

City Council Meeting Agenda

Monday, October 26, 2020, 6:30 p.m.

Remote meeting live streamed
on guelph.ca/live

Changes to the original agenda are noted with an asterisk "*".

To contain the spread of COVID-19, City Council meetings are being held electronically and can be live streamed at guelph.ca/live.

For alternate meeting formats, please contact the City Clerk's Office at clerks@guelph.ca or 519-822-1260 extension 5603.

Pages

1. Notice - Electronic Participation

1.1. City Council

This meeting will be held by Electronic Participation in accordance with the City of Guelph Procedural By-law (2020)-20515.

2. Call to Order

3. Open Meeting – 6:30 p.m.

3.1. O Canada

3.2. Silent Reflection

3.3. First Nations Acknowledgement

3.4. Disclosure of Pecuniary Interest and General Nature Thereof

4. Confirmation of Open Minutes

(Councillor Salisbury)

Recommendation:

That the minutes of the open Council meetings held September 14, 21, and 28, 2020, and the open Committee of the Whole meeting held September 8, 2020, be confirmed as recorded and without being read.

5. Committee of the Whole Consent Report

The following resolutions have been prepared to facilitate Council's consideration of various matters and are suggested for consideration. If Council wishes to address a specific report in isolation of the Committee of the Whole Consent Report, please identify the item. It will be extracted and dealt with separately as part of the Items for Discussion.

5.1. Appointment of the External Auditor - 2020-146 35

Recommendation:

1. That KPMG LLP be appointed as the external auditor for the City of Guelph for the fiscal years ending 2020 through 2024.
2. That the Treasurer be authorized to annually execute the engagement letter with KPMG LLP subject to the terms approved.

5.2. Sign By-law Variance for 292 Speedvale Avenue West - 2020-139 38

Recommendation:

That the request for variance from Table 2, Row 1 of Sign By-law Number (1996)-154245, as amended, to permit one (1) internally illuminated freestanding sign with a sign area of 3.83m² and a height 1.5m above an adjacent roadway, to be 80 metres from another freestanding sign on the property of 292 Speedvale Avenue West, be approved.

5.3. Ministry of Transportation Connecting Links Program - 2021-2022 Application - York Road Reconstruction: Stevenson Street to Victoria Road - 2020-145 43

Recommendation:

1. That staff be authorized to submit an application to the Ministry of Transportation with respect to the 2021-2022 Connecting Links Program for the reconstruction of York Road from Stevenson Street to Victoria Road.
2. That staff be authorized to confirm to the Ministry of Transportation that Council:
 - a. supports of the project identified in the application;
 - b. confirms that capital funding is available for the municipal contribution component; and,
 - c. agrees that if the application is successful, the municipality will proceed with the project in accordance with the timelines specified in the application.

5.4. Draft Recommendation for the New Sign By-law - 2020-138 48

Recommendation:

1. That Council direct staff to draft a new Sign By-law based on the draft recommendations outlined in Attachment 2 - Overview of Recommended Changes for the New Sign By-law and based on Councillor feedback.

6. Council Consent Agenda

The following resolutions have been prepared to facilitate Council's consideration of various matters and are suggested for consideration. If Council wishes to address a specific report in isolation of the Consent Agenda, please identify the item. It will be extracted and dealt with separately as part of the Items for Discussion.

6.1. Phase 2 Safe Restart Funding - Municipal Operating Relief - 2020-177

117

Recommendation:

1. Council endorse the following resolution which approves seeking additional funding for Phase 2 of the municipal operating stream, subject to Treasurer confirmation that eligibility criterion have been satisfied, as part of the federal-provincial Safe Restart Agreement;

"Whereas on March 11, 2020, the World Health Organization and the Canadian Government declared COVID-19 a global pandemic; and,

Whereas on March 12, Ontario ordered schools closed and by March 17, began a more extensive shut down; and,

Whereas the pandemic has led to the closure of public spaces, and the cancellation of events around the world, throughout the country, our province and right here within our own community, causing additional financial cost and pressures to the City; and

Whereas in response to the significant financial impacts of COVID-19, the City has taken steps to reduce expenditures. These steps include halting all discretionary spending; employee layoffs and placement of full-time employees on declared emergency leave; halting non-critical hiring; and prioritizing capital projects; and

Whereas staff are actively advocating with municipal counterparts to higher levels of government for emergency financing to assist with the projected losses rather than depleting the City's reserves in one year; and

Whereas on July 27, 2020, as part of the federal-provincial Safe Restart Agreement, the Ontario government announced that it has secured up to \$4 billion in emergency financial assistance to provide Ontario's 444 municipalities with the support they need to respond to

COVID-19; and

Whereas the City's COVID-19 financial impacts projected up until December 31, 2020 surpassed the Phase 1 funding of the municipal operating stream after taking into consideration City-owned reserves and expenditure savings successfully mitigated;

Therefore be it resolved:

That, subject to Treasurer confirmation that eligibility criterion have been satisfied, Guelph City Council is seeking additional funding for Phase 2 of the municipal operating stream to support financial operating costs and pressures related to COVID-19."

7. Items for Discussion

The following items have been extracted from the Committee of the Whole Consent Report and the Council Consent Agenda and will be considered separately. These items have been extracted either at the request of a member of Council or because they include a presentation and/or delegations.

7.1. Supportive and Affordable Housing Update - 2020-168

123

Presentation:

Colleen Clack-Bush, Deputy Chief Administrative Officer, Public Services

Recommendation:

1. That the Supportive Housing and Affordable Housing Update report be received.
2. That Habitat for Humanity be permitted to pay Development Charges of \$282,631 over a six year installment plan on phase one of Cityview Affordable Homeownership Housing Project.
3. That the Mayor and Clerk be authorized to execute the six year installment plan agreement with Habitat for Humanity.

8. By-laws

Resolution to adopt the By-laws (Councillor Allt).

9. Mayor's Announcements

Please provide any announcements, to the Mayor in writing, by 12 noon on the day of the Council meeting.

10. Adjournment



Minutes of Guelph City Council

**September 14, 2020, 6:30 p.m.
Remote meeting live streamed
on guelph.ca/live**

Council: Mayor C. Guthrie
Councillor P. Allt
Councillor B. Bell
Councillor C. Billings
Councillor L. Caron
Councillor C. Downer
Councillor R. Goller
Councillor J. Gordon
Councillor J. Hofland
Councillor M. Salisbury
Councillor M. MacKinnon
Councillor D. O'Rourke

Absent: Councillor D. Gibson

Staff: K. Dedman, Deputy Chief Administrative Officer,
Infrastructure, Development and Enterprise Services
K. Walkey, General Manager, Planning and Building Services
C. DeVriendt, Manager, Development Planning
K. Nasswetter, Senior Development Planner
L. Sulatycki, Senior Development Planner
D. McMahon, Manager, Legislative Services / Deputy City
Clerk
L. Cline, Council and Committee Coordinator
J. da Silva, Council and Committee Assistant

1. Call to Order

Mayor Guthrie called the meeting to order (6:31 p.m.).

2. Disclosure of Pecuniary Interest and General Nature Thereof

Councillor Gordon declared an interest regarding the Statutory Public Meeting Report 120 Huron Street Proposed Official Plan Amendment and Zoning By-law Amendment File: OZS20-005 Ward 1 - 2020-117 as he lives near the property in question.

3. Public Meeting to Hear Applications Under Sections 17, 34 and 51 of The Planning Act

3.1 Statutory Public Meeting Report 1159 Victoria Road South Proposed Red-line Amendment to an Approved Draft Plan of Subdivision and Zoning By-law Amendment File: OZS20-007 and 23T-07506 Ward 6 - 2020-123

Lindsay Sulatycki, Senior Development Planner, provided a summary of the proposed red-line amendment to an approved Draft Plan of Subdivision and Zoning By-law Amendment at 1159 Victoria Road South to permit two additional residential lots on the subject property. She outlined the proposed zone change from the existing "Conservation Land" zone to a "Specialized Residential Single Detached" zone and the associated specialized regulations that have been requested.

John Ariens, IBI Group, agent on behalf of the applicant, provided further detail regarding the purpose of the applications.

Claudia Espindola expressed concerns regarding the amount of development and density happening in the area and resulting impacts on the environment and the existing population.

Council recessed at 7:03 p.m. to allow time for delegations to call into the remote meeting to speak to the item. Council reconvened at 7:08 p.m.

Russ Watson expressed that two of his biggest concerns are how traffic flow is going to be rerouted and the increase in noise pollution.

Mumtaz Shivji stated that she purchased property because of its proximity to conservation lands and that she has concerns relating to the impacts on green space, global warming and wildlife.

Moved By Councillor MacKinnon
Seconded By Councillor Hofland

1. That report IDE-2020-123 regarding a proposed red-line amendment to an approved Draft Plan of Subdivision and Zoning By-law Amendment application submitted by IBI Group on behalf of Victoria Park Village Inc. to permit an additional two (2) residential lots on lands municipally known as 1159 Victoria Road South, and legally described as Part of Lot 5, Concession 8 (Geographic Township of Puslinch), City of Guelph from Infrastructure, Development and Enterprise dated September 14, 2020, be received.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Billings, Councillor Caron , Councillor Downer, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor Salisbury, Councillor MacKinnon, and Councillor O'Rourke

Carried (12 to 0)

3.2 Statutory Public Meeting Report 120 Huron Street Proposed Official Plan Amendment and Zoning By-law Amendment File: OZS20-005 Ward 1 - 2020-117

Councillor Gordon was removed from the remote meeting as a participant and did not participate in the discussion or vote on the matter.

Katie Nasswetter, Senior Development Planner, provided a summary of the proposed Official Plan Amendment and Zoning By-law Amendment at 120 Huron Street to permit a fifth storey containing 30 additional apartment units proposed to be affordable and supportive in nature. She outlined the current and proposed Official Plan and Zoning By-law designations and the requested specialized zoning regulations.

Hugh Handy, GSP Group Inc., agent on behalf of the applicant, provided information on the site location and history. He outlined the purpose of the proposed development to add an additional fifth storey consisting of 30 additional units intended to be affordable. He also stated that the provision of support services on the fifth floor is being explored. As part of the project team, Sarah Code from GSP Group Inc., Kelly Postma from Alice Block, Erica Bayley from Paradigm, Owen Scott from CHC Limited, Lloyd Grinham and Corinne Maloney from Grinham Architects, and Tim Welch from Tim Welch Consulting, were connected into the remote meeting to respond to questions.

Susan Watson expressed concerns related to parkland dedication with respect to the subject application, as well as 104 Oliver Street.

Nicolas Carney, resident of 120 Alice Street, spoke in support of the application, specifically related to the provision of affordable housing in the City.

Council recessed at 8:19 p.m. to allow time for delegations to call into the remote meeting to speak to the item. Council reconvened at 8:24 p.m.

Claudia Espindola expressed concerns with the size of the proposed affordable units.

The following delegate was not present:
Jody Larson

Moved By Councillor MacKinnon
Seconded By Councillor Billings

1. That report 2020-117 regarding proposed Official Plan Amendment and Zoning By-law Amendment applications (File OZS20-005) by GSP Group Inc., on behalf of the owner, Alice Block Inc., to permit a fifth storey and an additional 30 apartment units on the lands municipally known as 120 Huron Street and legally described as Parts 3 and 6 on Plan 61R-21616 and part of the lands legally described as: Plan 61R4274, except Parts 4 & 5 61R21616 City of Guelph; and being part of PIN 71341-0195 (LT), City of Guelph, from Infrastructure, Development and Enterprise dated September 14, 2020, be received.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Billings, Councillor Caron , Councillor Downer, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor Salisbury, Councillor MacKinnon, and Councillor O'Rourke

Carried (12 to 0)

3.3 Statutory Public Meeting Report 1242-1260 Gordon Street and 9 Valley Road Proposed Draft Plan of Subdivision, Official Plan and Zoning By-law Amendments File: OZS20-004 and 23T-20001 Ward 6 - 2020-124

Councillor Gordon rejoined the remote meeting as a participant.

