 or 2009.
	Service Review for Community Services
	The Senior Management Team has already provided direction with respect to a Service Review and community services will be included in the process.
	Eramosa Road Property
	Councillor Farrelly raised the issue of a resident concerned about graffiti being a recurring problem at a commercial property on Eramosa Road that is owned by the Province. Staff advised it may best be addressed through the City's Property Standards By-law.
Councillor Laidlaw Mr. D. McCaughan	The Director of Operations advised that staff will follow up with the Property Standards Enforcement Officer to investigate options to get the property in question in compliance.
	Introduction
	The Director of Operations introduced Ms. Anna McKee who will be replacing Ms. J. Starr, Supervisor, Traffic Investigations for approximately one year.
	 5. Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the Emergency Services, Community Services and Operations Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (b) of the Municipal Act with respect to: personal matters about an identifiable individual, including municipal or local board employees

Emergency Services, Community Services & Operations Committee Page 3

REPORT TO COUNCIL	 Moved by Councillor Beard
IN COMMITTEE OF THE	Seconded by Councillor Hofland THAT staff be given direction with respect to a personal matter about an
WHOLE	identifiable individual.
	Next Meeting: January 11, 2007

The meeting adjourned at 5:45 p.m.

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Chairperson





FINANCE

TO: Emergency Services, Community Services and Operations Committee

DATE: January 16, 2008

SUBJECT: 2008 Grant Recommendations

RECOMMENDATION:

That the recommendations of the Sector Review Groups for receipt of a 2008 City of Guelph grant as outlined in the Finance Report dated January 16, 2008, entitled "2008 Grant Recommendations" be approved.

BACKGROUND:

Applications for a 2008 City of Guelph grant were received by the Finance Department by October 26, 2007 and forwarded to the Sector Review Groups. A total of approx. \$490,200 in funding has been requested. The following Sector Review Groups have reviewed the grant applications applicable to their respective areas:

United Way of Guelph and Wellington – Morris Twist, Executive Director Guelph Arts Council – Sally Wismer, Executive Director Tourism Services – Sue Trerise, Senior Business Development Specialist

These groups have herewith provided the Committee with their recommendations based on the 2008 submitted grants budget as follows:

Health/Social Services	\$51,750.00
Arts/Cultural	\$67,275.00
Community Events	\$113,850.00

FINANCIAL IMPLICATIONS:

Funds to be provided from the approved 2008 operating budget.

COMMUNICATIONS:

The recommendations of the ECO Committee will be communicated to all applicants.

ATTACHMENTS:

Attach. 1: Health/Social Services Grant Recommendations Attach. 2: Arts/Cultural Grant Recommendations Attach. 3: Community Events Grant Recommendations

Prepared By: Morris Twist, Executive Director United Way of Guelph and Wellington

Sally Usner

Prepared By: Sally Wismer, Executive Director Guelph Arts Council

LE TENSE

Prepared By: Sue Trerise, Senior Business Development Specialist Tourism Services, Community Design and Development Services

Recommended By: Bill Stewart Acting Director of Finance



November 28, 2007

City Treasurer Attention: Julie Spindler City Hall 59 Carden Street Guelph, ON N1H 3A1

Memo: Re: City of Guelph Social Services Grants

Based on the amount of funding available and the large number of requests, the 2008 City of Guelph Grants have been allocated according to 3 priorities:

- a) Agencies which are providing a direct service to a specific segment of the Guelph population;
- b) Agencies which have recently come under financial duress;
- c) Agencies for which the City of Guelph Grants represent a significant portion of their revenue.

Rather than distributing a small amount of funding to a large number of agencies, our recommendation is to concentrate available funding in certain areas where it is likely to have a significant impact, with a limited number of small grants going to agencies which rely heavily on this funding.

Using the above criteria the following specific recommendations are made:

St. John Ambulance - \$2,000

• St. John Ambulance has relied on the City of Guelph Grants for a number of years and this organization plays an important role in this community. The majority of their revenue comes from training costs.

Guelph Neighbourhood Watch - \$912

• To be used for a bridge sign. This funding represents a significant portion of their annual budget.

Wyndham House - \$10,000

• Wyndham House is currently working towards establishing a new youth drop-in centre and emergency youth shelter. Services for youth has been identified as a significant gap in this community, and there is currently not enough funding to provide needed services.



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• Will be continuing to provide dinner for homeless and street-involved youth in the absence of a shelter and/or drop-in program. Very highly used and necessary service.

Michael House Pregnancy Shelter - \$7,000

• Aftercare supports have been identified as a need within this community.

Action Read Community Literacy Centre

• This agency has lost significant federal funding this year and has had to reduce programming. This is a very valuable and needed service in this community and needs financial support.

Habitat for Humanity Wellington County - \$4,500

• Habitat has recently begun building in Guelph and is looking to recruit and train new volunteers. Affordable housing has been identified as a significant need in this community.

Distress Centre Guelph-Wellington

• This agency has relied on this funding for a number of years and provides a valuable and needed service to this community.

Guelph Block Parents - \$1,200

• This funding represents a significant portion of their annual budget

Volunteer Centre of Guelph & Wellington - \$2,000

• Information Guelph is having to undergo some major changes in the coming year to prepare for the switch to 211. This funding is to facilitate this process.

Attached please find the completed template as requested. Please advise the time and place where these will be discussed and if you would like us to be in attendance.

Yours Sincerely,

Morris Twist Executive Director United Way of Guelph & Wellington

(SECTOR REVIEW GROUP) (INITED WAY RECOMMENDATIONS FOR 2008 CITY OF GUELPH (CATEGORY) GRANTS - HEalth & Social Services

No.	Name of Applicant Organization	Notes	2007 Actual	2008 Request	2008 Recommend
1	Community Clothing Closet/New Life Church	No explanation of savings variance. No revenue sources.	0\$	\$8,000	\$0
0	Learning Disabilities Association	Current budget covers 2008 expenses.	0\$	\$7,000	\$0
	St. John Ambulance – Guelph Branch	Have relied on this funding for many years, however they receive most of their budget from training program fees.	\$¢,000	\$8,000	\$2,000
4	Chalmers Community Services Centre	Suspension of direct service provision.	\$0	\$3,000	\$0
2	Centre for Families, Work & Well- Being	Very responsive and timely research, but not a priority for this funding	\$0	\$6,000	\$0
6	Guelph Neighbourhood Watch Inc.	For a bridge sign. Represents a substantial portion of their budget.	\$912	\$912	\$900
7	Career Education Council	Not sure why their programming costs are doubling when they have been operating at a loss for a number of years.	\$0	\$2,500	0\$
8	John Calvin Christian School	New sports field for a private school. Not a priority for this funding at this time.	\$0	\$47 , 500	0\$
6	Wyndham House	Meeting a significant community need at this time.	\$6,500	\$10,000	\$10,000
10	Norfolk Street United Church	Highly needed and used program.	\$2,400	\$12,000	\$6,000
1 T	Michael House Pregnancy Care Centre	Aftercare supports identified as a gap in this community.	\$7,000	\$15,000	\$7,000
12	Action Read Community Literacy Centre	Have lost significant Federal funding and have had to make staffing and programming cuts. Very important and needed service.	\$6,200	\$14,325	\$13,000
13	KidsAbility Centre for Child Development	Participants felt the service was affordable and subsidies are already available.	0\$	\$2,640	\$0
14	Guelph Environmental Leadership (GEL)	Good and timely program, but not enough funding to cover program expansions.	\$0	\$30,000	0\$

0]	Wellington		Ē		
17	Distress Centre Guelph-Wellington	Have relied on this funding for a number of years. Very important and needed service.	\$3,500	\$5,000	\$3,500
18	Guelph Block Parents Inc.	This grant represents a significant portion of their revenues	\$1,500	\$2,500	\$1,100
19	Volunteer Centre of Guelph/Wellington	No expansion of volunteer services, training expansion covered by Trillium, only information services expanding. The grant is to cover the costs of switching over to 211	\$7,000	\$15,000	\$2,000
20	Guelph Community Foundation	Research not seen as a priority for this funding at this time.	\$0	\$6,000	\$0
TOTAL	AL		\$41,012	\$214,377	\$50,112

GUELPH ARTS COUNCIL

REVIEW / RECOMMENDATIONS FOR 2008 ARTS / CULTURE CITY GRANTS

REPORT PREPARED FOR ECO COMMITTEE MEETING January 16, 2008

In accordance with the agreement between Guelph Arts Council and the City of Guelph, Guelph Arts Council has reviewed all 2008 Arts / Culture grant applications submitted to the City.

Process

Our review panel met three times this year. In the course of these meetings, the 2008 Arts / Culture grant applications were reviewed and analyzed in considerable detail, and pros and cons of all were noted. Some **specific factors** considered were:

- number of people served (audience) - number of volunteer hours

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- size of budget	- size accumulated surplus/deficit
- degree of fundraising	- diversified sources of revenue
- realistic grant request (or not)	- need for funding
- organizational structure	- organizational life cycle / growth (or not)
- artistic accomplishment	- youth involvement
- risk factor / accountability	- new ideas / concepts
- duplication of services	- willingness to collaborate
- tourism draw	- completeness / presentation of application
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As in previous years, we found that the applications were falling naturally into **several categories**. For 2007 the categories agreed upon were: Festivals; Umbrella-type / Educational Organizations; Community Organizations; One-Time; and this year also Other.

All applications were reviewed *within their respective categories*, and specific grant amounts were then recommended, based particularly on each organization's contribution to the community, its program plans, its fiscal management / financial need. As requested, recommendations were made based on a total allocation of \$67 275 for Arts / Culture groups.

The **final grant recommendations** are included in the attached Chart. The panel has compiled **brief explanatory notes** which, we hope, will convey some sense of why the various recommendations were made. However, we will be prepared to elaborate further at the upcoming meeting of the City's ECO Committee, should that committee's members have any questions or concerns. In addition, the panel is once again preparing **comment sheets to be included with the final letters** that all Arts /Culture applicant groups get from the City (after the approval process has gone its course). Since the comments process was introduced in 2005, it has borne fruit in that we have seen some notable improvements over the last few years. However, *the one area that is still lacking in many applications is in the area of financials*.

In summary, Guelph Arts Council feels that the **process again worked well**. We feel confident that our evaluation was comprehensive, thorough and fair to all those who applied, and that the 2008 review followed along very well from the results of the previous few years. We look forward to continuing improvements in the process.

GUELPH ARTS COUNCIL RECOMMENDATIONS FOR 2008 CITY OF GUELPH ARTS / CULTURE GRANTS [DNA - did not apply] [1x - one-time]

No.	Name of Applicant Organization	Notes	2007 Actual	2008 Request	2008 Recommend
FESTIVALS	VALS				
l.	Guelph Contemporary Dance Festival	 celebrating 10th anniversary/continues to excel and grow strong organization / obvious dedication strong youth / emerging artist components 	006 6	13 000	006 6
ö	Guelph Jazz Festival	 15th anniversary coming up / innovative programming and outreach tourism draw / international reputation strong financial position 	10 000	15 000	10 000
ж.	Hillside Community Festival of Guelph	 focussed programming, including youth and local strong volunteer management/environmental stewardship good planning / important contingency rationale strong financial position 	10 000	10 000	10 000
Sub-T(Sub-Total Festivals			38 000	29 900
UMBR	UMBRELLA-TYPE / EDUCATIONAL ORGANIZATIONS	ZATIONS			
4	Ed Video Media Arts Centre Arts	 unique - only media arts centre in southwestern Ontario gaining public recognition excellent programming, including diversity, youth realistic about future needs and financial capacity 	3 000 500 lx	4 000	3 000
'n	eyeGO to the Arts	 positive youth focus to build future audiences still developing Guelph youth council interesting partnerships being developed 	2 000	2 000	2 000
6.	Guelph Youth Music Centre	 impressive array of programming, including aboriginal and neighbourhood outreach providing affordable space for performances 	4 000	5 000	4 000
Sub-To	Sub-Total Umbrella-Type / Educational Organizations	tions		11 000	000 6

No.	Name of Applicant Organization	Notes	2007 Actual	2008 Request	2008 Recommend
COMA	COMMUNITY ORGANIZATIONS				
7.	First Light Theatre	 good programming, including anti-bullying initiative organizational infrastructure improved 	DNA	2 500	1 200
ŵ	Guelph Arts Festival	- celebrating 10 th anniversary - modest budget	DNA	3 000	1 000
9.	Guelph Chamber Choir	 excellent programming contribution to work in the schools good fiscal position / strong organization 	2 500	3 000	2 500
10.	Guelph Concert Band	 community band with a long history / own niche in city offers performing opportunities to local musicians rebuilding 	1 500	2 000	1 500
11.	Guelph Creative Arts Association	 longstanding community organization important niche for amateur artists 	1 500	785	785
12	Guelph Little Theatre	 long history of community theatre for good training ground for emerging actors plays bring surpluses but building a financial drain 	DNA	2 000	1 500
13	Guelph Symphony Orchestra	 enhanced programming / strong ticket revenue strong community collaboration / strong organization 	3 000	3 000	3 000
14	Guelph Youth Singers	 strives for excellence /acclaimed nationally strong volunteer base / good bursary program solid organization with clear goals 	2 500	2 500	2 500
15	Kiwanis Music Festival of Guelph	 important opportunity / incentive for youth performers strong goals to improve organizational infrastructure good partnership to improve financial stability 	2 500	2 500	2 500
16	The Over Tones	filling a need in communitystriving to improve	1 200 Ix	000 6	1 000
17	Rainbow Chorus	 - filling a need in community / credit to Guelph - interesting learning techniques / improving quality - well organized / fiscally sound 	1 200	1 200	1 200
18	Royal City Musical Productions inc	 unique in community / a Guelph tradition much healthier financial position than in recent years 	2 000	2 000	2 000
19	Theatre Guelph	 theatre for all ages - adult mentors become role models for younger actors / backstage experience 	2 500	2 500	2 500
T-du2	Sub-Total Community Organizations			36 485	23 985

No.	Name of Applicant Organization	Notes	2007 Actual	2008 Request	2008 Recommend
ONE-TIME	UMB.				
20.	Dancetheatre David Earle	 high-calibre dance company /credit to Guelph celebrating 10th anniversary NOTE: Recommendation is for one-time grant to help mount 10th-anniversary production 	DNA	000	2 390
21.	Kitchener-Waterloo Symphony	 offers Guelph audiences high-calibre classical music program performed by professional musicians working hard to rebuild NOTE: Recommendation is for a one-time grant from the community arts and culture grants envelope. The review panel felt quite strongly that, because KWS is not based in Guelph, it should not be "competing" with Guelph community arts organizations. The hope is that, for the future, the City (perhaps through the Culture Advisory Group) would review how City should fund an organization such as KWS. 	DNA	5 000	2 000
Sub-To	Sub-Total One-Time			12 000	4 390
OTHER	${f R}$				
22.	Edward Johnson Music Foundation	 the organization's flagship program, Musicians in the Schools, has cut numbers of students served from 7 762 in 2003-2004 to 2 211 in 2006-2007 at the same time, annual deficiencies of revenue over expenses have increased (\$102 175 over same 4 years) endowments are being reduced to cover deficiencies NOTE: For 2007, the organization was recommended for a one-time grant "to develop and implement a realistic deficit reduction strategy AND to pursue discussions with appropriate community groups regarding partnerships to ensure continuity of Foundation's purpose." There is no evidence that this recommendation was followed. 	2 500 lx	5 000	C
23.	People's Art Collective	 interesting new gallery proposal very much at the start-up phase with no clear not-for-profit governance structure goals very commercial make organization ineligible for community grants program 	DNA	5 000	0
Sub-Tc	Sub-Total Other			10 000	0
TOTA	TOTALS ALL CATEGORIES		\$ 65 000	\$ 106 985	\$ 67 275

Tourism Services Grant Review Committee RECOMMENDATIONS FOR 2008 CITY OF GUELPH COMMUNITY AND SPECIAL EVENTS GRANTS

No.	Name of Applicant Organization	Notes	2007 Actual	2008 Request	2008 Recommend
	NATIONAL UNIVERSITY CURLING CHAMPIONSHIPS University of Waterloo Athletic Dept. PAC, University of Waterloo Waterloo ON N2L 3G1	National University Championship held at Guelph Curling Club and Elora Curling Club Economic Impact – 240 room nights in Guelph hotels	0\$	\$5,000	\$5,000
N	RIBFEST Rotary Club of Guelph-Trillium PO Box 1261 Guelph ON N1H 6H6	Service Club fundraiser, 3 day Community Event, Visiting friends and relatives(VFR) tourism spending generator	\$5,000 waiver	\$10,000	\$4,000 waiver
m	CANADIAN JR./SR. WRESTLING CHAMPIONSHIP Department of Athletics, University of Guelph 50 Stone Road East Guelph ON N1G 2W1	One- time event held in March, will generate significant room nights at local hotels, 400 participants	0\$	\$15,000	\$3,000
4	CANADA CUP WRESTLING EVENT Department of Athletics, University of Guelph 50 Stone Road East Guelph ON N1G 2W1	Annual international event held at Sleeman Centre, generates significant room nights and tourism spending	\$11,000 waiver	\$18,000	\$11,000 waiver Sleeman Centre
10	7 Lockyer Road Guelph ON N1G 1J9	3 rd Annual entertainment and craft merchant 2 day event held in Riverside Park in June, unconfirmed room nights for vendors	Q s	\$3,500	\$ 650
G	SHARP CUTS- INDIE FILM & MUSIC FESTIVAL PO Box 21015 Guelph ON N1G 3A0	2 ^{rud} annual student film festival held 2 ^{rud} weekend in September	\$ 3,500	\$3,500	\$650
2	LABASH 2008 Landscape Architecture Program - School of Environmental Design and Rural Development Guelph ON N1G 2W1	International student forum held last week of February- 1000 participants using various venues throughout Guelph	80	various sponsorship opportunities	\$11,000 waiver Sleeman Centre
ω	GUELPH & DISTRICT MULTICULTURAL FESTIVAL 319 Speedvale Ave. E. Unit C, Guelph ON N1E 1N4	Annual 3 day community event held in Riverside Park in June, raises funds for Multicultural Centre	\$5400 waiver	\$10,200	\$4000 waiver Riverside Park
ი	GUELPH HORTICULTURAL SOCIETY 41 Woodside Road	Annual request for beautification funds	\$800	\$800	\$800

	Guelph ON N1G 2H1				
10	ROTARY CLUB OF GUELPH- SPARKLES IN THE PARK COMMITTEE PO Box 511	Annual community event in Riverside Park run by Service club with fundraising/ seasonal beautification intent	\$3,000+ \$4,000 waiver	0006\$	\$4000 waiver Riverside Park
÷	CONTRY CLUB OF GUELPH- CANADA DAY EVENT PO Box 511 Guelph ON N1H 6K9	Civic function/community event fulfilled by a service club on behalf of the City	\$18,000 + \$14,000 waiver	\$32,000	\$8000 + \$14,000 waiver Riverside Park
12	ROYAL CITY REGALS LACROSSE CLUB INC. 44 Sherwood Drive	One-off tournament with national draw - Founder's Cup- Jr. B National Championship, confirmed room nights at local hotels	0\$	\$10,000	\$2000 + \$8,000 waiver Sleeman Centre
1.3	HILLSIDE INSIDE (HILLSIDE COMMUNITY FESTIVAL OF GUELPH) 123 Woolwich St. 2nd Floor Guelph ON N1H 3V1	First time indoor winter off-shoot of Hillside held at the Sleeman Centre, much needed tourism product for winter season, potential for overnight packages	0\$	\$35,000	\$18,000 waiver Sleeman Centre
14	DOORS OPEN GUELPH c/o Guelph Arts Council 147 Wyndham Street North, Suite 404 Guelph ON N1H 4F9	Annual heritage event backed by provincial heritage product group and promotion strategies, same day tourism spending	\$8,500	000'6\$	\$7000
15	WATERLOO- WELLINGTON DISTRICT 26- 2008 CAMBRIDGE SENIOR GAMES 504 King St. East Combridge ON N3H 3N4	Annual regional senior's games	\$750	\$750	\$750
16	GUELPH ROWING CLUB PO Box 25010 Guelph ON N1G 4T4	National Master's championship with international invitees - 1000 participants	\$0	\$22,000	\$12,000
тота	11 1 11				\$113,850





GUELPH TRANSIT

Report:

TO: Emergency Services, Community Services & Operations Committee

DATE: 2008/01/16

SUBJECT: IMPLEMENTATION OF 20 MINUTE SERVICE

RECOMMENDATION:

"THAT the Emergency Services, Community Services & Operations Committee give consideration for this report outlining options for the implementation of 20 minute service frequency for the conventional transit system".

SUMMARY:

This report will provide two options for the introduction of 20 minute service frequency for the conventional transit system.

- Option #1 Commencing July 07, 2008, 20 minute service frequency would be offered from the start of service until the end of the PM rush period.
- Option #2 This option would see the introduction of 20 minute service frequency during the AM and PM peak periods commencing July 07, 2008. Then, commencing January 05, 2009, 20 minute service frequency would be offered from the start of service and would conclude after the PM rush period.

BACKGROUND:

In September 2007, Guelph Transit changed service frequency from 30 minute service to 40 minutes between the hours of 7:15 am to 9:15 am and 1:15 pm to 7:15 pm. This change was introduced to address the two most common concerns that customers expressed while using the system:

- 1) Missing connections in St. George's Square and,
- 2) The bus does not operate according to schedule

The City That Makes A Difference

Since the implementation of this new timing, customers are no longer missing their connections and on-time performance has increased to 85%. Unfortunately, it also meant that the wait time between buses is longer during the time of day that customers most needed to travel quickly to their destinations.

Due to overwhelming demand by the general public for more frequent transit service, City Council passed a resolution asking Guelph Transit to prepare a budget expansion package to introduce 20 minute service frequency. The budget expansion package was presented to the ECO Committee at the meeting of December 5th, 2007 and the committee has now asked Guelph Transit to prepare an implementation plan.

REPORT:

Vehicle Requirements:

Both Option #1 and Option #2 have the same vehicle requirements. Although there would be a sufficient number of vehicles in the Transit Fleet to introduce 20 minute service frequency on July 07, 2008, additional buses would be required to meet the service demand beginning with the new school year in September. Being that any new buses purchased would be delivered no earlier that January 2009, the best short term solution would be to lease buses during the Fall of 2008. The attached spread sheet (Appendix A) maps out timing for the acquisition and decommissioning of new, used and leased buses.

The lease cost for six buses in the Fall of 2008 would be \$108,000.00 for a four month period. An additional \$60,000.00 would be required to equip these buses with fare collection equipment, surveillance cameras etc. However, this onboard equipment would be recovered at the end of the lease period.

The ten new buses, which would be delivered some time in early 2009, would have a price tag of \$4,370,000.00. Ten percent of this cost (\$437,000.00) would impact the tax base. The remaining 90 percent would be funded through development charges.

Workforce Requirements:

Option #1 would require 4 additional drivers to be hired prior to the July 07, 2008 implementation date. An additional 16 drivers would be required prior to the start of the new school year in September.

Option #2 would require 4 additional drivers to be hired prior to the July 07, 2008 implementation date. An additional 16 drivers would be required prior to January 05, 2009 in order to improve service frequency to 20 minutes from the start of service to the end of the PM rush period.

Both Option #1 and Option #2 would require the addition of two Cleaners and two Technicians to clean and maintain the additional vehicles in the fleet. These FTE's are included on the financial summary sheet under the 'Fleet Charge back" section. (Appendix D).

Additional Revenue:

In 2008, Option #1 will generate an estimated \$120,000 in additional revenue and Option #2 will generate an estimated \$24,000.00. In subsequent years each option will generate an estimated \$321,120.00 annually.

Fare Increase:

It is recommended that effective July 07, 2008, the transit fare structure be adjusted to bring the City of Guelph in line with the provincial average in each fare category (see attached Appendix B). In order to accomplish this, the cash fare, adult tickets, student tickets and senior tickets should each be increased by 0.25. In addition, the price of an adult and student monthly pass should be increased by 5.00. These changes will result in a 5.36 increase to the Universal bus pass each semester. This change to the fare structure will generate an additional 350,000.00 in 2008 and an additional 700,000.00 each year thereafter. The details of the fare structure change can be found on Appendix C

CORPORATE STRATEGIC PLAN:

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

FINANCIAL IMPLICATIONS:

Option #1:

The net implementation cost for Option #1 is \$895,800.00 in 2008. The increase cost is \$928,800 in 2009. (see attached Staff Expansion Form – Appendix D). The Municipal subsidy level would increase from 55 percent to 57 percent.

Option #2:

The net implementation cost for Option #2 is \$380,500.00 in 2008. The increase cost is \$1,454,600 in 2009. (see attached Financial Summary Appendix D). The Municipal subsidy level would increase from 55 percent to 56 percent.

DEPARTMENTAL CONSULTATION:

Fleet Services Finance

The City That Makes A Difference

ATTACHMENTS:

Appendix A Appendix B Appendix C Appendix D Vehicle Requirements Transit Fare Comparison Transit Fare Increase Staff Expansion Form

RFrench

Recommended By: Randall French Manager, Transit Services (519) 822-1811 ext. 2795 randall.french@guelph.ca

Recommended By: Gus Stahlmann Director, Community Services (519) 837-5618 ext. 2663 gus.stahlmann@guelph.ca

Recommended By: Derek McCaughan Director, Operations (519) 837-5628 ext. 2018 derek.mccaughan@guelph.ca

The City That Makes A Difference.

20 Minute Service Frequency Vehicle Requirement

	Cicab	A December. 2007		B April. 2008	C April. 2008	_		D August. 2008						
		2007						08	08	2008	2008	2008	2008	2008
New Birese					4					7	7	7	7	7
lleod Buene			2	ω										
	Leasen Dases						0				Ъ	φ	-6	-ο
Decommissioned	Decolution													
	otatus	Current Fleet		Council Approved	Council Approved		2008 Expansion		Council Approved		from Group D	from Group D	from Group D 2008 Expansion	from Group D 2008 Expansion
Eloct Total	1 ICCL 1 DLAI	55		58	62		68		75	>	69	69	79	79

Transit Fare Comparison

		Guelph	Ontario Average	Gap
Cash		\$2.00	\$2.32	\$0.32
Tickets				
	Adult	\$1.70	\$1.94	\$0.24
	Student	\$1.35	\$1.68	\$0.33
	Senior	\$1.35	\$1.58	\$0.23
Passes				
	Adult	\$58.00	\$69.69	\$11.69
	Student	\$52.00	\$56.52	\$4.52
	Senior	\$52.00	\$46.26	-\$5.74

\$0.25 Fare Increase - 2008

\$56,235.00 8.6 \$42,420.00 9.6 \$202,340.00 10.7	F9) \$63.00 \$57.00 \$55.59	\$5.36			
	69		\$5.36			
			40.00	\$50.23	University	
			00.C¢			
			71 22	\$52.00	Student	
			\$5.00	\$58.00	Adult	
						Passes
\$21,250.00 18.5		\$1.60	\$0.25	\$1.35	Senior	
\$70,000.00 18.5		\$1.60	\$0.25	\$1.35	Student	
\$103,400.00 14.7			\$0.25	\$1.70	Adult	
						Tickets
\$204,453.00 12.5		5 \$2.25	\$0.25	\$2.00		Cash
New Revenue % increase	New Ru	New Fare	Increase	Current Fare		

Transit 20 Minute Expansion Options

Option 1

Community Services

Transit Services - 725-0200

20 minute frequency - Day Time Only

Object Code	2008	2009	2010	Explanation
Compensation:				
 Wages (annualized) 	\$47,500	\$48,900	\$50,400	
 # of Months budgeted 	6	12	12	······································
# of FTE's	20			· · · · · · · · · · · · · · · · · · ·
Total Wages 1110	\$475,000	\$978,000	\$1,008,000	
 Total Benefits 1510 	\$156,800 33%	\$322,700 33%	\$332,600 33%	· · · · · · · · · · · · · · · · · · ·
Total Compensation	\$631,800	\$1,300,700	\$1,340,600	
Uniforms 2801	\$7,500			
Recruitment Costs 3307	\$4,500			
Fleet Charge Back	\$553,978	\$1,108,000	\$1,146,800	Fuel, Repairs & Maint, 2 Cleaners, 2 Technicians
Total Capital Cost	\$ 168,000	437,000		2008 - 6 Leased Buses 2009 - 10 New Buses
Total Expenditures	\$1,365,800	\$2,845,700	\$2,487,400	

Estimated Revenues (please provide a detailed explanation of revenues). Please enter as a negative amount:						
 Revenue for Fare - Current Rate 	-\$120,000	-\$321,120	-\$321,120			
 Revenue for Fare - Increased Rate 	-\$350,000	-\$700,000	-\$700,000			
Total Revenue	-\$470,000	-\$1,021,100	-\$1,021,100			
Budget \$ impact:	\$895,800	\$1,824,600	\$1,466;300			
Budget Increase	0.65%	0.68%				

Option 2

Community Services

Transit Services - 725-0200 2008 - 20 minute frequency - AM and PM peak 2009 - 20 minute frequency - DayTime Only

Object Code	2008	2009	2010	Explanation
Compensation:				
 Wages (annualized) 	\$47,500	\$48,900	\$50,400	
 # of Months budgeted 	6	12	12	
# of FTE's	4	20		
 Total Wages 1110 	\$95,000	\$978,000	\$1,008,000	
Total Benefits 1510	\$31,400 33%	\$322,700 33%	\$332,600 33%	
Total Compensation	\$126,400	\$1,300,700	\$1,340,600	· · · · · · · · · · · · · · · · · · ·
• Uniforms 2801	\$1,500	\$6,000		
Recruitment Costs 3307	\$1,000	\$4,500		
Fleet Charge Back	\$457,600	\$1,108,000	\$1,146,780	Fuel, Repairs & Maint, 2 Cleaners, 2 Technicians
Total Capital Cost	\$ 168,000	437,000		2008 - 6 Leased Buses 2009 - 10 New Buses
Total Expenditures	\$754,500	\$2,856,200	\$2,487,400	

Estimated Revenues (please provide a detailed explanation of revenues). Please enter as a negative amount:						
 Revenue for Fare - Current Rate 	-\$24,000	-\$321,120	-\$321,120			
 Revenue for Fare - Increased Rate 	-\$350,000	-\$700,000	-\$700,000	41999 barna 1920		
Total Revenue	-\$374,000	-\$1,021,100	-\$1,021,100			
Budget \$ impact:	\$380,500	\$1,835,100	\$1,466,300			
Budget Increase	0.28%	1.06%	•			

Maggie Laidlaw, Chair Emergency, Community Services & Operations Committee City of Guelph

Dear Ms Laidlaw:

Wyndham House operates two residences for homeless youth who, for whatever reasons, are unable to live with their families, but wish to continue their education. Through full-time education and our life skills program, our residents gain the experience required for future independent living. We are partially funded through United Way Community Services, Wellington County Social Services and the City of Guelph.

Whenever a bed is not in use by a long term resident, we offered that bed, on an emergency basis, to any youth experiencing a housing shortage. Our primary focus however has always been a residential program centered around education and life skills. The unforeseen closure of the Change Now emergency youth shelter, left a need in the community - a need that grows more pressing as the weather gets colder. The reality of the situation is that the lack of available funds from the County or the City makes it impossible to open a shelter fast enough to address this pressing need. Therefore, Wyndham House submitted an interim plan to the task force convened by the United Way upon the closure of Change Now.

In the past each Wyndham House residence's maximum occupancy has been seven residents and one live-in staff person – in accordance with our group home registration. This fall we eliminated the live-in position in favour of regularly scheduled staff coverage, freeing a bedroom in each house. Thus, under the terms of our license, we have the means to increase the number of youth at each home to eight With an amendment to our licenses, increasing the number of residents allowed to nine, four additional beds – two at the young men's, and two at the young women's – would be available immediately, on an emergency basis, to youth with nowhere to live this winter. We are writing of behalf of the Board of Wyndham House to respectfully request the Emergency Services, Community Services and Operations Committee pass an amendment to by-law (1982) – 11051, increasing the maximum number of residents at both Wyndham House residences to nine. The young women's home at 74 Suffolk Street (registration # 07-115275) and the young men's home at 51 Bellevue Street (registration #07-115276) are in a good position to address the urgent and immediate need the homeless youth in this city face, while the search for a long-term solution continues.

If you require any additional information, please do not hesitate to contact the Wyndham House administrative offices at 519-763-8040.

Sincerely,

David Woolcott President of the Board of Directors Debbie Bentley Lauzon Executive Director

The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday, January 16, 2008, 5:00 p.m.

A meeting of the Community, Operations and Emergency Services Committee was held on Wednesday, January 16, 2008 in Council Chambers at 5:00 p.m.

Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge

Also Present: Councillors Bell, Findlay and Salisbury

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Dr. J. Laird, Director of Environmental Services; Mr. D. McCaughan, Director of Operations; Ms. S. Smith, Associate Solicitor, Mr. J. Riddell, Director of Community Design & Development Services; Ms. S. Trerise, Visitor and Convention Services Manager; Mr. R., French, Manager, Transit Services; Mr. R. MacKay, Manager of Recreation & Culture; Mr. B. Coutts, Manager of Court Services, Mr. H. Perets, Legal Counsel for Guelph Police Services; Ms. L. Warren, Administrator of Disability Services; Mrs. L.A. Giles, City Clerk/Director of Information Services; Ms. P. Tollett, Financial Consultant; Ms. S. Aram, Manager of Budget Services; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Hofland Seconded by Councillor Farrelly

THAT the minutes of the Emergency Services, Community Services & Operations Committee meeting held on December 5, 2007 & December 12, 2007 be confirmed as recorded and without being read.

Carried

Accessibility Advisory Committee Report

Mr. Paul Reeve, Chair, Accessibility Advisory Committee was present to provide an update of the Committee. He advised of various documents they have completed and/or updated; collaborative projects undertaken with City departments; and training opportunities that have been provided within the past year.

Staff will post this information on the City website.

2008 Grant Recommendations

Mr. Morris Twist, Executive Director, United Way of Guelph & Wellington was present to explain that the Social Services Grants were under expended and recommended the unexpended monies be allocated to Wyndham House.

	Mrs. Sally Wismer, Executive Director, Guelph Arts Council, was present and explained the reasoning for providing funds to the K-W Symphony was because
	residents of the City of Guelph benefit from performances in Guelph. The grant committee discussed establishing a policy in future for providing grants to such groups and the cultural advisory group has this currently under review and hope to bring recommendations forward in the near future.
	Ms. S. Trerise, Visitor and Convention Services Manager was present and explained the waiver process of the grant recommendations. She suggested that this process should be reviewed and revised.
	Mr. R. MacKay, Manager of Recreation and Culture, was present and explained the waiver process further and provided clarification on the matter.
	The Mayor suggested the Grant Committee bring a report back to the Emergency Services, Community Services & Operations Committee with suggestions for improvements to the process so that the new policies can be implemented for the 2009 Grant Recommendations.
	It was agreed that the recommendation to allocate the under expended amount of \$1638.00 to Wyndham House be approved as part of the grant recommendations.
REPORT	 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT the recommendations of the Sector Review Groups for receipt of a 2008 City of Guelph grant as outlined in the Finance Report dated January 16, 2008, entitled "2008 Grant Recommendations" be approved.
	Carried
	Wyndham House
Mr. J. Riddell Mr. B. Poole	 Moved by Mayor Farbridge Seconded by Councillor Farrelly THAT the correspondence received from Wyndham House requesting amendments to the Lodging House by-law be referred to staff to report report back to committee.
	Carried
	Implementation of 20 Minute Bus Service
	Mr. R. French, Manager of Transit Services presented the report regarding the

Mr. R. French, Manager of Transit Services presented the report regarding the Implementation of 20 Minute Bus Service. He reviewed the options listed within the Report and provided a breakdown of the costs involved for each. He advised that the start time for this program was based upon when they could obtain new buses and staff. He stated he believes ridership will increase with increased frequency of service.

4. Moved by Mayor Farbridge Seconded by Councillor Hofland

THAT the Transit Report "Implementation of 20 Minute Service" dated January 1, 2008 be received;

AND THAT staff be directed to bring forward Option #1 as the preferred option to the 2008 budget process;

AND THAT options for fare increases be included as part of the budget proposal.

Carried

Presentation at Future Emergency Services, Community Services & Operations Committee

The Chair advised that a representative from Women in Crisis will be coming to a future meeting of this committee to provide a presentation regarding Sexual Assault and Domestic Violence.

Transit Bus Stop Snow Clearing

Councillor Hofland noted that she was pleased to see an Information Report stating that the Transit bus stop snow clearing program has taken place and wished to congratulate Transit and Operations staff on their collaborative project.

Staff will report back after the winter season with respect to the success of the project.

5. Moved by Councillor Farrelly Seconded by Councillor Beard

THAT the Emergency Services, Community Services and Operations Committee now hold a meeting that is closed to the public, pursuant to Section 239 (2) (f) of the Municipal Act with respect to:

• Advice that is subject to solicitor-client privilege

Carried

The remainder of the meeting was held in camera.

Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge

Also Present: Councillor Bell

REPORT

	Staff in Attendance: Ms. S. Smith, Associate Solicitor, Mr. B. Cou of Court Services; Mrs. L.A. Giles, City Clerk/Director of Informa Mr. H. Perets, Legal Counsel for Guelph Police Services; Ms. T. A Deputy City Clerk; Ms. D. Black, Assistant Council Committee Co	tion Services; Agnello,
	 Moved by Mayor Farbridge Seconded by Councillor Farrelly THAT Harry Perets, Legal Counsel for Guelph Polices Services be address the Committee. 	e permitted to
		Carried
	Ms. S. Smith and Mr. H. Perets provided legal advice with respect clarification of a legal matter.	to
	7. Moved by Councillor Beard Seconded by Councillor Farrelly	
Mrs. L.A. Giles Ms. L. Payne	THAT staff be given direction with respect to the matter for which was provided.	legal advice
		Carried
	Next Meeting: February 11, 2008	
	The meeting adjourned at 6:56 p.m.	

.....

Chairperson

COMMITTEE AGENDA



TO Emergency Services, Community Services & Operations Committee

DATE February 11, 2008

LOCATION Council Chambers TIME 5:00 p.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

January 16, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
PRESENTATION: WOMEN ABUSE & SEXUAL ASSAULT	
Zhaleh Afshar, Women in Crisis	
WATER STREET TRAFFIC MANAGEMENT REVIEW	Approve
THAT the existing all-way stop controls installed on Water Street at Maple Street and Water Street at McCrae Boulevard remain in place.	
ONTARIO STREET TRAFFIC MANAGEMENT REVIEW	Approve
THAT the existing all-way stop controls installed at the intersection of Ontario Street at Arthur Street South/Manitoba Street and at Ontario Street at Neeve Street remain in place.	
ADDITIONAL GROUP RELAMPING OF STREETLIGHTS IN 2008	Approve
THAT Council approve the re-lamping of an additional quadrant of City street lights in 2008 as outlined in the Emergency Services, Community Services and Operations Committee February 11, 2008 report <u>Additional</u> <u>Group Relamping of Streetlights in 2008</u> .	
CITY OF GUELPH ACCESSIBILITY PLAN (ONTARIONS WITH DISABILITIES ACT, 2001)	Approve
THAT the City of Guelph Accessibility Plan 2008 be approved;	
AND THAT the Accessibility Plan be submitted to the Ministry of Community and Social Services, Province of Ontario.	

KEY EMERGENCY PLANNING INITIATIVES FOR 2008	Receive
THAT the February 11, 2008 Emergency Services report entitled <u>Key</u> <u>Emergency Planning Initiatives for 2008</u> be received.	
PROVINCIAL INCIDENT MANAGEMENT SYSTEM - (IMS)	Receive
THAT the February 11, 2008 Emergency Services report entitled <u>Provincial</u> <u>Incident Management System – (IMS)</u> be received.	
CHANGES TO RESUSCITATION POLICY	Receive
THAT the February 11, 2008 Emergency Services report entitled <u>Changes</u> to Resuscitation Policy be received.	
CANADA DAY CELEBRATIONS	For Direction
Discussion regarding Canada Day Celebrations as directed from Council.	

OTHER BUSINESS

NEXT MEETING

March 12, 2008

City Hall 59 Carden St Guelph, ON Canada N1H 3A1

T 519-822-1260 TTY 519-826-9771





Report:

OPERATIONS

TO: Emergency Services, Community Services & Operations Committee

DATE: February 13, 2007

SUBJECT: WATER STREET TRAFFIC MANAGEMENT REVIEW

RECOMMENDATION:

"THAT the existing all-way stop controls installed on Water Street at Maple Street and Water Street at McCrae Boulevard remain in place."

BACKGROUND:

In May, 2003, as part of the City's interim traffic management program, all-way stop controls were installed at the intersections of Water Street at Maple Street and Water Street at McCrae Boulevard. The all-way stop controls were installed until a full traffic management review could be undertaken by City staff in consultation with area residents. The following report is a summary of the traffic review completed for Water Street.

REPORT:

Existing Conditions

Water Street is a two lane collector road between Edinburgh Road South and Gordon Street with a 50km/h speed limit (refer to Appendix A). Water Street has mainly residential properties, including some medium density residential properties, John McCrae Elementary Public School, John McCrae House Museum and parklands.

Data Analysis:

Before and after traffic data (based on the all-way stop controls installed) was collected within the neighbourhood to determine the volume, speed and amount of short-cutting traffic and the results are as follows:

Traffic Volume

As an interim measure all-way stop controls were installed at the intersections of Water Street at Maple Street and Water Street at McCrae Boulevard in May 2003.

After the all-way stop controls were installed in May 2003 the traffic volume was reduced from 2,020 vehicles per day to1,639 vehicles per day. A more recent count in October 2007 revealed that the traffic volumes on Water Street have decreased even further to 1,417 vehicles per day or by approximately 30% since 2003, well below the Traffic Management guidelines of 2,000 vehicles per day.

Operating Speeds

There has not been a marked difference in the speeds before or after the all-way stop controls were installed. On Water Street the existing 85th percentile operating speed averages 56 km/h, this is an acceptable operating speed and is below the 60 km/h speed required for traffic calming.

Cut-through Traffic

Overall the percentage of cut-through traffic has decreased to an average of 18% less than the 30% threshold value required for traffic calming to be implemented as required in the City's Neighbourhood Traffic Management Policy. The traffic data is summarized in detail in Appendix B.

Collision Data

A five year collision history review (June 2002 to June 2007) was undertaken for Water Street between Edinburgh Road and Gordon Street. There have been only four (4) reportable motor vehicle collisions occurring on Water Street and the reportable collisions that did occur were dispersed throughout the street. They do not indicate any detectable collision pattern or problem area.

Water Street Traffic Management Plan:

The proposed Water Street Traffic Management Plan included maintaining the existing interim all-way stops as well as installing new traffic calming signage and two (2) curb extensions. This proposal was provided to the neighbourhood in a 2007 mail survey along with a request for their comments on the plan. The Water Street Traffic Management Plan is illustrated in Appendix C.

Resident Feedback:

Staff mailed 980 surveys to all of the households located within the study area identifying the proposed Water Street Traffic Management Plan. Additionally, affected residents had the option of completing the survey on-line through the City's website. Comments were received from 235 residents (24%) of the 980 surveyed.

The City's Neighbourhood Traffic Management Policy indicates that a minimum approval rate of 60%, based on number of surveys returned, is required to implement any Traffic Management Plan. Of the 235 surveys received, the survey results indicated that only 24% of the respondents were in favour of the proposed Water Street Traffic Management Plan. This is well below the 60% required for the implementation.

Conclusion:

It is apparent given the 30% reduction in traffic volume since 2003 with the installation of the all-way stops, that these measures have been effective in reducing cut-through traffic and that the majority of the residents are pleased with the results.

Further, given the results of the 2007 survey the residents do not feel that any further controls are required. And, as a result staff are recommending the existing all-way stop controls remain in place at the intersections of Water Street at Maple Street and Water Street at McCrae Boulevard and that no further traffic calming actions be taken.

ALTERNATIVE:

N/A

CORPORATE STRATEGIC PLAN:

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS:

N/A

DEPARTMENTAL CONSULTATION:

N/A - Proposed Traffic Management plan not recommended.

COMMUNICATIONS:

Affected property owners have been advised that this matter is being presented to the Emergency Services, Community Services and Operations Committee on February 13th, 2008

ATTACHMENTS:

Appendix A – Study Area Appendix B – Before/After Short-cutting Data Appendix C - Water Street Traffic Management Plan

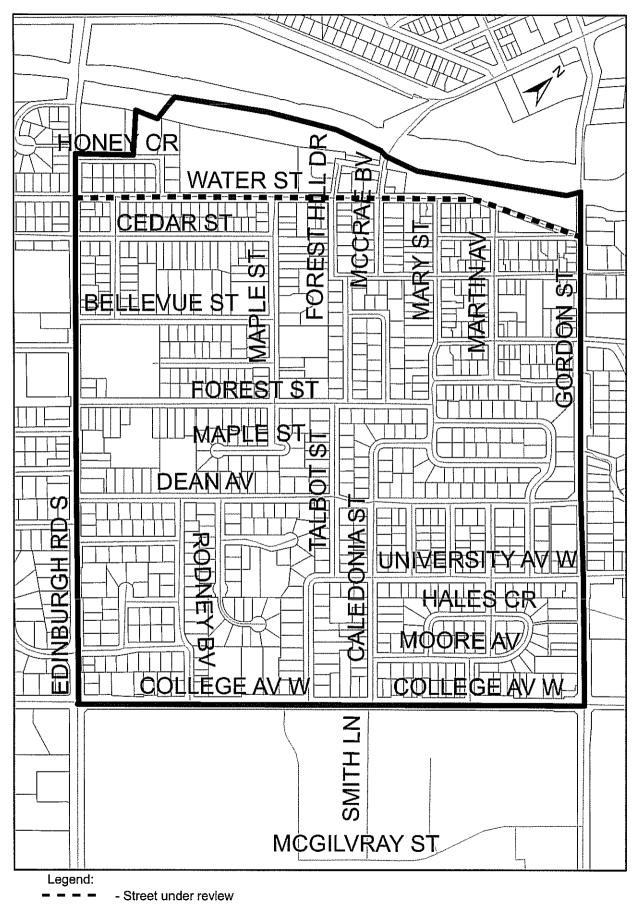
Prepared By: Dean McMillan Traffic Technologist II (519) 837-5628 ext. 2041 dean.mcmillan@guelph.ca

Recommended By: Derek J. McCaughan Director, Operations (519)837-5628 derek.mccaughan@guelph.ca

aroman_

Endorsed By: Bob Chapman Manager, Traffic & Parking (519)837-5628 bob.chapman@guelph.ca

Appendix A: Study Area



Appendix B - Before/After Data (Origin/Destination Study)

Before Results (Oct, 2002)

AM Peak (8AM - 9AM)

			1		
	% Cut-thru	30.5%	9.8%	20.0%	1.8%
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After Results (Oct, 2007)

AM Peak (8AM - 9AM)

	% Cut-thru	24.2%	11.3%	24.1%	11.1%
Exiting	# of matched % Cut-thru	15	7	13	6
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	% Cut-thru	24.7%	11.7%	36.3%	1.1%
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	Location	A		c	2

of matched % Cut-thru

Location B C

PM Peak (4PM - 5PM)

Entering Location Total ≂∣∞

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Exiting

20.0% 14.5% 27.1% 12.5%

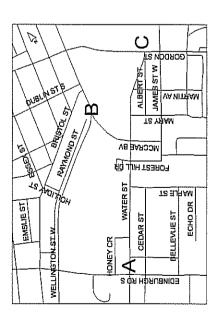
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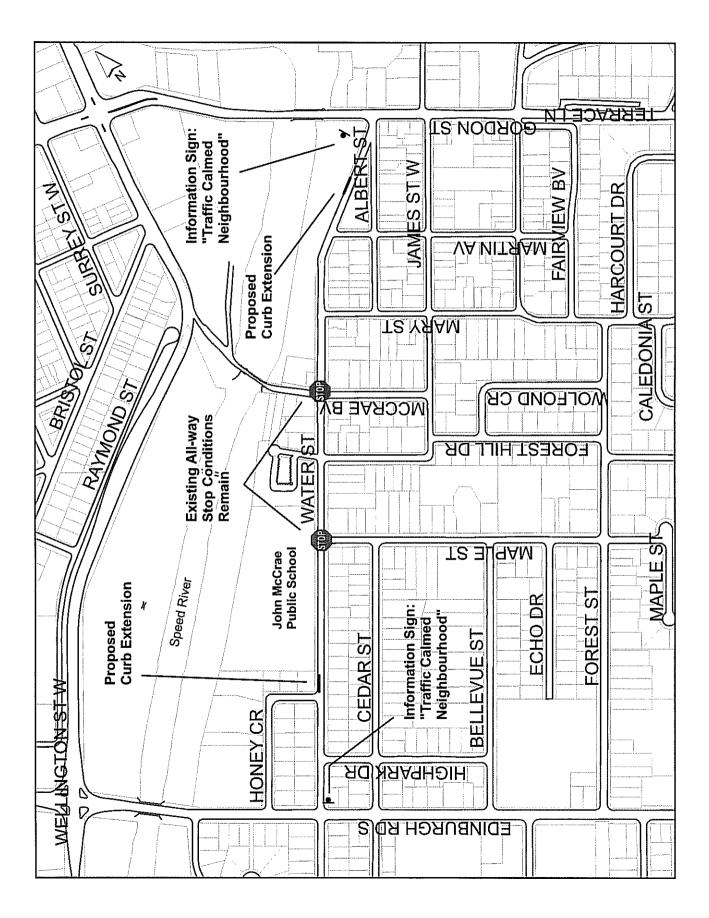
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Location	Edinburgh Rd at Water St	Wellington St at McCrae Blvd	Gordon St at Water St
Location ID	A	8	<u>0</u>

Appendix C: Water Street Traffic Management Plan







OPERATIONS

Report:

TO: Emergency Services, Community Services & Operations Committee

DATE: February 13, 2007

SUBJECT: ONTARIO STREET TRAFFIC MANAGEMENT REVIEW

RECOMMENDATION:

"THAT the existing all-way stop controls installed at the intersection of Ontario Street at Arthur Street South/ Manitoba Street and at Ontario Street at Neeve Street remain in place"

BACKGROUND:

In May, 2003, as part of the City's interim traffic management program, all-way stop controls were installed at the intersections of Ontario Street at Arthur Street South/ Manitoba Street and Ontario Street at Neeve Street. The all-way stop controls were installed as an interim measure until a full traffic management review could be undertaken by City staff in consultation with area residents. The following report is a summary of the traffic review completed for Ontario Street.

REPORT:

Ontario Street is a two-lane, local road located between York Road and Neeve Street with a 50km/h speed limit. The land-use on Ontario Street is primarily residential but also has Tytler Elementary Public School. In addition, Guelph Transit route #4 (York Rd) utilizes Ontario Street between Neeve Street and York Road for both inbound and outbound directions. Refer to Appendix A for the study area.

Data Analysis:

Traffic data was collected within the neighbourhood both before and after the installation of the all-way stop controls in 2003 to measure the volume, speed and amount of traffic short-cutting through the area. The results are as follows:

<u>Traffic Volume</u> - Studies from October 2007 indicate that that volume of traffic has been decreased by 36% to 869 vehicles per day since the installation of the all-way stop controls. Below the 900 vehicles per day required for traffic calming measures to be implemented.

<u>Operating Speeds</u> - The 85th percentile operating speed observed in the October 2007 study was found to be 55 km/h. This is the speed at which 85% of the vehicles observed are travelling at or below. While this observed speed meets the criteria for the consideration of traffic calming measures, it is not an unusual rate of speed to be experienced for this class of roadway.

<u>Cut-through Traffic</u> - Origin-destination studies conducted in the vicinity of Ontario Street in 2006 determined 33 (56%) of the 59 trips recorded in the morning peak hours were short-cutting through the neighbourhood. While this percentage of short-cutting traffic is high the volume is low. Staff are of the opinion this activity is likely associated with parents dropping their children off at Tytler School. During the afternoon peak hours, only 10% of trips were short-cutting the neighbourhood.

<u>Collision Data</u> – From January 1, 2002 to August 31, 2007 there have been a total of twelve (12) reportable collisions on Ontario Street. Given the low collision frequency and the varied locations where these collisions have occurred, there does not appear to be any detectable collision pattern or problematic location.

Traffic Management Plan:

As required under the City's Traffic Management Policy, staff developed a Traffic Management Plan (Appendix B) for the consideration of residents. The plan included a series of road narrowings at key intersections, a curb radius reduction, a centre median island and the removal of the interim all-way stop controls.

867 notices illustrating the proposed Traffic Management Plan were distributed to all of the households located within the study area and comments were received from only 69 (8%) of the households surveyed. The low response may be indicative of resident disengagement, a result of the process being extended over a number of years. While staff are not prepared to make recommendation with regard to the Traffic Management Plan given the response rate, we are of the opinion that the existing all-way stop controls have resulted in positive changes in the traffic characteristics observed on Ontario Street and, therefore, are prepared to recommend their retention.

ALTERNATIVES:

Remove the existing all-way stop controls installed in 2003 and restore the traffic control measures in this neighbourhood to its original state. Should this occur, it is anticipated that the traffic volume in this neighbourhood would likely return to the 2002 levels before the all-way stop controls were installed resulting in resident complaints.

CORPORATE STRATEGIC PLAN:

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS:

N/A

DEPARTMENTAL CONSULTATION:

N/A - Proposed Traffic Management plan not recommended.

COMMUNICATIONS:

Affected property owners have been advised that this matter is being presented to the Emergency Services, Community Service and Operations Committee on February 13th, 2008

ATTACHMENTS:

Appendix A – Study Area Appendix B – Proposed Ontario Street Traffic Management Plan

in Mi

Prepared By: Dean McMillan Traffic Technologist II (519) 837-5628 ext. 2041 dean.mcmillan@guelph.ca)

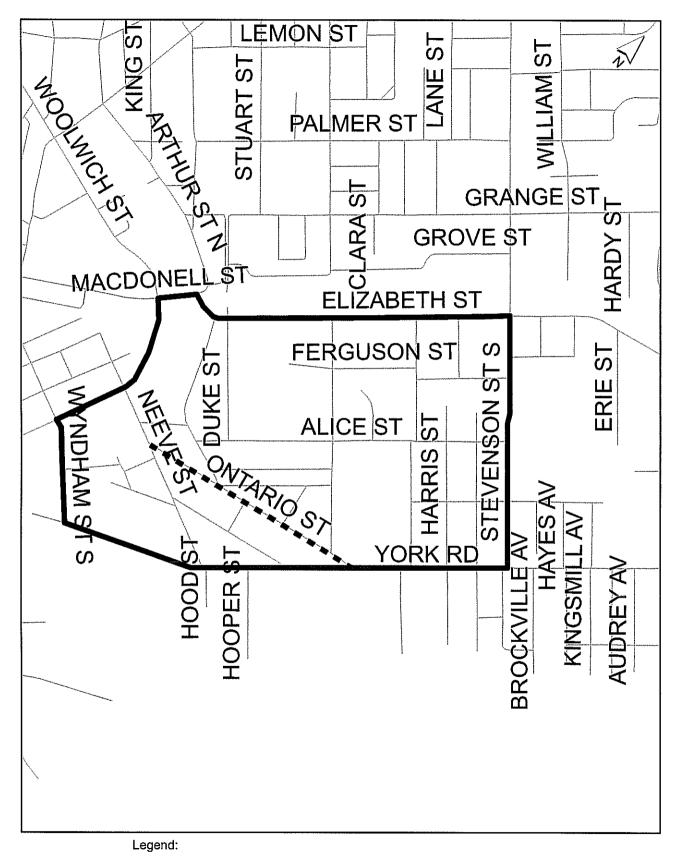
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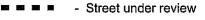
Recommended By: Derek J. McCaughan Director, Operations (519) 837-5628 ext. 2018 derek.mccaughan@guelph.ca

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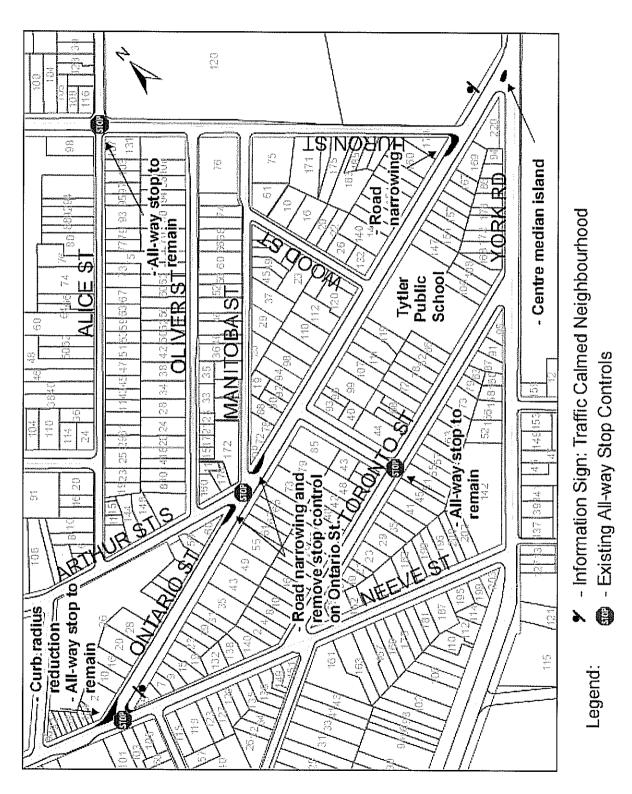
Endorsed By: Bob Chapman Manager, Traffic & Parking (519) 837-5612 ext. 2275 bob.chapman@guelph.ca

Appendix A - Study Area





Survey boundary area



Appendix B – Ontario Street Traffic Management Plan Curb Extensions and All-way Stops





OPERATIONS

Report:

TO: Emergency Services, Community Services & Operations Committee

DATE: February 13, 2008

SUBJECT: ADDITIONAL GROUP RELAMPING OF STREETLIGHTS IN 2008

RECOMMENDATION:

THAT Council approve the re-lamping of an additional quadrant of City street lights in 2008 as outlined in the Emergency Services, Community Services & Operations Committee report Additional Group Relamping Of Streetlights In 2008.

BACKGROUND:

Street light luminaire bulbs have a predicted four-year life expectancy. Instead of replacing individual bulbs as they burn out, it is far more cost-efficient to proactively replace them on a planned cycle. This activity is done within one quadrant of the City utilizing qualified staff contracted by Guelph Hydro Electric Systems Inc. (GHESI) (on our behalf) each year.

REPORT:

Staff recently met with representatives from GHESI to discuss various issues about street lighting. One of the issues discussed was that planned replacement was not undertaken in 2004 and 2006 as a means of funding other unplanned infrastructure maintenance. This decision has led to a substantial increase in unplanned luminaire bulb replacement in 2007. Correspondingly, GHESI further indicated that they have a finite amount of human resource available to attend to spot replacement of luminaire bulbs and the increased demand is resulting in a noticeably longer period of time before replacement is affected.

If no remedial action is taken to address the missed re-lamping of luminaires, it will take up to four years to re-establish the group relamping program. In the meantime, resident complaints within specific areas of the City will increase as luminaire bulbs will burn out with more frequency and remain un-replaced for longer periods of time than the public is accustomed. In addition, the City will face increased maintenance costs as GHESI replaces luminaire bulbs on a one-off basis. Staff recommend GHESI be authorized to re-lamp two instead of one quadrant in 2008. Doing so will decrease anticipated public complaint, City maintenance cost and increase the dependability of the street lighting system. Further, staff will work with GHESI to massage the replacement cycle such that it is returned to the historic four year cycle and funding levels.

CORPORATE STRATEGIC PLAN:

- **1.2** Municipal sustainability practices that become the benchmark against which other cities are measured.
- 5.4 Partnerships to achieve strategic goals and objectives.

FINANCIAL IMPLICATIONS:

Group relamping a quadrant of the city costs approximately \$130,000.

- Funding for the scheduled 2008 relamping is included in the Street Lighting operating account (720-4800).
- Funding for the relamping of an additional quadrant is available in the Infrastructure Sustainability – Streetlights capital project (RD0144) as outlined in the attached funding summary. Staff have reviewed the historic and projected financial performance of this account and have determined funding for this suggested activity is available based on accumulated surpluses over the course of this project (2005–2007).

DEPARTMENTAL CONSULTATION:

Finance (Budget Services) Operations (Traffic) Guelph Hydro

ATTACHMENTS:

Appendix 1 – Funding summary.

Prepared By: Ryan Hagey Financial Consultant

Recommended By: Bill Stewart Acting Director of Finance

Recommended By: Bob Chapman Manager of Traffic & Parking

Recommended By: Derek McCaughan Director of Operations

The City That Makes A Difference

Budget and Financing Schedule

Debt Internal Financing 83,359 113,020 82,980 420,000 420,000 140,641 420,000 0 Reserve 235,000 46,641 78,692 63,238 46,429 0 235,000 Revenues 235,000 Current 0 0 0000 o 0 Developer/ Other **External Financing** 0 0000 0 0 0 Charges Dev't Additional Group Relamping of Streetlights in 2008 0 0 0000 0 0 Subsidy 0 130,000 130,000 176,258 219,333 129,409 655,000 655,000 655,000 Cost Total A. Budget Approval RD0144 Infrastructure Sustainability - Street Lights January 25, 2008 Ryan Hagey plus: Expenditures to Date - RD0144 RD0144 **TOTAL BUDGET REQUIREMENT** plus: Committed Funds - RD0144 plus: Future Work - RD0144 B. Budget Requirement Estimated Cost from GHI JDE Project number: C. Surplus / (Deficit) **Budget Approval** Project name: Prepared by: City Share Date:

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655,000

D. Revised project budget





CORPORATE SERVICES

Report:

TO: Emergency Services, Community Services & Operations Committee

DATE: 2008/02/11

SUBJECT: CITY OF GUELPH ACCESSIBILITY PLAN (ONTARIANS WITH DISABILITIES ACT 2001)

RECOMMENDATION:

THAT the City of Guelph Accessibility Plan 2008 be approved and submitted to the Ministry of Community and Social Services, Province of Ontario.

SUMMARY:

The City of Guelph Accessibility Plan is produced annually. This plan is an opportunity for residents of the City of Guelph to monitor the progress of the removal of barriers that they have identified. The Plan is also a communication tool for the City of Guelph to share its successes in removing barriers for its residents with disabilities at city facilities, and in programs and services.

BACKGROUND:

The Ontarians with Disabilities Act 2001 (ODA) was passed to improve opportunities for people with disabilities through identification, removal and prevention of barriers to participation in the life of the Province. The ODA mandates that provincial government, municipal governments, public transportation providers, schools, colleges, universities and hospitals develop annual accessibility plans and make them public. Accessibility plans are intended to address existing barriers to people with disabilities and to prevent new barriers from being established.

Both the ODA and new legislation, in the form of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA), require the preparation and submission of an annual accessibility plan.

REPORT:

The attached document, "City of Guelph 2008 Accessibility Plan", was developed by the staff ODA Corporate Accessibility Steering Committee (ODA-CASC) with consultation and input from the City's Accessibility Advisory Committee (AAC).

The document provides a listing and status of the barriers identified by the public during the ODA-CASC and AAC's Public Open House in 2007. Members of the ODA – CASC consulted with those in their service area to determine a plan of action for each item. The 2008 Accessibility Plan also fulfills the City of Guelph Transit Services obligations to complete an Accessibility Plan under the ODA.

The ODA-CASC and AAC will be responsible to monitor the progress of the Plan and to obtain public input to subsequent Plans that are to be submitted yearly.

CORPORATE STRATEGIC PLAN:

The elimination of barriers or development of documents identified in the Accessibility Plan will assist the City to be a well-connected and accessible community that values diversity, multiculturalism, volunteerism and philanthropy, the second goal of the City of Guelph Strategic Plan 2007.

FINANCIAL IMPLICATIONS:

In cooperation with the ODA Corporate Accessibility Steering Committee and the Accessibility Advisory Committee, each service area will determine the costs associated with addressing each barrier under their area of responsibility. In some cases no cost will be required (i.e. Development of Inclusion Policy in Recreation). In other cases funds will need to be identified in operating and capital budgets (i.e. renovations of facilities to meet Facility Accessibility Design Manual standard).

DEPARTMENTAL CONSULTATION:

The ODA Corporate Accessibility Steering Committee includes a wide representation of staff and service areas whose task is to oversee the process of preparing the Accessibility Plan under the direction of the Administrator of Disability Services.

The Committee has also actively consulted with other staff and groups within each Service Area to ensure their expertise and input has been included in developing the Plan.

COMMUNICATIONS:

The 2008 Accessibility Plan will be made available to the public through the following means:

1. A PDF document will be placed on the City's website;

- 2. Copies of the plan are available to the public from the City's Community Services either by pick-up or through mail.
- 3. Formats such as CD, Braille, audio and disk are available upon request;
- 4. Communication of the Plan is provided to the media and the public through our Corporate Communications Division through media releases, etc.;
- 5. All general information relating to the Accessibility Plan is posted on the City's website.

The ODA-CASC members will also assist in communicating this Plan with staff in their departments.

ATTACHMENTS:

The 2008 City of Guelph Accessibility Plan

Prepared By: Leanne Warren Administrator of Disability Services

ommended Bv

Recommended By: Lois Payne Director of Corporate Services - City Solicitor





Information Report

EMERGENCY SERVICES

TO: Emergency Services, Community Services & Operations Committee

DATE: February 11, 2008

SUBJECT: KEY EMERGENCY PLANNING INITIATIVES FOR 2008

BACKGROUND:

There is a perception in Canadian society that when an emergency happens first responders will attend with all necessary resources to affect a positive response. In addition, there is the thought that government of different levels, including municipalities will back up the initial response with resources and services sufficient to allow a quick and efficient recovery. This level of expectation is sometimes inconsistent with the actual response capabilities of responding services.

REPORT:

Emergency Services Staff will focus on the following "key" emergency planning initiatives" for 2008:

- Provide a forum for key emergency management personnel to meet with representatives from the City of Guelph Disability Services, the Community Care Access Centre and local Long Term Care facilities. They will learn about expectations and capabilities and work to facilitate education, training and equipment.
- Annual community emergency preparedness day, (May 7, 2008) West End Community Centre. Concurrent emergency management lecture series the same date and venue sponsored by the Guelph Chamber of Commerce.
- Community Emergency Preparedness Guide to be distributed as part of the emergency preparedness week promotions. Guelph.ca to be updated at the same time.

Personal Preparedness Guide to all households in the municipality. In addition we will promote the Guide through all available media outlets. It will be very important for the Director of Emergency Services and the Community Emergency Management Coordinator to use any and all opportunities to reshape public expectation and encourage personal preparedness. Emergency Services will encourage the use of a

personal preparedness toolkit to sustain a household for at least 72 hours after an emergency.

Emergency Services will continue to work with all our emergency management partners and groups such as the Canadian Red Cross, the Guelph Chamber of Commerce and the Co-Operators.

CORPORATE STRATEGIC PLAN:

2007 Strategic Plan, section 2.4 – The lowest crime rate and best emergency service record of any comparable-sized Canadian City.

FINANCIAL IMPLICATIONS:

No implications at this time. Ongoing consultations may result in future funding requests for improved training and / or equipment.

DEPARTMENTAL CONSULTATION:

Emergency Services staff continues to consult with all our emergency management partners and other stakeholders with an interest in our ongoing quest to develop a more 'disaster resilient' community.

COMMUNICATIONS:

N/A

ATTACHMENTS: N/A

Prepared By: Harry Dunning Community Emergency Management Coordinator, 519-822-1260 ext. 2127

Recommended By: Shawn Armstrong Director,

519-822-1260 ext. 2125





Information Report

EMERGENCY SERVICES

TO: Emergency Services, Community Services & Operations Committee

DATE: February 11, 2008

SUBJECT: PROVINCIAL INCIDENT MANAGEMENT SYSTEM - (IMS)

BACKGROUND:

Incident Management System (IMS) is a system that defines the roles and responsibilities to be assumed by personnel and the operating procedures to be used in the management and direction of emergency incidents.

The United States introduced a National Incident Management System (NIMS) after September 11th, 2001 to streamline command and management of emergency's or critical incidents. This system was based on NFPA 1561 (Standard on Emergency Services IMS) and NFPA 1600 (Standard on Disaster / Emergency Management and Business Continuity Programs). These related standards are large documents and can be made available for review upon request.

REPORT:

Emergency Management Ontario recognized that having a standardized Incident Management System (IMS) in Ontario was a worthwhile goal. They began to put the system together based on the American NIMS.

IMS is meant to be a guide for Municipalities and Provincial Ministries to use during an emergency response. It would provide standardized language and a standard command and control system from jurisdiction to jurisdiction. This allows functional interoperability at all levels of emergency management in Ontario. The end goal is that all of Canada will eventually adopt this system and all training will become standardized.

Emergency Management Ontario advises that use of the system by a Municipality will be optional. Emergency Management groups will be able to use as much or as little of IMS during an emergency. Decisions as to local usage will be made after training information is made available by the Province and reviewed by staff. Provincial training is planned for 2008 and could be completed in 2009. To date no firm information relating to training dates has been received.

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Comments on the IMS program have been provided by Emergency Services since 2004. We have commented on the downloading of training responsibilities onto municipalities. We continue to monitor and provide input to Emergency Management Ontario - EMO through our Provincial networks and as representatives on various emergency planning committees. Council will be updated as additional information comes forward from the Province.

CORPORATE STRATEGIC PLAN:

2007 Strategic Plan, section 2.4 – The lowest crime rate and best emergency service record of any comparable-sized Canadian City.

FINANCIAL IMPLICATIONS:

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No implications at this time. Some additional funding may be required should training responsibilities be downloaded by the Province.

DEPARTMENTAL CONSULTATION:

Emergency Services Staff continue to monitor and consult on the development of an Incident Management System with Emergency Management Ontario and our local emergency planning committees and networks.

COMMUNICATIONS:

ATTACHMENTS:

1) - November 14, 2007 - Incident Management System – (IMS) Stakeholder Consultation Letter

Prepared By Harry Dunning Community Emergency Management Coordinator - CEMC 519-824-6590

Recommended By: Shawn Armstrong Director

ATTACHMENT # 1

Ministry of Community Safety and Correctional Services

Emergency Management Ontario 77 Wellesley Street West Box 222 Toronto ON M7A 1N3 Telephone/Téléphone Facsimile/ Télécopieur E-mail

Ministère de la Sécurité communautaire et des Services correctionnels

Gestion des situations d'urgence Ontario 77, rue Wellesley Ouest C.P. 222 Toronto ON M7A 1N3 (416) 314-3723 (416) 314-3758 Information.EMO@Ontario.ca



File Reference/Référence

November 14, 2007

Dear Incident Management Stakeholders:

Incident Management System (IMS) - Stakeholder Consultation

The project to develop and implement a common approach to the Incident Management System (IMS) in Ontario was re-initiated last summer under the sponsorship of Ontario's Commissioner of Community Safety. Efforts are underway to proceed with this project as quickly as possible, while ensuring that it is completed in a consultative manner and provide a strong foundation for success.

Last summer we worked to build a strong project management foundation for IMS. This included a thorough business case and project charter - both developed to ensure the project objectives and scope were mutually agreed upon by stakeholders/senior leaders, and to provide project continuity. Late last fall, we brought together a group of 30+ stakeholders in a new IMS Steering Committee. These very dedicated individuals representing highly diverse aspects of the emergency response community and all levels of government have committed significant amounts of their time to ensuring that all views are represented in the project.

Together, we have written a new guidance document (doctrine) for the implementation of IMS in Ontario. This document is now ready to share with you and we are ready to launch the period of formal consultation. Specifically, we would like your comments with regard to your understanding of the document, omissions we may have made, and whether there are any parts of the document that could not be implemented in your organization due to conflicts with existing rules, regulations, or polices.

In commenting on the document, please note that it outlines the full system. It is a "toolbox" for the worst case and outlines common principles applicable to all levels of response. It is understood that communities, ministries, and all other emergency response organizations will use only the parts of the system that they need – IMS is not about filling boxes, but is a system of response aimed at achieving greater efficiencies. In addition, this document is not the document that is meant for training, briefing senior officials, or "selling" the program. These products (e.g., courses, briefing materials, guidelines for specific

organizations or levels of response) will follow where the members of the Steering Committee indicate a need.

In addition to the guidance document (doctrine), attached are two communications products - a presentation and a set of FAQs with answers. Please feel free to distribute/present these within your organization.

Also attached is a summary of work conducted by the IMS Training working group. The group has proposed a four-part curriculum based on the IMS training model used in other jurisdictions. This training would teach common principles, and is not meant to replace organization-specific incident management training. In some cases, current training may fulfill some or all of the needs of certain levels of the proposed curriculum.

Everyone is welcome to submit comments on the IMS document and the draft training program. The IMS Steering Committee will reconvene early in the New Year to consider all comments. Attached is a response/comment form with a few basic instructions to guide you.

The address for submitting comments is: <u>emo.ims.consultation@ontario.ca</u>.

The deadline for submitting comments is December 31, 2007.

Thank you for taking your time to participate in this process to enhance emergency response in Ontario. Please feel free to contact our project officer, Ray Lazarus, at <u>Ray.Lazarus@ontario.ca</u> if you have any questions related to this process.

Sincerely,

Mike Morton Chair, IMS Steering Committee <u>Michael.j.morton@ontario.ca</u> (416) 212-3472





Information Report

EMERGENCY SERVICES

TO: Emergency Services, Community Services and Operations Committee

DATE: 2008/02/11

SUBJECT: CHANGES TO RESUSCITATION POLICY

SUMMARY:

A Provincial policy and operational guideline regarding a new Do Not Resuscitate Order (DNR) form has been received from the Office of the Fire Marshal for Ontario. Paramedics in Ontario will also follow the same practice relating to DNR forms in their day to day responses to patients who do not wish resuscitation as part of their treatment plan and have the appropriate form prepared in advance.

BACKGROUND:

The policy will guide the practice upon arriving and being presented with a do not resuscitate (DNR) confirmation form. Both Fire and Ambulance responders will develop training to implement operating guidelines directing DNR forms.

REPORT:

¹"Paramedics/firefighters often respond to calls where a patient on their own or through a substitute decision-maker has decided in advance that they do not wish to be resuscitated in the event that they suffer a respiratory or cardio respiratory arrest. These situations require paramedics/firefighters to make rapid decisions whether or not it is appropriate to honour a Do Not Resuscitate request presented to them.

The Ministry of Health and Long-Term Care is introducing a DNR Form. This Form will be implemented on February 1, 2008.

The updated DNR Form will significantly enhance a first responder's ability to honour the wishes of patients and their families when resuscitation is not part of the treatment plan for the patient. The Form has been designed for easier use by paramedics/firefighters while meeting the needs of patients and their families in all settings. It provides a

standardized Form for all paramedics/firefighters to follow. This Form will minimize any chance of error and reduce the risk of liability to paramedics/firefighters.

This Information Bulletin has been developed to provide an opportunity to review the key points from the updated Do Not Resuscitate Confirmation Form (DNRC). This Form directs the practice of paramedics and firefighters after February 1, 2008 in situations where a DNR order is part of a patient's treatment plan. Fire Departments will need to develop Standard Operating Procedures (SOPs) that incorporate the use of the DNR Confirmation Form for firefighters. These SOPs will be similar to the DNR Standard for paramedics. " The complete form and related information is available upon request or online at www.ofm.gov.on.ca

¹ Information Bulletin – Do Not Resuscitate Confirmation Form (DNRC) – January 2008

CORPORATE STRATEGIC PLAN:

This initiative supports the Corporate Strategic Direction: 5. A community-focused, responsive and accountable government.

FINANCIAL IMPLICATIONS:

None

DEPARTMENTAL CONSULTATION:

Currently consulting with Land Ambulance Provider and Office of the Fire Marshal

COMMUNICATIONS:

Communications regarding this has been coordinated through the responsible Provincial Ministries.

- 1- Ministry of Health and Long Term Care,
- 2- Ministry of Community Safety and Correctional Services,

ATTACHMENTS:

1 -Do Not Resuscitate Confirmation introduction and form

Prepared By: Lyle Quan Deputy Chief, Emergency Services

Recommended By: Shawn Armstrong, Director – Emergency Services

ATTA HATENT 1

Information Bulletin

Do Not Resuscitate Confirmation Form (DNRC)

January 2008

Academic Standards & Evaluation Office of the Fire Marshal



Do Not Resuscitate (DNR) Confirmation Form

Introduction

Paramedics/firefighters often respond to calls where a patient on their own or through a substitute decision-maker has decided in advance that they do not wish to be resuscitated in the event that they suffer a respiratory or cardiorespiratory arrest. These situations require paramedics/firefighters to make rapid decisions whether or not it is appropriate to honour a Do Not Resuscitate request presented to them.

The Ministry of Health and Long-Term Care is introducing a DNR Form. This Form will be implemented on February 1, 2008.

The updated DNR Form will significantly enhance a first responder's ability to honour the wishes of patients and their families when resuscitation is not part of the treatment plan for the patient. The Form has been designed for easier use by paramedics/firefighters while meeting the needs of patients and their families in all settings. It provides a standardized Form for all paramedics/firefighters to follow. This Form will minimize any chance of error and reduce the risk of liability to paramedics/firefighters.

This Information Bulletin has been developed to provide an opportunity to review the key points from the updated Do Not Resuscitate Confirmation Form (DNRC). This Form directs the practice of paramedics and firefighters after February 1, 2008 in situations where a DNR order is part of a patient's treatment plan. Fire Departments will need to develop Standard Operating Procedures (SOPs) that incorporate the use of the DNR Confirmation Form for firefighters. These SOPs will be similar to the DNR Standard for paramedics. This Information Bulletin includes detailed information on the DNR Confirmation Form and its use.

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Do Not Resuscitate Confirmation Form

	Fire Marshal Serial Number
	ate Confirmation Form
	cs and Firefighters after February 1, 2008 al when completed
R.N. (EC)) or registered practical nurse (R.P.N.), a par	ed nurse (R.N.), registered nurse in the extended class amedic or firefighter <u>will not</u> initiate basic or advanced t <u>will</u> provide necessary comfort measures (see point #2) to the
^p atient's name – <i>please print clearly</i> Surname	Given Name
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 "Do Not Resuscitate" means that the paramedic (a level) will not initiate basic or advanced cardiopulm 	according to scope of practice) or firefighter (according to skill onary resuscitation (CPR) such as:
 Chest compression; 	
 Defibrillation; 	
 Artificial ventilation; 	
 Insertion of an oropharyngeal or nasopharynge 	al airway;
 Endotracheal intubation; 	
 Transcutarieous pacing; 	
 Advanced resuscitation drugs such as, but not antagonists. 	limited to, vasopressors, antiarrhythmic agents and opioid
(according to skill level) will provide interventions of pain. These include but are not limited to the provis	re, the paramedic (according to scope of practice) or firefighter r therapies considered necessary to provide comfort or alleviate ion of oropharyngeal suctioning, oxygen, nitroglycerin, morphine (or other opioid analgesic), ASA or benzodiazepines
The signature below confirms with respect to the a (check one @) has been met and documented in th	
	the patient's expressed wish when capable, or consent of the incapable, that CPR not be included in the patient's plan of
	ill almost certainly not benefit the patient and is not part of the ussed this with the capable patient, or the substitute
Check one 🗹 of the following:	
M.D. CR.	N. 📋 R.N. (EC) 📋 R.P.N
Print name in full	
	Given Name
:	
Signature	Date (yyyy/mm/dd)
 Each form has a unique serial number. 	
 Use of photocopies is permitted only after this 	form has been fully completed

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Accessibility Plan

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Submitted by:

Leanne Warren Coordinator, ODA Corporate Accessibility Steering Committee Accessibility Advisory Committee

This document is available in the following alternate formats:

- Braille
- Audio
- CD
- Larger font size

NOTE: This document has been prepared in 12pt font

Contact information:

E-mail: accessibility@guelph.ca Telephone: (519) 822-1260 ext. 2670, TTY: (519) 826-9771 Online: guelph.ca



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City of Guelph Barrier Free Policy Statement



The City of Guelph is an innovative, caring community, and is committed to being responsive to the needs of its citizens. We want Guelph to be a great place to call home for everyone who lives here. To do this, we must recognize the diverse needs of our residents and respond by striving to provide services and facilities that are accessible to all.

Our vision of Guelph is that of a well-designed community that is safe, convenient and comfortable. To this end, the City of Guelph has developed this Barrier Free Policy and associated action statements.

Goals

The City of Guelph as an employer and provider of services is committed to Barrier Free access and thus will:

- 1) Take a leadership role in achieving and setting an example to the business, institutional and volunteer sectors in terms of access and integration, employment equity, communications, recreation, transportation, housing and education.
- 2) Establish a process to identify barriers and gaps in existing services and facilities.
- 3) Continuously improve the level of accessibility of existing municipal services and facilities.
- 4) Actively encourage input from all segments of the community in the design, development and operation of new and renovated municipal services and facilities.
- 5) Provide resources and support to give effect to this policy.

article dec

Karen Farbridge, Mayor

Hans Loewig, Cheif Administration Officer

SECTION 1: Executive Summary

This report:

- 1. Describes the process by which The City of Guelph identifies, removes, and prevents barriers to people with disabilities.
- 2. Reviews the progress The City of Guelph has made in removing and preventing barriers that were identified last year in its facilities, policies, programs, practices and services.
- 3. Lists the facilities, policies, programs, practices and services that The City of Guelph will review in the coming year to identify barriers to people with disabilities.
- 4. Describes the measures The City of Guelph will take in the coming year to identify, remove and prevent barriers to people with disabilities.
- 5. Describes the ways that The City of Guelph will make this accessibility plan available to the public.

SECTION 1: Executive Summary

People with disabilities represent a significant and growing part of our population. According to Statistics Canada, about 1.5 million Ontarians have disabilities, about 13.5 per cent of the population. It is estimated that 20 per cent of the population will have disabilities in two decades. In the City of Guelph that represents over 20,000 people.

The purpose of the Ontarians with Disabilities Act, 2001 (ODA) is to improve opportunities for people with disabilities and to provide for their involvement in the identification, removal and prevention of barriers to their full participation in the life of the province. The ODA mandates that all municipalities prepare annual accessibility plans.

This is the fifth year that a plan has been prepared by the ODA Corporate Accessibility Steering Committee (ODA-CASC) of the City of Guelph. The report describes the measures that the City of Guelph has taken in the past, and the measures that the City will take during 2008, to identify, remove and prevent barriers to people with disabilities who use the facilities and services of the municipality, including staff, and other members of the community.

This year, the City of Guelph continues to make continual improvement of access to facilities, and services for persons with disabilities; the participation of people with disabilities in the development and review of its annual accessibility plan; and the provision of quality services to all members of the community with disabilities.

SECTION 1: Executive Summary

The ODA Corporate Accessibility Steering Committee and Accessibility Advisory Committee identified several barriers to people with disabilities. The most significant areas that pose barriers are those that affect circulation of persons with disabilities such as curb ramps, transportation services and sidewalks.

Our goal, during the coming year, is to:

- a. Work to complete the priorities identified in this Accessibility Plan
- b. Continue to promote and encourage the removal of barriers to City of Guelph policies, programs, practices and facilities.
- c. Monitor the release of draft and/or final versions of Provincial Standards under the Accessibility for Ontarians with Disabilities Act 2005 (AODA).
- d. Respond to the release of the Provincial Standards under the Accessibility for Ontarians with Disabilities Act 2005.
- e. Establish opportunities to implement the AODA Customer Service Standard.

SECTION 2: Municipal Jurisdiction(s) Participating in this Plan

2.1 Municipality

The Corporation of the City of Guelph.

2.2 Mailing Address

City Hall, 59 Carden Street, Guelph Ontario, N1H 3A1

2.3 Introduction

The Corporation of the City of Guelph has established a comprehensive and collaborative approach to eliminating barriers to accessibility for its citizens who have disabilities. We have developed the ways and means of working with the various agencies and organizations established to support persons with disabilities. We have established networks within the community in an effort to gain feedback from individuals who have disabilities regarding barriers to full participation. Our efforts and successful initiatives have given the City an enviable reputation in removing barriers experienced by persons with disabilities. The Ontario Ministry of Citizenship has included Guelph as an "example of municipal best practices" in removing accessibility barriers.

While the work is primarily designed for persons with disabilities, many of the accomplishments that improved and enhanced accessibility are of direct benefit to other residents of Guelph, their guests and visitors to Guelph. The Principles of Universal Design are predicated on the benefits to be derived by all. The implementation of an ever-growing fleet of low-floor buses, for example, makes boarding and disembarking for elderly customers an easier and safer experience, as does the adoption of audible traffic signals. Easier entrance to and exit from Guelph's public buildings are an asset for all.

With the appointment of its first Disability Resource Coordinator in 1995, Guelph began its sustained and constantly enhanced commitment to serve persons with disabilities. Premised on an acceptance of the principles of Universal Design, the City has: promoted and supported the formation of the Guelph Barrier Free Committees in 1998; adopted a corporate Barrier Free Policy Statement in 2001; devised and adopted the municipality's own Guelph Accessibility Guidelines in 2001 governing all municipal buildings and facilities; undertook an extensive Accessibility Audit of its 21 owned and leased properties and facilities in 2002; and appointed its Accessibility Advisory Committee, its Staff ODA Corporate Accessibility Steering Committee in 2003, and developed the 2005 Facility Accessibility Design Manual in partnership with the County of Wellington, Homewood Health Centre and the Upper Grand District School Board.

SECTION 2: Municipal Jurisdiction(s) Participating in this Plan

The manual, adopted as a standard by the Guelph City Council, applies to all City owned or leased property and replaces the Guelph Accessibility Guidelines for a more extensive approach to accessibility and universal design.

Guelph is committed to expanding and enhancing its service to those persons who have disabilities.

2.4 Population

Guelph is a city with a population of some 120,000 residents and is located within the County of Wellington.

2.5 Municipal Highlights

The City of Guelph is known as a "separated city", and does not form part of the County system. It is located approximately 1 hour west of Toronto in what is known as Canada's Technological Triangle. Neighboring cities include: Kitchener, Waterloo, Cambridge, and Hamilton.

The Corporation of the City of Guelph consists of nine service areas and approximately 850+ full time employees. The service areas consist of Environmental Services, Operations, Finance, Community Services, Emergency Services, Information Services, Human Resources, Corporate Services, and Community Design and Development Services. The City also works with a number of boards including: Police Services, Library, River Run and Museum to deliver a wide-range of services, programs and activities.

2.6 City of Guelph Vision

To be the City that makes a difference...

Acting locally and globally to improve the lives of residents, the broader community and the world.

2.7 City of Guelph Mission

To achieve excellence through leadership, innovation, partnerships and community engagement.

SECTION 3: Guelph Transit

The City's public transit service, Guelph Transit, includes conventional service and a specialized parallel service, called Guelph Mobility Service, a pre-booked, door-to-door service for passengers who are not able to board a conventional bus. This ODA Plan includes Guelph Transit's annual report in Sections 3 and 5.

3.1 Organization – Agency

Guelph Transit

3.2 Address

City Hall 59 Carden Street Guelph Ontario N1H 3A1

Site Address: 170 Watson Rd S, Guelph, Ontario N1L 1C1

3.3 Description

Public Transit has been operating in Guelph since 1895. The mandate of the Guelph Transit Services Division is to be a leader in the provision of Transit Services, with a focus on safety, the environment and service excellence. In 2007, Guelph Transit conventional bus service carried a total of 5,720,000 passengers and the mobility service carried a total of 49,963. Guelph Transit service is offered Monday to Saturday beginning at 5:45 a.m. to 12:15 a.m. within the city limits of Guelph. Sunday and statutory holiday service runs from 9:15 a.m. to 6:15 p.m.

As a strong supporter of the accessible community, Guelph Transit has implemented numerous initiatives to ensure that "getting around" has become easier for everyone. Currently 14 bus routes are fully accessible with a view to making all bus routes fully accessible. Furthermore, 29 of 55 conventional buses are low floor accessible. In 2007, a taxi scrip program was implemented, whereby mobility passengers using a wheelchair or scooter are now able to book directly with Red Top Taxi. A \$40.00 coupon book may be purchased for \$20.00.

SECTION 4: ODA Working Committees

4.1 ODA Corporate Accessibility Steering Committee

The City of Guelph recognizes that the ODA utilizes comprehensive definitions for both disability and barrier and therefore the Municipality's Plan will need to reflect these definitions. In order to ensure that all service areas are represented within the Plan, City Council approved the formation of an ODA Corporate Accessibility Steering Committee. This committee includes a wide representation of staff and service areas who oversee the process of preparing the Accessibility Plan under the direction of the Administrator of Disability Services.

The Committee has also actively consulted with other staff and groups within each service area to ensure their expertise and input has been included in developing the Plan.

The ODA Corporate Accessibility Steering Committee's primary role is to:

 Demonstrate leadership in creating and recommending innovative approaches and progressive solutions to make City Services, programs, bylaws, policies and practices more accessible to residents of Guelph and City employees.

The following is a list of the 2007 ODA Corporate Accessibility Steering Committee including which department/area they represent:

- 1. Leanne Warren, Plan Coordinator, Corporate Services
- 2. Randall French, Transit Services
- 3. Susan Smith, Corporate Services
- 4. Murray McCrae, Corporate Services
- 5. Kristen Quennell, Community Services
- 6. John Tsilogianis, Finance
- 7. Beth Brombal, Operations
- 8. Scott Hannah, Community Design and Development Services
- 9. Dave Sharpe, Emergency Services
- 10. Dana Nixon, Human Resources

SECTION 4: ODA Working Committees

4.2 Key Contact/Accessibility Plan Coordinator

The key contact for inquiries regarding the Municipality's Accessibly Plan is the Administrator of Disability Services who acts as the staff liaison between the ODA Corporate Accessibility Steering Committee and the Accessibility Advisory Committee (AAC). The role of the Administrator has been to coordinate all meetings, to ensure consistency and continuity in the preparation and implementation of the annual accessibility plan, assign responsibility for its coordination and development, arrange for public consultation and consultation with the AAC.

Leanne Warren, Administrator of Disability Services/Plan Coordinator, Corporate Property Management, Corporate Services, City of Guelph, 59 Carden St., Guelph, ON N1H 3A1 (519) 822-1260 ext 2670 leanne.warren@guelph.ca

4.3 Accessibility Advisory Committee

The Ontarians with Disabilities Act, 2001 (ODA) requires that all municipality's with a population size of over 10,000, appoint an Accessibility Advisory Committee (AAC). A majority of the members of the committee must include persons with disabilities.

City Council appointed the following individuals to the AAC for the 2007 Term:

Paul Reeve	Citizen (Chair)
France Tolhurst	Citizen (Vice-Chair)
Bev Izzillo-Ustation	Citizen
Cory Chisholm	Citizen
Doug Grove	Citizen
Jane McNamee	Citizen
Janice Pearce-Faubert	Citizen
Jennifer Popkey Bergen	Citizen
Jolyne Neil	Citizen
Julia Phillips	Citizen
Laurie Lanthier	Citizen
Mary Grad	Citizen
Sharon Van Manen	Citizen
Tom Goettler	Citizen
Leanne Warren	Committee Liaison

5.1 Public Transit

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
1	Persons with disabilities have difficulty traveling within the city.	Increase the number of accessible transit routes.	Identified: 2005 2008 – Routes #6 and #23 to be added to our inventory of accessible routes. 2009 –Route #54 to be added to our inventory of accessible routes.	F. Gerrior
2	Persons with disabilities have difficulty traveling within the city.	Establish priority for accessible bus stop audit. Retrofit bus stops to comply with the Facility Accessibility Design Manual.	Identified: 2005 2008 – Prioritized, Retrofit ongoing	F. Gerrior
3	Mobility service may not be meeting the requirements of persons with disabilities.	Meet with community to better identify, review and improve Mobility service.	Identified: 2005 2007/08 – Underway – meetings with AAC and members of the community to identify areas for improvement	F. Gerrior
4	Transit drivers may voluntarily assist in securing mobility device upon request, however this isn't widely known.	 Staff will consider the following: Change the Low Floor Bus Policy to include language that specifies the Drivers will assist passengers to secure restrainment devices. Train Drivers on changes to the policy. Create a plan to communicate the policy changes. Promote PAL Program (personal assistant to ride for free). 	Identified: 2007 2008 – All four steps	F. Gerrior

Public Transit – cont'd

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
5	Flexibility in Mobility service dispatching – rider changes and dispatch changes in schedules.	Continue to improve flexibility in Mobility bookings and decrease changes to rider's scheduled rides.	Identified: 2007 2008 – Ongoing in conjunction with #3. Ongoing promoting Taxi Scrip program	F. Gerrior
6	Miscommunication about ride bookings between Transit and contracted accessible service company has resulted in people not having an expected ride.	Increase efficiency in dispatching the two services.	Identified: 2007 2008 – Investigate procedure to ensure accuracy Working with Taxi service providers – joint training an option	F. Gerrior
7	Individuals with low vision are not aware when city bus has arrived at their stop.	Investigate the implementation of new technology on all conventional transit buses that will be capable of providing our customers with an automated digital display, and audio announcement, of the next bus stop.	Identified: 2006 2008 Target	F. Gerrior
8	Same service with Mobility and contracted accessible service.	Provide training opportunities to standardize service.	ldentified: 2007 2008 – Target	F. Gerrior
9	Consistent time for all buses as people can't always phone for details once at the bus stop.	 Introduce a new operating schedule to improve time performance of the system. Develop hard copy time tables for distribution to our customers. Provide hard copy schedule information at 'info-posts' located at high volume bus stops. 	ldentified: 2007 2008 – Target	F. Gerrior

Public Transit – cont'd

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
10	Mobility services need to better accommodate the increasing volume of users with more low floor buses.	Conduct an operational review of the Mobility Service with the assistance of a working group created through the Accessibility Advisory Committee.	ldentified: 2007 2008 – Target	F. Gerrior
11	People who are blind do not meet the existing Mobility criteria – it can be difficult to use regular transit due to snow.	Conduct a best practices review with other municipalities operating similar service in the Province of Ontario.	ldentified: 2007 2008 – Target	F. Gerrior
12	Better snow clearing at bus stops so people can wheel onto the bus and the kneeling bus can kneel.	 Establish a standard for the clearing of snow from bus stops As of Dec 2007, Operations Department has assumed the responsibility of clearing bus stops. Sidewalk plow operators will clean snow in conjunction with high priority sidewalks and 4 cm snowfall threshold as per Council approved standard. 	Identified: 2007 1. Target –2008 2. Ongoing and will continue to monitor and improve needs and methods	F. Gerrior
13	Has current training been assessed by people with disabilities?	All Transit Staff have received SkillForm training – a sensitivity training program developed by the Ontario Public Transit Association and endorsed by the Provincial Government.	ldentified: 2007 Ongoing	F. Gerrior
14	People with disabilities should help to deliver sensitivity training.	Transit Staff will consider this request for future refresher training programs however, scheduling could become problematic.	ldentified: 2007	F. Gerrior

Public Transit – cont'd

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
15	Difficulty reaching office.	To be addressed as part of the operational review addressed in item #10.	Identified: 2007	F. Gerrior
16	Promote to private property owners that Mobility vans need snow removed to deploy the ramp.	Prepare a communications bulletin for distribution to private property owners explaining the need to clear snow from the Mobility bus loading area.	ldentified: 2007 2008 – Target	F. Gerrior

Recreation and Culture

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
1	Develop Inclusion Policy to guide provision of Municipal Recreation, Leisure and Cultural Programs.	Research inclusion policies developed by neighbouring communities. Develop policy with assistance of stake holders.	ldentified: 04-05 Plan 2007/08 – Underway	J. Doherty
2	Program for Persons with Complex Disabilities.	Meet with recreation staff regarding current service levels Investigate adaptation possibilities. Meet with community agencies to identify gaps and where improvements can be made in programs.	Identified: 05 Plan 2008 – Target	J. Doherty
3	Upgrading of stair nosing and treads at Delhi Community Centre.	Replace linoleum and stair nosing according to FADM.	ldentified: 03-04 Plan 2008-Underway	C. Richardson
4	Grab bars needed at West End Community Centre.	Install a fold down grab bar in washrooms at WECC.	Identified: 2007 2007/08-Underway	L. Warren
5	Corridor between Evergreen Seniors Centre and attached residence requires door openers.	Install a device that will open door to Evergreen during hours of operation.	Identified: 2007 2007/08-Underway	L. Warren
6	Washrooms in upper part of Riverside Park are inaccessible.	Retro-fit washrooms to Facility Accessibility Design Manual.	Identified: 2007 2009-Target	L. Warren
7	Washrooms at Guelph Lake sports field are not accessible.	Plan to retro-fit washrooms.	Identified: 2007 2008–Target to assess	L. Warren
8	Promote the programs that are available.	 Develop a generic brochure and direct community to website/leisure guide. Enhance the "accessibility" & recreation accessibility section of the website. 	ldentified: 2007 #1&2-Target-2008	J. Doherty All Recreation Programmers

Recreation and Culture – cont'd

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
9	Accessible weight room (workout equipment).	 At VRRC – any future equipment should have accessibility considerations. Locate or purchase quad cuffs for WECC and develop process for public access to cuffs. 	ldentified: 2007 #1-Future #2-2007	B. Sloss
10	Accessible whirlpool at least one facility.	 Consideration for a whirlpool at the proposed South End facility. Promote the therapeutic benefits of the WECC pool through leisure guide, website, flyers, and brochures. 	Identified: 2007 #1-Future-2010 or more #2- Target-2008	#1. R. Mackay #2. E. Millie
11	Create an awareness brochure for people with disabilities so they know what is available to them.	 In the leisure guide ensure the facility descriptions state if facility is accessible. Ensure the flyer is available at all facilities. Review the information in leisure guide for succinctness. 	Identified: 2007 #1,2,3-Target-2008	#1. All Facility Managers # 2&3. J. Doherty
12	More assistance from lifeguards needed in the pool for the hearing impaired. Teach lifeguards basic sign language to communicate safety instructions such as "everyone out of the pool!" etc.	 Currently due to the number of staff and high turn over rates, we are unable to teach sign language to staff. City of Guelph Aquatic emergency procedures currently do include visual and auditory communication with the public during pool evacuations. We will continue to remind staff in training sessions to utilize both. Pool Clear Hand Signal currently being used: arm bent at 90 degrees hand in the air making a horizontal circle. 	ldentified: 2007 # 1 – 2007/08 # 2 – 2008	# 1&2. A. Nant for K. Watson (2008) and E. Millie

Recreation and Culture - cont'd

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
			ldentified 2002 2007 – North/West entrance renovated complete	
13	Guelph Farmer's Market is not fully accessible.	Renovate to meet Facility Accessibility Design Manual	Demarcation added to support posts – 2007 – complete	L. Warren Operations
			2007 imporved accessible parking – complete	
			Further renovations – 2009	
14	Hastings Stadium not fully accessible.	Renovate to meet Facility Accessibility Design Manual.	Identified 2002 2008 – Stair nosing to be done –audit other to Facility Accessibility Design Manual	L. Warren Operations
15	Riverside Park Offices are not fully accessible to persons with disabilities.	Renovate to meet Facility Accessibility Design Manual.	Identified 2002 Riverside Offices have taken a lower priority as there is no public access and limited staff working from the facility.	L. Warren Operations

Sidewalks, Roads, Parking

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
1	Snow not cleared in a timely fashion on sidewalks.	Council Adopted Service Standards (2005) – Sidewalks are all plowed, salted or sanded by mechanical sidewalk plows, when snow accumulates to 4cms, and 8cms in residential areas within 20 hours of snow fall. Manual shoveling, sanding, salting downtown.	Identified: 2007 Service Standard is communicated with Operations' phone number and protocol to rectify problem, on an annual basis in the Tribune, City of Guelph Leisure brochure and City website.	S. Mattina
2	Snow cleared unevenly at tracks.	 Crossings are currently plowed by mechanical sidewalk plows. Identify specific crossings that are problematic and Operations department will assess 	Identified: 2007 2-Ongoing	1&2-B. Thompson 2-L. Warren
3	Snow - Not aware of sidewalk clearing policy and snowfall threshold.	Service standard and response time are communicated every Oct/Nov in newspapers, City Holler and website.	Identified: 2007 See #1 above.	S. Mattina
4	Snow at curb ramps from sidewalk to road not well cleared and are often a barrier.	 Ramps are hand shoveled downtown, new service since 2006, AAC committee request. Identify specific areas that are problematic 	Identified: 2007 2- Assist public in notifying Operations as needed-Ongoing	1-B. Thompson 2-L. Warren
5	Sidewalk is uneven at railroad tracks.	 Two crossings repaired per year as per regular road improvement program. Needs coordination with CN Rail, city and traffic. Identify which locations are current problem. 	Identified: 2007 1-Current Program 2- Assist public in notifying Operations as needed -Ongoing	1-S. Mattina 2-L.Warren

Sidewalks, Roads, Parking - cont'd

	Barrier/lssue	Procedure To Remove Barrier	Status & Comments	Staff Member
6	Wheelchair wheels get stuck in rails of railroad tracks – Edinburgh and on Alma.	 Two crossings repaired per year as per regular road improvement program. Needs coordination with CN Rail, city and traffic. Public should contact 	Identified: 2007 Edinburgh complete 2007 Alma - TBD 2. Assist public in notifying Operations	1&2-S. Mattina 2-L.Warren
		Operations to identify which locations are current problem.	as needed.	
7	Improve sidewalks and curb cuts in downtown.	Downtown Inspection conducted in May 2007. List of deficiencies were identified. Plan being developed to address. Sidewalk deficiencies were noted.	Identified: 2007 Downtown Inspection completed during May 2007 Ongoing	S. Mattina
8	Improve sidewalks and curb cuts in older parts of town and Willow Rd area.	Curb ramps are repaired according to the prioritized curb ramp repair list. Intake for list is ongoing. Prioritizing tool developed by the AAC.	ldentified: 2007 Ongoing	S. Mattina
9	Joints in sidewalks create a lot of discomfort/vibration for those who use wheelchairs and scooters.	 Once identified, Operations will assess and determine if and when they can be smoothed over. Public asked to contact Operations. 	Identified: 2007 2- Assist public in notifying Operations as needed-Ongoing	S. Mattina 2. L. Warren
10	Need a consistent time allocated for pedestrian crossings.	All should be consistent. Identify which locations are not, and they will be investigated. Crosswalk button needs to be pressed to trigger longer crossing time. Otherwise, will default to 8 seconds.	ldentified: 2007 See # 13 below	R. Barr
11	Lower Pedestrian crosswalk buttons at Willow/Silvercreek intersection and at the pedestrian crossing on Willow.	Willow Rd. and Applewood Cr. crosswalk corrected.	Identified: 2007 Complete	R. Barr

Sidewalks, Roads, Parking – cont'd

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
12	Larger buttons to activate pedestrian crossing.	 All new signalized intersections will have larger buttons. Investigating new style of Accessible Pedestrian Signal before purchasing. 	Identified: 2007 1. Ongoing 2. 2008	1&2-R Barr 2-L. Warren
13	Educate public on how Pedestrian Crossing signals work - push button for longer time, flashing doesn't mean you're out of time, etc.	 Pamphlets and on line information already exist. Pamphlets will be distributed. 	Identified: 2007 2. 2008	2-L. Warren
14	Pedestrian crossing lines should be repainted more often as those with low vision have difficulty seeing them, as well visible lines may help drivers remember that pedestrians have the right of way.	 Line painting is an annual program (June-August) performed by contractors. All intersections and school crossings are priority. Funds not available to increase frequency as weather becomes barrier in winter months. Public should notify Operations if location is deficient and will inspect. 	Identified: 2007 2. Assist public in notifying Operations as needed.	B. Thompson 2. L. Warren
15	Varying sizes of City accessible parking spaces and location of access ramp.	 Audit municipal parking space to Facility Accessibility Design Manual (FADM) standard. Develop retro-fit plan. 	ldentified: 2006 1&2-Scheduled for 2007/08	1-Bylaw staff 2. L. Warren
16	By-law related to persons with disabilities is not current.	Update by-law related to persons with disabilities Bylaw section relating to the misused of accessible parking permits was finalized in October '07, to Council Dec. '07. Entire bylaw scheduled for review by end of 2008	Identified: 2006 Scheduled to be completed end of 2008	D. Godfrey

Sidewalks, Roads, Parking - cont'd

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
		1. Upgrade signaling systems and devices so that persons with low vision or who are blind are able to use intersections (maximum of 4 intersections annually).		
17	Persons with visual Impairments have difficulty using crosswalks.	2. Accessibility Advisory Committee, Accessible Pedestrian Signal Sub- Committee to work with Operations to recommend list of intersections for installation for 2008.	Identified: 2006 2. Tasks in # 2 targeted for 2008	1&2-R. Barr 2. L. Warren
		Committee to develop a priority tool similar to the curb ramp priority tool used by Operations.		
18	Pay and display spitter at Wilson Lot is not easily accessible.	Reduce height of pay and display spitter at Wilson Lot.	Identified: 2006 Tentatively Scheduled for 2009	A. O'Connell
19	Difficult for persons with disabilities to use the pay and display spitter at Wilson Lot.	Increase visibility of pay and display screen at Wilson Lot and provide dexterity adaptations.	Identified: 2006 Tentatively Scheduled for 2009	A. O'Connell
20	Persons who use Wheelchairs are unable to access kiosk	Enlarge kiosk at Macdonell Lot	Identified: 2006 Tentatively Scheduled for 2009	A. O'Connell
21	Persons who use wheelchairs are unable to access kiosk.	Enlarge kiosk at Wilson.	Identified: 2006 Tentatively Scheduled for 2009	A. O'Connell
22	Retaining curb is located in an unexpected location on sidewalk.	Mark or eliminate unexpected curb, edges such as Quebec St and Norfolk.	Identified: 2006 Painting of curb edges Spring of 2007 – Complete	B. Thompson

Neighborhood Parks and Trails

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
1	Pathways/walkways are overgrown with branches.	Trails inspected annually and problematic areas trimmed. Public can report problem areas to Operations department, will be investigated.	ldentified: 2007	M. Cameron
2	A lot of goose droppings on walkways - dangerous for people who propel their wheelchair with their hands.	No action feasible at this time. Naturalization of river banks is being explored to reduce geese activity.	Identified: 2007	M. Cameron
3	Existing tennis courts not accessible due to entrance path and door through fence.	Audit and develop plan including cost estimates, to retro-fit tennis courts in accordance with Facility Accessibility Design Manual (FADM)	Identified: 2006 Tentatively Scheduled for 2009	M. Cameron
4	Pathways around the play area are in need of repair.	Repair rubberized surface in play areas. Identify locations in need to help prioritize.	Identified: 2006 Tentatively Scheduled for 2009	M. Cameron
5	lssues with accessibility to parks buildings and public open spaces.	Retrofit parks buildings and public open spaces for accessibility.	Identified: 2003/04 Ongoing to incorporate retrofits into annual budgets. Open Spaces - Develop into 10 yr Capital Forecast	L. Warren – Buildings, M. Cameron – Open Spaces
6	Lack of accessible and inclusive gardens in Guelph for person with disabilities to enjoy	Guelph Enabling Garden opened summer of 2005. 2008/09 focus on Programming	Ongoing staff, administration support to continue	L. Warren

General: Buildings

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
1	Building and business - Is there a staff expert(s) who could consult for businesses wishing to comply with the FADM?	The Building Code is far less stringent than the FADM, which is over a hundred pages and breaks down the requirements into separate (public) facility types. As Building Officials we can only enforce what is in the Building Code and since the FADM exceeds what the Building Code asks for we would have no authority to enforce these regulations. Any of the Plans Examiners in the Building Division would be available to assist in interpreting the requirements in the FADM if requested.	Identified 2007 Contact Building Department or Disability Services	Building Services Or L. Warren
2	Commercial Developments - Parking lots in commercial developments should be all one level with little change to the grade - Clair Rd plaza is very difficult to travel by manual wheelchair from Shopper's Drug Mart to TD	The Site Plan Review Committee will ensure that this issue is reviewed when examining new commercial developments to ensure that pedestrian movement (including those with disabilities) on site is adequately provided.	ldentified 2007	S. Hannah
3	Review and make amendments to Council Approved Facility Accessibility Design Manual (FADM).	Approach original development group to take part in review. Include items identified in previous ODA Plans (2007 ODA Plan, Section: Service Area: Corporate Services and City Solicitor, item 7 and 10; 2007 ODA Plan, Section: Community Design and Development Services, item 3)	Identified 2007 2008	L. Warren M. McCrae

General: Buildings – cont'd

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
4	Tables often difficult to sit up to when using a wheelchair	Communicate Facility Accessibility Design Manual dimensions for knee clearance	Identified 2007 Continue to monitor 2008	L. Warren
5	People with low vision or who are blind have difficulty identifying which floor they are on when using an elevator.	 Investigate retro-fit of existing elevators in City facilities with voice enunciator. New elevators to have this feature. 	Identified 2007 1. Target-2009 2. Since 2006	L. Warren

Libraries

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
1	Washrooms not accessible at main library branch.	Add permanent signage. Retro-fit according to Facility Accessibility Design Manual (Outstanding from list of barriers determined by Accessibility Advisory Committee in 2005).	ldentified 2005 2008-Capital Budget	L. Warren
2	Washroom at sub- library branches not accessible.	Upgrade according to Facility Accessibility Design Manual. (Outstanding from list of barriers determined by Accessibility Advisory Committee in 2005)	Identified 2005 2008/09-Capital Budget	L. Warren
3	Library Website not accessible and "User Friendly" to persons with disabilities.	An additional text enlargement feature has been added to each website page. With more accessible features, Internet Explorer version 7 to be deployed on system computers. (Outstanding from list of barriers determined by Accessibility Advisory Committee in 2003/04)	ldentified 2003/04 Complete	L. Kearns

Information and Communication

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
		Access Guelph booklet difficult to keep up to date.		
	Lack of information on	Promote accessible City services in the City of Guelph Leisure Guide.		
1	accessible City services and some amenities in the community	Under the direction of the Accessibility Advisory Committee, work with the Guelph Barrier Free Committee to investigate regularly updated, existing resources such as Guelph Information and Abilities website.	ldentified 2003/04 2008	L. Warren
2	Sometimes there are too many signs for automatic door openers in a small area.	Communicate importance of sign location and determining which door belongs to which button or reconsider layout of system	Identified 2007 Complete	L. Warren
3	Lack of pubic pay- phones with TTY	 Installation of new TTY pay phone at West Community Centre. Encourage Phone Contractor to add more TTY pay phones throughout the city. 	1. Complete 2. On hold due to CRTC ruling.	L. Warren

Healthy Environment

Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
Persons with chemical sensitivities experience health concerns related to environmental sensitivities.	 Consult with the public to identify and prioritize concerns Continue to research policies and practices in other North American municipalities as this is an emerging topic Begin review of existing policies and possibilities of new policies and investigate immediate and future opportunities to address concerns 	Identified 2005 Examples of policies and best practices were researched during 2007 #1, 2 - 2008 3 - Report back to AAC - 2008	L. Warren

Finance and City Treasurer

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
1	Limited funds identified to go towards Municipal accessibility improvements	The Capital budget of \$200,000 from 2006-2011 for accessibility deficiencies identified in the 2002 Facility Accessibility Audit	ldentified 2003/04 Ongoing until 2011	M. Humble L.Warren

Emergency Services

	Barrier/Issue	Procedure To Remove Barrier	Status & Comments	Staff Member
1	People with disabilities would like safety preparedness information material prepared that is suitable for their use. To be offered in alternate formats.	Guelph Fire Department in consultation with the Community Emergency Preparedness Coordinator (for content), other stakeholders and agencies with expertise in communication with people with various disabilities will prepare suitable materials and plan opportunities to disseminate emergency information.	ldentified 2007 2008 – Target	D. Sharpe H. Dunning L. Warren
2	Concerns of actual response efforts compared to perceived response efforts regarding people with disabilities	Meet with persons with disabilities and those who have responsibility in different venues to provide information on Guelph Fire Department capabilities with regard to emergency service.	ldentified 2007 2008 - Target	D. Sharpe L. Warren
3	Some residents with specialized health equipment would like the Guelph Fire Department to be aware of their equipment	Prepare a bylaw for fire plan boxes to hold information about locations and needs for 'persons with disabilities in their premises. Examine other methods of tracking information for future opportunities. Promote the fire plan boxes by-law to the greater community. Provide key box information to those people for whom it is a good solution for their individual circumstances.	ldentified 2007 Target 2008/09	D. Sharpe L. Warren

5.2 Accessibility for Ontarians with Disabilities Act Regulations

The Accessibility for Ontarians with Disabilities Act, 2005 (AODA), is a law passed by the Ontario Legislature that allows the government to develop specific standards of accessibility and to enforce them. The standards are made into laws called regulations and they provide the details to help meet the goal of the AODA. The AODA is the foundation on which the regulations or standards are built.

