

INFORMATION ITEMS

Week Ending June 23, 2017

REPORTS

1. 2017 Capital and Operating Budget Debrief Report and 2018 Budget Calendar
2. 2017 Wellbeing Grant Allocations

INTERGOVERNMENTAL CONSULTATIONS

1. Proposed New Excess Soil Reuse Regulation and Amendments to Existing Regulations
2. 2016 Review of the Accessibility Transportation Standards
3. Addressing Food and Organic Waste in Ontario
4. Bill 139 – The Proposed Building Better Communities and Conserving Watersheds Act, 2017

CORRESPONDENCE

1. City of Guelph Response to Intergovernmental Consultation re: Proposed New Excess Soil Reuse Regulation and Amendments to Existing Regulations

BOARDS & COMMITTEES

1. Public Art Advisory Committee – Resignation received from Nicole Neufeld

ITEMS AVAILABLE IN THE CLERK'S OFFICE

1. None

Information Report

To **Committee of the Whole**

Service Area Corporate Services

Date Friday, June 23, 2017

Subject **2017 Capital and Operating Budget Debrief Report and 2018 Budget Calendar**

Report Number CS-2017-09

Executive Summary

Purpose of Report

To provide Council with the results of the 2017 Budget survey and debrief feedback in preparation for the 2018 budget process, and provide information related to the 2018 budget timelines.

Key Findings

General Managers and Managers attended a facilitated session on budget debrief. Additionally Council, and City staff were interviewed and suggestions as compiled by the Guelph Lab were provided and grouped into separate themes.

Council interviews focussed on:

- Budget material and presentation
- Direction from Council
- Public engagement

Staff themes involved:

- Timelines and deadlines
- Capital Programs of Work
- Service Area decision making process
- Staff complement review
- Communications
- Budget process overall

Council Survey Results

Only six of the thirteen Council members responded to the survey; with not all respondents answering every question.

Opportunities and Improvements – Actionable Items

The survey and debrief interviews also provided insight into areas where the budget process could be improved and the following actions are being initiated by staff:

- a) Capital programs (Non-tax and Tax Supported) will be presented and approved at the same time, and on the same day as the Non-tax Supported Budget;
- b) With the exception of Public Delegations, all budget meetings, presentations and approvals will now begin at 2 p.m. rather than 6 p.m.;

The 2018 Budget Calendar provides the following:

- 1) A budget education session in September
- 2) Two separate Public Delegation nights (Non-tax and Tax Supported Budgets)
- 3) Three budget presentations:
 - Non-tax Supported and Capital (Tax and Non-tax) Budgets
 - Tax Supported Operating Budget; and
 - Local Boards and Shared Services budgets
- 4) Two separate approval nights.

Financial Implications

There are no financial implications resulting from this report. Overall a strategic and efficient budget process results in efficient use of staff and Council resources.

Report

Following the approval of the 2017 Tax and Non-tax Supported Operating and Capital Budgets a debrief session was convened with General Managers and Managers. The Guelph Lab also helped the budget feedback process by interviewing staff and Council members. In addition to the Guelph Lab support, a survey was made available to members of the Council with a set of questions staff prepared including an opportunity to provide some suggestions. The Guelph Lab then summarized and compiled all the information into broad themes. Staff initiated improvements outlined in this report are planned for the coming 2018 budget process.

For purposes of summarizing the results, this report will discuss Opportunities for Improvement - Actionable Items planned for the 2018 budget cycle, in addition to findings under Staff Feedback and Suggestions, Council Feedback and Suggestions, and Alternative Budgeting Approach. Findings from Staff Feedback which do not directly impact Council, that are of administrative nature are being initiated internally by staff, will not be discussed in this report.

The Guelph Lab interviewed staff and Council as well as compiled information; process changes contained in this report were initiated by staff and not the Guelph Lab.

Opportunities for Improvement – Actionable Items

In preparation for the 2018 budget, some changes are already underway and some improvements will build on what was started in the 2017 budget process.

Budget timelines and deadlines

- With the exception of Public Delegations, all budget presentations and approvals will now begin at 2 p.m. in place of the usual 6 p.m.
- For greater clarity and efficiency, the Tax Supported Capital Budget will be presented the same time as the Non-tax Supported Capital Budget and approval requested the same day as the Non-tax Supported Budget

Capital Programs of Work

Building on the success of the first year of Capital Programs of Work, enhancements will be made during the 2018 budget cycle.

- Budget discussions among staff on Capital Programs of Work have commenced and will become an ongoing process
- Efforts will be made to ensure operating impacts are identified and incorporated in the budget

Communications

- For efficiency and ease of access, Council will receive one budget binder for all 2018 budgets
- Material for Council will be standardized, and simplified, removing non-budget material, such as annual reports from the budget document
- During the budget process, conversation on budget and specific impact on a residential property will be decoupled to reduce confusion. Though the budget influences the tax rate, the impact on residents is determined by the tax policy and ratios.

Budget Process Overall

- Clarity on how the Operating Budget, Infrastructure Levy and Capital Budgets are linked together

Budget Information / Materials / Presentations

- Council will be provided high level information that will enable strategic and governance decision making process
- Clarity on capital projects previously slated to begin early and pushed out to other years
- Timely disclosure of new information before budget deliberations

Direction from Council

- Streamlining the message board and communications to better address Councillor questions and avoid question or answer duplication

Public Engagement

- Building on the budget toolkit that was introduced for the 2017 budget, a standard PowerPoint presentation will be created to enable consistent messaging
- A budget education session for Council members will be conducted in September

Budget Calendar

Table 1 below provides key dates for the 2018 Tax Supported and Non-tax Supported Budgets.

Other than the Public Delegation scheduled for 6 p.m., all other budget meetings are scheduled for 2 p.m. start time.

Table 1. Draft Budget Calendar

Date	Event	Start Time
Sept/2017	Budget Education Session	TBD
10/26/2017	Presentation and Public Delegations for Non-tax Supported Budgets and Tax Supported and Non-tax Supported Capital Budget	2 p.m.
11/02/2017	Council Approval of Non-Tax Supported Budgets and Tax Supported and Non-tax Supported Capital Budget	2 p.m.
11/08/2017	Presentation of Tax Supported Operating Budget	2 p.m.
11/15/2017	Presentation of Local Boards and Shared Services Budgets	2 p.m.
11/22/2017	Public Delegations – Tax Supported Operating Budget	6 p.m.
11/29/2017	Additional Budget Night – if required	2 p.m.
12/05/2017	Council Deliberations & Approvals of Tax Supported Operating Budget	2 p.m.
12/06/2017	Council Deliberations & Approvals – if required	2 p.m.

Staff Feedback and Suggestions

Staff feedback had the following broad themes:

- Budget timelines and deadlines
- Capital Programs of Work
- Service area decision making
- Staff complement review
- Communications
- The budget process overall

Budget timelines and deadlines

Input:

- There were contrasting opinions on whether timelines and deadlines were appropriate

Suggestions:

- Reduce overall number of Council meetings
- Increased integration of the Operating and Capital Budgets

Capital Programs of Work

There is broad support for Capital Programs of Work as an approach. It allows for bundling appropriate work together, communication between departments about their workload and workflow, avoids duplication and increases time efficiency, show a link between Tax and Non-tax Supported Capital work plans.

