

# City Council Information Items

August 28, 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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None	

# Information Report

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Service Area	Public Services
Date	Friday, August 28, 2020
Subject	<b>Guelph Sports Hall of Fame Annual Update</b>

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## Executive Summary

### Purpose of Report

To provide Council with an annual report from the Guelph Sports Hall of Fame Board of Directors Advisory Committee.

### Key Findings

The Guelph Sports Hall of Fame Board of Directors was established in 1993 and consists of six members at large and four Kiwanis Club members. The primary goal of this advisory committee is to ensure that Hall of Fame Inductees and local High School Ambassadors are recognized at the annual Kiwanis Sports Celebrity Dinner.

The dinner that was originally scheduled to occur in May of this year has been postponed until further notice due to the global pandemic of Covid-19.

### Financial Implications

There are no financial implications.

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## Report

### Details

The Guelph Sports Hall of Fame Committee determines and recognizes new Sports Hall of Fame Inductees and local High School Ambassadors at the Kiwanis Sports Celebrity Dinner, typically, held in May of each year. Hall of Fame inductees are presented with a unique framed artist rendering and biography; larger versions of these framed renderings are placed on public display at the Sleeman Centre in an area designated for the Guelph Sports Hall of Fame. Nominations for the Guelph Sports Hall of Fame are provided by the community via an application/nomination process and a designated Selection Committee determines inductees.

The Hall of Fame Committee Objectives are:

To recognize and honour achievements of Guelph individuals and teams who have made a major contribution to the development and advancement of sports in Guelph.

To permanently record and give public prominence to the achievement of such individuals and teams in a public display centre.

This year's inductees are:

Athlete – Paul Brydges

Athlete – Brad Pirie (delayed from 2019 due to personal reasons)

Builder – Rob Massey

Builder – Ben Wallace

Team – 2014 U16AA Guelph Sodrox Predators (ringette)

The High School Ambassadors were not chosen as planning, as the event did not reach this phase due to Covid-19 and the decision of the Board of Directors to postpone the Annual Sports Hall of Fame Dinner.

### **Financial Implications**

There are no financial implications.

### **Consultations**

None

### **Strategic Plan Alignment**

Service: Community Driven

### **Attachments**

None

### **Departmental Approval**

Heather Flaherty, General Manager

### **Report Author**

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# Information Report

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Service Area	Infrastructure, Development and Enterprise Services
Date	Friday, August 28, 2020
Subject	<b>Termite Control Program 2019 Annual Report</b>

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## Executive Summary

### Purpose of Report

To present a summary of the Termite Control Program in 2019.

### Key Findings

In 2019 the termite population reached a new low, with only 7,807 termites trapped, a 61.5 per cent decline from 2018.

The Windermere management area was inactive for another full year and therefore converts from blue to white status. The King Street management area was completely inactive for the first time in 2019. Only eight properties were active in the Woolwich and John Galt Park areas in 2019.

A total of 100 properties were reclassified from red to blue or blue to white.

Termites were discovered in a new area of the city and the Eastview Termite Management area was established.

### Financial Implications

The annual budget for the Termite Control Program is \$110,000.

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## Report

### Details

The attached Executive Summary for the Termite Control Program 2019 Annual Report provides an overview of the program.

### Financial Implications

Given the discovery of the Eastview Termite Management area, it is recommended that the program continue on its current part-time basis until the end of 2022.

### Consultations

The Executive Summary was mailed to all residents in the termite management areas in mid-July 2020. Similar to previous annual reports, the complete 2019 report has been posted on the City's [Termites in Guelph](#) webpage.

### Strategic Plan Alignment

Building our Future

The Termite Control Program enhances the community well-being through direct service and program delivery. It ensures that the existing housing stock is not being compromised in the infected areas and brings peace of mind to our residents that the City is working to reduce the termite population and to protect their property and property values.

## **Attachments**

Attachment-1: Executive Summary, Figures 1-8 and Table 1

## **Departmental Approval**

Jeremy Laur, Chief Building Official, Planning and Building Services

## **Report Author**

Dr. Tim Myles, Program Manager, Termite Control Program, Planning and Building Services

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## **Attachment-1 2019 Executive Summary**

### **Guelph's Termite Control Program**

The City of Guelph has an introduced infestation of the eastern subterranean termite, *Reticulitermes flavipes*, which the City has been tracking and combating since the 1970s. This insect pest can be difficult and expensive to control and can cause serious structural damage to wood frame structures and housing. In order to protect the housing stock of the City, and to prevent the continuous spread of this invasive species, the City has implemented a comprehensive termite control program. Traditional termite control uses soil insecticides and wood preservatives to treat affected structures, but does not address the termite population, which continues to spread. The City's program integrates all traditional methods of pre-treatment and remedial treatment as well as preventative measures in new construction, termite habitat elimination, and termite population suppressive treatments.

### **Ongoing Management by Trapping, Habitat Elimination and Nematode and Borate Treatments**

The small extent of the remaining activity allowed us to use highly focused management efforts in 2019. This included intensive wood removal efforts in combination with spring and fall treatments with insect specific nematodes and some chemical spot treatments.

### **Windermere Management Area Converts from Blue to White Status**

The City had five termite management areas as shown in (Figure 1). However, due to complete inactivity for five consecutive years, the Emma-Pine management area was removed from further active management in 2017. The year of 2019 was the third consecutive year with no activity in the Windermere management area and it therefore converts from blue to white status. Monitoring and continued active management will therefore cease in this area. Traps will be removed in the coming spring.

### **King Street Management Area Inactive in 2019**

The King Street Termite Management area, which was first discovered in 2013, was inactive during all inspections in 2019. This was the first year this area has been continuously inactive for an entire year. Monitoring will continue in this area.

### **Continued Low-Level Activity in the Woolwich and John Galt Park Areas**

Figures 2 and 3 show the decline in the number of active properties and number of termites trapped for each block from 2010 to 2019. Figure 4 shows that the total number of active properties remained stable from 2018 to 2019 with 8 active properties. Figure 5 shows a decline in the total number of termites trapped for all blocks. The total number of termites trapped in 2018 was 19,782 compared to 7,807 in 2019, a 61.5% decline. Figure 6 shows the areas of detected activity in the Woolwich and John Galt Park Areas in 2019.

## **Discovery of a New Infested Area of the City and Designation of the Eastview Management Area**

On October 18, 2019 a resident doing basement renovations reported suspected termite activity. The Termite Control Officer confirmed that the damage was caused by termites. Subsequently a yard survey of the area revealed termites on many additional properties. The Eastview Management Area has been designated with 37 red zone properties and 22 blue zone properties (see Figure 1). Indoor inspections have been conducted on most of the red zone properties and borate treatments were conducted on 16 of these properties. Stump removals were conducted on 6 properties. A separate mailing to residents of this area will detail further management steps to be taken in this area over the coming 2020 season.

## **Reclassified Properties and Shrinkage of the Management Areas**

The new boundaries of the termite management areas for 2019 are shown in Figure 7. The reduction in the number of red and blue zone properties from 2007 to 2019 is graphed in Figure 8. Properties that change status from red to blue or blue to white are listed in Table 1.

## **Chemical Treatments and Inspections in 2019**

Five remedial or preventative treatments were performed with borate sprays. In addition, 25 inspections were performed for real estate transactions, 35 for building permits, and 143 inspections for disposal permits.

## **2019 Report**

As with previous annual reports, the full 2019 report can be accessed on the City's website at [guelph.ca/termites](http://guelph.ca/termites).

## **Goals for the 2020 Season**

The goals for the upcoming season will be similar to 2019:

- This executive summary, all figures and Table 1, will be sent to affected residents as an annual progress report.
- Maps of the new boundaries of the termite management areas will be posted on the city's website and reclassified properties will be flagged in building department records.
- Termite monitoring traps will be installed in each red zone property, and 3 in each blue zone property.
- Existing monitoring traps will be refurbished with new cardboard rolls and lids, and any missing traps will be replaced.
- Traps will be checked on a biweekly to monthly cycle through the end of October, depending on level of activity.
- Monitoring traps will be reduced or removed in re-classified areas.
- Boron rods will be installed in fence posts and retaining walls in the Eastview red zone.
- Insect-pathogenic nematodes will be applied in the fall from September to October in areas of detected activity.

- Chemical spot treatments will be applied in the vicinity of any ongoing structural activity with signed consent of owners.
- Yards will be monitored for any inappropriate wood such as wood chip mulch, fire wood, scrap lumber, and stumps; disposal orders and permits issued as required.



