

INFORMATION ITEMS

Week Ending March 29, 2018

REPORTS

1. Litigation Status Report
2. 2017 Council Remuneration Report
3. Adult School Crossing Guard Program Update
4. 2017 Delegation of Authority Report (IDE)
5. Cedarvale Avenue Park Master Plan
6. Guelph Trail Master Plan Update Interim Report

INTERGOVERNMENTAL CONSULTATIONS

1. Watershed Planning Guidance
2. Guidance to support implementation of the Growth Plan for the Greater Golden Horseshoe, 2017: Application of the Intensification and Density Targets & The Municipal Comprehensive Review Process

CORRESPONDENCE

1. None

BOARDS & COMMITTEES

1. None

ITEMS AVAILABLE IN THE CLERK'S OFFICE

1. None

Information Report



Service Area Office of the Chief Administrative Officer

Date Thursday, March 29, 2018

Subject **Litigation Status Report**

Report Number CAO-2018-08

Executive Summary

Purpose of Report

To provide information regarding the current status of litigation involving the City.

Key Findings

The amount of litigation, excluding Planning and insured matters, that the City is involved in remained static, more or less, throughout 2017. The number of matters, excluding insured matters, being handled by external counsel remained the same throughout 2017.

Financial Implications

N/A

Report

The attached chart sets out the details of the litigation the City is involved in and the resolutions which have occurred since the last report in September, 2017.

Legal Services continues to seek resolution of the litigation and OMB matters in a timely fashion and has been successful in resolving a number of matters in the last six (6) months.

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

ATT-1 Litigation Status Report as of March 29, 2018



Recommended By

Christopher C. Cooper

City Solicitor

Legal, Realty and Risk Services

519-822-1260 Ext. 2288

christopher.cooper@guelph.ca

ATT - 1
LITIGATION STATUS REPORT
As of March 29, 2018

COURT ACTIONS				
Matter	Description	History	Current Status	Counsel
Marfisi v. City of Guelph et al. (Superior Court of Justice Court File No. 408/17 SR)	<ul style="list-style-type: none"> Bicycle Accident – October 13, 2015 	<ul style="list-style-type: none"> October 5, 2017 – City served with Statement of Claim November 28, 2017 – Statement of Defence and Crossclaim Filed 	<ul style="list-style-type: none"> Currently awaiting the closing of pleadings 	Legal Services
Fava v. City of Guelph (Superior Court of Justice Court File No. 407/17)	<ul style="list-style-type: none"> Appeal of decision of the Property Standards Committee 	<ul style="list-style-type: none"> October 4, 2017 – City served with Notice of Application October 19, 2017 – Notice of Appearance served and filed 	<ul style="list-style-type: none"> July 30, 2018 – Application scheduled to be heard 	Legal Services
642762 Ontario Inc. v. City of Guelph et al. (Superior Court of Justice Court File No. 85/17)	<ul style="list-style-type: none"> Alleged environmental contamination 	<ul style="list-style-type: none"> August 23, 2017 – City served with Notice of Action and Statement of Claim 	<ul style="list-style-type: none"> Ongoing discussions 	Legal Services
Evering v. City of Guelph (Superior Court of Justice Court File No. 227/17)	<ul style="list-style-type: none"> Slip and Fall - February 2013 	<ul style="list-style-type: none"> May 23, 2017 – City served with Statement of Claim June 29, 2017 – City filed Defence 	<ul style="list-style-type: none"> Plaintiff non-responsive 	Legal Services
Evering v. City of Guelph (Superior Court of Justice Court File No. 228/17)	<ul style="list-style-type: none"> Slip and Fall – February 2017 	<ul style="list-style-type: none"> May 23, 2017 – City served with Statement of Claim June 29, 2017 – City filed Defence 	<ul style="list-style-type: none"> Plaintiff non-responsive 	Legal Services
Konesavarathan v. City of Guelph et al. (Divisional Court File No. 579/16)	<ul style="list-style-type: none"> Application to Divisional Court for Judicial Review of HRTO decision 	<ul style="list-style-type: none"> December 1, 2016 – City served with Notice of Application December 19, 2016 – City served and filed Notice of Appearance March 13, 2017 – City served with Factum, Application Record and Exhibit Book of Applicant October 16, 2017 – hearing held 	<ul style="list-style-type: none"> Awaiting decision 	Legal Services
Jakel v. City of Guelph (Superior Court of Justice Court File No. 670/16)	<ul style="list-style-type: none"> Slip and Fall 	<ul style="list-style-type: none"> November 2, 2016 – City served with Notice of Action and Statement of Claim December 1, 2016 – City filed and served Statement of Defence 	<ul style="list-style-type: none"> Plaintiff non-responsive 	Legal Services
Westminster Woods v. City of Guelph (Superior Court of Justice Court File No.)	<ul style="list-style-type: none"> Claim re: Stage III Services pursuant to Subdivision Agreement 	<ul style="list-style-type: none"> October 4, 2013 – Statement of Claim served on City November 12, 2013 - City filed Statement of Defence 	<ul style="list-style-type: none"> Motion to be scheduled in 2018 	Legal Services Aird & Berlis LLP

ATT - 1
LITIGATION STATUS REPORT
As of March 29, 2018

COURT ACTIONS				
Matter	Description	History	Current Status	Counsel
707/13)		<ul style="list-style-type: none"> • November 25, 2013 – Reply served on City • March 2014 – Discovery Agreement prepared • May 30, 2014 - City filed Affidavit of Documents • November 27, 2014 - Plaintiff served Affidavit of Documents 		

COURT ACTIONS RESOLVED SINCE September 29, 2017				
Matter	Description	History	Current Status	Counsel
Heeley v. City of Guelph (Superior Court of Justice Court File No. 349/17 SR)	<ul style="list-style-type: none"> • Slip and Fall – September 2015 	<ul style="list-style-type: none"> • September 18, 2017 – City served with Statement of Claim • October 26, 2017 – Statement of Defence served and filed 	<ul style="list-style-type: none"> • This matter is complete 	Legal Services
McKenzie v. City of Guelph (Superior Court of Justice Court File No. 49/17)	<ul style="list-style-type: none"> • Slip and fall 	<ul style="list-style-type: none"> • February 7, 2017 – City served with Statement of Claim • March 9, 2017 – City served and filed Statement of Defence • June 28, 2017 – Examinations for Discovery held • March 6, 2018 – Settlement reached 	<ul style="list-style-type: none"> • This matter is complete 	Legal Services
Carmichael v. City of Guelph (Small Claims Court File No. 17-461)	<ul style="list-style-type: none"> • Property Damage 	<ul style="list-style-type: none"> • July 20, 2017 – City served with Plaintiff's Claim • August 15, 2017 – City served and filed Defence • October 4, 2017 – Settlement reached 	<ul style="list-style-type: none"> • This matter is complete 	Legal Services
Carere v. Property Standards (Superior Court of Justice Court File No. 174/17 AP)	<ul style="list-style-type: none"> • Appeal under the Building Code Act, 1992 of a Property Standards Order regarding a party wall at 15 -17 Gordon Street 	<ul style="list-style-type: none"> • April 18, 2017 – Notice of Appeal received • October 27, 2017 – Settlement reached 	<ul style="list-style-type: none"> • This matter is complete 	Legal Services

OMB MATTERS				
Matter	Description	History	Current Status	Counsel
92 Clough Crescent (Case No. PL180128)	<ul style="list-style-type: none"> • Appeal by Alexandra and Antony Savich 	<ul style="list-style-type: none"> • January 25, 2018 – appeal received 	<ul style="list-style-type: none"> • City preparing response materials 	Legal Services
1 & 15 Stevenson St. N. and 8 William St. (Case No. PL180091)	<ul style="list-style-type: none"> • Appeal by Rodney Kubis 	<ul style="list-style-type: none"> • January 10, 2018 – appeal received 	<ul style="list-style-type: none"> • Awaiting hearing date 	Legal Services

