

# **INFORMATION ITEMS**

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**Week Ending February 3, 2017**

## **REPORTS**

1. Community Energy Initiative Update – Interim Report
2. Wilson Street Schedule B Municipal Class Environmental Assessment – Notice of Completion
3. Potential Downtown City-Owned Real Estate Partnerships – Process Update
4. Project Update: Wilson Street Reconstruction and Parkade Project
5. Annual Accessibility Advisory Committee Report

## **INTERGOVERNMENTAL CONSULTATIONS**

1. Proposed Transitional Operating Agreement between the Minister of the Environment and Climate Change and the Resource Productivity and Recovery Authority under the Resource Recovery and Circular Economy Act (RRCEA), 2016
2. Proposed New Water Bottling Charge

## **CORRESPONDENCE**

1. Guelph Police Services Board Meeting Minutes – December 8, 2016 (corrected from previous issuance)
2. City of Guelph Response to Intergovernmental Consultation re: Proposed Strategy for a Waste-Free Ontario: Building the Circular Economy
3. GRCA Grand Actions, January/February 2017
4. Township of Montague Resolution re: Electrical Bills
5. Township of Montague Resolution re: Funding for Internet Connectivity in Libraries across Ontario

## **BOARDS & COMMITTEES**

1. None

## **ITEMS AVAILABLE IN THE CLERK'S OFFICE**

1. None

# Information Report



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Service Area	Infrastructure, Development and Enterprise Services
Date	Friday, February 3, 2017
Subject	<b>Community Energy Initiative Update – Interim Report</b>
Report Number	IDE 17-11

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## Executive Summary

### Purpose of Report

This report provides information on activities related to the Community Energy Initiative (CEI). Specifically the report provides an update of two items:

1. Recruitment, selection and initiation of the Community Energy Initiative Task Force;
2. Timelines for completion of milestones for the Update of the Community Energy Initiative.

### Key Findings

Since the last reporting period, the CEI Update process has focussed on the establishment of a community-based advisory group (Community Energy Initiative Task Force), proceeding with the analytical work to create a community based energy-use/greenhouse gas emissions baseline; and continued funding applications with Provincial and Federal programs.

In summary:

The CEI Task Force is now in effect (Attachment 1) and has held its inaugural meeting.

As previously mentioned in Information Report IDE-BDE-1618, funding support has been confirmed by the Ontario Ministry of Energy. However, funding approval of an application made to the Federation of Canadian Municipalities (FCM) is still pending.

Because of funding delays by FCM, a revised work plan and schedule has been developed in consultation with the Task Force (see Attachment #2).

## **Financial Implications**

There are no financial obligations associated with the creation of the Task Force.

Funding applications for a minimum total amount of \$75,000 have been made to Provincial and Federal programs.

To date approval of \$25,000 has been confirmed from the Ontario Ministry of Energy.

## **Report**

This report provides the status of the following April 25<sup>th</sup>, 2016 Council direction:

“That staff report back to Council with the results of the CEI update process described at key milestones as described in this report with a final report on the overall CEI process to be delivered no later than Q1 2017.”

This direction results from Staff Report IDE-BDE-1604, which can be viewed in its entirety at:

[http://guelph.ca/wp-content/uploads/council\\_agenda\\_042516.pdf](http://guelph.ca/wp-content/uploads/council_agenda_042516.pdf)

This report also builds on Information Report IDE-BDE-1618, which can be viewed in its entirety at: <http://guelph.ca/2016/11/information-items-week-ending-november-11-2016/>.

### **1. Community Energy Initiative Task Force**

The CEI Update process continues to execute a number of activities related to analysis, research and community engagement planning.

A community-based advisory Task Force which will provide guidance, oversight and reporting to the community and to Council has been now been established and commenced meeting.

The final composition of the Task Force membership is 20 – an additional four members above the originally targeted 16 members. The original Terms of Reference overlooked the category of utilities. Three new seats were added to accommodate electricity, natural gas and water utilities. In addition, due to the strong participation from the business community in the application process an extra seat was added.

Reviewing the applications and making a recommendation for Task Force membership required a diligent and thorough process. All applicants demonstrated a strong interest and experience in various aspects of community energy.

Applicants were assessed via a rigorous criteria-based scoring system overseen by a committee of staff, which included, Corporate Engagement, Corporate Procurement and Business Development and Enterprise.

Criteria included experience and knowledge across the spectrum of sectors throughout the community including the private sector business community, environmental groups, faith-based organizations, academia (including the University of Guelph and other educational institutions) and other levels of government.

The review also looked for technical experience in various aspects of energy in the areas of conservation/efficiency, generation and distribution systems.

The review also looked for experience and insight into the link between the CEI and its relationship to transportation and local economy.

Another key mandate of the Task Force, as described in the Terms of Reference, is to provide clarity regarding the “role of local Government, local Government Agencies and local stakeholders”.

Parallel to the creation of the Task Force, the City has created the Energy, Water and Climate Change Working Group (EWCC WG). The EWCC WG consists of participants from across the entire corporation and will interact with the CEI Task Force as appropriate through the process of updating the CEI.

Attachment #1 list the members of the CEI Task Force that have been appointed through the selection process described in Staff Report IDE-BDE-1618.

Due to scheduling difficulties, the inaugural meeting of the Task Force was delayed from early December to January 20, 2017 at Innovation Guelph. Key outcomes from the meeting are:

1. A revision of the Task Force Terms of Reference to reflect some minor edits (number of members, naming of chair and co-chair) to the original Terms of Reference as presented to Council in an Information Report dated November 8, 2016.
2. Selection of a Task Force Chair and Co-Chair. They are, respectively:

Jonathan Knowles  
Vice-President  
Tradeforce Tech

Kirby Calvert, PhD  
Assistant Professor, Geography  
University of Guelph

3. A review and approval (by consensus) of the CEI Update work plan and timelines as described below. Attachment #2 shows a high-level overview of the CEI Update work plan.

## **2. CEI Work Plan and Timeline**

In its original report to Council staff had indicated that it would return to Council “with a final report on the overall CEI process to be delivered no later than Q1 2017.”

The same report (IDE-BDE-1604) indicated that ‘should third party funding not be approved and/or funding is not fully available then a revised timeline would be developed that has the CEI Update schedule delayed into 2017. Such costs will then be addressed through the 2017 budget process’.

At the time of writing this report, staff had successfully received funding in the amount of \$25,000 from the Ontario Ministry of Energy.

At the time of writing this report, FCM funding had not been approved. However, staff have had an ongoing dialogue with staff of the Green Municipal Fund (GMF) and determined two key outcomes related to the City’s funding application.

1. GMF staff had indicated that the City’s funding application is complete and in accordance with its assessment criteria thus giving it a strong chance of being successful. However, the next round of approvals will not occur until April, 2017.
2. Typically, funding rules do not permit the applicant to spend any of its already-secured resources prior to funding approval. Based on our ongoing dialogue with FCM, GMF staff have indicated that, given the long timelines related to funding approval, we are free to spend our existing resources without jeopardizing a successful funding application.

As of January 1, 2017 Community Energy has secured, and is free to mobilize, resources from its Council-approved 2017 operating budget and the acquired funding from the Ontario Ministry of Energy. The confirmed resources amount to approximately 2/3 of originally estimated CEI Update budget of \$150,000.

In order to manage the work plan with committed resources a number of measures have been put in place to mitigate potential delays in completing the update to the CEI. In consultation with the Task Force, a two phased work plan will be implemented. Phase 1 will focus on:

- Implementation of a Request for Proposals (RFP’s) for analytical support.
- Utilizing in-house Community Engagement resources, until such time that FCM has confirmed funding approval. At that time a third party provider may be retained.
- Increase the frequency of Task Force meetings and hold one major public meeting under the terms of the Community Engagement Plan in the three months of Q1 2017.

- Delay the engagement of cooperative policy and practices research with the University of Guelph and Natural Resources Canada to focus resources on the core elements of the CEI.
- Focus the analytical work, once initiated, on completing the updated CEI energy and greenhouse gas profiles, project/program scenarios and proposed CEI targets by end of Q1. This would give Council a clear preview of the activities expected in the final report along with target scenarios.
- Focus community energy policy and practice research on the Q1 deliverables described above.

Phase 2 would occur through Q2 and early Q3, and will focus on testing and adjusting activity scenarios against targets and, supported by the appropriate research and community engagement, make final recommendations with a focus on defining clearly the role of the City in a community-based updated CEI. As cautioned by the Task Force, this timeline is subject to the timing and scope of the FCM funding.

Attachment #2 outlines, at a high-level, the timelines for the phased completion of the CEI Update.

## **Financial Implications**

There are no financial obligations associated with the Task Force. Funding applications for a minimum total amount of \$75,000 have been made to Provincial and Federal programs. To date approval of \$25,000 has been confirmed from the Ontario Ministry of Energy.

## **Consultations**

A Communications Plan was developed to support the Community Energy Initiative update and related community engagement activities. The plan was used most recently to solicit members for the Community Energy Initiative Task Force, with the use of web posts on [guelph.ca](http://guelph.ca), social media (Twitter and Facebook), media releases and ads in the Guelph Mercury Tribune and Guelph Today.

In addition, a draft Community Engagement Plan has been developed using the City of Guelph's engagement policy and guiding principles. The draft plan includes an internal team and The Community Energy Initiative Task Force who will be assigned the work of advising on the activities for the completed plan.

## **Corporate Administrative Plan**

### **Overarching Goals**

Service Excellence

Financial Stability  
Innovation

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

Our Resources - A solid foundation for a growing city

### **Attachments**

ATT-1            CEI Task Force Membership  
ATT-2            CEI Update Timeline

### **Departmental Approval**

Peter Cartwright, General Manager, Business Development and Enterprise

### **Report Author**

Rob Kerr  
Manager, Community Energy



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#### **Approved By**

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## Community Energy Initiative Task Force

## Selection by Category

## Top Scores in Each Category as per Task Force Terms of Reference

Category	#	Name	Organization	Title
<b>Business/Industry</b>	1	Mike Carter	Canadian Solar	Mgr. Business Development, Energy Group
	2	Jonathan Knowles	TradeForce Tech	----
	3	John Rathbone	Ramboll Inc.	Senior Consultant - North America
	4	Jim Moore	Polycon (Magna)	Manager of Advanced Technologies
Total Recommended (ToR)		3		
Actual		4		
Over/Under		+1		
<b>Homebuilder/Developer</b>	1	Larry Kotseff	Fusion Homes	Senior Executive
	2	Jennifer Weatherston	Reid's Heritage Homes	Estimating
Total Recommended (ToR)		2		
Actual		2		
Over/Under		+0		
<b>Environmental Group</b>	1	Evan Ferrari	eMerge Guelph	Executive Director
	2	Steve Dyck	Guelph Solar	President
	3	Dave Estill	Seimen's Canada	Manager, Sales and Strategy, Energy – Wind Power and Renewables
Total Recommended (ToR)		3		
Actual		3		
Over/Under		+0		
<b>Academia</b>	1	Kirby Calvert	University of Guelph	Assistant Professor, Geography
	2	Brandon Raco	University of Guelph	Sustainability Engagement Coordinator
Total Recommended (ToR)		2		
Actual		2		
Over/Under		+0		
<b>Citizen Representative</b>	1	Patrick Sheridan	Citizen	----
	2	Jake DeBruyn	Citizen	Employed at OMAFRA
	3	Mike Kazmaier	Citizen	Employed as Director of Operations - Cleancut Energy Corp
Total Recommended (ToR)		3		
Actual		3		
Over/Under		+0		
<b>Guelph Chamber of Commerce</b>	1	Kithio Mwanzia	Guelph Chamber of Commerce	President/CEO
Total Recommended (ToR)		1		
Actual		1		
Over/Under		+0		
<b>Utility</b>	1	Sandy Manners	Guelph Hydro Systems Inc. (GHESI)	Director of Corporate Communications
	2	Wayne Galliher	City Water/Wastewater Utility	Plant Manager - Water Serv.
	3	Jerry Lacina	Union Gas	National Accounts Manager
Total Recommended (ToR)		0		
Actual		3		
Over/Under		-3		
<b>Provincial/Federal</b>	1	Ken Church	Natural Resources Canada	Team Leader - Communities
	2	Laura Yurincich	Ontario Ministry of Energy	Conservation Programs and Partnerships
Total Recommended (ToR)		2		
Actual		2		
Over/Under		+0		

**GRAND TOTALS**

Total Recommended (ToR) 16  
Actual 20  
Over/Under +4





# Attachment #2 Community Energy Initiative Update - 2017

## CEI Update – Milestones and Timelines

Analysis	Community Engagement	Research	Timeline
<b>PHASE 1 – Fundamentals</b>			
<ul style="list-style-type: none"> <li>Inventory</li> <li>Baseline</li> <li>Targets</li> <li>Indicators</li> </ul> <b>* Contracted Support</b>	<ul style="list-style-type: none"> <li>Task Force</li> <li>Community event</li> <li>Governance framework</li> </ul> <b>* Internal Resources</b>	<ul style="list-style-type: none"> <li>Supporting analysis</li> </ul> <b>*Intern Support</b>	Q1 2017
<b>PHASE 2 – Sector Specific Planning</b>			
<ul style="list-style-type: none"> <li>Sector specific target and indicator analysis</li> </ul>	<ul style="list-style-type: none"> <li>Continued community engagement</li> <li>Sector based engagement</li> <li>Working groups</li> </ul>	<ul style="list-style-type: none"> <li>Targeted sector research</li> </ul>	End Q3 2017
<p><b>Planning Complete -original timeline was for full completion by end Q1 2017 – project extended due to delays in funding</b></p>			
<b>PHASE 3 - Implementation</b>			
<ul style="list-style-type: none"> <li>Project based analysis</li> <li>Business planning</li> <li>i.e. GEERS</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing oversight</li> <li>Business Development implementation groups</li> </ul>	<ul style="list-style-type: none"> <li>Project Specific in support of planning and Business Dev.</li> </ul>	Ongoing

# Information Report



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Service Area	Infrastructure, Development and Enterprise Services
Date	Friday, February 3, 2017
Subject	<b>Wilson Street Schedule B Municipal Class Environmental Assessment - Notice of Completion</b>
Report Number	IDE 17-15

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## Executive Summary

### Purpose of Report

This report presents the results and recommendations of the Wilson Street Schedule B Municipal Class Environmental Assessment.

### Key Findings

- The Environmental Assessment study evaluated five alternatives to identify the preferred traffic flow direction for Wilson Street that would minimize and mitigate the transportation impacts of the additional traffic generated by the new parkade.
- Wilson Street Alternative Number 2 – Reverse One Way Section was selected as the preferred option and includes a reversal in direction of existing traffic flow from Northumberland Street to Gordon Street such that traffic will flow south to Gordon Street.
- Wilson Street from Northumberland Street to Macdonell Street will remain as two-way traffic flow.

### Financial Implications

The estimated total cost of the Wilson Street project is \$1.8 million. This includes costs for the full reconstruction of all underground services and upgrading the road surface as per the recommendations in the Downtown Streetscape Manual along Wilson Street as well as engineering fees. Funding for this project has been allocated through various road, watermain, sanitary sewer and road accounts intended for infrastructure replacement. Specific funding details for this project will be identified upon award of the construction contracts.

## Report

In 2015, the City completed a Parking Master Plan that identified a need for new parking facilities to achieve the envisioned intensification, employment, and City

building objectives. It is projected that 1,500 new parking spaces are needed by 2031. The Parking Master Plan recommended a new parkade be constructed at the existing Wilson parking lot site. In 2016, City staff retained a consultant to prepare design build documents for the new parkade and to design Wilson Street from Gordon Street to Macdonell Street. In advance of the parkade work, the design and construction project for Wilson Street was initiated to ensure that any underground work was completed ahead of the parkade construction. The Wilson Street project includes the full reconstruction of all underground services and upgrading the road surface as per the recommendations in the Downtown Streetscape Manual. Concurrently, an Environmental Assessment commenced for the surface work to assess and optimize the traffic flow around the proposed new parking facility.

The Wilson Street environmental assessment was undertaken in accordance with the Municipal Class Environmental Assessment (Municipal Engineers Association, 2015) which is an approved process for planning and implementing municipal infrastructure projects under the Ontario Environmental Assessment Act. This project was carried out as a Schedule B Class Environmental Assessment study. The purpose of this study was to employ a screening process to select the preferred traffic flow direction for Wilson Street that would minimize and mitigate the transportation impacts of the additional traffic generated by the new parkade and any environmental, cultural and socio-economic impacts.

This report highlights the study context and objectives, Class Environmental Assessment process, public consultation, the preferred alternative and the proposed implementation plan. For further project details and information, the Wilson Street Environmental Assessment study and accompanying documents are available on the project website:

<http://guelph.ca/living/construction-projects/wilson-street-reconstruction-and-parkade/>

## **Public and Stakeholder Consultation**

A key aspect of this Class Environmental Assessment was obtaining public and stakeholder feedback on the proposed undertaking through notices, public information centre meetings and making the project materials available on the City's website. The Notice of Study Commencement and Invitation to Participate was distributed to the project contact list and published in the Guelph Tribune on May 26, 2016.

The Notice of Public Information Centre was distributed to the project contact list, hand-delivered to area residents and published in the Guelph Tribune on April 14, 2016, April 24, 2016, July 7, 2016 and July 14, 2016. Public Information Centre meetings were held in City Hall on April 21, 2016 and July 20, 2016. The purpose of the Public Information Centre meetings was to outline the study objectives, the study process, the problem and opportunity statement, the findings and conclusions of the study including alternative solutions considered and the preferred alternatives.

## **Traffic Flow Selection Criteria**

The traffic flow alternatives were identified by the project team based on review of traffic patterns that would be technically feasible along the length of Wilson Street.

## **Alternatives Considered and Selection of the Preferred Alternative**

The following traffic flow patterns were considered in the study:

- Alternative 1 – Existing Traffic Flow
  - Two-Way (Macdonell to Northumberland), One-Way Northbound (Gordon/Norfolk to Northumberland)
- Alternative 2 – Reverse One-Way Section
  - Two-Way (Macdonell to Northumberland), One-Way Southbound (Northumberland to Gordon/Norfolk)
- Alternative 3 – Two-Way Traffic
  - Two-Way for full length of Wilson Street (Macdonell to Gordon/Norfolk)
- Alternative 4 – One-Way Northbound
  - One-Way for full length of Wilson Street (Gordon/Norfolk to Macdonell)
- Alternative 5 – One-Way Southbound
  - One-Way for full length of Wilson Street (Macdonell to Gordon/Norfolk)

Each alternative was qualitatively assessed in the context of the natural and physical, cultural environments, technical considerations, and socio-economic impacts. Based on the evaluation of these factors, Wilson Street Alternative Number 2 was determined to be the preferred traffic flow arrangement. The preferred traffic flow direction for Wilson Street is presented in Attachment Number 1.

