

INFORMATION ITEMS

Week Ending November 30, 2018

REPORTS

1. Public Art Advisory Committee Annual Report
2. Surplus Asset Review
3. 2018 Open Space Planning Q3 Quarterly Update

INTERGOVERNMENTAL CONSULTATIONS

1. None

CORRESPONDENCE

1. City of Guelph Response to Intergovernmental Consultation Re:
Extending the Moratorium on Water Bottling Permits (EBR #013-3974)
2. Council Resolution Re: Voters' List for Municipal Elections

BOARDS & COMMITTEES

1. Guelph Police Services Board – Open Meeting Minutes October 25,
2018

ITEMS AVAILABLE IN THE CLERK'S OFFICE

1. None

Service Area Public Services

Date Friday, November 30, 2018

Subject **Public Art Advisory Committee Annual Report**

Report Number PS-2018-39

Executive Summary

Purpose of Report

To submit to Council the 2018 Public Art Advisory Committee annual report.

Key Findings

The Public Art Advisory Committee advised staff on matters related to public art in three key areas: proposal review, scope development, and collection inventory.

Financial Implications

None

Report

City Council established the Public Art Advisory Committee in 2014 to provide advice on the implementation of the Public Art Policy; review proposed scope and terms of reference for new public art projects; ensure application of established procedures and guidelines for selection processes; provide advice and recommendations to staff on proposed gifts, donations and bequests to the City; advise on the development and implementation of maintenance for the art collection, and on accessioning and de-accessioning of works associated with the Public Art Policy.

In 2018, the seven-member committee met five times. During that period, the committee advised staff on various projects:

Proposal Review

Committee members accepted the Wilson Street Public Art Project Selection Committee's recommendation that Robert Cram and Wilson Garnet be awarded the commission for their project: Nature and the Urban. This commission will be installed in 2019 at the base of Wilson Street (at Gordon Street).

Committee members reviewed proposals and recommended the artist for the City's 2018 Artist in Residence program. The project, Your Ward, aligned to support the

Community Plan development also underway, creating synergy between this annual culture program and a strategic initiative.

Scope Development

Committee members advised staff on the development of the Call to Artists for the Main Street Mural Project. The project will launch at the end of 2018 with execution over 2019 – 2020.

On June 25, 2018 Council passed a motion to implement funding received from the Ontario Main Street Revitalization Initiative “through competitive applications and partnerships” to fund the development of “murals or public art at various locations, specifically for the purpose of animating public spaces that support downtown tourism destinations.” This project carries out a motion set by Council.

Collection inventory

The committee members reviewed the City’s inventory of public art assets and recommended their acceptance into the City’s official public collection.

Financial Implications

None

Consultations

Sally Wismer
Chair, Public Art Advisory Committee

Corporate Administrative Plan

Overarching Goals

Service Excellence
Innovation

Service Area Operational Work Plans

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

Departmental Approval

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Information Report



Service Area	Public Services
Date	Friday, November 30, 2018
Subject	Surplus Asset Review
Report Number	PS-2018-40

Executive Summary

Purpose of Report

To report back to Council on the City of Guelph's surplus asset sales policies and the potential for local community group/non-profits to benefit from these assets.

Key Findings

There is a need in our local not-for-profit sector for support beyond grants. Many organizations have a need for physical assets which the City regularly decommissions.

Through the connection to the City's Community Investment Strategy, there is an opportunity to provide greater consistency, transparency and impact to how the City contributes surplus assets to the important work of local community benefit (not-for-profit) organizations.

Community Investment staff will focus on centralizing a process to ensure greater transparency and impact of potential donations. This will support all community benefit organizations to better navigate the City in accessing any needed surplus assets to support our residents and communities.

Financial Implications

For every decision to donate assets, there is a potential lost opportunity to generate revenue and offset the amount otherwise required from taxation.

While staff anticipate that some assets will be made available directly to community organizations, we do not anticipate the number of donations to change significantly from the current practice, and this pilot program will enable a central coordination of data in order to make future policy recommendations.

For this reason, there are not expected to be financial implications as a result of this report.

Report

The City of Guelph has a number of surplus assets that are decommissioned every year. The City also has a Disposal of Assets Policy and Procedure that provides flexibility to different departments to dispose of those assets in a variety of ways including resale at auction, direct sale, and donation to community benefit (not-for-profit) organizations.

In 2017, staff were asked by Council to explore the opportunity to have these assets made more formally available to community benefit organizations. Staff have since explored a variety of options to ensure consistency and transparency with how those surplus assets were made available.

The City of Guelph has a number of assets that are sold on an annual basis. Assets include primarily computers, laptops, printers, projectors, desks, furniture, equipment, and vehicles, which are held in the Information Technology, Facilities, and Fleet Departments of the City.

Currently, some surplus assets are turned into donations to community benefit organizations on an ad hoc basis. In some cases, a community benefit organization contacts City staff to see what may be available, or attends a Council meeting with a request for access to these resources. In both of these cases, there is no process to determine and prioritize the needs of other community benefit organizations. Staff and/or Council decide whether those resources are made available to that organization.

Community Investment staff were engaged to lead this review process because of potential connections to the Community Investment Strategy and alignment to the Wellbeing Grant Program. The Community Investment Strategy provides a transparent and responsive decision-making framework to guide the full range of mutually beneficial relationships between the City and Guelph's community benefit sector, in pursuit of community wellbeing and responsible stewardship of resources.

As part of the Community Investment Strategy, the Wellbeing Grant program has mechanisms built into the process to assess both the organization's community impact and operational needs through the grant application which is done annually in the fall. The assessment is designed to ensure that the City's investment decisions are transparent and can have the greatest impact for Guelph's residents.

Through the connection to the City's Community Investment Strategy, there is a possibility to provide greater consistency, transparency and impact to how the City contributes surplus assets to the important work of our local community benefit organizations. However, there are also a number of barriers to implementing a process to leverage surplus assets for the support of these significant organizations.

