

# City Council

## Information Items

December 18, 2020

Items for information is a weekly publication for the public and members of City Council. Members of City Council may request that any item appearing on this publication be placed onto the next available Committee of the Whole meeting for discussion.

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# Intergovernmental Consultation

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## Proposed Implementation of Updates to Ontario's Water Quantity Management Framework

### Ministry/Department

Ontario Ministry of Environment, Conservation and Parks

### Consultation Deadline

Friday, February 5, 2021

### Summary

The MECP is seeking input on draft guidance to help manage water taking in areas where water quantity is a concern and where there are competing demands for water. The MECP is also proposing to revoke the interim guidance once updates to Ontario's water taking program are in place, aligned with the end of the bottled water moratorium on April 1, 2021.

### Proposed Form of Input

Staff will prepare a submission for the Environmental Registry of Ontario.

### Rationale

As a groundwater community, the City of Guelph has an interest in providing input on provincial policy that may affect local water quantity.

### Lead

Environmental Services

### Link to Ministry Website

<https://ero.ontario.ca/notice/019-2017>

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## Contact Information

### Intergovernmental Services

Chief Administrative Office

[Intergovernmental.relations@guelph.ca](mailto:Intergovernmental.relations@guelph.ca)

City Hall, 1 Carden Street, Guelph ON N1H 3A1

519-37-5602

TTY: 519-826-9771

# Intergovernmental Submission

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## Accelerating Municipal Infrastructure Projects Consultation

### Ministry/Department

Ministry of Municipal Affairs and Housing

### Date Submitted

Wednesday, December 16, 2020

### Summary

The City provided a submission to the Ministry of Municipal Affairs and Housing's consultation on Accelerating Municipal Infrastructure Projects. A recent Ontario Big City Mayors Policy Paper on infrastructure was also provided to the Ministry alongside the written submission.

### Lead

Intergovernmental Services with support from Engineering and Transportation Services and Finance

### Attachments

Attachment-1 City of Guelph Submission on Accelerating Municipal Infrastructure

Attachment-2 OBCM Infrastructure Policy Paper Nov 2020

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## Contact Information

### Intergovernmental Services

Chief Administrative Office

[Intergovernmental.relations@guelph.ca](mailto:Intergovernmental.relations@guelph.ca)

City Hall, 1 Carden Street, Guelph ON N1H 3A1

519-37-5602

**TTY:** 519-826-9771

Wednesday, December 16, 2020

**Sent via email to [kate.manson-smith@ontario.ca](mailto:kate.manson-smith@ontario.ca) and  
[planningconsultation@ontario.ca](mailto:planningconsultation@ontario.ca)**

Kate Manson-Smith  
Deputy Minister of Municipal Affairs and Housing  
Province of Ontario  
College Park 17th Flr, 777 Bay St  
Toronto, ON M7A 2J3

Dear Deputy Minister Manson-Smith,

**RE: Ontario Rebuilding and Recovery Initiative - Accelerating Municipal Infrastructure Consultation**

The City of Guelph is pleased to provide comments on the Ministry of Municipal Affairs and Housing's consultation on accelerating municipal infrastructure projects. Following best asset management practices, our local capital program ensures the City is continuously working towards building our future in line with the priorities in our Strategic Plan, [Guelph. Future Ready](#). The City's infrastructure initiatives are designed to meet the needs of our local residents as Guelph continues to grow into the future-ready municipality and community we aspire to be.

Our municipality supports the creation of tools that would allow the City to accelerate and advance critical municipal infrastructure projects to the benefit of our local community. In particular, measures to support utility coordination, land assembly, and land entry powers would be helpful in accelerating local infrastructure. The development of provincial guidance on Indigenous engagement, supports for remediation work, the continuation of environmental assessment modernization and measures to streamline the water taking process in a way that ensures environmental sustainability would also be of benefit. The ability to access skilled labour is another challenge when it comes to the delivery of local infrastructure. The City of Guelph encourages the province to continue investing in trades-related skills development and training opportunities so that the City has timely access to the work force it needs to implement its capital program.

To ensure accountability, the public should continue to have opportunities to engage and comment on the creation and delivery of local infrastructure. We encourage the province to create appropriate thresholds to facilitate the identification of local priority projects for acceleration, including potentially requiring a resolution from Council.

As we adapt to the impacts of COVID-19, investing in municipal infrastructure initiatives can facilitate our local recovery by creating meaningful job opportunities

across the employment spectrum. The City is also committed to using its capital program to advance our climate change objectives. Local infrastructure in Guelph is built to contribute to our corporate goal of relying 100% on renewable energy by 2050 and becoming a carbon neutral community by this time frame. Provincial policy changes that accelerate the delivery of innovative and climate friendly infrastructure can support the City in advancing these corporate and community objectives.

I'd like to close by encouraging the province to review and streamline its infrastructure funding programs, including those delivered in partnership with the federal government. Attached to this letter is a recent policy paper on infrastructure from Ontario's Big City Mayors for your consideration. To facilitate growth and address our infrastructure backlog, municipal governments need long-term, predictable and sustainable levels of infrastructure funding from upper levels of government that is timely, flexible, fairly allocated, and adaptable to local priorities. We also encourage the province to remove requirements for a resolution from Council when it comes to smaller grant funding opportunities as this creates administrative burden and results in timing complications when there is a short intake window.

Thank you for considering this input from the City of Guelph. The City would welcome the opportunity to engage further with the province on this initiative. Should you have any questions, I encourage you to reach out to Leslie Muñoz, Manager, Policy and Intergovernmental Relations, for the City of Guelph at [leslie.munoz@guelph.ca](mailto:leslie.munoz@guelph.ca).

Sincerely,



**Scott Stewart**, Chief Administrative Officer

City of Guelph

**T** 519-822-1260

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**E** [scott.stewart@guelph.ca](mailto:scott.stewart@guelph.ca)

[guelph.ca](http://guelph.ca)

C Kealy Dedman, Deputy Chief Administrative Officer, Infrastructure, Development and Enterprise, City of Guelph; and Trevor Lee, Deputy Chief Administrative Officer, Corporate Services, City of Guelph

## Policy Paper

### Infrastructure Independence: Empowering Municipalities to Deliver Local Infrastructure

Residents count on municipal infrastructure daily to get to and from work via safe roads, bike paths or public transit systems, to have a reliable source of clean water, to enjoy quality recreational facilities, and so much more.

