

City Council Information Items

June 12, 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, June 12, 2020
Subject	Planning for our Future: Guelph's Master Plans Update

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 are 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 are 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.

Staff have continued to move forward master plan work in spite of Guelph's declared emergency in response to COVID-19 and the associated challenges related

to a reduction in staff compliment, temporary reprioritization of departmental work plans and the corporate-wide pause in community engagement.

As timing for reopening City facilities, engaging community stakeholders in master planning conversations, and recalling staff on declared emergency leave continues to evolve, staff leading master plans are working on contingency plans to ensure legislated timelines are met and exploring new processes including virtual opportunities to re-engage the community. These challenges have already, or may in the future, influence timelines; sequencing; budgets; and scope and scale of engagement. Staff will work to mitigate the impacts of these variables on their respective master plans and pursue innovative practices and approaches in the process.

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 Management Master Plan progress summary

Attachment-4: Stormwater Management Master Plan progress summary

Attachment-5: Digital and Technology 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

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
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2020-63 Attachment-1: Economic Development Strategic Plan progress summary

Economic Development Strategic Plan

Q3, 2019-Q2, 2020; 60% 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
- 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.

New opportunities or relevant challenges

- Both the Province of Ontario and the City of Guelph declared a state of emergency due to the COVID-19 pandemic. Non-essential businesses were ordered closed, and City Staff began organizing to assist in the economic recovery efforts.
- As a result, the City is now working towards the economic recovery of our community as we manage unprecedented job losses and business declines.

Next steps

- Given the extraordinary circumstances that COVID-19 has created for the City, Guelph's businesses and residents, the Economic Development Strategic Plan will be paused. The information collected to date has been valuable and will be built on once we resume.

2020-63 Attachment-2 Parks and Recreation Master Plan and Guelph Trail Master Plan progress summary

Parks and Recreation Master Plan update and Guelph Trail Master Plan update

2017/2019-Q2 2021; 65% complete

Recent progress/achievements to date

- In fall 2019, the Parks and Recreation Master Plan update (PRMP) was merged with the Guelph Trail Master Plan update (GTMP) to make it easier for the public to provide feedback and for staff to understand the financial impacts of both plans.
- Phase two community engagement is now complete and an engagement summary has been posted on the project webpage.
- A new pilot GIS trails map has been posted at guelph.ca/trails. The data on the map will continually be refined and updated as new information is available.
- The draft vision, strategies and recommendations are currently in development.

New opportunities or relevant challenges of public interest

- Letters and community interest were recently received by the City about the Trans Canada Trail Route Investigation that is underway as part of the Guelph Trail Master Plan update. Staff are working on solutions and are preparing to connect with agency partners and the community in the near future.

Next steps

- Phase three engagement is planned for Q4, 2020. Previously staff communicated phase three engagement would occur in Q2, however as all community engagement was paused and as staff responded to community needs resulting from COVID-19, the schedule was modified. In the next phase the community will have the opportunity to review the draft vision, recommendations and help prioritize which ones are the most important to tackle first.
- The project is proceeding with schedule adjustments and modified work plans as staff balance ongoing work with responding to community needs resulting from COVID-19. A revised schedule will be posted on the City's webpage shortly.

2020-63 Attachment-3 Solid Waste Management Master Plan progress summary

Solid Waste Management Master Plan

Q2, 2019 - Q2, 2021; 45% complete

Recent progress/achievements to date

March 10, 2020 - University of Guelph Off Campus Living Winter Fair

- Informed students of, and provided, a master plan review update
- Presented Have Your Say Guelph webpage and encouraged students to provide feedback
- Students participated in a "personal importance" activity at the booth

Due to COVID-19, all in-person engagement events and meetings were postponed since March 16, 2020 including the Downtown Stakeholder Group Meeting 2 and the Public Advisory Committee Meeting 3 was postponed due to COVID-19.

Research and analysis continues on Future State and Growth, municipal surveys on IC&I Collection Service Standards and initiation of Food and Food Waste Mapping Study.

New opportunities or relevant challenges of public interest

Waste Free Ontario Act Transition Timeline report going to Committee of the Whole May 25, 2020

Next steps

Public Advisory Committee

- Contact the Public Advisory Committee to determine interest and capacity to participate in a virtual meeting in June
- Future meetings will focus on current state report, future state and growth, as well as, program and performance enhancement

Downtown Stakeholder Group Meeting

- Contact the Downtown Stakeholder Group to determine interest, current priorities and capacity to participate in a virtual meeting
- Future meetings will focus more directly on problem solving, identifying design possibilities and making recommendations

Upcoming Community Engagement

- Working with the Corporate Master Plan Alignment and Coordination Team to utilize alternative engagement and survey approaches; tentatively proposing Summer or Fall 2020
 - 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

2020-63 Attachment-4 Stormwater Management Master Plan progress summary

Stormwater Management Master Plan

Q1, 2020 - Q3, 2021; 10% complete

Recent progress/achievements to date

- Project Webpage has launched
- Notice of Study Commencement published on March 19, 2020
- On-going progression of tasks within technical work plan such as Background Review, Watercourse Condition Assessment and Management Strategy, Hydrologic and Hydraulic Analysis and Rainfall and Intensity Duration Frequency (IDF) curve analysis

New opportunities or relevant challenges of public interest

- A Stormwater Policy Review has been completed to identify existing policies, guidelines, and legislation that relate to stormwater management in the City of Guelph. This review includes:
 - Overview: defines key terms and differentiates between policies, acts and regulations.
 - Legislative Framework: identifies policies, acts and regulations that impact the management of stormwater management at the federal, provincial and local level.
 - Summary of policy implications and guidelines for stormwater management: provides a summary of relevant federal and provincial stormwater management guideline documents and associated policy implications.