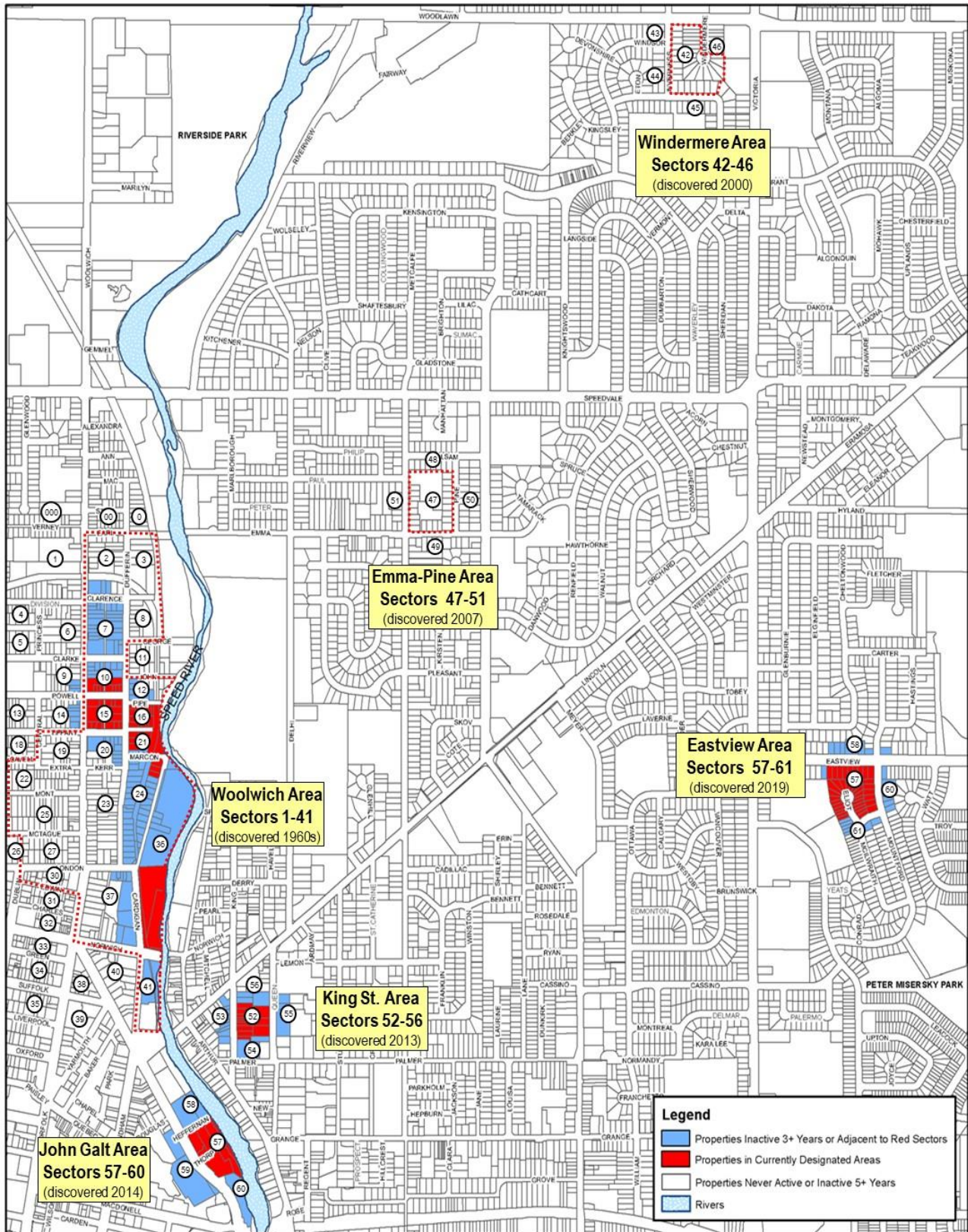


Figure 1. Guelph termite management areas, sectors numbers, and red and blue zones in 2020.

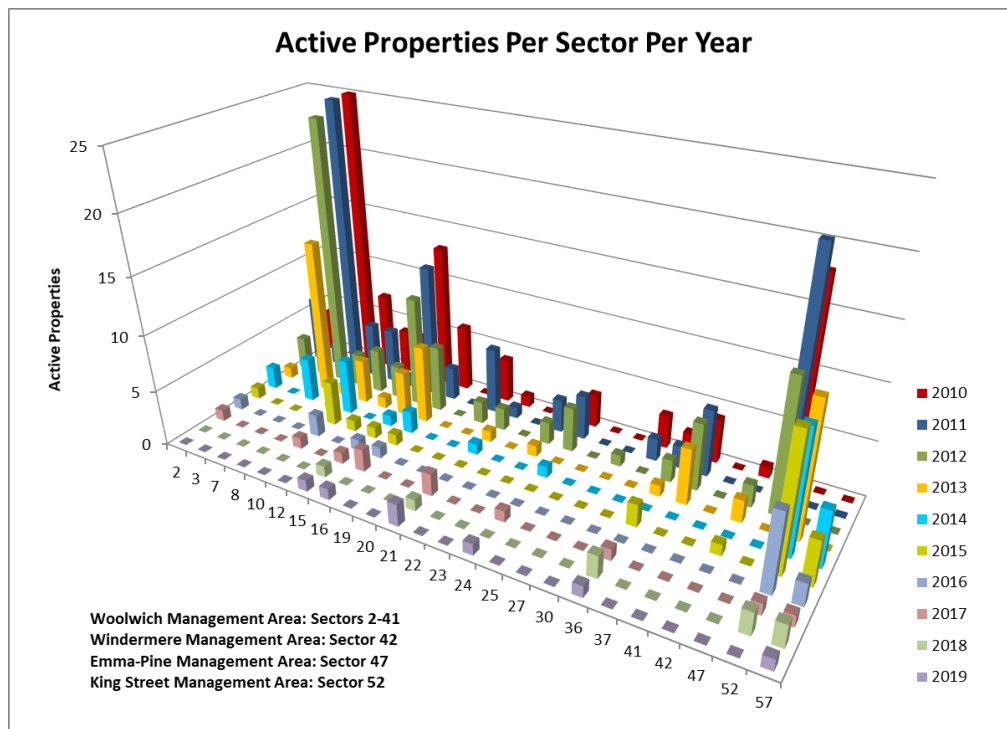


Figure 2. Active properties per sector per year 2010-2019.

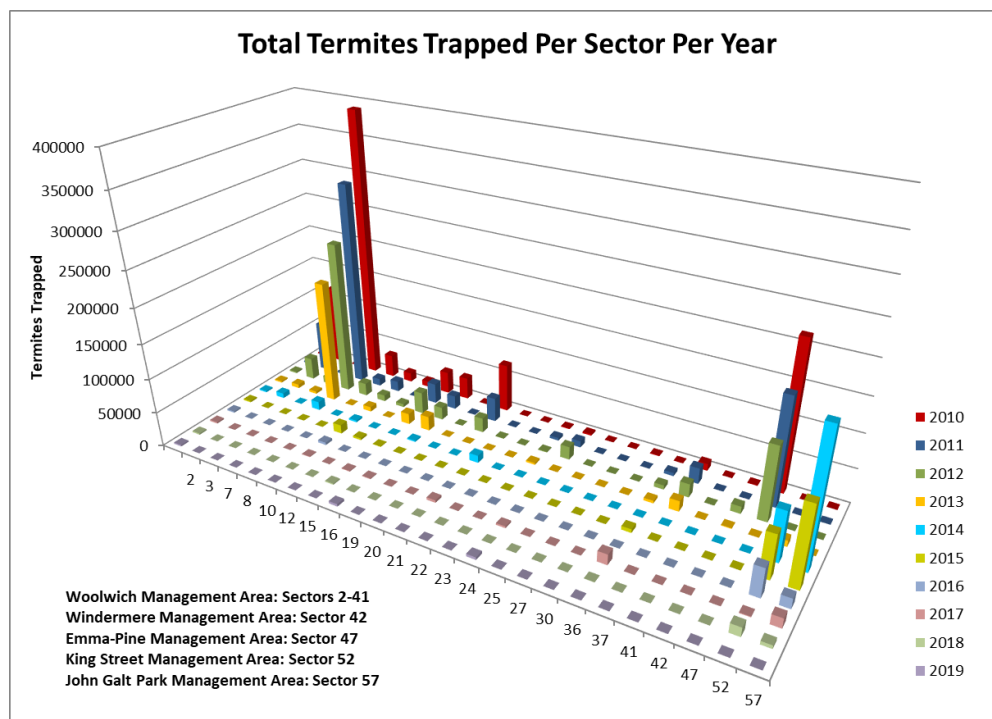


Figure 3. Total termites trapped per sector per year 2010-2019.

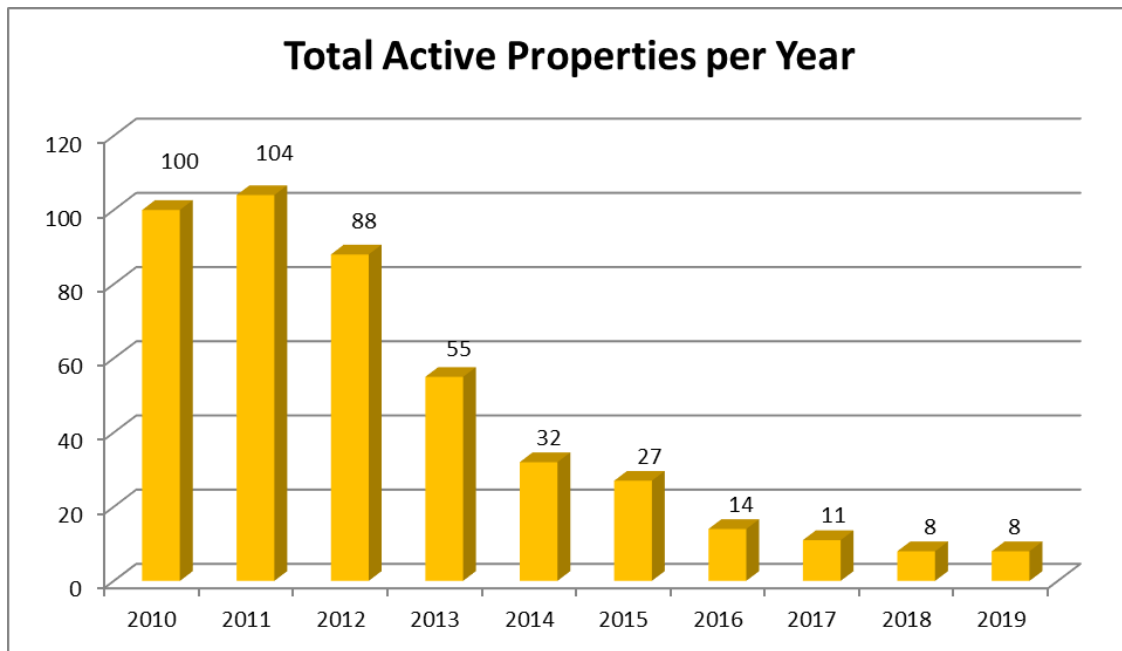


Figure 4. Total number of active properties per year 2010-2019.