Municipalities carry too much of the burden of maintaining and investing in infrastructure relative to their fiscal capacity. When investment lags it becomes problematic to catch up. For example, spending \$1 on infrastructure repair while roads are still in fair condition can delay or remove the need to spend \$6-\$10 in rehabilitation or new construction when they enter a state of disrepair.<sup>1</sup>

The solution is to permanently improve the way we fund infrastructure development:

1. **Stable, long-term funding:** Adopt a permanent and steady state funding framework for municipal infrastructure investments. Adopt permanent funding for municipal infrastructure investments.
2. **A Fair Allocation Formula:** Convene a provincial- municipal working group to develop a set of fair funding criteria that provides municipalities with a yearly infrastructure formula to address communities' unique needs.
3. **Cut the Red Tape:** Replace the existing applications-based reporting structure with annual municipal reporting for infrastructure investments. Task provincial and federal infrastructure experts with developing innovative and effective infrastructure solutions, not red tape.

In addition, special policy approaches are needed to deal with the reality of COVID on municipal finances.

4. **Stimulus funding, not more access to debt, is needed to spur municipal infrastructure investment:** There needs to be special attention given to using smart and strategic investments in infrastructure with support from the provincial and federal governments.

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<sup>1</sup> <http://canadianinfrastructure.ca/downloads/canadian-infrastructure-report-card-2019.pdf>

**Municipalities carry too much of the burden of maintaining and investing in infrastructure, relative to our fiscal capacity.**

- Municipalities carry the double burden of ensuring infrastructure is kept in a state of good repair while also expanding to meet the needs of growing populations.
- Local governments own approximately 60 per cent of the public infrastructure that supports our economy and quality of life<sup>2</sup>.
- FCM's recent *Building Back Better Together* report highlighted that, '[e]very dollar invested in local infrastructure boosts Canada's real Gross Domestic Product by \$1.20–1.60.'

**After falling behind, both Ontario and Canada have begun to increase rates of infrastructure spending.** With the number of public infrastructure assets in poor condition growing<sup>3</sup>, provincial and federal governments' increases to investments in municipal infrastructure have come at the right time.

**But is it not enough.** Municipalities need continued, consistent support from higher orders of government to maintain infrastructure that is the responsibility of the municipal tax base.

## **1. Long-term, stable infrastructure funding**

**OBCM recommends that the provincial government adopt a long-term, stable framework for infrastructure funding, to provide municipalities with a steady flow of infrastructure dollars to municipally identified priority projects and work with the federal government to cost share this funding transfer.**

- Without a permanent and steady stream of funding from the federal and provincial governments, municipalities have no realistic way of planning infrastructure projects or upgrades.
- Instead of delivering funding incrementally, municipalities would receive a set amount of funding each year to be used towards infrastructure. This will further support municipal infrastructure and budgetary planning processes by providing a consistent flow of funding appropriate to their unique circumstances.
- This type of block funding will give municipalities the funding certainty to invest in their asset management plans and make progress to repair and renew aging infrastructure.

## **2. Move from application-based funding to a fair allocation formula**

**OBCM recommends convening a working group to gather feedback, conduct research and develop a set of criteria that considers the varying needs across municipalities to be used to fairly distribute annual funding allocations.**

- Federal and provincial governments should reform the cumbersome funding allocation processes and provide municipalities with a yearly infrastructure formula based on a set of agreed upon criteria.
- The current, applications-based infrastructure funding process requires significant staff time and resources to complete multiple applications for various projects.
- Every municipality has different infrastructure needs depending on their location, existing infrastructure and demographic profile. The work to develop a fair, and flexible program, will be complex and take commitment from all orders of government.

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<sup>2</sup> <https://fcm.ca/en/focus-areas/infrastructure>

<sup>3</sup> <http://canadianinfrastructure.ca/downloads/canadian-infrastructure-report-card-2019.pdf>



### **3. Reduce the red tape in reporting, approving projects and reprioritize innovation.**

**OBCM recommends replacing existing reporting structures with an annual municipal reporting framework that includes results-based reporting on infrastructure funding from both levels of government.**

- Current provincial and federal reporting requirements are cumbersome and time consuming.
- A formula based, annual infrastructure fund should be accompanied by more efficient reporting requirements
- Transitioning to an annual reporting structure would:
  - allow municipalities to consolidate reporting efforts and provide more comprehensive updates on funding allotments.
  - support detailed reporting on infrastructure spending that accounts for how investments resulted in federal and provincial priorities, including energy efficiency and accessibility.
  - release municipalities from their obligation to report back on a project-by-project basis will reduce unnecessary administrative burdens and make the process more efficient.
- Provincial and federal resources can then be repurposed to support innovation and efficiency in infrastructure delivery. For example,
  - Bundling construction or repair of similar projects across the province to help reduce procurement and construction costs.
  - Procurement support from Infrastructure Ontario to ensure municipalities are securing low cost/high quality bids on their projects.
  - Innovative funding mechanisms such as Limited Dividend Companies can help get more municipal infrastructure built.

### **4. Empowering Municipalities to Build Back Better: special measures to address COVID recovery**

Municipal infrastructure investment can be a powerful tool to restart the economy and “build-back-better.” Every dollar of public sector investment in infrastructure in Canada:

- Returned \$0.44 in taxes
- in the short-term, increased GDP by \$1.43 and,
- in the long term, increased GDP by \$2.46-\$3.83.

As well, every million dollars spent created 9.4 short-term jobs.<sup>4</sup>

**Investment in Infrastructure can help power the COVID Recovery.** But while this spending can offer a real return for investment as a stimulus activity, municipalities face budget shortfalls due to COVID-19. Many municipalities are not in a position to increase debt levels for infrastructure investment because of constraints on the municipal tax base and limited alternative revenue tools. In current economic conditions, municipalities are struggling to balance operating budgets while maintaining service levels. They need funding commitments, not easier terms for borrowing.

