

INFORMATION ITEMS

Week Ending December 7, 2018

REPORTS

1. Outstanding Motions of the Corporate Services Area
2. Outstanding Resolutions of Infrastructure, Development and Enterprise Services

INTERGOVERNMENTAL CONSULTATIONS

1. None

CORRESPONDENCE

1. 2017-2018 Chief Drinking Water Inspector Annual Report
2. Letter to Heads of Council from Minister Clark
3. Waterloo Wellington LHIN Recognized as a Top Local Employer
4. Ontario Municipal Tobacco Retail Licence Fees Should be Increased

BOARDS & COMMITTEES

1. None.

ITEMS AVAILABLE IN THE CLERK'S OFFICE

1. None

Information Report



Service Area	Corporate Services
Date	Friday, December 7, 2018
Subject	Outstanding Motions of the Corporate Services Area
Report Number	CS-2018-64

Executive Summary

Purpose of Report

To provide Council and Committee of the Whole – Corporate Services an update regarding all outstanding motions for the Corporate Services area, as circulated by the City Clerk as of October 10, 2018.

Key Findings

Staff have planned the work required to address outstanding motions previously passed by the Committee.

Staff have reviewed all outstanding motions and have provided updates.

Financial Implications

None.

Report

Included for information is the outstanding motions list for the Corporate Services area, as circulated by the City Clerk as of October 10, 2018, including the status of the work and the timing for when the work will be completed.

Date of meeting	Subject	Lead Area/Update
June 25/18 Council	<p>Accountability and Transparency Policy Update</p> <p>That the following clauses with respect to report CS-2018-47 Accountability and Transparency Policy Update be referred to the 2018-2022 Term of Council:</p> <ol style="list-style-type: none"> 2. That all gifts received by Council or the Executive Team with a value of \$100.00 or more be disclosed on a monthly basis and posted online. 3. That total monthly expenses by Council and the Executive Team be disclosed quarterly and posted online. 	<p>CS - Clerk's Office</p> <p>To be addressed as part of the 2018 Governance Review Report going to Council on December 17, 2018.</p>
June 25/18 Council	<p>Committee of the Whole One-year Review</p> <ol style="list-style-type: none"> 1. That the Committee of the Whole governance structure be continued as outlined in report CS-2018-39, Committee of the Whole One-year Review, dated June 5, 2018. 2. That the issue regarding the chair structure for Committee of the Whole be referred to 2019 for consideration by the 2018-2022 members of Council. 	<p>CS – Clerk's Office</p> <p>To be addressed as part of the 2018 Governance Review Report going to Council on December 17, 2018.</p>

Financial Implications

None.

Consultations

Dylan McMahon, Manager, Legislative Services / Deputy City Clerk

Corporate Administrative Plan

Overarching Goals

Service Excellence

Service Area Operational Work Plans

Our Services - Municipal services that make lives better

Attachments

None.

Departmental Approval

Report Author

Mary Stoddart, Executive Assistant, Corporate Services



Approved and Recommended By

Trevor Lee
Deputy CAO
Corporate Services
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Information Report



Service Area Infrastructure, Development and Enterprise Services

Date Friday, December 7, 2018

Subject **Outstanding Resolutions of Infrastructure, Development and Enterprise Services**

Report Number IDE-2018-144

Executive Summary

Purpose of Report

To advise Council of the status of all outstanding resolutions for Infrastructure, Development and Enterprise Services, and to advise if there are any outstanding resolutions that may no longer be of community and Council interest.

Key Findings

Staff are continuing to plan and implement the work required to address outstanding resolutions previously passed by Committee/Council. In some cases, resolutions previously passed may no longer be of Council interest, or have the same level of Council priority based upon more recent events or circumstances. In these cases, staff may seek Council direction on other options including modification or cancellation of no longer relevant resolutions.

Financial Implications

N/A

Report

With input from the City Clerk's Office each service area maintains a record of outstanding resolutions and reports annually on resolution status. Where appropriate, the report may include recommendations to eliminate from the list any outstanding resolutions that may no longer be of priority to Council.