Lindsay Sulatycki, Senior Development Planner, provided a summary of the proposed Draft Plan of Subdivision, Official Plan and Zoning By-law Amendments at 1242-1260 Gordon Street and 9 Valley Road to permit a residential subdivision containing a residential block with two, 12-storey apartment buildings with a total of 377 apartment units, a municipal park block and an open space block. She outlined the current and proposed Official Plan and Zoning By-law designations and the requested specialized zoning regulations

Astrid J. Clos, Astrid J. Clos Planning Consultants, agent on behalf of the applicant, provided an overview of the subject applications, including the surrounding land uses, context within the Gordon Street intensification corridor, details on the municipal road, park and open space to be conveyed to the City, the number of parking spaces being proposed and the proposed density.

Adam Carapella, Tricar, highlighted the company's commitment to energy efficient design and to providing affordable and attainable housing

JP Thornton, Kasian Architecture Ontario Incorporated, provided details surrounding the architectural design of the proposed development including the underground parking, floor plans, construction materials and finishes, and shadowing.

Daniel Eusebi, Stantec, outlined the natural heritage considerations for the subject property, including tree removal, the deer corridor and deer habitat, its proximity to the Torrence Creek Provincially Significant Wetland, and bat, bird and amphibian habitat.

Claudia Espindola expressed concerns with the proximity of the proposed development to the wetland and conservation area and the potential impact on the deer path and other wildlife. She also expressed concerns with the number of developments happening in the area and the cumulative impact on traffic and density. She stated that the use of public transportation in the area is not always possible.

Bruce Wilson, a homeowner on Valley Road, stated that Gordon Street and Edinburgh Road is not an intensification hub and as such a 12-storey building should not be approved. He expressed concerns with the lack of amenities in the area and the canyonization of Gordon Street. He also expressed concerns with the current parking

inadequacies and the parking calculations provided for the proposed development.

Tony Campagnolo, a resident on Valley Road, expressed concerns with allowing multiple developments along corridors such as Gordon Street.

Tamara Baggio, an adjacent property owner, expressed concerns relating to overflow parking on Landsdown Drive and Valley Road and resulting safety issues for emergency vehicles and school buses. She also expressed concerns with the removal of trees on the subject property, as well as the construction of a 12-storey building directly adjacent to a residential neighbourhood with single family homes.

Susan Watson spoke regarding the parkland dedication aspect of the proposed development and she requested clarity surrounding the parkland calculation.

Council recessed at 10:05 p.m. to allow time for delegations to call into the remote meeting to speak to the item. Council reconvened at 10:10 p.m.

Morgan Dandie-Hannah expressed the importance of maintaining the deer corridor on the subject property. She stated that the City must meet the growth targets set out by the Province while maintaining the character of existing neighbourhoods. She also expressed concerns with the loss of trees.

Moved By Councillor MacKinnon
Seconded By Councillor Bell

1. That report 2020-124 regarding proposed Draft Plan of Subdivision, Official Plan Amendment and Zoning By-law Amendment applications submitted by Astrid J. Clos Planning Consultants on behalf of Tricar Properties Limited for a Draft Plan of Subdivision containing a residential block with two, 12-storey apartment buildings with a total of 377 apartment units, a municipal park block and an open space block on lands municipally known as 1242-1260 Gordon Street and 9 Valley Road, and legally described as Part of Lot 6, Concession 8 (Geographic Township of Puslinch) and Lot 15, Registered Plan 488, City of Guelph from Infrastructure, Development and Enterprise dated September 14, 2020, be received.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Billings, Councillor Caron , Councillor Downer, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor Salisbury, Councillor MacKinnon, and Councillor O'Rourke

Carried (12 to 0)

4. By-laws

Moved By Councillor Hofland
Seconded By Councillor Billings

That By-law Numbered (2020)-20524 is hereby passed.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Billings, Councillor Caron , Councillor Downer, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor Salisbury, Councillor MacKinnon, and Councillor O'Rourke

Carried (12 to 0)

5. Mayor's Announcements

Mayor Guthrie announced that the City is currently recruiting members to join various advisory boards and committees and that further details are available at www.guelph.ca/committees

Councillors Caron and Downer will be holding a Ward 5 virtual town hall on Thursday, October 1, 2020. Further details can be found at www.ward5.ca.

6. Adjournment

Moved By Councillor Caron
Seconded By Councillor Downer

That the meeting be adjourned (10:44 p.m.).

Carried

Mayor Guthrie

Dylan McMahon - Deputy City Clerk



Minutes of Guelph City Council

**September 21, 2020, 6:00 p.m.
Remote meeting live streamed
on guelph.ca/live**

Council:

Mayor C. Guthrie
Councillor P. Alit
Councillor B. Bell
Councillor C. Billings
Councillor L. Caron
Councillor C. Downer
Councillor D. Gibson
Councillor R. Goller
Councillor J. Gordon
Councillor J. Hofland
Councillor M. MacKinnon
Councillor D. O'Rourke
Councillor M. Salisbury

Staff:

S. Stewart, Chief Administrative Officer
C. Clack-Bush, Deputy Chief Administrative Officer, Public Services
K. Dedman, Deputy Chief Administrative Officer, Infrastructure, Development and Enterprise Services
T. Lee, Deputy Chief Administrative Officer, Corporate Services
J. Regan, General Manager, Business Development and Enterprise
A. Thornton, Associate Solicitor
D. McMahon, Manager, Legislative Services / Deputy City Clerk
L. Cline, Council and Committee Coordinator
J. da Silva, Council and Committee Assistant

1. Call to Order

Mayor Guthrie called the meeting to order (6:00 p.m.).

2. Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures.

3. Items for Discussion

3.1 Proposed Motion Regarding the Extension of Dining Districts

The following delegates spoke via telephone regarding this item:

Anurag Sood

Colton Proveau, Brothers Brewing Company

Shakiba Sayani, Guelph Chamber of Commerce

Charles Nash

Mike Darmon

Pina Marfisi

Arcy Canumay

Alex Chapman, Our Energy Guelph

Derrick Rutherford

Josh Orita

Abhi Kantamneni

Marty Williams, Downtown Guelph Business Association

Moved By Councillor Downer

Seconded By Councillor Hofland

1. That in an effort to keep people employed, to encourage physical distancing in-line with Public Health guidelines to fight COVID-19 and to provide additional supports for local restaurants and shops within the City of Guelph, Council directs staff to extend any and all applicable zoning or bylaws that allow sidewalk or on street patios and applicable dining districts within the city's right-of-way spaces until January 1st, 2021.
2. That \$2,500 from The Office of The Mayor budget be allocated to staff within Guelph Tourism to work collaboratively with the Downtown Guelph Business Association for the creation and programming of a pedestrian only "Christmas Market" at an agreed upon date(s) within the upcoming holiday season to encourage local retail spending and hospitality support. And that staff look to

leverage this opportunity by seeking private sector sponsorship for further programming or to offset additional costs.

Amendment:

Moved By Councillor Downer

Seconded By Councillor Hofland

1. That in an effort to keep people employed, to encourage physical distancing in-line with Public Health guidelines to fight COVID-19 and to provide additional supports for local restaurants and shops within the City of Guelph, Council directs staff to extend any and all applicable zoning or bylaws that allow sidewalk or on street patios and applicable dining districts within the city's right-of-way spaces until **November 2, 2020 and that the Mayor create a committee of stakeholders to develop a longer term plan.**

First Amendment to the Amendment

Moved By Councillor Gibson

Seconded By Councillor Goller

1. That in an effort to keep people employed, to encourage physical distancing in-line with Public Health guidelines to fight COVID-19 and to provide additional supports for local restaurants and shops within the City of Guelph, Council directs staff to extend any and all applicable zoning or bylaws that allow sidewalk or on street patios and applicable dining districts within the city's right-of-way spaces until November **30**, 2020 and that the Mayor create a committee of stakeholders to develop a longer term plan.

Voting in Favour: (7): Mayor Guthrie, Councillor Bell, Councillor Billings, Councillor Gibson, Councillor Goller, Councillor O'Rourke, and Councillor Salisbury

Voting Against: (6): Councillor Allt, Councillor Caron, Councillor Downer, Councillor Gordon, Councillor Hofland, and Councillor MacKinnon

Carried (7 to 6)

Second Amendment to the Amendment

Moved By Councillor Downer

Seconded By Councillor Caron

1. That in an effort to keep people employed, to encourage physical distancing in-line with Public Health guidelines to fight COVID-19 and to provide additional supports for local restaurants and shops within the City of Guelph, Council directs staff to extend any and all applicable zoning or bylaws that allow sidewalk or on street patios and applicable dining districts within the city's right-of-way spaces until November 30, 2020 and that **staff** create a committee of stakeholders to develop a longer term plan.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Voting Against: (1): Councillor Bell

Carried (12 to 1)

Third Amendment to the Amendment

Moved By Councillor Bell

Seconded By Councillor Gordon

1. That in an effort to keep people employed, to encourage physical distancing in-line with Public Health guidelines to fight COVID-19 and to provide additional supports for local restaurants and shops within the City of Guelph, Council directs staff to extend any and all applicable zoning or bylaws that allow sidewalk or on street patios and applicable dining districts within the city's right-of-way spaces until November 30, 2020 and that staff create a committee of stakeholders to develop a longer term plan **and that the barriers in the dining district be moved back 3.5 ft and that Wyndham/Macdonell be re-opened and the speed be reduced to 20 kph.**

Point of Order

Councillor Downer raised a point of order suggesting that the third amendment to the amendment is out of order as it is contrary to the main motion.

Mayor Guthrie ruled that the third amendment to the amendment is out of order.

Councillor MacKinnon requested that a vote be called on the Chair's ruling that the third amendment to the amendment is out of order.

Vote on Chair's Ruling

Moved By Councillor MacKinnon

Seconded By Mayor Guthrie

That the third amendment to the amendment is in order.

Voting in Favour: (5): Councillor Bell, Councillor Caron, Councillor Goller, Councillor Hofland, and Councillor MacKinnon

Voting Against: (8): Mayor Guthrie, Councillor Allt, Councillor Billings, Councillor Downer, Councillor Gibson, Councillor Gordon, Councillor O'Rourke, and Councillor Salisbury

Defeated (5 to 8)

The Mayor's ruling was upheld and the third amendment to the amendment was removed from the floor.

Amendment as Amended

Moved By Councillor Downer

Seconded By Councillor Hofland

1. That in an effort to keep people employed, to encourage physical distancing in-line with Public Health guidelines to fight COVID-19 and to provide additional supports for local restaurants and shops within the City of Guelph, Council directs staff to extend any and all applicable zoning or bylaws that allow sidewalk or on street patios and applicable dining districts within the city's right-of-way spaces until November 30, 2020 and that staff create a committee of stakeholders to develop a longer term plan.

Voting in Favour: (11): Mayor Guthrie, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Voting Against: (2): Councillor Allt, and Councillor Bell

Carried (11 to 2)

Main Motion as Amended

It was requested that the clauses be voted on separately.

Moved By Councillor Downer

Seconded By Councillor Hofland

1. That in an effort to keep people employed, to encourage physical distancing in-line with Public Health guidelines to fight COVID-19 and to provide additional supports for local restaurants and shops within the City of Guelph, Council directs staff to extend any and all applicable zoning or bylaws that allow sidewalk or on street patios and applicable dining districts within the city's right-of-way spaces until November 30, 2020 and that staff create a committee of stakeholders to develop a longer term plan.

Voting in Favour: (11): Mayor Guthrie, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Voting Against: (2): Councillor Allt, and Councillor Bell

Carried (11 to 2)

Moved By Councillor Downer

Seconded By Councillor Hofland

2. That \$2,500 from The Office of The Mayor budget be allocated to staff within Guelph Tourism to work collaboratively with the Downtown Guelph Business Association for the creation and programming of a pedestrian only "Christmas Market" at an agreed upon date(s) within the upcoming holiday season to encourage local retail spending and hospitality support. And that staff look to leverage this opportunity by seeking private sector sponsorship for further programming or to offset additional costs.

