

City Council Information Items



March 13, 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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Information Report



Service Areas	Corporate Services Infrastructure, Development and Enterprise Services Public Services
Date	Friday, March 13, 2020
Subject	Planning for our Future: Guelph's Master Plans Update
Report Number	IDE-2020-30

Executive Summary

Purpose of Report

To provide Council with quarterly progress reports for City of Guelph master plan updates.

Key Findings

Master plans are within budget and scope as well as on schedule unless otherwise stated.

Financial Implications

If applicable, financial implications will be referenced in each plan's attached progress summary.

Report

Details

City staff is planning Guelph's future, today. This year, more than ten master plans are underway or planned across several City departments. Staff sees this as an opportunity for unprecedented alignment and coordination of strategy and policy development, and for resourcing the needs of our growing city.

A number of the master plan updates support the City in meeting Guelph's provincially-legislated growth plan requirements, guide service delivery to a growing city, and/or will inform policies in Guelph's Official Plan update.

As part of the City's on-going coordination efforts, regular updates on these master plans will be provided through quarterly information reports. This is an enhancement to existing communications with more frequent updates and the consolidation of individual information reports. These information reports will not replace staff reports that require Council direction on individual plans.

Financial Implications

If applicable, financial implications to the approved budgets will be referenced in each plan's attached progress summary.

Consultations

Each master plan has an associated community engagement plan and communications plan. Where possible, engagement and communications tactics are being coordinated to maximize community participation in master plan engagement activities, reduce engagement fatigue, and increase awareness of the interconnected nature of the City's master plans.

Strategic Plan Alignment

Regular public updates on the progress of the City's master plans is a tactic designed to improve communication, which directly supports the working together for our future priority of the City's Strategic Plan.

Several master plan leads are also meeting monthly, as a community of practice, to look for opportunities to work together in new ways for greater coordination and continuous improvement.

Attachments

Attachment-1: Economic Development Strategic Plan progress summary

Attachment-2: Parks and Recreation Master Plan and Guelph Trail Master Plan progress summary

Attachment-3: Solid Waste Resources Master Plan progress summary

Attachment-4: Stormwater Master Plan progress summary

Attachment-5: Technology and Digital Master Plan progress summary

Attachment-6: Transportation Master Plan progress summary

Attachment-7: Urban Forest Master Plan progress summary

Attachment-8: Wastewater Treatment and Biosolids Master Plan update progress summary

Attachment-9: Water and Wastewater Servicing Master Plan update progress summary

Attachment-10: Water Supply Master Plan update progress summary

Departmental Approval

The following staff contributed the progress summaries for the master plans within this report.

- Arun Hindupur, Supervisor, Infrastructure Engineering
- Christine Chapman, Economic Development Officer, Business Development and Enterprise
- Dave Belanger, Water Supply Program Manager, Water Services
- Gene Matthews, Manager, Parks Operations and Forestry
- Heather Connell, Manager, Business and Technical Services, Solid Waste Resources

- Jennifer Juste, Manager, Transportation Planning
- Luke Jefferson, Manager, Open Space Planning
- Mari MacNeil, Technical Services Manager, Wastewater Services
- Sasha Einwechter, General Manager, Information and Technology
- Scott Cousins, Hydrogeologist, Water Services
- Tim Robertson, Division Manager, Wastewater Services
- Wayne Galliher, Division Manager, Water Services

Report Author

Marina Grassi, Strategic Business Advisor, Infrastructure, Development and Enterprise Services



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IDE-2020-30 Attachment-1: Economic Development Strategic Plan progress summary

Economic Development Strategic Plan

Q3, 2019-Q2, 2020; 40% complete

Recent progress/achievements to date

- Launched landing page for [project information and timelines](#).
- Economic Development Base Analysis Report complete (Phase 1).
 - Environmental scan of strategies and policies influencing the local economy
 - Market outlook to review and assess Guelph's investment readiness
 - Activities and achievements associated with Prosperity 2020
- Business and staff roundtables conducted to collect feedback about Guelph's economic priorities, as well as the business community's current challenges, aspirations and opportunities.
 - Thursday, February 16, 2020; 9-11 a.m. and 3-5 p.m. (business)
 - Friday, February 17, 1-2 p.m. (staff)
 - Monday, January 20, 2020; 3 p.m. (business)
- Public engagement survey completed to collect feedback from businesses, business service organizations, City staff, Council and the general public on economic development priorities and opportunities.
 - January 23 – February 20, 2020

Next steps

- Economic Development Review, Assessment and Engagement Report (Phase 2)
 - SOAR Analysis (Strengths, Opportunities, Aspirations, and Results).
 - Engagement feedback analysis and assessment.
 - Review of current staff, projects and financial resources, advisory committee mandates, composition, roles, responsibilities for BDE.
 - Best practice review of other community economic development structure/resources/advisory committees.

IDE-2020-30 Attachment-2: Parks and Recreation Master Plan and Guelph Trail Master Plan progress summary

Parks and Recreation Master Plan update Guelph Trail Master Plan update

2017/2019-Q2 2021; 45% complete

Recent progress/achievements to date

- In fall 2019, the Parks and Recreation Master Plan update (PRMP) was merged with the Guelph Trails Master Plan update (GTMP). This decision will make it easier for the public to provide feedback on the City's trails, parks and recreation together and for staff to better understand the financial impacts of both plans.
- Staff are currently finalizing a needs assessment report and reviewing the results of a community survey that closed in December 2019. Staff are also working concurrently on developing the vision and draft recommendations for the two plans. A summary of the second round of engagement will be posted shortly.