This information will be presented to the public as part of future engagement opportunities.

Next steps

- Ongoing progress on technical work plan and finalizing Community Engagement Plan in anticipation of resuming engagement opportunities.

2020-63 Attachment-5 Digital and Technology Master Plan progress summary

Digital and Technology Master Plan

2020-2023, 76% complete of 2020 actions and 14% overall complete

Recent progress/achievements to date

- Developed year by year breakdown of Master Plan initiatives – March 2020
- Increased use of flexible / remote working – March 2020
- Release Request For Proposal (RFP) for fiber build – April 2020
- Release RFP for Computerized Maintenance Management System – April 2020
- Replacement of 311GIS system for citizen-initiated service request- May 2020
- Initiated Web and Digital Steering Committee – May 2020
- Initiated Data Steering Committee – May 2020
- Completed Municipal Addressing project (Phase 1) - May 2020
- Developed and deployed Pothole Claims Web Application - May 2020

New opportunities or relevant challenges of public interest

- Increase number of services available online in an effort to both reduce in person interactions and increase process efficiency especially given social distancing measures
- Increased ratio of Laptops (or mobile device) to Desktops – PC lifecycle for 2021 will be laptop by default
- Modernize City meeting rooms – accommodating video conferencing at city hall and satellite locations 2020 through 2021

Next steps

- Conversion of PDF and paper forms to e-Forms
- Time and attendance upgrade and enhancements – use of mobile technology
- Update and Approve Acceptable Use of Technology Policy
- Multi-Factor Authentication. Starting with administrative accounts then all accounts to increase security and allow login from any browser
- Distributed Access Management Rollout (Varonis)

2020-63 Attachment-6 Transportation Master Plan progress summary

Transportation Master Plan

Q1, 2019-Q2, 2021; 60% complete

Recent progress/achievements to date

- Phase 2 community engagement concluded in late 2019 with a Council workshop on Complete Streets, summarized in the [January 31 information report](#).
- Draft objectives aligned to the vision and goals are ready to be used as performance indicators to evaluate the alternative scenarios, and can later be used to track implementation progress.
- Background papers are in progress: the final papers will be posted online for public and stakeholder review as part of the documentation supporting the alternative scenarios and draft policies.
- The Complete Streets Design Guidelines are underway. This work is aligned with the Clair-Maltby Secondary Plan cross section design work.
- The modeling methodology is being validated internally prior to evaluating the alternative scenarios.

New opportunities or relevant challenges of public interest

- The TMP team is closely monitoring the global mobility responses to the COVID-19 pandemic for opportunities to learn, adapt and build resilience. Where appropriate, future ready strategies will be integrated into the Complete Streets Design Guidelines and policy framework of the TMP as appropriate.
- The state of emergency has paused all community engagement, which has extended the TMP project schedule.
- Temporary staff reductions related to the City's COVID-19 response impacts the TMP Technical Team capacity to review materials, resulting in extended review periods and impacts to the project schedule.

Next steps

- The Steering Committee approved a revised project schedule to present the preferred alternative solution to Council in Q1 2021 and the Final TMP in Q2 2021. This change reflects the impacts of the COVID-19 pandemic response on the project timelines.

2020-63 Attachment-7: Urban Forest Management Plan progress summary

Urban Forest Management 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 relevant challenges

- Operational impacts associated with COVID 19 have paused the implementation of the UFMP. Staff will continue to monitor and manage the situation closely and make/recommend implementation actions as appropriate.
- Alignment with the City of Guelph Strategic Plan and engagement of recommendations within the UFMP remain a priority for staff.

Next steps

At a yet to be determined committee of the whole meeting (originally schedule for April, 2020) City staff will provide Council with a staff report offering a UFMP implementation update (phase 1) and second phase plan for approval. The staff report and accompanying presentation will provide appropriate context and information.

2020-63 Attachment-8 Wastewater Treatment and Biosolids Management Master Plan progress summary

Wastewater Treatment and Biosolids Management Master Plan

Q1, 2020-Q3, 2021; 15% complete

Recent progress/achievements to date

- Progress on the Master Plan continues with a focus by Jacobs (CH2MHill) on technical memorandums (TM). A technical memo on Existing Plant Conditions has been drafted and is circulating within the project team for review. A subsequent technical memo regarding Future Wastewater and Biosolids Requirements is nearing completion and is expected to be ready for review by the project team in early June.
- The Assimilative Capacity Study (ACS) proceeds on schedule, which will inform the Speed River's capacity to receive the wastewater treatment plant's effluent while improving water quality and minimizing ecological impacts to the watershed. This is a key study that informs the Master Plan and is expected to conclude this winter.

New opportunities or relevant challenges of public interest

- COVID-19 has slowed public engagement efforts including postponing the Open House originally planned for May 2020. This has now moved to a tentative new date of Sept 2020.
- Community engagement mirrors the pace of the overall reopening schedule as determined by the Corporation, in conjunction with the Medical Officer of Health.
- The Planning Department anticipates updated population projections to be available late fall. This new data will inform and validate this Master Plan's alternatives and assumptions.

Next steps

- Notice of Commencement plans are expected to be published over the summer to match the timing for a fall Open House.
- Website development is expected to continue and the launch will be coordinated with the Notice of Commencement.
- Community Liaison Groups are scheduled to be contacted over the summer; however, it will be dependent on the pace of pending business reopening efforts in Guelph.

2020-63 Attachment-9 Water and Wastewater Servicing Master Plan progress summary

Water and Wastewater Servicing Master Plan

Q1, 2020 - Q3, 2021; 10% complete

Recent progress/achievements to date

- On-going progression of tasks within technical work plan such as Background Review and Hydraulic Analysis.