Voting in Favour: (3): Mayor Guthrie, Councillor Gibson, and Councillor Goller

Voting Against: (10): Councillor Allt, Councillor Bell, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Defeated (3 to 10)

4. By-laws

Moved By Councillor O'Rourke
Seconded By Councillor Goller

That By-law Numbered (2020)-20527 is hereby passed.

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

5. Adjournment

Moved By Councillor Billings
Seconded By Councillor Goller

That the meeting be adjourned (10:28 p.m.).

Carried

Mayor Guthrie

Dylan McMahon - Deputy City Clerk



Minutes of Guelph City Council

**September 28, 2020, 6:30 p.m.
Remote meeting live streamed
on guelph.ca/live**

Council:

Mayor C. Guthrie
Councillor P. Allt
Councillor B. Bell
Councillor L. Caron
Councillor C. Billings
Councillor C. Downer
Councillor D. Gibson
Councillor R. Goller
Councillor J. Gordon
Councillor J. Hofland
Councillor M. MacKinnon
Councillor D. O'Rourke
Councillor M. Salisbury

Staff:

S. Stewart, Chief Administrative Officer
C. Clack-Bush, Deputy Chief Administrative Officer, Public Services
K. Dedman, Deputy Chief Administrative Officer, Infrastructure, Development and Enterprise Services
T. Lee, Deputy Chief Administrative Officer, Corporate Services
T. Baker, General Manager, Finance/City Treasurer
G. Matthews, Acting General Manager, Parks
T. Filer, Urban Forestry Field Technologist
T. Gayman, General Manager, Engineering and Transportation Services/City Engineer
M. Aldunate, Manager, Policy Planning Urban Design
K. Vanderwal, Manager, Technical Services
L. Lefler, Planner III, Environmental Planner
L. Jefferson, Manager, Open Space Planning

K. Walkey, General Manager, Planning and Building Services
A. Vilko, General Manager, Facilities and Energy
Management
B. Ho-Yan, Manager, Corporate Energy and Climate Change
A. Thornton, Associate Solicitor
J. Sales, General Manager, Strategy, Innovation and
Intergovernmental Services
Jennifer Smith, Manager, Corporate and Community Strategic
Initiatives
S. O'Brien, General Manager, City Clerk's Office/City Clerk
L. Cline, Council and Committee Coordinator
D. Tremblay, Council and Committee Coordinator

2. Call to Order

Mayor Guthrie called the meeting to order. (6:00 p.m.)

3. Open Meeting

3.4 Disclosure of Pecuniary Interest and General Nature Thereof

There were no disclosures.

4. Confirmation of Open Minutes

Moved By Councillor MacKinnon

Seconded By Councillor Goller

That the minutes of the open Council Meetings held August 10, 12 and 24, 2020, be confirmed as recorded and without being read.

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Caron, Councillor Billings, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

5. Committee of the Whole Consent Report

5.1 City Operations Campus Part One - Transit Electrification - 2020-118

Moved By Councillor Hofland
Seconded By Councillor MacKinnon

1. That staff be directed to continue developing plans in alignment with the Investing in Canada Infrastructure Plan (ICIP) projects approved by Infrastructure Canada (INFC), including negotiation of the required Transfer Payment Agreement (TPA).
2. That staff be directed to complete electrical infrastructure modifications and initial electric bus charger installation at the existing Transit Facility at 170 Watson Road South using funds approved in project TC0059 Transit Operations Facility.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Caron, Councillor Billings, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Voting Against: (1): Councillor Bell

Carried (12 to 1)

6. Items for Discussion

6.1 Urban Forest Management Plan Implementation Update and Second Phase Plan Report - 2020-08

The following delegations spoke on this item:
Morgan Dandie-Hannah

Tanja Gevaert did not speak on this item.

Moved By Councillor Allt
Seconded By Councillor Downer

1. That the Urban Forest Management Plan Implementation Update and Second Phase Plan Report dated August 2020, included as Attachment-1 to this report, be approved.
2. That that funding requirements for the Urban Forest Management Plan be prioritized within future operating and capital budgets in order to implement the recommendations of this plan.

It was requested that the clauses be voted on separately.

Moved By Councillor Allt
Seconded By Councillor Downer

1. That the Urban Forest Management Plan Implementation Update and Second Phase Plan Report dated August 2020, included as Attachment-1 to this report, be approved.

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Caron , Councillor Billings, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

Moved By Councillor Allt
Seconded By Councillor Downer

2. That that funding requirements for the Urban Forest Management Plan be prioritized within future operating and capital budgets in order to implement the recommendations of this plan.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Caron , Councillor Billings, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, and Councillor Salisbury

Voting Against: (1): Councillor O'Rourke

Carried (12 to 1)

6.2 Emma Street to Earl Street Pedestrian Bridge Schedule B Class EA - 2020-121

The following delegations spoke on this item:

Meghan Mazurek
Morgan Dandie-Hannah
Martin Collier

Moved By Councillor Allt
Seconded By Councillor Hofland

1. That staff be authorized to complete the Schedule B Municipal Class Environmental Assessment process for the Emma Street to Earl Street Pedestrian Bridge and issue a notice of completion to place the Project File on the public record for the mandatory 30 day public review period and proceed with the implementation of the preferred alternative as outlined in report 2020-121.
2. That Council direct staff to initiate a site-specific Official Plan Amendment to implement the preferred alternative for the Emma Street to Earl Street Pedestrian Bridge.

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Caron , Councillor Billings, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

Council recessed at 7:16 and resumed at 7:20 p.m.

6.3 Strategic Plan, Future Ready Action Plans and Performance Management Framework - 2020-142

Scott Stewart, Chief Administrative Officer provided opening remarks regarding the Strategic Plan, Future Ready Action Plans and Performance Management Framework. Jodie Sales, General Manager, Strategy, Innovation and Intergovernmental Services summarized the future ready measures of success and Jennifer Smith, Manager, Corporate and Community Strategic Initiatives provided details regarding implementation.

Moved By Councillor Gordon

Seconded By Councillor O'Rourke

1. That Council receive the Strategic Plan 2019-2023 Performance Measurement Framework and Future Ready Action Plans.
2. That Council approve and adopt the 'Strategic Measures of Success' as the basis for strategic organizational performance indicator development and annual Council and public performance reporting.
3. That Council receive the Future Ready Action Plan for deliberation during the 2021-2024 multi-year budget process.

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Caron , Councillor Billings, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

6.4 COVID-19 Funding for Local Organizations

Councillor Caron provided details regarding the COVID-19 Funding for Local Organizations motions.

Main Motion

Moved By Councillor Caron

Seconded By Councillor Downer

1. That the City of Guelph calls on the Federal and Provincial governments to help local municipalities assist their local cultural, social benefit, and charitable organizations with additional relief funding programs to help sustain the important work they do in our community; and
2. That a copy of this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, all Ontario Municipalities, the local Members of Provincial and Federal Parliament, Federal and Provincial Ministers of Finance, the Provincial Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario and the Federation of Canadian Municipalities.
3. That staff be directed to report back through the 2021 operating budget process on any additional funding sources that can be identified in the upcoming budget for one-time Community Well-being Grants under the same criteria as the Community Investment Emergency Fund.

Amendment:

Moved By Councillor Caron

Seconded By Councillor Gordon

2. That a copy of this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, all Ontario Municipalities, the local Members of Provincial and Federal Parliament, Federal and Provincial Ministers of Finance, the Provincial Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario and the

Federation of Canadian Municipalities **and Ontario's Big City Mayors.**

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Caron , Councillor Billings, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

Main Motion as Amended

Moved By Councillor Caron

Seconded By Councillor Downer

1. That the City of Guelph calls on the Federal and Provincial governments to help local municipalities assist their local cultural, social benefit, and charitable organizations with additional relief funding programs to help sustain the important work they do in our community; and
2. That a copy of this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, all Ontario Municipalities, the local Members of Provincial and Federal Parliament, Federal and Provincial Ministers of Finance, the Provincial Minister of Municipal Affairs and Housing, the Association of Municipalities of Ontario and the Federation of Canadian Municipalities and Ontario's Big City Mayors.
3. That staff be directed to report back through the 2021 operating budget process on any additional funding sources that can be identified in the upcoming budget for one-time Community Well-being Grants under the same criteria as the Community Investment Emergency Fund.

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Caron , Councillor Billings, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

7. Special Resolutions

Councillor Goller provided details regarding the Notice of Motion.

Moved By Councillor Goller
Seconded By Councillor Gibson

That the following motion be referred to the November 2, 2020 Committee of the Whole meeting for consideration:

1. That staff be directed to complete a review of the implications of permanently removing the blanket on-street parking restriction from December 1 to March 31, 2:00 AM to 6:00 AM and replacing it with a permissive system that uses notification software to let residents know when temporary parking restrictions are in effect. And that staff be directed to provide recommendations to Council in 2021 for potential implementation by December 1, 2021.

Voting in Favour: (4): Mayor Guthrie, Councillor Gibson, Councillor Goller, and Councillor Gordon

Voting Against: (9): Councillor Allt, Councillor Bell, Councillor Caron , Councillor Billings, Councillor Downer, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Defeated (4 to 9)

8. By-laws

Moved By Councillor MacKinnon
Seconded By Councillor Hofland

That By-law Numbers (2020)-20525, (2020)-20526 and (2020)-20528 and (2020)-20529 are hereby passed.

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Caron , Councillor Billings, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

9. Mayor's Announcements

Councillors Downer and Caron will be holding a virtual town hall on Thursday, October 1st at 7:00 p.m. Speakers will include Police Chief Colby, Steve Kraft, CEO, Guelph Public Library and Scott Butler, Chair, Guelph Public Library Board. Details of the virtual town hall can be found at ward5.ca.

10. Adjournment

Moved By Councillor Billings
Seconded By Councillor Caron

That the meeting be adjourned. (8:26 p.m.)

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Caron , Councillor Billings, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

Mayor Guthrie

Stephen O'Brien - City Clerk



Minutes of Committee of the Whole Meeting

**September 8, 2020, 2:00 p.m.
Remote meeting live streamed
on guelph.ca/live**

Council:

Mayor C. Guthrie
Councillor P. Allt
Councillor B. Bell
Councillor C. Billings
Councillor L. Caron
Councillor C. Downer
Councillor D. Gibson
Councillor R. Goller
Councillor J. Gordon
Councillor J. Hofland
Councillor M. MacKinnon
Councillor D. O'Rourke
Councillor M. Salisbury

Staff:

S. Stewart, Chief Administrative Officer
C. Clack-Bush, Deputy Chief Administrative Officer, Public Services
K. Dedman, Deputy Chief Administrative Officer, Infrastructure, Development and Enterprise Services
T. Lee, Deputy Chief Administrative Officer, Corporate Services
T. Gayman, General Manager, Engineering and Transportation Services/City Engineer
M. Aldunate, Manager, Policy Planning Urban Design
K. Vanderwal, Manager, Technical Services
L. Lefler, Planner II Environmental Planner
H. Flaherty, General Manager, Parks and Recreation
G. Matthews, Manager, Parks Operation Forestry
T. Filer, Urban Forestry Field Technologist
A. Vilko, General Manager, Facilities and Energy

Management

B. Ho-Yan, Manager, Corporate Energy and Climate Change

S. O'Brien, General Manager, City Clerk's Office/City Clerk

D. Tremblay, Council and Committee Coordinator

T. Di Lullo, Council and Committee Coordinator

2. Call to Order - Mayor

Mayor Guthrie called the meeting to order. (2:00 p.m.)

2.1 Disclosure of Pecuniary Interest

There were no disclosures.

3. Staff Recognitions

Mayor Guthrie acknowledged Shophan Daniel, Engineering Technologist II on receiving his Certified Engineering Technologist (CET) designation. Graham Aikenhead, Project Manager, Corporate Energy and Climate Change, Facility Management and Steve Kuntz, Building Performance Specialist, Corporate Building Maintenance, Facilities and Energy Management were also acknowledged on receiving their Certified Building Commissioning Professional (CBCP) designations.

