

# INFORMATION ITEMS

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**Week Ending April 22, 2016**

## **REPORTS**

1. Water Conservation and Efficiency Public Advisory Committee – 2015 Annual Report

## **CORRESPONDENCE**

1. Township of Gillies re: Enforcement of “No Wake” Zones
2. GRCA *Current*, April 2016

## **BOARDS & COMMITTEES**

1. Guelph Police Services Board Meeting Minutes – March 17, 2016
2. Guelph Police Services Board Meeting Minutes – March 21, 2016

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

1. None

# INFORMATION REPORT



TO City Council

SERVICE AREA Infrastructure, Development and Enterprise

DATE April 21, 2016

**SUBJECT Water Conservation and Efficiency Public Advisory Committee - 2015 Annual Report**

REPORT NUMBER

## EXECUTIVE SUMMARY

### SUMMARY OF REPORT

To share with Council information on 2015 contributions of the City's Water Conservation and Efficiency Public Advisory Committee (WCEPAC) in alignment with annual reporting requirements of the WCEPAC Terms of Reference.

### KEY FINDINGS

The WCEPAC continues to be an active valuable Committee for Water Services. In 2015 the committee met two (2) times as the WCEPAC, as well as, two (2) times as part of the Water Efficiency Strategy Update Community Liaison Committee. In both settings, the Committee has offered valuable public/ rate payer insights on opportunities for continued optimization of current water conservation programming and policy, as well as, the enhancement of education, engagement and outreach resources offered by the City in fulfilling the goals of the 2009 Water Conservation and Efficiency Strategy. In 2015 WCEPAC contributions included the following:

- Feedback on water demand analysis, future water efficiency programming alternatives, program alternative evaluation processes and stakeholder engagement opportunities as part of the ongoing 2016 Water Efficiency Strategy Update;
- Consultation regarding public education, engagement and outreach elements of the City's Water Conservation and Efficiency Program including ongoing design of the Water Conservation Portal, focused programming opportunities for rental and social assistance housing environments, and 2016 Canada Water Week community programming development.

### FINANCIAL IMPLICATIONS

The WCEPAC possesses no annual budget. Funding for the City's Water Conservation and Efficiency Program is provided within the approved 2015 Non-Tax Supported Water and Wastewater Services Capital and Operating Budgets as well as Development Charges.

# INFORMATION REPORT



## BACKGROUND

The WCEPAC continues to be an active and engaged Committee, meeting two (2) times as a committee and two (2) times as part of the Water Efficiency Strategy Update Community Liaison Committee in 2015. Throughout this time, the WCEPAC has offered valued insights on opportunities for continued optimization of current water conservation programming and policy, as well as, the enhancement of education, engagement and outreach resources offered by the City.

In alignment with Council reporting requirements its Terms of Reference, staff are pleased to provide the following Annual Report detailing activities of this Water Conservation and Efficiency Public Advisory Committee within 2015.

## REPORT

### 2015 WCEPAC Meetings:

In accordance with the Council approved WCEPAC Terms of Reference, the Committee is required to "meet quarterly at minimum with additional meetings to be called as required by the Committee Chair". In 2015, WCEPAC held a total of four (4) meetings on the following dates:

- February 19, 2015;
- June 2, 2015;
- September 29, 2015, and
- November 16, 2015

A full list of the WCEPAC members, meeting minutes and agendas can be found at <http://guelph.ca/city-hall/council-and-committees/advisory-committees/water-conservation-and-efficiency-public-advisory-committee/>.

The WCEPAC meetings held in June and September 2015 were in conjunction with the Water Efficiency Strategy Update Community Liaison Committee meetings. In alignment within terms of recruitment for WCEPAC, the Committee's participation through development of 2015 Water Efficiency Strategy Update, represents the "Public at Large/Residential Rate Payers" stakeholder groups. Minutes and agendas from these meetings can be found at [www.guelph.ca/wesu](http://www.guelph.ca/wesu).

The following report outlines the topics and projects discussed by the Committee in 2015.

### Water Efficiency Strategy Update- Community Liaison Committee:

As one of Canada's largest communities reliant on a renewable but finite groundwater source, our ability to reclaim water capacity through conservation initiatives offers the benefits of reducing the environmental impact on our water resources, and decreasing utility operational and capital investments, while meeting in full the water needs of our growing community.

# INFORMATION REPORT



In 2006 City Council endorsed the Water Supply Master Plan (WSMP). Water conservation was identified as the most cost-effective and immediately available source of new water supply and was ranked as the top priority and defined three time based reduction targets to guide the City's Water Conservation Program based on 2006 daily water production volumes:

- Reduction of 10 percent (5,300 m<sup>3</sup>/day) in average day water use by 2010;
- Reduction of 15 percent (7,950 m<sup>3</sup>/day) in average day water use by 2017; and
- Reduction of 20 percent (10,600 m<sup>3</sup>/day) in average day water use by 2025.