ATT - 1
LITIGATION STATUS REPORT
As of March 29, 2018

OMB MATTERS				
Matter	Description	History	Current Status	Counsel
132 Harts Lane West (Case No. PL180072)	<ul style="list-style-type: none"> Appeal by Terra View Custom Homes Ltd. and Terra View Construction Ltd. 	<ul style="list-style-type: none"> January 5, 2018 – appeal received 	<ul style="list-style-type: none"> July 18, 2018 – hearing scheduled 	Legal Services
132 Clair Road West (Case No. PL171454)	<ul style="list-style-type: none"> Appeals by Herbert Neumann, Frank Cerniuk, Sieben Holdings Limited, H and J Produce Limited, and McEnergy Industries Limited 	<ul style="list-style-type: none"> December 4, 2017 – 2 appeals received 	<ul style="list-style-type: none"> Awaiting hearing date 	Legal Services
Downtown Zoning By-law (2017) - 20187 (Case No. PL170951)	<ul style="list-style-type: none"> Appeal by Tom Lammer (Rykur Holdings Inc.) 	<ul style="list-style-type: none"> August 23, 2017 – Appeal received 	<ul style="list-style-type: none"> April 4, 2018 – hearing scheduled 	Legal Services
144 Watson Road North (Case No. PL170803)	<ul style="list-style-type: none"> Appeal by CP REIT Ontario Properties and Loblaw Properties Limited 	<ul style="list-style-type: none"> July 12, 2017 – Appeal received January 31, 2018 – hearing date adjourned 	<ul style="list-style-type: none"> Awaiting new hearing date 	Legal Services
75 Dublin Street North (Case No. PL161294)	<ul style="list-style-type: none"> Appeals by Upper Grand District School Board, Old Guelph Neighborhood Association Inc., and Rykur Holdings Inc. 	<ul style="list-style-type: none"> December 21, 2016 – appeal received August 14, 2017 – pre-hearing held November 17, 2017 – Motion hearing held 	<ul style="list-style-type: none"> Awaiting reserved decision 	Legal Services
360 Woolwich Street & 15 Mont Street (Case No. PL151199)	<ul style="list-style-type: none"> Appeal by Ian Connelly 	<ul style="list-style-type: none"> November 30, 2015 – appeal received May 10, 2016 – prehearing held July 27, 2016 – status hearing held by teleconference September 5-22, 2017 – Hearing held 	<ul style="list-style-type: none"> Awaiting reserved decision 	Legal Services
OPA 48 (7 Appeals) (Case No. PL 140042)	<ul style="list-style-type: none"> Seven (7) Appeals received relating to Official Plan Amendment 48 (Envision Guelph) as approved by the Minister of Municipal Affairs and Housing. 	<ul style="list-style-type: none"> December, 2013 – OPA 48 Approved by Minister of Municipal Affairs and Housing December, 2013 – Appeals received September 15, 2015 – Phase 1 hearing scheduled for 10 days - adjourned November 20, 2015 – phase 1 decision issued resolving part of one (1) appeal September 25, 2017 – Housekeeping phase hearing completed 	<ul style="list-style-type: none"> March 23, 2018 – decision issued confirming settlement of Niska Road Lands Phase No further hearings scheduled at this time 	Legal Services
1159 Victoria Road South (Case No. PL121406)	<ul style="list-style-type: none"> Appeals by Victoria Park Village Ltd. regarding failure to make a decision within the prescribed time 	<ul style="list-style-type: none"> November 29, 2012 – Appeal received May 14, June 28, September 18 & November 15, 2013 – Prehearings held 	<ul style="list-style-type: none"> No further hearings scheduled at this time 	Legal Services Garrod Pickfield

ATT - 1
LITIGATION STATUS REPORT
As of March 29, 2018

OMB MATTERS				
Matter	Description	History	Current Status	Counsel
		<ul style="list-style-type: none"> • June 16, 2014 – hearing held by teleconference • April 29 & August 18, 2015 – hearings held by teleconference • November 5, 2015 - Status hearing held (TCC) • May 3, 2016 – TCC held 		
580 Paisley Road – Armel Corporation (Case No. MM080050)	<ul style="list-style-type: none"> • Appeal by the owner, Armel Corporation, of a decision not to approve a site plan application for a proposed gas bar, car wash and kiosk. The main issue relates to site access. 	<ul style="list-style-type: none"> • October 1, 2008 – Appeal received • Matter in abeyance pending the completion of the Environmental Assessment of Silvercreek Parkway S. 	<ul style="list-style-type: none"> • No hearings scheduled at this time 	Legal Services

OMB MATTERS RESOLVED SINCE September 29, 2017				
Matter	Description	History	Current Status	Counsel
705 Southgate Drive (Case No. PL171034)	<ul style="list-style-type: none"> • Appeal by Divinder Grewal (Auto Reflections Auto Care Ltd.) 	<ul style="list-style-type: none"> • September 25, 2017 – Appeal received • March 1, 2018 – hearing held, City not a party 	<ul style="list-style-type: none"> • This matter is complete 	Legal Services
1131 Gordon Street (Case No. PL170899)	<ul style="list-style-type: none"> • Appeal by Wellington Standard Condominium Corporation #130 	<ul style="list-style-type: none"> • August 2, 2017 – Appeal received • December 21, 2017 – Appeal withdrawn 	<ul style="list-style-type: none"> • This matter is complete 	Legal Services

OTHER MATTERS				
Matter	Description	History	Current Status	Counsel
Lance Tyszka (Human Rights Tribunal of Ontario File No. 2018-31211-1)	<ul style="list-style-type: none"> • Human Rights Application 	<ul style="list-style-type: none"> • January 30, 2018 – Application submitted to HRTO • March 1, 2018 – City served with Notice of Application • March 26, 2018 – City filed Response and Request for Summary Hearing 	<ul style="list-style-type: none"> • Summary Hearing to be Scheduled 	Legal Services
The Corporation of the City of Guelph v. Director, Ministry of the Environment (Case No. 13-013)	<ul style="list-style-type: none"> • City is appealing to the Environmental Review Tribunal (ERT) the issuance of Permit to Take Water Number 5080-8TAKK2 to River Valley Developments Inc. 	<ul style="list-style-type: none"> • February 12, 2013 – City filed an application for Leave to Appeal with the ERT • May 2, 2014 – Leave to Appeal to ERT granted • City filed Appeal • November 4, 2014 - Status Update with ERT, held by teleconference. • Third-party mediation session held November 	<ul style="list-style-type: none"> • Mediation ongoing 	Garrod Pickfield Legal Services

ATT - 1
LITIGATION STATUS REPORT
As of March 29, 2018

OTHER MATTERS				
Matter	Description	History	Current Status	Counsel
		28, 2014		

OTHER MATTERS RESOLVED SINCE September 29, 2017				
Matter	Description	History	Current Status	Counsel
13 Stuart Street (Conservation Review Board)	<ul style="list-style-type: none"> Appeal re: Notice of Intention to Designate 13 Stuart Street pursuant to Ontario Heritage Act 	<ul style="list-style-type: none"> June 23, 2017 – City received Notice of Objection November 1, 2017 – appeal withdrawn 	<ul style="list-style-type: none"> This matter is complete 	Legal Services
Eileen Laberge (Human Rights Tribunal of Ontario File No. 2016-25273-S)	<ul style="list-style-type: none"> Application for Contravention of Settlement 	<ul style="list-style-type: none"> August 16, 2016 – application filed with HRT August 30, 2016 – City filed response August 17, 2017 – hearing held November 3, 2017 – decision received 	<ul style="list-style-type: none"> This matter is complete 	Legal Services

MATTERS BEING HANDLED BY INSURERS' LEGAL COUNSEL *				
Matter	Description	History	Current Status	Counsel
Szilvasy v. City of Guelph (Superior Court of Justice Court File No. 63/18)	<ul style="list-style-type: none"> Slip and Fall – April 6, 2016 	<ul style="list-style-type: none"> February 20, 2018 – City served with Statement of Claim 	<ul style="list-style-type: none"> Matter being investigated Pleadings not yet closed 	Insurer's legal counsel
Peacock v. City of Guelph (Superior Court of Justice Court File No. 34/18)	<ul style="list-style-type: none"> Slip and Fall – July 1, 2017 	<ul style="list-style-type: none"> January 25, 2018 – City served with Statement of Claim 	<ul style="list-style-type: none"> Matter being investigated Pleadings not yet closed 	Insurer's legal counsel
Cavanagh v. City of Guelph, Vinyl Jimmy Jazz, James Kritz and Jeffrey Bousfield (Superior Court of Justice Court File No. 379/17)	<ul style="list-style-type: none"> Slip and Fall – November 17, 2015 	<ul style="list-style-type: none"> September 19, 2017 – City served with Statement of Claim December 15, 2018 – Statement of Defence filed by City 	<ul style="list-style-type: none"> Examinations to be scheduled 	Insurer's legal counsel
Neath v. City of Guelph (Superior Court of Justice Court File No. 370/17)	<ul style="list-style-type: none"> Slip and Fall – January 19, 2017 	<ul style="list-style-type: none"> September 14, 2017 – City served with Statement of Claim November 30, 2018 – Statement of Defence filed 	<ul style="list-style-type: none"> Examinations to be scheduled 	Insurer's legal counsel
Sethupathi v. City of Guelph et al. (Superior Court of Justice Court File No. CV-17-576347)	<ul style="list-style-type: none"> Motor vehicle accident – January 12, 2016 	<ul style="list-style-type: none"> June 15, 2017 – City served with Statement of Claim 	<ul style="list-style-type: none"> Pleadings not yet closed 	Insurer's legal counsel
Livingston v. Guelph Transit et al. (Superior Court)	<ul style="list-style-type: none"> Transit incident – January 28, 2015 	<ul style="list-style-type: none"> May 29, 2017 – City served with Statement of Claim 	<ul style="list-style-type: none"> Examinations Complete/Parties fulfilling 	Insurer's legal counsel