Next steps

- Ongoing progress on technical work plan and finalizing Community Engagement Plan in anticipation of resuming engagement opportunities.

2020-63 Attachment-10 Water Supply Master Plan progress summary

Water Supply Master Plan

Q4, 2019-Q1, 2021; 30% complete

Recent progress/achievements to date

The project is proceeding with the addition of community engagement tasks in Engagement HQ to increase community consultation using online engagement tools. A minor delay was accommodated in the Water Supply Demand Projection Technical Memorandum to allow for all 2019 data to be included in water demand forecasts to support other City departments' work.

The project has increased local Indigenous Community engagement through local contacts and engagement activities. Note: there are over 30,000 Indigenous peoples (First Nations, Metis and Inuit) in Guelph and the surrounding area.

Next steps

- Draft Water Supply Capacity Technical Memorandum – June, 2020
- Initiate Task 4 – Water Supply Alternatives – Q2, 2020
- Upcoming Meetings:
 - Review of modeling scope (TBD)
 - Quarterly project meeting – June 15, 2020

Information Report



Service Area	Infrastructure, Development and Enterprise Services
Date	Friday, June 12, 2020
Subject	Transition of Battery Recycling Program to Individual Producer Responsibility

Executive Summary

Purpose of Report

The purpose of this report is to inform City Council and Guelph residents on the transition of the battery collection program to Individual Producer Responsibility under the Waste Free Ontario Act (WFOA) on July 1, 2020.

Key Findings

Effective July 1, 2020, battery producers will be environmentally and financially responsible for collecting, reusing, refurbishing or recycling batteries at their end-of-life.

Producers, through Producer Responsibility Organizations (PROs) may solicit municipalities, businesses or other organizations to become a service provider to collect single-use and rechargeable batteries on their behalf.

The City was approached by a PRO, Call2Recycle, to collect batteries. Based on the amount of compensation offered the City has chosen to continue to accept batteries from residents at the Municipal Hazardous and Special Waste (MHSW) depot, and to discontinue the annual curbside battery collection program.

The City will enter into a one-year agreement with Call2Recycle beginning July 1, 2020 to collect batteries at the MHSW depot. Staff will analyze the program's performance during the first year to determine direction with respect to future program offerings. This timeline corresponds with the wind up of the remaining materials collected under the Municipal Hazardous Special Waste program under the WFOA starting July 1, 2021, which may lead to alternative program options.

Staff continue to monitor and advocate for Guelph's interests and will report back to Council as new information becomes available.

Financial Implications

Call2Recycle has offered to compensate the City at 55 cents per kg for single-use and rechargeable batteries under 5 kg. Based on the amount of batteries collected in 2019, the compensation would be approximately \$5,089 per year for the depot. The funding covers the cost of resources to manage the program as the MHSW depot remains operational to accept other household hazardous waste from residents.

The funds do not cover the cost to collect batteries at the curb and this service will no longer be provided by the City. The new producer responsibility framework offers an opportunity for the City to transfer collection services to the producers for services that do not support full cost recovery. Battery producers are legislatively responsible for collecting batteries when consumers discard them and are required to implement additional means of collection, including a new regulatory requirement to provide one collection site for every 15,000 residents.

Report

Individual Producer Responsible Battery Program

Stewardship Ontario's single-use battery recycling program will wind up on June 30, 2020. Beginning July 1, 2020, producers of single-use and rechargeable batteries will be environmentally and financially responsible for collecting, reusing, refurbishing or recycling batteries at their end-of-life. Under the new producer responsible regulation, producers who supply single-use and rechargeable batteries weighing 5 kg or less into the Ontario market will be required to establish and operate battery collection and management systems when consumers discard them.

Producers will have the choice to work with Producer Responsibility Organizations (PROs) to operate battery collection and management systems on their behalf to meet their legislative obligations and targets. PROs may solicit municipalities, businesses or other organizations to become a service provider to collect single-use and rechargeable batteries on their behalf.

Municipal Hazardous Special Waste (MHSW) Depot

The Waste Resource Innovation Centre (WRIC) operates the MHSW depot for Guelph residents to dispose of hazardous materials including single-use batteries and rechargeable batteries free of charge. This program has been in effect since 2005. City Hall and Guelph's Fire Stations also allow residents to bring their batteries to them for collection.

The MHSW depot currently receives compensation for single-use batteries from Stewardship Ontario (SO) for a portion of the depot's operating hours. SO also covers the cost of transportation and recycling. The payment from SO for the battery collection program is currently \$3,655 per year which ends June 30, 2020. Rechargeable batteries are sent from the MHSW depot to Call2Recycle at no cost to the City for transportation or recycling. In total, the City collected 9,252 kg of single-use and rechargeable batteries at the MHSW depot in 2019.

Curbside Battery Collection Event

The City has run an annual curbside battery collection program for Guelph residents since 2015. This is a two-week program run in the fall where residents can place single-use batteries at the curb on their blue cart collection day during the program dates. The City received compensation from Recycling Materials Company Inc. for the batteries collected during the event. In 2019, the City collected 2,455 kg of batteries at the curb and was compensated \$2,788 for the program. The net cost for providing the two-week curbside battery collection event was approximately

\$11,000, which included promotion and education, staff resourcing deployed from other positions and vehicle costs.

Battery Program starting July 1, 2020

The City has been approached by a Producer Responsibility Organization, Call2Recycle, to enter into a contract to become a service provider to collect single-use and rechargeable batteries on behalf of producers. The PRO has offered to compensate the City at 55 cents per kg for single-use and rechargeable batteries.

