

# City Council Information Items

June 26, 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

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Service Area	Corporate Services
Date	Friday, June 26, 2020
Subject	<b>2021 Multi-year Budget and Strategic Plan Update</b>

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## Executive Summary

### Purpose of Report

To provide Council with an update on the multi-year budget (MYB) and Strategic Plan, Future Ready Action Plan timeline.

### Key Findings

Over the past 12 months, the City has been moving towards better integrating its strategic and financial planning frameworks. This approach will enable more responsive decision-making and resource allocation and provide the required reporting analytics to enhance Council oversight, and better manage service performance and public reporting over the short-, medium- and longer-term. The MYB is an extension of the Strategic Plan, it is a tool that Council will use for deciding the pace of implementing the Strategic Plan Action Plan; affordability will likely be the most significant factor in how quickly the City can move.

This work has been progressing steadily, however due to the COVID-19 Pandemic, this report outlines an adjusted timeline and approach that reflects the significant and rapidly changing impacts of this global crisis on the organization and community. Notably, the planned MYB seeking approval of the three-year period of 2021 through 2023, will be modified to presenting a four-year operating budget but only seeking approval for 2021 budget. Additionally the timeline for the presentation and approval of the Strategic Plan Action Plan has been delayed because of the actions that took priority through the emergency period.

This adjusted approach will position the City to continue delivering critical services in the short-term during a period of uncertainty while keeping a strategic longer-term lens on the future so that it can respond through work plans to address the changing needs of the community.

### Financial Implications

There are no direct or indirect financial implications resulting from this report.

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## **Report**

### **Path to Fully Integrated MYB and Strategic Plan**

The current COVID-19 Pandemic has prompted staff to bring forward an adjusted approach and timeline for the approval of the Strategic Plan: Future Ready Action Plan and the introduction of a MYB. Key features of the approach, which will take place over the summer and early fall, include presenting Council with a full three-year Action Plan with defined performance measures that will act as a guide for strategic decision-making, accompanied by a fully forecasted multi-year budget required to make progress on the plan. This approach will position the organization to continue delivering critical services in the short-term during a period of uncertainty while keeping a strategic longer-term lens on the future so that it can respond through work plans to address the changing needs of the community.

Throughout the winter, Council members have participated in various engagement activities to shape the development of the Strategic Plan Action Plan, including a 'gallery walk' exercise. Council Co-Chairs have also been engaged in regular governance discussions about the Strategic Plan Action Plan and Performance Framework.

Council will have an additional opportunity to provide further input into both the MYB and Strategic Plan at a Council workshop on July 27, 2020. The workshop will outline the next steps to approving a MYB along with a strategic discussion on long-term funding strategies and resourcing the Future Ready Action Plans. At that workshop, Council will also have an opportunity to provide input on the draft Future Ready Action Plan and supporting performance measures.

### **MYB Update**

The City has been preparing Council to approve a new MYB framework and supporting policies that provide the basis to a four-year budget, once fully implemented, since early 2018. Staff has coordinated and facilitated workshops with the Corporate Management Team and managers in February and March to ensure staff is comfortable and ready to prepare a MYB in July 2020. Feedback to date has been positive and encouraging that staff understand the value that MYB will bring the City. A Council workshop was planned for March 23 with subsequent MYB Policy approval in July. Due to the COVID-19 Pandemic, this timeline and approach have been reconsidered.

Staff are moving forward with preparing a four-year operating budget to be presented to Council. Council will be asked to approve the 2021 operating budget only in December 2020 and receive the forecasted budgets for 2022 through 2024. Staff will bring forward the MYB Policy for approval in 2021 which will support a phased-in MYB approach to ultimately reach the goal of a four-year Council-approved MYB and realize the many benefits this model of budgeting brings to a municipality.

In addition, staff have been working to align the presentation of the budget materials to the City's Strategic Plan pillars, and eliminate the printed budget book and move to a dynamic, on-line viewing tool. Presenting the budget aligned with the Strategic Plan Action Plan, will ensure Council understands how the budget investment will impact the approved metrics, and enable structured resource

prioritization conversations. Staff will only be recommending investments that link directly to the approved Strategic Plan actions and metrics. The MYB is an extension of the Strategic Plan, it is a tool that Council will use for deciding the pace of implementing the Strategic Plan Action Plan; affordability will likely be the most significant factor in how quickly the City can move.

Staff in Finance, Communications, and Information Technology are working together to create a more interactive budget page on the City website and are considering an on-line budget document only (no printed or PDF package). There has never been a better opportunity to demonstrate how doing business differently can lead to innovation, cost savings, more transparency and better access to data. Council will see a demonstration of the budget dashboard and web-based document at the workshop on July 27, 2020.

### **Strategic Plan Update**

The City's Strategic Plan, "Guelph. Future Ready", outlines the organizational vision for the future and aims to be the City's defined framework to enable decision-making, prioritization of resources and efforts related to ongoing and future initiatives. To support implementation, five staff working groups have created a draft Future Ready Action Plan (2020-2023), and a proposed performance measurement framework that provides a mechanism for continuous measurement and improvement. This work has engaged general managers and other key staff across the organization.

The current draft Future Ready Action Plan was scheduled for interim review and input from Council at a workshop on April 15, with the final action plans moving forward for approval by Council on June 29. Due to the COVID-19 Pandemic, this timeline and approach have been reconsidered to reflect the significant and rapidly changing impacts of this global crisis on the organization and community. The new timeline for approval of the plan is set out below. Currently staff is reviewing the original draft Action Plan with the following decision-making lens given the impact of COVID-19:

- **Continue as is** – which strategic initiatives reflect the most important priorities for the City's Council and community, and should continue to be implemented as planned?
- **Modify** – which strategic initiatives reflect moderate priorities for the City's Council and community, but their implementation may be challenged due to constricted budgets and/or limited available resources? How can those strategic initiatives be modified or adjusted so they can still be implemented with smaller demand for financial and/or human resources?
- **Pause or temporarily delay** – which strategic initiatives need to be paused or temporarily delayed for a few months so that the City can focus its resources and energy on higher impact priorities?
- **Stop** – which strategic initiatives reflect the lowest priorities for the City's Council and community, and could be stopped altogether within the timeframe of this Strategic Plan (2019-2023) with minimal disruption or impact to the corporation and the community?
- **Explore** – are there new strategic initiatives that have not been included but may be worth considering and exploring given the City's changing and dynamic operational landscape?

## **Revised Timeline Future Ready Action Plan and MYB**

The new proposed timeline for the phased approval of the Future Ready Action Plan and MYB follows:

July 27, 2020 – Strategic Plan and MYB Council workshop to review Action Plans and MYB framework

September 28, 2020 – Council approval of three-year Future Ready Action Plan

November 17, 2020 – Council budget presentation: All day meeting starting at 9am

November 19, 2020 – Council budget placeholder meeting

November 25, 2020 – Budget public delegations starting at 6:00pm

December 1, 2020 - Council approval of 2021 budget and receipt of three-year operating forecast and nine-year capital forecast starting at 2:00pm

December 3, 2020 – Council approval placeholder meeting

The above timeline for budget presentations, delegations, and approval is being proposed due to the shift away from presenting the budget in four budget sections (capital, non-tax operating, tax supported operating, and local boards and shared services) and presenting “one budget” in alignment with the Strategic Plan Pillars. This proposal ensures linkages are maintained through all the excellent work that has been done with the Community Plan, Strategic Plan, Action Plan, and Performance Measurement Framework. This will allow Council to receive the entire budget presentation on one day as truly one City Budget. Staff will gain additional insight from Council with respect to this proposal at the July 27 workshop.

## **2021 Budget and Multi-year Forecast, Process and Approval**

As discussed above, staff is not recommending moving forward with a full implementation of MYB immediately. Staff is preparing a four-year operating budget and a 10-year capital budget. Council will be asked to approve 2021 and receive the balance of the forecasted period. As proposed above, all City budgets will be presented together in one budget, all in alignment with the Strategic Plan Pillars; no longer will Council approve the capital budget, non-tax operating budgets and tax supported operating budgets on different nights. There will be one presentation day beginning at 9am, followed by one public delegation night, and one budget approval day. This proposed change in meeting times and formats will be discussed at the July 27 workshop with Council.

The table below was provided to Council during the 2020 tax supported budget process to assist Council with budget decisions and reflects base operating budget pressures known at the time of preparation. Service enhancements and growth requests were not known as Council was finalizing the Strategic Plan and staff was working on the Future Ready Action Plans.

	2021 Forecast Budget Change	2021 Levy Impact	2022 Forecast Budget Change	2022 Levy Impact	2023 Forecast Budget Change	2023 Levy Impact
Revenues	(\$690,900)	(0.27%)	(\$703,800)	(0.26%)	(\$716,300)	(0.25%)
Operating Impacts from Capital	\$720,100	0.28%	10,946,200	4.07%	\$4,169,000	1.43%
Capital Financing	\$6,387,500	2.50%	\$5,887,500	2.19%	\$5,000,000	1.72%
Departmental expenditures	\$4,004,800	1.57%	\$4,242,600	1.58%	\$4,330,700	1.49%
Local Boards and Shared Services	\$3,178,400	1.25%	\$1,742,000	0.65%	\$1,776,900	0.61%
Assessment Growth	(\$2,551,115)	(1.00%)	(\$2,687,114)	(1.00%)	(\$2,908,300)	(1.00%)
<b>Net Budget Requirement</b>	<b>\$11,048,785</b>	<b>4.33%</b>	<b>\$19,427,386</b>	<b>7.23%</b>	<b>\$11,652,000</b>	<b>4.01%</b>

The budget strategy for 2021 to 2024 is currently being reviewed by staff and the Executive Team to assess the assumptions built into the forecasted budget impacts. Staff are exploring options to reduce the projected property tax increases through analyzing historical actual spend to budgets, leveraging technology to gain efficiencies and innovation, limiting inflationary targets, assessing shifting capital project timing and the resulting deferral of operating impacts and exploring new ways to do business.

### Financial Implications

There are no direct or indirect financial implications resulting from this report.

### Consultations

Finance has been working with Strategy and Intergovernmental Services to ensure alignment between the financial framework and Council's Strategic Plan. The Corporate Management Team has been engaged on budget development and presentation in alignment with the Strategic Plan

### Strategic Plan Alignment

Ensuring the budget is linked with Council's Strategic Plan reflects the commitment of our staff and community to ensure we are future ready. The City's five strategic priorities lead the way in the budget, setting us on a sustainable path for our economy, environment and transportation while supporting an efficient workforces and united community.

**Attachments**

None.

**Departmental Approval**

None noted.

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# Information Report

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Service Area	Infrastructure, Development and Enterprise Services
Date	Friday, June 26, 2020
Subject	<b>2015 - 2019 Collision Report</b>

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## Executive Summary

### Purpose of Report

To provide an overview of the 2015 – 2019 Collision Report including general collisions trends, injury severity for drivers, pedestrians, and cyclists, locations with the highest percentage of injury-related collisions, impact type, demographics and driver behavior in the City of Guelph that will inform future road safety improvements.

### Key Findings

- Although total collisions have slightly increased on Guelph's roads in 2019, injury-related collisions have decreased over the past 5 years.
- It is important to track injury-related collision history. Without knowing the exact volume of drivers at any given location it is difficult to pinpoint whether the increase in collisions is due to more people driving or the roads becoming more dangerous. A better indicator of a successful road safety program is the outcome of those collisions (i.e. property damage only vs. injury-related collisions).
- Collisions involving a cyclist or pedestrian make up 3.3% of total collisions in the City of Guelph.
- All cyclist and pedestrian related collisions resulted in an injury, with 8.1% of these collisions resulting in a major or fatal injury outcome.
- The societal costs of collisions in Guelph average just over \$100,000,000 annually.
- At locations where an injury-related collision occurs, approximately one quarter happen at an intersection.
- Edinburgh Road South at Wellington Street West had the highest frequency of total collisions and injury related collisions between 2015 – 2019.
- Victoria Road South between Florence Lane & York Road had the highest frequency of total midblock collisions, whereas Woodlawn Road East between Speed River & Woolwich Street had the highest frequency of midblock injury-related collisions.
- The findings from this report will be used to help inform future road safety improvements.

### Financial Implications

There are no financial implications with this report.

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# Report

## Details

The 2015-2019 Collision Report can be used to make evidence informed decisions on how to allocate safety resources on Guelph's roads. By reviewing the findings of this collision report, the upcoming Community Road Safety Strategy (CRSS) can prioritize which locations require road safety improvements on a proactive basis. Recommended interventions such as leading pedestrian intervals and red-light cameras for example can be applied to intersections with greater conflicts between pedestrians and turning drivers, and intersections with a greater number of angle collisions respectively. Additionally, educational campaigns can be targeted towards distracted driving given that 37% of drivers involved in a collision were inattentive. Detailed statistics can be found in Appendix 1: 2015 – 2019 Collision Report.

## Data Source

This report provides an overview of historical collisions in the City of Guelph (the City) using data from Guelph Police Services (GPS) for the last 5 years (2015 – 2019). The analysis presented includes collisions that occurred on municipal roads within the city limits. Collisions that occurred on county roads and provincial highways outside of the city limits and private property collisions within the city limits are not included in this report.

GPS send all collisions to the Ministry of Transportation (MTO). The City's Engineering and Transportation Services department accesses collision reports by downloading them from the Authorized Requestor Information System (ARIS). This agreement between the City and the MTO has been in place since February 2020. Collisions included in this report have been queried back to 2015.

GPS also produces an annual collision report through Accident Support Services International (ASSI), which includes private property collisions. Any discrepancies between the ASSI report and City's collision report may be attributed to these additional private property collisions.

## Summary

Traffic collisions are a primary cause of death, injury, and property damage. On average, the societal costs of collisions in Guelph between 2015 – 2019 was \$103,579,992 annually. Additionally, on the City's roads:

- 1 collision occurs every 230 minutes
- 1 person is injured in a collision every 9 hours
- 1 road fatality occurs every 130 days
- 1 pedestrian collision occurs every 10 days
- 1 cyclist collision occurs every 10 days

The City's road network consists of 598 lane-kilometres of urban and rural roads. There are approximately 2000 intersections in the City of which 7% (144) are controlled by traffic signals.

## Why focus on injury-related collisions?

While the total number of collisions have increased in 2019, the number of injury-related collisions have decreased over time. The total number of collisions may

increase for a number of reasons. According to Statistics Canada, every year the number of licensed drivers increases in Canada. Without knowing the exact volume of drivers at any given location it is difficult to pinpoint whether the increase in collisions is due to more people driving or the roads becoming more dangerous. A better indicator of a successful road safety program is the outcome of those collisions (i.e. property damage only vs. injury-related collisions).

Major injuries require the individual to be admitted to a hospital. Injury outcomes can be attributed to the type of collision (i.e. angle vs. rear end), speed, and seatbelt use among other factors. At lower speeds for example, drivers are able to react quicker which increases their stopping distance and decreases the likelihood of being involved in a collision. This becomes even more important when considering collisions between a driver and a pedestrian or cyclist. Not only do lower speeds reduce the risk of a collision happening, they also increase the chances of surviving if struck. The likelihood of surviving a collision as a pedestrian increases to 90% if struck at 30 km/h compared to 20% at 50 km/h.<sup>1</sup>

## **General collision trends**

### **Intersection-related collisions**

The intersection of Edinburgh Road South at Wellington Street West had the highest frequency of total collisions and injury related collisions between 2015 – 2019. The highest injury rate intersection location is Gordon Street at Surrey Street where over 50% of the total collisions resulted in an injury. On average, 941 individuals are injured per year in a collision, with the majority of these injuries taking place at an intersection location.

Although the City can't alter an existing driveway, these findings help us determine access requirements for new site plans.

### **Midblock-related collisions**

Between 2015 – 2019, midblock collisions accounted for 45% of total collision locations. Victoria Road South between Florence Lane & York Road had the highest frequency of total collisions, whereas Woodlawn Road East between Speed River & Woolwich Street had the highest frequency of injury-related collisions. The highest injury rate midblock location is Gordon Street between Clairfields Drive West & Clair Road West where 50% of the total collisions resulted in an injury.

These findings, in particular the highest percentage of injury related collisions will help staff identify areas that require infrastructure improvements in the future.

### **Cyclist/Pedestrian related collisions**

Between 2015 – 2019, 381 cyclists and pedestrians were involved in a collision.

### **Cyclist Collision Locations**

Gordon Street at Surrey Street had both the highest collision frequency and the highest injury-related collisions. Similarly, Gordon Street between Surrey Street & Wellington Street was the midblock location with the highest frequency of total and injury-related collisions for cyclists. On average, 39 pedestrians and 33 cyclists

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<sup>1</sup> World Health Organization. Global status report on road safety 2018.  
<https://www.who.int/publications-detail/global-status-report-on-road-safety-2018>

sustain an injury per year. Between 2015 – 2019, 8.1% of injury-related collisions that involved either a pedestrian or cyclist resulted in a major or fatal injury outcome.

### **Pedestrian Collision Locations**

Macdonell Street at Wellington Street/Woolwich Street had both the highest collision frequency and the highest pedestrian injury-related collisions.

### **Collision Impact Type**

The majority of intersection-related collisions result from a rear-end, whereas midblock collisions typically result from a single motor vehicle collision unattended, which can include hitting a parked car or fixed object or running off the road.

Understanding collision impact types at both intersections and midblock locations may help inform upcoming road safety strategies such as red-light cameras.

### **Demographics and Driver Behaviour**

#### **Age**

Young drivers (20 – 29 years old) are more likely to be involved in a collision. Consequently, these drivers are also most likely to sustain an injury on Guelph's roads.

Future educational interventions can target young drivers and use methods such as social media campaigns to help reach this particular demographic.

#### **Driver Action, Maneuver, and Condition**

Nearly half of all drivers are driving properly when a collision occurs. These collisions can be partially attributed to external factors including weather conditions, road surface conditions and daylight. Nearly 15% of drivers failed to yield the right-of-way when the collision occurred. Cyclists and pedestrian who are involved in a collision with a driver are often related to turning movements. More than one quarter of collisions that involve a cyclist occur when the driver is turning right. Drivers making a left turn make up an additional 14% of collisions with a cyclist. Most collisions involving a pedestrian occur when a driver is making a left turn. Additionally, over one third of collisions involve an inattentive driver.