Despite some of the potential benefit of offering surplus assets for donations to support our community, there are a few barriers to overcome including:

- The Disposal of Assets Policy and Procedure does not encourage donation of assets prior to sale or auction; it allows for both options at the discretion of the department. The policy also lacks guidance on acceptable monetary thresholds for donations and whom has signing authority for these decisions.
- The sale or auction of City assets is a revenue generating opportunity and is typically the path sought first to ensure City resources are being maximized. Potential loss of revenue from donation versus sale is a disincentive for departments to donate surplus assets.
- Supporting a fully funded capital budget, departments will be increasing the age and extending replacement timelines of vehicles and equipment. The cost to maintain a vehicle or piece of equipment may outweigh any value a community benefit organization would get out of a donated item.

Addressing these barriers would be ideal to ensure the greatest transparency and accountability of how resources are used. However, it would require additional compensation to various departments (including Information Technology, Fleet, and Facilities) to cover lost revenues. For some assets (including computers), additional expenses would be required to ensure that no private information was disclosed along with the asset.

It is unclear what the potential demand for surplus assets would be from the community benefit sector. Individual departments would continue to balance a loss of revenue opportunity when deciding how to dispose of assets. Given the amount of resources required and the lack of information on community demand, it is not suggested that we pursue changes to the Disposal of Asset Policy and Procedure document at this time.

Next Steps

Community Investment staff will develop a pilot process in alignment with the Wellbeing Grant application to support community benefit organizations to navigate the City to request potential donation of needed physical assets. In 2019, staff will include requests for surplus assets in the online grant application being planned for Q2 – Q3 2019.

This will involve implementing the following five steps:

1. Alignment with Wellbeing Grant eligibility
2. Establish an online grant registration and application process through Microsoft Customer Relations Management (CRM) system
3. Create a centralized intake process within Community Investment for organizations requesting surplus asset donation from the City of Guelph
4. Develop a communication strategy for inter-departmental staff and external stakeholders to ensure clarity of process and expectations that the donation of surplus assets is not guaranteed
5. Community Investment staff to track requests and share a need across departments internally.

With this process, requests for surplus asset donations will be centralized, and the decision on whether to donate a physical surplus asset will continue to be left up to the department on an ad hoc basis.

Because this process involves asking community benefit organizations to identify their needs in terms of surplus assets with no guarantee that those assets will be made available, it is recommended that the number of surplus assets requested and donated is monitored and reported on in this pilot period to evaluate the:

- impact of surplus assets on the community,
- need to revise the Disposal of Assets Policy and Procedure, setting a clear decision making matrix and financial thresholds, and
- realistic estimate of the level of compensation needed for lost revenue to meet community demand.

This evaluation will be conducted in Q2 of 2020 to determine future direction for the initiative.

Financial Implications

For every decision to donate assets, there is a potential lost opportunity to generate revenue and offset the amount otherwise required from taxation.

While staff anticipate that some assets will be made available directly to community organizations, we do not anticipate the number of donations to change significantly from the current practice and this pilot program will enable a central coordination of data in order to make future policy recommendations. For this reason, there are not expected to be financial implications as a result of this report.

Consultations

Operations
Information Technology
Finance

Corporate Administrative Plan

Overarching Goals

Innovation
Service Excellence

Service Area Operational Work Plans

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

Attachments

N/A

Departmental Approval

N/A

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Information Report

Service Area	Public Services
Date	Friday, November 30, 2018
Subject	2018 Open Space Planning Q3 Quarterly Update
Report Number	PS-2018-41

Executive Summary

Purpose of Report

The Parks and Recreation Department continues to work on a significant number of Council approved capital projects that involve changes and improvements in existing parks and the implementation of new park policies, parks and trails. This report is to provide an update on the status of projects the Open Space Planning team is managing to the end of Q3 2018.

Key Findings

All projects that were approved as part of the 2018 capital budget are in various states of progress based on staff capacity and project parameters.

Financial Implications

There are no financial impacts at this time. All projects are being completed within existing Council approved budgets.

Report

Council responds to numerous public inquiries throughout the year on projects that have started, will start, or are planned within the City parks and open spaces. This report is to update Council on the progress and timelines for the current Open Space Planning capital funded projects. Projects have been divided into city-wide projects along with ward specific projects. Projects that have been completed to date have been removed from the report.

City-Wide Projects

Project: Parks and Recreation Master Plan Update

Description: The last Recreation, Parks and Culture Strategic Plan was updated in 2009 and was provided to Council as a background document as justification for changes to the Official Plan Policies as part of Official Plan Amendment 48. The City intends to update the 2009 plan, as a comprehensive review is required to guide all aspects of future Parks and Recreation related work. The updated version will not

include Culture as part of the scope. The final master plan will be completed and presented to Council based on the consultant's finalized schedule.

Status: A consultant was retained in Q3 2018. The consultant is preparing a work plan and schedule for City staff review. Phase 1, which includes data collection, background review, and stakeholder engagement will begin in Q4 2018.

Project: Leash Free Program Policy

Description: The Leash Free Program Policy project will research, develop, design and produce a community demand driven and fiscally responsible program policy that outlines strategies and guidelines for implementation of facilities and services for leash free zones.

Status: There has been significant public interest in this project with extremely high levels of public input. A full report will be completed summarizing the study and recommending outcomes to Committee of the Whole in Q2 2019.

Project: Guelph Trail Master Plan Update Project

Description: The Guelph Trail Master Plan Update will provide strategic direction and specific guidelines to assist City staff and stakeholders with all aspects of work related to City trails, including trail planning, land securement, funding, design, implementation, operation, promotion and maintenance. The Trans Canada Trail component study will determine an approximate route alignment for the remaining unbuilt section of Guelph's Trans Canada Trail between Woodlawn Memorial Park and the Kissing Bridge Trail in Guelph-Eramosa Township.