Based on the amount of batteries collected in 2019, the new compensation would be approximately \$5,089 per year for the depot. The funding is sufficient to cover resources such as staff time and overhead costs to manage the program since the MHSW depot remains operational to accept other household hazardous waste from residents. Transportation and recycling costs are covered by the producers. As a result of the funding offered, the city will continue to accept batteries from residents at the MHSW. As well, City Hall and the City's Fire Stations will continue to accept batteries from residents at their respective locations and we will arrange to have the batteries picked up and dropped off at the MHSW as required.

Staff will analyze the program's performance during the first year to determine direction with respect to future program offerings. This timeline corresponds with the wind up of the remaining materials collected under the Municipal Hazardous Special Waste program under the WFOA starting July 1, 2021, which may lead to alternative program options.

The City will no longer offer the annual curbside battery collection. The net cost of this program is approximately \$11,000. As it is the battery producer's responsibility to determine which collection and management systems to use to meet their legislative obligations and targets, the City has chosen to not provide this service on behalf of producers. Producers may choose to partner with other businesses or organizations to run collection events and implement the new regulatory requirement to provide one collection site for every 15,000 residents.

Environmental Risk

The Ministry of the Environment, Conservation and Parks (MECP) has delegated the responsibility of battery collection, recycling and disposal to battery producers when consumers discard them. The Ministry has set performance targets as part of the regulation to ensure producers meet the intended environmental outcomes.

Financial Implications

Call2Recycle has offered to compensate the City at 55 cents per kg for single-use and rechargeable batteries. Based on the amount of batteries collected in 2019, the compensation would be approximately \$5,089 per year for the depot. The funding covers the cost of resources to manage the program as the MHSW depot remains operational to accept other household hazardous waste from residents.

Consultations

City staff are participants in the Municipal Resource Recovery and Research Collaborative, which includes the Association of Municipalities of Ontario, the City of Toronto, the Regional Public Works Commissioners of Ontario and the Municipal

Waste Association. We have consulted with these organizations to ensure the City supports a consistent approach to the IPR framework transition.

Solid Waste staff consulted with internal staff including representatives from Legal Services, Communications, Facilities and Energy Management and the Guelph Fire Services.

Strategic Plan Alignment

Working together for our future: Develop a long-term financial and resource strategy that is achievable and affordable.

The new producer responsibility framework offers an opportunity for the City to recoup funding for operating the battery program at the depot and transferring alternative collections options to the producers for services that do not support cost recovery.

Sustaining our future: Mitigate climate change by reducing Guelph's carbon footprint.

One of the overall objectives of the province's circular economy approach is improved resource management through greater recovery, waste reduction, reuse, and recycling, including promotion of design-for-the-environment that would increase the environmental performance of the battery program.

Attachments

Not applicable

Departmental Approval

Cameron Walsh, Division Manager, Solid Waste Resources

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Good afternoon,

Orangeville Council at its June 8, 2020 meeting passed the following resolution:

“WHEREAS The Town of Orangeville recognizes there have been questions in the public related to both diversity training and use of force training and protocols for Police Services, including in Ontario;

WHEREAS the Town recognizes that police officers join this profession out of a desire to do good, to serve and to protect the communities they serve;

AND WHEREAS an understanding of community diversity can foster authentic inclusion;

AND WHEREAS empathy training, and de-escalation training, can support understanding other people’s perspectives;

AND WHEREAS the Town recognizes that policing can be a dangerous profession, and officer as well as community safety are critical considerations in law enforcement;

AND WHEREAS the Ontario Provincial Police have indicated they have a comprehensive diversity training program, however there may not be the same resources available across the entire province for smaller Police Services;

AND WHEREAS there is concern in the public about the boundaries of use of force, such as neck restraints, and oversight;

AND WHEREAS there isn’t clarity on a common bar on diversity and empathy training or on use of force and oversight;

THEREFORE BE IT RESOLVED that the Mayor write to the Solicitor General to encourage common training requirements for all members of Police Services in Ontario as it relates to diversity, empathy and use of force;

AND THAT the Solicitor General provide clarity on police oversight going forward given the anticipated changes to legislation to ensure effective accountability continues;

AND THAT annual updates or refresher courses be mandatory to ensure our Police Services have the best and current information available to them;

AND THAT THE TOWN request that the use of force protocols be reviewed to ensure they are safe and would meet current standards, and then shared across the province;

AND THAT THE TOWN circulate this resolution to all Ontario municipalities seeking their support.”

Regards,

Tracy Macdonald | Assistant Clerk | Corporate Services
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June 11, 2020

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Honourable Christine Elliott
Deputy Premier and Minister of Health
Ministry of Health
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Honourable Merrilee Fullerton
Minister of Long-Term Care
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Dear Premier Ford, Minister Elliott, and Minister Fullerton:

At its meeting of June 1, 2020, Chatham-Kent Municipal Council unanimously supported a request from Councillor Clare Latimer to submit a letter to the Premier, Minister of Health, and Minister of Long-Term Care (LTC) regarding current and long-standing issues being faced by the LTC sector and to support the government's Commission on Long-Term Care.

The COVID-19 pandemic has exacerbated the human resources crisis that LTC has faced for a number of years. It has also brought homes and the residents who place trust in the system they will be well cared for into the limelight, when all along the number one priority of all levels of government and oversight should be the health, safety, and well-being of some of our most vulnerable citizens.

The LTC and Retirement Home (RH) sectors are chronically understaffed; losing the extra hands of visitors and volunteers during the pandemic, while necessary, has created an additional burden. Homes in Ontario are experiencing increasing difficulty recruiting and retaining Personal Support Workers (PSW), Registered Practical Nurses (RPN) and Registered Nurses (RN), creating long delays in the ability to fill vacant positions. Before the pandemic, many homes were indicating they no longer have a 'pool' of PSWs ready and available to fill vacant shifts. Homes are seeing more PSWs experiencing stress-related illnesses, mental and physical exhaustion, and an increase in work-related injuries. In addition to an already limited available workforce, hospitals are now hiring PSWs to fill support roles, and many RNs or RPNs accept positions in LTC only to resign when an acute care or community health position becomes available. Additional stressors directly related to the pandemic have certainly added to the staffing crisis. The provision of pandemic pay to front-line staff has helped, and while it would be a welcomed addition to the funding envelope moving forward, wage increases alone will not solve the chronic lack of people choosing long-term care as a career.