Ensuring infrastructure program models are based on funding, rather than financing, will allow municipalities to plan for priority infrastructure projects that meet their needs while also contributing to federal and provincial policy goals like long-term care home expansion and increased energy efficiency.

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<sup>4</sup> The Economic Benefits of Public Infrastructure Spending in Canada, Broadbent Institute, September 2015

## Conclusion

True economic recovery will take a long-term, collaborative approach from all three levels of government as well as new approaches to existing protocols. As one of the most important aspects of recovery, infrastructure is the most logical area to focus government efforts and implement practical changes.

The OBCM puts forward the following recommendations to facilitate the speedier and more effective roll out of infrastructure funding to accelerate Ontario's, and ultimately Canada's economic recovery.

November 27, 2020

Ontario's Big City Mayors  
Cam Guthrie, Chair  
Mayor, City of Guelph  
(519) 837 5643  
mayor@guelph.ca  
ontariobigcitymayors.ca



Friday, December 18, 2020

Ministry of Transportation  
Road Safety Program Development Office  
Safety Program Development Branch  
87 Sir William Hearst Avenue  
Building "A," Room 212  
Toronto, Ontario  
M3M 0B4

Good morning,

**RE: 20-MTO091, Consultation on Ontario's E-Bike Proposal**

Thank you for the opportunity to review the E-bike Framework currently under consideration by the Province of Ontario. The City of Guelph ("the City") is generally supportive of the proposal and offers the following comments for consideration.

**Vehicle Requirements:**

The City of Guelph questions the value of necessitating a wheel diameter of 350 mm or greater. Staff feel it is not advisable to exclude certain models (for instance recumbents, folding e-bikes) because of this stipulation.

The City is supportive of the direction to not require registration or insurance for e-bikes or cargo e-bikes, however, cargo bikes being used for deliveries may be subject to additional business licensing or insurance requirements.

The City supports the maximum allowable weight of 65 kg for e-bikes.

The City supports the amendment of the definition of Limited-Speed Motorcycle, to include reference to electric power.

**Cargo E-Bikes Pilot Program:**

The City is supportive of this program, as cargo e-bikes currently hold substantial potential to shift modal choices in Ontario. We would like to point out however, that many cargo e-bikes have more than 2 wheels. Further, some mobility devices such as scooters, which have 4 wheels, have wheel diameters between 355mm and 407mm. Wording will need to be clear so as to differentiate between these two types of vehicles.

The City suggests under the operator/passenger requirements for the E-bikes pilot program that both drivers and passengers under the age of 18 be required to wear helmets, per existing regulations.

Sincerely,

**Benita van Miltenburg**, Project Manager  
Sustainable Transportation, **Transportation and Engineering Services**  
**Guelph City Hall**

**T** 519-822-1260 extension 2357

**TTY** 519-826-9771

**Benita.vanMiltenburg@guelph.ca**

[guelph.ca](http://guelph.ca)

C Jennifer Juste, Manager, Transportation Planning, Engineering and Transportation Services, City of Guelph

# Intergovernmental Submission

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## Joint Letter on Supports for Restaurant Sector

### Ministry/Department

Ministry of Economic Development, Job Creation and Trade

### Date Submitted

Wednesday, December 16, 2020

### Summary

On December 16<sup>th</sup>, Mayor Guthrie sent a letter on behalf of the City of Guelph alongside the Guelph Chamber of Commerce and the Downtown Guelph Business Association to Associate Minister of Small Business and Red Tape Reduction the Honourable Prabmeet Sarkaria. This community-based advocacy letter was a follow up to a restaurant roundtable event co-hosted by the City and the Chamber on December 10<sup>th</sup> that focused on gaps in existing provincial and federal COVID19 business supports for the restaurant industry.

### Lead

Intergovernmental Services with support from Economic Development.

### Attachments

Attachment-1 12162020\_Restaurant Roundtable

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## Contact Information

### Intergovernmental Services

Chief Administrative Office

[Intergovernmental.relations@guelph.ca](mailto:Intergovernmental.relations@guelph.ca)

City Hall, 1 Carden Street, Guelph ON N1H 3A1

519-37-5602

**TTY:** 519-826-9771



December 16, 2020

The Honourable Prabmeet Sarkaria  
Associate Minister of Small Business and Red Tape Reduction  
Ministry of Economic Development, Job Creation and Trade  
7<sup>th</sup> Floor, 56 Wellesley Street West  
Toronto, ON M7A 2E7  
[Prabmeet.sarkaria@pc.ola.org](mailto:Prabmeet.sarkaria@pc.ola.org)

Dear Minister Sarkaria,

Thank you very much for joining entrepreneurs and business owners from Guelph's restaurant and food service sector for a roundtable meeting on Thursday, December 10. We appreciated you taking the time to listen to local business concerns, and to keep lines of communication open with business and local government.

As local leaders, we understand that it's essential to work collaboratively with all orders of government and public health experts as we navigate the second wave of COVID-19 and the recovery period.

During the roundtable discussion, it was striking to hear from our local restaurant sector that they would be better off under lockdown regulations, where they can access increased government supports, rather than being under 'control' rules where they simultaneously experience impacts of the pandemic on their business, and significant gaps in provincial and federal supports.

To address this, we urge you and your federal counterparts to fill gaps in existing supports by:

- Enabling businesses in the red zone, particularly the hardest-hit sectors including restaurants, retail, and entertainment, to access the same level of property tax and energy bill rebates as businesses in lockdown zones;
- Ensuring new businesses, including those that launched during the pandemic, can access the full range of federal and provincial supports;
- Working collaboratively with the federal government to increase supports for restaurants and businesses that own their own building and are therefore ineligible for the rent subsidy program;
- Enhancing eligibility requirements so that hotels and conference facilities with restaurants and banquet halls on the premises are eligible for provincial and federal supports related to this portion of their business; and
- Ensuring small businesses and restaurant representatives have a seat at the table in discussions about supports for the sector.