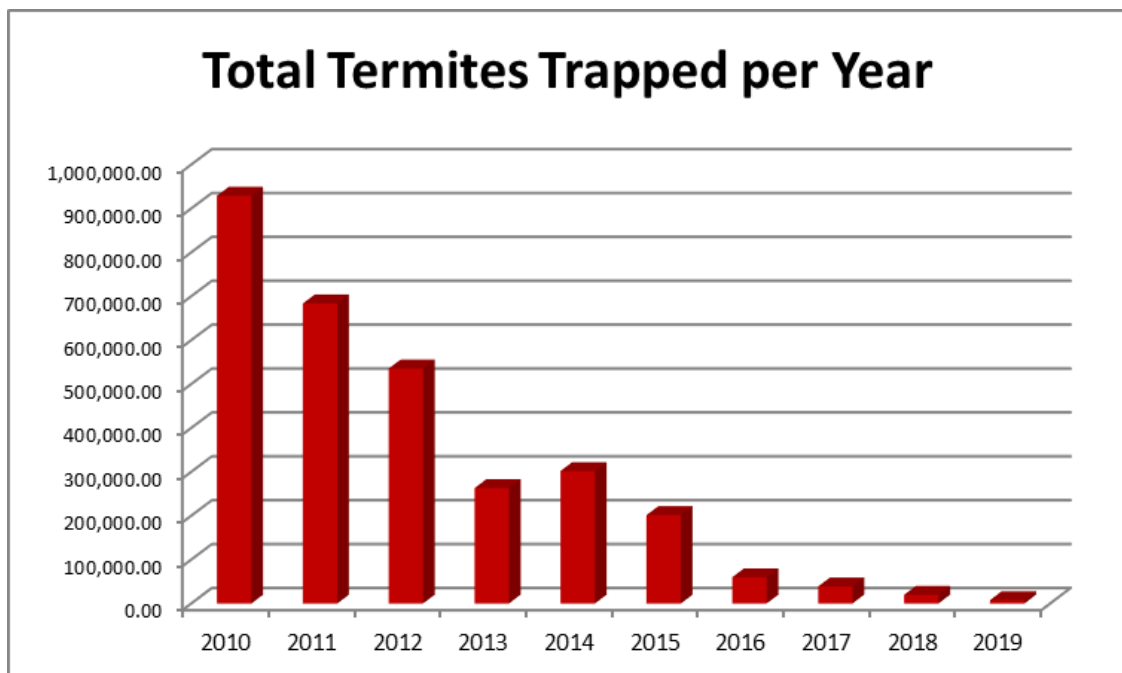


Figure 5. Total termites trapped per year 2010-2019.



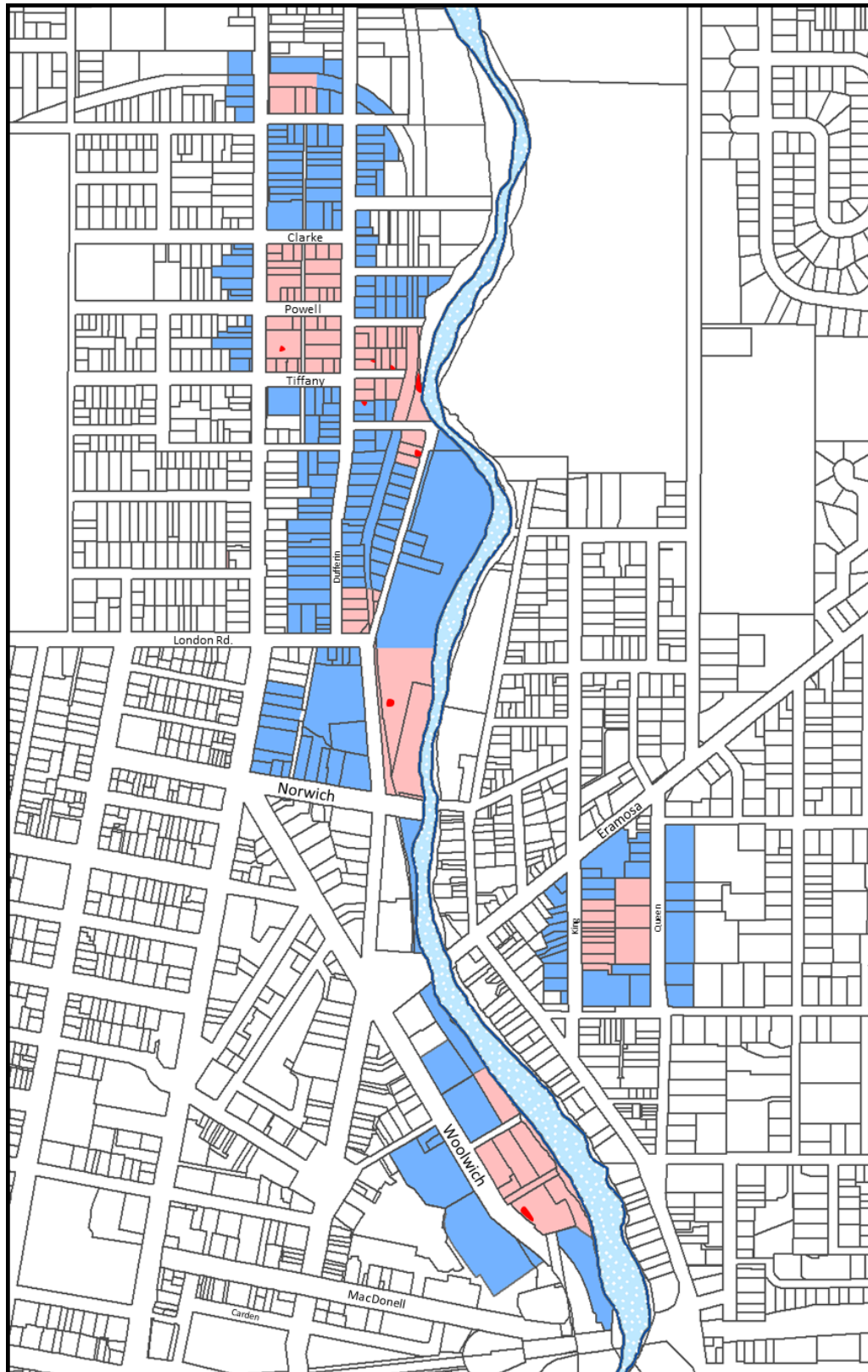


Figure 6. Areas of detected activity (red spots) in 2019.