These findings may help the City determine priority locations for solutions such as a leading pedestrian interval where pedestrians are given a head start to cross the street while drivers remain stopped at a red light.

#### **Temporal Trends**

On average, over the past 5 years, most collisions happened during the winter months, November through January. These collisions can likely be explained by poor weather conditions and slippery road surfaces. Most collisions happen on Fridays. Collisions also typically occur in the morning at 8:00 AM, around 12:00 PM, and 3:00 PM.

Although temporal trends cannot be directly influenced by a road safety intervention, this information can be helpful in determining days/times for targeted enforcement and educational campaigns. Additionally, collisions occurring at peak hours appear to coincide with pick-up and drop-off times for elementary and high-

school students and may also coincide with lunch hours for University of Guelph students. These findings will help inform strategies that can be implemented to enhance school safety.

### **Societal Costs of Collisions**

On average, the societal cost of collisions in the City of Guelph amounted to \$103,579,992 annually. Direct costs include property damage, emergency response services, medical and insurance costs and traffic delays. Examples of indirect costs include disability and workdays lost by the victims, as well as pain and suffering.

### **Next Steps: Network Screening**

Network screening is a tool that municipalities can use to identify sites that may benefit from a safety intervention. As part of network screening, safety performance functions (SPFs) are developed that produce a potential for safety improvement (PSI) ranking based on a variety of factors including total number of collisions, collision severity, average daily traffic volume, impact type (e.g. rear end, side swipe), and the type of intersection (e.g. stop sign vs. signal for intersection locations). Future locations that require a safety improvement will be ranked and prioritized based on network screening results.

### **Financial Implications**

There are no current or forecasted financial impacts that will occur directly or indirectly as a result of this report.

### **Consultations**

Guelph Police Services was consulted on this report. Staff will work with police to align collision reporting efforts in the future.

### **Strategic Plan Alignment**

The 2015 – 2019 Collision Report Strategy aligns with the city’s “Navigating our future” strategic priority by improving the safety, efficiency and connectivity of the transportation system. By reviewing the collision trends, the City can highlight locations that require safety improvements through infrastructure modifications and signal timing.

### **Attachments**

Attachment-1 2015 – 2019 Collision Report

### **Departmental Approval**

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# 2015-2019 Collision Report

## Background

This report provides an overview of road safety in the City of Guelph using collision data from Guelph Police Services for the last 5 years (2015 – 2019). The analysis presented includes collisions that occurred on municipal roads (city streets and expressways) within the city limits. Collisions that occurred on county roads and provincial highways outside of the city limits are not included in this report. To ensure anonymity, no results with a cell size less than 5 will be included in this report.

All collisions are sent to the Ministry of Transportation (MTO) by Guelph Police Services. The Engineering and Transportation Services department at the City of Guelph accesses these collisions by downloading them from the Authorized Requestor Information System (ARIS). This agreement between the City and the MTO has been in place since February 2020. Collisions included in this report have been queried back to 2015.

## Summary

The City of Guelph road network consists of 598 lane-km of urban and rural roads. There are approximately 2000 intersections in the City of which 7% (144) are controlled by traffic signals. Between 2015 and 2019, there were a total of 11,408 collisions in the City of Guelph. Reported collisions on private property are not included in this report. A total of 3.8% of collisions occurred on the Hanlon Expressway within the city limits of Guelph. On average, 2,281 collisions have occurred within Guelph annually over the past 5 years. Of these, 15% resulted in an injury. Although the total number of collisions increased in Guelph in 2019, injury-related collisions have decreased over time (see [Figure 1](#)).

On average, the societal cost of collisions in the City of Guelph amounted to \$103,579,992. Societal costs are estimated through Transport Canada's costs of collisions for various severity levels. Estimated costs of collisions for each severity level were calculated using values from the Bank of Canada. Direct costs include property damage, emergency response services, medical and insurance costs and traffic delays. Examples of indirect costs include disability and workdays lost by the victims, as well as pain and suffering.

In Guelph:

- 1 collision occurs every 230 minutes
- 1 person is injured in a collision every 9 hours
- 1 road fatality occurs every 130 days
- 1 pedestrian collision occurs every 10 days
- 1 cyclist collision occurs every 10 days

The goal of the Community Road Safety Strategy (CRSS) is to provide strategies that will improve road safety to benefit all users, whether you are walking, cycling,

riding transit, using a mobility device or driving. The focus of the CRSS is to reduce major and fatal injuries occurring on Guelph's roads over time.

## General Collision Trends

Over the past 5 years in the City of Guelph the total number of collisions has slightly increased from 2,314 in 2015 to 2,424 in 2019. However, the majority of these collisions involve property damage only (PDO) and injury-related collisions have decreased from 406 in 2015 to 322 in 2019.

**Table 1: Total Collisions in Guelph by City Street vs. Expressway (2015 – 2019)**

Location	Total Collisions
Guelph City Streets	10976
Hanlon Expressway	432
Collisions within Guelph's City Limits	11408

**Figure 1: Total Number of Collisions in Guelph (2015-2019)**



## Injury Severity

About one quarter of injury-related collisions occur at intersections (see [Table 2](#)). Between 2015 – 2019, a total of 4,709 individuals sustained a minimal (abrasions, bruises, complaint of pain, no emergency room visit), minor (injury required trip to hospital and treatment in the emergency room, no admittance), major (injuries required the person to be admitted to hospital) or fatal (death occurred as a result of injuries sustained within 30 days of the motor vehicle collision) injury (see [Table 3](#)).

**Table 2: Percentage of injury related collisions at Intersection vs. Midblock locations**

Location	Injury (%)	Property Damage Only (PDO)	Total
Intersection	1189 (24.0%)	3760 (76.0%)	4949
Midblock	565 (13.8%)	3526 (86.2%)	4091

**Table 3: Injury Severity by Year**

Year	Minimal/Minor Injury	Major/Fatal Injury	Total Injury
2015	1100 (97.0%)	35 (3.0%)	1135
2016	1072 (97.2%)	31 (2.8%)	1103
2017	946 (97.3%)	26 (2.7%)	972
2018	745 (96.4%)	28 (2.6%)	773
2019	691 (95.2%)	35 (2.8%)	726

## Location

Edinburgh Road South at Wellington Street West had the highest frequency of total collisions (114) and injury related collisions (22) between 2015 – 2019. However, over 50% of collisions that occurred at Gordon Street at Surrey Street resulted in an injury (see [Table 4](#)).



**Table 4: Top 10 Intersection Locations with Highest Percentage of Injury Collisions**

Location	Injuries	PDO	Total Collisions	Percentage of Injury Collisions
Gordon St @ Surrey St W	15	14	29	51.7%
Kortright Rd W @ Scottsdale Dr	14	30	44	31.8%
Macdonell St @ Wellington St E	18	40	58	31.0%
Imperial Rd N @ Woodlawn Rd W	19	51	70	27.1%
Clair Rd W @ Gordon St	18	59	77	23.4%
Stone Rd W @ Scottsdale Dr	14	54	68	20.6%
Edinburgh Rd S @ Wellington St W	22	92	114	19.3%
Woodlawn Rd W @ Woolwich St	17	78	95	17.9%
Gordon St @ Stone Rd W	17	94	111	15.3%
Stone Rd W @ Edinburgh Rd S	16	90	106	15.1%

Victoria Rd S between Florence Ln & York Rd had the highest frequency of total collisions (69), whereas Woodlawn Road East between Speed River & Woolwich Street had the highest frequency of injury-related collisions (13). However, half of the collisions that occurred on Gordon Street between Clairfields Drive West & Clair Road West resulted in an injury (see [Table 5](#)).

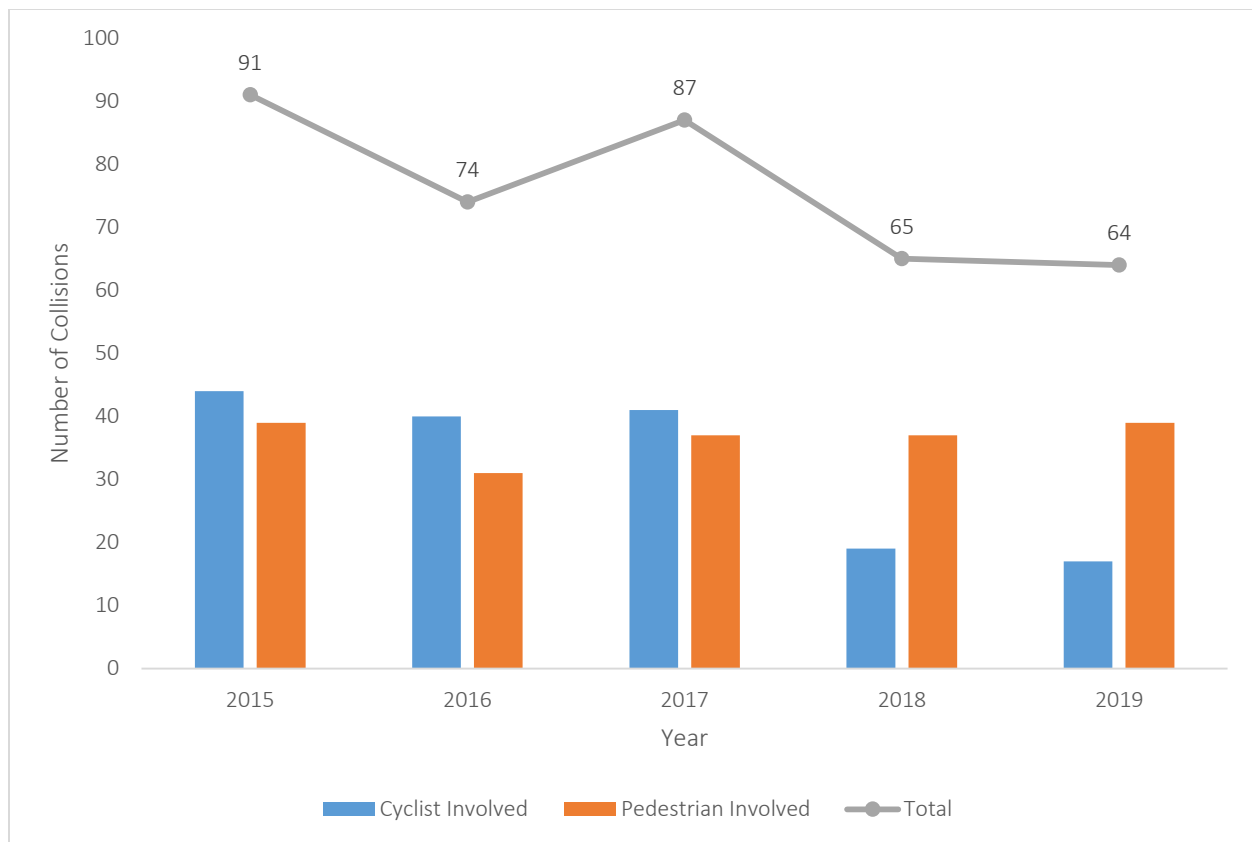
**Table 5: Top 10 Midblock Locations with Highest Percentage of Injury Collisions**

Location	Injuries	PDO	Total Collisions	Percentage of Injury Collisions
Gordon St btwn Clairfields Dr W & Clair Rd W	9	9	18	50.0%
Silvercreek Py N btwn Speedvale Av W & Campbell Rd	10	24	34	29.4%
Woodlawn Rd E btwn Speed River & Woolwich St	13	33	46	28.3%
Gordon St btwn Surrey St W & Wellington St W	7	18	25	28.0%
Eramosa Rd btwn Stevenson St N & Meyer Dr	8	24	32	25.0%
Woolwich St btwn Marilyn Dr & Woodlawn Rd E	8	27	35	22.9%
Wellington St W btwn Imperial Rd S & Hanlon XY	9	31	40	22.5%
Stone Rd W btwn Edinburgh Rd S & Scottsdale Dr	7	31	38	18.4%
Gordon St btwn Hands Dr & Kortright Rd W	6	29	35	17.1%
Victoria Rd S btwn Florence Ln & York Rd	6	63	69	8.7%

## Collision Trends Involving Pedestrians and Cyclists

Collisions involving a cyclist or pedestrian make up 3.3% of total collisions in the City of Guelph. While the number of cyclists involved in a collision has decreased over the past 5 years, pedestrian-related collisions have remained relatively stable over time (see [Figure 2](#)).

**Figure 2: Total Number of Collisions in Guelph involving pedestrians and/or cyclists (2015 – 2019)**



## Location and Injury Severity – Collisions Involving Pedestrians and/or Cyclists

On average, 39 pedestrians and 33 cyclists sustain an injury per year (see [Table 6](#)). Between 2015 – 2019, 8.1% of injury-related collisions that involved either a pedestrian or cyclist resulted in a major or fatal injury outcome (see [Table 7](#)).

**Table 6: Pedestrian/Cyclist Injuries by Year (2015 – 2019)**

Person Involved	2015	2016	2017	2018	2019	Total
Pedestrians Injured	44	32	38	39	41	194
Cyclists Injured	45	40	42	19	19	165

**Table 7: Pedestrian/Cyclist Collisions by Injury Type**

Person Involved	Minimal/Minor Injuries	Major/Fatal Injuries	Total Injuries
Pedestrians	168	26	194
Cyclists	162	<5	163 – 166

Gordon Street and Surrey Street had both the highest collision frequency and the highest injury-related collisions (9). All cyclists who were involved in a collision at this intersection sustained injuries. Similarly, Gordon Street between Surrey Street & Wellington Street was the midblock location with the highest frequency of total and injury-related collisions (6) for cyclists (see [Table 8](#)).

**Table 8: Top Intersection and Midblock Locations (Cyclist Involved) with Highest Percentage of Injury Collisions**

Location	Intersection /Midblock	Injuries	PDO	Total Collisions	Percentage of Injury Collisions
Gordon St @ Surrey St W	Intersection	9	0	9	100.0%
Gordon St btwn Surrey St W & Wellington St W	Midblock	6	0	6	100.0%

Macdonell Street at Wellington Street/Woolwich Street had both the highest collision frequency and the highest pedestrian injury-related collisions (5). All pedestrians who were involved in a collision at this intersection sustained injuries (see [Table 9](#)). The exact midblock locations where a pedestrian was involved in a collision cannot be reported as the cell size is less than 5.

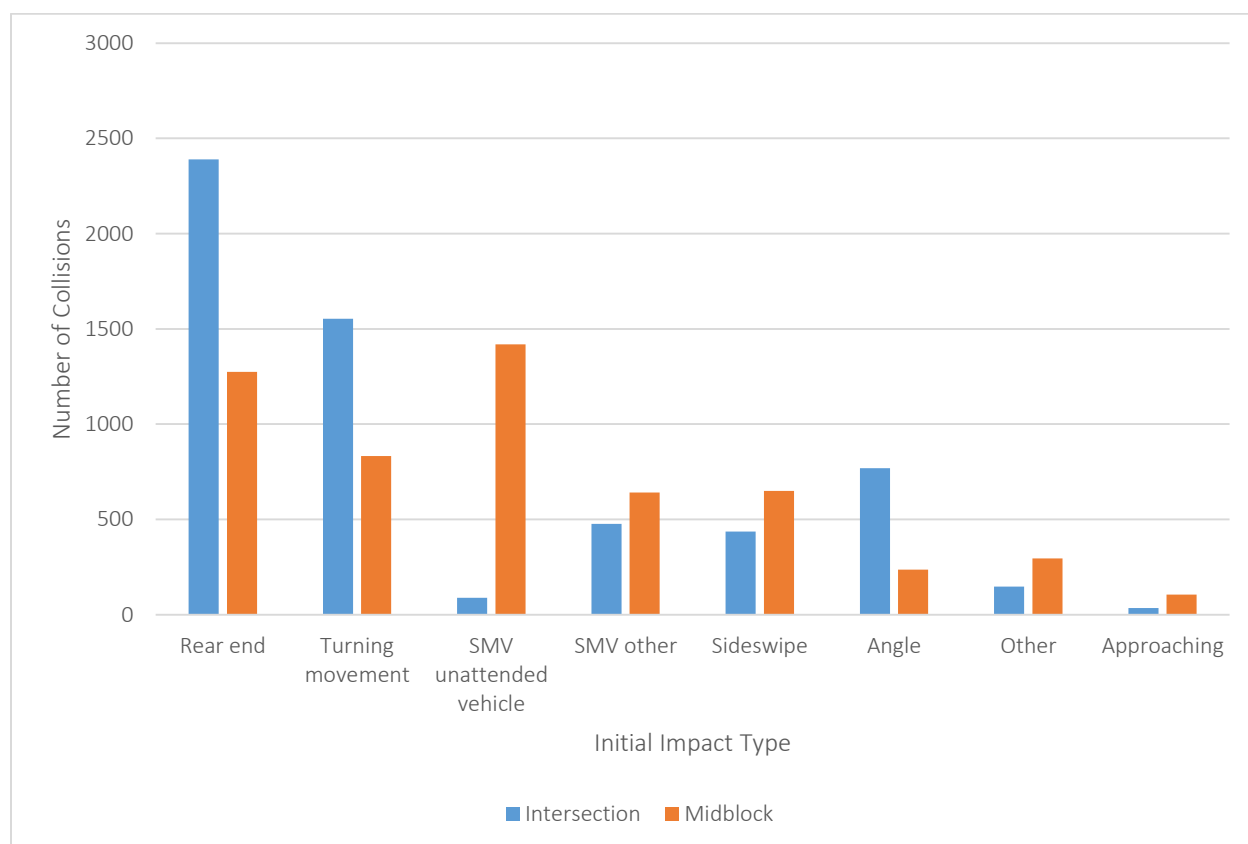
**Table 9: Top Intersection Location (Pedestrian Involved) with Highest Percentage of Injury Collisions**

Location	Injuries	PDO	Total Collisions	Percentage of Injury Collisions
Macdonell St @ Wellington St E	5	0	5	100.0%

## Collision Impact Type

Of all collisions that occurred at an intersection, the majority resulted in a rear-end (2,389, 41%). Whereas, single-motor vehicle (SMV) unattended which can include hitting a parked car, fixed object or running off the road accounted for 1,419 (26%) of midblock-related collisions (see [Figure 3](#)). Overall, rear-end collisions accounted for the highest frequency regardless of location (3,633, 41%) see [Table 10](#).