5. Items for Discussion - Infrastructure, Development and Enterprise Services

5.1 Emma Street to Earl Street Pedestrian Bridge Schedule B Class EA - 2020-121

Ken Vanderwal, Manager, Technical Services and Leah Lefler, Planner II Environmental Planner provided a summary of the Emma to Earl Street Pedestrian Bridge Schedule B Class EA. The summary included project background, an overview of the environmental assessment process, information obtained during public information centres, evaluation of alternatives, environmental considerations and comments on the preferred alternative 2B.

The following delegations spoke:

Mike Darmon

Dr. Meg Thorburn, on behalf of the Speed River Cycling Club

James Fedosov, on behalf of the Speed River Cycling Club

Martin Collier

Susan Boyle
Jeff Huber
Yvette Tendick, Guelph Coalition for Active Transportation
Hugh Whiteley

Moved By Councillor Allt
Seconded By Councillor Hofland

1. That staff be authorized to complete the Schedule B Municipal Class Environmental Assessment process for the Emma Street to Earl Street Pedestrian Bridge and issue a notice of completion to place the Project File on the public record for the mandatory 30 day public review period and proceed with the implementation of the preferred alternative as outlined in report 2020-121.
2. That Council direct staff to initiate a site-specific Official Plan Amendment to implement the preferred alternative for the Emma Street to Earl Street Pedestrian Bridge.

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

Council recessed at 4:05 p.m. and resumed at 4:15 p.m.

5.2 City Operations Campus Part One - Transit Electrification - 2020-118

Bryan Ho-Yan, Manager, Corporate Energy and Climate Change provided information with respect to the City Operations Campus Part One Transit Electrification including background.

Moved By Councillor Gibson
Seconded By Councillor Allt

1. That staff be directed to continue developing plans in alignment with the Investing in Canada Infrastructure Plan (ICIP) projects approved by Infrastructure Canada (INFC), including negotiation of the required Transfer Payment Agreement (TPA).

2. That staff be directed to complete electrical infrastructure modifications and initial electric bus charger installation at the existing Transit Facility at 170 Watson Road South using funds approved in project TC0059 Transit Operations Facility.

It was requested that the clauses be voted on separately.

Moved By Councillor Gibson
Seconded By Councillor Allt

That staff be directed to continue developing plans in alignment with the Investing in Canada Infrastructure Plan (ICIP) projects approved by Infrastructure Canada (INFC), including negotiation of the required Transfer Payment Agreement (TPA).

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Voting Against: (1): Councillor Bell

Carried (12 to 1)

Moved By Councillor Gibson
Seconded By Councillor Allt

That staff be directed to complete electrical infrastructure modifications and initial electric bus charger installation at the existing Transit Facility at 170 Watson Road South using funds approved in project TC0059 Transit Operations Facility.

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

8. Items for Discussion - Public Services

8.1 Urban Forest Management Plan Implementation Update and Second Phase Plan Report - 2020-08

Gene Matthews, Manager, Parks Operation Forestry provided an update of the Urban Forest Management Plan Implement and summarized the second phase of the Urban Forest Management Plan Implementation.

Moved By Councillor Hofland
Seconded By Councillor Downer

1. That the Urban Forest Management Plan Implementation Update and Second Phase Plan Report dated August, 2020, included as Attachment-1 to this report, be approved.
2. That that funding requirements for the Urban Forest Management Plan be prioritized within future operating and capital budgets in order to implement the recommendations of this plan.

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

10. Mayors Announcements

Councillors Goller and Gordon will be holding a virtual town hall on September 17, 2020 at 7:00 p.m. Details can be found on their blog at theward2guelph.ca.

11. Adjournment

Moved By Councillor Billings
Seconded By Councillor Caron

That the meeting be adjourned. (6:03 p.m.)

Voting in Favour: (13): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, Councillor O'Rourke, and Councillor Salisbury

Carried (13 to 0)

Mayor Guthrie

Stephen O'Brien - City Clerk

Staff Report



To	Committee of the Whole
Service Area	Corporate Services
Date	Monday, October 5, 2020
Subject	Appointment of the External Auditor

Recommendation

1. That KPMG LLP be appointed as the external auditor for the City of Guelph for the fiscal years ending 2020 through 2024.
 2. That the Treasurer be authorized to annually execute the engagement letter with KPMG LLP subject to the terms approved.
-

Executive Summary

Purpose of Report

To provide an overview of the results of the Request for Proposals (RFP) process for External Audit Services for the 2020 – 2024 fiscal years.

Key Findings

The contract with the City's current auditors, KPMG LLP, expired with the completion of the audit for the year ended December 31, 2019.

The RFP for External Audit Services was posted on the City's procurement website on July 31, 2020, and closed on August 25, 2020. The RFP included the City of Guelph, the Provincial Offences Act special compliance report, Guelph Junction Railway Limited (GJR), Guelph Municipal Holdings Inc. (GMHI), and three Local Boards: Wellington-Dufferin-Guelph Public Health (WDGPH), The Elliott Community (The Elliott), and Downtown Guelph Business Association (DGBA), with separate quotations being requested for each entity.

One bid submission was received from KPMG LLP, and it complied with the mandatory criteria set out in the RFP.

The cost of the City's 2020 annual audit and the Provincial Offences Court compliance report is \$68,600.

Financial Implications

The fees for the 2020 audit are within the 2020 approved budget.

Report

The Municipal Act provides for municipalities to appoint the municipal auditors for a term not to exceed five years. The contract with the City's current auditors, KPMG LLP, expired with the completion of the audit for the year ended December 31, 2019.

In accordance with Council's policy on Selection and Appointment of the External Auditor, staff prepared the RFP in consultation with staff from WDGPH, The Elliott, and DGBA. Once finalized, the RFP was posted on the City's procurement website on July 31, 2020 with a closing date of August 25, 2020 in accordance with the Procurement Bylaw. The evaluation criteria employed was consistent with the approved policy, and was outlined in the RFP document that was published and available to all proponents.

The Evaluation Committee consisted of the Chair and Vice Chair of the Audit Committee, the General Manager of Internal Audit, the Manager of Financial Reporting and Accounting, and Senior Corporate Analyst of Financial Reporting and Accounting.

One bid submission was received, from KPMG LLP, and after the bid period closed, the proposal was distributed to the Evaluation Committee to review for compliance with the mandatory criteria in the RFP.

The cost of the City's 2020 annual audit and the Provincial Offences Court compliance report is \$68,600. The audit fees for the associated entities: GJR, GMHI, WDGPH, The Elliott, and DGBA were competitive and have been communicated to their respective Boards. KPMG LLP is responsible for notifying the Purchasing Department of any future increases which are limited to the Consumer Price Index for the Toronto Region as published by Statistics Canada.

The Evaluation Committee recommends that KPMG LLP be appointed the external auditors for the period 2020-2024 pending an annual performance evaluation.

Financial Implications

The fees for the 2020 audit are within the 2020 approved budget.

Consultations

Staff conducted external consultations with management at WDGPH, The Elliott, and the DGBA in preparing the RFP.

Strategic Plan Alignment

Competitive procurement supports the Strategic Plan's Working Together for our Future pillar through maintaining a fiscally responsible local government.

Attachments

None

Departmental Approval

N/A

Report Author

Shanna O'Dwyer, Manager of Financial Reporting and Accounting

This report was approved by:

Tara Baker, CPA CA
General Manager, Finance/City Treasurer
Corporate Services
519-822-1260 extension 2084
Tara.baker@guelph.ca

This report was recommended by:

Trevor Lee
Deputy Chief Administrative Officer
Corporate Services
519-822-1260 extension 2281
Trevor.lee@guelph.ca

Staff Report



To	Committee of the Whole
Service Area	Infrastructure, Development and Enterprise Services
Date	Monday, October 5, 2020
Subject	Sign By-law Variance for 292 Speedvale Avenue West

Recommendation

1. That the request for variance from Table 2, Row 1 of Sign By-law Number (1996)-154245, as amended, to permit one (1) internally illuminated freestanding sign with a sign area of 3.83m² and a height 1.5m above an adjacent roadway, to be 80 metres from another freestanding sign on the property of 292 Speedvale Avenue West, be approved.
-

Executive Summary

Purpose of Report

The purpose of this report is to put forward the staff recommendation that the request for variance from Table 2, Row 1 of Sign By-law Number (1996)-154245, as amended, to permit one (1) internally illuminated freestanding sign with a sign area of 3.83m² and a height 1.5m above an adjacent roadway, to be 80 metres from another freestanding sign on the property of 292 Speedvale Avenue West, be approved.

Key Findings

Table 2, Row 1 of Sign By-law Number (1996)-154245, as amended requires freestanding signs to have a minimum separation distance of 120m in a Community Commercial (CC) Zone.

Imperial Signs has submitted a sign by-law variance application on behalf of Armel Corporation to permit one (1) internally illuminated freestanding sign with a sign area of 3.83m² and a height 1.5m above an adjacent roadway, to be 80 metres from another freestanding sign on the property of 292 Speedvale Avenue West.

The request for variance is recommended for approval for the following reasons:

- The request is reasonable given the size of the proposed sign the proposed location;
- The proposed location is a suitable landscaped area outside of the sightline visibility triangle;
- The applicant will remove the existing address sign and incorporate it into the proposed sign;
- The proposed sign complies with all other regulations; and

- The proposed sign will not have a negative impact on the streetscape or surrounding area.

Financial Implications

Not applicable.

Report

Table 2, Row 1 of Sign By-law Number (1996)-154245, as amended requires freestanding signs to have a minimum separation distance of 120m in a Community Commercial (CC) Zone.

Imperial Signs has submitted a sign by-law variance application on behalf of Armel Corporation to permit one (1) internally illuminated freestanding sign with a sign area of 3.83m² and a height 1.5m above an adjacent roadway to be 80 metres from another freestanding sign on the property of 292 Speedvale Avenue West (see "Attachment 1 – Location Map").

Table 1 - Requested variance

	By-law Requirements	Request
Minimum setback between freestanding signs on the same property	120m	80m

Please see "Attachment 2 – Sign Variance Drawings"

The request for variance is recommended for approval for the following reasons:

- The request is reasonable given the size of the proposed sign the proposed location;
- The proposed location is a suitable landscaped area outside of the sightline visibility triangle;
- The applicant will remove the existing address sign and incorporate it into the proposed sign;
- The proposed sign complies with all other regulations; and
- The proposed sign will not have a negative impact on the streetscape or surrounding area.

Financial Implications

Not Applicable.

Consultations

Internal consultations were held with Planning Services.

External communication took place with the Applicant. A public notice will also be circulated to inform the public.

Strategic Plan Alignment

Powering our future – Helping businesses to succeed and add value to the community.