New opportunities or challenges

- Staff are proceeding with the master plans with some schedule adjustments.
- The province has passed legislation that replaces certain development charges, parkland dedication and density bonusing revenues with a new community benefit charge (CBC). These are significant revenue streams for the City, which are used to fund growth-related park acquisition and development, recreation facilities and equipment, parking, and library facilities in the long-term capital plan. There is a great degree of uncertainty around the future of these revenue streams due to the provincial development and expected consultation process of the CBC regulations.
- The master plans will no longer be presented to Council in September and the timeline will be moved as the staff receive updated information on the new legislation. Therefore, the PRMP and GTMP will be presented to Council upon receipt, review and full understanding of the final CBC legislation.

Next steps

- The next round of engagement is planned for late Q2 and Q3, 2020. In the next phase, the community will have the opportunity to review the draft vision and recommendations. At that time, community members and stakeholders will provide input that will be used to help prioritize the timing of each recommended action item.
- Staff are anticipating a presentation to Council in early 2021 and will provide more information once this timeline is confirmed.

IDE-2020-30 Attachment-3: Solid Waste Resources Master Plan progress summary

Solid Waste Management Master Plan

Q2, 2019 - Q2, 2021; 40% complete

Recent progress/achievements to date

- Council information report [Solid Waste Management Master Plan Update](#), December 6, 2019
- Launched the City's Solid Waste Management Master Plan update: Waste and the climate crisis with Dr. Dianne Saxe, December 9, 2019. A public drop-in to learn about the plan and have your say.
- Public Advisory Committee Meeting 1, January 14, 2020.
 - Project overview and exploration of issues and key concerns to be addressed
 - Built understanding of the project
 - Clarity on role of the Public Advisory Committee
 - Provided initial opportunity for input from committee members
 - Clarified this group's aspirations for the outcome of the project
- Downtown Stakeholder Group Meeting 1, January 14, 2020.
 - Built understanding of the project
 - Provided initial opportunity for input from downtown stakeholders, to identify the key concerns and issues to be addressed within the project
 - Clarified this group's aspirations for the outcome of the project
- Public Advisory Committee Meeting 2, February 19, 2020.
 - Updates on the Current State Report to set the context on where we are in the study and answer questions
 - Research on single use plastics and discuss implications for Guelph
 - Upcoming community engagement activities and draft public survey overview
 - Update on Our Food Future

New opportunities or challenges

- Upcoming Survey - City will be seeking feedback and insight from the community on a variety of topic such as single use plastics; industrial, commercial and institutional collection service standards; cost and fairness of service and funding models such as exploration of user pay models.
- Waste Free Ontario Act Transition Timeline report going to Committee of the Whole May 4, 2020.

Next steps

- Future Public Advisory Committee meetings will focus on future state and growth, as well as, program and performance enhancement
- Future Downtown Stakeholder Group meetings will focus more directly on problem solving, identifying design possibilities and making recommendations
- Upcoming Community Engagement Pop Up Events:

- March 10 – University of Guelph Off Campus Living Winter Fair
- March 21 – eMERGE EcoMarket
- April 18 - Guelph Tool Library Repair Café
- Additional events are being scheduled

IDE-2020-30 Attachment-4: Stormwater Master Plan progress summary

Stormwater Management Master Plan

Q1, 2020 - Q3, 2021; 5% complete

Recent progress/achievements to date

- Project kickoff meeting held on January 16, 2020

New opportunities or challenges

- Determining appropriate engagement opportunities

Next steps

- Publish Notice of Study Commencement
- Ongoing progress on technical work plan and finalizing Community Engagement Plan

IDE-2020-30 Attachment-5: Technology and Digital Master Plan progress summary

Technology and Digital Master Plan

2020-2023, 1% complete

Recent progress/achievements to date

- Presented Technology and Digital Master Plan to Executive Team on February 27, 2020
- Launched PerfectMind Recreation software to support registration day on March 4, 2020

New opportunities or challenges

- Opportunity to incorporate the action plans for five strategic plan pillars into Master Plan

Next steps

- Developing year-by-year breakdown of the master plan's initiatives – March, 2020
- Replacement of 311GIS system for citizen-initiated service request – April, 2020
- Release RFP for fibre build – April, 2020
- Release RFP for Computerized Maintenance Management System – April, 2020

IDE-2020-30 Attachment-6: Transportation Master Plan progress summary

Moving Guelph Forward: Transportation Master Plan

Q1 2019-Q1 2021; 50% complete

The Transportation Master Plan (TMP) will deliver a plan for how we move through our community for the next 20 years. It will inform the city's new Growth Management Strategy (Official Plan update) by providing supportive policy and infrastructure recommendations to accommodate the projected population and employment growth.

Recent progress/achievements to date

- The Transportation Master Plan completed substantial public consultations and background research in Q4 2019. Tactical urbanism projects, a Council workshop, and extensive online and in-person engagement helped to identify the issues and opportunities for the TMP to address. The information report entitled "[Transportation Master Plan Community Engagement Update](#)," published January 31, 2020, contains a summary of current progress and next steps for the project.
- The report also introduces the seven draft goals that are being used to evaluate alternative scenarios in the next phase of work. These goals are aligned to support the Community Plan and the Strategic Plan goals related to transportation.