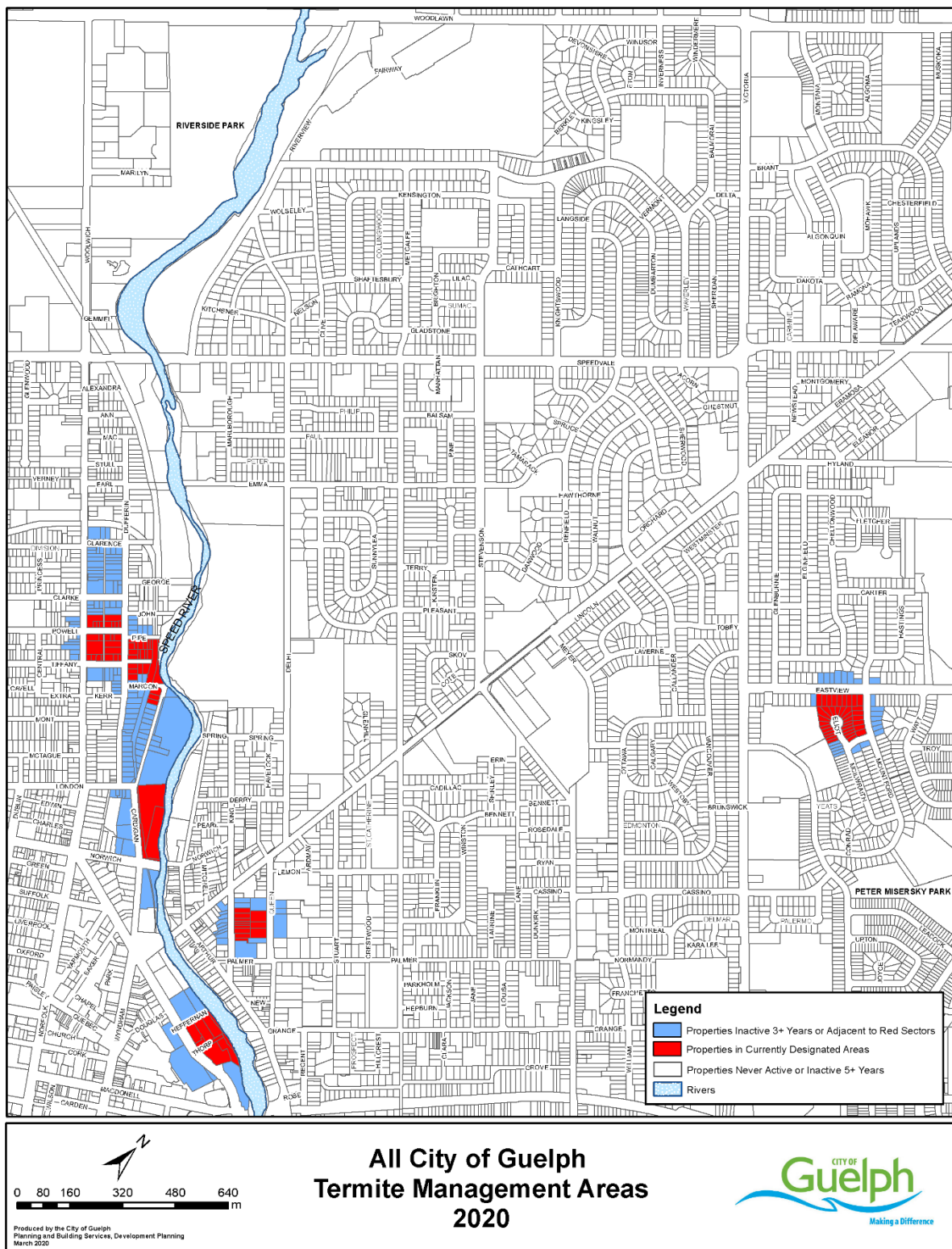


Figure 7. Revised boundaries of the red and blue zones for 2020.

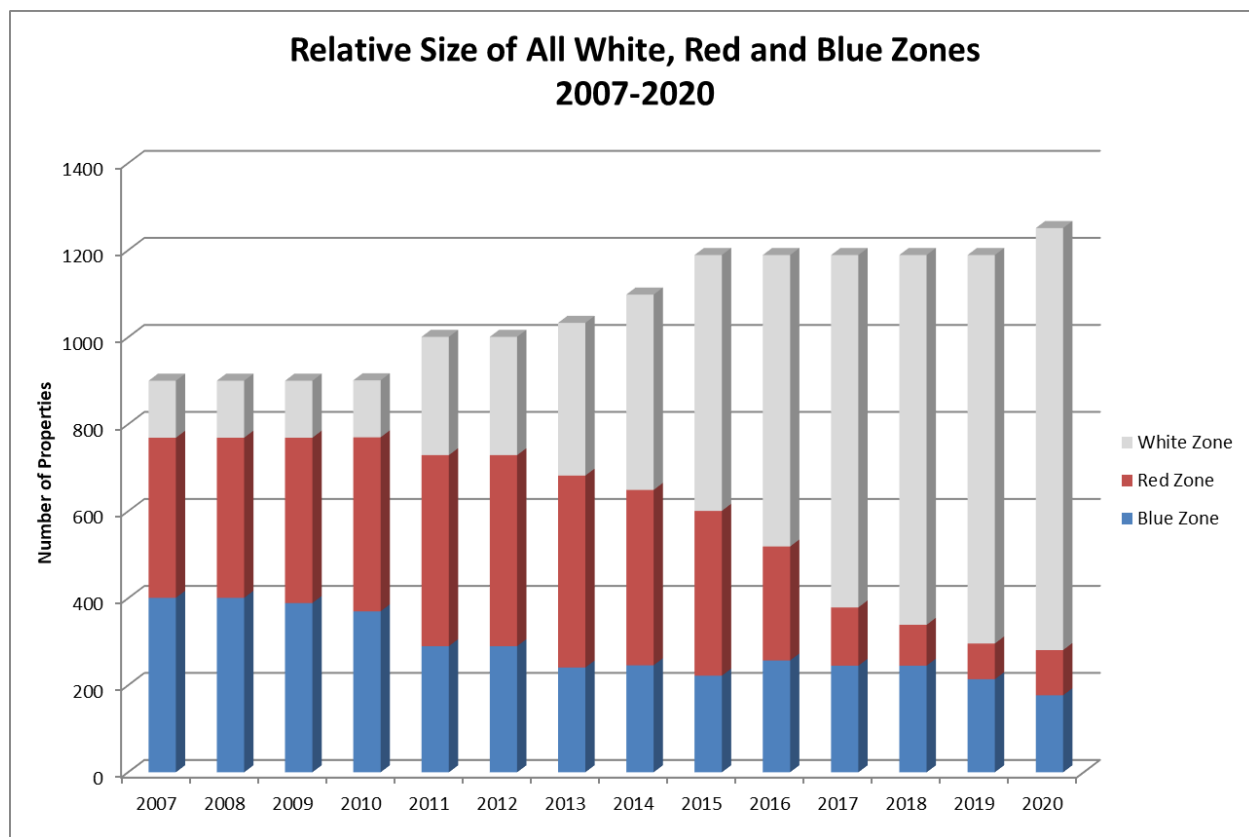


Figure 8. Relative size of all white, red, and blue zones 2007-2020.

**Table 1. Properties that Changed Status\* Between 2019 and 2020**

Windermere Management Area			Woolwich Mngt Area (continued)			Woolwich Mngt Area (continued)		
1	23 Inverness	B --> W	32	22 Clarence	B --> W	67	200 Cardigan	B --> R
2	21 Inverness	B --> W	33	167 Dufferin	B --> W	68	82 Dufferin	B --> W
3	19 Inverness	B --> W	34	165 Dufferin	B --> W	69	76 Dufferin	B --> W
4	1 Windermere	B --> W	35	161 Dufferin	B --> W	70	70 Dufferin	B --> W
5	3 Windermere	B --> W	36	159 Dufferin	B --> W	71	64 Dufferin	B --> W
6	5 Windermere	B --> W	37	157 Dufferin	B --> W	72	60 Dufferin	B --> W
7	7 Windermere	B --> W	38	155 Dufferin	B --> W	73	58 Dufferin	B --> W
8	9 Windermere	B --> W	39	153 Dufferin	B --> W	74	54 Dufferin	B --> W
John Galt Park Management Area			40	151 Dufferin	B --> W	75	50 Dufferin	B --> W
9	123 Woolwich	B --> W	41	148 Woolwich	B --> W	76	42 Dufferin	B --> W
10	117 Woolwich	B --> W	42	446 Woolwich	B --> W	77	40 Dufferin	B --> W
11	115 Woolwich	B --> W	43	440 Woolwich	B --> W	78	38 Dufferin	B --> W
12	84 Woolwich	B --> W	44	436 Woolwich	B --> W	79	28 Dufferin	B --> W
13	15 Douglas	B --> W	45	430 Woolwich	B --> W	80	26 Dufferin	B --> W
14	21 Douglas	B --> W	46	426 Woolwich	B --> W	81	22 Dufferin	B --> W
15	27 Douglas	B --> W	47	424 Woolwich	B --> W	82	16 Dufferin	B --> W
16	John Galt Park (part)	R --> B	48	447 Woolwich	R --> B	83	10 Dufferin	B --> W
			49	443 Woolwich	R --> B	84	8 Dufferin	B --> W
			50	439 Woolwich	R --> B	85	6 Dufferin	B --> W
Woolwich Management Area			51	435 Woolwich	R --> B	86	4 Dufferin	B --> W
17	512 Woolwich	B --> W	52	9 Clarke	R --> B	87	2 Dufferin	B --> W
18	508 Woolwich	B --> W	53	15 Clarke	R --> B	88	23 Dufferin	R --> B
19	504 Woolwich	B --> W	54	19 Clarke	R --> B	89	19 Dufferin	R --> B
20	500 Woolwich	B --> W	55	23 Clarke	R --> B	90	15 Dufferin	R --> B
21	494 Woolwich	B --> W	56	136 Dufferin	R --> B	91	30 Cardigan	R --> B
22	511 Woolwich	B --> W	57	130 Dufferin	R --> B	92	140 Cardigan	R --> B
23	515 Woolwich	B --> W	58	147 Dufferin	B --> W	93	259 Woolwich	B --> W
24	26 Clarence	B --> W	59	143 Dufferin	B --> W	94	255 Woolwich	B --> W
25	30 Clarence	B --> W	60	141 Dufferin	B --> W	95	239 Woolwich	B --> W
26	34 Clarence	B --> W	61	137 Dufferin	B --> W	96	18 Norwich	B --> W
27	182 Dufferin	B --> W	62	131 Dufferin	B --> W	97	20 Norwich	B --> W
28	171 Dufferin	B --> W	63	133 Dufferin	B --> W	98	24 Norwich	B --> W
29	507 Woolwich	R --> B	64	95 Dufferin	B --> R	99	30 Norwich	B --> W
30	497 Woolwich	R --> B	65	23 Cardigan	B --> R	100	34 Norwich	B --> W
31	14 Clarence	R --> B	66	202 Cardigan	B --> R			

\* Blue to White = B --> W

Red to Blue = R --> B

Blue to Red = B --> R

# Information Report

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Service Area	Corporate Services
Date	Friday, August 28, 2020
Subject	<b>2020 Interim Investment Performance Report</b>

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## Executive Summary

### Purpose of Report

To report on the interim 2020 investment portfolio performance and holdings as required by Ontario Regulation 438/97 of the Municipal Act and City Council's approved Investment Policy.

### Key Findings

The carrying value of the total investment portfolio as of June 30, 2020 is \$387.9 million, plus cash holdings of \$84.9 million for a total of \$472.9 million. The market value of the total investment and cash holdings as at June 30, 2020 is \$479.4 million.