Following this direction, development of the City's Water Conservation and Efficiency Strategy initiated in 2008 to identify the preferred programs, policy and resource recommendations to achieve a further reduction targets of the 2006 WSMP. This Strategy was approved by Council in May of 2009 with over 8,100 m<sup>3</sup> per day of water/wastewater capacity reclaimed as a result of the City's Water Conservation and Efficiency Program for the period of 2006 to 2015, achieving the 2017 WSMP reduction target of as of yearend 2015.

This reclaimed capacity is the result of an investment of approximately \$10.2 million in water conservation programming. This programming has allowed the City to delay the need for close to \$40.6 million in additional infrastructure expenditures. Furthermore, water conservation activities have resulted in annual operational reductions to energy use and chemical needs in treating water, creating annual savings of \$534,000/year.

In July of 2014, Guelph City Council endorsed an update to the 2006 Water Supply Master Plan (WSMP). In assessing future community servicing alternatives the 2014 WSMP Update evaluated existing and new water supply options including groundwater sources, local surface water sources, as well as the potential to reclaim further servicing capacity through water demand management activities. Through this exercise, capacity reclaimed through water demand management continued to be the most cost-efficient and achievable water supply option in meeting the growing needs of our community. To that end, the Council approved 2014 WSMP set water conservation as the top priority water supply alternative and set a new community water demand reduction target of 9,147m<sup>3</sup> per average day demand by year 2038.

With this new reduction target guiding the City's Water Efficiency and Conservation Program, it became necessary to update the 2009 Water Conservation and Efficiency Strategy. The Water Efficiency Strategy Update (WESU) was initiated in April 2015 and included the following core activities as part of its scope:

- Evaluation of current programs successes;
- Assessment of remaining potential of current programming, and;
- Evaluation and recommendation of new programming and programming refinements to achieve the reduction targets of the 2014 WSMP Update.

# INFORMATION REPORT



As one of the key tasks to the WESU, a Community Liaison Committee (CLC) was formed to provide a forum for community input and guidance to the Project Team throughout the strategy development process. The WESU CLC consists of 20 key stakeholders which were drawn from a balanced variety of stakeholder groups that reflect the range of perspectives in the community. In alignment with the terms of its recruitment, the WCEPAC represents “Public at Large/Residential Rate Payers” as part of the CLC and continues to actively participate as part of strategy development.

With respect to the core activities of the WESU update as noted above, the WCPAC has provided valued input on the WESU’s mission statement, terms of reference and stakeholder engagement considerations. Comments received from members have influenced the direction and design of process deliverables, including:

- Water demand projections. This includes an analysis of sector demands and how this reflects on future proposed water efficiency programming.
- Water efficiency programming and scenario development including an evaluation of past program performance. Key inputs from the committee includes which sectors lack programming, where programming could be modified/ targeted and what would be amicable to the rate payers within the City.
- Identification, evaluation, and recommendation of conservation and efficiency programs for both the residential and Industrial Commercial and Institutional sectors. This includes discussion of conservation solutions and sectors which programming should target. For example, looking to water demand management and outreach opportunities for student and rental housing communities.

The completion of the WESU is anticipated for July 2016 with a final report to be presented to City Council for approval at that time. The WCEPAC will continue its participation as part of the CLC until this time, after which the Committee will transition its focus to the detailed design and implementation of WESU recommendations.

## **Watr - Water Conservation Web Portal:**

In alignment with open government objectives of Council’s 2012 Strategic Plan, Water Services commenced work through Innovation Guelph with Focus21, a local technology start-up company specializing in information engagement systems, on a web application to increase customer accessibility to their household water use information. Through this new application, named Watr, subscribing customers will be able to view user specific customized information based on known attributes (e.g. age of home construction, conservation program participation) and consumption information for their water customer account. Users will also be prompted to provide additional relevant household and user interest information to create further customized water use reports to inform tailored conservation opportunities and other water-related promotional messaging.

# INFORMATION REPORT

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Throughout development of this project WCEPAC has been consulted, informing on the proposed functionality of the application, format for the technology logic models and provided feedback for customer engagement opportunities. A beta release of Watr is tentatively scheduled for early 2016 with continued consultation to be completed with the committee as part of future testing of prototypes, and development of associated public education and engagement campaigns. A public launch is scheduled for Q4 2016.

## **Public Education, Engagement and Outreach:**

In alignment with the City's 2010 Water Conservation Public Education Communications Strategy, additional educational programming elements and outreach measures were brought to the WCEPAC for review, comment and approval within 2015.