The City of Guelph and the Guelph Chamber of Commerce respect the hard work of our public health experts to keep our community safe throughout the pandemic, and we fully support that the Province is continuing to make decisions based on the best available public health advice. The pandemic has demonstrated the need to adapt as new evidence emerges. To that end, we urge the Province to explore the benefits of linking restaurant capacity limitations to square footage, and to continue to improve contact tracing efforts so that contact tracing occurs quickly, effectively, and consistently across all sectors.

While the end of this public health crisis is in sight, it is more imperative than ever that provincial and federal governments support local businesses so that they may survive and recover. We must also take the lessons and approaches that worked so well during the response period, such as the expansion of patios, and carry them forward to support economic recovery. In cities like Guelph, restaurants and food service businesses are critical employers and economic engines that we rely on for jobs and investment. They are also at the heart and soul of community life, culture and vitality.

This is an urgent request, Minister. We plead with you, on behalf of our local businesses, to act quickly to save them and the jobs they provide. We will be happy to support you in this effort in any way we can.

Once again, thank you for your time on Thursday, and thank you for all your government's efforts and leadership during this challenging time. We look forward to continuing to work with you to support local businesses during the pandemic and through the recovery period.

Sincerely,



Cam Guthrie  
Mayor, City of Guelph  
[mayor@guelph.ca](mailto:mayor@guelph.ca)



Shakiba Shayani  
President and CEO, Guelph Chamber of Commerce  
[shakiba@guelphchamber.com](mailto:shakiba@guelphchamber.com)



Marty Williams  
Executive Director, Downtown Guelph Business Association  
[marty@downtownguelph.com](mailto:marty@downtownguelph.com)

cc: The Hon. Doug Ford, Premier of Ontario  
The Hon. Vic Fedeli, Minister of Economic Development, Job Creation and Trade  
The Hon. Rod Phillips, Minister of Finance  
Mike Schreiner, MPP Guelph  
Lloyd Longfield, MP Guelph





CHRISTINE TARLING  
Director of Legislated Services & City Clerk  
Corporate Services Department  
Kitchener City Hall, 2<sup>nd</sup> Floor  
200 King Street West, P.O. Box 1118  
Kitchener, ON N2G 4G7  
Phone: 519.741.2200 x 7809 Fax: 519.741.2705  
[christine.tarling@kitchener.ca](mailto:christine.tarling@kitchener.ca)  
TTY: 519-741-2385

December 18, 2020

Monika Turner  
Director of Policy  
Association of Municipalities of Ontario  
200 University Ave., Suite 801  
Toronto, Ontario M5H 3C6

Dear Ms. Turner:

This is to advise that City Council, at a meeting held on December 14, 2020, passed the following resolution regarding cannabis retail in Ontario:

“WHEREAS the regulator for private cannabis retail in Ontario, the Alcohol and Gaming Commission of Ontario (AGCO) has the authority to license, regulate and enforce the sale of recreational cannabis in privately run stores in Ontario; and

WHEREAS on January 14, 2019 Kitchener City Council agreed to ‘opt-in’ to the Provincial direction to allow Cannabis Retail to occur in the City of Kitchener; and

WHEREAS the AGCO criteria does not take into consideration radial distance separation from other Licensed Cannabis Stores when considering applications for new Licensed Cannabis Stores; and

WHEREAS the City of Kitchener currently has two open retail locations and 12 active applications for Licensed Cannabis Stores, several within a three block radius; and

WHEREAS Council considers it a matter of public interest to include a 500 metre distance separation from other Licensed Cannabis Stores, as excessive clustering and geographic concentration of cannabis retail outlets may encourage undesirable health outcomes, and over-concentration may cause undesirable impacts on the economic diversity of a retail streetscape including the distortion of lease rates, economic speculation, and the removal of opportunity for other commercial businesses; and

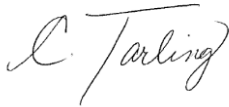
WHEREAS cannabis retail is a new and unproven market, and no studies or precedent exists to determine the number or distribution of stores that

can reasonably be supported by the local economy, and it is therefore prudent to establish the means by which the AGCO, with input from a municipality, can regulate over-concentration as the cannabis retail market evolves;

THEREFORE BE IT RESOLVED THAT Council directs the Mayor, on behalf of Council, to write the Premier of Ontario, the Honourable Rod Phillips, Minister of Finance of Ontario, and the Honourable Doug Downey, Attorney General of Ontario, requesting the Province modify the regulations governing the establishment of cannabis retail stores to consider over-concentration as an evaluation criteria, require a 500 metre distance separation between locations, and provide added weight to the comments of a municipality concerning matters in the public interest when considering the application of new stores; and

BE IT RESOLVED THAT a copy of this resolution be forwarded to the Association of Municipalities of Ontario, Federation of Canadian Municipalities, and other municipalities in Ontario."

Yours truly,

A handwritten signature in cursive script, appearing to read "C. Tarling".

C. Tarling  
Director of Legislated Services  
& City Clerk

c: Garth Frizzell, Federation of Canadian Municipalities  
Berry Vrbanovic, Mayor, City of Kitchener  
Helen Fylactou, Manager of Licensing, City of Kitchener  
Ontario Municipalities

December 14, 2020

Sent via email to all Ontario Municipal Clerks

Dear Municipal Clerks,

At its meeting held on December 10, 2020, Dufferin County Council approved the following recommendation from the General Government Services Committee:

WHEREAS previous assessment methodologies for aggregate resource properties valued areas that were used for aggregate resources or gravel pits at industrial land rates on a per acre basis of the total site and such properties were formally classified and taxed as industrial lands;

AND WHEREAS Dufferin County Council supports a fair and equitable assessment system for all aggregate resource properties;

AND WHEREAS the Municipal Property Assessment Corporation determined, with the participation only of the Ontario Stone, Sand and Gravel Association, revised criteria for assessing aggregate resource properties;

AND WHEREAS Dufferin County Council has concerns that the revised criteria does not fairly assess the current value of the aggregate resource properties;

NOW THEREFORE BE IT RESOLVED THAT Dufferin County Council does not consider the revised criteria for assessment of aggregate resource properties as a fair method of valuation for these properties;

AND THAT Dufferin County Council believes there is a need to review the current assessment scheme for aggregate resource properties to address the inequity of property values;

AND THAT Dufferin County Council hereby calls upon the Province to work with the Municipal Property Assessment Corporation to address the assessment issue so that aggregate resource properties are assessed for their industrial value;

AND THAT Dufferin County Council direct the Clerk to provide a copy of this motion to the Ministers of Finance; Municipal Affairs and Housing; and Natural Resources and Forestry; and to AMO, ROMA, and all Ontario municipalities and local MPP(s).