ATT - 1
LITIGATION STATUS REPORT
As of March 29, 2018

MATTERS BEING HANDLED BY INSURERS' LEGAL COUNSEL *				
Matter	Description	History	Current Status	Counsel
of Justice Court File No. 35/17)			undertakings	
Cooper (Stewart) v. City of Guelph et al. (Superior Court of Justice Court File No. 16-58756)	<ul style="list-style-type: none"> Motor vehicle accident – October 25, 2016 	<ul style="list-style-type: none"> January 20, 2017 – Statement of Claim amended to include City as a party 	<ul style="list-style-type: none"> Examinations to be scheduled 	Insurer's legal counsel
Wellington Condominium Corporation No. 38 v. City of Guelph (Superior Court of Justice Court File No. 814/16)	<ul style="list-style-type: none"> Property damage at 360 Waterloo Avenue 	<ul style="list-style-type: none"> October 31, 2016 – City served with Statement of Claim 	<ul style="list-style-type: none"> Expert Report received Examinations to be scheduled 	Insurer's legal counsel
Livermore et al. v. City of Guelph et al. (Superior Court of Justice Court File No. 474/16)	<ul style="list-style-type: none"> Dog attack – June 19, 2014 	<ul style="list-style-type: none"> June 17, 2016 – City served with Statement of Claim 	<ul style="list-style-type: none"> Matter to be dismissed as against the City Awaiting Court Order 	Insurer's legal counsel
Gascon v. City of Guelph et al. (Superior Court of Justice Court File No. 652/15)	<ul style="list-style-type: none"> Accident – September 14, 2013 	<ul style="list-style-type: none"> August 12, 2015 – City served with Statement of Claim Insurer for co-defendant, Coco Paving, agreed to take over City's defence and indemnify as of October 21, 2015 	<ul style="list-style-type: none"> Ongoing 	Insurer's legal counsel

* Does not include claims solely against Guelph Police Services (i.e., City not named as a party)

INSURED MATTERS COMPLETE SINCE September 29, 2017				
Matter	Description	History	Current Status	Counsel
Yacoub v. City of Guelph et al. (Superior Court of Justice Court File No. 777/16)	<ul style="list-style-type: none"> Transit incident – October 12, 2014 	<ul style="list-style-type: none"> October 24, 2016 – City served with Statement of Claim January 4, 2018 – settlement reached 	<ul style="list-style-type: none"> This matter is complete 	Insurer's legal counsel
Watson v. City of Guelph and Traugott Building Contractors Inc. (Superior Court of Justice Court File No. 1679-13)	<ul style="list-style-type: none"> Accident – September 10, 2011 	<ul style="list-style-type: none"> September 25, 2013 – City served with Statement of Claim December 22, 2017 – advised file closed 	<ul style="list-style-type: none"> This matter is complete 	Insurer's legal counsel
Koeslag v. City of Guelph et al. (Superior Court of Justice Court File No. C-695-13)	<ul style="list-style-type: none"> Accident – August 18, 2011 	<ul style="list-style-type: none"> August 15, 2013 – City served with Statement of Claim Insurer for Seegmiller, a co-defendant, has assumed the City's defence December 4, 2017 – 	<ul style="list-style-type: none"> This matter is complete 	Insurer's legal counsel

ATT - 1
LITIGATION STATUS REPORT
As of March 29, 2018

INSURED MATTERS COMPLETE SINCE September 29, 2017				
Matter	Description	History	Current Status	Counsel
		action dismissed against City		
Linseman and Loewen v. City of Guelph and Guelph Transit (Superior Court of Justice Court File No. CV-10-414425)	<ul style="list-style-type: none"> Slip and Fall accident – December 11, 2008 	<ul style="list-style-type: none"> January 31, 2011 - Statement of Claim served on City December 5, 2017 – advised file closed 	<ul style="list-style-type: none"> This matter is complete 	Insurers' legal counsel

Information Report



Service Area Corporate Services

Date Thursday, March 29, 2018

Subject **2017 Council Remuneration Report**

Report Number CS-2018-08

Executive Summary

Purpose of Report

To provide information on the remuneration and reimbursement of expenses paid in 2017 to members of Council and members of the public who served on Local Boards, as per section 284 of the Municipal Act of 2001. In addition, to provide information regarding City provided information technology services utilized by Councillors.

Key Findings

This report outlines each Council Member's remuneration and related expense reimbursement for the fiscal year ending December 31, 2017 in compliance with the Municipal Act, 2001, Sec. 284. It further provides a summary of honorariums and reimbursed mileage expenses, as well as conference expenses provided to Councillors, members of the public appointed to Local Boards, and other bodies of the City of Guelph. As well, it provides a summary of expenses related to information technology usage (cell phone, tablet or laptop).

In December 2016, through the 2017 budget process, Council approved that no member of Council receive an honorarium for serving on a Local Board and also approved reduced training budgets for certain Councillors. Further, Council approved a new Council promotional budget of \$7,000 for costs associated to serving on Boards, town hall meeting space, attendance at non-training meetings and other events.

Financial Implications

There are no financial implications resulting from this report.

Report

The Municipal Act, 2001, Sec. 284 (1) requires that the Treasurer shall, in each year on or before March 31st, provide Council with an itemized statement on remuneration and reimbursement paid in the previous year to:

- a) Each member of Council in respect of his or her services as a member of the Council or any other body, including a Local Board, to which the member has been appointed by Council or on which the member holds office by virtue of being a member of Council;
- b) Each member of Council in respect of his or her services as an officer or employee of the municipality or other body described in clause (a); and
- c) Each person, other than a member of Council, appointed by the municipality to serve as a member of any body, including a Local Board, in respect of his or her services as a member of the body. 2001, c.25, s.284(1).

A. Authorization of Payments:

The Municipal Act, 2001, Sec. 284 (2) stipulates that municipalities identify the By-law under which the remuneration or expenses were authorized to be paid. Salaries, expenses, and benefits paid to the Mayor and Council in 2017 were authorized by Council resolutions dated July 17, 2006 (By-law 2006-18097), September 18, 2006 (By-law 2006-18143) and December 7, 2016 (By-law 2016-20117).

The Province of Ontario, through the Municipal Act, delegates Guelph City Council the authority to set its remuneration. Council delegates the task of reviewing the remuneration to a Citizens Review Committee for Council Compensation. The review is completed every four years. The recommendations of the Citizens Review Committee for Council Compensation are applied to the incoming Council's term.

B. Citizens Review Committee for Council Compensation:

In May 2014, the City of Guelph's Citizens Committee for Council Compensation established remuneration for the Mayor and Council for the period December 1, 2014 through to November 30, 2018.

The remuneration of the Mayor will increase by \$3,611 on December 1st for the years 2015, 2016, and 2017 as a phased-in approach to migrate the Mayor's salary to the 55th percentile by the end of Council's term, 2014-2018.

Inflationary compensation adjustments for the Mayor and members of Council will be equal to the Consumer Price Index (all Ontario, all items from September to September) or the non-union employee increase; whichever is lower, effective January 1st of each year for the term of Council.

The annualized effect of increases outlined above for Mayor/Councillors equate to a 2017 salary of:

- Mayor: \$112,843
- Councillor: \$ 34,913

C. Mayor Registered Retirement Savings Plan (RRSP) & Car Allowance:

The Citizens Review Committee for Council Compensation in 2014 also established the Mayor be provided with an RRSP. The City matches the Mayor's contribution amount, which will not exceed three per cent of taxable earnings.

The Citizens Review Committee for Council Compensation in 2014 also established that the Mayor receive a car allowance of \$5,100 annually (\$425 monthly).

D. Benefits:

Benefits provided to Mayor and Council include:

- a) Group Life Insurance;
- b) Dependant Life Insurance;
- c) Accidental Death and Dismemberment;
- d) Extended Health Benefits including travel; and
- e) Dental Benefits.

The benefits reflect the actual amounts paid by the City of Guelph to the benefit carrier and other levels of governments. In addition, ATT-1 includes the City's matching RRSP contribution and car allowance for the Mayor as explained in Section C above.

E. Reimbursements:

Reimbursement of mileage, accommodation, registration, travel, and meals, are based on actual costs and supported by receipts (as outlined in the Policy on Councillor Attendance at Municipal Government Events).

As part of the 2017 budget, Council approved a training budget that varied by individual Councillor. Councillors Bell, Gibson, Billings, Wettstein and Van Hellemond requested reduced budget allotments for 2017. The maximum amount to be reimbursed to each Councillor for 2017 ranged from \$0 to \$3,250. The total budgeted funding approved for Council was \$29,950 and the 2017 Mayor's Office training budget was \$6,500.

Any exceptions to this individual budget required Council approval. In April 2017, Councillor Piper received Council approval to spend an added \$750 to a total of \$4,000. All Councillors and the Mayor spent within approved budgets.

F. Other Relevant Facts:

Please refer to ATT-1:

- a) The Mayor waived the 2017 inflationary adjustment explained in Section B above.

- b) Sundry expenses are reimbursable expenditures related to training, conferences, mileage, accommodation, registration, travel and meals related to the appointment of a Councillor to a Board.