Attachments

Attachment-1 Location Map

Attachment-2 Sign Variance Drawings

Departmental Approval

Patrick Sheehy, Program Manager, Zoning, Building Services

Jeremy Laur, Chief Building Official, Building Services

Report Author

Bill Bond, Zoning Inspector III/Senior By-law Administrator

This report was approved by:

Krista Walkey, MCIP, RPP

General Manager, Planning and Building Services

Infrastructure, Development and Enterprise Services

519-822-1260 extension 2395

krista.walkey@guelph.ca

This report was recommended by:

Kealy Dedman, P.Eng., MPA

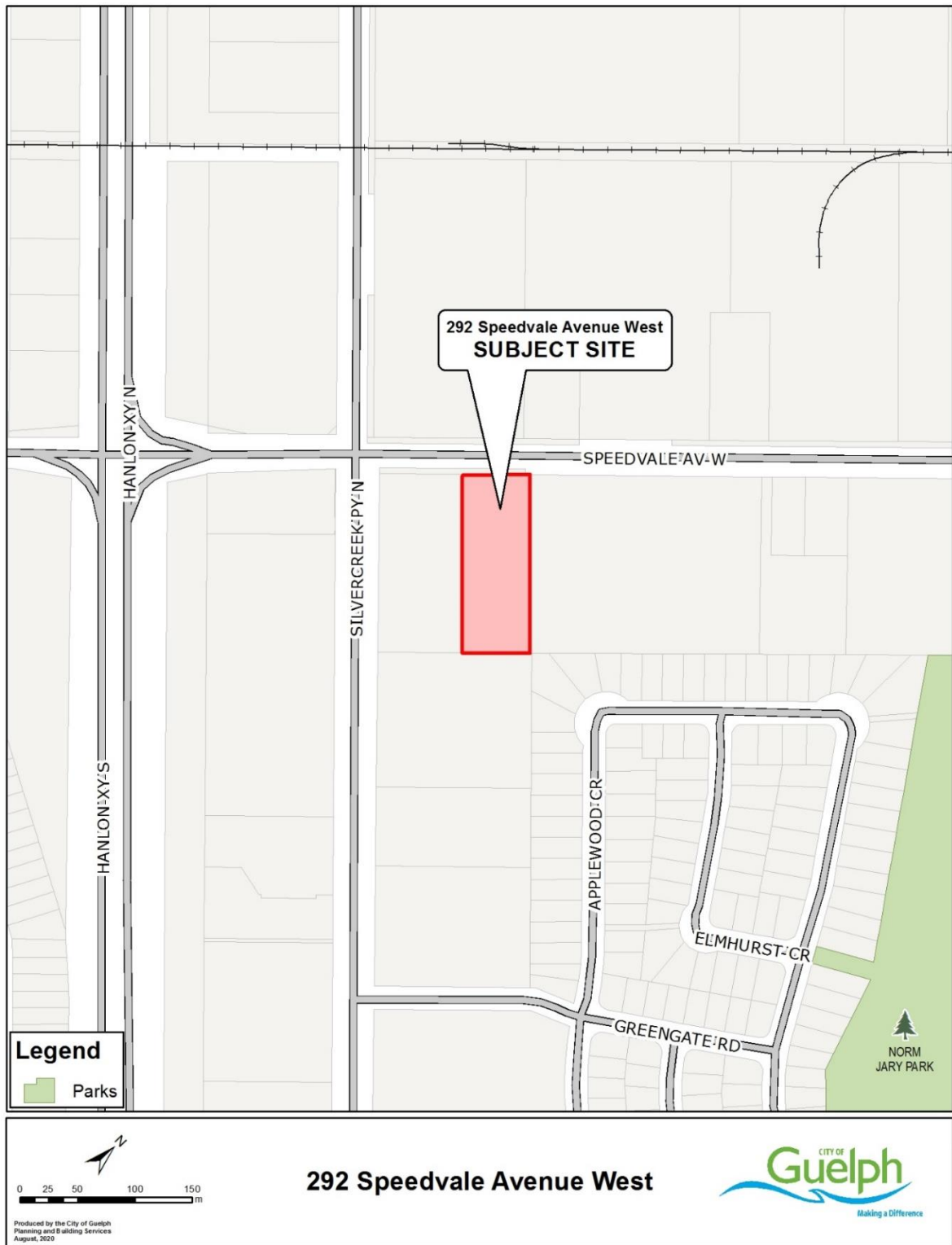
Deputy Chief Administrative Officer

Infrastructure, Development and Enterprise Services

519-822-1260 extension 2248

kealy.dedman@guelph.ca

Attachment 1 – Location Map

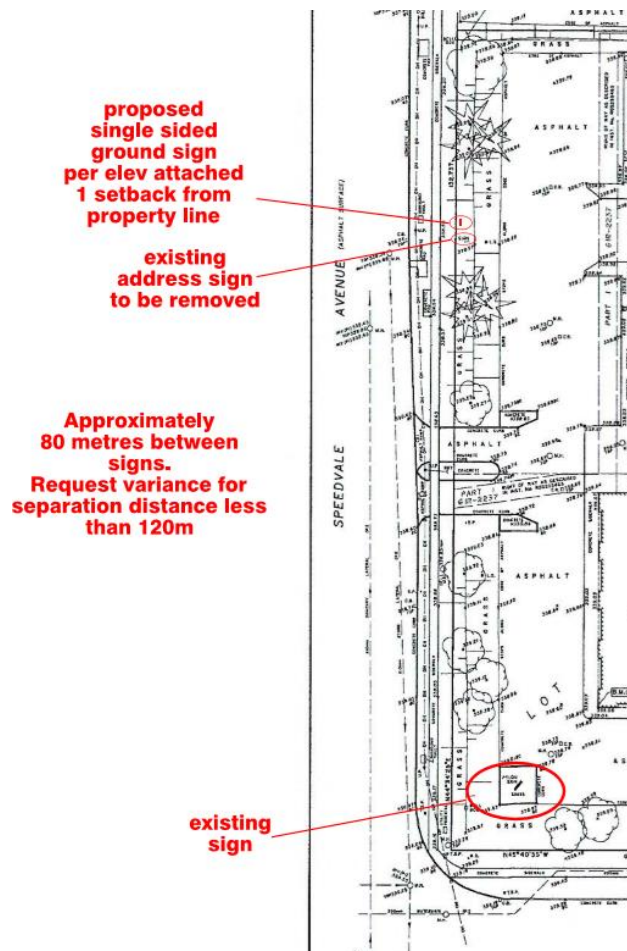


Attachment 2 - Sign Variance Drawings (provided by the Applicant)

Proposed internally illuminated freestanding sign with a sign area of 3.83m² and a height of 1.22m (1.5m above an adjacent roadway)



Proposed location on the property



Staff Report



To	Committee of the Whole
Service Area	Infrastructure, Development and Enterprise Services
Date	Monday, October 5, 2020
Subject	Ministry of Transportation Connecting Links Program - 2021-2022 Application - York Road Reconstruction: Stevenson Street to Victoria Road

Recommendation

1. That staff be authorized to submit an application to the Ministry of Transportation with respect to the 2021-2022 Connecting Links Program for the reconstruction of York Road from Stevenson Street to Victoria Road.
 2. That staff be authorized to confirm to the Ministry of Transportation that Council:
 - a. supports of the project identified in the application;
 - b. confirms that capital funding is available for the municipal contribution component; and,
 - c. agrees that if the application is successful, the municipality will proceed with the project in accordance with the timelines specified in the application.
-

Executive Summary

Purpose of Report

The purpose of this report is to seek Council authorization to proceed with an application submission to the Ministry of Transportation with respect to the 2021-2022 Connecting Links Program for the reconstruction of York Road from Stevenson Street to Victoria Road.

Key Findings

An application for the Ministry of Transportation Connecting Link Program requires Council to pass resolutions related to the program. The application is due November 6, 2020.

The project proposed for Connecting Links funding is the reconstruction of York Road from Stevenson Street to Victoria Road, which is in the detailed design phase with construction planned to start in April 2021.

Financial Implications

Currently, funding for the reconstruction of York Road from Stevenson Street to Victoria Road is included in the 2021 Capital Budget Forecast. The total project budget is \$5,423,900 with net eligible project costs of \$2,327,912. After accounting for the City 10% share of costs (\$232,792), the provincial funding requested through the Connecting Link Program for this project is \$2,095,120.

By the resolution in this report, Council is committing \$3,328,780 of funding to this project as a way to leverage \$2,095,120 in grant funding. The City commitment is funded from the Infrastructure Renewal Reserve Fund, the Stormwater Capital Reserve Fund, the Water Capital Reserve Fund and the Wastewater Capital Reserve Fund. These reserve funds have sufficient funds to meet this commitment.

Should the grant application be successful, it would enable \$2,095,120 of previously committed tax and stormwater funding to be reallocated to other priority capital road and stormwater reconstruction projects.

Report

Connecting Links Program

Connecting Links are municipal roads that connect two ends of a provincial highway through a community or to an international or interprovincial border crossing. These critical roadways serve both provincial and municipal interests by carrying long-distance provincial highway traffic moving through communities and local traffic within the community. Connecting links are designated under section 21 of the Public Transportation and Highway Improvement Act, R.S.O. 1990, c. P. 50 as amended. Under the Act, a connecting link remains a “highway” under the jurisdiction and control of the municipality.

Within the City of Guelph, there are two provincial Connecting Links: i) extension of Highway 6 along Woolwich Street and Woodlawn Road; and ii) extension of Highway 7 along Woodlawn Road, Wellington Street, Wyndham Street and York Road.

The Ministry of Transportation’s Connecting Links Program provides dedicated provincial funding for road and bridge projects on connecting link highways designated under the Public Transportation and Highway Improvement Act. The Program provides funding for eligible capital improvement costs of road related infrastructure – not maintenance. The responsibility for maintenance of connecting links lies with the municipality. Under section 44 of the Municipal Act, R.S.O. 2001, the municipality that has jurisdiction over a highway or bridge must keep it in a reasonable state of repair.

Since connecting links serve interregional traffic needs, the Ministry provides funding up to 90% of total eligible project costs for approved connecting link projects. The maximum amount of funding for eligible costs is \$3 million per road project and, new for the 2021-2022 program, \$5 million for a bridge project. The applicant is required to contribute the remaining 10% of eligible project costs and pay for all ineligible project costs. The municipality cannot use capital funding from any other application program for the same road or bridge project funded under the Connecting Links Program.

Funding decisions are based on an assessment of connecting link needs, the Ministry's prioritization of submitted projects and the available budget in any year. Municipalities are required to complete a structured application form to be eligible for connecting link funding. The Ministry assesses the proposed project and the municipality's multi-year connecting link needs.

The Ministry will notify the successful and unsuccessful municipalities. After successful notification, project costs incurred after April 1, 2021 will be refundable but a Contribution Agreement must be entered before any payments are made.

The following link to the Program Application Guide provides additional detail and background: [Ministry of Transportation's Connecting Link Program Application Guide](#)

City of Guelph Application

The Ministry of Transportation is currently accepting applications for the 2020-2021 Connecting Links Program. The City was notified of the funding opportunity in August, 2020. City Staff identified the reconstruction of York Road from Stevenson Street to Victoria Road (Phase 3) as an appropriate and timely project for the Connecting Links Program, and started preparing an application for submission by the Friday, November 6, 2020 deadline.

The reconstruction of York Road from Stevenson Street to Victoria Road will implement a portion of the approved Municipal Class Environmental Assessment for York Road from Wyndham Street to the east City limit. The project involves full street reconstruction (515m) including the replacement of underground infrastructure (storm sewers, sanitary sewers, watermains, services and related appurtenances). The roadwork will consist of the replacement of curb and gutter and sidewalks plus inclusion of bicycle lanes, which is consistent with the City's Cycling Master Plan. The pavement structure will be upgraded for the expected truck and bus traffic as York Road is part of the City's Permissive Truck Route and a transit route. The integration of water and wastewater infrastructure replacement work into the project will lengthen the long-term life of the road structure by not having to replace the underground infrastructure before the end of the pavement's lifecycle.

The project is currently in the detailed design stage with construction planned to commence in April 2021.

The City made three recent applications for Connecting Links Funding along York Road. The first for the 2015-2016 Program from Wyndham St S to Ontario St where the City was successful and received \$2,179,657 in net eligible project costs. The second and third applications were for \$3,036,026 net eligible project costs for Ontario St to Stevenson St S. through the 2019/2020 and 2020 programs but neither was successful.

In addition to detailed project information and costing, the application must be accompanied by a council resolution / bylaw that:

- i. demonstrates council's support of the project identified in the application;
- ii. confirms that capital funding is available for the municipal contribution component;
- iii. indicates that if the application is successful, that the municipality will proceed with the project in accordance with the timelines specified in the application.

Staff requested whether the resolution from the previous unsuccessful application would be acceptable to the MTO in lieu of a new one. The MTO confirmed on Sept 4 that a new resolution would be necessary, and thus the requirement of this report.

The City's application clearly demonstrates that the York Road reconstruction project meets all requirements of the Connecting Links Project. Further, the City will comply with the conditions identified in both the application and the policies for Connecting Links.