Input:

- There is need to find a way to determine future costs
- Ensure sufficient time, full and effective co-ordination and communication between departments and among General Managers and Executive Team
- Improve communication before, during and after the Programs of Work are developed
- Greater clarity and consistency required in what constitutes a 'program of work'

Suggestions:

- Establish a steering committee to co-ordinate and consolidate the Programs of Work
- Keep 10 year capital forecast but tied to strategy and Programs of Work
- Integrate asset management and Project Management Office with Programs of Work based on risks
- Make project titles clearer and use consistent templates across service areas
- Clarify operating impacts; ongoing operations, maintenance and staff
- Include risks and benefits

Budget Process Overall

General Managers provided several suggestions on how the budget is built.

Input:

- Continue having Council advise of intentions ahead of time

Suggestions:

- If Council has approved program recommendations, they should be assumed in the budget
- Adopt multi-year budgeting, but it needs to ensure multi-year costs are reflected in the base budget
- Stop budget simulator until it can become meaningful

- Continue considering the best way for the public to give meaningful feedback and consider frank discussions about service levels and costs associated with the services
- Continue to demonstrate operating impacts of Capital Budget
- Continue with asset management work

Council Feedback and Suggestions

Council feedback focussed on:

- Budget Information/Material/Presentation
- Direction from Council
- Public Engagement

Budget Information / Materials / Presentations

- Provide much more detailed budget books from all departments: including all line items; including previous years' budget and percentage increase; including any necessary context or explanation for large increases in footnotes
- Cancel or shorten staff presentations on budget: Cut to five minutes or less; include less context and justification; focus more on money – tracing where each dollar is going
- Include a section in the budget book that explains how (and why) the current budget is different from the previous year's projections e.g., if a project was slated for 2018, but is then pushed out to 2022.
- Include line items on 'efficiency' – where and how much has the City been able to save. Could be part of each department summary.
- Budget materials should include multi-year actuals (perhaps 3 years of previous actuals)
- Open decision night Council meeting with a question to staff and Council – 'Do you have any other important information?' e.g. the dividend from GMHI.

Direction from Council

- Council providing direction to staff for a target (range) for the overall tax increase. This could be a formula as proposed/used in the past.
- Establish priorities or goals with Council at the beginning of the budget process (topic areas rather than target increases)
- Develop and implement a stronger strategic direction – it exists, but is currently in the background. This could facilitate a shift in the budget process to start with strategy and move to implementation, rather than implementing and trying to determine how it fits into the strategy after the fact
- Develop a method to better address Councillor questions in advance of Council meetings. (Message board is too complicated and results in too much duplication, as the same questions are asked and answered)
- Better utilize the skill set and expertise of existing Councillors in their roles on Council e.g. those with financial experience could be useful to Council / other Councillors / and staff during the budget process

Public engagement

- Use plain language to help increase general understanding of the budget
- Create one standard PowerPoint presentation on the budget for all Councillors to use at their Town Halls and elsewhere to keep messaging consistent
- Do more around budget education: make the process more open and understandable to the public; hold workshops open to the public for them to learn about the budget and make suggestions (in place of the simulator)
- Scrap the budget simulator
- Provide more information for the public (that can be used by Council) to explain the budget process (how decisions are made) and to provide information about some of the significant decisions (why certain decisions are made) e.g. a series of YouTube videos.

Long-term Approach

The Guelph Lab is working alongside the Finance and Corporate Communications departments to gather information about the budget process in general. This includes interviews and research on alternative approaches to budgeting employed by other municipalities. The research is focussed on three topics:

- Budget process: What tasks/meetings are included in the budget process? How much time do they consume? Are there alternative approaches to budgeting?
- Staff and Council: What is the role of Council in the budget process? What is the role of staff? What makes a 'good' budget process?
- Public Engagement: How do citizens participate in the budget process? How do different forms of public participation influence budgetary decisions?

The Guelph Lab's report of these findings will follow in the coming months and the Lab will continue to gather information through the 2018 budget cycle in order to inform the 2019 budget process and beyond.

Financial Implications

There are no financial implications resulting from this report. Overall a strategic and efficient budget process results in efficient use of staff and Council resources.

Consultations

Corporate Communications and the Guelph Lab were involved in the development of the Council survey and debrief, and were consulted on this report.

City Staff provided feedback and was interviewed with respect to the 2017 budget process. Council was interviewed and had an option to respond to a specific survey. Information garnered from those responses was considered in the development of this report and will also be considered in planning for the 2018 budget process.