Status: The project consultants are currently preparing the draft report based on the initial project work and first round community engagement results. A second round of community engagement is currently expected to occur in Q2 2019. A staff recommendation report will be presented to the Public Services (PS) Committee of the Whole (COW) in Q4 2019. The timeline has been extended due to additional required trail inventory and data work.

Project: Parkland Dedication Bylaw Update

Description: The current Parkland Dedication Bylaw needs to be revised and updated to implement policies adopted by Council under Section 7.3 of Official Plan Amendment 48, to improve service delivery to external stakeholders, and to streamline staff procedures.

Status: The project is currently in progress; the consultant-led stakeholder engagement process, background and best practice review have been completed. A draft bylaw has been prepared and was posted online for public review in Q2 2018. Staff have analyzed input received on the draft bylaw through the public process and will present a report on January 14 for Council consideration.

Project: Annual Playground Equipment Replacements

Description: The project involves the implementation of new play structures and site upgrades at 18 different park locations as approved by Council. The work scope includes site preparation, grading, earthworks, drainage works, limestone paving, concrete paving, site furnishing, planting, seeding, sodding, and site restoration as well as the installation of play equipment.

Status: Construction is ongoing and is anticipated to be complete by end of Q4 2018.

Ward 1

Project: Cedarvale Avenue Park Project

Description: The Cedarvale Avenue Park Project includes the implementation of a new master plan for a neighbourhood park at 32 Cedarvale Avenue in Ward 2. The project includes concept plan development, community engagement, master plan development, Council report, detailed design and construction documents and construction.

Status: A park master plan has been finalized based on feedback from the community engagement phases and staff consultation. Construction documents are currently in progress and construction is expected to begin in Q2 2019. The timeline has been extended due to scheduling issues.

Project: Ward to Downtown Pedestrian Bridge

Description: The project was initiated based on recommendations of the Downtown Secondary Plan. The work is a continuation of the Class Environmental Assessment that was completed in 2017 that determined two locations for pedestrian bridges in the downtown. The first bridge will be located adjacent to the Guelph Junction Railway (GJR) right-of-way between Macdonell Street and Arthur Street. The second bridge location will be located adjacent to 43 Arthur Street and 53 Arthur Street, located within Phase 1 of the Metalworks development. The second bridge will be designed and tendered for construction at a future time as need and budget are approved.

Status: Phase 1 includes community engagement and design to 50% to inform the 2019 capital budget, and will examine the conceptual bridge aesthetic. Due to the scope of work and complexities of the site, detailed design from 50% through to project tender is still anticipated in 2019; however, construction is now anticipated in 2020 pending budget approval.

Project: St. James School Track Replacement

Description: The St. James Catholic High School outdoor running track is at the end of its product lifecycle, and requires a complete replacement in order to remain functional. The work will be completed in partnership with the Wellington Catholic District School Board, as outlined in a maintenance agreement between the Wellington Catholic District School Board and the City of Guelph.

Status: This project is complete. Final financial remuneration to the Wellington Catholic District School Board from the City of Guelph has yet to be completed, and is pending input from the School Board.

Project: Starwood Park Master Plan

Description: This project involves master planning for Starwood Neighbourhood Park. Phase 1 of community engagement took place in January 2018. Area residents provided input into three conceptual designs, and then voted for their preferred concept. The preferred concept was refined based on the feedback and was shared with the area residents for further input in March 2018. Final input received from residents was evaluated and used to form the final conceptual design for the Starwood Park Master Plan. An information report was circulated to Council in June 2018 that included the final conceptual master plan based on input received from two phases of community engagement.

Status: Currently detailed design and construction documents are being prepared. The tendering process is anticipated to take place in Q1 2019. Contract for construction is anticipated to be awarded upon Council approval of the capital funding in Q2 2019.

Ward 2

Project: Bike Skills Facility

Description: Council has provided staff with direction to proceed with seeking community input and developing a conceptual design for a bike skills facility at Eastview Park.

Status: Consultant submissions have been received. A final conceptual design will be completed with conceptual cost estimates and circulated as an information report to Council in Q2 2019. The information will be used to inform future capital budget decisions.

Project: Eastview Community Park – Amenity Building

Description: The Eastview Park building includes washrooms, change rooms, referee rooms, concession, storage and a mechanical room for the future splash pad. The construction contract was awarded and began in Q2 2017.

Status: The construction contract was to be completed by January 20, 2018; however, weather forced an early site closure and delay in work. Contractor performance issues have resulted in a delay in conveying the project to City ownership despite contractual completion. The work is contractually complete and is pending final deficiencies to be completed before acceptance.

Project: Guelph Lake Sports Fields Driveway Assessment

Description: The driveway that leads into the Guelph Lake Sports Fields undergoes annual seasonal flooding. The scope of work is to retain a consultant to assess the driveway, hydrological and environmental conditions, and determine a solution that will eliminate or mitigate seasonal high water impacts in the area.

Status: A consultant has been retained to perform hydrology and hydraulic assessments which will determine the drainage area as required by Grand River Conservation Authority. The requirements to complete the study of this area are higher than anticipated. The subsequent environmental impact study (EIS) will commence once the adequate background material is complete. Expected completion of the entire study work is Q3 2019 with a detailed cost estimate of the recommended solution to be determined upon completion. Projected capital costs to continue the study and perform potential work are noted within the ten-year capital budget forecast.

Project: Speedvale Underpass and Trail Linkage

Description: The proposed trail route is an expansion of the existing Trans Canada Trail to connect to Riverside Park along the west side of the Speed River including an underpass at the Speedvale Avenue Bridge.

Status: A number of alternative trail design options have been explored for north and south sections of the trail. These options were presented to the Accessibility Advisory Committee in Q3, 2018. A public open house was held to present a recommended trail alignment and an interim solution to the public and stakeholders in Q3 2018. A staff recommendation report will be circulated to the PS COW in Q4 2018.