In 2015, the WCEPAC was consulted on programs and engagement strategies delivered during Canada Water Week, with the Committee's feedback was taken into consideration in the development of related programming. The City of Guelph's Canada Water Week programming continues to be a great success with over 1,000 residents participating as part of local 2015 events.

In response to observed high water use in living environments where renters may not directly pay for water, the WCEPAC has also proposed that staff examine new opportunities for the engagement of students and landlords in areas of high concentrations of rental housing. In response to this recommendation, staff have been in contact with the Wellington County and other local non-profit housing providers to begin evaluation of opportunities for direct engagement with these stakeholders. Stemming from these conversations a pilot study was initiated with Wellington County Social Housing which has defined a potential water savings of up to \$70,000 per year if all toilets fixtures were replaced in respective housing facilities.

## **WCEPAC 2016 Work Plan**

In 2016 the WCEPAC will continue its participation as part of development of the Water Efficiency Strategy Update as members of the Community Liaison Committee. Upon strategy completion and Council endorsement, the WCEPAC will continue to be engaged to solicit input throughout detailed design and implementation of strategy recommendations and associated public and stakeholder engagement campaigns. For reference a detailed summary of programming and respective WCEPAC input is provided as part of Water Services' Annual and Summary Report (<http://guelph.ca/living/environment/water/drinking-water/water-testing/> ).

# INFORMATION REPORT

## CORPORATE STRATEGIC PLAN

- 2.1 Build an adaptive environment for government innovation to ensure fiscal and service sustainability.
- 2.3 Ensure accountability, transparency and engagement.
- 3.1 Ensure a well-designed, safe, inclusive, appealing and sustainable City.
- 3.3 Strengthen citizen and stakeholder engagement and communications.

## DEPARTMENTAL CONSULTATION

City Clerk's Office

## COMMUNICATIONS

Minutes and Agendas for the WCEPAC can be found at <http://guelph.ca/city-hall/council-and-committees/advisory-committees/water-conservation-and-efficiency-public-advisory-committee/>

Minutes and Agendas for the Water Efficiency Strategy Community Liaison Committee can be found at: [www.guelph.ca/wesu](http://www.guelph.ca/wesu)

## ATTACHMENTS

N/A

### Report Author:

Emily Stahl, M.Eng. (candidate), P.Geo.  
Supervisor, Water Efficiency

### Report Author:

Wayne Galliher, C.E.T.  
Manager, Technical Services

### Approved By:

Peter Busatto  
Plant Manager  
Water Services



### Approved By

Ramesh Ummat, M.Eng., MPA, P.Eng.  
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### Recommended By

Scott Stewart, C.E.T.  
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Infrastructure, Development and Enterprise  
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April 11, 2016

Honourable Marc Garneau  
Minister of Transport  
House of Commons  
OTTAWA ON  
K1A 0A6

Mr. Minister:

Re: Enforcement of "No Wake" Zones

Please be advised that the Council of The Township of Gillies, on April 11th 2016, adopted a resolution supporting the resolution by The Township of Georgian Bay requesting the implementation of legislation that would provide authorities with the ability to enforce a "No Wake" restriction in Ontario's navigable waters.

**RESOLUTION NO. 2016/083**

Moved by Councillor Groenheide; Seconded by Councillor O'Gorman

BE IT RESOLVED THAT Council supports the resolution as passed by The Township of Georgian Bay on March 14<sup>th</sup> 2016 which requests the implementation of legislation that would provide authorities with the ability to enforce a "No Wake" restriction in Ontario's navigable waters.

AND THAT copies of this Resolution be sent as directed

**CARRIED**

If you require further information, please do not hesitate to contact the undersigned at 807-475-3185 or [gillies@tbaytel.net](mailto:gillies@tbaytel.net).

Sincerely,



Shara Lavallée  
Clerk

cc: - Tony Clement, M.P.  
Parry Sound – Muskoka  
44A King William Street (Main Office)  
Huntsville, Ontario  
P1H 1G3

- All municipalities in Ontario

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**CORPORATION OF THE TOWNSHIP OF GEORGIAN BAY**

**MOTION C-83-2016**

**Adopted by Council on Monday, March 14, 2016**

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*WHEREAS the Office of Boating Safety, which administers the Vessel Operation Restriction Regulations (VORRS) pursuant to the Canada Shipping Act, 2001, has advised that the issue of "No Wake" is currently addressed by limiting the speed or power of a vessel;*

*AND WHEREAS the Office of Boating Safety has advised that "No Wake" is not a restriction found in the Canada Shipping Act, 2001, or its regulations, and therefore is not an enforceable restriction;*