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 Budget Debrief Survey

Report Author

Ron Maeresera



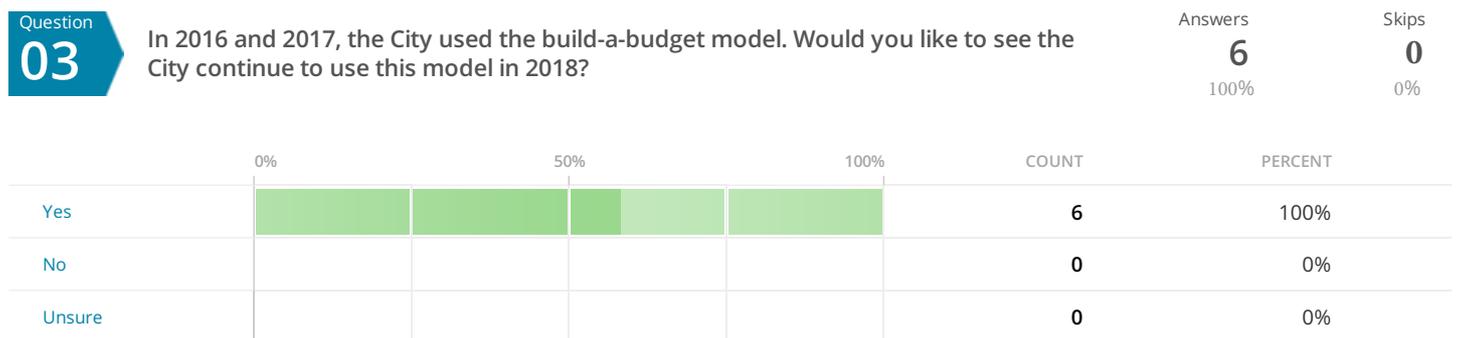
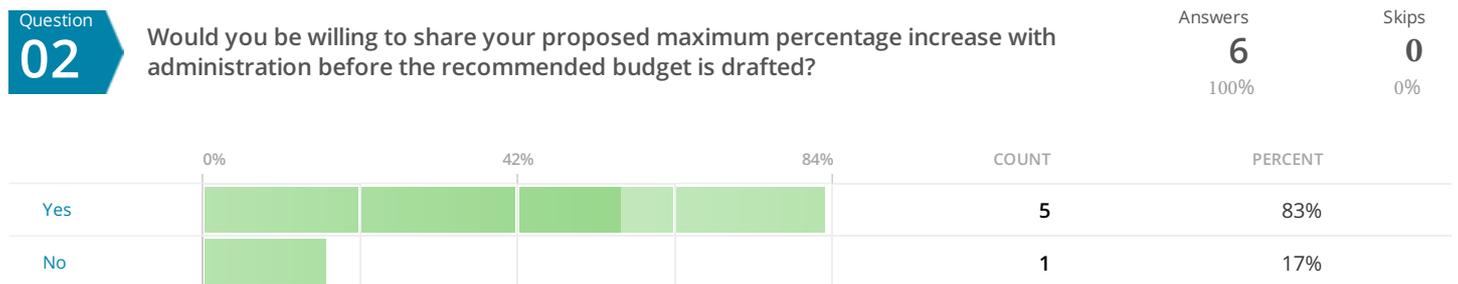
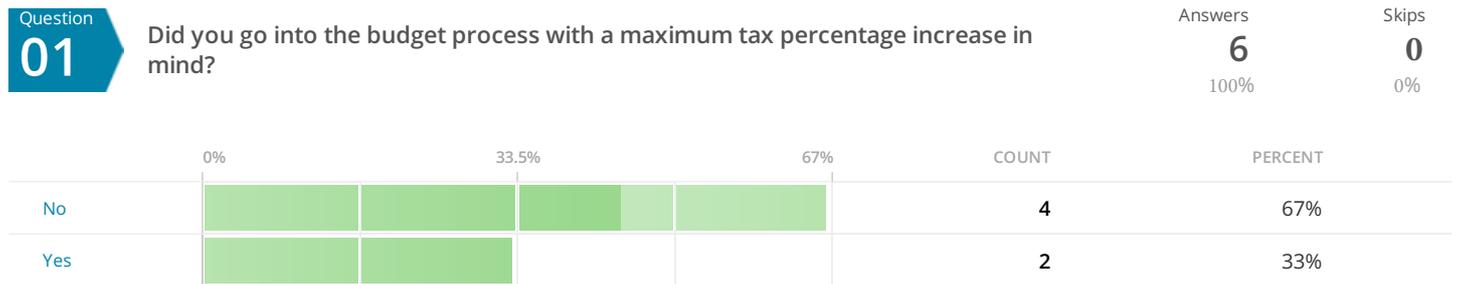
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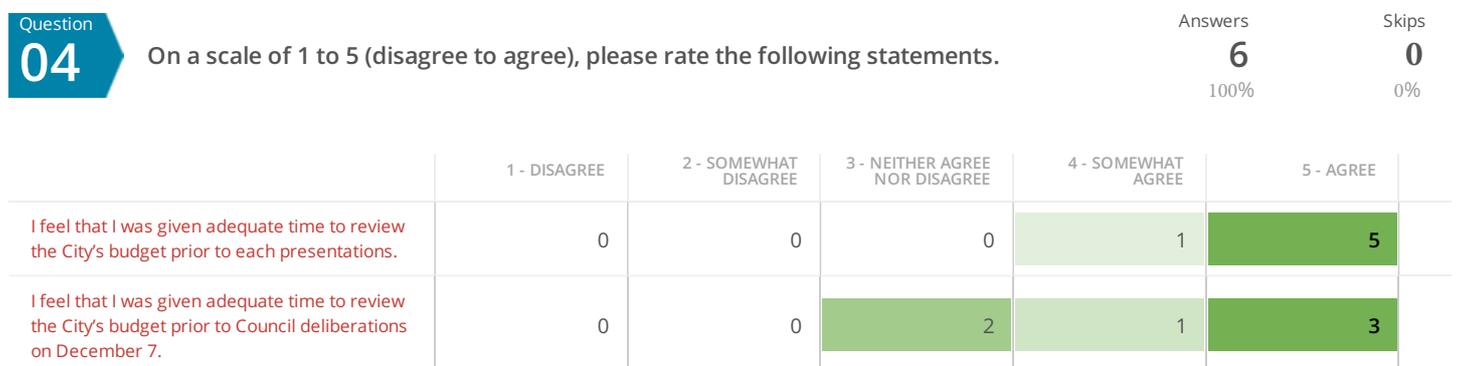
Recommended By
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2017 Budget Debrief Survey - City Council

Survey Results



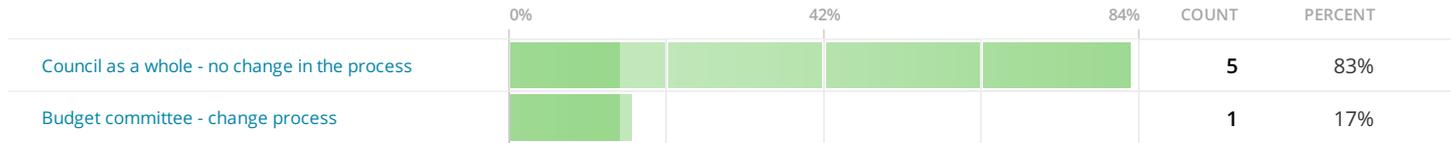
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Question
05

Should the budget be reviewed with Council as a whole or with a budget committee?

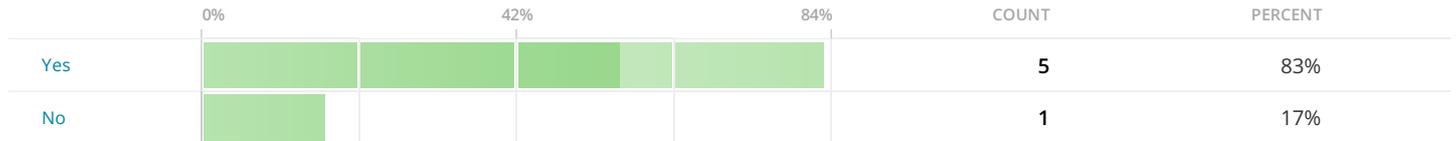
Answers **6** Skips **0**
100% 0%



Question
06

Do you like that the City's budget is divided into four separate sections/documents?

Answers **6** Skips **0**
100% 0%



Question
07

On a scale of 1 to 5 (disagree to agree), please rate the following statements.

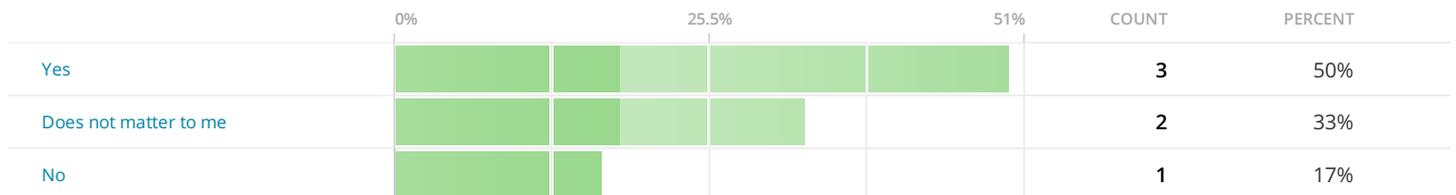
Answers **6** Skips **0**
100% 0%

	1 - DISAGREE	2 - SOMEWHAT DISAGREE	3 - NEITHER AGREE NOR DISAGREE	4 - SOMEWHAT AGREE	5 - AGREE
The division of the budget into four sections improved my understanding of the individual sections.	0	1	1	2	2
The division of the budget into four sections improved my understanding of the budget as a whole.	0	1	1	1	3
The division of the budget into four sections improved my ability to ask questions.	0	0	2	0	4
The content of the budget presentations provided me with adequate information/content to support my decision making process.	1	0	0	2	3

Question
08

Would you like to see all capital programs (non-tax- and tax-supported) presented at the same time?

Answers **6** Skips **0**
100% 0%



Question

09

How did you utilize the budget message board to ask staff questions (check one):

Answers

6

100%

Skips

0

0%

	0%	17%	34%	COUNT	PERCENT
I used the message board prior to a budget presentation.				2	33%
I did not use the board but emailed or met with staff to ask my questions.				2	33%
I used the message board between a presentation and approvals.				1	17%
I did not use the board and did not ask staff any questions.				1	17%

Question

10

What additional information would you like to receive in a presentation to support your decision making process?

Answers

3

50%

Skips

3

50%

Sorry, my answer is a bit skewed as I was in hospital and absent for the final deliberations.