**Figure 3: Initial Impact Type by Intersection vs. Midblock**

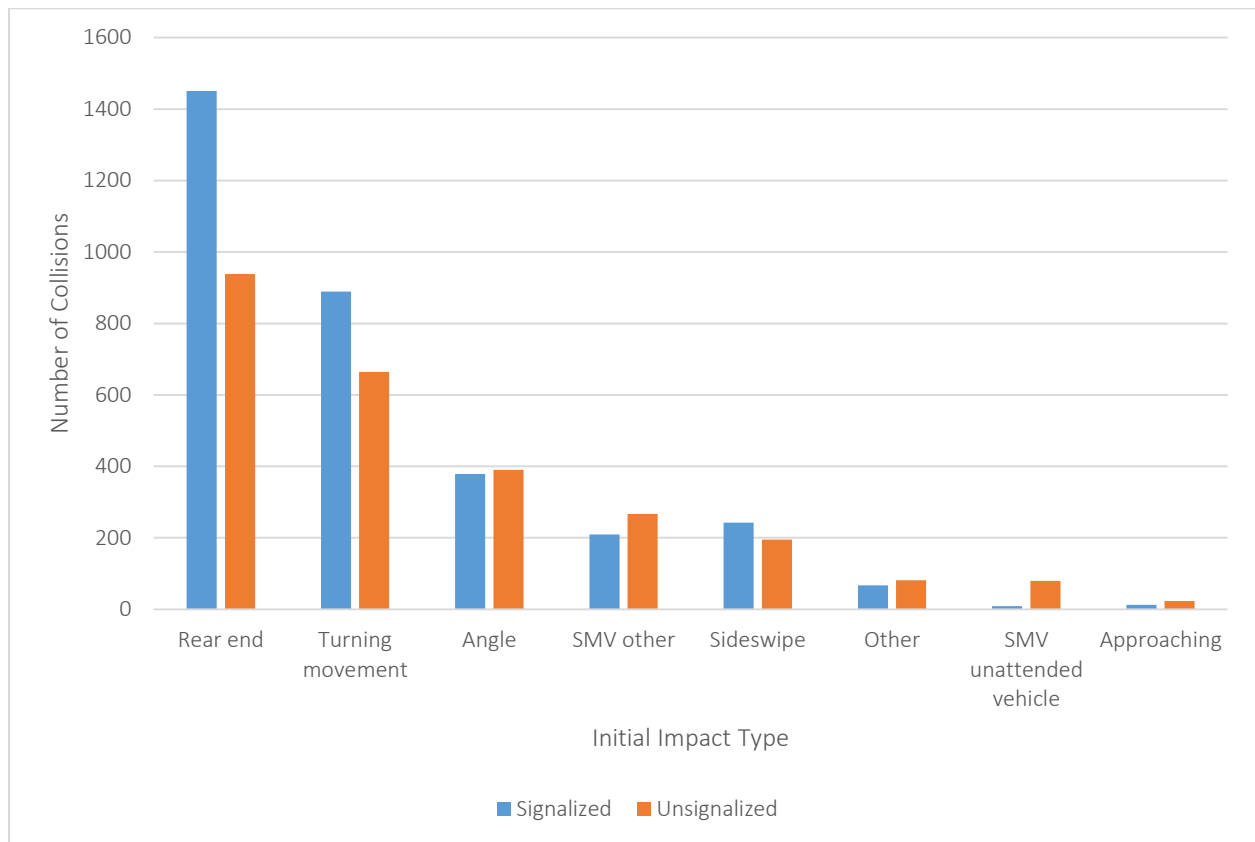


**Table 10: Initial Impact Type by Intersection vs. Midblock**

Initial Impact Type	Intersection	Midblock	Total
Rear end	2389	1274	3663
Turning movement	1553	832	2385
SMV unattended vehicle	88	1419	1507
SMV other	476	641	1117
Sideswipe	437	649	1086
Angle	769	237	1006
Other	148	295	443
Approaching	35	105	140

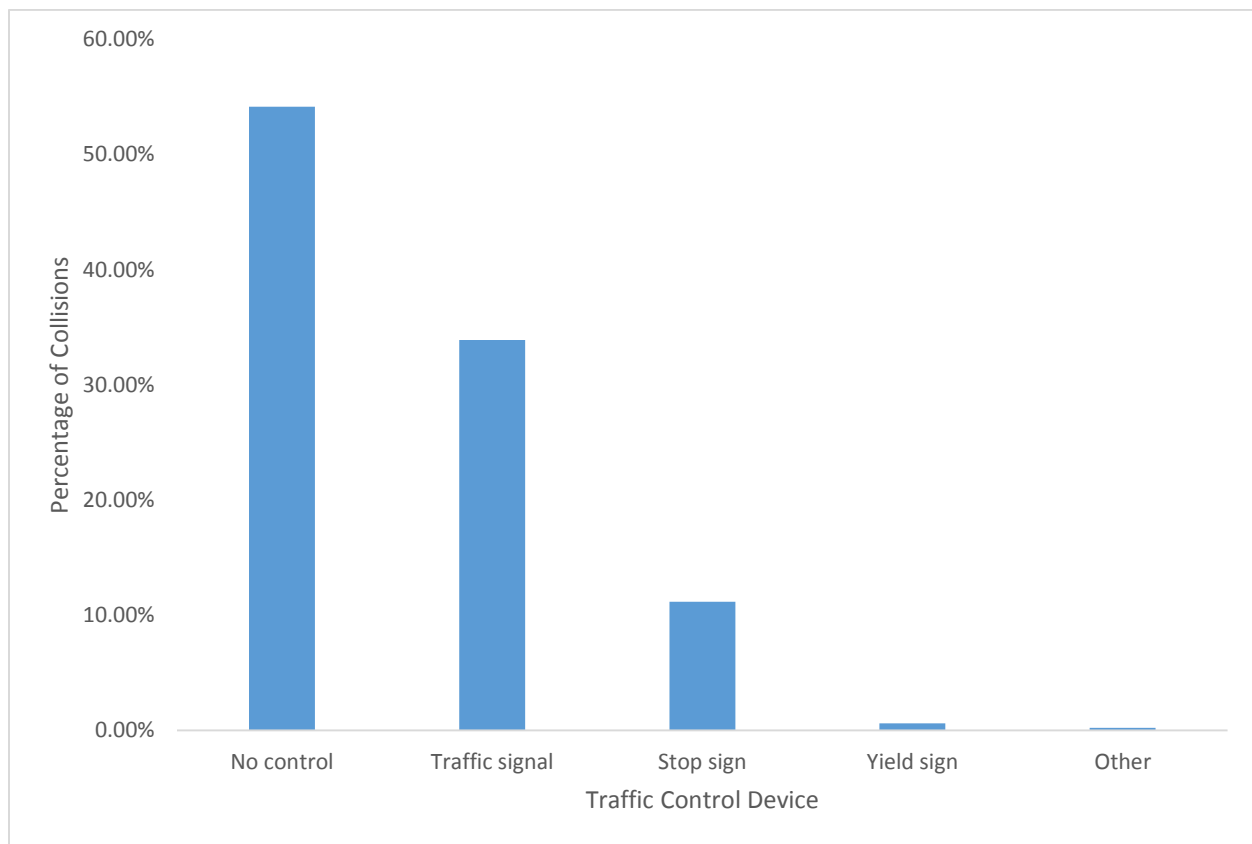
Rear-end collisions resulted in the highest frequency impact type for both signalized and unsignalized intersections (see [Figure 4](#)). These made up 1,451 (45%) and 938 (36%) of signalized and unsignalized collisions respectively (see [Table 11](#)). The majority of intersection-related collisions occur in areas where no traffic control device is present (54.1%), see [Figure 5](#).

**Figure 4: Initial Impact Type by Signalized vs. Unsignalized Intersections**



**Table 11: Initial Impact Type by Signalized vs. Unsignalized Intersections**

Initial Impact Type	Signalized	Unsignalized	Total
Rear end	1451	938	2389
Turning movement	889	664	1553
Angle	379	390	769
SMV other	209	267	476
Sideswipe	242	195	437
Other	67	81	148
SMV unattended vehicle	9	79	88
Approaching	12	23	35

**Figure 5: Percentage of Collisions by Traffic Control Device (2015-2019)**

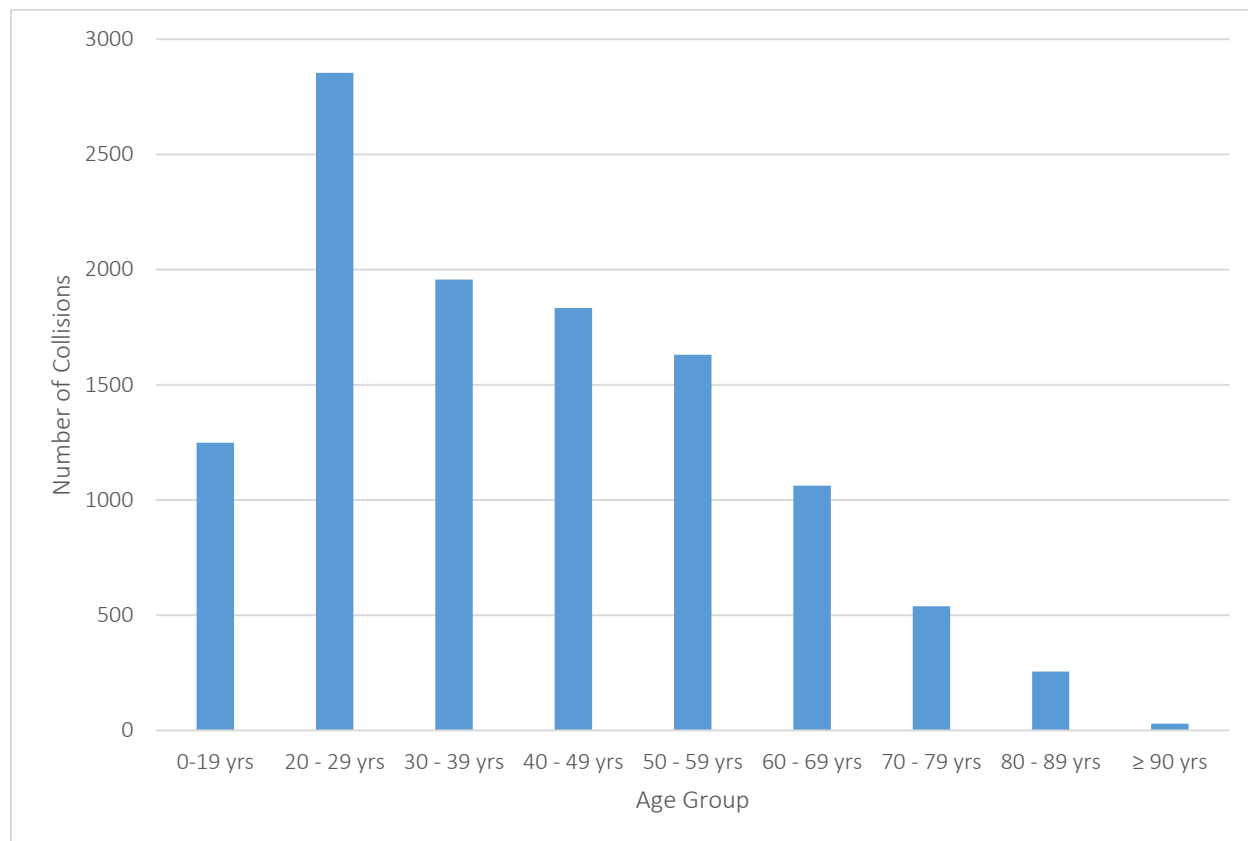


## Demographics and Driver Behaviour

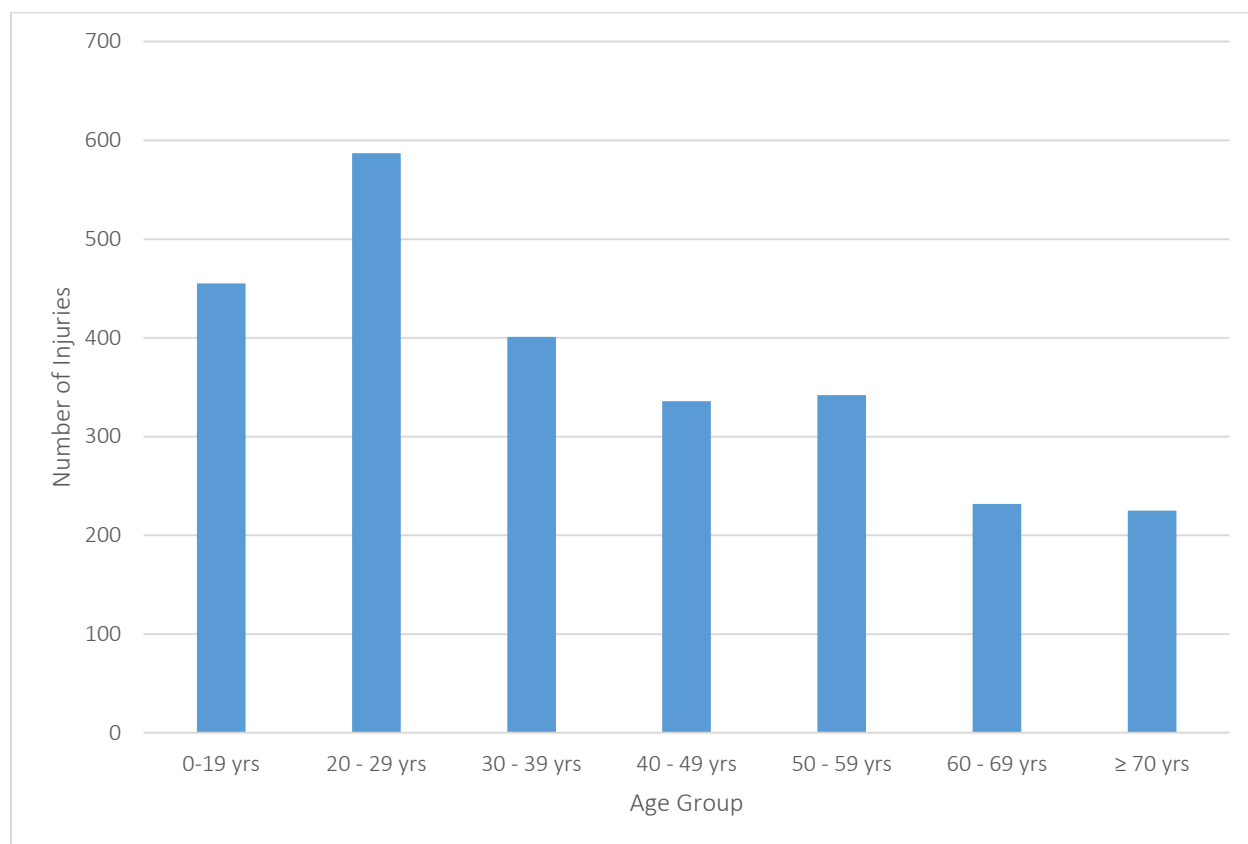
### Age Groups

Novice drivers between the ages of 20 – 29 years are more likely to be involved in a collision in the City of Guelph. Between 2015 – 2019, nearly 3000 collisions involved a young driver (see [Figure 6](#)). Similarly, individuals ages 20-29 who are involved in a collision sustained most of the injuries (587 injuries in 5 years), see [Figure 7](#).

**Figure 6: Number of Collisions by Age Group (2015 – 2019)**



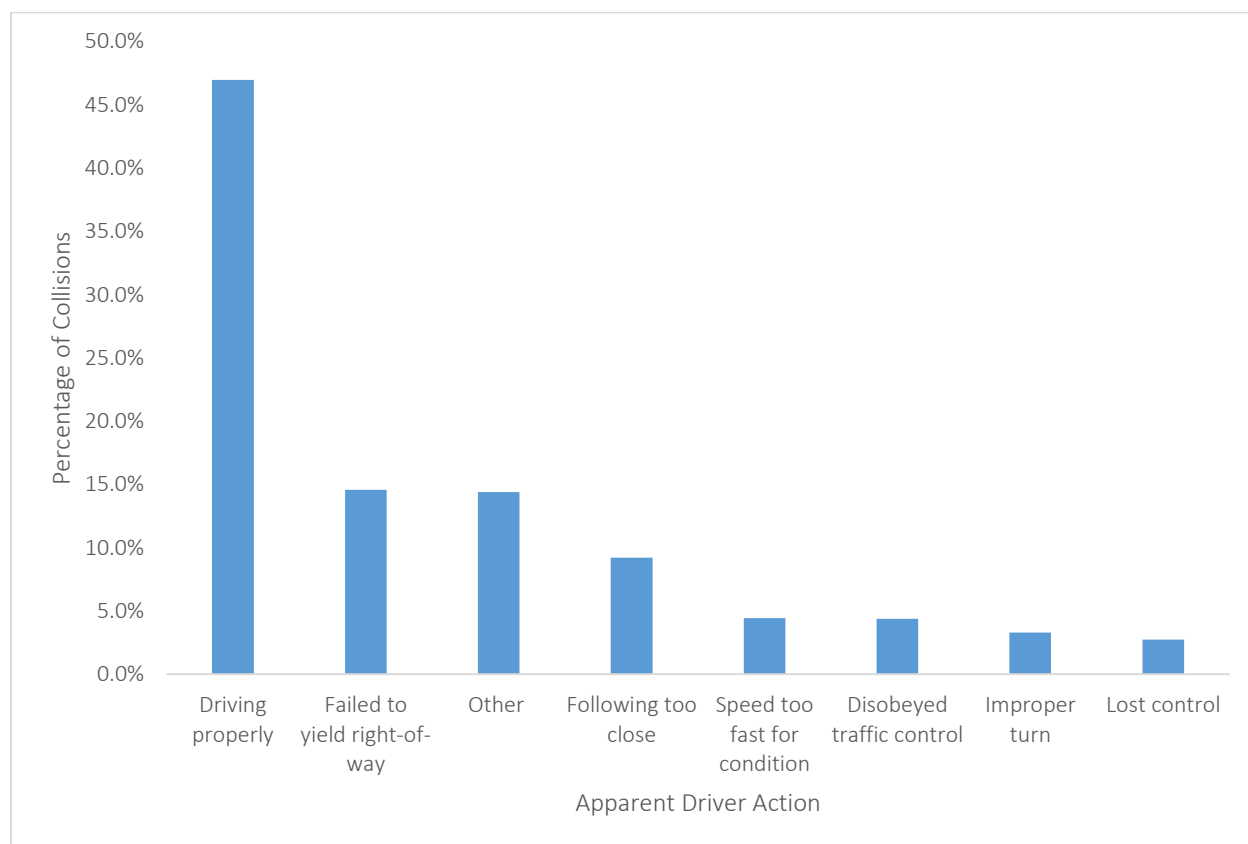
**Figure 7: Number of Injuries by Age Group (2015 – 2019)**



### **Driver Action, Maneuver, and Condition**

In nearly half of all collisions (47%), the driver was coded as driving properly by the police. The other half of collisions involved drivers failing to yield right-of-way (14.6%), other (14.4%), following too closely (9.2%), speed too fast for condition (4.4%), disobeyed traffic control (4.4%), improper turn (3.3%), and lost control (2.7%), see [Figure 8](#).