*AND WHEREAS a boat's wake can do a great deal of damage, including*

- the erosion of shorelines*
- the swamping of nests of loons and other waterfowls*
- the damaging of docks and vessels moored at docks and at marina gas pumps*
- the danger to swimmers*
- the interference with safe navigation*
- the disruption of wetland habitat*
- the upsetting of canoes and small boats, especially in narrow channels*

*BE IT RESOLVED that the Township of Georgian Bay requests the Honourable Marc Garneau, Minister of Transport, to address this dangerous and harmful situation, by implementing legislation that would provide authorities with the ability to enforce a "No Wake" restriction in Ontario's navigable waters;*

*AND THAT a copy of this resolution be forwarded to all municipalities in Ontario with a request for endorsement;*

*AND THAT a copy of this resolution be forwarded to the Honourable Tony Clement, M.P., Parry Sound – Muskoka.*

# GRCA Current



April, 2016 • Volume 21 Number 4

## GRCA General Membership

**Chair** Helen Jowett

**Vice-Chair** Chris White

**Townships of Amaranth, East Garafraxa, Melancthon and Southgate and Town of Grand Valley**  
Guy Gardhouse

**Townships of Mapleton and Wellington North** Pat Salter

**Township of Centre Wellington**  
Kelly Linton

**Town of Erin, Townships of Guelph/Eramosa and Puslinch**  
Chris White

**City of Guelph**  
Bob Bell, Mike Salisbury

**Region of Waterloo**  
Les Armstrong, Elizabeth Clarke,  
Sue Foxton, Helen Jowett,  
Geoff Lorentz, Jane Mitchell,  
Joe Nowak, Wayne Roth,  
Sandy Shantz, Warren Stauch

**Municipality of North Perth and Township of Perth East**  
George Wicke

**Halton Region** Cindy Lunau

**City of Hamilton** George Stojanovic

**Oxford County** Bruce Banbury

**County of Brant**  
Brian Coleman, Shirley Simons

**City of Brantford**  
Dave Neumann, Vic Prendergast

**Haldimand and Norfolk Counties**  
Bernie Corbett, Fred Morison

## Grassland for bobolinks in the central Grand

A developer is contributing \$65,000 to improve grassland habitat at the Morton property beside Pinehurst Lake.

The Morton property was purchased by the GRCA in 2009 with a plan to transform the farmland into many habitat communities, including grasslands.

The developer has approval from the Ontario Ministry of Natural Resources and Forestry to develop 8.5 hectares (21 acres) of land that contains habitat for bobolinks. This songbird is listed as threatened in the Ontario Endangered Species Act, and loss of breeding habitat is considered a significant factor in the population decline. Provincial regulations may permit a company to undertake a project only if an equivalent amount of habitat can be created within the same region.

The GRCA submitted a compensation proposal to host a grassland enhancement project at a higher ratio than the habitat that was being lost. An agreement is being signed by the developer and the GRCA to improve 13.3 hectares (33 acres) of habitat that will support bobolink and other grassland species.

The developer is paying the full cost of the project for five years. This will include control of invasive species, prescribed burns and seeding native grasses. Annual vegetation and bird surveys will be undertaken so that staff can document and ensure the ongoing success of the grassland habitat. Work is expected to get underway this summer.

some sites receiving over twice the normal precipitation.

The highest precipitation was recorded at the Environment Canada station at the Brantford Airport, with close to two and a half times the normal March precipitation.

The average temperature in March was well above the long-term average. At Shand Dam the average temperature was 0.5 degrees, which is about 3.1 degrees above the long-term average. March is the sixth month in a row with above average temperature.

A total of eight flood messages were issued in March, with some minor flooding reported. The reservoirs were used to mitigate downstream flows and reduce flooding. They will continue to be operated carefully over the remainder of the filling season.

The level of Lake Erie is well above the long-term average and continued to rise in March.

## Queen's Park Day

The GRCA joined a day for MPPs at Queen's Park in March that was held by Conservation Ontario.

Senior staff from all 36 conservation authorities were invited to attend to showcase the wide array

## GRCA 50 years ago April 6, 1966

An Act of the Ontario Legislature was proclaimed law on April 6, 1966, resulting in the amalgamation of the Grand River Conservation Commission (formed in 1934) and the Grand Valley Conservation Authority (formed in 1948). The law brought the two organizations together to form the GRCA that we know today.

At that time, Guelph Lake, Brant Park, Shade's Mills and the Elora Quarry parks were not yet formed, while Laurel Creek was planned for 1967.

Elm trees were being removed during the winters due to Dutch elm disease.