A bit more focus on cost trends. Past budgets to actual costs.

I would like some of the city's businesses like the river run, sleeman center, transit treated as individual units with a subsidy for the year.

Question

11

What additional information would you like to receive in the budget binder(s) to support your decision making process?.

Answers

3

50%

Skips

3

50%

Time lines for long term project proposals - even those that are just potential proposals.

Same as above.

better description of capital programs

Question

12

What additional materials would you like to receive to support your decision making process (summaries, FAQs,)?

Answers

1

17%

Skips

5

83%

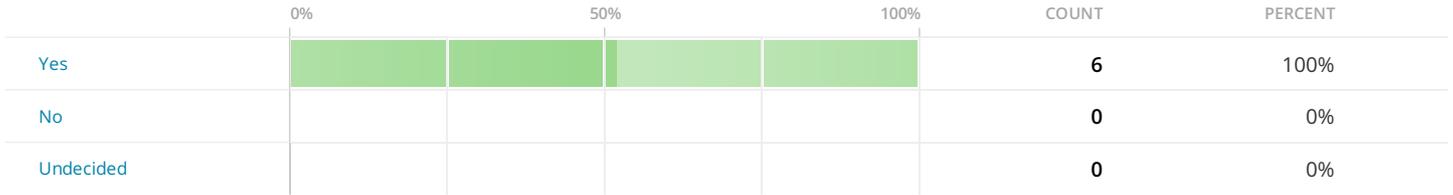
Summaries - single paragraph briefing on significant budget concerns. If there is something staff feels might be controversial, it might need to be highlighted independently of other items purely for clarification.

Question
13

Were you able to receive sufficient input from the community through letters, calls, the budget simulator and the three public delegation nights?

Answers
6
100%

Skips
0
0%

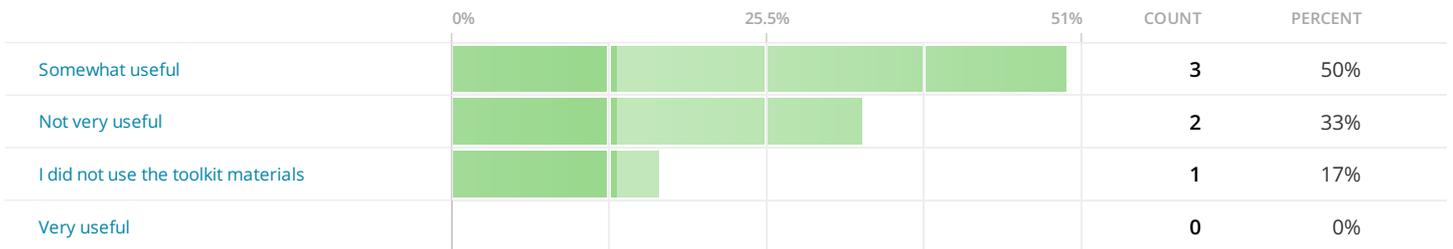


Question
14

How useful was the Council Toolkit information when communicating with the public?

Answers
6
100%

Skips
0
0%



Question
15

What other information would you like to see as part of that toolkit going forward?

Answers
1
17%

Skips
5
83%

I'm pretty comfortable with what we received this year.

Question
16

Please use the following space to provide any additional feedback on the 2017 budget process.

Answers
3
50%

Skips
3
50%

Apologies, my memory of that period is not as good as it should be. I suggest that this survey be sent out immediately after the budget. I appreciate we might be clouded by feelings vis a vis how successful we feel the process was in terms of our own goals. However, the longer it goes, the more cloudy are the fond memories of budget time.

I believe the 2017 budget was the best budget delivered thus far. It was succinct, expansions were clear, presentations of each budget were efficient and concise. I wish this survey was done right after the budget approval as I could have been more helpful. That seems like months ago. I do recall being very pleased with the process.

Extremely well done.
A bit of confusion at the end about the status of other budgets, ie infrastructure gap, if the operating budget does not pass..

Question

17

You are not required to provide your name; however, doing so would enable staff to follow-up where they feel additional information/context is required, and to ensure all members of Council have had the opportunity to provide input.

Answers

3

50%

Skips

3

50%

Phil Allt

June

Karl Wettstein

Information Report



Service Area	Public Services
Date	Friday, June 23, 2017
Subject	2017 Wellbeing Grant Allocations
Report Number	PS-17-16

Executive Summary

Purpose of Report

To advise on the 2017 Wellbeing Grant Allocations

Key Findings

The City supports non-profit, non-governmental community groups through the Wellbeing Grant program. Applications from eligible organizations received within the designated period were adjudicated by the Grants Allocation Panel and allocations were made. Decision letters were mailed February 3, 2017 to all applicants.

Financial Implications

Funds for the grant program were approved in the 2017 operating budget. The total 2017 Community Grants budget is \$289,200.

Background

The City works with and supports many local organizations in the community to improve the wellbeing of Guelph residents. These organizations deliver a range of services from organizing sports and recreational activities, to staging arts and culture events, to meeting basic human needs such as food and shelter.

The Council-approved Community Investment Strategy (CIS) provides the City with a strategy for providing funding and in-kind supports to local not-for-profit organizations. The Wellbeing Grant Program is one funding method of the CIS.

The grant program is designed to direct City funding to not-for-profit, non-governmental community organizations which promote the wellbeing of Guelph residents. Eligible organizations can apply for small operating, project, or capital grant funding on an annual basis. Funds for the grant program are approved as part of the City of Guelph's annual budget process.

Authority to make grant allocation decisions on behalf of City Council was delegated to a panel of community members with appropriate skills and knowledge. This panel helps ensure that the grant program supports areas of importance to Guelph residents and increases community participation in municipal decision-making.

The panel's decisions are guided by a set of guidelines outlined in the Wellbeing Grants Policy and funding decisions are aligned to the community's wellbeing priorities, as defined by Guelph Wellbeing. The Wellbeing Grant Program has 21 grant goals covering the eight domains of wellbeing outlined in the Canadian Index of Wellbeing.

- Community Vitality
- Democratic Engagement
- Education
- Environment
- Healthy Populations
- Leisure and Culture
- Living Standards
- Time-use

Applicants must clearly show how they will contribute to at least two of these goals.

Report

Organizations were able to submit a 2017 Wellbeing Grant Application from August 29, 2016 until 4pm on October 6, 2016. All eligible applications received by the deadline were adjudicated by the Wellbeing Grant Allocation Panel.

Over the period of October 2016 to February 2017, the Grants Allocation Panel held nine meetings, totalling 24 hours for distribution of eligible applications, reviewing/discussing each application, and determining grant allocations. Each application was reviewed by two panel members and presented to the plenary panel for discussion. Panel members reviewed their assigned applications outside the scheduled meetings.

Two information sessions were held on September 15 and September 20, 2016 for organizations to familiarize themselves with the Wellbeing Grants and support the development of funding applications. The sessions were attended by 17 organizations.