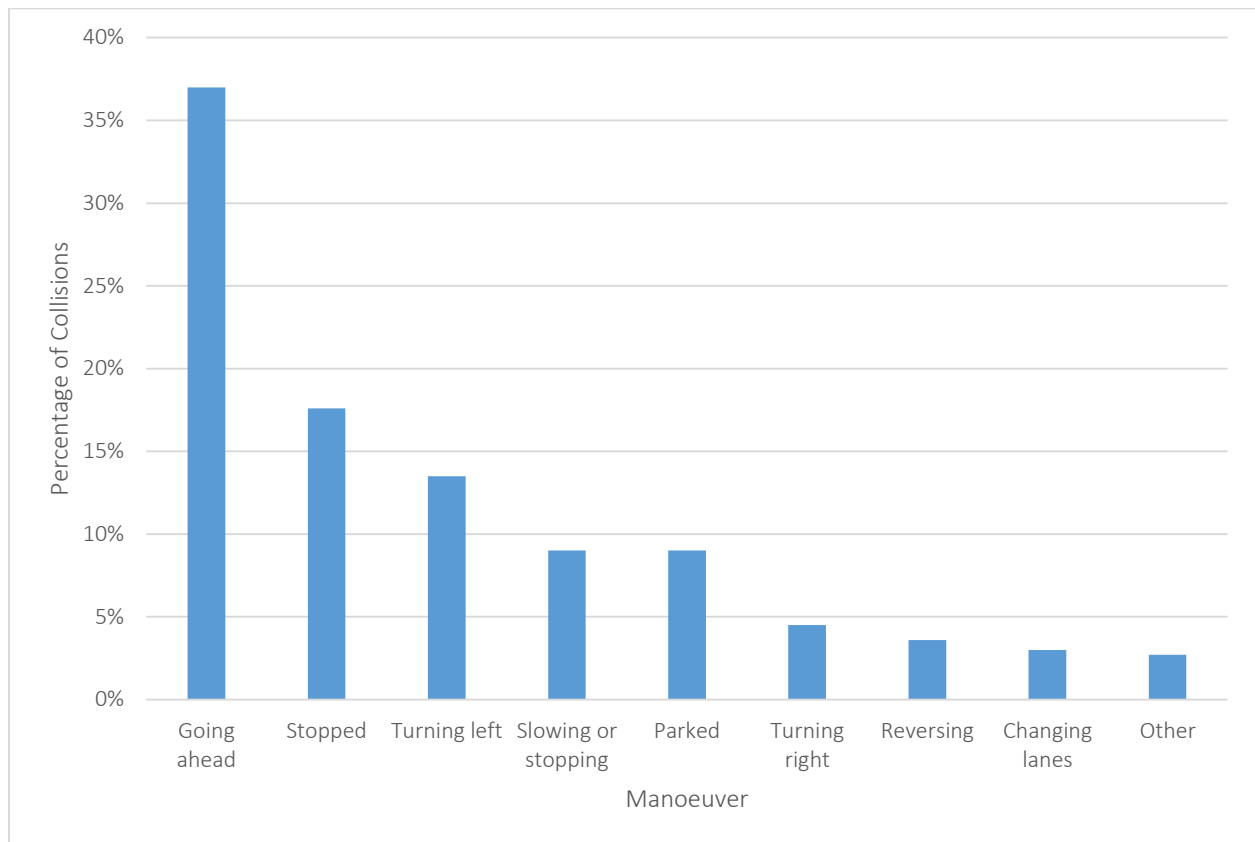
**Figure 8: Percentage of Collisions by Apparent Driver Action (2015 – 2019)**



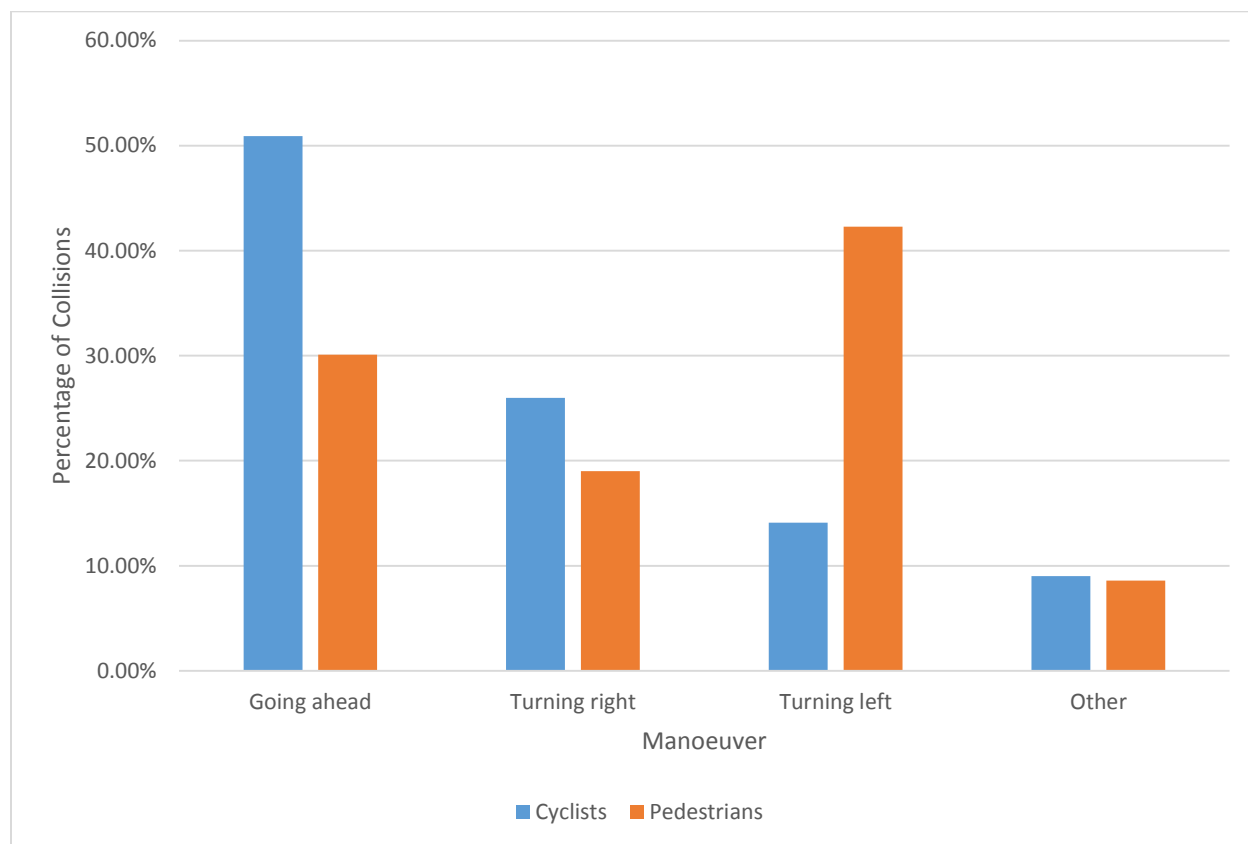
Over one third of collisions involved a driver going ahead on a road (37%). Another 17.6% of drivers were involved in a collision while the vehicle was stopped (see [Figure 9](#)).

Over half of the collisions involving a cyclist occur when a driver was going ahead (50.9%). Turning movements are also heavily involved in collisions with pedestrians and cyclists. More than one quarter of collisions that involve a cyclist occur when the driver is turning right. Drivers making a left turn make up 14.1% of collisions with a cyclist. Most collisions involving a pedestrian occur when a driver is making a left turn (42.3%), see [Figure 10](#).

**Figure 9: Percentage of Collisions by Manoeuvre (2015 – 2019)**

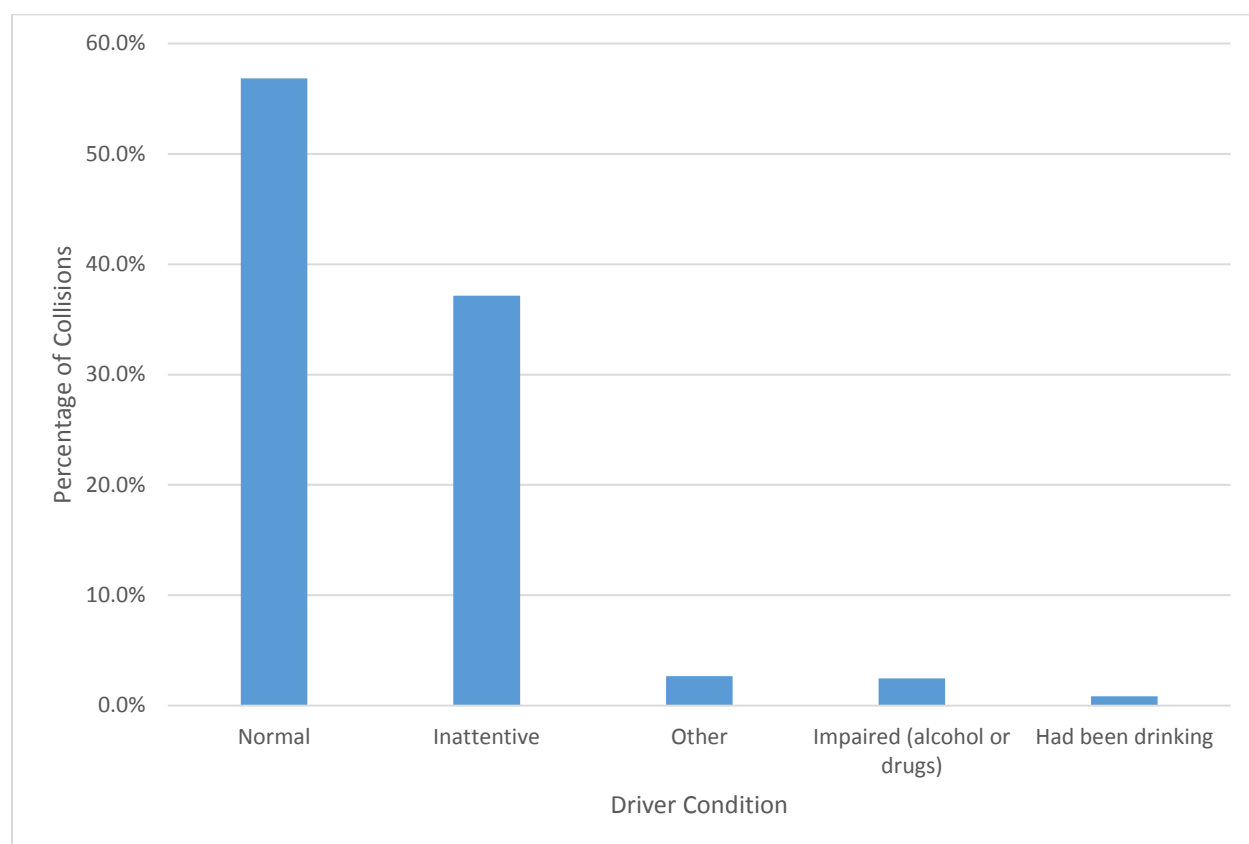


**Figure 10: Percentage of Collisions by Manoeuvre Involving Cyclists or Pedestrians (2015 – 2019)**



The condition of most drivers (56.9%) who are involved in a collision are normal (i.e. not impaired or distracted), however driver inattention still accounts for over one third of collisions (37.2%) and driver impairment accounts for 2.5% of all collisions (see [Figure 11](#)).

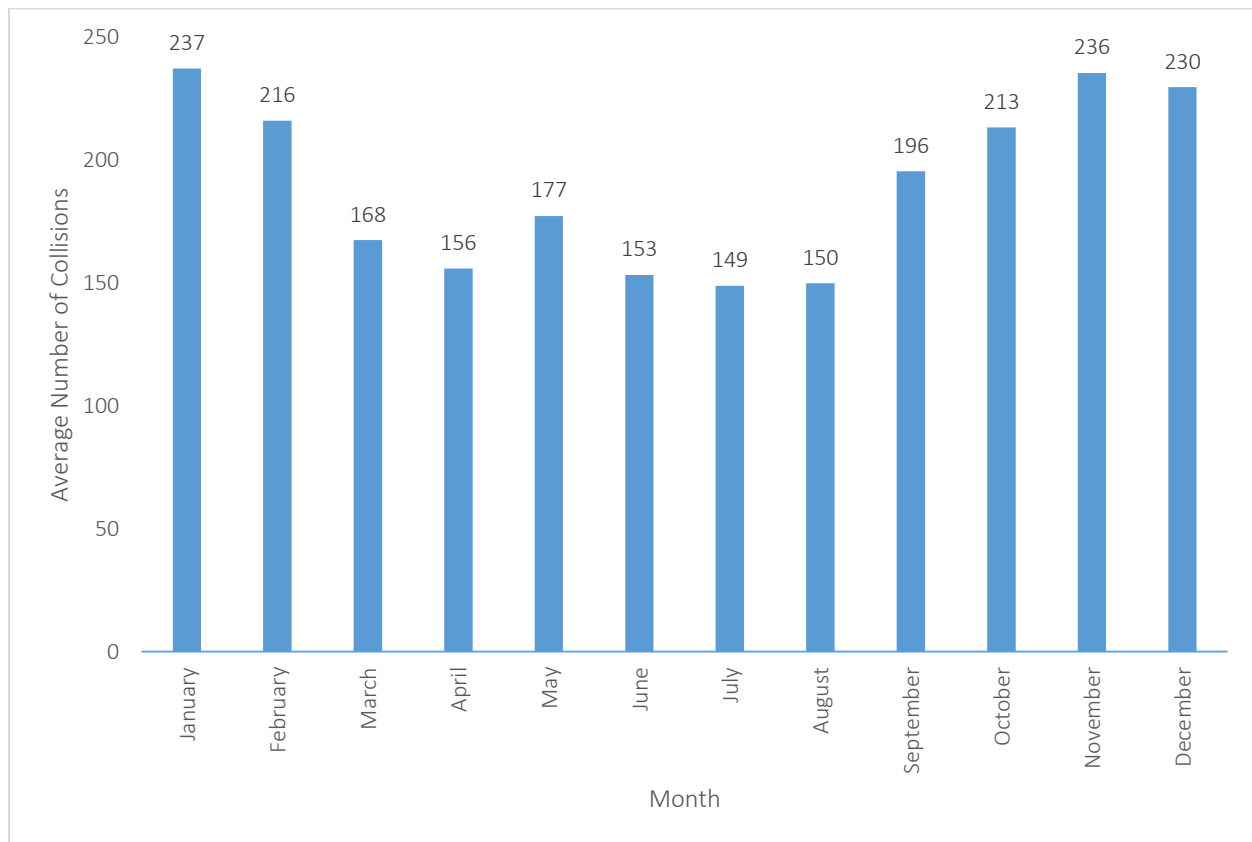
**Figure 11: Percentage of Collisions by Driver Condition (2015 – 2019)**



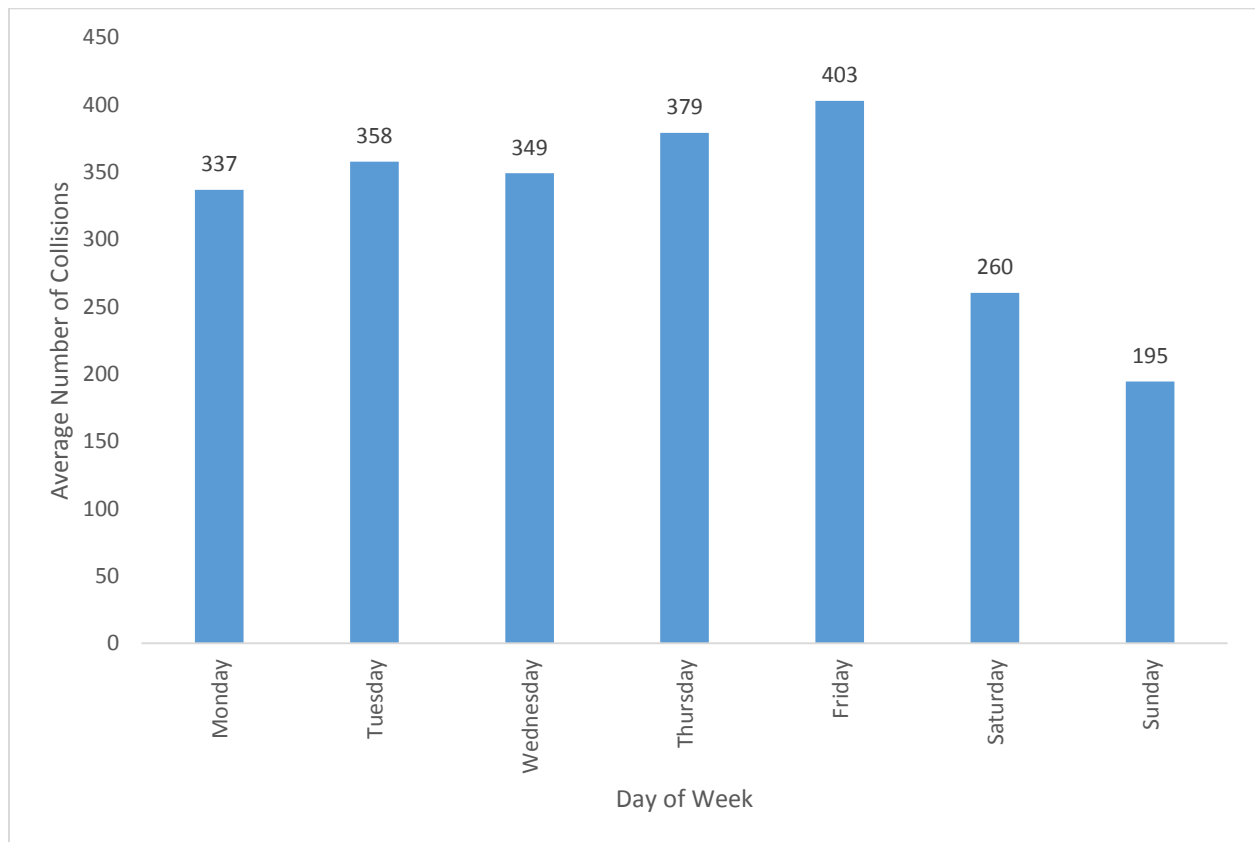
## Temporal Trends

On average, over the past 5 years, most collisions happened during the winter months: November (236), December (230), and January (237), see [Figure 12](#). These collisions can likely be explained by poor weather conditions and slippery road surfaces. Most collisions also happen during the weekdays on Friday (403), see [Figure 13](#). Finally, collisions typically occur in the morning at 8:00 AM (156), around 12:00 PM (161), and 3:00 PM (221), see [Figure 14](#). These times coincide with pick-up and drop-off times for elementary and high-school students and may also coincide with lunch hours for University of Guelph students.