G. Conferences and Training:

Conferences attended by Councillors or the Mayor in 2017:

- a) Association of Municipalities of Ontario (AMO)
 - Toronto, attended by Mayor Cam Guthrie
 - Ottawa, attended by Mayor Cam Guthrie, Councillors Cathy Downer, James Gordon and June Hofland
 - Council approved Councillor Cathy Downer as Director, Association of Municipalities of Ontario
- b) AMO Ontario West Municipal Conference
 - London, attended by Councillor James Gordon
- c) Large Urban Mayor's Caucus of Ontario (LUMCO)
 - York Region, attended by Mayor Cam Guthrie
 - Ottawa at Association of Municipalities of Ontario, attended by Mayor Cam Guthrie
 - Brampton, attended by Mayor Cam Guthrie
- d) Federation of Canadian Municipalities (FCM)
 - Ottawa, attended by Mayor Cam Guthrie, Councillors Dan Gibson and Mark MacKinnon
- e) Mayors of Southwestern Ontario (MOSO)
 - Guelph, attended by Mayor Cam Guthrie
 - Ottawa, attended by Mayor Cam Guthrie
- f) National Planning Conference
 - New York City, attended by Councillor Leanne Piper
- g) Directors College
 - Niagara-on-the-Lake, attended by Councillor Mike Salisbury
- h) Ontario Good Roads Association (OGRA)
 - Toronto, attended by Councillors Cathy Downer and June Hofland
- i) Columbia Institute – 2017 High Ground: Leadership for Transitioning Times
 - Vancouver, attended by Councillor Phil Allt

H. Local Boards:

Information relating to the Local Boards and Other Bodies has been provided by representatives from each of those organizations.

In 2016, Council voted to remove honorariums payable to the Mayor or Councillors serving on Boards effective for the 2017 budget year and beyond.

I. Promotional Budget:

As part of the 2017 budget, Council approved at \$7,000 promotional budget for Councillors to use for costs associated to serving on Boards, town hall meeting

space, attendance at non-training meetings and other events. Total expended in 2017 was \$4,959.

Financial Implications

There are no financial implications resulting from this report.

Consultations

The following departments were consulted in preparation of this report:

- Mayor's Office;
- City Clerk's Office;
- Human Resources Department; and
- Local Boards.

Corporate Administrative Plan

This report, while required under the Municipal Act, 2001, Sec. 284, also supports the City's Corporate Administrative Plan of financial stability and accountability.

Attachments

ATT-1 2017 Statement of Remuneration and Expenses Paid Members of Council and Members of Local Boards and Other Bodies

Departmental Approval

Karen Newland, Manager, Finance – Client Services

Report Author

Ron Maeresera, Senior Corporate Analyst, Finance – Client Services



Approved By

Tara Baker, CPA, CA
GM Finance & City Treasurer
519-822-1260 Ext 2084
tara.baker@guelph.ca



Recommended By

Trevor Lee
Deputy CAO, Corporate Services
519-822-1260 Ext 2281
trevor.lee@guelph.ca

ATT-1: CITY OF GUELPH
Statement of Remuneration and Expenses Paid to Members of Council and Members of Local Boards
and Other Bodies Pursuant to Section 284 of the *Municipal Act, 2001*
Year ending December 31, 2017

Guelph City Council Member	Honorarium*	Benefits^	Cell & Data Expenses	Conference Expenses	Total
ALLT, PHILIP	\$ 34,913	\$ 4,478	\$ 1,160	\$ 1,914	\$ 42,465
BELL, BOB	\$ 34,913	\$ 4,478	\$ 1,746	\$ -	\$ 41,137
BILLINGS, CHRISTINE	\$ 34,913	\$ 4,478	\$ 1,021	\$ -	\$ 40,412
DOWNER, CATHY	\$ 34,913	\$ 4,478	\$ 709	\$ 96	\$ 40,196
GIBSON, DANIEL	\$ 34,402	\$ 4,478	\$ 1,980	\$ 96	\$ 40,956
GORDON, JAMES**	\$ 34,913	\$ 4,478	\$ 1,830	\$ 2,290	\$ 43,511
GUTHRIE, CAM +	\$ 112,843	\$ 12,446	\$ 1,514	\$ 3,664	\$ 130,467
HOFLAND, JUNE	\$ 34,913	\$ 4,478	\$ 1,215	\$ 2,217	\$ 42,823
MACKINNON, MARK	\$ 34,913	\$ 4,478	\$ 532	\$ 2,453	\$ 42,376
PIPER, LEANNE	\$ 34,913	\$ 4,478	\$ 664	\$ 4,000	\$ 44,055
SALISBURY, MIKE	\$ 34,913	\$ 4,478	\$ 1,141	\$ 1,748	\$ 42,280
VAN HELLEMOND, ANDY	\$ 34,913	\$ 4,478	\$ 624	\$ -	\$ 40,015
WETTSTEIN, KARL	\$ 34,913	\$ 4,478	\$ 759	\$ -	\$ 40,150

Association of Municipalities of Ontario board seat, DOWNER, CATHY		\$ 3,431	
--	--	----------	--

*1/3 of the Councillors honorarium is tax exempt.

** In 2015 Councillor Gibson waived part of his cost of living adjustment which explains his salary inconsistency with other Councillors.

+ The Mayor's benefits include an annual car allowance of \$5,100 and the employer paid matching RRSP contribution.

^ Each Council Member was allocated a portion of the aggregate benefits payout in 2017.

Local Boards

Grand River Conservation Authority	Honorarium	Mileage	Conference Expenses	Total
BELL, BOB	\$ -	\$ 179	\$ -	\$ 179
SALISBURY, MIKE	\$ -	\$ 210	\$ -	\$ 210

Wellington-Dufferin-Guelph Public Health	Honorarium	Mileage	Per Diem, HST	Total
BILLINGS, CHRISTINE*	\$ -	\$ 31	\$ 259	\$ 290
HOFLAND, JUNE*	\$ -	\$ 26	\$ 343	\$ 369
GUTHRIE, CAM	\$ -	\$ -	\$ -	\$ -

* Expenses and per diems paid to Christine Billings and June Hofland were paid between January and March 2017, prior to receipt of notification from the City that the Guelph City Council remuneration includes Council Members' participation on the Wellington-Dufferin-Guelph Board of Health.

Guelph Police Service	Honorarium	Conferences, Mileage, Fares, etc.	Total
GUTHRIE, CAM	\$ -	\$ -	\$ -
GIFFITHS, LEN	\$ 4,500	\$ -	\$ 4,500
BILLINGS, CHRISTINE	\$ -	\$ 2,110	\$ 2,110
DRONE, DON	\$ 6,000	\$ 1,106	\$ 7,106
SORBARA, JUDITH	\$ 5,000	\$ 735	\$ 5,735

Committee of Adjustment	Honorarium	Mileage	Conference Expenses	Total
ASH, KATHERINE	\$ 1,050	\$ -	\$ -	\$ 1,050
BIRDSELL, WILLIAM	\$ 1,200	\$ -	\$ -	\$ 1,200
BOSCH, MARTIN	\$ 340	\$ -	\$ -	\$ 340
DYKSTRA, STEPHEN	\$ 765	\$ -	\$ -	\$ 765
JANIS, LISE ANNE	\$ 935	\$ -	\$ -	\$ 935
KENDRICK, DAVID	\$ 1,020	\$ -	\$ -	\$ 1,020
ROSS, PAUL	\$ 1,105	\$ -	\$ -	\$ 1,105

Guelph Municipal Holdings Inc.(GMHI)++	Honorarium	Mileage, Fares, Sundry Expenses	Conference Expenses	Total

Municipal Members do not receive compensation of any kind from the Guelph Municipal Holdings Inc. Board.

++All Guelph Municipal Holdings Inc. Board Members resigned effective Jan 28, 2016.

Information Report



Service Area Infrastructure, Development and Enterprise Services

Date Thursday, March 29, 2018

Subject **Adult School Crossing Guard Program Update**

Report Number IDE-2018-30

Executive Summary

Purpose of Report

To provide information regarding the current status of the Adult School Crossing Guard Program.

Key Findings

- Thirty-three locations staffed by an adult school crossing guard.
- Forty regular and nine spare adult school crossing guards.
- Maintaining a full complement of guard staff continues to be a challenge.
- Midday lunch and nutritional break coverage no longer meets the warrant justifications of the Ontario Traffic Council.
- Staff is implementing measures from the 2017 Ontario Traffic Council Adult School Crossing Guard Guidebook update.

Financial Implications

The estimated savings to the 2018 Operational Budget with the removal of the midday coverage at the six remaining locations is estimated to be \$7,400.

Report

1.0 Adult School Crossing Guard Locations

As of January 1, 2018 there are thirty-three locations staffed by an Adult School Crossing Guard (ASCG). Of these thirty-three locations, seven are staffed by two ASCG's due to intersection geometry or high crossing volumes and high vehicle conflicts with pedestrians. ASCG shift times are determined by annually reviewing each location to record student crossing times. ASCG shift times are provided to the school board and posted on the City's website at <https://guelph.ca/living/getting-around/walk/crossing-guards/>.

2.0 Adult School Crossing Guard Warrants

Staff utilizes the recommendations from the 2017 Adult School Crossing Guard Guide, published by the Ontario Traffic Council, to determine if an ASCG is required. Factors included in the determination of the placement of an ASCG are:

- Number of students grade 6 and under crossing (minimum 30)
- Three year collision history during school hours (typically 7:30 – 9:30 a.m. and 2:30 – 4:30 p.m.)
- Lack of suitable gaps in traffic at midblock locations
- Sight line visibility
- Turning traffic at intersection locations

Staff receives an average of twelve requests annually from the public for new ASCG locations. Each location is studied during normal weather conditions and driving patterns. If an ASCG is warranted, once staffing is hired, the ASCG begins working as soon as training is successfully completed.