Total investment income as of June 30, 2020 is \$4.9 million, which includes interest earned on investments and cash of \$4.3 million and \$600 thousand in capital gains and other revenue. This is a decrease of \$1.2 million from the investment earnings recorded as of June 30, 2019 and represents an average rate of return of 2.37% (December 31, 2019: 2.45%).

The City has managed its investment portfolio in accordance with Ontario Regulation 438/97 of the Municipal Act and in accordance with City Council's approved Investment Policy with the exception of the amount invested in Schedule I banks which is currently at 76.2% (maximum of 75% per the approved Investment Policy); approximately \$3.5 million of the \$360.4 million invested in Schedule 1 Banks is invested in long-term Principal Protected Notes to which return is linked to the equity markets, lending some diversity within this classification. This reflects the availability and attractiveness of interest rates on bank Guaranteed Investment Certificates (GICs) versus provincial and municipal bond offerings in 2020 to date.

In March 2020 the Bank of Canada cut its Policy Interest Rate three times, by 0.5% each time, taking the target percentage from 1.75% down to 0.25%. The rate has remained at 0.25% since March 27, 2020. This has driven borrowing rates down significantly and as a result, the rates of return available to municipal investors through the provincial and municipal bond market. Over the last several months Canadian banks have experienced significant excess liquidity and as a result the rates available on principal protected investments (GICs, Term Deposits) have also decreased significantly.



The outlook for return on investment is poor for the short to medium term as rates are expected to stay low for the foreseeable future. Staff continue to be innovative in order to diversify the City's investment portfolio including increasing contributions to the One Fund portfolios, and beginning investigations into the expanded investment opportunities available through the Prudent Investor Standard.

## **Financial Implications**

Investment income reduces the amount otherwise required from property taxation to finance City services, as well as increases the value of reserve funds used to finance future expenditures.

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## **Report**

### **Details**

Ontario Regulation 438/97 of the Municipal Act requires a municipality to adopt a statement of investment policies and goals and requires an investment report to be provided to Council at least annually. This report has been prepared in compliance with this regulation.

The primary objectives of the investment policy are as follows:

- Adherence to statutory requirements
- Preservation of capital
- Maintaining liquidity
- Earning a competitive rate of return

Provincial legislation requires that the Treasurer submit an investment report to Council each year, or more frequently as specified by Council. The City's current investment policy requires a report on the financial position, investment performance, market value, and compliance status of the portfolio at least twice per year.

### **Definitions**

**Carrying Value:** Also called book value. This is the portion of an asset's value not depreciated. Carrying value is not market value, which is determined by market forces such as stock prices.

**Market Value:** The current price at which a security can be sold.

**Face Value:** Also called par value; the value of a bond or another type of debt instrument at maturity.

**Rate of Return:** The yield obtainable on a security based on its purchase price or its current market price. Yield reflects coupon, term, liquidity and credit quality.

### **Statement of Performance**

The investment and cash positions of the City are as follows:

Classification	Carrying value as of June 30, 2020	Carrying value as of June 30, 2019
Long-term	\$214,584,424	\$148,008,627
Short-term	\$173,340,275	\$147,096,250
<b>Total Investments</b>	<b>\$387,924,699</b>	<b>\$295,104,877</b>
Cash	\$84,931,907	\$111,344,208
<b>Total Cash and Investments</b>	<b>\$472,856,606</b>	<b>\$406,449,085</b>

As at June 30, 2020 the carrying value of the investment portfolio is \$387.9 million plus cash holdings of \$84.9 million, totaling \$472.9 million. Interest earned on cash and investments as of June 30, 2020 is \$4.9 million, a decrease of \$1.2 million from the first six months of 2019. This computes to an average rate of return of 2.37% (June 30, 2019: 2.41%). As of June 30, 2019 investment income is at 57% of the annual budget; however, earnings are expected to decrease in the second half of the year given the decline in interest rates over the past several months. We therefore estimate that there will be a negative variance of approximately \$500 thousand in investment income at year-end.

The market value of the total cash and investments portfolio as at June 30, 2020 is \$479.4 million (June 30, 2019, \$409.5 million). The City's investment portfolio as at June 30, 2020 is provided in the Investment Portfolio by Issuer (Attachment-2) and the Investment Portfolio by Security (Attachment-3).

### Cash Activity

Throughout 2019 the Bank of Canada's Policy Interest Rate remained stable at 1.75%, however in March 2020 the rate was reduced by a total of 1.5% (three reductions of 0.5% each) to 0.25%, which has remained the rate since March 27, 2020.

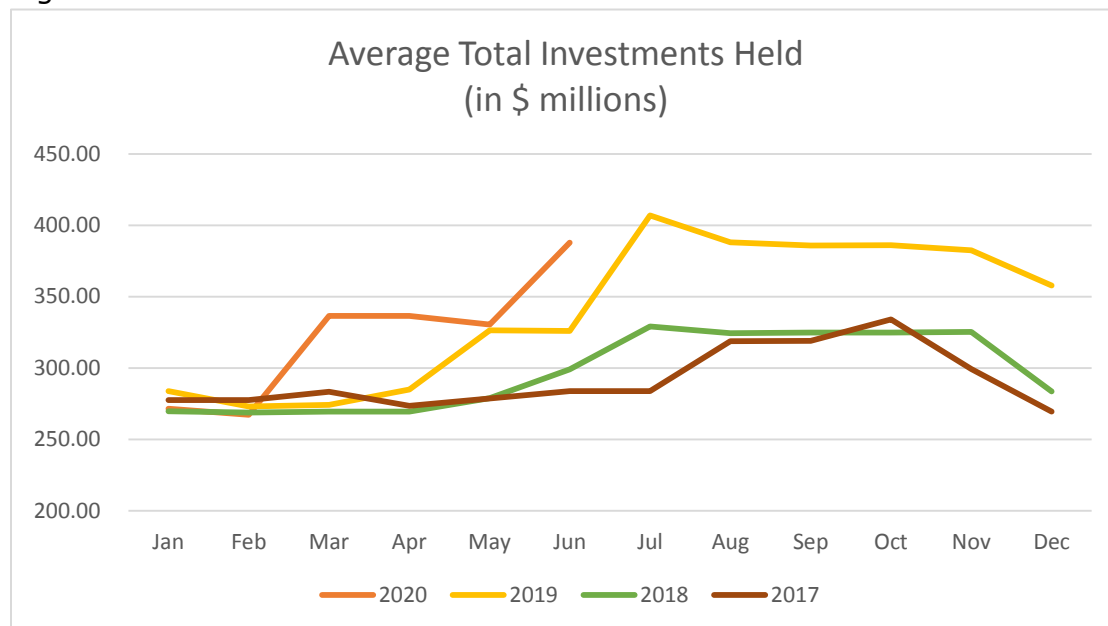
Rate increases and decreases have a significant impact on the City's interest earned on cash balances, as the Policy Interest Rate drives bank prime rates and interest on cash balances is linked to prime.

Of the \$84.9 million in cash as of June 30<sup>th</sup>, \$19.4 million is in the high interest savings account with The One Investment Program. A further \$30.0 million was transferred to that account in early July as these funds will be required later in the year and the interest rate on this account is higher than what is currently available in the short-term GIC market.

### Investment Portfolio

Consistent with the trend year-over-year, the City typically builds cash and investments throughout May to October when property tax revenue is received; balances then decline in the last quarter as funds are required for capital and operating needs. Figure 1 shows the average investment portfolio by month (excluding cash holdings) over four years.

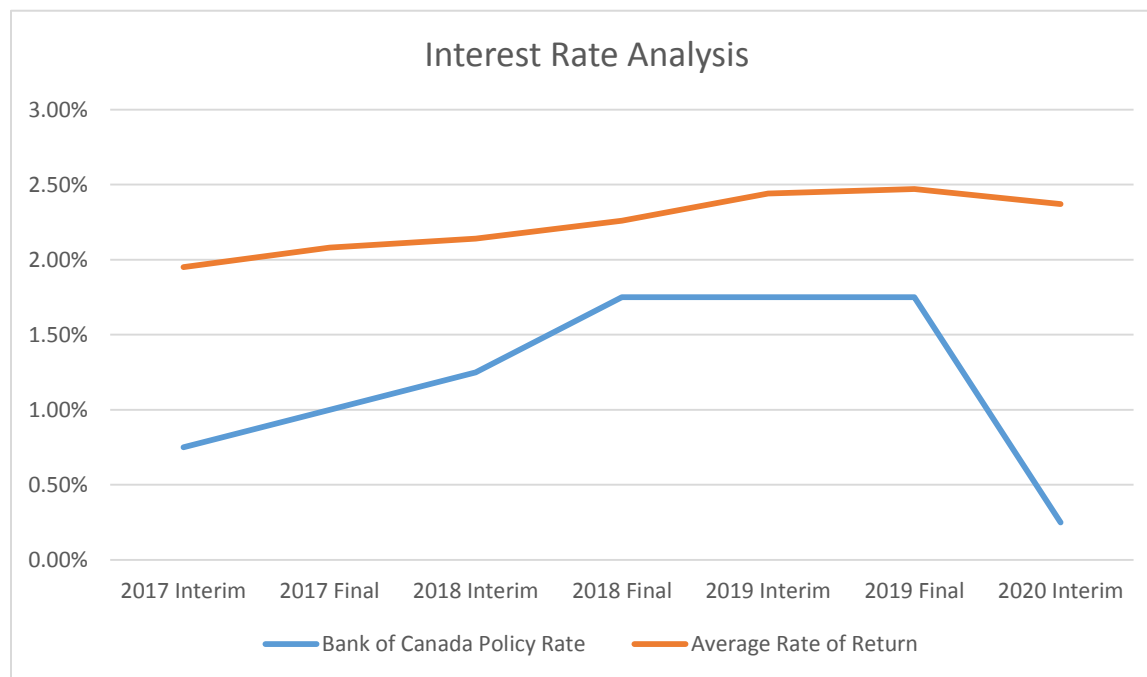
Figure 1



The City has earned a total of \$4.0 million (June 30, 2019: \$3.3 million) on its investment portfolio which excludes interest earned on cash balances of \$900 thousand. This represents an average rate of return of 2.37%.