**Figure 12: Average Number of Collisions by Month (2015 – 2019)**

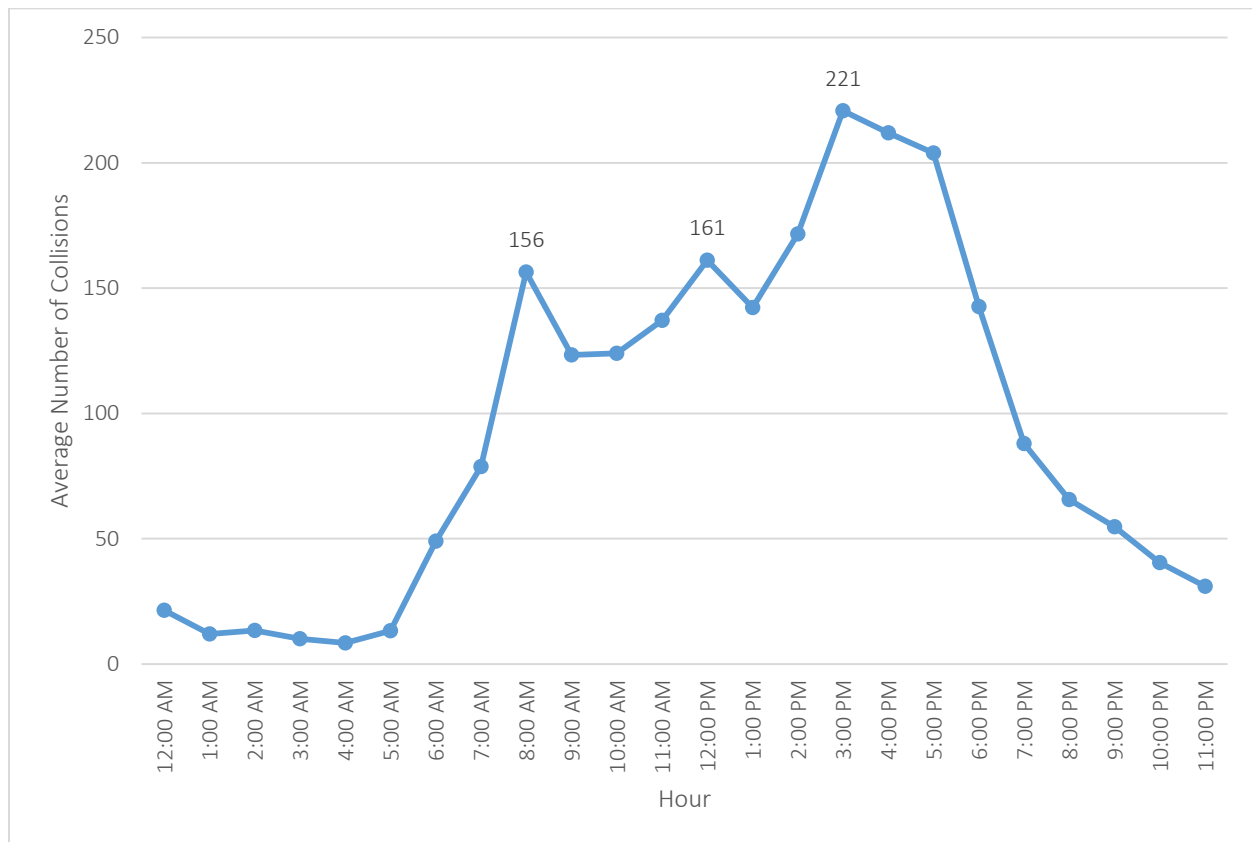


**Figure 13: Average Number of Collisions by Day of Week (2015 – 2019)**





**Figure 14: Average Number of Collisions by Hour (2015 – 2019)**



# Information Report

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Service Area	Public Services
Date	Friday, June 26, 2020
Subject	<b>Guelph Community Sports Dome Updates</b>

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## Executive Summary

### Purpose of Report

To extend the City's operation of the Guelph Community Sports Dome (the "Sports Dome Facility") through to June 30, 2021.

### Key Findings

In a [report](#) to Council on June 4, 2019, staff were directed to report back to Council in Q2 2020 to consider options for the future of the Sports Dome Facility, including a facility assessment, capital plan, operating model, and recommendations for future use.

On June 30, 2019, the City of Guelph assumed operation and control of the Sports Dome Facility.

At the time of this action, the City of Guelph entered into a License Agreement with Guelph Soccer Club Incorporated (the "Agreement") allocating Sports Dome office space and continuation of existing Guelph Soccer Club field bookings. This Agreement was in place from July 1, 2019 through to June 30, 2020, with a month-to-month over holding provision.

Due to the COVID-19 Pandemic, staff will extend this Agreement through delegated authority for another year and report to Council in Q2, 2021 with options for the future of the Sports Dome Facility

### Financial Implications

The Sports Dome Facility operations for the 2019-2020 indoor season was incorporated into the Parks and Recreation Department without any adjustment to the department base budget. This will be continued into the 2021 budget with any financial outcomes of the operational assessment being recommended for the 2022 budget. Any net operating variance in 2020 and 2021 will be subject to the City's [Budget Monitoring Policy](#) and [Year-End Surplus Allocation Policy](#).

The costs required for capital infrastructure renewal will also be deferred and considered as part of the ongoing operational assessment.

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# **Report**

## **Details**

On June 4, 2019, Council directed City staff to terminate the Municipal Capital Facility Agreement and Lease between the City of Guelph and Guelph Community Sports (dated September 11, 2006), to assume and pay remaining loan amounts of approximately \$255,000 owed to Royal Bank of Canada from Guelph Community Sports, and to assume operational control of the Sports Dome Facility effective June 30, 2019.

Upon assumption of the Sports Dome Facility, staff began the process of evaluating the facility condition, reviewing existing rental agreements and contracts, developing sports dome specific City of Guelph programming, and maintaining rental agreements with the facility's existing tenant, Guelph Soccer Club Incorporated.

## **Sports Dome Facility Assessment**

On December 14, 2019, Facility Condition Assessment Portfolio eXperts Ltd (FCAPX), completed a Facility Inventory and Building Condition Assessment for the Sports Dome Facility. The findings of this report indicate that the Sports Dome Facility and its systems are generally in good to very good condition. The significant exception to these findings is the condition of the Sports Dome Facility's exterior dome walls. The exterior dome walls are found to be in poor condition with a suggested replacement within the next two to three years.

## **Programming/Operating Model**

Through 2019 and Q1 2020, the City's programming team has developed a series of unique program offerings that respond to community need and honour existing rental contracts and bookings. To date, existing rental bookings and grandfathered agreements with Guelph Soccer Club Incorporated have limited the amount of time and space available to host City of Guelph programming at the Sports Dome Facility. This being noted, staff have offered a series of camps (PD Day, March Break, School Board strike related) that have seen strong registration numbers, and have identified the Sports Dome Facility as a primary location for summer camps moving forward.

With the assumption of all Sports Dome Facility bookings on June 30, 2019, the City booking team has added the Sports Dome Facility to the City of Guelph's inventory of bookable amenities. City staff are now responsible for all Sports Dome Facility bookings (existing and new) and are managing these contracts with the same commitment and protocols in place for all of our facilities.

The impact of COVID-19 on the use of the Sports Dome Facility is unknown at this time.

## **Existing Agreement**

Currently, the City of Guelph has entered into an Agreement with Guelph Soccer Club Incorporated for the use of office space in the Sports Dome Facility's "Clubhouse". This Agreement commenced July 1, 2019, and is scheduled to end on

June 30, 2020, with a month-to-month over holding provision. Staff will extend this Agreement for another year through to June 30, 2021 as we work through the impacts of COVID-19.

### **Financial Implications**

The Sports Dome Facility operations for the 2019-2020 indoor season was incorporated into the Parks and Recreation Department without any adjustment to the department's base budget. This will be continued into the 2021 budget with any financial outcomes of the operational assessment being recommended for the 2022 budget. Any net operating variance in 2020 and 2021 will be subject to the City's ongoing financial processes governed by the financial policies.

The costs required for capital infrastructure renewal will also be deferred and considered as part of the ongoing operational assessment.

As a result of the provincial order to close recreational facilities, Guelph Soccer Club Incorporated cannot enter the licensed portion of the Sports Dome Facility. Therefore, the monthly payments have been suspended until the order is lifted and access can be granted under the City's business resumption model.

### **Consultations**

Collaboration and feedback from Parks and Recreation, Corporate Facilities, Finance, and Legal Services staff was included in the contents of this report. They provided feedback on programming, bookings, indoor and outdoor maintenance, asset management, budgets, and community feedback on existing and potential need for recreation spaces.

Additionally, the input of other municipalities and third party experts in the operation of domed facilities were included.

### **Strategic Plan Alignment**

Building our future - a community that supports us. Make strategic investments that nurture social well-being, provide landmark beauty and offer a safe place where everyone belongs.

### **Attachments**

N/A

### **Departmental Approval**

Lynne Briggs, Manager, Recreation Services

### **Report Author**

Adam Rutherford, Program Manager, Programs and Community Development

### **This report was approved by:**

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**This report was recommended by:**

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Deputy Chief Administrative Officer

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[Colleen.Clack@guelph.ca](mailto:Colleen.Clack@guelph.ca)

# Information Report

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Service Area	Public Services
Date	Friday, June 26, 2020
Subject	<b>Guelph Community Grant 2020 Allocation Report</b>

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## Executive Summary

### Purpose of Report

To report on the Guelph Community Grant Allocations for 2020.

### Key Findings

The City supports not-for-profit, non-governmental community groups through the Guelph Community Grant program (formerly the Wellbeing Grants). Applications from eligible organizations received within the designated period were adjudicated by the Grants Allocation Panel between November 2019 and January 2020, and allocations were made. Decision letters were mailed February 12, 2020 to all applicants.

### Financial Implications

Funds for the grant program were approved in the 2020 operating budget. The total 2020 Community Grants budget is \$307,200.

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## Report

### Details

The City works with and supports many local organizations in the community to improve the wellbeing of Guelph residents. These organizations deliver a range of services from organizing sports and recreational activities to staging arts and culture events to meeting basic human needs such as food and shelter.

The Council-approved Community Investment Strategy (CIS) provides the City with a strategy for providing funding and in-kind supports to local not-for-profit organizations. The Guelph Community Grant Program is one such funding method of the CIS. The grant program is designed to direct City funding to not-for-profit, non-governmental community organizations which promote the wellbeing of Guelph residents. Eligible organizations can apply for a small operating grant for up to three years of funding.

Authority to make grant allocation decisions on behalf of City Council was delegated to a panel of community members with appropriate skills and knowledge. This Panel helps ensure that the grant program is supporting areas of importance to Guelph residents and increases community participation in municipal decision-making.

The Panel's decisions follow a set of guidelines outlined in the [Guelph Community Grants Policy](#) and funding decisions are aligned to the City's [Community and Strategic Plans](#). Applicants must clearly show how they benefit Guelph residents and support the goals of the City.

Organizations were able to submit a 2020 Guelph Community Grant Application through an online application form between September 24 and October 31, 2019. The Grant Allocation Panel reviewed and adjudicated all eligible applications.

Over the period of November 2019 to January 2020, the Grants Allocation Panel held eight meetings, totaling approximately 21 hours for distribution of eligible applications, reviewing/discussing each application, and determining grant allocations. Each application was reviewed by two Panel members and presented to the larger Panel for discussion. Panel members reviewed their assigned applications outside the scheduled meetings. Review of applications outside of meeting times can take up to 25 hours per Panel member.

Staff hosted two information sessions on October 10 and October 15, 2019 for organizations to familiarize themselves with the Community Grants and support the development of funding applications. Over 40 organizations attending the information sessions.

The total 2020 Guelph Community Grants budget is \$307,200. A total of 103 organizations registered with the City, and 88 completed grant applications were received. Applicants requested a total amount of \$948,735 in funding, representing an increase of 13% over 2019. Of the 88 applications, 49 organizations were awarded funding.

By sector type, funds were allocated to:

<b>Grants by Funding Category</b>	<b>Number of Applications Received</b>	<b>Number of Grants Issued</b>	<b>Total Amount of Asks</b>	<b>Total Amount Granted</b>
Arts and Culture	29	21	\$280,500	\$122,700
Environment	7	4	\$65,550	\$21,500
Human and Social Services	39	17	\$501,900	\$125,000
Recreation and Sport	6	3	\$44,260	\$13,500
Other	8	4	\$92,525	\$24,500

Organizations which self-identified using the "Other" category for sector type included cross-sectoral and education category applications.

Funds awarded in 2020 aligned with the goals of the City of Guelph Community Plan. Of the Community Plan goals, the funds were allocated towards the following goals:

<b>Community Plan Goals</b>	<b>Number of Applications Received</b>	<b>Number of Grants Issued</b>
We are home	8	3
We create value	12	9
We feel well	33	17
We move freely	2	2
We play and explore	24	15
We protect our environment	9	3

On February 12, a letter was sent to each applicant communicating the Panel's decision. Consistent with the Council-approved policy, all decisions are final.

### **Year-End Reporting by 2019 Grant Recipients**

Grant recipients are required to report at the end of the year on how the grant funding was spent and the impact made by the grant. Failure to submit the year-end report precludes an organization's eligibility for future grant funding until the City is satisfied that the report has been submitted in full.

In 2019, 55 organizations were awarded a grant and 53 of those organizations submitted a year-end report. For the events, services, programs, and capital projects funded by the City's grant, in summary, the organizations reported that cumulatively \$302,484 city residents benefited; 5,280 volunteers provided 239,165 volunteer hours; \$886,028 in funding from other sources was leveraged in the community by 35 not-for-profit organizations as the result of the City's grant.

### **Financial Implications**

Funds for the grant program were approved in the 2020 operating budget. The total 2020 Wellbeing Grants budget is \$307,200.

### **Consultations**

None

### **Strategic Plan Alignment**

The Guelph Community Grant program contributes directly to the Guelph Community Plan and Strategic Plan priorities. Grant applicants must demonstrate how their work benefits residents and supports the goals of the City of Guelph. As much of the work of the Community and Strategic Plans can only be done with support of partners and not-for-profits, the Guelph Community Grant is one



mechanism to both strengthen those partners to do important work for our residents and to ensure that there is strong alignment with the City.