Expected to be released between 2008 and 2010 are the following standards: Transportation Employment Information and Communication

Built Environment

As of January 1, 2008, the first of these specific standards came into effect. This initial standard is called the Customer Service Standard. During 2008, departments in the City of Guelph will prepare to meet the follow requirements by 2010:

- Establish policies, practices and procedures on providing goods/services to people with disabilities
- Set policy on allowing people to use their own personal assistive devices to access goods and services
- Make reasonable efforts to ensure that policies, practices and procedures are consistent with the core principles of independence, dignity, integration and equality of opportunity
- Communicate with a person with a disability in a manner that takes into account his or her disability
- Train staff, volunteers, contractors and any other people who interact with the public or other third parties on the City's behalf on a number of topics as outlined in the customer service standard
- Train staff, volunteers, contractors and any other people who are involved in developing policies, practices and procedures on the provision of goods/ services on a number of topics as outline in the customer service standard
- Allow people with disabilities to be accompanied by their guide dog or services animal in those areas of the premises owned or operated by the City that are open to the public, unless the animal is to be excluded by another law. If a service animal is excluded by law, use other measures to provide services to the person with a disability
- Permit people with disabilities who use a support person to bring that person with them while accessing goods or services in premises open to the public or third parties

- Where admission fees are charged, provide notice ahead of time on what admission, if any, would be charged for a support person of a person with a disability
- Provide notice when facilities or services that people with disabilities rely on to access or use City goods or services are temporarily disrupted
- Establish a process for people to provide feedback on how the City provides goods or services to people with disabilities and how the City will respond to any feedback and take action on any complaints. Ensure the information about the feedback process readily available to the public.
- Document in writing policies, practices and procedures for providing accessible customer service and meet other document requirements set out in the standard
- Notify customers that documents requested under the customer service standard are available upon request.
- When providing documents required under the customer service standard to a person with a disability, provide the information in a format that takes into account the person's disability.

Source Document: the Accessibility Directorate of Ontario Guide to the Accessibility Standards for Customer Service. For further details, please contact the City of Guelph Administrator of Disabilities Services or refer to the Accessibility for Ontarians with Disabilities Act Standard for Customer Service, Ontario Regulation 429/07: www.mcss.on.gov

5.3 Initiatives for 2008

The City of Guelph Human Resources Department and Disability Services will work together during 2008 to continue to review trends, best practices and the Accessibility for Ontarians with Disabilities Act Employment Standards (release date not known at this time).

5.4 Review Process

The priorities identified each year will be reviewed on a regular basis by both the Accessibility Advisory Committee and ODA-CASC. Updates will be given at each meeting by the Accessibility Plan Coordinator. The Accessibility Advisory Committee meets six (6) times per year with the main objective to be to review progress and discuss actions taken.

As in previous years, management staff, through their ODA-CASC representative, will be required to submit progress reports on their service area's initiatives yearly which will be included in each year's Accessibility Plan.

The ODA-Corporate Accessibility Steering Committee members will meet 1-2 times per year with the Administrator of Disability Services to discuss priorities and their progress.

Members of the ODA-Corporate Accessibility Steering Committee will ensure discussion of the Accessibility Plan and priorities are discussed at upper management staff meetings.

5.5 Communication

The 2008 Accessibility Plan was prepared by the ODA-Corporate Accessibility Steering Committee in consultation with the Accessibility Advisory Committee and input from the community through the measures described in section 4.2 Key Contact/Accessibility Plan Coordinator. The consultative process also involved staff and management throughout the Corporation. Approval of the Plan was received by the Emergency Services, Community Services, Operations Standing Committee and Guelph City Council.

Upon approval, the 2008 Accessibility Plan will be made available to the public through the following means:

- 1. A PDF document will be available on the City's website;
- 2. Copies of the plan will be available to the public from the Corporation's Community Services either by pick-up or through the mail.
- 3. Formats such as CD, Braille and audio, are available upon request;
- 4. Communication of the Plan is provided to the media and the public through our Corporate Communications division through media releases etc.;
- 5. All general information relating to the Municipal Plan is posted on the City's website.

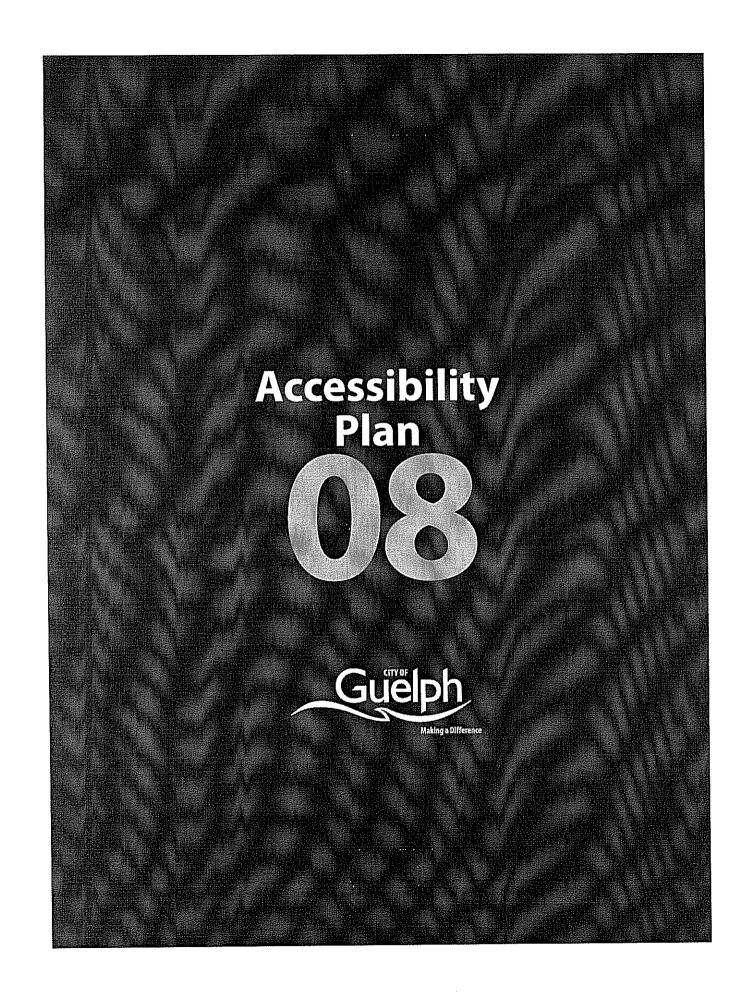
The ODA has legislated municipalities across Ontario to improve access for persons with disabilities. As providers of municipal services, the City of Guelph plays a crucial role in ensuring that persons with disabilities have access to all the public services, programs and opportunities that it provides to the community.

The City of Guelph's commitment to addressing barriers and ensuring accessibility for its residents who have disabilities is conducted in partnership with those with a disability, the organizations that serve them, and citizen volunteers who care and are concerned.

This commitment to be progressive and develop innovative solutions to accessibility issues began well before the passing of the ODA in 2001 and is evident in the previous section of this report which details the broad base of progress and accomplishments achieved to date.

Guelph's sustained commitment towards minimizing barriers and improving accessibility has been recognized by the Ministry of Citizenship as an example of "municipal best practices" within the Province of Ontario.

Guelph City Council and City employees will continue to develop and support initiatives that move our community closer to full inclusion.



Emergency Services, Community Services & Operations Committee Monday, February 11, 2008, 5:00 p.m. Council Chambers

A meeting of the Emergency Services, Community Services & Operations Committee was held on Monday, February 11, 2008 in Council Chambers at 5:00 p.m.

Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge

Also Present: Councillor Bell

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Dr. J. Laird, Director of Emergency Services; Mr. D. McCaughan, Director of Operations; Ms. L.E. Payne, Director of Corporate Services/City Solicitor; Mr. J. Riddell, Director of Community Design & Development Services; Mr. R. MacKay, Acting Director of Community Services; Mr. B. Chapman, Manager, Traffic & Parking; Mr. D. Hosker, Deputy Chief – Operations; Mr. D. McMillan, Traffic Technologist; Ms. L. Warren, Administrator of Disability Services; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Hofland Seconded by Councillor Beard

THAT the minutes of the Emergency Services, Community Services & Operations Committee meeting held on January 16, 2008 be confirmed as recorded and without being read.

Carried

PRESENTATION

Women Abuse & Sexual Assault

Ms. Zhaleh Afshar, Women in Crisis presented information with respect to the issue of domestic assault and sexual abuse and a request for the City to sign on to the protocol their association has established. She advised Women In Crisis would like to see the City endorse a public commitment to work towards ending violence in Guelph by establishing domestic violence-free zones, endorsing public awareness initiatives, city-wide distribution of the "Neighbours, Friends and Families Campaign" and funding for the campaign and help with customizing the design and assisting with distribution.

February 11, 2008	Emergency Services, Community Services & Operations	Page No. 2		
	2. Moved by Councillor Hofland			
	Seconded by Mayor Farbridge			
Mr. R. McKay	THAT the request to adopt the protocol by Women in Crisis			
Mr. M. Amorosi	referred back to staff to review how they can work to increase community awareness and possibly integrate training with the R-zone policy training and explore if there are opportunities to incorporate into the Human Resources Wellness program.			
	Water Street Traffic Management Review			
	3. Moved by Mayor Farbridge			
	Seconded by Councillor Farrelly			
REPORT	THAT the existing all-way stop controls installed on Water			
	Maple Street and Water Street at McCrae Boulevard remain	n in place.		
		Carried		
	Ontario Street Traffic Management Review			

 Moved by Mayor Farbridge Seconded by Councillor Hofland

THAT the procedural by-law be suspended to allow the delegation ten minutes to speak to the matter.

Carried

Ms. Lorraine Pagnan was present to raise issues with respect to the motion. She provided some background information on the history of the issue of traffic calming in this neighbourhood. She advised that the St. Patrick's Ward One Community Plan resulted in various recommendations being presented. She stated that there has been community disengagement from the process due to the gaps in the process, lengthy timelines, higher priority issues within the neighbourhood and the increase of absentee landlords within the area. She then outlined what she believes are some concerns: not enough police enforcement of the "No Trucks" signage, high speeds and aggressive drivers. She also believes the survey was too large of a circulation and neighbouring blocks were not interested. She believes proper management tools would address the problems of high speeds and aggressive drivers. She provided suggestions: to alter the transit route so that buses would only use the street one way and the return route could be York Road and Wyndham; to put a curb extension by Tytler School and textured walkways and narrowing the roadway; and realignment of Neeve Street and Ontario Street and Arthur Street and Ontario Street intersections. She would also like to see the City take steps to ensure Neeve Street functions as a collector roadway and City staff be encouraged to use Neeve Street rather than Ontario Street for going back and forth to Transit, Waterworks and downtown.

February 11, 2008	Emergency Services, Community Services & Operations Page No. 3
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Farrelly THAT the existing all-way stop controls installed at the intersection of Ontario Street at Arthur Street South/Manitoba Street and at Ontario Street at Neeve Street remain in place.
	AND THAT the Director of Operations confirm with the Director of Community Design and Development Planning that the realignment of the corner of Ontario Street will occur with the realignment of York Road.
	AND THAT the Operations Department staff be directed to provide alternative recommendations to the Committee to address the local issues outside of the traffic management process.
	Carried
	Additional Group Relamping of Streetlights in 2008
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Hofland THAT Council approve the re-lamping of an additional quadrant of City street lights in 2008 as outlined in the Emergency Services, Community Services and Operations Committee February 11, 2008 report Additional Group Relamping of Streetlights in 2008.
	Carried
	City of Guelph Accessibility Plan (Ontarians With Disabilities Act, 2001)
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Hofland THAT the City of Guelph Accessibility Plan 2008 be approved;
	AND THAT the Accessibility Plan be submitted to the Ministry of Community and Social Services, Province of Ontario.
	Carried
	Key Emergency Planning Initiatives for 2008
Chief S. Armstrong	 Moved by Councillor Beard Seconded by Councillor Farrelly THAT the February 11, 2008 Emergency Services report entitled <u>Key</u> <u>Emergency Planning Initiatives for 2008</u> be received.

Carried

February 11, 2008	Emergency Services, Community Services & Operations	Page No. 4
	Provincial Incident Management System – (IMS)	
Chief S. Armstrong	 Moved by Councillor Hofland Seconded by Councillor Beard THAT the February 11, 2008 Emergency Services report of Provincial Incident Management System – (IMS) be received 	
		Carried
	Changes to Resuscitation Policy	
Chief S. Armstrong	 Moved by Councillor Beard Seconded by Councillor Farrelly THAT the February 11, 2008 Emergency Services report of Changes to Resuscitation Policy be received. 	entitled
		Carried
	Canada Day Celebrations	
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Hofland THAT funding of Canada celebrations be considered outsi 2009 Grant process; 	de of the
	AND THAT staff be directed to find the additional funding \$10,000.00 for 2008 Canada Day celebrations.	of
		Carried
	 Moved by Councillor Beard Seconded by Councillor Hofland THAT the amendments to the Outstanding Items List for Emergency Services, Community Services and Operations be approved. 	
		Carried
	The committee agreed to change the next Committee me Monday, March 17, 2008 at 5:00 p.m. to be held in the C Chambers.	-
	Next Meeting: Monday, March 17, 2008	
	The meeting adjourned at 6:50 p.m.	

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Chairperson

COMMITTEE AGENDA



TO Emergency Services, Community Services and Operations Committee

DATE March 17, 2008

LOCATION Council Chambers TIME 5:00 p.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

February 11, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
PRESENTATION: GUELPH AND DISTRICT MULTICULTURAL CENTRE (placed on agenda by request of Mayor Farbridge)	
Djurfjica Halgaseve will provide a presentation regarding an update and plans for moving forward.	
PRESENTATION: GUELPH INCLUSIVITY ALLIANCE (placed on agenda by request of Mayor Farbridge)	
Cathy Taylor will present information regarding a recent research project funded by the Ontario Ministry of Citizenship and Immigration.	
PRESENTATION: GUELPH NEIGHBOURHOOD SUPPORT COALITION	
Jane Cabral on behalf of the Guelph Neighbourhood Support Coalition	
NOTIFICATION AND RECOMMENDATION OF A SPECIAL EVENT AT GOLDIE MILL	Approve
Delegation: • Alex Folkl	
THAT an application for a special event permit	

to serve alcohol at a wedding to be held on Saturday May 31 st at Goldie Mill Park be approved;	
AND THAT the applicant's request to have amplified music during the event not be approved.	
MASSAGE AND ALTERNATIVE HEALTH CARE SCHEDULES TO THE BUSINESS LICENSING BY-LAW	Approve
 Delegations: Charles Davidson Denise Redmond Atherton Drenth Evelyn Kutznar Don Reid on behalf of the Reflexology Registration Council of Ontario Greg Rogalla 	
THAT staff be directed to prepare amendments to the Business Licence By-law (2004)-17551 with respect to massage and alternative health care licences in accordance with the report dated March 17, 2008.	
BEVERAGE SUPPLY AGREEMENT	Approve
THAT the Mayor and City Clerk be authorized to sign the beverage supply agreement between Coca-Cola Bottling Company (CCBC) and the City of Guelph.	
GUELPH IN MOTION PROVINCIAL CIAF GRANT APPLICATION	Approve
THAT staff be authorized to prepare and submit a grant application to the Ministry of Health Promotion's Communities in Action Fund on behalf of the Guelph <i>in motion</i> collaboration.	
EMERGENCY SERVICES ACCREDITATION UPDATE	Receive
THAT the updated report dated March 12, 2008 on the status of the Emergency Services	

Accreditation process, be received.	
EMERGENCY SERVICES QUARTERLY INFORMATION UPDATE JANUARY - MARCH 2008	Receive
THAT the Emergency Services Report dated March 12, 2008 with respect to the quarterly information update that covers the period of January – March, 2008, be received.	
PESTICIDE BY-LAW PEST INFESTATION THRESHOLDS	Approve
THAT the proposed pest thresholds identified in the Operations' report <u>Pesticide Bylaw Pest</u> <u>Infestation Thresholds</u> of March 17 th , 2008 be adopted in accordance with the City's pesticide by-law (2007)-18308, a by-law to regulate the use of pesticides within the City of Guelph;	
AND THAT By-law (2007)-18308 be amended to include a provision that all licensed commercial applicators of pesticides be required to obtain accreditation through the PHC/IPM Council (Plant Health Care) by April 1 st , 2009;	
AND THAT By-law (2007)-18308, Section 3 be amended to include municipal sports fields, lawn bowling greens, railway and all utility corridors, insect repellent for personal use and control of Buckthorn and other invasive plant species within natural areas;	
AND THAT staff undertake public education of the thresholds identified in the Operations' report <u>Pesticide Bylaw Pest Infestation</u> <u>Thresholds</u> of March 17 th , 2008.	
IN CAMERA	
THAT the Emergency Services, Community Services & Operations Committee now hold a meeting that is closed to the meeting, pursuant to Section 239 (2) (a) and (b)of the	

Municipal Act with respect to:	
 security of the property of the City; 	
 personal matters about identifiable 	
individuals.	

OTHER BUSINESS

NEXT MEETING

April 16, 2008

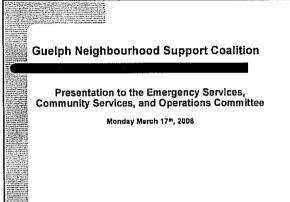
Distribution	Minutes
	Emergency Services, Community Services & Operations Committee
	Monday, February 11, 2008, 5:00 p.m.
	Council Chambers
	A meeting of the Emergency Services, Community Services & Operations Committee was held on Monday, February 11, 2008 in Council Chambers at 5:00 p.m.
	Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge
	Also Present: Councillor Bell
	Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Dr. J. Laird, Director of Emergency Services; M D. McCaughan, Director of Operations; Ms. L.E. Payne, Director of Corporate Services/City Solicitor; Mr. J. Riddell, Director of Community Design & Development Services; Mr. R. MacKay, Actine Director of Community Services; Mr. B. Chapman, Manager, Traffic Parking; Mr. D. Hosker, Deputy Chief – Operations; Mr. D. McMillar Traffic Technologist; Ms. L. Warren, Administrator of Disability Services; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistar Council Committee Coordinator.
	There was no disclosure of pecuniary interest.
	1. Moved by Councillor Hofland
	Seconded by Councillor Beard
	THAT the minutes of the Emergency Services, Community Services Operations Committee meeting held on January 16, 2008 be confirmed as recorded and without being read.
	Carried
	PRESENTATION
	Women Abuse & Sexual Assault
	Ms. Zhaleh Afshar, Women in Crisis presented information with respect to the issue of domestic assault and sexual abuse and a request for the City to sign on to the protocol their association has established. She advised Women In Crisis would like to see the Ci endorse a public commitment to work towards ending violence in Guelph by establishing domestic violence-free zones, endorsing pu awareness initiatives, city-wide distribution of the "Neighbours, Friends and Families Campaign" and funding for the campaign and help with customizing the design and assisting with distribution.

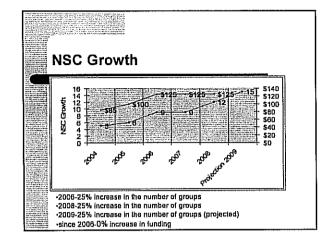
Distribution	Minutes	
February 11, 2008	Emergency Services, Community Services & Operations Page No. 2	
Mr. R. McKay Mr. M. Amorosi	 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT the request to adopt the protocol by Women in Crisis be referred back to staff to review how they can work to increase community awareness and possibly integrate training with the R-zone policy training and explore if there are opportunities to incorporate into the Human Resources Wellness program. 	
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REPORT	 Moved by Mayor Farbridge Seconded by Councillor Farrelly THAT the existing all-way stop controls installed on Water Street at Maple Street and Water Street at McCrae Boulevard remain in place. 	
	Carried	
	Ontario Street Traffic Management Review	
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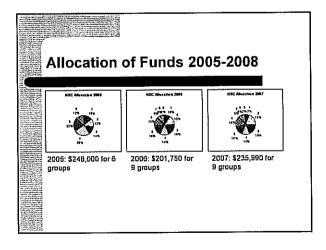
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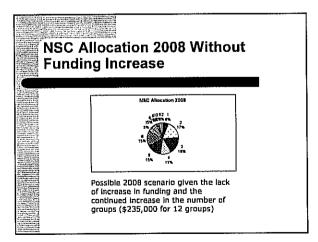
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February 11, 2008	Emergency Services, Community Services & Operations Page No. 3
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	AND THAT the Operations Department staff be directed to provide alternative recommendations to the Committee to address the local issues outside of the traffic management process.
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	Additional Group Relamping of Streetlights in 2008
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Hofland THAT Council approve the re-lamping of an additional quadrant of City street lights in 2008 as outlined in the Emergency Services, Community Services and Operations Committee February 11, 2008 report Additional Group Relamping of Streetlights in 2008.
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	City of Guelph Accessibility Plan (Ontarians With Disabilities Act, 2001)
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Hofland THAT the City of Guelph Accessibility Plan 2008 be approved;
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	Carried
	Key Emergency Planning Initiatives for 2008
Chief S. Armstrong	 Moved by Councillor Beard Seconded by Councillor Farrelly THAT the February 11, 2008 Emergency Services report entitled <u>Key</u> <u>Emergency Planning Initiatives for 2008</u> be received.
	Carried

Distribution	Minutes	
February 11, 2008	Emergency Services, Community Services & Operations	Page No. 4
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		Carried
	 Moved by Councillor Beard Seconded by Councillor Hofland THAT the amendments to the Outstanding Items List for t Emergency Services, Community Services and Operations be approved. 	he Committee
		Carried
	The committee agreed to change the next Committee mee Monday, March 17, 2008 at 5:00 p.m. to be held in the Co Chambers.	eting date to ouncil
	Next Meeting: Monday, March 17, 2008	
	The meeting adjourned at 6:50 p.m.	
	Chairperson	









Allocation of funds is done through a Participatory Budgeting Process

- Diagnosis: Residents identify local needs, generate ideas to respond to the needs, elect delegates to represent each neighbourhood
- Deliberation: Delegates discuss local priorities, and develop concrete projects that address them
- Collective decision-making: Residents negatiate which projects to fund, and piece together a final budget
- Execution: Implement chosen projects
- . Monitoring: Residents monitor the implementation

Core Principles of Participatory Budgeting at the NSC

- Democracy Any Guelph resident can be involved (regardless of citizenship status)
- Equity All voices are valued, consensus
- · Access We address barriers to participation
- Community participation No one neighbourhood . is more important than another
- Fairness We set our priorities together
- Education Collective capacity building toward all groups being successful at the budget table
- Transparency We share budget, fundraising and programming information

Benefits of Participatory Budgeting

- Participants get to decide local issues that directly affect their lives
- In many cases, as people with the greatest needs play a larger role in decision-making, spending decisions redistribute resources to communities with the most need
- Opens municipal accounts to public scrutiny, it nurtures higher levels of accountability and transparency
- Generates greater ownership, pride, and empowerment among residents, which often results in more caring, enlightened and engaged citizenry

Neighbourhood Groups: Community Engagement vs. Top-Down Service Provision

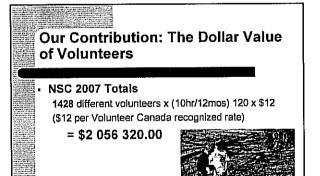
- Able to immediately mobilize and adapt in response to a need or neighbourhood feedback
- Identified, developed and Implemented by volunteer members of the community for their community
- NG programs reduce barriers by being affordable, walkable and accessible (We are seen as a progressive and supportive model by social service agencies such as Family and Children's Services of Guelph)
- Participants grow their social development by increasing skills, knowledge and confidence to be active and engaged citizens
- Creates informal links and networks in the community

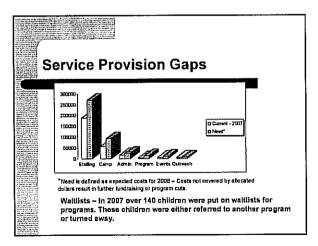
Implications of our request being denied:

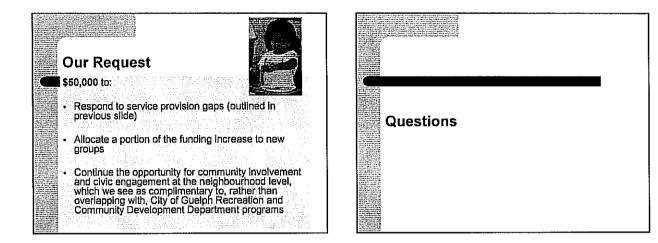
- Neighbourhood groups will need to fundraise more on their own: this takes time away from focusing on communicating with citizens about community needs and further developing the the Coalition's capacity
- If groups are not able to raise more money on their own, there may be an inability to maintain/increase capacity which will mean wait lists, cancellations, and residents falling through the cracks

Implications of our request being denied:

- Less time to participate and support City
 initiatives
- NSC members have already identified feelings of disappointment, and being unappreciated, and unsupported by the City
- Negotiating for scarce resources can create tension and animosity between groups









то	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Operations Tuesday March 25, 2008
SUBJECT	Notification and Recommendation of a Special Event at Goldie Mill
REPORT NUMBER	

RECOMMENDATION

THAT an application for a special event permit to serve alcohol at a wedding to be held on Saturday, May 31st at Goldie Mill Park be approved;

AND THAT the applicant's request to have amplified music during the event not be approved

BACKGROUND

Permitting and Scheduling staff received on June 14, 2007, a special event application from Kathryn Kuntz to reserve the ruins at Goldie Mill Park as the venue for the Kuntz/Fokl wedding party. The event set-up will commence on Friday, May 30th, with the actual event starting at 4:00pm on May 31st, and will conclude at 11:00pm the same day. The expected attendance at the wedding is approximately 100 guests.

Staff met with Alex Fokl on January 20, 2008, to confirm the specific operational requirements to host the May event, as well as the specific limitations of site, i.e. requirements to fence off the area and perform utility locates prior to driving any tent stake or T-bar into the ground, as well as the limitations for staff to respond to last minute/overnight graffiti or vandalism at the mill.

REPORT

The ruins have been reserved in the past for special events and in accordance with the Corporate Policy on special events, the event requires Council approval based on the based on the organizer's request to serve alcohol. Staff have confirmed with the organizer the requirement to use Smart-Serve trained bartenders and have security staff on-site while alcohol is served.

Historically, amplified music at Goldie Mill has been prohibited, further to a Council directive shortly after the facility was opened to special events and in response to an outcry from the local community regarding excessive noise emanating from what was normally a very quiet area along the river.

CORPORATE STRATEGIC PLAN

The special event relates to the strategic corporate goals of:

Personal and Community Well-being --- a healthy and safe community where life can be lived to the fullest.

and

Government and Community Involvement---a consultative and collaborative approach to community decision making.

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Operations staff have consulted with Community Services staff to confirm the requirements of the proposed special event.

COMMUNICATIONS

N/A

ATTACHMENTS

N/A

uman femera

Prepared By:/ D. Murray Cameron Manager of Parklands and Greenways 519 822 1260x 2007 murray.cameron@guleph.ca

Recommended By: Derek J. McCaughan Director of Operations 519 822 1260 x 2018 derek.mccaughan@guelph.ca



то	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Information Services Monday, March 17, 2008
SUBJECT	Massage and Alternative Health Care Schedules to the Business Licensing By-law
REPORT NUMBER	

RECOMMENDATION

That staff be directed to prepare amendments to the Business Licence by-law (2004)-17551 with respect to massage and alternative health care licences in accordance with the report dated March 17, 2008.

BACKGROUND

On May 9, 2007 a report came before the Emergency Services, Community Services and Operations Committee and was subsequently approved at Council on May 22 as follows:

"THAT the Emergency Services, Community Services & Operations Committee give direction to staff on amending the City of Guelph Business Licence By-law to add Body Rub Parlours as a Business category, in addition to amendments relating to Alternative Health Care Clinics, and definitions, licence fees and offence provisions;

AND THAT the Clerk be instructed to give public notice, inviting public input on any proposed amendments;

AND THAT an expansion package to allow for additional resources, including staff, be considered in the 2008 Budget in order to administer and enforce the provisions of the Business Licence By-law if it is determined by Council that Body Rub Parlours are to be licensed."

REPORT

In addition to reviewing the business licensing by-laws of various municipalities, input has been sought from parties who will be involved in the administration and enforcement of the schedules. A number of meetings took place with representatives from the following service areas and agencies: Building & Zoning Services Clerk's Office Court Services Guelph Police Services Legal Services Wellington Dufferin Guelph Public Health

A variety of approaches were reviewed (Hamilton, Markham, London, Toronto etc.) and ultimately, the proposed massage regulations were modeled, with some modifications, after the Town of Markham's schedule as they have had notable success in enforcement in co-operation with York Regional Police Services. As the Council resolution directed that the Alternative Health Care schedule be reviewed and updated, it has also been revised. The proposed regulations reflect our efforts to be able to separate massage services from other services and to impose appropriate conditions for both Alternative Health Care and massage service licence categories.

Staff are proposing a number of regulations, including:

*Requirement that owner, operator, attendants or practitioners be individually licensed (other than a business where owner, operator and service provider is the same person) *Conditions of completed application from an individual, partnership or corporation *A plan of the premises

* Proof of interest in the land which is occupied

*Design of premises

*Sanitary requirements

*Requirement for attendants/practitioners and clients to be appropriately clothed/ covered *Requirement for doors to service areas to be unlocked.

It is anticipated that some conditions that are being proposed in these schedules such as those related to partnerships and corporations and proof of interest in the land are also being considered for inclusion in the main business licence by-law at the time the comprehensive by-law review is conducted later this year.

The conditions and regulations proposed, meet the Business licence by-laws purpose for licensing businesses, which is for the health, safety and well-being of the public, where there is a municipal interest that is not otherwise legislated.

There will be situations where a business may now require more than one licence under the new regulations. It is proposed that when this situation occurs, the business would be required to make application for all of the required licence categories, however the they would only be required to pay an amount equal to the highest fee of the various licences involved. If approved, the business would be required to comply with the terms of all the licences involved. Other schedules to the by-law may be required to be changed as a result of a licensee acquiring this type of multiple business licence.

The fee to be charged for the massage licence will be the same as the current licence fee for the Alternative Health Care licence which is \$220.00. These fees will be subject to review during the comprehensive business licence by-law review later this year.

During the staff review of this matter, a number of options were considered with respect to both the massage and alternative health care licences:

A. Revise current Alternative health schedule to include massage (other than Registered Massage Therapists) AND no separate massage schedule

B. A massage schedule which includes massage other than RMT AND no Alternative health care schedule

C. A massage schedule AND an alternative health care schedule (current proposal).

Option C is the recommended option being brought forward to the committee, as we feel it is most responsive to Council's direction.

Attached to this report, is a summary of proposed regulations/conditions that staff are recommending to be imposed as conditions to these licence categories. The Committee will note that in each case examples of, the municipal interest/purpose for imposing the condition have been identified.

With respect to enforcement of the proposed schedules, staff are currently concluding a service review of city-wide by-law enforcement operations. The outcome of the review will soon be available.

CORPORATE STRATEGIC PLAN

This report supports strategic direction 4: To enhance community wellness by supporting the development of vibrant and safe neighborhoods.

FINANCIAL IMPLICATIONS

Licence revenues are not projected to be sufficient to offset the City's administration and enforcement costs.

DEPARTMENTAL CONSULTATION

Building & Zoning Services Clerk's Office Court Services Guelph Police Services Legal Services Wellington Dufferin Guelph Public Health

COMMUNICATIONS

Pursuant to the City's notice provision policy two weeks notice is required of Council's intention to make changes to the Business Licensing By-law. Advance notice of the Emergency Services, Community Services and Operations Committee consideration of this matter was given in the Guelph Tribune on Friday February 22, 2008 for the Emergency Services, Community Services and Operations Committee meeting to be held on March 17, 2008 and the subsequent Council meeting to be held March 25, 2008.

All Licensed Alternative Health Care and Personal Service licensees were also notified on February 22, 2008 by mail of the standing Committee and Council meetings to be held in March.

ATTACHMENTS

Two lists showing the recommending conditions of each proposed schedule are attached.

Prepared By: Tina Agnello Deputy Clerk 519 822 1260 x. 2811 tina.agnello@guelph.ca

Recommended By: Lois Giles Director of Information Services/City Clerk 519 822 1260 x. 2232 lois.giles@guelph.ca

Section	Description	General Municipal Purpose
Title	Massage services.	To regulate massage services for the health, safety, well-being of the inhabitants of Guelph
Interpretation	Following definitions are included:	
	Attendant- Person who provides massage	For enforcement and administration purposes.
	Massage- kneading, manipulating, rubbing, massaging, touching, stimulating by any means of a persons body, are performed, offered or solicited in the premises or part of the premises, excluding massages performed, offered or solicited for the purpose of medical or therapeutic treatment and performed or offered by persons otherwise duly qualified, licensed or registered to do so under a statute of Ontario. Does not include services for the purpose of facial, head, hand or foot massages.	To assist in determining the licence category, that the business is not regulated by another level of government, and to distinguish the business from other types of businesses and services.
	Massage establishment- premises where massages are performed	To distinguish the business from other types of businesses and services such as adult entertainment.
	Operator- person who manages, supervises or directs operation of the business.	To distinguish the business from other types of businesses and services such as adult entertainment.
	Owner- person who owns or controls the business or who directs the activities of an operator or attendant.	For enforcement and administration purposes.

		For enforcement and administration purposes.
		For enforcement and administration purposes.
Licences required	All owners, operators and attendants to be individually licensed, except where the owner and operator is one in the same and they may be licensed as an owner and operator, and except where the owner, operator and attendant is one in the same and they may be licensed as an owner, operator and attendant.	The proposed schedules will impose different conditions/regulations on the various licensees. In the event of non-compliance with any of the provisions, it will assist in enforcement measures by having the separate categories.
	All owners, operators and attendants to submit evidence that the attendants are members in good standing in a massage association or regulatory body, in the list as attached to the schedule or an equivalent as approved by the issuer of licences.	To assist in determining that the business is a massage service.
	Applicant shall provide: • Photo Identification	For enforcement and administration purposes.
	 Floor plan showing where services will be provided 	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	 Proof of interest in lands/premises 	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	Hours of Operation	For inspection purposes and to distinguish the business from other types of businesses and services such as adult entertainment.
	List of names of operators and attendants	For enforcement and administration purposes.

	(to be provided by owners and operators only)	
	New conditions if applicant is partnership or corporation such as, but not limited to, filing articles of incorporation.	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	Where a massage business and either an alternative health care business or a personal service business occupy the same premises and are operated as one business, both licenses are required and all the conditions in both schedules shall be complied with and the licence fee shall be the greater of the two licences.	For administrative purposes, and to ensure that administrative charges are not charged for each category where multiple licences are involved and to ensure that the appropriate conditions are applied.
Photo Identification	All owners, operators and attendants are to wear City Issued photo identification tags during business hours	For enforcement and administration purposes.
Hours of operation	May only be open from 8: 00 a.m. to 10:00 p.m.	For enforcement and administration purposes and to distinguish the business from other types of businesses and services such as adult entertainment. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
Signage	To be in compliance with sign by-law	For ensuring that the business is not in contravention with the sign by-law.
	Hours of operation to be posted on the exterior of the business.	For enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	List of fees and services to be posted inside the establishment.	For enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).

Operational requirements	No erotic services are to be provided.	To distinguish the business from other types of businesses and services such as adult entertainment.
	No adult entertainment goods are services are to be sold or provided.	To distinguish the business from other types of businesses and services such as adult entertainment.
	Owner and operator to ensure that all operators, attendants are licensed.	For public health, enforcement and administration purposes.
	No photo or recording devices permitted except for an officer in carrying out an investigation or for security in entrance lobby.	Safety and wellbeing of attendants and patrons and enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	No area, other than the area designated for the provision of services shall be used to provide services.	For public safety and wellbeing, enforcement and administration purposes. For enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	During the hours of operation, attendants to have pubic and genital areas, buttocks and in the case of the women, breasts opaquely covered such that they are not exposed while providing services.	For enforcement purposes - Clothing conditions for attendants and clients are required to distinguish the business from other types of businesses and services such as adult entertainment.
	Clients to have pubic and genital areas, buttocks and in the case of the women, breasts opaquely covered such that they are not exposed while receiving services.	

Design	Entrance to service rooms to be unobstructed and unlocked.	Health and safety. Inspection purposes.*
	Except for businesses which are in dwelling units, principle means of access to businesses to remain unlocked and accessible during hours of operation.	Health and safety. Inspection purposes.*
	Except for businesses which are in dwelling units, the licensee shall ensure that no part of the building contains furniture which may be used for sleeping. Where a business is located in a dwelling unit, this prohibition applies only to the service area. The service area may be provided with a treatment table or examination table only.	To ensure that the business is operating as a massage establishment and to distinguish the business from other types of businesses and services such as adult entertainment.*
	Linens to be laundered after each use.	Health and safety.*
	All contact surfaces, equipment, fixtures and floors in shower rooms, bathrooms and sauna rooms to be cleaned in accordance with "Personal Service Setting protocol" Ministry of Health-Public Health Branch and "Best Practices for Cleaning, Disinfection and Sterilization" Provincial Infectious Diseases Advisory Committee.	Health and safety.*
	First aid Kit to be provided.	Health and safety.*
	No services are to be visible outside of the establishment.	Safety and wellbeing.*
	A. Washrooms and shower washrooms to be separate	Health and safety. *

	from service rooms.	
	B.Utility sink to be provided.	Health and safety.*
	C.Toilet and washroom to be provided.	Health and safety.*
	D. Hand washing basins are to be provided with hot and cold running water, liquid soap or detergent dispenser, single service drying material or mechanical air dryer, and easily cleanable container for used drying materials to be provided.	Health and safety.*
	E.In Shower bathrooms and sauna bath floors to be non slip and non absorbent.	Health and safety.*
	F. Except for business which are in dwelling units, no window openings shall be closed up with any material except transparent glass.	For the purpose of inspections and to ensure that the business is operating as a massage establishment and to distinguish the business from other types of businesses and services such as adult entertainment.*
		(* Note all the above noted regulations are similar provisions which may be proposed to be incorporated into other classes of a location business which provide personal services.)
Transition	All new licensees and businesses must comply with all conditions prior to being issued a licence.	
	Existing licensed businesses must obtain any new licenses as required and must comply immediately with all conditions and requirements of the licence except items A to F of the Design section which must be	To allow business to make physical changes to their businesses in order to meet the conditions of the licence

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complied with no later than January 1, 2009	
complied with no later than January 1, 2009	

<u>I</u>	Alternative Health Care Services proposed list of proposed changes to existing schedule		
Section	Description	General Municipal Purpose	
Title	Alternative Health Care Clinic to be changed to Alternative Health Care Services	It is proposed that the services be regulated for the health, safety, well being of the inhabitants of Guelph.	
Interpretation	Pharmacological treatments deleted.	Currently regulated under the Regulated Health Professions Act and as a result they are not to be licensed.	
	Psychological and mind /Body Control to be combined into Psychological therapies.	To consolidate the two services into one category.	
	Added that no massage services will be permitted under this schedule other than services exclusively for the purpose of facial, head, hand or foot massages.	To separate the massage services from alternative health care services. All massage services other than facial, hand, head or foot massages will require a massage services licence.	
	Added definition of "Energy or life force therapies" includes the laying over body of hands, and therapeutic non-touch.	Currently requires a licence, but is not defined in the by-law.	
	Added definition of Massage- kneading, manipulating, rubbing, massaging, touching, stimulating by any means of a persons body, are performed, offered or solicited in the premises or part of the premises, excluding massages performed, offered or solicited for the purpose of medical or therapeutic treatment and performed or offered by persons otherwise duly qualified, licensed or registered to do so under a statute of Ontario. Does not include	To assist in determining the licence category, that the business is not regulated by another level of government, and to distinguish the business from other types of businesses and services.	

services for the purpose of facial, head, hand or foot massages.	
Added: No erotic services are to be provided.	To distinguish the business from other types of businesses and services such as adult entertainment.
Added: No adult entertainment goods are services are to be sold or provided.	To distinguish the business from other types of businesses and services such as adult entertainment.
Added definition of Establishment: means the location from which goods or services are provided in relation to Alternative Heath Care	For enforcement and administration purposes.
Added definition of Operator- person, who manages, supervises or directs operation of the business.	For enforcement and administration purposes.
Added definition of Owner- person who owns or controls the business or who directs the activities of an operator or practitioner.	For enforcement and administration purposes.
Amend definition of Practitioner- a person providing alternative health care services.	For enforcement and administration purposes.
Following definitions to be deleted as a result of housekeeping amendments: Clinic Food Locker room Nude Partially Nude To Provide	Not required in the new alternative health care schedule.

	 Place Rent Sale Storage Unit Washroom Holistic Practitioners 	
Licences required	Added: All owners, operators and attendants to be individually licensed, except where the owner and operator is one in the same and they may be licensed as an owner and operator, or except where the owner, operator and practitioner is one in the same and they may be licensed as an owner, operator, and practitioner.	The proposed schedules will impose different conditions/regulations on the various licensees. In the event of non-compliance with any of the provisions, it will assist in enforcement measures by having the separate categories
	All owners, operators and practitioners to submit evidence that the practitioners are members in good standing in an Alternative Health Care association or regulatory body as included on the list as attached to the schedule or an equivalent as approved by the issuer of licences.	To assist in determining that the business is an alternative Health Care service provider.
	Applicant shall provide: • Photo Identification	For enforcement and administration purposes.
	 Floor plan showing where services will be provided 	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	 Proof of interest in lands/premises 	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).

	Hours of operation	For inspection purposes and to distinguish the business from other types of businesses and services such as adult entertainment.
	 List of names of operators and practitioners (to be provided by owners and operators only) 	For enforcement and administration purposes.
	Added new conditions if applicant is partnership or corporation such as, but not limited to, filing articles of incorporation.	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	Where an Alternative Health Care business and either a massage service business or a personal service business occupy the same premises and are operated as one business, both licenses are required and all the conditions in both schedules shall be complied with and the licence fee shall be the greater of the two licences.	For administrative purposes, and to ensure that administrative charges are not charged for each category where multiple licences are involved and to ensure that the appropriate conditions are applied.
Photo Identification	All owners, operators and practitioners are to wear City Issued photo identification tags during business hours	For enforcement and administration purposes.
Hours of operation	May only be open from 8: 00 a.m. to 10:00 p.m.	For enforcement and administration purposes and to distinguish the business from other types of businesses and services such as adult entertainment. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
Signage	Added: To be in compliance with the Sign By-law.	For ensuring that the business is not in contravention with the sign by-law.
	Hours of operation to be posted exterior of business.	For enforcement purposes.

	List of fees and services to be posted inside the establishment.	 (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business). For enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
Operational requirements	Added: No erotic services are to be provided.	To distinguish the business from other types of businesses and services such as adult entertainment.
	No adult entertainment goods are services are to be sold or provided.	To distinguish the business from other types of businesses and services such as adult entertainment.
	Owner and operator to ensure that all operators and practitioners are licensed.	For public health, enforcement and administration purposes.
	No photo or recording devices permitted except for an officer in carrying out an investigation or for security in entrance lobby.	Safety and wellbeing of practitioners and patrons and enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	No area, other than the area designated for the provision of services shall be used to provide services.	For pubic safety and wellbeing, enforcement and administrative purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	During the hours of operation, practitioners to have pubic and genital areas, buttocks and in the case of the women, breasts opaquely covered such that they are not exposed	For enforcement purposes - Clothing conditions for practitioners and clients are required to distinguish the business from other

	while providing services. Clients to have pubic and genital areas, buttocks and in the case of the women, breasts opaquely covered such that they are not exposed while receiving services.	types of businesses and services such as adult entertainment.
Design	Added: Entrance to service rooms to be unobstructed and unlocked.	Health and safety. Inspection purposes.*
	Except for businesses which are in dwelling units, principle means of access to businesses to remain unlocked and accessible during hours of operation.	Health and safety. Inspection purposes.*
	Except for businesses which are in dwelling units, the licensee shall ensure that no part of the building contains furniture which may be used for sleeping. Where a business is located in a dwelling unit, this prohibition applies only to the service area. The service area may be provided with a treatment table or examination table only.	To ensure that the business is operating as a massage establishment and to distinguish the business from other types of businesses and services such as adult entertainment.*
	Linens to be laundered after each use.	Health and safety.*
	All contact surfaces, equipment, fixtures and floors in shower rooms, bathrooms and sauna rooms to be cleaned in accordance with "Personal Service Setting protocol" Ministry of Health-Public Health Branch and "Best Practices for Cleaning, Disinfection and Sterilization" Provincial Infectious Diseases Advisory Committee.	Health and safety.*
	First aid Kit to be provided.	Health and safety.*

No services are to be visible outside of the establishment.	Safety and wellbeing.*
 A. Washrooms and shower washrooms to be separate from service rooms. B.Utility sink to be provided. 	Health and safety. *
C.Toilet and washroom to be provided.	Health and safety.*
D. Hand washing basins are to be provided with hot and	Health and safety.*
cold running water, liquid soap or detergent dispenser, single service drying material or mechanical air dryer, and easily cleanable container for used drying materials to be provided.	Health and safety.*
 E.In Shower bathrooms and sauna bath floors to be non slip and non absorbent. F. Except for business which are in dwelling units, no window openings shall be closed up with any material 	Health and safety.*
except transparent glass.	For the purpose of inspections and to ensure that the business is operating as a massage establishment and to distinguish the business from other types of businesses and services such as adult entertainment.*
	(* Note all the above noted regulations are similar provisions which may be proposed to be incorporated into other classes of a location business which provide personal services.)

Conditions	Delete:	Not required.
	The requirements to keep a client register.	
Transition	All new licensees and businesses must comply with all conditions prior to being issued a licence.	
	Existing licensed businesses must obtain any new licenses as required and must comply immediately with all conditions and requirements of the licence except items A to F of the Design section which must be complied with no later than January 1, 2009	conditions of the licence



Emergency Services, Community Services and Operations Committee

SERVICE AREA DATE

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Community Services February 28, 2008

SUBJECT REPORT NUMBER **Beverage Supply Agreement**

RECOMMENDATION

THAT the Mayor and City Clerk be authorized to sign the beverage supply agreement between Coca-Cola Bottling Company (CCBC) and the City of Guelph

BACKGROUND

At the conclusion of the previous agreement's term, a RFP process in respect of the supply of non-alcoholic beverages (excluding water) for city facilities was initiated and the successful bidder was Coca-Cola Bottling Company. This was an opportunity for the supply needs of the City to be addressed for efficiency and consistency through one vendor.

REPORT

Staff from Community Services, Purchasing/Risk Management and Legal have reviewed and approved the content of the agreement.

Following completion of the RFP process, CCBC has been the beverage supplier to the Sleeman Centre, River Run Centre, Evergreen Senior's Centre, Victoria Road Recreation Centre, Dehli Centre, Exhibition and Centennial arenas and City Hall. The West End Recreation Centre is not included as it is covered under an alternative preexisting arrangement. The agreement recommended by staff in this report formalizes the existing agreement and covers the period July 17, 2006 to July 2009. The agreement includes a provision for renewal for one further three year term if the parties mutually agree in writing within the prescribed time. The agreement grants CCBC the exclusive right to supply non-alcoholic beverages and certain related advertising rights. In turn, CCBC is required to provide related equipment for use in the above mentioned City facilities.

CORPORATE STRATEGIC PLAN

Goal 5: A community-focused, responsive and accountable government.

FINANCIAL IMPLICATIONS

The approved budget for beverage supply is approximately \$90,000 annually. The agreement also provides for consistent product pricing over the term of the agreement and limits the amount of any product price increases.

DEPARTMENTAL CONSULTATION

Legal Services Purchasing/Risk Management

COMMUNICATIONS

ATTACHMENTS

Prepared By: Rich Grau Sleeman Centre Manager 519-822-1260x2847 rich.grau@guelph.ca

Robert Marl.

Recommended By: Rob Mackay Acting Director of Community Services 519-822-1260 x2664 rob.mackay@guelph.ca



TO Emergency Services, Community Services and Operations Committee

SERVICE AREA	Community Services
DATE	March 17 th , 2008

SUBJECT Guelph in motion Provincial CIAF grant application REPORT NUMBER

RECOMMENDATION

THAT staff be authorized to prepare and submit a grant application to the Ministry of Health Promotion's Communities in Action Fund on behalf of the Guelph *in motion* collaboration.

BACKGROUND

The *in motion* initiative was launched in October of 2007 in the Guelph community during the World Record Walk event. *In motion* began as a regional collaborative in Wellington, Dufferin and Guelph in 2006 and local strategies are now being developed to focus on delivering this program in the City of Guelph. The goals of *in motion* are as follows:

In motion is a community partnership working to improve the health of our City by encouraging 30 minutes of daily physical activity for all residents.

In motion is aimed at mobilizing people in Guelph to become more physically active by:

- Building awareness about local physical activity opportunities and the benefits of being active
- Reducing barriers to physical activity in our community
- Identifying the creative use of leisure facilities, parks and open spaces to engage broader participation
- Utilizing community events to celebrate and encourage physical activity for health benefits
- Stimulating community dialogue and action to enhance physical activity opportunities.
- Inspiring and supporting local schools in physical activity opportunities for children and youth.

Guelph **in motion** partners currently include the City of Guelph, the Guelph YMCA/YWCA, the University of Guelph, Wellington-Dufferin-Guelph Public Health, the Guelph Community Health Centre and the Cooperators.

REPORT

The Guelph *in motion* collaborative wishes to submit an application to the Province's Communities In Action Fund for administrative support to the Guelph *in motion* Coordinating Committee and to assist them with the implementation of their 2008/2009 work plan. Projects identified in the grant request will include:

- Facilitation support for the development of targeted strategy working groups
- Administrative support for the Guelph in motion Coordinating Committee
- Support for initiatives aimed at reducing barriers to participation in sport and physical activity in Guelph
- Event coordination and resources for marketing, promotions and communication strategies

City Council recently approved an expansion package from Community Services to support the *in motion* initiative. Some of these City resources, along with funds from the other Guelph *in motion* partners will be used as leverage to request additional resources (approx. \$50,000) from the Province.

CORPORATE STRATEGIC PLAN

Goal #2: A Healthy and Safe Community where life can be lived to the fullest. Goal #5: Community focused, responsive and accountable government.

FINANCIAL IMPLICATIONS

\$3,000 - \$4,000 from the 2008 *in motion* operating budget

DEPARTMENTAL CONSULTATION

Finance Department

COMMUNICATIONS

A Guelph *in motion* marketing and communications plan is being developed with support from the City's Corporate Communications Division.

ATTACHMENTS

None

Prepared By: Cindy Richardson Community and Program Development Manager 519-822-1260, ext. 2700 cindy.richardson@guelph.ca

Recommended By: Rob Mackay Acting Director of Community Services Department 519-822-1260 ext. 2664 rob.mackay@guelph.ca



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Emergency Services 12 March 2008
SUBJECT REPORT NUMBER	EMERGENCY SERVICES ACCREDITATION UPDATE

RECOMMENDATION

"That the Committee receives this updated report on the status of the Emergency Services Accreditation process".

BACKGROUND

In March of 2006 Emergency Services committed to becoming an accredited fire department through the Commission on Fire Accreditation International (CFAI). The Commission's focus is to assist and improve fire and emergency service agencies around the world in achieving organizational and professional excellence through its strategic self-assessment model and accreditation process.

REPORT

Emergency Services accreditation is quickly becoming common practice in the United States, however to date, there are only two fire departments in Canada (Kitchener & Calgary) that have achieved this milestone. Emergency Services through steady progress, has now entered into the next phase of the program. At the end of 2007 the organization advanced from being a Registered Agency, to officially being accepted as an Applicant Agency. An "Applicant Agency" has 18 months to qualify and present all information necessary to receive accreditation.

The status of becoming an Applicant Agency reinforces the commitment to not only the accreditation body, but to council and the community as well. Resources will be available to Emergency Services staff including assistance from technical advisors, and special training sessions to inform and bring the department closer to achieving its goal of providing continued quality improvement of services.

For the next 18 months the department must complete for review, a selfassessment manual and provide supporting documentation, develop a standard of response coverage for our service area, all of which must meet the strict criterion set out by the accreditation body. The successful completion of Applicant Status will advance Emergency Services to Accreditation Candidate status, and subsequently to final approval as an Accredited Agency. To ensure a continued commitment towards self-improvement, the quality assurance process is ongoing with annual compliance reports and reaccreditation every 5 years.

CORPORATE STRATEGIC PLAN

This report supports the following Corporate Strategic Directions:

- 2. A healthy and safe community where life can be lived to the fullest
- 5. A community-focused, responsive and accountable government

FINANCIAL IMPLICATIONS

\$6000 to be funded from Emergency Services 2008 approved Operating budget.

DEPARTMENTAL CONSULTATION

Throughout the process Emergency Services will seek information from the following service areas: Information Services Legal Services Environmental Services Community Design and Development Finance

COMMUNICATIONS

None

ATTACHMENTS None

Prepared By: Lyle Quan Deputy Chief - Administration 519-824-6590 lyle.quan@guelph.ca

Recommended By: Shawn Armstrong Director of Emergency Services



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Emergency Services 12 March 2008
SUBJECT	EMERGENCY SERVICES QUARTERLY INFORMATION UPDATI JANUARY – MARCH - 2008
REPORT NUMBER	

RECOMMENDATION

"That the Committee receives the Emergency Services quarterly information update report that covers the period of January to March, 2008".

BACKGROUND

The following update is provided as information relating to current activates within the Emergency Services Department. This quarterly report is being supplied to the Committee for review to ensure a timely update on programs and services being provided by emergency services staff.

REPORT

The quarterly report is a culmination of information supplied by all divisions within the Emergency Services Department for the period being reported.

CORPORATE STRATEGIC PLAN

This report supports the following Corporate Strategic Directions:

2. A healthy and safe community where life can be lived to the fullest

5. A community-focused, responsive and accountable government

FINANCIAL IMPLICATIONS

None

DEPARTMENTAL CONSULTATION

- Community Design and Development
- Royal City Ambulance Ltd.
- Information Services

COMMUNICATIONS

None

ATTACHMENTS

1. Emergency Services Quarterly Information Report for January – March, 2008.

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Prepared By: Lyle Quan Deputy Chief - Administration 519-824-6590 lyle.quan@guelph.ca

Recommended By: Shawn Armstrong Director of Emergency Services

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Emergency Services Quarterly Information Report

January - March-2008

This Quarterly Information Report has been prepared for City Council's information. Please forward any questions or comments to Lyle Quan, Deputy Fire Chief at 519-824-6590 ext. 2123 or lyle.quan@guleph.ca

Status of Department Initiatives

Fire Department

- In December, 2007, seven new recruit firefighters graduated the fire training program and were placed on shift.
- In 2007, Guelph Fire Department personnel responded to 6,677 calls; our Communications Division, which dispatches for all of the Wellington County fire departments, dispatched a total of 9,299 calls (City and County combined).
- The south end emergency services facility is progressing well; presently the working committee has met with the architect and is receiving input from all involved to consider the space requirements for the facility. The next step will be a conceptual plan and a community meeting to review and receive input on the overall facility.

Ambulance Services

- A review of the land ambulance service was conducted by a consulting firm, which resulted in eight recommendations for service enhancements. These enhancements are presently being reviewed and a schedule for implementation is being developed.
- In 2007 Royal City Ambulance responded to a total of 34,238 calls throughout Guelph and Wellington County, compared to 26,030 in 2006.
- \$426, 250 in Land Ambulance enhancements were approved for the service area to be implemented in 2008.

Emergency Planning Programs

- In September 2007 a live emergency preparedness scenario was conducting based on an aircraft incident. This incident, titled exercise arrow; which included participants from many different organizations was a valuable application and utilization of our emergency operations centre and site management components.
- Emergency plan responsibility audits were conducted for each of the City's departments.

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Program Updates

Emergency Services Accreditation Program

In 2007 the Emergency Services made great gains in its goal of attaining accreditation with the Commission on Fire Service Accreditation International. As of December, the department sent in its application to move to the next level in the process. It will take 18 months to complete the process for accreditation and be certified by the accreditation body.

Fire Prevention, Public Educations and Community Outreach Events

- There were 1585 fire prevention inspections conducted in 2007 which resulted in 18 charges being laid in relation to smoke alarm non-compliance.
- There were 301 requests from the Clerk's office for business licence inspections

Fire Safety Education Programs/Presentations

- During 2007, the fire departments fire safety trailer was utilized at 18 school and community fire safety functions, which equated to numerous people receiving this valuable training.
- Our fire prevention division visited 27 elementary schools in 2007, which meant that 6,277 students received information relating to fire safety.
- Fire Safety Trailer over 4,100 citizens participated in fire safety instruction

Shared Rental Housing Program

In 2007, more than 250 inspections were conducted on identified shared rental housing units. This program has proven both educational and beneficial for the tenants and the owners in making the residences fire safe.

• The program is presently being conducted by a seconded individual from the fire suppression division.

City cuelph Generative Services – Fire/Ambulance



For additional information visit guelph.ca >news releases

COMMITTEE REPORT



TOEmergency Services, Community Services and Operations
CommitteeSERVICE AREA
DATEOperations
Monday March 17, 2008SUBJECT
REPORT NUMBERPesticide Bylaw Pest Infestation Thresholds

RECOMMENDATION

THAT the proposed pest thresholds identified in the Operations' report <u>Pesticide Bylaw Pest</u> <u>Infestation Thresholds</u> of March 17th, 2008 be adopted in accordance with the City's pesticide bylaw (2007) – 18308, a bylaw to regulate the use of pesticides within the City of Guelph;

AND THAT By-law (2007)-18308 be amended to include a provision that all licensed commercial applicators of pesticides be required to obtain accreditation through the PHC/IPM Council (Plant Health Care) by April 1st, 2009;

AND THAT By-law (2007)-18308, Section 3 be amended to include municipal sports fields, lawn bowling greens, railway and all utility corridors, insect repellent for personal use and control of Buckthorn and other invasive plant species within natural areas;

AND THAT staff undertake public education of the thresholds identified in the Operations' report <u>Pesticide Bylaw Pest Infestation Thresholds</u> of March 17th, 2008.

BACKGROUND

At the May 3, 2007 meeting of Council, staff were directed to;

Review the management of exemptions used by other municipalities for the purpose of addressing infestations and report back with any recommendations for amendments to the bylaw;

To work with the Guelph Turf Grass Institute with respect to the definition of infestation thresholds;

And to consider the possibility of requiring commercial applicators to be IPM certified and report back.

REPORT

Very broadly, pesticide by-laws can be seen as prescriptive or restrictive. A prescriptive by-law specifies how and when you use pesticides, whereas a restrictive by-law effectively bans pesticides and then provides for exemptions. An example of a prescriptive by-law is in use in the town of Caledon. Their by-law states that no person shall discharge a pesticide unless specific conditions are being satisfied for its use. A restrictive by-law would simply state the restriction. Both types of by-laws make use of various components such as phased-in enforcement and exemptions. To the extent of the municipal pesticide by-law review undertaken (see Appendix 'A'), we have found no jurisdiction that outright bans the use of pesticides.

Exemptions

All by-laws reviewed make use of exemptions. Exemptions vary from municipality to municipality but they can be generally divided into two classes; exemptions for specific pesticides and exemptions that specify where, when or how pesticides can be used.

Exempt Pesticides

Pesticides are broadly defined in regulation as any product, organism or substance registered under the federal Pest Control Products Act and used for directly or indirectly controlling, destroying, attracting or repelling a pest or for mitigating or preventing its injurious, noxious or troublesome effects.

Consequently, products like corn gluten, horticultural soap and mineral oil would also be prohibited under a general prohibition for pesticides. To overcome this, by-laws modify the definition of a pesticide specifically to exempt some reduced risk pesticides. As in Guelph, the list of exempt pesticides usually includes:

- (a) A soap;
- (b) A mineral oil, also called "dormant or horticultural oil";
- (c) Silicon dioxide, also called "diatomaceous earth";
- (d) Biological Pesticides, including Bt (Bacillus thuringiensis) and nematodes;
- (e) Borax, also called "boric acid" or "boracic acid";
- (f) Ferric phosphate;
- (g) Acetic acid;
- (h) Pyrethrum or pyrethrins;
- (i) Fatty acids;
- (j) Sulphur; or
- (k) Corn gluten meal

As new reduced risk pesticides are approved by the Pesticide Management Regulatory Agency, they will be reviewed for possible inclusion into the list of exempt pesticides.

Exemptions and Thresholds of Municipalities

Many municipalities in Ontario have made specific exemptions within their by-laws for continued use of pesticides by the public and the municipality. See Appendix 'A'.

General Exemptions

All municipal pesticide by-laws have general exemptions to limit the scope of the restriction. Common exemptions permitting pesticide application include:

- (a) public or private pools
- (b) to control termites
- (c) as a wood preservative
- (d) to exterminate or repel rodents
- (e) for injection into trees, stumps or wooden poles
- (f) to purify water for human or animal consumption
- (g) inside a building
- (h) to comply with the Weed Control Act and its regulations
- (i) to control, destroy, reduce or repel, directly or indirectly, an animal, plant or organism which is harmful to human health
- (j) to control, destroy, reduce or repel pests which have caused infestation to property

Item (j) above is the most difficult to interpret, even if the term infestation is defined within the context of the by-law.

Other Exemptions

In addition to the general exemptions ('a' though 'j' above), some by-laws also make exemptions for other uses including:

- (k) golf courses, municipal sports fields or lawn bowling greens
- (I) railway and utility corridors
- (m) insect repellant for personal use
- (n) control of Buckthorn and Other invasive plant species
- (o) the deterioration of hard landscapes

Where golf courses and sports fields are exempt, the exemption is usually tied to a pesticide reduction strategy. Integrated Pest Management (I.P.M.) is the most widely recognized pesticide reduction strategy.

Staff have given consideration to these other possible exemptions and recommend that Guelph's by-law be amended to provide an exemption for:

Municipal sports fields*: infestation of broad leaved weeds represents a known safety concern for participants in sports activities. While staff will undertake to improve cultural maintenance of the turf on these facilities, application of pesticides through and accredited IPM applicator should be retained as a spot control option to address infestations;

Lawn bowling greens*: this type of facility, like golf courses, is particularly prone to loss through rapid infestation;

Railway and all Utility corridors*: staff are somewhat empathetic to a request for exemption from Guelph Junction Railway. Alternate means of controlling infestations are labour intensive and require constant monitoring of the turf to deal with issues as they arise. Corridors are generally remote and receive maintenance on an infrequent basis. Given rail/utility corridors abut private property, not allowing an exemption may result in the corridors becoming infested making maintenance of abutting properties more difficult.

Insect repellent for Personal use: application of insect repellant is for personal protection and should be acknowledged within the by-law.

Buckthorn and other invasive plant species*: for the preservation and quality of woodlots and other natural areas **only** where manual eradication is not feasible.

*the bylaw amendment would require that any application of a pesticide on these properties be undertaken by accredited IPM applicator.

City of Guelph Proposed Weed and Insect Thresholds

In consultation with the Guelph Turfgrass Institute and further to a review of other municipalities' pesticide bylaws, the thresholds recommended for the City of Guelph (see Appendix 'B') are based largely on the Ontario Ministry of Agriculture, Food and Rural Affair's Publication 816 <u>Turf IPM Manual</u>.

While thresholds are widely established for many common turf insect pests, thresholds for broadleaved weeds (e.g. dandelions) are more subjective and can be based on **personal tolerance and/or perceptions of people who use the turf**. Although staff have provided a suggested threshold for the application of pesticides to control broad-leaved weeds, Council could consider removing the threshold altogether thereby further reducing the amount of pesticides applied within this community. In so doing, Council would signal to the community that broad-leaved weeds are not considered pests.

A comparison of Guelph's proposed weed and insect thresholds with those municipalities who have identified weed and /or insect thresholds can be referenced on Appendix 'C' and D', respectively.

IPM Accredited Applicators

An Integrated Pest Management (IPM) approach recommends the use of pesticides as a last resort in controlling pest in the management of turf, trees and ornamentals, with a goal of reducing exposure to humans, pets and other non-target organism to pesticides.

Careful planning and management of the landscape is the basis of an IPM program and to bolster the desired environmentally sound approach to pest control and is consistent with Council's desire to better manage pesticides within our community. Consequently, staff recommend that all licensed commercial applicators be required to obtain accreditation through the PHC/IPM Council (Plant Health Care) and be held to their code of practice and desk and field audit processes. Recognizing that some commercial applicators may not be currently accredited, it is further recommended that commercial applicators be given until April 1st, 2009 to obtain accreditation.

Public Response

An ad was placed in the City Page of the Guelph Tribune over a two week period to solicit public opinion of the proposed thresholds. Eleven responses were received by Operations at the time of printing this report. See attached Appendix 'E'.

CORPORATE STRATEGIC PLAN

The recommendations of the report support the goals:

- 2: A healthy and safe community where life can be lived to the fullest
- 6: A leader in conservation and resource protection and enhancement

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS

Public comment on the proposed infestation thresholds was sought through public notice made in the Guelph Tribune on the City's Pages over a two week period.

ATTACHMENTS

Public comments received in response to the public notice appearing in the Guelph Tribune. See Appendix 'E'.

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Prepared By: D. Murray Cameron Manager of Parklands and Greenways 519 822 1260x 2007 murray.cameron@guelph.ca

Recommended By: Derek J. McCaughan Director of Operations 519 822 1260 x2018 derek.mccaughan@guelph.ca

Appendix 'A'

Best Practice Review of Municipal Pesticide By-laws

<u>Caledon</u> has addressed the issue of municipal pesticide use under sections 3.2 and 3.5 of their bylaw. Under section 3.2.2, a pesticide may be applied on a horticultural landscape where an I.P.M. qualified applicator demonstrates that an application is necessary to diminish an infestation of the horticultural landscape. In the instance of pesticide applications on a golf course, the applicator must be I.P.M. accredited or holds I.P.M. certification under the Audubon Cooperative Sanctuary for golf courses.

Hamilton provides for the application of pesticides, under section 3.2.2, to control or destroy insects on horticultural landscapes subject to the infestation meeting established threshold limits. Further applications are permitted for the purpose of maintaining public lands where such applications are consistent with City policy and for the purpose of marking athletic sports fields, and maintaining golf courses and lawn bowling greens provided the application is performed under the direction of an I.P.M. accredited person. Individuals applying pesticides to public lands, horticultural areas and golf courses and bowling greens must obtain I.P.M. certification by April 2010.

London provides for the exemption of pesticide applications to control or destroy insects that have caused infestation to property. Golf courses, playing fields or lawn bowling greens may be treated such that any use or application is permitted only under the direction of an I.P.M accredited groundskeeper.

Markham permits pesticide applications within their boundaries of the Town to control infestations to property as defined by established thresholds. Golf courses or lawn bowling greens may also be treated provided any such use or application of pesticide is permitted only under the direction of an I.P.M. accredited agent.

Newmarket has included under a list of exemptions to use pesticides, to control or destroy pests which have caused Infestation to property, and on a golf course, Town owned and Town permitted playing field or lawn bowling green provided any such use or application is permitted only under the direction of an I.P.M accredited groundskeeper. Threshold limits have yet to be developed.

North Bay does not provide an explicit exemption for municipal use; however, they have adopted a definition of 'threshold levels' to clearly define an infestation for different specific land uses. In areas where there is a high aesthetic value and low risk of public contact (i.e. public flower beds), the threshold for defining an infestation is low. In landscapes where there is significant public contact with little landscape and little aesthetic requirements (i.e. public playgrounds and adjoining land), there is a very high threshold. The thresholds are expressed as a percentage of weed coverage.

Oakville provides for exemptions on golf courses and their lawn bowling green. Pesticide applications are permitted only on an I.P.M. accredited golf course or on the bowling green provided that such use or application is in keeping with the integrated pest management program in place at the golf course or lawn bowling green. As well, pesticide applications are also permissible to control buckthorn or other invasive species in woodlots, valley lands and along trails; however, no specific exemption is provided for the control of residential/commercial or public land infestations.

Orangeville has provided specific exemptions for 'Residential, Commercial and Industrial Use Lands' provided an I.P.M accredited applicator has made an assessment and determined treatment bylaw necessarv. Where the scope of the limits spot spraying the is to residential/commercial/industrial horticultural landscape with no spraying during the months of July or August, non-compliance of these conditions is granted to diminish an infestation of the horticultural landscape. For 'Public Use Lands' an I.P.M. accredited applicator may discharge a pesticide on a horticultural landscape where documentation has been provided to demonstrate that an application is necessary to diminish an infestation of the horticultural landscape.

Peterborough includes golf courses and their lawn bowling greens as exempted sites provided that any use or application of pesticide is permitted only under the direction of an I.P.M. accredited groundskeeper, but does not reference exemptions due to infestations. Where infestations occur, a not-for-profit member of Peterborough 'Green Up' will respond to calls and make recommendations to resolve gardening problems with the most economical and environmentally friendly solutions. The City of Peterborough supports the service.

Thorold makes provisions for pesticide use on golf courses and utility/railroad corridors, aside from its general exemption to control or destroy pests that have caused infestation to property. A permit, issued by the City must be obtained by the owner and/or occupants for conditions of infestation, amongst others, on properties other than golf courses and utility/railroad corridors. Prior to the issuance of the permit, properties shall be inspected by City staff to provide a review of site conditions and approve the permit application.

Windsor provides an exemption for 'Residential, Commercial and Industrial Use Lands' under sections 3.1 of their by-law. Applicators must be I.P.M. accredited and determine and provide documentation to the City to demonstrate that an application is required, and limit the application to spot spraying of 20% of the horticultural area; however, to diminish an infestation of the horticultural landscape, the 20% of area limitation is waived.

Under section 3.2 'Public Use Lands' applications are permitted subject to the demonstration of an infestation of the horticultural landscape or to prevent deterioration of the hard landscape. On December 31, 2008, the public use lands exemption will be repealed (section 10.1.3), leaving the municipality with only the general use exemptions. The general use exemptions are similar to other general exemptions in all by-laws, and include exemptions for health and safety reasons and infestations.

Appendix `B'

City of Guelph <u>Proposed Pesticide Action Thresholds for Weeds and Insects</u>

The proposed threshold levels are the minimum number of weeds or insects which must be present to constitute an 'infestation' before herbicide/pesticide applications are permitted. Thresholds do not restrict the use of natural controls or the pesticides identified in Schedule 'A' of the by-law, under conditions above or below the thresholds.

Infestatio	Infestation Thresholds for Weeds					
	Where	Action Level/Threshold	Comments			
Class A	Home lawns, irrigated sports fields, lawn bowling greens, horticultural garden parks i.e., Floral Clock	Weed free to 5-10% weed cover	Usually sprayed when 10- 15% weed cover is reached.			
Class B	Non-irrigated sports fields, commercial lawns, general parkland.	Between 20-50% weed cover	Weeds are tolerated as long as the function of the site is not compromised			
Class C	Naturalized areas/passive parkland.	More than 50% weed cover	Controls may only be needed in the interest of public or worker safety, i.e., sightlines and noxious weeds			

The pesticide action threshold for broadleaf weed infestation is noted as a percentage of ground cover by broadleaf weeds in a given area of landscape (land class) and provided that an area of at least one metre square shall be used for the measurement of the percentage. More than one area may be measured on a horticultural landscape provided each area is at least one metre square or larger. Where any area of at least one metre square meets or exceeds the pesticide action threshold, it is proposed the application of pesticides may be carried out in that area under the terms of Guelph's by-law. The intent of such a measurement and application process is to encourage pesticide use only in areas where threshold levels have been reached and to provide for spot application of pesticides under clause 3 m) Infestations to Property, of Guelph's By-law.

Appendix 'B' cont.

City of Guelph

Proposed Pesticide Action Thresholds for Weeds and Insects

Infestation Thresholds for Insects				
	Action Level/Threshold			
<i>Leatherjackets</i> European Crane Fly	2-3 larvae/0.1m ² for non-irrigated turf			
	More than 5 larvae/0.1m ² for irrigated turf			
White Grubs	1			
lune Dure	5-10 larvae/0.1m ² for non-irrigated/stressed turf			
June Bugs	More than 10 larvae/0.1m ² for irrigated sites			
	5-10 larvae /0.1m ² for non-irrigated/stressed sites			
European Chafer	More than 15 larvae/0.1m ² for irrigated sites			
Black Turfgrass Ataenius	30-40 larvae/0.1m ² , mainly a golf course concern			
Sod Webworms	1 larva/0.1m ² for non-irrigated/stressed sites			
	2-3 larvae/0.1m ² for irrigated/healthy turf			
Hairy Chinch Bugs	2-3 larvae/0.1m ² or 20-30 larvae/m ² Stressed turf may be damaged by as few as 1 larva/0.1m ²			
	20-30 chinch bugs/0.1m ²			
Black Cutworm	More than 5 cutworms /1 m ²			

Note: $0.1m^2 = 1 \text{ ft}^2$

Appendix 'C'

				Weed Threst	old Comparison			
	Guelph	ph Hamilton Markham North Bay		То	Toronto			
Where	Threshold*	Comment			Site Classification*: Class A, B and CTurf and Garden	Private Property	ParklandsWeeds and Disease	
Class A: Home Lawns, Irrigatad sports fields, lawn bowling greens, horticultural garden parks i.e., Floral Clock	Weed free to 5- 10% weed cover	Usually sprayed when 10-15% weed cover is reached.	The pesticide action threshold for broadleaf weed infestation is 30% ground cover by area, being 30% coverage by broadleaf weed in a given area of landscape and provided that an area of			Class A: High Value/Low Contact sites such as: formal municipal flower beds, commercial landscaping and residental flower beds along arterial		Bowling Greens: Wee Threshold – 0% Diseas control – Threshold – 0%
Class B: Non- irrigated sports fields, commercial lawns, general parkland	Between 20-50% weed cover	Weeds are tolerated as long as the function of the site is not compromised			roads, commercial plant nurseries From 20-30% weed coverage by area or 10 broadleaf weeds per m ²		Garden Parks: Weed Threshold – 10% Disease control – Threshold – 10%	
Class C: Natuarlized areas/passive parkland	More than 50% weed cover	Controls may only be needed in the interest of public or worker safety, i.e., sightlines and noxious weeds		threshold for broadleaf weed infestation is 30% ground cover by area, being 30% coverage by broadleaf weed in a given area of landscape and provided that an area of at least one metre support boutevards and medians	d. e		Stadiums (dedicated staff and equipment on- sile): Threshold – 10%	
*The pesticide action threshold for broadleaf weed infestation is noted as a percentage of ground cover of broadleaf weeds in lar a given area of landscape (land class) and provided that an area of at least one metre square shall be used for the measurement of the percentage. More than one area may be permeasured on a horticultural landscape provided each area is at least one metre square or larger. Where any area of at least one metre square meets or exceeds the pesticide action area or a state or encertage. The pesticide action area or a horticultural landscape provided be ach area is at be assured on a horticultural landscape provided action area or a horticultural landscape provided be action area or a horti		shall be used for eh measurement of the percentage. More than one area may be measured on a		No broadleaf weed threshold for residential lawns. The City does not consider weeds or	Premier Sports Fields: Threshold – 10%			
		golf courses and bowling greens are exempt. golf courses and bowling greens are exempt. golf courses and bowling greens are exempt. golf courses and bowling greens are exempt. are exempt.		golf courses and bowling greens	common fung	common fungal diseases in lawns an	Class A* Sports Field (li and may be irrigated) Threshold – 30%	
		at the application of pesticides may be carried out in that area under the terms of Hamilton's bylaw.		Class C: Low Value/High Contact and/or Environmental Risk sites such as: school property, day care facilities, seniors' residences, health care facilities, tot lot playgrounds, natural parks and open space, receational/playground areas, works yards, industrial sites, and environmentally sensitive areas 100% weed coverage by area or 40 broadleaf weeds per m ² , or in the presence of vegetation in confined areas that need to be maintained clear of vegetation for safety reasons		Class B (unlit, regulated size or lit undersized)— Threshold — 30%		
					1	Class C (undersized, unlit) Threshold – 30%		
Guelph's pesticide by							Generally Maintained Areas (Passive Use) Threshold – 50%	
							Regional Parks— Threshold — 50%	
					*North Bay's Site Classification does not correspond to Guelph's proposed classes		*Toronto's Sports field classification system	

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classification system uciu

Appendix 'D'

			Insect Threshold C	omparison			
Insects	Guelph	Hamilton	Markham	North Bay	Toronto		
·····				Site Classification*: Class A, B and C Turf and Garden	Private Property	Parklands-general insect thresholds	
	2-3 larvae/0.1m ² for non-irrigated turf	Non-irrigated turf: more than 10 larvae per 0.1m ²				Garden Park: Insect control - Threshold - 0%	
European Crane Fly	More than 10 larvae/0.1m² for inigated sites	Irrigated turf: more than 5 larvae per 0.1m²				Stadiums (dedicated staff and equipment on- site):Threshold – If loss of asset is likely	
Black Turfgrass Ataenius	30-40 larvae/0.1m²	More than 35 larvae per 0.1m²				Premier Sports Fields: Insect control - Thresh If loss of asset is likely	
			Non-irrigated: 5-10 larvae/0.1m² (approx. 1 sq. ft.)		Non-irrigated Turf: 5-10 larvae/0.1m ²	Class A Sports Field (lit and may be irrigated) Threshold – If loss of asset is likely	
White Grubs				-	larvae/u.1m²	Class B (unlit, regulated size or lit undersized) Threshold If loss of asset is likely	
			Irrigated turf: 15 larvae/0.1m² (approx. 1 sq. ft.)		Irrigated Turf: 15	Class C (undersized, unlit) If loss of asset is likely	
					larvae/0.1m²	Generally Maintained Areas (Passive Use)Three —If loss of asset is likely	
June Beetle	5-10 larvae/0.1m² for non-irrigated/stressed sites.	– 3 or more grubs per 0.1m²	30-50 lervae/1.0m² or 3-5/0.1m²		Regional ParksThreshold -If loss of asset is lik		
	More than 10 larvae/0.1m ² for irrigated sites			50-50 larvae/1.0m² or 3-5/0.1m²			
European Chafer	5-10 larvae/0.1m² for non-irrigated/stressed sites.	Non-irrigated turf: 10 or more grubs per 0.1m²					
-	More than 15 larvae/0.1m² for irrigated sites	Irrigated Turf: More than 20 grubs per 0.1m ²		20 larvae /1m² or 2/0.1m²			
Hairy Chinch Bug	2-3 larvae/0.1m² or 20-30 larvae/1m² Stressed turf may be damageed by as few as 1 larva/0.1m² 20-30 chinch bugs /0.1m²	25 or more per 20 cm diameter sample	20 chinch bugs per 20 cm to 25 cm (8 inch to 9 inch) diameter can	20 insects per 9 inch diarneter can	20 chinch bugs per 20cm to 25cm (8 inch to 9 inch) dlameter can		
Sod Webworm	1 larva/0.1m² for non-inigated/stressed sites 20-30 chinch bugs /0.1m²	2 or more larvae per 0.1m²		20 larvae /1.0m² or 2/0.1m²			
Sod Webworm Lawn Moth		6 or more caterpillars per 0.1m ²			-		
Black Cutworm	More than 5 cutworms /1m²	5 or more cutworms per 1m²		20 larvae /1m² or 2/0.1m²	1		

*Site Classification as per North Bay's

Weed Threshold

Appendix 'E'

The following individuals provided comment in response to the proposed weed and insect thresholds notice placed on the City Pages of the Guelph Tribune on Friday, February 22nd and 29th, 2008. Their comments are also attached as part of Appendix 'E'.

Oxanna Adams Norm Bazinet Joan Bruder Joe Jany Patti Maurice Nancy Mulhall Brenda Nailor Walter Palmer Gale Repta Alan Shody Erik Van Miltenburg

From: Oxanna Adams Posted At: February 28, 2008 12:23 PM Posted To: OPE- Reception Conversation: Feedback, infestaton thresholds Subject: Feedback, infestaton thresholds

Please find enclosed my response to the request for feedback on the proposed infestation thresholds. There appears to be a problem with my attachments so I am including my submission within the body of this e-mail as well.

Oxanna Adams

I would first like to comment on the deadline for feedback of March 7, 2008. Given the specialized and technical nature of the material presented, a 2 week response period is not long enough.

Secondly, from the posting in the City News section of the Guelph Tribune, it was not clear what the discussion of thresholds related to. It was evident only after reading the bylaw and the minutes of the May 22, 2007 council meeting, that staff was directed to more accurately define "infestation" as referred to in section 3 (Exceptions) subsection "m" of bylaw (2007)18308.

Feedback on the proposed weed and insect thresholds:

This section of the bylaw reads:

3. "Notwithstanding Section 2, it is permitted to apply or use pesticide in the following cases: (m) To control or destroy Pests which have caused an infestation to property."

The original purpose of this exception was to provide for those extenuating and rare circumstances when damage to property was so severe as to cause a significant loss of investment. It was never intended to be used a determinant of minimum levels above which the application of pesticides would be allowed.

Infestation thresholds for Weeds:

The definition of pests should not include weeds. To do so, sanctions the use of pesticides for cosmetic purposes, which is in direct contravention with the purpose of this bylaw.

The column "where" includes sports fields, general parkland and other public areas. The inclusion of public spaces in the list of exceptions unnecessarily complicates the issue. For example, if a poison ivy infestation were to occur in a naturalized city owned area, this situation would be covered by section 3 i), "To control, destroy or repel, directly or indirectly, an animal, plant or other organism which is harmful to human health."

The inclusion of sports fields, parkland and naturalized areas in the infestation guidelines appears to indicate a desire by the operations department to resume spraying of Guelph's public spaces. If this is the case, the matter should be brought up for separate discussion and should not be included within the contents of this bylaw.

Infestation thresholds for Insects:

It is under this category that the objective of providing a means of remedy for severe cases of turf loss is addressed. That being acknowledged, I question the existence of this exemption from a health perspective.

Council adopted a pesticide by-law because it acknowledged and accepted the statements made by the medical community and countless others that pesticide exposure is a human health risk. Since scientific data shows that insecticides are even a more potent risk, it doesn't make sense to allow their continued use if certain thresholds are reached. The only time they should be used is if there is a health issue as specified by section 3 i).

To allow the use of insecticides for aesthetic (cosmetic) purposes is in conflict with council's objective of providing the public with protection from pesticide exposure.

Conclusion:

The topic of infestation resulted in a contentious year long debate in Toronto. Peterborough, on the other hand, passed a bylaw with no infestation exemptions; that bylaw appears to be working quite well.

I certainly hope that we are not heading down the same path as Toronto. The citizens of Guelph have waited long enough for a pesticide bylaw. More discussions about thresholds will only delay implementation of this very important bylaw and we will be forced to endure yet another year of exposure to harmful lawn-care chemicals.

The list of exceptions without section 3(m) provides all the tools necessary to ensure human health and safety is protected in our community. The continued inclusion of section 3 (m) only serves to weaken the bylaw.

It is therefore my recommendation that bylaw (2007)18308 be amended so as to remove all references to infestation exemptions

From: Norm Bazinet Posted At: Sunday March 02, 2008 2:52 PM Posted To: OPE- Reception Conversation: Comments on Weed and Insect Thresholds Subject: Comments on Weed and Insect Thresholds

Comments from Norm Bazinet on weed and insect thresholds

In home lawns, highly visible weeds such as dandelions and low visibility weeds such as carpetweed, mouse-eared chickweed, prostrate knotweed, etc. make it difficult to define weed thresholds.

The threshold for weeds on all lawns in the City of Guelph, irregardless of class, should be 5% weed cover as a maximum. Otherwise, parks and commercial lawns serve as horrendous sources of infestation for neighbours. Allowing build-up of infestations of public and commercial properties is irresponsible. There are noxious weed species that are prohibited under the Weed Contorl Act.

The threshold for any turf insect pest should be the identification of one pest of any stage of any species in the lawn.

The City should allow spot treatment of weeds which only uses 5% of herbicides that would be used otherwise in broadcast applications but council for some unknown reason is consistently adamant to this idea.

People with ornamentals such as Dolby Crab or Norway Maple have complete blanketing from seedlings under and around these trees every year which requires annual application of herbicide or the return of their lawn to forest. Homewoners should be allowed to treat this problem without bureaucratic intervention.

The cost of hiring and training pest control advisors is an excessive tax burden. Furthermore, the acquisition of good pest control advisors on an annual/seasonal basis will be very difficult. This means that these people will have to be hired permanantly even through the work is seasonal. By-law officers cannot learn this field properly. What kind of service will these people be able to provide when you get volumes of requests and time critical infestations? Homeowners realize too late that their lawns are not drying up from drought, but rather dessication from chinch bugs.

This whole process only creates another excessively expensive tear of unnecessary bureaucracy to life.

What about thresholds for other serious lawn pests like clover mite and fairy ring? Fairy ring occurs quickly and the lag time for bureaucratic approval guarantees loss of turf.

Appendix 'E'

Combine the bureaucratic requirements for pesticides applications with the poor water management situation in the City of Guelph and homeowners have little chance of maintaining a lawn in this community.

The City of Guelph has not shown any intentions of expanding well fields even though the city is surrounded by a substantial aquifer and urban expansion continues unabated.

Lawn insects are very difficult if not impossible for homeowners to identify on their own. The only way to meet the requirements of the community will be to provide training information for the homeowner or provide rapid intervention form a City pest control advisor. This requires coordination between the advisor and the homeowner which means after hours work for the pest control advisor.

The determination of pest control thresholds must be appealable in court.

If any of this can be demonstrated to affect property values, then the City can expect multiple lawsuits.

From: joan bruder Posted At: February 28, 2008 3:57 PM Posted To: OPE- Reception Conversation: Pesticide By-Law Subject: Pesticide By-Law

Letter to the Mayor, Ward 2 Councillors and City Operations Staff:

I am writing to express my disappointment and strong opposition to the Pesticide Use document that was created by the operations department and printed in the Tribune last Friday.

I totally oppose the suggestion that there are threshold levels for 'weeds'.

I thought the whole point of the pesticide by-law was to ensure that pesticides are banned from this city. I do not want to be exposed to these toxic chemicals and to me this document from the operations department is simply maintaining the status quo in terms of pesticide use.

I do not want pesticides used in public spaces under any circumstances. The whole concept of 'weeds' as being undesireable or as being something that must be kept under control is not progressive. It shows a total lack of awareness and sensitivity. We all know by now that 'weeds' are in fact a valuable source of medicines and food and at some point in its cycle every 'weed' produces beautiful flowers. This document is even suggesting

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that we spray naturalized areas! Why??? In order to 'manage' how natural it is allowed to be?

I thought the goal of the Pesticide by-law was to enforce the precautionary principle - to err on the side of caution and safety when it comes to the health of the people in this city. This document just looks like an excuse to continue spraying, because that's what's always been done and there is no desire to change. The fact is that Mayor Farbridge was voted back in by people like me who were counting on her to come through on this issue - on standing up for the environment.

The reality is that the majority of people in this city do not want pesticides allowed on public or private spaces. It is the job of council to see that city staff comply with the wishes of the people. This issue has been dragging on for 5 years now and still nothing has been done to stop it. How hypocritical, especially since Guelph has been promoting itself as a 'green' city for years.

Don't you think it's time we start to live up to the image?

Joan Bruder

-----Original Message-----From: Joe Jany Posted At: Friday February 29, 2008 9:43 PM Posted To: OPE- Reception Conversation: Pesticide Use Feedback Subject: Pesticide Use Feedback

We have used science and invention to make the lives of humans hugely longer and better than they used to be. While some inventions have had negative effects, we have to keep in mind that the world in its "natural" state contained many more elements that were harmful to humans. So I am in favour or using pesticides when needed to combat a variety of problems. I believe that these products have been subjected to stringent government safety precautions and that they are part of the scientific development that makes our lives better.

Without really knowing the science behind the proposed thresholds, I'm willing to accept that they allow the use of effective treatment against harmful organisms and vigorously support their implementation.

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From: Patti Maurice Posted At: February 27, 2008 7:27 PM Posted To: OPE- Reception Conversation: Pesticide By-law Subject: Pesticide By-law

The recommendations by the staff of the City of Guelph regarding the proposed pesticide by-law completely counter the initial intent - to protect the public from these dangerous substances. The threshold levels proposed that open the way for the resumption of spraying instead of the cessation of spraying seem to suggest that what is really intended is that Guelph not have a pesticide by-law. Even the recommendation that natural areas and passive parklands could be sprayed to protect public and worker safety underscore this. This smacks of influence by chemical manufacturers and lawn care companies whose primary way to deal with lawn pests is through the use of chemical sprays.

The harmful effects of pesticide use are well documented and for staff to offer this latest information as their recommendation is reckless and unethical. To propose the continuing use of substances that are known to cause harmful and even fatal effects to humans and other living beings is just plain wrong.

This hysteria over weeds and insects is evidence of how disconnected we are to our place in the natural world. For the sake of the present and future generations of Guelph, don't gut this bylaw with these inane and negating recommendations. Protect the pubic by ensuring that pesticide use is a practice of the past, understood for its damaging effects on living beings. Put Guelph back on the progressive road to a healthy future by ensuring that this by-law is enacted as it was originally intended.

Patricia D. Maurice

From: Nancy Mulhall Posted At: Tuesday February 26, 2008 11:21 AM Posted To: OPE- Reception Conversation: Pesticides and Thresholds Subject: Pesticides and Thresholds

Regarding the proposed thresholds proposed by the city of Guelph:

The thresholds proposed are practical and consistent with IPM practices. These thresholds are clear and well defined.

I would comment that perhaps the threshold for leatherjacket treatment should be higher. Our experience is that damage is not a problem unless the populations are very high, as grass is also growing vigorously in the spring, competing with the insects. This also would reinforce the message that treatment is only to be used where warranted – not because the larvae are icky. Leatherjacket treatment with Sevin is quite restricted by the label, as well.

For European Chafer grubs, irrigated sites may not necessarily have a good root zone, and treatment may well be warranted, and damage quickly evident, at numbers much lower than 15 grubs per square foot.

Where grubs have been a problem, or ongoing animal digging has caused financial loss, or when a high beetle flight is seen prior to egg laying, Merit is the preferred treatment. Merit is less toxic by several degrees than Sevin, the only other available grub control. Merit can be applied in a light granular format, which means no "sprays".

We would like to see a firm response regarding the use of Merit in Guelph, as our customers are anxiously waiting to find out if they can continue to access this product or not. Due to the nature of water restrictions, and the history of economic damage by this pest, the use of Merit for the past few years has saved a lot of lawns from damage, costly repair, and the use of extra water to re-establish the lawn after damage, while reducing overall pesticide use in terms of active ingredient and toxicity. Merit does not affect the earthworm population, but a later treatment with Sevin, if needed, will knock the earthworms back temporarily. Merit is definitely a more desirable pesticide solution for everyone from the applicator to the earthworm. (Unfortunately nematodes are not workable in our climate, and further hindered by requiring excessive water use.)

Along the same lines, we have a system where we note where crabgrass has been a problem, and target those areas for pre-emergent control in spring, which allows the desirable grasses to continue to fill in the bare areas where the crabgrass was, through rhizome growth. Will there be some clarification around this type of pesticide and IPM action? This activity means there are fewer crabgrass plants going to seed later, too. Later in the season, when we see crabgrass that is still at a treatable stage, we spot treat the plants.

Thank you for the opportunity to comment, and I look forward to having clarity around the IPM use of Merit and pre-emergent crabgrass control.

Regards,

Nancy Mulhall

Appendix 'E'

From: Brenda Nailor
Posted At: Friday February 29, 2008 10:43 PM
Posted To: OPE- Reception
Conversation: response to Pesticide Action Thresholds for Weeds and Insects
Subject: response to Pesticide Action Thresholds for Weeds and Insects
Hello City of Guelph:

Thanks for the opportunity to comment on the proposed action thresholds for pesticide use in the City of Guelph.

Comment 1: I am not sure why the level of tolerance for weed infestation is higher on a nonirrigated field when compared to an irrigated field. Please confirm that the irrigated fields in Guelph are utilized by higher level athletes, and therefore, these surfaces must of higher quality. If this is the case, I support the thresholds as proposed. If not, then I challenge the proposal of more weeds in a non-irrigated field. A non-irrigated field is more susceptible to weed encroachment than an irrigated field; therefore, non-irrigated field require more intensive weed management, and more control measures, such as applications of herbicides.

Comment 2: Black Turfgrass Ataenius (spelled wrong in the newspaper announcement). As stated, this is primarily a golf course pest. Are golf courses regulated by this bi-law with regards to city inspections for action thresholds? If not, then I propose this insect is not considered as part of the threshold "list".

Comment 3: White Grubs (which actually include 3 species – June Bugs, European Chafers and Japanese Beetles). The action threshold is not appropriate based on the life cycle of the pest and the products available for control. Provisions should be added for those residents who noted significant grub damage in Year 1 and therefore require treatment during the egg laying period around July 10th in Year 2. Preventative control of white grubs is proven to be the best method for controlling this insect pest and for using less pesticide in an integrated pest management approach.

Comment 4: Hairy Chinch Bugs do not have larvae. They undergo incomplete metamorphosis, so the immatures are actually nymphs. I recommend you change the terminology so residents and inspectors are not looking for a larva when in fact they should be looking for a bug with wing buds.

Comment 5: I am not familiar with thresholds being set for all of these pests based on scientific data; admittedly I haven't kept up on the literature. Please tell me how you decided to go with these thresholds. I don't care one way or another; it's just really hard for me to comment on if these thresholds are reasonable or not without seeing some kind of data to support them. I'd appreciate your sending me the reference list you developed during your research.

Comment 6: Where are black cutworms a problem, other than on golf courses? If only on golf courses, then see comment 2.

Comment 7: What products, other than Merit, are registered for control of Leather Jackets? If none, then you should think about the registered use pattern. Merit can be applied for "For suppression of early fall larval

stages of crane fly (larvae known as leatherjackets) apply MERIT 0.5G Insecticide to turfgrass areas known to be infected with leatherjackets. Application timing should commence when adult crane flies take flight in

August and September and begin laying eggs." This means that the larvae found in the spring, which establish the threshold, can't be treated at that time, but at preventative treatment for the next spring should be applied in late summer.

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Please call me if you want to chat (about pesticides on turf). I am actually trained as a turfgrass pathologist, so weeds and insects are a bit out of my scope. However, I am a pesticide regulatory specialist, and I like this kind of stuff. Good luck with this process. I am also interested in your comments on the Ontario gov't EBR proposal to ban pesticides in urban turf settings. Do you think that the Ontario law will supersede this Municipal effort and all this talk about thresholds will be for not?

Sincerely, Brenda

Brenda W. Nailor Consulting

----Original Message-----From: Walter Palmer Sent: Sunday, February 24, 2008 7:38 PM To: OPE- Reception Cc: Mayors Office; Bob Bell; Kathleen Farrelly; Vicki Beard; Ian Findlay; Maggie Laidlaw; June Hofland; Gloria Kovach; Mike Salisbury; Lise Burcher; Leanne Piper; Christine Billings; Karl Wettstein Subject: pesticides

To Whom it May Concern 24 Feb 08

Pesticides

This issue just doesn't seem to enjoy the sort of objective and consistent treatment that it deserves. It seems to defy being evaluated on the merits. While some people may wish that it were otherwise, the evidence supports getting rid of chemicals ... get them out of our lives as much as possible.

Now we're going to wrestle with the definition of 'pest infestation' that we sort of finessed when passing the law.

My view is that pesticides are for animal and insect pests. And I resent the lawn care industriy's usurpation of the term. While this view may not be supported by all, I don't consider weeds to be pests, and chemicals that target weeds are herbicides.

I do not support ANY amount of chemical herbicide use in our city, so that would include all lawn care 'pesticides'.