Next steps

- During the next phase of work, the project team will be conducting more targeted engagement with stakeholder groups, refining draft policies and preparing the alternative scenarios. This work will be presented to the public in Spring 2020 to confirm the preferred scenario. A report will be brought forward to Council in Q4 2020.
- Visit www.guelph.ca/tmp for more information and updates on engagement events, news, documents and videos.

IDE-2020-30 Attachment-7: Urban Forest Master Plan progress summary

Urban Forest Master Plan

Q1 2013 – Q4 2032; Plan 100% complete, implementation ongoing

Guelph's Urban Forest Management Plan (UFMP) is a 20-year renewable roadmap for understanding and improving the management of Guelph's urban forest, particularly that which is owned by or under management agreement with the City. While the plan is complete, staff have been taking active steps to engage associated recommendations. It is a long-term plan with nested short-term management and operating plans (phases). The overall plan has 22 recommendations, which address gaps and opportunities in four key areas:

- Management and monitoring;
- Planning;
- Protection, enhancement, and planting; and
- Outreach, stewardship, and partnerships.

Recent progress/achievements to date

- Addition of technical and professional urban forestry capacity via five new positions;
- Implementation of Guelph's Emerald Ash Borer Plan;
- Completion of the Urban Forest Study;
- Development and implementation of new and updated tree related plans, policies and guidelines;
- Increased management of natural areas;
- Creation of the Urban Forest Working Group of external stakeholders;
- Creation of a Tree Team comprised of internal stakeholders;
- Completion of forest inventory; and
- Increased capacity for community engagement and coordination of community stewardship activities.

New opportunities or challenges

- In preparation of the upcoming operating and capital budgets, staff will make efforts to mitigate funding impacts associated with the engagement of recommendations within the UFMP.
- Alignment with the City's Strategic Plan and engagement of recommendations within the UFMP will remain a priority for staff.

Next steps

At the April 6, 2020 Committee of the Whole meeting City staff will be providing Council with a Staff Report offering a UFMP Implementation Update (Phase 1) and Second Phase Plan for approval. Staff will also be recommending that funding requirements for the UFMP be prioritized in the upcoming budget. The staff report and accompanying presentation will provide appropriate context and information.

IDE-2020-30 Attachment-8: Wastewater Treatment and Biosolids Master Plan update progress summary

Wastewater Treatment and Biosolids Master Plan

Q1, 2020-Q3, 2021; 11% complete

Recent progress/achievements to date

- Wastewater Services has initiated the development of the Wastewater Treatment and Biosolids Master Plan.
- Jacobs (CH2MHill) has been retained to lead the development of this Master Plan.
- Hardy Stevenson & Associates will lead the education and community outreach efforts.
- The kickoff meeting for this project occurred on February 3rd, 2020.

Opportunities

- Wastewater Services has also undertaken an Assimilative Capacity Study (ACS) to assess the ability of the Speed River to assimilate the effluent discharged from the Guelph wastewater treatment plant. This study will also help define ways to improve water quality and minimize ecological impacts to the watershed. This scientific and technical evidence-based study will inform the Wastewater Treatment and Biosolids Master Plan.

Next steps

- Efforts are currently underway to commence community engagement.
- Coordination efforts are underway to ensure Master Plan milestones are aligned across all divisions of Environmental Services to streamline public consultations wherever possible.

IDE-2020-30 Attachment-9: Water and Wastewater Servicing Master Plan update progress summary

Water and Wastewater Servicing Master Plan

Q4, 2019-Q3, 2021; 5% complete

Recent progress/achievements to date

- Project kick-off meeting held on November 25, 2019
- Notice of Study Commencement published on February 13, 2020

New opportunities or relevant challenges of public interest

- Not applicable

Next steps

- Ongoing progress on technical work plan and finalizing Community Engagement Plan

IDE-2020-30 Attachment-10: Water Supply Master Plan update progress summary

Water Supply Master Plan

Q4, 2019 – Q1, 2021; 30% complete

Recent progress/achievements to date

- Project Charter and Risk Register completed
- Contract Award to AECOM in August, 2019
- Kick off meeting on September 16, 2019
- Initiate Task 1 – Community Engagement and Consultation with development of CEC Plan in October, 2019
- Notice of Commencement issues on October 31, 2019
- Initiate Task 2 – Population and Water Demand Forecasts in October, 2019
- Initiate Task 3 – Water Supply Capacity Assessment in October, 2019
- First Agency, Municipality and Indigenous Community Workshop on November 28, 2019
- First Community Liaison Group (CLG) meeting on December 2, 2019
- First Open House/Public Information Centre on February 13, 2020
- Development of Project website and Engagement HQ in Q1, 2020

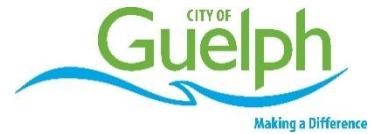
Project proceeding according to Terms of Reference, however, additional scoping of community engagement tasks to the project by Corporate Communications and Customer Services has seen the addition of the Engagement HQ resource to increase community consultation via online engagement tools (i.e. survey tools, Q&As, posting of documents, monitoring social media interactions).