## **Attachments**

Attachment-1: 2020 Grant Recipients

## **Departmental Approval**

Danna Evans, General Manager, Culture, Tourism, and Community Investment

## **Report Author**

Alex Goss, Manager Community Investments

## **This report was approved by:**

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General Manager, Culture Tourism and Community Investment

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## **This report was recommended by:**

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<b>Organization</b>	<b>How funds will be used</b>	<b>2020 Grant Amount</b>	<b>Years of Funding</b>
<b>10 Carden Shared Space (10C)</b>	Funding will support small non-profits, member networking, and community learning.	\$8,000	2
<b>Action Read Community Literacy Centre</b>	This grant will help free literacy programs, numeracy and essential skill training for all residents of Guelph.	\$11,000	3
<b>Art Not Shame</b>	Funds will facilitate art-making workshops that empower youth to challenge mental health stigma.	\$5,000	1
<b>Big Brothers Big Sisters of Guelph</b>	Funding will support mentoring programs, both community and school based through matching volunteers with children.	\$5,000	1
<b>Career Education Council</b>	Funds will facilitate delivery of career exploration events, workshops, career speakers, skill workshops and an annual job fair.	\$4,000	1
<b>Chalmers Community Services Centre</b>	This grant will provide food, clothing, mending, diapers, small household items, coffee and snacks to members of the community in need.	\$11,000	3
<b>Community of Hearts Lifelong Learning Centre</b>	Funding will support curriculum based programming for people 16+ with developmental exceptionalities to build independence, self-confidence, and be engaged community members.	\$6,000	2
<b>Ed Video Media Arts Centre</b>	Grant will be used for operations to provide 24-hour edit suites, workshops, and exhibition programs for new media and ongoing mentorship.	\$12,000	3
<b>Emerge Guelph Sustainability</b>	Funding will support free home energy and water assessments and help residents reduce their environmental impact and save money.	\$7,000	2
<b>Everdale Environmental Learning Centre</b>	Funds will support the not-for-profit community teaching farm to grow fresh produce for community partners and engage the community.	\$6,000	1
<b>Focus on Nature</b>	This grant will support a connection to nature through the arts for young people in the community. This is done through workshops at elementary schools and a 5-week long camp at the Arboretum.	\$6,000	2
<b>Guelph and District Multicultural Festival inc.</b>	Funds will support the free 3-day annual event held in June supporting cultural awareness and inclusion.	\$10,000	3
<b>Guelph Black Heritage Society</b>	Funding will go towards programing, special events at Heritage Hall, promoting Guelph's distinctive place in rich Black history.	\$7,000	2
<b>Guelph Chamber Choir</b>	Funds will support sponsoring a choral workshop that will integrate several high school choirs and the Guelph Chamber Choir.	\$3,000	1

<b>Guelph Coalition for Active Transportation</b>	This grant will support the coalition to increase the quality, quantity and safety of active transportation in Guelph.	\$1,500	1
<b>Guelph Comedy Festival</b>	Funding will go towards supporting training of raw and new talent, and a number of comedy performances including the four day Comedy Festival.	\$3,000	2
<b>Guelph Concert Band</b>	Funds will support general operating costs, including facility rentals, rehearsal space and performance venues.	\$3,000	1
<b>Guelph Contemporary Dance Festival</b>	This grant will support the annual Guelph Dance Festival as well as a variety of arts education and community engagement activities.	\$12,000	3
<b>Guelph Creative Arts Association</b>	Funds will support three annual juried art shows to provide local artists with an opportunity to exhibit their work.	\$1,200	1
<b>Guelph Film Festival (A Festival of Moving Media)</b>	This grant will support the festival to be more accessible for the visually impaired by including subtitles and having sign language interpreters for panel discussions.	\$8,000	2
<b>Guelph Jazz Festival</b>	Funding will go towards the Market Square program, including the Friday Night Street Music Party that is going into its third year along with the other weekend festival activities.	\$12,000	3
<b>Guelph Pipe Band</b>	Funds will support the development of entry-level players and youth players under 19, and to expand into three bands.	\$2,000	1
<b>Guelph Rugby Football Club</b>	This grant will fund coach development, recruitment, and retention for transition years.	\$1,500	1
<b>Guelph Symphony Orchestra</b>	Funds will go towards six mainstage concerts and youth outreach programs.	\$9,000	1
<b>Guelph Tool Library</b>	Funding will support a number of on-going projects including the Guelph Tool Library, Backyard Caring Program, Guelph Seed Library, Repair Café Guelph and Urban Sugaring Project.	\$6,000	1
<b>Guelph Youth Singers</b>	This grant will support the celebration of the 30th Anniversary, including three events to connect with diverse communities in Guelph.	\$2,000	1
<b>Guelph Youth Music Centre</b>	Funding will support operations to educate, enrich, and foster the development of youth through a number of music and arts programs.	\$8,000	1
<b>Hillside Community Festival of Guelph</b>	Funds will go towards two 3-day festivals featuring indie, Indigenous and world music, song-writing courses, educational workshops in Indigenous culture and song-writing, youth showcases.	\$7,000	2
<b>HIV/AIDS Resources &amp; Community Health (ARCH)</b>	Funding will enhance ARCH Peer Engagement Program (APEP) to ensure the program can be sustained long term.	\$7,500	1

<b>Immigrant Services Guelph Wellington</b>	Funds will support a number of programs to support the integration of newcomers in Guelph.	\$10,000	3
<b>J.O.E. (Jobs.Opportunities.Enterprise)</b>	This grant will support adults with developmental disabilities to gain confidence and community connections that can lead to employment opportunities.	\$10,000	2
<b>Kiwanis Music Festival of Guelph</b>	Funds will go towards the Music Festival of Guelph that runs for a month every spring and offers unique opportunity for music students to participate in both competitive and/or non-competitive classes.	\$3,000	1
<b>Michael House Pregnancy and Parenting Support Services</b>	Funding will support ongoing expenses related to services and shelters young women who are pregnant. Also supporting drop-in programs including meals and donations.	\$9,000	1
<b>Navy League of Canada, Guelph Branch</b>	This grant will support general operations of no cost programs and activities focused on the physical and mental development of youth.	\$5,000	2
<b>Out on the Shelf Inc.</b>	Funds will support Guelph Pride events as well as providing a safe space for LGBTQ2I+ resources and to meet.	\$6,500	2
<b>Rainbow Programmes for Children</b>	Funds received will be directed to the daily recreation programs. Campers build confidence, support each other and have fun, whatever their abilities.	\$7,000	1
<b>Royal City Musical Productions Inc</b>	This grant will support three musical productions in the community.	\$4,000	1
<b>Sanguen Health Centre</b>	Funding will go towards the annual operation of the Community Health Van in Guelph to provide a number of outreach and support services.	\$7,000	1
<b>Shelldale Better Futures Grant Application</b>	This grant will support the expansion of current programs that serve families and children in a community hub.	\$8,500	2
<b>Silence:Guelph's Portal for Adventurous New Sound Events</b>	Funding will go towards diverse musical events and support for local musicians and experimental music.	\$7,000	3
<b>St. John Ambulance Guelph Branch</b>	Funds will support the training of volunteers in first aid for events in the community.	\$2,000	1
<b>The Guelph Enabling Garden</b>	Funding will go towards free horticultural therapy workshops, gardening activities and volunteering opportunities within a safe and inviting environment.	\$6,500	3
<b>The Guelph Community Health Centre - The SEED</b>	This grant will support a number of programs and social enterprises that address the causes and effects of food insecurity in Guelph.	\$5,000	1
<b>The Julien Project</b>	Funds will support the launch of a school rooftop gardening program while continuing current therapeutic horticultural projects with marginalized populations.	\$4,000	2

<b>The Waterloo Wellington Chorus of GLB &amp; Friends Rainbow Chorus</b>	Funding will go towards this community chorus that welcomes members of all genders, sexualities, and gender expressions in a number of events and concerts.	\$2,000	1
<b>The West Village Community Development Co-operative Ltd</b>	This grant will enhance youth recreational programming through a number of programs, activities, and connections to service providers.	\$5,000	1
<b>Torchlight Services</b>	This grant will support the organization to modernize in a number of areas to better support individuals who have various abilities.	\$8,000	1
<b>Transition Guelph</b>	Funds will go towards the upgrade of digital content and to support a number of programs including the resilience festival.	\$2,000	1
<b>Welcome Drop In Centre</b>	Funding will support the drop-in centre and a number of programs to support those living on a limited income, precariously housed, and homeless.	\$11,000	3
	Total Community Grant for 2020	<b>\$307,200</b>	

# Information Report

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Service Area	Corporate Services
Date	Friday, June 26, 2020
Subject	<b>2020 Tri-annual 1 Capital Variance Report</b>

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## Executive Summary

### Purpose of Report

This report provides a summary of the 2020 capital spending for the period ended April 30, 2020, and highlights significant capital project activity and milestones.

This report also serves to notify of any deviations from the approved capital plan.

### Key Findings

On an annual basis, the City approves the capital budget. The 2020 capital budget is the City's plan to take care of its assets and plan for future growth while also focusing on the community's health and safety and meeting legislative requirements all while balancing affordability for our citizens and businesses.

For 2020, City Council approved a capital budget of \$151.6 million and as of April 30, 2020, had approved an additional \$2.7 million through special motions and/or due to receipt of additional funding (Attachment-1). This is in addition to the carry-over budget amount from 2019 unspent capital of \$157.2 million.

This report reflects Tri-annual 1 (T1) spending totaling \$21.4 million; an increase in spending from April 2019 of \$2.1 million.

As reported through the City's monthly COVID-19 reporting, the capital program has been significantly affected by the COVID-19 pandemic beginning in mid-March due to cash flow concerns and further, when the Government of Ontario enacted O. Reg. 119/20 which limited operating of non-essential businesses and related activities including construction. The City had many services which were permitted to continue and including capital work under this regulation, however a significant portion of the City's capital program relates to services not considered essential under the regulation. The Capital and Construction Table took the necessary time to review these regulations, assess emerging financial constraints and staffing resourcing implications before commencing capital project work.

In some cases, projects are still on hold pending prioritization decisions related to new project requirements emerging as a result of COVID-19. For this reason, the capital plan has been impacted, and the City will see this reflected through a slowing of spending beginning in May and will continue to be below original expectations until such time as work is able to return to prior conditions.

There will be longer-term sequencing impacts from temporarily postponed projects as well as new and shifting project priorities emerging from COVID. The Strategic

Plan will guide these decisions and will be assessed more fully in advance of future variance reporting and through the 2021-2030 capital budget development.

Below is the capital activity for 2020, all numbers are in thousands.

Details are provided in Attachment-2.

<b>Capital variance</b>	<b>Tri-annual 1 April 30</b>
2019 carry-over budget	157,208 <sup>1</sup>
2020 capital budget, approved	151,590
2020 additional approved funding	2,699
Available capital funding for 2020	<b>311,497</b>
2020 capital spending	21,389
Open purchase orders (PO)	48,904
Projects closed	0
Total spending and commitments	<b>70,293</b>
Uncommitted approved budget	<b>241,204</b>

## **Financial Implications**

As noted above, the first four months of 2020 saw higher spending when compared to 2019. This spending reflects work undertaken prior to the pause of projects due to the COVID-19 pandemic. Due to restrictions imposed by the province in response to the pandemic, a portion of the City's capital spending was paused for a period of time from mid-March into early May. This reduction in activity will be reflected in the Tri-annual 2 (T2) Capital Variance report, as well as continued changes in the way the City carries out work throughout the City.

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## **Report**

### **Details**

Staff is reporting on a tri-annual basis to ensure timely, transparent and meaningful reporting. This report provides a summary of the capital spending as of April 30, 2020, and highlights significant capital project activity and milestones.

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<sup>1</sup> 2019 Year-end Capital Variance Report 2020-25 dated May 25, 2020 reported a carry-over budget of 157,311 however two journal entries were subsequently posted.

Budget carried over from 2019 was \$157.2 million, Council approved a 2020 capital budget of \$151.6 million in November 2019; as well, capital budget additions of \$2.7 million have been made since that time; details are provided in Attachment-1.

This provides for a total available budget in 2020 of \$311.5 million.

The total capital spending in T1 is \$21.4 million, which is \$2.1 million more than T1 2019 (see Table 1). Due to the fact that most payments occur 30-60 days after work is undertaken, the impact of COVID-19 pandemic will be reflected in the T2 capital variance report. Staff expect that spending has slowed and will continue to be below expectations until such time as work is able to return to prior conditions, if possible. In some situations, projects are being paused due to reprioritization of work from a service perspective and/or due to reduced staff resource availability.

Outstanding PO commitments total \$48.9 million as of April 30, 2020 which is \$8.0 million less than April 30, 2019 (see Table 1). See Attachment-2 for a summary of 2020 capital activity. This reduction is also a reflection of the current pandemic as purchasing activities related to non-essential capital projects were paused amidst financial cash flow concerns and to respond to the provincial restrictions put into place. Purchasing activities have begun to return to normal, however, project prioritization activities will continue to impact the level of contracts awarded. Based on the seasonal nature of construction there may be longer-term impacts due to the inability to begin projects in a timely manner, and work may be deferred until 2021 due to timing.

**Table 1 - Year over Year Comparisons**

		<b>T1 (April)</b>	<b>T2 (August)</b>	<b>T3 (December)</b>
PO Commitments	2020	48,904	n/a	n/a
PO Commitments	2019	56,881	59,018	43,336
<b>Change</b>		<b>(7,977)</b>	<b>n/a</b>	<b>n/a</b>
Spending (cumulative)	2020	21,389	n/a	n/a
Spending (cumulative)	2019	19,303	55,402	102,239
<b>Change</b>		<b>2,086</b>	<b>n/a</b>	<b>n/a</b>

## **COVID-19**

The City's capital program has been significantly affected by the COVID-19 pandemic beginning in mid-March due to cash flow concerns and further, when the Government of Ontario enacted O. Reg. 119/200 which limited operating of non-essential businesses and related activities including construction. The City had many services which were permitted to continue operations and capital work under this regulation, however a significant portion of the City's capital program relates to services not considered essential under the regulation.

Cash flow was a significant concern as the City forecasted lost revenues from all business lines, lower than normal property tax collection, layered with increased



costs for personal protective equipment and a shift to a work-from-home workforce. While these concerns were assessed and an emergency credit facility was implemented, fiscal relief measures were instituted to help offset these budget impacts and reviewing the priority of capital projects was one of the strategies instituted. Based on recent experience in tax collection, cash flow concerns have since been alleviated however certain limitations still exist due to the pandemic including reduced staffing, new project priorities and timing impacts.

As reported through the monthly COVID-19 Council updates, Staff have reviewed all capital projects in detail to determine a course of action for each project during the pandemic. The Construction and Capital Table provided guidance on the criteria to be used to determine what projects may continue to move forward and which projects should be temporarily postponed or deferred to a future year. Below are the key criteria that staff used to determine a course of action for each project in the City's capital program.

- **Essential Service** – Any services identified in the [Essential Services List](#).
- **Non-essential Service** – Any services not identified in the [Essential Services List](#) as determined by the City.
- **Critical** – Work that is required before June 30, 2020 to support the safe delivery of essential services, meet regulatory compliance requirements, provide/protect public and City staff safety, repair/replace failed infrastructure or equipment, and does not unnecessarily exacerbate the spread of COVID-19.
- **Non-critical** – Work that supports the safe delivery of essential services but is not necessary or otherwise required before June 30, 2020.
- **Meaningful** – Work that can be done from home (essential or non-essential), does not contribute to the spread of COVID-19, and delivers City services or moves City business forward in an impactful way.

This report reflects the status of projects as of April 30, 2020, however, since that time, changes have been made in terms of what projects may proceed. This information is being reviewed on an ongoing basis, with updates to the Executive Team. Emerging capital priorities as a result of COVID-19, including technology modernization, facility requirements, and developing grant opportunities are also shifting the capital plan. As the City manages through such uncertainty and change, the Strategic Plan is providing the necessary framework for project prioritization.

Due to the sequencing effect of these changes in the capital program, it is likely that the level of capital work that can be completed in 2020 and 2021 will be reduced as the City and our capital partners (contracted third parties) will need to work through the backlog of projects that commenced prior to COVID-19 work stoppages. Staff will be critically analyzing the ten-year capital forecast to determine what changes will be required going into the 2021 budget process.

Approved projects that are currently proposed to be deferred through to the end of 2020 will be considered in relation to forecasted capital projects in order to manage capacity and consider revised priorities and operating conditions due to the pandemic.

## **Program of Work Summaries**

**(all figures reported in thousands unless otherwise noted)**

As in the previous tri-annual capital variance reports, this report follows the Program of Work (Program) format that was used during the 2020 budget.

Each Program provides a summary of available funding, spending year-to-date and outstanding PO commitments in the purchasing system. A summary of key projects, and any significant differences from the approved capital budget are included.

For further information on the City's current Tier-1 projects please visit the [City's City projects webpage](#).

### **Contaminated Sites**

This Program is focused on managing the City's contaminated site liabilities in order to: protect the City's drinking water, reduce public health and safety risks, invest in land for potential divestiture or redevelopment, revitalize neighbourhoods, and be compliant with the Ministry of the Environment, Conservation and Parks (MECP) guidelines.

<b>Capital variance</b>	<b>Tri-annual 1</b>
2019 carry-over budget	5,174
2020 capital budget, approved	3,750
2020 additional approved funding	0
Available capital funding for 2020	<b>8,924</b>
2020 capital spending	275
Open POs	835
Projects closed	0
Total spending and commitments	<b>1,110</b>
Uncommitted approved budget	<b>7,814</b>

Several projects within the Contaminated Sites Program were able to continue as they meet the essential and meaningful category. However a significant portion has been postponed past June 30, 2020 including \$2,369 for historical landfill investigation.

### **Corporate Projects**

This Program is focused on ensuring the overall administrative operations of the corporation are able to effectively deliver service and guidance to the City's external facing service delivery areas. Providing corporate standards ensure that citizens experience a consistent look and feel in their interactions with the corporation.

<b>Capital variance</b>	<b>Tri-annual 1</b>
2019 carry-over budget	17,307
2020 capital budget, approved	17,188
2020 additional approved funding	(45)
Available capital funding for 2020	<b>34,450</b>
2020 capital spending	4,430
Open POs	8,164
Closed projects	0
Total spending and commitments	<b>12,594</b>
Uncommitted approved budget	<b>21,856</b>

Corporate Information Technology (IT) projects such as software upgrades and annual lifecycle renewals were not impacted by the pandemic, spending in T1 was \$1,289. 2020 fleet purchases also have not been impacted and will continue to proceed with approximately \$510 spent and an additional \$3,500 in POs issued.

Work on facilities renewal, accessibility improvements and energy initiatives have been temporarily postponed. Prior to their postponement, substantial work was completed on the stabilization of the Drill Hall and LED retrofits at City Hall. Planning and development activities continued including grant applications wherever possible; the successful award of \$100,000 for 20 new electric vehicle charging stations across the City was announced in June.

In T1, \$620 was spent on the Baker District Redevelopment, more information on this development project can be found on the [City's Baker District Redevelopment webpage](#).

An accounting change on the treatment of the City's contribution to County-managed projects for Social Housing, Child Care and Ontario Works accounts for \$520 of spending in T1. In prior years the City's contribution was accounted for through the operating budget however this change was made to align all contributions to the County's capital program through the City's capital program.

### **Emergency Services**

This Program is ensuring that our emergency service providers have the vehicles, equipment and facilities required to effectively deliver critical community services. This requires that their assets are in working and reliable condition and are replaced at the right time. Projects in this Program are directed by industry best practice and service-specific legislation.

<b>Capital variance</b>	<b>Tri-annual 1</b>
2019 carry-over budget	4,904
2020 capital budget, approved	5,399
2020 additional approved funding	399
Available capital funding for 2020	<b>10,702</b>
2020 capital spending	2,445
Open POs	1,906
Closed projects	0
Total spending and commitments	<b>4,351</b>
Uncommitted approved budget	<b>6,351</b>

Capital projects which support first responders by providing essential equipment have not been impacted by the pandemic. Facility renewal work and energy initiatives have all been postponed, with the exception of work on the Guelph Police Headquarters, as it is an essential and critical construction project which is nearing completion.

T1 spending includes the purchase of portable radios, body armour and vehicle purchases for Guelph Police Services.

T1 spending on Paramedics' equipment includes the purchase of 27 cardiac monitor/defibrillator portable devices to replace existing units and to outfit new ambulances.

Bunker gear, helmet replacements, extraction tools, other equipment purchases and facilities work prior to COVID-19 represent T1 spending for Fire Services.

### **Open Spaces, Recreation, Culture and Library**

Leisure and active living play a critical role in providing Guelph residents and visitors options to support their quality of life, health and well-being. Social, cultural and recreational infrastructure is a key indicator for quality of life and serves as visitor destinations, which stimulates the local economy.