3.0 Staff Coverage

Despite the improvement to the retention of ASCG over the past few school years, full time Transportation staff are still required to fill guard vacancies on a regular basis throughout the school year. Transportation staff are used when all of the spare guards and ASCG Coordinator availability has been expended.

The program continues to struggle with recruiting new ASCG. The principle challenges that the program faces in recruitment are split shift hours, repeated exposure to traffic, compensation, and inclement weather. Staff actively works with Corporate Communications and Human Resources to promote, advertise and highlight the program to the community, but the program continues to fall short in providing the necessary compliment to remove the need to have transportation staff backfill temporarily vacant locations.

Staff has representation in the newly formed Ontario School Crossing Programs Committee. The issues surrounding ASCG recruitment has been identified as an on-going risk to the programs sustainability. As such, Committee members are focusing on how to approach this issue co-operatively.

4.0 Midday Coverage

The original six ASCG program locations approved in 2004 provided coverage during a midday lunch with one additional location added the following year. Subsequent ASCG locations only provide coverage during the morning and afternoon periods. Studies have determined that midday crossing coverage is not warranted as very few, if any, Grade six and under students leave unattended or without a guardian and traffic volumes are generally lower than during peak hours, providing more safer crossing opportunities.

As of January 8, 2018 the midday ASCG coverage was removed from the Elmira Road/Willow Road intersection. This midday coverage removal was supported by the Upper Grand District School Board and the principal of Mitchell Woods Public School.

The midday coverage for the remaining six ASCG locations are proposed for removal effective the beginning of the 2018 – 2019 school year. An extensive communication plan is in place which includes social media, guelph.ca, placing of information signs at the sites and having the schools assist with communication to parents to notify of this change.

5.0 Innovations – Flashing Stop Paddles

The Ministry of Transportation approved and amended Regulation 615 of the Highway Traffic Act (HTA) to allow the use of flashing stop paddles for ASCG Programs. Located above the word "STOP" is a 20cm flashing red indication to further draw attention from drivers for the requirement to stop. A pilot project completed in November 2017 at locations where there was no other form of traffic control, provided results that indicated driver compliance increased, traffic speeds in the vicinity of the crossings decreased and staff reported improved driver behaviour.

As a result, ASCG staff will be equipped with flashing stop paddles at non-signalized locations by the end of the 2017-2018 school year.

Financial Implications

The removal of the midday coverage at the six remaining locations will be effective at the beginning of the 2018-2019 school year. The saving to the 2018 Operating Budget is estimated to be \$7,400. This is based on 75 school days from September to December 2018. The 2019 Operating Budget will be adjusted to reflect the annual savings from this change.

Consultations

The ASCG program regularly meets with representatives of the Upper Grand District School Board, the Wellington Country Catholic School Board, Student Transportation and the Active & Safe Routes to School working group.

Corporate Administrative Plan

Overarching Goals

Service Excellence
Innovation

Service Area Operational Work Plans

Our Services - Municipal services that make lives better

Our People- Building a great community together

Our Resources - A solid foundation for a growing city

Attachments

N/A

Departmental Approval

Allister McIlveen, Manager, Transportation Services

Brent Andreychuk, Corporate Analyst, Finance

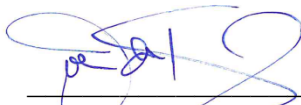
Report Author

Steve Anderson

Supervisor of Traffic Engineering

Christine Vettor

Coordinator, Adult School Crossing Guard Program



for

Approved By

Kealy Dedman, P.Eng.
General Manager/City Engineer
Engineering and Capital
Infrastructure Services
519-822-1260, ext. 2248
kealy.dedman@guelph.ca



Recommended By

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

Information Report



Service Area Infrastructure, Development and Enterprise Services

Date Thursday, March 29, 2018

Subject **2017 Delegation of Authority Report (IDE)**

Report Number IDE-2018-55

Executive Summary

Purpose of Report

To advise of staff action with respect to Council’s delegated authority in 2017 relating to those services under the jurisdiction of this standing committee.

Key Findings

This report is an annual report back to Committee and Council on how authority, which has been delegated to staff, has been exercised.

Financial Implications

As this is an annual reporting mechanism, there are no financial implications.

Report

The *Municipal Act* provides Council with the authority to delegate its powers to a person or body subject to some noted restrictions. Over the years, Council has delegated their authority on various matters either by way of a resolution of Council or through a specific by-law. By-law (2013)-19529 regarding “Delegated authority with respect to a variety of routine administrative functions which are considered to be minor in nature” is the principal reference related to Council’s existing delegations of authority under the purview of the Infrastructure, Development and Enterprise Committee.

The delegation of authority from Council contributes to the efficient management of the City while still adhering to the principles of accountability and transparency. The following is a summary of the actions taken in 2017 with respect to authority delegated by Council.

By-law (2013)-19529

Schedule "A" Grant Agreements	Item	Purpose
<p><u>Delegate:</u> Deputy CAO, Infrastructure, Development and Enterprise</p>	<p>Continuous Improvement Fund (CIF) – Project Number 973 – Development of Activity-Based Costing Tools and EPR Transitional Strategies</p>	<p>Focus on transition issues specifically related to in-house recycling processing operations, with respect to the impacts and related decisions association with Extended Producer Responsibility (EPR).</p>
	<p>Continuous Improvement Fund (CIF) – Project Number 1031 – Market Valuation of Recycling Business</p>	<p>Key feature of the project will be to bring in experts to assess and determine the accurate valuation of land, buildings and equipment related to our recycling program/operations. This assessment will include: processing material handling (i.e., scales, wheeled equipment, parts inventory, etc.); impacts on marketing and procurement of recyclable materials, as well as property assessment; etc.</p>
	<p>Sixth Amending Grant Funding Agreement between the Grand River Conservation Authority and the City re Tier 3 Water</p>	<p>To support technical studies under the Groundwater Studies Grant Program and the Inlands Intake Protection Study Grant Program.</p>
	<p>Ontario Transfer Payment Agreement with the Ministry of the Environment and Climate Change for Wastewater Services</p>	<p>A study related to optimization of phosphorus removal under a "Draw the Graph" optimization project</p>
<p>Schedule "C" Data Acquisition Agreements</p> <p><u>Delegate:</u> Deputy CAO, Infrastructure, Development and Enterprise</p>	<p>Data sharing Agreement with Wellington-Dufferin-Guelph Public Health</p>	<p>Data Sharing Agreement with Wellington-Dufferin-Guelph Public Health Unit for the purpose of creating a community health baseline report</p>

Schedule "E" Agreements Pursuant to an Approval Under the Planning Act <u>Delegate:</u> General Manager, Planning, Urban Design and Building Services	Application Number	Property
Site Plans	SP16C047	800 Watson Parkway N
	SP16B004	660 Imperial Road N
	SP15C038	1839 Gordon Street
	SP12D002	1159 Victoria Road S
	SP15C044	51 Arkell Road
	SP14A070	781 Victoria Road S
	SP16A036	171 Kortright Road W
	SP16C021	501 Whitelaw Road
	SP16A050	111 Starwood Drive
	SP08C022	111-193 Silvercreek Pky N
	SP15A018	251 Exhibition Street
	SP16A011	150 Eastview Road
	SP17A015	9 Amos Drive
	SP16C027	200 McCann Street
	SP07C040	561 York Road
	SP14A072	11 Cityview Drive S
	SP16A037	22 Marshall Drive
	SP15C023	146 Speedvale Avenue W
	SP17A018	39 Kay Crescent
	SP17C014	9 Woodlawn Road E
	SP17A016	220 Poppy Drive E
	SP15A055	63 Arthur Street S
	SP16A025	772 Paisley Road
	SP16A053	3 Candlewood Drive
	SP16C048	465 Woodlawn Road W
	SP16A012	978 Paisley Road
	SP16C002	265 Edinburgh Road N
	SP17C004	43 Arthur Street S
	SP17A006	46 Mussen Street
	SP16B054	201 Woodlawn Road W
SP16A022	195 Morris Street	

Schedule "Q" Downtown Guelph Community Improvement Grants <u>Delegate:</u> Corporate Manager, Downtown Renewal	Address	Amount	Type of Grant
	n/a – CIP grants not offered in 2017.		
Schedule "S" To Award Environmental Study Grants pursuant to the Brownfield Redevelopment Community Improvement Plan <u>Delegate:</u> General Manager, Planning, Urban Design and Building Services	Address	Amount	
	89 Beechwood Avenue	\$30,000	
	1354 Gordon Street	\$ 9,945	
Schedule "V" to negotiate the Price for sale of City owned land in Hanlon Creek Business park <u>Delegate:</u> General Manager, Business Development and Enterprise	Amount of Land (contracted but not closed)	Sale Price	
	8.583 acres	\$2,392,268	
	Amount of Land (contracted and closed)	Sale Price	
	5.0 acres	\$1,713,052	
Schedule "Z" To Enter Into Contracts and Agreements <u>Delegate:</u> Deputy CAO, Infrastructure, Development and Enterprise	Purpose		
	Business Development & Enterprise		
	Mutual Confidentiality Agreement with the Co-Operators		
	Contribution Agreement for Invest Canada - Community Initiatives (ICCI) Grant to Support Municipal Comparator Study (MCS) Implementation		
	Environmental Services		
	Solid Waste		
	Purchase of Goods Agreement (Waste Carts) between The Corporation of the City of Guelph and IPL Inc.		