The total 2017 Community Grants budget is \$289,200. A total of 73 grant applications were received with a total requested amount of \$725,299 in funding. Of the 73 applications, 51 organizations were awarded funding. Of the funds allocated:

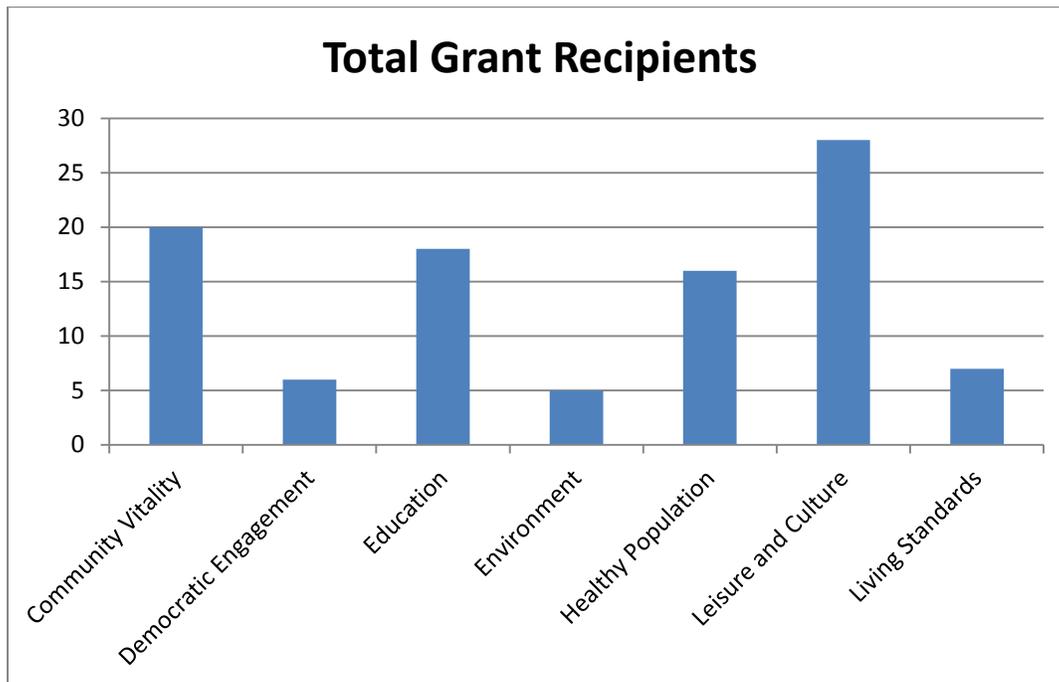
- 40 organizations received a total of \$246,150 for operating costs
- 8 organizations received a total of \$30,550 for project costs
- 3 organizations received a total of \$12,500 for capital costs

By sector type, funds were allocated to:

Grants by Funding Category	Number of Applications Received	Number of Grants Issued	Total
Arts & Culture	26	23	\$128,050
Environment	4	2	\$12,500
Human & Social Services	27	21	\$122,150
Recreation & Sport	9	4	\$16,500
Other	7	1	\$10,000
Totals	73	51	\$289,200

Organizations which self-identified using the “other” category for sector type included cross-sectoral applications.

Funds awarded crossed all domains of wellbeing, as identified by the organization. The domains of “leisure & culture” followed by “community vitality”, “education” and “healthy populations” were most strongly supported.



On February 3, 2017, a letter was sent to each applicant communicating the panel’s decision. Consistent with the Council-approved policy, all decisions are final.

The panel debriefs at the end of each grants cycle. Panel members identified what worked well, challenges faced, and shared suggestions for improvement. The review encompassed all aspects of the grant program and process such as the

clarity of the policy, adjustments to the application form questions, and also the application review process followed by the panel. This information was forwarded to staff for consideration in the application and the panel review process.

Year-end Reporting by 2016 Grant Recipients

Beginning with 2014 grants, recipients were required to report at the end of the year on how the grant funding was spent and the impact made by the grant. Failure to submit the year-end report precluded an organization's eligibility for future grant funding until the City is satisfied that the report has been submitted in full.

In 2016, 48 organizations were awarded a grant and 46 of those organizations submitted a year-end report. For the events, services, programs and capital projects funded by the City's grant, in summary, the organizations reported that:

- 314,150 city residents benefited
- 5,475 volunteers provided 179,293 volunteer hours
- \$681,500 in funding from other sources was invested in the community by 32 organizations as the result of the City's grant

Forty-six organizations recognized the City's contribution in some format (e.g. on marketing material or websites, at presentations, through the use of the City logo).

Financial Implications

Funds for the grant program were approved in the 2017 operating budget. The total 2017 Community Grants budget is \$289,200. The actual amount of grant funding provided will not exceed the approved budget even though the total requested grant funding from all eligible organizations is much higher.

Consultations

Wellbeing Grants Allocation Panel members

Corporate Administrative Plan

Overarching Goals

Innovation
Service Excellence

Service Area Operational Work Plans

Our People- Building a great community together
Our Resources - A solid foundation for a growing city

Attachments

ATT-1 2017 Community Wellbeing Grant Allocations

Departmental Approval

Ron Maeresera, Senior Corporate Analyst, Finance Client Services

Report Author

Jason Blokhuis, Chair, Wellbeing Grants Allocation Panel
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ATT-1 2017 COMMUNITY WELLBEING GRANT ALLOCATIONS

<u>Organization Name</u>	<u>2017 Allocation</u>
<p><u>10 Carden Shared Space</u> Funding will support community animation, marketing to new community members, and the building of an inclusive environment of trust and collaboration.</p>	\$10,000
<p><u>Action Read Community Literacy Centre of Guelph</u> The grant will supports the learning opportunities in the development of early literacy & numeracy skills for parents, caregivers and preschool aged children.</p>	\$11,000
<p><u>Bereaved Families of Ontario</u> Funding supports volunteer training and recruitment, growth of a referral base within the community, and the promotional and operating costs of the Living with Loss Program.</p>	\$3,600
<p><u>Big Brothers Big Sisters of Guelph</u> This allocation will support the three In-School Mentoring Programs through volunteer recruitment, training and support, program supplies and program staffing.</p>	\$5,000
<p><u>Canadian Centre for Running Excellence</u> The grant will support The Speed River Inferno Track and Field Festival, including transportation costs for students, operating, marketing, and entertainment expenses.</p>	\$5,000
<p><u>Canadian Mental Health Association Waterloo Wellington</u> This allocation will support the I'm a Survivor of My Own Mind Walk, GLOWWFest and the GLOWW Bracelet campaign.</p>	\$3,000
<p><u>Chalmers Community Services Centre</u> Funding will support continued work to reduce food insecurity in the community; ensuring guests are receiving healthy food in a caring community.</p>	\$11,500
<p><u>Child Witness Centre</u> Funding will help children or youth, and their families be less anxious, and empower them to confidently tell their story, while feeling safe and respected in court process.</p>	\$1,800
<p><u>Community of Hearts Lifelong Learning Centre</u> This grant will support the expansion of programming, allowing more adults with physical and/or intellectual exceptionalities an opportunity to participate.</p>	\$6,500
<p><u>Community Torchlight</u> Funding will support the development of promotional and training materials, and provide training opportunities to volunteers delivering the support service.</p>	\$4,000
<p><u>Dancetheatre David Earle</u> This grant will fund the marketing of the dance culture and outreach activities for health and wellbeing, encouraging participation.</p>	\$4,500
<p><u>ED Video Media Arts Centre</u> This operating grant will enable 24 hour staffing of the centre and edit suites, workshops, an exhibition program, mentorships, and support for community artists.</p>	\$13,000
<p><u>Festival of Moving Media</u> City support will enable the continued affordable delivery of cultural programming by assisting with the hiring of knowledgeable staff, the rental of accessible venues, and outreach to disenfranchised groups.</p>	\$5,000