<b>Capital variance</b>	<b>Tri-annual 1</b>
2019 carry-over budget	12,590
2020 capital budget, approved	12,005
2020 additional approved funding	45
Available capital funding for 2020	<b>24,640</b>

<b>Capital variance</b>	<b>Tri-annual 1</b>
2020 capital spending	1,700
Open POs	3,347
Closed projects	0
Total spending and commitments	<b>5,047</b>
Uncommitted approved budget	<b>19,593</b>

Work on projects within the Open Spaces, Recreation, Culture and Library program of work were primarily paused in April as per direction on non-essential services from the Province of Ontario.

Culture and Tourism projects have been postponed with the exception of the move of Locomotive 6167 which must proceed in 2020 to meet contractual obligations.

Replacement of vehicles for Parks and Recreation has continued as 2020 contracts were awarded and POs initiated prior to provincial orders. Work on recreation facilities renewal has been paused as well as energy initiatives. Design work on the South End Community Centre has continued in order to obtain cost estimates required for staff to bring forward for Council's consideration in 2020.

The Parks and Recreation Master Plan and the Trails Master Plan Update have also proceeded as the schedule for these projects need to be maintained to manage timelines for department work plans, Council reporting and have associated provincial and regulatory timelines in terms of the Growth Strategy Official Plan and the Community Benefits Charge Bylaw which the City must meet.

Continuing work on design and planning of upcoming parks projects provides meaningful work that staff can move forward while maintaining alternative work arrangements. By continuing this work, staff will be prepared to start procurement processes once the construction timing is confirmed.

### **Solid Waste Services**

This Program provides for continued customer service, growth, site compliance and maintenance of critical infrastructure required to maintain diversion of waste from landfill. It minimizes landfill disposal costs while reducing the environmental footprint of waste management operations in the City.

<b>Capital variance</b>	<b>Tri-annual 1</b>
2019 carry-over budget	7,381
2020 capital budget, approved	2,213
2020 additional approved funding	300
Available capital funding for 2020	<b>9,894</b>

<b>Capital variance</b>	<b>Tri-annual 1</b>
2020 capital spending	123
Open POs	2,505
Closed projects	0
Total spending and commitments	<b>2,628</b>
Uncommitted approved budget	<b>7,266</b>

Collecting, transporting, storing, processing, disposing of any type of waste is specifically mentioned as being an essential service under the Ontario regulation however limited spending was seen in T1 for Solid Waste projects.

While spending has been minimal in T1, this is not unusual as several projects are in the planning design stages with construction beginning in T2. Work in 2020 will include upgrades to Gate 1 scale area and the Public Drop Off area which will help provide better access and traffic flow through the site.

Vehicles and equipment on order account for over \$1,000 of outstanding POs for this period.

### **Stormwater Services**

This Program involves constructing, operating, maintaining and improving the City's existing stormwater management infrastructure for the purpose of providing flood and erosion control, water quality treatment and environmental protection.

<b>Capital variance</b>	<b>Tri-annual 1</b>
2019 carry-over budget	9,229
2020 capital budget, approved	7,630
2020 additional approved funding	0
Available capital funding for 2020	<b>16,859</b>
2020 capital spending	851
Open POs	1,805
Closed projects	0
Total spending and commitments	<b>2,656</b>
Uncommitted approved budget	<b>14,203</b>

Phase 1 of Bull Frog Stormwater Splitter is nearing completion. The installation of the new flow splitter to connect the Elizabeth Street storm sewer to the Bullfrog Creek watershed will help to mitigate flooding in nearby residential areas. Other projects such as stormwater pond rehabilitations are delayed past June 30, 2020.

Several other projects meet the criteria of essential and meaningful such as the Stormwater Master Plan, Cost of Service Study, Pond Monitoring and the Water and Wastewater Servicing Master Plan which is required for Provincial growth plans which have not be delayed.

Other essential but non-critical and non-essential work has been postponed.

### **Transportation Services**

This Program captures the network of services and assets that enable the flow of people and goods throughout the city, including: transit, parking, traffic management and infrastructure development both above and below ground, and in the road and right-of-way.

The Program provides for the rehabilitation, renewal, replacement and construction of assets ranging from road surfaces and traffic signals to buses and bus shelters, as well as active transportation routes and parking facilities.

<b>Capital variance</b>	<b>Tri-annual 1</b>
2019 carry-over budget	16,848
2020 capital budget, approved	25,948
2020 additional approved funding	2,000
Available capital funding for 2020	<b>44,796</b>
2020 capital spending	4,509
Open POs	8,578
Closed Projects	0
Total spending and commitments	<b>13,087</b>
Uncommitted approved budget	<b>31,709</b>

Critical infrastructure repair and maintenance was not affected by the provincial emergency orders and as such, several transportation projects that were already in progress continued. The annual road restoration and resurfacing program continued and had the advantage of reduced traffic volumes to manage and work around.

Reconstruction of the Norwich Pedestrian Bridge is also moving forward in hopes to capture construction during the 2020 summer/early fall construction period, however it may be delayed due to the need for public engagement.

Vehicle purchases previously initiated have continued, with two plow trucks on order for a total of \$795.

Installation of LED street lighting throughout the City was temporarily postponed as it was deemed non-essential construction. However installation has since continued and is expected to be completed by year-end.

Development of Golds Court in the Hanlon Creek Business Park has continued as the City has sold two lots with the commitment to provide grading, servicing and road infrastructure.

Staff have continued preparation work such as planning, design and procurement documents for projects categorized as essential and non-critical or meaningful. This will maintain the City's readiness to restart projects when permitted in efforts to limit the overall effect of the COVID-19 work stoppages.

### **Wastewater Services**

City staff continue to focus on the maintenance of critical infrastructure to avoid the risk of non-compliance and the higher costs of unplanned maintenance. Further benefits of this Program include: optimizing and increasing capacities of existing systems, reducing infiltration, protecting the natural environment, enhancing asset management, and ensuring wastewater can be conveyed in a manner to satisfy capacity requirements for the City's Wastewater Treatment Plant.

<b>Capital variance</b>	<b>Tri-annual 1</b>
2019 carry-over budget	30,760
2020 capital budget, approved	27,692
2020 additional approved funding	0
Available capital funding for 2020	<b>58,452</b>
2020 capital spending	3,798
Open POs	7,066
Closed projects	0
Total spending and commitments	<b>10,864</b>
Uncommitted approved budget	<b>47,588</b>

Sewage treatment and disposal was deemed an essential service by O. Reg. 119/20 made April 3, 2020 and therefore the majority of the Program continued to move ahead.

Critical work on the Wastewater Treatment Plant to provide full back up power to the treatment plant is underway with the purchase of two standby generators expected in T2. Installation of an air scrubber for the Lystek area of the bio solids facility is proceeding which will remove odourous air and methane in accordance with health, safety and environmental requirements. Digester structural repair and gas proofing on digester 3 is expected to be completed by year-end, at which time the digester cleaning program can begin on digester 4.



Several large linear sewer projects have continued including work on Arthur Trunk Sewer Phase 4 between Cross Street and Macdonell as well as the York Trunk Sewer. The York Trunk Sewer is a multi-phase multi-year project to provide the east side of the City with growth capacity. The construction tender for Phase 2 of the York Trunk Sewer from Ontario to Stevenson has been issued.

Energy initiatives not yet started were temporarily postponed, however the multi-year project to improve energy efficiencies on the aeration controls continues and will provide additional energy savings as each phase in this project is completed.

Other planned non-essential or non-critical plant improvements and sewer investigation work was postponed. Demolition of the Gordon Sewage Pumping Station that had previously been decommissioned was also postponed. Staff are assessing when these postponed projects can be advanced considering emerging priorities and on-going contract project management staffing impacts.

### **Water Services**

By proactively creating additional supply and renewing our existing systems, the City is focused on ensuring a safe and reliable source of water for existing customers and to meet the needs of growth.

<b>Capital variance</b>	<b>Tri-annual 1</b>
2019 carry-over budget	53,015
2020 capital budget, approved	49,765
2020 additional approved funding	0
Available capital funding for 2020	<b>102,780</b>
2020 capital spending	3,257
Open POs	14,697
Closed Projects	0
Total spending and commitments	<b>17,954</b>
Uncommitted approved budget	<b>84,826</b>

Delivery of potable drinking water was deemed an essential service by O. Reg. 119/20 made April 3, 2020 and therefore the majority of the Program continued to move ahead.

FM Woods Station Upgrade is continuing as it supports critical upgrades and replacements as up to 80 per cent of the City's water supply flows to, is treated, stored and pumped into the distribution system at this facility. Other facility upgrades and lifecycle renewal for critical infrastructure is being maintained to minimize risks to the water system.

Design and planning work has continued where possible to maintain work plans and sequencing of critical construction projects such as the Verney Tower Feedermain and Valve Chamber replacements and Paisley Pump Upgrades both with anticipated construction in 2021.

The Water Supply Master Plan (WSMP) update which will cover the planning period up to 2041 is an essential document which will provide water supply options to meet growth demands in the short-term, mid-term and long-term. Work on the WSMP has continued throughout this period and has an anticipated completion date in T3 2020.

The meter replacement program that was initiated in 2019 to replace water meters past their deemed lifecycle has been postponed. However, reactionary meter maintenance has continued to ensure functionality of water meters throughout this period.

Several smaller scale watermain projects have been postponed as they were deemed essential but non-critical construction. These include proactive replacement of watermain linings in sections experiencing a high occurrence of breaks. These were deemed non-critical because they are still functioning. However, if any additional breaks occur the City will incur maintenance costs through the operating budget. Watermain construction related to growth has also been postponed due to its non-essential designation.

### **Financial Implications**

Ongoing monitoring of capital spending ensures that projects are delivered as intended and that any financial impacts are addressed proactively.

### **Consultations**

Corporate Management Team

### **Strategic Plan Alignment**

Reporting tri-annually on the progress of the City's capital program supports the Strategic Plan's Working Together for our Future pillar through maintaining a fiscally responsible local government.

### **Attachments**

Attachment-1: 2020 Additional Approved Capital Funding

Attachment-2: 2020 Capital Spending as of April 30, 2020

### **Departmental Approval**

Greg Clark, CPA, CMA Manager, Financial Strategy & Long-Term Planning

### **Report Author**

Patricia Zukowski, CPA, CGA Senior Corporate Analyst – Capital Planning

**This report was approved by:**

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**This report was recommended by:**

Trevor Lee  
Deputy Chief Administration Officer  
Corporate Services  
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Trevor.lee@guelph.ca

### Attachment-1 2020 Additional Approved Capital Funding (000s)

Project	Details	Addition/ (Reduction)
City-wide LED Upgrade	Additional Funding approved by Council January 27, 2020	1,000
Hanlon Creek Business Park - Golds Court development	Additional funding approved by Council on January 14, 2019, conditional upon certain requirements that have now been satisfied.	1,000
Police IT Hardware	Transfer from Police operating budget	399
Inventory and Condition Assessment	Continuous Improvement Fund grant received from Waste Diversion Ontario	160
Solid Waste Master Plan	Additional funding from Smart Cities grant (transfer from operating budget)	140
<b>Total additional funding</b>		<b>2,699</b>

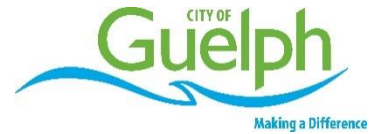
## Attachment-2 2020 Capital Spending as of April 30, 2020 (000s)

Program	2019 carry-over budget	2020 capital budget, approved	2020 additional approved funding	2020 capital spending	Open POs	Closed Projects	Total spending and commitments	Uncommitted approved budget
Contaminated Sites	5,174	3,750	-	275	835	-	1,110	7,814
Corporate Projects	17,307	17,188	(45)	4,430	8,164	-	12,594	21,856
Emergency Services	4,904	5,399	399	2,445	1,906	-	4,351	6,351
Open Spaces, Recreation, Culture and Library	12,590	12,005	45	1,700	3,347	-	5,047	19,593
Solid Waste Services	7,381	2,213	300	123	2,505	-	2,628	7,266
Stormwater Management	9,229	7,630	-	851	1,805	-	2,656	14,203
Transportation Systems	16,848	25,948	2,000	4,509	8,578	-	13,087	31,709
Wastewater Services	30,760	27,692	-	3,798	7,066	-	10,864	47,588
Water Services	53,015	49,765	-	3,257	14,697	-	17,954	84,826
<b>Total Capital Program</b>	<b>157,208</b>	<b>151,590</b>	<b>2,699</b>	<b>21,389</b>	<b>48,904</b>	<b>-</b>	<b>70,293</b>	<b>241,204</b>

Note: May not add due to rounding.

# Provincial and Federal Consultation Alert

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## Proposed Amendment to A Place to Grow: Growth Plan for the Greater Golden Horseshoe

### Ministry

Municipal Affairs and Housing

### Consultation Deadline

July 31, 2020

### Summary

The Ontario government is consulting on a proposed amendment to A Place to Grow: Growth Plan for the Greater Golden Horseshoe. This update includes changes to the population and employment forecasts, the horizon year for planning, and other policies with the stated goals of increasing housing supply, creating jobs, attracting business investment, and better aligning with infrastructure.

The government is also consulting on a new Land Needs Assessment Methodology, which municipalities would use to ascertain the amount of land required to accommodate housing and jobs.

### Proposed Form of Input

Submit staff comments on the Environmental Registry of Ontario posting at the links below.

### Rationale

The proposed amendment and land needs assessment methodology are technical in nature and an interdepartmental team response with consultant support are appropriate for this review.

### Lead

[Melissa Aldunate](#), Manager, Policy Planning and Urban Design

### Links to Ministry Website

<https://ero.ontario.ca/notice/019-1680>

<https://ero.ontario.ca/notice/019-1679>

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### Contact Information

#### Intergovernmental Services

Chief Administrative Office

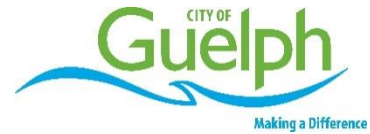
City Hall, 1 Carden Street, Guelph ON N1H 3A1

519-837-5602

**TTY:** 519-826-9771

# Provincial and Federal Consultation Alert

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## Updating Ontario's Water Quantity Management Framework

### Ministry

Ministry of the Environment, Conservation and Parks (MECP)

### Consultation Deadline

2 August 2020

### Summary

MECP has posted proposed regulatory changes on the Environmental Registry for public comment on the management of water takings to protect the long-term sustainability of surface water and ground water.

### Proposed Form of Input

That the City of Guelph submit its comments on the province's regulatory proposals via the Environmental Registry.

### Rationale

The City of Guelph is committed to protecting the local environment and ensuring the long-term sustainability of surface and ground water.

### Lead

Environmental Services

### Link to Ministry Website

<https://ero.ontario.ca/notice/019-1340>

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### Contact Information

#### Intergovernmental Services

Chief Administrative Office

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

519-37-5602

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TO **Committee of the Whole, City of Guelph**

SUBJECT **Quarterly progress report to Guelph City Council**

DATE June 19, 2020

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Per the Service Agreement between Our Energy Guelph and the City of Guelph, this document provides a progress report on activities we have been working on since the previous update.

## Governance and General Operations

**Board member updates.** Antti Vilkkö joined the board on an interim basis, pending appointment of a replacement for Helen Loftin in the position of General Manager of Business Development and Enterprise.

Jonathan Knowles tendered his resignation from the board on April 19. The responsibilities of President will be shared between Chair Kirby Calvert and Executive Director Alex Chapman.

All other board roles remain as they were in the last update.

**Office space.** The ED has moved into office space in the Granary Building at 111 Farquhar Street, subleasing from another tenant. This location is particularly advantageous given that the Guelph Chamber of Commerce and the offices of MP Lloyd Longfield are located in the same building.

Note that the ED has been working from his home office while pandemic physical distancing measures are in place.

**Information technology.** OEG has been making effective use of the Google Meet video calling application, part of the G Suite package obtained free of charge by virtue of the organization's nonprofit status.

**Nonprofit partnerships.** OEG has participated in a number of Chamber of Commerce events, most recently the new members reception.

**Capital funding.** A summit meeting was held on March 4th with representation from the following organizations:

1. Meridian Credit Union



2. Addendum Capital
3. The Cooperators
4. Skyline REIT
5. 10C
6. Our Food Future
7. Government of Canada
8. Innovation Guelph
9. Ontario Agri-Food Technologies

The group agreed that the first priority should be a Property-Assessed Clean Energy (PACE) finance program, with a major community project as a close second. The group also discussed the idea of a financial vehicle allowing Guelphites to invest savings in an RRSP-eligible instrument that could be used to finance the various programs that comprise the Pathway to Net Zero Carbon, including home energy retrofits using PACE. The group concluded that the initial priority source of capital should be institutional investors, and only after projects are on track and revenues have been established should we explore building a retail/individual investor financing stream.

## Guelph Energy Managers (GEMS)

The Spring 2020 GEMS meeting was cancelled due to the pandemic. The Summer 2020 is being held online, focusing on a presentation by staff from the local delivery agent of the Independent Electricity System Operator's SaveONenergy program.

**Alectra Drive@Home program.** Alectra Utilities is seeking participants for a new program to provide Electric Vehicle Supply Equipment (EVSE - typically called an "EV charger") to participants at no cost. The program will also offer special electricity rates for overnight EV charging. As part of the program, participants will place a telematics device in their vehicle to help Alectra understand usage patterns. OEG has assisted Alectra with the program by soliciting members of the community to participate, starting with ED Alex Chapman.

## Education, Communication, Outreach and Awareness (ECO A)

This group is led by OEG and helps build collaborative and mutually reinforcing action between three different kinds of participant:

- **Message.** Organizations that wish to change behaviour in the community to support specific sustainability objectives. Examples include the City of Guelph Water Services and Solid Waste Management, as well as OEG itself.
- **Medium.** Organizations that provide a program that delivers messages and fosters behavioural change, or that supports the same. Examples include Youth Action on Climate Change; My World, My Choice; the University of Guelph Office of Student Experience; and OEG, with its work to organize community events such as the Climate Change Pub Night.

- **Audience.** Organizations with responsibility for a target audience for both message and medium. Examples include the Upper Grand District School Board and the Wellington Catholic District School Board.