Upon receipt of notification from the Ministry of Transportation regarding the success of the application, City Staff will update Council and provide next steps through an Information Report.

Financial Implications

The Ministry of Transportation will provide funding for up to 90% of total eligible project costs. The maximum amount of funding for eligible costs is \$3 million per project. The applicant is required to contribute the remaining 10% of eligible project costs and pay for all ineligible project costs.

Currently, funding for the reconstruction of York Road from Stevenson Street to Victoria Road is included in the 2021 Capital Budget Forecast. The total project budget is \$5,423,900 with net eligible project costs of \$2,327,912. After accounting for the City 10% share of costs (\$232,792), the provincial funding requested through the Connecting Link Program for this project is \$2,095,120.

By the resolution in this report, Council is committing to the project if the funding application is successful. The commitment is \$232,792 for road and stormwater works and by extension \$3,095,988 for water/wastewater components of the project and other non-eligible costs. The City commitment is funded from the Infrastructure Renewal Reserve Fund, the Stormwater Capital Reserve Fund, the Water Capital Reserve Fund and the Wastewater Capital Reserve Fund. These reserve funds have sufficient funds to meet this commitment.

Should the funding application be successful, this grant would enable the reallocation of \$2,095,120 of tax and stormwater funding to other priority capital road and stormwater reconstruction projects. Upon receipt of notification from the Ministry of Transportation regarding the status of the application, City Staff will update Council and provide next steps.

Consultations

Not applicable.

Strategic Plan Alignment

Building our Future – by managing existing infrastructure and maintaining existing community assets and securing new ones.

Attachments

None

Departmental Approval

Tara Baker, Treasurer / General Manager, Finance

Report Author

Reg Russwurm, P.Eng., MBA, Manager, Design and Construction, Engineering & Transportation Services

This report was approved by:

Terry Gayman, P.Eng.

City Engineer / General Manager, Engineering & Transportation Services

Infrastructure, Development and Enterprise Services

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This report was recommended by:

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Deputy Chief Administrative Officer

Infrastructure, Development and Enterprise Services

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Staff Report



To	Committee of the Whole
Service Area	Infrastructure, Development and Enterprise Services
Date	Monday, October 5, 2020
Subject	Draft Recommendations for the New Sign By-law

Recommendation

1. That Council direct staff to draft a new Sign By-law based on the draft recommendations outlined in Attachment 2 – Overview of Recommended Changes for the New Sign By-law.
-

Executive Summary

Purpose of Report

To provide Council with the opportunity to review and provide feedback to the draft recommendations for the new Sign By-law, which will be presented to Council for consideration in the first quarter of 2021.

Key Findings

In January of 2018, Council approved the [Sign By-law Project Charter](#) to initiate a comprehensive review of Sign By-law No. (1996)-154245, as amended. As part of the comprehensive review process, the city consulted with the key stakeholders, the public, and staff to develop recommendations (See Attachment 2) for a Sign By-law that will:

- Protect, preserve and promote the safety of residents;
- Require signs be well maintained to meet community standards;
- Be compatible with sensitive land uses;
- Be user-friendly and easy to understand;
- Make the best use of technology;
- Align with other bylaws and the Official Plan; and
- Ensure that the number and types of signs allowed serve the needs of businesses and the community while not adversely affecting the livability and attractiveness of the City of Guelph.

Based on the feedback received, staff will draft a new Sign By-law for Council's consideration in the first quarter of 2021.

Financial Implications

The draft recommendations include regulations restricting the amount of illumination permitted by electronic message boards. To measure this illumination, the purchase and on-going calibration of a measuring device will be required. The

financial implication is a one-time cost of approximately four thousand dollars and an ongoing annual cost of five hundred dollars. This cost would be funded through the tax supported Building Services budget and will be included in the base 2021 operating budget subject to council approval of this policy.

Report

Background

The City of Guelph Sign By-law No. (1996)-15245, as amended, has been in effect for over 20 years. Many of the regulations are outdated and do not align with current urban design principles or new technology in the sign industry. This has caused challenges for businesses and for the administration and enforcement of the By-law.

In January of 2018, Council approved the [Sign By-law Project Charter](#) to initiate a comprehensive review of Sign By-law No. (1996)-154245, as amended.

Overview

A comprehensive review of Sign By-law No. (1996)-154245, as amended, was initiated in January 2018.

As part of the comprehensive review process, the city consulted with the key stakeholders and the public (See Attachment-1 Sign By-law Review – Engagement Summary).

In addition to engaging external stakeholders and the public, staff conducted research, a best practice review, and held internal meetings with affected departments.

As a result, recommendations for a new Sign By-law have been developed (See Attachment-2 Overview of Recommended Changes for the New Sign By-law) that will:

- Protect, preserve and promote the safety of residents;
- Require signs to be well maintained to meet community standards;
- Be compatible with sensitive land uses;
- Be user-friendly and easy to understand;
- Make the best use of technology;
- Align with other bylaws and the Official Plan; and
- Ensure that the number and types of signs allowed serve the needs of businesses and the community, while not adversely affecting the livability and attractiveness of the City of Guelph.

Next Steps

Based on the feedback received, staff will draft a new Sign By-law for Council's consideration in the first quarter of 2021.

Financial Implications

The draft recommendations include regulations restricting the amount of illumination permitted by electronic message boards. To measure this illumination, the purchase and ongoing calibration of a measuring device will be required. The financial implication is a one-time cost of approximately four thousand dollars and

an ongoing annual cost of five hundred dollars. This cost would be funded through the tax supported Building Services budget and will be included in the base 2021 operating budget subject to council approval of this policy.

Consultations

Internal consultations through email and/or meetings with:

By-law Compliance Security & Licensing
Facilities and Energy Management
Legal Services
Planning Services
Parks and Recreation
Tourism and Community Investment
Transportation Services

External consultation through email and/or meetings with:

Residents of the City of Guelph
Permanent and temporary sign companies
Sign Association of Canada
Guelph & District Home Builders Association
Members of the Guelph & District Realtors Association
Individual businesses that operate in Guelph
Guelph Chamber of Commerce
University of Guelph
Downtown Guelph Business Association

Attachment-1 Sign By-law Review - Engagement Summary contains further details.

All parties consulted will continue to receive email updates relating to this comprehensive review.

Strategic Plan Alignment

Powering our future – Helping businesses to succeed and add value to the community.

Working together for our future – Improving how the City communicates and delivers services.

Attachments

Attachment-1 Sign By-law Review – Engagement Summary

Attachment-2 Overview of Recommended Changes for the New Sign By-law

Departmental Approval

Patrick Sheehy, Program Manager, Zoning, Building Services

Jeremy Laur, Chief Building Official, Building Services

Report Author

Bill Bond, Zoning Inspector III/Senior By-law Administrator, Building Services

This report was approved by:

Krista Walkey, MCIP, RPP

General Manager, Planning and Building Services

Infrastructure, Development and Enterprise Services

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This report was recommended by:

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Sign By-law Review

Attachment-1 Sign By-law Review - Engagement Summary

Engagement Summary

What we did:

The city consulted with the key stakeholders and the public to understand how, among other things, a new sign by-law can serve the needs of businesses and the community, while not adversely affecting the livability and attractiveness of the City of Guelph.

Initial community workshop and online engagement (April 2018)

An initial community workshop was held to identify the strengths and weaknesses of the current Sign By-law and to understand the needs and wants of participants for a new Sign By-law. Online engagement was also available for those who could not attend in person, and those who attended and wanted to continue the conversation.

Sign By-law Working Group (October 2018 – November 2019)

To provide an additional forum for consultation, review, and exchange of information, the city established a Sign By-law Working Group (SBWG) in 2018.

To ensure a balance of perspectives from local community members and specific stakeholders, the composition of the SBWG included the following representation:

- Residents within the City of Guelph;
- Permanent and temporary sign companies;
- The Sign Association of Canada;
- Guelph & District Home Builders Association;
- A Realtor who is a member of the Guelph & District Realtors Association; and
- The Guelph Chamber of Commerce.

The University of Guelph and the Downtown Guelph Business Association were also invited to join the SBWG, however they were unable to participate. Staff were able to consult directly with representatives of both the University of Guelph and the Downtown Guelph Business Association outside of the working group.

The SBWG met on several occasions in the fall of 2018 to review the current Sign By-law and discuss potential changes for a new Sign By-law.

In November of 2019, the SBWG reconvened to review the draft recommendations for the new Sign By-law. Overall, the recommendations were well received, however, diverging opinions relating to mobile signs continued to exist amongst some members of the group.

Open House (November 2019)

An open house was held to review the draft recommendations for the new Sign By-law. Overall, the recommendations were again well received, but differing opinions remained, which prompted staff to conduct an online survey.

Online Survey (December 2019 – January 2020)

A Sign By-law Recommendation Survey was available online for key stakeholders and the public to provide feedback on the proposed recommendations; a summary of which can be found in Attachment-2 – Overview of Recommended Changes for the New Sign By-law.

What we heard:

The following is a summary of what we heard during the public consultation and engagement process. For ease of use and understanding, this section is categorized into general provisions and administration, followed by sign types (with sample images).

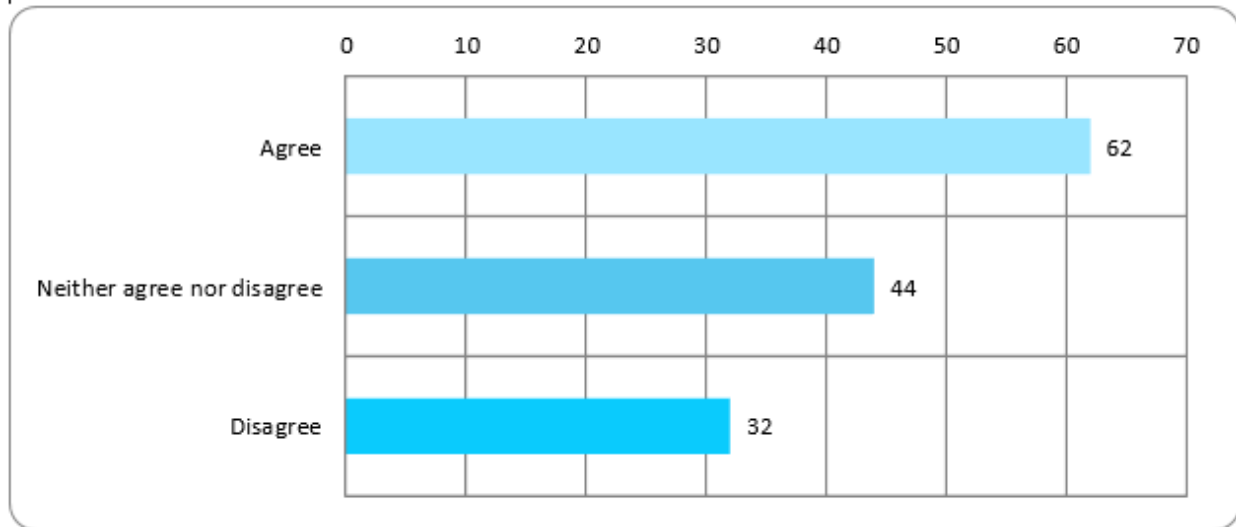
General provisions and administration

- Definitions need to be clearer and better at delineating between signs types
- Should review sign by-law exemptions for City, University of Guelph, and the Downtown Guelph Business Association
- Remove election sign provisions from the Sign By-law since there is a specific by-law
- The sign variance process takes far too long
- Regulations for digital signs are too restrictive – prohibit flashing signs but allow for messages to change
- Messages that change too often in an electronic message board are distracting
- Should be able to change more often than once every three minutes
- Allow electronic message boards to play videos, they allow it elsewhere – allow businesses to promote themselves to keep a good tax base
- Electronic message boards should be secondary to the main sign
- Electronic message boards are ugly and difficult to read
- Electronic message boards should be banned
- Should regulate the amount of lighting and timing of electronic message boards
- Concerned about electronic message boards and their proximity to residential properties
- Do not allow electronic message boards on heritage properties or in the downtown
- New Sign By-law should recognize the new downtown boundaries
- Should allow home occupations to have signs
- Prohibit the use of monitors or televisions as signs in windows
- Allow non-profit organizations to advertise events on the road allowance
- Allow non-profit organizations holding a community event to utilize lawn signs
- Location and the size of signs should be approved during Site Plan Approval
- Businesses should be able to use as much signage as they want, let business owners do what is in their interest and budgets