<u>Focus on Nature</u> Funding will increase capacity to provide youth programs, and expand programming to include seniors, recent immigrants, and special-needs individuals.	\$5,000
<u>Guelph & District Multicultural Society</u> The grant will support an increased number of activities and performers, and an evening of fireworks in celebration of Canada's 150 th birthday at this year's festival.	\$10,000
<u>Guelph Black Heritage Society</u> The grant will support the preservation of Heritage Hall, through the conservation and repair of windows, and the crumbling stone walls of the building's exterior.	\$5,000
<u>Guelph Chamber Choir</u> This grant will fund a concert during the pre-Easter season. The funds will be used towards the production costs of J.S. Bach's St. John Passion at the River Run Centre ensuring the venue and program are accessible.	\$2,500
<u>Guelph Community Health Centre, The Seed Project</u> This grant will expand delivery of the Seniors and Youth Lunch Program and the Food Skills Program, increasing food skills of youth participants and cultivating a sense of belonging for all participants.	\$8,000
<u>Guelph Community Singers</u> Funding towards operating costs will allow for enhanced programming for members, while ensuring that memberships and programming remains affordable and accessible.	\$2,000
<u>Guelph Concert Band</u> This grant will contribute towards rehearsal space and performance venues, in addition to the provision of a free summer concert series.	\$3,550
<u>Guelph Contemporary Dance Festival</u> Funding will be used to support the 19th annual Guelph Dance Festival and celebration of Canada's 150th birthday, a celebration of the various generations that make the Canadian arts community vibrant, rich and diverse.	\$13,000
<u>Guelph Creative Arts Association</u> This grant will support three fine arts exhibitions (Expressions 2017, Painting on the Green and Inspired 2017), 12 painting days and a workshop, providing an opportunity for all to view local original arts and crafts and interact with the artists at no cost.	\$1,200
<u>Guelph Horticultural Society</u> Funding will support the purchase of plants to beautify the city, and to hire speakers to provide education on horticulture so attendees may expand their knowledge.	\$800
<u>Guelph Jazz Festival</u> The grant will support the Guelph Jazz Festival and the 2017 Jazz at Market Square event. Funding will be used to support artists and cover production costs.	\$14,000
<u>Guelph Little Theatre</u> This funding will assist with improvements to the theatre that will increase safety and accessibility to the community, patrons and arts organizations using the space.	\$2,500
<u>Guelph Pipe Band</u> Funding will aid with the purchase of new instruments and uniforms for this organizations as they expand to a second pipe band.	\$5,000
<u>Guelph Rugby Football Club</u> The grant would allow the club to accommodate more teams at an improved youth	\$3,000

rugby tournament, and raise the awareness of rugby within the community.	
<u>Guelph Symphony Orchestra</u> The grant will help provide funding for a diverse variety of programs including the GSO Main Stage Concert Series, Free Children's Concert Series, and GSO Youth Outreach.	\$10,500
<u>Guelph Wellington Chapter of Stroke Recovery Canada</u> This operating grant will assist members to focus on fundraising and program delivery as a peer support program providing hope to stroke survivors and caregivers.	\$2,500
<u>Guelph-Wellington Women in Crisis</u> Funds will support public awareness and participation in the International Women's Week, Take Back the Night, Sisters in Spirit and the December 6 Vigil events.	\$3,000
<u>Guelph Youth Singers</u> This operating grant will support rehearsals, workshops, training, and participation in performance opportunities, community outreach initiatives and bursary development.	\$2,500
<u>Hillside Community Festival of Guelph</u> This operating grant will assist in sustaining the rich and diverse arts programming, and festivals that bring innovative music, and environmental learning to residents.	\$11,000
<u>Immigrant Services Guelph Wellington</u> The grant will increase the capacity for the Circle of Learning program to support immigrants and refugees transition to the Canadian workplace. Funding will support increased outreach, and expanded collaborative partnerships.	\$6,000
<u>Kazoo! Festival</u> The grant will be used to fund artist fees and program costs related to the presentation of year-round activities including the Kazoo! Music Series.	\$5,000
<u>Kinette Club of Guelph</u> Funding contributes to the operation and promotion of a festive lights tour and event for seniors, including the purchase of food, drink, poinsettias, and gifts for the seniors.	\$550
<u>Kiwanis Music Festival of Guelph</u> Operational funding will ensure the Festival is affordable and accessible to everyone with classes for all ages and levels in a wide variety of musical disciplines and genres as well as Speech Arts and Special Needs classes.	\$3,000
<u>Michael House Pregnancy Care Centre</u> Funding will support the operation of in-demand programs, providing access to affordable accommodations, education, and informal opportunities to acquire new skills crucial to the health and wellbeing.	\$9,000
<u>Muslim Society of Guelph</u> The grant will aid in the promotion and organization of the Building Bridges event. By welcoming guests of all ages and backgrounds, the event will demonstrate the value of pluralism and inclusivity.	\$3,000
<u>Navy League of Canada, Guelph Branch</u> Funding will be used for the general operation of the program, including maintenance and utility costs for the training facility, and to purchase uniforms and training aids ensuring the program is accessible to all youth and can be offered at no cost.	\$2,500
<u>Out on the Shelf</u> Funding will cover facility expenses for Guelph's only LGBTQ-focused library and will aid in the transition from a stand-alone to a networked library with the Guelph Public and McLaughlin Libraries.	\$5,000

<p><u>Rainbow Chorus The Waterloo Wellington Chorus of GLB & Friends</u></p> <p>This grant will support concert production materials, honorarium, and promotional materials. These concerts show the community's support for the GLBT community and contribute to the strength of both individual and community identity.</p>	\$1,500
<p><u>Royal City Musical Productions</u></p> <p>The grant will be used to ensure that RCMPI productions can remain accessible to the community while maintaining a high standard of quality by helping to offset costs associated with mounting amateur theatrical productions.</p>	\$2,500
<p><u>Shelldale Better Beginnings, Better Futures</u></p> <p>Funding will support youth and teen programming in the Onward Willow community, where the need for strong prevention programs for youth is apparent to both local parents and agency partners.</p>	\$10,000
<p><u>Silence</u></p> <p>This operating grant will support the expansion of operations and offerings, and includes the subsidization of rental costs and provision of support mechanisms to artists to provide space for artistic innovation.</p>	\$5,000
<p><u>St. James the Apostle Church</u></p> <p>Funding will enable the Living on Less Program to expand into another neighbourhood and at the University of Guelph by providing sessions focused on eating more simply and living more frugally for those people who are living on less or wish to live on less.</p>	\$8,500
<p><u>St. John Ambulance Guelph Branch</u></p> <p>Funding will support evaluation of more Therapy Dog teams, increasing the capacity to visit residents of nursing homes. The grant also supports facility expenses, fueling and repairs to the mobile First Aid Post, training, uniforms and dog tags.</p>	\$4,000
<p><u>The Guelph Enabling Garden</u></p> <p>This grant provides an opportunity to study the effectiveness of current programs that provide opportunities for gardening for people of all abilities, and define the programming and services to be delivered in Phase 2 of the Guelph Enabling Garden.</p>	\$5,000
<p><u>The West Village Community Development Co-operative</u></p> <p>This operating grant will cover expenses associated with community events, neighbourhood drives, and the development of a communications system.</p>	\$6,000
<p><u>Transition Guelph</u></p> <p>The grant will be applied to operating costs and support the Urban Sugaring Project, Repair Cafes, and a Guelph Tool Library which would loan specialized tools to community members.</p>	\$5,000
<p><u>Wellington Water Watchers</u></p> <p>Funding will support 3 events including the 2Rivers Festival, the 2Rivers Cleanup and the H2Awesome event promoting environmental awareness in the community.</p>	\$7,500
<p><u>Wyndham House</u></p> <p>This operating grant will provide residents with housing that is affordable and adequate to their needs, and access to food and nutrition programs, learning opportunities, and community integration opportunities.</p>	\$11,200