## **Impacts & mitigation Measures**

Based on the proposed construction schedule and methods identified through the Environmental Assessment study, potential impacts related to the works are limited and short term. By incorporating the selected construction techniques and controls as outlined in Attachment Number 2, the potential impacts can be minimized.

## **Project Implementation and Phasing**

Upon approval of this Class Environmental Assessment, the City will proceed with the final design and construction of the project. Applications to the Ministry of the Environment and Climate Change for regulatory approvals related to the sanitary and storm sewers for the project have been undertaken and received for Stage 1 of the project as identified below.

Due to the extent of construction, timing windows for construction, coordination with other projects and budget planning, the implementation of the Wilson Street reconstruction project has been phased over two construction seasons. The preliminary project phasing is presented below:

- Stage 1 (2016) – Replacement of underground infrastructure – Wilson Street reconstruction of the underground utilities from Gordon Street to Northumberland Street. The surface works in this area will be temporarily paved with asphalt to allow vehicle, cycling and pedestrian traffic until the start of Phase 2. Traffic flow will be returned to existing i.e., northbound one-way from Gordon/Norfolk to Northumberland. **(COMPLETED)**
- Stage 2 (2017) – Implementation of Class Environmental Assessment recommendations – Wilson Street reconstruction of the remaining underground utilities from Northumberland Street to Macdonell Street. The surface works for the entire length of Wilson Street will be constructed in this phase to match the recommendations outlined in the Class Environmental Assessment. The surface treatments will be designed as per the recommendations in the Downtown Streetscape Manual and Built Form Standards, July 2014.

## **Financial Implications**

The estimated total cost of the Wilson Street project is \$1.8 million. This includes costs for the full reconstruction of all underground services and upgrading the road surface as per the recommendations in the Downtown Streetscape Manual along Wilson Street as well as engineering fees. Funding for this project has been allocated through various road, watermain, sanitary sewer and road accounts intended for infrastructure replacement. Specific funding details for this project will be identified upon award of the construction contracts.

## **Consultations**

As part of the planning process, several steps have been undertaken to inform government agencies, First Nations, affected landowners and the local community/general public of the nature and scope of the project and to solicit any comments. To inform review agencies of the project and solicit comments, a notice of study commencement was sent to review agencies at the beginning of the study. In addition, a notice of study commencement was published in the Guelph Tribune in May, 2016.

Two Public Information Centre meetings were held during the Environmental Assessment on this project. The first Public Information Centre meeting was held on April 21, 2016 and the second Public Information Centre meeting was held on July 20, 2016. The Notices of two Public Information Centre meetings were distributed to the project contact list, hand-delivered to area residents and published in the Guelph Tribune on April 14 & 21, 2016 and July 7 & 14, 2016. The information centres included display boards depicting the study purpose, process, alternatives and evaluation matrix.

A Notice of Study Completion will be distributed to the project contact list, published in the Guelph Tribune and posed on the project website. The Wilson Street Reconstruction project Schedule B Class Environmental Assessment Project File Report which documents the planning process and rationale of the preferred alternative, will be placed on the public record for 30-calendar days starting from the distribution date of the notice. Community members and interested parties will be invited to review the Project File Report and provide comments to the project team.

## Corporate Administrative Plan

### Overarching Goals

Service Excellence

### Service Area Operational Work Plans

Our Services - Municipal services that make lives better

## Attachments

ATT-1 Preferred Wilson Street Traffic Flow  
ATT-2 Evaluation Matrix

## Departmental Approval

Antti Vilkkko, P.Eng.,  
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## Report Author

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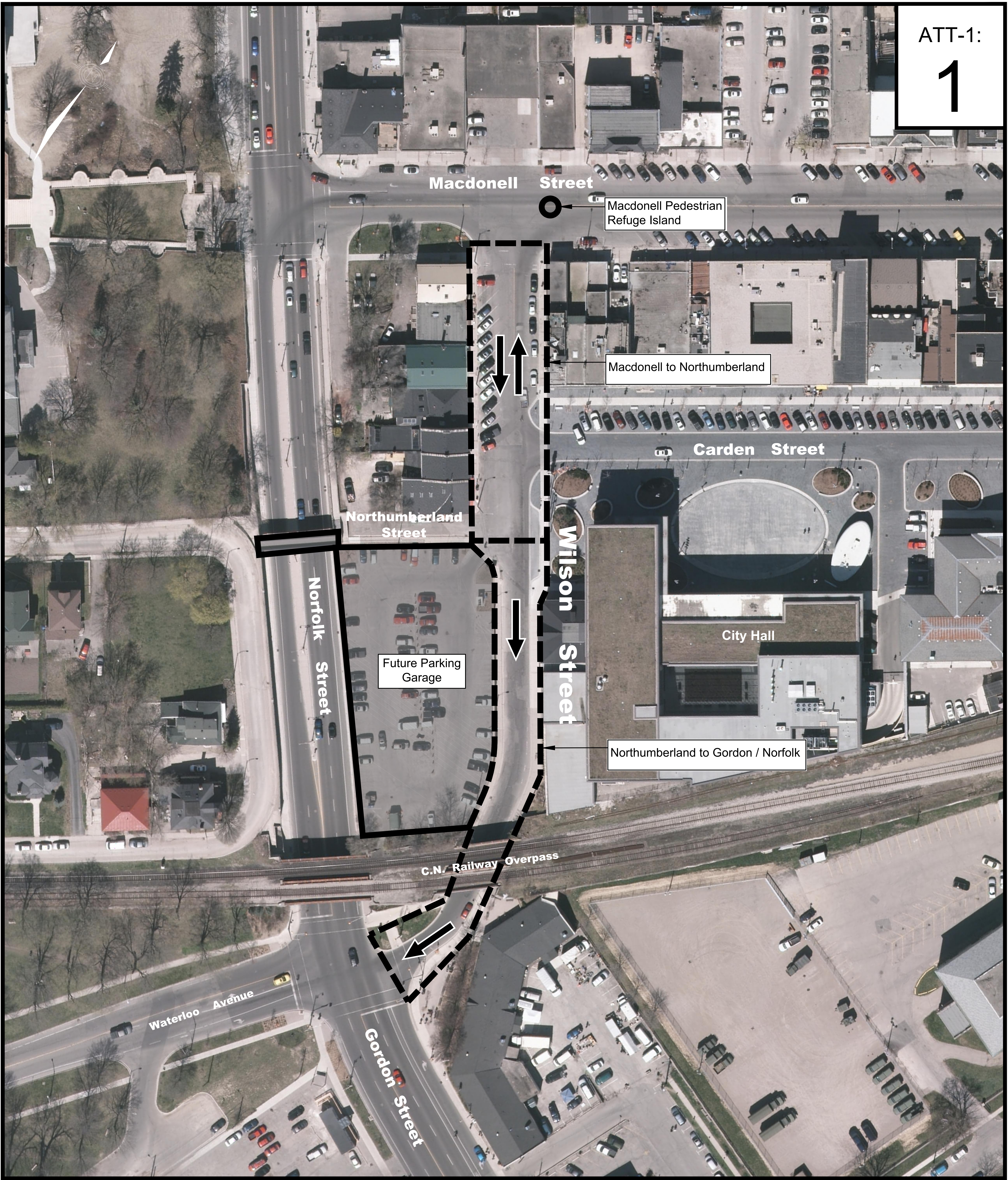


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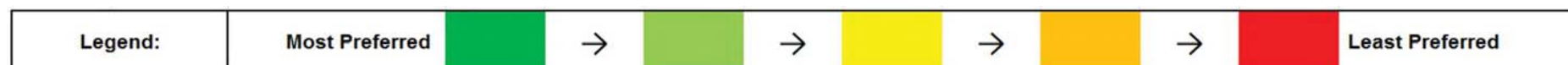


**Wilson Street Reconstruction**  
**Two-Way (Macdonell to Northumberland)**  
**One-Way (Northumberland to Gordon / Norfolk)**



Evaluation Criteria		Existing Traffic Flow Two-Way (Macdonell to Northumberland) One-Way Northbound (Gordon / Norfolk to Northumberland) <b>Alternative 1</b>	Reverse One-Way Section Two-Way (Macdonell to Northumberland) One-Way Southbound (Gordon / Norfolk to Northumberland) <b>Alternative 2</b>	One-Way Northbound (Gordon / Norfolk to Macdonell) <b>Alternative 4</b>	One-Way Southbound (Macdonell to Gordon / Norfolk) <b>Alternative 5</b>
Technical	Traffic Performance <i>(based on forecast 2031 traffic conditions)</i>	Lower Level of Service (LOS) during peak hours for: -Norfolk and Paisley -Macdonell and Wilson -Macdonell and Wyndham	Lower Level of Service (LOS) during peak hours for: -Norfolk and Paisley	Lower Level of Service (LOS) during peak hours for: -Norfolk and Paisley -Macdonell and Wilson -Macdonell and Wyndham	Lower Level of Service (LOS) during peak hours for: -Norfolk and Paisley
	Road network continuity	-Maintains current access to downtown through Wilson Street -Maintains two-way section for access to businesses and residences	-Removes access to downtown via Wilson -Maintains two-way section for access to businesses and residences	-Maintains current access to downtown through Wilson Street -Only one-way access to businesses between Carden and Macdonell	-Removes access to downtown via Wilson -Only one-way access to businesses between Carden and Macdonell -One-way connection at Carden forces movement out of downtown
	Cycling/Walking Impacts	Provides for two-way cycling and sidewalks along full length of Wilson	Provides for two-way cycling and sidewalks along full length of Wilson	Provides for two-way cycling and sidewalks along full length of Wilson	Provides for two-way cycling and sidewalks along full length of Wilson
	<b>Summary</b>				
Natural Environment	Natural Area Impact	Minimal impacts to natural environment	Minimal impacts to natural environment	Minimal impacts to natural environment	Minimal impacts to natural environment
	Air Quality Impact	Minimal impacts to air quality	Minimal impacts to air quality	Minimal impacts to air quality	Minimal impacts to air quality
	Stormwater Impact	Improvements to be made to stormwater collection	Improvements to be made to stormwater collection	Improvements to be made to stormwater collection	Improvements to be made to stormwater collection
	<b>Summary</b>				
Social/Cultural	Heritage/Cultural Landscape Impacts	No anticipated impacts	No anticipated impacts	No anticipated impacts	No anticipated impacts
	Neighbourhood/Community Impacts	-Maintains movement toward downtown -Minimal additional streetscaping opportunities	-Reverses movement from downtown -Provides streetscape & parking opportunity at Gordon / Wilson intersection	-Maintains movement toward downtown -Provides additional streetscaping opportunities	-Reverses movement from downtown -Provides additional streetscaping opportunities -Provides streetscape & parking opportunity at Gordon / Wilson intersection
	Noise Impacts	No change in noise levels	No change in noise levels	No change in noise levels	No change in noise levels
	<b>Summary</b>				
Economic/Financial	Capital Cost	Minimal change in capital costs	Some additional costs at Gordon / Norfolk intersection	Minimal change in capital costs	Some additional costs at Gordon / Norfolk intersection
	Operating & Maintenance Cost	Minimal change in maintenance costs	Minimal change in maintenance costs	Minimal change in maintenance costs	Minimal change in maintenance costs
	Economic Impacts for Downtown Businesses and Residents	-Maintains movement toward downtown -Lower traffic performance reduces access to business and parking	-Reverses movement from downtown -Maintains traffic performance for access to business and parking	-Maintains movement toward downtown -Lower traffic performance reduces access to business and parking	-Reverses movement from downtown -Maintains traffic performance for access to business and parking
	Property Acquisition	None Required	None Required	None Required	None Required
	<b>Summary</b>				
<b>Overall Evaluation</b>			<b>Preferred</b>		

Note: **Alternative 3** (Two-Way traffic along the full length of Wilson Street from Macdonell to Gordon / Norfolk) was screened out based input received during the first public meeting as well as input from City staff which noted that a number of project objectives would not be satisfied by the alternative.





# Information Report



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Service Area	Infrastructure, Development and Enterprise Services
Date	Friday, February 3, 2017
Subject	<b>Potential Downtown City-owned Real Estate Partnerships – Process Update</b>
Report Number	IDE 17-18

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## Executive Summary

### Purpose of Report

The purpose of this information report is to provide Guelph City Council with an update on the process which has been initiated to identify and achieve private sector investment for select City owned downtown property.

### Key Findings

This information report builds on the Report IDE-BDE-1611 - 'Process Recommendations for Identifying Potential Downtown City-owned Real Estate Partnerships'. This report can be viewed at: [http://guelph.ca/wp-content/uploads/IDE\\_agenda\\_070516.pdf#page=219](http://guelph.ca/wp-content/uploads/IDE_agenda_070516.pdf#page=219)

Staff and the consulting firm Collins Barrow have further refined the process that was described in Council Report IDE-BDE-1611, and have recently issued a Request for Information to the investment market place, which will further focus the process.

The need for a Request for Information was not contemplated in Report IDE-BDE-1611, and was determined through further consultation with City Legal and Procurement staff, and Collins Barrow's Projects and Economics team.

While developing the RFI, an opportunity materialized to partner with the Cooperators group, which is contemplating the expansion and relocation of its current downtown offices. The issuance of the RFI was therefore delayed to further assess and permit the inclusion of this information.

A soft launch of the RFI was initiated on December 21<sup>st</sup>, 2016, with a harder launch and outreach being conducted in the first two weeks of January. A copy of the RFI is provided in Attachment 1 of this report.

The information that will be provided through the RFI will focus the Expression of Interest stage, as described in Report IDE-BDE-1611.

### **Financial Implications**

The activities that are described within this report are being funded through Capital Project SS-0019 – ‘Baker Street Redevelopment – Phase 3’.

## **Report**

At its meeting of July 18<sup>th</sup>, 2016 Guelph City Council passed the following resolutions:

1. That Council receive report IDE-BDE-1611, dated July 5, 2016, titled “Process Recommendation for Identifying Potential Downtown City-owned Real Estate Partnerships”, describing the procurement approach to engaging and identifying potential private sector partners in the development of city-owned downtown real estate.
2. That Council endorses the Real Estate Partnership process as described in report IDE-BDE-1611.

An interdepartmental team, consisting of staff from Business Development and Enterprise as well as Legal, with input provided by Finance – Procurement commenced to develop an Expression of Interest document, which would be used to pre-qualify potential developers/investors. The consulting firm Collins Barrow was retained to provide technical input, and to develop and administer (on behalf of the City) the final document.

As described in Report IDE-BDE-1611, the intent of the process is to identify potential private sector interest in a number of City owned Downtown properties. It was originally contemplated that this could be achieved through a multi-phased process, commencing with the issuance of an Expression of Interest (EOI).

In order to make the EOI effective, and based on best practice research and staff experience gained elsewhere, staff made the decision to first issue a Request for Information (RFI).

The purpose of the RFI is to engage with private sector developers and provide background on select City owned Downtown real estate assets to identify interested parties, confirm market interest in and secure feedback on the potential redevelopment of such assets.

The included City owned Downtown real estate for the RFI is as follows:

- Baker District (55 Baker Street);
- 100 Norfolk Street;
- 50 Wyndham Street South;
- 141 Fountain Street East; and

34 MacDonell Street.

The intent of the RFI is not to pre-qualify respondents. The information received from the RFI will assist the City to prioritize properties and the required infrastructure projects in its future multi-year capital budget to attract private sector investment. The information will also allow the City to initiate a scoped and focused property redevelopment procurement process and the alignment of supporting municipal requirements.

Late in the development of the RFI, the Cooperators Group approached the City regarding its intention to expand and relocate operations from its current downtown location. This resulted in discussions with the Cooperators on how the RFI might be structured and used to help provide information that would be required by the Cooperators. Similar discussions occurred with the Guelph Public Library and Conestoga College. Mutual agreements were reached with all parties in mid-December regarding the contents and the timing to release the RFI.

In communicating the RFI to the market, staff updated a data base of potential investors through a combination of direct contacts, trade events, and information provided by Collins Barrow. The RFI is being communicated to the market through Collins Barrow as follows:

- A soft web-site launch to the general market was initiated December 21<sup>st</sup>, 2016;
- Using the data base that is described above, Collins Barrow initiated a direct awareness campaign;
- National advertisements have been placed through targeted real estate industry print and electronic media.
- Response to questions will be conducted throughout the RFI phase, and provided to all parties that have registered.

The RFI is scheduled to be concluded by the end of January, with the opportunity for Collins Barrow to conduct follow up interviews (if required) after the closing date. It is important to note that the RFI is not a pre-qualification process, and therefore will not restrict parties from responding to the formalised procurement process as described in Report IDE-BDE-1611.

As a result of adding, completing and implementing the RFI to the process, the original schedule that was presented to Council in Report IDE-BDE-1611 has been revised as follows:

- Complete Q1 2017 - Request for Information (previously Expression of Interest)
- Q3 2017 – Request for Qualifications
- Q4 2017 – Request for Proposals

## Financial Implications

The activities that are described within this report are being funded through Capital Project SS-0019 – ‘Baker Street Redevelopment – Phase 3’.

## Consultations

The RFI was developed in consultation with the following departments and/or stakeholders: Legal, Collins Barrow, The Cooperators, Conestoga College and the Guelph Public Library.

## Corporate Administrative Plan

### Overarching Goals

Financial Stability  
Innovation

### Service Area Operational Work Plans

Our Resources - A solid foundation for a growing city

## Attachments

Attachment 1 - Request for Information - Downtown Real Estate Investment Opportunities Document

## Departmental Approval

This report was reviewed by the following departments and/or stakeholders: Legal - David Brattan, Downtown Renewal - Ian Panabaker and Collins Barrow - Rhett Nussey.

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# Request for Information

Downtown Real Estate Investment Opportunities

No.D20161041

Issue Date: 21/12/2016



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## **Disclaimer**

This document does not, in any way, present or imply that a Request for Qualifications, Request for Proposals or tender will be issued or that any procurement will be initiated; nor should it be construed to present or imply any similar commitment on behalf the City of Guelph, Collins Barrow, their affiliates, associates or clients.



## 2. Introduction

Collins Barrow (“**CB**”) has been retained by the City of Guelph (“**City**”) to obtain information from experienced private sector developers that may be interested in the redevelopment of select City-Downtown real estate. Private sector developers hereby have the opportunity to introduce their company expertise and background to the City, make their interest known to the City and provide their views on the potential redevelopment of these assets.