## March was warm and wet

Precipitation in March was above normal throughout the watershed

Although March started out fairly dry, significant rain, snow and freezing rain fell during the second half of the month. By the end of March, the watershed had recorded more than one and a half times the normal precipitation, with



of conservation authority program benefits and to advocate for the MPPs' support for continued provincial funding.

There were displays about topics important to conservation authorities, such as the Great Lakes, source protection, climate change, flooding, information management, green infrastructure, and conservation areas.

Key people were in attendance, including the Minister of Natural Resources and Forestry, the Minister of the Environment and Climate Change, and MPP Eleanor McMahon, who is leading the review of the Conservation Authorities Act.

The Grand River Conservation Authority has held two similar Queen's Park days in the past, and this is the first one hosted by Conservation Ontario.

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## Volunteer program

The volunteer program has really taken flight at the Grand River Conservation Authority thanks to four years of funding provided by the Ontario Trillium Foundation.

The GRCA now has a full-time volunteer coordinator, who is working with community partners and volunteers, as well as developing safe practices.

During National Volunteer Week — April 10 to 16 — GRCA staff are preparing for the busy tree planting season, which involves events in communities across the watershed. The first planting event gets underway April 17 at the New Forest in the City in Brantford and the last will be May 14 at Silvercreek Park in Guelph. For a listing of all these events, visit [www.grandriver.ca/events](http://www.grandriver.ca/events).

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## Tree planting events

The public is being invited to dig in for the environment at tree planting events across the watershed.

These take starting April 17 and continue to May 14 in a variety of communities, often with partner organizations.

The events provide an opportunity for residents from across the watershed to plant trees to benefit the natural environment and the watershed. The majority of plantings take place on GRCA or municipal property.

To date, the GRCA has planted 30 million trees. In 2015, GRCA staff partnered with community organizations including



Photo by Kevin Tupman

Bobolinks are threatened in Ontario. This summer the GRCA will begin work to improve breeding habitat for this songbird on the Morton property, in the Spottiwood Lakes complex near Pinehurst Lake. A similar project is underway at Conestogo Lake.

companies to plant 20,000 trees at 28 events.

The full list with details about the 2016 community planting events is available online at [www.grandriver.ca/events](http://www.grandriver.ca/events).

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## Parks open April 30

Grand River Parks open April 30 and are gearing up for a busy summer season.

The Grand River Parks membership program is very popular. It is now easier to buy year-round passes online and at any park gate when a staff member is on duty. Passes are valid for one year and provide entry into all parks, as well as a coupon booklet with perks for activities that are free or at a reduced rate.

When it opens, Brant Park will have an automatic access gate. An automatic gate also allows year-round access to Shade's Mills Park.

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## Nominations due May 1

The annual call for nominations for watershed award recipients is underway with a nomination deadline of May 1.

Anyone can nominate someone who they think is deserving of an award — an individual, family, group or business — by

completing a simple one-page form. There are two types of awards — Honour Roll Awards for a sustained record and Watershed Awards for outstanding examples of environmental work. The winners will be honoured at a special event in October.

The nomination form and more information on the awards can be found at [www.grandriver.ca/awards](http://www.grandriver.ca/awards).

This issue of *GRCA Current* was published in April 2016.

It is a summary of the March 2016 business conducted by the Grand River Conservation Authority board and committees as well as other noteworthy happenings and topics of interest.

The Grand River Conservation Authority welcomes distribution, photocopying and forwarding of *GRCA Current*.

### Next board meeting:

April 22 at 9:30 a.m.,  
GRCA Administration Centre.

### Subscribe to GRCA Current:

[www.grandriver.ca/subscribe](http://www.grandriver.ca/subscribe)

### View meeting reports:

[www.grandriver.ca/directors](http://www.grandriver.ca/directors)

### View coming events:

[www.grandriver.ca/events](http://www.grandriver.ca/events)

### Grand Actions newsletter:

[www.grandriver.ca/GrandActions](http://www.grandriver.ca/GrandActions)



## Guelph Police Services Board

PO Box 31038, Willow West Postal Outlet, Guelph, Ontario N1H 8K1  
Telephone: (519) 824-1212 #7213 Fax: (519) 824-8360  
TTY (519) 824-1466 Email: board@guelphpolice.ca

### PUBLIC MEETING

### MINUTES – MARCH 17, 2016

A Public meeting of the Guelph Police Services Board was held on March 17, 2016 in Meeting Room C, 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  
L. Piper, Member  
C. Polonenko, Executive Assistant  
J. DeRuyter, Chief of Police  
P. Martin, Deputy Chief of Police  
J. Sidlofsky Stoffman, Legal Services  
K. Hand, Finance Manager  
T. Harris, Human Resources Manager

**Guests:** Michael Kerr, CA, Weiler & Company  
Guelph Police Service: Inspector D. Pringle

1. **WELCOME**

Chair Sorbara welcomed all and called the meeting to order at 2:28 p.m.