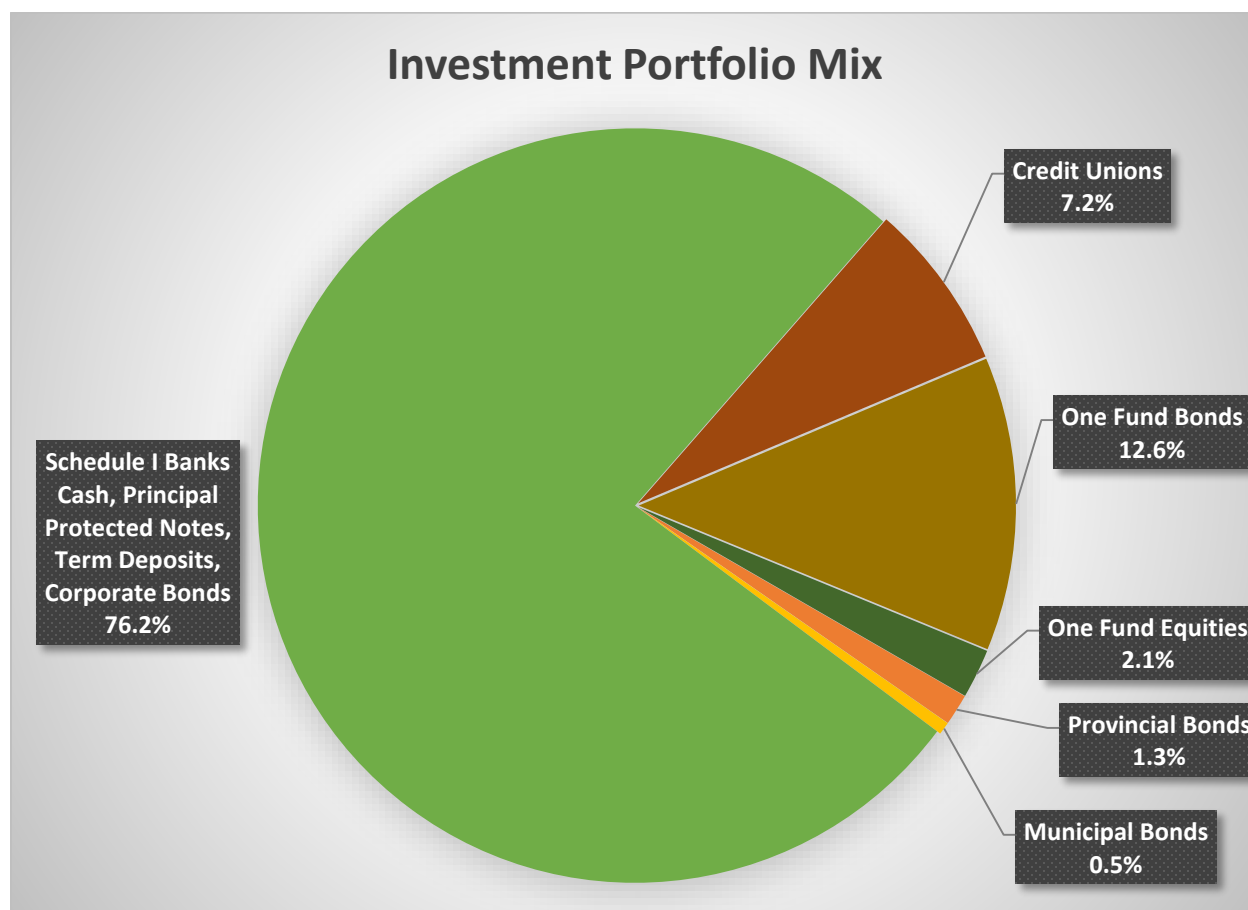
The Bank of Canada's Policy Interest Rate also impacts investment returns as it represents the base upon which financial institutions build their prime lending rates which in turn impacts the rates that they are willing to pay to investors that provide the funds that they lend (among other factors).

Figure 2



Locked in rates of return on long-term investments result in changes to the City's average rate of return lagging behind changes to the Bank of Canada Policy Rate; however, as these investments mature, less attractive reinvestment options will drive down the City's average rate of return.

Staff continue to monitor the investment portfolio and diversify the holdings where possible in a very difficult/low market. There are very few attractive options for short or long-term investments currently available in the market. To mitigate this staff have continued to increase the amounts invested in the One Fund Corporate Bond and Canadian Equity portfolios with purchases of \$5 million in the Corporate Bond portfolio and \$3 million in the Canadian Equity portfolio in March 2020. Figure 3 below shows the investment portfolio mix as of June 30, 2020.



### Financial Implications

Investment income reduces the amount otherwise required from property taxation and user fees to finance City services, as well as increasing the value of reserve funds used to finance future expenditures.

As noted in the 2019 year-end investment report, the market conditions have deteriorated significantly as a result of the COVID-19 pandemic. The City's strong investment strategy leading into pandemic will be a natural hedge as the negative impact will be spread out over a number of years as the market recovers.

## **Consultations**

None noted.

## **Strategic Plan Alignment**

Investment management is part of the City's Working Together for our Future pillar to run an effective, fiscally responsible and trusted local government. Transparent, frequent and consistent reporting builds trust in the City's financial oversight.

## **Attachments**

Attachment-1: 2020 Statement of the Treasurer

Attachment-2: 2020 Investment Portfolio by Issuer

Attachment-3: 2020 Investment Portfolio by Security Type

## **Departmental Approval**

None noted.

## **Report Author**

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## **Attachment-1: 2020 Statement of the Treasurer**

### **Investment Reporting Requirements**

These investment reporting requirements are in accordance with Ontario Regulation 438/97 of the Municipal Act, 2001.

1. Statement of Performance  
The City of Guelph has earned an average return of 2.37% on its investments and cash as at June 30, 2020.
2. Investments in Own Securities  
None of the 2020 investments of the City have been invested in its own long-term or short-term securities.
3. Record of Own Security Transactions  
None of the 2020 investments of the City have been invested in its own long-term or short-term securities.

### **Statement of Treasurer**

I, Tara Baker, General Manager, Finance and City Treasurer for the City of Guelph, hereby state that:

All investments have been made in accordance with the O.R. 438/97 and the City's Investment Policy, with the following exception:

- The amount invested in Schedule I banks is currently at 76.2% (maximum of 75% per the approved Investment Policy).

**Attachment-2: 2020 Investment Portfolio by Issuer**  
**Short-term and Long-term Investments at June 30, 2020**

**Short-term Investment Portfolio – Term to Maturity (Days)**

Broker	Yield	Maturity	Carrying Value \$	30-Jun-20	Restriction	Exceeded
RBC Dominion Securities Various Bank GICs	1.6% - 3.27%	Various<1 year	16,602,360	<364	364	-
RBC Dominion Securities Investment Savings Mutual Funds	Variable	Liquid	1,200,194	<364	364	-
CIBC	1.00%	17-Aug-20	40,000,000	48.00	364	-
Meridian	2.60%	19-Aug-20	3,000,000	50.00	364	-
Meridian	2.60%	14-Sep-20	5,000,000	76.00	364	-
RBC	1.11%	12-Nov-20	17,950,000	135.00	364	-
BMO	2.25%	23-Nov-20	10,000,000	146.00	364	-
Meridian	2.70%	21-Nov-20	3,853,220	144.00	364	-
BMO	1.26%	14-Dec-20	3,000,000	167.00	364	-
Meridian Credit Union	2.00%	14-Mar-21	5,059,836	257.00	364	-
BMO	1.31%	15-Mar-21	3,000,000	258.00	364	-
BMO	1.67%	20-May-21	10,174,665	324.00	364	-
BMO	1.34%	17-Jun-21	3,000,000	352.00	364	-
CIBC	2.25%	21-Jan-21	14,500,000	205.00	364	-
Meridian Credit Union	2.70%	19-Feb-21	2,000,000	234.00	364	-
CIBC	1.65%	17-Mar-21	35,000,000	260.00	364	-