Ward 3

Project: Norm Jary and Hanlon Creek Washrooms and Splash Pads Replacement

Description: The Norm Jary and Hanlon Creek Park Splash Pads are at the end of service life and require renovation and reconstruction. Each site contains a splash pad and washroom building. As part of regular life cycling, the building is at the age where siding, soffits, toilets, and other items require replacement. Capitalizing on timing for facility renovations, the splash pads will also be planned for full replacement to address concerns relating to worn surfacing, water inefficiencies and outdated components. The two sites are being designed for replacement as one

project to maximize efficiencies for staff capacity planning. In 2019, a request for proposals will be issued to design the replacement splash pads. This project is being co-led by Open Space Planning and Facilities Management. A projected cost estimate as part of this work and construction of this work will be completed upon completion of the design work.

Status: Work plans are on hold pending presentation of the 2019 capital budget for Council approval in Q1 2019.

Ward 4

Project: Margaret Greene Tennis Court Replacement

Description: The project involves reconstruction of the existing lit tennis courts at Margaret Greene Park.

Status: Construction work is currently underway. It is anticipated that the construction will be complete in Q2 2019.

Project: West End Community Centre – Outdoor Amenity Replacements

Description: The outdoor splash pad, play structure and trails around the storm water management facility were all installed when the West End Community Centre was built. Now at the end of service life, the splash pad and play equipment require replacement.

Status: Staff are performing additional site analyses and monitoring historical and current use patterns to determine next steps. The site was closed for the 2018 season. Based on an analysis of the site usage at this location, staff are contemplating a full range of life cycling options. The impacts of any revised scope options are being assessed to determine next steps.

Project: Arthur Street – Riverwalk

Description: Working in coordination with the condominium developer, in accordance with a development and cost sharing arrangement, this project involves the design and construction of a riverwalk along the Speed River frontage of 5 Arthur Street within lands known as the Metalworks. The project funding coincides with Phase 2, 3 and 4 of the condominium development. The establishment of a riverwalk adjacent to the Speed River provides new recreational, open space, and connectivity opportunities for the downtown. The development revitalizes and provides public access to a significant section of the Speed River.

Status: First phase of the riverwalk was constructed and opened for public use in 2017, and Phase 2 is anticipated to be constructed by the developer's contractor in Q4 2018 and opened for public use in 2019.

Ward 5

Project: Royal City Park Trails Project

Description: The Royal City Park Trails project includes the detailed design and construction of trails in Royal City Park. The proposed trails extend from the 40 Wellington Street commercial plaza to the bandstand, play area, and park roadway.

Status: Detailed design, a draft arborist report and a draft archeological report are complete. Final reports and construction documents are in progress and expected to be complete in Q1 2019. The timeline has extended due to additional requirements for further archeological report work, First Nations consultation and accessibility improvements requiring a structural engineer. Construction timing depends on confirmation of funding for additional work.

Project: Crane Park Trail Development

Description: Crane Park is located at Stone Road West and College Avenue West adjacent the Grand River Conservation Authority (GRCA) land that includes the Kortright Waterfowl Park. A number of informal trails in Crane Park have alignments that enter onto GRCA lands; however, the City has no agreement with GRCA to promote public access from City lands onto those GRCA lands. City staff have met with GRCA staff to coordinate environmental work as the GRCA completes a management plan for the Kortright Waterfowl Park lands adjacent to Crane Park. The GRCA anticipates that the management plan will take two years to complete, as they undertake detailed environmental studies possibly over eight seasons. It is anticipated that the City's study and the GRCA's Management Plan will be coordinated as the studies progress with potential future opportunities evaluated upon completion.

Status: The environmental impact study (EIS) was completed in Q3 2018. Staff are considering budget requirements and timing of the detailed design and construction of the future bridge and trails.

Project: Hanlon Underpass - Speed River Trail West Project

Description: The Speed River Trail West project involves determining the feasibility of providing an Active Transportation Network (ATN) connection from Silvercreek Park to Wellington Street West. It is the result of a July 24, 2017 Council resolution. The project includes background research, a feasibility study, cost estimation, and Council update. The area straddles both Ward 4 and Ward 5. Future work will include evaluation of impacts to adjacent landowners and environmental evaluation that could include a range of options and mitigation, as well as detailed design.

Status: The project is currently in the background research stage, which involves project scoping, initial investigations, and identification of landowner groups. Major impediments have been identified, and development of strategic methodology to

address these issues in consultation with various City staff and stakeholders is underway. This stage represents a significant amount of coordination and research, and will result in project scope extension. The results of this work will determine the study format and timing of the future next steps.

Ward 6

Project: Kortright East Subdivision Trail Project

Description: The Kortright East Subdivision Trail project includes the construction of a Secondary Trail in Kortright East Subdivision Phase 4. The majority of the construction work is being completed as part of subdivision construction contracts. The City will inspect the work during construction, review the work for acceptance, and install site furniture and signage.

Status: The subdivision trail work is in progress and expected to be complete by Q2 2019. The installation of City items is currently expected in Q4 2019 pending completion of the developer work to City satisfaction and successful tendering. The timeline has extended due to developer's construction schedule.

Project: Harts Lane Subdivision Trails Project

Description: The Harts Lane Subdivision Trails project includes the construction of an off-road active transportation route from Harts Lane Subdivision to Harts Lane. The construction work is being completed as part of subdivision construction contracts. The City will inspect the work during construction and review for acceptance.

Status: The subdivision trail work is expected to be complete by Q4 2018. City acceptance of the work is expected by end of Q2 2019 pending completion to City satisfaction. The timeline has been extended due to developer's construction schedule.

Financial Implications

There are no financial impacts at this time. All projects are being completed within existing Council approved budgets.

Consultations

The activities that have been identified in this report have not required the need for external consultations.