I support use of rodent poison in cases where warranted by an inability to trap, and only INSIDE buildings.

I support insecticide where critters such as termites or ants are destroying property, or where bedbugs, cockroaches, etc have become established.

I resent efforts to include weed killers in this debate. They are what we want to get rid of, and let's remember that.

Walt Palmer

Appendix `E'

From: Gale Repta Posted At: February 27, 2008 7:54 PM Posted To: OPE- Reception Conversation: pesticides bylaw Subject: pesticides bylaw

To whom it may concern,

The purpose of Guelph's pesticide bylaw is to ban the use of lawn-care pesticides (which includes both herbicides and insecticides) for cosmetic purposes. By allowing spraying after a certain threshold is reached, we will not achieve this objective.

The use of herbicides is almost always for cosmetic purposes, therefore they should not be included in the definition of an infestation. If a weed is a threat to human health or safety, i.e. poison ivy, the eradication of this plant is permitted under section 3 (i) of the bylaw.

Permissible levels of spraying of Guelph's public space should not be included in this bylaw. Guelph's pesticide bylaw is intended to protect the public from the harmful effects of pesticide exposure. Setting thresholds for spraying will ensure that this objective is never met. This is especially true for insecticides; scientific studies link insecticide use to many serious acute and chronic illnesses. The use of insecticides should only be used for public health and safety reasons as permitted under section 3 (i)

We should remove all references to infestation thresholds from our bylaw.

Thank you. Gale Repta

From: Alan Shody Posted At: Sunday March 02, 2008 10:19 PM Posted To: OPE- Reception Conversation: Pesticides Subject: Pesticides

Currently I have a lawn care company treat my lawn. They have contacted me and agree with the bylaw. I would like to add the use of Merit if the lawn care company recommends to limit the damage to my lawn.

Thanks Al Shody

Appendix 'E'

From: erik van miltenburg Sent: Tuesday, February 26, 2008 5:07 PM To: Mayors Office; Bob Bell; Vicki Beard; Ian Findlay; Maggie Laidlaw; June Hofland; Gloria Kovach; Mike Salisbury; Lise Burcher; Leanne Piper; Christine Billings; Karl Wettstein; feedback@guelphcivicleague.ca Subject: pesticide use

I heartily support a total ban on all pesticide/herbicide use, both residential, and commercial and public, for any cosmetic reasons whatsoever, including so-called infestation of weeds. Perhaps the guidelines should be: if you can't drink it, you can't put it on the grass - that way we know with certainty that our children won't be poisoned by the run-off. It completely boggles the mind that common sense will not prevail in the issues of environmental contamination. Really. How will we ever have a healthy place to live if we persist in pouring poisonous substances on the ground

that we live on?

thanks, erik.

Erik Van Miltenburg

The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Monday, March 17, 2008, 5:00 p.m.

A meeting of the Community, Operations and Emergency Services Committee was held on Monday, March 17, 2008 in Council Chambers at 5:00 p.m.

Present: Councillors Laidlaw, Beard, Farrelly, and Hofland

Absent: Mayor Farbridge

Also Present: Councillors Bell, Findlay, Piper and Salisbury

Staff in Attendance: Deputy Chief L. Quan, Ms. S. Smith, Associate Solicitor, Mr. J. Riddell, Director of Community Design & Development Services; Mrs. L. Payne, Director of Corporate Services/City Solicitor; Mr. B. Coutts, Manager of Court Services, Mr. H. Perets, Legal Counsel for Guelph Police Services; Mr. J. Stokes, Manager of Realty Services; Mr. D. McCaughan, Director of Operations; Mr. M. Cameron, Manager, Parklands & Greenways; Ms. A. Pappert, Director of Community Services; Mr. P. Moore, Supervisor of Permit and Zoning; Mr. R. Grau, Sleeman Centre Facility Manager; Ms. C. Richardson, Program Development & Delhi Centre Manager; Mrs. L.A. Giles, City Clerk/Director of Information Services; Ms. J. Jacobi, Licensing Coordinator; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Hofland Seconded by Councillor Farrelly

THAT the minutes of the Emergency Services, Community Services & Operations Committee meeting held on February 11, 2008 be confirmed as recorded and without being read.

Carried

Emergency Services Accreditation Update

2. Moved by Councillor Beard Seconded by Councillor Hofland

Chief S. Armstrong

THAT the updated report dated March 12, 2008 on the status of the Emergency Services Accreditation process be received.

Carried

	ncy Services, Community Services & ons Committee	Page 2
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Emergency Services Quarterly Information Update January – March 2008

3. Moved by Councillor Hofland Seconded by Councillor Farrelly Chief S. Armstrong THAT the Emergency Services Report dated March 12, 2008 with Respect to the quarterly information update that covers the period of January – March, 2008 be received.

Carried

PRESENTATIONS

Guelph and District Multicultural Centre

Ms. Catherine Brewer was present on behalf of the Multicultural Centre to provide an overview of the status of the reorganization of the Multicultural Centre. She advised that they have undergone a Board review and outlined the next steps. She also stated that they have new Board members Roger Manning and Lloyd Longfield whom have great community contacts and experience and they plan to have a full board by their annual general meeting in September. She then advised that Djurjica Halgaseve is their Acting Executive Director and they intend to have a full time Executive Director soon. She provided information regarding financial progress the organization has made as a result of Federal and Provincial funding and special funding from other organizations. She also stated they are currently searching for a new central location and are working toward finding a place they could share with an affiliated agency and develop partnerships with more community groups and businesses. She outlined their 2008 goals which included obtaining their charitable status, relocating and expanding their services.

Mr. Roger Manning advised that they will provide a more detailed report at a future date.

4. Moved by Councillor Farrelly

Seconded by Councillor Beard

THAT the presentation from the Guelph and District Multicultural Centre be received.

Carried

Guelph Inclusivity Alliance

Ms. Gayle Valeriote, facilitator for the Guelph Inclusiveness Alliance was present to provide information with respect to their project. She stated they have over 25 local organizations participating and then

Ms. A. Pappert

March 17, 2008	Emergency Services, Community Services & Operations Committee	Page 3		
	outlined their activities and goals. She stated they have completed a "Directory of Services for New Canadians in Guelph", a "New Canadians in Guelph and Wellington" report and a demographic study which provide an overview of immigrants within the city and County.			
	 Moved by Councillor Farrelly Seconded by Councillor Beard THAT the procedural by-law by suspended to allow the demore minutes to complete her presentation. 	elegation two		
		Carried		
	Ms. Valeriote outlined the challenges and barriers that nerimmigrants are encountering in finding meaningful work, housing and transportation issues, and then outlined the services available to assist them. She advised that they h 6 th deadline to submit a proposal to the Province.	appropriate gaps in		
	6. Moved by Councillor Beard Seconded by Councillor Farrelly			
Ms. A. Pappert	THAT the presentation by the Guelph Inclusivity Alliance b	be received.		
	AND THAT staff provide a report back to the Committee in recommendation regarding this presentation.	ו April with a		
		Carried		
	Guelph Neighbourhood Support Coalition			
	Ms. Jane Cabral, on behalf of the Guelph Neighbourhood S Coalition was present to provide information with respect services they provide. She outlined the financial challeng Coalition faces and the resulting service provision gaps. S advised that allocation of funds is done through a particip budgeting process and outlined the implications of their re an additional \$50,000 being denied.	to the les the She then latory		
	Ms. Annie O'Donoghue was present on behalf of the Guelp League to support the request from the Neighbourhood S Coalition's request. She stated that the neighbourhood g important service within the City and believes they should financial support they are requesting.	upport roups are an		
REPORT	7. Moved by Councillor Hofland Seconded by Councillor BeardTHAT the Community Services staff and Finance staff be of	directed to		

March 17, 2008	Emergency Services, Community Services & Operations Committee	Page 4		
	find a source of funding in the amount of \$50,000 as requested by the Guelph Neighbourhood Support Coalition.			
	Carr	ied		
	Notification and Recommendation of a Special Even Mill	nt at Goldie		
	Committee to reconsider allowing amplification. He advi enlist services of a DJ rather than have a live band; they decibel meter and monitor sound levels in the neighbour advise the neighbourhood beforehand to inform them of and provide them with a contact phone number to call if issue. He advised that he has gone door-to-door already approached some of the neighbours and they have signed	Ir. Alex FolkI, the groom of the event, was present to request the ommittee to reconsider allowing amplification. He advised they will nlist services of a DJ rather than have a live band; they will rent a ecibel meter and monitor sound levels in the neighbourhood and will dvise the neighbourhood beforehand to inform them of the event nd provide them with a contact phone number to call if there is an sue. He advised that he has gone door-to-door already and pproached some of the neighbours and they have signed a letter roviding their approval which he provided to the Committee.		
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland THAT an application for a special event permit to serve a wedding to be held on Saturday May 31st at Goldie Mill P approved; 			
	 AND THAT the applicant be granted an exemption from the Noise by-law with the following conditions: the music is provided by a DJ and not a live band; the applicant utilizes a decibel meter to monitor set ensure the noise is within acceptable limits; residents are provided with written details of the entry the date it occurs; the area residents be provided with contact inform regarding their concerns. 	ound levels to event before		
		Carried		
	The meeting recessed at 6:45 p.m.			

The meeting reconvened at 6:50 p.m.

Massage and Alternative Health Care Schedules to the Business Licensing By-law

Ms. T. Agnello, Deputy City Clerk outlined the recommendations within the report and advised of the reasons behind the changes being made to the licensing by-law.

March 17, 2008 Emergency Services, Community Services & Operations Committee

Mr. Charles Davidson was present to express concern with respect to existing non-conforming massage businesses operating within the City. He stated he would like to see the City continue to pursue options for enforcing compliance with the Licensing By-law.

Ms. Denise Redmond withdrew her request to speak.

Ms. Atherton Drenth, an owner and operator of a Wellness Center, representing eight colleagues, was present to thank the committee and staff for their efforts in maintaining the legitimacy of alternative health care clinics. She expressed concerns with some of the conditions for the licences. She stated that identification tags should not be required because she feels it indicates transition. She also stated she believes that other professionals such as chiropractors and physiotherapists are not required to wear identification and feels it would be discriminatory to regulate some and not others. She advised that the requirement of having no recording devices includes tape recordings, videos and pen and paper and was concerned that they could not keep accurate records without taking notes, and in some cases, required due to government regulations. She stated that the practitioners feel there is an overall assumption that they need to prove their legitimacy. She also advised that the practitioners cannot operate without professional liability insurance so the insurance requirement of the licence would be redundant. She expressed concern that there was no consultation with stakeholders during the process and she does not believe their practices are understood and the regulations reflect that lack of understanding.

Ms. Evelyn Kutznar is a practicing Reiki Master, Therapeutic Touch practitioner and certified Consulting Hypnotist. She believes hypnosis and psychological services are different and should not be grouped together and would like that paragraph removed. She advised that the National Guild of hypnotists are regulated under Bill 171 under the Health Care Act, Section Q and should not be included in this licensing schedule. She stated that Reiki involves the laying on of hands and the wording of "laying over body of hands" needs to be clarified. She also stated that her clients occasionally need appointments outside of the proposed hours. Because hypnotists are legally required to video or tape their sessions, they could not comply with the "no recording devices" section of the by-law either. She advised that she has "buzzer" access due to her access being through a hair salon that is locked when they are not open, and, if she is with a client, having someone else walk in could be unsafe and/or a breach of privacy, so access is not readily accessible. Her final concern was that the service area may be provided with a treatment table or examination table only and she requires a desk and a reclining chair for hypnosis so she would not be able to meet this

requirement.

March 17, 2008 Emergency Services, Community Services & Page 6 Operations Committee

> Mr. Don Reid, on behalf of the self-regulating body, Reflexology Registration Council of Ontario was present to support the report. He advised he has been involved with the development of licensing bylaws with various municipalities within the area. He suggested that the City may wish to have some consultation with holistic practitioners to remedy some of the issues raised by the other delegations. He agrees with the recommendations of the report because he believes it empowers staff to distinguish between legitimate and illegitimate business practices. He stated that Section 224 of The Municipal Act does not take into account the developing practices. He advised that Reflexology is considered body rub under the Municipal Act definitions. He advised that a review of approved Toronto holistic associations resulted in a reduction of 2400 to 1600 holistic practitioner. He stated that the Town of Markham is using Section 157 of the Municipal Act and has developed a registry for holistic businesses. He believes holistic businesses should be members of an approved holistic association. He stated that the licence fee is in line with other municipalities. He felt that legitimate businesses should not have to pay for enforcement of illegitimate businesses. He urged the City to join the City of Ottawa's quest to get the Provincial government to address the differences between holistic practitioners and body rubs. He suggested that a tracking system should be implemented that tracks the organization to the person to try to prevent repeat offenders. He provided the website for the Reflexology Council and stated that there are seven by-laws on the site that address similar issues.

> Mr. Wes Tout, a body rub owner for ten years advised he believes there should be a body rub parlour licence to regulate the various establishments. He runs three body rub parlours in Hamilton which are currently unlicensed. He welcomes police and enforcement and believes regulations would get rid of the illegitimate parlours. He advised his staff are required to sign a contract to state they will not conduct any illegal acts. He stated his attendants are topless. He advised that he has visited the unlicensed establishments within the City of Guelph and advised he found them on The Red Zone website which lists all the body rub parlours in the area. In response to questions, he advised he advertises simply by placing advertisements with his business title and the names of his workers.

> Ms. Barbara McKell was present to state that Alternative Health Care is not an accurate title, but holistic and complementary healing arts is a more accurate description. She stated she does not believe their practices are understood and agreed with previous delegations regarding some of the issues regarding regulations being proposed. She wanted to know how the City will licence practitioners who go to

the clients homes, or home-based businesses. She asked if home
businesses would be in violation if they do not post their hours
outsideMarch 17, 2008Emergency Services, Community Services & Page 7
Operations Committeeof their homes. She also wanted to know how volunteer services
would be handled. She stated that modalities that do not have a
regulatory body need to be handled differently from those that do.
She stated the definition of touch is very vague. She believes there

She stated the definition of touch is very vague. She believes there should be a varying fee scale depending on whether the practitioner is a volunteer, doing home visits, only or a wellness centre only. She also stated it needs to be clear if it is the practitioner or the building being licensed. She said the responsibilities of the owner of the property or business versus the practitioner's responsibilities need to be clarified. She feels adult establishments need to be identified and addressed separately. She suggested the City require all wellness centres and clinics to obtain a licence. She stated that the practitioners should not be penalized for policing costs. She also suggested including the various massage therapies under the holistic practitioner schedule as a way to separate them from the body rubs.

9. Moved by Councillor Hofland Seconded by Councillor Farrelly

Mrs. L.A. Giles THAT staff be directed to have consultations with members of Alternative Health Care businesses;

AND THAT consideration be given to the option of combining the two proposed schedules;

AND THAT staff consider the possibility of adding a condition to prohibit Adult Entertainment advertising;

AND THAT staff report back to the Committee in three months.

Carried

Beverage Supply Agreement

Mr. Rich Grau, Sleeman Centre Facility Manager advised that the contract includes juices, Gatorade, water and pop.

10. Moved by Councillor Hofland Seconded by Councillor Farrelly

THAT the Mayor and City Clerk be authorized to sign the beverage supply agreement between Coca-Cola Bottling Company (CCBC) and the City of Guelph.

REPORT

March 17, 2008 Emergency Services, Community Services & Page 8 Operations Committee

Pesticide By-law Pest Infestation Thresholds

Mr. Murray Cameron was present to provide a brief overview of the report. He advised that once a threshold has been determined a communication strategy will be implemented.

Ms. Gail McCormack, Chair of Guelph Environment Group suggested that the public be educated about pesticide-free gardening. She was concerned that the by-law does not eliminate the cosmetic use of pesticides, does not address buffers or address the misuse of applying the pesticides such as on windy days or smog alert days. She suggested staff remove the infestation clause, reduce the number of exemptions and strengthen the education proponent.

Ms. Susan Watson stated concerns about the intent of the by-law. She feels IPM is about perfect grass, rather than people's health. She would like to see the City invest more money into educating about the health risks of the use of pesticides and information regarding alternatives. She would also like to see the elimination of the use of pesticides within the City. She requested that the infestation clauses be removed.

Ms. Oxanna Adams stated that the two weeks time frame for public input is inadequate. She was concerned regarding the sports field exemption and wants to know if there is any research to substantiate the claim that broadleaf is a safety hazard. She stated she does not believe that the City will use pesticides as a last resort; or that if pesticides are used they are applied on a spot basis. She stated that exempting naturalized areas does not make sense. She would like the definition of an invasive species clarified. She suggested that instead of having a blanket exemption, requests should have to come to Council on a case-by-case basis. She also stated that she was concerned about exemptions for insecticides since they are more problematic than herbicides. She requested that the threshold exemptions be removed from the by-law.

Ms. Judy Martin, a member of the Sierra Club of Canada stated that setting thresholds is unnecessary. She questioned who will determine the threshold and what kind of tracking and reporting will be done. She stated that if pesticides are being applied, safeguards such as buffers and restrictions regarding when spraying would be allowed need to be established. She would like the exemptions for sports fields and utility corridors removed from the by-law. She advised that pesticide by-laws in other communities do not have any exemptions but Guelph's bylaw would have twenty exemptions and she does not see the benefit. She requested that staff remove the infestation, railways and utility corridors and home garden exemptions.

March 17, 2008 Emergency Services, Community Services & Page 9 Operations Committee

Dr. Dennis Galon, was present to address weed control on residential lawns. He reviewed the by-laws listed within the report and advised that Guelph's is the most permissive City of the five compared. He does not believe the City is leading in conservation and well being; and does not see any reason to have thresholds. He requested the recommendation not be approved and that a more effective pesticide by-law be drafted.

Mr. Holstein was unable to attend as a delegation.

The Director of Operations advised that the by-law was not intended to ban the use of pesticides and herbicides, but rather to regulate the use of them. He stated that the intent was to phase in more stringent regulations over a few years.

11. Moved by Councillor Beard Seconded by Councillor Hofland

That the insect infestation thresholds established by the City of Toronto be adopted by the City of Guelph;

AND THAT a definition of "pest", that excludes weeds and fungal infections, be included in the City's pesticide by-law (2007)-18308, a by-law to regulate the use of pesticides within the City of Guelph;

AND THAT By-law (2007)-18308 be amended to include a provision that all licensed commercial applicators of pesticides be required to obtain accreditation through the PHC/IPM Council (Plant Health Care) by April 1st, 2009;

AND THAT By-law (2007)-18308, Section 3, be amended to include insect repellent for personal use;

AND THAT By-law (2007)-18308, Section 3, be amended to include lawn bowling greens;

AND THAT staff undertake public education of the thresholds for insect infestation;

AND THAT By-law (2007)-18308, a by-law to regulate the use of pesticides within the City of Guelph be reviewed annually to encourage further reductions in pesticide use.

It was requested that each clause be voted on separately.

March 17, 2008	Emergency Services, Community Services & Operations Committee	Page 10
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland That the insect infestation thresholds established by t Toronto be adopted by the City of Guelph. 	he City of
	C	arried
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland AND THAT a definition of "pest", that excludes weeds infections, be included in the City's pesticide by-law (by-law to regulate the use of pesticides within the Cit 	2007)-18308, a
	C	arried
REPORT	 14. Moved by Councillor Beard Seconded by Councillor Hofland AND THAT By-law (2007)-18308 be amended to inclu that all licensed commercial applicators of pesticides I obtain accreditation through the PHC/IPM Council (Pla by April 1st, 2009; 	be required to
	C	arried
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland AND THAT By-law (2007)-18308, Section 3, be amen include insect repellent for personal use; 	ded to
	C	arried
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland AND THAT By-law (2007)-18308, Section 3, be amen include lawn bowling greens; 	ded to
	C	arried
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland AND THAT staff undertake public education of the thre insect infestation; 	esholds for

Carried

March 17, 2008	Emergency Services, Community Services & Operations Committee	Page 11
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland AND THAT By-law (2007)-18308, a by-law to regula pesticides within the City of Guelph be reviewed ann encourage further reductions in pesticide use. 	
		Carried
	Transit Ad-Hoc Committee	
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT the terms of Reference for the Transit Ad-Hoc be revised to add one councilor to the composition of such that the total members of Councillors is two; 	
	AND THAT Councillors Beard and Farrelly be appoint of the Transit Ad-Hoc Sub Committee.	ted as Co-Chairs
		Carried
	 20. Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the Emergency Services, Community Services Committee now hold a meeting that is closed to the pursuant to Section 239 (2) (a) and (b)of the Munic respect to: security of the property of the City; personal matters about identifiable individuals. 	meeting,
		Carried
	The remainder of the meeting was held in closed set	ssion.
	Mr. Stokes, realty Manager provided information will matter regarding the security of the property of the	•
	Ms. Cindy Richardson also provided some informatic the issue.	on with respect to
REPORT TO COUNCIL IN COMMITTEE OF THE WHOLE	 Moved by Councillor Hofland Seconded by Councillor Farrelly THAT staff be given direction with respect to a matt of the property of the City. 	er of the security
		Carried

March 17, 2008		ency Services, Community Services & tions Committee	Page 12
REPORT TO COUNCIL IN COMMITTEE OF THE WHOLE	THAT s	Moved by Councillor Hofland Seconded by Councillor Farrelly staff be given direction with respect to a pers ntifiable individual.	sonal matter about
			Carried
REPORT TO COUNCIL IN COMMITTEE OF THE WHOLE	THAT s	Moved by Councillor Hofland Seconded by Councillor Farrelly staff be given direction with respect to a pers ntifiable individual.	sonal matter about
			Carried
Mrs. L.A. Giles	THAT s	Moved by Councillor Hofland Seconded by Councillor Farrelly staff be given direction with respect to a pers ntifiable individual.	sonal matter about
			Carried
	meetir	ommittee concurred that the date of the June ng be changed to June 18 th and the starting t ng be changed to 5:30 p.m.	
	Next N	leeting: April 16, 2008	
	The m	eeting adjourned at 10:42 p.m.	

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Chairperson

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COMMITTEE AGENDA



TO Emergency Services, Community Services and Operations Committee

DATE April 16, 2008

LOCATION Council Chambers TIME 5:30 p.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

March 17, 2008

ITEMS	FOR CONSIDERATION	STAFF RECOMMENDATION
PESTICIDE BYLAW PEST INFESTATION THRESHOLDS		Approve
See attached: Item 1 March 17, 2008 Pesticide Bylaw Infestation Thresholds Report		
Item 2	Clause 4 of the Emergency Services, Community Services & Operations Committee report dated March 25, 2008 which was withdrawn	
Item 3	Suggested revised wording of the Clause 4 resolutions of the March 25, 2008 report for the Committee's consideration	
HEART & STROKE BIG BIKE EVENT – JUNE 17 & 19, 2008		Approve
THAT the Heart & Stroke Big Bike special event for June 17 & 19, 2008, as outlined in the Operations report dated April 16, 2008, be approved.		
IMPLEMENTATION OF OVERNIGHT ON- STREET PARKING		Approve
	e enforcement of the 2:00 a.m. – 6:00 king restriction found in the Traffic	

By-law (2002)-17017, as amended, be temporarily suspended from May 1, 2008 until November 1, 2008;		
AND THAT staff report back to Council on community opinion and operational impacts of temporarily allowing overnight parking until November 1 st , 2008.		
PARKING INITIATIVES - ALTERNATIVE	Approve	
TRANSPORTATION PROMOTION		
THAT operators of hybrid vehicles be offered a 25% discount on the cost of their monthly parking permit, provided the hybrid vehicle is the only vehicle registered to the permit;		
AND THAT operators of electric motor scooters and hybrid vehicles be offered a 25% discount on their hourly parking fees at the attended municipal parking facilities;		
AND THAT should a waiting list for monthly parking permits exist, preference for monthly permits be given to those who carpool;		
AND THAT the staff co-ordinate carpooling opportunities for city staff;		
AND THAT bicycle racks be strategically placed at each downtown parking facility;		
AND THAT staff actively promote these alternatives to the public;		
AND THAT staff report back on the effectiveness of promoting alternative transportation in 2009.		
EXHIBITION PARK AREA TRAFFIC MANAGEMENT PROPOSAL	Approve	
Delegations: • John Remmerswaal • Thomas Gibson • Brian Holstein		

		_
THAT the report of the Director of Operations dated April 16 th , 2008 with respect to the Exhibition Park Area Traffic Management Proposal be received;		
AND THAT the traffic management plan for Exhibition Park Area as outlined in Appendix B in the Director of Operations report dated April 16, 2008, be approved for installation.		
CASSINO AVENUE SPEED CUSHION PILOT PROJECT	Approve	
THAT Speed Humps be utilized for permanent traffic management purposes instead of Speed Cushions;		
AND THAT staff be authorized to continue to use Speed Cushions as an interim measure in neighbourhoods where speeding and excessive volume is an issue.		
RIVER RUN CENTRE CAPITAL RESERVE FUND EXPENDITURES (2008)	Approve	
1	Approve	
FUND EXPENDITURES (2008) THAT the report of the Director of Community Services dated April 16, 2008 with respect to River Run Centre Capital Reserve Fund	Approve	
FUND EXPENDITURES (2008) THAT the report of the Director of Community Services dated April 16, 2008 with respect to River Run Centre Capital Reserve Fund Expenditures (2008) be received; AND THAT expenditures to upgrade the theatre's audio, video and lobby monitor systems for the total amount of \$63,500 to be funded from the River Run Centre's Capital	Approve	

the composition of the Advisory Committee for the Recreation, Parks and Culture Strategic Master Plan/South End Community Centre Component Study be received;	
AND THAT the composition of the Advisory Committee for the Recreation, Parks and Culture Strategic Master Plan/South End Community Centre Component Study as outlined in the April 16, 2008 report be approved;	
AND THAT one (1) member of City Council be appointed to this Advisory Committee	
WATERLOO WELLINGTON LHIN – GUELPH CLINICS	
Mr. Ross Kirkconnell, Executive Director of the Family Health Team in Guelph will be present to provide information on this matter.	
IN CAMERA	
 THAT the Emergency Services, Community Services & Operations Committee now hold a meeting that is closed to the meeting, pursuant to Section 239 (2) (b)of the Municipal Act with respect to: personal matters about identifiable individuals. 	

OTHER BUSINESS

NEXT MEETING

May 14, 2008

Distribution	Minutes
	The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Monday, March 17, 2008, 5:00 p.m.
	A meeting of the Community, Operations and Emergency Services Committee was held on Monday, March 17, 2008 in Council Chambers at 5:00 p.m.
	Present: Councillors Laidlaw, Beard, Farrelly, and Hofland
	Absent: Mayor Farbridge
	Also Present: Councillors Bell, Findlay, Piper and Salisbury
	 Staff in Attendance: Deputy Chief L. Quan, Ms. S. Smith, Associate Solicitor, Mr. J. Riddell, Director of Community Design & Development Services; Mrs. L. Payne, Director of Corporate Services/City Solicitor; Mr. B. Coutts, Manager of Court Services, Mr. H. Perets, Legal Counsel for Guelph Police Services; Mr. J. Stokes, Manager of Realty Services; Mr. D. McCaughan, Director of Operations; Mr. M. Cameron, Manager, Parklands & Greenways; Ms. A. Pappert, Director of Community Services; Mr. P. Moore, Supervisor of Permit and Zoning; Mr. R. Grau, Sleeman Centre Facility Manager; Ms. C. Richardson, Program Development & Delhi Centre Manager; Mrs. L.A. Giles, City Clerk/Director of Information Services; Ms. J. Jacobi, Licensing Coordinator; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistant Council Committee Coordinator. There was no disclosure of pecuniary interest. 1. Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the minutes of the Emergency Services, Community Services & Operations Committee meeting held on February 11, 2008 be confirmed as recorded and without being read.
	Carried
	Emergency Services Accreditation Update
Chief S. Armstrong	 Moved by Councillor Beard Seconded by Councillor Hofland THAT the updated report dated March 12, 2008 on the status of the Emergency Services Accreditation process be received.
	Carried

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Distribution	Minutes	
March 17, 2008	Emergency Services, Community Services & Page 2 Operations Committee	
	Emergency Services Quarterly Information Update January – March 2008	
Chief S. Armstrong	 Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the Emergency Services Report dated March 12, 2008 with Respect to the quarterly information update that covers the period of January – March, 2008 be received. 	
	Carried	
	PRESENTATIONS	
	Guelph and District Multicultural Centre	
	Ms. Catherine Brewer was present on behalf of the Multicultural Centre to provide an overview of the status of the reorganization of the Multicultural Centre. She advised that they have undergone a Board review and outlined the next steps. She also stated that they have new Board members Roger Manning and Lloyd Longfield whom have great community contacts and experience and they plan to have a full board by their annual general meeting in September. She then advised that Djurjica Halgaseve is their Acting Executive Director and they intend to have a full time Executive Director soon. She provided information regarding financial progress the organization has made as a result of Federal and Provincial funding and special funding from other organizations. She also stated they are currently searching for a new central location and are working toward finding a place they could share with an affiliated agency and develop partnerships with more community groups and businesses. She outlined their 2008 goals which included obtaining their charitable status, relocating and expanding their services.	
	Mr. Roger Manning advised that they will provide a more detailed report at a future date.	
Ms. A. Pappert	 Moved by Councillor Farrelly Seconded by Councillor Beard THAT the presentation from the Guelph and District Multicultural Centre be received. 	
	Carried	
	Guelph Inclusivity Alliance	
	Ms. Gayle Valeriote, facilitator for the Guelph Inclusiveness Alliance was present to provide information with respect to their project. She stated they have over 25 local organizations participating and then	

Distribution	Minutes
March 17, 2008	Emergency Services, Community Services & Page 3 Operations Committee
	outlined their activities and goals. She stated they have completed a "Directory of Services for New Canadians in Guelph", a "New Canadians in Guelph and Wellington" report and a demographic study which provide an overview of immigrants within the city and County.
	 Moved by Councillor Farrelly Seconded by Councillor Beard THAT the procedural by-law by suspended to allow the delegation two more minutes to complete her presentation.
	Carried
	Ms. Valeriote outlined the challenges and barriers that new immigrants are encountering in finding meaningful work, appropriate housing and transportation issues, and then outlined the gaps in services available to assist them. She advised that they have a May 6 th deadline to submit a proposal to the Province.
Ms. A. Pappert	 Moved by Councillor Beard Seconded by Councillor Farrelly THAT the presentation by the Guelph Inclusivity Alliance be received.
	AND THAT staff provide a report back to the Committee in April with a recommendation regarding this presentation.
	Carried
	Guelph Neighbourhood Support Coalition
	Ms. Jane Cabral, on behalf of the Guelph Neighbourhood Support Coalition was present to provide information with respect to the services they provide. She outlined the financial challenges the Coalition faces and the resulting service provision gaps. She then advised that allocation of funds is done through a participatory budgeting process and outlined the implications of their request for an additional \$50,000 being denied.
	Ms. Annie O'Donoghue was present on behalf of the Guelph Civic League to support the request from the Neighbourhood Support Coalition's request. She stated that the neighbourhood groups are an important service within the City and believes they should get the financial support they are requesting.
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT the Community Services staff and Finance staff be directed to

Distribution	Minutes
March 17, 2008	Emergency Services, Community Services & Page 4 Operations Committee
	find a source of funding in the amount of \$50,000 as requested by the Guelph Neighbourhood Support Coalition.
	Carried
	Notification and Recommendation of a Special Event at Goldie Mill
	Mr. Alex Folkl, the groom of the event, was present to request the Committee to reconsider allowing amplification. He advised they will enlist services of a DJ rather than have a live band; they will rent a decibel meter and monitor sound levels in the neighbourhood and will advise the neighbourhood beforehand to inform them of the event and provide them with a contact phone number to call if there is an issue. He advised that he has gone door-to-door already and approached some of the neighbours and they have signed a letter providing their approval which he provided to the Committee.
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland THAT an application for a special event permit to serve alcohol at a wedding to be held on Saturday May 31st at Goldie Mill Park be approved;
	 AND THAT the applicant be granted an exemption from the City's Noise by-law with the following conditions: the music is provided by a DJ and not a live band; the applicant utilizes a decibel meter to monitor sound levels to ensure the noise is within acceptable limits; residents are provided with written details of the event before the date it occurs; the area residents be provided with contact information to call regarding their concerns.
	Carried
	The meeting recessed at 6:45 p.m.
	The meeting reconvened at 6:50 p.m.
	Massage and Alternative Health Care Schedules to the Business Licensing By-law
	Ms. T. Agnello, Deputy City Clerk outlined the recommendations within the report and advised of the reasons behind the changes being made to the licensing by-law.

Distribution	Minutes
March 17, 2008	Emergency Services, Community Services & Page 5 Operations Committee
	Mr. Charles Davidson was present to express concern with respect to existing non-conforming massage businesses operating within the City. He stated he would like to see the City continue to pursue options for enforcing compliance with the Licensing By-law.
	Ms. Denise Redmond withdrew her request to speak.
	Ms. Atherton Drenth, an owner and operator of a Wellness Center, representing eight colleagues, was present to thank the committee and staff for their efforts in maintaining the legitimacy of alternative health care clinics. She expressed concerns with some of the conditions for the licences. She stated that identification tags should not be required because she feels it indicates transition. She also stated she believes that other professionals such as chiropractors and physiotherapists are not required to wear identification and feels it would be discriminatory to regulate some and not others. She advised that the requirement of having no recording devices includes tape recordings, videos and pen and paper and was concerned that they could not keep accurate records without taking notes, and in some cases, required due to government regulations. She stated that the practitioners feel there is an overall assumption that they need to prove their legitimacy. She also advised that the practitioners cannot operate without professional liability insurance so the insurance requirement of the licence would be redundant. She expressed concern that there was no consultation with stakeholders during the process and she does not believe their practices are understood and the regulations reflect that lack of understanding.
	Ms. Evelyn Kutznar is a practicing Reiki Master, Therapeutic Touch practitioner and certified Consulting Hypnotist. She believes hypnosis and psychological services are different and should not be grouped together and would like that paragraph removed. She advised that the National Guild of hypnotists are regulated under Bill 171 under the Health Care Act, Section Q and should not be included in this licensing schedule. She stated that Reiki involves the laying on of hands and the wording of "laying over body of hands" needs to be clarified. She also stated that her clients occasionally need appointments outside of the proposed hours. Because hypnotists are legally required to video or tape their sessions, they could not comply with the "no recording devices" section of the by-law either. She advised that she has "buzzer" access due to her access being through a hair salon that is locked when they are not open, and, if she is with a client, having someone else walk in could be unsafe and/or a breach of privacy, so access is not readily accessible. Her final concern was that the service area may be provided with a treatment table or examination table only and she requires a desk and a reclining chair for hypnosis so she would not be able to meet this requirement.

Distribution	Minutes
March 17, 2008	Emergency Services, Community Services & Page 6 Operations Committee
	Mr. Don Reid, on behalf of the self-regulating body, Reflexology Registration Council of Ontario was present to support the report. He advised he has been involved with the development of licensing by- laws with various municipalities within the area. He suggested that the City may wish to have some consultation with holistic practitioners to remedy some of the issues raised by the other delegations. He agrees with the recommendations of the report because he believes it empowers staff to distinguish between legitimate and illegitimate business practices. He stated that Section 224 of The Municipal Act does not take into account the developing practices. He advised that Reflexology is considered body rub under the Municipal Act definitions. He advised that a review of approved Toronto holistic associations resulted in a reduction of 2400 to 1600 holistic practitioner. He stated that the Town of Markham is using Section 157 of the Municipal Act and has developed a registry for holistic businesses. He believes holistic businesses should be members of an approved holistic association. He stated that the licence fee is in line with other municipalities. He felt that legitimate businesses. He urged the City to join the City of Ottawa's quest to get the Provincial government to address the differences between holistic practitioners and body rubs. He suggested that a tracking system should be implemented that tracks the organization to the person to try to prevent repeat offenders. He provided the website for the Reflexology Council and stated that there are seven by-laws on the site that address similar issues.
	Mr. Wes Tout, a body rub owner for ten years advised he believes there should be a body rub parlour licence to regulate the various establishments. He runs three body rub parlours in Hamilton which are currently unlicensed. He welcomes police and enforcement and believes regulations would get rid of the illegitimate parlours. He advised his staff are required to sign a contract to state they will not conduct any illegal acts. He stated his attendants are topless. He advised that he has visited the unlicensed establishments within the City of Guelph and advised he found them on The Red Zone website which lists all the body rub parlours in the area. In response to questions, he advised he advertises simply by placing advertisements with his business title and the names of his workers.
	Ms. Barbara McKell was present to state that Alternative Health Care is not an accurate title, but holistic and complementary healing arts is a more accurate description. She stated she does not believe their practices are understood and agreed with previous delegations regarding some of the issues regarding regulations being proposed. She wanted to know how the City will licence practitioners who go to the clients homes, or home-based businesses. She asked if home businesses would be in violation if they do not post their hours outside

March 17, 2008 Emergency Services, Community Services & Page 7 Operations Committee of their homes. She also wanted to know how volunteer services would be handled. She stated that modalities that do not have a regulatory body need to be handled differently from those that do. She stated the definition of touch is very vague. She believes there should be a varying fee scale depending on whether the practitioner is a volunteer, doing home visits, only or a wellness centre only. She also stated it needs to be clear if it is the practitioner of the bilding being licensed. She said the responsibilities of the owner of the property or business versus the practitioner's responsibilities need to be clarified. She feels adult establishments need to be identified and addressed separately. She suggested the City require all wellness centres and clinics to obtain a licence. She stated that the practitioner schedul not be penalized for policing costs. She also suggested including the various massage therapies under the holistic practitioner schedule as a way to separate them from the body rubs. Mrs. L.A. Giles THAT staff be directed to have consultations with members of Alternative Health Care businesses; AND THAT consideration be given to the option of combining the two proposed schedules; AND THAT staff consider the possibility of adding a condition to prohibit Adult Entertainment advertising; AND THAT staff report back to the Committee in three months. Carried REPORT 10. Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the Mayor and City Clerk be authorized to sign the beverage supply agreement between Coca-Cole Bottling Company (CCBC) and the City of Guelph. <	Distribution	Minutes				
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		Carried				

Distribution	Minutes
March 17, 2008	Emergency Services, Community Services & Page 8 Operations Committee
	Pesticide By-law Pest Infestation Thresholds
	Mr. Murray Cameron was present to provide a brief overview of the report. He advised that once a threshold has been determined a communication strategy will be implemented.
·	Ms. Gail McCormack, Chair of Guelph Environment Group suggested that the public be educated about pesticide-free gardening. She was concerned that the by-law does not eliminate the cosmetic use of pesticides, does not address buffers or address the misuse of applying the pesticides such as on windy days or smog alert days. She suggested staff remove the infestation clause, reduce the number of exemptions and strengthen the education proponent.
	Ms. Susan Watson stated concerns about the intent of the by-law. She feels IPM is about perfect grass, rather than people's health. She would like to see the City invest more money into educating about the health risks of the use of pesticides and information regarding alternatives. She would also like to see the elimination of the use of pesticides within the City. She requested that the infestation clauses be removed.
	Ms. Oxanna Adams stated that the two weeks time frame for public input is inadequate. She was concerned regarding the sports field exemption and wants to know if there is any research to substantiate the claim that broadleaf is a safety hazard. She stated she does not believe that the City will use pesticides as a last resort; or that if pesticides are used they are applied on a spot basis. She stated that exempting naturalized areas does not make sense. She would like the definition of an invasive species clarified. She suggested that instead of having a blanket exemption, requests should have to come to Council on a case-by-case basis. She also stated that she was concerned about exemptions for insecticides since they are more problematic than herbicides. She requested that the threshold exemptions be removed from the by-law.
	Ms. Judy Martin, a member of the Sierra Club of Canada stated that setting thresholds is unnecessary. She questioned who will determine the threshold and what kind of tracking and reporting will be done. She stated that if pesticides are being applied, safeguards such as buffers and restrictions regarding when spraying would be allowed need to be established. She would like the exemptions for sports fields and utility corridors removed from the by-law. She advised that pesticide by-laws in other communities do not have any exemptions but Guelph's bylaw would have twenty exemptions and she does not see the benefit. She requested that staff remove the infestation, railways and utility corridors and home garden exemptions.

Distribution	Minutes
March 17, 2008	Emergency Services, Community Services & Page 9 Operations Committee
	Dr. Dennis Galon, was present to address weed control on residential lawns. He reviewed the by-laws listed within the report and advised that Guelph's is the most permissive City of the five compared. He does not believe the City is leading in conservation and well being; and does not see any reason to have thresholds. He requested the recommendation not be approved and that a more effective pesticide by-law be drafted.
	Mr. Holstein was unable to attend as a delegation.
	The Director of Operations advised that the by-law was not intended to ban the use of pesticides and herbicides, but rather to regulate the use of them. He stated that the intent was to phase in more stringent regulations over a few years.
	11. Moved by Councillor Beard Seconded by Councillor Hofland
	That the insect infestation thresholds established by the City of Toronto be adopted by the City of Guelph;
	AND THAT a definition of "pest", that excludes weeds and fungal infections, be included in the City's pesticide by-law (2007)-18308, a by-law to regulate the use of pesticides within the City of Guelph;
	AND THAT By-law (2007)-18308 be amended to include a provision that all licensed commercial applicators of pesticides be required to obtain accreditation through the PHC/IPM Council (Plant Health Care) by April 1 st , 2009;
	AND THAT By-law (2007)-18308, Section 3, be amended to include insect repellent for personal use;
	AND THAT By-law (2007)-18308, Section 3, be amended to include lawn bowling greens;
	AND THAT staff undertake public education of the thresholds for insect infestation;
	AND THAT By-law (2007)-18308, a by-law to regulate the use of pesticides within the City of Guelph be reviewed annually to encourage further reductions in pesticide use.
	It was requested that each clause be voted on separately.

Distribution	Minutes
March 17, 2008	Emergency Services, Community Services & Page 10 Operations Committee
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland That the insect infestation thresholds established by the City of Toronto be adopted by the City of Guelph.
	Carried
REPORT	 13. Moved by Councillor Beard Seconded by Councillor Hofland AND THAT a definition of "pest", that excludes weeds and fungal infections, be included in the City's pesticide by-law (2007)-18308, a by-law to regulate the use of pesticides within the City of Guelph;
	Carried
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland AND THAT By-law (2007)-18308 be amended to include a provision that all licensed commercial applicators of pesticides be required to obtain accreditation through the PHC/IPM Council (Plant Health Care) by April 1st, 2009;
	Carried
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland AND THAT By-law (2007)-18308, Section 3, be amended to include insect repellent for personal use;
	Carried
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland AND THAT By-law (2007)-18308, Section 3, be amended to include lawn bowling greens;
	Carried
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland AND THAT staff undertake public education of the thresholds for insect infestation;
	Carried

Distribution	Minutes
March 17, 2008	Emergency Services, Community Services & Page 11 Operations Committee
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland AND THAT By-law (2007)-18308, a by-law to regulate the use of pesticides within the City of Guelph be reviewed annually to encourage further reductions in pesticide use.
	Carried
	Transit Ad-Hoc Committee
-	19. Moved by Councillor Hofland Seconded by Councillor Beard
REPORT	THAT the terms of Reference for the Transit Ad-Hoc Sub Committee be revised to add one councilor to the composition of the Committee such that the total members of Councillors is two;
	AND THAT Councillors Beard and Farrelly be appointed as Co-Chairs of the Transit Ad-Hoc Sub Committee.
	Carried
	 20. Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the Emergency Services, Community Services & Operations Committee now hold a meeting that is closed to the meeting, pursuant to Section 239 (2) (a) and (b)of the Municipal Act with respect to: security of the property of the City; personal matters about identifiable individuals.
	Carried
	The remainder of the meeting was held in closed session.
	Mr. Stokes, realty Manager provided information with respect to a matter regarding the security of the property of the City.
	Ms. Cindy Richardson also provided some information with respect to the issue.
REPORT TO COUNCIL IN COMMITTEE OF	 21. Moved by Councillor Hofland Seconded by Councillor Farrelly THAT staff be given direction with respect to a matter of the security of the property of the City.
THE WHOLE	Carried

March 17, 2008		gency Services, Community Services & ations Committee	Page 12
	22.	Moved by Councillor Hofland Seconded by Councillor Farrelly	
REPORT TO COUNCIL IN COMMITTEE OF		staff be given direction with respect to a per entifiable individual.	sonal matter about
THE WHOLE			Carried
	23.	Moved by Councillor Hofland	
REPORT TO COUNCIL IN COMMITTEE OF		Seconded by Councillor Farrelly staff be given direction with respect to a per entifiable individual.	sonal matter about
THE WHOLE			Carried
Mrs. L.A. Giles		Moved by Councillor Hofland Seconded by Councillor Farrelly staff be given direction with respect to a per entifiable individual.	rsonal matter about
			Carried
	meet	Committee concurred that the date of the Jur ing be changed to June 18 th and the starting ing be changed to 5:30 p.m.	ne Committee time of the April
	Next	Meeting: April 16, 2008	
	The I	meeting adjourned at 10:42 p.m.	

Chairperson

COMMITTEE REPORT



TOEmergency Services, Community Services and Operations
CommitteeSERVICE AREA
DATEOperations
Monday March 17, 2008SUBJECT
REPORT NUMBERPesticide Bylaw Pest Infestation Thresholds

RECOMMENDATION

THAT the proposed pest thresholds identified in the Operations' report <u>Pesticide Bylaw Pest</u> <u>Infestation Thresholds</u> of March 17th, 2008 be adopted in accordance with the City's pesticide bylaw (2007) – 18308, a bylaw to regulate the use of pesticides within the City of Guelph;

AND THAT By-law (2007)-18308 be amended to include a provision that all licensed commercial applicators of pesticides be required to obtain accreditation through the PHC/IPM Council (Plant Health Care) by April 1st, 2009;

AND THAT By-law (2007)-18308, Section 3 be amended to include municipal sports fields, lawn bowling greens, railway and all utility corridors, insect repellent for personal use and control of Buckthorn and other invasive plant species within natural areas;

AND THAT staff undertake public education of the thresholds identified in the Operations' report <u>Pesticide Bylaw Pest Infestation Thresholds</u> of March 17th, 2008.

BACKGROUND

At the May 3, 2007 meeting of Council, staff were directed to;

Review the management of exemptions used by other municipalities for the purpose of addressing infestations and report back with any recommendations for amendments to the bylaw;

To work with the Guelph Turf Grass Institute with respect to the definition of infestation thresholds;

And to consider the possibility of requiring commercial applicators to be IPM certified and report back.

REPORT

Very broadly, pesticide by-laws can be seen as prescriptive or restrictive. A prescriptive by-law specifies how and when you use pesticides, whereas a restrictive by-law effectively bans pesticides and then provides for exemptions. An example of a prescriptive by-law is in use in the town of Caledon. Their by-law states that no person shall discharge a pesticide unless specific conditions are being satisfied for its use. A restrictive by-law would simply state the restriction. Both types of by-laws make use of various components such as phased-in enforcement and exemptions. To the extent of the municipal pesticide by-law review undertaken (see Appendix 'A'), we have found no jurisdiction that outright bans the use of pesticides.

Exemptions

All by-laws reviewed make use of exemptions. Exemptions vary from municipality to municipality but they can be generally divided into two classes; exemptions for specific pesticides and exemptions that specify where, when or how pesticides can be used.

Exempt Pesticides

Pesticides are broadly defined in regulation as any product, organism or substance registered under the federal Pest Control Products Act and used for directly or indirectly controlling, destroying, attracting or repelling a pest or for mitigating or preventing its injurious, noxious or troublesome effects.

Consequently, products like corn gluten, horticultural soap and mineral oil would also be prohibited under a general prohibition for pesticides. To overcome this, by-laws modify the definition of a pesticide specifically to exempt some reduced risk pesticides. As in Guelph, the list of exempt pesticides usually includes:

- (a) A soap;
- (b) A mineral oil, also called "dormant or horticultural oil";
- (c) Silicon dioxide, also called "diatomaceous earth";
- (d) Biological Pesticides, including Bt (Bacillus thuringiensis) and nematodes;
- (e) Borax, also called "boric acid" or "boracic acid";
- (f) Ferric phosphate;
- (g) Acetic acid;
- (h) Pyrethrum or pyrethrins;
- (i) Fatty acids;
- (j) Sulphur; or
- (k) Corn gluten meal

As new reduced risk pesticides are approved by the Pesticide Management Regulatory Agency, they will be reviewed for possible inclusion into the list of exempt pesticides.

Exemptions and Thresholds of Municipalities

Many municipalities in Ontario have made specific exemptions within their by-laws for continued use of pesticides by the public and the municipality. See Appendix 'A'.

General Exemptions

All municipal pesticide by-laws have general exemptions to limit the scope of the restriction. Common exemptions permitting pesticide application include:

- (a) public or private pools
- (b) to control termites
- (c) as a wood preservative
- (d) to exterminate or repel rodents
- (e) for injection into trees, stumps or wooden poles
- (f) to purify water for human or animal consumption
- (g) inside a building
- (h) to comply with the Weed Control Act and its regulations
- (i) to control, destroy, reduce or repel, directly or indirectly, an animal, plant or organism which is harmful to human health
- (j) to control, destroy, reduce or repel pests which have caused infestation to property

Item (j) above is the most difficult to interpret, even if the term infestation is defined within the context of the by-law.

Other Exemptions

In addition to the general exemptions ('a' though 'j' above), some by-laws also make exemptions for other uses including:

- (k) golf courses, municipal sports fields or lawn bowling greens
- (I) railway and utility corridors
- (m) insect repellant for personal use
- (n) control of Buckthorn and Other invasive plant species
- (o) the deterioration of hard landscapes

Where golf courses and sports fields are exempt, the exemption is usually tied to a pesticide reduction strategy. Integrated Pest Management (I.P.M.) is the most widely recognized pesticide reduction strategy.

Staff have given consideration to these other possible exemptions and recommend that Guelph's by-law be amended to provide an exemption for:

Municipal sports fields*: infestation of broad leaved weeds represents a known safety concern for participants in sports activities. While staff will undertake to improve cultural maintenance of the turf on these facilities, application of pesticides through and accredited IPM applicator should be retained as a spot control option to address infestations;

Lawn bowling greens*: this type of facility, like golf courses, is particularly prone to loss through rapid infestation;

Railway and all Utility corridors*: staff are somewhat empathetic to a request for exemption from Guelph Junction Railway. Alternate means of controlling infestations are labour intensive and require constant monitoring of the turf to deal with issues as they arise. Corridors are generally remote and receive maintenance on an infrequent basis. Given rail/utility corridors abut private property, not allowing an exemption may result in the corridors becoming infested making maintenance of abutting properties more difficult.

Insect repellent for Personal use: application of insect repellant is for personal protection and should be acknowledged within the by-law.

Buckthorn and other invasive plant species*: for the preservation and quality of woodlots and other natural areas **only** where manual eradication is not feasible.

*the bylaw amendment would require that any application of a pesticide on these properties be undertaken by accredited IPM applicator.

City of Guelph Proposed Weed and Insect Thresholds

In consultation with the Guelph Turfgrass Institute and further to a review of other municipalities' pesticide bylaws, the thresholds recommended for the City of Guelph (see Appendix 'B') are based largely on the Ontario Ministry of Agriculture, Food and Rural Affair's Publication 816 <u>Turf IPM Manual</u>.

While thresholds are widely established for many common turf insect pests, thresholds for broadleaved weeds (e.g. dandelions) are more subjective and can be based on **personal tolerance and/or perceptions of people who use the turf**. Although staff have provided a suggested threshold for the application of pesticides to control broad-leaved weeds, Council could consider removing the threshold altogether thereby further reducing the amount of pesticides applied within this community. In so doing, Council would signal to the community that broad-leaved weeds are not considered pests.

A comparison of Guelph's proposed weed and insect thresholds with those municipalities who have identified weed and /or insect thresholds can be referenced on Appendix 'C' and D', respectively.

IPM Accredited Applicators

An Integrated Pest Management (IPM) approach recommends the use of pesticides as a last resort in controlling pest in the management of turf, trees and ornamentals, with a goal of reducing exposure to humans, pets and other non-target organism to pesticides.

Careful planning and management of the landscape is the basis of an IPM program and to bolster the desired environmentally sound approach to pest control and is consistent with Council's desire to better manage pesticides within our community. Consequently, staff recommend that all licensed commercial applicators be required to obtain accreditation through the PHC/IPM Council (Plant Health Care) and be held to their code of practice and desk and field audit processes. Recognizing that some commercial applicators may not be currently accredited, it is further recommended that commercial applicators be given until April 1st, 2009 to obtain accreditation.

Public Response

An ad was placed in the City Page of the Guelph Tribune over a two week period to solicit public opinion of the proposed thresholds. Eleven responses were received by Operations at the time of printing this report. See attached Appendix 'E'.

CORPORATE STRATEGIC PLAN

The recommendations of the report support the goals:

- 2: A healthy and safe community where life can be lived to the fullest
- 6: A leader in conservation and resource protection and enhancement

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS

Public comment on the proposed infestation thresholds was sought through public notice made in the Guelph Tribune on the City's Pages over a two week period.

ATTACHMENTS

Public comments received in response to the public notice appearing in the Guelph Tribune. See Appendix 'E'.

D. Munay Lemeron

Prepared By: D. Murray Cameron Manager of Parklands and Greenways 519 822 1260x 2007 murray.cameron@guelph.ca

Recommended By: Derek J. McCaughan Director of Operations 519 822 1260 x2018 derek.mccaughan@guelph.ca

Appendix 'A'

Best Practice Review of Municipal Pesticide By-laws

<u>Caledon</u> has addressed the issue of municipal pesticide use under sections 3.2 and 3.5 of their bylaw. Under section 3.2.2, a pesticide may be applied on a horticultural landscape where an I.P.M. qualified applicator demonstrates that an application is necessary to diminish an infestation of the horticultural landscape. In the instance of pesticide applications on a golf course, the applicator must be I.P.M. accredited or holds I.P.M. certification under the Audubon Cooperative Sanctuary for golf courses.

Hamilton provides for the application of pesticides, under section 3.2.2, to control or destroy insects on horticultural landscapes subject to the infestation meeting established threshold limits. Further applications are permitted for the purpose of maintaining public lands where such applications are consistent with City policy and for the purpose of marking athletic sports fields, and maintaining golf courses and lawn bowling greens provided the application is performed under the direction of an I.P.M. accredited person. Individuals applying pesticides to public lands, horticultural areas and golf courses and bowling greens must obtain I.P.M. certification by April 2010.

London provides for the exemption of pesticide applications to control or destroy insects that have caused infestation to property. Golf courses, playing fields or lawn bowling greens may be treated such that any use or application is permitted only under the direction of an I.P.M accredited groundskeeper.

Markham permits pesticide applications within their boundaries of the Town to control infestations to property as defined by established thresholds. Golf courses or lawn bowling greens may also be treated provided any such use or application of pesticide is permitted only under the direction of an I.P.M. accredited agent.

Newmarket has included under a list of exemptions to use pesticides, to control or destroy pests which have caused Infestation to property, and on a golf course, Town owned and Town permitted playing field or lawn bowling green provided any such use or application is permitted only under the direction of an I.P.M accredited groundskeeper. Threshold limits have yet to be developed.

North Bay does not provide an explicit exemption for municipal use; however, they have adopted a definition of 'threshold levels' to clearly define an infestation for different specific land uses. In areas where there is a high aesthetic value and low risk of public contact (i.e. public flower beds), the threshold for defining an infestation is low. In landscapes where there is significant public contact with little landscape and little aesthetic requirements (i.e. public playgrounds and adjoining land), there is a very high threshold. The thresholds are expressed as a percentage of weed coverage.

Oakville provides for exemptions on golf courses and their lawn bowling green. Pesticide applications are permitted only on an I.P.M. accredited golf course or on the bowling green provided that such use or application is in keeping with the integrated pest management program in place at the golf course or lawn bowling green. As well, pesticide applications are also permissible to control buckthorn or other invasive species in woodlots, valley lands and along trails; however, no specific exemption is provided for the control of residential/commercial or public land infestations.

Orangeville has provided specific exemptions for 'Residential, Commercial and Industrial Use Lands' provided an I.P.M accredited applicator has made an assessment and determined treatment bylaw necessarv. Where the scope of the limits spot spraying the is to residential/commercial/industrial horticultural landscape with no spraying during the months of July or August, non-compliance of these conditions is granted to diminish an infestation of the horticultural landscape. For 'Public Use Lands' an I.P.M. accredited applicator may discharge a pesticide on a horticultural landscape where documentation has been provided to demonstrate that an application is necessary to diminish an infestation of the horticultural landscape.

Peterborough includes golf courses and their lawn bowling greens as exempted sites provided that any use or application of pesticide is permitted only under the direction of an I.P.M. accredited groundskeeper, but does not reference exemptions due to infestations. Where infestations occur, a not-for-profit member of Peterborough 'Green Up' will respond to calls and make recommendations to resolve gardening problems with the most economical and environmentally friendly solutions. The City of Peterborough supports the service.

Thorold makes provisions for pesticide use on golf courses and utility/railroad corridors, aside from its general exemption to control or destroy pests that have caused infestation to property. A permit, issued by the City must be obtained by the owner and/or occupants for conditions of infestation, amongst others, on properties other than golf courses and utility/railroad corridors. Prior to the issuance of the permit, properties shall be inspected by City staff to provide a review of site conditions and approve the permit application.

Windsor provides an exemption for 'Residential, Commercial and Industrial Use Lands' under sections 3.1 of their by-law. Applicators must be I.P.M. accredited and determine and provide documentation to the City to demonstrate that an application is required, and limit the application to spot spraying of 20% of the horticultural area; however, to diminish an infestation of the horticultural landscape, the 20% of area limitation is waived.

Under section 3.2 'Public Use Lands' applications are permitted subject to the demonstration of an infestation of the horticultural landscape or to prevent deterioration of the hard landscape. On December 31, 2008, the public use lands exemption will be repealed (section 10.1.3), leaving the municipality with only the general use exemptions. The general use exemptions are similar to other general exemptions in all by-laws, and include exemptions for health and safety reasons and infestations.

Appendix `B'

City of Guelph Proposed Pesticide Action Thresholds for Weeds and Insects

The proposed threshold levels are the minimum number of weeds or insects which must be present to constitute an 'infestation' before herbicide/pesticide applications are permitted. Thresholds do not restrict the use of natural controls or the pesticides identified in Schedule 'A' of the by-law, under conditions above or below the thresholds.

Infestatio	Infestation Thresholds for Weeds						
	Where	Action Level/Threshold	Comments				
Class A	Home lawns, irrigated sports fields, lawn bowling greens, horticultural garden parks i.e., Floral Clock	Weed free to 5-10% weed cover	Usually sprayed when 10- 15% weed cover is reached.				
Class B	Non-irrigated sports fields, commercial lawns, general parkland.	Between 20-50% weed cover	Weeds are tolerated as long as the function of the site is not compromised				
Class C	Naturalized areas/passive parkland.	More than 50% weed cover	Controls may only be needed in the interest of public or worker safety, i.e., sightlines and noxious weeds				

The pesticide action threshold for broadleaf weed infestation is noted as a percentage of ground cover by broadleaf weeds in a given area of landscape (land class) and provided that an area of at least one metre square shall be used for the measurement of the percentage. More than one area may be measured on a horticultural landscape provided each area is at least one metre square or larger. Where any area of at least one metre square meets or exceeds the pesticide action threshold, it is proposed the application of pesticides may be carried out in that area under the terms of Guelph's by-law. The intent of such a measurement and application process is to encourage pesticide use only in areas where threshold levels have been reached and to provide for spot application of pesticides under clause 3 m) Infestations to Property, of Guelph's By-law.

Appendix 'B' cont.

City of Guelph

Proposed Pesticide Action Thresholds for Weeds and Insects

Infestation Thresholds for	or Insects			
	Action Level/Threshold			
<i>Leatherjackets</i> European Crane Fly	2-3 larvae/0.1m ² for non-irrigated turf			
	More than 5 larvae/0.1m ² for irrigated turf			
White Grubs	1			
lune Dure	5-10 larvae/0.1m ² for non-irrigated/stressed turf			
June Bugs	More than 10 larvae/0.1m ² for irrigated sites			
	5-10 larvae /0.1m ² for non-irrigated/stressed sites			
European Chafer	More than 15 larvae/0.1m ² for irrigated sites			
Black Turfgrass Ataenius	30-40 larvae/0.1m ² , mainly a golf course concern			
Sod Webworms	1 larva/0.1m ² for non-irrigated/stressed sites			
	2-3 larvae/0.1m ² for irrigated/healthy turf			
Hairy Chinch Bugs	2-3 larvae/0.1m ² or 20-30 larvae/m ² Stressed turf may be damaged by as few as 1 larva/0.1m ²			
	20-30 chinch bugs/0.1m ²			
Black Cutworm	More than 5 cutworms /1 m ²			

Note: $0.1m^2 = 1 \text{ ft}^2$

Appendix 'C'

				Weed Threst	old Comparison		
Guelph		Hamilton	Markham	North Bay	Toronto		
Where	Threshold*	Comment			Site Classification*: Class A, B and CTurf and Garden	Private Property	ParklandsWeeds and Disease
Class A: Home Lawns, Irrigatad sports fields, lawn bowling greens, horticultural garden parks i.e., Floral Clock	Weed free to 5- 10% weed cover	Usually sprayed when 10-15% weed cover is reached.	tis t		Class A: High Value/Low Contact sites such as: formal municipal flower beds, commercial landscaping and residental flower beds along arterial		Bowling Greens: Wee Threshold – 0% Diseas control – Threshold – 0%
Class B: Non- irrigated sports fields, commercial lawns, general parkland	Between 20-50% weed cover	Weeds are tolerated as long as the function of the site is not compromised		roads, commercial plant nurseries From 20-30% weed coverage by area or 10 broadleaf weeds per m ²		Garden Parks: Weed Threshold – 10% Disease control – Threshold – 10%	
Class C: Natuarlized areas/passive parkland	More than 50% weed cover	Controls may only be needed in the interest of public or worker safety, i.e., sightlines and noxious weeds	threshold for broadleaf weed infestation is 30% ground cover by area, being 30% coverage by broadleaf weed in a given area of landscape and provided that an area of at least one metre square	dleaf weed ground ng 30% lleaf weed landscape an area of source	Class B: <u>Moderate to High Value/Moderate Contact</u> sites such as: residential lawns, sports fields landscape beds in parks and non-arterial boutevards and medians		Stadiums (dedicated staff and equipment on- sile): Threshold – 10%
	shall b measu percen area m		shall be used for eh neasurement of the percentage. More than one area may be measured on a		From 40-100% weed coverage by area or 30 broadleaf weeds per m ²	lawns. The City does not consider weeds or common fungal diseases in lawns an infestation.	Premier Sports Fields: Threshold – 10%
		provided each area is at provided each area is at least one metre square of f landscape (land class) and provided thet an t one metre square shall be used for the meets or exceeds the		golf courses and bowling greens	g greens common fungal		Class A* Sports Field (li and may be irrigated) Threshold – 30%
measured on a hortin least one metre squa one metre square m lhreshold, it is propo	ist one metre square or larger. Where any area of at least e metre square meets or exceeds the pesticide action eshold, it is proposed that application of pesticides may be		horticultural landscape provided each area is at square or larger. Where any area of at least are meets or exceeds the pesticide action proposed that application of pesticides may be the application of pesticides may be are meets or exceeds the pesticide action proposed that application of pesticides may be area under the terms of Hamilton's bylaw.				Class B (unlit, regulated size or lit undersized)— Threshold — 30%
The intent of such m encourage pesticide have been reached a pesticides under clau	easurement and ap use only in areas w and to provide for sp use 3m) Infestations	plication process is to here threshold levels bot application of			100% weed coverage by area or 40 broadleaf weeds per m ² , or in the presence of vegetation in confined areas that need to be maintained clear of vegetation for safety reasons	rr of unlii) Th	Class C (undersized, unlit) Threshold – 30%
Guelph's pesticide by							Generaliy Maintained Areas (Passive Use) Threshold 50%
							Regional Parks— Threshold — 50%
					*North Bay's Site Classification does not correspond to Guelph's proposed classes		*Toronto's Sports field classification system

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classification system uciu

Appendix 'D'

			Insect Threshold C	omparison		
Insects	Guelph	Hamilton	Markham	North Bay		Toronto
·····				Site Classification*: Class A, B and C Turf and Garden	Private Property	Parklands-general insect thresholds
	2-3 larvae/0.1m ² for non-irrigated turf	Non-irrigated turf: more than 10 larvae per 0.1m ²	_			Garden Park: Insect control - Threshold - 0%
European Crane Fly	More than 10 larvae/0.1m² for inigated sites	Irrigated turf: more than 5 larvae per 0.1m²				Stadiums (dedicated staff and equipment on- site):Threshold – If loss of asset is likely
Black Turfgrass Ataenius	30-40 larvae/0.1m²	More than 35 larvae per 0.1m²				Premier Sports Fields: Insect control - Thresh If loss of asset is likely
			Non-irrigated: 5-10 larvae/0.1m² (approx. 1 sq. ft.)		Non-irrigated Turf: 5-10 larvae/0.1m ²	Class A Sports Field (lit and may be irrigated) Threshold – If loss of asset is likely
White Grubs				-	larvae/u.1m²	Class B (unlit, regulated size or lit undersized) Threshold If loss of asset is likely
			Irrigated turf: 15 larvae/0.1m² (approx. 1 sq. ft.)		Irrigated Turf: 15	Class C (undersized, unlit) If loss of asset is likely
					larvae/0.1m²	Generally Maintained Areas (Passive Use)Three —If loss of asset is likely
June Beetle	5-10 larvae/0.1m² for non-irrigated/stressed sites.	-3 or more grubs per 0.1m²		30-50 larvae/1.0m² or 3-5/0.1m²		Regional ParksThreshold -If loss of asset is lik
	More than 10 larvae/0.1m ² for irrigated sites			50-50 larvae/1.0m* or 3-5/0.1m*		
European Chafer	5-10 larvae/0.1m² for non-irrigated/stressed sites.	Non-irrigated turf: 10 or more grubs per 0.1m²				
- 	More than 15 larvae/0.1m² for irrigated sites	Irrigated Turf: More than 20 grubs per 0.1m ²		20 larvae /1m² or 2/0.1m²		
Hairy Chinch Bug	2-3 larvae/0.1m² or 20-30 larvae/1m² Stressed turf may be damageed by as few as 1 larva/0.1m² 20-30 chinch bugs /0.1m²	25 or more per 20 cm diameter sample	20 chinch bugs per 20 cm to 25 cm (8 inch to 9 inch) diameter can	20 insects per 9 inch diarneter can	20 chinch bugs per 20cm to 25cm (8 inch to 9 inch) dlameter can	
Sod Webworm	1 larva/0.1m² for non-inigated/stressed sites 20-30 chinch bugs /0.1m²	2 or more larvae per 0.1m²		20 larvae /1.0m² or 2/0.1m²		
Sod Webworm Lawn Moth		6 or more caterpillars per 0.1m ²			-	
Black Cutworm	More than 5 cutworms /1m²	5 or more cutworms per 1m²		20 larvae /1m² or 2/0.1m²	1	

*Site Classification as per North Bay's

Weed Threshold

Appendix 'E'

The following individuals provided comment in response to the proposed weed and insect thresholds notice placed on the City Pages of the Guelph Tribune on Friday, February 22nd and 29th, 2008. Their comments are also attached as part of Appendix 'E'.

Oxanna Adams Norm Bazinet Joan Bruder Joe Jany Patti Maurice Nancy Mulhall Brenda Nailor Walter Palmer Gale Repta Alan Shody Erik Van Miltenburg

<u>Appendix `E'</u>

From: Oxanna Adams Posted At: February 28, 2008 12:23 PM Posted To: OPE- Reception Conversation: Feedback, infestaton thresholds Subject: Feedback, infestaton thresholds

Please find enclosed my response to the request for feedback on the proposed infestation thresholds. There appears to be a problem with my attachments so I am including my submission within the body of this e-mail as well.

Oxanna Adams

I would first like to comment on the deadline for feedback of March 7, 2008. Given the specialized and technical nature of the material presented, a 2 week response period is not long enough.

Secondly, from the posting in the City News section of the Guelph Tribune, it was not clear what the discussion of thresholds related to. It was evident only after reading the bylaw and the minutes of the May 22, 2007 council meeting, that staff was directed to more accurately define "infestation" as referred to in section 3 (Exceptions) subsection "m" of bylaw (2007)18308.

Feedback on the proposed weed and insect thresholds:

This section of the bylaw reads:

3. "Notwithstanding Section 2, it is permitted to apply or use pesticide in the following cases: (m) To control or destroy Pests which have caused an infestation to property."

The original purpose of this exception was to provide for those extenuating and rare circumstances when damage to property was so severe as to cause a significant loss of investment. It was never intended to be used a determinant of minimum levels above which the application of pesticides would be allowed.

Infestation thresholds for Weeds:

The definition of pests should not include weeds. To do so, sanctions the use of pesticides for cosmetic purposes, which is in direct contravention with the purpose of this bylaw.

The column "where" includes sports fields, general parkland and other public areas. The inclusion of public spaces in the list of exceptions unnecessarily complicates the issue. For example, if a poison ivy infestation were to occur in a naturalized city owned area, this situation would be covered by section 3 i), "To control, destroy or repel, directly or indirectly, an animal, plant or other organism which is harmful to human health."

<u>Appendix `E'</u>

The inclusion of sports fields, parkland and naturalized areas in the infestation guidelines appears to indicate a desire by the operations department to resume spraying of Guelph's public spaces. If this is the case, the matter should be brought up for separate discussion and should not be included within the contents of this bylaw.

Infestation thresholds for Insects:

It is under this category that the objective of providing a means of remedy for severe cases of turf loss is addressed. That being acknowledged, I question the existence of this exemption from a health perspective.

Council adopted a pesticide by-law because it acknowledged and accepted the statements made by the medical community and countless others that pesticide exposure is a human health risk. Since scientific data shows that insecticides are even a more potent risk, it doesn't make sense to allow their continued use if certain thresholds are reached. The only time they should be used is if there is a health issue as specified by section 3 i).

To allow the use of insecticides for aesthetic (cosmetic) purposes is in conflict with council's objective of providing the public with protection from pesticide exposure.

Conclusion:

The topic of infestation resulted in a contentious year long debate in Toronto. Peterborough, on the other hand, passed a bylaw with no infestation exemptions; that bylaw appears to be working quite well.

I certainly hope that we are not heading down the same path as Toronto. The citizens of Guelph have waited long enough for a pesticide bylaw. More discussions about thresholds will only delay implementation of this very important bylaw and we will be forced to endure yet another year of exposure to harmful lawn-care chemicals.

The list of exceptions without section 3(m) provides all the tools necessary to ensure human health and safety is protected in our community. The continued inclusion of section 3 (m) only serves to weaken the bylaw.

It is therefore my recommendation that bylaw (2007)18308 be amended so as to remove all references to infestation exemptions

<u>Appendix `E'</u>

From: Norm Bazinet Posted At: Sunday March 02, 2008 2:52 PM Posted To: OPE- Reception Conversation: Comments on Weed and Insect Thresholds Subject: Comments on Weed and Insect Thresholds

Comments from Norm Bazinet on weed and insect thresholds

In home lawns, highly visible weeds such as dandelions and low visibility weeds such as carpetweed, mouse-eared chickweed, prostrate knotweed, etc. make it difficult to define weed thresholds.

The threshold for weeds on all lawns in the City of Guelph, irregardless of class, should be 5% weed cover as a maximum. Otherwise, parks and commercial lawns serve as horrendous sources of infestation for neighbours. Allowing build-up of infestations of public and commercial properties is irresponsible. There are noxious weed species that are prohibited under the Weed Contorl Act.

The threshold for any turf insect pest should be the identification of one pest of any stage of any species in the lawn.

The City should allow spot treatment of weeds which only uses 5% of herbicides that would be used otherwise in broadcast applications but council for some unknown reason is consistently adamant to this idea.

People with ornamentals such as Dolby Crab or Norway Maple have complete blanketing from seedlings under and around these trees every year which requires annual application of herbicide or the return of their lawn to forest. Homewoners should be allowed to treat this problem without bureaucratic intervention.

The cost of hiring and training pest control advisors is an excessive tax burden. Furthermore, the acquisition of good pest control advisors on an annual/seasonal basis will be very difficult. This means that these people will have to be hired permanantly even through the work is seasonal. By-law officers cannot learn this field properly. What kind of service will these people be able to provide when you get volumes of requests and time critical infestations? Homeowners realize too late that their lawns are not drying up from drought, but rather dessication from chinch bugs.

This whole process only creates another excessively expensive tear of unnecessary bureaucracy to life.

What about thresholds for other serious lawn pests like clover mite and fairy ring? Fairy ring occurs quickly and the lag time for bureaucratic approval guarantees loss of turf.

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Combine the bureaucratic requirements for pesticides applications with the poor water management situation in the City of Guelph and homeowners have little chance of maintaining a lawn in this community.

The City of Guelph has not shown any intentions of expanding well fields even though the city is surrounded by a substantial aquifer and urban expansion continues unabated.

Lawn insects are very difficult if not impossible for homeowners to identify on their own. The only way to meet the requirements of the community will be to provide training information for the homeowner or provide rapid intervention form a City pest control advisor. This requires coordination between the advisor and the homeowner which means after hours work for the pest control advisor.

The determination of pest control thresholds must be appealable in court.

If any of this can be demonstrated to affect property values, then the City can expect multiple lawsuits.

From: joan bruder Posted At: February 28, 2008 3:57 PM Posted To: OPE- Reception Conversation: Pesticide By-Law Subject: Pesticide By-Law

Letter to the Mayor, Ward 2 Councillors and City Operations Staff:

I am writing to express my disappointment and strong opposition to the Pesticide Use document that was created by the operations department and printed in the Tribune last Friday.

I totally oppose the suggestion that there are threshold levels for 'weeds'.

I thought the whole point of the pesticide by-law was to ensure that pesticides are banned from this city. I do not want to be exposed to these toxic chemicals and to me this document from the operations department is simply maintaining the status quo in terms of pesticide use.

I do not want pesticides used in public spaces under any circumstances. The whole concept of 'weeds' as being undesireable or as being something that must be kept under control is not progressive. It shows a total lack of awareness and sensitivity. We all know by now that 'weeds' are in fact a valuable source of medicines and food and at some point in its cycle every 'weed' produces beautiful flowers. This document is even suggesting

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that we spray naturalized areas! Why??? In order to 'manage' how natural it is allowed to be?

I thought the goal of the Pesticide by-law was to enforce the precautionary principle - to err on the side of caution and safety when it comes to the health of the people in this city. This document just looks like an excuse to continue spraying, because that's what's always been done and there is no desire to change. The fact is that Mayor Farbridge was voted back in by people like me who were counting on her to come through on this issue - on standing up for the environment.

The reality is that the majority of people in this city do not want pesticides allowed on public or private spaces. It is the job of council to see that city staff comply with the wishes of the people. This issue has been dragging on for 5 years now and still nothing has been done to stop it. How hypocritical, especially since Guelph has been promoting itself as a 'green' city for years.

Don't you think it's time we start to live up to the image?

Joan Bruder

-----Original Message-----From: Joe Jany Posted At: Friday February 29, 2008 9:43 PM Posted To: OPE- Reception Conversation: Pesticide Use Feedback Subject: Pesticide Use Feedback

We have used science and invention to make the lives of humans hugely longer and better than they used to be. While some inventions have had negative effects, we have to keep in mind that the world in its "natural" state contained many more elements that were harmful to humans. So I am in favour or using pesticides when needed to combat a variety of problems. I believe that these products have been subjected to stringent government safety precautions and that they are part of the scientific development that makes our lives better.

Without really knowing the science behind the proposed thresholds, I'm willing to accept that they allow the use of effective treatment against harmful organisms and vigorously support their implementation.

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From: Patti Maurice Posted At: February 27, 2008 7:27 PM Posted To: OPE- Reception Conversation: Pesticide By-law Subject: Pesticide By-law

The recommendations by the staff of the City of Guelph regarding the proposed pesticide by-law completely counter the initial intent - to protect the public from these dangerous substances. The threshold levels proposed that open the way for the resumption of spraying instead of the cessation of spraying seem to suggest that what is really intended is that Guelph not have a pesticide by-law. Even the recommendation that natural areas and passive parklands could be sprayed to protect public and worker safety underscore this. This smacks of influence by chemical manufacturers and lawn care companies whose primary way to deal with lawn pests is through the use of chemical sprays.

The harmful effects of pesticide use are well documented and for staff to offer this latest information as their recommendation is reckless and unethical. To propose the continuing use of substances that are known to cause harmful and even fatal effects to humans and other living beings is just plain wrong.

This hysteria over weeds and insects is evidence of how disconnected we are to our place in the natural world. For the sake of the present and future generations of Guelph, don't gut this bylaw with these inane and negating recommendations. Protect the pubic by ensuring that pesticide use is a practice of the past, understood for its damaging effects on living beings. Put Guelph back on the progressive road to a healthy future by ensuring that this by-law is enacted as it was originally intended.

Patricia D. Maurice

From: Nancy Mulhall Posted At: Tuesday February 26, 2008 11:21 AM Posted To: OPE- Reception Conversation: Pesticides and Thresholds Subject: Pesticides and Thresholds

Regarding the proposed thresholds proposed by the city of Guelph:

The thresholds proposed are practical and consistent with IPM practices. These thresholds are clear and well defined.

I would comment that perhaps the threshold for leatherjacket treatment should be higher. Our experience is that damage is not a problem unless the populations are very high, as grass is also growing vigorously in the spring, competing with the insects. This also would reinforce the message that treatment is only to be used where warranted – not because the larvae are icky. Leatherjacket treatment with Sevin is quite restricted by the label, as well.

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For European Chafer grubs, irrigated sites may not necessarily have a good root zone, and treatment may well be warranted, and damage quickly evident, at numbers much lower than 15 grubs per square foot.

Where grubs have been a problem, or ongoing animal digging has caused financial loss, or when a high beetle flight is seen prior to egg laying, Merit is the preferred treatment. Merit is less toxic by several degrees than Sevin, the only other available grub control. Merit can be applied in a light granular format, which means no "sprays".

We would like to see a firm response regarding the use of Merit in Guelph, as our customers are anxiously waiting to find out if they can continue to access this product or not. Due to the nature of water restrictions, and the history of economic damage by this pest, the use of Merit for the past few years has saved a lot of lawns from damage, costly repair, and the use of extra water to re-establish the lawn after damage, while reducing overall pesticide use in terms of active ingredient and toxicity. Merit does not affect the earthworm population, but a later treatment with Sevin, if needed, will knock the earthworms back temporarily. Merit is definitely a more desirable pesticide solution for everyone from the applicator to the earthworm. (Unfortunately nematodes are not workable in our climate, and further hindered by requiring excessive water use.)

Along the same lines, we have a system where we note where crabgrass has been a problem, and target those areas for pre-emergent control in spring, which allows the desirable grasses to continue to fill in the bare areas where the crabgrass was, through rhizome growth. Will there be some clarification around this type of pesticide and IPM action? This activity means there are fewer crabgrass plants going to seed later, too. Later in the season, when we see crabgrass that is still at a treatable stage, we spot treat the plants.

Thank you for the opportunity to comment, and I look forward to having clarity around the IPM use of Merit and pre-emergent crabgrass control.

Regards,

Nancy Mulhall

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From: Brenda Nailor
Posted At: Friday February 29, 2008 10:43 PM
Posted To: OPE- Reception
Conversation: response to Pesticide Action Thresholds for Weeds and Insects
Subject: response to Pesticide Action Thresholds for Weeds and Insects
Hello City of Guelph:

Thanks for the opportunity to comment on the proposed action thresholds for pesticide use in the City of Guelph.

Comment 1: I am not sure why the level of tolerance for weed infestation is higher on a nonirrigated field when compared to an irrigated field. Please confirm that the irrigated fields in Guelph are utilized by higher level athletes, and therefore, these surfaces must of higher quality. If this is the case, I support the thresholds as proposed. If not, then I challenge the proposal of more weeds in a non-irrigated field. A non-irrigated field is more susceptible to weed encroachment than an irrigated field; therefore, non-irrigated field require more intensive weed management, and more control measures, such as applications of herbicides.

Comment 2: Black Turfgrass Ataenius (spelled wrong in the newspaper announcement). As stated, this is primarily a golf course pest. Are golf courses regulated by this bi-law with regards to city inspections for action thresholds? If not, then I propose this insect is not considered as part of the threshold "list".

Comment 3: White Grubs (which actually include 3 species – June Bugs, European Chafers and Japanese Beetles). The action threshold is not appropriate based on the life cycle of the pest and the products available for control. Provisions should be added for those residents who noted significant grub damage in Year 1 and therefore require treatment during the egg laying period around July 10th in Year 2. Preventative control of white grubs is proven to be the best method for controlling this insect pest and for using less pesticide in an integrated pest management approach.

Comment 4: Hairy Chinch Bugs do not have larvae. They undergo incomplete metamorphosis, so the immatures are actually nymphs. I recommend you change the terminology so residents and inspectors are not looking for a larva when in fact they should be looking for a bug with wing buds.

Comment 5: I am not familiar with thresholds being set for all of these pests based on scientific data; admittedly I haven't kept up on the literature. Please tell me how you decided to go with these thresholds. I don't care one way or another; it's just really hard for me to comment on if these thresholds are reasonable or not without seeing some kind of data to support them. I'd appreciate your sending me the reference list you developed during your research.

Comment 6: Where are black cutworms a problem, other than on golf courses? If only on golf courses, then see comment 2.

Comment 7: What products, other than Merit, are registered for control of Leather Jackets? If none, then you should think about the registered use pattern. Merit can be applied for "For suppression of early fall larval

stages of crane fly (larvae known as leatherjackets) apply MERIT 0.5G Insecticide to turfgrass areas known to be infected with leatherjackets. Application timing should commence when adult crane flies take flight in

August and September and begin laying eggs." This means that the larvae found in the spring, which establish the threshold, can't be treated at that time, but at preventative treatment for the next spring should be applied in late summer.

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Please call me if you want to chat (about pesticides on turf). I am actually trained as a turfgrass pathologist, so weeds and insects are a bit out of my scope. However, I am a pesticide regulatory specialist, and I like this kind of stuff. Good luck with this process. I am also interested in your comments on the Ontario gov't EBR proposal to ban pesticides in urban turf settings. Do you think that the Ontario law will supersede this Municipal effort and all this talk about thresholds will be for not?

Sincerely, Brenda

Brenda W. Nailor Consulting

----Original Message-----From: Walter Palmer Sent: Sunday, February 24, 2008 7:38 PM To: OPE- Reception Cc: Mayors Office; Bob Bell; Kathleen Farrelly; Vicki Beard; Ian Findlay; Maggie Laidlaw; June Hofland; Gloria Kovach; Mike Salisbury; Lise Burcher; Leanne Piper; Christine Billings; Karl Wettstein Subject: pesticides

To Whom it May Concern 24 Feb 08

Pesticides

This issue just doesn't seem to enjoy the sort of objective and consistent treatment that it deserves. It seems to defy being evaluated on the merits. While some people may wish that it were otherwise, the evidence supports getting rid of chemicals ... get them out of our lives as much as possible.

Now we're going to wrestle with the definition of 'pest infestation' that we sort of finessed when passing the law.

My view is that pesticides are for animal and insect pests. And I resent the lawn care industriy's usurpation of the term. While this view may not be supported by all, I don't consider weeds to be pests, and chemicals that target weeds are herbicides.

I do not support ANY amount of chemical herbicide use in our city, so that would include all lawn care 'pesticides'.

I support use of rodent poison in cases where warranted by an inability to trap, and only INSIDE buildings.

I support insecticide where critters such as termites or ants are destroying property, or where bedbugs, cockroaches, etc have become established.

I resent efforts to include weed killers in this debate. They are what we want to get rid of, and let's remember that.

Walt Palmer

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From: Gale Repta Posted At: February 27, 2008 7:54 PM Posted To: OPE- Reception Conversation: pesticides bylaw Subject: pesticides bylaw

To whom it may concern,

The purpose of Guelph's pesticide bylaw is to ban the use of lawn-care pesticides (which includes both herbicides and insecticides) for cosmetic purposes. By allowing spraying after a certain threshold is reached, we will not achieve this objective.

The use of herbicides is almost always for cosmetic purposes, therefore they should not be included in the definition of an infestation. If a weed is a threat to human health or safety, i.e. poison ivy, the eradication of this plant is permitted under section 3 (i) of the bylaw.

Permissible levels of spraying of Guelph's public space should not be included in this bylaw. Guelph's pesticide bylaw is intended to protect the public from the harmful effects of pesticide exposure. Setting thresholds for spraying will ensure that this objective is never met. This is especially true for insecticides; scientific studies link insecticide use to many serious acute and chronic illnesses. The use of insecticides should only be used for public health and safety reasons as permitted under section 3 (i)

We should remove all references to infestation thresholds from our bylaw.

Thank you. Gale Repta

From: Alan Shody Posted At: Sunday March 02, 2008 10:19 PM Posted To: OPE- Reception Conversation: Pesticides Subject: Pesticides

Currently I have a lawn care company treat my lawn. They have contacted me and agree with the bylaw. I would like to add the use of Merit if the lawn care company recommends to limit the damage to my lawn.

Thanks Al Shody

Appendix 'E'

From: erik van miltenburg Sent: Tuesday, February 26, 2008 5:07 PM To: Mayors Office; Bob Bell; Vicki Beard; Ian Findlay; Maggie Laidlaw; June Hofland; Gloria Kovach; Mike Salisbury; Lise Burcher; Leanne Piper; Christine Billings; Karl Wettstein; feedback@guelphcivicleague.ca Subject: pesticide use

I heartily support a total ban on all pesticide/herbicide use, both residential, and commercial and public, for any cosmetic reasons whatsoever, including so-called infestation of weeds. Perhaps the guidelines should be: if you can't drink it, you can't put it on the grass - that way we know with certainty that our children won't be poisoned by the run-off. It completely boggles the mind that common sense will not prevail in the issues of environmental contamination. Really. How will we ever have a healthy place to live if we persist in pouring poisonous substances on the ground

that we live on?

thanks, erik.

Erik Van Miltenburg

MEMO



TOEmergency Services, Community Services and Operations CommitteeDATEMarch 17, 2008FROMD. Murray CameronDIVISIONParklands and GreenwaysDEPARTMENTOperations Department

SUBJECT Additional Public Comments Received by Operations Since the Submission of the March 17, 2008 Report Regarding Proposed Pest Infestation Thresholds

From: Norm Bazinet Posted At: Tuesday March 04, 2008 9:30 PM Posted To: OPE- Reception Conversation: Addendum to Pest Threshold Comments Subject: Addendum to Pest Threshold Comments

Expalantion to previous comment "The threshold for any turf insect pest should be the identification of one pest of any stage of any species in the lawn."

As you well know, water restrictions in Guelph usually results in severally dried lawns most summers. Chinch bug is a species that survives well under drought conditions and the number of generations is proportional to heat unit accumulations. Populations can build up substantially if broadcast treatment is not undertaken quickly upon identification of infestation. A chinch bug infestation produces symptoms that are identical to drought. The only difference is that the lawn does not grow back when the rains return. The lawn is dead from thatch based dehydration because chinch bug sucks the plant dry. Chinch bugs are always located ahead of the dead area because there's nothing left for them to feed on in the dead area. When everything appears dead from drought, you have a very difficult task to identify where the infestation is located. This would require extensive sampling from an expert who can identify all of the life stages of the species (including the little red eggs). No pest control consultant has the time to do this (and many also don't have the expertise). Limited spot treatment of infested areas is thus impossibile to do and defining a threshold infestation density is also extremely difficult to do. The threshold density you recommend for chinch bug is horrendoulsy high and will guarantee complete turf loss.

This pesticide by-law will yield absolutely no environmental benefits. When pesticides are used according to label directions, there are no adverse environmental impacts. There are no offsite impacts because these compounds are not persistent nor mobile in the environment. They are short lived and do not move through the food chain. Any metabolites are non-toxic.

Norm Bazinet

City Hall 59 Carden St Guelph, ON Canada N1H 3A1

-----Original Message-----From: Dave Sills Posted At: March 5, 2008 1:18 PM Posted To: OPE- Reception Conversation: pesticide thresholds Subject: pesticide thresholds

Hi there,

less than 50%).

I would like to comment on the proposed pesticide action thresholds for weeds and insects.

In the case of Class A ground cover, the proposed 'action theshold' appears to be 10% or so. I think this is far too low and should be 50% or higher. If it is 10%, a homeowner could just wait and not take any action until the lawn is more than 10% covered, then claim to require the use of cosmetic pesticides. Instead, the homeowner should be taking action to remove weeds using natural controls, or at least keep the weeds to a reasonable level (e.g.

If the proposed Class A threshold is used, I believe the goal and intent of the by-law (to reduce the use of cosmetic pesticides) will be compromised.

I think the situation is similar for Class B and C ground cover. The action thresholds there should be higher than for Class A, so perhaps around 75% for Class B and 100% for Class C.

In the case of Class C, it would also depend on the definition of 'weed'. Common Milkweed is still listed by the Province of Ontario as a noxious weed. However, this so-called 'weed' is a host and staple food source for monarch butterflies and should therefore be welcomed in any naturalized area. In fact, many of the 'weeds' on the province's list are there for reasons to do with agriculture, not urban living. I suggest that a necessary addition to the bylaw is a list of *urban* noxious weeds for which pesticides can be used.

Thank you,

Dave Sills Guelph

From: Norah and Richard Chaloner

Sent: Thu 06/03/2008 9:09 AM
To: OPE- Reception
Cc: Bob Bell; Christine Billings; Ian Findlay; June Hofland; Karl Wettstein; Kathleen Farrelly; Leanne Piper; Lise Burcher; Maggie Laidlaw; Mayors Office; Vicki Beard
Subject: pesticide by-law

Good morning.

I am submitting the following comments about the infestation guidelines for the pesticide by-law which were published in the Guelph Tribune. City Hall 59 Carden St Guelph, ON Canada N1H 3A1

As a former public health nurse, I am very concerned about the use of pesticides and their effects on human health and the environment. I strongly support the ban on the use of cosmetic pesticides in Guelph.

I am disappointed that the by-law allows the use of pesticides on golf courses and hydro corridors, and I do not support allowing pesticides to be used for weed or insect "infestations." I believe this would only serve to undermine the intent of the by-law, which is to protect people from unnecessary pesticide use.

Sincerely, Norah Chaloner

----Original Message-----From: Gail McCormack Posted At: March 6, 2008 2:19 PM Posted To: OPE- Reception Conversation: Pesticide Action Thresholds for Weeds and Insects Subject: Pesticide Action Thresholds for Weeds and Insects

The Guelph Environment Network (GEN) wishes to submit the following comments about the proposed weed and insect thresholds to be used to determine an infestation to property in accordance with Bylaw

(2007)18308 to regulate pesticide use within the city of Guelph. GEN is a volunteer-driven, notfor-profit organization that seeks to raise awareness and educate Guelph residents about pesticide-free gardening.

Some of our initiatives have included the Guelph Boulevard Club, pesticide-free garden tours, educational forums and the Palmer Street Ecology Project. These are some of our concerns:

- The inclusion of weed and insect thresholds shifts the bylaw away from focusing on the elimination of pesticides for cosmetic purposes, to focusing on Integrated Pest Management (IPM). This will increase the costs of both education and enforcement of the bylaw. Not only will city staff require extensive training in determining when the proposed thresholds exist, but due to the technical aspects of the proposal, property owners would also require considerable and ongoing education.

- The proposal does very little to contribute to the education of the the public about landscape maintenance without the use of pesticides.

- Under weed thresholds: it is not clear what the defined area is, i.e.:

5 - 10% weed cover of how large an area? What is the definition of spot spraying?

- Allowing naturalized areas to be treated with pesticides will put wildlife and pollinating insects at risk and will be inconsistent with the city's new pollinator initiative for the lands at the former Eastview landfill site.

 Including public spaces in this clause sends the message that the city intends to resume using pesticides to maintain public lands. This is inconsistent with the goal of pesticide-free maintenance practices

- Under insect thresholds: it is unclear what is meant irrigated turf means, daily watering, weekly and how much water?

The bylaw already lists several exemptions where pesticide use will be permitted. Therefore, in light of the City's goal to respond to citizen's health concerns about pesticide use and to promote

City Hall 59 Carden St Guelph, ON Canada N1H 3A1

and protect the health and well-being of city residents, it is the recommendation of the Guelph Environment Network that the infestation clause (clause 'm') be removed from the bylaw and that the city strengthen the education component.

Thank you,

Gail McCormack, Chair Guelph Environment Network

From: Andrea Martin

Posted At: Thursday March 06, 2008 10:52 PM **Posted To:** OPE- Reception **Conversation:** pesticides feedback **Subject:** pesticides feedback

I agree with most of your proposal but the status of Merit under the new bylaw is unclear to me. I would like to be able to use Merit even though it is for prevention. It has low toxicity and would prevent alot of grub damage and cost to homeowners

Sincerely

Andrea Martin

From: Chris Lemcke Posted At: Friday March 07, 2008 8:10 AM Posted To: OPE- Reception Conversation: Comments on Action Thresholds Subject: Re: Comments on Action Thresholds

To whom it may concern:

I am writing you regarding the weed and insect action thresholds proposed for the City of Guelph and the feed back asked for by the city. Weed Man has always been a leader in environmentally friendly products that are applied by trained and licensed professionals under Integrated Pest Management or Plant Health Care guidelines. Weed Man services thousands of customers in the City of Guelph and we are committed to working with in the scope of any by-law and educating our customers regarding it. However we would also like to point out that the Province of Ontario is in the midst of developing a Province wide Cosmetic ban that should eventually take precedence over the City of Guelph by-law.

Weed Man is an Accredited IPM Company and have always used the Ontario Ministry of Agriculture and Food IPM Guidelines for action thresholds when it comes to insects. There is very City Hall 59 Carden St Guelph, ON Canada N1H 3A1

little left up to interpretation regarding the number of insects or the damage that they may cause. Our concern lies in the interpretation of % of weeds is the 5-10% for the entire lawn or an in section like the front or back of the lawn? Because we are an IPM Accredited company we have always applied weed control by spot treating the weeds as they appear which allows us to us very small amounts of weed control. Under the existing bylaw now we will have to wait till infestation occurs and have to blanket the entire lawn instead of spot treating the lawn.

Our last concern is the use of Merit on lawns that our customers have come to rely on to stop Grubs from devastating their lawns and destroying them. In the Action Thresholds as listed, it does not allow for the use of Merit based on past history of geography of grub infestation. This is a major concern as an IPM Certified and Accredited company that measures the amount of Active Ingredient that we apply to our customer's lawns. Because Merit has such a low Active Ingredient we can apply it to our customer's lawns for 10 or more years and put less Active Ingredient down than if we have to come in and apply 1 treatment of Sevin once the grubs are doing damage to the property. If the by-law does not allow for the use of Merit than the by-law will in fact be asking companies and Weed Man customers to be less environmentally friendly and have to apply more pesticides which I believe the by-law is trying to avoid.

Weed Man would ask that the City of Guelph adopt the Action Thresholds that are contained in the Ontario Ministry of Agriculture and Food IPM Guidelines and allow for Merit applications and the ability to spot treat weeds before infestation so that we can keep our pesticide use to a minimum. If you should have any questions please contact me at any time.

Yours Truly,

Chris Lemcke

-----Original Message-----From: On Behalf Of judy martin Posted At: Thursday March 06, 2008 7:47 PM Posted To: OPE- Reception Conversation: comments on infestation guidelines Subject: comments on infestation guidelines

The Sierra Club of/du Canada has the following comments with respect to the proposed guidelines for weed and insect infestations under Guelph by-law (2007)18308:

1. Health issues. The Ontario College of Family Physicians and family physicians in Guelph have raised health concerns about the use of pesticides. The infestation section of the by-law undermines its effectiveness in eliminating the use of cosmetic pesticides and protecting human health.

2. Enforcement issues. Setting infestation limits unduly complicates education about and enforcement of the by-law. It is unclear who would decide if infestation limits have been reached. Having city staff do so would be costly. Having lawn care companies do so would involve a conflict of interest. Having homeowners do so would require extensive education.

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3. Other exemptions. There are a number of exemptions in the by-law which allow pesticides to be used for purposes such as protecting human health and controlling termites. The exemptions in the by-law should be weighed against the importance of protecting people from pesticide exposure. The infestation provision of the by-law fails that test.

4. Alternatives. Schedule A of the by-law lists products that can still be used to control weeds and pests, including less toxic pesticides such at Bt and pyrethrins. Most lawn care companies now offer "organic" lawn care. Since there are alternatives available, the infestation provision is not needed.

Other cities in Ontario have cosmetic pesticide by-laws without the infestation provision. Guelph's by-law and its citizens would be better off if this provision were removed.

Thank you for the opportunity to comment on the infestation provision.

Judy Martin

-----Original Message-----From: susan smith Posted At: Thursday March 06, 2008 5:57 PM Posted To: OPE- Reception Conversation: Pesticides infestation clause Subject: Pesticides infestation clause

It is in the best interest of the city and its people to eliminate the infestation clause in the new pesticides by-law. Please note that the Canadian Cancer Society recommends this.

Thank you,

Sue Smith

From: m d Posted At: Thursday March 06, 2008 5:38 PM Posted To: OPE- Reception Conversation: pesticide action thresholds Subject: pesticide action thresholds

I am totally opposed to the proposed pesticide action thresholds . Our by-law was created to protect us and the environment from the use of such products. I would further like to see the infestation clause removed from the by-law which will eliminate abuse and make it easier to enforce. I also object to the exceptions for golf courses and hydro corridors and on land used for the production of food for personal consumption. Mike Darmon

City Hall 59 Carden St Guelph, ON Canada N1H 3A1

From: Susan Watson
Posted At: Friday March 07, 2008 10:18 AM
Posted To: OPE- Reception
Conversation: Pesticide Action Thresholds for Weeds and Insects
Subject: Pesticide Action Thresholds for Weeds and Insects

To Whom It May Concern:

As a former member of the Healthy Landscape Stakeholders Committee, I wish to express my profound disappointment at the weed and insect thresholds proposed by City Staff.

I concur with the opinion of the local Cancer Society Unit Manager that if this infestation clause is adopted as proposed, it would destroy the entire intention of the Guelph By-law.

The intent of the By-law is to protect human health, not to maintain the appearance of perfect turfgrass. The thresholds as proposed read like a dream maintenance schedule for a chemical lawn company. I would suppose that advice in preparing these thresholds was sought from the Turfgrass Institute.

Both the thresholds for weeds and insects should be eliminated from the By-law. The City of Peterborough has no infestation clause. Enforcement would be simple under this scenario and abuse of the By-law would be avoided.

It is my understanding that the City of Toronto does not even consider weeds within their infestation clause and that their thresholds for insect infestation are significantly higher. In the opinion of organic landscaper, Megan Gruner, insects are present even in healthy lawns at the levels indicated in the proposed thresholds.

I found it particularly ironic that the proposed Infestation Thresholds were printed under an announcement of the Guelph Pollination Initiative. Pesticides have been implicated as one of the stress factors contributing to significant colony collapse among bee populations. This is of critical concern because of the key role these pollinators play in the viability of our food supply. It is becoming clear that the use of pesticides is not just an issue for our physical health, but the very security of our food production. Killing a range of insects with chemicals also places pollinators at risk.

I ask that the infestation clauses be removed from the By-law. Human health concerns have already been addressed through exemptions for things like poison ivy, chlorination of pools, termites, West Nile virus, etc;

These thresholds proposed only relate to the appearance of turfgrass.

In May of 2006, 17 local physicians wrote to City Council asking for action to restrict cosmetic pesticide use in Guelph. When no response was received, a second letter was sent in September of that year, this time signed by 34 physicians.

The opinions of these medical professionals need to be respected over and above directives from the Turfgrass Institute.

Susan Watson

City Hall 59 Carden St Guelph, ON Canada N1H 3A1

guelph.ca

From: RWSheard Posted At: Friday March 07, 2008 10:46 AM Posted To: OPE- Reception Conversation: guelph pesticide by-law Subject: guelph pesticide by-law

Bob Sheard

The infestation level for weeds and insects for various classes of turf is based on guidelines published in the Ontario Ministry of Agriculture and food Publication 816 -Turf IPM. These guidelines in turn were primarily developed from IPM guidelines used in California and British Columbia where climate and turf species differ from Ontario.

The original guidelines were intuitive estimates of the allowable levels of the pest before chemical pesticides would be used. No scientific information exists to corroborate the estimates of infestation levels of weeds which can be allowed on a sports field before there is a safety or aesthetic concern.

Municipalities which place a low aesthetic value on their sports fields soon develop the perception of low quality fields among users of the facility to the detriment of attracting tournament events and the associated tourist dollars to the community.

In the proposed City of Guelph permissible infestation levels non-irrigated fields are placed in Class B which allows up to 50% weed cover. Allowing a field to reach this level of infestation before herbicides are used may involve major renovation costs. Management operations such as overseeding with ryegrass do not have a good record for weed control on non-irrigated fields. Due to the high weed seed content in the surface of fields allowed to reach 50% weed cover the complete reseeding of the field can soon revert to the original level pf weed infestation. The most successful renovation system, with two or more years of weed free turf, is nursery sod; an expensive procedure.

I would, therefore recommend that all sports fields be placed in the class which has the lowest permissible level of weed infestation, namely Class A.

R.W. Sheard, Phd, P.Ag,)Retired Turfgrass Scientist, U. of G.)

-----Original Message-----From: Sean Fox Posted At: March 7, 2008 3:55 PM Posted To: OPE- Reception Conversation: Comments re: By-law (2007)18308 Subject: Comments re: By-law (2007)18308

Comments re: By-law (2007)18308

If this by-law is to be effective at reducing the usage of pesticides for cosmetic purposes then the infestation threshold levels as suggested, and mainly relating to turf problems, must be raised.

City Hall 59 Carden St Guelph, ON Canada

T 519-822-1260 TTY 519-826-9771

guelph.ca

N1H 3A1

As a professional horticulturist, I find it unacceptable that many in my trade find it necessary to use such vast amounts of pesticides in order to maintain plant health. In some applications pesticides may have their place, but not for regular use sheerly for cosmetic purposes.

I realize that the purpose of this by-law is to reduce the cosmetic use of pesticides, but these low threshold levels make it too easy to continue using them with certain regularity. These comments apply to all the stated threshold levels, and particularly Class A weed infestation and insect threshold levels. These are far too low and will do little to discourage the continued reliance of pesticides for control as opposed to alternative cultural care practices. More importantly, we must as a community learn to treat weeds and lawn pests as less of an enemy. The thresholds must be raised to the point where it is no longer considered a practical option for the average citizen to consider pesticides.

Please feel free to contact me for any clarification on my views.

Regards, Sean Fox

-----Original Message-----From: Cynthia Folzer Posted At: March 7, 2008 7:52 PM Posted To: OPE- Reception Conversation: Pesticide Action Thresholds for Weeds and Insects Subject: Pesticide Action Thresholds for Weeds and Insects

Two-thirds of Guelph residents agreed or strongly agreed that Guelph should pass a by-law phasing out the cosmetic or non-essential use of pesticides. 76% of Guelph residents are in favor of a phase out of the use of cosmetic pesticides in public spaces such as schools and hospitals. Guelph City Council was wise to pass a by-law in June of last year to eliminate the use of cosmetic pesticides. Such a by-law is necessary to protect the health of the residents of Guelph.

I am concerned, however, that the proposed thresholds for weeds and insects will allow any resident to avoid complying with this by-law. Many lawncare companies will use these thresholds to continue to spray pesticides and to convince potential customers that their property has a serious infestation. I urge you to eliminate these thresholds and ensure that Guelph phases out the use of cosmetic pesticides as is the wish of the vast majority of Guelph residents. These thresholds are merely loopholes which will result in a by-law that does nothing to protect the health of the residents of Guelph.