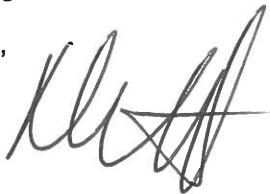
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Staffing ratios have been discussed for several years and there has been lobbying from many avenues to increase the number of direct nursing care hours for residents up to four hours of care per day in order to safely meet the complex needs of the current long-term care population. Without an influx of provincial dollars, coupled with a provincial LTC human resources strategy, homes will not be able to increase direct patient care hours; there simply are not enough human resources to go around. This is difficult for staff in long-term care and retirement homes. They are a determined, passionate bunch who want nothing more than to provide quality care to their residents who call their facilities home.

As a Municipal Council, we have watched the impact the COVID-19 pandemic has had on LTC and RHs across our province. Our municipality has not had any COVID-19 outbreaks in homes in Chatham-Kent; however, we are certainly aware of the ongoing risk and continue to do everything we can to ensure our residents and staff are safe and they have the tools and resources to manage during such a difficult time. As a Council, we support the government's LTC Commission and ask that it remain non-partisan, and be independent of owners and operators including ourselves as the owner and operator of Chatham-Kent's largest LTC home. While we are supportive of the Commission, we are asking for an impartial review of current best practices in both private and publicly operated homes. We are also requesting that the Commission be tasked with recommending best practice standards of care, and accountability protocols regarding documentation, peer reviews, and resident/family reviews.

We appreciate the work involved in any type of large-scale review with the hope the Commission is able to review the current impact of the pandemic and merge these findings with what the sector has known and has been advocating for over the last several years including staffing, governance models, physical structures of homes, and LTC regulations. A comprehensive look at past, current, and future insights will move the sector towards action and real change.

Sincerely,



Darrin Canniff, Mayor/CEO
Municipality of Chatham-Kent

- C Rick Nicholls, MPP Chatham-Kent-Leamington
- Monte McNaughton, MPP Lambton-Kent-Middlesex
- All municipalities in Ontario

June 11, 2020

Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Honourable Christine Elliott
Deputy Premier and Minister of Health
Ministry of Health
5th Floor, 777 Bay Street
Toronto ON M7A 2J3

Honourable Merrilee Fullerton
Minister of Long-Term Care
6th Floor, 400 University Avenue
Toronto ON M5G 1S5

Dear Premier Ford, Minister Elliott, and Minister Fullerton:

At its meeting of June 1, 2020, Chatham-Kent Municipal Council received a letter from eleven organizations serving Long-Term Care and Retirement Homes in Ontario. The letter spoke to the importance of psychosocial and emotional well-being of all Long-Term Care (LTC) and Retirement Home (RH) residents. Council agreed there was significant evidence presented within the letter to warrant supporting the call to action and to encourage the government to review and act on the recommendations provided.

The COVID-19 pandemic has presented a variety of challenges to the LTC and RH sectors, as well as the congregate care sector. Many of these challenges involve protecting the physical health of this extremely vulnerable population. Increased infection control requirements, eliminating non-essential visitors, active screening protocols, and restrictions on the movement of LTC and RH staff working between different homes, are a few examples of the measures taken and backed financially by the provincial government. In Chatham-Kent, early and rigorous adoption of these measures has kept COVID-19 out of our LTC and RH facilities. While this is a commendable achievement, it is important to examine the social costs to residents of such an undertaking.

People living in LTC and RHs depend completely on interactions with staff, visitors, volunteers, and other residents to fulfill their social and emotional needs. Losing any one of these groups impacts residents in ways that are difficult to measure quantitatively but qualitatively we see it in our residents' eyes each day as we strive to provide the best care possible for them. The exclusion of non-essential visitors has left a tangible hole in the lives of residents. In Chatham-Kent's municipally-run LTC home, Riverview Gardens (RVG), this order saw the exclusion of 500-600 additional visitors, volunteers, and contract support staff per week. They were cherished, familiar faces; their visits much-anticipated by residents and appreciated by staff.

Cont'd...

Visitors and volunteers provide more than just visiting, they help in the daily care of our residents. Conversations with other LTC and RHs throughout Chatham-Kent show the same losses and the same impacts on residents and staff. Additional stressors directly related to the pandemic have added to the staffing crisis in LTC and RHs. Supporting a strategy for homes to hire additional staff specifically trained to support the psychosocial and emotional needs of residents would alleviate some of the stress on nursing staff and may lead to better outcomes for residents.

Chatham-Kent has always been a community that comes together and rises to the challenges before us. COVID-19 and the impact this has had on our local LTC and RH sectors is no exception. Through our local United Way, volunteers are finalizing an Adopt a Grandparent program similar to pen pals of years past. This program will link teenagers and young adults with one of our LTC and/or RH residents. Young and old, both with different needs, sharing thoughts and ideas and supporting one another through the pandemic. At Riverview Gardens we have created a Resident Support Worker (RSW) position that provides emotional and social support to our residents. RSWs work on the same floor with the same residents each day where they assist residents with feeding, games, crafts, companionship, and outdoor time when the weather cooperates. RSWs also help provide such services as assisting with laundry, as well as sorting, folding, and organizing a resident's personal items. Currently, redeployed municipal staff are fulfilling these roles at RVG but as Ontario moves further with reopening, these staff will be needed back at their home base location and residents in our home will once again be faced with spending much of their day alone. The homes in Chatham-Kent are providing great care to our residents but they can only do so much. This is why the recommendations from the Long-Term Care and Retirement Home sectors are so important.