Corporate Administrative Plan

Overarching Goals

Service Excellence

Financial Stability

Service Area Operational Work Plans

Our Services - Municipal services that make lives better

Our Resources - A solid foundation for a growing city

Attachments

N/A

Departmental Approval

N/A

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November 29, 2018

Water Policy
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Dear Shari Sookho,

RE: **Comments on (EBR #013-3974)**

Thank you for the opportunity to comment on the extending the moratorium on water bottling permits, EBR #013-3974.

Comments from the City of Guelph

The City of Guelph (the City) is supportive of the provincial government's decision to extend the moratorium on water bottling permits. The City is also supportive of the provincial government examining in more detail their understanding of the water resources in the province, with a particular focus on groundwater takings by water bottling facilities.

As the government considers their next steps, the City would like to provide comments highlighting the following issues that should be considered in developing the rules and regulations on water taking in Ontario. These considerations include:

Make the Permit to Take Water (PTTW) process fair and equitable

For non-municipal water taking, if the MOECP's intent is to manage consumptive use and to preserve water for more beneficial uses, the MOECP should ensure that the PTTW process is fair and equitable for all water takings and end use types.

In addition, City staff has concerns that this change in the process may affect the municipal sector and increase the burden for municipalities seeking a new PTTW for a new municipal water supply. There is already a rigorous process to be followed for municipalities to obtain new municipal water supply under the existing regime.

The regulation should apply to all non-municipal water sellers

Staff believes there is no distinction between water bottlers and the sellers of bulk water and that the regulation should apply to all sales of water, whether in small packaged containers or large water tankers. Furthermore,

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the regulation should apply to all takers of water for these purposes—including takers using less than 50,000 litres of water per day.

Restrict where bottled water takings are allowed

Water bottlers should only be allowed to obtain or maintain permits in locations with abundant, available groundwater that do not compete with municipalities for the same groundwater supply. Bottlers should not establish new permits or increased permits in areas already identified in source protection studies as quantity stressed. If the quantity risk ranking of a watershed changes to high risk, then the Province should have the ability to modify existing bottling permits to ensure water supply capacity is reserved for higher priority uses.

Furthermore, to initiate a new well, bottlers should be required to develop/model the wellhead protection area (WHPA) for the proposed taking to ensure the WHPA does not overlap with nearby current or future municipal water takings and the long-term water quantity of the aquifer. This information should also be included in any existing water quantity models for the watershed to ensure the long-term water quantity. In the case of overlap with existing or future municipal takings, the permit should be denied by the Province.

Include requirements for adaptive management of bottling permits

Water bottling permits should have monitoring requirements linked to annual reporting. Based on the results of the annual reporting, the MOECP should have the ability, with reasonable notice, to modify the permits to reduce negative environmental impacts or impacts on other permit holders.

Assessing a price for water extraction that covers costs

Water bottlers and bulk water sellers should be assessed a volumetric price by the province that, at a minimum, covers the following costs currently paid by the province and municipalities:

- MOECP costs to administer and enforce this regulation and related permits to take water;
- Provincial and municipal costs for scientific studies and computer modelling to better understand the resource and the potential impacts of climate change; and the
- Provincial and municipal costs of protecting the resource, including localized source water protection implementation costs currently paid by municipalities.

Encourage efficient water use

Water bottlers should follow industry best practices to minimize the amount of water used in production to produce a finished product. This requirement would ensure that a minimal amount of water is wasted and that Ontario's

finite groundwater supply is used efficiently.

Minimize waste and full producer responsibility

Water bottlers should be mandated to use more environmentally sustainable alternatives to single-use, recyclable plastic bottles and take steps to minimize the potential for waste wherever possible. In alignment with the Hierarchy of Waste, after waste minimization measures have been exhausted, water bottlers should be responsible for fully funding the costs to dispose of their products' packaging. The costs should be inclusive of collection and disposal of materials that end up in the garbage stream including the cost of dealing with litter created by these same materials.

Producer responsibility should include all designated materials that enter the market place regardless of where they are placed for disposal (e.g. municipal collection, public consumption away from home and industrial, commercial and institutional collection). This also avoids any contradictory enticements for producers to not meet their diversion targets.

With respect to the actions planned during the moratorium, City Staff provided the following comments:

Set priorities for water use

At present, Ontario's permit to take water process is based on fair sharing, conservation and preservation of our water resources. However, as Ontario continues to grow under provincial growth targets, there will be competition for the finite water resources available for municipal water supply. The MOECP should consider establishing priorities for water use and placing municipal water supply as a high priority use, particularly in areas where there may be documented risks to available groundwater quantities. This priority setting may be achieved through the application and enforcements of Section 33 of the Ontario Water Resources Act wherein the MOECP Director can define an area for protection of public water supply. In addition, the MOECP should work collaboratively with and enable municipalities to maintain existing and develop new water supplies in order to meet growth targets under Places to Grow.

Level the playing field

Water takings for municipal water are assessed differently than other permitted water takings. New municipal water takings are generally assessed through a Class Environmental Assessment where alternatives are evaluated and the preferred alternative(s) are determined based on minimizing potential environmental impacts, public consultation, and the requirements of a permit to take water process. Non-municipal water takings are generally not assessed in the same comprehensive manner with only limited assessments and public comment. Non-municipal water takings

should be subject to the same scrutiny and open public consultation process as municipal water takings, in addition to the enforcement of more detailed and comprehensive operational practices as proposed for the bottled water industry by the MOECP.

Recognize the results of the Tier 3 Water Budget and Water Quantity Risk Assessments

Tier 3 Water Budget programs have identified areas of risk for Significant Drinking Water Threats (SDWT) for water quantity. The designated wellhead protection areas for water quantity should be identified in any new rules for permitting water takings and ensure that water takings comply with Source Protection Plans under the Clean Water Act to protect drinking water sources. New PTTW in the SDWT areas should be restricted and/or screened against the existing water takings in the area to ensure that new takings do not exacerbate the risks to municipal water sources. The screening of new water takings in the SDWT areas should consider application of the municipalities' Tier 3 water budget integrated groundwater-surface water models to aid in the approval decision making process. To maintain the Tier 3 groundwater flow models, as part of the re-evaluation of the rules for water taking and the examination of pricing tools, the MOECP should consider establishing a financially sustainable source of funding for municipalities to maintain and continuously improve the computer models.