2. **APPROVAL OF AGENDA**

Moved by L. Griffiths

Seconded by D. Drone

THAT the Agenda be approved as presented.

- 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, February 18, 2016**

Moved by L. Griffiths

Seconded by C. Guthrie

THAT the Minutes of the Public Meeting held Thursday, February 18, 2016 be approved as presented.

- CARRIED -

**5. DELEGATIONS/PRESENTATIONS**

**5.1 Community Account Auditor's Report**

Michael Kerr, CA, of Weiler & Company, Auditors presented the draft audited Financial Statements for the Community Account for 2015.

**Moved by L. Piper**

**Seconded by D. Drone**

**THAT** the Guelph Police Services Board receive the Audit Report conducted on the 2015 Community Account presented by Weiler & Company.

**- CARRIED -**

Michael Kerr left the meeting at 2:32 p.m.

**6. STRATEGIC ITEMS**

**6.1 Headquarter Renovation and Expansion Report**

Deputy Martin reported that Guelph Hydro had completed the work on Farquhar Street. The pre-construction meeting with CS&P, Jasper Construction, major sub-trades and the Guelph Police Service has been held and mobilization plans are moving forward. Construction staff screening and identification process has been initiated. Bi-weekly construction team meetings commenced on March 9<sup>th</sup>. The temporary Greyhound offices in the Fountain Street parking lot will be the Jasper Construction office. The final contract with Jasper was signed March 11, 2016.

The Steering Committee continues to meet to assess the progress of governance, reporting and communications documents. Communications and the Project Implementation Plan are in development and will be presented at the Steering Committee over the next month. Plans are being developed for a ground breaking ceremony in early April.

K. Hand reported that as of December 31, 2015, \$1,918,149 had been spent primarily for architectural fees and utility relocation work. As of February 28, 2016, the monies contracted to date total \$29,573,805, leaving \$4,537,195 uncommitted at this time. The project is forecasted to remain within the \$34.1M budget.

**6.2 2016 Special Olympics Spring Games**

Deputy Martin reported that getting the Adopt an Athlete bios out to sponsors has been delayed as pictures of the athletes have not been received. Parents and guardians will be registered at a different location from the athletes. For the first time in Special Olympics Ontario history, Adopt an Athlete contributors will be given designated seating at the opening ceremonies. Total sponsorship for February is \$12,500. Upcoming events include Special Olympics Day on April 12, 2016; Muddy Grape Run on May 7, 2016; Stone Road Mall Toll on March 26, 2016 and Waterloo Regional Police Service Male Chorus on April 23, 2016.



Inspector D. Pringle entered the meeting at 2:36 p.m. L. Piper left the meeting at 2:41 p.m.

**7. OPERATIONAL ITEMS**

**7.1 Major Case Management Annual Report (2015)**

Chief DeRuyter reported that legislation requires the Chief of Police to submit an annual report to the Ministry of Community Safety and Correctional Services setting out the number of ViCLAS submissions and major cases investigated the previous year. On February 25, 2016, Inspector Howard McGarr, Investigative Services, reviewed all major cases for 2015 and reported the results. A comparison chart was provided for the last three years.

**7.2 Professional Standards Annual Report (2015)**

Deputy Martin highlighted the following:

*Public Complaints:* Chief DeRuyter noted that out of approximately 50,000 contacts with the public in 2015, there were only nineteen public complaints received by the Office of the Independent Police Review Director (OIPRD). Five of these complaints were investigated, three at the request of the Executive Services Inspector, as the complainants openly stated that they did not trust the Guelph Police Service. Of these five complaints, two were concluded as unsubstantiated (no misconduct), two were withdrawn and one remains outstanding in 2016. The remaining fourteen complaints were investigated by the Professional Standards Branch: five were concluded as unsubstantiated, one was resolved through Customer Service Resolution, three remain on hold as the Special Investigations Unit (SIU) is investigating, and one was concluded as a minor misconduct and resolved through a disposition without a hearing. Nine complaints not accepted by the OIPRD were reviewed by the Professional Standards Branch and closed.

*Internal Investigations:* Seven internal investigations were initiated in 2015. One was deemed as a serious misconduct and was resolved through a *Police Services Act* hearing. Two investigations were resolved by a disposition without a hearing and one matter was unsubstantiated. Three matters remain ongoing.

*Special Investigations Unit:* Of ten SIU investigations in 2015, two were closed with no finding of misconduct by members of the Guelph Police Service. Seven remain ongoing and one involves our officers strictly as witnesses to the event involving members of another police service.