Chatham-Kent Municipal Council believes people need human interaction. It is what makes the difference between simply being alive, and living. It is time to act, and protect the psychosocial and emotional health of our LTC and RH residents. We support whole-heartedly, the recommendations presented to you from our LTC and RH partners (attached).

Sincerely,



Darrin Canniff, Mayor/CEO
Municipality of Chatham-Kent

Attachment: Letter from Alzheimer Society et al RE: Psychosocial and Emotional Well-being of LTC Residents

- C Hon. Michael Tibollo, Associate Minister of Mental Health and Addictions
- Hon Raymond Cho, Minister of Seniors and Accessibility
- Helen Angus, Deputy Minister, Ministry of Health
- Richard Steele, Deputy Minister, Ministry of Long-Term Care
- Rick Nicholls, MPP Chatham-Kent-Leamington
- Monte McNaughton, MPP Lambton-Kent-Middlesex
- Matthew Anderson, President and CEO, Ontario Health
- All municipalities in Ontario



May 8, 2020

Hon. Doug Ford
 Premier of Ontario
 Legislative Building
 Queen's Park
 Toronto, ON M7A 1A1

Hon. Christine Elliott
 Deputy Premier and Minister of Health
 Ministry of Health
 5th Floor, 777 Bay St.
 Toronto, ON M7A 2J3

Hon. Merrilee Fullerton
 Minister of Long-Term Care
 6th Floor, 400 University Ave
 Toronto, ON M5G 1S5

Dear Premier Ford, Minister Elliott and Minister Fullerton,

On behalf of almost 80,000 residents, their families and staff in Ontario's long-term care (LTC) homes, we are writing this letter to urgently request that the provincial government take immediate action to support the psychosocial and emotional wellbeing of residents. COVID-19 has changed every aspect of the lived experience in LTC. Despite fervent efforts and commitment from LTC team members to protect residents from the negative physical outcomes of COVID-19, the psychosocial and emotional impacts remain ignored and under-resourced.

According to a recently released study by Mental Health Research Canada, the number of Canadians expressing high-to-extreme levels of anxiety has quadrupled since the start of the COVID-19 crisis. “Mental Health in Crisis: How COVID-19 is Impacting Canadians.” *Mental Health Research Canada*, www.mhrc.ca/our-research/. If that is the reality of people living in the general population, what is happening to the mental health of LTC residents, many of whom are already living with compromised cognitive ability and living in isolation? ‘There is no health without mental health’ - Minister Elliott.

Thousands of residents are living cohorted and/or isolated lives away from their personal belongings and away from the important people in their lives. Many residents are eating alone, experiencing virtually no human connection aside from 2-3 brief encounters with LTC team members for personal care/meal delivery each day and 1-2 virtual visits with a family member each week, if such a program exists in their home. Team member shortages further exacerbate the sense of isolation, we have heard from residents that there is little to no program or activity to nurture social engagement opportunities during these times.

Pre-COVID-19, the realities of pervasive isolation, depression and loneliness are coined as the ‘three plagues’ of life in LTC (Dr. Bill Thomas, founder of The Eden Alternative). While person-centered practices combat these plagues, the current reality of LTC living will lead to residents left with broken spirits and the corresponding negative outcomes associated with their psychosocial, emotional health.

People need people. We are writing this letter now to ask that immediate attention and allocated resources be applied to LTC homes to support the psychosocial and emotional wellbeing of residents. The government of Alberta, in recognizing the importance of ‘quality of life’ for residents, has released substantive directives that clearly define essential visitors as those who contribute to the quality of life of residents in addition to provision of needed physical care. I urge you to follow suit, so that residents can experience the psychosocial and emotional support that has been missing for 7 weeks thus far.

Imagine the new reality when a group of team members (comprised of ‘essential visitors’ and/or dedicated staff) is incorporated into **every LTC home** to exclusively provide avenues/programs/opportunities for psychosocial and emotional support. Residents will experience **multiple** weekly virtual visits using iPads, tablets or cell phones with friends and family members, and even amongst themselves, providing peer to peer support. Residents will enjoy safe outdoor visits during the warm weather now upon us. Imagine residents being supported in a virtual resident activity, meal or conversation between other residents. Residents will feel engaged and connected to each other once again, to their families, to their environment and to their community. They will be well protected from the negative outcome of prolonged isolation.


This is what is needed:

- Declare psychosocial and emotional wellbeing of residents as essential to their quality of life
- Expand the definition of ‘essential visitors’ to include people who contribute to the quality of life including psychosocial and emotional health
- Resources for homes to hire and train additional team members/staff whose primary role is to support psychosocial and emotional health via facilitating virtual and safe physical visiting
- Resources for homes to purchase technology and infrastructure required to support virtual visits amongst residents and families
- Creation of a safe plan for residents to enjoy social engagement outdoors in the coming weeks (physical distancing, wearing of masks, etc.), complete with human resources and supplies to make this a reality

We must act now. COVID-19 requires physical distancing, but in order to uphold resident's quality of life and wellbeing we must enable and support social connection.

We look forward to hearing from you soon, as we work together to provide the best care for LTC residents who are the most vulnerable group of Ontarians during this COVID-19 crisis.