Support the Clean Water Act and source protection policies

The MOECP, in its review of the rules for water taking should consider providing more control to municipalities on water taking through the development of water quantity policies. For areas where Tier 3 studies have been completed, there is an opportunity to include new policies in the local source protection plan to manage water quantity threats and protect municipal drinking water sources. In some areas of the province, municipalities are competing for water supply capacity with bottled water and other industries. A comprehensive review and analysis of how such competing sectors can proportion and share groundwater resources needs to be completed as part of this review to ensure future municipal water supply capacity.

Improve the knowledge base of groundwater resources

MOECC should consider distributing existing and new information generated as part of the existing PTTW program. In the current program, the MOECC requires the reporting of daily water takings across the province and most permits may also include monitoring of potential impacts of the water taking and requirements for annual reports. When combined with the MOECC water well record database, this geological and hydrogeological information represents an extensive database of information on the groundwater resources but it is not collected in a way that it can be used to improve the

knowledge or management of Ontario water resources. The MOECC should consider investing in data management and public data sharing so the existing and future data can be easily applied to improve the conservation and protection of water resources in Ontario.

Use new rules to protect municipal water supplies

If new rules are proposed, municipalities should be consulted in any discussions that may impact municipal permits; and the MOECP should provide fair consideration of all the facts it receives as comments regarding the maintenance and protection of municipal permits. New rules should be developed that offer municipalities the opportunity to provide sustainable supplies for the benefit of the local communities and should not add more constraints on municipal permits.

Achieve provincial growth targets by prioritizing municipal water supplies

The City of Guelph is a groundwater based community that relies on groundwater for its municipal water supply. Therefore, as noted in the City's comments on the 2016 Provincial Co-ordinated Land Use Planning Review (specifically the proposed new Growth Plan for the Greater Horseshoe (Council Report 16-70), the availability of sustainable groundwater supplies must be a factor when allocating growth to the City, particularly for the 2031-2041 planning horizon.

The City must consider available and future municipal water supply when approving potential new non-municipal facilities, which requires water from the municipal water system for their operations. New rules for water taking should consider the economic value of the water taking, recognize constraints on available water taking and weigh the value against potential reductions in future municipal water supply capacity. Greater weight needs to be given to future municipal water supply requirements over non-municipal water-takings, in order to ensure groundwater based municipalities like Guelph, can achieve provincially mandated population and employment growth targets.

Study Climate Change and impacts on future water takings

The City of Guelph is required, as part of the Drinking Water Quality Management System Risk Assessment Process, to review potential climate change impacts to the drinking water system. This includes reviewing the risk to municipal drinking water supply from drought. In its review of water taking, the MOECP should consider conducting or funding research on the Ontario climate change effects on groundwater resources to establish climate change models that can be used to study potential changes to the management of groundwater resources.

Adequately resource support and enforcement of new rules on the issuance of permits

It may be expected that new rules for permits to take water may increase the level of effort for the issuance of permits and the MOECP should consider increasing its staff resources to support the increase in demand for new and renewed permits. In addition, new rules will place a higher burden on enforcement of permit terms and conditions and therefore, more resources may also be required to ensure compliance with the new rules.

Ensure timely and consistent response to drought

Staff agree that water bottlers, through their water taking permits, should comply with directives of the Ontario's Low Water Response program that requires water takers to reduce their taking during times of drought.

Consistency of approach to managing permits

The Province should consider that many of the concerns and recommendations presented here would apply equally to other major permitted water users including but not limited to water takings for agriculture, golf courses, mining and aggregate, and other wet process industries.

Thank you again for the opportunity to provide comments on MOECP's request to extend the moratorium on water bottling permits. The City of Guelph would be happy to discuss our comments further as the province works to develop rules and regulations regarding managing water takings across the province.

Please do not hesitate to contact me if you have any questions regarding the City of Guelph's feedback.

Sincerely,



Peter Busatto
General Manger of Environmental Services

T **519-822-1260 x 3430**

E peter.busatto@guelph.ca

c' Scott Stewart, Deputy CAO of Infrastructure Development

Council Resolution re Voters' List for Municipal Elections

Good afternoon,

In light of the recent municipal election, the Council of the Corporation of the Town of Kearney passed the following resolution in regard to the creation, maintenance and general quality of the Municipal Voters' List:

Resolution #

10. (d) (iii) / 21/11/2018

WHEREAS concern over the quality of the Municipal Voters' List is not a new phenomenon; **AND WHEREAS** in 2012, the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) published a "Voters' List Position Paper" and since that time has been advocating for transformational changes to the way that Ontario creates and maintains the Voters' List for municipal elections;

AND WHEREAS the Preliminary List of Electors which forms the Voters' List in Ontario is supplied by data from the Municipal Property Assessment Corporation (MPAC);

AND WHEREAS despite the incremental changes made by MPAC, MPAC has a limited ability to fix the currency and accuracy issues that impairs the current process and the Voters' List continues to be flawed with data inaccuracies and outdated information;

AND WHEREAS a transformational solution to the way that the Voters' List is created and managed is required;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Town of Kearney supports the re-establishment of the multi-stakeholder working group between the Ministry of Municipal Affairs, Ministry of Finance, AMCTO, MPAC and Elections Ontario in exploring and identifying ways to create and maintain the Voters' List for Municipal Elections;

AND FURTHER Council requests an update be provided from this 'Voters' List Working Group' on the transformational solutions being discussed;

AND FURTHER that this resolution be circulated to all Ontario Municipalities for their consideration and support.

We hope that this resolution will be of interest to your Municipality, and that you will support this endeavour moving forward.