Cynthia Folzer

City Hall 59 Carden St Guelph, ON Canada N1H 3A1

From: George Renninger **Posted At:** March 7, 2008 8:17 PM **Posted To:** OPE- Reception **Conversation:** Pesticide limits **Subject:** Pesticide limits

With regard to a By-law to regulate the use of pesticides within the City of Guelph (Tribune, p 12, 29 Feb 2008):

Given the overwhelming public support for banning of the use of pesticides, and concern for the health and environmental effects of pesticides, I am concerned that the proposed limits permitting the use of pesticides will undermine the intent of the by-law and the will of the majority of citizens in Guelph. I fear that the pesticide appliers will use these limits to continue adding their toxins to the environment.

Therefore, I recommend that

THE LIMITS SHOULD BE ZERO AND THAT THE USE OF PESTICIDES SHOULD REALLY BE BANNED IN GUELPH.

George Renninger

From: Ian Digby Posted At: Wednesday March 12, 2008 1:09 PM Posted To: OPE- Reception Conversation: Input to Pesticide threshold regulations Subject: Input to Pesticide threshold regulations

- To: Operations Department City of Guelph
- Cc: Mayor Karen Farbridge Councilor Maggie Laidlaw Councilor June Hofland

March 12, 2008

Dear Operations Department,

City Hall 59 Carden St Guelph, ON Canada N1H 3A1

Please accept my response to the request for public input to the Pesticide By-law thresholds for weeds and insects. I regret that my response is later than the requested date, but I would appreciate if you can include it in public submissions.

I am grateful that the City is moving forward with a Pesticide By-law, as I believe this is an important public health initiative. However I was alarmed when I reviewed the Infestation Thresholds, since I believe they are far to generous, and do not reflect the public health interests of our citizens or the input that Guelphites have given over several years of debate on this issue. I strongly recommend that the Thresholds be eliminated to avoid exploitation of this loop-hole in the By-law.

I have presented twice to Council on this issue because of my concern for the public health risks of pesticide and herbicide use, particularly for pregnant women, young children, and those with immune deficiencies. The literature is explicit that there are numerous proven and potential risks from pesticide exposure (including cancers, respiratory illness, and teratogenic effects on unborn children) and the Precautionary Principle should be our top priority in any pesticide policy. Simply put, if we can't prove pesticides are safe, they should not be utilized at all.

The By-law's primary aim should be to reduce the use of Pesticides for cosmetic purposes, and thereby reduce public exposure. The proposed Thresholds would nullify this intent by letting cosmetic concerns take priority over health. It cannot possibly be argued that a "5-10% weed cover" on a home lawn imposes any risk to the homeowner – it is merely a cosmetic issue. Under the rare circumstances (e.g. poison ivy) where noxious weeds pose a risk to citizens or City workers, there are exclusions already built in to the By-law (clause 3.i.) to manage these situations. Under the current proposal, I believe that pesticides would be applied more frequently than should be allowed, defeating the original intent of the By-law.

I recommend that staff eliminate the Action Thresholds for pesticide application in the By-law. Thank you for receiving this input.

Sincerely,

Dr. Ian Digby

No further comments received as of 12 noon Monday, March 17, 2008,

D. Murray Cameron Manager

Parklands and Greenways Operations Department Location: 45 Municipal Street

T 519-822 1260 x 2007 F 519-821 0839 E murray.cameron@guelph.ca

cc Derek McCaughan, Director of Operations

File # Refer to Committee Report: Pesticide Bylaw Infestation Thresholds, dated March 17, 2008

City Hall 59 Carden St Guelph, ON Canada N1H 3A1

CLAUSE 4 of the Emergency Services, Community Services & Operations Report pulled from the last agenda

THAT the insect infestation thresholds established by the City of Toronto be adopted by the City of Guelph;

AND THAT a definition of "pest", that excludes weeds and fungal infections, be included in the City's pesticide by-law (2007)18308, a by-law to regulate the use of pesticides within the City of Guelph;

AND THAT By-law (2007)-18308 be amended to include a provision that all licensed commercial applicators of pesticides be required to obtain accreditation through the PHC/IPM Council (Plant Health Care) by April 1st, 2009;

AND THAT Bylaw (2007)- 18308, Section 3 be amended to include insect repellant for personal use;

AND THAT Bylaw (2007)- 18308, Section 3 be amended to include lawn bowling greens;

AND THAT staff undertake public education of the thresholds for insect infestation;

AND THAT By-law (2007)-18308, a by-law to regulate the use of pesticides within the City of Guelph be reviewed annually to encourage further reductions in pesticide use.

Date: April 16, 2008

11 A.

For the ECO Committee's consideration, suggested revised wording by staff for the resolutions from Clause 4 of the ECO Committee Report dated March 25, 2008:

1. THAT the insect infestation thresholds for chinch bugs and grubs adopted by the City of Toronto be adopted by the City of Guelph as guidelines in the enforcement of City of Guelph By-law (2007)-18308 (the "Pesticide By-law");

2. AND THAT the Pesticide By-law be amended to clearly state that the infestation provision does <u>not</u> apply to an infestation by any plant, including weeds, or fungus and, further, that where an infestation occurs, pesticides may be applied or used only under the direction of an Integrated Pest Management ("IPM") accredited person;

3. AND THAT the Pesticide By-law be amended to define IPM accreditation to mean accreditation through the Plant Health Care ("PHC")/IPM Council, the Audubon Cooperative Sanctuary System of Canada, the IPM-Environmental Health Care ("EHC") Council, or similar qualification and that the definition of IPM Accredited Groundskeeper be amended to be consistent with this definition;

4. AND THAT the Pesticide By-law be amended to require all commercial applicators of pesticides obtain IPM accreditation by April 1, 2009;

- 5. AND THAT Section 3 of the Pesticide By-law be amended to include:
 - lawn bowling greens provided that pesticides are applied or used only under the direction of an IPM accredited person;
 - City-owned non-irrigated sports fields provided that pesticides are applied or used only under the direction of an IPM accredited person;
 - insect repellant for personal use; and
 - the control of specified invasive species within naturalization areas on Cityowned lands and Grand River Conservation Authority-owned lands which are maintained by the City provided that pesticides are applied or used only under the direction of an IPM accredited person.

6. AND THAT staff undertake public education of the thresholds for chinch bugs and grubs infestations;

7. AND THAT the Pesticide By-law be reviewed annually to encourage further reductions in pesticide use.

NOTE:

Regarding item #5:

• The specified invasive species which are suggested are species such as buckthorn and norfolk maple and would listed in a schedule which would form part of the Pesticide By-law. Staff will bring a suggested schedule to the April 16, 2008 ECO meeting.

• Naturalization areas mean areas along the following lines: areas that have been allowed to flourish with native or noninvasive plant growth. These areas may have a random mix of what has established on its own or have selected vegetation management practices used to promote optimum desirable growth.

COMMITTEE REPORT



TOEmergencySERVICE AREAOperationsDATEWednesday,SUBJECTHeart & StREPORT NUMBER

Emergency Services, Community Services and Operations Operations Wednesday, April 16, 2008 **Heart & Stroke Big Bike Event – June 17 and 19, 2008**

RECOMMENDATION

"THAT the Heart & Stroke Big Bike special event for June 17 & 19, 2008 as outlined in the report be approved."

BACKGROUND

Traffic Investigations received a Special Events Application from the Heart & Stroke Foundation for their 2008 "Big Bike Event" and as they are requesting a new bike route, Council approval is required.

REPORT

The Heart and Stroke Foundation's "Big Bike" event begins at noon and continues until 8:00 pm. for both dates, Tuesday, June 17 & Thursday, June 19, 2008. The event will start/finish at the Boston Pizza parking lot on Woodlawn Road West utilizing the existing traffic signal by Boston Pizza to enter/exit Woodlawn Road West. As the roadways will remain open to traffic, an escort vehicle supplied by the organizer and equipped with a 360 degree amber beacon light will trail the "big bike" as it travels on Woodlawn Road, Woolwich Street, through Riverside Park and Marilyn Drive returning to Boston Pizza.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS

None

DEPARTMENTAL CONSULTATION

Affected departments did not find any concerns with this event.

COMMUNICATIONS

N/A

ATTACHMENTS

Appendix A - New Big Bike Route, Heart & Stroke Foundation, June 17, 2008 and June 19, 2008.

Prepared By:

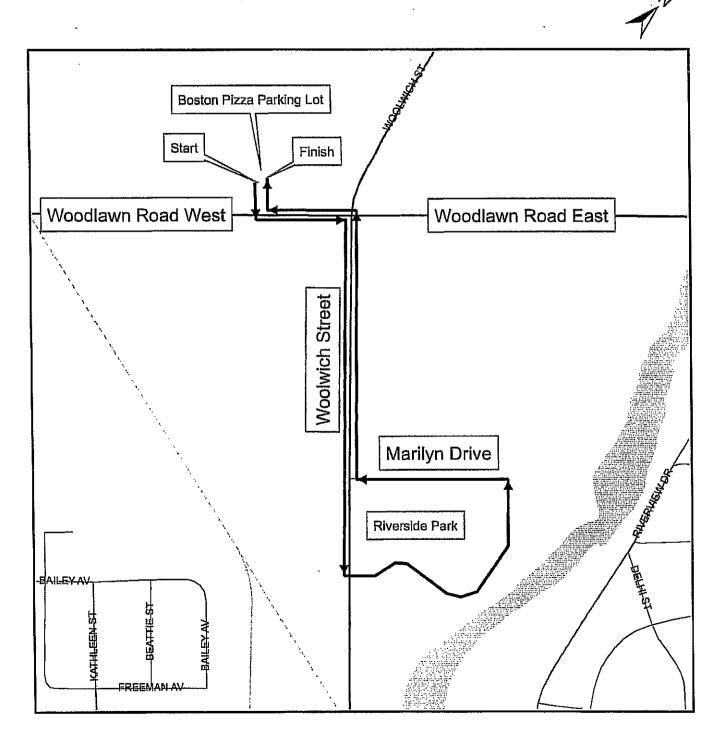
Dave Seller Traffic Technologist I 519-837-5628 x2043 dave.seller@guelph.ca

Recommended By:

Derek J. McCaughan Director, Operations Department 519-822-1260 x2018 derek.mccaughan@guelph.ca Bob Chapman

Recommended By: Bob Chapman Manager, Traffic 519-822-1260 x2275 bob.chapman@guelph.ca

Appendix A New Big Bike Route Heart & Stroke Foundation June 17, 2008 & June 19, 2008



COUNCIL REPORT



ТО	Guelph City Council
SERVICE AREA	Environmental Services, Community Services and Operations Committee
DATE	April 16, 2008
SUBJECT REPORT NUMBER	Implementation of Overnight On-street Parking

RECOMMENDATION

THAT the enforcement of the 2:00a.m. – 6:00a.m. parking restriction found in the Traffic -Bylaw (2002) - 17017 be temporarily suspended from May 1, 2008 until November 1, 2008;

AND THAT staff report back to Council on community opinion and operational impacts of temporarily allowing overnight parking until November 1st, 2008.

BACKGROUND

At the meeting of Guelph City Council of July 16, 2007, the following resolution was passed:

"THAT staff report back to the Emergency Services, Community Services and Operations Committee with recommendations for implementing on-street overnight parking on streets in the City of Guelph."

REPORT

Overnight on-street permissive parking can be offered in two ways:

- o on a year round basis or;
- o on a seasonal basis, such as from April 1 to November 1

Year round, overnight, on-street permissive parking will result in additional time and expense being incurred for most municipal operations, but in particular for winter control and spring cleanup. This is a consequence of 'working around' parked vehicles that may be present as staff attempt service delivery. The presence of parked vehicles during maintenance operations will often result in staff having to revisit a street once the space is vacated or alternatively, co-ordinate the temporary removal of on-street parking in order to deliver the service unimpeded.

Permitting overnight parking on a seasonal basis only would allow for the continuation of effective winter control and spring cleanup while allowing residents to utilize the street for guest parking during most of the year.

While other communities do offer overnight, on-street parking either on a seasonal or full time basis, this has not been Guelph's practice for over 40 years.

While staff acknowledge that some residents have strongly advocated for the removal of the parking restriction, we advise Council that previous community surveys found a significant number of residents were not in favour of its outright abolition.

For this reason, staff recommend that Council temporarily rescind the 2:00a.m. to 6:00a.m. parking restriction until November 1 thereby allowing the community and staff an opportunity to experience the implications of the removal before consideration of a permanent change is tabled.

Following November 1st, in conjunction with Corporate Communications, staff will undertake a public survey to determine the general community support of this action. Results of the survey and the impact the parking change has on municipal operations would then be reported back to Council with a recommendation on whether the overnight parking restriction should be permanently amended.

It should be noted that an amendment of the Traffic Bylaw authorizing the immediate relocation of any parked vehicle that impedes emergency municipal maintenance operations at any time is required. In addition, it should be noted that the City's current regulation specifying a maximum 48 consecutive hours of parking will continue to be enforced to ensure city streets do not become used for long-term storage of vehicles or as a dumping ground for derelict vehicles.

Enforcement – Staffing Impact

The pilot program will also allow staff an opportunity to evaluate its impact on the two parking enforcement officers that work each evening from 8:00 p.m. to 8:00 a.m. While enforcement of the overnight parking restriction represents a sizable amount of their present workload, it is significant to note these staff members are also responsible for:

- Routine and reactive enforcement of:
 - Private property regulations;
 - o Disabled parking on both public and private properties;
 - o Fire Routes;
 - o Municipal parking lots
 - o Lawn watering by-law
 - o Sign by-laws
 - o Noise by-law
- Enforcement of private property as Agents of private property owners
- Enforcement of Zoning Infractions:
 - o oversized vehicles
 - o parking on front lawns
- Auxiliary Support:
 - Crossing guard duties;

Perform observations and investigations for other departments during nonbusiness hours; Ensure the security of municipal facilities while on routine patrol Routine patrol of parks and school board properties. Further, it is anticipated that additional responsibilities will be assigned to this complement of staff as a result of the Bylaw Enforcement Service Review scheduled for presentation to the Governance and Economic Development Committee at their meeting of April 17th, 2008.

Downtown Community:

The Downtown Guelph Business Association supports the pilot project with the condition that there is an opportunity to offer feedback throughout the process. They would also like staff to review best practices for on-street parking in winter months on alternate sides of the street downtown. Staff will undertake this review prior to reporting back to Council.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS

A seasonal permissive program, April to November, would result in the loss of approximately \$126, 500 in 2:00 A.M. to 6:00 A.M. fine revenue. The Finance Department recommends the Parking Rate Stabilization Reserve (183-01) be utilized to offset the anticipated shortfall in revenues.

There would be nominal costs to amend or replace the overnight parking notification signage at vehicular entrances to the City advising of the change to overnight parking from May 1 to November 1, 2008.

DEPARTMENTAL CONSULTATION

The Finance Department concurs that the Parking Reserve can fund the anticipated lost revenue.

COMMUNICATIONS

Staff will undertake public promotion of the pilot project if approved.

ATTACHMENTS

n/a

Prepared By: Bob Chapman Manager, Traffic & Parking 519-837-5612 x2275 Bob.chapman@guelph.ca

Aut/Mayha

Recommended By: Derek J. McCaughan Director of Operations 519-822-1260 x 2018 Derek.McCaughan@guelph.ca



TO Environmental Services, Emergency Services and Operations Committee

SERVICE AREAOperationsDATEApril 16, 2008

SUBJECT Parking Initiatives - Alternative Transportation Promotion

REPORT NUMBER

RECOMMENDATION

"THAT operators of hybrid vehicles be offered a 25% discount on the cost of their monthly parking permit, provided the hybrid vehicle is the only vehicle registered to the permit.

AND THAT operators of electric motor scooters and hybrid vehicles be offered a 25% discount on their hourly parking fees at the attended municipal parking facilities;

AND THAT should a waiting list for monthly parking permits exist, preference for monthly permits be given to those who carpool;

AND THAT the staff co-ordinate carpooling opportunities for city staff;

AND THAT bicycle racks be strategically placed at each downtown parking facility;

AND THAT staff actively promote these alternatives to the public;

AND THAT staff report back on the effectiveness of promoting alternative transportation in 2009."

BACKGROUND

At their meeting of May 22, 2007 the Emergency Services, Community Services and Operations Committee passed the resolution "THAT staff bring forth a policy to deal with innovative initiatives to encourage alternative transportation."

REPORT

Staff have considered various options to encourage alternative means of transportation to the traditional automobile and are recommending that the following initiatives be undertaken:

- That operators' of hybrid vehicles be offered a 25% discount off on the cost of their monthly parking permits, provided the hybrid vehicle is the only vehicle being used in the facility where the permit is issued for.
- That operators of electric motor scooters and hybrid vehicles be offered a 25% discount on their hourly parking fees at the attended facilities. This will encourage and promote the use of vehicles with reduced fuel consumption.
- That should a waiting list for monthly parking permits exist, preference for monthly permits is given to those who carpool. By encouraging carpooling we hope to decrease the number of vehicles being operated with only one occupant.
- That staff co-ordinate carpooling opportunities for city staff. By having a resource identified to assist anyone who is interested in carpooling may encourage carpooling opportunities and eliminate staff dependency on the car.
- That bicycle racks be strategically placed at each downtown parking facility. This will provide convenient and secure storage for bicycles thus making cycling more appealing.
 - That staff actively promote these alternatives to the public and report back on the effectiveness of promoting alternative transportation in 2009.

Input was also sought from Community Design and Development Services and their staff advises that "This report is consistent with the City of Guelph's Transportation Demand Management initiative. Transportation Demand Management promotes measures that reduce dependency on automobiles, including but not limited to: carpooling incentives, parking pricing incentives and provision of bicycle racks to promote cycling."

The issue of parking pricing will be reviewed in its entirety during the development of the 2008 Parking Budget.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS

Expenditures – bike racks and promotional activity – approximately \$15,000, funding from the approved 2008 Parking Budget

DEPARTMENTAL CONSULTATION

- Community Design and Development Services
- Guelph Transit
- Economic Development

COMMUNICATIONS

The Downtown Guelph Business Association was contacted and endorses the recommendations.

ATTACHMENTS

N/A

Prepared By: Anna Marie O'Connell, C.C.P.F.M. Supervisor, Parking Facilities 519.822.1260 x2254 AnnaMarie.OConnell@guelph.ca

Recommended By: / Derek J. McCaughan Director, Operations 519.822.1260 x2018 Derek.McCaughan@guelph.ca

Recommended By: Bob Chapman Manager, Traffic & Parking 519.822.1260 x2275 Bob.Chapman@guelph.ca

COMMITTEE REPORT



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Operations Wednesday, April 16, 2008
SUBJECT	Exhibition Park Area Traffic Management Proposal

REPORT NUMBER

RECOMMENDATION

THAT the report of the Director of Operations dated April 16th, 2008 with respect to the Exhibition Park Area Traffic Management Proposal be received;

AND THAT the traffic management plan for Exhibition Park Area as outlined in Appendix B in the Director of Operations' report dated April 16, 2008, be approved for installation."

BACKGROUND

- In May 2003 interim all-way stops were installed in the Exhibition Park neighbourhood to alleviate traffic concerns until a full traffic calming review could be completed.
- In May 2007 City staff hosted an open house to initiate the neighbourhood traffic calming review. This meeting was to communicate the process to the residents and to hear what the concerns of the residents were.
- Division Street was then added to the study area, as there was clear support from the Division Street residents to have Division Street included in the review.
- Over the summer a plan was developed in consultation with affected City departments and services.
- The plan was present to the residents at a public meeting in October 2007.
- Based on the general support of the proposed traffic calming plan as presented, staff surveyed the neighbourhood to determine if there was support for the plan.
- The survey results showed that there was not sufficient support with many concerns regarding the proposed traffic circle at the intersection of Division Street and the changes near Victory Public School.
- Staff revised the plan and re-surveyed the neighbourhood. The second survey resulted in sufficient support to proceed with recommending the plan.

REPORT

Staff have completed a neighbourhood traffic management review of Exhibition, Kathleen and Division Streets in consultation with the residents of the area.

Existing conditions

All three streets under review – Exhibition, Kathleen and Division Streets – are twolane local streets with a speed limit of 50 km/h. Transit does not currently use any of these streets. The adjacent land use on these streets is primarily low-density residential, but the neighbourhood also includes Exhibition Park and Victory Public School.

The streets directly involved in this review and the circulation area are shown in Appendix A – Study Area.

<u>Traffic Data</u>

Traffic volumes on the streets under review range from 1050 to 1475 vehicles per day after installation of interim all-way stops. All three streets exceed the 900 vehicles per day threshold required for a traffic management review.

Vehicle speeds on Exhibition and Kathleen Streets have been reduced 55 km/h to 49 km/h from and from 62 km/h to 53 km/h respectively after installing interim allway stops. Division Street vehicle speeds continue to be in excess of the 55 km/h threshold for traffic calming on local streets.

42% of southbound traffic on Kathleen Street in the morning study period was cutthrough traffic. A number of the other movements come close to meeting the 30% minimum criteria.

No significant collision patterns were found in this neighbourhood

Neighbourhood Traffic Management Plan

The recommended neighbourhood traffic management plan includes a series of speed humps, one raised crosswalk and two existing all-way stops to remain. A diagram of the plan is shown in Appendix B – Recommended Traffic Management Plan. Staff are recommending speed humps because they are the most effective traffic calming tool to address traffic volume and speed concerns within neighbourhoods.

<u>Feedback</u>

Comments from the first survey on the original traffic management plan indicated concerns and objections from the residents to some aspects of the plan. As a result staff revised the plan and re-surveyed the residents. The second survey based on the revised traffic management plan showed a marked increase in support for the plan. Of the 900 households surveyed, 170 responded with 72% of the 170 respondents confirming their support for the revised traffic management plan.

Staff met with the Accessibility Advisory Committee and while they do not endorse the use of speed humps, they recognize that staff have attempted to address their concern regarding vertical measures by ensuring that as many properties as possible can be accessed without travelling over a speed hump. The only exception is a series of approximately ten (10) houses on the west side of Kathleen Street. The property owners of these houses have been contacted specifically to ensure that they do not have any objections to the placement of speed humps. At the time of this report only one response was received and the resident had no issue with the installation of the speed humps.

Conclusion

Staff believe that the measures outlined in this report will positively affect driving behaviour and traffic patterns in the Exhibition Park area thereby improving the overall livability of the neighbourhood. The measures included in the recommended plan have the support of both residents and staff and are consistent with the goals and objectives of the City of Guelph Neighbourhood Traffic Management Policy. Therefore staff recommend proceeding with implementation of the recommended traffic management plan as funding permits. As outlined in the Neighbourhood Traffic Management Policy, staff would monitor traffic patterns 6 months to 1 year after implementation.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS

Capital budget RD0063 - \$40 200 (estimated). Funding to implement this Traffic Management Plan may exceed the available funding in this Capital Project. If so, implementation will occur over a two year window.

DEPARTMENTAL CONSULTATION

Refer to Appendix C – Key Stakeholders Comments.

COMMUNICATIONS

All affected property owners have been advised this matter is being presented to the ECO Committee on April 16, 2008.

ATTACHMENTS

Appendix A – Study Area Appendix B – Recommended Traffic Management Plan Refer to Appendix C – Key Stakeholders Comments.

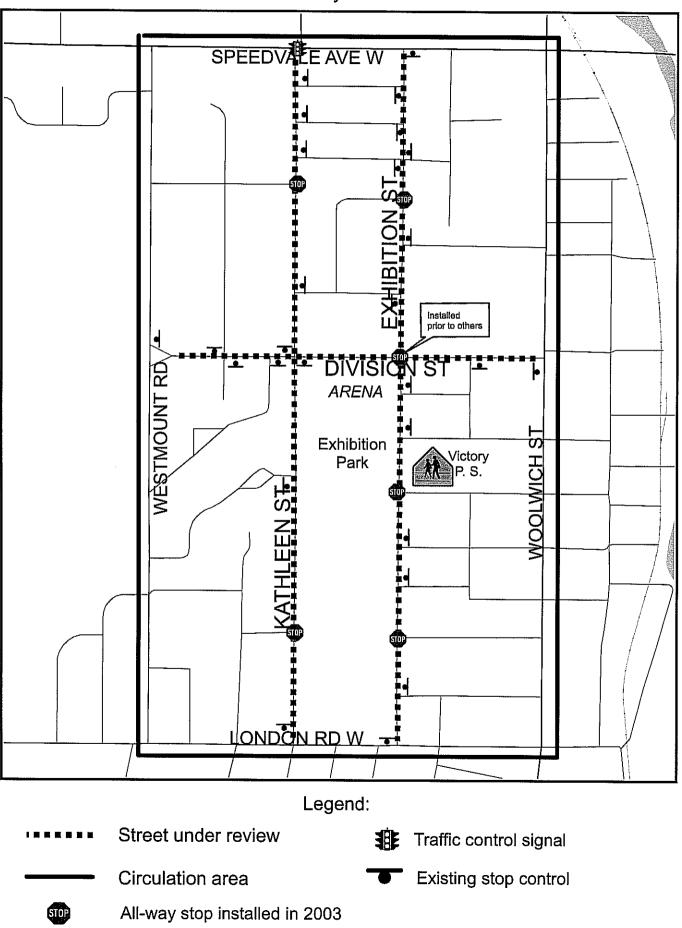
Prepared By:

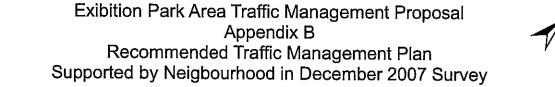
John Gaddye, A.Sc.T. Traffic Technologist II 519.837.5628 x2040 Joha.Gaddye@guelph.ca

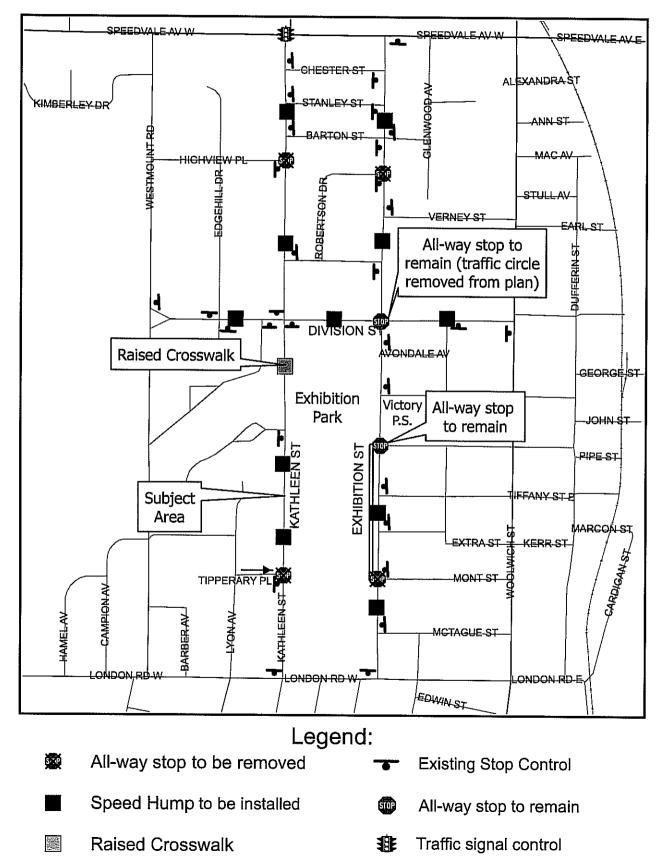
Recommended By: Derek J. McCaughan Director, Operations 519.837.5628 x2018 Derek.McCaughan@guelph.ca

Recommended' By: Bob Chapman Manager, Traffic & Parking 519.837.5612 x2275 Bob.Chapman@guelph.ca

Exhibition Park Area Traffic Management Proposal Appendix A Study Area







Exhibition Park Area Traffic Management Proposal Appendix C Key Stakeholders Comments

Key Stakeholders	Comments/Questions	Staff Response
Guelph Police Service - Traffic	Like the idea of humps vs. stop signs. Enforcement requests on traffic violations of failing to stop at the stop signs or unnecessary noise are problematic. Speed humps are self-governing as most people will treat their vehicles better going over humps. Humps seem to be working on Cassino Ave. and Dufferin St.	
	The raised sidewalks do not pose any problem.	
Guelph Police Service – School Safety	Relocation of school crossing on Exhibition St. and removal of all-way stop at Powell St. will make the crossing more difficult for student patrollers to handle.	Revised plan – no changes near Victory Public School.
Guelph Fire	No objections. Will work around	
Department Upper Grand District School Board	proposed traffic calming measures. No comments.	
Operations Department	Size of the traffic circle at Division/Exhibition. It would have to be large enough to accommodate street maintenance and snow clearing equipment.	No longer a concern as plan has been revised to not include traffic circle.
Engineering Services	No objections.	
Guelph Transit	We service this area with our Mobility Fleet. Our drivers do take the necessary steps to drive through these controls at a slow rate of speed; however some customers do report discomfort in this regard.	Mobility drivers can be made aware of alternate routes around vertical measures for specific customers.
Solid Waste Services	No objections.	

Exhibition Park Area Traffic Management Proposal Appendix C Key Stakeholders Comments

Key Stakeholders	Comments/Questions	Staff Response
Accessibility Advisory Committee (AAC)	 Traffic Circles: Safe pedestrian movement including those with low vision or who are blind or don't move quickly. Vertical measures: Opposed to measures which utilize a change in the vertical plain of city streets. 	No longer a concern as plan has been revised to not include traffic circle. Almost all properties can be accessed without travelling over speed hump or raised crosswalk.
Victory P.S. School Council / Victory P.S. – principal	Concerns with student safety at midblock crossing and removal of all- way stop on Exhibition Street at Powell Street.	Plan has been revised as a result of many concerns raised around changes proposed to school area.



ТО	Emergency Services, Community Services & Operations Committee
SERVICE AREA DATE	Operations April 16 th , 2008
SUBJECT REPORT NUMBER	Cassino Avenue Speed Cushion Pilot Project

RECOMMENDATION

"THAT Speed Humps be utilized for permanent traffic management installations instead of Speed Cushions;

AND THAT staff be authorized to continue to use Speed Cushions as an interim measure in neighbourhoods where speeding and excessive volume is an issue."

BACKGROUND

Staff presently have a number of neighbourhoods awaiting the availability of staff resource to undertake the Neighbourhood Traffic Management Process. Residents of Cassino Avenue were advised they were fifth on this list of areas and that it was unlikely the process would commence before late 2008. Due to their on-going concerns about the speed of vehicles on their street, staff suggested this street be used to undertake a *pilot project* which would involve the installation and evaluation of Speed Cushions as a speed control measure. Appendix A is an information report presented to Council in 2007 regarding the Cassino Avenue Speed Cushion Pilot Project.

The results of this *pilot project* were to be used to assess the effectiveness of *Speed Cushions* to control speed and to lessen the impact and delay experienced by emergency vehicles when traditional *Speed Humps* are employed.

For clarification:

Speed Hump – Is one continuous vertical measure across the width of the road intended to deter traffic volume and reduce speed of all vehicles traversing them.

Speed Cushion – Is a series of vertical measures side by side across the width of the roadway with gaps between the cushions. Its purpose is to reduce

passenger vehicle speed and volume while accommodating larger vehicles such as Transit and Emergency Service vehicles.

REPORT

Cassino Avenue between Stevenson Street North and Victoria Road is a two-lane, local road with a 50km/h speed limit. The land use consists of residential properties. Guelph Transit Route #61 (Victor Davis) utilizes Cassino Avenue in the outbound direction between Stevenson Street North and Hadati Road. A total of four Speed Cushions were installed on this section of Cassino Avenue from September 2007 to mid November 2007. Refer to Appendix B for the study area and speed cushion locations.

Data Analysis:

Traffic data was collected on Cassino Avenue both before and after the installation of the Speed Cushions to measure the volume and speed of traffic. The results are as follows:

<u>Traffic Volume</u> – Volume of traffic decreased from 2,860 to 1,722 vehicles/day (40% reduction).

<u>Operating Speeds</u> – The 85^{th} percentile speed observed on Cassino Avenue was reduced by 11 km/h (from 58 km/h to 47km/h). The 85^{th} percentile speed is the speed at which 85% of the vehicles observed are travelling at or below.

<u>Collision Data</u> – From January 1, 2003 to December 31, 2007 there have been a total of five (5) reportable collisions along Cassino Avenue. No reportable collisions occurred on Cassino Avenue while Speed Cushions were in place. Given the low collision frequency, there does not appear to be any detectable collision pattern or problematic location.

The empirical data collected clearly indicates that Speed Cushions are effective at discouraging unnecessary traffic volume and reducing operating speeds.

Cassino Avenue Speed Cushion Survey:

In November 2007 staff surveyed the 47 residents of Cassino Avenue regarding the Speed Cushion installation. This survey was intended to gather the residents' **perceived** effectiveness of these devices. 52% of respondents believed the Speed Cushions reduced both traffic volume and vehicular speed. Although the traffic data indicates that the Speed Cushion Pilot Project was successful in reducing traffic volume and speed (see above), when residents were asked whether the temporary speed cushions should be re-installed in spring 2008, 21 responses (45%) were received with only 8 (38% of the 21) indicating their support.

With respect to the installation of Speed Cushions on a permanent basis, again only 8 (38% of the 21) respondents indicated that they would support a permanent installation of vertical traffic calming measures. Survey results highlight that residents perceive speed cushions to be an undesirable traffic calming device for

Cassino Avenue. A number of reasons were offered, including concern that motorists were speeding between the cushions, motorcycles being unaffected as they are able to travel between the cushions and children using the cushions for bicycle and skateboard ramps.

Speed Humps vs. Speed Cushions

The only current installation of permanent Speed Humps on City roadways is on Dufferin St. where they have been in place for 10 years. It is acknowledged that the use of Speed Humps does delay emergency vehicle response. The alleged benefit of using Speed Cushions is that this delay would be eliminated without compromising the devices' effectiveness at controlling the rate of speed of passenger vehicles.

Staff's review of the design of speed cushions, and more specifically the distance between each cushion, determined that in order to allow emergency vehicles to pass between the cushions, the spacing would be such that many passenger cars would also be able to pass between the cushions as well, making their installation ineffectual.

CONCLUSION

It is clear that Speed Cushions are as effective as speed humps in discouraging unnecessary traffic volume and discouraging excessive speed. However, the primary purpose of the pilot project was to determine whether Speed Cushions could be used as an alternative to Speed Humps to eliminate the delay experienced by emergency vehicles while traversing the latter. To this end, it was demonstrated that accomplishing the elimination of the delay for emergency vehicles made the devices ineffectual at controlling the speed of passenger vehicles. For this reason, staff recommend that Speed Humps be employed when recommended through a Neighbourhood Traffic Management Process rather than Speed Cushions.

While Speed Cushions did not satisfy the primary goal of the pilot project, it is clear they are effective at addressing speeding and volume concerns. Staff recommend that the installation of Speed Cushions be added to the list of traffic engineering measures that may be used to address speeding and volume concerns in neighbourhoods.

ALTERNATIVES

N/A

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Guelph Fire Department

COMMUNICATIONS

Affected property owners have been advised that this matter is being presented to the Emergency Services, Community Services and Operations Committee on April 16th, 2008.

ATTACHMENTS

Appendix A – Information Report August 23rd, 2007 Appendix B - Study Area and Speed Cushion Placement

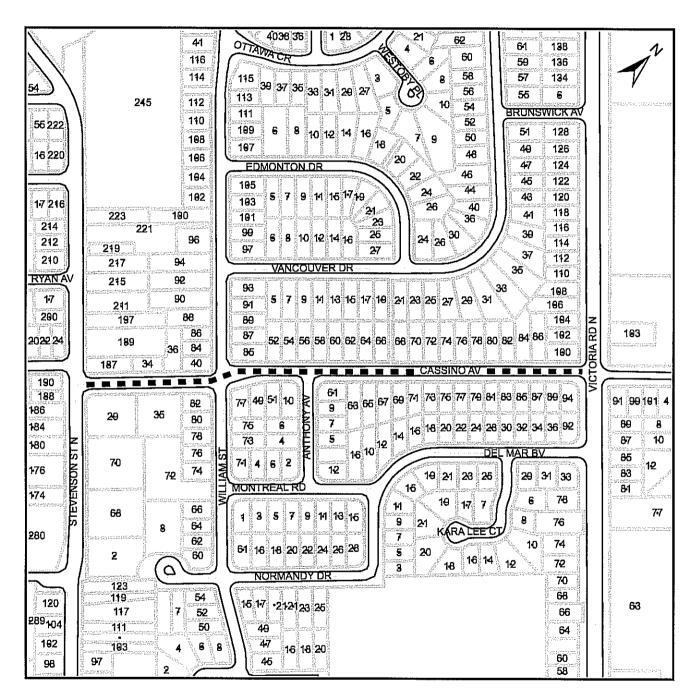
Dem Minz

Prepared By: Dean McMillan Traffic Technologist II 519-837-5628 Ext. 2041 dean.mcmillan@guelph.ca

Recommended By: Derek J. McCaughan Director, Operations Department 519-837-5628 Ext. 2018 derek.mccaughan@guelph.ca

Recommended By: Bob Chapman Manager, Traffic and Parking 519-837-5612 Ext. 2275 bob.chapman@guelph.ca

Appendix A - Study Area



LEGEND:

Street under review



Suelph

Information Report:

TO: Council

DATE: 2007/08/23

SUBJECT: CASSINO AVENUE SPEED CUSHION PILOT PROJECT

BACKGROUND:

Under the Council approved Neighbourhood Traffic Management policy, for residential streets which meet pre-set criteria based on traffic volumes and operating speeds. Citv staff, in consultation with local residents, develop traffic management plans in an effort to control vehicle operating speeds and decrease the amount of traffic short-cutting through a neighbourhood.

The Neighbourhood Traffic Management policy, initially adopted by City Council in 1998 has gone through a number of revisions over the past nine years and at one time, as an interim measure, all-way stop controls were installed on streets waiting to undertake a formal review. In January 2006, a number of amendments were made to the policy in an effort to streamline the process and improve community involvement. In addition, all-way stops as interim measures were removed from the policy.

REPORT:

Because these public processes take considerable time to undertake, including implementation, monitoring and follow-up, as public concerns surrounding traffic safety and the popularity of traffic calming increases, the number of requests for such measures has also increased.

There are nine residential areas in the City either actively engaged in or waiting to undertake this public process. Currently, staff are finishing three public consultation processes and are working on establishing a traffic management plan for a fourth neighbourhood. In addition, there are presently five streets waiting for formal traffic reviews to commence for their neighbourhoods including Cassino Avenue between Victoria Road and Stevenson Street. This neighbourhood is fifth on the waiting list and a formal review for Cassino Avenue is not scheduled to take place until late 2008.

In July 2007, the Operations Department was approached by a group of residents from Cassino Avenue expressing a desire to participate in a pilot project which would involve placing traffic calming measures as an *interim* measure on their street until a formal review was undertaken at a later date.

Speed Cushion – Pilot Project:

City staff have been investigating a new traffic calming device recently available on the market called "speed cushions". Speed cushions are very similar in design to speed humps however they are designed to lessen their impact on larger vehicles such as fire trucks and reduce their impact on emergency response times. The devices are made of rubberized material and are temporarily affixed to the road surface. (For an illustration of the speed cushions, refer to Appendix A.)

In response to the growing concerns and at the residents' request, staff will proceed with installing, as a *pilot project*, speed cushions on Cassino Avenue between Victoria Road and Stevenson Street. There will be a total of four locations where the devices will be placed. Because of their temporary nature, these devices are appropriate for use in our climate during the spring, summer and fall months only. Therefore the speed cushions would be installed early this fall and then removed temporarily for the winter months.

Attached is a diagram (refer to Appendix B) showing the approximate locations where the speed cushions will be installed. As part of this *pilot project*, staff will monitor the impacts of the speed cushions on operating speeds and traffic volumes. In addition, we will follow-up with local residents and City services for feedback on the devices. The results of this *pilot project* will be used to determine their effectiveness and if there are opportunities for application of these measures elsewhere in the City. City staff will report back to City Council on the *pilot project* in the first quarter of 2008.

CORPORATE STRATEGIC PLAN:

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS:

Capital Budget RD0063 - \$20,000.

DEPARTMENTAL CONSULTATION:

The following City services have been made aware of this *pilot project:* Guelph Transit, Guelph Fire Services, Guelph Police Service, Solid Waste Resources, and Operations Department – Roads & Right-of-ways.

COMMUNICATIONS:

No statutory requirements. However, letters were mailed to residents of Cassino Avenue in August advising of the *pilot project* and locations where the devices will be installed.

ATTACHMENTS: Appendix A – Speed cushion photo Appendix B – Diagram of Speed cushion locations

Prepared By: Joanne Starr, Supervisor, Traffic Investigations 519.837.5628 ext. 2044 Joanne.Starr@guelph.ca Endorsed By: Bob Chapman Manager, Traffic & Parking 519.822.1260 ext. 2275 Bob.Chapman@guelph.ca

Recommended By: Derek McCaughan Director, Operations 519.837.5628 ext. 2018 Derek.McCaughan@guelph.ca

CASSINO AVENUE SPEED CUSHION PILOT PROJECT

Appendix A

Sample Photo - Speed Cushions

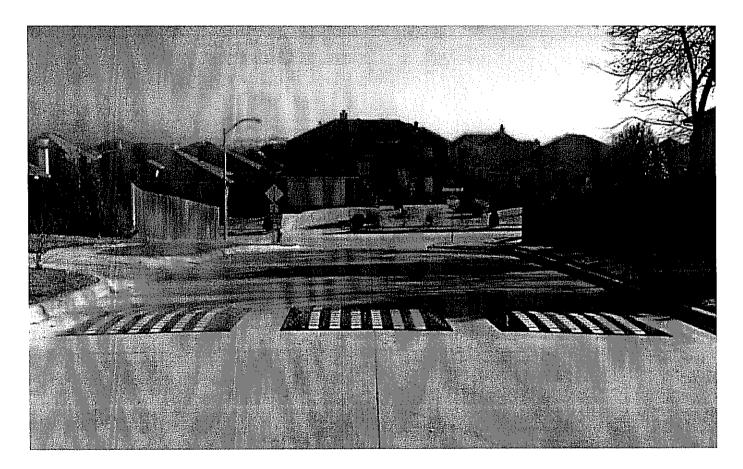
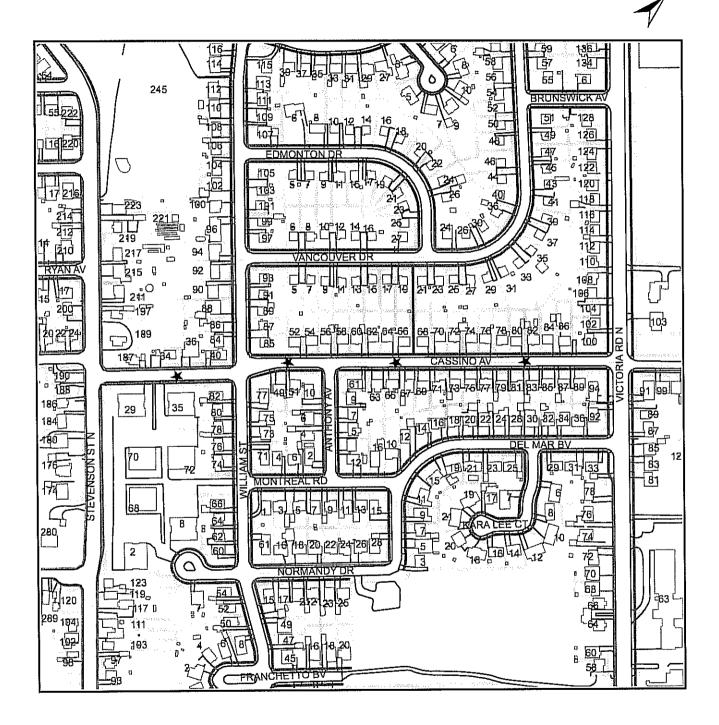


Photo courtesy Traffic Logix web site <u>http://www.trafficlogix.com/gallery/results.asp?idcat=3</u>

Appendix B

Cassino Avenue Speed Cushion Pilot Project Speed Cushion Locations

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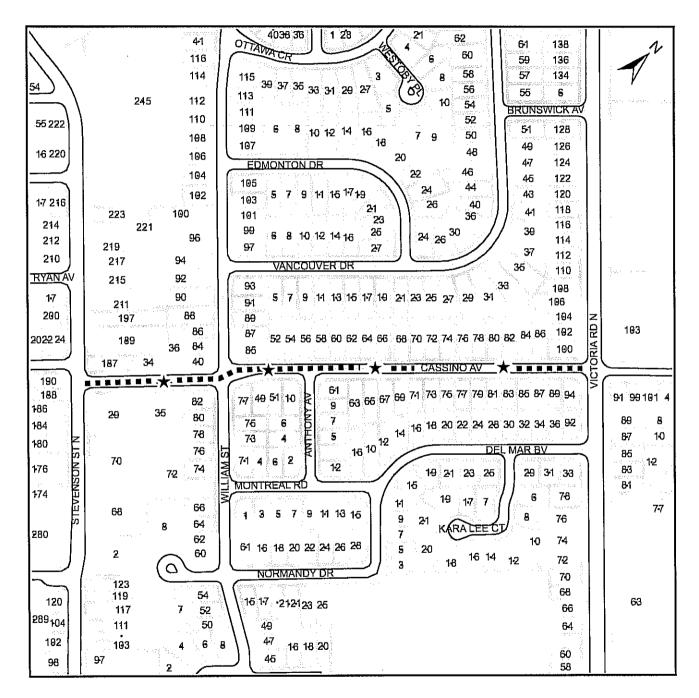


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Speed cushion location (approximate)

Appendix B

Study Area and Speed Cushion Placement



LEGEND:

- Street under review



- Speed cushion placement

COMMITTEE REPORT



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Community Services April 16, 2008
SUBJECT	River Run Centre Capital Reserve Fund Expenditures
SUBJECT REPORT NUMBER	River Run Centre Capital Reserve Fund Expenditures (2008) CS-CU-0801

RECOMMENDATION

THAT the report of the Director of Community Services dated April 16, 2008 with respect to River Run Centre Capital Reserve Fund Expenditures (2008) be received;

AND THAT expenditures to upgrade the theatres' audio, video and lobby monitor systems for the total amount of \$63,500 to be funded from the River Run Centre's Capital Reserve Fund in 2008 be approved.

BACKGROUND

In 2003 City Council authorized the establishment of a River Run Centre Capital Reserve Fund (CRF) for the purpose of augmenting monies available from the Capital Budget for River Run capital acquisitions, replacements and enhancement projects on an ongoing basis. One dollar from every ticket sold at the River Run Centre Box Office is allocated to the CRF. To date, monies accumulated in the CRF have been used to complete Phases 1, 2 and 3 of the Canada Company Hall renovation plan.

REPORT

River Run Centre proposes to complete the following project in 2008 with monies from the Capital Reserve Fund:

<u>Project</u> Audio system - Upgrades (amps, cases, speakers)	<u>Expense</u> \$16,000.00
Screen (15 x 28 ft)	\$10,000.00
Video - upgrades and additions to backstage program video	\$12,500.00
Lobby monitor system - wiring and control units (contingent on donation of monitors)	\$25,000.00
—	\$63,500.00

CORPORATE STRATEGIC PLAN

Goal 4: A vibrant and valued arts, culture and heritage identity

FINANCIAL IMPLICATIONS

The Capital Reserve Fund is the primary funding source, and the funds are in place to support the project. One element of the project, the wiring, installation and programming of lobby monitors, will only be completed if River Run is able to secure the donation of the monitors themselves.

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS

N/A

ATTACHMENTS

River Run Centre Capital Reserve Policy 2008 Capital Reserve Fund chart

Prepared By: Colleen Clack River Run Centre Manager 519-837-5662 ext. 2588 colleen.clack@riverrun.ca

Recommended By: Ann Pappert Director of Community Services 519-822-1260 ext. 2665 ann.pappert@guelph.ca

Recommended By: Rob Mackay Manager, Recreation and Culture 519-822-1260 ext. 2664 rob.mackay@guelph.ca

CORPORATE POLICY AND PROCEDURE

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POLICY NO. PAGE 1 of 1 EFFECTIVE DATE REVISION

Tab	Finance
Authority	Finance
Subject	River Run Capital Reserve #340
Related Policies	Reserve and Reserve Fund Policy
Approved by	Senior Management Team
Revision Date	N/A
POLICY STATEMENT	To create a River Run Capital Reserve policy with no established maximum limit (Discretionary).
PURPOSE	To fund capital initiatives at the River Run Centre
PROCEDURE	Source of Funds Surcharge on ticket sales of \$1 per ticket. Based on industry standards it is recommended to allocate a portion of the revenue of each ticket sold to a Capital Reserve Fund.
	Use of Funds Based on a 5 year schedule projects indentified are to improve the River Run Centre. The Capital budget will be reviewed annually during the budget process to review existing projects and forecasted projects. The reserve fund is monitored on a regular base to ensure sufficient funds exist to fund the capital projects before they are completed.
Definitions	DISCRETIONARY RESERVES CAN BE ESTABLISHED BY MUNICIPAL COUNCILS AS PART OF AN OVERALL FUNDING STRATEGY FOR PROGRAMS THAT ARE SET OUT IN ANNUAL BUDGETS OR BUDGET FORECASTS. FUNDS HELD IN A RESERVE CAN THEREFORE BE UTILIZED AT THE DISCRETION OF A COUNCIL, SUBJECT TO THE PARAMETERS DEFINED IN THE RESERVE WHEN ESTABLISHED.

ATTACHMENT 1

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		N	34,747,38	
			36,026.85	
		2010	30,908.67	
		2009	30,302.62	
		2008	51,767,28	
		2007	24,336,82	
last uppateot i March 10, zuud	Interest rate;	7.2	Opening Balance	:

Expenditures

RR0011 - CCH Renovations - Closed RR0019 - CCH Renovations 2005

RR0020 - RR Technical Upgrades RR0022 - CCH Renovations 2006	(22,000.00) /700.66)	(00'000'6)						
KKUUZB - SkyJack Future Capital Acquisitions/Replacements	- -	(63,500.00)	(20'000'00)	(45,500.00) (52,000.00)	(22,000.00)	(48,000.00)	(27,500.00)	(20,000,02)
(subject to available reserve tunding) Total Expenditures	(22,789.55)	(72,500.00)	(72,500.00) (50,000.00)	(45,500,00)	(52,000.00)	(48,000.00)	(57,500.00)	(20,000.00)
Кеуалие								
Transfer from Capital (Close RR0020) Ticket Salas Surcharge (\$1/ticket)	49,733.27	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	20,000.00	50,000.00
Interest Allocation	486.74	1,035,35	606.05	618.17	720.54	694.95	748.85	613.82
Totat Revenue	50,220.01	51,035,35	50,606.05	50,61B.17	50,720.54	50,694,95	50,748.85	50,613,82
Closing Balance	51,767.28	30,302.62	30,908.67	36,026.85	34,747.38	37,442.33	30,691.18	31,305.00

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Expanse	\$15,000.00 \ \$10,000.00 \ \$12,500.00 \$25,000.00 \$33,500.00	00,000,55	\$5,000.00 \$25,000.00 \$50,000.00
	Active request - 2009 Audio system - Upgrades (amps, cases, speakers) Screen (15 x 28 ft) Video - upgrades and additions to backstage program video Lobby monitor system - wiring and control units continuent on domation of monitors)	Completion of program sound upgrades	Minor tecnnical upgrades Wireless communication system

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CRF request - 2010

Schedule A

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Attachment 2

COMMITTEE REPORT



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Community Services April 16, 2008
SUBJECT	Composition of Advisory Committee: Recreation, Parks and Culture Strategic Master Plan /South End Community Centre Component Study

RECOMMENDATION

THAT the report of Director of Community Services dated April 16, 2008 with respect to the composition of the Advisory Committee for the Recreation, Parks and Culture Strategic Master Plan/South End Community Centre Component Study be received;

AND THAT the composition of the Advisory Committee for the Recreation, Parks and Culture Strategic Master Plan/South End Community Centre Component Study as outlined in the April 16, 2008 report be approved;

AND THAT one (1) member of City Council be appointed to this Advisory Committee.

BACKGROUND

Council approved a Recreation, Parks and Culture Strategic Master Plan and a South End Community Centre Component Study. At the Council meeting of January 21, 2008 Council approved merging these two studies into one project.

REPORT

In accord with Council's Strategic Plan Goal #5 which advances a "community focused, responsive and accountable government" and encourages a consultative and collaborative approach to community decision making, the staff of Community Services seeks the advice of an Advisory Committee for the Recreation, Parks and Culture Strategic Master Plan/South End Community Centre Component Study (herein known as RCSMP/SECCS).

The Advisory Committee would be an advisory committee to City staff. Their composition would be representative of key stakeholders in the Community.

The Advisory Committee would be composed of five (5) members from the community. They would be assisted by staff and one (1) member would be from City Council.

Specifically, to ensure that the Advisory Committee has the expertise of the communities of interest related to the RCSMP/SECCS, staff propose that the community representatives be recruited from each of the following organizations:

- 1. Guelph Youth Sports Advisory Council
- 2. Guelph Arts Council
- 3. Clairfields Neighbourhood Group
- 4. Guelph Wellington Seniors Association
- 5. Guelph & District Multicultural Centre

All neighbourhood groups will be consulted at the appropriate time during the process. Clairfields Neighbourhood Group will be represented specifically due to their involvement with the South End Recreation Centre part of the review in Phase 1 of the project.

During the recruitment process, each organization will be asked to recommend both one (1) primary representative and one (1) alternate representative to ensure consistency throughout the meeting process.

The Advisory Committee will be supported by staff from various Departments of the Corporation including Corporate Communications, Community Development & Environmental Services (i.e. Planning), Recreation, Culture and the Project Coordinator

To support the detailed work required for the RCSMP/SECCS staff will be forming a Technical/Working Committee. This committee would be established in the near future.

CORPORATE STRATEGIC PLAN

A leader in conservation and resource protection/enhancement. (6.1) A community-focused, responsive and accountable government. (5.2/5.3/5.4/5.5) A vibrant and valued arts, culture and heritage identity.(4.2/4.5) A diverse and prosperous local economy. (3.6) A healthy and safe community where life can be lived to the fullest. (2.1/2.3/2.4/2.5/2.6) An attractive, well-functioning and sustainable city. (1.1/1.2)

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Information Services - Corporate Communications, Community Design and Development Services

COMMUNICATIONS

N/A

ATTACHMENTS N/A

Kusten Quernel

Prepared By: Kristen Quennell Supervisor of Program Development 519-822-1260 ext. 2120 kristen.guennell@guelph.ca

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Recommended By: Ann Pappert Director of Community Services 519-822-1260 ext. 2665 ann.pappert@guelph.ca

Greed

Recommended By: Jim Riddell Director of Community Design & Development 519-822-1260 ext. 2361 jim.riddell@guelph.ca

The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday, April 16, 2008, 5:30 p.m.

A meeting of the Community, Operations and Emergency Services Committee was held on Wednesday, April 16, 2008 in Council Chambers at 5:30 p.m.

Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge

Also Present: Councillors Bell, Findlay, Piper and Salisbury

Staff in Attendance: Ms. T. Sinclair, Associate Solicitor, Ms. L. Payne, Director of Corporate Services/City Solicitor; Mr. D. McCaughan, Director of Operations; Mr. M. Cameron, Manager, Parklands & Greenways; Mr. J. Riddell, Director of Community Design and Development; Ms. A. Pappert, Director of Community Services; Ms. Anna-Marie O'Connell, Supervisor of Parking Facilities; Mr. B. Chapman, Manager, Traffic & Parking; Mr. J. Gaddye, Traffic Technician; Mr. W. Galliher, Water Conservation Project Manager; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Hofland Seconded by Mayor Farbridge

THAT the minutes of the Emergency Services, Community Services & Operations Committee meeting held on March 17, 2008 be confirmed as recorded and without being read.

Carried

Pesticide By-law Pest Infestation Thresholds

Ms. T. Sinclair explained the resolutions provided to the Committee to clarify the intent of the by-law. She stated the changes were made to obtain consistency throughout the by-law.

Ms. Susan Watson outlined her concerns. She stated that she would like to see insect thresholds removed entirely from the by-law because it is for cosmetic purposes only. She also questioned why honey suckle and lily of the valley are on the list of invasive species because they are not health risks.

Ms. Oxanna Adams addressed both public lands and private property. She stated that the wording allows pesticide use on City property and sports fields but in 2000, the City eliminated the use of pesticides.

April 16, 2008 Emergency Services, Community Services & Page 2 Operations Committee

She was concerned about the risks of groundwater contamination and child safety. She said both insecticides and herbicides are just cosmetic so no thresholds should be allowed. She believes that people will not adopt alternatives if pesticides are available. She recommended that Council incorporate climatic conditions into the by-law.

Ms. Gail McCormack raised concerns with respect to pesticide use on City property and the list of invasive species. She believes the City needs to educate people about planting undesirable species. Also, if it is necessary to remove invasive plants for a large area for naturalization, then they should provide exemptions on a case-bycase basis. The stated that the City made a commitment to phase out pesticide use on city lands and they should not reverse their decision. She suggested the list of invasive plants and the list of alternatives should be put on the website.

Dr. Dennis Galon advised that he disagrees with instituting a total ban against insect infestations because they are often not noticed until the damage is done and beginning to spread. He advised that he reviewed the by-law with the intent to find the loopholes now instead of after the by-law was passed. He pointed out the vagueness of the term "infestation" and that because there are thresholds for cinch bugs and grubs, it could be interpreted as meaning people can spray for anything else. He advised a complete list of all the bugs and their thresholds should be included and clearly state that only pesticides proven to be effective against the specific insect may be used. He also said that although IPM accreditation is required, nowhere does it state that it must in fact follow those practices and guidelines. He also suggested that "under the direction of an IPM accredited person" could mean simply telling someone to do it. He advised the wording should be "under the control of the IPM accredited person".

2. Moved by Councillor Hofland Seconded by Councillor Farrelly

THAT the procedural by-law be suspended to allow the delegation to complete his presentation.

Carried

Dr. Galon also said the term "IPM accredited person" is not defined. He also recommended using the existing definition to determine the IPM accreditation recognized programs. He believes the dealing of public lands should meet the same practices as the public or it is hypocritical and open to criticism.

April 16, 2008	Mr. Michael Gilbertson was present to address endocrine disruptors and the pesticide registration process. He provided information on Emergency Services, Community Services & Page 3 Operations Committee	
	traditional toxicology evaluations and the challenges of endocrine disruptors. He stated the City needs to take a cautionary approach and recommends that no pesticides be used for cosmetic purposes within the City of Guelph.	
REPORT	3. Moved by Mayor Farbridge Seconded by Councillor Hofland THAT Section 3 (m) of City of Guelph By-law (2007)-18308 (the "Pesticide By-law") be amended to restrict the use of pesticides to address infestations by chinch bugs and grubs only, and only if: (i) the thresholds for these two insects, as adopted by and used by the City of Toronto as at April, 2008 and as set out in a draft consolidate by-law are met, (ii) such pesticides are applied or used by or under the direct supervision of an Integrated Pest Management ("IPM") accredited person, (iii) IPM methods are used, (iv) the lands upon which pesticides are applied or used are non City-owned lands, and (v) provided that the infestation exemption at Section 3(m), as amended, expires on January 1, 2011.	d
	Carried	
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Beard THAT staff may request an exemption to the by-law in the case of exceptional circumstances regarding chinch bugs and grubs on City- owned lands. 	
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Beard THAT the Pesticide by-law be amended to make it clear that IPM standards of practice must be followed in the application of pesticides within the City of Guelph wherever IPM accreditation is referenced in the By-law. 	
	Carried	
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Beard THAT the Pesticide By-law be amended to define IPM accreditation to mean accreditation through the Plant Health Care ("PHC")/IPM Council, the Audubon Cooperative Sanctuary System of Canada, the IPM-Environmental Health Care ("EHC") Council, or similar qualification as determined by the City and that the definition of IPM Accredited Groundskeeper be amended to be consistent with this definition. 	

April 16, 2008	Emergency Services, Community Services & Operations Committee	Carried Page 4
REPORT	 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT the Pesticide By-law be amended to require all compapilicators of pesticides obtain IPM accreditation by April licensed under the Pesticides Act, and provide proof of IPM accreditation by January 31st of each year. 	1, 2009, be
		Carried
REPORT	 8. Moved by Councillor Hofland Seconded by Mayor Farbridge THAT Section 3 of the Pesticide By-law be amended to income I awn bowling greens provided that pesticides are used only by or under the direct supervision of a accredited person and that IPM methods are used City-owned, non-irrigated sports fields provided pesticides are applied or used only by or under the supervision of an IPM accredited person and that methods are used; insect repellent for personal use; and the control of specified invasive species within n areas on City-owned lands and Grand River Con Authority-owned lands which are maintained by provided that pesticides are applied or used only under the direct supervision of an IPM accredited and that IPM methods are used. 	e applied or an IPM ed; that the direct it IPM aturalization servation the City y by or
		Carried
	Mr. Wayne Galliher, Water Conservation Project Manager a Healthy Landscapes Technician has been hired and will I on the 28 th of April. He advised workshops are already be area nurseries and the University of Guelph have been con already.	be starting eing set up
REPORT	 Moved by Councillor Beard Seconded by Mayor Farbridge THAT the City's Healthy Landscape Technician provides ar report to the Community Development and Environmenta Committee regarding the public education program. 	
		Carried
REPORT	 Moved by Councillor Beard Seconded by Mayor Farbridge THAT an annual report on the City's activities regarding the 	ne spraying

of pesticides be provided to the Community Development and
Environmental Services Committee;April 16, 2008Emergency Services, Community Services & Page 5
Operations Committee

AND THAT staff provides public notice regarding the City's use of pesticides.

Carried

Staff was directed to provide a draft consolidated by-law for the April 28th Council meeting.

Staff were directed to include the information from the delegation Michael Gilbertson regarding `Endocrine Disruptors and the Pesticide Registration Process' within the public education information.

Mayor Farbridge left the meeting at 8:00 p.m.

Exhibition Park Area Traffic Management Proposal

Mr. J. Remmerswaal, a resident within the area, requested a larger stop sign be put on Kathleen Street. He does not see the need for the speed bumps. He stated a concern with decisions being made based on the low number of responses to the surveys. He asked why residents were not consulted a few years ago when stop signs were installed. He believes the stop signs have slowed traffic enough and does not see the need for speed bumps because it creates too much wear and tear on suspension. He also wanted to know how many cars per day, average speed, and whether both sides of the street were surveyed when they reviewed Division Street. He believes the City should just reduce the speed limit to 40 kph. He stated the speed humps did not work on Cassino Avenue or Dufferin Street.

Mr. Thomas Gibson did not attend.

Mr. B. Holstein, wished to thank the staff for working with the neighbourhood. He stated that over 90% of residents wanted something done in 2005. He advised that cut through traffic has increased since Walmart opened. He would like the City to use their resources to provide safety. He would like the speed humps installed because the policing of the running of stop signs has not been a priority. He said crossing railways, potholes, bumps on the mobility bus getting on the ramp, will cause damage if they are negotiated at speed – but will not cause damage if they use care and caution. He urged Council to go ahead with the plan.

11. Moved by Councillor Hofland Seconded by councilor Beard

REPORT	THAT the report of the Director of Operations dated April 1 with respect to the Exhibition Park Area Traffic Manageme be received;	
April 16, 2008	Emergency Services, Community Services & Operations Committee	Page 6
	AND THAT the traffic management plan for Exhibition Park outlined in Appendix B in the Director of Operations report 16, 2008, be approved for installation.	
		Carried
	Staff was directed to get the Accessibility Advisory Commi- involved earlier in the traffic calming processes.	ttee
	Waterloo Wellington LHIN – Guelph Clinics	
	Mr. Ross Kirkconnell, Executive Director, Family Health Terprovided the Committee with background information on the clinics. He advised that family practice is changing. Doctor based upon their patient roster instead of a fee for service provide day-to- day care, evening, and after hours care. The enable better care to be provided He stated fewer doctors work at walk-in clinics. He advised that the health care systems that the city is on the right track to attract the We will have five new family physicians working as part of within Guelph. The applications for a doctor on the websit they will roster their patients.	he walk-in ors are paid e. They This would want to vstem is in a ough he doctors. f the group
Mr. P. Cartwright	 Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the presentation regarding Guelph clinics by Mr. Ros Kirkconnell be received for information. 	S
		Carried
	Heart & Stroke Big Bike Event – June 17 & 19, 2008	
REPORT	 Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the Heart & Stroke Big Bike special event for June 1 2008, as outlined in the Operations report dated April 16, approved. 	
		Carried
	Implementation of Overnight On-Street Parking	
	14. Moved by Councillor Farrelly	

REPORT April 16, 2008	Seconded by Councillor Beard THAT the enforcement of the 2:00 a.m. – 6:00 a.m. parking restriction found in the Traffic By-law (2002)-17017, as amended, be temporarily suspended from May 1, 2008 until November 1, 2008; Emergency Services, Community Services & Page 7 Operations Committee
	AND THAT staff report back to Council on community opinion and operational impacts of temporarily allowing overnight parking until November 1 st , 2008.
	Carried
	Staff was directed to quantify results by month, and track how many cars are not complying.
	Parking initiatives – Alternative Transportation Promotion
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT operators of hybrid vehicles be offered a 25% discount on the cost of their monthly parking permit, provided the hybrid vehicle is the only vehicle registered to the permit;
	AND THAT operators of electric motor scooters and hybrid vehicles be offered a 25% discount on their hourly parking fees at the attended municipal parking facilities;
	AND THAT should a waiting list for monthly parking permits exist, preference for monthly permits be given to those who carpool;
	AND THAT the staff co-ordinate carpooling opportunities for city staff;
	AND THAT bicycle racks be strategically placed at each downtown parking facility;
	AND THAT staff actively promote these alternatives to the public;
	AND THAT staff report back on the effectiveness of promoting alternative transportation in 2009.
	Carried
	Staff was directed to include a complete evaluation be done in conjunction with the budget cycle.
	Cassino Avenue Speed Cushion Pilot Project
	16. Moved by Councillor Beard Seconded by councilor farrelly

REPORT	THAT Speed Humps be utilized for permanent traffic r purposes instead of Speed Cushions;	nanagement
April 16, 2008	Emergency Services, Community Services & Operations Committee	Page 8
	AND THAT staff be authorized to continue to use Spee an interim measure in neighbourhoods where speedin volume is an issue.	
		Carried
	River Run Centre Capital Reserve Fund Expendit	ures (2008)
REPORT	 17. Moved by Councillor Beard Seconded by Councillor Hofland THAT the report of the Director of Community Service 16, 2008 with respect to River Run Centre Capital Res Expenditures (2008) be received; 	•
	AND THAT expenditures to upgrade the theatre's audi lobby monitor systems for the total amount of \$63,50 from the River Run Centre's Capital Reserve Fund in 2 approved.	0 to be funded
	Composition of Advisory Committee: Recreation Culture Strategic Master Plan/South End Commu Component Study	
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT the report of the Director of Community Service 16, 2008 with respect to the composition of the Advise for the Recreation, Parks and Culture Strategic Master Community Centre Component Study be received; 	ory Committee
	AND THAT the composition of the Advisory Committee Recreation, Parks and Culture Strategic Master Plan/S Community Centre Component Study as outlined in the 2008 report be approved;	outh End
	AND THAT one (1) member of City Council be appoint Advisory Committee	ed to this
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT a representative from the Guelph Youth Council composition of the Advisory Committee for the Recreation 	

Culture Strategic Master Plan/South End Community Centre Component Study.

Carried

April 16, 2008 Emergency Services, Community Services & Page 9 Operations Committee

20. Moved by Councillor Farrelly

Seconded by Councillor Hofland THAT the Emergency Services, Community Services & Operations Committee now hold a meeting that is closed to the meeting, pursuant to Section 239 (2) (a) and (b)of the Municipal Act with respect to:

- security of the property of the City;
- personal matters about identifiable individuals.

Carried

The remainder of the meeting was held in closed session.

21. Moved by Councillor Beard Seconded by Councillor Hofland

REPORT TO COMMITTEE THAT staff be given direction with respect to a personal matter about an identifiable individual.

Carried

Next Meeting: May 14, 2008

The meeting adjourned at 9:35 p.m.

.....

Chairperson

COMMITTEE AGENDA



TO Emergency Services, Community Services and Operations Committee

DATE May 14, 2008

LOCATION Council Chambers

TIME 5:00 p.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

April 16, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
PRESENTATION BY THE MED ED GROUP: MEDICAL SCHOOL AND HEALTH SCIENCES CAMPUS	
Mr. Bill Weiler, Chair of Med Ed will provide this presentation.	
PHYSICIAN RECRUITMENT COMMITTEE UPDATE	Receive
THAT the Economic Development and Tourism report dated May 14, 2008 entitled "Physician Recruitment Committee Update" be received.	
2008 SERVICE AGREEMENT WITH THE GUELPH HUMANE SOCIETY	Approve
THAT the Mayor and Clerk be authorized to sign an agreement with the Guelph Humane Society for the provision of dog control, dog licensing, and animal shelter at a cost of \$322,000 for the period January 1, 2008 to December 31, 2008.	

QUEEN STREET AT ARTHUR STREET N. ROADWAY NARROWING	Approve
THAT the narrowing at the intersection of Queen Street and Arthur Street N. as outlined in the report of the Director of Operations dated May 14, 2008, be approved for construction as funding permits.	
FUNDING FOR THE GUELPH NEIGHBOURHOOD SUPPORT COALITION	Approve
THAT the report of the Director of Community Services dated May 14, 2008 with respect to additional funding for the Neighbourhood Support Coalition be received;	
AND THAT \$50,000 in additional funds for the Neighbourhood Support Coalition be funded through operating surpluses, to be identified during the course of the year from variances, be approved.	
IN CAMERA	
THAT the Emergency Services, Community Services & Operations Committee now hold a meeting that is closed to the meeting, pursuant to Section 239 (2) (b)of the Municipal Act with respect to: personal matters about identifiable individuals.	

OTHER BUSINESS

NEXT MEETING

June 18, 2008

Distribution	Minutes
	The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday, April 16, 2008, 5:30 p.m.
	A meeting of the Community, Operations and Emergency Services Committee was held on Wednesday, April 16, 2008 in Council Chambers at 5:30 p.m.
	Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge
	Also Present: Councillors Bell, Findlay, Piper and Salisbury
	Staff in Attendance: Ms. T. Sinclair, Associate Solicitor, Ms. L. Payne, Director of Corporate Services/City Solicitor; Mr. D. McCaughan, Director of Operations; Mr. M. Cameron, Manager, Parklands & Greenways; Mr. J. Riddell, Director of Community Design and Development; Ms. A. Pappert, Director of Community Services; Ms. Anna-Marie O'Connell, Supervisor of Parking Facilities; Mr. B. Chapman, Manager, Traffic & Parking; Mr. J. Gaddye, Traffic Technician; Mr. W. Galliher, Water Conservation Project Manager; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.
	There was no disclosure of pecuniary interest.
	 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT the minutes of the Emergency Services, Community Services & Operations Committee meeting held on March 17, 2008 be confirmed as recorded and without being read.
	Carried
	Pesticide By-law Pest Infestation Thresholds
	Ms. T. Sinclair explained the resolutions provided to the Committee to clarify the intent of the by-law. She stated the changes were made to obtain consistency throughout the by-law.
	Ms. Susan Watson outlined her concerns. She stated that she would like to see insect thresholds removed entirely from the by-law because it is for cosmetic purposes only. She also questioned why honey suckle and lily of the valley are on the list of invasive species because they are not health risks.
	Ms. Oxanna Adams addressed both public lands and private property. She stated that the wording allows pesticide use on City property and sports fields but in 2000, the City eliminated the use of pesticides.

Distribution	Minutes
April 16, 2008	Emergency Services, Community Services & Page 2 Operations Committee
	She was concerned about the risks of groundwater contamination and child safety. She said both insecticides and herbicides are just cosmetic so no thresholds should be allowed. She believes that people will not adopt alternatives if pesticides are available. She recommended that Council incorporate climatic conditions into the by- law.
	Ms. Gail McCormack raised concerns with respect to pesticide use on City property and the list of invasive species. She believes the City needs to educate people about planting undesirable species. Also, if it is necessary to remove invasive plants for a large area for naturalization, then they should provide exemptions on a case-by- case basis. The stated that the City made a commitment to phase out pesticide use on city lands and they should not reverse their decision. She suggested the list of invasive plants and the list of alternatives should be put on the website.
	Dr. Dennis Galon advised that he disagrees with instituting a total ban against insect infestations because they are often not noticed until the damage is done and beginning to spread. He advised that he reviewed the by-law with the intent to find the loopholes now instead of after the by-law was passed. He pointed out the vagueness of the term "infestation" and that because there are thresholds for cinch bugs and grubs, it could be interpreted as meaning people can spray for anything else. He advised a complete list of all the bugs and their thresholds should be included and clearly state that only pesticides proven to be effective against the specific insect may be used. He also said that although IPM accreditation is required, nowhere does it state that it must in fact follow those practices and guidelines. He also suggested that "under the direction of an IPM accredited person" could mean simply telling someone to do it. He advised the wording should be "under the control of the IPM accredited person".
	 Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the procedural by-law be suspended to allow the delegation to complete his presentation.
	Carried
	Dr. Galon also said the term "IPM accredited person" is not defined. He also recommended using the existing definition to determine the IPM accreditation recognized programs. He believes the dealing of public lands should meet the same practices as the public or it is hypocritical and open to criticism.
	Mr. Michael Gilbertson was present to address endocrine disruptors and the pesticide registration process. He provided information on

Distribution	Minutes
April 16, 2008	Emergency Services, Community Services & Page 3 Operations Committee
	traditional toxicology evaluations and the challenges of endocrine disruptors. He stated the City needs to take a cautionary approach and recommends that no pesticides be used for cosmetic purposes within the City of Guelph.
REPORT	3. Moved by Mayor Farbridge Seconded by Councillor Hofland THAT Section 3 (m) of City of Guelph By-law (2007)-18308 (the "Pesticide By-law") be amended to restrict the use of pesticides to address infestations by chinch bugs and grubs only, and only if: (i) the thresholds for these two insects, as adopted by and used by the City of Toronto as at April, 2008 and as set out in a draft consolidated by-law are met, (ii) such pesticides are applied or used by or under the direct supervision of an Integrated Pest Management ("IPM") accredited person, (iii) IPM methods are used, (iv) the lands upon which pesticides are applied or used are non City-owned lands, and (v) provided that the infestation exemption at Section 3(m), as amended, expires on January 1, 2011.
	Carried
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Beard THAT staff may request an exemption to the by-law in the case of exceptional circumstances regarding chinch bugs and grubs on City- owned lands.
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Beard THAT the Pesticide by-law be amended to make it clear that IPM standards of practice must be followed in the application of pesticides within the City of Guelph wherever IPM accreditation is referenced in the By-law.
	Carried
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Beard THAT the Pesticide By-law be amended to define IPM accreditation to mean accreditation through the Plant Health Care ("PHC")/IPM Council, the Audubon Cooperative Sanctuary System of Canada, the IPM-Environmental Health Care ("EHC") Council, or similar qualification as determined by the City and that the definition of IPM Accredited Groundskeeper be amended to be consistent with this definition.
	Carried

Distribution	Minutes
April 16, 2008	Emergency Services, Community Services & Page 4 Operations Committee
REPORT	 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT the Pesticide By-law be amended to require all commercial applicators of pesticides obtain IPM accreditation by April 1, 2009, be licensed under the Pesticides Act, and provide proof of IPM accreditation by January 31st of each year.
	Carried
REPORT	 8. Moved by Councillor Hofland Seconded by Mayor Farbridge THAT Section 3 of the Pesticide By-law be amended to include: lawn bowling greens provided that pesticides are applied or used only by or under the direct supervision of an IPM accredited person and that IPM methods are used; City-owned, non-irrigated sports fields provided that pesticides are applied or used only by or under the direct supervision of an IPM accredited person and that IPM methods are used; insect repellent for personal use; and the control of specified invasive species within naturalization areas on City-owned lands and Grand River Conservation Authority-owned lands which are maintained by the City provided that pesticides are applied or used only by or under the direct supervision of an IPM accredited person and that IPM methods are used.
	Carried
	Mr. Wayne Galliher, Water Conservation Project Manager advised that a Healthy Landscapes Technician has been hired and will be starting on the 28 th of April. He advised workshops are already being set up area nurseries and the University of Guelph have been contacted already.
REPORT	 Moved by Councillor Beard Seconded by Mayor Farbridge THAT the City's Healthy Landscape Technician provides an annual report to the Community Development and Environmental Services Committee regarding the public education program.
	Carried
REPORT	 Moved by Councillor Beard Seconded by Mayor Farbridge THAT an annual report on the City's activities regarding the spraying of pesticides be provided to the Community Development and Environmental Services Committee;

Distribution	Minutes
April 16, 2008	Emergency Services, Community Services & Page 5 Operations Committee
	AND THAT staff provides public notice regarding the City's use of pesticides.
	Carried
	Staff was directed to provide a draft consolidated by-law for the April 28 th Council meeting.
	Staff were directed to include the information from the delegation Michael Gilbertson regarding `Endocrine Disruptors and the Pesticide Registration Process' within the public education information.
	Mayor Farbridge left the meeting at 8:00 p.m.
	Exhibition Park Area Traffic Management Proposal
	Mr. J. Remmerswaal, a resident within the area, requested a larger stop sign be put on Kathleen Street. He does not see the need for the speed bumps. He stated a concern with decisions being made based on the low number of responses to the surveys. He asked why residents were not consulted a few years ago when stop signs were installed. He believes the stop signs have slowed traffic enough and does not see the need for speed bumps because it creates too much wear and tear on suspension. He also wanted to know how many cars per day, average speed, and whether both sides of the street were surveyed when they reviewed Division Street. He believes the City should just reduce the speed limit to 40 kph. He stated the speed humps did not work on Cassino Avenue or Dufferin Street.
	Mr. Thomas Gibson did not attend. Mr. B. Holstein, wished to thank the staff for working with the neighbourhood. He stated that over 90% of residents wanted something done in 2005. He advised that cut through traffic has increased since Walmart opened. He would like the City to use their resources to provide safety. He would like the speed humps installed because the policing of the running of stop signs has not been a priority. He said crossing railways, potholes, bumps on the mobility bus getting on the ramp, will cause damage if they are negotiated at speed – but will not cause damage if they use care and caution. He urged Council to go ahead with the plan.
REPORT	 Moved by Councillor Hofland Seconded by councilor Beard THAT the report of the Director of Operations dated April 16th, 2008 with respect to the Exhibition Park Area Traffic Management Proposal be received;

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Distribution	Minutes	
April 16, 2008	Emergency Services, Community Services & P Operations Committee	Page 6
	AND THAT the traffic management plan for Exhibition Park A outlined in Appendix B in the Director of Operations report on 16, 2008, be approved for installation.	
	c	Carried
	Staff was directed to get the Accessibility Advisory Committe involved earlier in the traffic calming processes.	ee
	Waterloo Wellington LHIN – Guelph Clinics	
	Mr. Ross Kirkconnell, Executive Director, Family Health Tear provided the Committee with background information on the clinics. He advised that family practice is changing. Doctors based upon their patient roster instead of a fee for service. provide day-to- day care, evening, and after hours care. Th enable better care to be provided He stated fewer doctors w work at walk-in clinics. He advised that the health care syst transition phase and that the walk-in clinics cannot get enou doctors. He said the City is on the right track to attract the We will have five new family physicians working as part of t within Guelph. The applications for a doctor on the website they will roster their patients.	e walk-in s are paid They nis would vant to tem is in a ugh e doctors. he group
Mr. P. Cartwright	 Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the presentation regarding Guelph clinics by Mr. Ross Kirkconnell be received for information. 	
	C	Carried
	Heart & Stroke Big Bike Event – June 17 & 19, 2008	
REPORT	 Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the Heart & Stroke Big Bike special event for June 17 2008, as outlined in the Operations report dated April 16, 2 approved. 	
	C	Carried
	Implementation of Overnight On-Street Parking	
REPORT	 Moved by Councillor Farrelly Seconded by Councillor Beard THAT the enforcement of the 2:00 a.m. – 6:00 a.m. parking restriction found in the Traffic By-law (2002)-17017, as am temporarily suspended from May 1, 2008 until November 1, 	ended, be

Distribution	Minutes
April 16, 2008	Emergency Services, Community Services & Page 7 Operations Committee
	AND THAT staff report back to Council on community opinion and operational impacts of temporarily allowing overnight parking until November 1 st , 2008.
	Carried
	Staff was directed to quantify results by month, and track how many cars are not complying.
	Parking initiatives – Alternative Transportation Promotion
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT operators of hybrid vehicles be offered a 25% discount on the cost of their monthly parking permit, provided the hybrid vehicle is the only vehicle registered to the permit;
	AND THAT operators of electric motor scooters and hybrid vehicles be offered a 25% discount on their hourly parking fees at the attended municipal parking facilities;
	AND THAT should a waiting list for monthly parking permits exist, preference for monthly permits be given to those who carpool;
	AND THAT the staff co-ordinate carpooling opportunities for city staff;
	AND THAT bicycle racks be strategically placed at each downtown parking facility;
	AND THAT staff actively promote these alternatives to the public;
	AND THAT staff report back on the effectiveness of promoting alternative transportation in 2009.
	Carried
	Staff was directed to include a complete evaluation be done in conjunction with the budget cycle.
	Cassino Avenue Speed Cushion Pilot Project
REPORT	 Moved by Councillor Beard Seconded by councilor farrelly THAT Speed Humps be utilized for permanent traffic management purposes instead of Speed Cushions;

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Distribution	Minutes
April 16, 2008	Emergency Services, Community Services & Page 8 Operations Committee
	AND THAT staff be authorized to continue to use Speed Cushions as an interim measure in neighbourhoods where speeding and excessive volume is an issue.
	Carried
	River Run Centre Capital Reserve Fund Expenditures (2008)
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland THAT the report of the Director of Community Services dated April 16, 2008 with respect to River Run Centre Capital Reserve Fund Expenditures (2008) be received;
	AND THAT expenditures to upgrade the theatre's audio, video and lobby monitor systems for the total amount of \$63,500 to be funded from the River Run Centre's Capital Reserve Fund in 2008 be approved.
	Carried Composition of Advisory Committee: Recreation, Parks and Culture Strategic Master Plan/South End Community Centre Component Study
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT the report of the Director of Community Services dated April 16, 2008 with respect to the composition of the Advisory Committee for the Recreation, Parks and Culture Strategic Master Plan/South End Community Centre Component Study be received;
-	AND THAT the composition of the Advisory Committee for the Recreation, Parks and Culture Strategic Master Plan/South End Community Centre Component Study as outlined in the April 16, 2008 report be approved;
	AND THAT one (1) member of City Council be appointed to this Advisory Committee
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT a representative from the Guelph Youth Council be added the composition of the Advisory Committee for the Recreation, Parks and Culture Strategic Master Plan/South End Community Centre Component Study.
	Carried

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Distribution	Minutes	
April 16, 2008	Emergency Services, Community Services & Operations Committee	Page 9
	 20. Moved by Councillor Farrelly Seconded by Councillor Hofland THAT the Emergency Services, Community Services & Op Committee now hold a meeting that is closed to the meet pursuant to Section 239 (2) (a) and (b)of the Municipal A respect to: security of the property of the City; personal matters about identifiable individuals. 	ing,
•		Carried
	The remainder of the meeting was held in closed session.	
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Councillor Beard Seconded by Councillor Hofland THAT staff be given direction with respect to a personal mabout an identifiable individual. 	natter
		Carried
	Next Meeting: May 14, 2008	
	The meeting adjourned at 9:35 p.m.	
	, ,	
	Chairperson	•••••

INFORMATION REPORT



SERVICE AREA	Economic Development and Tourism
DATE	May 14, 2008

SUBJECT Physician Recruitment Committee Update REPORT NUMBER

SUMMARY

Interest Free Loan Program Status at March 31, 2008

	rogram ding Limit	 vailable alance	Loans Issued	Current Loans	Current Funding Capacity
City of Guelph	\$ 105,000	\$ 99,000	7	2	7
Guelph Chamber of Commerce	\$ 75,000	\$ 54,000	10	4	4
			Total Fundi	ng Capacity =	11

There is current funding capacity from the City and the Chamber to continue the Physician Recruitment interest free loan program for the foreseeable future.

Guelph – Wellington Under-serviced Status

- In 2000 the Province identified the need for an additional 12 General Practitioners (GPs).
- In 2004 the Province identified the Guelph/Wellington area was underserviced by 10 GPs.
- As of April 2, 2008 the Ministry of Health and Long Term Care confirmed the Guelph Wellington area is underserviced by 7 GPs.
- It is estimated that the program currently has in excess of 700 family applications for new GPs. It is difficult to determine the actual amount of applications as they are sealed and confidential. There may be duplication. The Committee does not review them prior to distributing them to GPs. A high percentage of the applications are returned to the Committee by the GPs.
- The committee foresees the need for additional GPs due to population growth and the impending retirement of current GPs.

BACKGROUND

The Committee was formed in mid 1999 to find a solution for the shortage of General Practitioners (GPs) in Guelph, Guelph-Eramosa and Puslinch areas. In June 2000, the area was designated as "Under-serviced" by the Ontario Ministry of Health for 12 GPs. The under-serviced designation provides certain provincial benefits to GPs who locate in an area designated as under-serviced. These benefits include reimbursement of travel and accommodation costs to visit an under-serviced community, a \$15,000 interest free relocation loan payable over four years, the ability for local recruitment committees to participation in medical school job fairs and, physician tuition rebates of up to \$40,000.

In April 2001, the Guelph Chamber of Commerce initiated a \$15,000 interest free loan program to front the \$15,000 grant that the GPs would subsequently receive from the province. The loans are repayable over four years - \$6,000 on the first anniversary and \$3,000 on the second, third and fourth anniversaries. There is no restriction on what the loans are used for. The initial amount of the Chamber funding was \$50,000 which was subsequently matched by the City of Guelph. The funding concept was used so that loan repayments could be "recycled" to fund additional loans. The County joined the program in 2003 with a commitment of \$15,000 payments in 2003 and 2004. Subsequently, the Chamber increased its commitment to \$75,000 and the City increased it's commitment to \$105,000. A summary of the status of the funding program has been provided in this report. At the time of writing of this report the status of the County's program was not confirmed. Staff will report on this component of the program at a later date.

REPORT

It should be noted that a significant number of retiring GPs are operating solo practices. The committee has noted that new physicians coming to our community do not appear to be interested in solo practices; they are looking for group practices in order to share overheads, administration and workloads with other GPs. All community group practices are currently operating at capacity, and office capacity is limited for new practitioners.

The Committee also anticipates that a significant number of GPs are looking to retire in the near future. Many are working 60 to 80 hour weeks. GPs are also unhappy with the current fee-for-service billing model and are looking at salaried positions in hospitals or social agencies. Many are looking to form Family Health Teams that are remunerated on a flat fee per patient basis. It should also be noted that more than half of graduating GPs are female and most do not wish to have full time practices. For these reasons, the Committee is recommending that physician recruitment and retention will be an on-going necessity.

The Committee has been very successful in recruiting GPs to our community. While it currently appears that our community is better serviced than most, it should be pointed out that additional doctors will be required due to pending retirements and the projected growth in the City of Guelph. In addition to the interest free loan program, in 2006 Guelph City Council approved an annual expenditure of \$25,000 for the purpose of hiring a professional recruitment coordinator. The hiring of this individual is also receiving "in-kind" support from the Chamber of Commerce and Guelph General Hospital.

The writer of this report is pleased to confirm that Mr. Michael Churm of Churm Dundas Consulting Services has been retained by the Committee to perform the following recruitment program functions.

- Creating, maintaining and managing a database of the current physician complement and practice opportunities;
- Touring prospective health care professionals and their families within the community showcasing relevant medical, educational, religious and social venues;
- Assisting the Committee with the development and implementation of recruitment and retention strategies;
- Assisting in fundraising efforts to help in the recruitment process;
- Providing input and assist in the production of various public relation/marketing materials; and
- Participating in special recruiting events or initiatives.

The recruitment coordinator will report to the Committee. An annual review will be conducted to evaluate the success of the recruiter's activities and to evaluate the renewal of the contract. It is anticipated this function will greatly improve the Committee's ability to attract and retain GPs as well as to effectively process applications from the public for GPs.

CORPORATE STRATEGIC PLAN

Goal 2 – A Health and Safe Community Where Life Can Be Lived to the Fullest.

FINANCIAL IMPLICATIONS

1) Interest Free Loan Program

Interest free loans to a maximum of \$15,000 per new physician are provided by the City of Guelph as an incentive to attract new physicians. The loans are secured by way of an agreement and are repayable over a four year period. The repayment schedule is \$6,000 on the first anniversary, \$3,000 on the second, third and fourth anniversaries.

2) Physician Recruiter

The City of Guelph has approved the expenditure of \$25,000 to retain a physician recruiter. Funds are provided through Economic Development and Tourism Service's annual operating budget.

DEPARTMENTAL CONSULTATION/CONCURRENCE

 $\ensuremath{\mathsf{N/A}}$ as the program is administered through Economic Development and Tourism Services.

COMMUNICATIONS

N/A

ATTACHMENTS

Prepared and Recommended By: Peter Cartwright, General Manager Economic Development and Tourism Services 519 822 1260 ext 2820 peter.cartwright@guelph.ca

COMMITTEE REPORT



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Operations Wednesday May 14, 2008
SUBJECT	2008 SERVICE AGREEMENT WITH THE GUELPH HUMANE
REPORT NUMBER	

RECOMMENDATION

That the Mayor and City Clerk be authorized to sign an agreement with the Guelph Humane Society for the provision of dog control, dog licensing, and animal shelter at a cost of \$322,000 for the period January 1, 2008 to December 31, 2008.

BACKGROUND

The Guelph Humane Society has been successfully carrying out animal control services and the enforcement of the Dog Control By-law (1991)-14008 for the City of Guelph since 1977. The cost of this agreement is within the approved 2008 budget amount.

REPORT

There were no significant changes made to the terms of agreement between the 2007 and 2008 contracts. An increase of 3% was approved in the 2008 budget process bringing the budgeted cost to \$322,000.

The agreement between the City of Guelph and the Guelph Humane Society will continue to include:

- ⇒ Compensation to employ two full time Animal Control Officers for enforcing the Dog Control By-law and for investigating incidences relating to the Dog Owners' Liability Act and animal cruelty.
- ⇒ Compensation for issuing the annual dog licenses, maintaining the licensing database, and providing an animal shelter for stray, injured and impounded domestic animals and wildlife
- ⇒ A portion of the revenues generated from licensing and animal sheltering is received by the City to support the cost of the service agreement.

- ⇒ Reimbursement for veterinary costs, disposal fees and quarantine fees associated with stray domestic animals and unclaimed pets, to a maximum of \$30,000 for the year.
- ⇒ Reimbursement for any costs incurred in enforcing the Pit Bull Provision as defined in the Dog Owners' Liability Act will also continue. The reimbursement limit has been set at \$4,500 due to a declining trend in the enforcement requirements of such dogs.

Negotiations for the 2009 service agreement will begin in June 2008 to ensure alignment with the 2009 budget schedule.

CORPORATE STRATEGIC PLAN

A community-focused, responsive and accountable government.

FINANCIAL IMPLICATIONS

n/a

DEPARTMENTAL CONSULTATION n/a

COMMUNICATIONS n/a

ATTACHMENTS

n/a

mba

Prepared By: Beth Brombal Coordinator, Service Performance 519-837-5628 ext. 2006 beth.brombal@guelph.ca

Recommended By: Derek McCaughan Director, Operations 519-837-5628 ext. 2018 derek.mccaughan@guelph.ca

COMMITTEE REPORT



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA	Operations
DATE	Wednesday, May 14, 2008

SUBJECT Queen Street at Arthur Street N. Roadway Narrowing REPORT NUMBER

RECOMMENDATION

THAT the narrowing at the intersection of Queen Street and Arthur Street N. as outlined in the report of the Director of Operations dated May 14, 2008, be approved for construction as funding permits.

BACKGROUND

As part of the 2005 Arthur-King-Queen traffic calming plan a narrowing was installed using bollard posts on Queen Street at Arthur Street N. Although this was not part of staff's recommended plan presented to the ECO Committee in November 2007, it was highlighted as a further improvement to the area.

On November 12, 2007, Emergency Services, Community Services and Operations Committee passed the following resolution:

THAT staff consider installing the curb extension at Queen Street and Arthur Street and report back including estimated costs.

REPORT

The intersection of Queen Street at Arthur Street N. is a wide intersection allowing right turns to be made from Arthur Street with relative ease and without the need to substantially reduce vehicle operating speeds. The subject narrowing on Queen Street at Arthur Street N. may decrease the amount of traffic on Queen Street by making it less comfortable to turn right from Arthur Street N. onto Queen Street. Along with decreasing the speed of traffic making the right turn from Arthur Street N. onto Queen Street, the narrowing would decrease the pedestrian crossing distance from 18m to 10m thereby enhancing pedestrian safety.

The estimated cost for construction of the narrowing including realigning the sidewalk is approximately \$11 200.

Appendix A illustrates the location of the intersection.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS

RD0063 Traffic Management Initiatives – approximately \$11,200 pending approval of the 2009 Capital Budget.

DEPARTMENTAL CONSULTATION

• Engineering Services provided cost estimate.

COMMUNICATIONS

Notice has been provided to the neighbourhood study area that this matter is before Committee on this date.

ATTACHMENTS

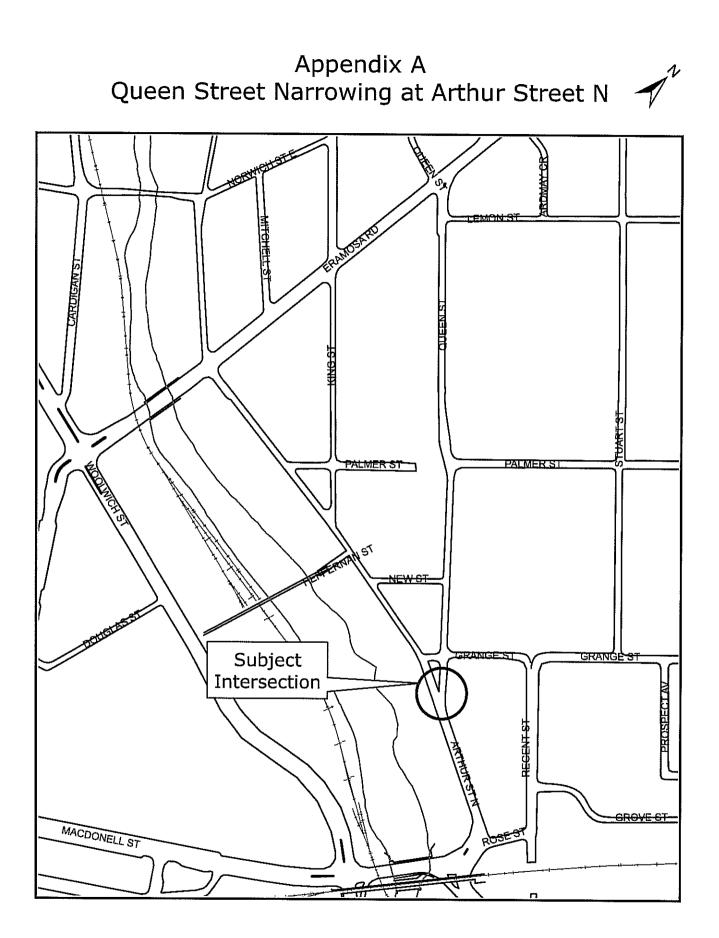
Appendix A – location of intersection

Prepared_Bv:

John Gaddye, A.Sc.T.) Traffic Technologist II 519.837.5628 x2040 john.gaddye@guelph.ca

Recommended By: Derek J. McCaughan Director, Operations 519.837.5628 x2018 derek.mccaughan@guelph.ca

Recommended By: Bob Chapman Manager, Traffic & Parking 519.837.5612 x2275 bob.chapman@guelph.ca



COMMITTEE REPORT



ТО	Emergency Services, Community Services and Operations Committee
	Community Services

SERVICE AREA Community Services DATE May 14, 2008

SUBJECT Funding for the Guelph Neighbourhood Support Coalition REPORT NUMBER CS-CD-0805

RECOMMENDATION

THAT the report of the Director of Community Services dated May 14, 2008 with respect to additional funding for the Neighbourhood Support Coalition be received;

AND THAT \$50,000 in additional funds for the Neighbourhood Support Coalition be funded through operating surpluses, to be identified during the course of the year from variances be approved.

BACKGROUND

During the 2008 Council budget deliberations a representative of the Guelph Neighbourhood Support Coalition appeared as a delegation, and requested that Council approve a \$50,000 increase to the funds distributed to Neighbourhood Groups. Council did not approve this expenditure at that time, but passed a resolution requesting staff work with the Neighbourhood Support Coalition and report back to the ECO Committee. Thus the increased funds were not budgeted.

At a meeting of Council on March 25, 2008 the following resolution was adopted:

"THAT staff be directed to find a source of funding within the 2008 Operating Budget, in the amount of \$50,000 as requested by the Guelph Neighbourhood Support Coalition."

REPORT

The Senior Management Team reviewed the matter corporately. It was determined that the best resolution of this matter outside of the budget process is to manage the \$50,000 over expenditure by identifying and committing favourable variances during the course of the fiscal year. Variance reports are carefully monitored and past experience suggests that the probability of a budget surplus was reasonably high. The recommendation of the Senior Management Team was that we fund the \$50,000 from Operating Surpluses.

CORPORATE STRATEGIC PLAN

N/A

FINANCIAL IMPLICATIONS

The cost of the additional support to the Neighbourhood Groups is \$50,000. This expenditure will be funded by positive variances throughout the fiscal year.

DEPARTMENTAL CONSULTATION

All City Departments

COMMUNICATIONS

N/A

ATTACHMENTS

N/A

Robert Marli

Prepared By: Rob Mackay Manager of Recreation and Culture 519-822-1260 ext. 2664 rob.mackay@guelph.ca

and ant

Recommended By: Ann Pappert Director of Community Services 519-822-1260 ext. 2665 ann.pappert@guelph.ca

sandian

Recommended By: Susan Aram Manager of Budget Services 519-822-1260 ext. 2300 <u>susan.aram@guelph.ca</u>

The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday, May 14, 2008, 5:10 p.m.

A meeting of the Community, Operations and Emergency Services Committee was held on Wednesday, May 14, 2008 in Council Chambers at 5:10 p.m.

Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Ms. A. Pappert, Director of Community Services; Mr. B. Chapman, Manager, Traffic & Parking; Mr. M. Cameron, Manager, Parklands & Greenways; Ms. B. Brombal, Coordinator, Service Performance; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

Councillor Farrelly declared a possible pecuniary interest regarding the Queen Street at Arthur Street North Roadway Narrowing because she is in the area and on the circulation list.

The Chair advised that the `Presentation by the Med Ed Group: Medical School and Health Sciences Campus' and the `Physician Recruitment Committee Update' were withdrawn from this agenda as the presenter of MedEd was unavailable.

1. Moved by Councillor Hofland Seconded by Mayor Farbridge

THAT the minutes of the Emergency Services, Community Services & Operations Committee meeting held on April 16, 2008 be confirmed as recorded and without being read.

Carried

2008 Service Agreement with the Guelph Humane Society

2. Moved by Councillor Hofland Seconded by Councillor Beard

THAT the Mayor and Clerk be authorized to sign an agreement with the Guelph Humane Society for the provision of dog control, dog licensing, and animal shelter at a cost of \$322,000 for the period January 1, 2008 to December 31, 2008.

REPORT

May 16, 2008Emergency Services, Community ServicesPage 2& Operations Committee

Queen Street at Arthur Street North Roadway Narrowing

Councillor Farrelly left the meeting for this item and did not participate in discussion or vote on the matter.

3. Moved by Councillor Hofland

RFPORT

Seconded by Councillor Beard

THAT the narrowing at the intersection of Queen Street and Arthur Street N. as outlined in the report of the Director of Operations dated May 14, 2008, be approved for construction as funding permits.

Carried

Funding for the Guelph Neighbourhood Support Coalition

4. Moved by Councillor Beard Seconded by Mayor Farbridge

REPORT THAT the report of the Director of Community Services dated May 14, 2008 with respect to additional funding for the Neighbourhood Support Coalition be received;

> AND THAT \$50,000 in additional funds for the Neighbourhood Support Coalition be funded through operating surpluses, to be identified during the course of the year from variances, be approved.

> > Carried

5. Moved by Councillor Farrelly Seconded by Councillor Beard

THAT the Emergency Services, Community Services & Operations Committee now hold a meeting that is closed to the meeting, pursuant to Section 239 (2) (b) of the Municipal Act with respect to:

• personal matters about identifiable individuals.

Carried

The remainder of the meeting was held in closed session.

May 16, 2008	Emergency Services, Community Services & Operations Committee	Page 3
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Councillor Hofland Seconded by Councillor Beard THAT staff be given direction with respect to a per about an identifiable individual. 	rsonal matter arried
	The Committee advised staff to make arrangemer `Presentation by the Med Ed Group: Medical Sch Sciences Campus' and the `Physician Recruitmen Update' placed on the May 26 th , 2008 Council Age	ool and Health t Committee
	Next Meeting: June 18, 2008	

The meeting adjourned at 5:25 p.m.

Chairperson

COMMITTEE AGENDA



TO Emergency Services, Community Services and Operations Committee

DATE June 18, 2008

LOCATION Council Chambers TIME 4:30 p.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

May 14, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
MINISTRY OF NATURAL RESOURCES – DISTRIBUTION OF RABIES VACCINE IN THE CITY OF GUELPH	
Adam McAllister & Mike Allan, on behalf of the Wildlife Research and Development Section of the Ministry of Natural Resources will be present to provide information with respect to the distribution of rabies vaccines in the City of Guelph.	
2008 CANADA DAY FIREWORKS	Approve
THAT the request from the Rotary Club of Guelph to provide a fireworks display at Riverside Park on July 1, 2008, be approved subject to the Rotary Club of Guelph meeting the terms and conditions of the Guelph Fire Department;	
AND THAT the Rotary Club of Guelph obtain liability coverage in the amount of \$5,000,000.00 with the City of Guelph named as an additional insured party, and provide a certificate indicating such coverage, be submitted to the City of Guelph prior to the event;	

AND THAT the City accepts no responsibility for any liability that arises out of granting this permission for use of City property and facilities.	
GUELPH TRANSIT SERVICE CHANGES COMMENCING JULY 6, 2008	Receive
 THAT report CS-TR-0812 dated June 18, 2008 regarding Guelph Transit service changes commencing July 6, 2008, be received. Stephanie Grondinger Kevin Grondinger Jack Steeneveld Shandi Steeneveld 	
GUELPH TRANSIT INFORMATION POSTS	Receive
THAT report CS-TR-0811 dated June 18, 2008 regarding Guelph Transit Information Posts be received.	
LORETTO CONVENT / CIVIC MUSEUM STEERING COMMITTEE	Receive
THAT the report entitled "Loretto Convent/Civic Museum Steering Committee" number CS_AD-0814, be received.	
AWARDING OF CONTRACT TO MONTEITH BROWN PLANNING CONSULTANTS – RECREATION, PARKS AND CULTURE STRATEGIC MASTER PLAN AND SOUTH END COMMUNITY CENTRE COMPONENT STUDY	Approve
THAT the report of the Director of Community Services dated June 6, 2008, with respect to the awarding of Contract 08-059 be received;	
AND THAT the City of Guelph award the contract for consulting services for the Recreation, Parks & Culture Strategic Master Plan and the South End Community Centre Component Study, to Monteith Brown Planning Consultants, of London, Ontario, in the total amount of \$178,100 exclusive of GST;	

AND THAT the Procurement Division be authorized to issue the necessary purchase order;	
AND THAT the funding for this study, currently in the capital budget for 2009 and 2010 be moved to the year 2009 and be pre-approved in total.	
KING STREET & QUEEN STREET TWO-WAY TRAFFIC SURVEY	Approve
THAT King Street remain one-way southbound and Queen Street remain one-way northbound between Eramosa Road and Arthur Street North as outlined in the report of the Director of Operations dated June 18, 2008.	
HOLISTIC SERVICES SCHEDULE TO BUSINESS LICENSING BY-LAW	Approve
THAT staff be directed to prepare amendments to the Business Licence By-law (2004)-17551 to delete the Alternative Health Care category and to add a new holistic licence category in accordance with the report of the Information Services Department dated June 18, 2008.	