**Short-term Investment Total Carrying Value** **173,340,275**

**Long-term Investment Portfolio – Term to Maturity (Years)**

Broker	Yield	Maturity	Carrying Value \$	30-Jun-20	Restriction	Exceeded
Joint Municipal Investments Bonds	Variable	Liquid	59,498,295	Current	N/A	-
Joint Municipal Investments Equity	Variable	Liquid	9,999,985	Current	N/A	-
Bank of Nova Scotia	2.27%	20-Aug-21	30,000,000	1.14	10	-
Meridian Credit Union	2.10%	16-Sep-21	5,000,000	1.21	2	-
Meridian Credit Union	1.75%	15-Dec-21	5,093,836	1.46	10	-
BMO	1.38%	17-Dec-21	3,000,000	1.46	10	-
Meridian	1.95%	22-May-22	5,058,355	1.89	10	-
BMO	1.41%	17-Jun-22	3,000,000	1.96	10	-
Bank of Nova Scotia	2.45%	4-Jul-22	4,000,000	2.01	10	-
CIBC	2.50%	12-Sep-22	10,000,000	2.20	10	-
National Bank	2.16%	14-Nov-22	5,000,000	2.37	10	-
BMO - Provincial	3.04%	2-Dec-22	5,000,010	2.42	20	-
CIBC – Principal Protected Notes \$500 thousand matures each year	Variable	23-Sep-23, 24, 25, 26, 27	3,000,000	3.23 - 7.23	10	-
TD Wealth	2.33%	30-Aug-24	30,775,436	4.17	10	-
CIBC	2.09%	26-Nov-24	1,390,846	4.41	10	-
CIBC	2.67%	15-May-25	5,192,111	4.87	10	-
CIBC	2.51%	15-May-25	2,009,672	4.87	10	-
CIBC	2.18%	26-May-25	2,656,574	4.90	10	-
CIBC	2.13%	20-Jun-25	2,270,405	4.97	10	-
TD Wealth	2.81%	13-Aug-25	10,000,000	5.12	10	-
CIBC - Provincial	5.27%	2-Dec-26	1,339,477	6.42	20	-
CIBC	2.95%	7-Jan-27	3,224,392	6.52	10	-
CIBC	3.01%	15-May-27	1,805,586	6.87	10	-
National Bank - Municipal	1.73%	5-Jun-28	1,711,433	7.93	10	-
CIBC	3.06%	7-Jul-28	3,214,012	8.02	10	-
CIBC - Principal Protected Note	Variable	4-Feb-30	500,000	9.60	10	-
National Bank - Municipal	1.85%	5-Jun-30	844,000	9.93	10	-

**Long-term Investments Total Carrying Value** **214,584,424**

### Attachment-3: June 2020 Investment Portfolio by Security Type

Securities	Investment Value \$	Investment Percentage of Holdings	Policy Maximum Portfolio Percentage Limit
<b>Federal</b>			
Government of Canada			100%
Federal Guarantees			50%
<b>Provincial Governments and Provincial Guarantees</b>	6,339,487	1.34%	75%
<b>Country Other than Canada</b>			5%
<b>Municipal</b>			
City of Guelph			50%
Other Municipalities & OSIFA – AAA & AA	2,555,433	0.54%	50%
Other Municipalities & OSIFA – A			10%
<b>School Board, Ont. University, Local Board, Conservation Authority, Public Hospital, Housing Corp.</b>			20%
<b>Financial Institutions</b>			
Schedule I Banks	360,395,923	76.22%	75%
Schedule II and III Banks			25%
Loan or Trust Corporations, Credit Union	34,067,483	7.20%	10%
<b>Supranational Financial Institution or Government Organization</b>			25%
<b>Corporate Debt</b>			25%
<b>Commercial Paper</b>			15%
<b>Joint Municipal Investment Pools - Bonds</b>	59,498,295	12.58%	15%
<b>Joint Municipal Investment Pools – Equity</b>	9,999,985	2.12%	5%
<b>TOTAL</b>	<b>\$472,856,606</b>	<b>100.00%</b>	



# Provincial and Federal Consultation Alert

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## Proposed amendments to the Director's Technical Rules made under section 107 of the *Clean Water Act*, 2006

### Ministry

Environment, Conservation and Parks

### Consultation Deadline

9 November 2020

### Summary

The Ministry is proposing changes to the technical rules used to assess source water protection vulnerability and risk under the *Clean Water Act*.

### Proposed Form of Input

A submission on the Environmental Registry.

### Rationale

Ensuring strong source water protection mechanisms are in place is a priority for the City of Guelph to advance the sustainability of the local water supply.

### Lead

Water Services

### Link to Ministry Website

<https://ero.ontario.ca/notice/019-2219>

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### Contact Information

#### Intergovernmental Services

Chief Administrative Office

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

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August 26, 2020

Simon Strauss  
Manager, Environmental Programs and Assessment  
Capital Projects Group  
Metrolinx  
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**RE:** City of Guelph Council motion regarding Metrolinx TPS infrastructure in Guelph

Dear Mr. Strauss,

I am writing to inform you that on Monday, August 24, Guelph's City Council passed the following motion regarding the planned location for traction power substation (TPS) infrastructure in Guelph:

1. That Guelph City Council confirms and supports the City Staff position that, while improved rail service and the associated environmental benefits from electrification are an important part of our Strategic and Community Plans, locating traction power substation (TPS) infrastructure in a City Park is not supported and that it be requested that Metrolinx reconsider their site selection for TPS infrastructure in a non-City park location.
2. That staff be directed to forward this resolution to Metrolinx, the Minister of Transportation and Guelph's MPP prior to August 28th, 2020.

The City of Guelph believes that an investment in a well-connected, sustainable transportation network is an investment in our future. While we remain supportive of Metrolinx's plan to electrify its service, which will benefit Guelph residents, we have a responsibility to balance the need for improved rail service with our need for parkland and our commitment to preserving Guelph's natural heritage. On behalf of the City of Guelph, we are grateful for your consideration of this motion as Metrolinx continues to engage with our community on this matter.

Thank you,

Cam Guthrie  
Mayor  
City of Guelph



**Cc:** The Honourable Caroline Mulroney, Minister of Transportation  
Province of Ontario

Mike Schreiner, Member of Provincial Parliament for Guelph  
Province of Ontario

Saturday, August 22, 2020

Melanie Torrie  
Ministry of Energy, Northern Development and Mines,  
Conservation and Renewable Energy Division  
77 Grenville St.  
5th Floor  
Toronto, ON  
M7A 2C1  
Canada

Dear Ms. Torrie

**RE: 2021-2024 Conservation and Demand Management Framework -  
Comments**

The previous Conservation Demand Management (CDM) Framework has provided significant support towards the shared effort across Ontario to use energy more efficiently and reduce carbon emissions. The Corporation of the City of Guelph as well as industrial, commercial, institutional and residential community members within the city have subscribed to the programs under the CDM framework and recognize the essential role the programs have played in implementing these projects and initiatives. As such, the City of Guelph is excited to see the continued commitment to the framework and would like to provide comments on this proposal.

- Consistency and growth of the framework is important. There has been a significant effort and learning by all stakeholders to learn, adopt and implement existing CDM programs. It would be detrimental to get rid of the old framework and programs. Rather, leverage and build-on the successful elements in an effort to enhance the framework.
- Previous programs such as the High Performance New Construction program built-awareness and incentivized energy efficiency for new construction initiatives. Over time, these programs were cancelled. There is need for incentives for new construction and development projects to design and build in an energy efficient manner. Energy efficiency retrofits are much more costly and complex to complete.
- There is a gap between development and ownership. Programs need to be put in place to ensure that life cycle costing and energy conservation are considered throughout the development stage and through to the building owners and operators.
- Retrofit programs are still needed to move old stock facilities and equipment to be energy efficient

- The previous CDM program had tackled some of the lower hanging fruit energy savings measures.
- The Embedded Energy Manager Program has been an effective means to provide energy focused resources to organizations. By having in-house resources with the focus on energy conservation and demand management, the broader organizational culture can adopt energy conservation throughout all of its service areas.
- Incentives for training (such as certified energy manager (CEM), certified measurement and verification professional (CMVP), etc.) have been effective at keeping energy management sector up-to-date and knowledgeable
- As we are looking to combat climate change with lowering greenhouse gas levels, incentives should look to include energy efficient fuel switching to lower emissions energy sources (for example heat pumps). Careful consideration is needed for this as we must continue to maintain the reliability of the electrical grid and understand that poor energy efficient fuel switching (for example baseboard electrical heat) would increase electric demand and adversely affect the grid.
- Incentivizing electric vehicle charging infrastructure is another example of energy efficient fuel switching and an effective means to reduce carbon emissions.
- ISO50001 is an effective and internationally recognized energy management system that gets at the root of organizational culture and sustainable energy management. The City is looking to strictly comply with the ISO standard. Support for awareness building, training and implementation would further strengthen energy conservation throughout the province.

The City of Guelph looks forward to the 2021-2024 Conservation and Demand Management Framework as it directly aligns with the City's Corporate 100% Renewable Energy and Community Net Zero Carbon Targets.

Sincerely,

**Antti Vilkkö**, P.Eng., MBA,

General Manager, Facilities and Energy Management  
City of Guelph

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Saturday, August 22, 2020

**Sent via Email Address: Callee.Robinson@ontario.ca**

Callee Robinson  
Project Officer  
Ministry of the Environment, Conservation and Parks

Dear Callee Robinson,

RE: Environmental assessment modernization: amendment proposals for Class Environmental Assessments (ERO 019-1712)

The City of Guelph (City) appreciates the opportunity to review and comment on the proposed changes posted on the environmental registry pertaining to:

1. Environmental assessment modernization: amendment proposals for Class Environmental Assessments (ERO 019-1712)
2. Proposed Environmental Assessment Act (EAA) Amendments in the COVID 19- Economic Recovery Act (ERO 019-1712).

The following letter is in response to these proposed amendments.

The Municipal Class Environmental Assessment (MCEA) process was first developed by the Municipal Engineers Association (MEA) in the 1980s. The current version of the MCEA Manual was originally written and released in 2000 and amended in 2007, 2011 and 2015. While past amendments addressed specific issues that developed since 2000, the majority of the MCEA Manual content is 20 years old.