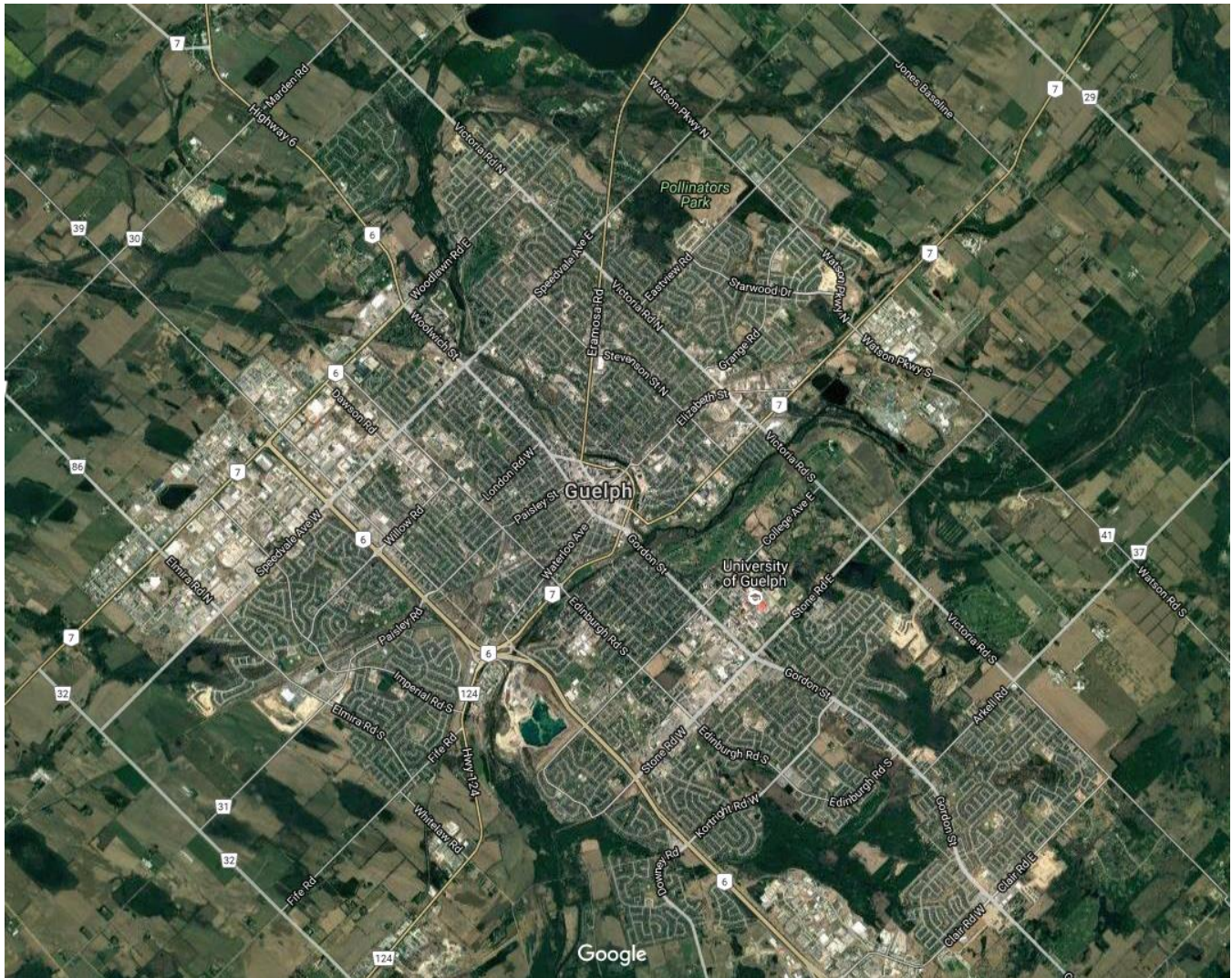


Figure 1: City of Guelph



## 2.1. Purpose of Document

The purpose of this Request for Information (“RFI”) is to engage with private sector developers and provide background on select City owned Downtown real estate assets to identify interested parties, confirm market interest in and secure feedback on the potential redevelopment of such assets.

The included City owned Downtown real estate for the RFI is as follows:

- Baker District (55 Baker Street);
- 100 Norfolk Street;
- 50 Wyndham Street South;
- 141 Fountain Street East; and
- 34 Macdonell Street.

The information received from this RFI will assist the City to prioritize properties and the required infrastructure projects in its multi-year capital budget to attract private sector investment. The information will also allow the City to initiate a scoped and focused property redevelopment procurement process, anticipated for 2017. Respondents to this RFI will be notified prior to the initiation of the procurement process.

***This RFI is being sought strictly for the purpose of gaining information and does not constitute a commitment, implied or otherwise that the City will take procurement action in this matter.***



Figure 2: City downtown real estate

## 2.2. City of Guelph

The City of Guelph is a vibrant community of over 120,000 people situated in the heart of southern Ontario. It is located in one of the strongest economic regions in Canada, 100 km or one hour west of the City of Toronto, just east of Kitchener-Waterloo and only 145 km to the United States border via Buffalo, New York. It has close proximity to four domestic and international airports, (Pearson, Toronto Island, Waterloo and Hamilton), access to shipping ports through Hamilton, Niagara and Toronto and linkages to major transportation routes via rail and Highway 401. It is one of Canada's safest cities and one of its smartest. It's rich in culture and history, architectural heritage and natural, open spaces. Residents enjoy a combination of big-city amenities and small-town ambience.

Geographic Area	City of Guelph	Downtown Guelph
Population (2011)	121,688	3,500
Projected Population (2031)	169,000	8,500
Median Age	38 years	30 years
Average Household Size	2.5	1.5
Median Household Income	\$64,319	\$26,187

**Table 1: City of Guelph population assessment**

Source: Downtown Guelph Strategic Assessment

Destination	Commute Time (Automobile) <sup>1</sup>
Kitchener	30 minutes
Cambridge	30 minutes
Waterloo	35 minutes
Hamilton	45 minutes
Mississauga	45 minutes
Toronto	1 hour
London	1 hour 30 minutes

**Table 2: Commute times from Guelph to other major cities in Ontario**

Guelph is also home to two world class academic and applied educational institutions, the University of Guelph and Conestoga College. Also in close proximity to the City are the University of Waterloo and Wilfrid Laurier University in Waterloo. This cluster is stimulating the local economy through the provision of a highly educated and skilled labour force. Coupled with Guelph's central location and commuter links to the Greater Toronto Area, Guelph is a growing and evolving community which is resulting in a mixture of residential, commercial and public institutional investment opportunities.

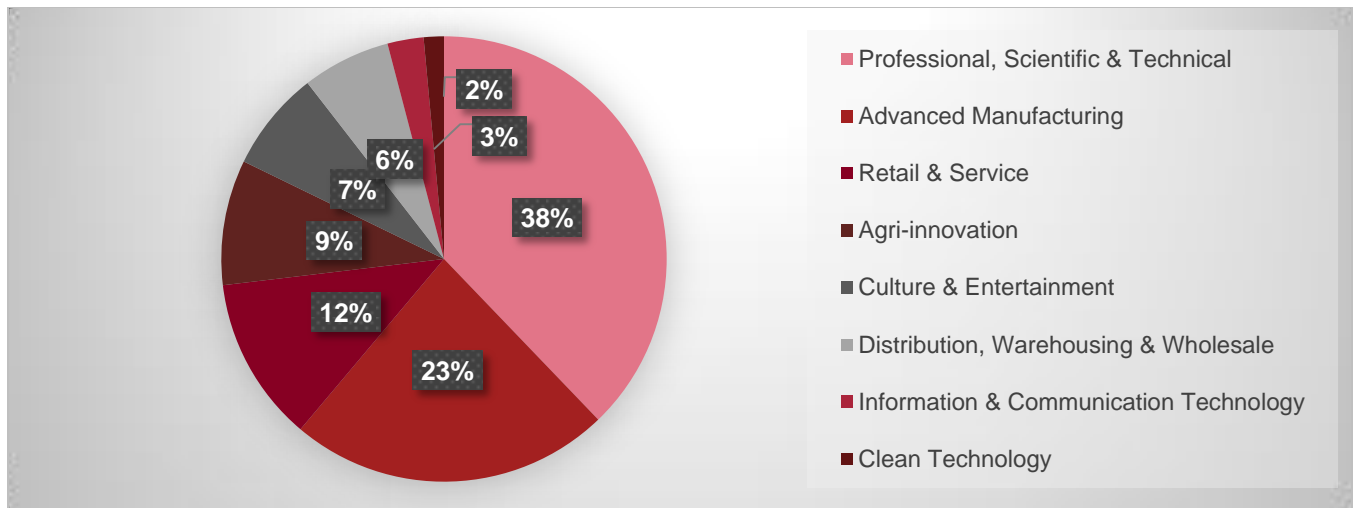
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<sup>1</sup>Approximate

Education Institutes within 25km	Students	Annual Graduates
University of Guelph	23,500	5,000
Conestoga College	45,000	4,000
University of Waterloo	30,000	7,800
Wilfrid Laurier University	18,500	4,300

**Table 3: Education institutes within 25km of Guelph**  
Source: Guelph Quicksheet 2016

The City is focused on creating an investment friendly climate that involves working with the business community to create new investment opportunities. Guelph offers competitive land and building development and business operating costs partnered with a variety of employment lands and buildings to suit most business needs.



**Figure 3: Guelph industry composition (by number of jobs)**  
Source: Guelph Quicksheet 2016

The City’s Business Development and Enterprise Office works with businesses to provide services such as: site location analysis; assistance with expansion projects; advice and referrals to government agencies and organizations; as well as managing and marketing City-owned industrial and commercial lands. Guelph is also home to some of the world’s most innovative companies in key growth sectors including agri-innovation, advanced manufacturing, information technology and clean technology.

### Major Employers

Private Employers	Public Employers
Linamar Corporation	Upper Grand District School Board
Cargill Meat Solutions	University of Guelph
Polycon Industries	City of Guelph
The Co-operators	Wellington Catholic District School Board
Guelph Tool Inc	Guelph General Hospital
Blount Canada Inc	Ontario Ministry of Agriculture Ministry of Rural Affairs

**Table 4: Major employers**  
Source: Guelph Quicksheet 2016



As part of the Ontario Government’s Places to Grow Act (2005), Guelph remains an Urban Growth Centre and is required to meet residential and employment growth targets of 150 people and jobs (combined) per hectare by 2031. In order to achieve that target the City identified a number of strategic directions including “Envision Guelph”, the Downtown Secondary Plan – Official Plan Amendment 43.

### 2.3. Downtown Redevelopment

Downtown Guelph is the heart of the city. Guelph was founded on a plan drawn in 1827 by John Galt, head of the Canada Company and the plan remains and provides Guelph its unique design and feel to this day. After several decades of limited economic growth, Downtown Guelph has experienced renewed interest and investment. Over the past decade the city has put in place ambitious plans focused on spurring major economic development including: Prosperity 2020 (the City’s Economic Development Strategy), the Downtown Guelph Community Improvement Plan and the Downtown Secondary Plan.

The Downtown Secondary Plan is a, comprehensive vision for revitalizing Downtown Guelph up to 2031. It addresses the requirements of both municipal and provincial growth plans by planning for increased residential development to complement continued commercial and employment growth and cultural activities in the Downtown core. It is one of the City’s growth centres, targeted to accommodate 8,500 residents and 7,500 jobs by the year 2031. The Downtown Secondary Plan and its companion the Downtown Guelph Community Improvement Plan identify the role of publicly owned land, public anchors and infrastructure as key levers that will contribute and enable the economic development of the area. It is the City’s objective to:

- Provide an economic climate that supports increased business investment in Downtown Guelph;
- Increase the number and quality of jobs in Downtown Guelph;
- Increase the number of people that call Downtown Guelph home; and
- Continue to position Downtown Guelph as the centrepiece of the broader community.

By 2031, it is envisioned that Guelph will have many thousand more people living Downtown, in addition to the thousands who work there daily and visit routinely to shop, dine, enjoy culture and entertainment. The City has, in line with this strategic direction to invest in the Downtown, proactively used government stimulus funding towards the creation of the Market Square (a seasonal outdoor public ice rink and water feature) and the construction and renewal of the transit hub – Guelph Central Station.

This vision has gained momentum, with Downtown seeing a remarkable boom in new residential construction over the last five years.



Over 1,000 housing units have been approved for development, with over 450 of those units being marketed and built with more on the way. In addition, major renovations of historic downtown landmarks such as the Petrie and the Acker's Furniture building have commenced targeting the employment and not-for-profit sectors.

The City is now looking at the role and potential of Downtown City-owned real estate assets to continue to maintain this momentum. In November 2015, Guelph City Council directed City staff to gather market intelligence to explore the private sector's interest in those assets. This has resulted in this RFI.



## 2.4. Guelph Real Estate Market

The following provides an overview of some of the key highlights for the Guelph Real Estate Market both for the City and specifically Downtown Guelph:

### Guelph<sup>2</sup>

- The City is both house-based as well as higher-density in the Downtown and other intensification corridors.
- The City has a current population of 121,688 expected to increase to 169,000 by 2031. It is expected to grow by 1.2% in 2016 and by 1.3% in 2017 and 2018;
- Guelph employment growth will continue to support housing demand. It grew by 10.6% in 2015 and is expected to grow approximately 1% for 2016 to 2018;
- Currently, Guelph unemployment rate is at 4.7%, compared with 6.4% for Ontario.<sup>3</sup> It is estimated to be at 5% for 2017 and 2018;
- Total housing starts for 2016 are expected to range between 1,000 units and 1,100 units with forecasted housing starts ranging between 900 and 1,100 units in 2017 and between 850 and 1,150 in 2018;
- The current resale demand for 2016 is between 3,100 and 3,400 with projected resale demand to remain strong, ranging between 3,100 and 3,300 units in 2017 and between 3,100 and 3,600 in 2018;
- The resale market is expected to range between \$405,500 and \$423,500 in 2016 with strong price growth in the range between \$420,800 and \$442,200 in 2017 and between \$432,400 and \$457,200 in 2018;

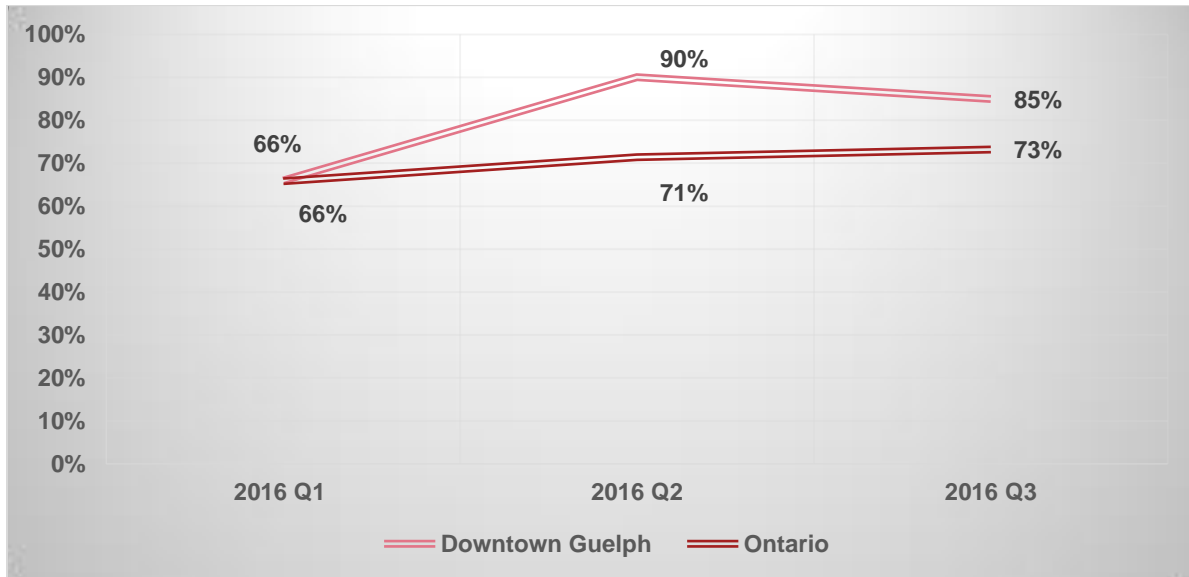
<sup>2</sup> Source: Canada Mortgage and Housing Corporation (CMHC) – Housing Market Information, Housing Market Outlook Guelph CMA Fall 2016

<sup>3</sup> Statistics Canada – Labour force characteristics, seasonally adjusted, by census metropolitan area (3 month moving average)

- Guelph also has one of the tightest rental markets in Ontario with vacancy rates at 1.3% for 2016 and forecast at 1.4% in 2017 and 2018.

### Downtown Guelph<sup>4,5</sup>

- The sales to new ratio for Downtown Guelph over the past three quarters has exceeded Ontario



**Figure 4: Sales to new inventory ratio downtown Guelph v. Ontario**

- In Q3 Downtown Guelph saw a Median Sale Price increase of 10.2% Y/Y

	2014 H2	2015 H1	2015 H2	2016 H1	2016 Q3
Median List Price	\$317,450	\$339,900	\$344,900	\$359,450	\$358,650
Number of Sales	169	231	211	281	121
New Inventory	234	318	236	356	142
Detached Homes	171	208	148	232	80
Town/Link Homes	31	34	46	52	27
Apartment/Condo	24	76	42	72	35
Sales to New Ratio	0.72	0.73	0.89	0.79	0.85
Median Sale Price	\$306,500	\$324,975	\$334,725	\$353,450	\$35,800
Detached Median Sale Price	\$319,000	\$363,500	\$346,750	\$382,375	\$390,000
Town/Link Median Sale	\$242,875	\$275,975	\$273,150	\$312,000	\$307,200
Apartment/Condo Median Sale	\$182,000	\$282,875	\$243,825	\$265,775	\$259,900

**Table 5: Overview of real estate sales 2014 to 2016**

<sup>4</sup> Ontario Real Estate Association – Insights: Real Estate in Ontario Monthly Reports

<sup>5</sup> TrilliumWest Real Estate Brokerage Quarterly Data Reports

## 2.5. Reference Documents

Document Number	Document Name
Planning Documents	
1	Official Plan Amendment 43: Downtown Guelph Secondary Plan <a href="http://guelph.ca/wp-content/uploads/Attachment1OPA43.pdf">http://guelph.ca/wp-content/uploads/Attachment1OPA43.pdf</a>
2	Downtown Community Improvement Plan <a href="http://guelph.ca/wp-content/uploads/DowntownGuelphCIP.pdf">http://guelph.ca/wp-content/uploads/DowntownGuelphCIP.pdf</a>
3	Downtown Guelph Strategic Assessment <a href="http://guelph.ca/wp-content/uploads/DraftDowntownStrategicAssessment.pdf">http://guelph.ca/wp-content/uploads/DraftDowntownStrategicAssessment.pdf</a>
4	City of Guelph – Prosperity 2020: Phase 1 and Phase 2 Phase 1: <a href="http://guelph.ca/wp-content/uploads/DraftDowntownStrategicAssessment.pdf">http://guelph.ca/wp-content/uploads/DraftDowntownStrategicAssessment.pdf</a> Phase 2: <a href="http://guelph.ca/wp-content/uploads/Prosperity_2020_Phase2_Strategic_Directions_for_Economic_Development_and_Tourism.pdf">http://guelph.ca/wp-content/uploads/Prosperity_2020_Phase2_Strategic_Directions_for_Economic_Development_and_Tourism.pdf</a>
5	Parking Master Plan – 2015 <a href="http://guelph.ca/wp-content/uploads/ParkingMasterPlan_map.pdf">http://guelph.ca/wp-content/uploads/ParkingMasterPlan_map.pdf</a>
6	Downtown Streetscape Manual & Built Form Standards -- 2014 <a href="http://guelph.ca/plans-and-strategies/placemaking/">http://guelph.ca/plans-and-strategies/placemaking/</a>
City Marketing Information	
5	Guelph Quicksheet 2015 <a href="http://guelph.ca/wp-content/uploads/2016Quicksheet.pdf">http://guelph.ca/wp-content/uploads/2016Quicksheet.pdf</a>
6	Guelph Community Profile <a href="http://guelph.ca/wp-content/uploads/2016-2017GuelphCommunityProfile.pdf">http://guelph.ca/wp-content/uploads/2016-2017GuelphCommunityProfile.pdf</a>
7	Lure Brochure <a href="http://guelph.ca/wp-content/uploads/Lure_Brochure.pdf">http://guelph.ca/wp-content/uploads/Lure_Brochure.pdf</a>

**Table 6: List of reference documents**

### 3. Description of Properties

The City real estate selected as part of this RFI includes five different properties. Each property presents a unique redevelopment opportunity for interested parties and are at different stages of the development process. Generally, the lands are in active use as either a surface parking lot or with current municipal services. The City is interested in considering the potential redevelopment of the properties either individually or through incorporating multiple properties into an overall development. There are several parties that have indicated an interested in potentially being a tenant as part of one or more of the properties. These parties are described under Appendix One: Supplementary Material.