OTHER BUSINESS

NEXT MEETING

July 16, 2008

The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday, May 14, 2008, 5:10 p.m.

A meeting of the Community, Operations and Emergency Services Committee was held on Wednesday, May 14, 2008 in Council Chambers at 5:10 p.m.

Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Ms. A. Pappert, Director of Community Services; Mr. B. Chapman, Manager, Traffic & Parking; Mr. M. Cameron, Manager, Parklands & Greenways; Ms. B. Brombal, Coordinator, Service Performance; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

Councillor Farrelly declared a possible pecuniary interest regarding the Queen Street at Arthur Street North Roadway Narrowing because she is in the area and on the circulation list.

The Chair advised that the `Presentation by the Med Ed Group: Medical School and Health Sciences Campus' and the `Physician Recruitment Committee Update' were withdrawn from this agenda as the presenter of MedEd was unavailable.

1. Moved by Councillor Hofland Seconded by Mayor Farbridge

THAT the minutes of the Emergency Services, Community Services & Operations Committee meeting held on April 16, 2008 be confirmed as recorded and without being read.

Carried

2008 Service Agreement with the Guelph Humane Society

2. Moved by Councillor Hofland Seconded by Councillor Beard

THAT the Mayor and Clerk be authorized to sign an agreement with the Guelph Humane Society for the provision of dog control, dog licensing, and animal shelter at a cost of \$322,000 for the period January 1, 2008 to December 31, 2008.

REPORT

Distribution	Minutes
May 16, 2008	Emergency Services, Community Services Page 2 & Operations Committee
	Queen Street at Arthur Street North Roadway Narrowing
	Councillor Farrelly left the meeting for this item and did not participate in discussion or vote on the matter.
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT the narrowing at the intersection of Queen Street and Arthur Street N. as outlined in the report of the Director of Operations dated May 14, 2008, be approved for construction as funding permits.
	Carried
	Funding for the Guelph Neighbourhood Support Coalition
REPORT	 Moved by Councillor Beard Seconded by Mayor Farbridge THAT the report of the Director of Community Services dated May 14, 2008 with respect to additional funding for the Neighbourhood Support Coalition be received;
	AND THAT \$50,000 in additional funds for the Neighbourhood Support Coalition be funded through operating surpluses, to be identified during the course of the year from variances, be approved.
	Carried
	 5. Moved by Councillor Farrelly Seconded by Councillor Beard THAT the Emergency Services, Community Services & Operations Committee now hold a meeting that is closed to the meeting, pursuant to Section 239 (2) (b) of the Municipal Act with respect to: personal matters about identifiable individuals.
	Carried
	The remainder of the meeting was held in closed session.

Distribution	Minutes
May 16, 2008	Emergency Services, Community Services Page 3 & Operations Committee
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Councillor Hofland Seconded by Councillor Beard THAT staff be given direction with respect to a personal matter about an identifiable individual.
	Carried
	The Committee advised staff to make arrangements to have the `Presentation by the Med Ed Group: Medical School and Health Sciences Campus' and the `Physician Recruitment Committee Update' placed on the May 26 th , 2008 Council Agenda.
	Next Meeting: June 18, 2008
	The meeting adjourned at 5:25 p.m.
	Chairperson

COMMITTEE REPORT



TO Emergency Services, Community Services and Operations Committee

SERVICE AREAOperationsDATEWednesday June 18, 2008

SUBJECT 2008 Canada Day Fireworks

REPORT NUMBER

RECOMMENDATION

THAT the request from the Rotary Club of Guelph to provide a fireworks display at Riverside Park on July 1, 2008, be approved subject to the Rotary Club of Guelph meeting the terms and conditions of the Guelph Fire Department;

AND THAT the Rotary Club of Guelph obtain liability coverage in the amount of \$5,000,000.00 with the City of Guelph named as an additional insured party, and provide a certificate indicating such coverage, be submitted to the City of Guelph prior to the event;

AND THAT the City accepts no responsibility for any liability that arises out of granting this permission for use of City property and facilities.

BACKGROUND

The Rotary Club has a 15+ year tradition of hosting Canada Day celebrations at Riverside Park.

REPORT

The Rotary Club of Guelph has once again made application to the City to approve their family-oriented community event which will include the discharge of fireworks at approximately 10:00pm on July 1st 2008, to celebrate Canada Day. Staff believes the event is in the best interest of the community and supports their request, conditional on the club meeting the City's normal special event requirements.

CORPORATE STRATEGIC PLAN

The community event supports the following strategic corporate goals:

- Personal and community well-being---a healthy and safe community where life can be lived to the fullest
- Economic opportunity --- a diverse and prosperous local economy
- Arts, culture and heritage --- a vibrant and valued arts, culture and heritage identity

Government and community involvement---a community-focused, responsive and accountable government

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Community Services and Emergency Services

COMMUNICATIONS N/A

ATTACHMENTS

N/A

Prepared By: D. Murray Cameron Manager of Parklands and Greenways 519 822 1260 x 2007 murray.cameron@guelph.ca

Recommended By: Derek J. McCaughan Director of Operations 519 822 1260 x 2018 derek.mccaughan@guelph.ca

INFORMATION REPORT



ТО	Emergency Services, Community Services & Operations Committee
SERVICE AREA DATE	Community Services June 18, 2008
SUBJECT	Guelph Transit Service Changes Commencing July 6, 2008

RECOMMENDATION

"THAT report CS-TR-0812 dated June 18, 2008 regarding Guelph Transit service changes commencing July 6, 2008 be received."

SUMMARY

Effective July 6, 2008, transit service frequency will increase to 20 minute service from the start of service in the morning until 7:00 pm from Monday to Friday. Inclusively, Route 54 Arkell has been redesigned to operate from the area bounded from Arkell Rd, Victoria Rd., Clair Rd. and Gordon St. to St. George's Square without the need to transfer.

BACKGROUND

As a result of customer demand, Guelph Transit initiated a recommendation to Guelph City Council to improve service frequency to 20 minutes effective July 6, 2008. This recommendation was approved by Council on February 19, 2008.

REPORT

Service Frequency

Commencing July 6, 2008 Guelph Transit will operate 20 minute service on all base routes from Monday to Friday from 5:40 am until 7:00 pm. After 7:00 pm, routes will operate on thirty (30) minute cycles. Base routes consist of all routes which operate out of St. George's Square and are as follows:

- Route 1 Woodlawn Route 4 York Road Route 7 St. Joseph's Hospital Route 9 Stone Road Mall Route 22 Conestoga Route 24 Industrial Route 52 University/Kortright Route 61 Victor Davis
- Route 3 Waterloo/Fife Route 6 Auden/Eastview Route 8 General Hospital Route 10 College/Niska Route 23 Paisley/Imperial Route 51 Gordon Route 54 Arkell

Specifically, base routes will enter St. George's Square on the easy clock face of 0:00; 0:20; 0:40. The last bus operating on 20 minute frequency will enter St. George's Square at 7:00 pm. Thirty minute service will commence with the first trip leaving St. George's Square at 7:15 pm and operate until the last trip leaving St. George's Square at 12:15 am.

Saturday Service will continue to operate on a 30 minute frequency with service commencing as usual at 5:45 am with the last trip leaving St. George's Square at 12:15 am. Sunday and Statutory Holiday Service will also continue to operate on a 30 minute service frequency with service commencing as usual at 9:15 am with the last trip leaving St. George's Square at 6:15 pm.

Changes to Route #54

Previous routing of Route 54 operated only in the south end of the city with the route beginning and ending at the University of Guelph terminal, which required customers to transfer or layover with a connecting bus to travel downtown. Due to ridership growth, customer demand and development in the south end (bounded by Arkell Road, Victoria Road, Clair Road and Gordon Street) it has become necessary to extend this route downtown to St. George's Square (Appendix A). Route 54 will also be redesigned in the southern loop to coordinate development growth and future opportunity.

Route 54 will operate out of St. George's Square travelling south on Wyndham Street, west on Macdonell Street, south on Norfolk Street, south on Gordon Street, operating directly into University Centre via South Ring Road. The route will operate out of South Ring Road travelling southbound on Gordon Street, turning east on Arkell Road, south on Summerfield Drive, south on Victoria Road, and entering the newly developed Fredrick Street.

The bus will travel west on Goodwin Drive, north on Farley Drive, north on Pine Ridge Drive, and west on Lowes Road. The route will then turn northbound on Gordon Street entering the University of Guelph transit node via South Ring Road. On the inbound trip to St. George's Square, the bus will travel north on Gordon Street continuing through Norfolk Street and turning east on to Quebec Street entering St. George's Square.

Accessibility

Meetings were conducted with the Accessibility Advisory Committee (AAC) for community input into which routes should be designated accessible. By increasing the service frequency to 20 minutes, additional buses will be required on each route and Guelph Transit currently does not have enough low floor vehicles to guarantee all routes as accessible. The committee was asked whether they would prefer to have all accessible buses on some base level routes or some accessible vehicles on all base level routes. The AAC determined that the community would prefer having accessibility on all base routes, with the understanding that not all trips could be supplied with accessible buses at this time.

Guelph Transit schedules will identify which trips shall be deemed nonaccessible in order for customers to plan their daily trips. Information shall be displayed on Information Posts at every bus stop in the City of Guelph, printable schedules made available, and online schedule information will be posted on the City's website.

Accessibility will increase on the routes when seven new low floor vehicles arrive in November 2008 and an additional 10 low floor vehicles in January 2009.

CORPORATE STRATEGIC PLAN

Goal 1: An attractive, well-functioning and sustainable city Goal 2: A healthy & safe community where life can be lived to the fullest Goal 5: A community-focused, responsive and accountable government

FINANCIAL IMPLICATIONS

Council approved the necessary budget to implement this 20 minute Transit service.

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS

Information updated on City website & paper schedules Information updated for NextBus Communications media release Information bulletins on buses advising of changes Information material for City Page in Tribune Mailout to residents directly affected by the change in the surrounding area (Arkell Road, Clair Road, Gordon Street, Victoria Road)

ATTACHMENTS

Appendix A: Route 54 map

Juiton

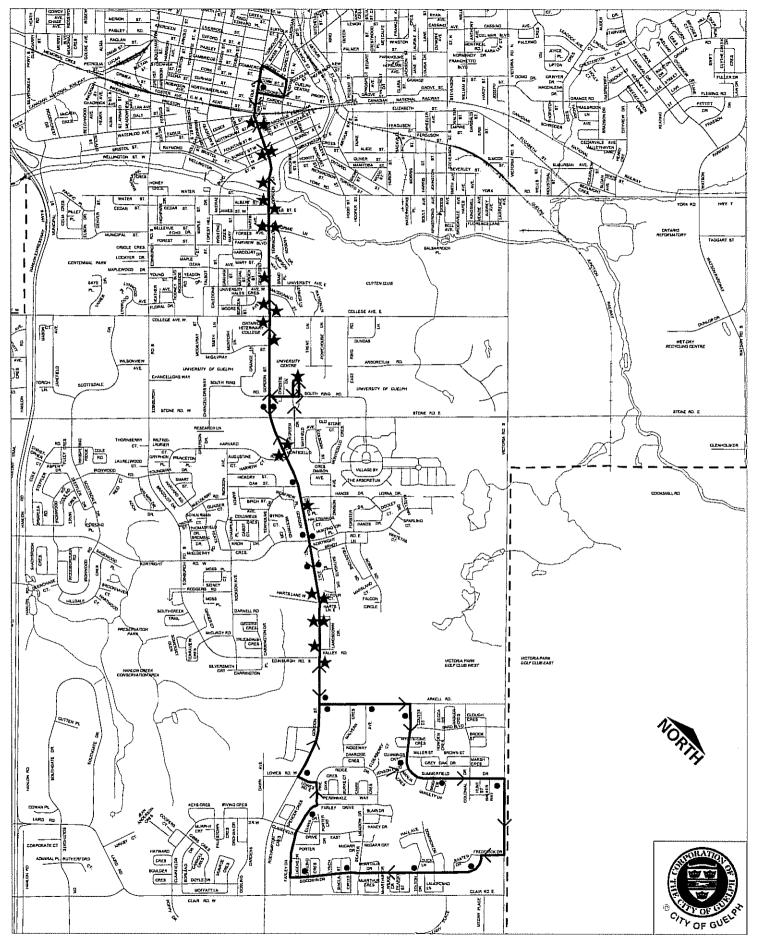
Prepared By: Fred Gerrior Supervisor of Scheduling & Service Planning 519-822-1811 ext. 2797 fred.gerrior@guelph.ca

RFrench

Recommended By: Randall French Manager, Transit Services 519-822-1811 ext. 2795 randall.french@guelph.ca

ala

Recommended By: Ann Pappert Director, Community Services 519-822-1260 ext. 2665 ann.pappert@guelph.ca







ТО	Emergency Services, Community Services & Operations Committee
SERVICE AREA	Community Services
DATE	June 18, 2008
SUBJECT	Guelph Transit Information Posts
REPORT NUMBER	CS-TR-0811

RECOMMENDATION

"THAT report CS-TR-0811 dated June 18, 2008 regarding Guelph Transit Information Posts be received."

BACKGROUND

During the 2008 Capital Budget process, it was identified that additional communication strategies for transit schedules should be investigated to improve route information to passengers using Guelph Transit Services. It was resolved that Information Posts would be purchased and displayed at each bus stop in an effort to inform riders of route and stop specific departure information.

REPORT

An Information Post will provide schedule information unique to each individual stop, at each of the approximately 968 bus stop locations in the City of Guelph. A sign template, reflecting the City's brand will be designed for the Information Posts. The template will allow for route timing information changes and printing to be managed internally, providing quality and timely service to the ridership.

The Information Posts will include detailed information for Monday-Friday, Saturday, Sunday and Holiday Service, as well as identifying the arrival times for accessible buses. Guelph Transit contact information, the new fare structure, including cash fare and ticket/pass information, and all Next Bus information will be displayed. The Information Posts signs will also allow for bus stop service disruption notices, including construction detours and stop relocations, to be displayed at eye-level, in a clear and professional manner. In addition to the Information Posts, each bus shelter will have a 34 1/8 " x 41 1/2 ", double-sided display panel installed that will provide the riders with a detailed Guelph Transit Route map. These display panels will be supplied and installed as part of the existing transit shelter advertising agreement.

The Information Posts as well as the shelter display panels will help to increase direct communication with the riders, providing Guelph Transit with the opportunity to increase overall service quality and satisfaction.

Targeted completion date of installation of Information Posts is July 6th to coincide with the launch of the 20 minute service.

CORPORATE STRATEGIC PLAN

Goal 1: An attractive, well-functioning and sustainable city Goal 5: A community-focused, responsive and accountable government

FINANCIAL IMPLICATIONS

Project-related costs for the Information Posts, including accessories, printing, design, and installation, will be funded through the Capital Budget, project TR0028. All requirements of the purchasing by-law have been met.

DEPARTMENTAL CONSULTATION

Finance / Purchasing: to ensure the purchasing policy was followed Communications: to create a communications plan Operations: to determine timing of installation

COMMUNICATIONS

Media Release City Website

ATTACHMENTS

Appendix A: Sample Information Post signage



Prepared By: Heather Mathewson Coordinator, Sales & Market Development 519-822-1811 ext. 2794 heather.mathewson@guelph.ca

RFrench

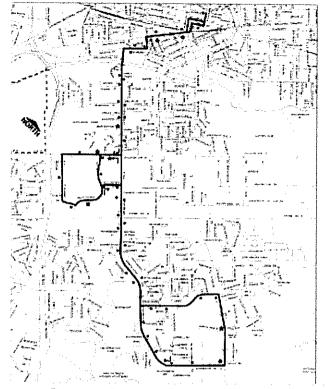
Recommended By: Randall French Manager, Transit Services 519-822-1811 ext. 2795 randall.french@guelph.ca

and gr=

Recommended By: Ann Pappert Director, Community Services 519-822-1260 ext. 2665 ann.pappert@guelph.ca

Route #9: Stone Road Mall

Appendix A



SERVICE SCHEDULE: PAISLEY & ALMA

Monday - Friday		Saturday		Sunday/Holiday
5:48 AM	3:20 PM	5:48 AM	3:18 PM	9:18 AM
6:18 AM	4:00 PM	6:18 AM	3:48 PM	9:48 AM
6:48 AM	4:40 PM	6:49 AM	4:10 PM	10:13 AM
7:20 AM	5:20 PM	7:18 AM	4:48 PM	10:48 AM
9:00 AM	6:00 PM	7:48 AM	5:10 PM	11:18 AM
		\$:18 AM	5:48 PM	11:48 AM
8:42 AM	6:42 PM	8:48 AM	6:18 PM	12:18 PM
9:18 AM	7:18 PM	9:18 AM	6:48 PM	12:40 PM
9:48 AM	7:40 PM	9:48 AM	7:18 PM	1:18 PM
10:18 AM	3:10 PM	10:18 AM	7:48 PM	1:48 PM
10:48 AM	8:48 PM	10:48 AM	0:18 PM	2:18 PM
11:18 AM	9:18 PM	11:18 AM	8:48 PM	2:48 PM
11:48 AM	9:48 PM	11:48 AM	9:16 PM	3:18 PM
12:18 PM	10:18 PM	12:18 PM	9:46 PM	3:48 PM
		12:48 PM	10:18 PM	4:18 PM
12:48 PM	10:48 PM	1:18 PM	10:48 PM	4:48 PM
1:20 PM	11:18 PM	1:48 PM	11:18 PM	5:18 PM
2:00 PM	11:48 PM	2:18 PM	11:48 PM	5:48 PM
2:40 PM	12:18 AM	2:48 PM	12:18 AM	6:18 PM

Low Floor Buses service times are indicated in yellow.

TRANSIT FARES*

Exact cash fare \$2.25

Tickets

- Adult: 10 tickets for \$19.50
- Student:10 tickets for \$15.00
- Senior:10 tickets for \$16.00
- Day Passes \$6.25
- Day Passes 50.



Phone Next Bus at 519.341.2468 and enter your bus stop ID for arrival times.*

Stop ID: 4510

"All at a shaf to me way be also bed by build by

Gueph

Tickets and passes are available at ticket outlets.

Monthly Passes

Student - \$57.00

Senior - \$52.00

+ Adult - \$63.00

Haling a Silfernie

"Effective May 6, 2008.

P: 519.822.1811 TTY: 519.837.5731 F: 519.822.1322 E: <u>transil@gueiph.ca</u> W: <u>gueiph.ca/transil</u> Mailing Address: Guelph Cny Hall Guelph Transit 59 Carden Street Guelph, ON: N1H 3A1

COMMITTEE REPORT



TO Emergency Services, Community Services and Operations Committee

SERVICE AREAGuelph MuseumsDATEJune 18, 2008

SUBJECTLoretto Convent / Civic Museum Steering CommitteeREPORT NUMBERCS-AD-0814

RECOMMENDATION

THAT the report titled "Loretto Convent/Civic Museum Steering Committee" number CS-AD-0814 be received.

BACKGROUND

For the past four years a committee of the Guelph Museums Board of Management has been meeting to plan for the future of Guelph Civic Museum. This committee will now dissolve and in its place a Fundraising Committee and a Steering Committee will be established. The Fundraising Committee will be a committee of the Board and will consist of selected individuals from the community with fundraising experience and contacts. The Steering Committee will be an advisory group whose members will provide professional and knowledgeable input into the development of this new museum and ensure that it is fully integrated into the community from the outset.

REPORT

Purpose of the Committee

The Loretto Convent / Civic Museum Steering Committee will advise City staff and the project consultants in matters related to the design development, content, and related aspects of creating a new Guelph Civic Museum. All decision-making authority rests with Guelph City Council, Guelph Museums Board of Management, and staff, as appropriate.

Scope of Work

The Steering Committee will advise on all aspects of the design and development of the new Guelph Civic Museum including:

Review vision/mission/strategic goals of Guelph Museums.

- Review space planning requirements.
- Assist with building design concepts and principles.
- Identify options for the local history and children's galleries including design concepts and principles.
- Recommend opportunities for community involvement and partnerships.

Membership

The Steering Committee will be comprised of members as identified below.

Katherine McCracken, Director, Guelph Museums Ian Brown, Guelph Museums Board of Management Larry Kelly, Guelph Museums Board of Management Susan Watson, Guelph Museums Board of Management Sally Wismer, Guelph Arts Council Representative from Heritage Guelph Representative from the Downtown Guelph Business Association 1 or 2 representatives from the education system 1 or 2 members from the community to be appointed on the basis of professional experience and historical knowledge

Non-Voting Members:

Representative(s) from the consulting design firm Ian Panabaker, Heritage & Urban Design Planner Corporate Property Project Manager Ann Pappert, Director of Community Services

The Director of Community Services will serve as liaise between the Steering Committee and the Corporation of the City of Guelph. She will provide support to the project and oversight in reporting on its progress to Council through the Emergency Services, Community Services and Operations Committee (ECO).

Operation of the Committee

- The Steering Committee will be chaired by Ian Brown, Guelph Museums Board of Management.
- The meeting schedule will be determined in consultation with the Committee but it is expected that the Committee will meet quarterly.
- The work of the Committee will conclude when the renovation is completed.
- Meeting facilitation, agenda preparation, and minutes will be taken by Museum staff.
- The Committee may, from time to time, invite other persons or groups to participate in its deliberations in order to benefit from additional expertise.

CORPORATE STRATEGIC PLAN

1. An attractive, well-functioning and sustainable city

- 2. A healthy and safe community where life can be lived to the fullest.
- 3. A diverse and prosperous local economy.
- 4. A vibrant and valued arts, culture and heritage identify

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION N/A

COMMUNICATIONS

11/71

ATTACHMENTS

N/A

Katherine McCracker

Prepared By: Katherine McCracken Director, Guelph Museums 519-822-1260 ext. 2775 katherine.mccracken@guelph.ca

Quer Hell

Recommended By: Jim Hall Chair, Guelph Museums Board of Management

tulan

Recommended By: Ann Pappert Director of Community Services 519-822-1260 ext. 2665 ann.pappert@guelph.ca



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Community Services June 18, 2008
SUBJECT	Awarding of Contract to Monteith Brown Planning Consultants - Recreation, Parks and Culture Strategic Master Plan and South End Community Centre Component Study
	CC AD 0010

REPORT NUMBER CS-AD-0813

RECOMMENDATION

THAT the report of the Director of Community Services dated June 6, 2008, with respect to the awarding of Contract 08-059 be received;

AND THAT the City of Guelph award the contract for consulting services for the Recreation, Parks & Culture Strategic Master Plan and the South End Community Centre Component Study, to Monteith Brown Planning Consultants, of London, Ontario, in the total amount of \$178,100 exclusive of GST;

AND THAT the Procurement Division be authorized to issue the necessary purchase order;

AND THAT the funding for this study, currently in the capital budget for 2009 and 2010 be moved to the year 2009 and be pre-approved in total.

BACKGROUND

At a meeting of Council on January 21, 2008 Council approved merging the South End Community Centre component study with the Parks, Recreation and Culture Strategic Master Plan. The estimated cost of the two studies was \$189,000, and appeared in the City's capital budget as follows: \$89,000 for 2008 (RP0290), \$50,000 for 2009 (PL0031) and \$50,000 for 2010 (PL0031).

REPORT

The City of Guelph issued a Request for Proposals for Consulting Services and received proposals from two consulting firms. Staff reviewed and ranked each proposal based on the criteria outlined in the RFP and is recommending the awarding of this project to Monteith Brown Planning Consultants, London, Ontario, as the highest ranked proponent and also the lowest cost. Staff are recommending that the work be carried out in 2008 and 2009 and that the budgeted capital funding be moved forward and pre-approved.

CORPORATE STRATEGIC PLAN

A community-focused, responsive and accountable government. (5.2/5.3/5.4/5.5) A vibrant and valued arts culture and heritage identity. (4.2/4.5) A diverse and prosperous local economy. (3.6) A healthy and safe community where life can be lived to the fullest. (2.1/2.3/2.4/2.5/2.6) An attractive, well functioning and sustainable city. (1.1/1.2)

FINANCIAL IMPLICATIONS

The total cost of the combined study including incidental expenses and contingencies is \$189,000. Acceptance of this tender will mean that the entire combined study will be completed by May 2009, and will require that the capital forecast of \$50,000 for 2010 be moved forward to 2009 and the combined \$100,000 for 2009 be pre-approved.

The Parks, Recreation and Culture Strategic Masterplan will be identified in the 2008 DC Background Study. A funding summary is attached with 90% of the project cost being recoverable from Development charges and the remaining 10% from reserves.

DEPARTMENTAL CONSULTATION

Finance

COMMUNICATIONS N/A

ATTACHMENTS Funding Summary

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Prépared By: Kristen Quennell Supervisor of Program Development

Recommended By: Ann Pappert Director of Community Services

Doubauer

Recommended By: Margaret Neubauer Director of Finance

Budget and Financing Schedule

1

> Recreation, Parks & Culture Strategic Masterplan and South End Community Centre Component Study Susan Aram May 30, 2008 PL0031 & RP0290 #08-059 JDE Project number: Contract number: JDE Project name: Prepared by: Date:

		EX	External Financing		Inter	Internal Financing	
	Total Cost	Subsidy	Dev't De Charges	Developer/ Other	Current V Revenues	Veh & Equip Reserves	Debt
A. Budget Approval RP0290 - South End Recreation Centre Component Study (Approved 2008)	89,000	0	80,100	0	o	8,900	0
PL0031 - Parks, Recreation and Culture Masterplan (\$50,000 in 2009 capital budget forecast & \$50,000 in 2010 capital budget forecast)	100,000	0	000'06	O	0	10,000	0
Budget Approval	189,000	0	170,100	0	0	18,900	0
<u>B. Budget Requirement</u> 1) Contract Price: Monteith Brown Planning Consultants (excluding GST)	178,100						
Includes: South End Community Centre Component Study Parks, Recreation & Culture Masterplan	53,000 125,100		0 47,700 0 112,590	00	0	0 5,300 0 12,510	00
2) Contingency	10,900	0	9,810	0	0	1,090	0
TOTAL BUDGET REQUIREMENT	189,000	0	170,100	0	0	18,900	0
<u>C. Surplus / (Deficit)</u>	0	0	0	0	0	0	0
D. Revised project budget	189,000		170,100	0		18,900	



TO Emergency Services, Community Services & Operations Committee

SERVICE AREA	Operations
DATE	June 18 th , 2008

SUBJECTKing Street & Queen Street Two-way Traffic SurveyREPORT NUMBER

RECOMMENDATION

"THAT King Street remain one-way southbound and Queen Street remain one-way northbound between Eramosa Road and Arthur Street North as outlined in the report of the Director of Operations dated June 18th, 2008."

BACKGROUND

The following Council resolution was passed on November 19, 2007:

"THAT staff conduct a survey in partnership with the Allan's Mill Pond Neighbourhood Group to introduce two way traffic on King Street and Queen Street and report back with the results."

Staff met with a representative of the Allan's Mill Pond Neighbourhood Group (AMPNG) on a number of occasions to discuss the methodology to be used to determine the neighbourhood's opinion regarding the proposal to implement twoway traffic on both King and Queen Streets. It was agreed that a public forum would be held to inform the neighbourhood of the proposal, identify the possible positive and negative implications of pursuing the proposal followed by the distribution of a mail survey to determine the public opinion.

REPORT

On April 3rd, 2008, staff conducted a public open house attended by 30 persons. A brief presentation on the proposal was made by both the representative of AMPNG and staff. This was followed by a question period where concerns and opinions were received.

Two-way Traffic Survey:

Staff surveyed the area shown in attachment A during April, 2008. 317 surveys were sent out and 93 (29%) of the residents responded to the survey. 38 (41%) of the 93 respondents have properties addressed to King Street or Queen Street. The value of the votes for the properties on King and Queen Streets were doubled as these residents would be directly affected by the two-way traffic proposal. The weighted vote indicated that 76% of all respondents are not in favour of two-way traffic on King Street and 82% of residents are not in favour of two-way traffic on Queen Street.

Comment sheets were reviewed to determine the concerns of residents and the majority were loss of on-street parking and traffic pattern changes within the immediate vicinity of the study area.

CONCLUSION

Staff have worked diligently with the AMPNG group to ensure the public process of determining the neighbourhood opinion on this proposal was mutually acceptable. The survey results indicate that the majority of residents are not in favour of implementing two-way traffic on King Street or Queen Street. As a result, staff recommend King Street remain one-way southbound and Queen Street remain one-way northbound between Eramosa Road and Arthur Street North.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION N/A

COMMUNICATIONS

Affected property owners have been advised that this matter is being presented to the Emergency Services, Community Services and Operations Committee on June 18th, 2008.

ATTACHMENTS

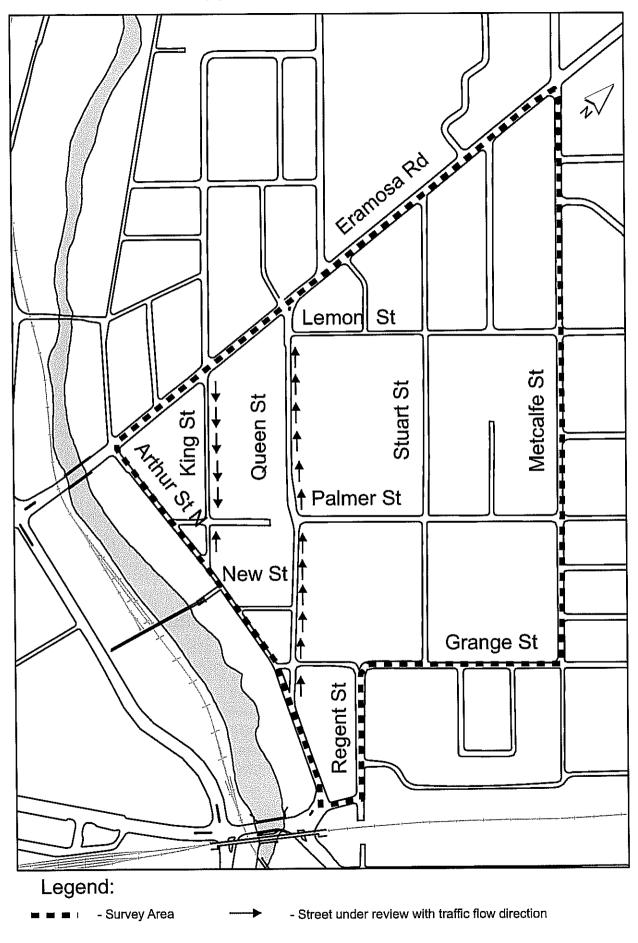
Appendix A - Study Area

Prepared By: Dean McMillan Traffic Technologist II 519-837-5628 ext. 2041 dean.mcmillan@guelph.ca

Récommended By: Derek J. McCaughan Director, Operations Department 519-837-5628 ext. 2018 derek.mccaughan@guelph.ca

Recommended By: Bob Chapman Manager, Traffic and Parking 519-837-5612 ext. 2275 bob.chapman@guelph.ca

Appendix A - Study Area





TO Emergency Services, Community Services and Operations Committee

SERVICE AREA Information	Services
DATE Wednesday	June 18, 2008

SUBJECT Holistic Services Schedule to Business licensing by-law REPORT NUMBER

RECOMMENDATION

That staff be directed to prepare amendments to the Business Licence by-law (2004)-17551 to delete the Alternative health care category and to add a new holistic licence category in accordance with the report of the Information Services Department dated June 18, 2008.

BACKGROUND

Over the past year staff have been reviewing new regulations relating to establishments providing massage services. At the Emergency Services, Community Services and Operations Committee meeting of March 17, 2008, the Committee was in receipt of a report regarding massage and alternative health care business licensing (attached hereto). At that time numerous alternative health care practitioners came forward with concerns regarding conditions of licences which would affect them. Subsequently the committee passed the following resolution:

THAT staff be directed to have consultations with members of Alternative Health Care businesses;

AND THAT consideration be given to the option of combining the two proposed schedules;

AND THAT staff consider the possibility of adding a condition to prohibit Adult Entertainment advertising;

AND THAT staff report back to the Committee in three months.

REPORT

All alternative health care licensees in Guelph and the Executive Director of the Reflexology Registration Council of Ontario were invited to the first consultation meeting which was held on April 10. Several other interested people also contacted

us and attended the meeting. This first meeting was for the purpose of hearing from this sector of business regarding their thoughts on licensing categories that would govern their business and to review the suggestions in the resolution of the Emergency Services, Community Services and Operations Committee.

The input gathered from this meeting was used as the basis to develop revised regulations governing a new licence category to be called Holistic Services. All those present from the previous meeting were invited to attend a second meeting which was held on April 30th. Further discussions took place at this meeting, and there was general consensus that the regulations as revised should move forward to the Committee for approval. Generally, the new regulations include:

- a single new licence category for Holistic Services which includes massage
- practitioners to obtain professional liability insurance
- operators and practitioners are to have available City issued Photo ID
- practitioners to be members in good standing of an approved holistic association

With respect to a prohibition regarding adult entertainment advertising, the committee understood that it would be difficult to determine the municipal interest for this class of business in restricting advertising and that it would be difficult to define the restrictions that capture what constitutes adult entertainment advertising. It would also require careful consideration to balance the municipality's interest with the interests of freedom of speech. It was agreed that it is best to not impose this type of restriction at this time. Compliance with the city's sign bylaw will be a requirement of this licence.

Through discussions with the representatives of alternative health care businesses, it became apparent that there were some specific considerations related to holistic services carried out as home occupations that differentiate them from other commercial establishments. This led to exemptions for establishments located in dwelling as follows:

- furniture used for sleeping not prohibited in residential portion of the establishment
- hours of operation not required to be posted
- windows other than service areas and washrooms, not required to be clear and transparent or uncovered.
- access doors required to be unlocked during hours of operation

It is important to remember that no single provision will be effective in regulating activities related to massage services. It will be a combination of regulations, as well as active enforcement that will improve the City's ability to regulate massage services.

CORPORATE STRATEGIC PLAN

This report supports strategic direction 4: To enhance community wellness by supporting the development of vibrant and safe neighborhoods.

FINANCIAL IMPLICATIONS

The application fee for each licence required is to remain that same as the current Alternative Health Care fee of \$220.00 and \$85.00 for renewal. These fees will be subject to change during the comprehensive business licence bylaw review.

Operating costs for enforcement and administration will be absorbed in the Information Services-Clerks and Operations- enforcement budgets

DEPARTMENTAL CONSULTATION

Building & Zoning Services Clerk's Office Court Services Guelph Police Services Legal Services Wellington Dufferin Guelph Public Health

COMMUNICATIONS

Notice of this meeting and the Council meeting to be held on June 23, 2008 was placed in the Tribune two weeks prior to the meeting as per the public notice provision policy on May 30, 2008. All participants at the consultation meetings were provided with a copy of the report in advance of the standing Committee meeting.

ATTACHMENTS

A. Report to Emergency Services, Community Services and Operations Committee regarding Massage and Alternative Health Care Schedules to the Business Licensing By-law dated March 17, 2008.

B. New Holistic Services Licence proposed list of regulations Services Schedule of changes

Prepared By: Tina Agnello Deputy Clerk 519 822 1260 x. 2811 tina.agnello@guelph.ca

Recommended By: Lois Giles Director of Information Services/City Clerk 519 822 1260 x. 2232 Lois.giles@guleph.ca

therapies, herbal/botanical therapies approved or recognized by an association listed in the attached schedule but does not include the following services: (a) Services which are mobile in nature only and provided on a voluntary, without fee, basis; (b) Medical or Therapeutic treatment performed, offered or solicited and performed or offered by persons otherwise duly qualified, licensed or registered to do so under a statute of Ontario. Operator- person who manages, supervises or directs operation of the business.	other types of businesses and services. And for enforcement and administration purposes. For enforcement and administration purposes. For enforcement and administration purposes.
Physical therapies- therapies involving the manipulation, or touch of the body and shall include but not be limited to, aromatherapy, colonic irrigation, hydrotherapy, lymphatic drainage, non-registered therapeutic massage, reflexology, and shiatsu. Practitioner- Person who provides or offers to provide holistic services Psychological and mind /Body Control to be combined into Psychological therapies.	To distinguish the business from other types of businesses and services. For enforcement and administration purposes. To consolidate the two services into one category and to distinguish the business from other types of businesses and services.

Licences required	All owners, operators and practitioners to be individually licensed, except where the owner and operator is one in the same and they may be licensed as an owner and operator, and except where the owner, operator and practitioner is one in the same and they may be licensed as an owner, operator and practitioner.	The proposed schedules will impose different conditions/regulations on the various licensees. In the event of non-compliance with any of the provisions, it will assist in enforcement measures by having the separate categories.
	All owners, operators and practitioners to submit evidence that the practitioners are members in good standing in a holistic services association or regulatory body as included on the list as attached to the schedule or an equivalent as approved by the issuer of licences.	To assist in determining that the business is a holistic service provider and to distinguish the business from other types of businesses and services.
	Applicant shall provide:Current government issued Photo Identification to the satisfaction of the issuer of licences	For enforcement and administration purposes.
	 Floor plan showing where services will be provided 	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	 Proof of interest in lands/premises 	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	 Hours of Operation (to be noted on the licence) 	For inspection purposes and to distinguish the business from other types of businesses and services such as adult entertainment.
	 List of names of operators and practitioners (to be provided by owners and operators only) 	For enforcement and administration purposes.

	 Copy of Professional liability insurance related to a holistic service (to be provided also upon annual renewal) 	For health, safety and wellbeing and to distinguish the business from other types of businesses and services. (Membership in good standing of a recognized holistic association is a requirement of obtaining professional liability insurance. General Liability insurance is also required by the main by- law)
	New conditions if applicant is partnership or corporation such as, but not limited to, filing articles of incorporation.	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	Where a holistic service business and a personal service business occupy the same premises and are operated as one business, both licenses are required and all the conditions in both schedules shall be complied with and the licence fee shall be the greater of the two licences.	For administrative purposes, and to ensure that administrative charges are not charged for each category where multiple licences are involved and to ensure that the appropriate conditions are applied.
Photo Identification	All owners, operators and practitioners are to make available, upon request, City Issued photo identification tags during business hours.	For enforcement and administration purposes.
Hours of operation	May only be open from 8: 00 a.m. to 10:00 p.m.	For enforcement and administration purposes and to distinguish the business from other types of businesses and services such as adult entertainment. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
Signage	To be in compliance with sign by-law	For ensuring that the business is not in contravention with the sign by-law.

	Except for Businesses located in dwelling units, hours of operation to be posted on the exterior of the business.	For enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	List of fees and services to be posted inside the establishment.	For enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
Operational requirements	No adult entertainment goods or services are to be sold or provided.	To distinguish the business from other types of businesses and services such as adult entertainment.
	Owner and operator to ensure that all operators, practitioners are licensed.	For public health, enforcement and administration purposes.
	Every practitioner shall be required to carry professional liability insurance.	For health, safety and wellbeing and to distinguish the business from other types of businesses and services.
	No area, other than the area designated for the provision of services shall be used to provide services.	For public safety and wellbeing, enforcement and administration purposes. For enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	During the hours of operation, practitioners to have pubic and genital areas, buttocks and in the case of the women, breasts opaquely covered such that they are not exposed while providing services.	For enforcement purposes - Clothing conditions for practitioners and clients are required to distinguish the business from other types of businesses and services such as adult entertainment.
	Clients to have pubic and genital areas, buttocks and in the case of the women, breasts opaquely covered such that they are not exposed while receiving	

	services.	
Design	Entrance to service rooms to be unobstructed and unlocked.	Health and safety. Inspection purposes.*
	Except for businesses which are in dwelling units, principle means of access to businesses to remain unlocked and accessible during hours of operation.	Health and safety. Inspection purposes.*
	Except for businesses which are in dwelling units, the licensee shall ensure that no part of the building contains furniture which may be used for sleeping. Where a business is located in a dwelling unit, this prohibition applies only to the service area. The service area may be provided with a treatment table, examination table, or seating as required for consultation or treatment purposes only.	To ensure that the business is operating as a Holistic service establishment and to distinguish the business from other types of businesses and services such as adult entertainment.*
	Linens to be laundered after each use.	Health and safety.*
	All contact surfaces, equipment, fixtures and floors in shower rooms, bathrooms and sauna rooms to be cleaned in accordance with "Personal Service Setting protocol" Ministry of Health-Public Health Branch and "Best Practices for Cleaning, Disinfection and Sterilization" Provincial Infectious Diseases Advisory Committee.	Health and safety.*
	First aid Kit to be provided.	Health and safety.*
	No services are to be visible outside of the establishment.	Safety and wellbeing.*

CITY OF GUELPH

PROPOSED LIST OF PROFESSIONAL HOLISTIC ASSOCIATIONS

- 1. The Therapeutic Touch Network of Ontario
- 2. Shiatsu Therapy Association of Ontario
- 3. Healing Touch Association of Canada, Inc.
- 4. Canadian Federation of Aromatherapists
- 5. Association of Massage Therapist and Wholistic Practitioners (AMTWP)
- 6. The Ontario Herbalist Association
- 7. Ontario Polarity Therapy Association
- 8. Trager Canada
- 9. Reflexology Registration Council of Ontario (RRCO)
- 10. Canadian Reiki Association
- 11. International Association of Rubenfield Synergists
- 12. Examining Board of Natural Medicine Practitioners
- 13. Shiatsu Diffusion Society
- 14. Canadian Examining Board of Health Care Practitioners Inc.
- 15. Shiatsu Society of Ontario
- 16. World Peace and Natural Health Association
- 17. Feldenkrais Guild of North America
- 18. The Iridologists Association of Canada
- 19. International Organization of Nutritional Consultants
- 20. Canadian Hand Reflexology and Holistic Association
- 21. Health and Healing Holistic Association
- 22. The Japanese Shiatsu & Holistic Medicine Society of Canada
- 23. Shiatsu Therapists Alliance (Toronto)
- 24. International Aromatherapists and Tutors Association Canada Inc.
- 25. International Council of Ayurvedic Physicians Inc.
- 26. Preventative Health Services Group
- 27. National Association of Holistic Health Practitioners



то	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Information Services Monday, March 17, 2008
SUBJECT REPORT NUMBER	Massage and Alternative Health Care Schedules to the Business Licensing By-law

RECOMMENDATION

That staff be directed to prepare amendments to the Business Licence by-law (2004)-17551 with respect to massage and alternative health care licences in accordance with the report dated March 17, 2008.

BACKGROUND

On May 9, 2007 a report came before the Emergency Services, Community Services and Operations Committee and was subsequently approved at Council on May 22 as follows:

"THAT the Emergency Services, Community Services & Operations Committee give direction to staff on amending the City of Guelph Business Licence By-law to add Body Rub Parlours as a Business category, in addition to amendments relating to Alternative Health Care Clinics, and definitions, licence fees and offence provisions;

AND THAT the Clerk be instructed to give public notice, inviting public input on any proposed amendments;

AND THAT an expansion package to allow for additional resources, including staff, be considered in the 2008 Budget in order to administer and enforce the provisions of the Business Licence By-law if it is determined by Council that Body Rub Parlours are to be licensed."

REPORT

In addition to reviewing the business licensing by-laws of various municipalities, input has been sought from parties who will be involved in the administration and enforcement of the schedules. A number of meetings took place with representatives from the following service areas and agencies: Building & Zoning Services Clerk's Office Court Services Guelph Police Services Legal Services Wellington Dufferin Guelph Public Health

A variety of approaches were reviewed (Hamilton, Markham, London, Toronto etc.) and ultimately, the proposed massage regulations were modeled, with some modifications, after the Town of Markham's schedule as they have had notable success in enforcement in co-operation with York Regional Police Services. As the Council resolution directed that the Alternative Health Care schedule be reviewed and updated, it has also been revised. The proposed regulations reflect our efforts to be able to separate massage services from other services and to impose appropriate conditions for both Alternative Health Care and massage service licence categories.

Staff are proposing a number of regulations, including:

*Requirement that owner, operator, attendants or practitioners be individually licensed (other than a business where owner, operator and service provider is the same person) *Conditions of completed application from an individual, partnership or corporation *A plan of the premises

* Proof of interest in the land which is occupied

*Design of premises

*Sanitary requirements

*Requirement for attendants/practitioners and clients to be appropriately clothed/ covered *Requirement for doors to service areas to be unlocked.

It is anticipated that some conditions that are being proposed in these schedules such as those related to partnerships and corporations and proof of interest in the land are also being considered for inclusion in the main business licence by-law at the time the comprehensive by-law review is conducted later this year.

The conditions and regulations proposed, meet the Business licence by-laws purpose for licensing businesses, which is for the health, safety and well-being of the public, where there is a municipal interest that is not otherwise legislated.

There will be situations where a business may now require more than one licence under the new regulations. It is proposed that when this situation occurs, the business would be required to make application for all of the required licence categories, however the they would only be required to pay an amount equal to the highest fee of the various licences involved. If approved, the business would be required to comply with the terms of all the licences involved. Other schedules to the by-law may be required to be changed as a result of a licensee acquiring this type of multiple business licence.

The fee to be charged for the massage licence will be the same as the current licence fee for the Alternative Health Care licence which is \$220.00. These fees will be subject to review during the comprehensive business licence by-law review later this year.

During the staff review of this matter, a number of options were considered with respect to both the massage and alternative health care licences:

A. Revise current Alternative health schedule to include massage (other than Registered Massage Therapists) AND no separate massage schedule

B. A massage schedule which includes massage other than RMT AND no Alternative health care schedule

C. A massage schedule AND an alternative health care schedule (current proposal).

Option C is the recommended option being brought forward to the committee, as we feel it is most responsive to Council's direction.

Attached to this report, is a summary of proposed regulations/conditions that staff are recommending to be imposed as conditions to these licence categories. The Committee will note that in each case examples of, the municipal interest/purpose for imposing the condition have been identified.

With respect to enforcement of the proposed schedules, staff are currently concluding a service review of city-wide by-law enforcement operations. The outcome of the review will soon be available.

CORPORATE STRATEGIC PLAN

This report supports strategic direction 4: To enhance community wellness by supporting the development of vibrant and safe neighborhoods.

FINANCIAL IMPLICATIONS

Licence revenues are not projected to be sufficient to offset the City's administration and enforcement costs.

DEPARTMENTAL CONSULTATION

Building & Zoning Services Clerk's Office Court Services Guelph Police Services Legal Services Wellington Dufferin Guelph Public Health

COMMUNICATIONS

Pursuant to the City's notice provision policy two weeks notice is required of Council's intention to make changes to the Business Licensing By-law. Advance notice of the Emergency Services, Community Services and Operations Committee consideration of this matter was given in the Guelph Tribune on Friday February 22, 2008 for the Emergency Services, Community Services and Operations Committee meeting to be held on March 17, 2008 and the subsequent Council meeting to be held March 25, 2008.

All Licensed Alternative Health Care and Personal Service licensees were also notified on February 22, 2008 by mail of the standing Committee and Council meetings to be held in March.

ATTACHMENTS

Two lists showing the recommending conditions of each proposed schedule are attached.

Prepared By: Tina Agnello Deputy Clerk 519 822 1260 x. 2811 tina.agnello@guelph.ca

Recommended By: Lois Giles Director of Information Services/City Clerk 519 822 1260 x. 2232 lois.giles@guelph.ca

New Massag	New Massage Services Licence proposed list of regulations	
Section	Description	General Municipal Purpose
Title	Massage services.	To regulate massage services for the health, safety, well-being of the inhabitants of Guelph
Interpretation	Following definitions are included:	
	Attendant- Person who provides massage	For enforcement and administration purposes.
	Massage- kneading, manipulating, rubbing, massaging, touching, stimulating by any means of a persons body, are performed, offered or solicited in the premises or part of the premises, excluding massages performed, offered or solicited for the purpose of	To assist in determining the licence category, that the business is not regulated by another level of government, and to distinguish the business from other types of businesses and services.
	offered by persons otherwise duly qualified, licensed or registered to do so under a statute of Ontario. Does not include services for the purpose of facial, head, hand or foot massages.	
	Massage establishment- premises where massages are performed	To distinguish the business from other types of businesses and services such as adult entertainment.
	Operator- person who manages, supervises or directs operation of the business.	To distinguish the business from other types of businesses and services such as adult entertainment.
	Owner- person who owns or controls the business or who directs the activities of an operator or attendant.	For enforcement and administration purposes.

Licences required	All owners, operators and attendants to be individually licensed, except where the owner and operator is one in the same and they may be licensed as an owner and operator, and except where the owner, operator and attendant is one in the same and they may be licensed as an owner, operator and attendant.	The proposed schedules will impose different conditions/regulations on the various licensees. In the event of non-compliance with any of the provisions, it will assist in enforcement measures by having the separate categories.
	All owners, operators and attendants to submit evidence that the attendants are members in good standing in a massage association or regulatory body, in the list as attached to the schedule or an equivalent as approved by the issuer of licences.	To assist in determining that the business is a massage service.
	Applicant shall provide: Photo Identification 	For enforcement and administration purposes.
	 Floor plan showing where services will be provided 	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	 Proof of interest in lands/premises 	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	Hours of Operation	For inspection purposes and to distinguish the business from other types of businesses and services such as adult entertainment.
	 List of names of operators and attendants (to be provided by owners and operators only) 	For enforcement and administration purposes.
	New conditions if applicant is partnership or corporation such as, but not limited to, filing articles of	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into

	incorporation.	the parent by-law for all classes of a location business).
	Where a massage business and either an alternative health care business or a personal service business occupy the same premises and are operated as one business, both licenses are required and all the conditions in both schedules shall be complied with and the licence fee shall be the greater of the two licences.	For administrative purposes, and to ensure that administrative charges are not charged for each category where multiple licences are involved and to ensure that the appropriate conditions are applied.
Photo Identification	All owners, operators and attendants are to wear City Issued photo identification tags during business hours	For enforcement and administration purposes.
Hours of operation	May only be open from 8: 00 a.m. to 10:00 p.m.	For enforcement and administration purposes and to distinguish the business from other types of businesses and services such as adult entertainment. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
Signage	To be in compliance with sign by-law	For ensuring that the business is not in contravention with the sign by-law.
	Hours of operation to be posted on the exterior of the business.	For enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	List of fees and services to be posted inside the establishment.	For enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
Operational requirements	No erotic services are to be provided.	To distinguish the business from other types of businesses and services such as adult entertainment.

	No adult entertainment goods are services are to be sold or provided.	To distinguish the business from other types of businesses and services such as adult entertainment.
	Owner and operator to ensure that all operators, attendants are licensed.	For public health, enforcement and administration purposes.
	No photo or recording devices permitted except for an officer in carrying out an investigation or for security in entrance lobby.	Safety and wellbeing of attendants and patrons and enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	No area, other than the area designated for the provision of services shall be used to provide services.	For public safety and wellbeing, enforcement and administration purposes. For enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	During the hours of operation, attendants to have pubic and genital areas, buttocks and in the case of the women, breasts opaquely covered such that they are not exposed while providing services.	For enforcement purposes - Clothing conditions for attendants and clients are required to distinguish the business from other types of businesses and services such as adult entertainment.
	Clients to have pubic and genital areas, buttocks and in the case of the women, breasts opaquely covered such that they are not exposed while receiving services.	
Design	Entrance to service rooms to be unobstructed and unlocked.	Health and safety. Inspection purposes.*
	Except for businesses which are in dwelling units,	Health and safety. Inspection purposes.*

ain on.	s, the To ensure that the business is operating as a massage establishment and to distinguish the business from other types of businesses and businesses and services such as adult entertainment.*	Health and safety.*	irs in Health and safety.* etting i and sory	Health and safety.*	Safety and wellbeing.*	barate Health and safety. *	Health and safety.*	Health and safety.*
principle means of access to businesses to remain unlocked and accessible during hours of operation.	Except for businesses which are in dwelling units, the licensee shall ensure that no part of the building contains furniture which may be used for sleeping. Where a business is located in a dwelling unit, this prohibition applies only to the service area. The service area may be provided with a treatment table or examination table only.	Linens to be laundered after each use.	All contact surfaces, equipment, fixtures and floors in shower rooms, bathrooms and sauna rooms to be cleaned in accordance with "Personal Service Setting protocol" Ministry of Health-Public Health Branch and "Best Practices for Cleaning, Disinfection and Sterilization" Provincial Infectious Diseases Advisory Committee.	First aid Kit to be provided.	No services are to be visible outside of the establishment.	A. Washrooms and shower washrooms to be separate from service rooms.	B.Utility sink to be provided.	C.Toilet and washroom to be provided.

	D. Hand washing basins are to be provided with hot and cold running water, liquid soap or detergent dispenser, single service drying material or mechanical air dryer, and easily cleanable container for used drying materials to be provided.	Health and safety.*
	E.In Shower bathrooms and sauna bath floors to be non slip and non absorbent.	Health and safety.*
	F. Except for business which are in dwelling units, no window openings shall be closed up with any material except transparent glass.	For the purpose of inspections and to ensure that the business is operating as a massage establishment and to distinguish the business from other types of businesses and services such as adult entertainment.*
		(* Note all the above noted regulations are similar provisions which may be proposed to be incorporated into other classes of a location business which provide personal services.)
Transition	All new licensees and businesses must comply with all conditions prior to being issued a licence.	
	Existing licensed businesses must obtain any new licenses as required and must comply immediately with all conditions and requirements of the licence except items A to F of the Design section which must be complied with no later than January 1, 2009	To allow business to make physical changes to their businesses in order to meet the conditions of the licence

	<u>Alternative Health Care Services proposed list of proposed changes to existing schedule</u>	d changes to existing schedule
Section	Description	General Municipal Purpose
Title	Alternative Health Care Clinic to be changed to Alternative Health Care Services	It is proposed that the services be regulated for the health, safety, well being of the inhabitants of Guelph.
Interpretation	Pharmacological treatments deleted.	Currently regulated under the Regulated Health Professions Act and as a result they are not to be licensed.
	Psychological and mind /Body Control to be combined into Psychological therapies.	To consolidate the two services into one category.
	Added that no massage services will be permitted under this schedule other than services exclusively for the purpose of facial, head, hand or foot massages.	To separate the massage services from alternative health care services. All massage services other than facial, hand, head or foot massages will require a massage services licence.
	Added definition of "Energy or life force therapies" includes the laying over body of hands, and therapeutic non-touch.	Currently requires a licence, but is not defined in the by-law.
	Added definition of Massage- kneading, manipulating, rubbing, massaging, touching, stimulating by any means of a persons body, are performed, offered or solicited in the premises or part of the premises, excluding massages performed, offered or solicited for the purpose of medical or therapeutic treatment and performed or offered by persons otherwise duly qualified, licensed or registered to do so under a statute of Ontario. Does not include	To assist in determining the licence category, that the business is not regulated by another level of government, and to distinguish the business from other types of businesses and services.

services for the purpose of facial, head, hand or foot massages.	
Added: No erotic services are to be provided.	To distinguish the business from other types of businesses and services such as adult entertainment.
Added: No adult entertainment goods are services are to be sold or provided.	To distinguish the business from other types of businesses and services such as adult entertainment.
Added definition of Establishment: means the location from which goods or services are provided in relation to Alternative Heath Care	For enforcement and administration purposes.
 Added definition of Operator- person, who manages, supervises or directs operation of the business.	For enforcement and administration purposes.
Added definition of Owner- person who owns or controls the business or who directs the activities of an operator or practitioner.	For enforcement and administration purposes.
Amend definition of Practitioner- a person providing alternative health care services.	For enforcement and administration purposes.
Following definitions to be deleted as a result of housekeeping amendments: Clinic Food Locker room Nude Partially Nude To Provide 	Not required in the new alternative health care schedule.

	 Place Rent Sale Storage Unit Washroom Holistic Practitioners 	
Licences required	Added: All owners, operators and attendants to be individually licensed, except where the owner and operator is one in the same and they may be licensed as an owner and operator, or except where the owner, operator and practitioner is one in the same and they may be licensed as an owner, operator, and practitioner.	The proposed schedules will impose different conditions/regulations on the various licensees. In the event of non-compliance with any of the provisions, it will assist in enforcement measures by having the separate categories
	All owners, operators and practitioners to submit evidence that the practitioners are members in good standing in an Alternative Health Care association or regulatory body as included on the list as attached to the schedule or an equivalent as approved by the issuer of licences.	To assist in determining that the business is an alternative Health Care service provider.
	Applicant shall provide: Photo Identification 	For enforcement and administration purposes.
	 Floor plan showing where services will be provided 	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	Proof of interest in lands/premises	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).

	Hours of operation	For inspection purposes and to distinguish the business from other types of businesses and services such as adult entertainment.
	 List of names of operators and practitioners (to be provided by owners and operators only) 	For enforcement and administration purposes.
	Added new conditions if applicant is partnership or corporation such as, but not limited to, filing articles of incorporation.	For enforcement and administration purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	Where an Alternative Health Care business and either a massage service business or a personal service business occupy the same premises and are operated as one business, both licenses are required and all the conditions in both schedules shall be complied with and the licence fee shall be the greater of the two licences.	For administrative purposes, and to ensure that administrative charges are not charged for each category where multiple licences are involved and to ensure that the appropriate conditions are applied.
Photo Identification	All owners, operators and practitioners are to wear City Issued photo identification tags during business hours	For enforcement and administration purposes.
Hours of operation	May only be open from 8: 00 a.m. to 10:00 p.m.	For enforcement and administration purposes and to distinguish the business from other types of businesses and services such as adult entertainment. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
Signage	Added: To be in compliance with the Sign By-law.	For ensuring that the business is not in contravention with the sign by-law.
	Hours of operation to be posted exterior of business.	For enforcement purposes.

		(Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	List of fees and services to be posted inside the establishment.	For enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
Operational requirements	Added: No erotic services are to be provided.	To distinguish the business from other types of businesses and services such as adult entertainment.
	No adult entertainment goods are services are to be sold or provided.	To distinguish the business from other types of businesses and services such as adult entertainment.
	Owner and operator to ensure that all operators and practitioners are licensed.	For public health, enforcement and administration purposes.
	No photo or recording devices permitted except for an officer in carrying out an investigation or for security in entrance lobby.	Safety and wellbeing of practitioners and patrons and enforcement purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	No area, other than the area designated for the provision of services shall be used to provide services.	For pubic safety and wellbeing, enforcement and administrative purposes. (Similar provisions may be proposed to be incorporated into the parent by-law for all classes of a location business).
	During the hours of operation, practitioners to have pubic and genital areas, buttocks and in the case of the women, breasts opaquely covered such that they are not exposed	For enforcement purposes - Clothing conditions for practitioners and clients are required to distinguish the business from other

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	while providing services.	types of businesses and services such as adult
	Clients to have pubic and genital areas, buttocks and in the case of the women, breasts opaquely covered such that they are not exposed while receiving services.	elletalment
Design	Added: Entrance to service rooms to be unobstructed and unlocked.	Health and safety. Inspection purposes.*
	Except for businesses which are in dwelling units, principle means of access to businesses to remain unlocked and accessible during hours of operation.	Health and safety. Inspection purposes.*
	Except for businesses which are in dwelling units, the licensee shall ensure that no part of the building contains furniture which may be used for sleeping. Where a business is located in a dwelling unit, this prohibition applies only to the service area. The service area may be provided with a treatment table or examination table only.	To ensure that the business is operating as a massage establishment and to distinguish the business from other types of businesses and services such as adult entertainment.*
	Linens to be laundered after each use. All contact surfaces, equipment, fixtures and floors in shower rooms, bathrooms and sauna rooms to be cleaned in accordance with "Personal Service Setting protocol" Ministry of Health-Public Health Branch and "Best Practices for Cleaning, Disinfection and Sterilization" Provincial Infectious Diseases Advisory Committee.	Health and safety.* Health and safety.*
	First aid Kit to be provided.	Health and safety.*

	No services are to be visible outside of the establishment.	Safety and wellbeing.*
	A. Washrooms and shower washrooms to be separate from service rooms.	Health and safety. *
	B.Utility sink to be provided.	Health and safety.*
	C.Toilet and washroom to be provided.	Health and safety.*
	D. Hand washing basins are to be provided with hot and cold running water, liquid soap or detergent dispenser, single service drying material or mechanical air dryer, and easily cleanable container for used drying materials to be provided.	Health and safety.*
	E.In Shower bathrooms and sauna bath floors to be non slip and non absorbent.	Health and safety.*
	F. Except for business which are in dwelling units, no window openings shall be closed up with any material except transparent glass.	For the purpose of inspections and to ensure that the business is operating as a massage establishment and to distinguish the business from other types of businesses and services such as adult entertainment.*
		(* Note all the above noted regulations are similar provisions which may be proposed to be incorporated into other classes of a location business which provide personal services.)
Conditions	Delete: The requirements to keep a client register.	Not required.
Transition	All new licensees and businesses must comply with all	

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Existing licensed businesses must obtain any newTo allow business to make physical changes to licenses as required and must comply immediately with all conditions and requirements of the licence except items ATo allow business to make physical changes to their businesses in order to meet the conditions of the licence to F of the Design section which must be complied with no later than January 1. 2009		conditions prior to being issued a licence.	
		Existing licensed businesses must obtain any new licenses as required and must comply immediately with all conditions and requirements of the licence except items A to F of the Design section which must be complied with no later than January 1, 2009	To allow business to make physical changes to their businesses in order to meet the conditions of the licence

The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday June 18, 2008, 4:30 p.m.

A meeting of the Community, Operations and Emergency Services Committee was held on Wednesday June 18, 2008 in Council Chambers at 4:30 p.m.

Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge

Also Present: Councillor Bell

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Mr. D. McCaughan, Director of Operations; Ms. A. Pappert, Director of Community Services; Mr. R. French, Manager of Transit Services; Ms. S. Smith, Associate Solicitor; Ms. T. Agnello, Deputy City Clerk; Ms. J. Sweeney, Council Committee Coordinator.

Councillor Farrelly declared a possible pecuniary interest with regards to the King and Queen Streets two way traffic survey because she resides in the vicinity and did not discuss or vote on the matter.

1. Moved by Councillor Hofland Seconded by Mayor Farbridge

THAT the minutes of the Emergency Services, Community Services & Operations Committee meeting held on May 14, 2008 be confirmed as recorded and without being read.

Carried

Ministry of Natural Resources – distribution of rabies vaccine in the City of Guelph

Adam McAllister of the Wildlife Research and Development Section of the Ministry of Natural Resources was present and provided the Committee with information on the distribution of rabies vaccine in the City July 14 to 16.

2008 Canada Day Fireworks

2. Moved by Mayor Farbridge

Seconded by Councillor Hofland

THAT the request from the Rotary Club of Guelph to provide a fireworks display at Riverside Park on July 1, 2008, be approved subject to the Rotary Club of Guelph meeting the terms and conditions of the Guelph Fire Department;

AND THAT the Rotary Club of Guelph obtain liability coverage in the amount of \$5,000,000.00 with the City of Guelph named as an

REPORT

June 18, 2008	Emergency Services, Community Services & Operations Committee	Page No. 2
	additional insured party, and provide a certificate ind coverage, be submitted to the City of Guelph prior to	-
	AND THAT the City accepts no responsibility for any arises out of granting this permission for use of City facilities.	-
		Carried
	Holistic Services Schedule to Business Licensin	g By-law
	 Moved by Councillor Beard Seconded by Councillor Hofland THAT the delegation of Don Reid be permitted to add 	dress committee.
		Carried
	Don Reid was present and advised that he was in su recommendation with respect to the proposed amen business licence by-law relating to holistic services. concern with the requirement for a first aid kit to be and suggested training would be implied. He reques pass a motion similar to the motion adopted by the o with respect to working with the Province to create a qualified holistic government bodies and to include s an appropriate Statute of Ontario so as to exempt su from the Municipal Act body-rub definition.	dments to the He expressed on the premises sted that Council City of Ottawa a registry of such a registry in
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Beard THAT staff be directed to prepare amendments to th Licence By-law (2004)-17551 to delete the Alternatic category and to add a new holistic licence category i with the report of the Information Services Departm 18, 2008. 	ve Health Care n accordance
		Carried
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Beard THAT the resolution adopted by the City of Ottawa re the Province work with the holistic practices industry registry of qualified holistic governing bodies that wi to certify holistic practitioners and include such regis appropriate Statute of Ontario, so as to exempt such from the body-rub definition, be forwarded to Counc consideration. 	y to create a Il be authorized stry in an n practitioners

Page No. 3

June 18, 2008Emergency Services, Community Services& Operations Committee

Guelph Transit Service Changes Commencing July 6, 2008

Jack Steeneveld was present on behalf of Stephanie and Kevin Grondinger and Shandi Steeneveld asking the Committee to receive the recommendation with respect to transit service changes commencing in July 2008. He requested that in future when route changes are being considered that local communities are considered due to the restrictive covenants on properties with respect to fencing and privacy issues.

6. Moved by Councillor Hofland Seconded by Mayor Farbridge Ms. A. Pappert THAT report CS-TR-0812 dated June 18, 2008 regarding Guelph Transit service changes commencing July 6, 2008, be received.

Carried

Guelph Transit Information Posts

	7.	Moved by Mayor Farbridge Seconded by Councillor Hofland
Ms. A. Pappert		report CS-TR-0811 dated June 18, 2008 regarding Guelph
	Trans	it Information Posts be received.

Carried

Loretto Convent / Civic Museum Steering Committee

8.Moved by Mayor Farbridge
Seconded by Councillor FarrellyMs. A. PappertTHAT the report entitled "Loretto Convent/Civic Museum SteeringMs. K. McCrackenCommittee" number CS-AD-0814, be received.

Carried

Awarding of Contract to Monteith Brown Planning Consultants – Recreation, Parks and Culture Strategic Master Plan and South End Community Centre Component Study

	9.	Moved by Mayor Farbridge
		Seconded by Councillor Hofland
REPORT	THAT	the report of the Director of Community Services dated June 6,
	2008	with respect to the awarding of Contract 08-059 be received;

AND THAT the City of Guelph award the contract for consulting services for the Recreation, Parks & Culture Strategic Master Plan and the South End Community Centre Component Study, to Monteith

June 18, 2008	Emergency Services, Community Services	Page No.
	& Operations Committee	

Brown Planning Consultants, of London, Ontario, in the total amount of \$178,100 exclusive of GST;

AND THAT the Procurement Division be authorized to issue the necessary purchase order;

AND THAT the funding for this study, currently in the capital budget for 2009 and 2010 be moved to the year 2009 and be pre-approved in total.

Carried

4

King Street & Queen Street Two-way Traffic Study

Tom Reidel was present and thanked all who were involved in this issue. He suggested that the survey was premature and that the traffic calming measures be allowed to be in place for a time period before doing a survey. He further requested that Council be open to revisiting the issue in the future if necessary.

10. Moved by Mayor Farbridge Seconded by Councillor Beard

THAT King Street remain one-way southbound and Queen Street remain one-way northbound between Eramosa Road and Arthur Street North as outlined in the report of the Director of Operations dated June 18, 2008.

Carried

Next Meeting: July 16, 2008

The meeting adjourned at 5:45 p.m.

Chairperson

REPORT

COMMITTEE AGENDA



TO Emergency Services, Community Services and Operations Committee with invitation to the Community Development and Environmental Services Committee

DATE July 16, 2008

LOCATION Council Chambers

TIME 4:30 p.m.

DISCLOSURE OF PECUNIARY INTEREST

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
TRANSIT SYSTEM GROWTH STRATEGY AND PLAN	Approve
Presentation:- • Rajan Philips, Manager Transportation Planning & Development Engineering	
THAT the joint Community Development and Environmental Services Committee and Emergency Services, Community Services and Operations Committee Report 08-86, dated July 16, 2008, on 'Transit System Growth Strategy and Plan' be received;	
AND THAT staff be authorized to proceed with developing a Transit System Growth Strategy and Plan that will include financing, governance and implementation strategies, to identify and accommodate current and future transit needs in Guelph and the surrounding areas of Wellington County, as outlined in this report;	
AND THAT the Mayor to write to Wellington County Council requesting the County to participate in the development of the Transit System Growth Strategy and Plan, as outlined in this report.	

COMMITTEE REPORT



ТО	Community Development and Environmental Services Committee and Emergency Services, Community Services and Operations Committee
SERVICE AREA	Community Design and Development Services
DATE	July 16, 2008
SUBJECT	Transit System Growth Strategy and Plan
REPORT NUMBER	08-86

RECOMMENDATION

"THAT the joint Community Development and Environmental Services Committee and Emergency Services, Community Services and Operations Committee Report 08-86, dated July 16, 2008, on 'Transit System Growth Strategy and Plan' be received;

AND THAT staff be authorized to proceed with developing a Transit System Growth Strategy and Plan that will include financing, governance and implementation strategies, to identify and accommodate current and future transit needs in Guelph and the surrounding areas of Wellington County, as outlined in this report;

AND THAT the Mayor to write to Wellington County Council requesting the County to participate in the development of the Transit System Growth Strategy and Plan, as outlined in this report."

BACKGROUND

The conventional wisdom on public transit is that transit usage in medium-sized municipalities like Guelph would generally not grow enough to accommodate a significant portion of the passenger travel demand. This has constrained transit planning to setting and working towards modest transit modal share targets. Thus Guelph's Official Plan sets a target of 10% transit share of all-day travel. The conventional wisdom is now under challenge in light of three parallel developments:

- a) societal concerns about climate-change effects, air quality issues, energy consumption and rising fuel costs;
- b) policy changes at the federal, provincial and municipal levels in regard to land use intensification, energy conservation and promotion of alternative modes of travel; and
- c) the Provincial Growth Plan allocating growth targets to Ontario municipalities including the City of Guelph and the County of Wellington.

There is evidence of growing public interest in and use of transit in many jurisdictions in Ontario and elsewhere in North America, and there is a corresponding policy shift in the Provincial and Federal Governments favouring transit expansions supported by funding programs.

While Ontario municipalities have long been involved in transit promotion, transit supportive land use development and providing transit service to employment and commercial areas, municipalities are now being mandated by the Province to include and implement these practices as part of their local growth plans. Both the Provincial Policy Statement (2005) and the Provincial Growth Plan for the Greater Golden Horseshoe (2006) emphasize that transit should be given first priority in the development of transportation systems in Ontario municipalities.

Within the framework of the Provincial Growth Plan, both Guelph and Wellington County have increased their population and employment projections for 2031. These combined increases with attendant land use intensifications have significant implications for providing transit service in Guelph and Wellington County areas.

An additional reason to explore possibilities for future transit system changes and expansion in the case of Guelph and Wellington County is the changing regional context with regards to transit planning and initiatives.

The Regional Municipality of Waterloo is pursuing the development of higher order transit - Light Rail Transit (LRT) or Bus Rapid Transit (BRT) - to serve the municipalities of Kitchener, Waterloo and Cambridge. The North Mainline Municipalities (London, St. Mary's, Stratford, Kitchener, Waterloo, Region of Waterloo, Guelph and Halton Hills) have completed a Business Plan for improving rail service on the Mainline from London to Toronto, with a considerably higher frequency service between Kitchener and Toronto. The North Mainline study recommends the use of light-rail Diesel Multiple Units (DMUs) west of Georgetown to connect with existing GO Train service east of Georgetown.

GO Transit has recently commenced an Environmental Assessment (EA) for rail service expansion from Georgetown to Guelph and Kitchener. The EA will use the North Mainline Business Plan as background study and address infrastructure improvements, station locations and rail equipment required for extending full rail service west of Georgetown. The EA is expected to be completed by April 2009, and initial GO rail service to Guelph could commence as early as 2011/12. An improved GO Bus service between Guelph and Toronto using Highway 401 is already in operation.

These developments in regional transit are moving towards establishing higher order (Bus Rapid / Light Rail) transit linkages between Guelph, Wellington County areas, Kitchener, Waterloo, Cambridge and the GTA areas. It would make good planning sense for Guelph to explore the feasibility of implementing a higher order transit system within the City in conjunction with inter-regional transit initiatives. The exercise would also be consistent with the needs of many Guelph and Wellington residents who commute to work in the Waterloo Region and the GTA areas, and the even larger of number people who live in these areas and travel to work in Guelph and Wellington.

This present report and the recommendation for developing a Transit System Growth Strategy and Plan is a response to the changing circumstances, new opportunities and the general community desire in Guelph to promote transit. The proposed Growth Strategy and Plan will establish future direction and goals and the road map to achieve them.

In addition, the proposed plan will use the long term direction and goals as the framework for reviewing and recommending improvements to the current transit operations and systems delivery, particularly with regards to transit route structure, downtown transfer point, vehicle types and technology and governance structure for delivering transit service.

Specifically, the development of the Transit System Growth Strategy and Plan will address the following:

- A long term transit vision for Guelph and surrounding Wellington County areas
- Feasibility of Higher Order Transit: Bus Rapid Transit / Light Rail Transit
- Current System Review including Operations, Route Planning, Vehicle Types/Technology and Service Delivery Options
- Roadway Transit Priority Measures
- Recommendations for corresponding policies and targets in the Official Plan
- Financial, Governance and Implementation strategies

Guelph and Wellington County have historically coordinated their efforts in transportation system planning and expansion and the City should invite the County to participate in the proposed initiative. Joint participation is also necessary in light of the transportation and transit implications of the combined growth targets for Guelph and Wellington under the Provincial Growth Plan.

REPORT

Transit Strategy Development

The development of the Transit System Growth Strategy and Plan will involve outside consulting services and public consultation. The strategic plan exercise will be undertaken in two parts: (a) strategic overview and recommendations for immediate, medium and long term horizons; and (b) detailed review of and recommendations for modifying and improving the existing system. The study duration is expected to be 12 to 18 months. The study consultant will be selected through a competitive process according to the City's purchasing policies.

The selected consultant will prepare a Work Plan at the commencement of the study, identifying the following:

- Main study methodologies, tasks and milestones
- Public Consultation Process

- Agency and Regional Consultations
- Study Deliverables
- Budget and Consultant Resources

The Work Plan will be presented to a joint meeting of the Community Development and Environmental Services Committee and Emergency Services, Community Services and Operations Committee for input and subsequent Council approval. From thereon, the project will be guided and managed through a Project Advisory Committee and a Technical Committee as follows:

<u>Advisory Committee</u>: The Advisory Committee will provide advice and act as the sounding board for the study and will meet at critical study milestones as identified in the Work Plan. The Advisory Committee will include ten community members representing neighbourhood groups, businesses, institutions and stakeholder/interest groups in Guelph, and two representatives from Wellington County. The Advisory Committee will be established along with the approval of the Work Plan.

<u>Technical Committee</u>: The Technical Committee will be responsible for managing the technical and policy development aspects of the study, undertaking public consultation, and monitoring study progress in accordance with the Work Plan. The Committee will include City staff members (from Community Design and Development Services and Community Services Departments and other Departments as appropriate) and staff representatives from Wellington County.

The Work Plan will include a detailed public consultation process for the study. The process will be based on focus group meetings, community surveys and public information centres.

Transit Strategy Components

The main objectives and components of the proposed transit strategy are summarized below.

1. Long Term Transit Vision

The 2001 Guelph Transportation Strategy Update provides an overall Transportation Vision for Guelph including the important role transit has to play in realizing that vision. Supporting goals and policies are included in the Transportation Strategy as well as in the Official Plan. The Official Plan (OP) sets a citywide target of 10% transit share of all day trips.

The 2005 Guelph-Wellington Transportation Study (GWTS) developed a 20-year Transportation Master Plan for Guelph and surrounding areas in Wellington County. The Plan identified measures for Guelph Transit to progressively increase the transit share of travel from the current level of 6% to the OP target of 10%. However, the population and employment projections used in the GWTS have changed as a result of the Provincial Growth Plan with attendant implications for transit in Guelph and Wellington County areas.

The proposed long term transit vision will take cognizance of the changing context and future projections, and capture the possibilities for transit expansion in Guelph including higher order transit, interregional transit linkages, current transit system improvements, enhanced transit-land use compatibility, and significant increases in transit usage.

2. Higher Order Transit: LRT and BRT

The case for introducing Light Rail Transit (LRT) or Bus Rapid Transit (BRT) in Guelph, although previously dismissed on the grounds of high cost and Guelph's population size, deserves to be examined in the changing context of regional transit planning and possibilities. Guelph is also unique among municipalities in owning a railway – the Guelph Junction Railway (GJR), and the proposed initiative is an opportunity to examine if this rail infrastructure with potential additions could be used for passenger transport in addition to freight transport.

While LRT is more popular in many communities, the same level of transit service can be provided by a bus rapid transit (BRT) system. BRT provides faster and highfrequency bus service by using exclusive rights-of-way, bus-only lanes and implementing transit priority measures in mixed-traffic roadways. It has the advantage of utilizing the same fleet and corridors that are currently used by Guelph Transit. As well, it is feasible to have a mix of both BRT and LRT serving appropriate corridors.

At-grade BRT or LRT will provide capacity for 10-15,000 passengers per hour. The capacity would increase to 20-25,000 passengers with grade-separation. In comparison, Guelph Transit now has a system capacity to carry 2500 – 5000 passengers per hour, and a current average load of about 1500 to 2000 passengers per hour during peak periods.

It should be emphasized that while the proposed transit strategy plan will address the potential for and the feasibility of implementing higher order transit in Guelph in the long term, the actual investment and implementation will require further detailed reviews, cost-benefit analyses and environmental assessments. The more immediate outcome of the proposed strategy plan would be to identify corridors and property requirements and provide for their protection through the Official Plan (OP).

The proposed transit strategy will address the following in regard to higher order transit:

- Identify potential for BRT corridors within Guelph
- Identify potential for BRT corridors linking Guelph to areas in Wellington County, Kitchener, Waterloo and Cambridge
- In light of the proposed extension of GO Transit service to Guelph and Kitchener, identify potential for linking Guelph to K-W and Cambridge via LRT
- Identify potential for LRT within Guelph as part of regional LRT development
- Identify a potential LRT role for GJR infrastructure
- Identify property requirements on potential corridors to be included in the OP
- Prepare preliminary cost estimates and implementation strategies for feasible BRT/LRT options

3. Existing System Review

At present, transit service in Guelph is characterized by the following:

- A primarily radial route system with a recently added perimeter route
- Main transfer point in the downtown which is planned to be relocated from St. George's Square to the VIA Station site on Carden Street
- Established nodes at the University and Stone Road Mall
- Emerging commercial centre nodes at Woodlawn/Hwy6, Imperial/Paisley Clair/Gordon, and Watson/Starwood intersections
- Current transit share is 6% citywide, with higher transit use in areas such as the downtown, the University and the Stone Road Mall
- 20 minute transit service that is being introduced
- Successful student-transit-pass system for University of Guelph students who are among the major users
- Efforts to expand transit pass for University and other employees

The present route system has been reviewed a few times in recent years. Independent reviewers have recommended a gradual transition from the current radial system to a mixed radial-grid system while maintaining downtown as the main transfer point.

Some of the concerns with existing transit service and suggestions for changes include:

- Radial route system with downtown transfers being the only location for transfers
- Inadequate coverage or non-coverage of certain areas and roads
- Preference for a grid system with more cross-town routes
- The use of a single transfer point in the downtown
- Need for more frequent service (20 min service is intended to address this)

Apart from addressing concerns raised in regard to the existing service delivery, the new transit strategy should identify future transit service requirements to match the land use intensification identified for the downtown and other areas in the City's Local Growth Management Strategy.

The existing system review will also address accessibility issues, the provision of alternative transit service (e.g. accessible taxi service), near-term service extension to Wellington County Townships, the selection of vehicle types and technology, and service delivery options.

In sum, the review of the existing system will address the following:

- Identify and address concerns about the existing system
- Identify route and service needs corresponding to the proposed intensification in the downtown and other areas
- Develop a new routing and service plan based on the results of the review
- Accessibility issues and alternative transit service
- Near-term transit service extension to Wellington County Townships
- Fleet requirement and selection of vehicle types/technology
- Organizational structure for delivering transit service

4. Roadway Transit Priority Measures

Transit priority measures are undertaken to facilitate transit operations in mixed-traffic roadways. They usually include signal priorities, geometric improvements at intersections, and bus-only-lanes at critical locations. Geometric improvements and bus-only-lanes will require additional property to existing road rights-of-way. As part of the existing system review, transit priority measures will be identified and related property requirements included in the Official Plan. This would enable the City to have additional property dedicated for transit priority through the development process.

5. Recommendations for Official Plan Policies and Targets

The proposed strategic plan will identify new targets and policies to be included in the Official Plan to support future transit system expansion and growth. The current OP target of 10% transit share is a citywide target. The actual share of 6% is also citywide, but this does not capture the higher transit share in specific locations in the City, such as the downtown, the University and the Stone Road Mall. The proposed plan will also identify property requirements to be included in the OP to accommodate future transit initiatives. Recommendations for OP transit targets and policies will be made in the following areas:

- Identify different areas in the City with higher and lower transit use at present and establish different targets for transit use in different areas
- Propose policies for transit service improvements including higher order transit corresponding to the new targets for transit use
- Transit compatibility as a requirement for new developments
- Identify property requirements for future transit priority improvements
- Identify corridors and property for future higher order transit initiatives

6. Implementation and Financial Plans

The final and important component of the proposed transit strategic plan will be the implementation and financial plans that will identify the timing of recommended improvements and initiatives, along with estimated costs and potential funding (i.e. municipal, provincial, federal) sources. The financial plan will also explore possibilities of public-private partnerships particularly for transit infrastructure expansion that could benefit existing or new developments. The implementation plan will make specific recommendations in regard to the type of organizational structure necessary for (a) modifying and improving the current delivery of transit service, and (b) undertaking future transit infrastructure expansions.

CORPORATE STRATEGIC PLAN

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

FINANCIAL IMPLICATIONS

The proposed Transit System Growth Strategy and Plan was not identified in the 2008-10 Capital Budget, but will be identified in the 2008 Development Charges Background Study for the new DC By-Law. Funds for this project are currently available in Corporate DC Reserve to cover 90% of the project expenditure with the remaining 10% recovered from the DC Exempt Reserve. The budget for the consultant assignment to carry out the proposed project is estimated to be \$250,000.

DEPARTMENTAL CONSULTATION

This report has been prepared jointly by staff in the Community Design and Development Services and Community Services Departments.

COMMUNICATIONS

N/A

Prepared By: Rajan Philips, P.Eng. Manager, Transportation Planning and Development Engineering (519) 822-1260, ext. 2369 rajan.philips@guelph.ca

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Recommended By: Ann Pappert, Director of Community Services (519) 822-1260, ext. 2665 ann.pappert@guelph.ca

T:\ENGINEER\Engineering Council\2008

Endorsed By: Richard Henry, P.Eng. City Engineer (519) 822-1260. ext. 2248 rick.henry@guelph.ca

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Recommended By: James N. Riddell Director of Community Design and Development Services (519) 822-1260, ext. 2361 jim.riddell@guelph.ca

The Corporation of the City of Guelph Joint Emergency Services, Community Services & Operations Committee and Community Development and Environmental Services Committee Wednesday, July 16, 2008, 4:30p.m.

A meeting of the Community, Operations and Emergency Services Committee and Community Development and Environmental Services Committee was held on Wednesday, July 16, 2008 in Council Chambers at 4:30 p.m.

Present: Councillors Beard, Burcher, Farrelly, Hofland, Laidlaw, Piper and Mayor Farbridge

Also Present: Councillors Bell and Wettstein

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Ms. A. Pappert, Director of Community Services; Ms. M. Neubauer, Director of Finance; Mr. D. McCaughan, Director of Operations; Mr. J. Riddell, Director of Community Design and Development Services; Mr. R. Henry, City Engineer; Mr. R. French, Manager of Transit Services; Mr. R. Philips, Transportation Planning & Development Engineering Manager; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Ms. K. McAlpine, Supervisor of Facility Booking and Program Registration; Mr. S. Hannah, Manager of Development and Parks Planning; Mr. M. Rea, Associate Solicitor; Ms. J. McDowell, Transportation Demand Management Coordinator; Mr. G. Keyworth, Transportation Planning Engineer; Ms. J. Pathak, District Park Planner; Mr. R. Mackay, Manager of Recreation and Culture; Ms. T. Sprigg, Manager of Corporate Communications; Ms. K. Quennell, Supervisor of Program Development; Mrs. L. Giles, Director of Information Services/City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

Transit System Growth Strategy and Plan

Mr. Philips, Transportation Planning & Development Engineering Manager provided background information, outlined the transit strategy components and provided information regarding the existing system review. He also advised of the implementation and financial plans and the development process.

July 16, 2008	Joint Emergency Services, Community Services Page No. 2 & Operations Committee, and Community Development and Environmental Services Committee
Mr. J. Riddell	 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT the joint Community Development and Environmental Services Committee and Emergency Services, Community Services and Operations Committee Report 08-86, dated July 16, 2008, on `Transit System Growth Strategy and Plan' be received.
	Carried
REPORT	 Moved by Councillor Hofland Seconded by Councillor Piper THAT staff be authorized to proceed with developing a Transit System Growth Strategy and Plan that will include financing, governance and implementation strategies, to identify and accommodate current and future transit needs in Guelph and the surrounding areas of Wellington County, as outlined in this report;
	AND THAT the Mayor write to Wellington County Council requesting the County to participate in the development of the Transit System Growth Strategy and Plan, as outlined in this report.
	Carried
	The Chair advised this portion of the meeting was an informal information session and no decisions will be made at this time.
	Pre-Planning Presentation for the Recreation, Parks and Culture Strategic Master Plan and South End Community Centre Component Study
	Mr. Todd Brown, of Monteith Brown Consultants outlined the project purpose and scope of the plan. He addressed the links to the Corporate Strategic Plan, the objectives, methodology, and key considerations. He outlined the four phases of the planning process and advised of plans for incorporating community involvement. He advised they will be considering transit and connectivity issues and financial issues for youth and seniors in particular. Monteith Brown will provide Council with a listing of community/recreation centre websites that can

July 16, 2008Joint Emergency Services, Community ServicesPage No. 3& Operations Committee, and CommunityDevelopment and Environmental Services Committee

provide some context to the component study & master plan discussion.

Next Meeting: September 10, 2008

The meeting adjourned at 5:35 p.m.

Chairperson

COMMITTEE AGENDA



TO Emergency Services, Community Services and Operations Committee

DATE July 16, 2008

LOCATION Council Chambers TIME 6:00 p.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

June 18, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
RICKSON RIDGE PUBLIC SCHOOL TRAFFIC CONCERNS	Receive
Delegation: • Abdul Khan	
THAT the Rickson Ridge Public School Traffic Concerns report of the Director of Operations dated July 16, 2008, be received.	
2008 GUELPH CHAMBER OF COMMERCE ANNUAL 3-PITCH SOFTBALL TOURNAMENT	Approve
THAT an application for a special occasions permit to serve alcohol during the Saturday August 23, 2008 Guelph Chamber of Commerce softball tournament at the Royal City Jaycees Park, be approved.	
LATE NIGHT TAXI STANDS	Approve
THAT the Late Night Taxi Stand report of July 16, 2008, be received for information;	
AND THAT the Late Night Taxi Stand pilot be extended to the end of May 2009.	

EASTVIEW ROAD SPEED LIMIT CHANGE	Approve
THAT the speed limit on Eastview Road from Summit Ridge Drive to the east City limits be changed from 80 km/h to 60 km/h as outlined in the report of the Director of Operations dated July 16, 2008.	

OTHER BUSINESS

NEXT MEETING

September 10, 2008

Distrib	oution	Minutes
		The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday June 18, 2008, 4:30 p.m.
		A meeting of the Community, Operations and Emergency Services Committee was held on Wednesday June 18, 2008 in Council Chambers at 4:30 p.m.
		Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge
		Also Present: Councillor Bell
	-	Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Mr. D. McCaughan, Director of Operations; Ms. A. Pappert, Director of Community Services; Mr. R. French, Manager of Transit Services; Ms. S. Smith, Associate Solicitor; Ms. T. Agnello, Deputy City Clerk; Ms. J. Sweeney, Council Committee Coordinator.
		Councillor Farrelly declared a possible pecuniary interest with regards to the King and Queen Streets two way traffic survey because she resides in the vicinity and did not discuss or vote on the matter.
		 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT the minutes of the Emergency Services, Community Services & Operations Committee meeting held on May 14, 2008 be confirmed as recorded and without being read.
		Carried
		Ministry of Natural Resources – distribution of rabies vaccine in the City of Guelph
		Adam McAllister of the Wildlife Research and Development Section of the Ministry of Natural Resources was present and provided the Committee with information on the distribution of rabies vaccine in the City July 14 to 16.
		2008 Canada Day Fireworks
REPORT		 Moved by Mayor Farbridge Seconded by Councillor Hofland THAT the request from the Rotary Club of Guelph to provide a fireworks display at Riverside Park on July 1, 2008, be approved subject to the Rotary Club of Guelph meeting the terms and conditions of the Guelph Fire Department;
		AND THAT the Rotary Club of Guelph obtain liability coverage in the amount of \$5,000,000.00 with the City of Guelph named as an

Distribution	Minutes
June 18, 2008	Emergency Services, Community Services Page No. 2 & Operations Committee
	additional insured party, and provide a certificate indicating such coverage, be submitted to the City of Guelph prior to the event;
	AND THAT the City accepts no responsibility for any liability that arises out of granting this permission for use of City property and facilities.
	Carried
	Holistic Services Schedule to Business Licensing By-law
	 Moved by Councillor Beard Seconded by Councillor Hofland THAT the delegation of Don Reid be permitted to address committee.
	Carried
	Don Reid was present and advised that he was in support of recommendation with respect to the proposed amendments to the business licence by-law relating to holistic services. He expressed concern with the requirement for a first aid kit to be on the premises and suggested training would be implied. He requested that Council pass a motion similar to the motion adopted by the City of Ottawa with respect to working with the Province to create a registry of qualified holistic government bodies and to include such a registry in an appropriate Statute of Ontario so as to exempt such practitioners from the Municipal Act body-rub definition.
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Beard THAT staff be directed to prepare amendments to the Business Licence By-law (2004)-17551 to delete the Alternative Health Care category and to add a new holistic licence category in accordance with the report of the Information Services Department dated June 18, 2008.
	Carried
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Beard THAT the resolution adopted by the City of Ottawa requesting that the Province work with the holistic practices industry to create a registry of qualified holistic governing bodies that will be authorized to certify holistic practitioners and include such registry in an appropriate Statute of Ontario, so as to exempt such practitioners from the body- rub definition, be forwarded to Council for consideration.
	Carried

Distribution	Minutes			
June 18, 2008	Emergency Services, Community Services Page No. 3 & Operations Committee			
	Guelph Transit Service Changes Commencing July 6, 2008			
	Jack Steeneveld was present on behalf of Stephanie and Kevin Grondinger and Shandi Steeneveld asking the Committee to receive the recommendation with respect to transit service changes commencing in July 2008. He requested that in future when route changes are being considered that local communities are considered due to the restrictive covenants on properties with respect to fencing and privacy issues.			
Ms. A. Pappert	 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT report CS-TR-0812 dated June 18, 2008 regarding Guelph Transit service changes commencing July 6, 2008, be received. 			
	Carried			
	Guelph Transit Information Posts			
Ms. A. Pappert	 Moved by Mayor Farbridge Seconded by Councillor Hofland THAT report CS-TR-0811 dated June 18, 2008 regarding Guelph Transit Information Posts be received. 			
	Carried			
	Loretto Convent / Civic Museum Steering Committee			
Ms. A. Pappert Ms. K. McCracken	 Moved by Mayor Farbridge Seconded by Councillor Farrelly THAT the report entitled "Loretto Convent/Civic Museum Steering Committee" number CS-AD-0814, be received. 			
	Carried			
	Awarding of Contract to Monteith Brown Planning Consultants – Recreation, Parks and Culture Strategic Master Plan and South End Community Centre Component Study			
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Hofland THAT the report of the Director of Community Services dated June 6, 2008, with respect to the awarding of Contract 08-059 be received; 			
	AND THAT the City of Guelph award the contract for consulting services for the Recreation, Parks & Culture Strategic Master Plan and the South End Community Centre Component Study, to Monteith			

Distribution	Minutes		
June 18, 2008	Emergency Services, Community Services Page No. 4 & Operations Committee		
	Brown Planning Consultants, of London, Ontario, in the total amount of \$178,100 exclusive of GST;		
	AND THAT the Procurement Division be authorized to issue the necessary purchase order;		
	AND THAT the funding for this study, currently in the capital budget for 2009 and 2010 be moved to the year 2009 and be pre-approved in total.		
	Carried		
	King Street & Queen Street Two-way Traffic Study		
	Tom Reidel was present and thanked all who were involved in this issue. He suggested that the survey was premature and that the traffic calming measures be allowed to be in place for a time period before doing a survey. He further requested that Council be open to revisiting the issue in the future if necessary.		
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Beard THAT King Street remain one-way southbound and Queen Street remain one-way northbound between Eramosa Road and Arthur Street North as outlined in the report of the Director of Operations dated June 18, 2008. 		
	Carried		
	Next Meeting: July 16, 2008		
	The meeting adjourned at 5:45 p.m.		
	Chairperson		

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COMMITTEE REPORT



TO Emergency Services, Community Services & Operations Committee

SERVICE AREA	Operations
DATE	July 16 th , 2008

SUBJECT Rickson Ridge Public School Traffic Concerns REPORT NUMBER

RECOMMENDATION

"THAT the Rickson Ridge Public School Traffic Concerns report of the Director of Operations dated July 16th, 2008 be received."

BACKGROUND

Rickson Ridge Public School is a new elementary public school scheduled to be opened in September 2008. Parents of children living on the west side of Edinburgh Road between Rodgers Road and Terraview Crescent have voiced concern for the safety of their children who will be required to cross Edinburgh Road to attend the school. The Upper Grand District School Board has indicated there are approximately 70 students living west of Edinburgh Road that will attend this new school. Further, they also indicated the walking distances for these children are not sufficient for the Board to provide transportation.

This section of Edinburgh Road, between Rickson Avenue and Gordon Street, is classified as a collector roadway. The roadway mainly abuts residential development located on either side of it. Pedestrians living west of Edinburgh Road in this area will have to walk to either Rickson Road or Kortright Road to cross Edinburgh Road at a signalized intersection. Parents are concerned that both signal locations require their children to walk out of their way and may encourage them to cross mid-block, unassisted. The most direct walking route to this school from this area is via McCurdy Road. (see attached plan)

REPORT

Staff have considered various traffic control measures including adult crossing guards, traffic signals or Integrated Pedestrian Signals (IPS) at various intersections along Edinburgh Road, namely at the intersections of Rodgers Road, Ginger Court/Terraview Crescent and McCurdy Road/Terraview Crescent. From a technical perspective, warrants have not been met to justify a recommendation to install additional traffic control devices.

The Committee should be aware that recent *gap studies* of the intersections on Edinburgh Road between Rickson and Kortright Roads during school crossing periods indicate there are few naturally occurring safe crossing opportunities for pedestrians to cross the roadway in this area.

Further, recent *speed studies* indicate speeding continues to be an issue; the 85th percentile speed, the speed at which 85% of the vehicles travel at or below was on average 66 km/h. The Guelph Police Services are aware of this location and have been requested to undertake additional enforcement.

In conclusion, it has been established that few safe crossing opportunities will be available for elementary-aged children to cross Edinburgh Road in September. With the assistance of the City's Transportation Demand Management Coordinator, the school has committed to develop a walk to school program to reinforce with the children the need to cross only at one of the two signalized intersections. Staff will continue to monitor this situation as it unfolds in September. Should difficulties arise, we will position an Adult Crossing Guard immediately until the matter can be brought back to Committee/Council for further consideration.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Guelph Police Service Upper Grand District School Board

COMMUNICATIONS

Concerned residents and the principal of the new school have been advised that this matter is being presented to the Emergency Services, Community Services and Operations Committee on July 16th, 2008.

ATTACHMENTS

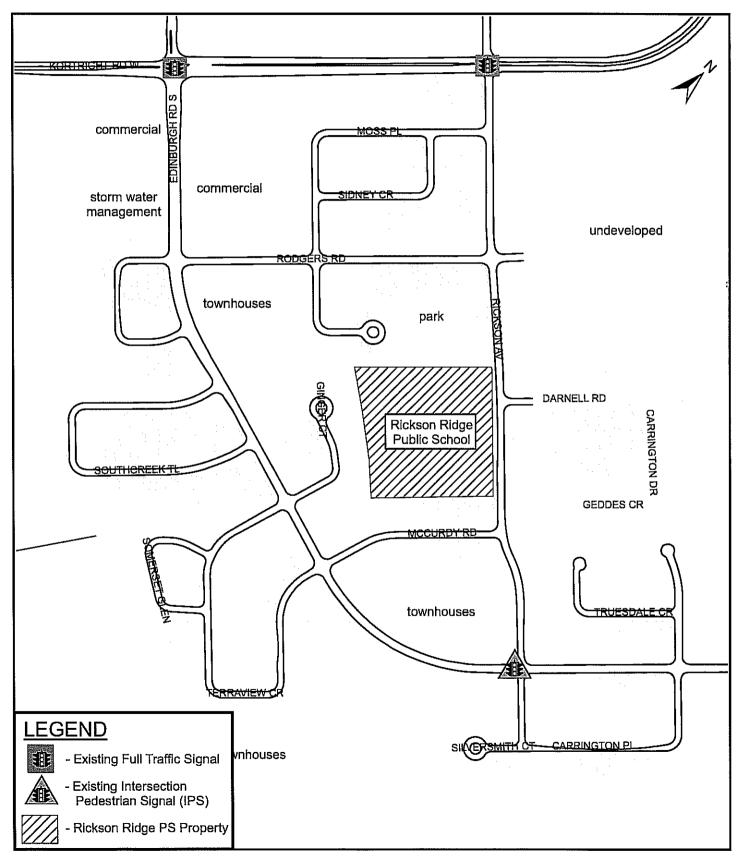
Appendix A- Rickson Ridge Public School

Prepared By: Anna McKee, C.E.T. Supervisor, Traffic Investigations 519-837-5628 ext. 2044 anna.mckee@guelph.ca

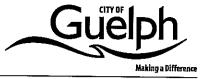
Recommended By: Derek J. McCaughan Director, Operations Department 519-837-5628 ext. 2018 derek.mccaughan@guelph.ca

Recommended By: Bob Chapman Manager, Traffic and Parking 519-837-5612 ext. 2275 bob.chapman@guelph.ca

Appendix A Rickson Ridge Public School Opening in September 2008



COMMITTEE REPORT



TO Emergency Services, Community Services and Operations Committee

SERVICE AREAOperationsDATEWednesday July 16, 2008

SUBJECT 2008 Guelph Chamber of Commerce Annual 3-Pitch Softball Tournament

REPORT NUMBER

RECOMMENDATION

THAT an application for a special occasions permit to serve alcohol during the Saturday August 23rd, 2008 Guelph Chamber of Commerce softball tournament at the Royal City Jaycees Park be approved.

BACKGROUND

Permitting and Scheduling staff of Community Services received on June 3, 2008, a special event application from Lloyd Longfield of the Guelph Chamber of Commerce to reserve the softball fields at the Royal City Jaycees Park, as the venue for their Annual 3-Pitch Softball Tournament. The event set-up will commence on Friday, August 22nd, with the tournament starting at 8:00am on Saturday the 23rd, and concluding at 6:00pm the same day. The group anticipates 150-200 participants.

REPORT

The Guelph Chamber of Commerce has hosted this tournament; their 5th Annual 3-Pitch Tournament for the last four years at Guelph Lake on the same weekend in August. They were unable to secure Guelph Lake this year and have asked to be permitted to hold their tournament at Royal City Jaycees Park, a park leased to the corporation from the Ontario Realty Corporation.

As per the Alcohol Risk Management Policy, any application to hold a licensed event in a park or facility not so designated must be approved by Council. Staff have confirmed with the organizers the requirements to use Smart-Serve trained bartenders and have special events staff on-site while alcohol is served.

CORPORATE STRATEGIC PLAN

The Guelph Chamber of Commerce's annual softball tournament relates to the corporate goal of Personal and Community Well-being---a healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Operations staff have consulted with Community Services and Corporate Services staff to confirm the requirements and limitations of the proposed special event.

COMMUNICATIONS

N/A

ATTACHMENTS

N/A

amern

Prepared By D. Murray Cameron Manager of Parklands and Greenways 519 822 1260x 2007 murray.cameron@guelph.ca

Recommended By: Derek J. McCaughan Director of Operations 519 822 1260 x2018 derek.mccaughan@guelph.ca

COMMITTEE REPORT



то	Emergency Services, Community Services and Operations Committee	
SERVICE AREA DATE	Operations Department July 16 th , 2008	
SUBJECT REPORT NUMBER	Late Night Taxi Stands	

RECOMMENDATION

THAT the Late Night Taxi Stand report of July 16th, 2008 be received for information;

AND THAT the Late Night Taxi Stand pilot be extended to the end of May 2009.

BACKGROUND

A report on behalf of representatives of Red Top Taxi, Canadian Cab, Guelph Police Service, the University of Guelph, the Operations Department, Transit Services and residents of Surrey Street was presented to Council in October of 2007 requesting that approval be given for the creation of three late night taxi stands within the Downtown core. The intent was to address concerns from neighbouring residents on Neeve/ Surrey Street of the noise generated by people leaving the Downtown area and attempting to hail taxi cabs between the hours of 1:00 am to 4:00 am.

Council approved the creation of these taxi stands and passed a resolution requesting staff report back on the effects of these taxi stands at the end of a six month period.

REPORT

In October 2007, three late night taxi stands were created and were located in front of City Hall, on Wyndham Street North near St. George's Square / across from Cork Street and in front of the Greyhound Station on Macdonnell Street.

Approaching the conclusion of the six month trial period the representatives of Red Top Taxi, Canadian Cab, Guelph Police Service, University of Guelph and the Operations Department undertook a review of the project to date. The attached document (Appendix A) summarizes their findings.

Summary:

The representatives of the Surrey Street Noise Committee are requesting that the following points be considered by Council:

• That the Late Night Taxi Stand pilot be extended to May 2009 to cover a full school year.

- That additional signage and curb markings be erected to assist with the loading of the cabs.
- That the installation of additional lighting, security cameras, benches and washrooms be investigated.

While the representatives are asking for an extension of the Late Night Taxi Stands, it should be noted and that they are aware that that the late night taxi stand located on Carden Street will need to be reviewed to determine its compatibility with the completion of the new City Hall, Civic Square and the associated parking changes. It is anticipated that should the taxi stand need to be relocated, it would be done along with the relocation of the late night bus stand also at this site.

Staff have discussed this matter with the Downtown Guelph Business Association and they have indicated that they support the continuation of the pilot project along with continued evaluation and flexibility should these concerns arise.

Further, the committee recommends that Council consider the installation of surveillance cameras, increased lighting and shelters in the areas of the late night taxi zones. These recommendations are capital-oriented and staff are of the opinion they would be better addressed upon the conclusion of the review period.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS

Nominal.

DEPARTMENTAL CONSULTATION

Operations Department Red Top Taxi University of Guelph Downtown Guelph Business Association Canadian Cab Guelph Transit Guelph Police Service Economic Development

COMMUNICATIONS

n/a

ATTACHMENTS

Appendix A - Late Night Taxi Stand Committee Report

Prepared By:

Prepared By: Doug Godfrey Supervisor, Parking Regulation & Enforcement (519) 822-1260 ext 2520 Doug.Godfrey@guelph.ga

Recommended By: Derek J. McCaughan Director of Operations (519) 837 5628 ext 2018 Derek.McCaughan@guelph.ca

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Recommended By: V Bob Chapman Manager, Traffic and Parking (519) 822 1260 ext 2275 Bob.Chapman@guelph.ca

APPENDIX A

LATE NIGHT TAXICAB STAND REVIEW

SUMMARY OF THE REPRESENTATIVES FINDINGS

Cab Companies:

- Concerns of passengers rushing into the street when cabs approached the stands.
- Disagreements between people as to who was next in line to obtain a cab.
- Concerns raised by some drivers regarding possible damage to cabs due to the nature of the crowds.

Guelph Police Service:

- Slow startup of stands resulted in underutilization by patrons and cabs until after October 2007.
- Public confusion with respect to the status of the cabs; many did not know that if the taxi's roof light is turned off, it is out of service.
- Cabs utilizing the Downtown as a route to attend calls in other parts of the City caused confusion with people waiting at the taxi stands.

Operations Staff:

• One concern from a Downtown resident was received in regards to the number of patrons waiting for transit or taxis at City Hall creating noise and leaving litter.