The outstanding resolutions list for Infrastructure, Development and Enterprise Services, including the status of the work and when available, the timing for when the work may be completed, is attached at ATT-1.

Financial Implications

N/A

Consultations

City Clerk's Office

Corporate Administrative Plan

Overarching Goals

Service Excellence

Service Area Operational Work Plans

Our Services - Municipal services that make lives better

Attachments

ATT-1 Infrastructure, Development and Enterprise Services Outstanding Resolutions

Departmental Approval

Helen Loftin, General Manager, Business Development and Enterprise Services
Kealy Dedman, General Manager, Engineering and Transportation Services
Peter Busatto, General Manager, Environmental Services
Antti Vilkkko, General Manager, Facilities Management
Peter Cartwright, General Manager, Guelph Innovation District
Todd Salter, General Manager, Planning and Building Services

Report Author

Kate Wagler
Executive Assistant

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

Recommended By

Scott Stewart, C.E.T.
Deputy CAO
Infrastructure, Development and Enterprise
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Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

Attachment 1

Date of meeting	Subject	Lead Area	Reporting to	Status
September 10/18	<p>City of Guelph By-law (1995)-14864 Review and Suspension of Enforcement</p> <p>1. That staff be directed to review specifically Section 4.13 of By-law (1995)-14864 as part of the upcoming comprehensive review of the By-law.</p> <p>2. That staff be directed to develop a procedure and report back to Council to enable neighbourhoods to request a temporary suspension of enforcement of the following sections of By-law (1995)-14864 as they apply to existing residential uses:</p> <ul style="list-style-type: none"> • 4.13.7.2.3; • 4.13.7.2.4; • 4.13.7.2.5; • The first sentence of Table 5.2.2, Row 15; and • 5.3.2.8. 	IDE – PBS	Council	Staff team assembled to create procedure as directed by Council. Draft procedure going to Feb 11/19 Council Planning meeting for public input and Council feedback. Enforcement has been suspended and no further charges have been laid as of Nov 19/18.

**Infrastructure, Development and Enterprise
Outstanding Motions as of October 10, 2018**

Attachment 1

	<p>3. That the procedure to be developed by staff include the following criteria:</p> <ul style="list-style-type: none">• That any Driveway (Residential) is no wider than 5 metres• That there is no negative impact on lot drainage.• That no hard surface shall be located closer than 1.5m setback from a Municipally owned or boundary tree and not incur loss or damage to the tree.• That the remaining Front Yard, excepting the Driveway (Residential) shall be landscaped and no parking is occurring within this landscaped Open Space.• That the boulevard portion of the Driveway (Residential) does not exceed 3.5 meters.• That City-owned water			
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**Infrastructure, Development and Enterprise
Outstanding Motions as of October 10, 2018**

Attachment 1

	<p style="text-align: center;">shut off valves shall not be located within any portion of the driveway that exceeds the Zoning By-law sections as listed above.</p> <p>4. That temporary suspension of enforcement shall not be deemed to be a condonation of any contravention of By-law (1995)-14854 or to prevent or stop any future enforcement of that By-law, or any successor to that By-law, by the City.</p> <p>5. That temporary suspension of enforcement of By-law (1995)-14854 shall not constitute or in in any way grant or authorize a variance from that By-law or confer any legal non-conforming or non-complying status in any way whatsoever.</p> <p>6. That staff be directed to temporarily suspend the laying of charges under the sections of Bylaw (1995)-14864 noted in clause 2, subject to the criteria noted in clause 3, until such</p>			
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Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

Attachment 1

	time as staff report back to Council on the procedure as directed in clause 2.			
July 23/18	<p>Plastics Free Guelph</p> <p>That staff, through the recommendations of the Solid Waste Management Master Plan 2018/2019, in particular recommendation number five, ensure the scope of activity includes investigating a strategy for the elimination of single use plastic grocery bags in Guelph and report back to Council with this strategy by the end of Q2, 2019.</p>	IDE-ES	Council	Staff are developing the scope and timing of the update to the Solid Waste Master Plan and have included this work within the scope and initial actions to meet the Q2, 2019 deadline for reporting back to Council.
July 16/18	<p>IDE-2018-106 Baker District Redevelopment – RFP Findings and Recommendations</p> <p>1. That Staff be authorized to enter into a Letter of Intent with the preferred development partner as identified through the “10-094 Request for Proposals the Baker District Mixed-Use Development from the Pre-Qualified Development Teams” process.</p>	IDE – BDE	Council	Staff have executed the letter of intent with Windmill and are working on finalizing the pre-development agreement that will provide the contractual framework (scope of work and budget) that will govern the activities leading up to the presentation of the business case to Council. Community engagement work is starting in

Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

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	<p>2. That \$500,000 be approved for the 2018 capital budget in order to advance the Baker District Redevelopment planning and implementation processes, to be funded from debt previously allocated for land purchases within the Baker District.</p> <p>3. That Staff report back to Council on progress by end of Q2 2019.</p>			November and will continue into Q1 2019
July 9/18	<p>IDE-2018-91 Establishment of a Planning Advisory Committee in accordance with the Planning Act (Bill 73)</p> <p>1. That a Planning Advisory Committee be established for the City of Guelph in accordance with report IDE-2018-91 and as required by the Planning Act (Bill 73), dated July 9, 2018.</p> <p>2. That staff be directed to develop terms of reference for the City of Guelph Planning Advisory Committee for consideration by City Council in Q3 2018.</p>	IDE – PBS	Council	Completed through report to Council September 10, 2018 (IDE-2018-128) and can be removed.

Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

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Apr 9/18	<p>IDE-2018.54 131 Malcolm Road – Municipal Servicing and Access Agreement</p> <ol style="list-style-type: none"> 1. That staff be directed to negotiate a municipal servicing and access agreement between the City of Guelph and Ceva Animal Health Inc. for the purposes described in Council Report # IDE-2018.54. 2. That the Mayor and City Clerk be directed to execute a municipal servicing and access agreement between the City of Guelph and Ceva Animal Health Inc. for the purposes described in Council Report # IDE-2018-54, subject to the terms and conditions of the agreement being satisfactory to the City Solicitor, the Deputy CAO for Infrastructure, Development and Enterprise Services and the Deputy CAO for Corporate Services. 3. That staff be directed to prepare a draft Corporate Policy, which will serve to consider and direct 	IDE – BDE	Council	The last correspondence with CEVA (June 2018) indicated that they are still working through their due-diligence on the proposed development.

Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

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	potential requests for the extension of municipal services and access to properties abutting City of Guelph boundaries and to report to Council with the results by no later than the end of Q1/2019.			
Feb. 15/18 CoW - Closed	Dolime Quarry Mediation Process Update	IDE - ES	COW (IDE)	
Sept. 11/17 Council - Closed	Guelph Junction Railway – Preliminary Operational and Governance Risk Review	IDE - BDE	Council	
July 24/17 Council	Woonerf Pilot Project That staff evaluate and report back regarding the potential of woonerfs as a planning tool for future road constructions / re-constructions in the City.	IDE - Engineering	COW (IDE)	Staff have researched other jurisdictions and will provide Council with a report by end of Q1 in 2019.
July 24/17 Council	LED Street Lighting 1. That the LED Street Light Project (the “Project”) proposal regarding the retrofitting of the	IDE - Facilities	COW (IDE)	<ul style="list-style-type: none"> • Comprehensive inventory has been completed of all existing streetlights • LED streetlight design

Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

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	<p>City's street lighting asset with Light Emitting Diode (LED) technology and Adaptive Controls be approved.</p> <p>2. That the Project costs estimated at \$8 million be funded via internal borrowing from the Wastewater Capital Reserve Fund (#153).</p> <p>3. That staff be directed to negotiate an agreement with Guelph Hydro Electric Systems Inc. to define their role in this project based on the recommendations contained in the report, with the terms and conditions satisfactory to the General Manager of Facilities Management, the Treasurer and the City Solicitor.</p> <p>4. That staff be directed to report back to Council when project savings are identified, and recommend how those savings might be allocated between debt repayment and the operating budget.</p> <p>5. That staff be directed to ensure</p>			<p>has been completed.</p> <ul style="list-style-type: none"> • LED streetlight design employs International Dark Sky Association compliant fixtures • Discussions are being held with Guelph Hydro to define their role in this project.
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Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