Provincial/Federal Consultation Alert							
Title	Ministry	Consultation Deadline	Summary	Proposed Form of Input	Rationale	Lead	Link to Ministry Website
Proposed New Excess Soil Reuse Regulation and Amendments to Existing Regulations	Ministry of the Environment and Climate Change (MOECC)	June 23, 2017	<p>An EBR notice has been posted (013-0299) proposing a new regulation and key complementary regulatory amendments related to the management of excess soil including proposed amendments to the Records of Site Condition Regulation (O. Reg. 153/04). Amendments to the latter will make excess soil management on brownfield properties consistent with and complementary to the proposed excess soil management requirements.</p> <p>The proposals will have the following goals: to protect human health and the environment from inappropriate relocation of excess soil; and enhance opportunities for the beneficial reuse of excess soil and reduce greenhouse gas emissions associated with the movement of excess soil.</p>	Staff comment will be submitted via the online Environmental Registry (EBR) and provided to Council via the Information Package following the consultation deadline.	<p>Several hundred tonnes of excess soils are being generated and brought to the City every year as a result of infrastructure projects, development projects (subdivision projects), environmental projects etc. As such, it would be in the best interests of the City to provide comments and/or concerns to the MOECC regarding the best use/reuse of the excess soils and to promote efficiency in the (re)development of brownfields located throughout the City.</p> <p>The City recently was awarded a "2016 Brownie Award" for its "Guideline for the Development of Contaminated or Potentially Contaminated Sites". The City is known for its flexible and practical approach to the development of Contaminated or Potentially Contaminated Sites.</p> <p>The City's environmental engineering service area was consulted several times by MOECC staff when they were formulating the amendments to O. Reg. 153/04.</p> <p>The City's new snow disposal facility will also function as a temporary excess soil storage area, and street sweeping storage among other uses.</p>	Engineering Services	https://www.ebr.gov.on.ca/ERS-WEB-External/displaynoticecontent.do?noticeId=MTMyMzMw&statusId=MjAwOTA2&language=en

Provincial/Federal Consultation Alert							
Title	Ministry	Consultation Deadline	Summary	Proposed Form of Input	Rationale	Lead	Link to Ministry Website
2016 Review of the Accessibility Transportation Standards	Ministry of Economic Development, Trade and Employment	July 19, 2017	<p>The Accessibility for Ontarians with Disabilities Act, 2005 (AODA) is expected to achieve an accessible Ontario by 2025 through the development, implementation and enforcement of accessibility standards that apply to the public, private and not-for-profit sectors.</p> <p>The Transportation Standards under the Act set out requirements to help transportation and public transit providers as well as municipalities, universities, colleges, hospitals and school boards make their transportation services and vehicles accessible to people with disabilities.</p> <p>The Standards came into effect on July 1, 2011. The Act requires the review of each accessibility standard five years after it becomes law to determine whether the standard is working as intended and to allow for adjustments to be made as required.</p> <p>Topics of the draft changes include:</p> <ul style="list-style-type: none"> • Conventional transit • Specialized transit • Duties of municipalities that license taxicabs • Accessible Parking Spaces • Coordination between specialized transit services • New and emerging technologies 	Staff and Accessibility Advisory Committee will review the recommendations and provide feedback via the online survey.	A coordinated staff level response to the Ministry survey is considered appropriate in this case	Transit	https://www.ontario.ca/page/2016-review-accessibility-transportation-standards

Provincial/Federal Consultation Alert							
Title	Ministry	Consultation Deadline	Summary	Proposed Form of Input	Rationale	Lead	Link to Ministry Website
Addressing Food and Organic Waste in Ontario	Ministry of the Environment and Climate Change	July 30, 2017	<p>An EBR notice has been posted (013-0094) as a Policy Proposal Notice. This discussion paper, "Addressing Food and Organic Waste in Ontario", serves as the basis for preliminary discussion with stakeholders to inform the development of the Food and Organic Waste Framework.</p> <p>The Strategy for a Waste-Free Ontario: Building the Circular Economy, released on February 28, 2017, commits the ministry to a Food and Organic Waste Action Plan with a key action being the possible banning of food waste from disposal.</p> <p>The Food and Organic Waste Framework will aim to:</p> <ul style="list-style-type: none"> • Reduce the amount of food that becomes waste • Remove food and organic waste from the disposal stream • Reduce greenhouse gas emissions that result from food and organic waste • Support and stimulate end markets that recover the value from food and organic wastes • Increase accountability of responsible parties • Improve data on food and organic waste • Enhance promotion and education regarding food and organic waste <p>The intent of this Discussion Paper is to offer an early opportunity for Ontarians to provide input towards the development of a Food and Organic Waste Framework.</p>	Staff comments will be submitted on the online Environmental Registry (EBR) and provided to Council via the Information Package following the consultation deadline.	<p>Staff response on the proposed Discussion Paper will be consistent with comments provided at Ministry Food Waste Consultation Sessions.</p> <p>The City of Guelph has a vested interest in diverting food and organic waste from landfill through the operation of our Organic Waste Processing Facility, thereby reducing our carbon footprint and increasing our diversion rate.</p> <p>Further, should the Ministry ban food waste from disposal, there may be considerations related to City operations, capacity, promotion/education, etc.</p>	Environmental Services	Environmental Registry

Provincial/Federal Consultation Alert							
Title	Ministry	Consultation Deadline	Summary	Proposed Form of Input	Rationale	Lead	Link to Ministry Website
Bill 139 – the proposed Building Better Communities and Conserving Watersheds Act, 2017	Ministry of Municipal Affairs	August 14, 2017	<p>Bill 139 proposes to introduce new legislation to replace the Ontario Municipal Board with the Local Planning Appeal Tribunal, and make amendments to existing legislation, including the <i>Planning Act</i>, to give communities a stronger voice in land use planning.</p> <p>If passed, the proposed changes to statutes dealing with land use planning would:</p> <ul style="list-style-type: none"> • Give more weight to local and provincial decisions by changing the standard of review – the grounds for appeal on major matters would be limited to their failure to conform or be consistent with provincial and local policies • Give municipal elected officials greater control over local planning by exempting a broader range of municipal land use decisions from appeal. • Support clearer and more timely decision making • Support government priorities on climate change 	Staff-level comments will be submitted on the Environmental Registry (EBR) based on the Council endorsed comments from the December 2016 consultation, and provided to Council via the Information Package following the consultation deadline.	Upon initial review, the draft legislation responds to many of the City's major recommendations. Council endorsed comments from the prior consultation provide a detailed basis for responding to the proposed legislation.	Legal Services Planning, Urban Design and Building Services	<p>EBR Registry Number: 013-0590</p> <p>https://www.ontario.ca/page/ministry-municipal-affairs</p>

City of Guelph
Comments on Excess Soil Management Regulatory Proposal (EBR # 013-0299)

The following comments are provided by the City of Guelph (the City) on the Excess Soil Management Regulatory Proposal, EBR# 013-0299:

Comment 1- Definition of “Proponent”: It could be updated to read “...the owners and/or person having charge, management and/or control of a project.” For City’s infrastructure projects, General Contractors take control of the Sites and they hand over control to the City upon completion of the projects.