This project has increased local Indigenous Community engagement through local contacts and engagement activities. It is estimated that over 30,000 Indigenous peoples (First Nations, Metis and Inuit) live in Guelph and the surrounding area.

Next steps

- Draft Water Supply Forecast Technical Memorandum – March, 2020
- Draft Phase 1 Engagement Report – April, 2020
- Draft Water Supply Capacity Technical Memorandum – April, 2020
- Initiate Task 4 – Water Supply Alternatives – Q2, 2020
- Upcoming Meetings:
 - Review of modeling scope (TBD)
 - Quarterly project meeting - March 16, 2020

Provincial and Federal Consultation Alert



Proposed regulatory changes under the Aggregate Resources Act

Ministry

Ministry of Natural Resources and Forestry

Consultation Deadline

March 30, 2020

Summary

The Province is proposing changes to the way extraction of aggregate resources is regulated in Ontario. This includes proposed changes for new pits and quarries, including how site plans are created and implemented; for existing pits and quarries, including operating and reporting requirements; and allowing minor extraction for personal or farm use.

Proposed Form of Input

Submit comment to the [Environmental Registry posting](#) and participate in technical briefing as invited by the Ministry.

Rationale

Aggregate extraction operations could potentially affect Guelph's drinking water supply. Guelph is one of the largest cities in Canada to rely almost exclusively on groundwater for its drinking water.

Lead

Water Services

Link to Ministry Website

<https://ero.ontario.ca/notice/019-1303>

Contact Information

Intergovernmental Services

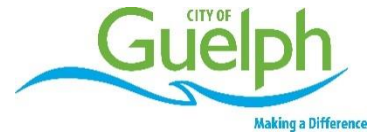
Chief Administrative Office

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

519-37-5602

TTY: 519-826-9771

Provincial and Federal Consultation Alert



Community Benefit Charge/ Development Charge regulatory proposal

Ministry

Ministry of Municipal Affairs and Housing

Consultation Deadline

March 30, 2020

Summary

The Province has released the second regulatory proposal for public feedback on the proposed components of a new community benefits charge (CBC) authority. The changes made by the "More Homes, More Choice Act, 2019" will mean that municipalities will have two primary funding streams (down from three previously) to pay for the increased need for services due to growth.

This regulatory proposal tables significant changes compared to the first regulatory proposal in June 2019. Notably, it proposes to add a number of services back into the Development Charge (DC) authority, including public libraries, long-term care, park development (but not land acquisition), public health, and recreation facilities. It also proposes a structure for the CBC.

Proposed Form of Input

A letter to be submitted through the Environmental Registry of Ontario (ERO) site.

Rationale

The proposed regulations will have implications for Guelph's capacity to pay for growth-related services and capital facilities.

Lead

General Manager of Finance/ City Treasurer with input from Parks and Recreation, Engineering, Legal Services and Planning.

Link to Ministry Website

<https://ero.ontario.ca/notice/019-1406>

Contact Information

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

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TTY: 519-826-9771

March 4, 2020

The Honourable Caroline Mulroney
Minister of Transportation
777 Bay Street, 5th floor
Toronto, Ontario
M7A 1Z8

Dear Minister Mulroney,

RE: Southwestern Ontario Regional Transportation Plan

I am pleased to provide comments from the City of Guelph (the City) on the Province's Regional Transportation Plan for Southwestern Ontario (SWO RTP).

Guelph falls within the GTA West region of the Ontario Ministry of Transportation's (MTO's) regional planning structure, and is an active participant on the MTO Technical Advisory Committee that is also initiating a regional transportation plan. The City takes an active interest in MTO plans and initiatives in adjacent communities and regions as they influence or intersect with more local objectives.

The City's comments on the SWO RTP focus on a few key themes:

- Continued prioritization of Highways 6 and 7 improvements
- Support for rail transportation improvements (passenger and freight) to alleviate congestion on the 400-series highways
- Encouraging non-auto travel to, from and within our communities
- Continued open and transparent engagement with municipalities and partners on planning, technology and pilot project opportunities.

Prioritization of Highways 6 and 7 improvements

The SWO RTP notes MTO's continued commitment to the construction of the Highway 6 South Morriston Bypass, upgrades to the south end of Highway 6 in Guelph, and construction of the new Highway 7 between Kitchener and Guelph. These improvements will be necessary to support the projected population and employment growth-related traffic to 2031 in Guelph. Guelph is encouraged to see this ongoing commitment of MTO to the projects. The City looks forward to more details on the timing and phasing of these projects, particularly as they impact long-range transportation and development planning in the community.

I am pleased that the City has had further discussions with Ministry staff about a potential interchange at Highway 6 (the Hanlon Expressway) and the new Highway 7. The City raised our concerns about the current signalized intersection design when Guelph's Mayor met with your Director of Policy, Kailey Vokes and MTO staff in January. We appreciate the Ministry's follow-up on this matter.

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We also look forward to more information about when the Ministry will continue to change signalized intersections to interchanges along Highway 6 (the Hanlon Expressway) through Guelph. In recent meetings with MTO staff on the design work for the approved Hanlon EA (Speed River to Maltby Road), we were unable to get confirmation of a proposed schedule for construction.