Addendum #1 to the Operations and Maintenance Services Agreement dated August 2011 with Wellington Organix Inc.
Schedule C (Transfer Form) and Schedule E (Officer's Certificate) for 2017 Assignment of Emission Reductions to Bank of Montreal for Source Separated Organics (ERPA # 001COGSS0)
Consulting Services Agreement (Solid Waste Resource Services and Processes Review) with Dillon Consulting Limited
Purchase of Services and License Agreement with Paradigm Software, LLC for Software for Solid Waste Resource Facility
Automotive Materials Stewardship Inc. (AMS) – AMS Municipal Services Agreement
Waste Water Services
Sanitary Sewage Discharge Agreement with Arthur Street Developments for 5 Arthur St., Guelph.
Service Agreement with Ersman Construction for the Wastewater Treatment Plant fleet parking lot extension construction.
Overstrength Sewage Surcharge Agreement with Westrock Company of Canada Inc. - permit certain discharges from 390 Woodlawn Road west to City's sanitary sewer
Winter Biosolids Haulage and Disposal Purchase of Services Agreement with Revolution Environmental Solutions LP (17-066)
Overstrength Sewage Surcharge agreement with Cargill Ltd for their Dunlop Facility.
Sanitary Sewer Discharge Agreement with Milestone Environmental for 785 York Rd., Guelph.
Water Services
Addendum to Consulting Agreement between City of Guelph and Dave Belanger for professional hydrogeological services
Stipulated Price Agreement with Xterra Construction Inc. for Construction of Phase 3 District Metered Area Flow Meter Chambers
Amendment Agreement to Consulting Services Agreement for Civic Accelerator Project with Alert Labs Inc.
CCDC2 Stipulated Price Contract Agreement with H2Ontario Inc. - Burke Well Water Station Upgrades
Collaborative Research Agreement with University of Guelph, Golder Associates Ltd., Silixa Ltd. and Matrix Solutions Inc. - Sentry Groundwater Well Installation and Monitoring
CCDC2 Stipulated Price Contract with Selectra Inc. - Transformer Upgrade Waterworks
Consulting Services Agreement with Stantec Consulting Ltd - Burke Well Station
CCDC2 Stipulated Price Contract Agreement with CPM Construction Management Inc. ("CPM") - Woods Pumping

Station Outdoor Space
CCDC2 Stipulated Price Contract Agreement with Drexler Construction Limited - Glen Collector Flow Meter Chamber Construction
Lease Extension and Amending Agreement (614 York Road - 845081 Ontario Inc.)
Purchase of Services Agreement with Watermark Solutions Ltd. - Leak Detection Program
Purchase of Services Agreement with GM Blueplan Engineering Limited - Phase 3 DMA Flow Meter Chambers
Purchase of Goods and Services Agreement with Lotowater Technical Services Inc. - Waterwell Rehabilitation and Servicing Work
Software License and Maintenance and Support Agreement with Innovyze Inc. for DMA software
CCDC2 Stipulated Price Contract Agreement with Jacques Daoust Coatings Management Inc. - Speedvale Elevated Tank Recoating and Miscellaneous Upgrades
One Year Extension of the Second Term (September 1 2012 - August 31 2017) of the NSERC Industrial Research Chair in Groundwater Contamination in Fractured Media
Project Management Agreement with the Regional Municipality of Waterloo - Water Conditioner Market Study
Amending Agreement with the Regional Municipality of Waterloo -Water Conditioner Market Study
Consulting Agreement with Stantec - Environmental Monitoring Program
Supply and Installation Contract with Lotowater Technical Services Inc. - Water Street Liner and Pump Replacement
Engineering & Capital Infrastructure Services
Agreement with Crestwicke Church re; Metcalfe Street
Agreement for signal control cabinets with Reyner Electrical Const.
Capital Project Purchase of Services Agreement with Aquadata
Agreement with GM BluePlan re; Norwich Pedestrian bridge
Capital Project Purchase of Services Agreement with C3 Water Inc.
ESA-Gordon Street – GHD Ltd. – Phase One
Capital Project Purchase of Services Agreement re; AECOM
Agreement with Goetz Const. re; Metcalfe St. #17-011
Agreement with North-South Environmental Inc. re; Niska Rd.
Purchase of Services – NRSI Inc.-Wildlife rescue – storm ponds
Purchase of Services Agreement with Pinchin Ltd.

Agreement with Capital Paving re; Annual Asphalt
Agreement with GJR and the City of Guelph
Standard Agreement – Underground Services & Roadworks w Melo Excavating
Standard Agreement-Underground Services & Roadworks w 5 Star Paving
Wheeler Ave Reconst. - #17-007
Capital Project Purchase of Services Agreement – C3 Water Inc.
Capital Project Purchase of Services Agreement - AECOM
Underground Services & Roadworks Agreement - #2-1702
Agreement with Drexler Const. re; Wilson Street #17-010
Agreement with Drexler Const. re; Neeve & Cross #17-008
Consulting Services re; Airborne Surveying & Imaging @ Imico Site
Environment Subsurface Investigation in and around Goldie Mills
Eastview Road Contract #17-003 Summit Ridge to Watson Pkwy.
Service Agreement #17-124 Stormwater Mgmt. Pond Repairs & Sediment Removal
Corporate Levels of Service Framework Agreement
Environmental Engineering work for the Redevelopment of IMICO Site
Purchase of Service Agreement re; Cole Engineering
Contract #17-016 Downey Road Traffic Calming
Corporate Levels of Service Framework Agreement
Software Licensing Agreement re; Tacel Traffic Control Equip.
Consulting Agreement re; Niska Road Bridge #17-019
Purchase of Service Agreement re; Gyrfalcon Unmanned Aircraft Systems Inc.
Consulting Services Agreement #17-095 with CH2M
Contract for Fuel Storage Tank Decommission, new tank design, supply and installation
Agreement with GHD Ltd. Re; Environmental Works for Fountain St. Lot
Corporate Asset Mgmt. Consultant Services Agreement with Stantec re; CCTV
Contract #17-142 Removal & Const. of Traffic Control Signals
Service Agreement for Phase II ESA of 110 Gordon St.
Standard Agreement – Underground Services & Roadworks #17-167

Facilities Management
CCDC14 Design-Build Stipulated Price Contract Agreement with Newton Group Ltd. - Wilson Street Parkade
Canadian Standard Form of Agreement between Client and Architect - City of Guelph and J.L. Richards & Associates for site assessment of Solid Waste Resources and architectural consulting Services for New Vehicle Storage Facility
Canadian Standard Form of Agreement between Client and Architect - City of Guelph and MacLennan Jaunkalns Miller Architects for South End Community Centre
Supply and Installation Contract with Buist Landscaping Inc. - replacement of green roof at City Hall
Application for Funding with Guelph Hydro under the saveONenergy Process & Systems Upgrades Program
Purchase of Services Agreement with McIntosh Perry Limited - Building Condition Assessments and Facility Accessibility Design Manual Analysis
CCDC2 Stipulate Price Agreement with Ritestart Limited - WECC locker replacement and tile re-grouting; WECC laterally unsupported concrete block partition support; Sleeman Centre block support and masonry block wall crack repair
Contract for Supply and Installation with Sibwest Building Restoration Inc. - concrete slab at Solid Waste Resources Transfer Station
Electricity Agency Appointment and Retainer Agreement with Local Authority Services - electricity price hedging assistance
Guelph Hydro Application Form for Class A Status regarding the City's Wet/Dry Facility
Guelph Hydro Application Form for Class A Status regarding the City's Pollution Control (Wastewater Treatment Facility)
Process and System Upgrades Program Detailed Engineering Study Funding Contract with Guelph Hydro Electric Systems Inc. - Wastewater Treatment Facility
License Agreement with DreamRider Productions Society - Planet Protector Academy Educational Program
Operating Agreement for Operation of Customer Owned Station with Guelph Hydro Electric Systems Inc. - WECC
License Agreement for Solar Installation - Guelph Youth Music Centre
Solar Equipment Lease, Installation, Operation and Maintenance Agreement with Envida Community Energy Inc. - Lease to City of Solar Equipment at Lyon Park Pool
Solar Equipment Lease, Installation, Operation and Maintenance Agreement with Envida Community Energy Inc. - Lease to City of Solar Equipment at Lawn Bowling Club
Supply and Installation Contract with CIMCO Refrigeration Division Toromont Industries Ltd. - Part A - Desiccant Wheel