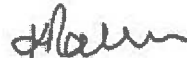
Sincerely,



Cathy Barrick
Chief Executive Officer
Alzheimer Society of
Ontario



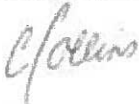
Lisa Levin
Chief Executive Officer
AdvantAge Ontario



Kiran Rabheru MD, CCFP, FRCP
Co-Chair
Canadian Coalition for Seniors' Mental Health



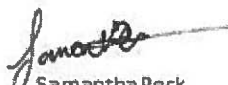
Laura Tamblyn Watts
Chief Executive Officer
CanAge



Carota Collins
MD CCFP
Medical Director




Marta Hajek
Executive Director
Elder Abuse Prevention Ontario



Samantha Peck
Executive Director
Family Councils Ontario



George Heckman, MD, FRCP(C)



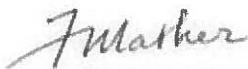
Margaret Gillis
President
International Longevity Centre Canada



Raza M. Mirza, PhD
Network Manager
National Initiative for the Care of the Elderly (NICE)



Dee Lender
Executive Director
Ontario Association of Residents' Councils



Fred Mather, MD
President,
Ontario Long Term Care Clinicians



Donna Duncan
Chief Executive Officer
Ontario Long Term Care Association

cc: Hon. Michael Tibollo, Associate Minister of Mental Health and Addictions
Hon Raymond Cho, Minister of Seniors and Accessibility
Helen Angus, Deputy Minister, Ministry of Health
Richard Steele, Deputy Minister, Ministry of Long-Term Care
Matthew Anderson, President and CEO, Ontario Health



June 12, 2020

The Honourable Steve Clark,
Minister of Municipal Affairs and Housing
17th Floor, 777 Bay St.
Toronto, ON
M5G 2E5

Dear Minister Clark,

RE: Town of Bracebridge Resolution regarding the establishment of a Municipal Financial Assistance Program to offset the financial impact of the COVID-19 pandemic

At its meeting of June 4, 2020, the Council of the Corporation of the Town of Bracebridge ratified motion 20-TC-089, regarding the Town of Bracebridge support for the Federation of Canadian Municipalities (FCM) recommendations contained in their report titled "Protecting Vital Municipal Services", as follows:

"WHEREAS the Federation of Canadian Municipalities (FCM) issued a report titled "[Protecting Vital Municipal Services](#)" on April 23, 2020 which included recommendations to the federal government to provide financial assistance for municipalities across the country;

AND WHEREAS the Association of Municipalities of Ontario (AMO) recognizes that a collaborative federal-provincial effort is required to provide much needed financial assistance to municipalities and their May 14, 2020 letter (attached) to the Prime Minister and the Premier urges Canada and Ontario to extend their successful collaboration through financial support for municipalities;

NOW THEREFORE BE IT RESOLVED THAT the Town of Bracebridge supports the FCM recommendation and requests that both the Federal and Provincial Governments establish a municipal financial assistance program to offset the financial impact of the COVID-19 pandemic;

AND FURTHER THAT the Town of Bracebridge supports the Association of Municipalities of Ontario (AMO) in lobbying the Provincial Government for financial assistance to support Municipalities in offsetting the financial impact of the COVID-19 pandemic;

AND FURTHER THAT this resolution be forwarded to the Honorable Steve Clark, Minister, Municipal Affairs and Housing, local Member of Parliament (MP) and local Member of the Ontario Legislature (MPP), FCM, AMO and its member municipalities, and the Muskoka municipalities."

In accordance with Council's direction I am forwarding you a copy of the associated memorandum for your reference.

1000 Taylor Court
Bracebridge, ON
P1L 1R6 Canada

telephone: (705) 645-5264
corporate services and finance fax: (705) 645-1262
public works fax: (705) 645-7525

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,

A handwritten signature in black ink, appearing to read 'L. McDonald', written in a cursive style.

Lori McDonald
Director of Corporate Services/Clerk

Copy: Scott Aitchison, MP, Parry Sound-Muskoka
The Honourable Norm Miller, MPP, Parry Sound-Muskoka
The Federation of Canadian Municipalities
Association of Municipalities Ontario and member municipalities
Muskoka Municipalities



Committee of Adjustment Minutes

**Thursday, May 28, 2020, 4:00 p.m.
Remote meeting live streamed on guelph.ca/live**

Members Present	K. Ash, Chair D. Kendrick, Vice Chair S. Dykstra D. Gundrum L. Janis K. Meads J. Smith
Staff Present	J. da Silva, Council and Committee Assistant S. Daniel, Engineering Technologist T. Di Lullo, Secretary-Treasurer D. McMahon, Manager, Legislative Services/Deputy City Clerk K. Patzer, Planner P. Sheehy, Program Manager-Zoning M. Witmer, Planner

Call to Order

Chair Ash called the meeting to order (4:18 p.m.)

Opening Remarks

Secretary-Treasurer T. Di Lullo conducted attendance by roll call and confirmed quorum.

Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures.

Approval of Minutes

Moved by J. Smith

Seconded by D. Kendrick

That the minutes from the March 12, 2020 Regular Hearing of the Committee of Adjustment, be approved as circulated.

Carried

Requests for Withdrawal or Deferral

There were no requests.

Staff Announcements

Hearing Procedures Update

Secretary-Treasurer T. Di Lullo explained the changes to the Committee of Adjustment hearing procedures outlined in the staff report and read the motion as recommended by staff.

Moved by D. Kendrick

Seconded by S. Dykstra

That the proposed changes to the Committee of Adjustment Hearing Procedures, included as Attachment-1, dated May 28, 2020, be approved.

Carried

Message from Member J. Smith to Staff

Member J. Smith expressed thanks to City staff for their work and for making this Committee of Adjustment hearing possible.

Current Applications

A-17/20 55 Dublin Street South

Owner: 966129 Ontario Inc.

Agent: Donna Haley

Location: 55 Dublin Street South

In Attendance: D. Haley

Chair K. Ash questioned if the sign had been posted in accordance with Planning Act requirements and if the staff comments were received. D. Haley, agent, responded that the sign was posted and comments were received.