University of Guelph's Student Association:

Advised that no complaints have been received regarding the stands.

Guelph Transit:

• Transit staff did express concerns regarding the congestion caused by the construction of the new City Hall.

Surrey Street Residents:

• Residents have indicated that the noise and associated concerns in their neighbourhood has been reduced significantly.

The representatives believe that while these taxi stands are not being utilized to their full potential, it is expected that usage would increase with enhanced signage, increased security and with the distribution of educational material by the University of Guelph, Downtown establishments and Guelph Police Service.

It was also agreed that to avoid confusion with returning students the taxi stands remain in their current locations and that better promotion of the stands be conducted at the start of the university school year.

Chair: Harry Perets

Surrey Street Noise Representatives:

Harry Perets, Legal Advisor for Guelph Police Service Kevin Buttler, Red Top Secretary Charles Dadd, Red Top Treasurer Mike Fred Gerrior, Administrator of Scheduling & Service Planning (Transit Service), City of Guelph Jesse Mendoza, Secretary/Treasurer Canadian Cab; Peter Robinson, President Canadian Cab Mike Humphries, President of Red Top Doug Godfrey, Supervisor Parking Regulations and Enforcement, City of Guelph Evan Dalzell, Local Affairs Commissioner Central Student Association, University of Guelph Harry Schnurr, Inspector Guelph Police Service David Caron, Police Officer with Tactical Unit in Downtown Guelph Police Service Brenda Whiteside, University of Guelph Jakki Doyle, University of Guelph

COMMITTEE REPORT



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA	Operations
DATE	Wednesday, July 16, 2008

SUBJECT	Eastview Road Speed Limit Change
REPORT NUMBER	

RECOMMENDATION

"That the speed limit on Eastview Road from Summit Ridge Drive to the east City limits be changed from 80 km/h to 60 km/h as outlined in the report of the Director of Operations dated July 16, 2008."

BACKGROUND

In 2007, Eastview Road from Watson Parkway N. to the east City limits as well as Watson Parkway N. near Eastview Road were reconstructed in conjunction with subdivision development in the area. (See Appendix A – Area Map.) During the reconstruction, this road was updated from a rural cross-section with gravel shoulders to a typical urban cross-section with curb and gutter.

REPORT

As subdivision development has started along Eastview Road in the area of Summit Ridge Drive 80 km/h is no longer an appropriate speed limit for Eastview Road from Summit Ridge Drive to Watson Parkway. Currently the speed limit on Eastview Road from Victoria to Summit Ridge is 50 km/h and the extension of Eastview Road at the City limits is a township road with a rural cross-section with a speed limit of 60 km/h.

Given the recent subdivision developments and the adjacent speed limits on Eastview Road (50 km/h west of Summit Ridge Drive and 60 km/h east of Watson Parkway) having a relatively short 80 km/h is no longer appropriate for this location.

In order to maintain a consistent and reasonable speed limit, staff are recommending that the speed limit on Eastview Road between Summit Ridge Drive and the east City limits be changed to 60 km/h.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS

Sign changes covered by maintenance budget.

DEPARTMENTAL CONSULTATION

Guelph Police Service Traffic Supervisors are in favour of implementing the recommended speed limit change.

COMMUNICATIONS

N/A

ATTACHMENTS

Appendix A - Area Map

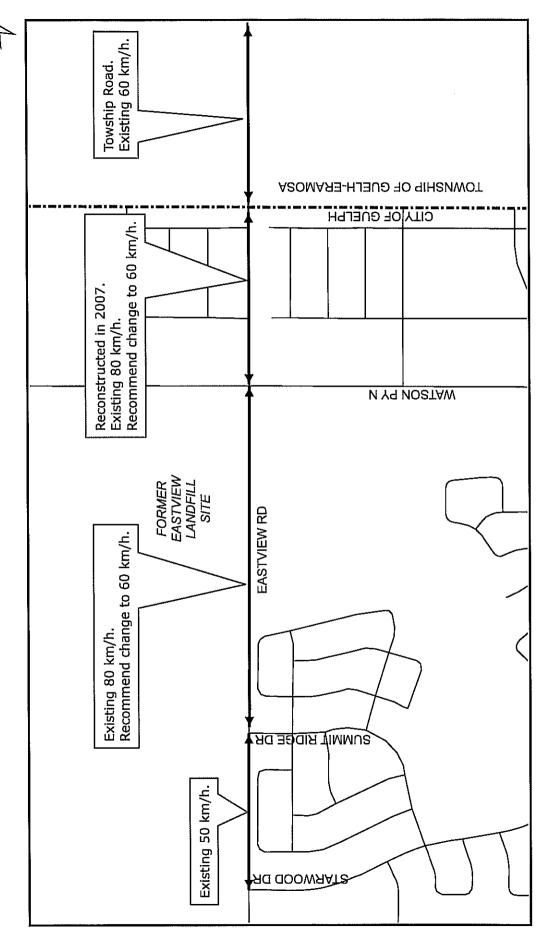
Prepared By:

John Gaddye, A.Sc.T. Traffic Technologist II 519-822-1260 x2040 john.gaddye@guelph.ca

Recommended By: / Derek J. McCaughan Director, Operations 519-822-1260 x2018 derek.mccaughan@guelph.ca

Recommen/ded By: Bob Chapman Manager, Traffic & Parking 519-822-1260 x2275 bob.chapman@guelph.ca





The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday, July 16, 2008, 6:00p.m.

A meeting of the Community, Operations and Emergency Services Committee was held on Wednesday, July 16, 2008 in Council Chambers at 6:00 p.m.

Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge

Also Present: Councillor Billings, Piper and Wettstein

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Ms. A. Pappert, Director of Community Services; Mr. B. Chapman, Manager, Traffic & Parking; Mr. M. Cameron, Manager, Parklands & Greenways; Ms. J. McDowell, Transportation Demand Management Coordinator; Ms. A. McKee, Supervisor, Traffic Investigations; Mrs. L. Giles, Director of Information Services/City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

- 1. Moved by Councillor Hofland
 - Seconded by Mayor Farbridge

THAT the minutes of the Emergency Services, Community Services and Operations Committee held on June 18, 2008 be confirmed as recorded and without being read.

Carried

Rickson Ridge Public School Traffic Concerns

Ms. Lisa Morrison requested a set of lights at the intersection of Ginger Court, Terraview Crescent and Edinburgh Road. She stated concern with the young children attempting to cross the busy road mid-block instead of going out of their way to walk to the lights, especially in the winter when snow banks further deteriorate sight lines. She asked that some measure be taken before school starts in September.

Mr. Abdul Khan, Co-Chair of Rickson School Crossing Committee stated that the traffic study was done in April, at a time when the university students are away so an accurate picture of the traffic issues would not be taken. He raised

July 16, 2008	Emergency Services, Community Services & Operations Committee	Page No. 2
	concerns with the speed of the vehicles travelling road and stated that children will not always mak and try to cross and this would be an accident wa happen. He advised that the school principal is a along with a high percentage of the parents.	ke wise choices aiting to
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT staff be directed to install a signalized cros Edinburgh Road between Rickson Avenue and Ko West at a location to facilitate students travelling Ridge Public School. 	ortright Road
		Carried
	2008 Guelph Chamber of Commerce Annual Softball Tournament	3-Pitch
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT an application for a special occasion permit alcohol during the Saturday, August 23, 2008 Gu of Commerce softball tournament at the Royal Ci Park, be approved. 	lelph Chamber
		Carried
	Late Night Taxi Stands	
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Farrelly THAT the Late Night Taxi Stand report of July 16 received for information; 	, 2008, be
	AND THAT the Late Night Taxi Stand pilot be exteened of May, 2009.	ended to the
		Carried
	Eastview Road Speed Limit Change	
	 Moved by Mayor Farbridge Seconded by Councillor Beard 	

July 16, 2008	Emergency Services, Community Services
	& Operations Committee

REPORT THAT the speed limit on Eastview Road from Summit Ridge Drive to the east City limits be changed from 80 km/h to 60 km/h as outlined in the report of the Director of Operations dated July 16, 2008.

Carried

Next Meeting: September 10, 2008

The meeting adjourned at 6:25 p.m.

.....

Chairperson

COMMITTEE AGENDA



TO Emergency Services, Community Services and Operations Committee

DATE October 15, 2008

LOCATION Council Chambers

TIME 5:00 p.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

July 16, 2008 - Joint Emergency Services, Community Services & Operations Committee and Community Development and Environmental Services Committee July 16, 2008 - Emergency Services, Community Services & Operations Committee

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
OPTIONS FOR CITY GRANTS – FRAMEWORK	Approve
Presentation by Ann Pappert	
Delfino CallegariCaroline Graham	
THAT the Community Services report CS-AD- 0818 dated October 15, 2008 regarding Options for City Grants – Framework, be received;	
AND THAT Option #2 is approved in principle and staff be directed to include the appropriate budget allocation required to undertake Option #2 in their budget submission, its approval to proceed being subject to 2009 budget deliberations.	
CITY OF GUELPH EMERGENCY RESPONSE PLAN AND EMERGENCY MANAGEMENT PROGRAM	Approve
THAT the 2008 City of Guelph Emergency Response Plan and Emergency Management Program be approved;	

AND THAT the 2008 Emergency Response Plan and Emergency Management Program be adopted by by-law.	
IMPROVING FIRE DEPARTMENT ACCESS TO EMERGENCY INFORMATION – FIRE SAFETY PLAN LOCK BOXES TO BE INSTALLED IN GUELPH BUILDINGS	Approve
THAT the establishment of Fire Safety Plan Lock Boxes for premises as listed in Attachment #1 of this report be approved;	
AND THAT a by-law be adopted requiring the installation of Fire Safety Plan Lock Boxes in those premises listed in Section 2.8 of Division B of the Ontario Fire Code that further requires the preparation and implementation of a Fire Safety Plan.	
EMERGENCY SERVICES QUARTERLY INFORMATION UPDATE APRIL – AUGUST, 2008 THAT the Emergency Services quarterly update report that covers the period of April to	Receive
August, 2008 be received for information.	
CITY EVENT POLICY – EVENT FRAMEWORK STRATEGY	Receive
THAT the report of the Economic Development and Tourism Service's dated October 15, 2008 which provides background on a proposal to establish a City Event Policy – Event Framework Strategy, be received as information.	
PUBLIC ART POLICY AND PROGRAM – FRAMEWORK OF PRINCIPLES	Approve
Presentation by Ann Pappert	
THAT report # CS-CU-0821 of the Director of Community Services dated October 15, 2008 providing background on public art and a draft framework for proceeding with the	

development of a p program for Guelph	public art policy and n, be received;	
AND THAT the Frar outlined in Attachn 0821 be approved	nework of Principles as tent A of report CS-CU- in principle;	
 policy as per the Fill Council consideration in 2009 including to their policy presen Terms of refinancial program Plan for invocus participation Procedural geogram Requirement the collection 	Terence for a Public Art mmittee ojection and funding formula and administration olving private sector guidelines to facilitate the ts for the management of on; ilize the Framework of the commissioning of public	
implementation of	ed approach towards the a public art policy be Incil once the public art oved.	
	DD DEVELOPMENT	Receive
Community Service regarding Neighbo	S-CD-0820 of the Director of ces dated October 15, 2008 purhood Development red for information.	
	BLIC SCHOOL TRAFFIC	Receive
Delegation: • Charlene W	/yman	

THAT the Ken Danby Public School Traffic Concerns report of the Director of Operations dated October 15 th , 2008 be received.	
OPERATIONS FLEET MAINTENANCE	Receive
THAT Council receive Emergency Services, Community Services & Operations Committee report of October 15, 2008 entitled 'Operations Fleet Maintenance'.	
ONTARIO STREET ROAD NARROWING	
THAT the recommendation contained in the Director of Operations report of October 15, 2008, to install a road narrowing at the intersection of Wood Street and Ontario Street be approved.	

OTHER BUSINESS

NEXT MEETING

October 29, 2008 at 5:00 p.m. – 2009 Budget Presentation November 12, 2008

The Corporation of the City of Guelph Joint Emergency Services, Community Services & Operations Committee and Community Development and Environmental Services Committee Wednesday, July 16, 2008, 4:30p.m.

A meeting of the Community, Operations and Emergency Services Committee and Community Development and Environmental Services Committee was held on Wednesday, July 16, 2008 in Council Chambers at 4:30 p.m.

Present: Councillors Beard, Burcher, Farrelly, Hofland, Laidlaw, Piper and Mayor Farbridge

Also Present: Councillors Bell and Wettstein

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Ms. A. Pappert, Director of Community Services; Ms. M. Neubauer, Director of Finance; Mr. D. McCaughan, Director of Operations; Mr. J. Riddell, Director of Community Design and Development Services; Mr. R. Henry, City Engineer; Mr. R. French, Manager of Transit Services; Mr. R. Philips, Transportation Planning & Development Engineering Manager; Ms. M. Plaunt, Manager of Policy Planning and Urban Design; Ms. K. McAlpine, Supervisor of Facility Booking and Program Registration; Mr. S. Hannah, Manager of Development and Parks Planning; Mr. M. Rea, Associate Solicitor; Ms. J. McDowell, Transportation Demand Management Coordinator; Mr. G. Keyworth, Transportation Planning Engineer; Ms. J. Pathak, District Park Planner; Mr. R. Mackay, Manager of Recreation and Culture; Ms. T. Sprigg, Manager of Corporate Communications; Ms. K. Quennell, Supervisor of Program Development; Mrs. L. Giles, Director of Information Services/City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

Transit System Growth Strategy and Plan

Mr. Philips, Transportation Planning & Development Engineering Manager provided background information, outlined the transit strategy components and provided information regarding the existing system review. He also advised of the implementation and financial plans and the development process.

Distribution	Minutes
July 16, 2008	Joint Emergency Services, Community Services Page No. 2 & Operations Committee, and Community Development and Environmental Services Committee
Mr. J. Riddell	 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT the joint Community Development and Environmental Services Committee and Emergency Services, Community Services and Operations Committee Report 08-86, dated July 16, 2008, on `Transit System Growth Strategy and Plan' be received.
	Carried
REPORT	 Moved by Councillor Hofland Seconded by Councillor Piper THAT staff be authorized to proceed with developing a Transit System Growth Strategy and Plan that will include financing, governance and implementation strategies, to identify and accommodate current and future transit needs in Guelph and the surrounding areas of Wellington County, as outlined in this report;
	AND THAT the Mayor write to Wellington County Council requesting the County to participate in the development of the Transit System Growth Strategy and Plan, as outlined in this report.
	Carried
	The Chair advised this portion of the meeting was an informal information session and no decisions will be made at this time.
	Pre-Planning Presentation for the Recreation, Parks and Culture Strategic Master Plan and South End Community Centre Component Study
	Mr. Todd Brown, of Monteith Brown Consultants outlined the project purpose and scope of the plan. He addressed the links to the Corporate Strategic Plan, the objectives, methodology, and key considerations. He outlined the four phases of the planning process and advised of plans for incorporating community involvement. He advised they will be considering transit and connectivity issues and financial issues for youth and seniors in particular. Monteith Brown will provide Council with a listing of community/recreation centre websites that can

Distribution	Minutes
July 16, 2008	Joint Emergency Services, Community Services Page No. 3 & Operations Committee, and Community Development and Environmental Services Committee
	provide some context to the component study & master plan discussion.
	Next Meeting: September 10, 2008
	The meeting adjourned at 5:35 p.m.
	Chairperson

The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday, July 16, 2008, 6:00p.m.

A meeting of the Community, Operations and Emergency Services Committee was held on Wednesday, July 16, 2008 in Council Chambers at 6:00 p.m.

Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge

Also Present: Councillor Billings, Piper and Wettstein

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Ms. A. Pappert, Director of Community Services; Mr. B. Chapman, Manager, Traffic & Parking; Mr. M. Cameron, Manager, Parklands & Greenways; Ms. J. McDowell, Transportation Demand Management Coordinator; Ms. A. McKee, Supervisor, Traffic Investigations; Mrs. L. Giles, Director of Information Services/City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Hofland

Seconded by Mayor Farbridge THAT the minutes of the Emergency Services, Community Services and Operations Committee held on June 18, 2008 be confirmed as recorded and without being read.

Carried

Rickson Ridge Public School Traffic Concerns

Ms. Lisa Morrison requested a set of lights at the intersection of Ginger Court, Terraview Crescent and Edinburgh Road. She stated concern with the young children attempting to cross the busy road mid-block instead of going out of their way to walk to the lights, especially in the winter when snow banks further deteriorate sight lines. She asked that some measure be taken before school starts in September.

Mr. Abdul Khan, Co-Chair of Rickson School Crossing Committee stated that the traffic study was done in April, at a time when the university students are away so an accurate picture of the traffic issues would not be taken. He raised

Distribution	Minutes	
July 16, 2008	Emergency Services, Community Services Page No. & Operations Committee	. 2
	concerns with the speed of the vehicles travelling along this road and stated that children will not always make wise choic and try to cross and this would be an accident waiting to happen. He advised that the school principal is also concerne along with a high percentage of the parents.	
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT staff be directed to install a signalized crossing on Edinburgh Road between Rickson Avenue and Kortright Road West at a location to facilitate students travelling to Rickson Ridge Public School. 	l
	Carried	Ē
	2008 Guelph Chamber of Commerce Annual 3-Pitch Softball Tournament	
REPORT	 Moved by Councillor Hofland Seconded by Councillor Beard THAT an application for a special occasion permit to serve alcohol during the Saturday, August 23, 2008 Guelph Chamb of Commerce softball tournament at the Royal City Jaycees Park, be approved. 	ber
	Carried	ł
	Late Night Taxi Stands	
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Farrelly THAT the Late Night Taxi Stand report of July 16, 2008, be received for information; 	
	AND THAT the Late Night Taxi Stand pilot be extended to the end of May, 2009.	е
	Carried	d
	Eastview Road Speed Limit Change	
	5. Moved by Mayor Farbridge Seconded by Councilior Beard	

Distribution	Minutes	
July 16, 2008	Emergency Services, Community Services Pa & Operations Committee	ige No. 3
REPORT	THAT the speed limit on Eastview Road from Summit Ri Drive to the east City limits be changed from 80 km/h t km/h as outlined in the report of the Director of Operat dated July 16, 2008.	:0 60
	Ca	arried
	Next Meeting: September 10, 2008	
	The meeting adjourned at 6:25 p.m.	
	Chairperson	

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COMMITTEE REPORT



TO Emergency Services, Community Services and Operations Committee

SERVICE AREA	Community Services
DATE	October 15, 2008

SUBJECT	Options for City Grants - Framework
REPORT NUMBER	CS-AD-0818

RECOMMENDATION

THAT report CS-AD-0818 as presented on October 15, 2008 be received; and

THAT Option #2 is approved in principle and staff be directed to include the appropriate budget allocation required to undertake Option #2 in their budget submission, its approval to proceed being subject to 2009 budget deliberations.

SUMMARY

As Guelph grows, our current municipal grant program should respond to changes in community; the program should align itself more closely with our corporate objectives. Staff acknowledge a pressing need to examine and evolve our funding framework, policies and procedures. We propose an 'investment' type program which can provide both sustainable funding for core community delivered services, programs and activities and provide new tools to achieve strategic initiatives and innovative partnerships.

The purpose of this report is: to summarize community changes which impact on the grant program; to introduce the concept of an 'investment' program; and to recommend approval for the development of a 'Guelph Community Investment Program' as a two phased project beginning in 2009 as per Option #2 in this report.

BACKGROUND

Council inquiries regarding the size and scope of services funded by City of Guelph grants along with concerns related to both the application and appeals process are noted in minutes and motions of Council meetings over the last number of years. Attachment A: City Council Resolutions provides Councilors with a comprehensive listing of these motions.

The Finance Department administers Guelph's annual grant program under the City's Grant Policy 2002 (Attachment B). During the 2008/09 grant process, the program provided a total value of \$232,875 in cash grants and \$113,850 through in-kind support to the community. Finance also oversees a Special Projects

discretionary fund which is directed by the Mayor and Council and has historically provided grants to address civic celebrations on an informal basis. Staff time allocated to administering grants is in addition to additional volunteer time provided by community members serving on committees.

Funding is provided to the following sectors (categories):

- 1. Health and Social Services
- 2. Arts and Cultural Activities
- 3. Civic Activities/Special Events

Three sub committees review the current grant applications, by sectors:

- 1. United Way (Health and Social Services)
- 2. Guelph Arts Council (Arts and Cultural Activities)
- 3. Visitor & Convention Services Committee/Sports Advisory Council (Civic Activities/Special Events)

Funding is provided to the United Way (\$27,500) and the Guelph Arts Council (\$30,000) to adjudicate the grant program.

REPORT

A. Current Situation

1) Community has changed in scope, range and diversity

Our Corporate Strategic Plan envisions a City that 'makes a difference' in many inspiring ways. While the City of Guelph has done well to support its annual grant program, the scope, range and diversity of new community ideas and potential partnerships are becoming more complex and diverse in nature.

A number of quality grant requests currently do not fit easily into our grant criteria. Some grants are for services outside the 'scope' of the municipal act (e.g. education, health care) while others seek funding in ways that are not currently allowed under the policy (e.g. capital, travel, DC waivers, research and development.) We do not see this trend diminishing over time.

2) A Program Rationale & Informed Decision making to create a Sustainable City Services delivered by the community and supported through annual grants are often deemed to be optional programs. They represent an array of programs that the municipality chooses will be provided by the community. However, some community programs are viewed as foundational or 'core' services. Organizations are predominately non-profit and are vulnerable to fluctuations in the economy.

Financial sustainability is crucial to ensure the ongoing delivery of these public goods and the challenge to build sustainability for our non-profit organizations is paramount. This requires a more strategic approach towards investing in the non-profit sector.

There is currently no articulated program rationale or principle statement that neither directs our current grant program to achieve financial sustainability for our

community groups nor is there a program rational that links our grant expenditures to achieving the goals of our Corporate Strategic Plan. Further, we do not provide a holistic or integrated program model to our sub committees (who adjudicate our grants) to inform their decision-making.

Further, in the pursuit of a pertinent and perhaps more democratic community funding model municipalities are examining, reviewing and assessing participatory decision making models. While some community groups in Guelph have initial experience in this regard, it is timely to assess and review a range of models with the intent of deciding their possible, broader application within a funding program.

3) We Build Community Together

It is prudent to build financial collaborations wherever possible in order to see community goals accomplished.

Our grant program tends to be reactive, responding to a specific request from a specific organization without the benefit of knowing if the program or service is being offered by another agency and funding stream. Although our grant program stipulates that 'activities that duplicate existing programs and services will not be funded' there is no mechanism that identifies duplication amongst those supported by the City of Guelph. Further, because we have sub committees making decisions in isolation, it is difficult for staff to determine if incremental funding effectively achieves long-term community objectives. A more proactive municipal investment strategy could advance partnerships that strategically align resources to solve systemic issues by collaborating.

4) Efficient and Effective Administration & Linkages

Community activities link stakeholders with a wide range of municipal departments and divisions. Staff wish to advance a more coordinated system of tracking services and programs, informing the costing of in kind support, advising on the impact of fee waivers and communicating about successful grants in order to properly reflect the extent of civic support.

The current annual grant program involves a range of city staff in various capacities; the extent of their time commitments and possible duplication of work is currently unknown. Further, the Corporation wishes to pursue a more formal review of the benefits (qualitative and quantitative) of services and programs funded under the grant program. It would be timely to establish expectations for reporting on the activities of grant recipients. Once the desired level of performance expectation is defined, follow up reporting would be prudent in order to:

- increase transparency and accountability for both the applicants and the City
- advance internal and external coordination to reduce corporate duplication and identify efficiencies
- conduct financial reviews of organizations and business plans
- amendment and enhancements in policy and procedures in a regular review
- ensure consistency in communications
- collect data relating to the impact of investing in specific ventures.

5) Grant Programs vs. Investment Programs

Municipalities in Canada have begun to move away from the provision of single grant "tools" (annual operating grants and one time project grants) and have begun to implement 'investment' type programs that meet strategic goals, in partnership with the not for profit sector. Cities such as Edmonton, Toronto, Ottawa, Vancouver and most recently Kitchener have 'investment' type programs. The United Way in Canada (Windsor and Peel Region in particular) are also leaders in the development of these strategies and their implementation. The following is a simple comparison of these two program approaches.

	Grant Program	Investment Program
Purpose	 Charitable Assistance to support the goals of the applicant 	 Financial investment and options for partnerships with City in achieving shared community goals through the work of the non profit organizations
Evaluation	 Proven need of organization Merit of Applicant's organization Track record/stability Past funding record Sector specific criteria 	 Applicants ability to achieve identified community strategic objectives Merit of Applicant Track Record/stability Capacity to achieve performance objectives Integrated perspective of community need sets criteria
General Decision Making	 Based on an organization by organization review Sub committee decision is by sector – unlinked 	 A Wider range of opportunities to invest and partner are offered with unique criteria embedded for decision making. Integrated Funding framework is shared amongst sectors for decision making
Advantages	 Simple program Standard format for tracking outcomes 	 Encourages innovation Integrative approach to function, form and decision making Links funding partners proactively More targeted funding opportunities (tools) Allows for measured risks and new opportunities within the framework

	 Increased effectiveness through appropriate tools Better communication of integrated community needs
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B. Addressing Our Challenges –Options

Civic staff has discussed two approaches to address our current situation.

Option #1: Conduct a Operational Program Review of the existing grant program and recommend modifications to the program.

In conducting the work of Option #1, staff would assume the following five points, that the:

- 1. over riding goal of the program is relevant and effective;
- 2. funding model reflects how Council wishes funds to be aligned (by sector) and distributed (non strategic approach);
- 3. current awarding of funding reflects the diversity of community needs;
- 4. types of organizations and types of support provided meet the current and future needs of applicants;
- 5. Decision-making process is suitable for distributing resources.

Draft Scope of Work: Option #1

An Operational Program Review would include the following goals:

- determine the value and impact of the grant program
- assess the current financial capacity of the program
- review the application and allocation process for efficiency and effectiveness
- refine the linkage between agreements, partners and the resources provided.

The review would include the examination of the following items:

- Levels of financial support compared to requested need
- The distribution of funds and inherent equity between the sectors
- Application criteria and decision making process to increase efficiency/effectiveness
- Accountability & reporting requirements
- Comment on linkages between city policies and priorities

Under Option #1, deliverables would likely include:

- 1. establishing a performance evaluation system;
- 2. advancing greater inter-departmental communication of information;
- 3. refining the application forms; and
- 4. proposing criteria for single, annual grants.

Option #2: Undertake the development of a 'Guelph Community

Investment Program' using a two-phased approach that builds the framework first, and upon approval, designs and implementation plan. This involves the

development of a comprehensive approach towards our funding program to align the expenditure of funds to defined, strategic objectives of the community.

Municipal "investment programs" evolve from the basics of an established annual grant program yet go much further. There are eight characteristics specific to an investment program and they are embedded in the scope of the work for Option #2 below.

Draft Scope of Work: Option #2

The development of a 'Guelph Community Investment Program' would focus on the following goals in addition to those outlined in Option #1:

- 1. Define a Guelph based investment program that <u>rationalizes and aligns</u> the financial <u>commitment</u> of the municipality <u>to community priorities</u> as outlined in <u>corporate strategic plans</u>.
- 2. Ensure that the system is <u>transparent and accountable</u> in the allocation of funds invested in the recipient and that there is a <u>qualitative and quantitative</u> return on investment.
- 3. Define policy <u>principles</u>, values and a program rational that <u>link strategic</u> <u>goals to the program</u>. Where appropriate, ensure that the program provides an <u>integrative approach</u> towards <u>meeting community priorities</u> beyond funding single, sectorial objectives.
- 4. Ensure program flexibility through the use of different'tools' a range of types of funding which the community can apply for and receive investment from the municipality. This will <u>encourage innovation</u>. Tools may fund innovative ideas or explore partnering on pilot programs. Examples of these investments "tools" are, but are not limited to:
 - Multi-year funding for operating
 - Purchase of Services Agreements
 - Partnership/Research "start up" funds to explore opportunities
 - Staff secondments to the non profit sector
 - 'Anchor' Funding to help leverage upper level government or foundations
 - Cross marketing funds shared between sectors with shared goals
 - Capital funding for buildings or asset acquisition
 - Capital Improvement Programs
 - Pilot projects
 - Loan agreements
 - Grants in lieu of taxes
 - Travel and Conference support
 - Emergency requests

The consideration of waivers for development charges will be defined within the Development Charges Policy.

- 5. Propose a process whereby the City could <u>partner</u> with local agencies in order to leverage our local dollars to secure alternative funds with which to achieve shared community objectives.
- Examine and propose a <u>comprehensive methodology for informed decision-</u> making.
- Define an <u>efficient allocation system</u> to identify and <u>reduce overlap</u> and to more <u>effectively streamline resources to address service gaps or finally</u> <u>resolve a key issue</u>.
- 8. Review and propose necessary <u>administrative processes</u> and resources to implement the program.

Staff would propose a two-phased approach towards achieving the following deliverables for Option #2. Specifically:

Phase One: Create the Policy Framework (2009)

Draft deliverables would include a policy framework that has:

- Principles & Values for investing in community
- An investment model or structure
- Defined types of organizations that would be supported by investment
- Defined sectors that would be supported
- Defined types of support provided (Tools) and criteria for each
- Recommendations on funding levels and agreements on allocations
- A method for decision making that builds public input into the process
- Accountability and Transparency guidelines
- Evaluation and Feedback process
- Appeals Mechanism

Phase Two: Create the Implementation Plan (2009-2010)

Draft deliverables would include:

- Partnership opportunities with community agencies
- Established financial projections
- A transition period for existing grant recipients
- Legal agreements
- An application process and user friendly forms
- A communication plan

C. Staff Recommendation

Staff recommend pursuing Option #2.

A traditional operational review as outlined in Option #1 was found to be lacking. Guelph may need to broadly evolve if not, fully shift the scope of the original grant program to respond proactively to shifts in community strategic planning.

Guelph needs to be positioned to capitalize on new ideas and provide sustainable support to those organizations and agencies that are the foundation of our community. Unless the policy and program evolves, we will continue to experience requests approved outside of the policy or being denied, thus raising concerns about the validity of the policy and integrity of the decision making process.

Option #2 creates a program that addresses issues arising from the growing population, the need to foster the sustainability and support changing dynamics between the sectors. Further, it:

- Anticipates the development of multi year corporate budgets linked to strategic initiatives.
- Offers partnering on phased initiatives.
- Promotes work inter-departmentally and inter-sectorally in the areas of tourism, economic development.
- Defines the scope of possible future investment.
- Informs the development of program criteria, the methodology of decisionmaking and the promotion of a more advanced evaluation process.
- Defines expectations related to equity, access, efficiencies within the program and the effectiveness of resources allocated.
- Builds a more inclusive community because we encourage groups to taking risks together and ensure that we have the 'tools' necessary to support those groups and partnerships or pilot ideas with some calculated risk investment.

In summary, evolving our current grant program into a Guelph Investment Program makes good sense through Option #2. Sustainable investment in non-profit organizations provides the underpinning for any community during difficult economic, social and cultural times because non-profits promote community identity, engage volunteers and provides for meaningful employment.

CORPORATE STRATEGIC PLAN

This initiative supports the following Strategic Goals:

- 1. An attractive, well-functioning and sustainable city.
- 2. A healthy and safe community where life can be lived to the fullest.
- 3. A diverse and prosperous local economy.
- 4. A vibrant and valued arts, culture and heritage identity.
- 5. A community-focused, responsive and accountable government.

6. A leader in conservation and resource protection/enhancement.

FINANCIAL IMPLICATIONS

To conduct Option #1 would require a budget envelop of \$30,000 to implement the operational review and undertake broad sectorial consultations with the community to ensure that their current needs are being reflected in any recommendations.

If Council concurs with staff's recommendation to undertake Option #2 a budget envelope of \$90,000 will be required to undertake this project due to the increased scope of the work and the requirement for extensive and broader community consultation to achieve shared goals and deliverables.

Both options will require the assistance of existing staff resources under the project coordination lead of the Finance Department and the formation of a staff technical steering committee to advance the deliverables and ensure broad consultation.

Detailed terms of reference will be provided to Council for review through the Emergency Services, Community Services and Operations Committee, upon approval of the budget.

DEPARTMENTAL CONSULTATION

Finance Department Economic Development and Tourism Services Community Services Department

COMMUNICATIONS

The progress of this report has been discussed internally with members of the Finance Division, Community Services staff and members of the Economic Development and Tourism Services Division. Broader community communications are to be determined as part of development of terms of reference for this program.

Attachment A – City Council Resolutions Attachment B – City Grant Policy 2002

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Prepared & Recommended By: Ann Pappert Director of Community Services 519-822-1260 ext. 2665 ann.pappert@guelph.ca

entruer

Recommended By: Margaret Neubauer Director of Finance/City Treasurer 519-822-1260 ext. 5606 margaret.neubauer@guelph.ca

Recommended By: Peter Cartwright General Manager of Economic Development Services 519-822-1260 ext. 2820 peter.cartwright@guelph.ca

Attachment A

Date	Resolution #	Resolution
9/22/2008	Clause 1	THAT since this request (St.Joesph's Health Centre Guelp) would be considered as part of the 2001 budget deliberations, and as it is reasonable to consider this matter within the context of a larger corporate investment strategy, that the Finance Administration & Corporate Services Committee refers consideration of this letter to the staff team who will be presenting a proposal to undertake a Grant Review/ Investment Framework Study in 2009, also subject to budget deliberations; AND THAT the letter from St.Joseph's Health Centre Guelph: - The Next Generation Capital Campaign be brought forward in 2010 as part of Council budget deliberations, subject to the outcomes of the Grant Review/ Investment Framework Study. THAT Council consider a grant to Community Living Guelph Wellington for relief of costs associated with the redevelopment of the ARC Industries facilities in an amount not to exceed \$80,000 during the 2009 budget deliberations.
5/26/2008	24	
2/25/2008	5	THAT the matter of funding Canada Day celebrations outside of the grant process be referred back to the Emergency Services, Community Services & Operations Committee for consideration as part of the overall review of the grant process.
1/28/2008	9	THAT the recommendations of the Sector Review Groups for receipt of a 2008 City of Guelph grant as outlined in the Finance Report dated January 16, 2008, entitled "2008 Grant Recommendations" be approved.
1/28/2008	2a	Staff were directed to review the grant process.
7/16/2007	18	THAT the request of the Guelph and District Labour Council that the rides at Riverside Park be offered at no charge during the annual Labour Day Picnic be approved and that funding be approved from the City's grant budget.
7/16/2007	19	THAT the City will provide a grant to Habitat for Humanity Wellington County in the amount of \$26,000 to cover the development charges and various permit fees charged to the organization in connection with the building of a low income house on Morris Street; AND THAT the \$26,000 financial assistance be provided from the Affordable Housing Reserve.
4/16/2007	23	THAT the City of Guelph provide a grant in the amount of \$2,000 to the Lost Airmen in Muskoka Project.
2/19/2007	16	THAT the Community, Operations and Emergency Services Committee approve the recommendations of the Sector Review Groups for receipt of a 2007 City of Guelph Grant; AND THAT these recommendations be forwarded to City Council for final approval.

2/19/2007	17	THAT the City of Guelph provide a grant to the United Way Community Services of Guelph and Wellington in the amount of \$27, 500 for the year 2007 to be funded in the approved annual operating budget; AND THAT the City of Guelph provide a grant to the Guelph Arts Council in the amount of \$27,500 for the year 2007 to be funded in the approved annual operating budget.
1/23/2007	13	THAT the expansion packages for grants to: Shakespeare Made in Canada - \$50,000; and Heritage Redevelopment - \$205,000, be approved. (budget)
1/23/2007	14	THAT the expansion package for a grant to the Guelph Rowing Club in the amount of \$25,000 be approved; AND THAT the expansion package for additional community youth space at the Delhi Recreation Centre in the amount of \$16,600 be approved. (budget)
10/16/2006	20	THAT the financial request of the Rotary Club of Guelph for a grant towards the Canada Day and Sparkles in the Park events be forwarded to the Sector Review Group for Civic and Special Events for consideration during the 2007 grant review process.
10/2/2006	3	THAT a grant of up to \$6000 and a \$2,500 waiver of costs (financial contribution in-kind) be made to the Guelph Kinsmen's Club for the Guelph Community Santa Claus Parade to be held on Sunday, November 19, 2006, to offset the costs associated with temporary traffic control and street maintenance by the City of Guelph; AND THAT the funding be subject to the parade being held in the downtown core; AND THAT the grant amount be allocated to the grants budget.
4/18/2006	6	 (rec & parks, grca, grant) THAT the Guelph Rowing Club Lake Recreation Centre at the Guelph Lake Conservation area be supported by the City of Guelph; AND THAT an annual contribution of \$25,000 be made for four years, beginning in 2007, from the annual special events grant program; AND THAT the City enter into a Letter of Intent with the Guelph Rowing Club to ensure that public access to community facilities is provided in recognition of the City's grant being offered; AND THAT the City of Guelph will not be responsible for maintenance of the Guelph Lake Recreation Centre.
1/24/2006	15	finance, grant:- THAT the recommendations of the Sector Review Groups for receipt of a 2006 City of Guelph grant be approved.
11/21/2005	7	Grants)- THAT the City of Guelph provide a grant to the United Way Community Services of Guelph and Wellington in the amount of \$27,500 for the year 2006 to be funded in the approved annual operating budget; AND THAT the City of Guelph provide a grant to the Guelph Arts Council in the amount of \$27,500 for the year 2006 to be funded in the approved annual operating budget carried

	 grant THAT the recommendations of the Sector Review Groups (Health/Social Services, Arts/Cultural, Civic) for 2005 grants be approved, as attached Schedule 1; AND THAT the grants to the following organizations be paid over 2 years: Guelph Girls Minor Softball: 2005 - \$10,000 and 2006 - \$10,000 Guelph Silvercreeks Junior Baseball Nick Pranger Team: 2005 - \$10,000 and 2006 - \$10,000
12	· Guelph Curling Club: 2005 - \$4,000 and 2006 - \$2,000 Carried
	THAT a request for a grant from the Guelph Round Table on the Environment, Economy and Society in the amount of \$500 be approved. recorded vote:
17	
5	THAT the City of Guelph provide a grant to the United Way Community Services of Guelph and Wellington in the amount of \$27,500 for the year 2005 to be funded in the approved annual operating budget; AND THAT the City of Guelph provide a grant to the Guelph Arts Council in the amount of \$27,500 to be funded in the approved annual operating budget Carried
9	budget, grants THAT the matter of grants for 2005 to the United Way Community Services of Guelph and Wellington and the Guelph Arts Council be referred to the 2005 budget deliberations.
25	THAT the City of Guelph make a donation to the Canadian Red Cross towards the South East Asia Disaster Fund in the amount of \$10,000; AND THAT the Director of Finance be directed to fund this donation from the 2004 year-end surplus. recorded vote:
20	THAT a grant of \$9783.00 be disbursed to the owners of 109 Surrey Street East pursuant to the City of Guelph Brownfields Strategy Carried
25	THAT no action be taken on the request of Bill Granger on behalf of the Hawthorne Caballeros Alumni Drum & BugleCorps for a grant in the amount of \$2,000 Carried
10	THAT the City of Guelph provide a grant to the United Way Community Services of Guelph and Wellington in the amount of \$30,000.00 for the year 2004 to be funded in the approved annual operating budget; AND THAT the City of Guelph provide a grant to the Guelph Arts Council in the amount of \$25,000.00 for the year 2004 to be funded in the approved annual operating budget carried
10	THAT the recommendations of the Sector Review Groups (Health/Social
11	Services, Arts/Cultural, Civic) for receipt of a 2004 City of Guelph Grant be approved, as attached Schedule 2 carried
12	THAT no action be taken to make a grant contribution of \$7,500, to match the contribution from Armel Corporation, towards improvements at the Marden Community Centre, with respect to the Boundary Adjustment between the City of Guelph and the Township of Guelph-Eramosa carried
	17 5 9 25 20 25 10 11

THAT the City of Guelph support the 2004 Canadian River Heritage Conference and provide a grant of \$10,000 from the grant section of the 2004 City of Guelph Operating Budget to sponsor part of the conference. - carried

1/19/2004 15

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CORPORATE POLICY AND PROCEDURE



Policy No.Page1 of 6EFFECTIVE DATEFEBRUARY 2002REVISIONSEPTEMBER 25, 2003

Tab	Community Services / Finance
Authority	Council
Subject	GRANTS
Related Policies	N/A
Approved by	Council - February 2002
Revision Date	

POLICY STATEMENT

It is the City of Guelph's policy to provide financial assistance to not-for profit community groups and agencies by means of an annual grant program. Guelph City Council will, through its annual operating budget, determine the amount of funds to be allocated to the grant program. Council will retain the right to make the final decision on both the overall grant allocation and the individual grant.

A. COMMUNITY GRANT POLICY

Community Grant applications will be considered under the categories of:

Sector Review Group

United Way Guelph Arts Council Visitor & Convention Services Committee/ Sports Advisory Council

Guelph City Council will assign the responsibility of reviewing applications and recommending grants to the applicable Sector Review Group.

GENERAL CRITERIA

An applicant organization must meet the following general criteria in order to be considered for a City of Guelph grant:

1. Operate strictly as a not-for-profit organization. Any specific service, program or activity for which funding is requested must also be not-for-profit in nature.

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- 2. Operate under a formal organizational structure with an active Board of Directors and/or Executive Committee/Officers. First-time applicants must submit copies of Constitution/By-Laws currently in effect. All applicants must submit lists of Board of Directors and Executive Committee/Officers.
- 3. Be based in Guelph, with at least a majority of members being Guelph residents. Membership and programs must be open to all Guelph citizens, and services, programs and activities must be of benefit primarily to Guelph citizens.
- 4. Demonstrate a willingness to co-operate as much as possible with the programs and activities of other community organizations, especially those in its own sector (e.g. social services, arts, etc.).
- 5. Complete the Application for a City of Guelph Grant in full, attached as Schedule 'A' to this policy.
- 6. It is the policy of the City of Guelph that travel expenses or activities that duplicate existing programs or services will not be funded. Applications from private enterprise or individuals will not be considered. Requests of a capital nature will not be funded.

PROCEDURES

- 1. The Finance Department will, on an annual basis, advertise in the local media, information relevant to the grant process.
- 2. Applications must be received by the City Finance Department by the deadline date specified in the information materials. Late applications as well as emails, faxes and computers discs will not be accepted. Support materials (brochures, flyers, programs) that will help explain an application will be accepted, but should be kept to a reasonable minimum.
- 3. Once all grant applications have been received, they will be divided up into sector groups and distributed to the organizations who have been contracted to review the various sectors (see above).

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- 4. In considering grant applications, the Sector Review Groups will evaluate applications in terms of the general and financial criteria and principles outlined in the Grant Policy and will also consider:
 - the contribution that the service, program or activity makes to the life of the community;
 - the effectiveness and quality of the service, program or activity;
 - the fiscal viability and accountability of the organization and of any specific service, program or activity for which funding is being sought;
 - the need of the organization for funding;
 - the degree of community involvement in the service, program or activity.
- 5. The recommendations of the Sector Review Groups will be compiled and forwarded to the City of Guelph's Community Services Committee (CSC).
- 6. City staff will then inform all applicant organizations of the grant recommendations and of the timing and process for any appeals that might be considered.
- 7. An appeal cannot be made with respect to the amount allocated. Only if there is evidence that the normal process was not followed (e.g. if some materials submitted were misplaced and were not considered by the Sector Review Group looking at the particular application) will appeals be handled by the Community Services Committee.
- 8. The final recommendations will then go directly to City Council for final approval.
- 9. City staff will notify all organizations of the final grants results, and will look after dispatching grant cheques in as timely a manner as possible.

POLICY NO. PAGE 4 of 6 EFFECTIVE DATE REVISION

B. SPECIAL EVENTS GRANT POLICY

The purpose of the City of Guelph's Special Events Grant Policy is to improve and increase the quality of leisure activity and support its various community organizations.

GENERAL POLICY

1. All requests are reviewed by the Visitor & Convention Services Committee with support from the Sports Advisory Council.

- 2. Each request is reviewed on the following basis:
 - a. Importance of the activity
 - b. Fiscal viability and accountability of the organization
 - c. Community impact
 - d. Media impact
 - e. Economic impact

3. Funds being requested for a volunteerism pride program or activity and should have major impact within the City.

4. Leisure and Community organizations must show that they have made reasonable efforts to raise funds and may be responsible to repay a portion or all of their grant money.

5 (a) Applicants applying to the City of Guelph must satisfy all of the following criteria:

1. Non Profit Organization (incorporation or charitable status not required)

2. Sanctioning governing body (P.S.O. or N.S.O.) endorsement

Or Resolution of your Board of Directors

Or

Letters of support from your partners

- 3. Special one-time event or Inaugural event
- 4. Event is regional, provincial, national, and international in scope

- 5. Event will attract visitors/participants from out of town
- 6. Event is a championship, tournament, festival or sporting in nature
- 7. Organization is not in a deficit situation

8. With specific exemptions, the event is based within the City and provides the majority of services within proximity of City

9. Event is a continuing one that will establish the City of Guelph as a permanent or semi-permanent site.

10. Requests for financial assistance must originate only from organizations and not from individuals.

5 (b) Trade Shows, conferences and educational events will meet the above criteria in 5 (a) except 6.

ELIGIBLE COSTS

- 1. Expenses related to event bid preparation and presentation.
- 2. Bond or holding fees required to secure an event once a bid has been won.
- 3. Start up costs for organizing committee to begin the process of planning, sponsorship campaigns, volunteer recruitment and training or marketing campaigns prior to revenue generation.
- 4. Legacy items that can be used for other events.
- 5. Costs associated with the contract of professional services or the lease of office equipment.
- 6. To leverage for additional/matching funding from other sources i.e. public or private sectors.
- 7. Associated expenses related to staging the event.

WHAT ARE THE STEPS?

1. Carefully read the Event Development grant package information and complete the application form including budget information. The application should be submitted at a minimum of two months prior to the commencement of the event or bid submission to the Finance Department.

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- 2. Consult with Visitors and Convention Services staff before completing your application.
- 3. Enclose letters of intent or support, Board resolution and or letters of confirmation from governing body.
- 4. The review committee will review the application form and budget information.
- 5. Your organization will be contacted with the final recommendation prior to Council's final decision.
- 6. If your organization is successful in receiving a grant, applicants must submit a post-project report to the Community Services Committee within 60 days of the completion of the project.
- 7. Tournaments/events that are of a fund raising nature part or all of the grant would be required to be payable back to the City of Guelph. This will depend on the assessment of the pre budget and final audited financial report.
- 8. Recipients of City of Guelph Special Events Grants will be required to report, within a reasonable time, to the Sector Review Group what purpose the grant was applied to. If the project was a profitable venture a proportionate amount (as to other seed investors) will be required to be returned and held in a "trust" for other projects to draw from. E.g. grant \$2,000.00 total seed funds \$10,000.00, project profit \$11,000.00 amount to be returned \$2,200.00-Organization realizes net income of \$8,800.00 on investment of \$8,000.00.

COMMITTEE REPORT



TO Emergency Services, Community Services and Operations Committee

SERVICE AREAEmergency ServicesDATE15 October 2008

SUBJECT City of Guelph Emergency Response Plan and Emergency Management Program

REPORT NUMBER

RECOMMENDATION

"THAT the 2008 City of Guelph Emergency Response Plan and Emergency Management Program be approved;

AND THAT the 2008 Emergency Response Plan and Emergency Management Program be adopted by by-law."

BACKGROUND

In early 2008 changes to individual responsibilities caused the current 2006 Emergency Response Plan to be out of date. A review of the plan by the Community Emergency Management Program Committee (CEMPC) has resulted in a recommendation to council that the plan be revised and that the new '2008 Emergency Response Plan and Emergency Management Program' be adopted (as attached.)

REPORT

Ontario regulation 380/04 requires each municipality to have a CEMPC. That committee is required to conduct an annual review of the emergency management program and to make recommendations to Council if revision is necessary.

The CEMPC has reviewed the current plan and has recommended minor adjustments to member responsibilities and other housekeeping issues around staff titles. The Emergency Operations Control Group has reviewed the suggested changes and endorses the 2008 version of the Emergency Response Plan.

The Emergency Management and Civil Protection Act, R.S.O. 1990, c. E-9 mandates that municipalities must pass a by-law authorizing their Emergency Response Plan and their Emergency Management Program.

CORPORATE STRATEGIC PLAN

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

FINANCIAL IMPLICATIONS

None

DEPARTMENTAL CONSULTATION

All members of the Emergency Operations Control Group internally and externally have reviewed their responsibilities and agree with the 2008 Emergency Response Plan.

Lois Giles - Director of Information Services

COMMUNICATIONS

A media release will be issued to the community through Corporate Communications. The plan will be available to the community at <u>guelph.ca</u> and the library branches.

ATTACHMENTS

2008 Emergency Response Plan 2008 (revised) Bylaw

Prepared By: Harry Dunning CEMC 519-822-1260 ext. 2127 harry.dunning@guelph.ca

Recommended By: Hans Upewig CAO 519-822-1260 ext. 2220 hans.loewig@guelph.ca

Recommended By: Shawn Armstrong Director of Emergency Services 519-822-1260 ext. 2125 <u>shawn.armstrong@guelph.ca</u>

THE CORPORATION OF THE CITY OF GUELPH

By-law Number (2008) - *****

A by-law to adopt an Emergency Management Program and an Emergency Response Plan for the protection of public safety, health, the environment, critical infrastructure and property.

WHEREAS the *Emergency Management and Civil Protection Act*, R.S.O. 1990, c. E-9, requires the development and implementation of an emergency management program by the council of a municipality which must consist of:

- an emergency plan;
- training programs and exercises for employees of the municipality and other persons with respect to the provision of necessary services and the procedures to be followed in emergency response and recovery activities;
- public education on risks to public safety and on public preparedness for emergencies; and
- any other element required by the standards for emergency management programs established by the Province of Ontario.

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

- 1. The Emergency Management Program attached hereto as Schedule "A" to this bylaw, is hereby adopted.
- 2. The City of Guelph Emergency Response Plan attached hereto as Schedule "B" to this by-law, is hereby adopted.

PASSED this TWENTY-SEVENTH day of OCTOBER, 2008.

KAREN FARBRIDGE - MAYOR

- 2 -

Schedule "A" to By-law (2008)-*****

City of Guelph

Emergency Management Program

The City of Guelph Emergency Management Program shall be established annually, and in order to meet the essential level of emergency preparedness established by the Province of Ontario, shall consist of:

- 1. Designation of a community emergency management coordinator.
- 2. Formation of a community emergency management program committee.
- 3. Publication of an approved community emergency response plan.
- 4. Development of an appropriate community emergency operations centre
- 5. Identification of critical infrastructure.
- 6. Conduct of annual training for the community control group and emergency operations centre staff.
- 7. Conduct of an annual exercise to evaluate the community emergency response plan.
- 8. Identification of individuals to act as community emergency information staff.
- 9. Development and implementation of a community emergency management public awareness program.
- 10. Conduct of an annual review of the community emergency management program.
- 11. Conduct a hazard identification and risk assessment.

Schedule "B" to By-law (2008)-*****

City of Guelph

Emergency Response Plan

CITY OF GUELPH EMERGENCY RESPONSE PLAN

2008



Making a Difference

Updated June, 2008

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	 Director of Human Resources, or alternate. City Engineer, or alternate. Chief Building Official, or alternate. Manager of Transit Services, or alternate. Other Agencies Upper Grand District School Board and Wellington Catholic District School oard Guelph General Hospital Administrator. Relationship between EOCG and Emergency Site / Incident Manager (ESIM): 		

CITY OF GUELPH EMERGENCY RESPONSE PLAN

PART A: INTRODUCTION

Emergencies are defined as situations or the threat of impending situations abnormally affecting the lives and property of our society, which by their nature require coordinated response by a number of agencies, both governmental and private, under the direction of the appropriate elected officials, as distinct from routine operations carried out by the agencies as normal day-to-day procedures.

Such emergencies could include floods, tornadoes, wind storms, blizzards, ice storms, explosions, aircraft or rail crashes, toxic or flammable gas escapes, building collapses, uncontrollable fires, or any threat of the foregoing in which immediate remedial action will be required by the City of Guelph. The most likely community risks to the City of Guelph are:

- 1) Severe Weather (including Tornadoes and Ice Storms).
- 2) Hazardous Material releases from fixed or mobile sites.
- 3) Human Health Emergencies.

The population of Guelph is approximately 118,000 residents (138,000 when University students included).

In order to protect residents, businesses and visitors, the City of Guelph requires a coordinated emergency response by a number of agencies under the direction of the Emergency Operations Control Group. These are distinct arrangements and procedures from the normal, day-to-day operations carried out by emergency services.

The City of Guelph Community Emergency Management Program Committee developed this emergency response plan. Every official, municipal department and agency must be prepared to carry out assigned responsibilities in an emergency. The response plan has been prepared to provide key officials, agencies and departments of the City of Guelph important emergency response information related to:

- * Arrangements, services and equipment; and
- * Roles and responsibilities during an emergency.

In addition, it is important that residents, businesses and interested visitors be aware of its provisions. Copies of the City of Guelph Emergency Response Plan may be viewed at City Hall and the Library Branches. A copy of the plan and other important emergency management information may be viewed at <u>guelph.ca</u>.

PART B: AIM

The aim of this plan is to make provision for the extraordinary arrangements and measures that may have to be taken to protect the health, safety, welfare, environment and economic health of the residents, businesses and visitors of the City of Guelph when faced with an emergency.

It enables a centralized, controlled and coordinated response to emergencies in the City of Guelph, and meets the legislated requirements of the Emergency Management and Civil Protection Act.

There are many types of emergencies which the City of Guelph is prepared to deal with. The most likely are:

- 1) Severe Weather (including Tornadoes and Ice Storms).
- 2) Hazardous Material releases from fixed or mobile sites.
- 3) Human Health Emergencies.

For further details, please contact the Community Emergency Management Coordinator.

PART C: AUTHORITY

The *Emergency Management and Civil Protection Act (EMCPA) R.S.O. 1990, c. E-9 is* the legal authority for this emergency response plan in Ontario.

The EMCPA states that the:

"The head of council of a municipality may declare that an emergency exists in the municipality or in any part thereof and may take such action and make orders as he or she considers necessary and are not contrary to law to implement the emergency plan of the municipality and to protect property and the health, safety and welfare of the inhabitants of the emergency area."

As enabled by the *Emergency Management and Civil Protection Act, R.S.O. 1990, c. E-9* this emergency response plan and its' elements have been:

- Issued under the authority of the City of Guelph By-Law(2008) #???; and
- Filed with Emergency Management Ontario, Ministry of Community Safety and Correctional Services.

a) Definition of an Emergency

The EMCPA defines an emergency as:

"An emergency means a situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise".

The Emergency Operations Centre (EOC) can be activated for any emergency for the purposes of managing it, by maintaining services to the community and supporting the emergency site.

b) Action Prior to Declaration

When an emergency exists but has not yet been declared to exist, community employees may take such action(s) under this emergency response plan as may be required to protect property and the health, safety and welfare of the City of Guelph.

PART D: EMERGENCY NOTIFICATION PROCEDURES

Upon receipt of a warning of a real or potential emergency, a member of the Emergency Operations Control Group or alternate will immediately contact the City of Guelph Police Duty Supervisor, to request that the notification system be activated.

Upon receipt of the warning, the Guelph Police will notify all members of the Emergency Operations Control Group (EOCG).

Upon being notified, it is the responsibility of all EOCG officials to notify their staff and affiliated volunteer organizations.

Where a threat of an impending emergency exists, the EOCG will be notified and placed on standby.

a) Requests for Assistance

Assistance may be requested from the Province of Ontario at any time without any loss of control or authority. A request for assistance should be made by contacting Emergency Management Ontario. This contact shall be the responsibility of the EOCG.

b) A Declared Community Emergency

The Head of Council is responsible for declaring an emergency. This decision is usually made in consultation with other members of the EOCG.

Upon declaring an emergency, the head of council will ensure notification of:

- Emergency Management Ontario, Ministry of Community Safety and Correctional Services
- City Council
- ✤ Public
- Neighbouring community officials, as required
- Local Member of the Provincial Parliament (MPP)
- Local Member of Parliament (MP)

A community emergency may be terminated at any time by:

The Head of Council or the Council.

When terminating an emergency, the Head of Council will ensure notification of:

- Emergency Management Ontario, Ministry of Community Safety and Correction Services
- City Council
- ✤ Public
- Neighbouring community officials, as required
- Local Member of the Provincial Parliament (MPP)
- Local Member of Parliament (MP)

PART E: EMERGENCY OPERATIONS CONTROL GROUP

a) Emergency Operations Control Group (EOCG)

The emergency response will be directed and controlled by the Emergency Operations Control Group (EOCG) – a group of officials who are responsible for coordinating the provision of the essential services necessary to minimize the effects of an emergency on the community. The EOCG consists of the following officials:

- Mayor, or alternate
- Chief Administrative Officer, or alternate
- Director of Information Services, or alternate
- Chief of Police, or alternate
- Director of Emergency Services, or alternate
- Director of Environmental Services, or alternate
- Director of Operations, or alternate
- Director of Community Services, or alternate
- Medical Officer of Health, or alternate
- Director of Social Services or alternate
- President of Guelph Hydro, or alternate
- Additional personnel called or added to the EOCG may include:
 - Emergency Management Ontario Representative
 - o Grand River Conservation Authority Representative
 - Liaison staff from provincial ministries
 - Community Emergency Management Coordinator, or alternate
 - Red Cross Representative
 - Director of Human Resources, or alternate
 - Emergency Medical Services Representative
 - Director of Planning & Development Services, or alternate
 - Director of Finance / City Treasurer, or alternate
 - Legal Services representative
 - Manager of Transit Services, or alternate
 - School Board Officials
 - Any other officials, experts or representatives from the public or private sector as deemed necessary by the EOCG

The EOCG may function with only a limited number of persons depending upon the nature of the emergency. While the EOCG may not require the presence of all the people listed as members, all members must be notified.

b) Emergency Operations Centre

Upon notification the EOCG will report to the primary Emergency Operations Centre. In the event this operation centre cannot be used, then the EOCG will be advised to attend the secondary EOC.

c) Operating Cycle

Members of the EOCG will gather at regular intervals to inform each other of actions taken and problems encountered. The Chief Administrative Officer will establish the frequency of meetings and agenda items. Meetings will be kept as brief as possible thus allowing members to carry out their individual responsibilities. The Duty Officer will maintain maps which will be prominently displayed and kept up to date. Members of the EOCG and Support Staff will contribute to, and keep up to date, a computerized main event log.

d) Emergency Operations Control Group Responsibilities

The members of the Emergency Operations Control Group (EOCG) are likely to be responsible for the following actions or decisions:

- Ensure the earliest possible response and overall control of emergency operations
- Appointment of an Emergency Site / Incident Manager (ESIM) from the appropriate department or agency
- Undertake immediate actions to eliminate sources of potential danger within the affected area
- Ensure that unaffected areas of the City continue to receive a reasonable level of service having regard for demands on resources occasioned by the emergency
- Ensure coordinated acquisition and distribution of emergency resources, supplies and equipment
- Establish an Emergency Operations Centre and any other necessary emergency operations control facilities, reception / evacuation centres, etc.
- Arrange immediate first aid treatment and transport of casualties to hospitals and / or designated sites
- Secure the emergency site to establish crowd control, facilitate emergency operations access / egress, and prevent injuries / casualties
- Provide timely, factual, and official information to the emergency operations officials, media, public, and individuals seeking personal information

- Evacuate any building that poses a threat to public safety
- Provide for a total or partial controlled evacuation of the City, as required
- Provide emergency food, lodging, clothing, and essential social services and assistance to persons affected by the incident and emergency services personnel involved
- Arrange for assistance from private, voluntary, non-profit and government organizations and agencies
- Commencement of coordinated recovery activities
- Authorization of expenditures
- Restoration of essential services.
- Deeming all persons to be covered for the duration of the emergency under the Workplace Safety and Insurance Act

PART F: EMERGENCY RESPONSE SYSTEM

a) The individual responsibilities of the Community Control Group:

1. Mayor or Acting Mayor

The Mayor or Acting Mayor is responsible for:

- Activating the emergency notification system through the Guelph Police Service
- Attending all regular meetings of the Emergency Operations Control Group
- In consultation with the Emergency Operations Control Group, declaring an emergency to exist within a designated area of the City
- In consultation with the Emergency Operation Control Group, declaring an emergency terminated
- Ensuring that this plan has been activated once an emergency has been declared
- Notifying Emergency Management Ontario, Ministry of Community Safety and Correctional Services of the declaration and termination of the emergency
- Ensuring members of council, Member of Parliament, Member of Provincial Parliament, local municipalities and the public are kept advised of the status of the emergency situation
- To act as the City's official spokesperson for all public announcements and media conferences
- Calling a special meeting of Guelph City Council after the termination of the emergency in order to act on any recommendations of the Emergency Operations Control Group
- Maintaining a record of all of his/her action taken

2. Chief Administrative Officer, or alternate.

The Chief Administrative Officer, or alternate for the City of Guelph is responsible for:

- Activating the emergency notification system through the Guelph Police Service
- As the Operation Officer, coordinating all operations within the Emergency Operations Control Centre
- Providing regular updates and acting as principal adviser to the Mayor and Council on all emergency related matters
- Approving, in conjunction with the Mayor, major announcements and media releases prepared by the Director of Information Services, in consultation with the Emergency Operations Control Group
- Ensuring that a communication link is established between the Emergency Operations Control Group and the Emergency Site / Incident Manager
- Calling out additional City staff to provide assistance, as required.
- Recommending to the Mayor when a declaration of a state of local emergency is necessary or when the state of local emergency may be terminated
- Activating any community mutual assistance agreements as required
- Commencing at the earliest possible time, the long-term operations plan and establish the priorities for the restoration of services and facilities to the community
- Calling a special meeting of the Emergency Operations Control Group as soon as practicable after the termination of the emergency to consider the report on the emergency response
- Maintaining a record of all of his/her action taken

3. Director of Information Services, or alternate.

The Director of Information Services, or alternate is responsible for:

- Activating the emergency notification system through the Guelph Police Service
- Activating Information Services emergency mobilization system
- Reporting to the Emergency Operations Centre and advising the members of the Emergency Operations Control Group on all matters relating to information, to and from the public
- Assuming direction and control over the operation of the emergency public inquiry and media centre(s)
- In concert with selected members of the Emergency Operations Control Group, preparing self-help information that may be released through the emergency public inquiry telephones or the media
- Preparing information for the approval of the Chief Administrative Officer and Mayor for release to the media
- Preparing on behalf of the Mayor, a schedule of meetings with the media
- Providing public information support services to the Emergency Site / Incident Manager(s)
- Arranging for any additional facilities or resources that may be required to support the emergency public inquiry and media centres
- Liaise with the ESM site information officer
- Keeping the Mayor briefed on emerging and ongoing issues
- Preparing the Mayor prior to any news conferences
- Monitoring accuracy and timeliness of media information
- Providing a crisis communication plan in support of these efforts
- Discontinuing services to any consumer, as required, and restoring these services when appropriate
- Maintaining a record of all Director of Information Services action taken

4. Police Chief, or alternate.

The Police Chief, or alternate is responsible for:

- Activating the emergency notification system, and ensuring all members of the Emergency Operations Control Group are notified
- Controlling and, if necessary, dispersing crowds within the emergency area
- Controlling traffic where required to facilitate the movement of emergency vehicles both in and out of the emergency area
- Conducting the evacuation of buildings as required & ensuring a supporting evacuation plan is maintained.
- Arranging for the maintenance of law and order in any communal emergency welfare facility
- Ensuring the protection of public and private property against looting within the emergency area
- Advising the Coroner in the event of casualties
- To activate the Ontario Provincial Police, and any other Police Service with disaster equipment, when deemed necessary
- Providing a representative at an Information Centre if required
- Notifying necessary emergency and municipal services, as required
- Establishment of a site command post with communications to the emergency operations centre
- Establishment of ongoing communications with the senior police official at the scene of the emergency
- Establishment of an inner perimeter within the emergency area
- Establishment of an outer perimeter in the vicinity of the emergency to facilitate the movement of emergency vehicles and restrict access to all but essential emergency personnel
- Liaison with Social Services regarding the establishment and operation of evacuation and reception centres
- Ensuring that dangerous goods support services are contacted when required
- Providing an Emergency Site / Incident Manager if required
- Calling out additional Police Service members to provide assistance, as required
- Maintaining a record of all Police Service action taken

5. Director of Emergency Services, or alternate.

The Director of Emergency Services, or alternate is responsible for:

- Activating the emergency notification system through the Guelph Police Service
- Conducting all operations connected with the fighting of fires
- Activating the Wellington County Mutual Fire Aid System if it is deemed necessary
- Determining if additional special equipment or supplies will be required, and if so, make the necessary arrangements for procurement - e.g. - air packs, special protective clothing, rescue equipment, etc
- Providing equipment and personnel to assist in pumping operations
- Providing resuscitation equipment and trained personnel when or where required
- Assisting the Police Service in the evacuation of buildings where special equipment is needed
- Providing the Emergency Operations Control Group with information and advice on fire fighting and rescue matters
- Establishment of an ongoing communications link with the senior fire official at the scene of the emergency
- Ensuring that dangerous goods support services are contacted when required, in accordance with the Emergency Plan
- Providing an Emergency Site / Incident Manager if required
- Assist land ambulance in providing basic first aid
- Ensuring that appropriate resources (site responders and equipment) are provided to the site in the event of a chemical spill, in order to mitigate further migration of the hazardous material and to prevent further damage to life, property or the environment. Work in conjunction with the Director of Environmental Services to ensure that appropriate operations are applied to the clean-up and disposal of hazardous material. Ensure that appropriate authorities are notified
- Accountability for land ambulance provision
- Act as the coordinating link with land ambulance.
- Liaison with Ministry of Health and Long Term Care Emergency Health Services Branch
- Maintaining a record of all Emergency Services action taken

6. Director of Environmental Services, or alternate.

The Director of Environmental Services, or alternate is responsible for:

- Activating the emergency notification system through the Guelph Police Service
- Providing assistance to the Director of Emergency Services, in the event of a chemical spill, to ensure that appropriate operations are applied to the clean-up and disposal of hazardous material, preventing further damage to, or contamination of City infrastructure and providing assistance to the Director of Emergency Services to maintain a spills plan in support of these activities
- Disposal of other dangerous or hazardous material in consultation with Medical Officer of Health and the Director of Emergency Services
- Liaison with Ministry of Environment
- Maintenance of water supply and distribution systems
- Liaison with the Director of Emergency Services concerning emergency water supplies for fire fighting purposes
- Providing emergency potable water, supplies, and sanitation facilities to the requirements of the Medical Officer of Health
- Discontinuing services to any consumer, as required, and restoring these services when appropriate
- Providing an Emergency Site / Incident Manager if required
- Maintaining a record of all Environmental Services action taken

7. Director of Operations, or alternate.

The Director of Operations, or alternate is responsible for:

- Activating the emergency notification system through the Guelph Police Service
- Providing temporary traffic control devices at the site of the incident on receipt of the "Emergency Alert"
- Obtaining information on rising flood waters as required
- Carrying out all snow clearing/removal operations
- Organizing and procuring equipment as required
- Arrange for demolition of unsafe buildings through the Chief Building Official and excavation operations where required
- Maintenance of sanitary sewage systems
- Advising on alternate traffic routes and establishing detours during the emergency. Establishing traffic signal control plans to facilitate emergency evacuation
- Through a Community Mutual Assistance Agreement, liaise with senior Public Works Officer(s) from participating municipality(s) to ensure a coordinated response
- Construction, maintenance, and repair of city roads
- As required/requested lend assistance to public utilities disconnecting any service representing a hazard and/or arranging for the provision of alternative services or functions
- Providing and maintaining vehicles and equipment, including communication equipment as available and as required by other emergency services
- Providing Park space as required
- Discontinuing services to any consumer, as required, and restoring these services when appropriate
- Providing an Emergency Site / Incident Manager if required
- Maintaining a record of all Operations Department action taken

8. Medical Officer of Health, or alternate.

The Medical Officer of Health, or alternate is responsible for:

- Activating the emergency notification system through the Guelph Police Service
- Assume a lead role in response to a human health emergency through activation of Public Health Response Plan.
- Prepare information/instructions to the population pertaining to public health risk reduction for the municipality to distribute.
- Consult on the safe disposal of biohazardous and other dangerous material that may affect public health.
- Co-ordinate vaccine management and implement mass immunization plan as required.
- Advise municipality on potability of emergency water supplies and sanitation facilities as required by Environmental Services.
- Liaise with the Ministry of Health and Long Term Care, Public Health Division.
- Consult with coroner on temporary morgue facilities.
- Fulfill legislative mandate of the Medical Officer of Health as outlined in relevant provincial legislation, such as the Ontario Public Health Standards, the Health Protection and Promotion Act and related protocols.
- Provide direction on any matters which may adversely affect public health.
- Liaise with voluntary and private agencies.
- Liaise with Wellington County Social Services on preventing human health risks in evacuation centres in areas of safe food preparation, infection control practices, water quality, and sanitation.
- Keep record of all Public Health activities including actions taken and decisions made.
- Participate in debriefings as required.

9. Director of Social Services, or alternate.

The Director of Social Services, or alternate has five essential areas of responsibility; Food, Clothing, Lodging, Registration and Inquiry, and Personal Services. These services are delivered through operation of a Reception Centre, or Overnight Shelter. They will be accomplished by the following:

- Activating the emergency notification system through the Guelph Police Service
- Identify appropriate facilities to be used as a reception centre or overnight shelter. Notify the facility contact persons, and assign a manager
- Liaison with partner Agency's: Red Cross, St. John Ambulance, Salvation Army, Victim Services, etc.
- Activate Mutual Assistance and various supply agreements as needed
- Maintaining a record of all Social Services action taken and of all expenditures.

10. President of Guelph Hydro, or alternate.

The President of Guelph Hydro, or alternate is responsible for:

- Activating the emergency notification system through the Guelph Police Service
- Discontinuing services to any consumer where this is considered in the interest of public safety
- Maintaining services on a priority basis where necessary/practicable
- In conjunction with the Emergency Operations Control Group, establish priorities for the restoration of services
- Maintaining a record of all Guelph Hydro action taken

b) Support and Advisory Staff

The following staff may be required to provide support, logistics and advice to the EOCG:

1. Community Emergency Management Coordinator, or alternate.

The Community Emergency Management Coordinator, or alternate is responsible for:

- Making arrangements as necessary to ensure the Emergency Operation Centre is operational
- Maintaining an emergency operation centre management plan.
- Maintaining a current EOCG call-out list
- Maintaining a community resource and contact list
- Maintaining a hazard / contingency checklist for the use of the EOCG
- Maintaining a site management plan for the use of the Site / Incident Managers
- Monitoring situation and preparing a duty roster in consultation with EOCG members for continuous operation of EOC in long standing emergencies
- Assisting CAO with regular operations cycle meetings
- Acting as a liaison with support and communication staff
- Providing advice on Emergency Management matters to EOCG
- Acting as a liaison with other Government agencies including Emergency Management Ontario
- Acting as a liaison with industry and service providers.
- Any other duties as assigned by the EOCG
- Maintain a recovery plan for the use of the EOCG
- Maintain a current copy of the Grand River Conservation Authority flood warning system
- Maintain a record of all action taken

2. Duty Officer

The Duty Officer is responsible for:

- Activation of the Emergency Operations Centre including set-up of communication equipment, mapping and stationary supplies
- Preliminary security screening until a replacement is identified
- Maintain security of EOCG meeting room within EOC
- Act as a conduit for incoming and outgoing telephone calls and messages for EOCG
- Monitor the main event log for EOCG
- Maintain a log of all decisions and actions taken by the EOCG
- Assist CAO by keeping minutes of business cycle meetings if a scribe is not available
- Arrange for logistics such as meals, rest areas, telephones and computers for EOCG
- Maintain adequate supplies for use by the EOCG
- Maintain a record of all action taken by the Duty Officer

3. Red Cross Representative

The Red Cross Representative is responsible for:

- The Canadian Red Cross, Guelph-Wellington Branch in its capacity as an 'Auxiliary to Government' and under the direction of Wellington County Social Services will, upon notification of an emergency, confirm the situation with the Director of Social Services or his/her alternate and respond as set out in the Social Services Emergency Response Plan
- VOLUNTEER RESOURCE MANAGEMENT Red Cross will develop and implement a program for the recruitment, screening, selection and training of volunteers to support the Red Cross commitment to the emergency disaster operation. Red Cross will register all volunteers being used to support the Social Services mandated operation and collect and refer other episodic volunteers to the appropriate agencies and services being offered within the community in support of the emergency operation.
- RECEPTION/SHELTER MANAGEMENT Red Cross will provide the necessary volunteers to operate a Reception Centre/Shelter. This will include the Management and supervision of all support services. Under the direction of Wellington Social Services, the Red Cross will be responsible for the set-up and shutdown of the Reception Centre/Shelter.
- FAMILY REUNIFICATION Red Cross will provide Registration services for evacuees and Inquiry services in order to reunify families who have been separated as a result of the current disaster situation.
- LOGISTICS In cooperation with the Wellington Social Services, Red Cross will assist in the procurement of provisions of material resources, required for the sheltering of evacuees. Red Cross will assist Social Services in the establishing of agreements with local businesses for the timely delivery of necessary materials.
- FIRST AID SERVICES Red Cross will provide First Aid in the Shelters as back-up to St. John Ambulance or as required.
- EMERGENCY FEEDING Red Cross will provide snack food to evacuees upon their arrival at the Reception Centre and work with Social Services and Public Health to insure nutritious meals are available to the evacuees at the sheltering location.
- EMERGENCY CLOTHING Red Cross will provide one set of new clothing to evacuees (max. \$125 per person). In cooperation with external agencies and Social Services agreements, Red Cross will refer evacuees to community resources for additional needs.
- Notify and coordinate other volunteer agencies as required or as set out in the Social Services or City of Guelph Emergency

Response Plan, to assist in the emergency Sheltering or Reception Centre operation.
Maintaining a record of all Red Cross action taken

4. Royal City Ambulance Service

The R.C.A. Senior Manager or Designate is responsible for:

- Overall co-ordination of 'Emergency Medical Response' to an emergency
- Provide for and maintain Emergency Medical Services at emergency site
- Direct liaison between E.M.S. and Site / Incident Manager.
- Assess and determine need, request and co-ordinate deployment of "on site Medical Teams"
- Establish and maintain open link communications with Cambridge CACC (Central Ambulance Communications Centre)
- Liaise with Public Health 'Incident Manager'
- Updated reporting to Medical Officer of Health and Ministry of Health and Long Term Care designate
- Provide technical assistance to Medical Officer of Health with assessment of resource needs
- Determine resource availability and co-ordinate deployment to emergency site. (I.e. air ambulance, multi-patient buses, support units, Paramedics etc.)
- Procurement and approval of supply purchases
- Ensure appropriate patient allocation to receiving medical facilities, and efficient distribution of patient load
- If required, appoint an E.M.S. Emergency Site / Incident Manager, liaising through CCAC (Community Care Access Centre) for information regarding invalids or disabled citizens that may reside in an area to be evacuated
- Assist in the co-ordinated effort for transport of persons in health care facilities, nursing homes, homes for the aged, etc. in the need of evacuation
- Activation of Critical Incident Stress Management Team
- Participation in debriefing and assisting the CEMC in the preparation of Incident Report

5. Legal Services Representative

The Legal Services Representative is responsible for:

 Providing advice to members of the Emergency Operations Control Group on matters of a legal nature as they may apply to actions of the City of Guelph in its response to the emergency, as required

6. Director of Finance / City Treasurer, or alternate.

The Director of Finance / City Treasurer, or alternate is responsible for:

- Providing information and advice on financial matters as they relate to the emergency
- Ensuring liaison, if necessary, with the Treasurers / Directors of Finance of neighbouring communities
- Ensuring that records of expenses are maintained for future claim purposes
- Ensuring the prompt payment and settlement of all the legitimate invoices and claims incurred during an emergency
- Making claims for disaster assistance
- In conjunction with the Procurement and Risk Manager provide and secure equipment and supplies not owned by the City of Guelph
- In conjunction with the Procurement and Risk Manager ensure liaison with purchasing agents of neighbouring communities, if necessary
- Maintaining and updating a list of all vendors (including 24-hour contact numbers) who may be required to provide supplies and equipment

7. Director of Human Resources, or alternate.

The Director of Human Resources, or alternate is responsible for:

- Advising the members of the Emergency Operations Control Group on all matters related to the acquisition and utilization of human resources
- Registering and maintaining a work record of individuals employed or utilized as volunteers during the emergency and/or postemergency phases
- Ensuring that each person employed receives an identification card for feeding, transportation, and other purpose
- Advising on labour relations issues and legislation
- Maintaining a record of all Human Resources Department action taken

8. City Engineer, or alternate.

The City Engineer, or alternate is responsible for:

 Providing the Emergency Operations Control Group with information, advice and assistance on engineering matters

9. Chief Building Official, or alternate.

The Chief Building Official, or alternate is responsible for:

 Providing the Emergency Operations Control Group with information, advice and assistance on matters relating to building safety

10. Manager of Transit Services, or alternate.

The Manager of Transit Services, or alternate is responsible for:

 Assuming direction and control over all means of public transit used in response to the emergency

11. Other Agencies

In an emergency, many agencies may be required to work with the Emergency Operations Control Group. These others might include Emergency Management Ontario, the Office of the Fire Marshal, industry, volunteer groups, conservation authorities, and provincial ministries.

12. Upper Grand District School Board and Wellington Catholic District School Board

The Upper Grand District and Wellington Catholic District School Boards are responsible for:

- Providing any school (as appropriate and available) for use as an evacuation or reception centre and a representative(s) to coordinate the maintenance, use and operation of the facilities being utilized as evacuation or reception centres
- Ensuring liaison with the municipality as to protective actions to the schools (i.e., implementing school stay in place procedure and implementing the school evacuation procedure)

13. Guelph General Hospital Administrator

The Guelph General Hospital Administrator is responsible for:

- Implementing the hospital emergency plan
- Ensuring liaison with the Medical Officer of Health and local ambulance representatives with respect to hospital and medical matters, as required
- Evaluating requests for the provision of medical site teams / medical triage teams
- Ensuring liaison with the Ministry of Health and Long Term Care, as appropriate

c) Relationship between EOCG and Emergency Site / Incident Manager (ESIM):

Depending on the nature of the emergency, and once the Site / Incident Manager has been assigned, the EOCG relationship with the Emergency Site / Incident Manager is to offer support with equipment, staff and other resources, as required.

The EOCG will also ensure that the rest of the community maintains municipal services.

The Site / Incident Manager will keep the EOCG informed of significant actions taken.

d) Relationship between Emergency Site / Incident Manager, and command and control structures of emergency responders:

The senior representative for each emergency response agency at the site will consult with the Emergency Site / Incident Manager, so as to offer a coordinated and effective response. Regular briefings will be held at the site chaired by the Emergency Site / Incident Manager, so as to establish the manner and process of response to the emergency.

e) Communication (Technical Support) Manager

In addition to duties outlined in the Crisis Communication Plan, it will be important to ensure that communications are established between the emergency site and the EOC upon implementation of the Emergency Response Plan. Communications may also be required at various locations including evacuation centres, hospitals, and other key responding agencies. This will be the responsibility of the Communications (Technical Support) Manager.

COMMITTEE REPORT



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Emergency Services October 15, 2008
SUBJECT	Improving Fire Department Access to Emergency Information – Fire Safety Plan Lock Boxes to be Installed in Guelph Buildings.
REPORT NUMBER	

RECOMMENDATION

THAT the establishment of Fire Safety Plan Lock Boxes for premises as listed in Attachment #1 of this report be approved;

AND THAT a by-law be adopted requiring the installation of Fire Safety Plan Lock Boxes in those premises listed in Section 2.8 of Division B of the Ontario Fire Code that further requires the preparation and implementation of a Fire Safety Plan.

BACKGROUND

Upon arriving at an emergency, Fire Department staff requires up to date building details and occupant information to properly assess and mitigate an emergency incident. Fire Safety Plan Lock Boxes are generally located near a main entrance of a building in a readily identifiable location such as a building lobby or foyer. Access to the most current information contained within the Fire Safety Plan Box would be available on site. The mandatory installation of these boxes will make a difference by providing current information that will greatly assist responders and building owners. Fire Safety Plan Lock Boxes have been effectively used by Fire Services in other municipalities and are very effective where occupancy numbers are high and transient such as hospitals and nursing homes with frequent access by the public.

Report

The Fire Safety Plan contains information that informs and directs people where to go during an emergency situation. It identifies occupant numbers within a building assisting Fire-fighters during a response. The by-law also notes that other relevant information such as current Material Safety Data Sheets (MSDS) are also located in the lock boxes. All owners are currently required under Section 2.8 of Division B of the Ontario Fire Code to prepare and implement a Fire Safety Plan. (See attachment # 1 for a description of the occupancies requiring Fire Safety Plans.) Provincial legislation requires that the plan is readily available to Fire Services but does not require the installation of a Fire Safety Lock Box. Often staff experience

that the document is not readily available to responders during an emergency response. The building Superintendant may be busy or off site or the building Management office may be closed and inaccessible to responders. The Fire Safety Plan is designed to suit the resources of each individual building or complex of buildings. This information will be stored in the Fire Safety Plan Lock Box, readily available by the building owner/agents and fire officials in the event of an emergency.

The Fire Safety Plan Lock Box is generally mounted on a wall at heights and distances from a principal entrance as prescribed by the municipality. The product costs approximately \$150.00 plus tax. These boxes are readily identifiable and can be surface mounted or flush mounted.

The Fire Safety Plan Lock Box program combined with a prompt emergency response ensures the effective utilization of the Fire Safety Plan.

The City of Guelph Accessibility Advisory Committee endorses the use of Fire Safety Plan Lock Boxes as a way to improve the safety of persons with disabilities who may require assistance to evacuate a premise promptly, by providing an opportunity for the voluntary submission by owners of relevant information to be included in the lock box with the permission of affected tenants.

Where required, Fire Safety Plans are submitted for approval by the Chief Fire Official. The Guelph Fire Prevention office reviews all submitted Fire Safety Plans and may also request the document upon inspecting a premise. Staff estimate approximately 600 buildings will be affected by this change and Inspectors would inform the building owners on the need and value of these lock boxes. It is estimated that this program would be implement over a three year period.

CORPORATE STRATEGIC PLAN

This initiative supports the following Corporate Strategic directions.

- 1 An attractive, well-functioning and sustainable city
- 2 A healthy and safe community where life can be lived to the fullest.
- 5 A community-focused, responsive and accountable government.

FINANCIAL IMPLICATIONS

The cost for this initiative will be borne by the property owner.

DEPARTMENTAL CONSULTATION

Corporate Services - Legal Services Corporate Services - Corporate Property Services - Disability Services

COMMUNICATIONS

A Corporate news release will be issued announcing the program. The new requirements will form part of Fire Services public education initiatives.

ATTACHMENTS

Attachment #1 – Description of Occupancies that require Fire Safety Plans and would require a Fire Safety Plan Lock Box.

Prepared By: Kim Hodgson Chief Fire Prevention Officer 519-763-8111 Kim.hodgson@guelph.ca

Recommended E

K. Shawn Armstrong Director, Emergency Services shawn.armstrong@guelph.ca

Attachment #1

Ontario Fire Code, Section 2.8 of Division B requires the implementation of a Fire Safety Plan for the following occupancies:

- 1) assembly occupancies,
- 2) residential occupancies where the occupant load exceeds 10,
- 3) business and personal services where the occupant load exceeds 300,
- 4) mercantile occupancies with an occupant load exceeding 300,
- 5) high hazard industrial occupancies where the occupant load exceeds 25,
- 6) medium hazard industrial occupancies where the occupant load exceeds 100 or
- 7) low hazard industrial occupancies where the occupant load exceeds 300.

THE CORPORATION OF THE CITY OF GUELPH

By-law Number (2008)-XXXXX

A by-law to require the provision of Fire Safety Plan Lock Boxes.

WHEREAS clause 7.1 (1) (a) Of the Fire Protection and Prevention Act, 1997 permits the council of a municipality to pass by-laws, regulating fire prevention, including the prevention of the spreading of fires; and

WHEREAS the Fire Code established under Part IV of the Act sets out requirements for the preparation, approval and implementation of Fire Safety Plans; and

WHEREAS, under the Fire Code, Fire Safety Plans are to be kept in a location approved by the Chief Fire Official; and

WHEREAS subsection 7.1(4) of the Fire Protection and Prevention Act, 1997 provides that a municipality may appoint an officer to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether by-laws enacted in accordance with this section 7.1 are being complied with; and

WHEREAS subsection 6(3) of the Fire Protection and Prevention Act, 1997 provides that a fire chief is the person who is ultimately responsible to the council of a municipality that appointed him or her for the delivery of fire protection services

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

1. In this By-law:

- a) "Act" means the Fire Protection and Prevention Act, 1997, S.O. 1997, c.
 4, as amended from time to time, or any successor thereof;
- b) "Approved" means approved by the Chief Fire Official in writing, and "Approval" has a corresponding meaning;
- c) "Chief Fire Official" means the Chief of the Guelph Fire Department, or his or her designate;
- d) "Existing Fire Safety Plan Box" means a fire safety plan box in use prior to the enactment of this By-law;
- e) "Fire Code" means O. Reg. 213/07 made under the Act, as amended from time to time, or any successor thereof;

- f) "Guelph Fire Department" means the fire department of the City of Guelph, established under Part II, subsection 5 (0.1) of the Act, as amended from time to time, or any successor thereof;
- g) "Fire Safety Plan" means an emergency plan, including drawings, as described in Section 2.8 of Division B of the Fire Code, as amended from time to time, or any successor thereof, and approved by the Chief Fire Official;
- h) "Fire Safety Plan Lock Box" means a white metal weather proof box identified with reflective and visible wording, as shown on Schedule "A" to this By-law;
- i) "Hazardous Material" has the same meaning as in the Occupational Health and Safety Act;
- j) "Key Lock Box" means a SUPRA MAX key lock box, as shown on Schedule "A" to this By-law;
- "MSDS Sheet" means an unexpired material safety data sheet containing the information as prescribed under the Occupational Health and Safety Act;
- m) "Occupational Health and Safety Act" means the Occupational Health and Safety Act, R.S.O. 1990, c. O.1, and the regulations thereto, as amended from time to time, or any successor thereof;
- n) "Officer" means the Chief Fire Official, any person employed by the City as a fire prevention officer in the Guelph Fire Department, any person designated as an assistant to the Fire Marshal, and any other person appointed by City by-law from time to time for the purpose of enforcing this By-law; and
- o) "Owner" includes the registered owner, tenant, lessee or manager of the premises.
- 2. This By-law applies to those premises for which a Fire Safety Plan is required under the Fire Code, as specified in Schedule "B" to this By-law.
- 3. The Chief Fire Official shall be responsible for the administration of this by-law.
- 4. a) Any Officer may enter upon lands and into structures at any reasonable time for the purposes of inspecting to determine whether this By-law is being complied with, and may for that purpose:.
 - i) access the Fire Safety Plan Lock Box or Approved Fire Safety Plan Box, and inspect the box and its contents;

- ii) require the production for inspection of documents or things relevant to the inspection;
- iii) inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
- iv) require information from any person concerning a matter related to the inspection; and
- v) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.
- b) In addition to and without limiting any other provision of this By-law, every Owner shall, upon request, provide an Officer with access to the Fire Safety Plan Lock Box or Approved Fire Safety Plan Box, and its contents, without delay, for purposes of an inspection to determine whether this By-law is being complied with.

5. Fire Safety Plan Lock Box

Every Owner of a premises to which this By-law applies shall install and maintain on the premises:

- a) a Fire Safety Plan Lock Box, along with a Key Lock Box; or
- b) a Fire Safety Plan Lock Box with a padlock which can be cut to gain access to the material within;

6. Exception for Approved Existing Fire Safety Plan Boxes

- a) Notwithstanding section 5, the Owner may maintain an Approved Existing Fire Safety Plan Box in place of the requirements of that section.
- b) Any Approval of an Existing Fire Safety Plan Box may contain conditions relating to the location and condition of the box, which may, if the Chief Fire Official determines appropriate, vary from the requirements of this By-law.
- c) An Approval of an Existing Fire Safety Plan Box may be revoked by the Chief Fire Official by notice in writing to the Owner if, in his or her opinion, the Owner fails to comply with any of the conditions thereof.
- d) If an Approval is revoked by the Chief Fire Official pursuant to subsection 6(C), the Owner will, as of the date of revocation, be required to comply with the requirements of section 5.
- e) An Approval of an Existing Fire Safety Plan Box shall not relieve the Owner from complying with any other provision of this By-law, except as may be specifically stated in any condition of the Approval.

7. Location

- a) Every Owner shall ensure that the Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box is:
 - i) Surface mounted within three metres of the main entrance of the premises at a height between 1.5 metres to 1.8 metres above the ground; and
 - ii) Securely mounted to an exterior wall of the premises, or in another area approved in writing by the Chief Fire Official.
- b) Every Owner shall ensure that, where a Key Lock Box is provided as required by subsection 5(a) of this By-law, such box:
 - i) Is, at all times, designed to allow access using the standard key held by the Guelph Fire Department;
 - ii) Is located within 0.3 metres of the Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box, or in another area approved in writing by the Chief Fire Official; and
 - iii) Contains a functioning key to the Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box, along with functioning master keys to the remainder of the building

8. Contents

- a) Every Owner shall ensure that the Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box at all times:
 - i) Contains a true copy of the Fire Safety Plan(s) for the premises;
 - Contains a true copy of all MSDS Sheets required from time to time by the Occupational Health and Safety Act to be obtained or prepared in respect of Hazardous Materials, or information where they are located on the premises;
 - iii) Contains a true copy of all other information as may be required from time to time to be provided to the fire department pursuant to the Occupational Health and Safety Act;
 - iv) Contains an open replacement padlock capable of locking the Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box, if no Key Lock Box is provided; and
 - v) Contains functioning master keys to the remainder of the building, if no Key Lock Box is provided
- b) Except as may be required by legislation from time to time, the Owner shall ensure that the Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box

contains only those documents required or permitted to be contained therein pursuant to this By-law.

- c) An Owner may, with the consent of the Chief Fire Official, include in any Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box, any information which is not required by this By-law to be contained therein, but which is relevant for fire prevention or fire safety purposes, including, where the consent of the affected person(s) has been obtained, any personal information relating to persons requiring assistance during a fire.
- d) Every Owner shall ensure that the Fire Safety Plan Lock Box is a minimum of 13" H X 13" W X 4"D and is at all times of sufficient size to hold all the contents required by this By-law.
- e) Where there is an Approved Existing Fire Safety Plan Box, every Owner shall ensure that such box is of sufficient size to hold all of the contents required by this By-law from time to time, and if the box is not of sufficient size at any time, that it is replaced with a Fire Safety Plan Lock Box meeting the requirements of this Bylaw.

9. Condition and Access

- a) The Owner shall maintain the Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box, as the case may be, in good repair at all times.
- b) The Owner shall ensure that he or she at all times maintains and has access to a functioning key to the Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box, to allow the information located within such box to be kept current.
- c) The Owner shall ensure that:
 - i) all information in the Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box is reviewed and updated at a minimum

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- a. every twelve (12) months; or
- b. where reviews or updates are required pursuant to any statute or regulation, in accordance with the applicable statutory or regulatory requirements; and
- ii) the Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box at all times contains the most up-to-date version of all required documents
- d) The Owner shall ensure that, when responding to a call for assistance or alarm, the Guelph Fire Department is at all times permitted access to the Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box, and for this purpose, the Guelph Fire Department may use any means available to obtain access to or open same.

e) The Owner shall ensure that the Fire Safety Plan Lock Box or Approved Existing Fire Safety Plan Box is kept locked at all times except where the Guelph Fire Department requires access pursuant to this By-law, or for the purposes of updating the contents of such box.

10. Tampering

- a) No person shall tamper or interfere with a Fire Safety Plan Lock Box, a Key Lock Box or an Approved Existing Fire Safety Plan Box, including without limitation any tampering or interference that results in access to the Guelph Fire Department being denied, or that results in contents required under this By-law being removed, or the security of the box being compromised.
- b) No person shall use the contents of a Fire Safety Plan Lock Box, a Key Lock Box or an Approved Existing Fire Safety Plan Box for any purpose other than fire prevention or fire safety.

11. Other Legislation

This By-law shall be in addition to, and shall not detract from, the requirements of any other statute, regulation or by-law in effect from time to time.

12. Offence

Every person who contravenes or fails to comply with any provision of this By-law is guilty of an offence and on conviction is liable to a fine not to exceed \$5,000.00, exclusive of costs.

PASSED THIS

DAY OF OCTOBER 2008.

KAREN FARBRIDGE – MAYOR

LOIS A. GILES – CITY CLERK

Fire Safety Plan Lock Box:





Key Lock Box:



SCHEDULE "B"

For purposes of Section 2 of this By-law, the premises to which the By-law applies are those containing any of the following occupancies, as defined in the Fire Code:

- 1) assembly occupancies,
- 2) residential occupancies where the occupant load exceeds 10,
- 3) business and personal services where the occupant load exceeds 300,
- 4) mercantile occupancies with an occupant load exceeding 300,
- 5) high hazard industrial occupancies where the occupant load exceeds 25,
- 6) medium hazard industrial occupancies where the occupant load exceeds 100; and
- 7) low hazard industrial occupancies where the occupant load exceeds 300.

COMMITTEE REPORT



ТО	Emergency Services, Community Services and Operations Committee	
SERVICE AREA DATE	Emergency Services October 15, 2008	
SUBJECT	EMERGENCY SERVICES QUARTERLY INFORMATION UPDA APRIL – AUGUST, 2008	
REPORT NUMBER		

RECOMMENDATION

"That the Emergency Services quarterly update report that covers the period of April to August, 2008 be received for information".

BACKGROUND

The following update is provided as information relating to current activities within the Emergency Services Department. This report is being supplied to the Committee as an update on programs and services being provided by Emergency Services staff.

REPORT

The report is a culmination of information supplied by all divisions within the Emergency Services Department for the period being reported.

CORPORATE STRATEGIC PLAN

This report supports the following Corporate Strategic Directions:

- 2. A healthy and safe community where life can be lived to the fullest
 - 5. A community-focused, responsive and accountable government

FINANCIAL IMPLICATIONS

None

DEPARTMENTAL CONSULTATION

- Royal City Ambulance Ltd.
- Information Services

COMMUNICATIONS

None

ATTACHMENTS

1. Emergency Services Quarterly Information Report for April – August, 2008.

C.

Prepared By: Lyle Quan Deputy Chief - Administration 519-824-6590 lyle.quan@guelph.ca

Recommended By: Shawn Armstrong Director of Emergency Services



EMERGENCY SERVICES QUARTERLY INFORMATION REPORT

October 15, 2008

This Information Report has been prepared for City Council's information. Please forward any questions or comments to Lyle Quan, Deputy Fire Chief at 519-825-6590 x 2123 or lyle.quan@guleph.ca.

Status of Emergency Service Initiatives

Emergency Planning

- On June 20th, the emergency operation exercise "hydro-carbon" was conducted. The exercise was part of the City's annual requirement to ensure that our emergency response plans and related information are effective and up to date.
 - A joint review of the exercise was conducted on September 23rd, to allow for input from all participants so we can learn from the experience and make any required adjustments.

Guelph Fire Department

- The south end emergency services facility is progressing well; presently, the design and site layouts have been approved. Detailed drawings relating to the electrical, plumbing, etc were prepared and documents have been distributed seeking interest from Contractors for the construction of the facility. The Pre –Qualification of potential Contractors will occur in October.
- The first week in October is Fire Prevention Week and plans have been set for an open house at fire headquarters along with other public education venues throughout the City.
- Four new personnel have been hired to replace retirements within the fire department. These new recruits are scheduled to start their training program on October 6, 2008.

Land Ambulance

- As of June, 2008 the following enhancements were implemented:
 - Supervisors being taken off of the ambulances to more effectively manage the on shift needs of the service
 - Expansion of the Drayton base hours from 5 days a week to 7 days a week (8am - 4pm)
 - Placement of an ambulance at the Rockwood fire station (5 days a week, 8am – 8pm)
 - Enhancement of hours for Guelph to allow for another 24/7 ambulance in the City



- On June 23rd, Council approved the transition of the land ambulance service to the municipally operated "direct delivery" model.
 - > To date, a transition steering committee and project sponsor group have been identified.
 - Meetings with the Ministry of Health and Long Term Care have taken place to move forward with certification (of the City) to operate the land ambulance service. The certification review is scheduled for October 9th.

Program Updates

Emergency Services Accreditation Program

In 2008 Emergency Services made great gains in its goal of attaining accreditation with the Commission on Fire Service Accreditation International.

- > The department has requested that the application for accreditation proceed to the next level in the process.
- > It will take approximately 18 months to complete the process for accreditation and be certified by the accreditation body.
- > The target date for certification is September 2009.

Emergency Services Highlights

- The year 2009 marks the 100th anniversary of the Guelph Fire Department. And to celebrate this milestone, fire department staff with the help of our Corporate Communications section is meeting with the design group of MacMillan Marketing to develop a new fire department shoulder patch and logo.
- Along with the development of a new fire department patch, we are also moving ahead with the development of a new patch and logo for the land ambulance service. Both programs to be rolled out in 2009.

Fire Prevention and Public Education

- As of the end of August 2008, 865 fire prevention inspections conducted, which resulted in 9 charges being laid in relation to smoke alarm noncompliance.
- There have been 116 requests from the Clerk's office for business licence inspections
- Fire Prevention has investigated over 32 structure fires to date compared with 36 total for all of 2007.

Fire Safety Education Programs/Presentations

- From April August 2008, the Fire Prevention Division attended 32 public education events. Of which the safety trailer attended 15 and reached 2955 citizens.
- From April to August, our fire prevention division visited 9 elementary and high schools, which equated to 567 students receiving information relating to fire safety.
- 162 people were trained in the proper and safe use fire extinguishers.

Shared Rental Housing

To date, more than 238 inspections were conducted on identified shared rental housing units. This program has proven both educational and beneficial for the tenants and the owners in making the residences fire safe.

• The program is presently being delivered by a seconded Firefighter from the fire suppression division assigned to Fire Inspection duties.

COMMITTEE REPORT



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Economic Development and Tourism Services Wednesday, October 15, 2008
SUBJECT REPORT NUMBER	City Event Policy- Event Framework Strategy

RECOMMENDATION

THAT Council receive as information Economic Development and Tourism Service's report dated October 15, 2008 which provides background on a proposal to establish a City Event Policy – Event Framework Strategy.

SUMMARY

This report outlines the need for a policy and organizing framework to classify events held in the city according to the benefits that they deliver back to the community and describes how the policy will be created by an Interdepartmental team.

This is the second of three reports prepared to align municipal support for community delivered programs, services and events to a sustainable level of funding within a strategic policy and program framework.

The first report is Finance Report #FIN-08-19 of October 1st which due to time sensitive's arising from the current annual grant program, recommends the specific event classification "Civic Celebrations" to become effective immediately in 2009; a classification which contains only Council sanctioned special events which would have funding provided by an specific operating line, removing these events from the annual grant cycle.

The third report CS-AD-0818 Options for City Grants – Framework accompanies this report to ECO and outlines options for the development of an investment program which would provide the funding context for community delivered programs, services and events including those defined within the Events Framework Strategy.

BACKGROUND

Guelph's growth to a city of 120,000 has triggered new demand for quality events for both residents and visitors. Staff research into "best practices" in other cities of comparable size indicate that Guelph's event policies and resources currently do not adequately match need. In addition, policies do not encourage events to line up with the City's desired strategic outcomes.

Staff involved in event support and development met on several occasions to look at improving policies and criteria related to working with community and volunteer groups delivering events to residents and visitors. The City's Annual Grant program as it relates to events is also undergoing a review with the intent to improve fairness, accountability and event results and outcomes.

REPORT

Historically, the City has supported events and initiatives through the City Grant program in specific sector classifications – the existing classifications include Civic and Special Events, Arts and Cultural Events and Social Service programs. The weakness of the current system is that it simply allocates funds to an ever-expanding list of applicants without requiring events and programs to line up clearly with the City's expressed strategic goals or report back on their results.

A new "Events Framework Strategy" would outline event categories that organize events into at least four different strategic classifications, including Civic Celebrations, Community Festivals, Special Events, and Tournaments and Conferences. Each of these event classifications address a different strategic outcome and deliver distinct benefits back to the city.

EVENT CLASSIFICATION	BENEFIT
1. Civic Celebration	Civic Pride
2. Community Festival	Community building, volunteerism
3. Special Event	Economic & legacy benefits
4. Tournaments /Conferences	Economic benefit

A detailed set of criteria for each category aligned with Guelph's Strategic Plan is required, along with an administrative system to play the appropriate civic role in supporting these events and to manage the allocation of funds and reports on event outcomes.

Staff propose that there is enough expertise in house to develop the initial, draft Events Framework Strategy and that with the assistance of an external consultant, they could ensure appropriate community consultation to review the draft and input on decision making criteria. Funding requirements for events within this strategy will be referred to the outcomes of the Options for City Grants- Framework CS-AD-0818 report of October 15, 2008.

An Interdepartmental Team composed of staff from departments that interact with event providers, consisting of representatives from:

- Community Services (Facility Booking)
- Community Services (Recreation)
- Community Services (Culture)

- Community Services (Community Development)
- Operations (Traffic Services)
- Operations (Parks)
- Economic Development and Tourism (Tourism Services)
- Clerks (Licensing/permits)
- Finance (Grants program)
- Corporate Services (Legal Services)

If directed to proceed, a staff team would develop detailed terms of reference to achieve the following objectives of an "Events Framework Strategy" project.

- Develop an overall "Events Framework Strategy" with criteria to categorize city events according to the strategic benefits they deliver back to the city
- Ensure that the CIVIC CELBRATIONS category is embedded in the framework
- Coordinate the Events Framework Strategy process with Council's direction for advancing a funding model (as decided Re# CS-AD-0818 Options for City Grants – Framework) to ensure that the Events Framework Strategy is integrated and ready for implementation in 2010.
- Prepare service agreements for use with groups contracted by the city to implement events on its behalf

CORPORATE STRATEGIC PLAN

This initiative supports the following Strategic Goals:

- 1. An attractive, well-functioning and sustainable city.
- 2. A healthy and safe community where life can be lived to the fullest.
- 3. A diverse and prosperous local economy.
- 4. A vibrant and valued arts, culture and heritage identity.
- 5. A community-focused, responsive and accountable government.

FINANCIAL IMPLICATIONS

While staff are confident that they have the in-house expertise to develop a working draft of the Events Framework Strategy, staff is very respectful of the expertise and skill of many working in the special events sector of our community. Anticipating the need to ensure consultation with key stakeholders and other partners and agencies, staff are not resourced to undertake this consultation with existing staff time.

Staff anticipate approximately 4 focus group (one per category) to review the draft Events Framework classification model and draft criteria followed by one large group forum structured to review the final document.

Cost estimates for a third party consultant are \$25,000.and staff will include this amount in the appropriate budget for consideration during the 2009 budget deliberations of Council.

DEPARTMENTAL CONSULTATION

Community Services, Economic Development and Tourism, Operations, Finance

COMMUNICATIONS N/A

ATTACHMENTS

Sue THENRE.

Prepared By: Sue Trerise Senior Business Development Specialist 905-837-1335 ext 2534 sue.trerise@guelph.ca

Recommended By: Peter Cartwright General Manager of Economic Development Services 519-822-1260 ext. 2820 Peter.cartwright@guelph.ca

anlant

Recommended By: Ann Pappert Director of Community Services 519-822-1260 ext. 2665 ann.pappert@guelph.ca

COMMITTEE REPORT



TO Emergency Services, Community Services and Operations Committee

SERVICE AREACommunity ServicesDATEOctober 15, 2008

SUBJECTPublic Art Policy & Program - Framework of PrinciplesREPORT NUMBERCS-CU-0821

RECOMMENDATION

THAT report # CS-CU-0821 of the Director of Community Services dated October 15, 2008 providing background on public art and a draft framework for proceeding with the development of a public art policy and program for Guelph, be received; and,

THAT the Framework of Principles as outlined in Attachment A of report CS-CU-0821 be approved in principle; and

THAT staff be directed to draft public art policy as per the Framework of Principles for Council consideration and report back to Council in 2009 including the following components in their policy presentation:

- Terms of reference for a Public Art Advisory Committee
- Financial projection and funding formula for projects and administration
- Plan for involving private sector participation
- Procedural guidelines to facilitate the program
- Requirements for the management of the collection.