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	that the LED street lighting project requires the fixture seal of approval from the International Dark Sky Association.			
July 24/17 Council	<p>Guelph Active Transportation Network Design Guidelines and Feasibility Study</p> <ol style="list-style-type: none"> 1. That the Guelph Active Transportation Network Design Guidelines and Feasibility Study dated June 2017, prepared by WSP and Paradigm Transportation Solutions Limited, be approved. 2. That staff be directed to bring forward the prioritized programs of work identified in the Guelph Active Transportation Network Design Guidelines and Feasibility Study dated June 2017, estimated to be of a total value of \$12,268,000 for Council consideration through the 2018-2027 Capital Budget process. 3. That staff study the movement of the Water / Gordon pedestrian light to the north 	IDE - ENG	COW (IDE)	<p>Recommendation 2 The recommendations from the ATN are identified in various programs of work in both Engineering and Parks through both the Capital and Operational budgets (2019 through and including 2028)</p> <p>Recommendation 3 There is an information Staff report scheduled to come forward in Q1 of 2019 with a summary of the technical findings from the cycling and pedestrian movements with a recommendation included within the body of the report based upon the analysis of the technical summary.</p> <p>Recommendations 4, 5 and 6 are being led by staff in Parks and Recreation with</p>

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	<p>side of the river to connect the trails identified in the Active Transportation Network study and for possible incorporation into future capital costs.</p> <p>4. That staff be directed to include a connection in the ATN under the Hanlon Expressway and update Council on costing during the 2018 capital budget.</p> <p>5. That the re-establishment of a Trails Advisory Committee be sent to PS staff for an information report to Council in Q1 2018.</p> <p>6. That the operating budget to provide year-round maintenance of the proposed active transportation network be increased as new trails are constructed to a total additional amount of approximately \$271,000 per year once fully implemented and that this be referred to the operating budget for further deliberation.</p>			<p>updates being provided through the Public Services' Outstanding Motions report.</p>
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**Infrastructure, Development and Enterprise
Outstanding Motions as of October 10, 2018**

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<p>July 17/17 Council</p>	<p>Parking Master Plan Implementation: Award of the Wilson Street Parkade Design- Build Contract #17-050</p> <p>1. That the amended request for proposal for the design and construction of the Wilson Street Parkade, pedestrian bridge and Wilson Street final works from Gordon Street to Carden Street, as recommended by Staff and described in Report IDE-17-80 "Parking Master Plan Implementation: Award of the Wilson Street Parkade Design-Build Contract #17-050", be awarded for a total of \$20,404,532.00 exclusive of HST, and that the Mayor and the Clerk be authorized to execute the contract.</p> <p>2. That the required total budget increase of \$8,535,000 be approved and funded from debt and reserves funds in accordance with the staff recommendations in Report IDE-17-80 "Parking Master Plan Implementation: Award of the Wilson Street Parkade Design-</p>	<p>IDE - ENG</p>	<p>COW (IDE)</p>	<p>Recommendations 1, 2, and 3 have been completed and can be removed.</p>
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Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

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	<p>Build Contract #17-050".</p> <p>3. That staff report back to Council with an update to the Parking Master Plan that incorporates the changes in strategy, technology, timing and revenue projections since Council endorsement of the plan.</p>			
July 17/17 Council	<p>Downtown Guelph Secondary Plan – Implementation – Priority Programs of Work</p> <p>1. That the Baker District redevelopment, as described in Report IDE 17-71, become the Corporation's priority program of work to further implement the Downtown Secondary Plan; and</p> <p>2. That staff be directed to implement a Request for Proposal (RFP) process for the Baker District redevelopment, as described in Report IDE 17-71, and report back to Council on the results by no later than the end of Q1 2018; and</p> <p>3. That staff be directed to develop the associated work plan,</p>	IDE - BDE	COW (IDE)	With regards to the status of the priority setting criteria and weighting as described in Report IDE 17-171, to further assess the prioritization of the balance of the work to implement the Downtown Secondary Plan, staff will recommend to Council on Q3 of 2019.

Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

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	<p>funding strategy and business term options for the Baker District redevelopment through the Request for Proposal (RFP) process, as described in Report IDE 17-71, and report back to Council by the end of Q1 2018; and</p> <p>4. That staff be directed to apply the priority setting criteria and weighting, as described in Report IDE 17-71, to further assess the prioritization of the balance of the programs of work to implement the Downtown Guelph Secondary Plan, and to report back on the status of this work by the end of Q1 2018; and</p> <p>5. That staff include a requirement for space allocation for a main library within the Baker Street RFP.</p>			
June 26/17 Council	<p>Exploring Pathways for Aligning Guelph's Corporate Assets with the Low Carbon Economy</p> <p>1. That in alignment with the CEP mandate, city staff be directed,</p>	IDE – FM	COW (IDE)	1. Currently working through response for transitioning the corporation to net zero, or similar, low carbon designation.

Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

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	<p>in coordination with the newly formed Climate Change Office and the Community Energy Initiative Taskforce to explore pathways for transitioning the corporation to net zero, or similar, low carbon designation.</p> <p>2. That staff examine the current fleet procurement policy and explore pathways to electrify the corporation's transportation fleet.</p> <p>3. That staff report back on potential opportunities and next steps in Q1 of 2018.</p>			<p>2. Feasibility study for fleet electrification is in progress, working with vendor FleetCarma.</p>
<p>March 27/17 Council - Closed</p>	<p>Hanlon Creek Business Park – Development Options</p>	<p>IDE - BDE</p>	<p>Council</p>	
<p>May 24/16 Council</p>	<p>Guelph Energy Efficiency Retrofit Strategy (GEERS) Pilot Implementation</p> <p>1. That Council receive the report IDE-BDE-1606 for information.</p> <p>2. That Council direct staff to continue the development of GEERS with consideration to</p>	<p>IDE - FM</p>	<p>COW (IDE)</p>	<p>CEI Update follow-up report scheduled for May 2019 will include detailed implementation plan for GEERS addressing all of the listed items.</p>

Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

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	<p>further identifying participants, an analysis of the costs and revenue related to administration, transaction costs and budget implications.</p> <p>3. That staff consider a full range of technologies in the implementation of GEERS; and</p> <p>4. That staff consider increasing the number of participants in order to meet the goal of having the program substantially delivered by a third party or a consortium of community partners; and</p> <p>5. That staff consider a staged implementation instead of a pilot that is performance based with measurable targets for moving forward through the stages possibly using pre and post energy audits; and</p> <p>6. That funding of GEERS be considered through the 2017 budget process; and</p> <p>7. That staff consider connections with provincial and federal</p>			
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Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

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	<p>emerging policies; and</p> <p>8. That staff report back regarding how electric vehicle charging infrastructure might be facilitated through GEERS in residential homes; and</p> <p>9. That staff report back to the Infrastructure, Development & Enterprise Committee no later than October 2016.</p> <p>10. That staff be directed to include a revenue neutral option for the GEERS implementation when reporting back to the Infrastructure, Development & Enterprise Committee.</p>			
<p>Mar 21/16 Council</p>	<p>Outstanding Motions of the Corporate Services Committee Referral to Infrastructure, Development and Enterprise Committee – Strategic Real Estate Reserve</p> <p>1. That the report dated March 3, 2016, regarding outstanding motions of the Corporate Services Committee be received.</p>	<p>IDE</p>	<p>COW (IDE)</p>	<p>Staff are currently examining the purpose and intent of this motion and will provide an update to Council on recommended steps by end of year 2019.</p>

Infrastructure, Development and Enterprise Outstanding Motions as of October 10, 2018