Regards,

Michelle Dunne  
Deputy Clerk

Cc    Minister of Finance  
      Minister of Municipal Affairs and Housing  
      Minister of Natural Resources and Forestry  
      AMO  
      ROMA  
      Kyle Seeback, MP  
      Sylvia Jones, MPP



**THE CORPORATION OF THE  
TOWNSHIP OF MATACHEWAN**

December 14, 2020

Honourable Steve Clark  
Office of the Minister  
Minister of Municipal Affairs and Housing  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto, ON M7A 2J3

Dear Honourable Clark:

There have been numerous announcements of available grants for municipalities. We acknowledge and are very appreciative of the opportunity to apply for these grants. For small municipalities with few employees, the turn around time for applications is very short and restrictive.

We would like to request that the application deadline on any further grants have a longer turn around time.

A copy of Resolution 2020-257 is attached. Your consideration and support of this resolution would be greatly appreciated.

Sincerely,

Barbara Knauth  
Deputy Clerk Treasurer

Cc: Association of Municipalities of Ontario (A.M.O.)  
Federation of Northern Ontario Municipalities (F.O.N.O.M.)  
All Municipalities in Ontario

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Phone: 705-565-2274  
Fax: 705-565-2564



THE CORPORATION OF THE TOWNSHIP OF MATACHEWAN  
P.O. Box 177, Matachewan, Ontario P0K 1M0

DATE: November 25, 2020

RESOLUTION #: 2020-267

Moved by:

*N. S. A. Costello*

Seconded by:

*Greg Dubé*

WHEREAS we have been getting numerous announcements of available grants; and

WHEREAS we are very appreciative of the opportunity to apply for these grants; however, the turn around time for applications is very short and restrictive for small municipalities with few employees;

NOW THEREFORE we, the Corporation of the Township of Matachewan, send a letter to the Hon. Steve Clarke, Minister of Municipal Affairs and Housing acknowledging the appreciation of the grants but requesting that the application deadline on any further grants have a longer turn around time; and

FURTHER THAT a copy of this resolution be forwarded to A.M.O., F.O.N.O.M. and all municipalities in Ontario.

	COUNCILLOR	YEA	NAY	PID
CARRIED	<input checked="" type="checkbox"/> Ms. A. Commando-Dubé Mayor			
AMENDED	Mr. N. Costello Mayor			
DEFEATED	Mr. G. Dubé Councillor			
TABLED	Ms. S. Ruck Councillor			
	Mr. A. Durand Councillor			

Certified to be a true  
copy of the original.

*[Signature]*

*Anne Commando-Dubé*

Anne Commando-Dubé  
Mayor

*Janet Gore*

Janet Gore  
Clerk

# Planning Advisory Committee Minutes



Thursday, November 7, 2019, 6:45 pm.

Marg MacKinnon, Guelph City Hall, 1 Carden Street

---

## **Members present:**

Brandon Raco Chair

Malcolm McIntosh

Darren Shock

Lisa MacTaggart

Paul Hanusiak

Indu Arora

## **Members Absent:**

Anu Luthra

Mario Cotroneo

## **Staff Present:**

Melissa Aldunate Manager Policy Planning Urban Design

Natalie Goss Planner III Senior Policy Planner

Abby Watts Project Manager Comprehensive Zoning Bylaw Review

Garrett Meades Planning Clerk - Policy

## **Call to Order**

Meeting was called to order at 6:50pm

## **Declaration of Conflict of Interest**

There were no declarations of any conflict of interest

## **Approval of Minutes**

Moved by Indu Arora

Seconded by Paul Hanusiak

That the Minutes from the June 13, 2019 meeting of the Planning Advisory Committee, be approved.

Carried

## **Growth Plan conformity municipal comprehensive review**

### **Discussion of vision and principles for growth**

Natalie Goss, Planner III, Senior Policy Planner provided an update to the committee on a variety of topics within the City's municipal comprehensive Official Plan review. A timeline was communicated and there was an update provide towards upcoming engagement opportunities which includes a telephone survey about future growth, and a speaker event combined with consultation on vision/principles in February.

A draft of the telephone survey questions was circulated to the committee in advance of the meeting. Several members of the committee provided feedback suggesting to add questions on building heights/densities, and preferences on where people see themselves living in Guelph in future. Questions on these topics have been included in the telephone survey.

The committee was then provided an opportunity to ask questions and provide comments on the telephone survey and other future engagement opportunities.

The committee provided the following comments on consultation on vision/principles and the February speaker event:

- Comments and questions were raised about housing and affordability. The committee was advised that the MCR will include a determination of a future range and mix of housing types. It was acknowledged that housing affordability is a related factor to an appropriate housing mix.
- Questions were asked about what the focus is for a growth vision and how this vision will be revisited throughout the process. The committee was advised that a vision and principles for growth will be consulted on early in the process to inform several background studies, including residential intensification, housing analysis, and employment strategy. Through these studies, the vision/principles for growth will be "tested".
- Questions were asked in regards to the speaker event to be held in February of 2020 including: speakers, theme, and learning opportunities from the Transportation Master Plan event. The committee was advised that the theme will be about future growth in Guelph – how to grow up not out. Ideas for speakers were welcomed.



## **Comprehensive zoning bylaw review**

### **Presentation and discussion of the Zoning Discussion Paper and Parking Standards Discussion Paper**

Abby Watts, Project Manager Comprehensive Zoning Bylaw Review provided a presentation with a brief overview of the comprehensive zoning bylaw review process and on the comprehensive zoning bylaw discussion paper and Guelph parking standards discussion paper.