Support rail transportation improvements (passenger and freight)

Guelph commends the Province's progress on two-way all day GO service between Union Station and Kitchener. Extending improved passenger rail service west of Kitchener further supports non-auto intercommunity travel and relieves congestion on the 401 corridor. Parking for GO-train users from the downtown Guelph Central Station is limited, and the City is willing to work with Metrolinx to explore alternatives to increasing the supply of parking to attract ridership.

The SWO RTP notes that MTO will continue to negotiate with freight and rail partners to make improvements. As the Province enters into these negotiations, Guelph encourages a balanced approach to recognize the important contribution that rail freight has on mitigating highway congestion caused by goods movement. It is important to balance the needs of the rail freight partners to accommodate growth in the industry, with the needs of increased frequency and speed of passenger rail.

Encouraging non-auto travel within and between communities

Goal 1 of the RTP speaks to the review of the intercommunity bus sector. The City has provided comments on this review in the past, and considers this a province-wide issue. Guelph continues to encourage the Province to find ways to open up the market to more service providers, new service delivery models, and allow for routes to be opened up to future service. As noted above, this also supports the City's efforts to reduce car dependency for inter-community trips.

The SWO RTP proposes updating the "long combination vehicle program conditions to reduce congestion due to truck traffic, cut red tape and increase efficiencies for businesses." It is unclear whether this is a specific action item for the Southwestern Ontario region or for all of Ontario. The City concurs that there are potential benefits to this program as noted in the SWO RTP. There are also some concerns of road design, land acquisition, and road user compatibility if this pilot is formally adopted and/or applied to roads affecting Guelph. The introduction of these vehicles may oblige the City to redesign roadways to accommodate these vehicles at the expense of other more vulnerable road users, such as cyclists, pedestrians, and people taking public transit. The City is interested in working with the MTO to better understand the potential for long combination vehicles, the associated plan/program, and the impacts to Guelph.

Continued open and transparent engagement

Goal 4 references a number of initiatives related to testing emerging technologies or

Minister Mulroney
March 4, 2020
RE: Southwestern Ontario Regional Transportation Plan
Page 3 of 3

exploring opportunities for various pilot projects. The SWO RTP is unclear whether these are province-wide initiatives, or specific to the region. Guelph would be interested to actively participate in these initiatives if there are opportunities to get involved. Specifically, integrated fare payment, refining the definition and operating parameters for kick style e-scooters (and e-bicycles) and traffic data integration.

Goal 4 also includes an action to support transit-oriented development. The City is interested to know more about this action: is it specifically geared to Southwestern Ontario, or is it a province-wide goal? How does the MTO envision it will “facilitate transit-oriented development at transit stations”? It is unclear what the action is and who is intended to implement it. If the Province is contemplating changes to the way development is undertaken around or near transit stations, the City looks forward to further consultations and discussion on how this will be achieved.

Goal 5 makes reference to preparing for connected, autonomous vehicles, but lacks specific details as to how that will occur. An important element to research and studies will be understanding the impacts on congestion and the regulatory tools to mitigate this.

In conclusion, the SWO RTP demonstrates the MTO’s financial commitment to highway, rail and transit improvements. The City is encouraged to see this commitment in our own community as well, and hope this will continue to figure prominently in the GTA West RTP, notably for the Hanlon Expressway improvements, Highway 7 construction, and investments in two-way all day GO service.

The City also looks forward to the release of the Regional Transportation Plan for the Greater Golden Horseshoe.

Thank you for the opportunity to comment on the SWO RTP.

Sincerely,



Kealy Dedman, P. Eng. MPA, Deputy Chief Administrative Officer
Infrastructure, Development and Enterprise
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E **Kealy.Dedman@guelph.ca**

C Robin Gerus, Terry Gayman, Jennifer Juste, Don Kudo, Jodie Sales, Gwen Zhang

March 10, 2020

Ministry of the Attorney General
Policy Division
Legalization of Cannabis Branch
720 Bay Street, 11th Floor
Toronto ON M7A 2S9
cannabis@ontario.ca

To Whom It May Concern:

**RE: Potential for Cannabis Consumption Establishments and/or Cannabis
Special Occasion Permits – City of Guelph comment**

The City of Guelph does support the creation of cannabis consumption venues and supports the AGCO as being the agency responsible for the regulation of cannabis sales. However, the City recommends that municipalities be provided the ability to regulate the locations of these establishments through business licencing and/or zoning. This will allow municipalities to ensure the locations are appropriate based on the community's input.

Provided that the regulations under the Smoke Free Ontario Act and the ability for municipalities to create smoking/consumption regulations remain status quo, the City of Guelph supports the creation of Special Occasions Permits (SOPs) for cannabis and also supports that the AGCO be the regulator of these permits. The City would process special events wishing to have cannabis SOPs on municipal property similar as to how we currently process and influence special events applying for SOPs for alcohol.

Thank you for the opportunity to comment on this proposal. If you have any questions, please contact Kate Sullivan, Acting Manager of Policy and Intergovernmental Relations, City of Guelph at kate.sullivan@guelph.ca or 519-822-1260 extension 3464.

Sincerely,

Doug Godfrey, General Manager
Operations
City of Guelph
519-822-1260 extension 2520
doug.godfrey@guelph.ca

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Norfolk County Office of the Mayor

March 1, 2020

Ontario Municipalities

Dear Heads of Council and Councillors:

Re: Issues regarding the mapping of Provincially Significant Wetlands (PSWs)

Norfolk County Council is working to address significant issues that have come to our attention regarding the mapping of Provincially Significant Wetlands (PSWs).