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	<p>2. That the items marked completed be removed.</p> <p>3. That the item:</p> <p style="padding-left: 40px;">That Finance & Enterprise staff conduct a comprehensive review of the City's strategic real estate needs and report back in Q2 2014 with a policy framework supporting the creation and administration of a Strategic Real Estate Reserve be referred to Deputy CAO, Infrastructure, Development & Enterprise Services to report to Infrastructure, Development & Enterprise Committee.</p> <p>be referred to Deputy CAO, Infrastructure, Development & Enterprise Services to report to Infrastructure, Development & Enterprise Committee.</p>			
Oct 28/13 Council	<p>Public Works Yard Expansion – Update</p> <p>1. That the Operations, Transit & Emergency Services Committee Report OTES091326 Public</p>	IDE - Facilities	COW (IDE)	A Facility Needs Assessment and Master Plan was initiated in 2018 and is being finalized for Transit, Operations, Fleet, Parks and Corporate

**Infrastructure, Development and Enterprise
Outstanding Motions as of October 10, 2018**

Attachment 1

	<p>Works Yard Expansion - Update be received.</p> <p>2. That the Operations, Transit & Emergency Services Committee refer back to staff to consider alternate plans to address growth concerns surrounding the Public Works property to include the possibility of a comprehensive needs assessment study for the entire Public Works Department yard and its dependencies.</p>			<p>Building Maintenance for end of Q1 2019. A second phase of this work is planned to commence in 2019 to include EMS and Fire pending budget approval.</p>
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2017-2018 Chief Drinking Water Inspector Annual Report Now Available/ Publication du Rapport annuel 2017-2018 de l'inspectrice en chef de l'eau potable

The Ministry of the Environment, Conservation and Parks has released the [2017-2018 Chief Drinking Water Inspector Annual Report](#).

This report highlights efforts to provide the people of Ontario with high quality drinking water that is among the best protected in the world.

Visit Ontario's Open Data Catalogue to see our supporting [Drinking Water Quality and Enforcement data](#).

**Ministry of
Municipal Affairs
and Housing**

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DEC 05 2018

RE: Municipal Reporting Burden

Dear Heads of Council,

As you have heard me say, reducing the provincial reporting burden affecting the municipal sector is a priority for the government. I addressed municipal concerns about the reporting burden at the Association of Municipalities of Ontario (AMO) conference in Ottawa this past summer. I have heard from municipalities that the province asks for too many reports, which impacts the ability of municipalities to focus on local priorities.

I have struck a team in my ministry to lead the reduction of the municipal reporting burden across government. In addition to reducing the number of reports, we must make sure any remaining information collected is necessary for the province's work. We must confirm the information requested is not duplicative, and that the reporting requirements for small municipalities are appropriate.

To address these goals, my ministry will be convening a cross-government working group to bring together ministries with municipal reporting requirements. This group will be tasked with reducing reporting and undertaking the work to meet the aforementioned commitments.

In addition to our cross-government working group, in 2018, my team will be convening a stakeholder working group of various municipal associations with a shared common interest in municipal reporting requirements.

I invite you to share your thoughts on what changes can be made to municipal reporting directly to my office, as well.

Thank you for your support.

A handwritten signature in black ink, appearing to read 'Steve Clark'.

Steve Clark
Minister, Ministry of Municipal Affairs and Housing

c: Laurie LeBlanc, Deputy Minister, MMAH

WWLHIN NEWS

Waterloo Wellington LHIN Recognized as a Top Local Employer

Press Release

December 7, 2018

Waterloo, ON – The Waterloo Wellington Local Health Integration Network (LHIN) has been named one of Waterloo area's top employers for 2019. Every year, *Canada's Top 100 Employers* project reviews applications to determine how organizations compare to others in the same industry and region. The Waterloo Wellington LHIN is one of the organizations being acknowledged in the Waterloo area.

One of the LHIN's most significant achievements has been successfully joining with the local Community Care Access Centre 18 months ago to form a new organization focused on overseeing and delivering patient-centred health care for the almost 800,000 residents across Waterloo Wellington. The organization resulting from this merger is working to make it easier for local residents to be healthy, and to get the care and support that they need, when and where they need it. A crucial part of this is leading the creation of a higher-quality and more integrated health system.

The Waterloo Wellington LHIN is constantly striving to create a great place to work which is why we are very pleased to receive this recognition. This year, our board set an ambitious goal to be the most physically and psychologically safe place to work. We are working towards this goal each and every day.