**Youth Action on Climate Change (<https://youthactiononclimate.com/>).** The Women In Climate Action lunch on March 8th, planned in conjunction with International Women's Day, was very successful. Unfortunately the Youth Climate Action Leadership Summit was postponed due to the pandemic. YACC has had some success with migrating their group meetings to an online format.

**Random Acts of Green (<https://raog.ca/>).** This mobile device app offers rewards to encourage sustainable behaviours. It will offer benefits to local customer-facing businesses, by providing a platform for them to promote their products and services. It will also offer benefits to other larger organizations by signing up staff en masse and using participation as an employee attraction, engagement, and retention tool. It will further benefit such organizations by encouraging adoption of sustainable - and hence money-saving - practices in the workplace as well as at home.

OEG signed an agreement in March to act as the local sales agent for the program, and expects to receive a modest revenue stream as a result. Social media and the OEG newsletter have been used to promote the application. Unfortunately the pandemic has inhibited our ability to execute as we had planned, but we expect this to improve with the gradual reopening of the economy now in progress.

**My World, My Choice (<http://myworldmychoice.org/>).** The group drew a capacity crowd for its student symposium on March 11, presented in collaboration with the Management Students Association and Enactus (a sustainability entrepreneurship student club). Further events and programming have switched to online options, including a new plan for a competition to select "Canada's Next Top Sustainability Leader".

**Planet Protector Academy (<https://planetprotectoracademy.com/>).** The vendor is exploring options to deliver the program online. Since it is primarily multimedia content delivered via the internet, the main issues will be logistical, including how to integrate teacher-led portions of the program.

**Newsletters.** We are now issuing two newsletters using the MailChimp platform. The first is a monthly general newsletter delivered to a broad audience of subscribers. The second is for GEMS members, and is delivered in conjunction with their quarterly meetings.

**Communications.** ED Alex Chapman performed community outreach activities as follows:

- Guelph Wellington Men's Club, January 7 (presenter)
- Green Drinks, January 15 (presenter)
- Kortright Hills Public School, Cathy Dykstra's Grade 5 Class, January 22 (guest and student project reviewer)
- Northwind Electricity 2020 Invitational Forum, January 30 (presenter/panelist)

- Ward 2 Town Hall, February 8 (presenter)
- Climate Change Town Hall presented by MP Lloyd Longfield and students from the Headwaters class, February 12 (exhibitor)
- Canadian Home Builders Association Net Zero Leadership Summit, February 26 (presenter/panelist)
- Climate Change Pub Night, February 5 (exhibitor/organizer)
- Youth Climate Action Panel, March 9 (mentor/participant)
- UofG Lang School of Business student symposium, March 11 (panelist)
- UGDSB Headwaters class, April 14 (recorded presenter)
- Quality Urban Energy Systems of Tomorrow (QUEST) Community Energy Planning Virtual Working Group Meeting, May 13 (online presenter/session facilitator)
- McMaster University Faculty of Engineering, W. Booth School of Engineering Practice and Technology, Energy and Policy Course led by Dr. Zobia Jawed, June 1 (online presenter)

**Blog post.** An article describing the ED's experience with purchasing an electric car during the pandemic was published on the OEG website, and was later edited and carried on the national news site *Electric Autonomy Canada*. Note that the ED also serves on the editorial board for that site, and has been invited to provide regular articles on matters related to the transition to shared, autonomous electric vehicles.

## Property-Assessed Clean Energy (PACE)

OEG presented its revised program proposal (previously called GEERS) to Council in January. This resulted in a unanimous decision to proceed with the next step of having the City Finance department determine their costs for administering the Local Improvement Charges (LIC) mechanism in the role of billing and collections agent. All other program elements are to be executed by OEG and/or its partner organizations.

**Community Efficiency Financing funding opportunity.** The Federation of Canadian Municipalities has issued a call for applications for its new Community Efficiency Financing (CEF) program under the Green Municipal Fund. The first application window, closing June 30, offers loans up to \$10 million and grants up to \$5 million for a total possible funding amount of \$15 million. This funding would allow OEG to launch the PACE program, build momentum, and then transition to full funding using private capital.

OEG intends to make a submission for this funding, in collaboration with PACE Atlantic Community Interest Corporation (CIC<sup>1</sup>). PACE Atlantic CIC is led by the originator of the Halifax Solar City program, one of the most successful PACE programs in the country. PACE Atlantic CIC is currently delivering PACE programming in Nova Scotia using the same model that OEG proposed in January. It is also the only Canadian entity capable of expanding its delivery agent operations

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<sup>1</sup> A Community Interest Corporation is a legal entity that exists only in Nova Scotia and British Columbia, occupying a middle ground between for-profit and not-for-profit enterprises.

into other jurisdictions. PACE Atlantic CIC was already in the process of preparing a submission on behalf of a consortium of four Atlantic Canada municipalities, so OEG will be able to leverage much of that work for its own proposal.

If successful, this funding will help Guelph to move toward its net zero carbon goal. More immediately, it will also deliver a much-needed economic stimulus, providing new, well-paying jobs in the construction industry and in areas such as building supplies, program design, and administration. This will provide a direct contribution to Guelph's recovery from the effects of the pandemic.

FCM rules require 20% of funding to be from local sources. To maximize the funding available under the program, we are working to identify a total of \$3.75 million in local contributions, be they cash or in kind. Examples include:

- The funding the City has already agreed to provide to OEG
- Incentive funds from Enbridge, the Independent Electricity System Operator, and City of Guelph Water Services
- Program staff time contributions from Alectra
- Bulk discounts from suppliers and installers of various products that will be offered through the program

Note that the CEF program is targeted at low-rise buildings, so we have pivoted from our initially-proposed emphasis on multi-unit residential buildings. We expect to be able to resume that focus within three years as momentum is established and additional capital is sourced from private investors.

**PACE Canada.** Our Energy Guelph has participated in the creation of a new nationwide nonprofit, PACE Canada. OEG ED Alex Chapman is serving on the board of directors for the organization, and has also participated in its governance and bylaws working group.

PACE Canada aims to encourage action at the federal and provincial level to support communities that are establishing PACE programs. It also aims to support PACE program development and implementation. Further, it will provide an advocacy platform for all of the entities that stand to benefit from propagation of the PACE model - municipalities, partner organizations like OEG, program administrators, First Nations, contractors, energy auditors, suppliers, utilities, realtors, building managers, and investors.

Regards,

Alex Chapman, Executive Director  
Our Energy Guelph



**THE CORPORATION OF THE CITY OF SARNIA  
City Clerk's Office**

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June 24, 2020

To: All Ontario Municipalities

**Re: Long Term Care Home Improvements**

At its meeting held on June 22, 2020, Sarnia City Council adopted the following resolution submitted by Councillor Margaret Bird with respect to the conditions in Long Term Care homes exposed by the pandemic:

***That due to the deplorable conditions exposed by the pandemic in LTC homes in the province, and because this is a time for action, not just continuous streams of investigations, commissions and committees, and because the problems have been clearly identified, that Sarnia City Council direct staff to send this motion to the 444 Ontario Municipalities, asking them to urge Premier Ford to start implementing the required resolutions immediately, as follows:***

- 1. increasing hours for all part-time and casual labour***
- 2. since the government provides funding for privately-operated homes, they have an obligation to inspect these homes and see that they are being properly run, and that funds are being used for the benefit of the residents and not the huge profitability of the operators, and***
- 3. to end the neglect and unacceptable conditions being experienced, each day, by our vulnerable seniors.***

Sarnia City Council respectfully seeks your endorsement of this resolution. If your municipal council endorses this resolution, we would request that a copy of the resolution be forwarded to the following:

Doug Ford, Premier of Ontario; and

City of Sarnia, City Clerk's Office  
[clerks@sarnia.ca](mailto:clerks@sarnia.ca)

Sincerely,

A handwritten signature in blue ink that reads "Dianne Gould-Brown". The signature is written in a cursive, flowing style.

Dianne Gould-Brown  
City Clerk

cc: AMO



## **CORPORATION OF THE TOWN OF RENFREW**

### **RESOLUTION NO. 2020 - 06 - 44**

Moved By: Reeve Emon  
Seconded By: Councillor Jamieson

**WHEREAS** the COVID-19 pandemic crisis has had a catastrophic affect on employment and small business survival rates, with over 11.3% jobless rate in Ontario in April 2020 alone with only a few signs of a change over the next several fiscal periods;

**AND WHEREAS** the Renfrew County region is already at a distinct economic disadvantage due to a shorter infrastructure construction season and the lack of essential services, like effective and available broadband across its vast and rural area that would allow for greater flexibility to work from home, or telecommute;

**AND WHEREAS** the County of Renfrew and the other 19 municipalities and first nations reserves within the geographical borders have an incredible influence on the economy through investments in infrastructure spending, with over \$70million being invested in 2020 in municipal projects, but will now have to evaluate and adjust the way they safely operate and offer community services and modes of transportation;

**AND WHEREAS** the County of Renfrew and the other 19 municipalities and first nations reserves have submitted over \$73.5 million worth of applications to the *Investing in Canada Infrastructure Program: Community, Culture and Recreation Stream*, with all considered shovel ready and shovel worthy;

**AND WHEREAS** the County of Renfrew and the other 19 municipalities and first nations reserves have submitted previously over \$25million in *the Investing in Canada Infrastructure Program: Green Stream* and *Investing in Canada Infrastructure Program: Rural & Northern Stream*;

**AND WHEREAS** both large and small infrastructure projects have the immediate effect on local small and medium businesses in our region with consideration of the multiplier ratio on every \$1million invested having the ability to create 7.6 jobs in the local marketplace, meaning that approval of these projects would create over 1,200 jobs across Renfrew County;

**NOW THEREFORE BE IT RESOLVED** that the Council of the Town of Renfrew calls upon the Governments of Ontario and Canada to fast track the review of current and previous *Investing in Canada Infrastructure Program* grant applications in order to provide much needed employment and investment into rural Ontario to provide sustainable infrastructure that will be safe and suitable in a post-pandemic setting;

**AND FURTHER THAT** a copy of this resolution be circulated to the Right Honourable Prime Minister of Canada; the Honourable Premier of Ontario; MP Cheryl Gallant, Renfrew-Nipissing-Pembroke; the Honourable John Yakabuski, MPP Renfrew-Nipissing-Pembroke; the Minister of Infrastructure; the Association of Municipalities Ontario; Rural Ontario Municipalities Association and all Municipalities within the Province of Ontario.

**- CARRIED -**

I, Jennifer Charkavi, Deputy Clerk of the Corporation of the Town of Renfrew, do hereby certify this to be a true and complete copy of Resolution No. 2020 - 06 - 44, passed by the Council of the Corporation of the Town of Renfrew at its meeting held the 23<sup>rd</sup> day of June 2020.

DATED at Renfrew, Ontario  
this 24<sup>th</sup> day of June 2020.

*Jennifer Charkavi*

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Jennifer Charkavi



## Guelph Police Services Board

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

### MINUTES – MAY 21, 2020

An Open meeting of the Guelph Police Services Board was held by teleconference call, pursuant to Guelph Police Services Board By-Law 164 (2020), on May 21, 2020 commencing at 2:30 p.m.

**Present:**

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

**Guests:** Guelph Police Service: Cst. Matt Jotham, Cst. Kyle Grant

#### 1. WELCOME AND INTRODUCTIONS

Chair R. Carter welcomed Peter McSherry, the new Provincial Appointee, to the Board.

#### 2. MEETING CALLED TO ORDER

Chair R. Carter called the meeting to order at 2:37 p.m. via teleconference call between the attendees.

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

There were no declarations of conflict or pecuniary interest.

#### 4. CLOSED SESSION RESOLUTIONS

The following Closed session resolution was reported in open session:

**Moved by** C. Guthrie

**Seconded by** C. Billings

**THAT** the Guelph Police Services Board support the Big Brothers Big Sisters of Guelph Wellington in the amount of \$500.00, with funds to be paid from the Community Account.

**-CARRIED-**



5. **PRESENTATIONS/DELEGATIONS** - None

6. **APPROVAL OF MINUTES**

**Moved by C. Billings**

**Seconded by R. Curran**

**THAT** the Minutes of the Open Meeting held Thursday, April 16, 2020 be approved as presented.

**- CARRIED –**

7. **APPROVAL OF AGENDA**

**Moved by C. Guthrie**

**Seconded by C. Billings**

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

**- CARRIED –**

C. Billings requested that Item 7.5 Budget Calendar, be extracted from the Consent Agenda.

**Moved by C. Billings**

**Seconded by R. Curran**

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

**- CARRIED –**

**7.1 Headquarter Renovation and Expansion Report**

That the Reports titled “Police Headquarters Renovation and Expansion Project” and dated May 21, 2020, be received for information.

**7.2 Human Resources Report – Member Appointments**

**THAT** Christian Godin, Geoffrey Hiebert, Frazer McCrindle, Nathaniel McIntyre, Matthew Simpson, Taylor Vajushi-Cooper and Samantha Worthington be appointed as a full-time members of this Service effective April 23, 2020; and

**THAT** Laurette Legacy be appointed as a part-time civilian member of this Service effective May 4, 2020.

**7.3 Public Salary Disclosure Annual Report (2019)**

That the report titled “Public Sector Salary Disclosure for 2019” and dated March 19, 2020 be received for information.

**7.4 Payment of Tonin & Co. Invoice 34494, dated April 28, 2020**

**THAT** the Guelph Police Services Board approve payment of Tonin & Co. invoice Number 34494, dated April 28, 2020 in the amount of \$847.50 for the Review Engagement of the Community Account to be paid from the tax supported budget.

## **7.6 Board Correspondence Report**

That the report titled “Open Meeting – May 21, 2020 Board Correspondence Report” be received for information.

## **Part 2 – Discussion Agenda**

### **7.7 Human Resources Services Annual Report for 2019 – Tracey Harris, Human Resources Manager**

T. Harris provided an overview in each of the six key performance indicators.

- 1) **Recruitment, Selection and Outreach Initiatives:** In 2019, a number of positions were vacated due to retirements and resignations, and 8 maternity/paternity leaves created gaps that cannot be backfilled. The Ministry made a change to the Constable Selection System and assessments moved to the basic constable training at the college and to the employer. This gave an opportunity to improve the system and create efficiencies internally. In 2019, there were 42 outreach initiatives for recruiting. One area of focus was diversity. Despite these initiatives, the number of applications received are low. Whereas over 600 used to apply each year, in 2019, only 150 were received. The recruitment Sergeant spent many hours with several candidates that were not ready to move forward and mentored them. 6 new recruits, 1 Special Constable and 1 experienced officer within the diversity spectrum in Ontario Human Rights were hired.
- 2) **Career Development Transfer Opportunities:** In 2019, there was significant internal movement with 62 transfers, which included secondments, mentoring and training assignments, and promotions.
- 3) **Professional Development and Training:** The centralized training model is used to strategize and prioritize legislated training. E-learning through online courses continues to be the choice of delivery. The Service continues to invest in employee development and focus on building a pool of qualified candidates for critical positions to ensure the delivery of sustainable and quality police services.
- 4) **Current Staffing Including Accommodations and Leaves:** Over the last 8 years, accommodations and increased leaves have been putting continuous pressures on the Service, as many cannot be backfilled.
- 5) **Commitment to Member Safeguard Programs and Wellness Initiatives:** The Service is coordinating with other organizations to develop and adopt best practices for safeguarding our members. A Wellness Coordinator position was recently posted as part of the 2020 budget.
- 6) **Attrition Rates and Retirement Projections for 2020-2024:** 12% of our people will retire in the next 5 years – 16 civilian and 25 police, creating a need to continue to focus on career development for members to move into the specialized positions.

R. Carter thanked Tracey for the comprehensive report.

#### **7.5 Budget Calendar (extracted from Consent Agenda)**

The Board requested that the Budget Calendar be amended so that the Operating Budget would be presented at the Board's September meeting, and would approve it at the October meeting. This would allow time for the Board to review the Operating Budget before making a decision. L. Pelton will amend the schedule accordingly.

#### **7.8 Operating and Capital Budget Quarterly Variance Report**

L. Pelton reported that the March 2020 operating surplus was \$12,487 and represents a positive 0.1% variance to the full year budget due to several factors, mainly related to salary and employee benefits in the first quarter. Other factors affecting the budget included unbudgeted COVID-19 expenses of \$6,000, cancellation of training and travel due to the pandemic, and timing of grant revenues. At this time, the Service is forecasting no year-end operating variance. The majority of capital spending in this quarter related to the Headquarter Renovation and Expansion project and the Vehicle Replacement project.

#### **7.9 Chief's Monthly Report**

- Chief Cobey reported that since March 18<sup>th</sup>, the Service has responded to over 11,000 calls for service. He thanked the membership for their resiliency.
- He has a daily meeting with the City's Chief Administrative Officer regarding the COVID-19 measures. To date, the Service has had no confirmed positive cases. We continue to work with public health, our city colleagues, and health and safety representatives. Social distancing within the work environment has been important to keep our people healthy.
- He has participated in many virtual meetings, internal leadership meetings and some external meetings and looks forward to attending virtual town halls or meetings.
- The Guelph Mercury Tribune featured Cst. Stewart Robinson and Cst. James Nightingale for a new program they started where they reach out to High School students to talk about mental health and addictions.

R. Carter thanked the Chief and Deputy Chief on behalf of the Board for excellent work over the last few months dealing with the COVID-19 crisis.

#### **7.10 New Business**

There was no new business noted.

### **8 INFORMATION ITEMS**

- Next Open Meeting: Thursday, June 18, 2020, 2:30 p.m., via teleconference call (all bookings at City facilities are cancelled through July 5, 2020)

- OAPSB Annual General Meeting – May 29, 2020, 3:00 p.m. via Zoom meeting
- Law of Policing Workshops and Conference – June 8, 9 and 10, 2020 via Zoom
- CAPG Annual Conference: Postponed to October 29 – November 1, 2020, Victoria, B.C.

**9      ADJOURNMENT**

**Moved by** C. Billings

**Seconded by** P. McSherry

**THAT** the Open meeting of the Guelph Police Services Board adjourn as at 3:16 p.m.

**- CARRIED –**

The Minutes of this meeting were adopted this 18<sup>th</sup> day of June, 2020

*“R. Carter”*

\_\_\_\_\_  
R. Carter, Chair

*“C. Polonenko”*

\_\_\_\_\_  
C. Polonenko, Executive Assistant