Following the Ministry's updated mapping related to PSWs, the County updated its Official Plan to bring its policies in line with the new mapping. Following that, the County planning staff introduced a Zoning By-Law amendment to update the zoning to reflect the new mapping and to provide consistency between the Zoning By-Law and the Official Plan. Though the mapping is wholly outside the County's process and control, the zoning by-law amendment was not approved by Council, flowing from significant public concern about the updated mapping affecting people's properties. In some cases, some of these changes were very significant.

The County submitted comments to the province as part of the review of the Provincial Policy statement requesting that the process for PSW mapping be significantly improved to allow for transparency and better land owner engagement, including, for example, a right of appeal or formal dispute resolution process. This will allow for land owners to be properly informed and engaged where land use designations that affect their property may result. The current process appears to be severely underfunded and without any meaningful way for affected residents to engage.

The County is seeking support from other rural municipalities who may be affected by this to address this issue with the province.

Thank you for your consideration of this matter.

Yours Truly,

Mayor Kristal Chopp
Norfolk County

cc. The Honourable Steve Clark,
Minister of Municipal Affairs and Housing



Committee of Adjustment Minutes

**Thursday, February 13, 2020, 4:00 p.m.
Council Chambers, Guelph City Hall, 1 Carden Street**

Members Present	K. Ash, Chair D. Kendrick, Vice Chair S. Dykstra L. Janis K. Meads J. Smith
Members Absent	D. Gundrum
Staff Present	B. Bond, Zoning Inspector J. da Silva, Deputy Secretary-Treasurer K. Patzer, Planner L. Sulatycki, Planner

Call to Order

Chair K. Ash called the hearing to order and explained the meeting procedures.

Election of Chair for 2020

Deputy Secretary-Treasurer J. da Silva stated that at the January 9, 2020 Committee of Adjustment hearing, Committee member K. Ash was nominated as Chair of the Committee of Adjustment for 2020. Since member K. Ash was not present at the January hearing, the nomination is pending her acceptance.

Deputy Secretary-Treasurer J. da Silva asked if member K. Ash accepted the nomination. Member K. Ash accepted the nomination and this resulted in K. Ash being elected Chair of the City of Guelph Committee of Adjustment for the year 2020.

Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures.

Approval of Minutes

Moved by S. Dykstra

Seconded by L. Janis

That the minutes from the January 9, 2020 Regular Hearing of the Committee of Adjustment, be approved as circulated.

Carried

Requests for Withdrawal or Deferral

There were no requests.

Current Applications

A-95/19 169 Gosling Gardens

Owner: Lakhvir Johal and Sukhwinder Johal

Agent: Jeff Buisman, Van Harten Surveying Inc.

Location: 169 Gosling Gardens

In Attendance: J. Buisman

Chair K. Ash questioned if the sign had been posted in accordance with Planning Act requirements and if the staff comments were received. J. Buisman, agent, responded that the sign was posted and comments were received. J. Buisman explained briefly the proposal and changes made to the application since the time the application was deferred.

No members of the public spoke.

Having considered whether or not the variance(s) requested are minor and desirable for the appropriate development and use of the land and that the general intent and purpose of the Zoning By-law and the Official Plan will be maintained, and that this application has met the requirements of Section 45(1) of the Planning Act, R.S.O. 1990, Chapter P.13 as amended,

Moved by D. Kendrick

Seconded by J. Smith

That in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, variances from the requirements of from Table 4.7 Row

12 and Table 5.1.2 Row 12 of Zoning By-law (1995)-14864, as amended, for 169 Gosling Gardens, to permit:

- a. the proposed exterior stairs to be located 0.11 metres from the right side lot line, when the By-law requires that exterior stairs have a minimum side yard setback of 0.6 metres from the lot line; and
- b. the existing concrete walkway in the front yard adjacent to the right side of the existing driveway to be located 0.11 metres from the right side lot line, when the By-law requires that a minimum area of 0.5 metres between the residential driveway and nearest lot line must be maintained as landscaped open space in the form of grass, flowers, trees, shrubbery, natural vegetation and indigenous species,

be **approved**, subject to the following conditions:

1. That the variances only apply to the right side lot line as shown on the Public Notice sketch.
2. That the existing concrete walkway shall not be expanded beyond what is shown on the Public Notice sketch.

Reasons:

This application is approved, as it is the opinion of the Committee that, with the above noted conditions of approval, this application meets all four tests under Section 45(1) of the Planning Act.

Any and all written submissions relating to this application that were made to the committee of Adjustment before its decision and any and all oral submissions related to this application that were made at a public hearing, held under the Planning Act, have been, on balance, taken into consideration by the Committee of Adjustment as part of its deliberations and final decision on this matter.

Carried

A-98/19 26 Woodycrest Drive

Owner: 2254102 Ontario Limited

Agent: N/A

Location: 26 Woodycrest

In Attendance: A. Bin

Chair K. Ash questioned if the sign had been posted in accordance with Planning Act requirements and if the staff comments were received. A. Bin, representative for the owner, responded that the sign was posted and comments were received. A. Bin explained the proposal and reasons to support the application.