C. Guthrie entered the meeting at 2:54 p.m.

**7.3 Public Sector Salary Disclosure for 2015**

T. Harris presented the Public Sector Salary Disclosure Report for 2015. The *Public Sector Salary Disclosure Act* requires any organization receiving public

funding from the Province of Ontario to disclose the names, positions, salaries and taxable benefits of employees paid compensation of \$100,000 or more by March 31, 2016. The compensation level has not been changed since 1996. In 2015, there were 99 members who have been paid \$100,000 or more. If a cost of living increase was applied since 1996, the limit for 2015 would be \$145,000 and only six members would be listed.

In 2012, 2013, and 2014 there were 68, 55 and 107 members respectively for those years. There was little change in the number because collective agreements expired in December 2014 and therefore, no salary increases, retroactive payments or changes to contracts were administered in 2015.

#### **7.4 Use of Force Annual Report (2015)**

Deputy Martin reported that during 2015, 191 levels of force were used in 64 incidents to bring the situation to a peaceful and successful resolution. Two of the incidents and 20 levels of force can be attributed to the Tactics and Rescue Unit assisting other Services outside our jurisdiction. All Use of Force reports were reviewed and in all incidents, the officers were justified in using the force outlined in their report and they continue to perform at a remarkably high standard. There is a trend upwards of the number of times firearms were pointed, which is reflective of the nature of the activities officers are encountering involving knives and firearms. A second upward trend is the deployment of conducted energy weapons, a tool to deal with threats of violence often associated with addiction, mental health and human trafficking calls. D. Drone suggested that perhaps there is a relationship between the acquisition of more CEWs by the Guelph Police Service and the number of incidents. Also, an analysis of time of day/day of week when these incidents are taking place would be informative.

#### **7.5 Human Resources Strategies Annual Report (2015)**

T. Harris reported that Human Resource Services' goals are aligned to the current and future business plans and ensure processes and programs support future skill requirements and staffing demands. The 2013-2015 Strategic Business Plan set out three objectives, two of which have been completed. A coordinated approach to training and mentorship for members has been developed and the promotional and performance appraisal process has been enhanced. However, technology still needs to be utilized better to streamline paper flow. Attendance software has been put in place and training will begin in 2016. Training management software has been purchased for the Professional Development and Recruitment Unit which will store all training data in one place and tracks requalification dates.

Six key performance indicators were presented for 2015, as well as an update on staffing and accommodations.

***Recruitment, Selection and Outreach Initiatives:*** Recruitment for police positions in 2015 has been steady with eight vacancies filled due to retirements. Civilian recruitment involved significant movement with 32 civilian job postings

and secondments for temporary, part-time and full-time vacancies. Only one new position was added to the 2015 budget. Several recruitment initiatives were undertaken in 2015, resulting in 602 applications. The competition between police services for talent is a challenge as many seek to fill vacancies due to increased retirements. The Guelph Police Service supports crime prevention through youth outreach. In 2015, the Service supported 11 student assignments through high school placements, college career programs including co-op assignments and the Youth in Policing initiative.

***Career Development Transfer Opportunities:*** In 2015, the rate of internal movement by employees in police operations as a percentage of headcount was 18 percent, which is 7 percent lower than last year. Despite the decrease in movement, the Guelph Police Service is still well above the standard for the few Services that measure this activity.

***Professional Development and Training:*** The Senior Leadership Team continues to focus on strategic training initiatives to ensure that the Service is well aligned to meet the current and future demands of our community through mentoring and succession planning. 98 percent of the total training budget has been used. Attendance at courses is consistent with previous years.

***Current Staffing Including Accommodation and Leaves:*** The 2015 preliminary surplus in the budget was \$726K. There were position vacancy savings of \$1,018K in 2015 which contributed to this surplus. This level of position vacancies along with member accommodations resulted in overtime and temporary salaries deficits. Strategic organizational program initiatives further offset these surpluses. Increased accommodations due to work injury, surgery or non-occupational restrictions, have been putting pressure on the Service and specifically, front-line patrol operations. Implications are morale issues at the front line, difficulty finding meaningful work for those who require accommodation, and budget pressures due to overtime and call outs.

***Commitment to Member Safeguard Programs and Wellness Initiatives:*** The Service continues to promote workplace safety and wellness to members through several programs. Participation in programs in 2015 was similar to 2014, with the exception of an increase in the EFAP Program, an increase of 8.72 percent. Three new programs have been developed: trauma care program, chaplaincy program and resiliency pilot training program.

***Attrition Rates and Retirement Projections for 2016-2021:*** In 2015, there were five civilian resignations and four retirements (10 percent attrition rate); and two police resignations and six retirements (4 percent attrition rate). Based on research and analysis, it is anticipated that 12.2 percent of civilian and police membership will retire in this six-year period. Various strategies are being implemented to mitigate this projection.