Sincerely,

Cindy Filmore
Senior Office Assistant
Town of Kearney
Ph# (705) 636-7752
Fax (705) 636-0527



Guelph Police Services Board

PO Box 31038, Willow West Postal Outlet, Guelph, Ontario N1H 8K1

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OPEN MEETING

MINUTES – OCTOBER 25, 2018

An Open meeting of the Guelph Police Services Board was held on October 25, 2018.

Present: D. Drone, Chair
L. Griffiths, Member
C. Guthrie, Member
C. Billings, Member
C. Polonenko, Executive Assistant
J. DeRuyter, Chief of Police
S. Purton, Financial Services Manager
T. Harris, Human Resources Manager

Regrets: P. Martin, Deputy Chief of Police, J. Sidlofsky Stoffman, Legal Services

Guests: J. Sorbara, Dr. Andrea Chittle, University of Guelph Health Services Physician

Guelph Police Service: Inspector P. Milligan, Inspector A. Ninacs, Acting Inspector S. Grover, Staff Sergeant D. Doxey, Guelph Police Association President M. Jotham, J. Green, J. Abra, L. Rintoul.

1. **WELCOME AND INTRODUCTIONS**

2. **MEETING CALLED TO ORDER**

Chair Drone called the meeting to order at 9:58 p.m. in Room 112, the Margaret McKinnon Community Room, Guelph City Hall, 1 Carden Street, Guelph.

3. **MOTION TO GO INTO CLOSED SESSION**

Moved by C. Guthrie

Seconded by C. Billings

THAT the Guelph Police Services Board convene in closed session to discuss matters that it is of the opinion falls under Section 35(4) (a) or (b) of the *Police Services Act*.

-CARRIED-

4. **MOTION TO RECONVENE IN OPEN SESSISON**

Moved by L. Griffiths

Seconded by C. Billings

THAT the Guelph Police Services Board reconvene at 2:47 p.m. in Open Session.

-CARRIED-

5. **DECLARATION OF CONFLICT OR PECUNIARY INTEREST**

There were no declarations of conflict or pecuniary interest.

6. **CLOSED SESSION RESOLUTIONS**

Moved by L. Griffiths

Seconded by C. Billings

THAT the Guelph Police Services Board support the Cops & Kids Christmas Campaign in the amount of \$800.00 with funds to be paid from the Community Account.

-CARRIED-

7. **PRESENTATIONS/DELEGATIONS**

7.1 **Dr. Andrea Chittle, University of Guelph Health Services Physician – Police Interaction with Individuals with Mental Illness**

Dr. Chittle presented her concerns over the practice of handcuffing when police are involved in patient transfers under the *Mental Health Act* and the entry of apprehended individuals into the Canadian Police Information Centre (CPIC).

D. Drone thanked her for coming and sharing the information and her concerns.

8. **APPROVAL OF MINUTES**

Moved by L. Griffiths

Seconded by C. Billings

THAT the Minutes of the Open Meeting held Thursday, September 20, 2018 be approved as presented.

- CARRIED –

9. **APPROVAL OF AGENDA**

Moved by C. Billings

Seconded by L. Griffiths

THAT the Guelph Police Services Board approve the Open Meeting agenda as presented.

- CARRIED –

Moved by C. Guthrie

Seconded by C. Billings

THAT the Guelph Police Services Board adopt **Part 1 – Consent Agenda** as identified below.

- CARRIED –

9.1 **Headquarter Renovation and Expansion**

That the Report titled “Police Headquarters Renovation and Expansion Project” and dated October 25, 2018, be received for information.

- 9.2 Board Correspondence Report**
That the report titled “Open Meeting – October 25, 2018 Board Correspondence Report” be received for information.
- 9.3 Community Account Quarterly Report**
That the Report titled “Community Account Quarterly Report (July 1 – September 30, 2018)” and dated October 25, 2018, be received for information.
- 9.4 Professional Standards Quarterly Report**
That the report titled “Professional Standards Third Quarter Report 2018” and dated October 25, 2018 be received for information.
- 9.5 Special Constable Appointments**
THAT David Pringle be appointed as a Special Constable with the University of Guelph effective October 15, 2018.

Part 2 – Discussion Agenda

9.6 2019 Operating Budget Presentation

Chief DeRuyter acknowledged the senior staff in attendance which shows concern for challenges the leadership face. He thanked S. Purton and L. Rintoul for the development of this most challenging budget and their professionalism and dedication they put into the process.

S. Purton provided an overview of the 2019 operating budget estimate. The City set out a guideline of 3.0% of gross expenditures including compensation and prior approved operating impacts from capital. The budget estimate presented to the Board was \$42,594,600, a 5.69% increase over last year, which included the addition of 5 FTEs.

Budget components include:

- 1) *Base Budget Adjustments* (4.24%): Revenues increased as a result of increased clearance check revenue from freedom of information requests and grant revenue has been held at prior year levels. There were assumed salary increases related to collective bargaining agreements to be negotiated after contracts expire December 31, 2018 for both the Guelph Police Association and Senior Officers Association. Purchased goods and services have increased, as well as financial expenses and internal charges and recoveries.
- 2) *Expansions* (1.22%): To address staffing requirements, several growth initiatives have been included, such as cruiser disinfection and cleaning program, contract funding for backgrounders and the hiring of two Special Constables to meet the increased demands of security at court. On September 19, 2017, the Ministry of Community Safety and Correctional Services announced a trial period for increased days at court. This expansion has

resulted in using officers from other work units. The situation is not sustainable as \$107,000 worth of overtime and banked time has accumulated. Staff are also recommending the hiring of two new officers within the Sexual Assault and Child Abuse Unit as the work load has dramatically increased over the years. Investigations take more time due to the focus on a victim-centred approach to investigations and the growth in numbers of human trafficking investigations. The growing number of devices and software applications relied on by members is resulting in the need for resources to provide IT support. The new Headquarter building, growth in the fleet and additional locations being supported have placed strain on the existing resources. Staff recommend the hiring of one new network technician in the Information System Services Unit. Staff are also requesting approval to go 2.00 Full-Time Equivalents over complement in order to support frontline operations with funding to come from salary gapping. The community and businesses have made it clear that there is a need for increased officer presence in the community to ensure a timely and effective response to emergencies and to reduce crime and disorder.