#### 3.1 Baker District (Surface Parking)

The Baker District is a City parking lot located on Baker Street bordered by Chapel Lane and Baker Street with access off both Woolwich and Quebec Streets. The Baker District property currently functions as a 250-stall public parking lot. The property has long been recognized as a potential high-value opportunity site, and has been identified for redevelopment as part of the Downtown Secondary Plan.

Three options for the Baker District development have been considered by the City. They contemplate a mix of the following uses: residential, commercial and institutional, with included public and residential parking. The table below represents a range of options that have been considered to date.

Description	OPTION A: Private & Major Institutional	OPTION B: Private & Institutional	OPTION C: Private
Residential (Units)	350	400	460
Institutional (sqft)	183,000	80,000	0
Commercial (sqft)	0	20,000	40,000
Parking (Public Spaces)	725	500	500
Parking (Private Spaces)	350	400	460

**Table 7: Baker District development options**

Based on the high-impact economic development potential, Guelph City Council endorsed a mix of private and major institutional development (Option A) as the preferred direction for the proposed redevelopment of Baker District which is considered a key Downtown real estate asset in June 2014. Contemplated public partners included the Guelph Public Library, Conestoga College, YMCA, and Innovation Guelph in addition to private sector involvement. Option A was considered best for the redevelopment of the site due to its ability to activate the Downtown through an increased number of visitors, residents, jobs and related retail spending. Initially the redevelopment of this property considered the inclusion of a post-secondary institution as an anchor tenant for the development. Conestoga College was identified as the potential major educational partner, and the College submitted a proposal in September 2014 to the Province of Ontario in response to a call for proposals for new and expanded campuses as part of the Province’s Post-Secondary Education Policy Framework on Major Capacity Expansion. While this proposal was unsuccessful, Conestoga College has continued to express interest in being part of the Baker District redevelopment.



Guelph City Council also directed City staff to gather market intelligence to explore the private sector’s interest regarding the redevelopment of the Baker District property and, where feasible, incorporate other potential downtown development projects.

While Option A has previously been nominated as the preferred option, it is the City’s objective to further confirm the highest potential value of the site through this outreach to the private sector to provide their insight and expertise regarding the three options in relationship to market, financing and phasing realities.



**Figure 5: Property map for Baker District**

**Legend**



Land that is yet to be acquired



Land currently part of property

<b>Address</b>	55 Baker Street
<b>Legal Description</b>	Pt Burying Ground, Plan 8, Pt Lane through burying ground, Plan 8, closed by MS80255, as in MS78644, MS20082, CS58221s/t Interest if any, in CS58221, Guelph (PIN 71287-0038)
<b>Current Owner</b>	The Corporation of the City of Guelph
<b>Current Zoning</b>	<a href="#">CBD.1</a>
<b>Current Zoning – Special Provision</b>	Defined View Corridor from Eramosa Rd to Basilica ( <a href="#">Refer Zoning Bylaw Map 63</a> )
<b>DSP Land Use Plan</b>	<a href="#">Mixed Use 1 &amp; Parks and Open Spaces</a>
<b>DSP Height Schedule</b>	Up to 15 Storeys outside of the Protected View Corridor
<b>Current Use</b>	Surface Parking Lot
<b>Known Constraints</b>	Archeological Site, Brownfield

<b>Site Size</b>	2.45 acres*
<b>MPAC Assessed Value (including 160 &amp; 162 Wyndham St W)</b>	\$3,126,000.00

**Table 8: Overview of Baker District development**

\* The ultimate size of the Site may be ~3.2acres as there are additional properties nominated for acquisition. The acquisition by the City will be dependent upon the outcomes of this RFI.

**Downtown Secondary Plan**

The below provides the specific sections relevant to the Baker District from the Downtown Secondary Plan.

11.1.35

The Baker Street Property will be a model for mixed-use projects with uses such as a new central library, public open space and public parking, along with private sector residential and commercial uses. An Urban Design Master Plan for these lands will be required in accordance with 11.1.7.3.9 of the Downtown Secondary Plan.

11.1.4.2.7

b) A mid-block street linking Wyndham Street to Baker Street, to be built in conjunction with *redevelopment* on adjacent sites, including the proposed Downtown Main Library.

11.1.7.3.9

As identified in Schedule C, there are areas containing multiple properties west of the Speed River that represent significant opportunities for coordinated and integrated redevelopment: the Baker Street Property and the Wellington Street/Neeve Street Area. Each of these sites shall be developed based on comprehensive master plans for the site. Therefore, in addition to any other submissions required as part of a complete planning application for either of these two sites or any portion thereof, a detailed Urban Design Master Plan shall be prepared for the site by the applicant to the satisfaction of the City and in consultation with the community. The Urban Design Master Plan will be prepared in accordance with the policies of 11.1.8.5.

**Known Constraints**

- Archeological Site
- Infrastructure
- Land title (easements)
- Zoning Requirements
- Protected View Corridor (Zoning Bylaw Map 63)

## Contingent Projects

There are several municipal infrastructure projects related to the development of the Baker District. This is not an exhaustive list but is provided for consideration by developers to include in consideration of their response to this RFI. The projects include:

Project	Association with Baker District	Status
Wilson Street Parkade and street reconstruction	In order to redevelop the Baker District which currently functions as a public car park, the Wilson Street Parkade needs to be built to provide replacement parking during any redevelopment of Baker District.	Target completion date – Q4/2017 to Q1/2018
Wyndham and Quebec Streets reconstruction	The street reconstruction is required to replace aging and undersized infrastructure necessary to service any Baker District redevelopment	Currently identified in 2020 in the Capital Investment Strategy 2017-2026 recommended Capital Budget and Forecast
Neeve Street Parking	Neve Street Parking is an additional parking inventory identified in 2019 that would further ease the Baker parking lot to be taken off line	Currently identified in 2020 in the Capital Investment Strategy 2017-2026 recommended Capital Budget and Forecast
Renewal of St George’s Square	St George’s Square is a key landmark near to the Baker District and was under previous redevelopment scenarios targeted for renewal to support the development of the Baker District	Currently identified in 2020 in the Capital Investment Strategy 2017-2026 recommended Capital Budget and Forecast

**Table 9: List of contingent projects for the Baker District development**





### 3.2 100 Norfolk Street (Public Library)



Figure 6: Property map of 100 Norfolk Street

<b>Address</b>	100 Norfolk Street
<b>Legal Description</b>	Lot 640, Plan 8, Pt Lot 639, Plan 8, Pt Nelson Crescent as closed by BLS333 & BLS133, as in MS35044, CS52280, MS39584, CS1293, CS51973, Guelph, s/t & t/w MS39584, s/t Interest in the Municipality (PIN 71291-0181)
<b>Current Owner</b>	Guelph Public Library Board
<b>Current Zoning</b>	<a href="#">I.1</a>
<b>DSP Land Use Plan</b>	<a href="#">Mixed Use 2 &amp; Parks and Open Spaces</a>
<b>DSP Height Schedule</b>	3-6 Storeys
<b>Current Use</b>	Downtown Public Library
<b>Known Constraints</b>	Active Downtown Library
<b>Site Size</b>	0.672 acres
<b>MPAC Assessed Value</b>	\$2,806,000

Table 10: Overview of 100 Norfolk Street development

### 3.3 50 Wyndham Street (Fire Station)



Figure 7: Property map of 50 Wyndham Street

<b>Address</b>	55 Wyndham Street
<b>Legal Description</b>	Park Lot 83, Plan 8, Pt Park Lot 84, Plan 8, Pt of Reserve Between Mrs Leader's 3 Acre Lot & River Speed, Plan 8, designated as Parts 1 & 2, Reference Plan 61R-221, Guelph, s/t & t/w MS91756, s/t easement WC72702 (PIN 71285-0061)
<b>Current Owner</b>	The Corporation of the City of Guelph
<b>Current Zoning</b>	<a href="#">CBD. 1-1</a>
<b>DSP Land Use Plan</b>	<a href="#">Mixed Use 1 - Active Frontage Required &amp; Special Policy Area</a>
<b>DSP Height Schedule</b>	Wyndham corner: 6-18 Storeys Rest of block: 3-6 Storeys
<b>Current Use</b>	Downtown Fire Station
<b>Known Constraints</b>	Active Downtown Fire Station
<b>Site Size</b>	1.12 acres
<b>MPAC Assessed Value</b>	\$2,311,000

Table 11: Overview of 50 Wyndham Street development

### 3.4 141 Fountain Street East (Surface Parking)



Figure 8: Property map of 141 Fountain Street East

<b>Address</b>	141 Fountain Street East
<b>Legal Description</b>	Lots 132, 133 & 134, Plan 8, Lots 138 & 139, Plan 8, Lot 140, Plan 8, save and except CS71526; Guelph (PIN 71284-0040)
<b>Current Owner</b>	The Corporation of the City of Guelph
<b>Current Zoning</b>	<a href="#">CBD. 1-1</a>
<b>DSP Land Use Plan</b>	<a href="#">Mixed Use 1 - Active Frontage Required</a>
<b>DSP Height Schedule</b>	Wyndham length: 4-8 Storeys Rest of block: 3-6 Storeys
<b>Current Use</b>	Surface Parking Lot
<b>Known Constraints</b>	Brownfield, Active 202 Space Surface Lot
<b>Site Size</b>	1.55 acres
<b>MPAC Assessed Value</b>	\$530,000.00

Table 12: Overview of 141 Fountain Street East development

### 3.5 34 Macdonell Street (Surface Parking)

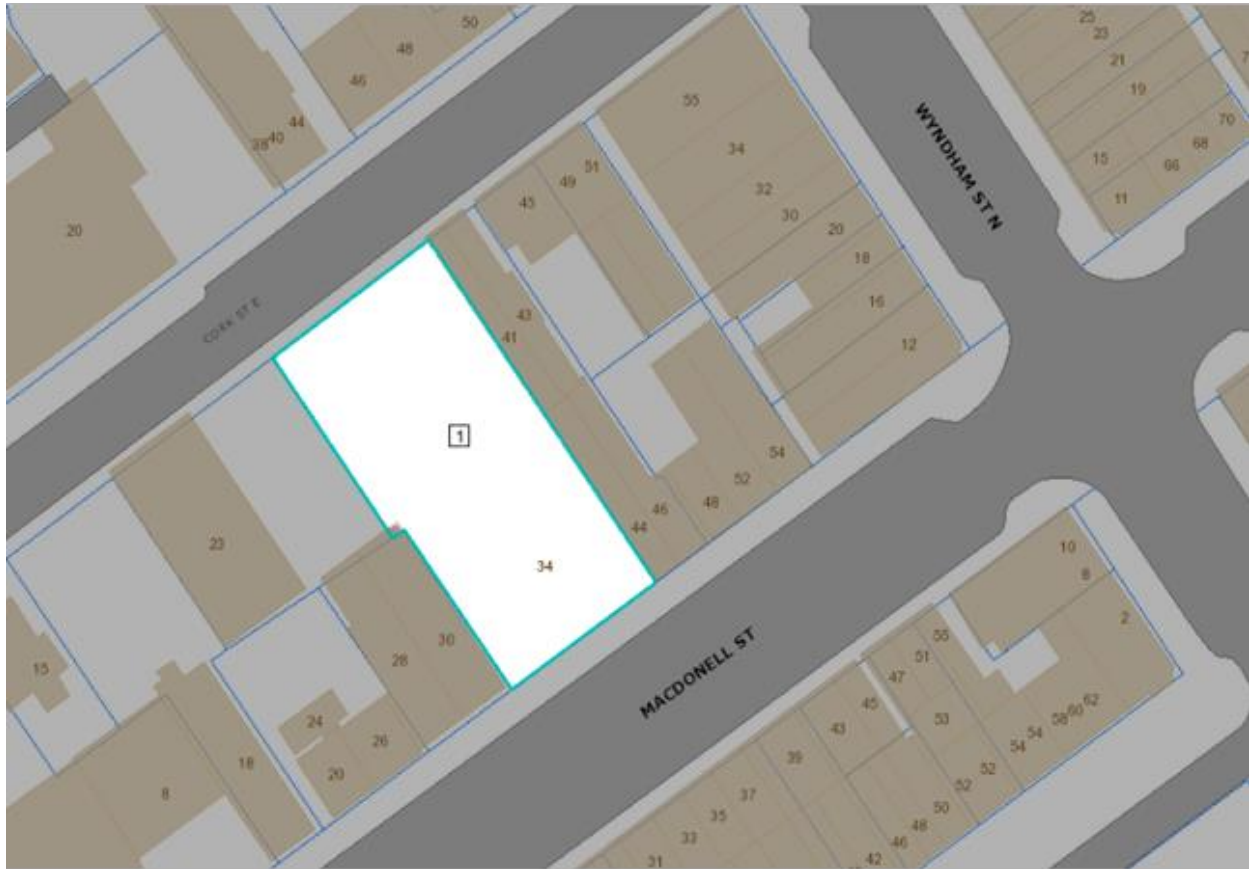


Figure 9: Property map of 34 Macdonell Street

<b>Address</b>	34 Macdonell Street
<b>Legal Description</b>	Lot 104, Plan 8; Pt Lot 110, Plan 8, Pt Macdonell St, Plan 8, as in MS46396, MS40695, MS40433, save and except the easements therein, Guelph (PIN 71286-0031)
<b>Current Owner</b>	The Corporation of the City of Guelph
<b>Current Zoning</b>	<a href="#">CBD. 1-1</a>
<b>Current Zoning – Special Provision</b>	Part of Grange Road Protected View to Basilica ( <a href="#">Refer Zoning Bylaw Map 63</a> )
<b>DSP Land Use Plan</b>	<a href="#">Mixed Use 1 - Active Frontage Required</a>
<b>DSP Height Schedule</b>	3-6 Storeys
<b>Current Use</b>	Surface Parking Lot
<b>Known Constraints</b>	Active 59 Space Surface Lot
<b>Site Size</b>	0.512 acres
<b>MPAC Assessed Value</b>	\$953,000.00

Table 13: Overview of 34 Macdonell Street development



## 4 Request for Information

**This is not a bid solicitation for tenders or proposals and should not be construed as such. No reimbursement will be provided by the City of Guelph (or CB) for any costs incurred in the preparation of a response to this RFI and it is not considered as an authorization to undertake work that could result in costs. Nothing in this RFI shall be construed as a commitment to issue an RFP for this project and responding to this RFI is not a prerequisite to receiving or being eligible to bid on any potential RFP issued.**

The purpose of this RFI is to solicit information, feedback and views from the private sector in relation to the following aspects:

- the market’s interest in the redevelopment of City Downtown real estate assets;
- the type of developments that may be possible;
- the delivery of such projects including phasing; and
- the financing of such projects.

Interested parties (“**Responding Parties**”) are asked to provide a response that includes the information and feedback requested as part of 4.3 Required Information and 4.4 Questions for Response.

The City also retains the right to invite Responding Parties to interviews, likely in the form of a phone or video conference. Responding Parties that would like to request a meeting with CB post submission of their response should indicate this interest as part of their response.

The responses will be used to inform City decision making and reporting to Council, and detailed feedback from this process is expected to be reported publicly, including the names and characteristics of participants and information and opinions provided. However, subject to the *Municipal Freedom of Information and Protection of Privacy Act* and any other applicable law, information and opinions provided will not be attributed to individual participants.

Information submitted in response to this RFI will become the property of the City. The timeframe for the RFI, the format of responses and the required information are listed or referred to in the below sections.





## 4.1 Timeline for RFI



Figure 10: Timeline for RFI

Issue Date	2pm EST on December 21, 2016
Enquiries and Clarification Questions Deadline	4pm EST on January 23, 2016
Submission Date	4pm EST on January 25, 2016
Interviews	Should interviews be sought or requested they will be completed over January and February 2017

Table 14: Timeline for RFI

## 4.2 Response Format

### Submission of your response

RFI submissions should include both a response to 3.3 Required Information and 3.4 Response Questions. Responding Parties may also include additional marketing information as per 3.5 Marketing Information.

Written responses to 3.3 and 3.4 should be no longer than ten (10) one-sided pages in length (in total), 12 font letter size.

RFI submissions should be sent to [Guelphdowntownrealestate@collinsbarrow.com](mailto:Guelphdowntownrealestate@collinsbarrow.com) with “RFI Submission” followed by the Responding Parties name in the subject line. RFI submissions will be accepted as email attachments only.

Attachments should be in Adobe Portal Document format (.PDF files) and be limited to a total size for all attachments of 10MB. Should the total size be more than 10MB please submit in separate emails, each with attachments smaller than 10MB in total, with “RFI Submission Part 2 (or subsequent number as required) followed by the Responding Parties name in the subject line.

The following file naming convention should be used: RFI Submission “Responding Parties Name”.PDF

An acknowledgement of receipt will be issued as soon as possible after receipt of the RFI submission.

## Enquiries and clarification questions

During the RFI process, Responding Parties may submit enquiries or requests for clarification to:

**Rhett Nussey,**  
Vice President  
Collins Barrow  
T 647.727.3653  
C 416.500.4947  
E [Guelphdowntownrealestate@collinsbarrow.com](mailto:Guelphdowntownrealestate@collinsbarrow.com)

Should the inquiries be provided by email it should include “Clarification Question” in the subject line.

A response will be issued as soon as practicable after receipt of the enquiry or clarification.