THAT staff utilize the Framework of Principles to pilot the commissioning of public art for the Civic Square project; and

That a phased approach towards the implementation of a public art policy be considered by Council once the public art policy is fully approved.

BACKGROUND

The purpose of this report is to provide Council with background on public art and to outline a policy framework of principles to be used to frame the development of a draft public art policy for Guelph.

The concept of public art is not modern; every civilization has produced art works - from commemorative to the vernacular; a statue of a famous person to decorative

paving stones embedded in a sidewalk. The acquiring and locating of artworks in public space is not new to Guelph; a number of artworks are located on public property including a bust of John Galt, the Family Sculpture, the Blacksmith Statue, the War Memorial and Copper Wall at the River Run Centre and most recently, the Millennium Time Sculpture. The Guelph Arts Council has created a *Guide to Public Art in Guelph*, which identifies both historical and contemporary works located in the downtown, University of Guelph, at several churches and on the grounds of the MacDonald Steward Art Gallery. They have also recently overseen the commissioning of the Millennium Time Sculpture.

However, the City of Guelph does not have a formal Public Art Policy or program for commissioning or accepting artwork. Guelph's existing artwork policy is outdated; it neither addresses stewardship artworks nor does it anticipate and respond to opportunities (public or private) for development of art in public spaces.

In 2008, Guelph's Cultural Advisory Committee identified the need to develop a formal Public Art Policy and program which would:

- 1. Define a fair and equitable commissioning process that ensures that the artwork and creative concepts of artists become part of the planning, design and development of public space so as to ensure that these places are visually stimulating and community oriented;
- 2. Define a sustainable funding model linked to the construction of civic facilities and amenities;
- 3. Ensure that the program is well reasoned and respects current fiscal realities including meeting Council's strategic objectives;
- 4. Create a public art master plan that makes the best use of several city departments and the community, in determining appropriate sites for locating public artworks;
- 5. Respond to private offers to donate art works to the city;
- 6. Respond to partnerships with the private sector in the development of public space that is accessible to the general public.

REPORT Public Art Defined

Public art is artwork that is accessible to the public. It is created in any material and is planned and executed with the specific intention of being sited or staged in the public domain. It is usually located outside and is accessible to all (*Wikipedia*) but it may also be internally located or integrated, semi integrated or free standing. Public art is characterized as 'commissioned, site specific, community reflective and collaboratively decided.'

Public art is also defined as any art form of aesthetic expression resulting in an object or expression that contributes value to its community. The outcome could be art works that celebrate an individual or event and may have functional as well as aesthetic qualities.

It can be permanent or temporary and may be any, but not limited to the following:

Caulatura		
Sculpture	Street Furniture	
Architectural or Architectural detail	Decorative Gates & Fences	
Monuments	Lighting	1
Memorials	Landscape Architecture	
Procession	Banners	
Street Theatre	Paving Stones	
Identity Marker or Trademark	Park Benches	
Water features	Murals	j

Program Rational - Benefits as Linked to Corporate Strategic Objectives

Over 160 cities in North America have adopted and implemented public art policies and programs.

Benefits of public art include social interaction, citizenship, community connectivity, beautification, community identity and economic catalysts.

For the City of Guelph, a Public Art Policy and program services to implement several key objectives of the City's Strategic Plan 07 and beyond.

<u>Goal #1: Urban Design and Sustainable Growth</u> / "An Attractive, well functioning and sustainable City." Guelph's current and future public art provide a distinct community identity and a point of interest for both its citizens and its visitors (1.1). As the downtown and key hubs continue to evolve, strategically placed public artworks will reflect our community and will be a destination of national interest (1.5) making Guelph a tourist interest of choice (3.6). A public art policy demonstrates the City's responsibility to provide cultural opportunities and presents a positive image to visitors and potential investors.

<u>Goal #2: Personal and Community Well Being</u>/ "A healthy and safe community where life can be lived to the fullest." The process of participating in the development of a public artwork ensures that citizens of Guelph access and experience economic and social development opportunities afforded by the integrative creative process of defining their neighborhood, an event, a theme or a process. Engaging and connecting our communities in art builds our values of inclusivity, volunteerism and philanthropy (2.6).

It is known that where public art is part of a community, there is an increased use of public open space and amenities which creates a more social environment for interaction and community building. This often results in safer neighborhoods and cities (2.4).

<u>Goal #4: Arts, Culture and Heritage</u> / "A vibrant and valued arts, culture and heritage identity." Guelph is rich with artists and creators who live work and showcase their works regionally, nationally and internationally. As the City grows both in size and stature, its creators should be visible and have opportunities to define the City's identity to the world (4.2/ 4.5). Public art is the social expression of our diversity of artistic vision; these creators reflect our community and record our identity to be shared with the world (4.5).

<u>Goal #5: Government and Community Involvement/</u> "A community-focused, responsive and accountable government". A Public Art Policy and program ensures that the commissioning of art works using a consultative and collaborative approach to decision making (5.2). With a policy, program and master plan, the community will have an open, accountable and transparent system for awarding commissions and accepting donations of artworks (5.3). Working with the private sector and neighborhood associations in the design and development of shared public art projects ensures that we embrace partnerships to achieve strategic goals and objectives (5.4). Ultimately, a formal policy, program and implementation plan will provide the reasoned framework needed to ensure excellence in planning, management and human resource utilization (5.6).

Framework of Principles – Public Art Policy and Program

The Cultural Advisory Committee has spent several months researching and compiling examples of public art policies from other cities in Canada. City staff reviewed their findings and discussed the framework as a model with which to further develop a Public Art Policy and Program, for Council's consideration.

The comprehensive Framework of Principles as per **Attachment A** included in this report is recommended to Council. Subject to Council consideration staff would proceed to draft a complete Public Art Policy for Council's in 2009.

Staff Summary

A public art policy outlines a philosophical position of the city to ensure that all citizens can access and participate in the cultural, social and economic development opportunities arising from public art. For employers who seek out innovative and creative cities within which to locate their businesses, public art signals that the city is advanced, engaged and reflects its identity and livability to the world.

CORPORATE STRATEGIC PLAN

Please see Program Rational - Benefits as Linked to Corporate Strategic Objectives in the report.

FINANCIAL IMPLICATIONS

The full collection of artworks owned by the City of Guelph currently does not benefit from a complete inventory, long term maintenance plan or modern storage. There are no resources allocated to the development of a public art policy or program at this time. However, staff expertise and community support to develop a draft policy does exist and can be committed to complete the policy draft.

For any Public Art Policy and Program, its administration will require staff to properly manage the range of projects and processes inherent to this very public jury system. Most municipalities charge staff directly to the flat rate Percentage for

Art reserve fund; the allocation of their time is determined through the Public Art Master plan which predetermines resourcing.

Further dialogue with Council and their deliberation upon the inclusion of a public art program into the Corporate Strategic Plan will be required prior to undertaking the development of an implementation plan and phased introduction of this program into the capital and operating budgets.

It is also anticipated that a phased and gradual approach towards the implementation of the policy will be required to ensure that the responsibilities inherent in the program are well understood.

For 2008-2009, the City has identified public art funds for the Civic Square project at the new City Hall. Council may direct staff to proceed in using the Framework of Principles (Attachment A) to pilot the implementation of this commissioning process using a jury and selection process. This will provide the opportunity to evolve a phased approach towards the overall program plan.

DEPARTMENTAL CONSULTATION

Cultural Advisory Committee

COMMUNICATIONS

N/A

ATTACHMENTS

Attachment A – Framework of Principles

and gent

Prepared and Recommended By: Ann Pappert Director of Community Services 519-822-1260 ext. 2665

ann.pappert@guelph.ca

ATTACHMENT A

Framework of Principles – Public Art Policy and Program

A Public Art Policy and program is achieved through the development of a successful program structure. This structure includes three sections:

- 1. <u>Governance</u> including policy, principles, goals, oversight, code of conduct, and funding
- <u>Administration</u> including guidelines, implementation selection process, collections, inventory, maintenance, insurance, acceptance of gifts, donations, bequests, de-accessioning, policy review
- <u>Projects</u> including the specifics of project classifications and Master Planning.

The following framework proposes a draft for governance including a mandate, principles, goals, oversight and governance, funding model/scope, and project classifications.

Mandate of the Public Art Policy and Program

The Public Art Policy and Program will be designed to:

- 1. Provide cultural leadership through the integration of distinct, diverse and vibrant artistic reflections of our City's identity and to present this identity to the world through artworks in the public domain;
- 2. Provide an approved, fair, invested and consistent selection process for the commissioning of art works and/or acceptance of donations to be placed at public sites or secured by the City;
- 3. Provide sustainable stewardship for the Guelph's collection of artworks;
- 4. Ensure that creative concepts of artists are embedded in the planning and design of public space;
- 5. Ensure that all citizens can access and benefit from the cultural, economic and social opportunities afforded by public art work.

<u>Principles</u>

The Public Art Policy and Program will be guided by the following principles and expectations:

- 1. Encourage excellence, quality and innovation
- 2. Operate under the oversight of an informed, arms length advisory who report their recommendations to City Council and ensure an impartial jury of art

professionals and community members choose the art or artists selected for commissioning

- 3. Build greater creativity within the practices of community development, community engagement and community partnership through the commissioning of local works that are site specific to a neighborhood, time, place or theme
- 4. Be integral to and integrated into civic planning and development processes
- 5. Be flexible and encourage a wide range of creative expressions, practice and art works
- 6. Program and juries will be accessible, equitable and inclusive including a range of competitions (open, staged, and invitational)
- 7. Be administered by a reasoned approach and adequately resourced to support the development, acquisition, and management of the public art program and the preservation of public art works
- 8. Ensure that all laws apply including those related to copyright, censorship and obscenity.

<u>Goals</u>

- 1. Integrate creative concepts into the plan, design and execution of selected civic and private sector projects
- 2. Guide the program with an inter-departmental public art planning team
- 3. Create and enhance the economic development of specific locations through the enhancement of space using public artworks
- 4. Establish a selection process whereby qualified artists and variety of artistic media are encouraged to participate in a meaningful, equitable and fair jury process
- 5. Stimulate creativity and citizenship within the community and within the neighborhoods through public art education and awareness opportunities that explore a wide range of arts, culture and multicultural expressions.

Oversight/Governance

It is a best practice that cities establish a public art advisory committee comprised of volunteers from a range of disciplines including urban design, landscape architecture, architecture, visual artists, art historian, arts administration, education, curators, visual arts consultants, developers, civil engineering, writers, performers, heritage professionals, community at large. A majority of the members should be residents of Guelph and should demonstrate significant knowledge of the field of arts and culture.

A Public Art Advisory Committee would be appointed by Council to:

- Advise on the implementation of the public art policy
- Review proposed project scope and terms of reference
- Ensure application of established procedures and guidelines for each selection process
- Advise and promote communication and outreach of the policy to the community
- Advise and recommend to Council on proposed gifts, donations and bequests to the city in accordance with established guidelines

- Advise on the development and implementation of maintenance for the art collection and for accessioning and de-accessioning of works associated with the public art policy
- Encourage the scoping of private sector public art and partnerships where appropriate
- Review the staff's Public Art Master plan for placing works within the public domain.

A Public Art Advisory Committee would be responsive to a specific Code of Conduct ensuring a fair and equitable treatment of all participants in the process and to ensure that their recommendations to Council are without bias.

This Committee would operate with arms length status, reporting to Council on a regular basis. It is acknowledged that public art is occasionally controversial; jury guidelines will provide for a responsible selection process which ensures that the immediate community of interest supports the selected work.

Funding Model/Scope

A funding policy is required to establish a sustainable mechanism to support the city's commitment to existing and future construction and civic development.

- 1. The standard funding model used throughout North America is the application of a flat rate or "percentage for art" of 1.0 1.25% of the total construction cost of any city capital projects over \$100,000 and processed through the 10 year capital planning model.
- 2. The Percent for Art can be used on the specific project from which it is sourced or it can be pooled with other funds to either enhance a more prominent capital project or to support a non-contributing project identified through a Public Art Master plan.
- 3. Funds will be allocated to a public art reserve, and allocated to projects identified through a public art master plan process and approved by City Council. Projects included in the master plan are deemed to have high visibility and public impact include new building construction, major additions or renovations to existing buildings, park and trail development projects, engineering structures, streetscapes and lighting or they may be smaller neighborhood or community art projects.
- 4. The flat rate does not apply to non-construction components identified such as architect & consulting fees, city permits, development charges etc. Staff need to examine the application of the funding model to structures that have limited visual impact or public accessibility.
- 5. A minimum of 75% of all funds collected must be used for designing, fabricating, installing and documenting public works or community art projects chosen through an objective jury selected process.

6. Funds ranging up to 25% will be apportioned to the maintenance, governance and administration of the section process, collection, inventory, insurance, staffing, legal requirements, de-accessioning of works and the overall policy review.

Specific Project Classifications

There are three classifications for organizing public art projects for Guelph:

- 1. Civic Public Art Projects
- 2. Community Arts Projects
- 3. Private Development

Administration of Policy and Program

- 1. Collection Management
- 2. Acceptance of Donations, Gifts and Bequests
- 3. De-accessioning of artworks
- 4. Overall Policy Review Cycle
- 5. Public Art Master Plan

INFORMATION REPORT



ТО	Emergency Services, Community Services and Operations Committee (ECO)
SERVICE AREA	Community Development, Community Services Department
DATE	October 15, 2008
SUBJECT	Neighbourhood Development Updates
REPORT NUMBER	CS-CD-0820

SUMMARY

The purpose of this report is to provide updates to City Council on the following areas:

- Current operational support for Neighbourhood Group development and activities
- The role of the Neighbourhood Support Coalition, associated committees and their current re-structuring efforts
- Relationship between the City, the Neighbourhood Groups, the NSC and partnering agencies/funders
- Future strategic directions

BACKGROUND

The Community Services Department has a clear commitment to a community development approach for the provision of recreation and leisure opportunities. This approach includes active citizen involvement and leadership in the development of activities which enhance the quality of life for Guelph residents.

The Neighbourhood Partnership Policy (attached), adopted by City Council, July 9th, 2001, defines the City's commitment to partnering with Neighbourhood Groups and the Neighbourhood Support Coalition and for the general provision of resources to support neighbourhood work.

Currently there are 12 active neighbourhood groups (NG's) in Guelph who are being supported by the City's Community Development Division. Each group is at different stages of development.

REPORT

1) City Resources and Services That Support Neighbourhood Groups:

<u>Staff Support:</u>

Three (2.6 FTE's) District Community Coordinators (DCC's) are dedicated to community engagement work and support neighbourhood groups. The staff act as a resource, advisor or facilitator as required. Further, they support committees of the Neighbourhood Support Coalition (NSC). Staff are organized on a "district model."

Further, in addition to their work with the NSC and NG's, DCC's are often called upon to facilitate other community engagement strategies and processes beyond the scope of the NSC and NG's. This can include planning projects, civic meetings on specific by laws and conflict resolution matters.

In 2007, a fourth position (.6 FTE) - Customer Service Administrator was approved. While located in the Community Development office, this City staff position provides both administrative support to the NSC and its committees, and is the first point of contact for citizens seeking information on neighbourhood development. This position also fosters better communication between the neighbourhoods, various departments of the City, agency partners and funders.

Further, the City employs a range of part time and contract employees who work closely in support to the NG's to develop and implement their programs and to provide customer service support and outreach work.

While these city employees report directly to the DCC's they are supervised in consultation with members of the neighbourhood groups' leadership committees. Community development staff (DCC's) support the hiring, training, supervision and performance monitoring of any temporary or contracted neighbourhood staff on the City's payroll.

Financial Resources:

Through the City's budget, a total budget of \$569,650 is allocated to fund the activities of the Community Development Division. This includes all staff resources and grant funding for all neighbourhood groups to support program development, services and staffing needs.

As well, the community's access to external grants and partner contributions is made possible by utilizing the services of the City's Finance Department who act as a transfer payment agency. The Community Development staff provide assistance in the researching/writing/coordinating and submission of grant proposals to support NG work and programs.

Staff ensure that financial accountability and appropriate budgeting practices are followed with regards to tax supported funds allocated to NG's as well as grants and partner funds from outside agencies and other levels of government.

Insurance Coverage and Risk Management:

The City provides a liability policy for NG programs and services for which we are directly involved with and have full knowledge. The DCC's ensure the implementation of mandatory safety program standards and procedures. NG

volunteers are also covered under our third party liability coverage as long as they meet the conditions to qualify as a City volunteer as defined by our insurer. The DCC's ensure that best practices as outlined in the Community Services Volunteer Management Policy and Procedure Manual are clearly defined and adhered to.

Development of Neighbourhood Space:

The City continues to work with NG's when necessary to establish temporary and permanent space. They work with both school boards to provide community use of schools through our reciprocal agreements e.g. gyms, classrooms, portables. Five NG's currently have exclusive program and/or office space in school facilities through long term lease agreements or through agreements with the school board for cost sharing of utilities and caretaking support. However, at present we do not have a long term capital plan with regard to current and future growth in this sector.

Program Development:

The Community Development Division continues to support the development of neighbourhood-based programs for all ages. In 2007 – 7,719 individuals participated in programs and community events operated in neighbourhood locations. Many programs are offered with partners such as Public Health, the Guelph Community Health Centre and Family Counseling and Support Services.

Marketing and Outreach Services:

The City continues to provide access for NG's to the City's Leisure Guide, Website and on the City page in the Tribune for marketing purposes through its approved operating budget.

2) The Neighbourhood Support Coalition (NSC):

The Neighbourhood Support Coalition has been in place since 1997. The Coalition was designed to be a network for participating neighbourhood groups, sponsoring agencies and program partners. The Coalition strives to:

- foster the sharing of information and resources,
- provide support and mentorship for initiating groups,
- distribute available funding resources and to
- advocate for community issues and funding.

The NSC is also responsible for providing overall leadership to the NG's for collaborative community planning, advocacy and community building initiatives, ensuring the pursuit of ongoing joint funding opportunities and the equitable allocation of funds currently through their participatory budgeting process.

Since 1997, the NSC has gone through many evolutions and structures; again, the NSC is undergoing a re-structuring process. At their AGM in December 2007, it was agreed by the NSC Connecting Group (the "Board") to empower a Re-Structuring Committee to conduct a comprehensive operational review of their organization.

The Connecting Group ("Board") has since ceased its operations while this review is taking place.

Since January of 2008 the only active committees of the NSC are the Finance Committee, Program Partnership and the Re-Structuring Committee. The following provides a summary of their activities to date.

i) <u>*Finance Committee*</u>: All NG's currently receiving funds through the NSC's allocation process attend Finance Committee meetings where decisions are made with regards to fundraising, collaborative grant applications, the participatory budgeting process and information gathering tools.

This is the only active "decision-making" body of the NSC at present. Their mandate is to ensure that NG financial needs are met through a collective and collaborative process.

Recently the Finance Committee has developed a 2-step process to respond to City Council's request for more information about their activities, their participatory budgeting process and their current funding needs.

- Step One-Presentation to ECO: The NSC Finance Committee will be appearing as a delegation at the October 29th ECO budget meeting to deliver a presentation on their current year activities and to seek projected funding needs for 2009.
- Step Two "Fireside Chat": The neighbourhood groups are organizing an information night to educate participants on "who they are", "what services they provide to the community", their current successes/challenges etc. They will also be providing information on the participatory budgeting process that they have developed to allocate operating funds they receive from the City and the County of Wellington. Invitees include members of City Council, City staff, funders, agency program partners, school board representatives and others. Each neighbourhood group will be present to display information and answer questions about their group's focus and their activities.

ii) <u>Program Partnership Committee</u>: This committee provides a networking opportunity for NG's who offer programs. They meet to share information, programming resources and to receive information from the City with regards to program standards and risk management issues.

iii) <u>**Re-Structuring Committee:**</u> The re-structuring committee is currently planning 2 facilitated workshops in November to conduct a review of the NSC's organizational structure, terms of reference, operating principles and level of accountability, both towards their participating NG's and their sponsoring partners. This review is being undertaken to ensure that the NSC is meeting the needs of all NG's, their sponsoring agencies and their funding and program partners. Their goal is to have a new working model for the Coalition adopted by all participating neighbourhood groups at their next AGM.

3) Working Relationships:

City Staff /Neighbourhood Support Coalition: Staff are supporting the NSC Finance and Program Partnership Committees in a leadership role as co-chairs and facilitators. The chairing role is shared with a community member and administrative duties are supported by the Customer Service Administrator.

The Re-structuring committee is supported by City staff and Family and Children's Services staff who co-facilitate to guide a consensus decision-making process. Staff provide resources and links to agency/City information where appropriate however the re-structuring process will be developed and executed by community leaders and hired consultants.

Family and Children's Services: F&CS work closely with neighbourhood groups and the City as a sponsoring agency partner. They have staff (Community Development Workers) working in 6 neighbourhood offices with NG staff and volunteers. Their focus is outreach to families and vulnerable children and to link them to the programs and services offered by the neighbourhood group at the local level. They are very supportive of the committees of the NSC and the re-structuring process and the sustainability of the neighbourhood services model.

4) Strategic Next Steps:

At the March 25, 2008 meeting of City Council, a unanimous motion required "That Community Services staff be directed to look at the long term plan and sustainable development of the neighbourhoods." At present, there is no long term integrated sustainable or strategic plan for neighbourhood development for the City of Guelph. City staff have spent the last six months working with the NSC and NG's to better understand their challenges and working to facilitate their processes. However, there are several timely projects moving forward that will provide some more specific information and frame the community's context so that staff can further address Council's motion.

For example, Council approved a Master plan for Recreation, Parks and Culture to be developed in 2008 with recommendations expected to Council before the second quarter of 2009. This Master plan will include much dialogue and will survey a wide range of community members regarding the direct and indirect delivery of programs and services to the community, both at the district level and at the neighbourhood level.

Given that the Neighbourhood Support Coalition is also in the process of examining its purpose, mandate and structure, and given that they will be conducting 2 facilitated workshops later this fall, it is timely that staff strive to develop a comprehensive and partnered approach towards long term sustainable neighbourhood planning.

The following request will be tabled for consideration in the upcoming 2009 budget.

Community Services staff are requesting \$80,000 in capital funding to create a "Neighbourhood Sustainable Growth Strategy" – a strategy that requires the skills of a third party consultant to work intensively with staff, community and stakeholders to evolve a framework and policies that will ensure Guelph has a sustainable approach towards neighbourhood development and engagement processes. If approved, this project will commence upon the receipt of draft recommendations arising from the Master plan for Parks, Recreation and Culture and will focus on evolving the way in which the municipality engages, partners and structures its relationship with the community at the neighbourhood level.

The draft scope of this project will address the impact of the 'Places to Grow' legislation; increasing demands on programs, services and facilities; changing demographics and generational changes affecting the level of volunteerism and leisure time; the commitment of the voluntary sector to non profit boards and organizations and with the increasing challenge of community convergences, diversity, inclusivity and accessibility at play.

CORPORATE STRATEGIC PLAN

URBAN DESIGN AND SUSTAINABLE GROWTH Goal 1: An attractive, well-functioning and sustainable City of Guelph

PERSONAL AND COMMUNITY WELL-BEING Goal 2: A healthy and safe community where life can be lived to the fullest

FINANCIAL IMPLICATIONS

The 2008 operating budget for all the work of the Community Development Division is \$569,650.

It is noted that the Neighbourhood Support Coalition will be appearing at the October 29, 2008 ECO Budget meeting to make a request for further funding to address growth in NG's. Therefore, in order to facilitate this request the Community Services Department has ensured that the request for \$50,000 in funding for the Neighbourhood Support Coalition is included as a 'new service' (step 5) request in its operating budget, subject to Council's 2009 budget deliberations.

A request for \$80,000 has been included in the Community Services capital budget request to develop a "Neighbourhood Sustainable Growth Strategy" subject to budget deliberations.

DEPARTMENTAL CONSULTATION/CONCURRENCE

Community Services

COMMUNICATIONS

N/A

ATTACHMENTS: 2001 Neighbourhood Partnership Policy

andread

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- lan

Recommended By: Ann Pappert Director of Community Services 519-822-1260 ext.2665 ann.pappert@guelph.ca



Goal Statement of Neighbourhood Partnership Policy

The City of Guelph, Community Services Department, identified in the *Recreation, Parks and Culture Strategic Plan – Vision 2007,* a commitment to move towards utilizing and fostering a community development approach for the provision of recreation and leisure opportunities. Community development in this case would include enhancement of the quality of life and community wellness through active citizen involvement and leadership in community life activities.

Purpose of the Neighbourhood Partnership Policy

- 1) To officially identify, recognize and work in partnership with Neighbourhood Groups that offer recreation and leisure opportunities for all residents.
- 2) To develop partnerships that assist Neighbourhood Groups who may require the support of public funds and/or facility use for Community Room, Meeting Room and/or Program Space.
- 3) To work in partnership with the Neighbourhood Support Coalition that is the multi-sectoral umbrella organization for all Neighbourhood Groups in Guelph.
- 4) To assist other City Departments to develop their partnership policies with the Neighbourhood Support Coalition and Neighbourhood Groups.

Objectives of the Neighbourhood Partnership Policy

Community Development and Partnership Building

- To support community based initiatives that provide recreation and leisure programs and services for all residents.
- To assist in the development of new Neighbourhood Groups.
- To participate in partnerships that will promote the delivery of a variety of creative, affordable, and accessible programs.
- To increase citizen participation and community wellness.
- To work in partnership with the community to develop community capacity building and leadership.

Financial Support

- To provide Neighbourhood Groups with financial support through the Neighbourhood Support Coalition.
- To assist with providing Neighbourhood Groups with Community Offices, Meeting Room and/or Program Space.
- To guide Neighbourhood Groups to become self sustaining through planning and taking responsibility for their programs.

• To provide staffing resources to work closely with the Neighbourhood Support Coalition and Neighbourhood Groups to address community needs and provide a supportive role.

Procedures for Neighbourhood Partnership Policy

Acknowledgements from Community Services Department

The benefits of the Neighbourhood Partnership Policy are for all residents and therefore, every effort is made to ensure equity for all Neighbourhood Groups.

Neighbourhood Support Coalition

Community Services Department supports the existence of the Neighbourhood Support Coalition. When a Neighbourhood Group becomes an active partner within the Neighbourhood Support Coalition, the Group is eligible for assistance, resources, information, networking opportunities and coordinated funding.

Program Space Allocation Process

During the transition period from a direct program delivery philosophy to a community development focus, Neighbourhood Groups will need to work in partnership with City Programming Staff and the Community Development Coordinator for the development of programming space in City facilities.

Staffing Resources Available

Utilizing a community development model for the delivery of services, Community Services Staff will act as a resource, advisor, facilitator, and/or in a consultative role for all Neighbourhood Groups.

New Neighbourhood Group Development

It is the goal to have viable Neighbourhood Groups in all areas of the City of Guelph. This will require a more active role of the Community Development Staff in the initial stages of community building.

Neighbourhood Support Coalition

Community Services Department will provide ongoing staff support, administration support and some operational support for the Neighbourhood Support Coalition. This includes any committees of the Coalition such as Summer Partnership and the Finance Committee.

Liability and Property Insurance Coverage

It is recognized that there may be different sponsor partnerships for each unique Neighbourhood Group. Should the City of Guelph sponsor a Neighbourhood Group, they will be eligible for liability and property insurance coverage.

The members of the Neighbourhood Group, or their appointed representatives, are covered under the terms and conditions of the Corporation's liability insurance policy. This is only while the individuals are acting within their scope of duties, as defined by the Neighbourhood Group and supported by the Community Services Department.

Neighbourhood Space Assistance

- 1) Neighbourhood Office Space
- 2) Meeting Room Space in City Owned Facilities
- 3) Neighbourhood Program Space in City Owned Facilities

1) Neighbourhood Office Space:

Community Office space is defined as a primary office that is located within a city owned facility or a community partner.

1.1) Capital Cost Related To Neighbourhood Office Space:

Where applicable, the Community Services Department will work in partnership with a Neighbourhood Group to provide Community office space. The City of Guelph is committed to working in partnership with Wellington Catholic District School Board and the Upper Grand District School Board to facilitate the development of *Community Rooms* in local schools. As well, Community Services Staff will work in partnership with community partners for the development of Community Rooms, where appropriate.

Ideally, the Community Room will include a multi-use community room approximately 900 sq. ft., separate access to public from exterior, washroom, adjacent to parking and all features are of barrier free design.

1.2) Ongoing Operating Support Related To Neighbourhood Office Space:

Where applicable, the Community Services Department will assist with operational costs for Neighbourhood office space. This could include the set up costs and ongoing operational support as needed.

2) Meeting Room Space in City Owned Facilities:

The Community Services Department recognizes and supports the need for Neighbourhood Groups to hold meetings that will advance the development of the Neighbourhood.

To assist Neighbourhood Groups, a 12-month booking option with one meeting per month free for meeting room space is available. If the Neighbourhood Groups are not able to take advantage of the pre-booking option, then space will be made available where scheduling permits.

3) Neighbourhood Program Space in City Owned Facilities:

It is assumed that Neighbourhood Groups wishing to implement recreational or leisure programs activities for all residents will take a leadership role in the development. Community Services Staff will assist Neighbourhood Groups ensuring all programs and services meet the standards set by the Community Services Department.

Community Services Department's focus for subsidizing programs and leisure services is;

- Children / Youth,
- Older Adults (+55)
- Persons with Disabilities

3.1 Support Steps for Program Space

- Working in partnership with the Neighbourhood Support Coalition, a Neighbourhood Resource Scale was developed. Each Neighbourhood Group will be identified to be at a stage on the Neighbourhood Resource Scale and a corresponding subsidy level will be applied.
- After submitting a written application and consultation with the Community Development Coordinator, Neighbourhood Groups will become eligible for support to operate programs and leisure services in City operated facilities. The Community Development Coordinator will communicate the corresponding level of subsidy and deduct the same from the current rental fee.
- In partnership with the Neighbourhood Support Coalition, Neighbourhood Groups will be reassessed for subsequent years of support on an annual basis through a renewal process.
- Neighbourhood Groups receiving funds through this policy will not be eligible for financial assistance from the City's Municipal Grant Process.

Neighbourhood Resource Scale:

Stage 1 - "Initiating Community"

Level of Subsidy Administrative and City Staff Support

A Neighbourhood Group at the first stage of community building will be identified as meeting the following criteria:

- Meeting with the Neighbourhood Support Coalition
- Completed a community needs assessment for programs and leisure services.
- Building and recruiting a volunteer base.
- Receiving no financial support through the Neighbourhood Support Coalition.
- No paid Neighbourhood staff. A community at this stage will have the assistance of the Community Development Coordinator.

Presently working with the Goldie Mills, Exhibition, Kortright Hills and Hales Barton areas to develop viable Neighbourhood Groups

Stage 2 – "Community Resource Building"

Level of Subsidy 70%

A Neighbourhood Group at the second stage will be identified as meeting the following criteria:

- Meeting criteria in Stage 1 plus;
- Partner with the Neighbourhood Support Coalition and eligible for Coalition funding.
- Has program delivery.
- Developed sound financial practices and reporting processes.
- Limited Neighbourhood staffing resources.

Presently working with Two Rivers, Parkwood Gardens, Waverley and Brant Neighbourhood Groups.

Stage 3 – "Sustaining the Resources"

Level of Subsidy 47.5%

A Neighbourhood Group at the third stage will be identified as meeting the following criteria:

- Meeting criteria in Stages 1 and 2 plus;
- Receiving core funding from outside of the Neighbourhood Support Coalition
- Has incorporation and/or charitable status

Presently working with the Onward Willow Neighbourhood Group.

Evaluation and Report Requirements:

The Neighbourhood Support Coalition will be responsible for the coordination of the required report for the Community Services Department on behalf of all Neighbourhood Groups. The report will include an evaluation of the program statistics and measurement of community wellness through active citizen involvement and leadership in community life activities.

The Community Development Coordinator will coordinate a report, on behalf of Community Services Department, for financial and community development purposes.

Disbanding of a Neighbourhood Group:

It is expected that the Neighbourhood Group's governance body will take full responsibility for funding and all other obligations. If for any reason a Neighbourhood Group ceases to operate with no immediate possibility of re-organization, the following steps must be carried out;

- The Neighbourhood Group and the Community Development Coordinator will meet with the Neighbourhood Support Coalition Finance Committee to determine outside funding obligations.
- The signing officers must pay all outstanding bills from the available funds.
- The Neighbourhood Group must prepare a financial statement.
- When the above financial responsibilities have been carried out, the remaining funds will be held in trust by the City of Guelph, until such a time when a new Neighbourhood Group is formed.
- Any Neighbourhood property such as keys, records, and equipment will be held in trust by the Community Development Coordinator.

COMMITTEE REPORT



TO Emergency Services, Community Services & Operations Committee

SERVICE AREA	Operations
DATE	October 15 th , 2008

SUBJECT Ken Danby Public School Traffic Concerns

REPORT NUMBER

RECOMMENDATION

"THAT the Ken Danby Public School Traffic Concerns report of the Director of Operations dated October 15th, 2008 be received."

BACKGROUND

Ken Danby Public School is a new elementary public school that opened in September 2008 on Grange Road adjacent to the existing Holy Trinity Catholic School. (Appendix A illustrates the school location) Parents of children required to cross the intersection of Grange Road and Starwood Drive to attend this new school have voiced concern for the safety of their children. A petition for traffic signals and an adult crossing guard at this intersection was received by the Operations Department on July 29, 2008, signed by 143 residents which is attached as Appendix B.

Currently and prior to the opening of Ken Danby School, students from Holy Trinity School have been safely crossing this intersection with the assistance of two student patrollers from Holy Trinity School.

REPORT

Both Grange Road and Starwood Drive are classified as collector roadways and mainly abut residential development on either side. Students living west of either school are expected to walk on either side of Grange Road and cross at the existing all-way stop-controlled intersection at Starwood Drive. From there, the students walking on the north side of the street are then expected to cross Grange Road at the existing pedestrian signal located on Grange Road between Holy Trinity and Ken Danby Schools.

Staff conducted observations (June & September 2008) of elementary-aged children crossing the intersection of Grange Road at Starwood Drive during school crossing periods to determine whether or not the children were being given the right of way by motorists. Observations indicate motorists were indeed properly yielding to pedestrians. No conflicts were observed between vehicles and pedestrians. Further, collision data reveals only three (3) collisions have occurred within this intersection in the past 5 years, none of which involved pedestrians.

Based on these observations, staff is of the opinion that the current School Patrollers provide adequate assistance to pedestrians wishing to cross and that an Adult Crossing Guard is not technically required at this location.

Staff also conducted analysis on the need for traffic signals at this location based on existing traffic as well as forecasting 2% growth each year over the next 5 years. This analysis revealed that traffic signals are not currently warranted and would not likely be warranted until sometime past 2013.

In conclusion, our studies have indicated this intersection is operating properly and that no form of additional pedestrian assistance is technically justified.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Guelph Police Service Upper Grand District School Board

COMMUNICATIONS

Residents and the principal of the new school have been advised that this matter is being presented to the Emergency Services, Community Services and Operations Committee on October 15th, 2008.

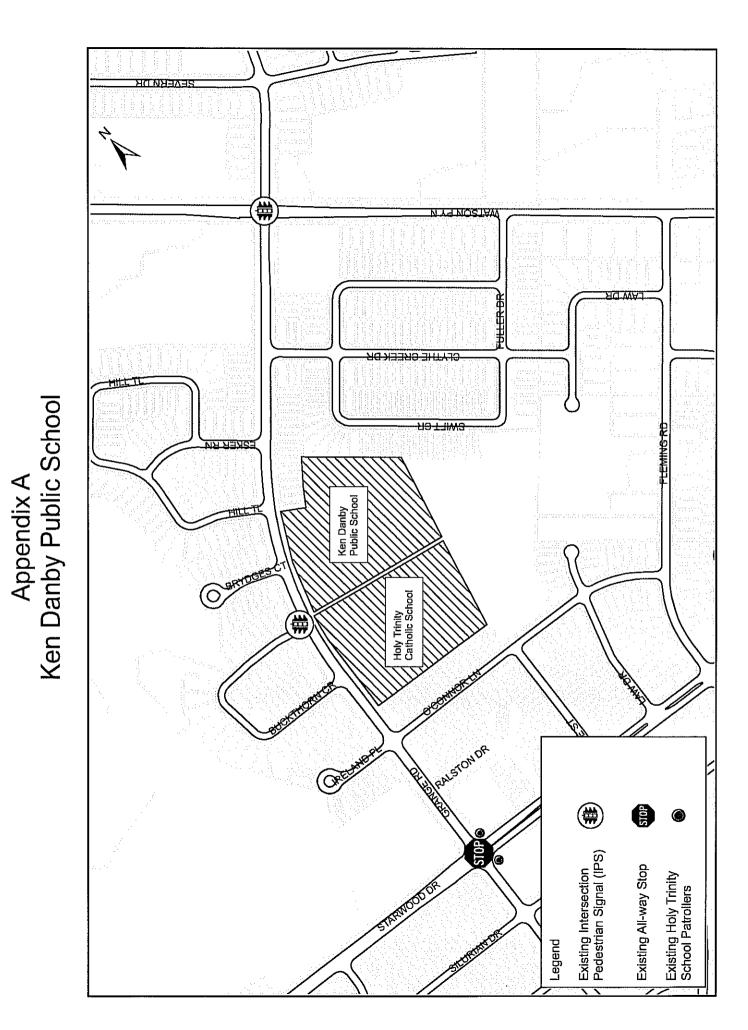
ATTACHMENTS

Appendix A – Map showing location of Ken Danby Public School Appendix B - Petition for traffic lights and adult crossing guard

Prepared By: Anna McKee, C.E.T. Supervisor, Traffic Investigations 519-837-5628 ext. 2044 anna.mckee@guelph.ca

Recommended By: Derek J. McCaughan Director, Operations Department 519-837-5628 ext. 2018 derek.mccaughan@guelph.ca

Recommended By: Bob Chapman Manager, Traffic and Parking 519-837-5612 ext. 2275 bob.chapman@guelph.ca



Appendix B

Blank petition for traffic lights and adult crossing guard at the intersection of Grange Road at Starwood Drive

June 1/08

RECEIVED

JUL 2 9 2008

PETITION FOR TRAFFIC LIGHTS AND AN ADULT CROSSING GUARD unligh AT THE INTERSECTION OF STARWOOD DRIVE AND GRANGE ROAD ERVICES

"I, the undersigned, a qualified elector in the city of Guelph, for the safety of children am in favour of traffic lights and approval for an adult crossing guard at the intersection of Starwood Dr. and Grange Rd. before school starts at Ken Danby school in September, 2008.

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ТО	Emergency Services, Community Services & Operations Committee
SERVICE AREA DATE	Operations October 15, 2008
SUBJECT REPORT NUMBER	O perations Fleet Maintenance

RECOMMENDATION:

THAT Council receive Emergency Services, Community Services & Operations Committee report of October 15, 2008 entitled Operations Fleet Maintenance;

BACKGROUND:

In the spring of 2008 Fleet Services undertook the development of a Master Resource Schedule. Council will recall that Fleet Services developed a Master Resource Schedule for Transit vehicles last year. A second Master Resource Schedule was developed to access the rest of the corporate fleet. Master Resource Scheduling (MRS) and its benefits are not unfamiliar to the Operations Department. In essence, a MRS determines what maintenance work needs to be done, its frequency and the length of time it takes to perform the maintenance. Through this exercise, the number of employee-hrs required to maintain the fleet is determined. This number is then compared against the available productive time at our disposal.

REPORT:

Over the last number of years the City's fleet of equipment & vehicles has grown from approximately 680 assets in 2005 to 761 in 2008. As the fleet size increases, the workload for Fleet staff grows proportionally because of the increased quantity of required services. Currently Fleet Services is incurring substantial overtime costs which are being absorbed as a negative variance by the Department.

Type of Service	Vehicle & Equipment Maintenance (Hrs)
Preventative Maintenance	8,669
Repair	19,264
Overhead	7,896
Required Maintenance (Hrs)	35,829
Available Hrs	29,120
Gap in required service	6,709 hrs or 3.2 FTE

The results of the Master Resource Schedule are shown in the table below.

Assets- includes cars, trucks, buses, large equipment & small equipment

The Master Resource Schedule confirms that Fleet is presently under resourced to properly maintain the corporate fleet as it currently exists. Staff will submit an expansion package to address these deficiencies be submitted for consideration during the 2009 operating budget deliberations.

CORPORATE STRATEGIC PLAN

Goal 5 – A community-focused, response and accountable government Objective 5.6 – Organizational excellence in planning, management, human resources and people practices; recognized as a top employer in the community.

FINANCIAL IMPLICATIONS

n/a

DEPARTMENTAL CONSULTATION N/A

COMMUNICATIONS

er:

Prepared By: Bill Barr Manager Fleet& Equipment 519-837-5628 ext 2003 bill.barr@guelph.ca

Recommended By: / Derek McCaughan Director of Operations 519-837-5628 ext 2018 derek.mccaughan@guelph.ca

COMMITTEE REPORT



TO Emergency Services, Community Services and Operations Committee

SERVICE AREA	Operations
DATE	October 15, 2008

ONTARIO STREET ROAD NARROWING

REPORT NUMBER

SUBJECT

RECOMMENDATION

"That the recommendation contained in the Director of Operations report of October 15, 2008, to install a road narrowing at the intersection of Wood Street and Ontario Street be approved."

BACKGROUND

At the February 11, 2008, meeting of Emergency Services, Community Services and Operations Committee the following resolution was passed:

"THAT the Operations Department staff be directed to provide alternative recommendations to the Committee to address the local issues outside of the traffic management process."

REPORT

Past concerns from Ontario Street residents primarily consisted of the speed of vehicles, pedestrian safety at school crossings and cut through traffic. While cut through traffic and vehicle speed was found to be no longer a problem based on the recent traffic calming review for Ontario Street, concern remained for pedestrian safety at school crossings.

Staff have reviewed Ontario Street and determined that a roadway narrowing on the northeast corner of the intersection of Ontario Street at Wood Street would provide a shorter crossing distance for the existing pedestrian signal that services Tytler School and the primarily residential area.

Appendix A provides a location of the proposed road narrowing for Ontario Street at Wood Street.

Proposed Road Narrowing:

The Operations Department surveyed the residents on Ontario Street between Manitoba Street and York Road on a proposed road narrowing at Wood Street.

Appendix B outlines the survey area for the proposed road narrowing. 45 notices were distributed to the directly affected households located within the study area and only 17 (38%) of the households surveyed responded. Of the 17 households that responded, 13 (76%) were not in favour of the proposed road narrowing on Ontario Street.

While technically not warranted, staff are recommending the installation of the road narrowing as Ontario Street is overly wide for a local street. Once installed, this narrowing will reduce the exposure that pedestrians, including the elementary school students, have to vehicular traffic as they cross the roadway to the elementary school and to the play area located on the school board property.

ALTERNATIVES

Do not install the road narrowing.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Community Design and Development Services

COMMUNICATIONS

Affected property owners have been advised that this matter is being presented to the Emergency Services, Community Services and Operations Committee on October 15, 2008.

ATTACHMENTS

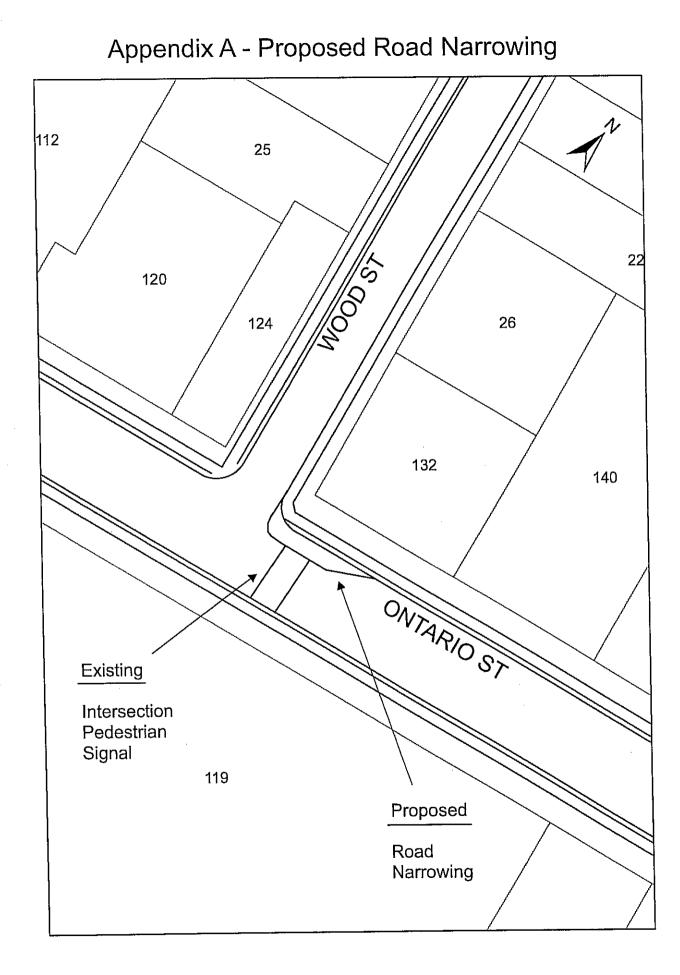
Appendix A – Proposed Road Narrowing Appendix B – Survey Area

Roh Chapman

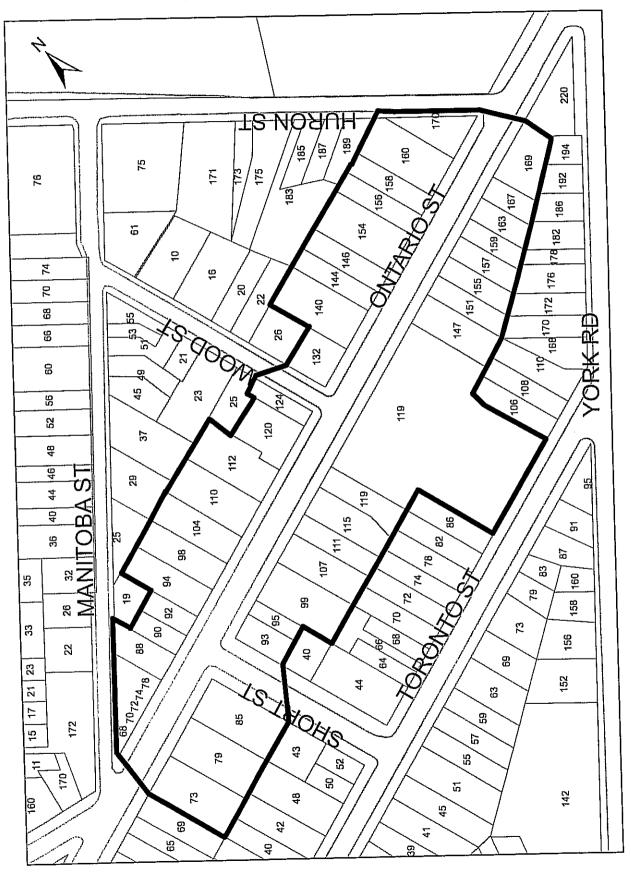
Prepared By: Bob Chapman Manager, Traffic and Parking 519 822 1269 ext 2275 Bob.Chapman@guelph.ca

DutMayha

Recommended By: Derek J. McCaughan Director of Operations 837 5628 ext 2018 Derek.McCaughan@guelph.ca



Appendix B - Survey Area



SURVEY BOUNDARY AREA

LEGEND:

The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday, October 15, 2008, 5:00 p.m.

A meeting of the Emergency Services, Community Services and Operations Committee was held on Wednesday, October 15, 2008 in Council Chambers at 5:00 p.m.

Present: Councillors Laidlaw, Beard, Farrelly, and Hofland

Absent: Mayor Farbridge

Also Present: Councillor Bell

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Mr. D. McCaughan, Director of Operations; Ms. Susan Smith, Associate Solicitor; Ms. M. Neubauer, Director of Finance; Ms. A. Pappert, Director of Community Services; Mr. H. Dunning, Community Emergency Management Coordinator; Mr. B. Chapman, Manager, Traffic & Parking; Mr. B. Barr, Manager, Felet & Equipment; Ms. A. McKee, Supervisor, Traffic Investigations; Mr. P. Cartwright, General Manager of Economic Development Services; Ms. S. Trerise, Visitor and Convention Services Manager; Ms. T. Agnello, Deputy City Clerk; Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Hofland Seconded by Councillor Beard

THAT the minutes of the Joint Emergency Services, Community Services & Operations Committee and Community Development & Environmental Services meeting held on July 16, 2008, and the minutes of the Emergency Services, Community Services & Operations Committee held on July 16, 2008, be confirmed as recorded and without being read.

Carried

Options for City Grants - Framework

The Director of Community Services stated the goals of the report. She outlined the current process and advised of the changes and pressures the current framework is encountering. She proceeded to explain how the City could evolve to a Community Investment Program and listed the benefits of creating such a program.

Mr. Delfino Callegari, and Ms. Caroline Graham on behalf of the Guelph & District Multicultural Festival were present to advise they support the report and the event framework report.

October 15, 2008	Emergency Services, Community Services & Operations Committee	Page 2
	2. Moved by Councillor Hofland	
REPORT	Seconded by Councillor Beard THAT the Community Services report CS-AD-0818 dated 2008 regarding Options for City Grants – Framework, be r	
	AND THAT Option #2, hereto attached as Schedule 1 is ap principle and staff be directed to include the appropriate k allocation required to undertake Option #2 in their budge submission, its approval to proceed being subject to 2009 deliberations.	budget t
		Carried
	City of Guelph Emergency Response Plan and Emerg Management Program	gency
	Chief Armstrong advised that he will provide Council with regarding Council's role in the communication plans portion Emergency Response Plan.	
REPORT	 Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the 2008 City of Guelph Emergency Response Plan a Emergency Management Program be approved; 	and
	AND THAT the 2008 Emergency Response Plan and Emergency Response Plan and Emergency Management Program be adopted by by-law.	gency
		Carried
	Improving Fire Department Access to Emergency In – Fire Safety Plan Lock Boxes to be Installed in Gue Buildings	
	4. Moved by Councillor Farrelly Seconded by Councillor Beard	
REPORT	THAT the establishment of Fire Safety Plan Lock Boxes for as listed in Attachment #1 of the report, attached hereto 2, be approved;	•
	AND THAT a by-law be adopted requiring the installation of Safety Plan Lock Boxes in those premises listed in Section Division B of the Ontario Fire Code that further requires the preparation and implementation of a Fire Safety Plan.	2.8 of

Carried

October 15, 2008	Emergency Services, Community Services & Operations Committee	Page 3
	Emergency Services Quarterly Information Update: August, 2008	April –
Chief S. Armstrong	 Moved by Councillor Hofland Seconded by Councillor Beard THAT the Emergency Services quarterly update report that period of April to August, 2008 be received for information 	
		Carried
	Ken Danby Public School Traffic Concerns	
	Ms. Charlene Wyman, representing approximately 200 per advised there is no school traffic patrol at the intersection as indicated within the report. Holy Trinity School has a p intersection, but no patrols representing Ken Danby and t have different start and finish times so there is insufficient	currently patrol at the he schools
Mr. D. McCaughan	 Moved by Councillor Beard Seconded by Councillor Hofland THAT staff be directed to review the traffic concerns at the intersection of Grange Road and Starwood Drive; 	e
	AND THAT staff approach the principal of the school to try a resolution regarding school patrols and report back to th Committee at the next meeting.	
		Carried
	Ontario Street Road Narrowing	
	Ms. Lorraine Pagnan was present to support the report an staff and committee for addressing the Ontario Street traf	
REPORT	 Moved by Councillor Hofland Seconded by Councillor Farrelly THAT the recommendation contained in the Director of Op report of October 15, 2008, to install a road narrowing at intersection of Wood Street and Ontario Street be approved 	the
		Carried
	City Event Policy – Event Framework Strategy	
	Ms. Sue Trerise, Visitor and Convention Services Manager	, outlined

Ms. Sue Trerise, Visitor and Convention Services Manager, outlined the process to date and explained the benefits and goals of this strategy.

October 15, 2008	Emergency Services, Community Services & Operations Committee	Page 4
Ms. A. Pappert	 Moved by Councillor Beard Seconded by Councillor Hofland THAT the report of the Economic Development and T dated October 15, 2008 which provides background of establish a City Event Policy – Event Framework Stra- as information. 	on a proposal to
		Carried
	Public Art Policy and Program – Framework of I	Principles
	Ms. A. Pappert, Director of Community Services prov of public art and listed the various ways public art co manifested. She then outlined the Public Art Policy b framework principles.	ould be
REPORT	 Moved by Councillor Beard Seconded by Councillor Hofland THAT report # CS-CU-0821 of the Director of Communicated October 15, 2008 providing background on pull draft framework for proceeding with the development policy and program for Guelph, be received; 	blic art and a
	AND THAT the Framework of Principles as outlined in report CS-CU-0821, attached hereto as Schedule 3, I principle;	
	 AND THAT staff be directed to draft public art policy Framework of Principles for Council consideration ad Council in 2009 including the following components in presentation: Terms of reference for a Public Art Advisory Co Financial projection and funding formula for pr administration Plan for involving private sector participation Procedural guidelines to facilitate the program 	report back to n their policy ommittee rojects and
	Requirements for the management of the colle	ection;
	AND THAT staff utilize the Framework of Principles to commissioning of public art for the Civic Square projection	•
	AND THAT a phased approach towards the implement art policy be considered by Council once the public and approved.	•
		Carried

October 15, 2008 Emergency Services, Community Services & Operations Committee

Page 5

Operations Fleet Maintenance

Mr. Bill Barr provided statistics with respect to the number of vehicles within the fleet and the amount of man hours required to maintain the fleet.

10. Moved by Councillor Hofland Seconded by Councillor Beard

Mr. D. McCaughan THAT the Emergency Services, Community Services & Operations Committee report of October 15, 2008 entitled 'Operations Fleet Maintenance' be received.

Carried

Neighbourhood Development Updates

11. Moved by Councillor Beard Seconded by Councillor Farrelly

Ms. A. Pappert THAT the report CS-CD-0820 of the Director of Community Services dated October 15, 2008 regarding Neighbourhood Development Updates be received for information.

Carried

Next Meeting: November 12, 2008

The meeting adjourned at 8:10 p.m.

.....

Chairperson

October 15, 2008Emergency Services, CommunitySchedule 1Services & Operations CommitteePage 1

Option #2: **Undertake the development of a 'Guelph Community Investment Program'** using a two-phased approach that builds the framework first, and upon approval, designs and implementation plan. This involves the development of a comprehensive approach towards our funding program to align the expenditure of funds to defined, strategic objectives of the community.

Municipal "investment programs" evolve from the basics of an established annual grant program yet go much further. There are eight characteristics specific to an investment program and they are embedded in the scope of the work for Option #2 below.

Draft Scope of Work: Option #2

The development of a 'Guelph Community Investment Program' would focus on the following goals in addition to those outlined in Option #1:

- Define a Guelph based investment program that <u>rationalizes and aligns</u> the financial <u>commitment</u> of the municipality <u>to community priorities</u> as outlined in <u>corporate strategic</u> <u>plans</u>.
- 2. Ensure that the system is <u>transparent and accountable</u> in the allocation of funds invested in the recipient and that there is a <u>qualitative and quantitative return on investment</u>.
- 3. Define policy <u>principles</u>, <u>values</u> and <u>a program rational</u> that <u>link strategic goals to the</u> program. Where appropriate, ensure that the program provides an <u>integrative approach</u> towards <u>meeting community priorities</u> beyond funding single, sectorial objectives.
- 4. Ensure program flexibility through the use of different'tools' a range of types of funding which the community can apply for and receive investment from the municipality. This will encourage innovation. Tools may fund innovative ideas or explore partnering on pilot programs. Examples of these investments "tools" are, but are not limited to:
 - Multi-year funding for operating
 - Purchase of Services Agreements
 - Partnership/Research "start up" funds to explore opportunities
 - Staff secondments to the non profit sector
 - 'Anchor' Funding to help leverage upper level government or foundations
 - Cross marketing funds shared between sectors with shared goals
 - Capital funding for buildings or asset acquisition
 - Capital Improvement Programs
 - Pilot projects
 - Loan agreements
 - Grants in lieu of taxes
 - Travel and Conference support
 - Emergency requests

The consideration of waivers for development charges will be defined within the Development Charges Policy.

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- 5. Propose a process whereby the City could <u>partner</u> with local agencies in order <u>to leverage</u> <u>our local dollars to secure alternative funds</u> with which to achieve shared community objectives.
- 6. Examine and propose a <u>comprehensive methodology for informed decision-making</u>.
- 7. Define an <u>efficient allocation system</u> to identify and <u>reduce overlap</u> and to more <u>effectively streamline resources to address service gaps or finally resolve a key issue</u>.
- 8. Review and propose necessary <u>administrative processes</u> and resources to implement the program.

Staff would propose a two-phased approach towards achieving the following deliverables for Option #2. Specifically:

Phase One: Create the Policy Framework (2009)

Draft deliverables would include a policy framework that has:

- Principles & Values for investing in community
- An investment model or structure
- Defined types of organizations that would be supported by investment
- Defined sectors that would be supported
- Defined types of support provided (Tools) and criteria for each
- Recommendations on funding levels and agreements on allocations
- A method for decision making that builds public input into the process
- Accountability and Transparency guidelines
- Evaluation and Feedback process
- Appeals Mechanism

Phase Two: Create the Implementation Plan (2009-2010)

Draft deliverables would include:

- Partnership opportunities with community agencies
- Established financial projections
- A transition period for existing grant recipients
- Legal agreements
- An application process and user friendly forms
- A communication plan

October 15, 2008 Emergency Services, Community Schedule 2 Services & Operations Committee

Ontario Fire Code, Section 2.8 of Division B requires the implementation of a Fire Safety Plan for the following occupancies:

- 1) assembly occupancies,
- 2) residential occupancies where the occupant load exceeds 10,
- 3) business and personal services where the occupant load exceeds 300,
- 4) mercantile occupancies with an occupant load exceeding 300,
- 5) high hazard industrial occupancies where the occupant load exceeds 25,
- 6) medium hazard industrial occupancies where the occupant load exceeds 100 or
- 7) low hazard industrial occupancies where the occupant load exceeds 300.

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ATTACHMENT A Framework of Principles – Public Art Policy and Program

A Public Art Policy and program is achieved through the development of a successful program structure. This structure includes three sections:

- 1. <u>Governance</u> including policy, principles, goals, oversight, code of conduct, and funding
- 2. <u>Administration</u> including guidelines, implementation selection process, collections, inventory, maintenance, insurance, acceptance of gifts, donations, bequests, de-accessioning, policy review
- 3. <u>Projects</u> including the specifics of project classifications and Master Planning.

The following framework proposes a draft for governance including a mandate, principles, goals, oversight and governance, funding model/scope, and project classifications.

Mandate of the Public Art Policy and Program

The Public Art Policy and Program will be designed to:

- 1. Provide cultural leadership through the integration of distinct, diverse and vibrant artistic reflections of our City's identity and to present this identity to the world through artworks in the public domain;
- Provide an approved, fair, invested and consistent selection process for the commissioning of art works and/or acceptance of donations to be placed at public sites or secured by the City;
- 3. Provide sustainable stewardship for the Guelph's collection of artworks;
- 4. Ensure that creative concepts of artists are embedded in the planning and design of public space;
- 5. Ensure that all citizens can access and benefit from the cultural, economic and social opportunities afforded by public art work.

Principles

The Public Art Policy and Program will be guided by the following principles and expectations:

- 1. Encourage excellence, quality and innovation
- 2. Operate under the oversight of an informed, arms length advisory who report their recommendations to City Council and ensure an impartial jury of art professionals and community members choose the art or artists selected for commissioning
- 3. Build greater creativity within the practices of community development, community engagement and community partnership through the commissioning of local works that are site specific to a neighborhood, time, place or theme
- 4. Be integral to and integrated into civic planning and development processes
- 5. Be flexible and encourage a wide range of creative expressions, practice and art works
- 6. Program and juries will be accessible, equitable and inclusive including a range of competitions (open, staged, and invitational)

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- 7. Be administered by a reasoned approach and adequately resourced to support the development, acquisition, and management of the public art program and the preservation of public art works
- 8. Ensure that all laws apply including those related to copyright, censorship and obscenity.

<u>Goals</u>

- 1. Integrate creative concepts into the plan, design and execution of selected civic and private sector projects
- 2. Guide the program with an inter-departmental public art planning team
- 3. Create and enhance the economic development of specific locations through the enhancement of space using public artworks
- 4. Establish a selection process whereby qualified artists and variety of artistic media are encouraged to participate in a meaningful, equitable and fair jury process
- 5. Stimulate creativity and citizenship within the community and within the neighborhoods through public art education and awareness opportunities that explore a wide range of arts, culture and multicultural expressions.

Oversight/Governance

It is a best practice that cities establish a public art advisory committee comprised of volunteers from a range of disciplines including urban design, landscape architecture, architecture, visual artists, art historian, arts administration, education, curators, visual arts consultants, developers, civil engineering, writers, performers, heritage professionals, community at large. A majority of the members

should be residents of Guelph and should demonstrate significant knowledge of the field of arts and culture.

A Public Art Advisory Committee would be appointed by Council to:

- Advise on the implementation of the public art policy
- Review proposed project scope and terms of reference
- Ensure application of established procedures and guidelines for each selection process
- Advise and promote communication and outreach of the policy to the community
- Advise and recommend to Council on proposed gifts, donations and bequests to the city in accordance with established guidelines
- Advise on the development and implementation of maintenance for the art collection and for accessioning and de-accessioning of works associated with the public art policy
- Encourage the scoping of private sector public art and partnerships where appropriate
- Review the staff's Public Art Master plan for placing works within the public domain.

A Public Art Advisory Committee would be responsive to a specific Code of Conduct ensuring a fair and equitable treatment of all participants in the process and to ensure that their recommendations to Council are without bias.

This Committee would operate with arms length status, reporting to Council on a regular basis. It is acknowledged that public art is occasionally controversial; jury guidelines will provide for a responsible selection process which ensures that the immediate community of interest supports the selected work.

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Funding Model/Scope

A funding policy is required to establish a sustainable mechanism to support the city's commitment to existing and future construction and civic development.

- 1. The standard funding model used throughout North America is the application of a flat rate or "percentage for art" of 1.0 1.25% of the total construction cost of any city capital projects over \$100,000 and processed through the 10 year capital planning model.
- 2. The Percent for Art can be used on the specific project from which it is sourced or it can be pooled with other funds to either enhance a more prominent capital project or to support a non-contributing project identified through a Public Art Master plan.
- 3. Funds will be allocated to a public art reserve, and allocated to projects identified through a public art master plan process and approved by City Council. Projects included in the master plan are deemed to have high visibility and public impact include new building construction, major additions or renovations to existing buildings, park and trail development projects, engineering structures, streetscapes and lighting or they may be smaller neighborhood or community art projects.
- 4. The flat rate does not apply to non-construction components identified such as architect & consulting fees, city permits, development charges etc. Staff need to examine the application of the funding model to structures that have limited visual impact or public accessibility.
- 5. A minimum of 75% of all funds collected must be used for designing, fabricating, installing and documenting public works or community art projects chosen through an objective jury selected process.
- 6. Funds ranging up to 25% will be apportioned to the maintenance, governance and administration of the section process, collection, inventory, insurance, staffing, legal requirements, de-accessioning of works and the overall policy review.

Specific Project Classifications

There are three classifications for organizing public art projects for Guelph:

- 1. Civic Public Art Projects
- 2. Community Arts Projects
- 3. Private Development

Administration of Policy and Program

- 1. Collection Management
- 2. Acceptance of Donations, Gifts and Bequests
- 3. De-accessioning of artworks
- 4. Overall Policy Review Cycle
- 5. Public Art Master Plan

COMMITTEE AGENDA



TO Emergency Services, Community Services and Operations Committee

DATE October 29, 2008

LOCATION Council Chambers TIME 5:00 p.m.

DISCLOSURE OF PECUNIARY INTEREST

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
ON STREET TWO-HOUR FREE PARKING PILOT – EVALUATION	Approve
 Delegation: - Jacquelyn Garrard, Executive Director Downtown Guelph Business Association 	
THAT the on-street two hour free parking in downtown Guelph be approved as a permanent service to the community, and that the 2009 operating budget reflect the implementation of this new service;	
AND THAT staff report back to Council periodically on the status of the on-street two hour free parking program.	
2009 BUDGET PRESENTATIONS	
Delegations: - Neighbourhood Support Coalition - Martin Neumann, President of Trees for Guelph and James R. Taylor	
Emergency Services	
Community Services	
Operations	

COMMITTEE REPORT



то	Emergency Services, Community Services and Operations committee
SERVICE AREA	Operations Economic Development and Tourism Services
DATE	October 29, 2008
SUBJECT REPORT	On Street Two Hour Free Parking Pilot – Evaluation

RECOMMENDATION

THAT the on-street two hour free parking in downtown Guelph be approved as a permanent service to the community, and that the 2009 operating budget reflect the implementation of this new service.

THAT staff report back to Council periodically on the status of the on-street two hour free parking program.

BACKGROUND

At its meeting of June 25, 2007, City Council passed the following resolution:

THAT Staff from Economic Development and Tourism, Operations and Finance be directed to work with representatives of the Downtown Board of Management to develop a two-hour free downtown "pilot" parking program, which includes performance measurements, targets and a communication and marketing program and a public education program;

AND THAT staff report back in six months with a status report on the pilot project;

AND THAT staff be directed that after a twelve month period the "pilot" parking program is to be evaluated within the context of a comprehensive longer-term parking program that supports the implementation of a Community Improvement Plan for the downtown.

REPORT

The one year pilot program which allows free on-street parking for two hours per day in downtown Guelph began on September 22, 2007.

In other municipalities studied, it was found that free on-street parking:

- Is seen as a tool to draw customers and businesses to downtown
- Is used as a promotional tool as part of a larger financial incentive and revitalization program for downtown
- Is part of a larger parking strategy for downtown
- Is subject to abuse by employees and requires a "no re-parking" provision
- Needs stricter patrols to enforce abuse
- Requires a comprehensive public communications program

In Guelph, parking issues predominate the public agenda for downtown. The Council decision to implement this pilot program was aimed at creating a more vibrant and user friendly downtown. It is also seen as a competitive move in response to the criticism that commercial parking elsewhere in Guelph is free. While it is understood that parking in private lots attached to malls and smaller stores is apparently free, the costs are simply part of the overhead which is passed onto customers.

The estimated cost per year from lost meter revenue is anticipated at \$725,000. Over the past year, staff have fine tuned the implementation of the "no re-parking" provision in the program, specifically by adding more 15 minute on-street loading spaces. This is now complete and both signage and public notification has been undertaken.

Staff was directed by Council to report back at the half way mark of this pilot program which occurred on March 22, 2008. In an information report 08.06 titled "On street two hour free parking – mid point evaluation" presented to Council on April 28, 2008 staff advised Council of the generally positive feedback from the public and strong program support by the Downtown Guelph Business Association.

In addition, Council was made aware of a telephone survey undertaken by staff, working with the Downtown Guelph Business Association and Corporate Communications undertaken by Oracle Poll Research in March 2008. The survey was designed to poll at least 400 residents from throughout the City and gather an objective understanding of the awareness and perceived effectiveness of the program. It was especially targeted at those residents for whom each trip downtown is a choice and so detailed responses excluded those who work, live or even came downtown for just entertainment.

Survey results:

Of all surveyed:

- Eighty percent are aware of the two hour free parking program
- Almost half surveyed regularly come downtown for work, entertainment or because they live here.

Of the remainder, those who come by choice:

- 79% visited in the last year
- 35% said free parking resulted in them making more trips downtown
- The perception of parking availability has remained mostly unchanged

It was anticipated that the full year was needed for the public to become fully aware of the program and City Operations time to refine the system.

Now that the free parking system is established, well used and widely supported by the public and other downtown stakeholders, staff are recommending that free two hour on street parking downtown becomes a permanent incentive to attract short term shoppers and visitors with the goal of supporting the downtown economy.

It will mean a fundamental shift to providing this amenity as a municipal service and an end to the former "user pay" philosophy. Based on lost meter revenue up until September 2007, it is anticipated this will be an annual \$725,000 cost which will be funded from increased parking revenue and the tax supported budget.

Staff is proposing that the cost can be offset through a series of small increases to parking fees and fines, the first in six years. This would include increasing both hourly and monthly fees as well as adding a flat rate fee for special events and weekend parking.

In the long term, the provision of free parking program is one of many individual changes Council has directed in support of the downtown. Larger capital municipal projects such as the new City Hall, museum, Wilson Street garage, proposed new central library, public square with skating rink as well as private incentives in the upcoming Community Improvement Plan are all aimed at bringing people and investment downtown. Free short term parking for those using these and other downtown destinations will be added to the many basic municipal services already provided.

The comprehensive longer term parking program for the downtown is to increase the supply of parking in off-street facilities to accommodate the needs of increased residential and employment mandated in the Provincial Places to Grow legislation. These lots and garages are for long stay (over two hour) parking and staff recommends that these users are a more justifiable source of parking revenue.

Attempts to quantify any amount of increased revenue generation to business downtown have not been practical due to the nature of the downtown commercial economy and other variables that affect downtown shopping and spending patterns. Similarly, there has been no way to measure decrease in vacancy rates that can be attributed to this one change. Due to the overwhelming public support of the two hour on-street free parking program staff are recommending its continuation on a permanent basis.

CORPORATE STRATEGIC PLAN

- 1. An attractive, well-functioning and sustainable city.
- 3. A diverse and prosperous local economy.
- 5. A community-focused, responsive and accountable government.

FINANCIAL IMPLICATIONS

The following proposed increases will form part of the 2009 budget presentation. They are part of this report for information only, not a recommendation and will be discussed during budget deliberations.

Expenditure:

Continuing on-street two hour free parking program: **\$725,000**

Revenue:

Total:	\$525,000
Hourly rate increase in all lots to \$1.50 per hour:	\$200,000
Flat rate Saturday parking fee in all lots of \$2:	\$31,000
Flat rate event parking fee at Baker and parkades of \$2:	\$95,000
Fine increase of \$10:	\$80,000
Monthly permit fee increase of \$10:	\$119,000

The net difference between the lost revenue and new revenue is approximately \$200,000 annually to be funded through reserves or the tax base. The impact on the City's tax rate will be confirmed once all other City budgets have been identified through the City's budget process.

DEPARTMENTAL CONSULTATION

Operations Communications

COMMUNICATIONS

N/A

ATTACHMENTS

1) City of Guelph Parking Survey March 2008 - Executive Summary

D) Cortes



Prepared By

David Corks Downtown Economic Development Manager 519.822.1260 Ext. 2831 david.corks@guelph.ca

Recommended By

Peter Cartwright General Manager of Economic Development and Tourism 519.822.1260 Ext. 2820 peter.cartwright@guelph.ca

Bob Chapman

Recommended By Bob Chapman Manager of Traffic and Parking 519.837.5612 Ext. 2275 bob.chapman@guelph.ca

Recommended By Derek McCaughan Director of Operations 519.837.5628 Ext. 2018 derek.mccaughan@guelph.ca

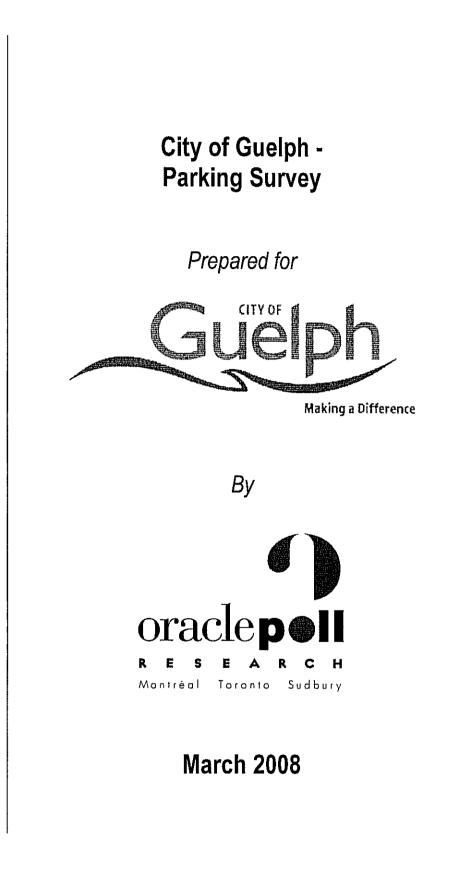


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Results by Question	Error! Bookmark not defined.
Crosstabulations	Error! Bookmark not defined.

Methodology & Logistics

Study Sample

• A total of 400 randomly selected residents from the Guelph area were interviewed by telephone between the days of March 6th and March 12th 2008. The following is the study sample breakdown by sector.

Survey Method

 The survey was conducted using computer-assisted techniques of telephone interviewing (CATI) and random number selection. A total of 20% of all interviews were monitored and the management of Oraclepoll Research Limited supervised 100%.

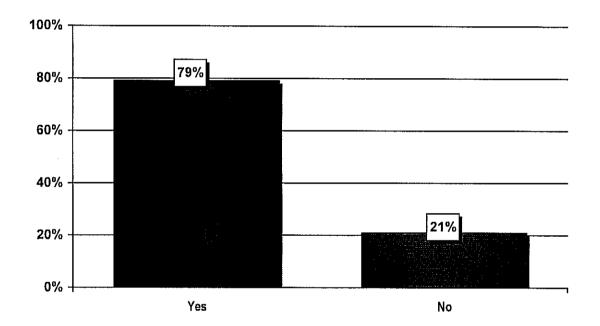
Logistics

Initial calls were made between the hours of 6:00 p.m. and 9:00 p.m. Subsequent callbacks of no-answers
and busy numbers were made on a (staggered) daily rotating basis up to 10 times (from 10:00 a.m. to 9:00
p.m.) until contact was made. In addition, telephone interview appointments were attempted with those
respondents unable to complete the survey at the time of contact. If no contact was made at a number after
the fifth attempt, the number was discarded.

Executive Summary

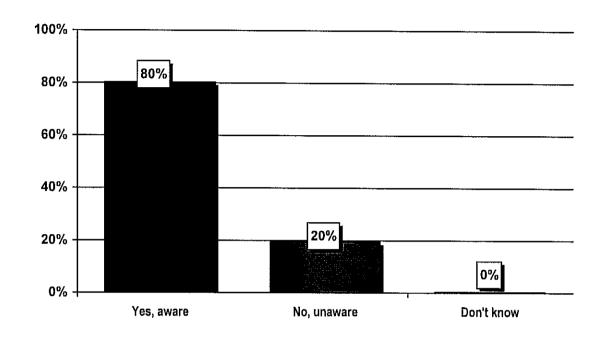
Respondents were first asked if they conduct business or work, participate in entertainment or live in the downtown of the City of Guelph, of which 47% of those surveyed do and 53% do not.

The 53% that do not were then asked the following.



"Have you visited or shopped in the downtown in past 12 months?"

Among those that do not work/conduct business, live or participate in entertainment in the downtown, at total of 79% have visited or shopped in the downtown in the past year while 21% have not. When those that have not been downtown in the past 12 months were asked about the last time that they were in the area, 73% have been there 1-2 years ago, 16% 2-5 years ago, 7% longer than five years and 4% did not know.

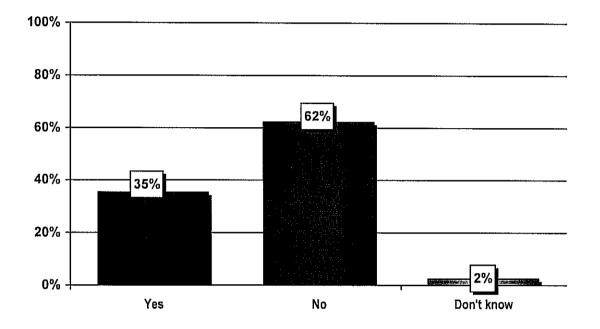


"Are you aware of the pilot project that offers 2 hours of free on street parking downtown?"

All respondents were asked about their awareness of the 2 hour free parking pilot project.

A high 80% of Guelph residents surveyed were aware of the 2 hour free on street parking program in the downtown. Those most aware of the project included females (86%), residents 55 and older (88%) and those that live, work/conduct business or participate in entertainment (86%) in the area.

Those residents (that do not live or work downtown) that were aware of the pilot project and have visited or shopped in the downtown within the last year were asked the following question about the influence of the program.

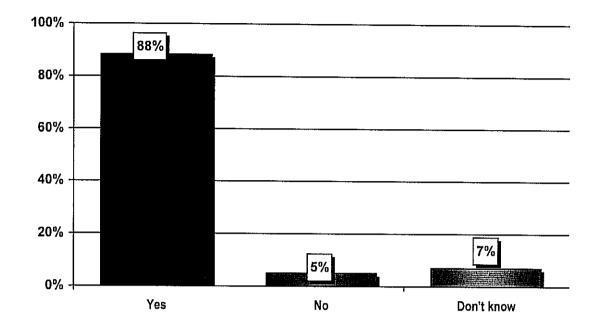


"Has the free parking pilot project resulted in you making more trips to the downtown?"

Slightly more than a third or 35% of residents said that the pilot project resulted in them making more trips to the downtown. Respondents earning under \$50,000 (38%) and under \$75,000-\$50,000 (44%) were more likely to have made additional trips compared to higher income earners or those making more than \$75,000 per annum (27%).

In addition, among those that have made additional trips to the downtown, 27% said that there have been changes in their ability to find on-street parking since the program has been in place, 45% do not feel that there have and 27% were unsure. When asked about the nature of that change, 70% claimed that their ability to find on-street parking has improved while 30% said it has stayed the same.

All respondents were asked about continuing the project on a permanent basis.



"Would you like free on-street parking downtown continued on a permanent basis?"

A high 88% of all residents would like to have the free on-street downtown parking continued on a lasting basis.

Attachment 2

Average Percentage Occupancy (Noon) in off street Parking Facilities September 2006 - February 2007 compared to September 2007 - February 2008

Baker St. Lot						
Capacity = 246	Sep	Oct	Nov	Dec	Jan	Feb
2006-2007	84	88	86	71	72	75
2007-2008	75	77	78	78	75	78
% difference	9	-11	-8	7	3	3

West Parkade						
Capacity = 532	Sep	Oct	Nov	Dec	Jan	Feb
2006-2007	69	68	68	74	74	73
2007-2008	69	73	77	79	72	79
% difference	0	5	9	5	-2	6

East Parkade						
Capacity = 351	Sep	Oct	Nov	Dec	Jan	Feb
2006-2007	71	74	75	64	77	78
2007-2008	76	76	75	78	73	80
% difference	5	2	0	14	-4	2

Macdonell St. Lot					_	
Capacity = 60	Sep	Oct	Nov	Dec	Jan	Feb
2006-2007	73	76	73	65	63	72
2007-2008	76	78	79	79	81	81
% difference	3	2	6	14	18	9

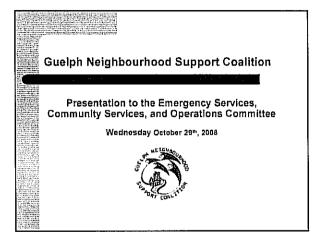
Wilson St. Lot						
Capacity = 81	Sep	Oct	Nov	Dec	Jan	Feb
2006-2007	62	70	72	60	67	69
2007-2008	75	73	70	69	66	70
% difference	13	3	-2	9	-1	1

On Street Parking Changes

September 2006 - February 2007 compared to September 2007 - February 2008

	2006-2007	2007-2008
Expired meter tickets	4153	0
Excess time tickets	164	1375

Source: City of Guelph Operations



Neighbourhood Groups: Community Engagement vs. Top-Down Service Provision

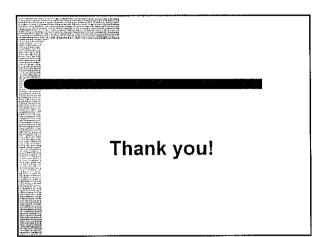
- Able to immediately mobilize and adapt in response to a need or
 neighbourhood feedback
- Identified, developed and implemented by volunteer members of the community for their community
- NG programs reduce barriers by being affordable, walkable and accessible (We are seen as a progressive and supportive model by social service agencies such as Family and Children's Services of Guelph)
- Participants grow their social davelopment by increasing skills, knowledge and confidence to be active and engaged citizens
- Creates informal links and networks in the community

As a result of our request being approved:

- Neighbourhood groups didn't need to fundralse as much on their own: this would have taken time away from focusing on communicating with citizens about community needs and further developing the the Coalition's capacity
- Groups were able to maintain/increase capacity which meant a decrease or elimination of wait lists, cancellations, increased office hours, new programs (i.e.~L.I.T.) and residents falling through the cracks.

As a result of our request being approved:

- It gave us more time to participate and support City initiatives
- NSC members feel validated, and appreciated, and supported by the City
- Negotiating for resources at allocation was
 much more collegial between groups



Our Contribution: The Dollar Value of Volunteers

NSC 2007 Totals

1428 different volunteers x (10hr/12mos) 120 x \$12 (\$12 per Volunteer Canada recognized rate)

= \$2 056 320.00

Our Contribution ~ Engaged Citizens

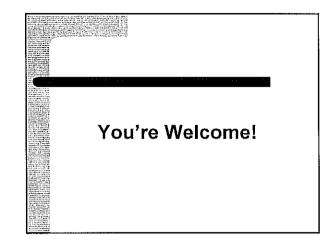
- Sept 8/08 issue of MacLean's-Guelph is the Volunteer Capital of Canada (69.7%)
- According to the Canadian Council on Learning, volunteering "helps fortify community services," as well as providing "learning opportunities for the volunteers themselves."

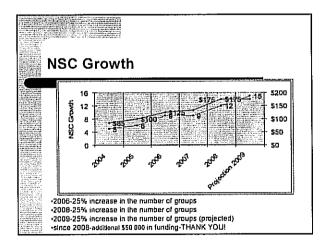
Volunteering

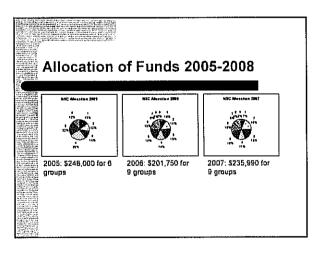
- Volunteering is a fundamental building block of civil society. It brings to life the noblest aspirations of humankind ~ the pursuit of peach, freedom, opportunity, safety and justice for all people
- Universal declaration of volunteering, adopted by the International Association for Volunteer Effort in 2001

Why do people Volunteer? The top three reasons people volunteer are: To give to a cause they believe in. To use their skills. To give to a cause by which they have been personally affected.

Volunteer Centre of Guelph-Wellington, Stastics Canada







What we did with our request:

\$50,000 to:

- Assisted in the funding of two new groups-Hanlon Creek and Clairfields
- Able to purchase bus tickets to assist neighbours unable to pay bus fare to attend family counciling sessions and job interviews. \$2.25 landed someone a job across town!

What we did with our request:

 Were able to increase staff hours to assist with volunteer recruitment, coordination and retention, resulting in a neighbourhood picnic again this year at Exhibition Park and 5 new volunteers for that group

What we did with our request:

- Created a new Leader in Training (LIT) program at Parkwood Gardens NG.
- 20 kids grades 7-10 went through the program, topics covered included-first aid certificate, personal empowerment, civic engagement, water safety, food handling certificate, etc.

What we did with our request:

• HRDC grants were cut this year. The neighbourhood groups use the HRDC grants to hire summer students, in particular to help with camps. Normally grant cuts would mean less councillors=less weeks of camp and less kids to camp=waiting lists. This year we were able to cover the cost and bridge the gap.

What we did with our request:

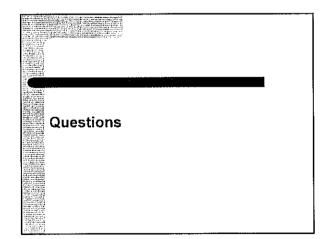
- In fact, this year we were able to hire more staff which meant for some groups an additional 55 kids who got to go to camp
- We were able to offer a camp for 12 developmentally challenged kids at a 1:1 ratio, reducing barriers.
- We were also able to offer field trips to places some kids would never otherwise be able to visit.

What we did with our request:

- In one neighbourhood we were able to hire a male programmer. Up until this point it was challenging trying to outreach to the Muslim community.
- We were able to continue and in some cases implement after school programs at low to now charge.

Request

- We would like to formally request that the \$50 000 additional funds received in 2008, be permanently added to the funding we receive each year.
 - Please.



Council Chambers October 29, 2008 5:00 p.m.

A meeting of Emergency Services, Community Services & Operations Committee.

Present: Councillors Beard, Farrelly, Hofland, Laidlaw, and Mayor Farbridge

Also Present: Councillors Bell, Burcher, Findlay, Salisbury and Wettstein

Staff Present: Mr. H. Loewig, Chief Administrative Officer; Chief S. Armstrong, Director of Emergency Services/Fire Chief; Mr. D. McCaughan, Director of Operations; Ms. A. Pappert, Director of Community Services; Mr. J. Riddell, Director of Community Design & Development Services; Ms. M. Neubauer, Director of Finance; Mr. R. Hagey, Supervisor, of Budgets; Mr. B. Chapman, Manager, Traffic & Parking; , Ms. S. Aram, Deputy Treasurer, Ms. L. Warren, Administrator of Disability Services; Mr. D. Hosker, Deputy Chief – Opeartions; Ms. Tina Agnello, Deputy Clerk; and Ms. D. Black, Assistant Council Committee Co-ordinator

Councillor Hofland assumed the Chair.

ON STREET TWO-HOUR FREE PARKING PILOT EVALUATION

The Director of Operations advised that the recommendation for the On-Street Two-Hour Free Parking Pilot Evaluation Report should be changed to just receive the report.

Mr. M. Rodford, on behalf of the Downtown Guelph Business Association advised the pilot program is working well and stated the businesses in the downtown core have noticed a positive change in their sales. They are strongly in support of the program becoming permanent.

Councillor Laidlaw arrived at 5:30 p.m.

1. Moved by Mayor Farbridge Seconded by Councillor Beard

THAT the October 29, 2008 report of the Director of Operations entitled "On-street two hour free parking pilot – evaluation, be received.

Mr. D. McCaughan

Emergency Services, Community Services Page 2 & Operations Committee

Councillor Hofland vacated the Chair and Councillor Laidlaw assumed the Chair.

2009 BUDGET PRESENTATIONS

Ms. Jane Cabral, on behalf of the Neighbourhood Support Coalition outlined that the \$50,000 they received in 2008 was used for various programs which benefit the community and requested \$50,000 again in 2009.

Mr. M. Neumann was not present.

Mr. J. Taylor, representing Trees for Guelph provided background information of their organization and advised of their accomplishments to date.

The Director of Operations advised Council they will receive a report on the status of the Urban Forestry Program.

Mr. Paul Reeve, representing the Accessibility Advisory Committee requested:

- that the mobility service be increased to meet the increased number of persons with disabilities within the City;
- that a new pool lift for the Victor Davis Pool be approved; and
- that the snow angel program be approved.

Ms. A. Pappert, the Director of Community Services noted that these programs are being requested for approval in the 2009 budget.

The Director of Finance provided information outlining the budget process.

Councillor Burcher left the meeting at 6:50 p.m.

Emergency Services – Fire/Ambulance 2009 Budget

Chief S. Armstrong reviewed budget highlights including:

- Fire protection services for Guelph & Fire coordination of Rockwood volunteers
- Provision of Land Ambulance Services; Guelph-Wellington Emergency Medical Services (EMS)
- Emergency Management, Community Emergency preparedness
- South End Emergency Services Facility construction

Emergency Services, Community Services Page 3 & Operations Committee

The Director of Emergency Services advised there are no new services planned other than the assumption of the land ambulance service. He also provided information with respect to the proposed capital budget relating to the construction of the south end facility, planning for a new training facility, vehicle and equipment replacement costs, including a new ambulance.

Community Services Budget

The Director of Community Services highlighted the proposed 2009 departmental budget. She advised their focus for 2009 will be engagement, inclusion & communication pre-planning and business cases. She stated their budget increase is largely accredited to wages/benefits, utility increases, staff training/development, other internal charges and the 20 minute transit service. She also advised that there has been a revenue increase due to internal recoveries, transit gas tax funds, user fees and transit fare increases. She explained that the part-time positions recommended for full-time positions would offset overtime costs. She outlined the new services they would like to implement for 2009. She stated that the capital highlight budgets were focusing on:

- Community convergence/engagement and growth
- Accessibility & Communications transit operations
- Strategic goals positioning & sustainability.

The Committee adjourned for five minutes.

Operations Budget

The Director of Operations explained that funding was being requested for:

- Maintenance of infrastructure
- Operation of assets
- Provision of services.

He stated that their department is very subjected to climatic influences beyond anyone's control. He advised there funding requests, no fee increases in the Parks areas and a major shift in parking revenues has affected the budget. He outlined efficiencies the department has realized including, but not limited to:

- Introduction of community responders
- Bylaw enforcement consolidation
- New hydro purchasing deal
- City Hall Security
- Pooling of vehicles

October 29, 2008

Emergency Services, Community Services Page 4 & Operations Committee

- Service review for winter control on sidewalks
- Cross-training of staff
- Farmers' Market Service Review
- Removing fees for Splash Pads

He also advised of new services that will be implemented in 2009. He stated that the capital budget did not include any traffic calming funding, but did include retrofitting previously deferred intersections, baseball lighting at Guelph Lakes Sportsfields, Traffic Signal Installations, a feasibility study of Operations main building, parkade structural rehabilitation and the Wilson Street parkade. He mentioned that Operations are initiating green initiatives for 2010 including vehicles and winter control. He advised of new services within parking services being proposed.

Mr. Hagey provided information regarding the budget process and advised he will be providing further information and clarifications based upon input received at the committee level.

The meeting adjourned at 8:45 p.m.

Chairperson

COMMITTEE AGENDA



TO Emergency Services, Community Services and Operations Committee

DATE November 12, 2008

LOCATION Council Chambers

TIME 5:00 p.m.

DISCLOSURE OF PECUNIARY INTEREST

CONFIRMATION OF MINUTES

October 15, 2008

ITEMS FOR CONSIDERATION	STAFF RECOMMENDATION
GUELPH FIRE DEPARTMENT ESTABLISHING & REGULATING BY-LAW, AND MUTUAL AND AUTOMATIC AID BY- LAW	Approve
THAT a By-law to continue and regulate the Guelph Fire Department, to be known as the Guelph Fire Department Establishing & Regulating By-law be approved.	
AND THAT a By-law authorizing the Guelph Fire Department leave the boundaries of the City of Guelph to provide services in various circumstances, including to continue in the participation in the Mutual and Automatic Aid Program for the County of Wellington, and to provide services under the Fire Protection Agreement between The Corporation of the City of Guelph and The Corporation of the Township of Guelph/Eramosa, be approved.	
POWER OF ENTRY BY-LAW	Approve
THAT the Power of Entry By-law attached as Appendix A to the Director of Operations report of November 12, 2008 be approved.	

NOTIFICATION AND RECOMMENDATION OF A SPECIAL EVENT AT GOLDIE MILL	Approve
THAT an application for a special event permit to serve alcohol at a wedding to be held on Saturday, July 18 th , 2008 at Goldie Mill Park be approved;	
AND THAT the applicant be given permission to erect a temporary fence that would block the lower pedestrian path along the top of the bank at the river and erect a tent within the fenced area to host their wedding dinner. The tent will measure approximately 30 ft by 70 ft and will require issuance of a building permit.	
KEN DANBY PUBLIC SCHOOL TRAFFIC CONCERNS UPDATE	Receive
THAT the Emergency Services, Community Services & Operations Committee Report `Ken Danby Public School Traffic Concerns-Update' be received.	
Correspondence: Ken Danby Public School, School Council	
2:00 a.m. to 6:00 a.m. Parking Exemption Pilot	Receive
THAT the Emergency Services, Community Services & Operations Committee Report '2:00 a.m. to 6:00 a.m. Parking Exemption Pilot' of November 12, 2008 be received.	
GUELPH FARMERS' MARKET OPERATING REVIEW	Approve
Presentation by Lucy Meyer Delegation: • Ewen Lewis	
THAT the Emergency Services, Community Services and Operations Committee report of November 12, 2008, entitled `Guelph Farmers' Market Operating Review' be received;	

AND THAT staff be directed to draft a new by- law for the consideration of Council, to regulate the Guelph Farmers' Market based on the recommendations contained in the report dated November 12, 2008;	
AND THAT staff be directed to incorporate revisions as contained in the report dated November 12, 2008 to the operating policies/procedures.	
IN CAMERA	
 THAT the Emergency Services, Community Services & Operations Committee now hold a meeting that is closed to the meeting, pursuant to Section 239 (2) (b)of the Municipal Act with respect to: personal matters about identifiable individuals. 	

OTHER BUSINESS

NEXT MEETING

December 10, 2008

COMMITTEE REPORT



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Emergency Services 2008-11-12
SUBJECT	Guelph Fire Department Establishing & Regulating By- law, and Mutual and Automatic Aid By-law
REPORT NUMBER	

RECOMMENDATION

"THAT a By-law to continue and regulate the Guelph Fire Department, to be known as the Guelph Fire Department Establishing & Regulating By-law, be approved";

"AND THAT a By-law authorizing the Guelph Fire Department leave the boundaries of the City of Guelph to provide services in various circumstances, including to continue in the participation in the Mutual and Automatic Aid Program for the County of Wellington, and to provide services under the Fire Protection Agreement between The Corporation of the City of Guelph and The Corporation of the Township of Guelph/Eramosa, be approved"

BACKGROUND

In March of 2006 the Guelph Fire Department (GFD) committed to becoming an accredited fire department through the Commission on Fire Accreditation International (CFAI). The Commission's mandate is to assist and improve fire and emergency service agencies internationally by achieving organizational and professional excellence through self-assessment and accreditation. This process will provide continuous quality improvement and enhancement of service delivery to the community.

REPORT

One of the many requirements in becoming an accredited agency is to demonstrate that the agency/fire department has been legally established, and that all agreements, By-laws etc. are up-to-date. The establishment of a Fire Department is also a requirement under the Fire Protection and Prevention Act (FPPA).

Although GFD was last legally established through By-law back in 1970, there have since been substantial changes to the authority (e.g. transfer of authority from the Municipal Act to the FPPA to establish fire safety public education and other fire protection services, delegation of authority from Fire Chief to conduct fire investigations, Mutual and Automatic Aid agreements, appointment of Fire Chief for two or more fire departments etc.) now provided under the FPPA, services provided to the community, and to the overall structure of the Department. In order to provide an all encompassing reflection of these changes, GFD feels it is necessary to repeal and replace its current E & R By-law, and Mutual and Automatic Aid Bylaw. The new E & R By-law will also include a GFD Organizational Chart, Mission Statement, and list of Core Services.

Highlights:

E & R By-law:

- now includes Organizational Chart, Mission Statement, Core Services
- clarifies delegation of authority in absence of Fire Chief, Deputies, and officers
- cost recovery for demolishing, or securing buildings damaged by fire
- permits Fire Chief to act for other municipalities pursuant to an agreement authorized by Council (such as for Guelph-Eramosa)
- authorizes Fire Chief to hire replacement members or a member for a new position approved by Council (except Deputy Chiefs, which are to be appointed by Council)
- sets out the responsibilities and powers of the Fire Chief
- includes details of working conditions, probation, discipline, termination, etc.
 of firefighters by the Fire Chief
- provides that the Fire Department may not leave the municipal boundaries except in certain circumstances (as set out below)

Mutual Aid and Automatic Aid By-law:

- authorizes the Fire Department to leave municipal boundaries in order to provide services in the following circumstances:
 - Property of the municipality or within the municipality is threatened
 - Persons, property or environment within the municipality are threatened and there is no other fire department for the area
 - o In a municipality with which an agreement has been entered into
 - o On a property for which an agreement has been entered into
 - o To participate in the Mutual Aid Plan or any similar plan
 - Where the Fire Chief determines appropriate, when immediate action is required to preserve life or property

The adoption of the revised By-laws and accompanying Schedules will ensure GFD is up-to-date and satisfies the compliance mandate of the CFAI and FPPA.

CORPORATE STRATEGIC PLAN

- 2. A healthy and safe community where life can be lived to the fullest
- 5. A community-focused, responsive, and accountable government

FINANCIAL IMPLICATIONS

No Financial Implications

DEPARTMENTAL CONSULTATION

Legal Services

COMMUNICATIONS

ATTACHMENTS

None

(Ch)

Prepared By: Lyle Quan Deputy Chief - Administration 519-824-6590 x 2123 lyle.quan@guelph.ca

Recommended By: Shawn Armstrong Director of Emergency Services 519-824-6590 x 2125 shawn.armstrong@guelph.ca

COMMITTEE REPORT



TO Emergency Services, Community Services and Operations Committee

SERVICE AREA Operations DATE November 12, 2008

Power of Entry Bylaw

SUBJECT REPORT NUMBER

RECOMMENDATION

"THAT the Power of Entry Bylaw attached as Appendix A to the Director of Operations report of November 12, 2008 be approved by Council."

BACKGROUND

Currently a large number of City Bylaws do not have a section that provides for entry onto private lands and this limits the ability of staff to effectively enforce these bylaws.

REPORT

In consultation with the City's Legal Department and based on best practices from other municipalities, it is recommended that Council pass a Power of Entry Bylaw. This Bylaw (attached as Appendix A) gives clear authority for staff to enter onto private property where warranted for the purpose of carrying out an inspection to ensure that the City's By-laws, directions, orders and conditions of a licence are being complied with. The Bylaw also provides clear guidelines for both staff and the public regarding staffs' authority and limitations when entering onto private lands for the purpose of such an inspection.

The <u>Municipal Act 2001</u> S.O. 2001 c.25 authorizes municipalities to enter private lands for the purpose of carrying out an inspection subject to certain limitations. This Power of Entry Bylaw complies with the powers, duties and limitations contained in that statute.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest.

FINANCIAL IMPLICATIONS

n/a

DEPARTMENTAL CONSULTATION

Legal Services

COMMUNICATIONS

n/a

ATTACHMENTS

Appendix A - Power of Entry Bylaw

Prepared By:

Doug Godfrey Supervisor, Parking Regulation & Enforcement 519 822-1260 ext 2520 Døvg.Godfrey@guelph.ca

Recommended By: Derek J. McCaughan

Director, Operations 519 822-1260 ext 2018 Derek.McCaughan@guelph.ca

Recommended By: Bob Chapman Manager, Traffic and Parking 519 822-1260 ext 2275 Bob.Chapman@guelph.ca

THE CORPORATION OF THE CITY OF GUELPH

BY-LAW NUMBER (2008) -

Being a By-law regulating the power of entry onto land

WHEREAS Section 436, Subsection (1) of the <u>Municipal Act, 2001</u>, S.O. 2001, c. 25, as amended, provides that a municipality has the power to pass by-laws providing that the municipality may enter on land at any reasonable time for the purpose of carrying out an inspection;

AND WHEREAS sections 435, 437 and 438 of the <u>Municipal Act, 2001</u>, S.O. 2001, c. 25, as amended, set out additional powers and restrictions in regard to the power of entry;

AND WHEREAS The City of Guelph wishes to pass a By-law allowing for the entry on land for the purpose of carrying out an inspection to ensure that its By-laws, directions, orders and conditions of a licence are being complied with;

AND WHEREAS this by-law applies to any City of Guelph by-laws without power of entry provisions passed pursuant to the <u>Municipal Act, 2001</u>, S.O. 2001 c. 25, as amended or its predecessors;

NOW THEREFORE the Council for The Corporation of the City of Guelph hereby ENACTS AS FOLLOWS:

<u>TITLE</u>

This by-law shall be known and may be cited as the "Power of Entry Bylaw." In the text of the by-law, it is referred to as "this by-law."

1. <u>DEFINITIONS</u>

In this by-law:

- 1.3 "Land" includes buildings, structures and dwellings.
- 1.4 "Officer" means a by-law enforcement officer, police officer, chief fire official or designate or any City of Guelph employee authorized by Council to enforce a provision(s) of any City of Guelph By-law, provincial statute or federal statute.
- 1.5 "Occupier" means any person, firm or corporation having control over any portion of the building or property under consideration and includes the persons in the building or property.
- 1.6 "Municipality" means the Corporation of the City of Guelph.

2. <u>ENTRY AND INSPECTION</u>

- 2.1 An Officer may at any time, enter onto land for the purpose of carrying out an inspection to determine whether or not the following are being complied with:
 - 2.1.1 A by-law of the Municipality passed under the <u>Municipal Act</u>, <u>2001</u>, S.O. 2001, c. 25, as amended or its predecessor.
 - 2.1.2 A direction or order of the Municipality under the <u>Municipal</u> <u>Act, 2001</u>, S.O. 2001, c. 25, as amended, or made under a by-law of the Municipality passed pursuant to the <u>Municipal</u> <u>Act, 2001</u>, S.O. 2001, c. 25, as amended, or its predecessor.
 - 2.1.3 A condition of a licence issued under a by-law of the municipality passed under the <u>Municipal Act, 2001</u>, S.O. 2001, c. 25, as amended, or its predecessor.
 - 2.1.4 An order made under Section 431 of the <u>Municipal Act</u>, <u>2001</u>, S.O. 2001, c. 25, as amended.

3. <u>RESTRICTIONS</u>

- 3.1 Every occupier shall permit the Officer to inspect any Land for the purposes as set out in Section 2.1 of this by-law.
- 3.2 Notwithstanding any provision of this by-law, an Officer shall not enter or remain in any room or place actually being used as a dwelling, unless:
 - (a) the consent of the occupier is obtained, with the occupier first having been informed that the right of entry may be refused and, if refused, may only be made under the authority of an order issued under Section 438 of the <u>Municipal Act, 2001</u> S.O. 2001, c. 25., as amended or a warrant issued under Section 439 of the <u>Municipal Act,</u> <u>2001</u> S.O. 2001, c. 25, as amended or a warrant under Section 386.3 of the <u>Municipal Act, 2001</u> S.O. 2001, c. 25, as amended;
 - (b) an order under Section 438 of <u>Municipal Act, 2001</u> S.O.
 2001, c. 25, as amended, is obtained;
 - (c) a warrant issued under Section 439 of the <u>Municipal Act</u>, <u>2001</u> S.O. 2001, c. 25, as amended, is obtained;

- (d) a warrant issued under Section 386.3 of the <u>Municipal Act</u>, <u>2001</u> S.O. 2001, c. 25, as amended, is obtained;
- (e) the delay necessary to obtain an order under Section 438 of the <u>Municipal Act, 2001</u> S.O. 2001, c. 25, as amended, to obtain a warrant under Section 439 of the <u>Municipal Act,</u> <u>2001</u> S.O. 2001, c. 25, as amended, or a warrant under Section 386.3 of the <u>Municipal Act, 2001</u> S.O. 2001, c. 25, as amended or to obtain the consent of the occupier would result in an immediate danger to the health or safety of any person; or
- (f) the Municipality has given the occupier of Land notice of its intention to enter as required under Section 435(2) of the <u>Municipal Act, 2001</u> S.O. 2001, c. 25, as amended, and the entry is authorized under Section 79, 80 or 446 of the <u>Municipal Act, 2001</u> S.O. 2001, c. 25, as amended.

4. INSPECTION POWERS

- 4.1. For the purposes of an inspection, an Officer may:
 - 4.1.1 require the production for inspection of documents or things relevant to the inspection;
 - 4.1.2 inspect and remove documents or things relevant to the inspection for the purpose of making copies or extracts;
 - 4.1.3 require information from any person concerning a matter related to the inspection; and
 - 4.1.4 alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purposes of the inspection.
- 4.2 A sample taken under Section 4.1.4 shall be divided into two parts, and one part shall be delivered to the person from whom the sample is taken, if the person so requests at the time the sample is taken and provides the necessary facilities.
- 4.3 If a sample is taken under Section 4.1.4 and the sample has not been divided into two parts, a copy of any report on the sample shall be given to the person from whom the sample was taken.
- 4.4 A receipt shall be provided for any document or thing removed under Section 4.1.2 and the document or thing shall be promptly returned after the copies or extracts are made.