To assess employee engagement, wellbeing and happiness at work, the Waterloo Wellington LHIN uses a digital platform called Plasticity. Developed by Waterloo-based Plasticity Labs, this online tool is backed by leading research in positive psychology and organizational behaviour.

Notably, in 2018 the Waterloo Wellington LHIN received the Canadian Compassionate Companies designation, offering extended leave policies for employees to care for a gravely ill family member.

QUOTES

“Our employees are our greatest asset. We firmly believe that how our employees feel reflects directly on how they respond to the over 40,000 patients and families we care for each year, and the 800,000 residents we serve.” – Bruce Lauckner, CEO, Waterloo Wellington LHIN

QUICK FACTS

Over the past decade, the Waterloo Wellington LHIN has worked to significantly improve the quality and availability of local health care. Now, we’re focused on making it easier. Easier for you to be healthy. Easier for you to get the care and support you need. Easier for you and your family to live the healthiest lives possible.

We connect you with care, at home and in the community, and better connect your health system to improve your care experience. As a crown agency of the Government of Ontario, we invest \$1.1 billion annually in local health services to improve the health and wellbeing of the almost 800,000 residents we serve across Waterloo Wellington.

LINKS

Learn more about the WWLHIN: www.wwlhin.on.ca

Learn more about Waterloo areas’ top employers: www.canadastop100.com/waterloo

Media Contacts:

Connie MacDonald

Executive Lead, Patient Experience, Communications & Community Engagement,
Waterloo Wellington LHIN 519-748-2222 ext. 3235

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Ontario Municipal Tobacco Retail Licence Fees Should be Increased

November 2018

Issue Overview

Municipalities in Ontario have the ability to require municipal licences for tobacco retailers and to determine licence fees. The Canadian Cancer Society believes that all Ontario municipalities should require tobacco retail licences and that municipalities should substantially increase tobacco retail licence fees.

Why Implement a Retail Licence Fee?

1. Increase revenue

Licensing is an opportunity to generate revenue for municipalities. For example, for every 100 retailers, a \$500 annual licence fee would raise \$50,000 per year.

2. Assist with enforcement

Without licences, there is no record of who is selling tobacco products in the community. Knowing the location of all retailers assists inspectors efficiently enforcing laws regarding tobacco sales to minors, tobacco displays/promotion, flavoured tobacco products and contraband. Furthermore, if there is a violation of the law, the possibility of suspending a licence provides enforcement officers with an effective tool.

3. Ensure responsibility

Given the addictive nature of the product, it is perfectly reasonable to require that a licence be necessary to sell tobacco products and that a licence fee be required.

4. Cost recovery

Revenue from tobacco licences can offset municipal costs, such as those related to enforcement and to litter.

Municipalities have the opportunity to increase revenue and to assist with tobacco control enforcement activities. Many municipalities have already adopted licencing systems, as summarized on the next page.

Retailers selling electronic cigarettes (vaping products) should also be required to have an annual licence and to pay an annual fee, as Hamilton and London have required. The rationale for such a requirement is similar to the licence requirement for tobacco retailers.

List of Municipal Tobacco Retail Licence Fees (Annual Fees)

Ontario

Ottawa	\$893
Hamilton	\$637
Markham	\$383
Richmond Hill	\$297
London	\$277
Kingston	\$275
Brampton	\$228
Mississauga	\$220
Vaughan	\$222
Windsor	\$191
Greater Sudbury	\$150
Chatham-Kent	\$150
Burlington	\$145
North Bay	\$50
Cornwall	\$40

Alberta

Lloydminster, AB/SK (if flavoured tobacco sold)	\$1100
Lloydminster, AB/SK (if flavoured tobacco not sold)	\$750
St. Albert	\$714
Edmonton	\$479
Hinton	\$160
Calgary	\$146

Municipal Licence Fees for E-Cigarette Retailers (Annual Fees)

Hamilton	\$559 (or \$68 additional fee if also have tobacco retailer licence)
London	\$277

Municipal tobacco retailer licensing fees are not known to have been required in premises outside Ontario and Alberta.

For more information, please contact:

Sarah Cruickshank
Senior Coordinator, Public Issues
Email: sarah.cruickshank@cancer.ca
Tel: 416-323-7112