C. Guthrie left the meeting at 3:49 p.m.



L. Griffiths noted that, in light of what is happening with cost of policing, analysis will have to be done to see whether positions can be filled by an individual other than a uniform police officer, based on skills and competency needed. Chief DeRuyter stated that he will follow up with Deputy Martin to provide the Board with the information from assessment analysis already completed by the Guelph Police Service. T. Harris noted that after the staffing strategies meetings in May, they will be in a better position to report this information in writing.

J. Sorbara thanked T. Harris for the very informative report.

Inspector D. Pringle left the meeting at 3:57 p.m.

## **8. ADMINISTRATIVE ITEMS**

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

Chief DeRuyter provided his schedule of upcoming internal and external community events and meetings and highlighted the following:

- On April 1, 2016, Chief DeRuyter, J. Sorbara and D. Drone will be attending a breakfast meeting with Minister Naqvi of the Ministry of Community Safety and Correctional Services.
- The Senior Leadership will have a day of leadership development on April 13, 2016 to enhance their skills.
- St. Patrick's Day plans are going well.

K. Hand left the meeting at 4:00 p.m.

### **8.2 Board Correspondence Reports**

#### Correspondence Received

- The Guelph Community Foundation: February 24, 2016 Request for funding for the Ray Scapinello Road Hockey Tournament
- Weiler & Company: Draft Financial Statements for 2015

#### Correspondence Issued

- Weiler & Company: February 11, 2016 re: Community Account
- Community Account Funding Letters: Guelph Neighbourhood Support Coalition, Bengali Community of Guelph
- Letters to Guelph Police Service members:
- New hires: Heather Turner
- Appreciation: Sergeant David Doxey, Chief J. DeRuyter, Deputy Paul Martin
- Retirement: Constable Attila Korga

### **8.3 Community Account Financial Request – Guelph Community Foundation**

Moved by L. Griffiths

Seconded by D. Drone

**THAT** the Guelph Police Services Board support the Guelph Community

Foundation in the amount of \$500.00 with funds to be paid from the Community Account.

**-CARRIED -**

**8.4 Information Items**

- 8.4.1 Next Meeting – Thursday, April 21, 2016 at City Hall Meeting Room C
- 8.4.2 Policy Review committee Meeting – Wednesday, April 20, 2016, 1:30 p.m.  
GPS 2<sup>nd</sup> Floor Boardroom
- 8.4.3 Ontario Association of Police Boards Spring Conference and AGM – May 11-14, 2016 Niagara Falls, ON.
- 8.4.4 Progress Review Committee Meeting – Wednesday, June 22, 2016, 1:00 p.m. GPS 2<sup>nd</sup> Floor Boardroom
- 8.4.5 Canadian Association of Police Governance Annual Conference – August 12-14, 2016 Ottawa, ON

**9. ADJOURNMENT**

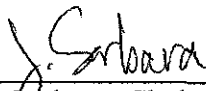
Moved by D. Drone

Seconded by L. Griffiths

**THAT** the public meeting adjourn as at 4:02 p.m.

**- CARRIED -**

The minutes of this meeting were adopted this 21<sup>st</sup> day of April, 2016.



J. Sorbara, Chair



C. Polonenko, Executive Assistant



## Guelph Police Services Board

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### SPECIAL MEETING

### MINUTES – March 21, 2016

Pursuant to Article 11.4 of the Guelph Police Services Board By-Law #136 which states: "*The Chair may determine the need for special called meetings of the Board via telephone conferencing or other acceptable means of communication*", on March 21, 2016, the Chair, J. Sorbara called a special meeting via e-mail to approve payment of a request for funding from the Community Account, as the next scheduled meeting of the Board was April 21, 2016 and the event requiring funding was to be held April 16, 2016. L. Griffiths, D. Drone, L. Piper, and C. Guthrie responded in favour.

**Moved by D. Drone**

**Seconded by L. Piper**

**THAT** the Guelph Police Services Board support the Guelph Police Service Team in the Big Brothers Big Sisters of Guelph Bowl for Kids' Sake fundraising event in the amount of \$250.00 with funds to be paid from the Community Account.

**- CARRIED UNANIMOUSLY -**

The minutes of this meeting were adopted this 21<sup>st</sup> day of April, 2016.

A handwritten signature in cursive script, appearing to read "J. Sorbara", written over a horizontal line.

J. Sorbara  
Chair

A handwritten signature in cursive script, appearing to read "Cheryl Polonenko", written over a horizontal line.

Cheryl Polonenko  
Executive Assistant