After a brief break to allow members of the public to express interest in speaking to the application, no members of the public spoke via electronic participation.

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 D. Kendrick

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 55 Dublin Street South, to permit an accessory apartment size of 88.4 square metres, or 32.4 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

A-18/20 715 Wellington Street West

Owner: 879011 Ontario Inc.

Agent: N/A

Location: 715 Wellington Street West

In Attendance: C. Corosky

Chair K. Ash questioned if the sign had been posted in accordance with Planning Act requirements and if the staff comments were received. C. Corosky, representative

for the owner, responded that the sign was posted and comments were received. C. Corosky also noted he reviewed staff comments and is in agreement with them.

After a brief break to allow members of the public to express interest in speaking to the application, no members of the public spoke via electronic participation.

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 L. Janis

Seconded by D. Gundrum

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 6.4.3.2.5.1 of Zoning By-law (1995)-14864, as amended, for 715 Wellington Street West, to permit a retail establishment for the sale of pet foods, pet related supplies and accessories and services as an additional use with a total gross floor area greater than 232.25 square metres, when the By-law permits a variety of service commercial uses, and the retail sales and display of electronics and audio-visual equipment, furniture and appliances, and electrical/lighting supplies, but does not permit the retail sale of pet foods, pet related supplies and accessories and services, 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

A-19/20 260 Woodlawn Road West

Owner: Every Home for Christ International/Canada

Agent: Gerry Lall, Royal LePage Royal City Realty Ltd.

Location: 260 Woodlawn Road West

In Attendance: G. Lall

Chair K. Ash questioned if the sign had been posted in accordance with Planning Act requirements and if the staff comments were received. G. Lall, agent, responded that the sign was posted and comments were received.

After a brief break to allow members of the public to express interest in speaking to the application, no members of the public spoke via electronic participation.

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 K. Meads

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, a variance from the requirements of Section 6.4.3.2.2.1 of Zoning By-law (1995)-14864, as amended, for 260 Woodlawn Road West, to permit a medical clinic use as an additional permitted use within the existing commercial building, when the By-law permits a variety of uses in the SC.2-2 Zone, but does not permit a medical clinic, 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

A-20/20 128 Starwood Drive

Owner: 1449019 Ontario Inc.

Agent: Sarah Faria, Fusion Homes

Location: 128 Starwood Drive

In Attendance: S. Faria

Chair K. Ash questioned if the sign had been posted in accordance with Planning Act requirements and if the staff comments were received. S. Faria, agent, responded that the sign was posted and comments were received.

After a brief break to allow members of the public to express interest in speaking to the application, no members of the public spoke via electronic participation.

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 D. Gundrum

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 5.1.1 of Zoning By-law (1995)-14864, as amended, for 128 Starwood Drive, to permit the use of the lot as temporary parking area for the abutting model home at 43 Everton Drive, when the By-law permits a variety of uses, but does not permit a temporary parking area as a stand-alone use, be **approved**, subject to the following conditions:

1. That the temporary gravel parking lot be permitted for a maximum of three (3) years from the date of execution of a development agreement.
2. That the owner enters into a Development Agreement registered on title of the property, requiring that the temporary gravel parking lot be removed within three (3) years of the date of execution of the agreement, or until such time the sales office is removed from the model home at 43 Everton Drive, whichever is sooner.
3. The Owner agrees to apply for a Site Alteration Permit in accordance with the City of Guelph Site Alteration By-Law (2016) – 20097. Further, the Owner agrees to provide all requirements as per section 3 of the Site Alteration By-Law to the satisfaction of the General Manager/City Engineer.

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-21/20 25 Wellington Street West

Owner: 21 Surrey St. Holdings Inc.

Agent: Michael von Teichman, Montik Planning and Development

Location: 25 Wellington Street West

In Attendance: M. von Teichman

Secretary-Treasurer T. Di Lullo noted that correspondence was received after the comment deadline from M. Janzen, managing agent for Nirtag Holding Limited, owner of 15 Surrey Street West and 49 Gordon Street, and M. Da Maren, owner of 15 Surrey Street West, with concerns about the application. She also noted that correspondence was received after the comment deadline from Zelinka Priamo Limited, planning consultant for Belmont Equity Partners, owner of 36 and 40 Wellington Street West, and 89 and 105 Gordon Street, with concerns about the application. She noted that a copy of the correspondence was circulated to the members, staff and the applicant prior to the hearing.

Chair K. Ash questioned if the sign had been posted in accordance with Planning Act requirements and if the staff comments were received. M. von Teichman, agent, responded that the sign was posted and comments were received.

M. von Teichman explained the background of the application and addressed concerns regarding the reduction of parking spaces.

After a brief break to allow members of the public to express interest in speaking to the application, no members of the public spoke via electronic participation.

M. von Teichman agreed with the condition recommended by member J. Smith regarding proposed residential units to not have on-site parking spaces.

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 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 6.3.2.5.1 of Zoning By-law (1995)-14864, as amended, for 25 Wellington Street West, to permit a minimum of 43 off-street parking spaces on the property for the office uses and dwelling units within the building, when the By-law requires a total of 51 off-street parking spaces, which is calculated based on 1 parking space per 67 square metres of gross floor area for office uses [21 parking spaces required], 1 parking space per residential dwelling unit [28 parking spaces required], and 0.05 visitor parking spaces per dwelling unit [2 parking spaces required] for apartment buildings with more than 20 dwellings, be **approved**, subject to the following condition:

1. That five (5) of the proposed residential units shall not have on-site parking available.

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

Adjournment

Moved by D. Gundrum

Seconded by S. Dykstra

That this hearing of the Committee of Adjustment be adjourned at 5:42 p.m.

Carried

K. Ash, Chair

T. Di Lullo, Secretary-Treasurer