**Environmental assessment modernization: amendment proposals for Class Environmental Assessments (ERO 019-1712)**

Overall, the City is supportive of the proposed amendments. In particular, the City offers support for the following changes:

- changing the project schedules for some projects to better align study requirements with the potential environmental impact of the project and reduce duplication, including:

- exempting 28 project types that are considered to be low impact (e.g. modifications to traffic signals), where there is duplication with other processes, or the project types would be needed in cases of emergency
- upgrading or downgrading assessment requirements for projects (e.g. shifting project schedules from B to C, or from C to B)
- removing cost thresholds for road projects
- clarifying and modernizing current process requirements (e.g. removing the requirement to publish project notices in newspapers)
- updating the requirements for transit projects to be more consistent with *O. Reg. 231/08: Transit Projects* and Metrolinx Undertakings under the Act and proposing additional exemptions

The current amendments are intended to change process, not outcomes. The MEA believes that with the approval of the amendments, timelines and costs for carrying out EA approvals will be reduced.

The key principles MEA followed to amend the MCEA process included:

1. Providing Clearer Project Descriptions in Appendix 1 of the Manual 2
2. Classifying Project Schedules Based on Environmental Risk
3. Recognizing the Value of Other Approvals
4. Eliminating Duplication with the Planning Act
5. Recognizing the Role of Local Government/Councils

In addition to the general comments above, the City has the following comments specific to Table of Proposed Class EA Amendments – Water/Wastewater (Version 4, December 23, 2019):

- Administrative question: Is “Water Treatment Facilities” a distinct category under “Drinking Water Systems”?
- W6 – Retire a facility – Rationale states “Minor change made to advise proponents retiring water facilities planned under schedule B or C projects to provide notice to residents”, however both items were already Schedule A+ so there doesn’t seem to be any change other than combining items (administrative change).
- W29 – replacement of intake – Rationale states that “technical merits of project are evaluated and approved through the ECA and PTTW process”. It does seem reasonable for this to be an A+ activity - however, the ECA process doesn’t seem to apply to this scenario and if the capacity isn’t being

increased, the PTTW may not need to be changed either. However, agree that permit from CAs or DFO may also be needed.

- W30 – WTP process WW – wondering how common it would be that a WTP would not be located in SP vulnerable area?
- W32- expand WTP beyond 50% - should this reference 'including intake' (as W31 does above)?
- W55 – water crossings – what heading will this appear under? "*Shoreline / In Water Works*"? Rationale does not say.
- W69 - Standby power – Rationale – will this appear under new heading '*Other Approvals*'?
- W74 – emergency work – the rationale does not seem to align with the proposed change.
- General note – inconsistency in use of "wastewater treatment plant vs. sewage treatment plant amongst items (eg. W44 vs W46)

And we have the following comments specific to the communication and consultation:

#### Section A.3.1

- Consultation is a recognized level of engagement. We recommend using internationally-recognized language (public participation or engagement) that doesn't presuppose the level of participation that should be used in each situation. Consultation is actually mostly one-way. Also recommend referring to iap2 (international) standards for participation/engagement to ensure that this process doesn't continue to be viewed as a box to check through the EA process, and instead provides meaningful opportunities for participation in decisions that affect the public.
- Can the change dealing with compliance with public policy and regulation be broken down and clarified to help ensure the process is followed and requirements are met?
- Were there any changes to the appendices?

#### Section A.3.5.1

- If following iap2 standards, records and reporting back are part of proper engagement (i.e. the plan outlines how you will record and use data, and a plan for evaluation and reporting back).
- Participation/engagement could be added to the minimum mandatory requirements as could needing to know what the decision is and what can be influenced.



- The consultation record should include surveys or any type of engagement.
- In the case where the procedural aspects of rights-based consultation has been delegated to the proponent, is this duty to consult? How does the proponent know when this has been delegated to them?
- Consultation records are a best-practice as recognized by international (iap2) public participation standards: reporting back to the public about what was heard and how it influenced the decision is critical to sustainable decision-making.

#### Section A.3.5.2

- Has Appendix 5 been updated to include social media (including paid promotions), digital advertising, municipal apps and websites?

#### Section A.3.5.3

- Can the public notice language be modified to stipulate digital (two weeks in a row) or print (two issues)?
- A modern day example of a public stakeholder type of notice could include social media. Social media has become the primary way people get info about local government, and Redbrick Communications reports that all Ontario municipalities currently use at least one social media channel (100% are on Twitter; 97% on Facebook).
- With respect to the format for notice, providing a real example would be helpful. These notices are typically overly long (and confusing) because of a lack of clarity on what this looks like. Efforts should be made to keep this as simple as possible so more people read about and understand the project and their opportunity to participate, and offer ways to get more info (i.e. web address and contact info).

#### Section A.3.8

- With respect to locations for the report to be viewed by the public, we suggest that the amendment specify that the locations need to be convenient to stakeholders (not the proponent) i.e. accessible after hours.

### **Proposed Environmental Assessment Act (EAA) Amendments in the COVID 19- Economic Recovery Act (ERO 019-1712).**

On July 21, 2020, the Province passed the COVID-19 Economic Recovery Act, which included important amendments to the Environmental Assessment Act (EA Act).

The amendments to the EA Act make two important changes that will affect municipalities. Specifically, the Act changes the Part II Order Request (PIIOR) process and sets up the authority for the Ministry of Environment Conservation and Parks (MECP) to create new regulations that would replace all Class EAs, including the Municipal Class Environmental Assessment (MCEA) process.

The Act changes the Part II Order appeal process (PIIOR) for MCEA projects. The former PIIOR process added significant delays (often more than 12 months) to the MCEA process. The Auditor General had previously identified this problem and the MEA, Ontario Good Roads Association (OGRA) and Residential Civil Construction Association of Ontario (RCCAO), along with the support of other groups, sought out a way to change to the process.

With the new appeal process implemented by the amendments to the EA Act, proponents will continue to issue a Notice of Completion and still place the EA documentation/Environmental Study Report (ESR) on the public record for 30-days. However, instead of concerns being filed with the Ministry, concerns will be addressed to the proponent. The PIIOR process will only apply if the objection deals with aboriginal or treaty rights.

For all other concerns, the PIIOR process has been replaced with an additional 30-day window for the Ministry to decide if the Minister should take any action. Regional coordinators from the Ministry of Environment, Conservation and Parks (MECP) will continue their role of monitoring MCEA projects. During the additional 30 days the Minister will decide if the project will be elevated (PIIOR granted) or if it will be approved with conditions. If the Minister advises the proponent that the project will be approved but with conditions, the Minister has more time to draft these conditions. If there is no response from the Minister within the additional 30-days the proponent may proceed with the project. This is similar to the process included in O Reg 231/08, Transit Project Assessment Process (TPAP).

Generally, for projects with serious concerns raised by the public that would have resulted in a PIIOR, the new process is an improvement as there are legislative deadlines for decisions. However, the additional 30-day review period applies to all projects, even those projects where no concerns were raised during the first 30-day review period. This will introduce a new/additional opportunity for MECP review and delay non-controversial projects by 30-days.

The City is generally supportive of this process however clarity is required on the notification process between the appellant, proponent and the Ministry. For example if certain concerns are dealt with directly between the appellant and the proponent, how does the Ministry get involved to determine the appropriate course of action?

Previously, in 2008, the government created O Reg 231/08 (TPAP) that essentially replaced section D of the MCEA. It is the MEA's assumption that if this transit regulation is used as a model for the new regulation(s) that will replace the MCEA, there will be some potential significant impacts to municipalities such as:

- Section A of the MCEA manual sets out the steps that must be followed to obtain EA approval for municipal projects. In a similar way, O Reg 231/08 sets out the following steps in Section 6 (1);
  - I. Prepare and distribute a notice of commencement of the transit project assessment process under Section 7.
  - II. Conduct consultations under Section 8.
  - III. Prepare an environmental project report under Section 9. IV. Prepare and distribute a notice of completion of the environmental project report under Section 11.
  - V. Submit statements of completion of the transit project assessment process to the Director of the Environmental Assessment Branch and the appropriate regional director of the Ministry

It is noteworthy that identifying the problem, preparing an inventory of the environment, and evaluating alternatives are not included in the above list steps in the EA process. This would be significant departure from the established MCEA process.

- Completing the MCEA Schedule C process often takes 12 – 24 months or more. Section 6 (2) of O Reg 231/08 states that the notice of completion must be within 120-days of the Notice of Commencement which is significantly less time than for the current MCEA process. Given the 120-day timeline, any studies, inventory of the environment and consideration of alternatives must all occur prior to the notice of commencement.

This is a significant departure from the MCEA process where the public is to be consulted early in the process and participates in the selection of the final solution. This is similar to the Planning Act process where an application will not be accepted until it is deemed complete – studies/inventory, the conceptual design and proposed mitigating measures are all completed. The Planning Act consultation only occurs after this complete package is submitted. If the new MCEA regulation follows the process in O Reg 231/08 and the time to complete the EA work is capped at say 120-days, proponents will still need to plan for time to assemble the information that will be required before issuing the notice of commencement.

These are just a couple of examples that the MEA has identified through its review of the proposed amendments that has potential to impact how municipalities will undertake MCEAs.

The amendments are intended to be phased in over time to allow for the modernization of the EA program through new regulations which will be developed in consultation with the public and stakeholders in the coming months, while maintaining environmental oversight now and in the future.

The City looks forward to participating in these discussions and providing relevant feedback to the proposed amendments as part of Ontario's environmental assessment program.

All of which is respectfully submitted:

**Terry Gayman, P.Eng.,** General Manager/City Engineer  
Engineering & Transportation Services, **Infrastructure, Development and Enterprise**

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