Staff opened the floor up for questions and comments from the committee in regards to the presentation. Staff also posed a variety of questions to the committee for their consideration. Input was gathered from the committee as part of the review process.

#### **Feedback received from the committee**

Comments were made in regards to flood plains and similar work that is being done at the Ministry.

On street parking was also recognized in terms of the priorities of the bylaw review. Members commented that there should be explanation to residents about why it is not good to widen driveways. There was discussion about the urban forest canopy and how to incorporate consideration for it in the considerations about parking ratios. Policies of the Urban Forestry Management Plan should be considered in the parking study to help support both outcomes.

Comments were received in regards to residential zoning and allowing a variety of housing types, including small multi-residential buildings. More flexibility in proposed residential zones was well received. Members commented that flexibility would allow for shifts in demographics. Some concern was expressed about how flexibility would be applied in existing areas.

The topic of minimum parking standards including visitor parking standards was raised for small multi-residential buildings. Should explore whether minimum parking rates are required for some built forms.

Comments in regards to residential zoning in specific areas such as Old University and lodging houses, coach houses, etc. were provided. It was also suggested that there may be a need to strengthen Property Standards Bylaw.

The topic of density was brought forward with the request to look at capacity of existing infrastructure such as water, wastewater, and transportation.

Open space allocation in regards to density was also highlighted.

The Committee also highlighted the topic of drive-throughs and thought that they should be eliminated as a permitted use, particularly in intensification corridors and nodes.

Members of the committee provided feedback on store frontages and highlighted window transparency regulations.

Comments were made about the readability of the document and how to better improve it for citizens.

- Provide a brief description of the Zoning Bylaw and how to apply for a zone change/minor variance
- Include graphics
- Definitions should be clear
- Provide a citizens guide
- Should have an interactive, web based component
- The Committee highlighted other municipalities' approaches as reference: Oakville, Edmonton

## **Announcements**

Upcoming zoning bylaw review workshops were announced. Information can be found on the comprehensive zoning bylaw review [website](#)

Possible meeting time for the committee in January of 2020. All meeting times for the 2020 year will be given at this time.

Reappointment of committee members takes place during council meeting on November 25, 2019

## **Adjournment**

At 8:45 pm the chair, Brandon Raco, called the meeting adjourned.

# Planning Advisory Committee Minutes



Tuesday, October 27, 2020, 6:30 pm

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## **Members present:**

Malcolm McIntosh  
Darren Shock  
Lisa MacTaggart  
Paul Hanusiak  
Indu Arora  
Anu Luthra  
Denese Renaud

## **Members absent:**

Mario Cotroneo

## **Staff present:**

Krista Walkey, General Manager, Planning and Building Services  
Melissa Aldunate, Manager, Policy Planning and Urban Design  
Stacey Laughlin, Planner III Senior Policy Planner  
Natalie Goss, Planner III Senior Policy Planner  
Abby Watts, Project Manager, Comprehensive Zoning Bylaw Review  
Jason Downham, Planner II Policy and Analytics

## **Item 1 – roll call and certification of quorum**

The meeting was called to order at 6:33 pm

## **Item 2 - declaration of conflict of interest**

There were no declarations of any conflicts of interest

## **Item 3 - approval of minutes**

That the Minutes from the November 7, 2019 meeting of the Planning Advisory Committee, be approved.

Moved by: Darren Shock

Seconded by: Paul Hanusiak

**Carried**

## **Item 4 - nominations and election of chair**

That Darren Shock be elected as Chair for the Planning Advisory Committee.

**Carried**

## **Item 5 - Official Plan Review**

### **Discussion of special meeting of Council to initiate the Official Plan Review**

Stacey Laughlin, Planner III, Senior Policy Planner provided an update to the committee on the proposed scope of the Official Plan Review (OPR) including the purpose of the review. The committee was then provided an opportunity to ask questions and provide comments on the proposed scope of the OPR.

The committee asked the following questions and provided the following comments:

- What year is the Official Plan going to?
- Staff responded that the horizon year for the plan is 2051 in line with A Place to Grow: Growth Plan for the Greater Golden Horseshoe (APTG)
- How will fulsome public engagement be conducted in this time of COVID?
- Staff advised that a community engagement consultant has been retained to lead the engagement activities through virtual means (e.g. WebEx events) and for in person events when it is safe and permitted to do so
- It was suggested that an educational component be included in the engagement events to help the community understand policies and regulations (e.g., height) and general planning process to seek exemptions to policies and regulations

## **Item 6 - Shaping Guelph Growth Management Strategy**

### **Part 1 - Presentation and discussion of the community engagement results**

Natalie Goss, Planner III, Senior Policy Planner provided an overview of the community engagement results from the residential intensification within the built-up area conducted in August and September 2020

The committee was provided the opportunity to ask questions and provide comments on the materials presented. Additionally, staff posed the August/September community engagement questions and results to the committee for their reactions.

The committee provided the following input:

### **Where should growth be directed in the built-up area**

The committee acknowledged that the community input is what they had expected. The committee shared that they have heard concerns about traffic in the south end particularly on Gordon Street as well as parking and traffic concerns. It was suggested that staff consider these concerns and identify what is already being done or what is being considered to manage or address it.

### **How should growth be distributed throughout the built-up area**

The committee suggested that Edinburgh Road, Victoria Road and other main streets be considered for intensification to take stress off of Gordon Street. Mid-level density, about 4 to 6 storeys in height, would be appropriate. Edinburgh Road between Wellington Street and College Avenue has opportunities for intensification as a 4 lane road, in particular the area around Municipal Street and commercial plaza sites. The committee felt that 4-6 storeys maintains walkability and is more livable.

Some concern was expressed about intensification in the area of Victoria Road, York Road and Elizabeth Street because of potential contamination and brownfield sites. The committee asked whether brownfield sites were considered in the intensification analysis. Staff responded that yes, brownfield sites are considered opportunities for intensification.

The committee thought that single storey retail plazas would be appropriate for residential intensification.