- 3) *Impacts from Capital (0.23%)*: This includes costs of fuel and maintenance expenses for the three holdback vehicles and expenses related to the new Headquarters.

The budget schedule is as follows:

- August 17, 2018 – Capital budget information to be submitted to the City
- October 26, 2018 – Final operating budget information to be submitted to the City
- January 16, 2019 – Capital presentation to City Council
- January 30, 2019 – City Council Capital budget approval
- February 13, 2019 – Local Boards operating budget presentation to City Council
- February 20, 2019 – Public Delegation to City Council
- March 5 & 6 – City Council budget approval

There was extensive discussion by the Board regarding increasing the number of FTEs by another one or two frontline officers from what was presented. The budget proposal is for what is absolutely essential. The Community is speaking loudly that they want more officers out in the community. Officer wellbeing is also very important. Adding one FTE would increase the budget by \$71,300 or a 5.87% increase over last year (pro-rated for 8 months as budget approval is in March).

Chief DeRuyter stated that on a regular basis he has reported to Board and community the challenges in policing the community. There are root causes that are not going to go away, increasing the crime severity index and demands for service. A significant number of officers are on leaves. The most challenging area is the frontline. Response times are dropping because of the number of calls for service. A strong case can be made for additional officers to be added to the frontline.

There was also discussion regarding the need to respond proactively rather than reactively and perhaps money could be spent to support technology and prevention

programs; however, decisions regarding these measures would not meet the immediate current need. Chief DeRuyter noted that other issues such as poverty, homelessness, and mental health need to be addressed. After extensive discussion, the following motions were made:

Moved by C. Guthrie

Seconded by L. Griffiths

THAT the Guelph Police Services Board request that the Chief of Police report back to the Board by no later than June 2019 outlining options for both increased technology and/or prevention programs to be considered by the Board for the 2020 budget.

-CARRIED-

Moved by C. Guthrie

Seconded by C. Billings

WHEREAS the Guelph Police Services Board is committed to the corporate goals from the 2016-2018 business plan and to its responsibility for the provision of adequate and effective policing for the City of Guelph; and

WHEREAS the Guelph Police Services Board has conducted a comprehensive review of the 2019 operating budget as prepared by the Chief and Guelph Police Service staff; and

WHEREAS the Guelph Police Services Board has reviewed the proposed 2019 operating budget in consideration of the City of Guelph's 2019 budget process guideline; and

WHEREAS the Guelph Police Services Board presented its budget to the public on October 25, 2018 and provided an opportunity for feedback; therefore,

BE IT RESOLVED that the Guelph Police Services Board approves the Guelph Police Service 2019 Operating Budget in the amount of \$42,665,900 including 6.00 Full-Time Equivalents growth; and

THAT the Guelph Police Services Board approve going 2.00 Full-Time Equivalents over complement in order to support frontline operations with funding to come from salary gapping; and

THAT the Guelph Police Service Board recommends that \$50,000 be transferred from reserve #115 Police Contingency; and

THAT the Board forwards this information to the City of Guelph Council.

- CARRIED -

Moved by C. Guthrie

Seconded by C. Billings

THAT the Guelph Police Services Board approve the staff recommended fees and charges outlined in Appendix C of this report; and

THAT the fees and charges outlined in Appendix C of this report come into effect on January 1, 2019.

- CARRIED -

9.7 Police Contingency Reserve Report

S. Purton reported that in May 2018, City Council approved the transfer of \$150,000 of the Guelph Police Service's 2017 year-end surplus to the Police Operating Contingency Reserve. After the previous motion recommending the transfer of \$50,000 from the Reserve fund to operating in 2019, the balance in the Reserve will be \$100,000.

9.8 Use of Force Quarterly Report

Chief DeRuyter reported that from July to September 2018, there were 20 levels of force used in 10 incidents which, compared to other years, was well within the range. He noted that officers face many challenges in our community on a daily basis.

9.9 Municipal Board Appointment and Composition of Nominating Committee Update – Chair Don Drone

D. Drone reported that several applications for the position of the municipal board appointment had been forwarded to him by the City Clerk's office. D. Drone, C. Guthrie and C. Billings will review the applications received.

9.10 Election of Interim Vice-Chair

This matter was deferred until the status of the appointment of J. Sorbara is known.

9.11 Homecoming Report

Chief DeRuyter reported that for Homecoming 2018, there was increased staff that did an excellent job responding to activities. There was again a huge influx of people from other universities in Chancellor's Way around noon coming to party. A full plan was in place in the event of a situation. There is a huge impact on the community, officers, and the budget. A house party on Ironwood attracted 1,000 people. Inspector S. Green and Inspector A. Ninacs attended a debriefing session at the University of Guelph. The Board discussed again the fact that the University should contribute to the cost of Homecoming and that absentee landlords should bear some responsibility. It was noted that the Nuisance Party By-law does provide for fines to the individual and the property owner for clean up. Chief DeRuyter will release the cost of Homecoming to the public through the media. L. Griffiths thanked the Chief and staff for the detailed report provided.

9.12 Chief's Monthly Report

There were no additional items for the Chief's Report.

9.13 New Business

There was no new business noted.

10. INFORMATION ITEMS

- Next Open Meeting: Thursday, November 15, 2018, 2:30 p.m., Guelph City Hall, Meeting Room C.

11. ADJOURNMENT

Moved by C. Billings

Seconded by L. Griffiths

THAT the Open meeting of the Guelph Police Services Board adjourn as at 4:16 p.m.

- CARRIED -

The minutes of this meeting were adopted this 15th day of November, 2018.

"D. Drone"

D. Drone, Chair

"C. Polonenko"

C. Polonenko, Executive Assistant