### 4.3 Required Information

Responding Parties should provide the following information as part of their submission:

- The name and nature of the entity (i.e. public listed company, partnership, closely held company);
- Entity website;
- Place of incorporation/registration, registered office, postal address;
- Contact details of the individual from the Responding Party with whom the City will principally communicate in its dealings with the Responding Party, including name and title, email address, office, mobile numbers, and office and postal addresses;
- A brief overview of the Responding including background information and details of their operations; and
- Their qualifications and experience in the development and timely delivery of high quality property and mixed-use developments and associated infrastructure for (at a minimum) their largest, relevant project including the Project Name, Location, Project Value (\$), when the project was completed (built) and project description.

### 4.4 Questions for Response

Please refer to Appendix Two for Questions.

### 4.5 Marketing Materials

Responding Parties should also include with their submission any company information and background in the form of marketing materials that are relevant.

# Appendices

## Appendix One: Supplementary Material

*The following external parties are included for information as part of this RFI package. These contacts are being provided as potential anchor tenants to the redevelopment of lands within this RFI. For details and program specifics please contact the enterprises directly.*

### 1. Co-operators General Insurance Company

The Co-operators is a leading Canadian, multi-product insurance and financial services organization with \$39.9 billion in assets under administration. Co-operators operates in three core areas: Property and Casualty (P&C) insurance, Life insurance and institutional investments. They have 4,675 employees and a dedicated financial advisor network with 2,673 licensed insurance representatives throughout Canada. They serve approximately 300 credit unions with more than 5.5 million members.

Since 1967 The Co-operators corporate headquarters have been at 130 Macdonell Street, Guelph, Ontario.

The Co-operators have an interest in the development of approximately 180,000 square feet of Class A office premises on the Baker District or 141 Fountain Street East properties.

#### Primary contact

##### Details:

**Stuart Cox, Senior Vice President**  
**Jones Lang LaSalle Real Estate Services Inc.**  
**T 905-755-4645**  
**E [stuart.cox@am.jll.com](mailto:stuart.cox@am.jll.com)**

#### Secondary contact

##### Details:

**Shawn Fitzgerald C.S.C.M.P., C.P.P., C.P.S.M, Senior Director**  
**Enterprise Procurement & Workplace Services**  
**The Co-operators Group Limited**  
**T 519-824-4400 ext 302886**  
**E [shawn.fitzgerald@cooperators.ca](mailto:shawn.fitzgerald@cooperators.ca)**

### 2. Conestoga College

Conestoga is one of Ontario's fastest growing colleges and a leader in polytechnic education. They have career-focused education programs – from apprenticeships to diplomas, degrees to post-graduate certificates, continuing education and part-time studies. Their main campus is at Doon in south Kitchener, with satellite locations in Cambridge, Guelph, Waterloo, Stratford, Brantford and Ingersoll.

Conestoga's Guelph facility at 460 Speedvale West focuses primarily on the 'motive power trades'. It has been a long-standing desire of the College to bring additional programs and training to the Guelph market in modern, well-connected facilities.

They have been involved as a potential partner in the development of the Baker District and have considered the possible program benefits of an urban campus with other like-minded institutions such as the Guelph Public Library and YMCA of Guelph. College program spaces of 50,000 – 80,000 sqft have been developed as part of earlier downtown partnership discussions.

**Contact Details:**     **Dr. John Tibbits, President**  
                              **Conestoga College**  
                              **T 519-748-3500**  
                              **E [jtibbits@conestogac.on.ca](mailto:jtibbits@conestogac.on.ca)**

### **3. Guelph Public Library**

For 132 years that the Guelph Public Library has been delivering library services, since their beginning in 1883, they have been a vital community hub for information, knowledge and entertainment. The library focuses on developing community engagement opportunities and fostering social connections. The library is often the first link between newcomers and our great community. They have attracted over 7,000 new members in 2015 to Ontario's oldest free public library. More than one million people visited the Guelph Public Library in 2015 with over 2.2 million items circulated.

In 2009 Guelph City Council directed that the new library main hub be part of the mixed-use redevelopment of the Baker District. GPL has undertaken needs assessments and additional studies that can be viewed here:

<https://www.guelphpl.ca/about/main/index.cfm>

The library has therefore been involved as a partner in the development of the Baker District and is the current occupant of the 100 Norfolk Street property.

**Contact Details:**     **Steven Kraft, CEO, Guelph Public Library**  
                              **T 519-824-6220 x224**  
                              **E [skraft@guelphpl.ca](mailto:skraft@guelphpl.ca)**

## Appendix Two: Response Forms



# About Collins Barrow

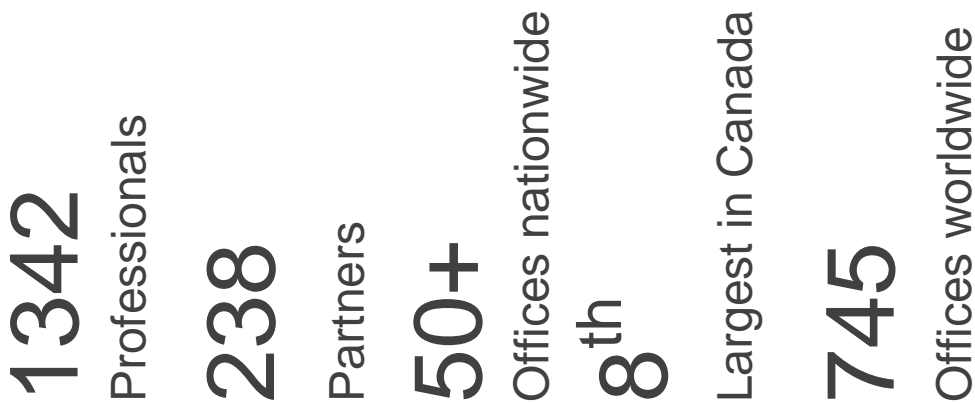
Known for our responsiveness and entrepreneurial culture, Collins Barrow Toronto is fully equipped to service you in Canada and internationally.

## Local, national and international support

Collins Barrow Toronto is an independent firm with 39 partners and 250 staff. Our management team comprises five partners responsible for the day-to-day operations of our practice. We have developed a reputation for quality and value-added financial advice due to the depth and breadth of our in-house skills, customized offerings, commitment to excellence, and our national and international reach. Our local leadership structure allows us to respond quickly and effectively to our clients' needs.

As the fastest growing network of firms in Canada, Collins Barrow has 50 offices from coast to coast. We extend our presence to 141 countries worldwide, through our membership in Baker Tilly International, a network of likeminded accounting firms, committed to client service.

## National and international statistics



Collins Barrow National Cooperative and Baker Tilly International statistics as at November 2016.

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# Information Report



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Service Area	Infrastructure, Development and Enterprise Services
Date	Friday, February 3, 2017
Subject	<b>Project Update: Wilson Street Reconstruction and Parkade Project</b>
Report Number	IDE 17-24

---

## Executive Summary

### Purpose of Report

This report is to provide an update on the Wilson Street Reconstruction and Parkade Project as the revised RFP for the parkade is about to be put out to market as well as the next steps in the street reconstruction are undertaken in 2017.

### Key Findings

The Tier1 Projects Quarterly Report was published on January 27, 2017 (reporting on end of Q4 2016 status). This report illustrates the progress on Wilson Street and the delay in the parkade and bridge components due to the need to revise the RFP scope.

#### **Wilson Street:**

The utility services under the south end of Wilson Street (between Gordon and Northumberland) were successfully replaced and interim surface restored from October to December 2016.

Full reconstruction of Wilson Street (between Northumberland and Macdonell) is set to take place this summer, May-August 2017.

Engineering will be presenting the Environmental Assessment (EA) study for the future operation of Wilson Street for filing to the Ministry to Council in February 2017.

The final surface work on the south leg of Wilson Street is to be part of the Design-Build team's scope to coordinate and complete during the construction of the parking garage.

#### **Wilson Parkade & Norfolk Pedestrian Bridge:**

The revised RFP for the Design-Build construction of the parkade and pedestrian bridge was issued on January 27, 2017. Details of what has been amended are part of this report.

Timelines for the Design Development and Construction of these components will be determined along with the successful proponent and will be reported as part of the award.

### **Financial Implications**

Wilson Street: Within Budget.

Wilson Parkade and Pedestrian Bridge: Within Budget.

## **Report**

This report is an update to the timelines and objectives for delivery of the project components as well as a description of the changes made to the RFP for the parkade and pedestrian bridge.

### **1. Timeline Highlights:**

The following are the milestones reached and set for the upcoming components of the project:

	Item	Status
<b>Wilson Street</b>		
Work To Date:	Construction Phase 1: Underground services replacement from Gordon Street to Northumberland Street	Work completed December 2016
	Environmental Assessment (EA): Study documentation developed to review traffic flow considerations with introduction of proposed Wilson Parkade	Study documentation completed December 2016
2017 Objectives:	Construction Phase 2: Underground and Surface reconstruction of Wilson from Northumberland to Macdonell	Tender set for March 2017  Construction of Phase 2 set for May to August 2017
	EA Process: Filing of EA Documentation with Ministry	Info Report February 3, 2017  Filing of EA to take place following the release of the Info Report

	Construction Phase 3: Surface reconstruction of Wilson from Gordon to Northumberland	Work to complete the street construction is being incorporated into the Wilson Parkade RFP, and will be undertaken in coordination with the completion of that project. More timing details to follow RFP.
<b>Wilson Parkade and Norfolk Pedestrian Bridge</b>		
Work To Date:	Design-Build RFP: Development and Public Consultations	Undertaken over Spring- Summer 2016
	RFP Period	August-September 2016
	RFP Cancelled (See Information Report IDE-BDE-16-135)	October 2016
	Revised RFP Developed	November 2016 – January 2017
2017 Objectives:	RFP Released	January 27, 2017
	Evaluation and Council Award:	April 2017
	Design Development and Delivery of the project:	To be determined with successful proponent. Additional information will be provided at time of award.

## 2. Revised Request for Proposal Scope (RFP) for the Parkade and Pedestrian Bridge

The following items are the highlights of the actions that have been undertaken to the RFP documents to achieve more cost-effective RFP responses:

<b>RFP Action</b>	<b>Impact</b>
Setting the number of parking spaces for the parkade at 300-350 (instead of a minimum with no upper limit)	Clarifies RFP expectations
Additional parking storeys to be provided as separate price	Clarifies the RFP base cost provisions
Specifying the project budget of	Clarifies budget expectations

\$12,685,000 which includes the parking, bridge and Phase 3 road work	
Adding the capacity to add future storeys to the structure as a separate price	Allows additional flexibility for future building capacity
Reducing cash allowances held in the RFP by approximately \$700,000	Removal of additional cost items out of base RFP budget where possible
Reducing the size of the main entrance lobby by approximately 60 per cent	Cost reduction anticipated
Reducing the bicycle storage capacity from 60 to 40 bicycles	Cost reduction anticipated
Reducing car charging stations from four to two stations and providing an electrical panel and rough-in to accommodate future 80 stations	Cost reduction anticipated
Moving the second elevator to become a separate price submission	Additional flexibility
Providing additional information on the condition and replacement details of the Norfolk Pedestrian Bridge	Cost reduction anticipated
The supply and installation of the banners at the Norfolk pedestrian bridge and/or "veteran's bridge" improvements are requested as a separate cost	Clarifies base budget expectations
Providing additional direction and urban design references for the parking structure and bridge to direct RFP proponents to site plan approvable responses.	Clarifies the development approvals expectations for the project.
The 'Integrated Art' component is requested as a separate cost	Clarifies base budget expectations
The electronic car counting system is requested as a separate cost	Clarifies base budget expectations

In addition to these items, there have been general refinements to the RFP instructions, evaluation procedures and criteria to emphasize value-for-money objectives and timely but realistic delivery of the project.

## Financial Implications

The Wilson Street Reconstruction work is funded through Capital Budget accounts for road (RD0277), storm sewer (SW0071), watermain replacement (WD0022), sanitary sewer replacement (SC0028) and is within budget.

The Wilson Parkade and Norfolk Pedestrian Bridge project is funded through Capital Budget accounts (PG0078 and RB0006) and remains within budget.



## Consultations

### Wilson Street:

The City will communicate the results of the EA recommendation to the public and key stakeholders in line with the project's Communication Plan.

### Parkade and bridge:

The details and clear expectations of the modified RFP are provided in this Information Report as well as a media release and webpage update when the new RFP is issued.

## Corporate Administrative Plan

### Overarching Goals

Service Excellence  
Financial Stability

### Service Area Operational Work Plans

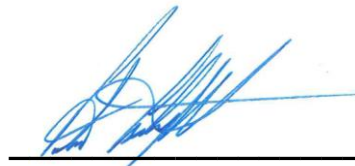
Our Services - Municipal services that make lives better  
Our Resources - A solid foundation for a growing city

## Departmental Approval

Jeet Joginder, Manager – Complex Capital Projects, Facilities  
Andrew Janes, Project Engineer Supervisor – Engineering  
Allister McIlveen, Manager of Transportation Services – Engineering  
Bill Stewart, Manager of Procurement Services – Finance  
Niguel Mousseau, Associate Solicitor – Legal, Realty and Risk  
Tomoko King, Manager – Project Management Office

## Report Author

Ian Panabaker



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### Approved By

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### Recommended By

Scott Stewart, C.E.T  
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Infrastructure Development and Enterprise  
519-822-1260 ext. 3445  
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# Information Report



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Service Area	Infrastructure, Development and Enterprise Services
Date	Friday, February 3, 2017
Subject	<b>Annual Accessibility Advisory Committee Report</b>
Report Number	IDE 17-31

---

## Executive Summary

### Purpose of Report

Annual status report from City Council's Accessibility Advisory Committee (AAC).

### Key Findings

From an accessibility perspective the AAC carried out the following significant tasks over the past year at the request of employees:

- Consulted on Accessibility for Ontarians with Disabilities Act (AODA) updates as well as discussed the topics that could be included in the Canadians with Disabilities legislation;
- Advised on the Travel Training Pilot Program;
- Consulted on several site plans, accessible rest area design in City parks and the designs of Guelph Police Services Headquarters public areas and Victoria Road Recreation Centre;
- Participated in the development of the Site Plan Guidelines by compiling standardized designs to guide developers in their accessibility designs;
- Reaffirmed the accessibility needs of downtown sidewalk accessible routes;
- Supported Operation's request for funding of intersection curb ramps from a list of outstanding curbs;
- Partnered with Transit to test components of Transit's Trapeze software to ensure accessibility is considered.

### Future tasks in addition to ongoing work:

Work with employees to recommend a standardized approach for:

- On-street parking;
- Outdoor play spaces, rest areas, paths of travel, trail design and trail amenities;
- Advise staff on the update of the City's Multi-Year Accessibility Plan;
- Request that affordable housing incentives and standards include accessible affordable housing;

- Review traffic calming and roundabout recommendations to reflect practices that do not create a barrier for people with a disability;
- Advise on the facility audit for accessibility.

## **Financial Implications**

There were no direct financial implications to the work of the AAC.

## **Report**

The Accessibility Advisory Committee (AAC) is a committee of council as legislated through the Accessibility for Ontarians with Disability Act (AODA). The regulations under the AODA are based on the Ontario Human Rights Code and aim to proactively remove barriers for people with a disability making Ontario an accessible province by the year 2025. Barriers can range from physical, such as a person who uses a wheelchair receiving equal access to a service counter to attitudinal barriers, such as a person with a non-visible disability gaining information electronically through a screen reader.

The members of the AAC readily advise the City and Council on the identification of current or potential barriers and on the removal of barriers. Over the past months the committee has been able to provide advice on potential barriers related to projects that were still in the planning stage. Further, the committee have worked with employees to develop standardized approaches to accessible design. This is the committee's ideal approach.

We may all experience some form of disability sooner or later. Our abilities change throughout our lifespan and may change as we age. We may have temporary disabilities or permanent ones.

Disability comes in many forms. It may be:

- Visible or hidden. It's easy to see the person who uses a walker or scooter however a person disability may be hidden if they experience a mental health related disability.
- Severe or mild. Complete paralysis can affect every aspect of a person's life. A minor hearing loss may have a lesser impact.
- Singular or multiple. A person with a learning disability may not have any other abilities affected. Those with diabetes are likely to experience vision loss, reduced sensation in peripheral extremities, or even amputation.
- Chronic or intermittent. Someone with a learning disability will tend to process information at the same level every day. But a person with some forms of arthritis will have days that are fair and others that they are not able to function or may need the use of a wheelchair these days.

To be selected for a position on the committee, AAC members must have a disability or be knowledgeable about disabilities. Members at the AAC table are able to share their lived-experience with disability and are often well connected in the community with others who have a disability through support groups, social opportunities and when they access services.

The AAC's willingness to share their accessibility related knowledge with City staff and committees provides the City with an invaluable resource; a resource with the expertise to look at matters through an "accessibility lens".

The City's Accessibility Advisory Committee members have been quite active over the past year. The highlights of their activities are as follows:

### **Accessibility Legislation**

#### **Consulted on Accessibility for Ontarians with Disabilities Act (AODA) updates and the Canadians with Disabilities legislation**

The AODA has been amended and reorganized so that the Accessible Customer Service standards are now contained within the Integrated Accessibility Standard Regulations. Further to this change, the Federal Government is currently engaging communities across Canada regarding the development of a Canadians with Disabilities act. The AAC members have consulted with employees on the potential impacts of the AODA changes and are currently considering the importance of providing individual input to the Canadian with Disabilities Act.

#### **Travel Training Pilot Program**

During the latter part of 2015, throughout 2016 and into 2017 Guelph Transit and Accessibility Services have partnered to test the need for a travel training program. This program offers a small number of residents with a disability and seniors a chance to learn how to use the accessible conventional bus system. The target population of this program are people in the community who currently use or will soon use the Mobility system and who would benefit from accessing conventional transit as an alternative to the Mobility system. The AAC have consulted on resources for this program and continue to monitor the progress of the program.

#### **Site Plan and Park Facilities Consultation**

As a sub-committee of the AAC, members who are interested in physical accessibility of our community meet every two weeks to review site plan submissions and act as a focus group for employees who are required to consult with the AAC. Following this sub-committee's recommendation to the AAC, the committee advised Parks Planning employees on a standard for accessible rest areas design. They also commented on several site plans and accessible building designs for both Guelph Police Services Headquarters public areas and Victoria Road Recreation Centre.

#### **Accessibility Guidelines for Site Plans**

As part of the Integrated Operation Review, the AAC submitted Accessibility guidelines to be incorporated into the Site Plan Guidelines for developers. These guidelines are in line with the City's Facilities Accessibility Design Manual but include a clear rationale for these detailed design standards. More importantly the guidelines are aimed at assisting those building new or modifying a site to meet the Provincial standards within the AODA.

### **Reaffirmed Accessibility of Downtown Sidewalks**

The AAC reaffirmed that the committee's original recommendation of 1830mm wide accessible route with no obstacles continue to be available on downtown sidewalks to ensure barrier free travel.

### **Supported Funding for Curb Ramps**

The AAC were thrilled to support the Operations department with their request for funds to complete a list of outstanding curb ramps that were in need of being installed. These pedestrian sidewalks were inaccessible six inch curbs which meant that residents would need to use a driveway to access the sidewalk in some area of the City. The funding that Operations received will result in all existing inaccessible curbs at intersections being replaced with accessible curb ramps.