Member S. Dykstra suggested to amend the proposed planning condition to limit the variance for as long as the existing built form and driveway of the lands, as it appeared in the lot sketch, remains unchanged. K. Patzer, Planner, indicated that the maximum driveway width in a R.1B zone is 6.5 metres. A. Bin, representative for the owner, agreed with the change of the recommended condition.

No members of the public spoke.

Having considered whether or not the variance(s) requested are minor and desirable for the appropriate development and use of the land and that the general intent and purpose of the Zoning By-law and the Official Plan will be maintained, and that this application has met the requirements of Section 45(1) of the Planning Act, R.S.O. 1990, Chapter P.13 as amended,

Moved by S. Dykstra

Seconded by K. Meads

That in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, a variance from the requirements of Section 4.13.2.1 of Zoning By-law (1995)-14864, as amended, for 26 Woodycrest Drive, to permit the required parking space to be located to the front of the front wall of the existing dwelling, when the By-law requires that in a R.1B Zone, every required parking space shall be located a minimum distance of 6 metres from the street line and to the rear of the front wall of the main building, be **approved**, subject to the following condition:

1. That the variance to allow the legal parking space to be located in front of the front wall of the existing dwelling shall only apply to the property for as long as the existing built form and driveway of the lands as shown on the Lot Plan sketch remains unchanged.

Not Carried

The motion was not carried as the vote resulted in a tie.

Having considered whether or not the variance(s) requested are minor and desirable for the appropriate development and use of the land and that the general intent and purpose of the Zoning By-law and the Official Plan will be maintained, and that this application has met the requirements of Section 45(1) of the Planning Act, R.S.O. 1990, Chapter P.13 as amended,

Moved by D. Kendrick

Seconded by L. Janis

That in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, a variance from the requirements of Section 4.13.2.1 of Zoning By-law (1995)-14864, as amended, for 26 Woodycrest Drive, to permit the required parking space to be located to the front of the front wall of the existing dwelling, when the By-law requires that in a R.1B Zone, every required parking space shall be located a minimum distance of 6 metres from the street line and to the rear of the front wall of the main building, be **approved**, subject to the following condition:

1. That the variance to allow the legal parking space to be located in front of the front wall of the existing dwelling shall only apply to the property for as long as the existing built form of the lands as shown on the Lot Plan sketch remains unchanged.

Reasons:

This application is approved, as it is the opinion of the Committee that, with the above noted condition of approval, this application meets all four tests under Section 45(1) of the Planning Act.

Any and all written submissions relating to this application that were made to the committee of Adjustment before its decision and any and all oral submissions related to this application that were made at a public hearing, held under the Planning Act, have been, on balance, taken into consideration by the Committee of Adjustment as part of its deliberations and final decision on this matter.

Carried

A-7/20 65 Alma Street South

Owner: Marijke Van Andel

Agent: Kim Pilon

Location: 65 Alma Street

In Attendance: K. Pilon

Chair K. Ash questioned if the sign had been posted in accordance with Planning Act requirements and if the staff comments were received. K. Pilon, agent, responded that the sign was posted and comments were received. K. Pilon briefly explained the application and addressed concerns regarding the proposed open roofed porch located inside the sight line triangle.

No members of the public spoke.

Having considered whether or not the variance(s) requested are minor and desirable for the appropriate development and use of the land and that the general intent and purpose of the Zoning By-law and the Official Plan will be maintained, and that this application has met the requirements of Section 45(1) of the Planning Act, R.S.O. 1990, Chapter P.13 as amended,

Moved by J. Smith

Seconded by K. Meads

That in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, variances from the requirements of Section 4.6.2.2, Table 4.7 Row 3, Table 5.1.2 Row 6, Section 5.1.2.7 i), and Section 4.5.2.1 of Zoning By-law (1995)-14864, as amended, for 65 Alma Street South, to permit:

- a. the proposed open roofed porch to be located in the driveway sight line triangle, when the By-law requires that within any part of a sight line triangle at vehicular access area no building, structure, play equipment, statue, swimming pool/hot tub or parked motor vehicle shall be located;
- b. the proposed 1 storey open roofed porch to be located a minimum of 0.58 metres from the front lot line, when the By-law requires that an open roofed porch not exceeding 1 storey in height has a minimum setback of 2 metres from the front lot line;
- c. the proposed addition to the front of the existing dwelling to have a minimum front yard setback of 0.56 metres, when the By-law requires that a minimum front yard of 6 metres or the average of the setbacks of the adjacent properties [being 6.65 metres]; and
- d. the proposed accessory structure to be 4.5 metres in height, when the By-law requires that in a residential zone, an accessory building or structure shall not exceed 3.6 metres in height,

be **approved**, subject to the following conditions:

1. That the proposed shed remains in the general location as shown on the Public Notice sketch.
2. The Owner(s) agrees to construct the open roofed porch within the sightline triangle with such material that will not encumber the sightlines.

Reasons:

This application is approved, as it is the opinion of the Committee that, with the above noted conditions of approval, this application meets all four tests under Section 45(1) of the Planning Act.

Any and all written submissions relating to this application that were made to the committee of Adjustment before its decision and any and all oral submissions related to this application that were made at a public hearing, held under the Planning Act, have been, on balance, taken into consideration by the Committee of Adjustment as part of its deliberations and final decision on this matter.