### **Maximum building heights**

Committee members noted that the engagement results for preferences on maximum building heights were not surprising. The committee suggested that there should be some work done to help with understanding the need to strike a balance between maintaining existing maximum building heights in nodes and corridors and the need to accommodate growth in other areas of the city. The committee agreed with the preference expressed by the community about growing up and not out.

## **Part 2 – Overview of upcoming housing analysis community engagement**

Natalie Goss, Planner III, Senior Policy Planner provided an overview of upcoming community engagement for the development of growth scenarios. The committee's input was sought about approaches to engagement for this topic

The committee provided the following comments:

- A workshop approach to engagement would work well and allow staff to show residents what different densities mean. Workshops could be a challenge during COVID but would allow for better feedback.

- 3D modelling and images would help people understand the street level experience of higher density development. Using 3D models in virtual engagement would be valuable.
- When discussing or considering character it is important to use images that have been very carefully selected and are comparable. It is important to consider maintaining the character of areas as intensification occurs.
- It was noted that it seems that people are against 10 storeys but accepting of 8 storeys. In practice, these heights are similar. Consider how to help people understand this.
- Development should be spread out more throughout the city rather than concentrating in south end.
- Suggestion that understanding how transit will work as areas are intensified is important. Need to have reliable transit in place.

## **Item 7 - Additional Residential Dwelling Unit Review**

Abby Watts, Project Manager, Comprehensive Zoning Bylaw Review, provided an overview of the Planning Act requirements to permit additional residential units and the proposed amendments to the Official Plan and Zoning Bylaw to conform to these requirements.

Abby advised that a statutory public meeting was held in July 2020 which was followed by an online survey that was available from July until September 2020 to gather community input on the draft Official Plan and Zoning Bylaw amendments.

The committee asked the following questions:

- Has the 30% lot coverage rule been tested in a number of scenarios to see if in most cases there would be adequate space to accommodate urban tree canopy? Are these rules going to support the goals of the Urban Forestry Management Plan?

Staff responded that the 30% lot coverage is an existing regulation for detached garages and applies to all buildings on the lot.

- Is the transportation master plan going to be looking at the issues around on street parking? The city should look at parking permits on-street to maintain livability. People rely on street parking.

Staff advised that the Zoning Bylaw doesn't regulate street parking. The Transportation Master Plan is not focusing on on-street parking.

- Are the proposed rules for additional residential units going to be permanent structures or "tiny homes"?

Staff advised that the rules for additional residential units are for permanent structures.

- Will the proposed modifications affect/reduce the potential supply of additional residential units?

Staff advised that they don't believe that these rules add any barriers to creating additional residential units. These rules seek to balance opportunities for these units with rules to ensure appropriate locations and forms on lots.

## **Item 8 - Comprehensive Zoning Bylaw Review update**

Abby Watts, Project Manager, Comprehensive Zoning Bylaw Review, provided an overview of the current status of the comprehensive Zoning Bylaw review. Community engagement has been completed on Phase 2 – Discussion Paper. At this time it is anticipated that a first draft of a new Zoning Bylaw will be available for community engagement in spring 2021.

The committee asked whether fence provisions are included in the review. Staff confirmed that these rules are within the scope of the review.

## **Adjournment**

Moved by: Denese Renaud

Seconded by Paul Hanusiak

## **Carried**

Meeting was adjourned at 8:35 p.m.

# Meeting Minutes

City of Guelph

## **Natural Heritage Advisory Committee**

September 30, 2020

Remote via a Cisco WebEx Event

From 6:30 to 8:30 p.m.

Meeting Chair: Jason Elliott (staff liaison)

## **Natural Heritage Advisory Committee**

**Present:** Mike Puddister, Nathan McFadden, Martin Litchfield, Sam Stevenson, Erica Wilkinson, Justine Richardson, Emily Damstra, Liana D'Andrea

**Absent:** Tom Nichols

**City:** Jason Elliott, Leah Lefler, Krista Walkey, Melissa Aldunate, April Nix

## **Agenda Items**

All were welcomed and meeting was called to order at 6:33 p.m.

**Item 1**, Roll call and certification of quorum

**Item 2**, Declaration of Conflict of Interest

There were no declarations of any conflict of interest

Staff will share the City's definition/policy for declarations of conflict of interest for future reference

**Item 3**, Meeting Schedule for 2020

Next meeting (last meeting for 2020) on Dec 9, 2020

**Item 4**, Committee Terms of Reference, and Committee Procedures

Staff reviewed the committee's terms of reference

**Item 5**, Nominations and Election of Chair and Vice-Chair

**THAT Martin Litchfield be elected as Chair and Sam Stevenson be elected as Vice-Chair for the Natural Heritage Advisory Committee.**

**Item 6**, Overview of Natural Heritage System Policies in the City's Official Plan

Jason Elliot provided a presentation with an overview of the official plan and the City's natural heritage system policies.

**Item 7**, Overview of the Natural Heritage Action Plan

Jason Elliot provided a presentation with an overview of the official plan and the City's natural heritage action plan.

Questions and discussion regarding the upcoming Official Plan update and future actions within the Natural Heritage Action Plan.



## **ADJOURNMENT**

At 8:00 pm the chair Martin, called the meeting adjourned.



## Guelph Police Services Board

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### OPEN MEETING

### MINUTES – NOVEMBER 19, 2020

An Open meeting of the Guelph Police Services Board was held by teleconference call, pursuant to Guelph Police Services Board By-Law 164 (2020), on November 19, 2020 commencing at 2:30 p.m.

**Present:**

R. Carter, Chair	G. Cobey, Chief of Police
C. Guthrie, Member	D. Goetz, Deputy Chief of Police
C. Billings, Member	J. Sidlofsky Stoffman, Legal Services Manager
R. Curran, Member	L. Pelton, Financial Services Manager
P. McSherry, Member	K. McKeown, Human Resources Manager
C. Polonenko, Executive Assistant	

**Guests:** **Guelph Police Service:** Jessica Abra

**1. WELCOME AND INTRODUCTIONS**

**2. MEETING CALLED TO ORDER**

Chair Carter called the meeting to order at 2:35 p.m. by teleconference call between the attendees and gave Territorial Acknowledgement.