### **Partnered with Transit to Test Components of Transit's Trapeze Software**

Members of the AAC met with employees to advise on barriers that they encountered while testing an off-line version of the software. Testing of the new systems by AAC members is expected to continue until the product is ready to launch to the public.

### **Future Tasks**

- Consultation with employees with regards to on-street parking, outdoor play spaces, rest areas, paths of travel, trail design and trail amenities will continue throughout 2017. The goal for these talks is to develop standardized approaches so that employees can apply what is being asked for to all projects and those who use these areas will have consistent access.
- Advise employees on the update of the City's Multi-Year Accessibility Plan for 2018 to 2022.
- Request that affordable housing incentives and standards include affordable accessible housing.
- Review the AAC's traffic calming and roundabout recommendations to ensure that they reflect practices that do not create a barrier for people with a disability.

### **AAC Activities**

#### **Attended the Lieutenant Governor General Event**

The AAC Chair and Vice-Chair were thrilled to meet the Lieutenant Governor General during a City-hosted event. Further, this event provided a networking opportunity that will have lasting results with committee. The AAC agreed at their October meeting to invite specific community support groups to attend the AAC meetings. The committee will hear about the services provided by the support agency and hope to understand the barriers that are experienced by their members. The committee will be more informed on current supports and potential barriers in our community.



## **Financial Implications**

N/A

## **Consultations**

N/A

## **Corporate Administrative Plan**

### **Overarching Goals**

Service Excellence

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

Our Services - Municipal services that make lives better

## **Attachments**

N/A

## **Departmental Approval**

Mario Petricevic, C.E.T.

## **Report Author**

Leanne Warren  
Accessibility Services Coordinator



### **Approved By**

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General Manager  
Facilities Management  
519-822-1260, ext. 2668  
mario.petricevic@guelph.ca



### **Recommended By**

Scott Stewart, C.E.T.  
Deputy CAO  
Infrastructure, Development and Enterprise  
519-822-1260, ext. 3445  
scott.stewart@guelph.ca

Provincial/Federal Consultation Alert							
Title	Ministry	Consultation Deadline	Summary	Proposed Form of Input	Rationale	Lead	Link to Ministry Website
Proposed Transitional Operating Agreement between the Minister of the Environment and Climate Change and the Resource Productivity and Recovery Authority under the Resource Recovery and Circular Economy Act (RRCEA), 2016	Ontario Ministry of the Environment and Climate Change (MOECC)	February 23, 2017	<p>An EBR notice has been posted (012-9381) proposing an agreement between the Minister of the Environment and Climate Change and the Resource Productivity and Recovery Authority.</p> <p>The operating agreement is a key measure intended to promote a clear accountability framework between the Minister and the Authority, and clarifies the administrative, financial, working and reporting relationships between the two parties.</p> <p>It is the intention of the Minister and the Authority that they exercise their powers and duties in such a manner that maximizes resource recovery and waste reduction to support a circular economy as defined in the RRCEA. They both recognize the benefit of maintaining a strong collaborative relationship.</p>	Staff comments will be submitted on the online Environmental Registry (EBR) and provided to Council via the Information Package following the consultation deadline.	<p>Staff response on the proposed strategy document will be consistent with those provided last year to the MOECC re: EBR 012-5832 Waste-Free Ontario Act and EBR 012-5834 Strategy for a Waste-Free Ontario: Building the Circular Economy (Staff Information Report dated May 6, 2016).</p> <p>Guelph wants to ensure that the provisions and measures that the Authority undertakes, promotes openness and transparency to promote the public interest in carrying out its objects, including fee setting principles, oversight and operation of a data clearinghouse in the resource recovery and waste reduction sector and provisions for Board composition and members.</p> <p>If interested, both Council and the community can submit comments directly to the Environmental Registry.</p>	Environmental Services	<a href="#">Environmental Registry</a>

Provincial/Federal Consultation Alert							
Title	Ministry	Consultation Deadline	Summary	Proposed Form of Input	Rationale	Lead	Link to Ministry Website
Proposed New Water Bottling Charge	Ontario Ministry of the Environment and Climate Change (MOECC)	March 20, 2017	<p>An ER notice has been posted, proposing a new water bottling charge for facilities that use groundwater under a Permit To Take Water for producing bottled water packaged in portable containers.</p> <p>The charge will allow the province to recover costs related for the management of groundwater takings by water bottling facilities, and will help increase public confidence in how the Ministry regulates groundwater takings by these facilities.</p> <p>The current charge is \$3.71 per million litres. The new charge will commence on August 1, 2017 and be set at \$500 per million litres (and will be subject to periodic review).</p>	Staff comments will be submitted on the online Environmental Registry (EBR) and provided to Council via the Information Package following the consultation deadline.	<p>Staff technical comments on the proposed water bottling charge will be consistent with those provided recently to the MOECC RE: EBR Posting 012-8783 Moratorium on Water Bottling Permits (Staff Report CAO-I-1610, dated November 28, 2016).</p> <p>As proposed, staff does not anticipate the new charge will directly impact the municipal water utility or its customers.</p> <p>Guelph's future municipal groundwater takings may be in competition with the water taking of local water bottling operations located outside the municipality.</p> <p>If interested, Council and community members can submit comments directly to the Environmental Registry.</p>	Environmental Services	<a href="https://www.ebr.gov.on.ca/ERS-WEB-External/displaynoticecontent.do?noticeId=MTMxNTQw&amp;statusId=MTk5NDkw&amp;language=en">https://www.ebr.gov.on.ca/ERS-WEB-External/displaynoticecontent.do?noticeId=MTMxNTQw&amp;statusId=MTk5NDkw&amp;language=en</a>



## Guelph Police Services Board

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### PUBLIC MEETING

### MINUTES – DECEMBER 8, 2016

A Public meeting of the Guelph Police Services Board was held on December 8, 2016 in Meeting Room B, Guelph City Hall, 1 Carden Street, commencing at 2:30 p.m.

**Present:** J. Sorbara, Chair  
L. Griffiths, Vice-Chair  
D. Drone, Member  
C. Guthrie, Member  
C. Billings, Member  
C. Polonenko, Executive Assistant

J. DeRuyter, Chief of Police  
P. Martin, Deputy Chief of Police  
J. Sidlofsky Stoffman, Legal Services  
S. Purton, Financial Services Manager  
K. Hand, Human Resources Manager

#### 1. WELCOME

The Chair welcomed all and called the meeting to order at 3:40 p.m. The meeting was delayed due to a lengthy in camera meeting.

#### 2. APPROVAL OF AGENDA

Due to time constraints, the following agenda items were deferred to a future meeting:

5.1 – IMPACT GPS presentation

6.1 – Headquarters Renovation and Expansion Report

6.2 – Progress Review Committee Report: In Camera Meetings – Len Griffiths

**Moved by** L. Griffiths

**Seconded by** D. Drone

**THAT** the Agenda be approved as amended.

**- CARRIED -**

#### 3. DECLARATION OF CONFLICT OR PECUNIARY INTEREST

There were no declarations of conflict or pecuniary interest.

#### 4. APPROVAL OF MINUTES

##### 4.1 **Minutes of the Public Meeting, Thursday, November 17, 2016**

**Moved by** L. Griffiths

**Seconded by** C. Guthrie

**THAT** the Minutes of the Public Meeting held Thursday, November 17, 2016 be approved as presented.

**- CARRIED –**

5. **DELEGATIONS/PRESENTATIONS**

5.1 **IMPACT GPS** – Deferred to a future meeting.

6. **STRATEGIC ITEMS**

6.1 **Headquarter Renovation and Expansion Report**

The Board received a written report, summarized as follows. Excavation continues at the west and east ends so the final stages of the pouring of the foundations can be completed. The roof of the current mechanical penthouse and the cooling tower are being removed, and a new cooling system will be installed. Mechanical work will be completed over the winter so the cooling system is active in the spring when required. The project schedule continues to reflect substantial completion for the spring of 2019.

6.2 **Progress Review Committee Report: In Camera Meetings** – Deferred to a future meeting.

7. **OPERATIONAL ITEMS**

7.1 **September 2016 Capital and Operating budget Variance Report**

The Board received a written report, summarized as follows. The Guelph Police Service September 2016 operating surplus is \$2,406,000 and represents a positive 6.4 percent variance to the full year budget, partially attributable to position vacancies as a result of member retirement, resignation and maternity leaves. All measures have a green status with the exception of overtime, which is over budget by \$289,000, and travel and training, which was impacted by an increase in prices on ammunition due to the U.S. dollar.

Revenues are lower than planned by \$182,000 due to the timing of grant revenues. Three grants have been extended, which alleviated some previous risks identified with grant funding in 2016; however, the uncertainty on 2017 funding levels still exists. At this time, the Guelph Police Service is forecasting a \$500,000 surplus on the 2016 operating budget. Pressures to the full year forecast include the level or severity of crime which may impact overtime and project expenses, and the high U.S. dollar which increases prices for various supplies. Other risks include an elevated level of member accommodations and high recruitment requirements to fill position vacancies.

The majority of capital projects are for vehicle or equipment lifecycle replacements. All projects for lifecycle replacement have a green status with the exception of body armour, which went over budget in 2015 by \$3,000. An

additional Traffic vehicle has been added to the fleet. \$20,000 has been budgeted to extend existing fibre from the Sleeman Centre to the Crown Attorney's office to facilitate electronic disclosure. Due to the expiry of the current radio system contract with Bell in 2016, \$1M has been budgeted to fund radio system infrastructure, which is shared with Fire and City Bylaw, and is cost-shared with the City.

Chief DeRuyter clarified that since the writing of the report, the operating surplus will be less than forecasted; that is, approximately \$400,000.

## **8. ADMINISTRATIVE ITEMS**

### **8.1 Chief's Monthly Report**

Chief DeRuyter provided his schedule of upcoming internal and external community events.

### **8.2 Board Correspondence Reports**

#### Correspondence Received

- Thank you e-mails for funding from Cops & Kids 201 Christmas Campaign, Bracelet of Hope, KidsAbility Foundation
- Royal Bank – October 3 – November 3, 2016 Community Account Statement
- Canadian Association of Police Governance – Call to act on a CAPG Committee

#### Correspondence Issued

- Community Account Funding: KidsAbility Superhero Run 2016, Bracelet of Hope, 2016 Cops and Kids Christmas Campaign
- Guelph Police Service
- New Hires: Sarah Purton, Special Constable Attila Korga
- Retirement: Debbie Hall

### **8.3 Board Organization**

#### **8.3.1 Meeting Dates for 2017**

The meeting schedule for the Guelph Police Services Board for 2017 will continue to be the 3<sup>rd</sup> Thursday of each month with the exception of August, commencing with an In Camera Meeting at 1:00 p.m., followed by a Public Meeting at 2:30 p.m. The scheduled meeting dates will be adhered to as closely as possible, however, on occasion may be subject to change. All meetings in 2017 have been scheduled to take place at City Hall, 1 Carden Street, in the public meeting rooms due to Headquarter renovations. The following schedule indicates which room is currently booked; however, is subject to change. Any deviation from the schedule below will be updated on the website and in the agenda.



<b>January 19</b>	Meeting room C	<b>July 20</b>	Meeting room C
<b>February 16</b>	Meeting room C	<b>No August meeting</b>	
<b>March 16</b>	Meeting room C	<b>September 21</b>	Meeting room C
<b>April 20</b>	Meeting room C	<b>October 19</b>	Meeting room C
<b>May 18</b>	Meeting room C	<b>November 16</b>	Meeting room C
<b>June 15</b>	Meeting room C	<b>December 7 *</b>	Meeting room C

*\* The regular meeting should be held December 14<sup>th</sup> but will be scheduled for the 2<sup>nd</sup> week to accommodate holiday celebrations.*

**Moved by** L. Griffiths

**Seconded by** C. Guthrie

**THAT** the Guelph Police Services Board approve the presented schedule for its meetings in 2017.

**-CARRIED-**

### **8.3.2 Appointment of Board Chair for 2017**

J. Sorbara reported that she was not putting her name forward as Chair and nominated Don Drone.

**Moved by** C. Guthrie

**Seconded by** C. Billings

**THAT** the Guelph Police Services Board appoints D. Drone to the position of Chair of the Guelph Police Services Board for 2017.

**- CARRIED -**

### **8.3.3 Appointment of Board Vice-Chair for 2017**

L. Griffiths reported that he was not putting his name forward as Vice-Chair for 2017. J. Sorbara let her name stand for this position.

**Moved by** D. Drone

**Seconded by** C. Guthrie

**THAT** the Guelph Police Services Board appoints Judy Sorbara to the position of Vice-Chair of the Guelph Police Services Board for 2017.

**- CARRIED -**

### **8.3.4 Board Subcommittee Appointments for 2017**

J. Sorbara suggested that no Collective Bargaining Committee be determined at this time. L. Griffiths stepped down as Chair of the Progress Review and Policy Review Committees. The position of Chair will be determined at a later date.

**Moved by C. Billings**  
**Seconded by C. Guthrie**  
**THAT** the Guelph Police Services Board appoints the following members to the Board committees for 2017:

<b>Collective Bargaining</b>	<b>Progress Review</b>	<b>Policy Review</b>	<b>Performance Appraisal</b>
To be determined when required.	Judy Sorbara Cam Guthrie D. Drone	Len Griffiths Judy Sorbara Christine Billings	Judy Sorbara Len Griffiths Don Drone Cam Guthrie Christine Billings

- CARRIED -

### **8.3.5 Motion to Change Signing Authority on Community Account**

**Moved by L. Griffiths**  
**Seconded by C. Guthrie**  
**THAT** the Guelph Police Services Board approves that the new board chair, D. Drone, becomes the signing authority, along with the Executive Assistant, for the Board's Community Account.  
**-CARRIED-**

### **8.4 Community Account Financial Request**

**Moved by D. Drone**  
**Seconded by C. Guthrie**  
**THAT** the Guelph Police Services Board support the Onward Willow Better Beginnings Better Futures KICKZ Soccer program in the amount of \$1,800.00 with funds to be paid from the Community Account.  
**-CARRIED -**

Chief DeRuyter reported that several Service personnel are voluntarily involved in this program for 90 children from Shelldale and provide excellent mentorship. He noted that in his opinion, it would be excellent use of Community Account funding, as costs for providing transportation for the children was an issue. C. Polonenko noted that they did not ask for funding last year.

D. Drone suggested that we add a standard paragraph to funding letters stating that funding is determined year to year, and because we value this program/activity, the Board would enjoy a brief report at the end of the season to be able to fully appreciate the work that is being done.

**8.5 Information Items**

- 8.5.1 Next Meeting – Thursday, January 19, 2017; 2:30 p.m. in Meeting Room C of Guelph City Hall.
- 8.5.2 Ontario Association of Police Services Boards Zone 5 – Tuesday, December 13, 2016, 9:00 am, Lord Dufferin Centre, Orangeville.
- 8.5.3 The Mental Health of Police Personnel Conference, Gatineau, PQ – February 13-15, 2017
- 8.5.4 Ontario Association of Police Boards Spring Conference, June 21-24, 2017
- 8.5.5 Canadian Association of Police Governance Conference, July 13-16, 2017

**9. ADJOURNMENT**

**Moved by C. Guthrie**

**Seconded by C. Billings**

**THAT** the public meeting adjourn as at 3:52 p.m.

**- CARRIED –**

The minutes of this meeting were adopted this 19<sup>th</sup> day of January, 2017.

*“J. Sorbara”*

---

J. Sorbara, Chair

*“C. Polonenko”*

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C. Polonenko, Executive Assistant



January 31, 2017

Marc Peverini, Policy Advisor  
Ministry of the Environment and Climate Change  
Integrated Environmental Policy Division  
Waste Management Policy Branch, Non-Hazardous Waste Policy Section  
40 St. Clair Avenue West, Floor 8  
Toronto ON M4V 1M2

Dear Mr. Peverini:

**Re: Proposed Strategy for a Waste-Free Ontario: Building the Circular Economy (EBR Number 012-9356)**

The following comments are in response to the Minister's invitation for further dialogue on Ontario's Environmental Bill of Rights Registry – Proposed Strategy for a Waste Free Ontario: Building the Circular Economy. We would like to take this opportunity to thank the Ministry for the invitation to participate in this important discussion.

As an early adopter of waste diversion as a core and responsible waste management strategy and having successfully attained some of the highest diversion rates in the province over the past 20 years, the City of Guelph supports the objectives of the draft Strategy for a Waste Free Ontario. The City of Guelph acknowledges that the proposed Strategy promotes environmental stewardship and is reflective of the municipal desire to reduce taxpayer costs, increase producer responsibility, create jobs and stimulate economic activity in Ontario. With diversion as its core strategy the City has approximately 120 employees providing comprehensive waste management services to the citizens of the City of Guelph. The City has invested in a state of the art waste collection fleet, material recovery facility, organic waste processing facility and provides public drop-off and household hazardous waste drop-off services as well as various reuse and diversion programs. These programs are planned, integrated and award winning, providing cost effective solutions against the backdrop of siting and operating a landfill in the province.

Through the transition and implementation period the City would add that a key objective would be to ensure that existing diversion rates be maintained or enhanced throughout the process as any backsliding would not only be detrimental to environmental objectives but would undermine public trust and confidence in the Strategy.

There are many win-win opportunities in implementing a long-term vision that promotes resource efficiency across the lifecycle of products and the circular economy is a vehicle to move in that direction. This includes all resources, organic and non-organic; to be used and reused productively, maximizing their potential and reintegrating recovered materials back into the economy.

## General Comments

### **Objective 1: Enhance Provincial Direction and Oversight**

1. The City of Guelph supports compliance and enforcement by the Authority.
2. The City continues to support the development of a Strategy to build a circular economy in Ontario, as it will help provide clarity around the provincial direction.
3. The City supports the Strategy's Vision for Ontario where waste is seen as a resource that can be recovered, reused and reintegrated into a circular economy.
4. The City supports the Strategy's Goals for a zero waste Ontario and zero greenhouse gas emissions from the waste sector.
5. The City recommends that a municipal representative (e.g., from AMO, RPWCO or MWA), with support from municipal staff, have a provincially directed role with the province and the Authority in upcoming discussions, assessments, program design and implementation with respect to Policy Statements and building data capacity to provide for evidence based decision-making.
6. The City supports the interim targets of 30 per cent diversion rate by 2020, 50 per cent diversion rate by 2030 and 80 per cent diversion rate by 2050 but recommends they be broken down to indicate the contribution expected by residential; industrial, commercial & institutional (IC&I); and, construction, renovation & demolition (CR&D) sectors.

The City recommends that waste from the IC&I sectors be prioritized in the timeline as it represents a significant opportunity for meeting the Strategy's targets. Under the current Blue Box program, only material deemed to be generated from a household is obligated, but there should be no difference where the material generates. The material should be recovered and the resources re-introduced to the supply chain.