4.5 Copies of or extracts from documents and things removed under this Section 4 and certified as being true copies of or extracts from the originals by the person who made them are admissible in evidence to the same extent as, and have the same evidentiary value as, the originals.

5. <u>OBSTRUCTION</u>

- 5.1 No person shall Obstruct or attempt to Obstruct any Officer or other person, who is exercising a power or performing a duty under this By-law or any other City of Guelph By-law or the <u>Municipal Act, 2001</u>, S.O. 2001, c. 25, as amended or its predecessor.
- 5.2 Without limiting section 5.1, "Obstruct" includes:
 - 5.2.1 to hinder or mislead;
 - 5.2.2 to knowingly provide false information or make a false claim or statement;
 - 5.2.3 to prevent, bar or delay or attempt to prevent, bar or delay entry or inspection by an Officer, or any person under his or her direction;
 - 5.2.4 to prevent, bar or delay or attempt to prevent, bar or delay any person, including an Officer, from carrying out his or her duties or exercising his or her powers, including but not limited to the removal of documents or things relevant to the inspection, or the taking of any tests, samples or photographs necessary for the purposes of the inspection;
 - 5.2.5 to prevent, bar or delay or attempt to prevent, bar or delay any person, including an Officer, from exercising his or her authority pursuant to an order issued by a provincial judge or justice of the peace under Section 438 of the <u>Municipal Act</u>, <u>2001</u>, S.O. 2001, c. 25, as amended; and
 - 5.2.6 to fail to provide, upon request by an Officer, any information, documents or things relevant to an inspection.
- 5.3 Without limiting sections 6.1 and 6.2, every person who is alleged to have contravened any of the provisions of any City of Guelph By-law shall identify themselves to an Officer upon request and failure to do so shall be deemed to have Obstructed the Officer in the execution of his or her duties contrary to Section 5.1 of this Bylaw.

6. ORDERS AND REMEDIAL ACTIONS

- 6.1 In addition to any other provision of this By-law, and subject to the provisions of the Act, a provincial judge or justice of the peace may issue an order authorizing an Officer and any person under his or her direction to enter onto or into any premises, including a room or place actually being used as a dwelling, for the purpose of carrying out an inspection to determine whether or not the following are being complied with:
 - 6.1.1 any provision of this By-law;
 - 6.1.2 a direction or order of an Officer or of the municipality made under this By-law or made under the Act in relation to the subject- matter of this By-law;
 - 6.1.3 a condition of a Licence issued under this By-law; and
 - 6.1.4 an order made under Section 431 of the Act in relation to the subject-matter of this By-law,

and to exercise powers described in Section 4 of this By-law, where the provincial judge or justice of the peace is satisfied by evidence under oath that the inspection is reasonably necessary and the Officer has been prevented or is likely to be prevented from doing anything set out in Section 2.1 or 4.1 of this By-law.

- 6.2 An Officer named in an order described in Section 6.1, and any person under his or her direction named therein, may, in accordance with the order, enter onto or into the Land described therein including any room or place actually being used as a dwelling, which is described therein, to undertake the said inspection, and may, for that purpose, exercise any power set out in the order.
- 6.3 If an Officer is satisfied that a contravention of this By-law has occurred, the Officer may make an order requiring the person who contravened the By-law to discontinue the contravening activity, known as an Order to Discontinue Activity, requiring the person who contravened the by-law, or who caused or permitted the contravention, or the owner or occupier of the Land on which the contravention occurred, to discontinue the contravention.
 - 6.3.1 An order under subsection 6.3 shall set out,

(a) reasonable particulars of the contravention adequate to identify the contravention and the municipal address on which the contravention occurred;

(b) the date by which there must be compliance with the order; and

- (c) the date on which the order expires.
- 6.3.2 No Person shall fail to comply, in whole or in part, with an order issued under subsection 6.3.
- 6.4 If an Officer is satisfied that a contravention of this By-law has occurred, the Officer may make an order requiring the person who contravened the By-law to do work to correct the contravention, known as a Work Order.
 - 6.4.1 An order under subsection 6.4 shall set out,

(a) reasonable particulars of the contravention adequate to identify the contravention and the municipal address of the property on which the contravention occurred;

(b) the work to be done and the date by which the work must be done; and

- (c) the date on which the order expires.
- 6.4.2 An order under subsection 6.4 may require work to be done even though the facts which constitute the contravention of the By-law were present before this By-law making them a contravention came into force.
- 6.4.3 No Person shall fail to comply, in whole or in part, with an order issued under subsection 6.4.

7. <u>PENALTY</u>

- 7.1 Any person who contravenes any of the provisions of this bylaw is guilty of an offence and upon conviction is liable to a maximum fine of \$100,000.00.
- 7.2 Upon conviction, in addition to any other remedy and to any penalty imposed by this by-law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an order prohibiting the continuation or repetition of the offence by the person convicted.
- 7.3 Where a person fails to do a matter or thing as directed or required by an Officer or other person pursuant to this by-law or other City of Guelph by-law or the <u>Municipal Act, 2001</u>, S.O. 2001, c. 25, as amended, the matter or thing may be done by the Municipality at

that person's expense which associated costs may be added to the tax roll of the person to be collected in the same manner as property taxes.

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8. <u>VALIDITY AND SEVERABILITY</u>

Every provision of this by-law is declared to be severable from the remainder and if any provision of this by-law shall be declared invalid by a court of competent jurisdiction such declaration shall not affect the validity of the remainder.

9. <u>CONFLICTS</u>

- 9.1 This By-law shall apply in addition to the provisions of any other City By-law and the <u>Municipal Act, 2001</u>, S.O. 2001 c. 25, as amended, provided that in the event of conflict, the provisions of any other City By-law or the <u>Municipal Act, 2001</u>, S.O. 2001 c. 25, as amended, shall be paramount over this by-law, provided such provisions are not contrary to law.
- 9.2 Nothing in this By-law shall limit any other statutory or common law rights or powers of the Municipality or any Officer to enter on Land.

10. EFFECTIVE DATE

This by-law shall come into full force and take effect on the date of passing.

Passed this ____ day of _____, 2008

Karen Farbridge - Mayor

Lois A. Giles - Clerk

APPENDIX A

THE CORPORATION OF THE CITY OF GUELPH

BY-LAW NUMBER (2008) -Being a By-law regulating the power of entry onto land

WHEREAS Section 436, Subsection (1) of the <u>Municipal Act, 2001</u>, S.O. 2001, c. 25, as amended, provides that a municipality has the power to pass by-laws providing that the municipality may enter on land at any reasonable time for the purpose of carrying out an inspection;

AND WHEREAS sections 435, 437 and 438 of the <u>Municipal Act, 2001</u>, S.O. 2001, c. 25, as amended, set out additional powers and restrictions in regard to the power of entry;

AND WHEREAS The City of Guelph wishes to pass a By-law allowing for the entry on land for the purpose of carrying out an inspection to ensure that its By-laws, directions, orders and conditions of a licence are being complied with;

AND WHEREAS this by-law applies to any City of Guelph by-laws without power of entry provisions passed pursuant to the <u>Municipal Act, 2001</u>, S.O. 2001 c. 25, as amended or its predecessors;

NOW THEREFORE the Council for The Corporation of the City of Guelph hereby ENACTS AS FOLLOWS:

<u>TITLE</u>

This by-law shall be known and may be cited as the "Power of Entry By-law." In the text of the by-law, it is referred to as "this by-law."

1. DEFINITIONS

In this by-law:

- 1.3 "Land" includes buildings, structures and dwellings.
- 1.4 "Officer" means a by-law enforcement officer, police officer, chief fire official or designate or any City of Guelph employee authorized by Council to enforce a provision(s) of any City of Guelph By-law, provincial statute or federal statute.
- 1.5 "Occupier" means any person, firm or corporation having control over any portion of the building or property under consideration and includes the persons in the building or property.
- 1.6 "Municipality" means the Corporation of the City of Guelph.

2. ENTRY AND INSPECTION

- 2.1 An Officer may at any time, enter onto land for the purpose of carrying out an inspection to determine whether or not the following are being complied with:
 - 2.1.1 A by-law of the Municipality passed under the <u>Municipal Act</u>, 2001, S.O. 2001, c. 25, as amended or its predecessor.
 - 2.1.2 A direction or order of the Municipality under the <u>Municipal</u> <u>Act, 2001</u>, S.O. 2001, c. 25, as amended, or made under a bylaw of the Municipality passed pursuant to the <u>Municipal</u> <u>Act, 2001</u>, S.O. 2001, c. 25, as amended, or its predecessor.
 - 2.1.3 A condition of a licence issued under a by-law of the municipality passed under the <u>Municipal Act, 2001</u>, S.O. 2001, c. 25, as amended, or its predecessor.

COMMITTEE REPORT



ТО	Emergency Services, Community Services and Operations Committee
SERVICE AREA DATE	Community Services November 12, 2008
SUBJECT	Notification and Recommendation of a Special Event at Goldie Mill

RECOMMENDATION

THAT an application for a special event permit to serve alcohol at a wedding to be held on Saturday, July 18, 2009 at Goldie Mill Park be approved;

AND THAT the applicant be given permission to erect a temporary fence that would block the lower pedestrian path along the top of the bank at the river and erect a tent within the fenced area to host their wedding dinner. The tent will measure approximately 30 ft by 70 ft and will require issuance of a building permit.

BACKGROUND

On October 17, 2008, Facility Booking staff received a special event application to reserve the ruins at Goldie Mill Park as the venue for their upcoming wedding ceremony and dinner. The event set-up will commence on Friday, July 17, with the actual event starting at 3:00 pm on July 18, and will conclude at 9:00 pm the same day. The wedding party and guests will then move to the Guelph Youth Music Centre for the reception. The expected attendance at the wedding is approximately 160 guests.

Staff met with the applicants on October 17, 2008, to confirm the specific operational requirements to host the event, as well as the specific limitations of site, i.e. prohibition of amplified sound at the site, requirements to fence off the area and perform utility locates prior to driving any tent stake or T-bar into the ground, as well as the limitations for available parking and staffs' ability to respond to last minute/overnight graffiti or vandalism at the mill.

REPORT

The ruins have been reserved in the past for special events and in accordance with the Alcohol Risk Management Policy; the event requires Council approval based on the organizer's request to serve alcohol. Staff has confirmed with the organizer the requirement to use Smart-Serve trained bartenders and have Event Staff from the City on-site while alcohol is served. Alcohol will be served between the hours of 3:00 pm and 9:00 pm on July 18. In order to effectively fence off and secure the area to allow for the consumption of alcohol, the lower pedestrian path along the river would be blocked off. The public would still have right of passage using the upper path between the Guelph Youth Music Centre and the ruins.

CORPORATE STRATEGIC PLAN

The special event relates to the strategic corporate goals of:

Personal and Community Well-being: A healthy and safe community where life can be lived to the fullest; supported by the strategic objective of a complete community with services and programs for children, youth and adults of all ages.

Government and Community Involvement: A community-focused, responsive and accountable government; supported by the strategic objective of a consultative and collaborative approach to community decision making.

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Community Services staff have consulted with: Operations/Parks staff Building Department staff Fire Prevention Officer

COMMUNICATIONS

N/A

ATTACHMENTS

N/A

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Prepared By: Kelley McAlpine Supervisor of Facility Booking 519-822-1260 X 2667 Kelley.mcalpine@guelph.ca

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Recommended By: Ann Pappert Director of Community Services 519-822-1260 X 2665 Ann.pappert@guelph.ca

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Recommended By: Rob Mackay Manager of-Recreation 519-822-1260 X 2664 rob.mackay@guelph.ca

COMMITTEE REPORT



ТО	Emergency Services, Community Services & Operations Committee
SERVICE AREA DATE	Operations November 12 th , 2008
CUDIECT	Kon Danhy Bublic School Traffic Concerns "Undate

SUBJECT REPORT NUMBER Ken Danby Public School Traffic Concerns -Update

RECOMMENDATION

"THAT the Emergency Services, Community Services & Operations Committee Report Ken Danby Public School Traffic Concerns - Update be received."

BACKGROUND

The report "Ken Danby Public School Traffic Concerns", attached as Appendix A, was presented at the October 12, 2008 Emergency Services, Community Services & Operations Committee meeting. Committee direction to staff was:

"THAT staff be directed to review the traffic concerns at the intersection of Grange Road and Starwood Drive;

AND THAT staff approach the principal of the school to try to work out a resolution regarding school patrols and report back to the Committee at the next meeting."

REPORT

On October 23, 2008, staff in conjunction with the Ward Councillors and a neighbourhood spokesperson, conducted additional observations of elementary-aged children crossing the intersection of Grange Road at Starwood Drive. These observations were conducted during school crossing periods, both morning and afternoon, to determine whether or not the children were being given the right of way by motorists and if there were any unsafe/undesirable interactions occurring between pedestrians and motorists.

Observations confirmed that motorists were properly yielding to pedestrians and no conflicts between vehicles and pedestrians were observed. Based on our observations in June, September and October of this year, staff are of the opinion that the current School Patrollers provide adequate assistance to the Holy Trinity School children during the period of time that corresponds with their bell time periods.

Further, when there were no School Patrollers present to cross the Ken Danby School students, whose bell times start earlier than Holy Trinity, staff did not observe any problems with the operation of this intersection or conflicts between pedestrians and motorists during the study period.

Ken Danby School Patrollers

Staff invited the school principal, Karen Acton, to attend a meeting to discuss the issue of school patrols however she was unable to attend. In lieu of her attendance, staff received correspondence, as attached in Appendix B.

While our studies continue to indicate this intersection is operating properly and no form of additional pedestrian assistance is technically justified, staff do acknowledge elementaryaged students attending Ken Danby School are not afforded the added shepherding of school patrollers at this intersection.

The School Patroller Program is a partnership between the School, Guelph Police Service and the City. Ultimately, it is a volunteer program that is only successful when the partners are in agreement on where patrollers should be stationed. By design, each partner has a 'veto' which can be exercised if they have concerns regarding the safety of the children. Despite staff observations and findings, the school's Principal remains unconvinced of the relative safety at this location and has maintained the School's position of not stationing patrollers at this location.

In conclusion, staff will continue to regularly monitor the traffic patterns at this intersection to ensure we are aware when the pedestrian environment changes significantly and then act accordingly.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Guelph Police Service Ken Danby Public School, Karen Acton, Principal

COMMUNICATIONS

Residents and the principal of the new school have been advised that this matter is being presented to the Emergency Services, Community Services and Operations Committee on November 12th, 2008.

ATTACHMENTS

Appendix A – Oct. 12/08 ECO Report – Ken Danby Public School Traffic Concerns Appendix B – Correspondence from Principal of Ken Danby School

Mh **Prepared By:**

Anna McKee, C.E.T. Supervisor, Traffic Investigations 519-837-5628 ext. 2044 anna.mckee@guelph.ca

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Recommended By: Derek J. McCaughan Director, Operations Department 519-837-5628 ext. 2018 derek.mccaughan@guelph.ca

Recommended B⁄y: Bob Chapman Manager, Traffic and Parking 519-837-5612 ext. 2275 bob.chapman@guelph.ca

COMMITTEE REPORT



APPENDIX A

TO Emergency Services, Community Services & Operations Committee

SERVICE AREAOperationsDATEOctober 15th, 2008

SUBJECT Ken Danby Public School Traffic Concerns REPORT NUMBER

REPORT NUMBER

RECOMMENDATION

"THAT the Ken Danby Public School Traffic Concerns report of the Director of Operations dated October 15th, 2008 be received."

BACKGROUND

Ken Danby Public School is a new elementary public school that opened in September 2008 on Grange Road adjacent to the existing Holy Trinity Catholic School. (Appendix A illustrates the school location) Parents of children required to cross the intersection of Grange Road and Starwood Drive to attend this new school have voiced concern for the safety of their children. A petition for traffic signals and an adult crossing guard at this intersection was received by the Operations Department on July 29, 2008, signed by 143 residents which is attached as Appendix B.

Currently and prior to the opening of Ken Danby School, students from Holy Trinity School have been safely crossing this intersection with the assistance of two student patrollers from Holy Trinity School.

REPORT

Both Grange Road and Starwood Drive are classified as collector roadways and mainly abut residential development on either side. Students living west of either school are expected to walk on either side of Grange Road and cross at the existing all-way stop-controlled intersection at Starwood Drive. From there, the students walking on the north side of the street are then expected to cross Grange Road at the existing pedestrian signal located on Grange Road between Holy Trinity and Ken Danby Schools.

Staff conducted observations (June & September 2008) of elementary-aged children crossing the intersection of Grange Road at Starwood Drive during school crossing periods to determine whether or not the children were being given the right of way by motorists. Observations indicate motorists were indeed properly

yielding to pedestrians. No conflicts were observed between vehicles and pedestrians. Further, collision data reveals only three (3) collisions have occurred within this intersection in the past 5 years, none of which involved pedestrians. Based on these observations, staff is of the opinion that the current School Patrollers provide adequate assistance to pedestrians wishing to cross and that an Adult Crossing Guard is not technically required at this location.

Staff also conducted analysis on the need for traffic signals at this location based on existing traffic as well as forecasting 2% growth each year over the next 5 years. This analysis revealed that traffic signals are not currently warranted and would not likely be warranted until sometime past 2013.

In conclusion, our studies have indicated this intersection is operating properly and that no form of additional pedestrian assistance is technically justified.

CORPORATE STRATEGIC PLAN

A healthy and safe community where life can be lived to the fullest

FINANCIAL IMPLICATIONS

N/A

DEPARTMENTAL CONSULTATION

Guelph Police Service Upper Grand District School Board

COMMUNICATIONS

Residents and the principal of the new school have been advised that this matter is being presented to the Emergency Services, Community Services and Operations Committee on October 15th, 2008.

ATTACHMENTS

Appendix A – Map showing location of Ken Danby Public School Appendix B - Petition for traffic lights and adult crossing guard

Prepared By:

Anna McKee, C.E.T. Supervisor, Traffic Investigations 519-837-5628 ext. 2044 anna.mckee@guelph.ca

Recommended By:

Bob Chapman Manager, Traffic and Parking 519-837-5612 ext. 2275 bob.chapman@guelph.ca

Recommended By:

Derek J. McCaughan Director, Operations Department 519-837-5628 ext. 2018 derek.mccaughan@guelph.ca



Appendix A Ken Danby Public School

Appendix B

Blank petition for traffic lights and adult crossing guard at the intersection of Grange Road at Starwood Drive

November 4th 2008

To whom it may concern:

This letter is being written on behalf of the School Council from Ken Danby Public School. We are a new but committed Council that are interested in the safety of our students. We have are writing this letter due to our concern regarding the intersection at Grange and Starwood.

The issue of the intersection of Grange and Starwood was first brought forward at the Ken Danby Public School "Parent Information Night" which was held on April 8, 2008, prior to the school being complete. Parents shared their concerns of children walking to school and crossing at the intersection without assistance. This intersection, being a four-way stop, is very busy, confusing and dangerous. This is partially due to the lack of driver knowledge of how a four-way intersection works. At our first School Council meeting held on September 18, 2008, this dangerous issue was brought up again by other parents voicing the same concerns and mentioning the petition that was being forwarded to the city signed by hundreds of community members.

Ken Danby Public School does not currently have student safety patrols at this intersection, and it was agreed by the School Council that it is not safe for student patrols to be crossing other students. Parents that live in the area agree that it is dangerous intersection and that there have been numerous accidents in the past involving vehicles. As School Council, we feel very strongly that it is not a safe intersection for children, or their caregivers, who are walking to school and are forced to cross in fear of drivers who do not fully realize the rules of the road. We do not support children patrolling the intersection and being put in the difficult position of being responsible to help other children across the street. It would be a tragedy if it takes a student being injured at this intersection in order for positive change to occur.

We, as School Council, ask that for the immediate safety of our children and their caregivers, that either:

- 1) Adult crossing guards be placed at this intersection
- 2) Traffic lights be installed

We feel that this will help our children be safe and give us all sound mind when sending our children to school.

Thank you for your consideration of this matter,

Ken Danby Public School, School Council Co-chair

COMMITTEE REPORT



TO Emergency Services, Community Services and Operations Committee

SERVICE AREA	Operations
DATE	November 12, 2008

SUBJECT 2:00 am. to 6:00 am. Parking Exemption Pilot REPORT NUMBER

RECOMMENDATION

"THAT the Emergency Services, Community Services & Operations Committee Report <u>2:00 am. to 6:00 am. Parking Exemption Pilot</u> of November 12, 2008 be received.

BACKGROUND

On April 28, 2008 Council passed the following resolutions:

THAT the enforcement of the 2:00 am. to 6:00 am. parking restriction as found in the Traffic Bylaw (2002)-17017 as amended be temporarily be suspended from May 1, 2008 until November 1, 2008;

AND THAT staff report back to Council on community opinion and operational impacts of temporarily allowing overnight parking until November 1, 2008 by geographical area.

REPORT

In October staff enlisted the services of Oraclepoll to conduct a random telephone survey of 400 residents with representation from each of the City's six wards. The Oraclepoll survey in its entirety is attached as Appendix A.

The highlights of the Oraclepoll telephone survey are as follows:

- 68% of the respondents indicated that they used the road more frequently for their parking needs
- 86% of the respondents indicated that the removal of the overnight parking has not created any issues for them
- 80% of the respondents indicated support for the removal of the overnight parking restriction on a seasonal basis, while only 37% supported the year round removal

 49% of the respondents felt that the overnight parking restriction should be decided on a street by street basis while 41% felt it should be removed city wide

Staff also recorded all comments received from the public by ward and as of October 27, 2008 a total of 83 residents had commented on the pilot project. Of these 34% indicated that they were in favour of overnight parking during the summer months while 66% of the residents were opposed to overnight parking. A summary of the comments is attached as Appendix B.

Downtown Guelph

The Downtown Guelph Business Association (DGBA) was contacted and has not formally indicated their position on allowing on-street overnight parking either on a seasonal or year round basis at the time of this report. Staff acknowledges Downtown Guelph has unique parking requirements. We will continue to work with the DGBA to ensure their overnight parking requirements are adequately addressed.

Operational Implications

All City operations were contacted following the conclusion of the pilot program and some had minor issues arising during the pilot period. All recommend that should permissive overnight parking continue, it should be offered on a seasonal basis only in order to maintain their current levels of service during the late fall and winter months.

Conclusion

Based on the support of the majority of the public as indicated through the Oraclepoll telephone survey, staff would recommend that the City's Traffic Bylaw be changed to permit parking on all City streets between the hours of 2:00 am. to 6:00 am. from April 1 to November 1 annually where no other parking restriction is in effect.

If implemented on a permanent basis, staff anticipate there may locations where residents have difficulty with the number of vehicles parking overnight on their street. Residents with such concerns will be offered the opportunity to affect change to the parking regulations on their street utilizing the Council approved Onstreet Parking Change Policy: Convenience Requests. The policy is heavily weighted to ensure any requested change is supported by a significant majority of the residents potentially affected. A copy of the On-street Parking Change Policy is attached as Appendix C.

ALTERNATIVES

- 1/ Remove the overnight parking restriction year round
- 2/ Keep the overnight parking restriction in place

CORPORATE STRATEGIC PLAN

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

FINANCIAL IMPLICATIONS

The implementation of overnight, on-street seasonal parking has been identified as a \$200,000 *new service within the 2009 Tax-supported Operating Budget*. This represents the anticipated loss in fine revenue normally attained through the enforcement of this current by-law. The new service must be approved by Council to affect this change.

DEPARTMENTAL CONSULTATION

Operations Department Community Services – Transit Operations Guelph Police Services Guelph Fire Department Environmental Services Planning Department

COMMUNICATIONS

DGBA is aware this matter is before Committee on this date.

ATTACHMENTS

Appendix A - Oraclepoll Telephone Survey Appendix B – Comments received by staff during pilot period Appendix & – 2003 On-street Barking Changes: Convenience Requests

Prepared By:

Doug Godfrey Supervisor, Parking Regulation & Enforcement (519) 822-1260 x2520 doug.godfrey@guelph.ca

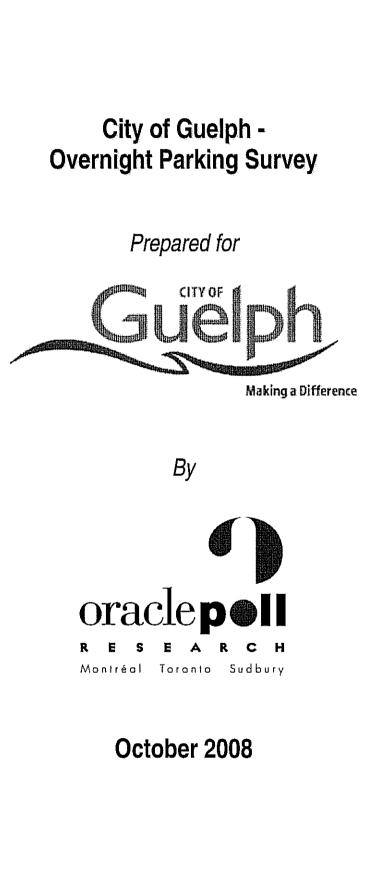
Recommended By: Derek J. McCaughan Director, Operations (519) 822-1260 x2018 derek.mccaughan@guelph.ca

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Recommended By: Bob Chapman Manager, Traffic and Parking (519) 822-1260 x2275 bob.chapman@guelph.ca Appendix A

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Study Sample

• A total of 400 randomly selected residents from the Guelph area were interviewed by telephone between the days of October 14th - October 16th 2008.

Survey Method

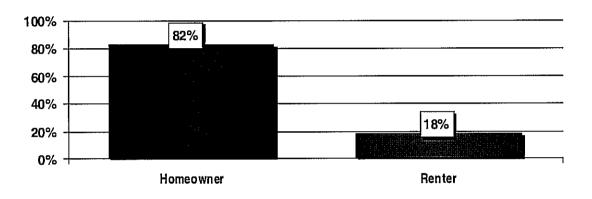
• The survey was conducted using computer-assisted techniques of telephone interviewing (CATI) and random number selection. A total of 20% of all interviews were monitored and the management of Oraclepoll Research Limited supervised 100%.

Logistics

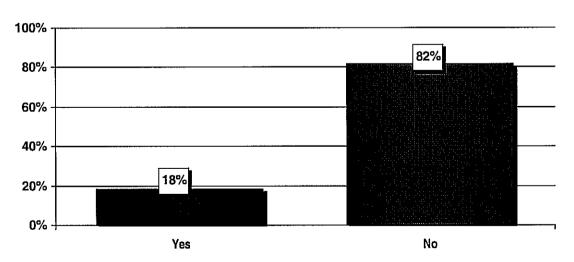
 Initial calls were made between the hours of 6:00 p.m. and 9:00 p.m. Subsequent callbacks of no-answers and busy numbers were made on a (staggered) daily rotating basis up to 10 times (from 10:00 a.m. to 9:00 p.m.) until contact was made. In addition, telephone interview appointments were attempted with those respondents unable to complete the survey at the time of contact. If no contact was made at a number after the fifth attempt, the number was discarded. Are you a homeowner or a renter?

DEMOGRAPHICS

All respondents were first asked if they were a homeowner or a renter.



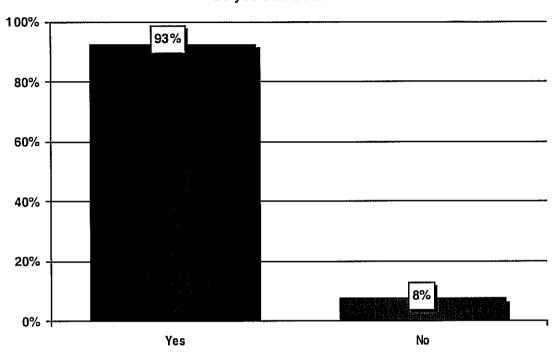
A total of 82% were homeowners and 18% renters, while renters were then asked if they were students.



Of those (18%) that stated they rented, 18% (n=13) of this sample were students, representing only 3% of the total survey population.

Are you a student?

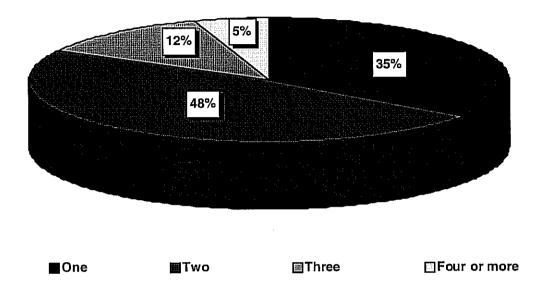
All respondents were then asked the following



Do you own a car?

Most residents or 93% own a vehicle compared to only 8% that do not have one. Those least likely to have an automobile were 18-34 year olds (84%), respondents earning under \$50,000 (86%), renters (73%) and students (54%).

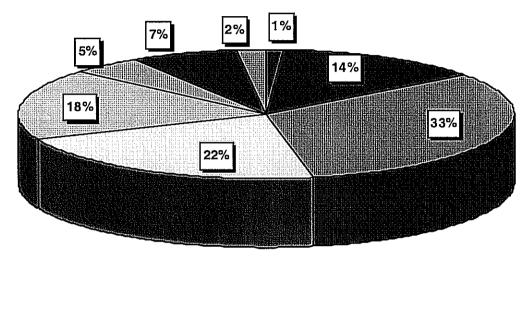
Automobile owners were questioned about the number of vehicles at their residence.



How many cars are there at this household?

Most households have two (48%) followed by single vehicles (35%), while 12% have three and 5% four or more automobiles.

All respondents were asked the following.



How many parking spaces are available at your residence? For example, in your driveway and garage (not including street parking)

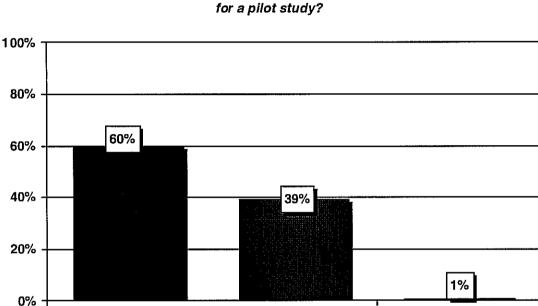
🗷 None 📓 One 🖾 Two 🖾 Three 🖾 Four 📾 Five 📾 Six or more 💷 Don't know

Most common were two (33%) and three (22%) parking sports, followed by four (18%) and one (14%).

THE PILOT STUDY

All respondents were asked the following.

Yes



Are you aware that the overnight parking restrictions that prevent street parking between 2 a.m. and 6 a.m. have been temporarily lifted for a pilot study?

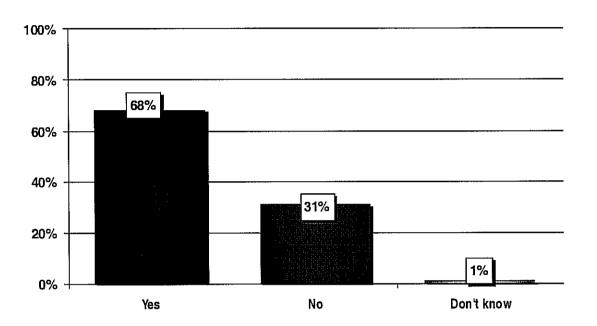
Six in ten (60%) residents were aware that overnight parking restrictions have been lifted for a pilot study. More homeowners (64%) than renters (44%) were aware, as were older respondents 55+ (63%) and 35-54 (63%), compared to those 18-34 year olds (50%). Higher income earners in the over \$75,000 (64%) and under \$75,000 range (64%) were also more aware than those in the under \$50,000 combined family income bracket (56%).

No

Don't know

When asked if they have parked a vehicle on the street since the pilot study began in May, 30% had, while 70% have not. A total of 44% of those aware of the study parked compared to only 8% of those unaware. In addition, more homeowners (32%) than renters (21%) have parked.

A follow-up question was posed to the 30% of respondents (n=119) that have parked on the street since the study began in May.

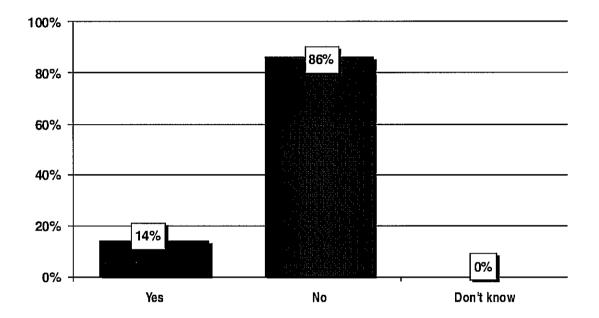


Has the removal of overnight parking restrictions resulted in you making more frequent use of overnight parking on the street?

Of those that have parked a vehicle since May, 68% said that the removal of restrictions has resulted in them making more frequent use of overnight parking. More renters (80%) compared to owners (63%) said they made more frequent use.

PROBLEMS

All respondents were asked the following



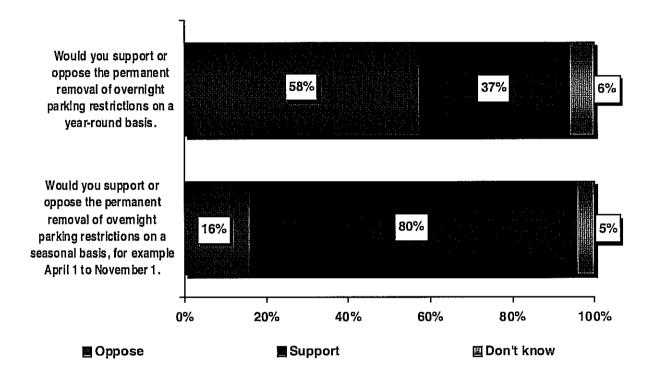
Has the removal of overnight parking restriction created any issues or problems for you?

Most or 86% said that the removal of restrictions has not created any issues, while a lesser 14% said that it has. Among respondents that have experienced problems, 26% cited narrow or crowded streets because of too many cars, 14% experienced problems backing out, 11% that the street is used for long term parking, 9% the fact other neighbourhoods are using their street and 7% named each of problems driving, blocked driveways and the problems large vehicles are having navigating the street.

BY-LAW CHANGES

All respondents were asked if they support or oppose each of the following potential changes to overnight parking restrictions.

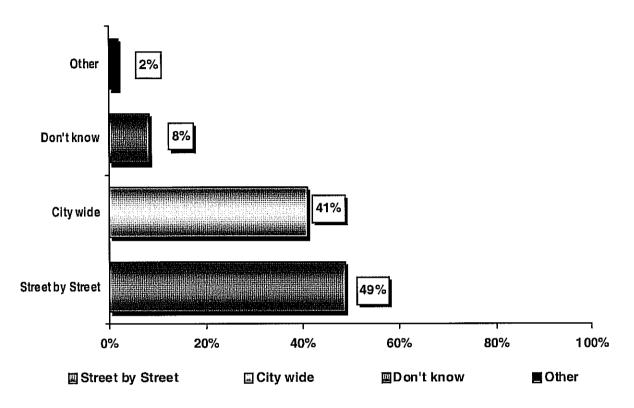
The City of Guelph is considering some changes to its overnight parking restrictions. Please tell me if you would support or oppose each of the following.



There is strong support by eight in ten or 80% of residents for the removal of overnight parking restrictions on a seasonal basis (including 92% of renters and 77% of owners), compared to only 37% that back a removal of restrictions on a year round basis. Among homeowners, 63% oppose a permanent or year round removal of restrictions, while 58% of renters support a year round policy.

The following question was posed to only those 39% of residents (n=156) that supported both a year round and a seasonal removal of overnight parking restrictions.

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Should the overnight parking restrictions be removed across the city or on a street by street basis?

There was a split of opinion between those that support the option of a street by street restriction removal (49%) and those that favour a City wide removal (41%).

Results by Question

Q1.Are you a homeowner or a renter?

		Frequency	Valid Percent
Valid	Homeowner	329	82.3
	Renter	71	17.8
	Total	400	100.0

IF HOMEOWNER SKIP TO Q3 IF RENTER GO TO Q2

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Q2.Are you a student?

		Frequency	Valid Percent
Valid	Yes	13	18.3
	No	58	81.7
	Total	71	100.0

Q3.Do you own a car?

		da celo dal del tello tel region	Valid Percent
Valid	Yes	370	92.5
	No	30	7.5
	Total	400	100.0

YES GO TO Q4 NO SKIP TO Q5

Q4.How many cars are there at this household?

		Frequency	Valid Percent
Valid	One	128	34.6
	Two	179	48.4
	Three	43	11.6
	Four or more	19	5.1
	Don't know / refused	1	.3
	Total	370	100.0

Q5.How many parking spaces are available at your residence? For example, in your driveway and garage (not including street parking)

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		Frequency	Valid Percent
Valid	None	3	.8
	One	54	13.5
	Тwo	130	32.5
	Three	86	21.5
	Four	72	18.0
	Five	21	5.3
	Six or more	28	7.0
	Don't know / refused	6	1.5
	Total	400	100.0

Q6.Are you aware that the overnight parking restrictions that prevent street parking between 2 a.m. and 6 a.m. have been temporarily lifted for a pilot study?

		Frequency	Valid Percent
Valid	Yes	240	60.0
	No	157	39.3
	Don't know	3	.8
	Total	400	100.0

		the street o	ou parked a vernight sin y began in N No	ce the pilot
Q6. Are you aware that the overnight parking	Yes	44.2%	55.8%	
restrictions that prevent street parking between 2 a.m.	No	8.3%	90.4%	1.3%
and 6 a.m. have been temporarily lifted for a pilot study	Don't know		100.0%	

Q7.Have you parked a vehicle on the street overnight since the pilot study began in May?

		Frequency	Valid Percent	
Valid	Yes	119	29.8	
	No	279	69.8	
	Don't know	2	.5	
	Total	400	100.0	

			Q7.Have you parked a vehicle on the street overnight since the pilot study began in May?		ce the pilot	
			Yes	Nö	Don't know	Total
Q3.Do you own	Yes	Count	116	252	2	370
a car?		%	31.4%	68.1%	.5%	100.0%
	No	Count	3	27		30
		%	10.0%	90.0%		100.0%
Total		Count	119	279	2	400
		%	29.8%	69.8%	.5%	100.0%

RESULTS BY CAR OWNER & NON CAR OWNER Q3 X Q7

YES GO TO Q8 NO SKIP TO Q9

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Q8.Has the removal of overnight parking restrictions resulted in you making more frequent use of overnight parking on the street?

		Frequency	Valid Percent	
Valid	Yes	81	68.1	
	No	37	31.1	
	Don't know	1	.8	
	Total	119	100.0	

Q9. Has the removal of the overnight parking restriction created any issues or problems for you?

		Frequency	Valid Percent
Valid	Yes	57	14.3
	No	342	85.5
	Don't know	1	.3
	Total	400	100.0

YES GO TO Q10 NO SKIP TO Q11

			Valid
		Frequency	Percent
Valid	Narrow / crowded / too many cars	15	26.3
	Problems backing out	8	14.0
	Used for vernight parking / long term parking	6	10.5
	People from other areas using Street	5	8.8
	Problems navigating / driving	4	7.0
	Blocked driveways	4	7.0
	Large vehicles (garbage, emergency vehicles) have problems	4	7.0
	Visibility reduced	3	5.3
	Problems with snow removal	2	3.5
	Lack of parking spots	2	3.5
	Receive tickets	2	3.5
	Parking on both sides of Street	1	1.8
	Don't know	1	1.8
	Total	57	100.0

Q10. What kind of problems have you experienced?

The City of Guelph is considering some changes to its overnight parking restrictions. Please tell me if you would support or oppose each of the following.

Q11. Would you support or oppose the permanent removal of overnight parking restrictions on a year-round basis.

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		Frequency	Valid Percent
Valid	Oppose	230	57.5
	Support	146	36.5
	Don't know	24	6.0
	Total	400	100.0

Q12. Would you support or oppose the permanent removal of overnight parking restrictions on a seasonal basis, for example April 1 to November 1.

		Frequency	Percent
Valid	Oppose	64	16.0
	Support	318	79.5
	Don't know	18	4.5
	Total	400	100.0

BLOCK Q13 IF RESPONDENT ASNSWERED OPPOSE IN Q11 or Q12

Q13. Should the overnight parking restrictions be removed across the city or on a street by street basis?

		Frequency	Valid Percent
Valid	Street-by-Street	76	48.7
	City-wide	64	41.0
	Don't know	13	8.3
	Other	3	1.9
	Total	156	100.0

OTHER COMMENTS:

- \Rightarrow Run it like the water restrictions or if snow day no parking on street
- \Rightarrow It depends on how many cars are in that residence
- ⇒ Downtown core only

Q14. Do you have any additional comments or concerns that you would like to share about the overnight parking restrictions in Guelph?

- ⇒ I like the fact there is no restriction in my neighbourhood
- ⇒ I don't think that people should be allowed to park over night at all because streets should be kept clear through the night
- \Rightarrow I used the overnight parking and it made my life easier
- \Rightarrow We get ticketed downtown if we park there
- ⇒ It's pleasing to the eye with no vehicles on the street, parking increases danger when kids are playing
- \Rightarrow The safety of children because they can't see people coming out of the driveways
- \Rightarrow I just don't like it at all because of the traffic issue in the dark
- ⇒ Hope you keep parking on streets
- \Rightarrow If one house has more than three cars, they should be allowed to park in the street
- ⇒ I think it's a good idea because it can be hard to a get a permit to park overnight when you have company
- ⇒ Company had to park on the street and now it is easier for the company to visit
- \Rightarrow They should definitely remove the restrictions for the summer
- \Rightarrow 85 Hadati Road should be one of the streets that we're allowed to park on
- \Rightarrow We like the pilot and hope it becomes permanent
- \Rightarrow Hope it continues
- ⇒ People did use it a lot in the beginning of the pilot project but now people are just using it when needed
- \Rightarrow There should only be certain streets where you're allowed to park
- ⇒ Best for people to park there car would not be in line with the driveway opposite of their car
- \Rightarrow Fine idea in summer on one side of street only
- ⇒ I like the old system better, maybe if we were only allowed to park on one side of the street it would be ok
- ⇒ After many complaints to the City without results I am not convinced that they listen to us
- \Rightarrow If restriction is lifted the neighbourhoods should be patrolled for cars parked a long time
- ⇒ There has been significant increase of garbage on our property more difficult to move in and out of driveway
- \Rightarrow Would be nice if the parking was restricted to the non sidewalk side of the road
- \Rightarrow Good idea and bad idea, bad when people abuse the privilege, good when no fee are applied
- \Rightarrow 1 don't like calling and giving my license plate number
- \Rightarrow Cars should not be left for more than 24 hours

- \Rightarrow Does the fire dept or ambulance have any input on this?
- ⇒ Leave it the way it used to be and get permission to park over night
- ⇒ If you have a home on a major artery, you should provide your own parking
- \Rightarrow It's more convenient to park on the road
- ⇒ Some streets should be assessed for the feasibility of allowing overnight parking
- ⇒ Streets are very crowded therefore unsafe
- ⇒ Overnight parking in the winter
- ⇒ There is no problems right now except for downtown where there is heavy traffic
- ⇒ With the frontages of homes getting smaller than smaller there is a need for additional parking spaces
- ⇒ I believe lifting restrictions between 2-6 am encourage people to drive if intoxicated, make it between 6am to 7am
- ⇒ Parking at the Old Mill condo on Allison St. should be addressed, they block the street all the time, you turn the corner and there is a parked car right there
- ⇒ I think it's great to remove the restrictions for summer months, I believe they should only have it removed on certain days in the winter to do the ploughing
- ⇒ I disagree with the removal of overnight parking restrictions for safety reasons and it makes it difficult to come out of your driveway and you should not have a car if you don't have parking facility
- ⇒ Parking on the street should be limited to quests and not to be use as additional parking for homeowners on a long term basis and I don't agree with year-round basis overnight parking
- ⇒ Should not park on the street in the winter because cars interfere with snow removal, but summertime I see no reason why not
- ⇒ Instead of lifting the parking we should be able to notify the city of required extra parking (identify cars by plates number)
- ⇒ It's nice to be able to park on the street when family visits but it's reasonable to have parking restrictions for designated snow routes
- ⇒ I don't believe 90% of people in Guelph know that there is a pilot study because they do not communicate it effectively
- ⇒ I think it needs to be addressed on an individual basis. People should have to call for permission to park on the street
- ⇒ I feel that the restrictions of parking overnight might have caused people to drive under the influence as they couldn't leave their car parked overnight
- ⇒ A friend of mine changed his mind to move his business to Guelph because he got a ticket for parking on the street and there was no snow on the ground
- ⇒ It's a safety issue for driving; it's difficult to see people that are walking. Also when they park days on end you don't know who it belongs to
- ⇒ If there is a space that is empty for the night like a school parking lot that is not being used after hours I feel that would be better than parking on street
- ⇒ I agree with removal of overnight parking restrictions as long as people clean their spot in winter time instead of simply moving their car
- ⇒ Oppose removal of overnight parking restrictions in the winter because people are not reasonable when it comes to move their car on time for the snow removal
- ⇒ There is 5 condo going in at Goodwin Drive and there is not enough parking for these condo so they park on the street and that makes it very dangerous for the young child in the area
- ⇒ My concern is that it's not going to happen in the winter because there's parking on the street and sometimes it's hard to get out
- ⇒ I oppose year-round basis because the snowplough can't get by in winter months and this creates problems for homeowners and is dangerous for drivers
- \Rightarrow Loving the pilot program so far, hope something good comes out of it
- ⇒ Parking is not accommodating when having guests night or day and I'm unclear where guests are supposed to park
- \Rightarrow 1 don't think that there is any valid reason not to park on the street
- \Rightarrow I am happy they considering lifting parking restrictions
- \Rightarrow I had nowhere to park when I did have a car
- ⇒ We own couple of properties and the remove of bands would be good for our tenants

- \Rightarrow I know there will be trouble with snow removal
- ⇒ Very convenient
- \Rightarrow Parking restrictions should be eliminated altogether
- ⇒ People who have been drinking at a party, could leave their cars on the road if the restrictions were lifted
- \Rightarrow I think the removal of overnight parking restricts would reduce the amount of drinking and driving
- \Rightarrow The restrictions for parking on a curve is not very well regulated
- ⇒ I know overnight parking has been a problem in the past, I am glad that the city has removed restrictions
- ⇒ It does not matter because to park my car in the street the snow removal goes around it
- \Rightarrow it's been great to finally be able to park on the street
- \Rightarrow 1 think that seasonal parking is necessary for winter but it's great when people can park on the street all the time
- \Rightarrow Creating a problem for people in student areas
- ⇒ Good idea during the summer(drinking, driving, safety, availability), but not during the winter
- \Rightarrow This survey should be logical, there should be questions about winter time
- \Rightarrow The restrictions should be removed as it's the only city with it
- \Rightarrow Aloud to park for summer visitors, remove winter parking on street due to difficulties
- \Rightarrow I appreciate the fact that the option of parking on the street is there on a seasonal basis
- ⇒ Not enough parking downtown at any time
- \Rightarrow As long as there's sufficient snow removal in the winter
- ⇒ Certain roads shouldn't have parking on both sides
- \Rightarrow Seasonally it's a great idea
- ⇒ It would be a disaster if cars were parked overnight in the winter, would interfere with ploughing
- \Rightarrow Make us more aware of the removal of the ban need more publicity
- \Rightarrow Access to overnight street parking prevents people from drinking and driving
- \Rightarrow I'm glad people can park on the street in the summer because it gets crowded
- ⇒ I think it's great that they removed restrictions because when people are drinking they don't need to worry about their cars
- \Rightarrow The only issue is having the police monitor speeding and the parked cars
- \Rightarrow It's annoying when there are cars on both sides and there's no room
- \Rightarrow It would affect people more that live downtown I believe
- ⇒ Since living on a court I find it hazardous for children with cars on the street
- ⇒ It is not a matter of interest or a particular concern to a retired couple who live in the country
- \Rightarrow I don't use them
- ⇒ No comments
- \Rightarrow Terrific idea for seasonal basis
- \Rightarrow I'm very happy with the lifting of parking restrictions and I hope it becomes permanent
- \Rightarrow I do not agree to parking on both sides of street or when there is snow
- \Rightarrow Parking meters downtown are a good idea
- ⇒ If a fire truck or emergency vehicle tries to get by it could be dangerous because of the narrow streets
- \Rightarrow Do it in the summer but discontinue it in the winter
- \Rightarrow In the winter it's really convenient for the snow ploughs that you can't park on the street
- \Rightarrow Never been affected by the restrictions in the in the past as none exists for our area
- ⇒ It's unnecessary, there are lot's of places to park and you can call parking authority to register guests' vehicles
- ⇒ If they still going to have the overnight parking restrictions in winter they'll have hard time to remove the snow
- \Rightarrow People park overnight on the street without penalty when it is not legal to
- \Rightarrow Our street is an emergency route I don't think it should be parked on in winter
- \Rightarrow I'm pleased that they lightened up on it
- \Rightarrow I wish I would of known that this was going on

- \Rightarrow There are some streets that are very narrow, and should have restrictions on those streets
- ⇒ I think is should be on a street by street basis, there is reason for some areas that need overnight parking
- ⇒ Year-round basis for removal of overnight parking restrictions creates problem for snow removal
- \Rightarrow There are some streets that are too narrow for street parking
- ⇒ On older streets it is hard to drive around with so many cars parked in the street in the evenings
- \Rightarrow The overnight parking would have to be monitored more closely in areas such as student areas
- \Rightarrow Downtown on some streets there is not enough room to drive by when cars are parked on the street
- \Rightarrow They should get rid of the restriction down town of Guelph about the overnight parking
- \Rightarrow Snow removal is a problem with cars parked on the street and leaf pick-up
- ⇒ Hope they get rid of it all together
- \Rightarrow I think it important to have parking on streets if it doesn't effect snow removal
- \Rightarrow It's about time they remove the restriction
- \Rightarrow Friends should be allowed if they are staying overnight, but not on a permanent basis
- \Rightarrow It was a big relief removing the parking restrictions because it just made parking easier
- ⇒ Are you still able to call for an over night parking pass and are there lots available for overnight parking?
- ⇒ Thought it work well before when you had to call city when you needed to park on the street
- \Rightarrow I think people are abusing it when they have space available in their driveways, it's dangerous
- ⇒ If the street is too narrow there should only be parking on one side or no side at all especially in the winter
- \Rightarrow They're all accessing from the back and there is no access to get to Paisley St
- ⇒ I think it's important to re-evaluate parking restrictions every year because things change in the city
- ⇒ Makes sense to have it seasonal due to snow removal
- \Rightarrow We are not crowded and should be able to park overnight
- ⇒ I'd rather someone leave their car safely on the road rather than drive on public streets if partying
- ⇒ Concern is for snow removal
- ⇒ The restriction caused a lot of parking tickets
- \Rightarrow During the winter, I can support that
- ⇒ In the winter months you shouldn't be able to park overnight for snow removal purposes
- ⇒ There will be potential problems involving snow removal
- ⇒ Make sure the cars being parked on the streets does not get in the way of the streets being well ploughed
- \Rightarrow I think people who leave their car overnight so they don't drive impaired should not get a ticket
- \Rightarrow Terrific idea and it is about time those restrictions are lifted
- \Rightarrow I have not been distressed by it
- \Rightarrow The roads are narrow enough in the winter without parking
- ⇒ I would rather see a person park at a persons house overnight than attempt to drive home after drinking
- \Rightarrow Never understood why it was restricted in the summer in the first place
- \Rightarrow I oppose the removal of overnight parking because I don't want all these cars on the street
- ⇒ Work for the city of Guelph to pick up waste and its harder when cars are parked on the street
- \Rightarrow Everybody should watch the way they park in the winter street are to narrow

 \Rightarrow I am not happy about how the questions in this survey are asked it should specify downtown area because there are no restrictions on the outskirt of the city

We are near the end of our survey. The following questions are of a personal nature and involve collecting demographic data. This information is statistically important for this survey and please be assured, once again, that all individual responses are kept in strict confidence.

D1. Which of the following age groups may I place you in?

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		Frequency	Valid Percent
Valid	1 8-34	76	19.0
	35-54	166	41.5
	55 and over	154	38.5
	Don't know / refused	4	1.0
	Total	400	100.0

D2. What is your combined family income?

		Frequency	Valid Percent
Valid	Under \$50,000	90	22.5
	Under \$75,000	70	17.5
	Over \$75,000	149	37.3
	Don't know / Refused	91	22.8
	Total	400	100.0

D5. Gender

		Frequency	Valid Percent
Valid	Male	188	47.0
	Female	212	53.0
	Total	400	100.0

Ward

		Frequency	Valid Percent
Valid	Ward 1	75	18.8
	Ward 2	50	12.5
	Ward 3	47	11.8
	Ward 4	59	14.8
	Ward 5	70	17.5
	Ward 6	99	24.8
	Total	400	100.0

		Q1. Are you a ho rente	
		Homeowner	Renter
Ward	Ward 1	86.7%	13.3%
	Ward 2	74.0%	26.0%
	Ward 3	80.9%	19.1%
	Ward 4	83.1%	16.9%
	Ward 5	70.0%	30.0%
	Ward 6	91.9%	8.1%

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		Q1. Are you a h	omeowner or a er?
		Homeowner	Renter
D1. Which of the following	18-34	65.8%	34.2%
age groups may I place	35-54	86.1%	13.9%
you in?	55 and over	85.7%	14.3%

		Q1. Are you a f	iomeowner or a ter?
		Homeowner	Renter
D2. What is your	Under \$50,000	60.0%	40.0%
combined family	Under \$75,000	87.1%	12. 9 %
income?	Over \$75,000	92.6%	7.4%

		Q1. Are you a homeowner or a renter? Homeowner Renter		
D5. Gender	Male	81.4%	18.6%	
	Female	83.0%	17.0%	

		Q2. Are you a student?		
		Yes	No	
Ward	Ward 1	10.0%	90.0%	
	Ward 2		100.0%	
	Ward 3	11.1%	88.9%	
	Ward 4	30.0%	70.0%	
	Ward 5	28.6%	71.4%	
	Ward 6	25.0%	75.0%	

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		Q2. Are you a student?	
		Yes	No
D1. Which of the following	18-34	42.3%	57.7%
age groups may I place	35-54	8.7%	91.3%
you in?	55 and over		100.0%

		Q2. Are you a student?
		Yes
D2. What is your combined family	Under \$50,000	16.7% 83.3%
	Under \$75,000	22.2% 77.8%
income?	Over \$75,000	18.2% 81.8%

		Q2. Are you a student?		
		Yes	No	
D5. Gender	Male	22.9%	77.1%	
	Female	13.9%	86.1%	

	••••••••••••••••••••••••••••••••••••••	Q3. Do you own a car	?
		Yes No	
Ward	Ward 1	89.3% 10.7	7%
	Ward 2	92.0% 8.0	0%
	Ward 3	97.9% 2.1	1%
	Ward 4	93.2% 6.8	8%
	Ward 5	90.0% 10.0	0%
	Ward 6	93.9% 6.4	1%

		Q3. Do you own a car	?
		Yes	
Q1. Are you a homeowner	Homeowner	96.7% 3.39	%
or a renter?	Renter	73.2% 26.8%	%

		Q3. Do you own a car?
		Yes
Q2. Are you	Yes	53.8% 46.2%
a student?	No	77.6% 22.4%

		Q3. Do you own a car?		
		Yes	No	
D1. Which of the following	18-34	84.2%	15.8%	
age groups may I place	35-54	96.4%	3.6%	
you in?	55 and over	92.9%	7.1%	

		Q3. Do you own a car?		
		Yes	No	
D2. What is your combined family	Under \$50,000	85.6%	14.4%	
	Under \$75,000	97.1%	2.9%	
income?	Over \$75,000	94.6%	5.4%	

		Q3. Do you o	wn a car?
		Yes	No
D5. Gender	Male	92.0%	8.0%
	Female	92.9%	7.1%

		Q4. How many cars are there at this household?				
		One	Two	Three	Four or more	Don't know / refused
Ward	Ward 1	25.4%	49.3%	19.4%	4.5%	1.5%
	Ward 2	39.1%	39.1%	10.9%	10.9%	
	Ward 3	43.5%	47.8%	6.5%	2.2%	
	Ward 4	38.2%	40.0%	14.5%	7.3%	
	Ward 5	41.3%	38.1%	14.3%	6.3%	
	Ward 6	28.0%	64.5%	5.4%	2.2%	

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		Q4.	How many ca	rs are there a	it this house	nold?
			20020300000033.01001615	Three	Four or more	Don't know / refused
Q1. Are you a homeowner	Homeowner	32.7%	50.3%	11.6%	5.0%	.3%
or a renter?	Renter	46.2%	36.5%	11.5%	5.8%	

			w many cars are		ehold?
			CONTRACTOR OF CONTRACTOR		Four or
Q2. Are you	Yes	42.9%	42.9%	14.3%	
a student?	No	46.7%	35.6%	11.1%	6.7%

		Q4. How	many cars are	there at this ho	usehold?
		One	Two	Three	Four or more
D1. Which of the following	18-34	18.8%	60.9%	17.2%	3.1%
age groups may I place	35-54	26.9%	56.3%	10.6%	6.3%
you in?	55 and over	50.3%	35.0%	9.8%	4.9%

		Q4. How	many cars are 1	here at this hou	isehold?
		One	Two	Three	Four or more
D2. What is your	Under \$50,000	68.8%	24.7%	5.2%	1.3%
combined family	Under \$75,000	39.7%	44.1%	11.8%	4.4%
income?	Over \$75,000	12.8%	64.5%	16.3%	6.4%

		G	4. How many c	ars are there at	this household	?
		One		Three		know /
D5. Gender	Male	32.4%	49.1%	11.0%	7.5%	
	Female	36.5%	47.7%	12.2%	3.0%	.5%

		Q5. How I	many parking		ivailable at yo je (not includ		? For example king)	e, in your driv	eway and
		None	One	Two	Three	Four	Five	Six or more	Don't know / refused
Ward	Ward 1		20.0%	33.3%	16.0%	12.0%	5.3%	8.0%	5.3%
	Ward 2		16.0%	28.0%	22.0%	16.0%	8.0%	10.0%	
	Ward 3	2.1%	10.6%	27.7%	29.8%	14.9%	10.6%	4.3%	
	Ward 4		11.9%	28.8%	23.7%	25.4%	1.7%	6.8%	1.7%
	Ward 5	1.4%	18.6%	25.7%	22.9%	20.0%	4.3%	5.7%	1.4%
	Ward 6	1.0%	6.1%	43.4%	19.2%	19.2%	4.0%	7.1%	

			w many parkir		ge (not includ	ing street parl		6.02.40.00.00	
				BACKTORING TRACTORING			Five	Six or	Don't know / refused
Q1. Are you a homeowner	Homeowner	.3%	8.5%	33.7%	22.8%	20.4%	6.4%	7.0%	.9%
or a renter?	Renter	2.8%	36.6%	26.8%	15.5%	7.0%		7.0%	4.2%

			r many parkin drive	way and gara	available at yo ge (not includ	ing street par	king)	
			One		Three	Four	Six or more	Don't know / refused
Q2. Are you	Yes	7.7%	46.2%	15.4%	7.7%	15.4%	7.7%	
a student?	No	1.7%	34.5%	29.3%	17.2%	5.2%	6.9%	5.2%

		· · · · · · · · · · · · · · · · · · ·			je (not includ	ing street par		e, in your driv	100330022010000000000000000000000000000
		None				Four	110000000000000000000000000000000000000	Six or more	Don't know / refused
D1. Which of the following	18-34	2.6%	11.8%	38.2%	26,3%	10,5%	5.3%	3,9%	1.3%
age groups may I place	35-54		11.4%	34.3%	24.7%	19.3%	3.0%	6.6%	.6%
you in?	55 and over	.6%	15.6%	28.6%	15.6%	20.8%	7.8%	9.1%	1.9%

		Q5. H	low many park		available at yo age (not includ				
		None	One	Two	Three	Four	Five	Six or more	Don't know / refused
D2. What is your	Under \$50,000	1.1%	33.3%	24.4%	17.8%	12.2%	2.2%	5.6%	3.3%
combined family	Under \$75,000		12,9%	40.0%	20.0%	15.7%	4.3%	7.1%	
income?	Over \$75,000	1.3%	3,4%	33.6%	24.2%	20.1%	8.1%	8.7%	.7%

						our residence? Ing street park		n your drivewa	y and
		None	One	Two	Three	Four	Five	Six or more	Don't know / refused
D5. Gender	Male	1.1%	12.8%	30.9%	22.3%	19.1%	5,3%	6.9%	1.6%
	Female	.5%	14.2%	34.0%	20.8%	17.0%	5.2%	7.1%	1.4%

		Q6. Are you aware street parking betwee	that the overnight parking res n 2 a.m. and 6 a.m. have been pilot study?	trictions that prevent temporarily lifted for a
		Yes	No	Don't know
Ward	Ward 1	58.7%	40.0%	1.3%
	Ward 2	74.0%	26.0%	
	Ward 3	53.2%	46.8%	
	Ward 4	59.3%	37.3%	3.4%
	Ward 5	55.7%	44.3%	
	Ward 6	60.6%	39.4%	

	• • • • • • • • • • • • • • • • • • •	The second	t the overnight parking i between 2 a.m. and 6 a ily lifted for a pilot study No	ı.m. have been
Q1. Are you a homeowner	Homeowner	63.5%	35.6%	.9%
or a renter?	Renter	43.7%	56.3%	

a student?	No	48.3%	51.7%
Q2. Are you	Yes	23.1%	76.9%
		Yes	No
		restrictions that pre between 2 a.m. and temporarily lifted	vent street parking I 6 a.m. have been for a pilot study?

		prevent street parki	nat the overnight parking res ng between 2 a.m. and 6 a.m arily lifted for a pilot study? No	i, have been
D1. Which of the following age groups may I place you in?	18-34	50.0%	48.7%	1.3%
	35-54	62.7%	37.3%	
	55 and over	63.0%	36.4%	.6%

		prevent street parkli tempora	at the overnight parking i ng between 2 a.m. and 6 a arily lifted for a pilot study No	ı.m. have been
D2. What is your combined family income?	Under \$50,000	55.6%	43.3%	1.1%
	Under \$75,000	64.3%	34.3%	1.4%
	Over \$75,000	63.8%	36.2%	

	Female	62.7%	37.3%	
D5. Gender	Male	56.9%	41.5%	1.6%
		Yes	No	on't know
			d 6 a.m. have been temporari lot study?	ly lifted for

			rked a vehicle on the st pilot study began in N	reet overnight since the May?
		Yes	No	Don't know
Ward	Ward 1	33.3%	66.7%	
	Ward 2	26.0%	74.0%	
	Ward 3	34.0%	66.0%	
	Ward 4	27.1%	72.9%	
	Ward 5	30.0%	70.0%	
	Ward 6	28.3%	69.7%	2.0%

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		Q7. Have you pa since th Yes	rked a vehicle on the e pilot study began in No	street overnight 1 May? Don't know
Q1. Are you a homeowner	Homeowner	31.6%	67.8%	.6%
or a renter?	Renter	21.1%	78.9%	

		O7. Have you par the street overnig study bega	rked a vehicle on ht since the pilot
		Yes	
Q2. Are you	Yes	23.1%	76.9%
a student?	No	20.7%	79.3%

			ked a vehicle on the stre pilot study began in Ma	
		Yes	No	Don't know
D1. Which of the following	18-34	38.2%	61.8%	
age groups may I place	35-54	36.7%	62.7%	.6%
you in?	55 and over	18.8%	80.5%	.6%

	- 011-2 THTE - 100797	Q7. Have you parke the p Yes		y?
D2. What is your	Under \$50,000	20.0%	78.9%	1.1%
combined family	Under \$75,000	35.7%	64.3%	
income?	Over \$75,000	36.9%	63.1%	

		Q7. Have you park	ed a vehicle on the stre pilot study began in Ma	et overnight since the ay?
		Yes	No	Don't know
D5. Gender	Male	27.7%	71.8%	.5%
	Female	31.6%	67.9%	.5%

			Q8. Has the removal of overnight parking restrictions resulted in you making more frequent use of overnight parking on the street?				
		Yes	No	Don't know			
Ward	Ward 1	76.0%	24.0%				
	Ward 2	84.6%	15.4%				
	Ward 3	56.3%	43.8%				
	Ward 4	75.0%	25.0%				
	Ward 5	57.1%	38.1%	4.8%			
	Ward 6	64.3%	35.7%				

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		Q8. Has the rem resulted in you m P Yes	oval of overnight pa aking more frequen arking on the street No	t use of overnight
Q1. Are you a homeowner	Homeowner	66.3%	33.7%	
or a renter?	Renter	80.0%	13.3%	6.7%

		Q8. Has the removal of overnight parking restrictions resulted in you making more frequent use of overnight parking on the street?		
		Yes	No	Don't know
Q2. Are you	Yes	100.0%		
a student?	No	75.0%	16.7%	8.3%

		Q8. Has the removal of overnight parking restric resulted in you making more frequent use of over parking on the street?		
		Yes	No	Don't know
D1. Which of the following	18-34	82.8%	17.2%	
age groups may I place	35-54	55.7%	42.6%	1.6%
you in?	55 and over	79.3%	20.7%	

		making more free		ictions resulted in you king on the street? Don't know
D2. What is your	Under \$50,000	66.7%	27.8%	5.6%
combined family	Under \$75,000	72.0%	28.0%	
income?	Over \$75,000	65.5%	34.5%	

		Q8. Has the removal o making more frequ	of overnight parking restriction to the second s	ons resulted in you g on the street?
		Yes	No	Don't know
D5. Gender	Male	65.4%	32.7%	1.9%
	Female	70.1%	29.9%	

			val of the overnight p ly issues or problems	
		Yes	No	Don't know
Ward	Ward 1	9.3%	90.7%	
	Ward 2	20.0%	80.0%	
	Ward 3	17.0%	83.0%	
	Ward 4	6.8%	91.5%	1.7%
	Ward 5	17.1%	82.9%	
	Ward 6	16.2%	83.8%	

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		Q9. Has the remo created an Yes	y issues or proble	ems for you?
Q1. Are you a homeowner	Homeowner	16.1%	83.6%	.3%
or a renter?	Renter	5.6%	94.4%	

		Q9. Has the removal of the o created any issues or	vernight parking restriction
		Yes	No
Q2. Are you	Yes		100.0%
a student?	No	6.9%	93.1%

		Q9. Has the removal created any is		
		Yes	No	Don't know
D1. Which of the following	18-34	9.2%	90.8%	
age groups may I place	35-54	19.3%	80.1%	.6%
you in?	55 and over	11.7%	88.3%	

		Q9. Has the remo created ar	val of the overnight p vy issues or problems	arking restriction s for you?
		Yes	No	Don't know
D2. What is your	Under \$50,000	11.1%	88.9%	
combined family	Under \$75,000	12.9%	85.7%	1.4%
income?	Over \$75,000	16.1%	83.9%	

		Q9. Has the remova created any	l of the overnight parl Issues or problems fo	ing restriction
		Yes	No	Don't know
D5. Gender	Male	12.8%	86.7%	.5%
	Female	15.6%	84.4%	

		Q11. Would you su overnight parki	pport or oppose the pern ng restrictions on a year	-round basis.
		Oppose	Support	Don't know
Ward	Ward 1	53.3%	45.3%	1.3%
	Ward 2	54.0%	38.0%	8.0%
	Ward 3	59.6%	31.9%	8.5%
	Ward 4	55.9%	39.0%	5.1%
	Ward 5	54.3%	40.0%	5.7%
	Ward 6	64.6%	27.3%	8.1%

		removal of ov	i support or oppos ernight parking re year-round basis.	strictions on a
		Oppose	Support	Don't know
Q1. Are you a homeowner	Homeowner	62.9%	31.9%	5.2%
or a renter?	Renter	32.4%	57.7%	9.9%

		removal of ov	Voor-round back	e permanent tions on a
		Oppose	Support	Don't know
Q2. Are you	Yes	23.1%	61.5%	15.4%
a student?	No	34.5%	56.9%	8.6%

			support or oppose rnight parking rest /ear-round basis.	fictions on a
		Oppose	Support	Don't know
D1. Which of the following	18-34	34.2%	60.5%	5.3%
age groups may I place	35-54	63.9%	33.1%	3.0%
you in?	55 and over	61.7%	28.6%	9.7%

		Q11. Would you su overnight parki Oppose	pport or oppose the po ng restrictions on a ye Support	
D2. What is your	Under \$50,000	50.0%	45.6%	4.4%
combined family	Under \$75,000	58.6%	40.0%	1.4%
income?	Over \$75,000	57.7%	35.6%	6.7%

		Q11. Would you sup overnight parkir	port or oppose the pe og restrictions on a ye	rmanent removal of ar-round basis.
		Oppose	Support	Don't know
D5. Gender	Male	59.0%	35.6%	5.3%
	Female	56.1%	37.3%	6.6%

			port or oppose the permane a seasonal basis, for exam	ble April 1 to November 1.
		Oppose	Support	Don't know
Ward	Ward 1	10.7%	85.3%	4.0%
	Ward 2	14.0%	84.0%	2.0%
	Ward 3	14.9%	78.7%	6.4%
	Ward 4	8.5%	89.8%	1.7%
	Ward 5	18.6%	74.3%	7.1%
	Ward 6	24.2%	70.7%	5.1%

		removal of overni	u support or oppose t ght parking restriction xample April 1 to Nov	ns on a seasonal
		Oppose	Support	Don't know
Q1. Are you a homeowner	Homeowner	18.5%	76.9%	4.6%
or a renter?	Renter	4.2%	91.5%	4.2%

		overnight parking	April 1 to November 1.	ent removal of
		Oppose	Support	Don't know
Q2. Are you	Yes		76.9%	23.1%
a student?	No	5.2%	94.8%	

		overnight parking	port or oppose the pe i restrictions on a sea ple April 1 to Novembr	sonal basis, for
		Oppose	Support	Don't know
D1. Which of the following	18-34	17.1%	78.9%	3.9%
age groups may I place you in?	35-54	15.1%	82.5%	2.4%
	55 and over	16.2%	77.3%	6.5%

		overnight parking	port or oppose the p g restrictions on a se ple April 1 to Novem	
		Oppose	Support	Don't know
D2. What is your	Under \$50,000	17.8%	77.8%	4.4%
combined family income?	Under \$75,000	15.7%	78.6%	5.7%
	Over \$75,000	14.1%	83.2%	2.7%

		Q12. Would you su overnight parking re	strictions on a seasonal	hasis for example
		Oppose	Support	Don't know
D5. Gender	Male	19.1%	76.1%	4.8%
	Female	13.2%	82.5%	4.2%

		Q13. Should the overnight parking restrictions be removed across the city or on a street by street basis?					
		City-wide	Street-by-Street	Other	Don't know		
Ward	Ward 1	48.6%	42.9%	2.9%	5.7%		
	Ward 2	42.9%	42.9%	4.8%	9.5%		
	Ward 3	27.8%	55.6%		16.7%		
	Ward 4	45.8%	45.8%		8.3%		
	Ward 5	40.7%	59.3%				
	Ward 6	35.5%	48.4%	3.2%	12.9%		

		Q13. Should across	the overnight park the city or on a st	reet by stree	t basis?
		City-wide	Street-by-Street	Other	Don't know
Q1. Are you a homeowner	Homeowner	40.5%	48.6%	1.8%	9.0%
or a renter?	Renter	42.2%	48.9%	2.2%	6.7%

			I. Should the overnight parkle across the city or on a str	eet by street bas	e removed is?
		City-wide	Street-by-Street		Don't know
Q2. Are you	Yes	40.0%	50.0%		10.0%
a student?	No	42.9%	48.6%	2.9%	5.7%

		Q13. Should the overnight parking restrictions be removed across the city or on a street by street basis?			
		City-wide	Street-by-Street	Other	Don't know
D1. Which of the following	18-34	54.2%	39.6%	2.1%	4.2%
age groups may I place you in?	35-54	38.5%	53.8%		7.7%
	55 and over	30.9%	52.7%	3.6%	12.7%

	Q13. Should the overnight part across the city or on a s			king restrictions be removed		
		City-wide	Street-by-Street	Other	Don't know	
D2. What is your	Under \$50,000	38.5%	46.2%		15.4%	
combined family income?	Under \$75,000	39.3%	39.3%	7.1%	14.3%	
	Over \$75,000	37.9%	60.3%		1.7%	

		Q13. Should the overnight parking restriction across the city or on a street by street			basis?	
		City-wide	Street-by-Street	Other	Don't know	
D5. Gender	Male	41.8%	44.8%	1.5%	11.9%	
	Female	40.4%	51.7%	2.2%	5.6%	

Appendix B

Temporary Removal of On-Street Overnight Parking Restriction

Number of (Concerns	received -	sorted by	ward
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Ward	1	2	3	4	5	6	Unknown	Totals
April	0	1	0	0	0	1	5	7
May	2	1	0	1	1	2	2	9
June	1	5	2	0	1	3	1	13
July	1	0	0	0	1	1	0	3
August	0	0	0	0	0	1	0	1
September	1	1	0	1	5	1	1	10
October	0	0	1	0	3	6	2	12
TOTAL	5	8	3	2	11	15	11	55

Number of Compliments received - sorted by ward

Ward	1	2	3	4	5	6	Unknown	Totals
April	0	0	0	1	0	0	0	1
May	0	0	0	1	1	2	5	9
June	2	0	0	0	0	0	1	3
July	1	0	0	0	0	1	0	2
August	0	0	1	0	1	2	0	4
September	_0	0	1	0	0	1	0	2
October	3	0	1	1	0	2	0	6
TOTAL	0	0	2	2		6	0	

 TOTAL
 6
 0
 3
 3
 2
 8
 6
 28

 NB: Some individuals which expressed an optition failed to provide any information which could be used to identify by ward.

 Comments Received

Complaint	April	May	June	July	August	Sept.	Oct.
Total Number of Respondents*	8	18	16	5	4	12	19
Total Number of Comments*	12	31	43	8	4	31	38
Opposed to trial, it will encourage overnight parking all year.	1	0	0	0	0	0	0
Overnight parking will cause my neighbourhood to look bad	1	. 0	1	0		1	0
Ovemight parking will be dangerous - Traffic/Transit issues	1	0	4	0	0	2	2
The 2am-6am parking prohibition helps limit student housing (# of students per dwelling)	1	0	0	1	0	o	٥
A vehicle is parked on my road every night	1	٥	- 4	٥	0	2	0
Recently ticketed for 2am-8am - Can I have a refund?	1	٥	0	0	0	0	0
Pilot Project/Parking on Road Is a Wonderful Idea/Thank you	1	9	3	2	3	2	6
Suggest spend extra time ticketing fire hydrants, corner restrictions, and disabled spaces	1	0		0	0	0	2
Request for information	1	2	0	0	0	0	0
Emergency vehicles are/could be impeded	1	2	0	0	0	1	0
Vehicles are being parked in excess of 48 hours	1	3	6	O	0	0	0
I liked things the way they were	1	1	1	0	0	1	1
Road is too small/narrow	Ð	2	Ü	0	0	1	5
Unable to park on read (street full) - night time	0	1	0	0	0	0	1
Rental Units are parking on the road	0	1	2	0	O	4	3
Businesses are parking on the road	0	1	0	0	0	0	0
Residents with driveways parking on road	0	1	3	0	1	2	0
Unable to park on road (street full) - day time	0	1	۵	0	0	0	2
On-street parking for visitors is appreciated	0	2	0	D	0	0	0
Should also have alternate side parking during winter months	0	1	0	0	0	0	3
Should be permissive on one side of the street only	0	1	0	1	0	0	3
Vehicles are being parked across from driveways and are blocking access	0	1	2	1	o .	2	1
Snow removal will be impeded	0	1	1	0	0	0	2
It is unsafe to have numerous abandoned vehicles on a street	0	1	1	0	0	0	2
impeding garbage pickup	Ö	0	1	٥	D	0	1
Wants reasonable time limits	0	٥	1	0	0	0	D
vehicle parked in front of my house every night	0	Ð	3	1	0	0	1
wants restriction brought back	0	0	5	Ū	0	7	0
my street looks like a parking lot	0	0	2	1	0	1	0
commercial vehicles being parked in residential areas	0	0	2	1	۵	0	1
RV parked on street every night	O	0	1	0	0	0	٥
Impeding garbage pickup in residential area	٥	٥	٥	1	0	1	D
Students parking wherever they want and leaving their vehicles for days	0	D	O	D	0	2	1
Dangerous - Blcycles are being impeded	0	0	0	0	Û	2	0
Review maximum driveway widths to permit additional off-street parking	0	0	0	0	0	0	1

* The number of residents expressing on opinion varies from the number of comments received, as some residents expressed multiple concerns.

APPENDIX C

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TRANSPORTA PARKING POLI AND PROCEDU	ICY	GLEORATION SCHOOL STATISTICS THE SCHOOL STATISTICS SCHOOL SCHOOL STATISTICS SCHOOL SCHOOL STATISTICS SCHOOL SCHOOL		Policy No. Page Effective Date Revision	03- 003 1 of 2 June 16, 2003
Authority:	Parking	 - 	Fraffic	🗌 Transit	
Subject:	ON-STREET PARK	ING CHANGES:	CONVENII	ENCE REQUESTS	
Related Policies:					
Approved by:					
Revision Date:					
BACKGROUND	 parking regulation was treated as a regulation was not public. Common requests Requests to a because two v Restricting paradjacent prope Requests to p street. 	is. If the request convenience requ of required to pro- s include: remove parking vehicles cannot parking opposite a d erties prohibit parking in venience have ge roperty owners. I arking inventory	was deem lest. Mean tect the sa on a local ss each ot riveway in order to d nerally bea However, t	request to change ex ed not to be a safety hing a change to an afety and/or property road from one sid her order to allow an eas iscourage long term en approved when si hese requests needle to consume a signifi	concern then it existing parking of the general e of the street sier egress from parking on their upported by the essly reduce the
PURPOSE	To maximize the (City's on-street pa	rking inven	tory.	
APPROVAL	✓ Staff ✓	Bylaw Amendme	nt 🗌 Co	ommittee of Council/(Council
FUNDING	✓ Operating □	Capital		one Required	
ELIGIBILITY	Any street within Business District.	the City of Guel	ph, exclud	ing those streets wi	thin the Central
FEE	Not applicable.				
PROCEDURE		•		nge an existing or s warranted as a safe	

TRANSPORTATION POLICY AND PROCEDURE	STATION OF CUS	Policy No.03-003Page2 of 2EFFECTIVE DATEJUNE 16, 2003REVISION						
is	olicy 03-002, On-street Parking Changes: Safe not warranted as a safety concern and does equest will be dealt with in the following manne	not prohibit on-street parking the						
<u>P</u>	Petition							
1.	. The requesting resident will be advised tha the request a petition with valid signatures fr in the <i>affected area</i> must be submitted to petition will be provided by the Traffic Ser relevant information is provided.	om at least 75% of the <i>households</i> the Traffic Services Division. The						
<u>C</u>	ity Survey							
	 Upon receiving an acceptable petition, staff property owners to confirm their support. Property owners will be given 10 business issued to return their completed surveys. 							

- 4. Surveys will be summarized by staff after the submission deadline.
- 5. 75% of the *affected property owners* must be in favour of the requested change in order for staff to support the request.
- 6. Staff will then notify all *affected property owners* identifying the results of the survey, with staff's decision to install the requested change or to take no further action.

There will be no opportunity to object to the results of the survey, and no action will be taken on requests that have been reviewed within two years of the date of the request, unless a significant change has occurred within that area.

NOTIFICATION See above.

ENFORCEMENT ✓ Routine ✓ Complaint Received

ATTACHMENT(S) None.

1 1

COMMITTEE REPORT



TO Emergency Services, Community Services and Operations Committee

SERVICE AREAOperationsDATENovember 12, 2008

SUBJECT Guelph Farmers' Market Operating Review REPORT NUMBER

RECOMMENDATION

THAT the Emergency Services, Community Services and Operations Committee Report _____, <u>Guelph Farmers' Market Operating Review</u> be received;

AND THAT staff be directed to draft a new by-law for the consideration of Council, to regulate the Guelph Farmers' Market based on the recommendations contained in the report dated November 12, 2008;

AND THAT staff be directed to incorporate revisions as contained in the report dated November 12, 2008 to the operating policies/procedures.

BACKGROUND

The Guelph Farmers' Market has been a tradition and focal point of the City of Guelph for over 180 years. In 1827 a portion of land was designated and reserved as a public market square with the erection of the first market house in July 1827. The current day market, located on the corner of Gordon St & Waterloo Ave. just south of the original market location, houses up to 100 vendors utilizing inside building space and outdoor market space, weather permitting. Vendors range from primary producers and resellers of agricultural products to home-baked goods and unique artisan products. The Market has developed a loyal clientele base and has an estimated total economic impact in Guelph of \$13.2 million¹

In 2006, Operations assumed responsibility for the operation of the Market. After a brief period, it was evident the Market's policies and procedures were unclear and inconsistently applied. Compounding this situation, the by-law regulating the Market hadn't been updated since the late 1970's.

¹ Based on the 2005 Guelph Farmers' Market Shopper Profile Report, conducted by Jayeff Partners

Consequently, the business relationship between the Market Vendors and City was strained.

To address this, staff undertook a review in partnership with the Vendors with the purpose of updating both the by-law and operating policies and procedures used in the administration of this City-operated facility.

PROCESS

Through comprehensive engagement, staff undertook a process involving direct stakeholder consultation both at the individual level and collective level through their Executive Committee. In addition, the process was further informed through best practice information obtained and shared from:

- Brampton
- Ottawa
- Greater Sudbury
- Thunder Bay
- Cambridge
- Goderich
- 2005 Guelph Farmers' Market Shopper Profile Report
- 2005 Farmers' Markets Ontario Shopper Survey Report

REPORT

A review process commenced in March of 2007 in which numerous communiqués, meetings with the Vendor Executive and workshops with vendors resulted. Existing operational issues were identified and possible resolutions discussed. The Executive Committee members worked in collaboration with City staff and brought forth the perspectives and concerns of their membership while ensuring that recommendations were viable and maintained the integrity and best interest of the Market. Of the numerous issues that were undertaken some of the more contentious topics included:

- Definition of Vendor categories
- Ideal composition of Market Vendors percentage allocation
- Rental space assignment process
- Rental agreements
- Vendor access to Market building
- Payment Terms
- Modifications/alterations to Market property
- Insurance

After more than a year of effort, staff present a list for the consideration of Committee of recommended changes to By-law (1978) – 9769 as outlined in Appendix A and another list of recommended changes to the Market operating policies & procedures as outlined in Appendix B.

While we have not achieved consensus on all recommendations, our focus was and is the ongoing and continued success of the Market. To that end, the recommendations contained herein are, in staff's opinion, fair and reasonable. It is acknowledged that the recommendations, if approved, will impact current vendors. Where possible, staff have been sensitive to the anxiety change brings and have "grandfathered" either temporarily or permanently those current vendors so affected.

CORPORATE STRATEGIC PLAN

Goal 4 – A vibrant and valued arts, culture and heritage identity Objective 4.5, Capitalize on our cultural and heritage assets to build economic prosperity, quality of life and community identity

Goal 5 – A community-focused, responsive and accountable government

Objective 5.2, A consultative and collaborative approach to community decision making

Objective 5.3, Open, accountable and transparent conduct of municipal business Objective 5.4, partnerships to achieve strategic goals and objectives

FINANCIAL IMPLICATIONS

No financial implications.

DEPARTMENTAL CONSULTATION

N/A

COMMUNICATIONS

All vendors have received a copy of the recommendations being presented and are aware this matter is before Committee on this date.

ATTACHMENTS:

Appendix A: Recommendations for new Market By-law Appendix B: Market Operating Policies & Procedures

Prepared By: Lucy Meyer Supervisor, Administration 519-837-5628 x2019 lucy.meyer@guelph.ca

Recommended By: Derek J. McCaughan Director, Operations 519-837-5628 x 2018 derek.mccaughan@guelph.ca

APPENDIX A

GUELPH FARMERS' MARKET OPERATING REVIEW By-law Recommendations

THE FOLLOWING ARE PROPOSED RECOMMENDATIONS TO BE INCORPORATED WITHIN THE NEW BY-LAW, GOVERNING THE OPERATIONS OF THE GUELPH FARMERS' MARKET.

1. DEFINITION OF VENDOR CATEGORIES

Farmer – producers of farm products (fruit, vegetables, meat, poultry, dairy, fish, grains & seeds, honey, maple products and plants/flowers), who are selling or offering for sale their own products. A minimum of 65% of the products sold must be home grown.

Food Reseller – non producers of consumable food products who sell or offer for sale products purchased from a third party.

Prepared Foods – Food products prepared by the Vendor for consumption for sale at the Market.

Arts & Crafts - Handmade goods produced or created by the Vendor from raw or basic materials which are changed into a significantly different shape, design, form or function using a special skill or manual art. Articles cannot be commercially fabricated or produced in any way.

Other - Community based services & public based interest "non-profit". Fundraiser groups such as cadets, boy scouts are not required to rent a table.

2. RENTAL SPACE ASSIGNMENT PROCESS

Methodology used to determine assignment of table vacancies:

- i. Percentage vacancy noted in composition of Market
- ii. Uniqueness & best interest of the Market
- iii. Term commitment

Methodology used to determine assignment of booth vacancies:

- i. Health Regulations relating to facilities required for operation
- ii. Uniqueness & best interest of the Market
- iii. Term commitment

3. ROLES & RESPONSIBILITIES

Market Clerk

The Market Clerk shall administer and supervise the operation of the market and the enforcement of the By-law, including the following duties:

- Collect rental fees
- Assign rental spaces to vendors. Location and products approved for vending to be listed on rental agreement.
- Execute on behalf of the Corporation the rental contracts for the use of market space
- No selling product either directly or indirectly through a vendor or entering into a trade for rental fees or other services; No direct or indirect interest in the sale or profits of any products sold at the Market
- Market Clerk may not shop at Market while on duty or in uniform

Market Vendor

- The cleanliness of his/her rental space is maintained so that no rubbish, garbage or waste material is deposited on or about the assigned area. This includes providing refuse containers and emptying them at end of Market day.
- Booth vendors are responsible for sweeping & mopping the floor space within their booths
- Compliance with the terms and conditions set forth in the by-law and policies & procedures
- Responsible to obtain all necessary licenses, permits, inspections and certificates for the sale of their products
- Responsible for all expenses associated to any improvements to their vending/rental area

4. VENDOR ACCESS TO MARKET BUILDING

- Vendor access for set up and take down:
 - o 8 am 4 pm, Thursdays & Fridays via Market Clerk
 - o 4 pm Fridays 2 pm Saturdays via keypad entry
- Saturday Market opened and closed by Market Clerk; no vending outside of Market hours (7 am - 12 noon); vendors to have vacated property by 2:00 pm on Saturdays

5. MARKET DAYS & HOURS

 Additional market days and occasional extended hours per calendar year to be available, with the conditions that there be 1-months notice and a commitment of 75% of vendor participation. Executive and Clerks to pre-determine additional dates.

6. RULES REGARDING EQUIPMENT

- All equipment to be CSA (Canadian Standard Association), and/or CLU (CSA equivalent) and City approved **prior** to installation and use
- All wiring and plumbing to vendor rental space to be pre-approved and arranged by Corporation, at the expense of the Vendor
- Equipment to be ESA compliant (Electrical Safety Authority)

7. PAYMENT TERMS

- Payment to be received in **advance** at time of reservation
- Rental fee cheques returned non-sufficient funds subsequent payments to be paid by certified cheque, money order or cash only

8. NOTICE OF NON-OCCUPANCY OF RENTAL SPACE

- Vendor to provide 48 -hour notice of absence; City will rent out space if possible and refund Vendor. If unable to rent out space, Vendor is responsible for rental fee.
- Seven (7) days notification to be provided in written format to the Market Clerk for leaves of absence such as vacation. In the event where the leave is greater than 2 weeks in length, the rental space may be temporarily rented out to another vendor. Vendor is reimbursed unused portion if Clerk was able to rent out space.
- In the event that a Vendor allows their rental space to be vacant for more than 1 market day **without** providing sufficient notice to the Clerk, their contract may be cancelled and their rental spot reassigned. Vendor responsible for rental fee if Clerk is unable to rent out spot.

- Contracts maybe cancelled at any time for breach of any of the provisions in the By-law and/or policies & procedures. The Vendor shall be entitled to a refund for the unexpired portion of the contract term
- A Vendor who wishes to cancel their rental contract must provide 7-days written notification of their intentions to vacate the Market. Upon receiving the notification, the Vendor may request a refund for the unexpired fee portion. A refund shall be conditional upon the Market Clerk receiving reasonable and adequate notice.

9. MODIFICATIONS/ALTERATIONS TO MARKET PROPERTY

 No alterations or changes to building, parking lot and City property without prior written authorization from the City. Vendor able to decorate table by temporarily affixing objects to tables utilizing non-damaging holding devices such as clamps.

10. SELLING OF PRODUCTS NOT PRE-APPROVED

- Vendor contract/agreement to list approved items for sale
- Vendor to submit an application/amendment to vend any new items not listed on the contract
- City reserves the right to approve product lines as seen fit and reserves the right NOT to approve items that a Vendor was previously approved for from a previous year or any new items

11. COMPOSITION OF MARKET EXECUTIVE

- a) Terms of Reference
- Quorum is 4
- If votes are tied, the issue becomes a non-vote City staff cannot vote.
- Committee meetings 4 times per year (every 3 months). Meetings to be cancelled if insufficient agenda items
- Market Clerk or Executive member can facilitate the meeting
- Market Clerk to draft agenda and transcribe meeting minutes. Minutes to be signed by a Vendor Executive and Market Clerk. Copies to be forwarded to the Supervisor of Administration and Director of Operations. Approved minutes to be posted.
- Appeal process:
 - o Vendor approaches Executive
 - Executive table at next quarterly meeting
 - o Issue reviewed and discussed
- Executive responsible for ensuring that the information resulting from an appeal is conveyed to the Vendor.

b) Eligibility of Executive

- Composition to include representative from the following vendor groups: 2 Farmers, 1 Food Reseller, 1 Prepared Food, 1 Arts & Crafts and 1 Other
- Two year term
- In the event of a resignation, the position should default to the second runner up if they are still interested. If no runner up, a new vote will take place.
- Vendor must have been present at Market for at least 12 collective months in the last two years
- Executive members must attend 75% of meetings held in order to maintain status as a Vendor Executive. Meeting dates to be pre-determined to allow for scheduling.

c) Voting Process

- Nominations must be in written format
- Nominations to be supported by 2 vendors and accepted by nominee
- Market Clerk to publish biographies and photos of all nominees, 2 weeks prior to vote
- Voting to take place first week in April
- To be eligible to vote, vendors need to have been at the Market for at least 6 collective months within the past two years
- 1 ballot per vendor contract to be distributed 2 weeks prior to vote
- Counting of votes to be carried out by Market Clerks & a member of the former Vendor Executive, who is not a nominee in the current election
- Count to be signed off by Vendor Executive and Market Clerks
- Successful candidate to be determined by majority of votes
- In the event of a tie, a coin toss will be used to determine the winner.

12. INSURANCE (for Vendor Product)

• Vendors required to maintain \$2,000,000 insurance for product liability, and to supply a certificate as proof of insurance prior to the signing of the contract naming the Corporation of the City of Guelph to be an additional named insured.

13. TRANSFER OF CONTRACTS

• The balance of the term of a vending contract can only be transferred to someone vending with the same business name and same product. If vending food products, must have Health Unit approval.

14. VENDOR CONDUCT

- Smoking not permitted in Market building and in Market parking lot during market hours
- Alcohol and drug use is not permitted on the Market grounds
- Each Vendor shall remain on his/her own market space when selling his/her products. Sales shall be conducted in an orderly business manner. No shouting or other objectionable means, such as hawking through amplified means, for soliciting trade shall be tolerated
- Vendors who bring their young children to the Market, are to ensure that they are supervised at all times and not disrupting customers or other vendors
- Vendors will not be confrontational with other vendors, customers, staff or others. If a Vendor has a problem with any issue it is to be dealt with in a calm and professional manner. Issues between Vendors are to be dealt with outside of Market hours.

15. LABELLING OF FOOD PRODUCTS

- All pre-packaged food products must comply with the Nutrition Labelling requirements stipulated by Canadian Food Inspection Agency.
- All pre-packaged food products, not sold by the individual who prepared and processed the product, must comply with the Nutrition Facts Table requirements as stipulated by Canadian Food Inspection Agency.

16. NON COMPLIANCE & CONSEQUENCES

 Non compliance to regulations and/or policies & procedures will be ensued with a warning for first offense followed by termination of vending contract for second offense.

APPENDIX B

GUELPH FARMERS' MARKET OPERATING REVIEW Operating Policies & Procedures Revisions

THE FOLLOWING ARE PROPOSED REVISIONS TO BE INCOPORATED WITHIN THE GUELPH FARMERS' MARKETING OPERATING POLICIES & PROCEDURES.

1. ARTS & CRAFT JURY

An Arts & Crafts Jury will review new vendor applications and submissions/ requests for vending of additional products (by existing vendors), and conduct assessments on product quality (new & existing vendor products).

The Jury will be comprised of 5 representatives: 1 - Arts & Crafts Vendor Executive, 1 - Arts Council member, 1 - Arts & Crafts Vendor, 1 - member of the Public and a second member of the Vendor Executive Committee.

Monthly evaluation meetings will be held. Market Clerk to make temporary assessments on new applications and grant temporary placement if available and until such time that a decision has been rendered by the Jury.

2. DEFINITION OF ARTS & CRAFT CATEGORY

When capacity exists, exceptions to the definition may be considered for specialty products that are manufactured or organic/green.

3. IDEAL COMPOSITION OF MARKET VENDORS – PERCENTAGE ALLOCATION OF RENTAL SPACE The following percentages are base or desired percentages. When there is capacity, the spaces will be opened up to other categories on a short-term basis.

December 1 to April 30, inclusive:

- 25% Farmers
- 25% Reseilers
- 25% Prepared Foods
- 20% Art
- 5% Other

May 1 to November 30, inclusive:

- 30% Farmers (plus 100% of external vending space)
- 25% Resellers
- 20% Prepared Foods
- 20% Art
- 5% Other

2. VARIETY & LIMITATIONS OF PRODUCTS

Limitations for selling same product as follows: Farmers – 3 Food Resellers – 3 Prepared Food – 2

Arts & Crafts - 2 Other - 1

Additional applications for vending of same products, where the limit has been reached, are to be reviewed by the Vendor Executive. Temporary rental agreements may be granted at the Market Clerk's discretion.

3. RENTAL AGREEMENTS

a. Length of Contract

- Annual, seasonal (6 months), monthly, weekly temporary
- Payment in advance. Annual & seasonal reservations first/last month's rental fee paid at time of reservation, followed by monthly rental fees.
- First paid first serve basis; preference given to applicants wanting longer term commitment

b. Rental Space

 Table space – 4 ft minimum for all categories; maximum limits to be set as follows:

Farmers –	20 ft max
Food Resellers –	12 ft max
Prepared Food –	12 ft max
Arts & Crafts –	12 ft max
Other –	6 ft max

- Booths a vendor cannot sell the same product from two or more different booths; multiple/various products can be sold from one booth.
- Outside stalls no more than 3 spaces per Vendor

When capacity exists, maximum limits maybe exceeded on a temporary basis and at the Market Clerk's discretion.

c. Booth/Table Standards

- Merchandize may not be hung from ceiling or on the wall
- Signs cannot be permanently affixed to the building, walls or tables. Signs affixed to building wall to be fastened by the City
- Coolers and refrigerator units not permitted in the centre section of the Market
- Height of table shelves no more than 3ft from table surface for new Vendors.
 Former Vendors grandfathered at 4 ft from table surface.

4. UTILIZATION OF PARKING LOT

- During spring/summer season (Apr 1 Nov 30), no parking allowed within parking lot unless vending from vehicle. Those vending from vehicles, must be set up by 6:45 am and cannot move vehicles until 30 minutes following the end of market day (12:30 pm)
- During winter season (Dec 1 March 31) a specific number of spaces will be reserved for vending within the parking lot; remainder of parking lot to be utilized for customer parking.

5. EXTENDING TABLES, ENCROACHMENT

 Vendors are to use amount of space allocated to them - no encroaching or extensions permitted. Extensions include the space/area behind City tables and Vendors bringing their own tables for use at the Market.

6. LEAVING PRODUCT BEHIND

- No product to be left on the floor
- All food products to be removed at the end of each market day, unless stored within a refrigerator unit

- City is not responsible for lost, stolen or damaged product, including refrigerated products
- All items to be removed at the end of the term

7. CLEANLINESS OF MARKET

• Quality assurance to be carried out by Market Clerk each week

8. BUSKERS

- Outside & inside as space permits
- Selection and approval of buskers to be a collaborated effort between Executive members and Market Clerks

9. EDUCATIONAL DEMONSTRATORS

- Demonstrators to be charged a fee if selling a product
- (1) one demonstrator per market day; permitted when space is available
- Demonstrators to submit an application and receive approval by Vendor Executive and Market Clerk
- Must be consistent with regulations

The Corporation of the City of Guelph Emergency Services, Community Services & Operations Committee Wednesday, November 12, 2008, 5:00 p.m.

A meeting of the Community, Operations and Emergency Services Committee was held on Wednesday, November 12, 2008 in Council Chambers at 5:00 p.m.

Present: Councillors Laidlaw, Beard, Farrelly, Hofland and Mayor Farbridge

Also Present: Councillors Bell & Piper

Staff in Attendance: Chief S. Armstrong, Director of Emergency Services/Fire Chief; Mr. D. McCaughan, Director of Operations; Ms. A. Pappert, Director of Community Services; Ms. S. Smith, Associate Solicitor; Mr. M. Rea, Associate Solicitor; Mr. B. Chapman, Manager, Traffic & Parking; Ms. A. McKee, Supervisor, Traffic Investigations; Mr. D. Godfrey, Supervisor, Parking Regulation & Enforcement; Ms. L. Meyer, Supervisor, Administration; Ms. L. Warren, Administrator of Disability Services; Mr. M. Cameron, Manager, Parklands & Greenways; Ms. T. Agnello, Deputy City Clerk; and Ms. D. Black, Assistant Council Committee Coordinator.

There was no disclosure of pecuniary interest.

1. Moved by Councillor Hofland

Seconded by Councillor Beard

THAT the minutes of the Emergency Services, Community Services & Operations Committee meeting held on October 15, 2008 be confirmed as recorded and without being read.

Carried

Guelph Fire Department Establishing & Regulating By-law, and Mutual and Automatic Aid By-law

The item was deferred to later in the meeting.

Power of Entry By-law

RFPORT

 Moved by Mayor Farbridge Seconded by Councillor Hofland
 THAT the Power of Entry By-law attached as Appendix A to the Director of Operations report of November 12, 2008 be approved.

Carried

November 12, 2008		gency Services, Community Services & Itions Committee	Page 2
	Notifi Mill	cation and Recommendation of a Special Event	t at Goldie
REPORT		Moved by Councillor Farrelly Seconded by Councillor Beard an application for a special event permit to serve alo	cohol at a
		ng to be held on Saturday, July 18 th , 2008 at Goldie	
	fence bank a weddir	HAT the applicant be given permission to erect a ter that would block the lower pedestrian path along the at the river and erect a tent within the fenced area t ng dinner. The tent will measure approximately 30 Ill require issuance of a building permit.	e top of the o host their
			Carried
Mrs. L.A. Giles	THAT I	Moved by Mayor Farbridge Seconded by Councillor Hofland matters regarding special events be referred to staf eration under the "delegation of authority" review.	f for
			Carried
	Ken D	anby Public School Traffic Concerns – Update	
		Moved by Councillor Hofland Seconded by Mayor Farbridge	
	THAT 1	two adult crossing guards be approved at the interstood Drive and Grange Road.	ection of
			Defeated
		Moved by Mayor Farbridge Seconded by Councillor Hofland	
REPORT	and Gr	traffic signals be provided at the intersection of Star range Road subject to Ken Danby school providing s patrols and subject to budget approval for 2009.	
			Carried
	2:00 a	a.m. to 6:00 a.m. Parking Exemption Pilot	
		Moved by Councillor Farrelly Seconded by Mayor Farbridge	

November 12, 2008 Emergency Services, Community Services & Page 3 **Operations Committee**

THAT the Emergency Services, Community Services & Operations Mr. D. McCaughan Committee Report `2:00 a.m. to 6:00 a.m. Parking Exemption Pilot' of November 12, 2008 be received.

Carried

Guelph Farmer's Market Operating Review

Ms. Lucy Meyer, Supervisor, Administration, advised that a review of the operation was conducted to gain clarification of processes and address ongoing issues for the market. She stated the contentious issues included:

- space allocation •
- lack of variety of products
- consumer demand for seasonal needs and organic products not being met.
- payment terms
- impeded market operations
- delinguent and late payments
- receipts and notices
- administrative costs

She advised that the insurance currently only covers City staff and property and they are recommending vendors provide proof of general liability insurance for \$2 million; however, they are investigating options to avoid causing financial hardship for the vendors. She advised they will continue to work with the vendors to resolve any of the outstanding issues.

Mr. Ewen Lewis, a member of the Guelph Farmers' Market Executive Committee and a vendor at the Farmer's Market stated that most vendors understand that the recommendations are in their best interest despite some unresolved issues to date. He appreciates all the effort put forth by all parties to come to a resolution of the issues surrounding the Guelph Farmers' Market.

Moved by Councillor Beard Seconded by Councillor Hofland THAT the Emergency Services, Community Services and Operations REPORT Committee report of November 12, 2008, entitled `Guelph Farmers' Market Operating Review' be received;

8.

AND THAT staff be directed to draft a new by-law for the consideration of Council, to regulate the Guelph Farmers' Market based on the recommendations contained in the report dated November 12, 2008;

November 12, 2008	Emergency Services, Community Services & Operations Committee	Page 4
	AND THAT staff be directed to incorporate revisions as con the report dated November 12, 2008 to the operating policies/procedures.	ntained in
		Carried
	Guelph Fire Department Establishing & Regulating E Mutual and Automatic Aid By-law	3y-law, and
REPORT	 Moved by Mayor Farbridge Seconded by Councillor Hofland THAT a By-law to continue and regulate the Guelph Fire E to be known as the Guelph Fire Department Establishing a By-law be approved. 	-
	AND THAT a By-law authorizing the Guelph Fire Departme boundaries of the City of Guelph to provide services in va circumstances, including to continue in the participation in and Automatic Aid Program for the County of Wellington, provide services under the Fire Protection Agreement betw Corporation of the City of Guelph and The Corporation of Township of Guelph/Eramosa, be approved.	rious n the Mutual and to ween The
		Carried
	 Moved by Councillor Beard Seconded by Councillor Hofland THAT the Emergency Services, Community Services & Op Committee now hold a meeting that is closed to the meet pursuant to Section 239 (2) (b)of the Municipal Act with r personal matters about identifiable individuals. 	ing,
		Carried
	The remainder of the meeting was held In-Camera	
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Mayor Farbridge Seconded by Councillor Hofland THAT staff be given direction with respect to personal ma identifiable individuals. 	tters about Carried
	2. Moved by Councillor Hofland	Carrieu
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT staff be given direction with respect to personal ma identifiable individuals. 	tters about

November 12, 2008	Emergency Services, Community Services & Operations Committee	Page 5
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Councillor Hofland Seconded by Councillor Beard THAT staff be given direction with respect to personal ma identifiable individuals. 	tters about Carried
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT staff be given direction with respect to personal maidentifiable individuals. 	
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		Carried
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Councillor Beard Seconded by Mayor Farbridge THAT staff be given direction with respect to personal ma identifiable individuals. 	tters about
		Carried
REPORT TO COMMITTEE OF THE WHOLE	 Moved by Councillor Hofland Seconded by Mayor Farbridge THAT staff be given direction with respect to personal ma identifiable individuals. 	tters about
		Carried
	Next Meeting: December 10, 2008	
	The meeting adjourned at 6:45 p.m.	

Chairperson