Comment 2- Exemptions:

- Pages 10 & 11; “...from regular maintenance and repair of infrastructure...”: Does it cover construction and reconstruction of infrastructures projects (e.g. sewers, roadways construction etc.)?
- Exemptions to ESMPs: Are these granted automatically or does the proponent need to request an exemption from MOECC?
- If the proponent is exempt from having to prepare an ESMP, they may still need to submit a Registry Record. Infrastructure projects are defined as undertakings related to development of roads, sewers, watermains, etc. Most of the City’s Site Alteration Bylaw applications are related to development work; so, would they fall under this definition and would therefore have to submit a Registry Record? The responsibility for compliance with all of this falls on the proponent/land owner. However, is it MOECC’s expectation for the City to withhold Site Alteration Permits until they comply with the regulation?

Please note that several hundred tonnes of soils are generated from infrastructure projects, costing the City millions of dollars in disposal fees; so, the City, depending on the quality of the soils, would like to reuse as much excess soil as possible.

Comment 3- Definition of Qualified Person: “A QP shall not act as the QP responsible for completing an ESMP for a project if the QP has a direct or indirect interest in the project.” Is this sentence implying that source site and receiving site should have different QPs? For infrastructure projects, in many cases, if QP cannot represent both source and receiving sites the proposed regulations may not work as efficiently or at all because the City could be the owner of both the source and receiving sites.

Comment 4- Excess Soil Characterization:

- The City understands the need to conduct the ESAs for the infrastructure projects; however, to complete Phase One ESAs per O. Reg. 153/04 would not be feasible all the time. For some of the

projects there could be way too many PCAs/APECs to deal with. Phase One ESAs for these projects should be flexible enough that ESAs do not delay the projects and give QPs more latitude to complete the ESAs. As such, it is suggested that MOECC refer to Wisconsin Department of Transportation's (WisDOT) Facility Development Manual (FDM), Chapter 21 (Environmental Documents, Reports and Permits), Section 35 (Contaminated Site Assessment and Remediation) to build in flexibility in conducting Phase One ESAs for infrastructures projects. The City's Environmental Engineer, based on his experience drafting several Phase I and II ESAs per WisDOT FDM for infrastructure projects in Wisconsin, would be interested in sharing his experience.

- The City for every infrastructure project completes a geotechnical-environmental investigation prior to going out to tender, so that bidders know the quantity and quality of soil and groundwater that could be encountered during the construction phase. Unless it is necessary, the City tries to avoid stockpiling soils due to lack of storage space and/or to maintain traffic flow; so, it would be beneficial for the City's projects if the City is not made to stockpile and re-sample the soils but given the flexibility to use the pre-construction in-situ soil quality information instead.

Comment 5- Receiving Sites Identifications and Rules: Assuming that MOECC would be the authority making decision for receiving sites without ECAs or instruments, how long would MOECC take to make the decision for storage or placement of excess soils or would it be up to the QP to determine if a receiving site is suitable or not?

Comment 6- Excess Soil Tracking System: "The tracked excess soil quality may include an "unknown" category if sampling results were not required or are not otherwise known." Further clarification would be helpful because if sampling and analysis were not required based on ESAs completed on the site, there must be a sound reasoning behind it, so why categorize the soil as "unknown" from quality perspective?

Comment 7- Sampling Analysis and Plan:

- When proponents decide to take the excess soils to landfills irrespective of the quantity and/or quality, for whatever reasons, why are they made to create ESMPs and SAPs?
- Why not put the onus on sample size (including minimum samples), sampling frequency and number of samples etc. to the discretion of the QPs?
- Composite sampling would be the preferred method of sampling stockpiles (except for volatiles), Page 52: Not sure about the "exception for volatiles" because when soils are stockpiled they could likely have already been moved around several times.

Comment 8- Excess Soil Characterization Report: For infrastructure projects, more often than not, PCAs/APECs are going to be an offsite source(s); so, to follow Schedule E of O. Reg. 153/04 methods would not be feasible. In majority of the cases, infrastructure projects would be a flow through sites and not necessarily source sites for contamination(s). Again, it is suggested that MOECC refer to WisDOT Facility FDM, Chapter 21 (Environmental Documents, Reports and Permits), Section 35 (Contaminated Site Assessment and Remediation) to build in flexibility in conducting Phase Two ESAs for infrastructures projects.

Comment 9- Excess Soil Tracking System: It is suggested that MOECC develop manifests for proponents to use for source site, soil haulage and receiving site for consistency and uniformity.

Comment 10- Excavated Sediment:

- Definition of liquid waste with regard to excavated sediment from SWM ponds should not be restricted to 150mm slump test alone. Sediment quality should be taken into consideration as well.
- Although trucking off-site to dewater requires double handling of the material as well as licensed haulers to transport; it may prove to be more productive if sediments are reused instead of landfilled.
- Can the MOECC consider municipal SWM ponds to be municipal infrastructure, thus allowing for an exemption for sediment handling, storage, reuse etc.?
- Can the MOECC exempt the classification of excess soil as liquid waste if it fails a slump test when the source of saturation is drinking water from the distribution system associated with maintenance and repair of the distribution system?

Comment 11- Managing Excavated Soil That is Liquid Waste:

- “The dewatering site could be regulated as a standalone waste disposal site, or could be addressed in the ECA for the vacuum trucks (as a waste management system) if the person to whom the approval is issued is the same for both.” Needing to identify a space as a regulated standalone waste disposal site seems restrictive. Sediment quality should be taken into consideration.
- Often there is insufficient area to dry sediment on-site at SWM ponds. Further, addition of polymers to bulk the material can change the composition of the material and may make it unsuitable to be reused at receiving sites.
- “Sites that accept liquid waste from vehicles that are approved under the EPA for transport of liquid waste shall require an ECA under the EPA”. This could deter agricultural partners from accepting sediment from SWM ponds as a beneficial reuse/soil amendment product. Perhaps putting more onuses on source site may be more beneficial (i.e. QP representing source site to make determination if sediment is suitable for reuse or not).

Note: If the overall objective is to better handle soil as a resource, QPs are the best way to do it.

Comment 12- Temporary Excess Soil Storage Sites (TESSS):

- Mixing of soils of similar quality should be allowed for the following reasons:
 - Lack of space at TESSS to segregate soils from different source sites
 - The City would prefer to have multiple uses of its facilities (e.g., Snow Disposal Facility, TESSS, Temporary Street sweeping storage facility, Temporary leaves storage facility, etc.).
 - Mixing will occur at the receiving sites anyways.
- TESSS should be allowed to store sediments from SWM ponds (based on the quality of the sediment of course) for drying purposes with proper measures (e.g. treatment train) in place such as SWM pond, Oil/water or grit separators, lined swales etc. City spends millions of dollars to haul sediments (aka liquid waste) that has potential to be re-used (mixing with compost, gardening/agricultural purposes etc.) to a landfill because of drying on-site is not feasible (lack of space), restrictions on temporary storage sites, restrictions on receiving sites etc.

Comment 13- Source Water Protection Perspective:

- Regarding amendments to O. Reg. 153/04, would it be possible to better align the EPA/O. Reg. 153/04 with the CWA and associated regulations under the CWA? Specifically, for vertical delineation; since our City is dependent on groundwater for its drinking water supplies. It is in our interest to ensure that protective geological layers (e.g. regional aquitard) are intact and aquifers below are not impacted.