Replacement at Sleeman Centre; Part B New dehumidifier/Platform replacement at VRRC)
Amending Agreement to a supply and installation Contract with Welmar Recreational Products – VRRC renovations
Contract Agreement with Heritage Restoration Incorporated - West Parkade Garage Repairs
Supply and Installation Contract with JTS Mechanical Systems Inc. for supply and installation of generators at two Fire Stations
Contract Agreement with SCS Refrigeration Inc. for the mechanical header pipe replacement and concrete ramp reconstruction at Exhibition Arena
Consulting Agreement with Deloitte LLP - review of the LED Street Lighting Business Case
Contract for Supply and Installation of a Transformer at the west End Community Centre - Tiltran Power Services Corp.
Consulting Services Agreement with Sustainability Solutions Group – CEI Update
Non-Disclosure Agreement with Guelph Hydro – Energy mapping process
CCDC2 2008 Stipulated Price Contract with Elgin Contracting and Restoration Ltd - Fire Alarm/Protection Upgrades -West Parkade and Sleeman
CCDC2 General Contracting Agreement with Enermodal (now known as WSP) for commissioning services for GPSHQ
Planning, Urban Design & Building Services
Consulting Services Agreement with Watson & Associates Economists Ltd. for an Employment Lands Update
Consulting Services Agreement with Cole Engineering Group Ltd. for a Hydrogeological Study Peer Review for 19-59 Lowes Road West
Consulting Services Agreement with Cole Engineering for a Hydrogeological Study Peer Review for 71 Wyndham Street South
Consulting Services Agreement with LDS Consultants Inc. for a Hydrogeological Study Peer Review for 89 Beechwood Avenue
Tree Permit Agreement (TP#16 006556) for 35 & 40 Silvercreek Parkway South
Amended Consulting Services Agreement with Lex Scientific Inc. for Radon Testing
Consulting Services Agreement with MacNaughton Hermsen Britton Clarkson Planning Limited (MHBC) for Cultural Heritage Action Plan
Consulting Services Agreement with Giannone Petricone Associates Inc. for an Architectural Peer Review for 0 Paisley Road

	Consulting Services Agreement with Michael Spaziani Architect Inc. for an Architectural Peer Review for 71 Wyndham Street South	
	Consulting Services Agreement with Giannone Petricone Associates Inc. for an Architectural Peer Review for 5 Arthur Street	
	Consulting Services Agreement with Macaulay Shiomi Howson Ltd. to undertake the Commercial Policy Review	
<p>Schedule "DD" Certain Types of Alterations to Properties Designated Under the Ontario Heritage Act</p> <p>Delegate: General Manager, Planning, Urban Design and Building Services</p>	Permit Number	Property Address
<p>Individual Heritage Designation</p>	17-0001	140 Macdonell Street
	17-0003	16 Oxford Street
	17-0004	59 Carden Street
	17-0006	15 Wyndham Street N
	17-0007	15 Wyndham Street N
	17-0011	22-26 Oxford Street
	17-0012	40 Spring Street
<p>Heritage Conservation District Designation</p> <p>(*Part IV and V Designated)</p>	17-0002	108 Water Street*
	17-0009	30 Albert Street
	17-0010	58 Albert Street
	17-0013	30 Albert Street
	17-0014	108 Water Street*
<p>Schedule "FF" To appoint Risk Management Official (RMO) and Risk Management Inspector (RMI)</p> <p>Delegate: Deputy CAO, Infrastructure, Development and Enterprise</p>	Certificate of Appointment – Kristin Pressey to Risk Management Inspector (RMI).	

Schedule "GG" To Approve Residential Demolition Permits <u>Delegate:</u> General Manager, Planning, Urban Design and Building Services	Permit Number	Property Address
	2017 000990 DP	21 William Street
	2017 000484 DP	1819 Gordon Street
	2017 001313 DP	2 Glenhill Place
	2017 002021 DP	8 Acorn Place
	2017 001810 DP	21 Tiffany Street West
	2017 002520 DP	11 Hepburn Avenue
	2017 006018 DP	868 York Road
	2017 005726 DP	45 Wyndham Street South
	2017 005727 DP	43 Wyndham Street South
	2017 005728 DP	41 Wyndham Street South
	2017 005725 DP	53 Surrey Street East
	2016 004227 DP	1131 Gordon Street
	2017 007465 DP	1888 Gordon Street

Financial Implications

As this is an annual reporting mechanism, there are no financial implications.

Consultations

Service area staff taking action with respect to delegated authority in 2017 were canvassed in the preparation of the report.

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

Peter Cartwright, General Manager, Business Development and Enterprise;
Kealy Dedman, General Manager, Engineering and Capital Infrastructure
Services/City Engineer;
Peter Busatto, General Manager, Environmental Services;
Todd Salter, General Manager, Planning, Urban Design and Building Services;
Mario Petricevic, General Manager, Facilities Management

Report Authors

As above.

A handwritten signature in blue ink, appearing to read "Scott Stewart", is written over a horizontal line.

Recommended By

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

Information Report



Service Area	Public Services
Date	Thursday, March 29, 2018
Subject	Cedarvale Avenue Park Master Plan
Report Number	PS-2018-14

Executive Summary

Purpose of Report

To provide Council with the master plan for Cedarvale Avenue Park. This includes the results of the community engagement process and internal stakeholder input.

Key Findings

Community engagement feedback has helped create a park master plan that meets the needs of the Ward 1 neighbourhood bounded by Victoria Road North, the CN/Metrolinx rail line, Cityview Drive North, and Grange Road.

Financial Implications

There is sufficient existing funding to complete the Cedarvale Avenue Park project.

Report

Cedarvale Avenue Park is located at 32 Cedarvale Avenue, Ward 1, in a neighbourhood bounded by Victoria Road North to the west, the CN/Metrolinx rail line to the south, Cityview Drive North to the east and Grange Road to the north (ATT-1 – Cedarvale Avenue Park Location Map).

The park is 0.25 hectares or 0.62 acres in size and was dedicated to the City in 2010. There are residences on the north side of the park and roadways on the other three sides. The park currently contains open grass with 'living fence' planting and demarcation markers along the north boundary. There is a significant slope across the site which presents challenges and opportunities for the design team.

The park is within an area designated 'General Residential' in the Official Plan which permits municipal parkland to serve the neighbourhood. The park is zoned P.2 (Neighbourhood Park) in the Zoning By-Law, and permitted uses include conservation area, informal play area, outdoor skating rink, picnic areas (maximum of four tables), play equipment, public washroom, recreation trail, and water spray area.

During conceptual design, the steep slopes presented opportunities for creative solutions. Most park facilities require flat areas, so staff proposed compact amenities to use the space effectively at an affordable cost. The grades also limited pathway routes but offered an opportunity for a more gently sloped alternative to the Cedarvale Avenue sidewalk. Amenities like hill slide/hill climbers, terraces, and seat walls take advantage of the grades.

Throughout the process, Open Space Planning staff consulted Parks Operations, Forestry, Accessibility staff, and the community to inform the Cedarvale Park Master Plan from late 2017 to early 2018. An overview of the process and results are provided in the Consultations section.

The final park master plan (ATT-2 – Cedarvale Avenue Park Master Plan) includes play equipment, sand play area, hill slide/hill climbers, shade structure, fitness stations, grass play/picnic area, sloped grass areas, pathways, benches, seat walls, games table, garbage receptacles, bike rack, trees, naturalized area and retaining walls. Refer to guelph.ca/cedarvaleavenue for complete community engagement results and the park master plan.

Park construction is expected to occur in late summer to fall 2018, pending construction document preparation, tendering, contract award, contractor availability, weather, and site conditions. It is anticipated that the park will be complete by the end of 2018.

Financial Implications

There is sufficient existing funding to complete the Cedarvale Avenue Park project. The 2017 Council-approved capital budget allocated \$110,000 for community engagement, conceptual master planning, and construction document preparation for Cedarvale Avenue Park. The 2018 Council-approved capital budget allocated \$420,000 for park construction. The 2018-2027 Approved Capital Budget and Forecast confirmed \$4,500 as the 2019 Cedarvale Avenue Park operating cost which will be presented for Council approval in the 2019 Tax Supported Operating Budget.

Consultations

Community Engagement

Phase 1

In Phase 1, staff created two park concept designs and invited the community to provide feedback on them. Both designs included: play equipment, shade structure, fitness stations, grass play/picnic area, sloped grass areas, pathways, benches, seat walls, games table, garbage receptacles, bike rack, trees, and retaining walls. Concept A (Terraces) had one play area with manufactured equipment and swings, terraced seat walls, shade structure over seating, and two separate main paths to the equipment and grass areas. Concept B (Natural Slopes) had two play areas with

predominantly natural play equipment, hill slide/hill climbers, sand play area with shade structure, naturalized planting, one main path linking the equipment, and grass areas.

The Phase 1 online community engagement had three comment options: MindMixer, email, and telephone. It was available from December 11, 2017 to January 1, 2018 and advertised using mailed cards, Guelph Mercury Tribune notices, Guelph.ca, and social media. Staff received 45 responses. Concept B was the more popular concept receiving 59% of votes.

Phase 2

In Phase 2, staff created a Cedarvale Avenue Preferred Concept Plan based on Phase 1 input and comments and invited the community to provide feedback. Staff based the plan on Concept B and refined it using the feedback received during the previous round of community engagement. Staff received 13 responses with generally positive feedback. Any concerns raised by residents were regarding elements that cannot be accommodated due to overall park grade and size constraints, or were already supported in the Phase 1 community engagement. As a result of the feedback received during the community engagement process, staff are recommending the preferred plan as the master plan for Cedarvale Avenue Park.

Accessibility Advisory Committee

The Accessibility Advisory Committee will be consulted during the detailed design phase of the project.