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

There were no declarations of conflict or pecuniary interest.

**4. CLOSED SESSION RESOLUTIONS**

**Moved by C. Guthrie**

**Seconded by C. Billings**

**THAT** the Guelph Police Services Board support the Cops and Kids Christmas Campaign in the amount of \$950.00, and

**THAT** the Guelph Police Services Board approve funding for the Guelph Community Health Centre in the amount of \$10,000.00, to be directed to the Welcoming Streets Initiative for the year 2021, with funds to be paid from the Community Account.

**-CARRIED-**

**5. PRESENTATIONS/DELEGATIONS – None**

**6. APPROVAL OF MINUTES**

**Moved by** C. Guthrie

**Seconded by** C. Billings

**THAT** the Minutes of the Open Meeting held Thursday, October 15, 2020 be approved as presented.

**- CARRIED –**

**7. APPROVAL OF AGENDA**

**Moved by** C. Billings

**Seconded by** P. McSherry

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

**-CARRIED –**

**Moved by** C. Billings

**Seconded by** C. Guthrie

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

**7.1 Headquarter Renovation and Expansion**

That the Report titled “Police Headquarters Renovation and Expansion Project” and dated November 12, 2020, be received for information.

**7.2 Board Correspondence Report**

That the report titled “Open Meeting – November 19, 2020 Board Correspondence Report” be received for information.

**7.3 Community Account Report**

**THAT** the Guelph Police Services Board approves an extension of the contract with the firm Tonin & Co. by one year to perform the 2021 review engagement on the Community Account, to allow sufficient time for the Board to do a full review of Policy BD-01-002, Community Account.

**7.4 September 2020 Financial Variance Report**

That the Report titled “September 2020 Financial Variance Report” and dated November 19, 2020, be received for information.

**7.5 Human Resources Report – Member Appointments**

**THAT** Scott Carroll be appointed as a full-time member of this Service effective November 23, 2020.

**7.6 Use of Force Quarterly Report**

That the report titled “Use of Force - Third Quarter” and dated November 19, 2020 be received for information.

**-CARRIED-**

## **Part 2 – Discussion Agenda**

### **7.7 911 Calls Report**

Chief Cobey encouraged the community to stay on the line if they accidentally call 911, so the operator can follow up and not waste police resources. J. Sidlofsky Stoffman reported that despite the significant educational campaign that Peel Region had, numbers of unintentional 911 calls are still increasing there. The Guelph Police Service is developing SMS text messaging similar to the OPP response process to supplement calls for contacting callers in order to reduce the number of officers required to attend these calls. A lot of communication and education is required.

### **7.8 2019 Crime Severity Index Report**

The Board received this report for information. The Crime Severity Index (CSI) is a comparative measure calculated by Statistics Canada to provide information on the seriousness of crime occurring within a geographic area. The CSI is a measure of police-reported crime that reflects the relative seriousness of individual offences and tracks changes in crime severity. The overall CSI is determined based on the weighted calculation of a community's violent and non-violent crimes reported.

Chief Cobey reported that for the first time since 2013, the City of Guelph saw a reduction in the overall CSI. The 2019 CSI fell by 9.4% to 64.6. There were also decreases in both violent and non-violent CSI. The reduction in violent CSI is the largest decrease in Canada. In 2019, the City of Guelph had the lowest violent CSI among the 35 census metropolitan areas and ranked 15<sup>th</sup> for overall safety.

### **7.9 Policy Review Committee Report**

The Board received the report of the Policy Review Committee.

**Moved by P. McSherry**

**Seconded by R. Curran**

**THAT** the Guelph Police Services Board approve the following policies:

BD 01-005	Board Member and Board Staff Reimbursement of Expenses
BD 02-002	Long Service Recognition Program
BD 02-006	Guidance for Employment of Civilian Members
BD 04-005	Court Security and Prisoner Care and Control
BD 04-012	Public Order Maintenance
BD 04-023	Search of Premises
BD 04-026	Safe Storage of Police Service Firearms
BD 04-028	General Marked Patrol Vehicles
BD 04-030	Use of Volunteers
BD 04-034	Use of Force
BD-04-040	Collection of Identifying Information

**AND THAT** the Guelph Police Services Board approve the following amendment to Section 16.1(a) of Guelph Police Services Board By-law 136 (2009): *“The delegation(s) shall provide written notice of their request at least **four (4) days** before the date of the Board meeting **subject to the time limit being waived by the Chair of the Board**. The request shall also include a list of person(s) who will be appearing before the Board and a copy of the materials to be presented.”*

**-CARRIED-**

#### **7.10 Chief’s Monthly Report**

Chief Cobey provided his monthly report for information.

- 1) The GPS Budget was presented to City Council on November 17<sup>th</sup>.
- 2) This year to date, there have been 70,201 calls for service, and 53,078 of those were since the start of the Covid-19 pandemic. He thanked the members of the Service for their hard work, community partners and members of the community, as we navigate through difficult times.
- 3) On November 5, 2020, Mike Schreiner spoke at Queens Park and highlighted the work of the Impact team and the GPS relationship with Impact. Helen Fishburn of the Canadian Mental Health Association has relayed the news that additional funding will be provided for the Impact team, which will serve to assist in reaching the goal to provide the right care to our community 24/7.
- 4) Chief Cobey will be participating in upcoming Ward 4 and Ward 1 Townhall meetings and invited board and community members to tune in.

**7.11 New Business** - There was no new business noted.

#### **8. INFORMATION ITEMS**

- Next Open Meeting: Thursday, December 10, 2020, 2:30 p.m. (virtual)
- Ontario Association of Police Services Boards Spring Conference – May 26-29, 2021

#### **9. ADJOURNMENT**

**Moved by** C. Guthrie

**Seconded by** C. Guthrie

**THAT** the Open meeting of the Guelph Police Services Board adjourn as at 3:00 p.m.

**- CARRIED –**

The minutes of this meeting were adopted this 10<sup>th</sup> day of December, 2020.

**“R. Carter”**

R. Carter , Chair

**“C. Polonenko”**

C. Polonenko, Executive Assistant