The City recommends that the interim targets, which are currently based on waste diversion, be amended to reflect waste reduction and the efficient use of resources. Reaching meaningful targets would benefit from strengthening instruments that focus on product design and that increase demand for resource-efficient products.

The City recommends that the province commit to a timeline for reporting, assessing and if necessary, changing the interim targets.

The City recommends that a consistent methodology for calculating and reporting diversion rates between sectors, companies, municipalities and other relevant parties be developed, established, implemented, enforced and monitored.

7. The City supports the establishment of a registry by the Authority to build data capacity in an open, transparent and publicly accessible fashion.

## **Objective 2: Enable Efficient and Effective Recovery Systems**

8. The City supports the increasing role for producer responsibility for the products and packaging producers create. This role includes financial, social and environmental responsibility. Under a circular economy, all costs of managing wastes must be covered directly by the producers and consumers of the products and packaging.
9. The City acknowledges that with increasing producer responsibility, producers must be provided a much greater say in how its products and packaging are managed.
10. The City supports the core principles for transitioning existing waste diversion programs to full producer responsibility regime.

The City supports the province's objective of smoothly transitioning existing programs without disruption of service.

The City recommends regular reviews and assessments during transitions so that impacts of the transitions are known and reported.

The City supports extensive consultation with municipalities and other stakeholders when determining when and how to transition. This is especially critical with the City of Guelph where all waste services are undertaken by municipal staff with no external contract constraints. Those municipalities with systems similar to Guelph's should not be transitioned in the same way that contract based municipalities are, nor should they be the last to be transitioned to the producer responsibility system.

The City supports that the province establish a financial reimbursement policy that addresses the residual value of unused municipal waste diversion infrastructure that was built to assist municipalities in meeting the requirements of regulations imposed by the province that may become redundant as a result of implementation of the Strategy.

11. The City acknowledges that the success of the WFOA will depend on the regulations to support them and how these regulations are implemented. These regulations will need to set rigorous service levels to provide accessibility and convenience for residents to divert designated materials and recycling targets. Producers must be required to provide services province-wide, not just in the largest communities. The province needs to ensure municipalities are fully engaged in this consultation.
12. The City supports solutions that minimize impact to residents in terms of maintaining convenience and customer service requirements. Solutions that minimize commercial truck and vehicle traffic requirements both from an environmental (noise & emissions) and road infrastructure preservation perspective will support the objectives of the Strategy.

## **Objective 3: Increase Waste Reduction and Improve Resource Productivity**

13. The City recommends the province require that producer responsibility be extended to designated materials that are not diverted or reduced, to include the designated products and packaging that are landfilled, become litter, or end up in the organics stream (e.g., Green Cart program) and that municipalities be compensated for these services.

14. The City recommends that the Strategy include information and discussion on the diversion of construction, renovation and demolition (CR&D) waste materials as designated materials, as they represent a significant portion of the waste generated in Ontario. The recovery of CR&D materials should be considered for early implementation.
15. The City supports updating the Strategy to improve IC&I diversion.
16. The City supports the harmonization of materials collected across Ontario to facilitate more effective promotion and education, provided it does not result in unreasonable reduction of service to any group of residents.
17. The City supports the development of an Organics Action Plan, noting that it is key that the Action Plan and potential regulations stay flexible enough to permit all technologies that maximize waste diversion and reduce greenhouse gases and look at multiple end products. The Action Plan needs to address financial requirements of food and organic waste recovery through producers, consumers, taxpayers and municipalities.
18. The City recommends that the province increase its activities and financial investment in waste diversion, resource recovery and waste management research and pilot projects. The actions required to make the Final Strategy a reality, require more programs, facilities and technologies, some of which are not proven on the scale being contemplated.

#### **Objective 4: Create Conditions for Sustainable End-Markets**

19. The City supports the need to have strong and sustainable end-markets and for reducing/removing impediments that slow down and/or prevent private sector investment in resource recovery programs and technologies.
20. The City recommends that the province, industry and municipalities develop incentive-based support programs for products and packages that contain recyclable or organic materials through procurement policies and other economic mechanisms. Both public and private sectors have an important role to play in advancing resource efficiency through procurement practices. Green procurement and strong end markets are fundamental to the success of the Strategy.
21. The City recommends that the province establish a financial policy that directs a portion of the fines imposed on producers for missing targets, to go to municipalities, as the impact of missing a target will impact local waste management programs. For example, currently municipalities are not entitled to unredeemed deposits on alcohol beverage containers that end up in the recycling system.
22. The City supports the implementation of disposal bans at the provincial level (province-wide bans) but the operational complexity and administrative costs associated with enforcing the bans must be reimbursed to those shouldering the costs.

The City recommends that bans on currently designated materials could and should be considered earlier in the current timeline as diversion programs and processing capacity for these materials already exists in Ontario.

The City recommends that the implementation date of the Organic Waste Action Plan and any associated bans be after the transition of the Blue Box program to producers is complete so that



resources currently used by municipalities for the Blue Box program can be reallocated to address the Organic Waste Action Plan.

The City recommends that any disposal bans address the export of banned waste to jurisdictions outside Ontario for disposal.

23. The City recommends that the province ensure that Ontario's Cap and Trade program link directly with waste diversion and resource recovery efforts by recognizing and encouraging activities in the waste management sector that drive greenhouse gas emission reductions.

The City recommends that Cap and Trade funding be made available to anyone, including municipalities, that invest in infrastructure that reduces waste, recovers resources and reduces greenhouse gas emissions and that consideration be given to early adopters of this infrastructure.

### **Other Comments**

24. The City supports the timeline to review the Strategy at least every ten years and to issue progress reports at least every five years.
25. The City recommends that the province provide a detailed schedule for designating new materials to allow municipalities and other stakeholder's time to develop plans to handle these materials.
26. The City recommends that components of the Strategy be implemented in a manner that promotes open and fair competition.
27. The City recommends that the province continue to consult with the City of Guelph and other municipalities as components of the Strategy are designed and implemented.

The City of Guelph thanks the Ministry for engaging municipalities on this important Strategy and look forward to continued municipal involvement in waste management in Ontario.

Sincerely,

**Cam Walsh**

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City of Guelph

Barbara Swartzentruber, Executive Director  
Intergovernmental Relations, Policy and Open Government  
City of Guelph

Glen R. Murray  
The Honourable Minister  
Environment and Climate Change



# GRAND Actions

The Grand River watershed newsletter



January/February 2017 • Volume 22, Number 1

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## Beauty of Grand River watershed captured by photo contest winners

By **Lara Fox**,  
Communications Specialist

**M**ore photos than ever before — 624 — were submitted to the GRCA's 2016 photo contest.

The winners are people who combine their enjoyment of the outdoors with photography. The judges faced some challenges because there were many excellent submissions. The photos show the diversity of beautiful landscapes and recreational activities in the watershed. They are being used on the GRCA's website and in its publications.

### Grand Prize

Anca Gaston of Brantford is an avid amateur photographer, who enjoys capturing the natural beauty of the Grand River area.

She shot the grand prize photograph of a bald eagle when she was camouflaged behind tree

branches and saw the eagle in the Grand River near Brant Park.

"I noticed the female bald eagle soaring overhead with her sharp eyes focused on the river looking for fish. Spotting something, she quickly began her downward dive. As she approached the water's surface, however, it became clear to me that the fish had gotten away because she swiftly changed directions, rising up from the water before touching it," Gaston said.

The photo features the bald eagle in an upward flight position, displaying its powerful talons and spread tail feathers. Wilkes Dam and the Grand River are visible in the background. The photo also captures the return of bald eagles along the Grand River.

In addition to a \$500 gift certificate, Gaston won a pair of tickets to the National Geographic LIVE Series at Centre In The Square, Kitchener.

### Cover photo

Winning photo of a bald eagle at Wilkes Dam in Brantford.

Photo by Anca Gaston.







Eramosa River  
by Sherri Lovell



Happy squirrel  
by Brenda Lawlor

The first place prize in each category was \$250 and second place was \$100, also from a local camera retailer.

### River recreation

Jean Lefebvre of Waterloo, winner of the top prize in the river recreation category, is an avid paddler and a member of the Waterloo Wellington Canoe and Kayak Club.

“I like to get out and commune with nature, but my favourite activity is canoeing. Canoeing and photography are a great combination of interests, as one provides material for the other,” he said. Lefebvre often paddles the Elora Gorge, where he can further develop his canoeing skills.

His winning photo shows his friend, Stephen Coutts of Guelph, poling a canoe down the Elora Chute.

Poling is a traditional, but now uncommon, technique involving standing in a canoe and using a long pole against the riverbed to travel up or down river.

“Stephen is the only canoe poler I know, though I’ve heard rumours of another existing somewhere in Ontario,” Lefebvre said. “He is particularly skilled at guiding his canoe in this unusual way. It makes for a good photography subject.”

A photo of a hiker at Shade’s Mills Park taken by Sigrid Rhodes of Waterloo placed second. Rhodes is also an avid photographer and outdoor enthusiast, who takes her camera on outdoor adventures.

“I once saw a white robin, but I didn’t have my camera with me. I vowed to never leave the house without it again. Now, I take my camera with me everywhere, even while kayaking,” she said.

Rhodes and her husband, Ron, buy a Grand River Parks membership pass each year. “We live around the corner from Laurel Creek Park, but we love to explore other parks, too. With our membership, we pursue our hobbies such as bird watching, geocaching, kayaking and cross-country skiing,” she said. “We photograph the trilliums in the spring, the lush green forests in the summer, the fall colours and finally the frozen lakes and snow in the winter.”

The prize-winning photograph was shot on a beautiful spring day at Shade’s Mills Park along the Toyota Way Trail.

In addition, honourable mentions in the

recreation category went to Dan Baskin for a photo of a kayaker on the Grand River and Christina Hollingbury for an image of a man and a boy fishing.

### Nature category winners

The GRCA was flooded with photos in this category, and the top prize went to Sheri Lovell of Rockwood for her photo of the Eramosa River as it flows through Rockwood Park. She never leaves home without her camera.

“My preferred focus is candid street photography and special events,” she said. “But when you live in such a beautiful part



Poling paddler  
by Jean Lefebvre





Elora Quarry  
Ken Borghese

of Ontario, it is hard not to take advantage of the photo opportunities that abound here.

“I am fortunate enough to live in Rockwood, so if I see a dramatic sky developing, I know there will be a great photo op, and I can zip over to the park to try to capture it. That particular vantage point is one of my favourites,” she said.

Lovell is a member of the Guelph Photographers Guild and encourages people of all skill levels, who are interested in photography, to join.

**Brenda Lawlor** of Cambridge is a self-taught photographer with a passion for the natural world, and her photo of a happy squirrel took second place.

“I began my photographic journey six years ago with a Nikon 3000, virtually no technical knowledge, and a desire to capture nature’s beauty,” she said. The photo was taken on a crisp November afternoon on the Speed River trail.

“I was attempting to capture blue jays and cardinals and was offering sunflower seed as payment. This young squirrel was an uninvited guest to my party, so I offered him his own portion of seed, off to the side,” she said. “As I continued to photograph the birds, I glanced over and saw the squirrel happily feasting on the seed. Realizing this was the shot, I quietly and steadily got closer and closer and this was the end result.”

Two photographers whose images won honourable mention prizes in this category were **Eric Bancroft** for a photo of a heron eating a fish and **Dan Baskin’s** winter image of trees along the river.

### Panorama category

An image of the Elora Quarry gave **Ken Borghese** of Guelph first place in the

panorama category. Since retiring, he has joined both the Guelph Photographers Guild and the Guelph Wellington Seniors Association’s Into Focus Photography Club.

“There is no subject on which I focus my hobby. I enjoy capturing photographs of everything and learning more every time I trip the shutter,” Borghese said.

His Elora Quarry photo was captured on a busy summer afternoon. “My wife and I had heard of the consistent popularity of Elora Quarry Park and decided to see for ourselves,” he said. “We were not disappointed.”

Borghese shot from a vantage point where much of the quarry was visible and created the panorama by stitching 12 photographs together.

Oakville resident **Marc Cadranel** captured second place with his panorama of

Rockwood Park on a summer day. His photo is on the back page of this newsletter.

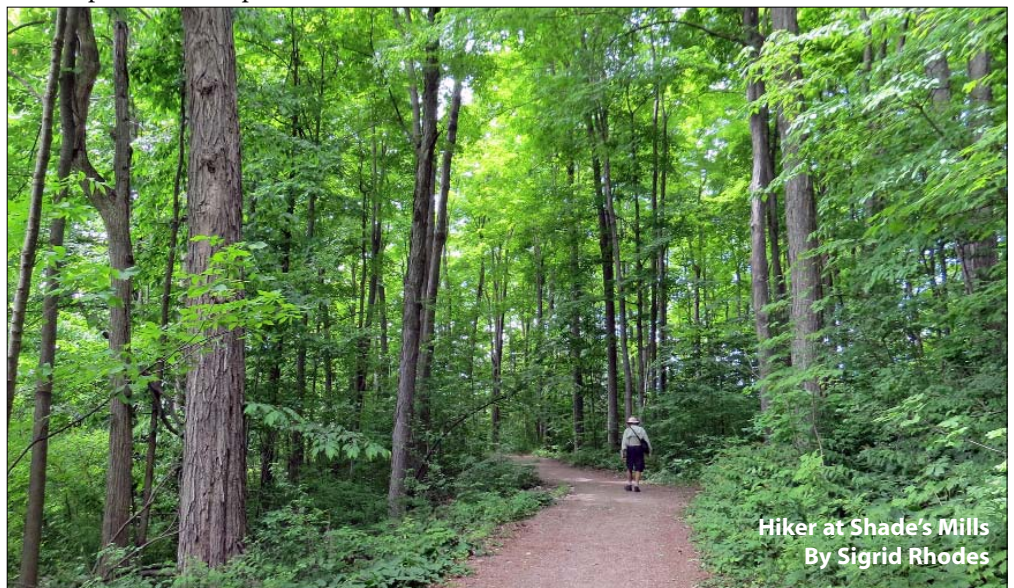
“I particularly like (the photo) because, if one looks carefully, there are a few canoes that emphasize the imposing beauty of the park,” he said.

Born in the Democratic Republic of the Congo, he spent nearly 20 years in South Africa before immigrating to Canada in 1999 with his family. He and his family are avid weekend day-trippers during the summer.

“The area around us is so beautiful, varied and widespread that I suspect it will take us a while yet to cover it all,” he said.

An honourable mention also went to a photo by **Sigrid Rhodes** in the panorama category for a photo of the pool at Byng Island Park.

The winning photos and a selection of contest entries may be viewed on Flickr: [www.flickr.com/grandriverconservation/](http://www.flickr.com/grandriverconservation/)



Hiker at Shade’s Mills  
By Sigrid Rhodes

The category winners can be seen on these two pages, with the photo title and the photographer noted in the corner of the image. Another winner is on the back page.



# Monarchs, milkweed and Mexico

**By Ann Schletz**  
GRCA Resource Interpreter

While I stood under the oyamel fir trees of Mexico with monarchs floating all around last January, I realized that this amazing butterfly migration is at risk of disappearing forever.

It starts with a tiny egg laid on the bottom of a milkweed leaf in many places in North America, including the Grand River watershed, and ends in Mexico after a journey of over 4,000 km.

Monarch butterflies leave Ontario in the fall, and in two months they reach the mountains of Michoacan, Mexico, where millions gather to hibernate.

I took a monarch adventure in January, 2016 to the mountain town of Angangueo, in central Mexico. On Nov. 1 the insects pour up the main street and come to rest to the very trees that their ancestors occupied the previous year.

The locals believe that butterflies are the souls of loved ones who have passed away —

because they arrive in this Mexican town on the Day of the Dead.

The largest and most famous of the monarch sanctuaries, El Rosario, is in a forest. The first monarchs our group came upon were lying dead on the ground — victims of predators. The black-backed grosbeak, black-headed orioles and black-eared mice have each devised an ingenious method of dealing with the toxin found in the monarchs.

It took a while for our group to realize that the towering oyamel fir trees around us were covered in butterflies. We saw trees with drooping branches and somewhat fuzzy bark. It took a closer look to see that entire trees were covered with monarchs from top to bottom.

## Migration takes generations

The butterflies that leave Ontario in the autumn don't make the return journey north. Instead, after their winter in Mexico, they fly as far as Texas and lay eggs on newly



Photo by Ann Schletz

In Mexico, trees are covered with monarch butterflies in early winter.



Photo by Katrina Musselman

Monarch butterflies can't survive without milkweed. They lay eggs on the leaves, which are then eaten by the caterpillars. You can plant milkweed on your property to help monarchs as well as other pollinators. This photo was submitted to the GRCA photo contest.



emerged milkweed.

The third and fourth generations will continue the journey back to Ontario.

### Scientists study migration

Scientists are still trying to understand this amazing migration. Recent research indicates that the butterflies contain magnetite — a magnetic mineral — that attracts them to the volcanic belt of Mexico.

In Ontario, the monarch is a species of special concern, meaning they may become threatened or endangered due to a combination of biological characteristics and identified threats. It faces many challenges during its migration, including lack of food plants, climate change and illegal logging in the forests of Mexico.

The World Wildlife Fund works with farmers in Mexico to help stop illegal logging in the mountains where the monarchs hibernate. A grassroots movement is creating nectar gardens and milkweed nurseries along the migration route.

### Climate change and lost habitat

Climate change disrupts the monarch's migration by changing weather patterns along the route and in their wintering grounds. The lack of food plants along the migration route is likely the most difficult challenge the monarchs face.

Without milkweed for their young to feed on and without nectar-rich plants during the fall migration, the sight of a monarch butterfly visiting summer flowers in your Ontario garden may be a thing of the past.

If you are interested in helping this species of special concern, consider planting a milkweed patch in your yard and plant nectar-rich native flowers like goldenrod to provide fuel for the long journey south.

*Tours of the monarch sanctuaries are organized through the travel partner of WWF, Natural Habitat Adventures. Tours can also be arranged by individual travellers, if they are travelling independently.*

#### Monarch information

World Wildlife Fund

[www.wwf.ca/conservation/species/monarch\\_butterfly](http://www.wwf.ca/conservation/species/monarch_butterfly)

Follow the migration as it happens and participate in citizen science projects:

[www.learner.org/jnorth/monarch](http://www.learner.org/jnorth/monarch)

# Pioneering geologist Dr. Paul Karrow receives 2016 award

By Janet Baine

GRCA Communications Specialist

**D**r. Paul Karrow has made a 60-year career out of digging into the ground beneath his feet to reveal the history of sediment — information that helps decision makers plan for the future.

This distinguished professor emeritus at the University of Waterloo was among those who received a 2016 Watershed Award from the GRCA.

His career as a geologist began in his undergraduate years when summer jobs meant that he was taking airplanes to different provinces, living in a tent and learning to paddle a canoe. The outdoor life was good for him and he loved it.