Communication of Decision

The final Cedarvale Avenue Park Master Plan will be posted on the City's website. Residents who contacted the City during the community engagement process will be notified by email.

Corporate Administrative Plan

Overarching Goals

Service Excellence
Financial Stability
Innovation

Service Area Operational Work Plans

Our Services - Municipal services that make lives better
Our People- Building a great community together
Our Resources - A solid foundation for a growing city

Attachments

ATT-1 Cedarvale Avenue Park Location Map
ATT-2 Cedarvale Avenue Park Master Plan

Departmental Approval

Luke Jefferson, Manager Open Space Planning
Martin Neumann, Manager Parks Operations & Forestry
Leanne Warren, Accessibility Services Coordinator
Brent Andreychuk, Corporate Analyst

Report Author

Helen White



Approved By

Heather Flaherty
General Manager
Parks and Recreation
519-822-1260 ext. 2664
heather.flaherty@guelph.ca



Recommended By

Colleen Clack
Deputy CAO
Public Services
519-822-1260 ext. 2588
colleen.clack@guelph.ca

ATT-1 Cedarvale Avenue Park Location Map



ATT-2 Cedarvale Avenue Park Master Plan

Cedarvale Avenue Park Master Plan

32 Cedarvale Avenue | February 2018

Final Plan



Information Report



Service Area Public Services

Date Thursday, March 29, 2018

Subject **Guelph Trail Master Plan Update Interim Report**

Report Number PS-2018-15

Executive Summary

Purpose of Report

To respond to the Council resolution regarding the re-establishment of a trails advisory committee, and to update Council on the Guelph Trail Master Plan Update project.

Key Findings

The Guelph Trail Master Plan Update project is proceeding with a completion date of spring 2019. The establishment of a trails advisory committee will be considered as part of the community engagement process.

Financial Implications

There is sufficient existing funding to complete the Guelph Trail Master Plan Update project.

Report

Report 'COW-IDE-2017.33 Guelph Active Transportation Network Design Guidelines and Feasibility Study' was presented at the July 24, 2017 Council meeting, whereby Council passed the following resolution:

"That the re-establishment of a Trails Advisory Committee be sent to PS staff for an information report to Council in Q1 2018."

As part of the 2005 Guelph Trail Master Plan, Council included the following recommendation:

"The formation of a Trails Advisory Committee to assist staff with appropriate aspects of the implementation, promotion and care of the trail system".

Following the Guelph Trail Master Plan approval in 2005, the City developed internal and external trail planning and coordination processes for implementing the plan.

Staff refined systematic approaches to trail planning, land securement, funding, design, implementation, operation, promotion and maintenance.

Staff regularly liaise and consult with many external stakeholders including residents, trail user groups, councillors, landowners, and developers in their daily work related to trails. This work includes responding to inquiries, addressing operational concerns, gathering feedback on specific trail projects, discussing trail route alignments and design options, negotiating land agreements and construction notifications. As a result of this ongoing external stakeholder consultation and the trail planning and coordination processes, the City has not formed a trails advisory committee as recommended in the 2005 Guelph Trail Master Plan.

The 2018 Guelph Trail Master Plan Update project scope includes a review of the original report recommendations, including consideration for a future trails advisory committee, and updated recommendations regarding support for City trails and the involvement of external stakeholders. Staff will report the findings and consultant recommendations of this work to Council upon completion of the project.

The Guelph Trail Master Plan Update project is currently at the draft report stage. The remaining steps include extensive community engagement on the draft report in summer to fall 2018, finalizing the report in fall 2018 to early 2019, and presenting the final report to Council for approval in spring 2019.

For more information about the project, visit guelph.ca/plans-and-strategies/parks-trails-planning/ and click on Guelph Trail Master Plan Update.

Financial Implications

There is sufficient existing funding to complete the Guelph Trail Master Plan Update project. The 2016 Council approved capital budgets allocated \$200,000 for the Guelph Trail Master Plan Update project.

Consultations

None

Corporate Administrative Plan

Overarching Goals

Service Excellence
Innovation

Service Area Operational Work Plans

Our Services - Municipal services that make lives better
Our People- Building a great community together

Attachments

None

Departmental Approval

Luke Jefferson, Manager Open Space Planning
Brent Andreychuk, Corporate Analyst

Report Author

Helen White



Approved By

Heather Flaherty
General Manager
Parks and Recreation
519-822-1260 ext. 2664
heather.flaherty@guelph.ca



Recommended By

Colleen Clack
Deputy CAO
Public Services
519-822-1260 ext. 2588
colleen.clack@guelph.ca

Provincial/Federal Consultation Alert							
Title	Ministry	Consultation Deadline	Summary	Proposed Form of Input	Rationale	Lead	Link to Ministry Website
Watershed Planning Guidance EBR # 013-1817	Ministry of the Environment and Climate Change (MOECC) and Ministry of Natural Resources and Forestry (MNRF)	April 7, 2018	<p>The Province is seeking feedback on its draft Watershed Planning Guidance, which will help municipalities in implementing provincial direction related to watershed and sub-watershed planning.</p> <p>Watershed Planning Guidance supports the implementation of policy amendments to the four provincial land use plans (Growth Plan for the Greater Golden Horseshoe, Niagara Escarpment Plan, Oak Ridges Moraine Conservation Plan, Greenbelt Plan) which strengthen requirements for watershed planning. It also supports the Provincial Policy Statement which identifies the watershed and subwatershed as the ecologically meaningful scale for integrated and long-term planning.</p> <p>The draft Watershed Planning Guidance contains the following information to help municipalities and planning authorities to carry out watershed planning:</p> <ul style="list-style-type: none"> • Overview of watershed and subwatershed planning, including policy context, key principles, process and components of a watershed plan. • Direction on carrying out effective and meaningful engagement. • Indigenous interests and considerations in watershed planning. 	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 input is considered appropriate and will be consistent with the City's position regarding land use planning.</p> <p>If interested, Council and the community can submit comment's directly to the Environmental Registry</p>	Planning, Urban Design and Building	http://www.ebr.gov.on.ca/ERS-WEB-External/displaynoticecontent.do?noticeId=MTMzOTI3&statusId=MjAzNzEw&language=en

			<ul style="list-style-type: none">• How to prepare elements of a watershed and subwatershed plan• How to use watershed and subwatershed planning to inform land use and infrastructure planning and decision-making.				
--	--	--	---	--	--	--	--

Provincial/Federal Consultation Alert							
Title	Ministry	Consultation Deadline	Summary	Proposed Form of Input	Rationale	Lead	Link to Ministry Website
Guidance to support implementation of the Growth Plan for the Greater Golden Horseshoe, 2017: Application of the Intensification and Density Targets & The Municipal Comprehensive Review Process	Ministry of Municipal Affairs	May 7, 2018	<p>The Ministry of Municipal Affairs is seeking feedback on two draft technical guidance documents that help municipalities (1) plan for Growth Plan targets; and (2) bring their official plans into conformity with the Growth Plan.</p> <p>1) Draft Technical Guidance on the Application of the Intensification and Density Targets</p> <p>The Growth Plan for the Greater Golden Horseshoe, 2017 (the "Growth Plan") sets minimum standards for density and intensification in municipalities. Density is a measure of people and jobs per hectare, or simply jobs per hectare, depending on the type of target. Intensification is a measure of the percentage of residential development added each year to specified parts of existing urbanized areas.</p> <p>Municipalities are required to plan for five types of targets, where applicable. The targets are key to making more efficient use of land and infrastructure, and help inform infrastructure planning. The five types of targets are:</p> <ol style="list-style-type: none"> 1. Intensification 2. Designated Greenfield Area density 3. Employment Area density 4. Urban Growth Centre density 5. Major Transit Station Area density <p>Growth Plan targets are meant to slow the outward expansion of settlement areas (areas designated for development). The targets also protect important resources such as farmland, water systems, wetlands and woodlands. Planning for intensification and density targets will have significant impacts on</p>	Staff comments will be submitted on the online Environmental Registry (EBR) and provided to Council via the Information Package following the consultation deadline.	The province is seeking input for two technical land use planning processes that will assist in the implementation of the Growth Plan for the Greater Golden Horseshoe, 2017. A staff level response will provide the appropriate technical feedback to the Ministry of Municipal Affairs.	Policy Planning and Urban Design staff, Planning, Urban Design and Building Services	ER # 013-2359

Provincial/Federal Consultation Alert							
Title	Ministry	Consultation Deadline	Summary	Proposed Form of Input	Rationale	Lead	Link to Ministry Website
			<p>addressing climate change and achieving provincial emission reduction goals.</p> <p>2) Draft Technical Guidance on the Municipal Comprehensive Review Process</p> <p>The City of Guelph must bring its official plan into conformity with the Growth Plan by 2022. This guidance material will help guide municipalities on how to bring their official plans into conformity with the Growth Plan, 2017.</p> <p>This process is known as the municipal comprehensive review ("MCR") process. An MCR results in a new official plan or official plan amendment that comprehensively applies all the policies of the plan, and which is then submitted to the province for approval.</p> <p>During the MCR process, municipalities will carry out background research, public consultation, and policy formulation with supplementary input from the province at critical milestones.</p>				