Carried

A-8/20 7 Marigold Drive

Owner: Michael and Eliza Maguire

Agent: Nancy Shoemaker, Black Shoemaker Robinson and Donaldson Limited

Location: 7 Marigold Drive

In Attendance: N. Shoemaker

Deputy Secretary-Treasurer J. da Silva noted that correspondence was received after the comment deadline from T. Casimiro, C. Schmalengerg, K. Schmalengerg, K. Campbell, M. Niewiadomski, and K. McCarl in support of the application. A copy of all correspondence was provided to the members and staff.

Chair K. Ash questioned if the sign had been posted in accordance with Planning Act requirements and if the staff comments were received. N. Shoemaker, agent, responded that the sign was posted, comments were received and briefly explained the purpose of the application.

No members of the public spoke.

Having considered whether or not the variance(s) requested are minor and desirable for the appropriate development and use of the land and that the general intent and purpose of the Zoning By-law and the Official Plan will be maintained, and that this application has met the requirements of Section 45(1) of the Planning Act, R.S.O. 1990, Chapter P.13 as amended,

Moved by S. Dykstra

Seconded by J. Smith

That in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, variances from the requirements of Table 5.1.2 Rows 6a

and 9, Section 4.5.1.2, Section 4.5.1, Table 4.7 Row 1, and Section 4.13.7.2.1 of Zoning By-law (1995)-14864, as amended, for 7 Marigold Drive, to permit:

- a. the existing one storey addition to the existing dwelling with a minimum exterior side yard setback of 2.25 metres, when the By-law requires a minimum exterior side yard setback of 4.5 metres;
- b. the existing accessory building (shed) to be located 0.19 metres from the rear lot line, when the By-law requires that an accessory building or structure is not located within 0.6 metres of any lot line;
- c. the existing accessory building to be located in the exterior side yard with a minimum exterior side yard setback of 2.29 metres, when the By-law requires that an accessory building or structure may occupy a yard other than a front yard or required exterior side yard; and
- d. the existing uncovered porch (pool deck) to have a rear yard setback and side yard setback of 0 metres, when the By-law requires a minimum rear yard setback and side yard setback of 0.6 metres for an uncovered porch not more than 1.2 metres above finished grade,

be **approved**, subject to the following condition:

1. That the variances only apply to the existing one storey residential addition, pool deck and accessory buildings as shown on the Public Notice sketch.

Reasons:

This application is approved, as it is the opinion of the Committee that, with the above noted condition of approval, this application meets all four tests under Section 45(1) of the Planning Act.

Any and all written submissions relating to this application that were made to the committee of Adjustment before its decision and any and all oral submissions related to this application that were made at a public hearing, held under the Planning Act, have been, on balance, taken into consideration by the Committee of Adjustment as part of its deliberations and final decision on this matter.

Carried

A-9/20 172 Dallan Drive

Owner: Sukhdev Singh Gill and Simranjit Kaur Gill

Agent: Raman Sandhu, Marvel Engineering Inc.

Location: 172 Dallon Drive

In Attendance: R. Sandhu, S. Singh Gill

Chair K. Ash questioned if the sign had been posted in accordance with Planning Act requirements and if the staff comments were received. R. Sandhu, agent, responded that the sign was posted and comments were received. R. Sandhu briefly explain the application and the layout of the proposed accessory apartment.

No members of the public spoke.

Having considered whether or not the variance(s) requested are minor and desirable for the appropriate development and use of the land and that the general intent and purpose of the Zoning By-law and the Official Plan will be maintained, and that this application has met the requirements of Section 45(1) of the Planning Act, R.S.O. 1990, Chapter P.13 as amended,

Moved by D. Kendrick

Seconded by S. Dykstra

That in the matter of an application under Section 45(1) of the Planning Act, R.S.O. 1990, c.P13, as amended, a variance from the requirements of Section 4.15.1.5 of Zoning By-law (1995)-14864, as amended, for 172 Dallon Drive, to permit an accessory apartment size of 90.2 square metres, or 21.2 percent of the total floor area of the existing detached dwelling, when the By-law requires that an accessory apartment shall not exceed 45 percent of the total floor area of the building and shall not exceed a maximum of 80 square metres in floor area, whichever is lesser, be **approved**.

Reasons:

This application is approved, as it is the opinion of the Committee that this application meets all four tests under Section 45(1) of the Planning Act.

Any and all written submissions relating to this application that were made to the committee of Adjustment before its decision and any and all oral submissions related to this application that were made at a public hearing, held under the Planning Act, have been, on balance, taken into consideration by the Committee of Adjustment as part of its deliberations and final decision on this matter.

Carried

Requests

Application Fee Refund Request for File A-2/20 (20 Edwin Street)

Deputy Secretary-Treasurer J. da Silva noted that a request was received from the owners of 20 Edwin Street for file A-2/20 to refund the minor variance application fee.

Moved by D. Kendrick
Seconded by K. Meads

That the request to refund the application fee (\$826.00) for minor variance file A-2/20 (20 Edwin Street) be **refused**.

Carried

Staff Announcements

Chair Ash noted that LPAT decisions for minor variance files A-3/19 (622 College Avenue West) and A-52/19 (58 Memorial Crescent) were circulated to staff and committee members as part of the agenda package.

Adjournment

Moved by D. Kendrick
Seconded by L. Janis

That this hearing of the Committee of Adjustment be adjourned at 4:35 p.m.

Carried

K. Ash, Chair

J. da Silva, Deputy Secretary-Treasurer