After six years employed as a geologist for the Ontario government, Dr. Karrow took a position in the civil engineering department at the University of Waterloo. From there, he developed the geology department that became Earth and Environmental Sciences.

### Understanding how water moves

With help from his students, Karrow mapped the surface geology in much of the Grand River watershed. Travelling by truck, they stopped every kilometre or so to dig into the ground. They were checking to see whether the sediment at that location was clay, sand, silt, gravel or other materials. In this way, they characterized the array of sediments that lie on top of the bedrock. Karrow's work as a sedimentary geologist extended well beyond the Grand River to other parts of Canada.

"Understanding the underlying geology in a watershed is fundamental to understanding and modelling how water flows through and infiltrates into the landscape," said Dwight Boyd, the GRCA's Director of Engineering, who has a strong appreciation for the work that Karrow has done.

In addition, he taught and mentored many geology students. He also worked closely with the geologist who recently updated the surface geology and created 3D geology mapping of the Waterloo moraine.

"His guidance and never-ending patience

## TAKING ACTION

has enabled many students to build upon his work," said his former student Cam Baker, who was a manager at the Ontario Geological Survey for many years and now works at Matrix Solutions Inc.

During his career, Karrow has published close to 300 peer-reviewed papers, books and maps and inspired many of the staff at the Ontario Geological Survey.

Although he retired in 1999, Karrow still publishes papers and has several projects on the go. Most days of the week he can be found in his office at the University of Waterloo.

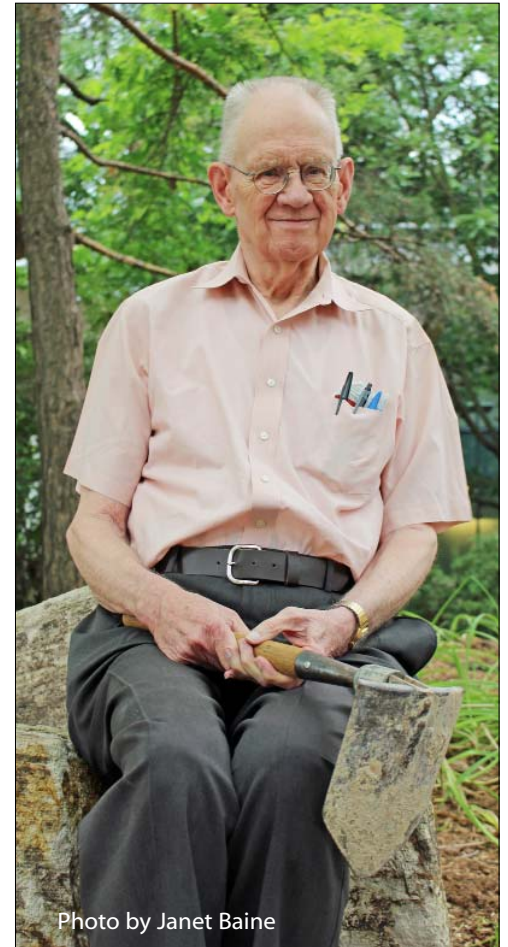


Photo by Janet Baine

Pioneering geologist Dr. Paul Karrow holds the tool that he used to find out what sediment lays below the surface across the watershed.



# Counting birds in winter

## Results of Christmas Bird Count

More than a hundred volunteers gathered to participate in the annual Christmas Bird Count that is organized by Bird Studies Canada.

Co-ordinators organized bird counts in Brantford, Cambridge, Guelph, Kitchener and Linwood.

“Bird counts such as this show trends that are likely due to climate change and the Emerald Ash Borer,” said GRCA ecologist Tony Zammit, who led a group during the Cambridge bird count.

Generally, birders found a record number of bald eagles, woodpeckers, doves and robins this year.

Species that are on the decline included the great horned owl and ruffed grouse.

The Cambridge birders spotted long-eared owls, a long-tailed duck and a fox sparrow. These are special birds that are rarely seen in Cambridge.

Any time of the year, bird sightings can be viewed and posted on [www.ebird.org](http://www.ebird.org).

## Great Backyard Bird count Feb. 17-20

The next national birding event is the Great Backyard Bird Count that takes place Feb. 17 to 20.

This is an annual four-day event that engages birdwatchers of all ages across North America in counting birds to create a real-time snapshot of trends in species.

Anyone can participate, from beginners to experts. You can count for as little as 15 minutes on a single day, or for as long as you like each day of the event. It's free, fun, and easy — and it helps the birds.

It's as simple as counting the birds at a location near you, estimating how many birds you saw of each species, and filling out an online checklist on the Great Backyard Bird Count website. As the count progresses, you can visit the GBBC website to view results and share photographs.

More information about this and details about how to join are available on [www.gbhc.birdcount.org](http://www.gbhc.birdcount.org).



Photo by Dan Baskin

Winter is a great time for birding.

## Keeping cats and birds safe

With the screech of tires, someone's family cat is lying dead on the road.

A tragedy like this can strike at any moment.

A national organization called Cats and Birds is working to keep both cats and birds safe. They are asking cat owners to keep their pets inside or on a leash, and they have a section of their website devoted to information about this.

Concern for the declining bird populations in Canada is a big impetus for this program and Ontario Nature is a partner. Guelph is one place where volunteers are actively informing the public about this issue.

Cats kill between 100 million and 350 million birds per year in Canada, 38 per cent of those by pet cats and the rest by feral cats, according to Environment Canada. Many bird species in the Grand River watershed are in decline, and keeping cats away from birds is an important act of stewardship.

The research identifies 115 of 468 species that regularly occur in Canada are vulnerable to cats because of their nesting or feeding behaviour. Birds that rarely go to the ground because they forage in trees were not considered vulnerable.

There are more than 25,000 feral cats in Norfolk County, south of Brantford, according to an estimate by the humane society, so these free-ranging cats are also a serious problem for birds.

For more information on how to keep both cats and birds safe, see

[www.catsandbirds.ca](http://www.catsandbirds.ca)



Photo by Denise Fell

Volunteers from across the watershed joined the 117th Christmas Bird Count to help track changing trends in bird species. Pictured here is Team Falcon, led by Mike Cadman and Bryan Wyatt, two extraordinary birders in Guelph. They are looking for birds by Guelph Lake Dam. This event was hosted at the Guelph Lake Nature Centre in early January. About 25 kids participated.

# How to harness billions of tiny creatures to grow great food

By Karen Buschert

Conservation Outreach Specialist

**D**id you know that one teaspoon of soil contains up to one billion living things?

They are part of a vast web of microscopic life that keeps soil healthy. In fact, they all live in only three to five per cent of the soil that makes up the organic matter.

Organic matter also includes the dead and decomposing plants and animals that form the basis of the soil food chain. High levels of organic matter in soil contribute to healthy plants.

Hiding in that small teaspoon is an entire ecosystem that is made up of:

## Bacteria

These tiny organisms eat the dead and decomposing organic matter in the soil and help recycle the nutrients. They allow the nutrients to be used over and over by living plants and animals.

## Fungi

Look in the soil for long, hair-like threads that are often attached to plants. These fungi can fill many different roles, depending on the species. Some are joined to living plants. Others are decomposers which feed on dead and decaying plants and animals.

Fungi often form a symbiotic relationship with plants and supply nutrients to plant roots by mining the nearby soil for nutrients, while plants convert the sun's energy into simple sugars that are fed to the fungi.



photo by Karen Buschert

Three to five per cent of the soil in a teaspoon is organic matter that contains a billion micro organisms.

## DID YOU KNOW

### Protozoa

These highly mobile micro-organisms sometimes look like Pac-Man, Hoovering up nearby bacteria. They are active when soil is moist and live in tiny wet pockets between soil particles under the soil surface.

### Nematodes

Some worms are so tiny that they are invisible without a microscope. Depending on the species, these nematodes feed on fungi, bacteria and protozoa. Some are beneficial, while others can be crop pests.

### How to grow healthy food

This microscopic food chain provides an important link to healthy plant growth.

Whether you are a large-scale farmer or a backyard gardener, the same principles of healthy soil apply. The more diverse the microscopic food chain, the more it can nourish plants.

**Reducing disturbance** to soil is one way to keep it healthy. Till or turn it over as little as possible to keep the microscopic ecosystem intact.

**Keep soil covered**, using mulch, dense crop plantings or a cover crop is also important. This reduces the chance of soil washing away in heavy rain. Cover crops feed the soil microbiology and help hold moisture in the soil. Bare soil is more likely

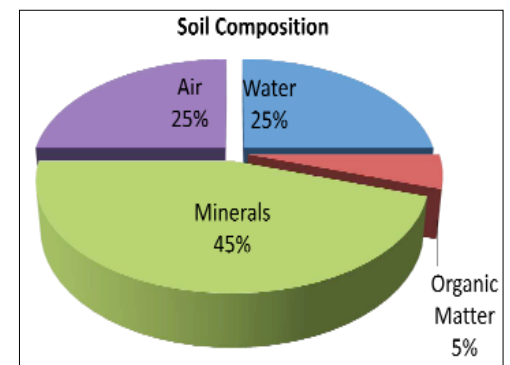


Photo by Christine George

A nematode, shown here as seen under a microscope, is a tiny worm.

to dry up, preventing microbes from thriving.

Understanding soil ecology and putting that knowledge into practice will improve the health of whatever plants you grow, transforming that teaspoon of soil into healthy food for you and your family.



## Trees Workshop March 4

**T**he Managing Trees on your Property Workshop will answer questions landowners have about trees and help them to develop skills and strategies to maintain and improve their trees.

The free day-long event is on Saturday, March 4, 9 a.m. to 2:30 p.m. at the GRCA head office, 400 Clyde Rd., Cambridge.

GRCA forestry staff, along with experts from Pollination Guelph and other agencies will speak about tree-related topics. Local tree and restoration companies will also exhibit products and services. Funding information will also be available.

For information and registration, visit <https://managingtrees.eventbrite.ca>, email [ruralwater@grandriver.ca](mailto:ruralwater@grandriver.ca), or call 519-621-2763 x 2262.





Photo by Marc Cadranet

## THE GRAND CALENDAR

### **A Ripple Effect: Guelph Civic Museum, Jan. 28 to Sept. 10**

A Ripple Effect examines Canadians' relationship with fresh water by focusing on the Thames, Speed, and Eramosa rivers. Organized under the themes of work and play, the exhibition explores the ways in which we have used fresh water for domestic and industrial pursuits. For more information see [www.guelphmuseums.ca](http://www.guelphmuseums.ca)

### **Heritage Day Workshop, Feb. 15 to 17**

The Heritage Day Workshop is a three-day gathering showcasing the Mississaugas of the New Credit First Nation, their lands, their waters and their people.

The GRCA's Heritage Working Group is marking its 20-year Heritage Day anniversary through a unique partnership with the Mississaugas of the New Credit First Nation.

The three-day celebration will feature more than 20 indigenous and non-indigenous speakers. The gathering is being held at the Mississaugas of the New Credit First Nation community centre. Email [Historical.Gatheirng@outlook.com](mailto:Historical.Gatheirng@outlook.com) or call 905-768-0100 to reserve. Space is limited.

### **Pinehurst Lake Family Ice Fishing Day, Feb. 20**

Try ice fishing 8 a.m. to 2 p.m. Equipment and bait will be available for new anglers, but there is a limited supply. There are prizes. A fishing licence is not needed for

Canadian residents, because it is licence-free Family Fishing Weekend. There will be hikes and other family activities. Ice fishing is weather dependent. Call the parks at 519-442-4721 to check conditions.

### **Guelph Lake Sled Dog Race, Feb. 25-26**

Whether you are an experienced musher, a novice or are simply interested in experiencing the spectacle of sled dog racing, check out the Guelph Lake Sled Dog Race. The inaugural race is perfect for first time spectators. For more information, check [www.glsdr.ca](http://www.glsdr.ca). The price is \$10 per vehicle.

### **Order trees from the GRCA before March 1**

Landowners can order trees to be planted on their own properties of 2.5 acres or more (exclusive of buildings) from the GRCA until March 1. Orders must be for 200 seedlings or 20 saplings or more. For more information, or to arrange a visit to your property, check [www.grandriver.ca/trees](http://www.grandriver.ca/trees), email [trees@grandriver.ca](mailto:trees@grandriver.ca) or call 519-621-2763 and ask for a forestry specialist.

### **Campsite reservation system opens March 1**

The campsite reservation system begins taking reservations for all Grand River Parks online at [www.grcacamping.ca](http://www.grcacamping.ca) or 1-877-558-GRCA (4722). Online reservations for Hillside Festival will be taken Feb. 28.

This Rockwood Park photo won second place in the panorama category in the GRCA photo contest. Read more on page 3.

## About Grand Actions:

*This newsletter is produced several times a year by the Grand River Conservation Authority.*

### **More information:**

Current and back issues as well as complete subscription information is available online at [www.grandriver.ca/GrandActions](http://www.grandriver.ca/GrandActions).

### **Submission deadlines:**

The 15th of February, April, June, August, October and December. Submissions may be edited for length or style. Photos and event information is also welcome. We do our best to publish items, but we are not able to guarantee publication.

### **To subscribe by e-mail:**

[GrandActions-subscribe@grandriver.ca](mailto:GrandActions-subscribe@grandriver.ca)

### **To subscribe by mail, change your subscription or for information:**

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THE CORPORATION OF THE  
**TOWNSHIP OF MONTAGUE**



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[www.township.montague.on.ca](http://www.township.montague.on.ca)

December 22<sup>nd</sup>, 2016

VIA Email

The Honourable Kathleen Wynne, Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

Dear Honourable Wynne,

The Council of the Corporation of the Township of Montague at its Council meeting on December 6<sup>th</sup>, 2016 passed Resolution 333-2016, supporting Tay Valley Township's Resolution #C-2016-11-11, concerning Electrical Bills.

Please find the resolution in support and the original resolution attached to this letter.

Please feel free to contact Jasmin Ralph at [jralph@township.montague.on.ca](mailto:jralph@township.montague.on.ca) or at 613-283-7478.

Thank you,

A handwritten signature in black ink, appearing to read "Jasmin Ralph". The signature is fluid and cursive, with the first name "Jasmin" written in a larger, more prominent script than the last name "Ralph".

Jasmin Ralph  
Acting CAO/Clerk

Cc: Hon. Glenn Thibeault, Minister of Energy  
Cc: Randy Hillier, MPP  
Cc: All Ontario Municipalities



TOWNSHIP OF MONTAGUE

MOVED BY: V. Carroll

RESOLUTION NO: *333-2016*

SECONDED BY: J. Abbass

DATE: December 6, 2016

That the Council of the Township of Montague hereby supports the Township of Tay Valley's Resolution C-2016-11-11 concerning Electrical Bills; and

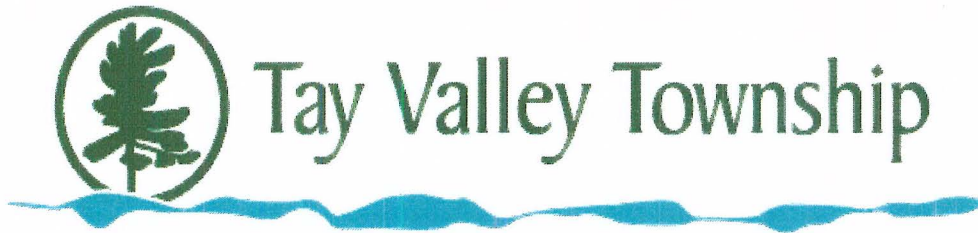
That this resolution in support be circulated to Kathleen Wynne, Premier of Ontario, Glenn Thibeault, Minister of Energy, and Randy Hillier, MPP.

CARRIED

DEFEATED

  
REEVE





November 25<sup>th</sup>, 2016

The Honorable Kathleen Wynne, Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto ON M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

Dear Honorable Wynne:

**RE: Ontario's Electrical Bills.**

The Council of the Corporation of Tay Valley Township at its Council meeting on November 8<sup>th</sup>, 2016 adopted the following resolution:

**RESOLUTION #C-2016-11-11**

**"WHEREAS**, 570,000 Ontario consumers are unable to maintain a paid up balance on their electrical bills;

**AND WHEREAS**, 50,000 to 60,000 consumers have had their service disconnected due to unpaid balance;

**AND WHEREAS**, it is the fall heating season and approaching the winter season;

**AND WHEREAS**, Ontario is the only Province in Canada to be subject to these charges;

**THEREFORE BE IT RESOLVED THAT**, the Council of Tay Valley Township request that these charges be removed from consumer's electrical bills to make it more affordable and more comparative to the Provinces;

**AND THAT**, this resolution be circulated to Kathleen Wynne, Premier of Ontario, Glenn Thibeault, Minister of Energy, Randy Hillier, MPP, and all Ontario Municipalities."



If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 130 or [clerk@tayvalleytwp.ca](mailto:clerk@tayvalleytwp.ca).

Sincerely,

Janie Laidlaw, Acting Clerk

cc: Glenn Thibeault, Minister of Energy  
Randy Hillier, MPP, Lanark-Frontenac-Lennox-Addington  
Ontario Municipalities



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December 22<sup>nd</sup>, 2016

VIA Email

The Honourable Kathleen Wynne, Premier of Ontario  
Legislative Building  
Queen's Park  
Toronto, Ontario  
M7A 1A1  
[premier@ontario.ca](mailto:premier@ontario.ca)

Dear Honourable Wynne,

The Council of the Corporation of the Township of Montague at its Council meeting on November 15<sup>th</sup>, 2016 passed Resolution 310-2016, related to funding for internet connectivity in libraries across Ontario.

Please find the resolution attached to this letter.

Please feel free to contact Jasmin Ralph at [jralph@township.montague.on.ca](mailto:jralph@township.montague.on.ca) or at 613-283-7478.

Thank you,

Jasmin Ralph  
Acting CAO/Clerk

Cc: Hon. Eleanor McMahon, Minister of Tourism, Culture and Sport  
Cc: Southern Ontario Library Service  
Cc: Randy Hillier, MPP  
Cc: Scott Reid, MP  
Cc: All municipalities in Ontario



TOWNSHIP OF MONTAGUE

MOVED BY: V. Carrol

RESOLUTION NO: 310-2016

SECONDED BY: J. Abbass

DATE: November 15th, 2016

Whereas the Council of the Township of Montague supports the Merrickville and Smiths Falls Public Library; and

Whereas the Township recognizes the value that the libraries bring to the Township by providing essential services to members of the public, including computer and internet access where it may otherwise be unavailable; and

Whereas the Township of Montague has been notified that the Merrickville Public Library may lose funding for Internet Connectivity for 2017;

Now therefore be it resolved that the Council of the Township of Montague hereby requests the Ministry of Tourism, Culture and Sport and the Southern Ontario Library Service maintains funding for libraries for internet connectivity; and

That this resolution be circulated to MTCS, the Southern Ontario Library Service, MP Scott Reid, MPP Randy Hillier, the Premier of Ontario and all municipalities.

CARRIED

DEFEATED

  
\_\_\_\_\_  
REEVE