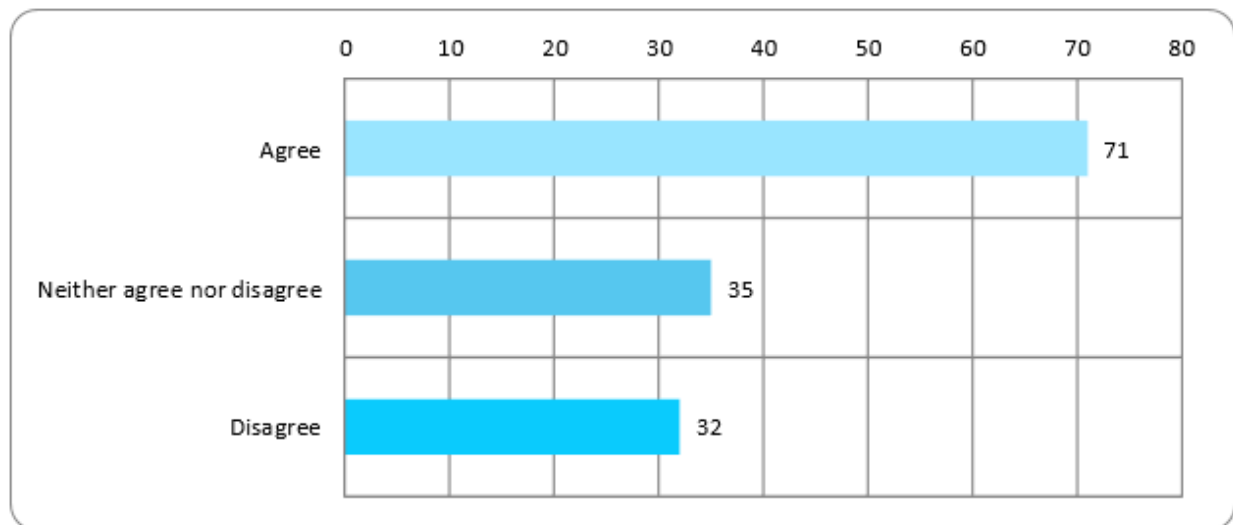
From the Sign By-law Recommendation Survey

Please tell us if you agree or disagree with the following recommendations:

Permit electronic message boards to have a maximum sign face of 60 percent of the sign or 3 metres squared (whichever is less).



Allow electronic message boards to change messages every 180 seconds (3 minutes).



Permanent Signs

Building Signs

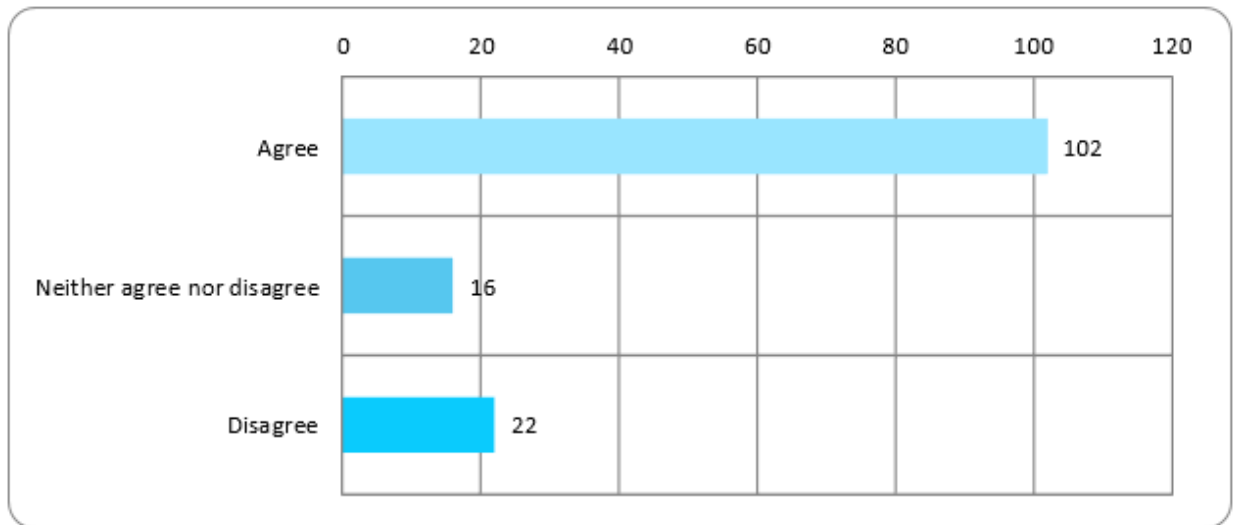


- Want second storey signage at industrial, institutional, and commercially zoned properties at the tenanted space
- Concerns allowing more signage and light pollution
- Allow window signage to be illuminated
- Consider allowing more window signage
- Consider addressing and regulating lifestyle images in windows

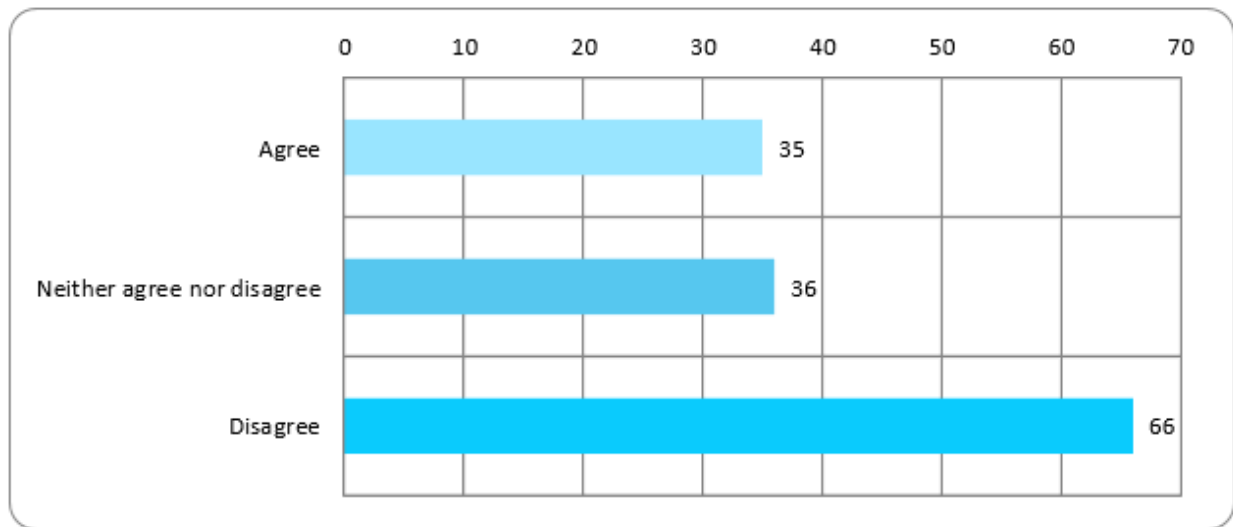
From the Sign By-law Recommendation Survey

Please tell us if you agree or disagree with the following recommendations:

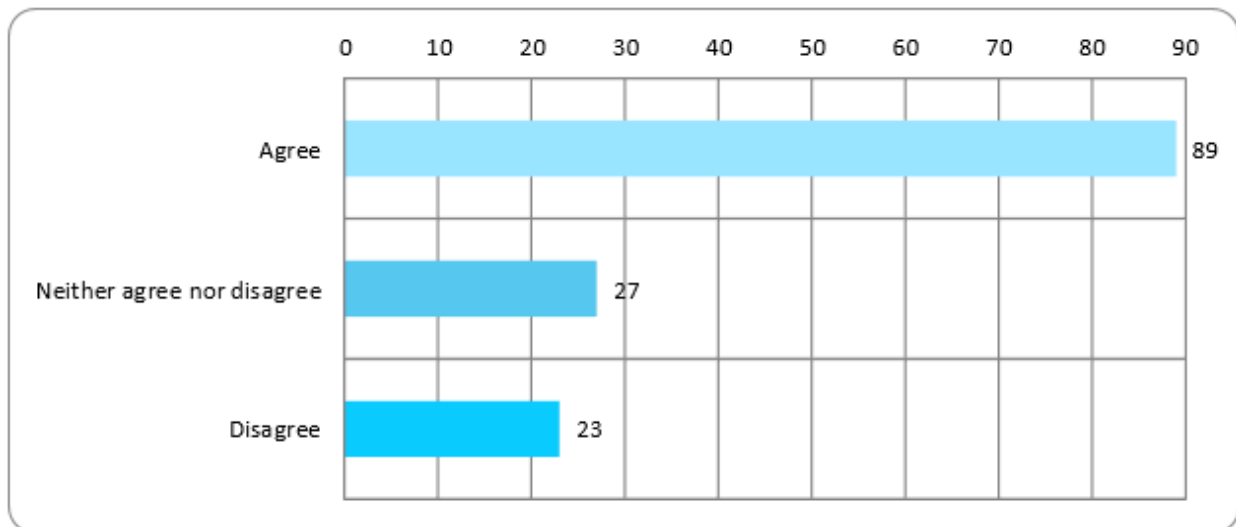
Remove restrictions and permit second-storey building signs in industrial and institutional zones but limit them to the tenanted space (rented/owned by the business for who the sign is advertising).



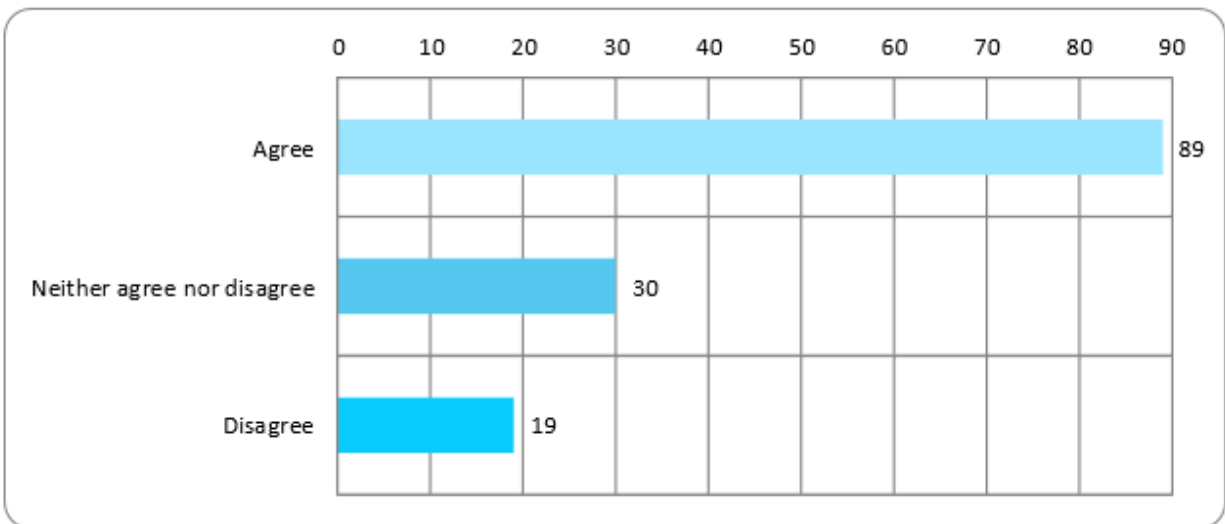
Continue to restrict second story signs in commercially zones properties:



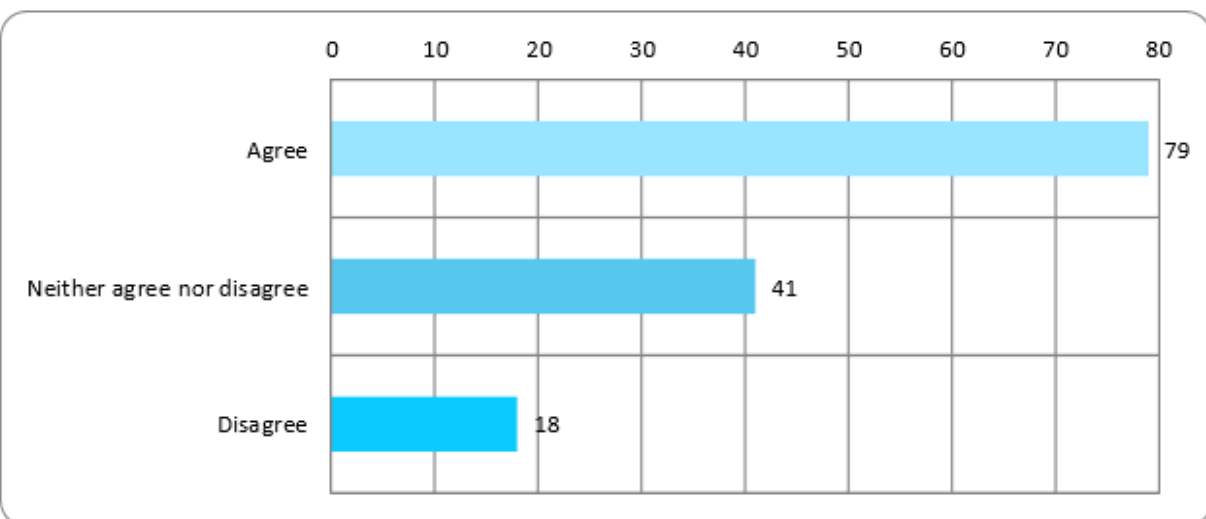
Allow illuminated window signs at a maximum of 0.4 metres squared (an example of an illuminated sign is a neon "open" sign):



When calculating how big a window sign can be we will consider the entire combined window area instead of the size of the windowpane.



Lifestyle images are to be restricted to the size of other window signs. Examples of lifestyle images include images related to the business (such as an image of a person walking a dog at a pet store).



Freestanding Signs

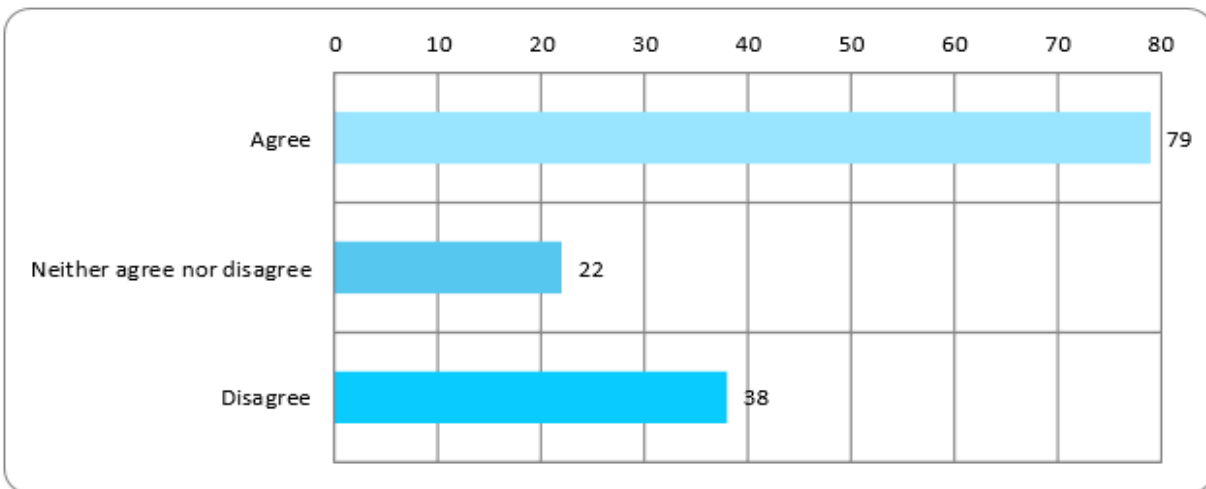


- Would like an increased height of freestanding signs in commercial zones at a reduced setback
- Concerns of increased height at a reduced setback in commercial zones
- There should be a 5-6 foot gap at the bottom of each sign between posts for visibility
- Reduce or remove separation distances between signs on separate Office Residential or Downtown Zones
- Would like electronic message boards to be able to change messages more frequently
- Allow full motion digital signs to be used

From the Sign By-law Recommendation Survey

Please tell us if you agree or disagree with the following recommendations:

Allow an increase in height from 4.5 metres to 6 metres, with a reduced setback from the property line of 1-3 metres. This is to accommodate the fact that buildings themselves are much closer to the road in newer commercial developments.



Menu Boards

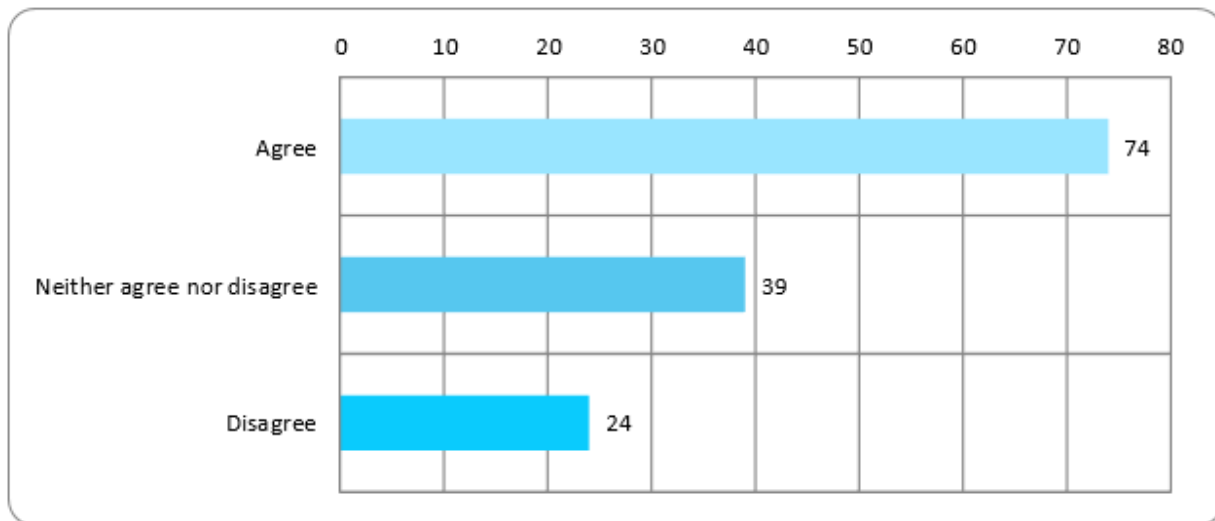


- Would like increased message board size
- Would like electronic message boards/screens to be permitted in menu boards
- Would like more than one menu board permitted

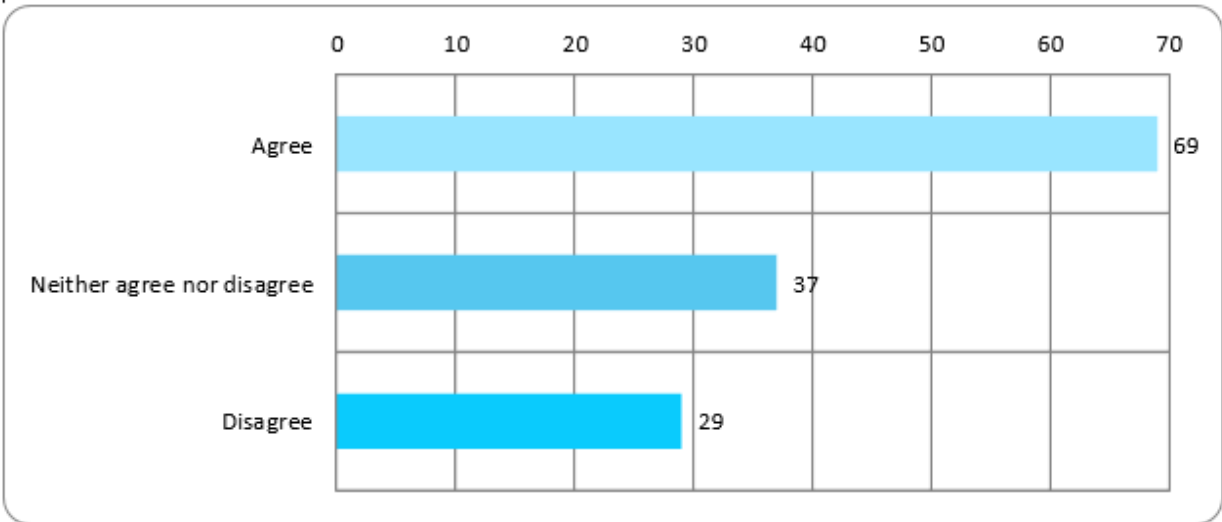
From the Sign By-law Recommendation Survey

Please tell us if you agree or disagree with the following recommendations:

Increase the number of menu signs (outside of restaurants, usually at a drive thru) permitted from 1 sign to 2. This would consist of the main menu sign and the pre-sell menu sign.



Increase the permitted height of a menu board from 2 metres to 2.4 metres.



Billboards

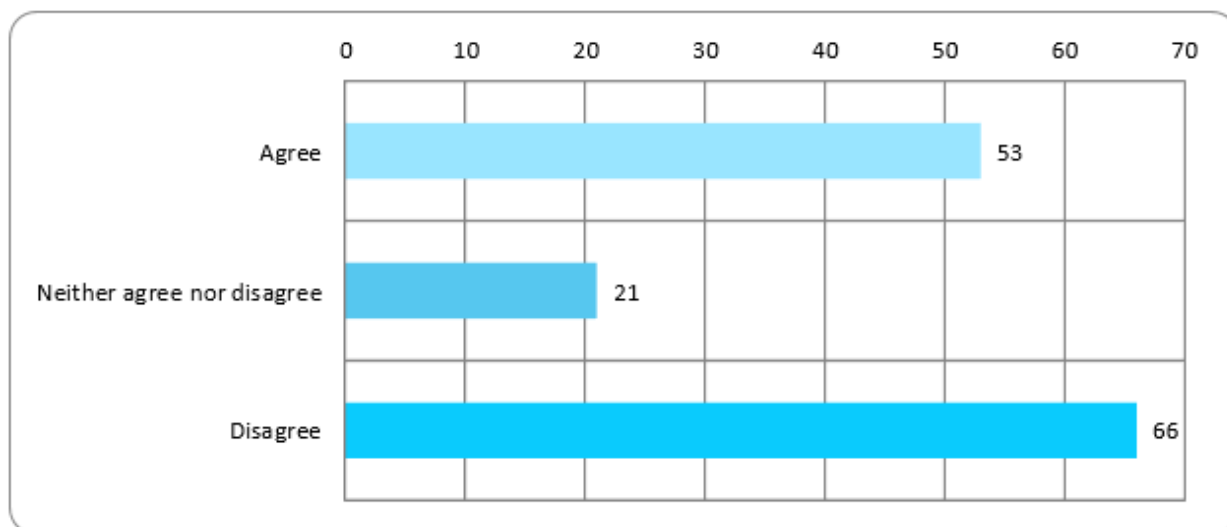


- Consider adding additional locations, but limit the total number
- Limit to specific zones
- Do not allow more, they are too distracting
- Consider changeable copy
- Concerns about light pollution
- There is no reason to allow billboards within City limits
- There should not be any illumination and movement – too distracting
- Billboards provide little benefit to local businesses as most advertise national chains
- Concerns about illumination, especially at night
- Should encourage solar and green alternatives to power them

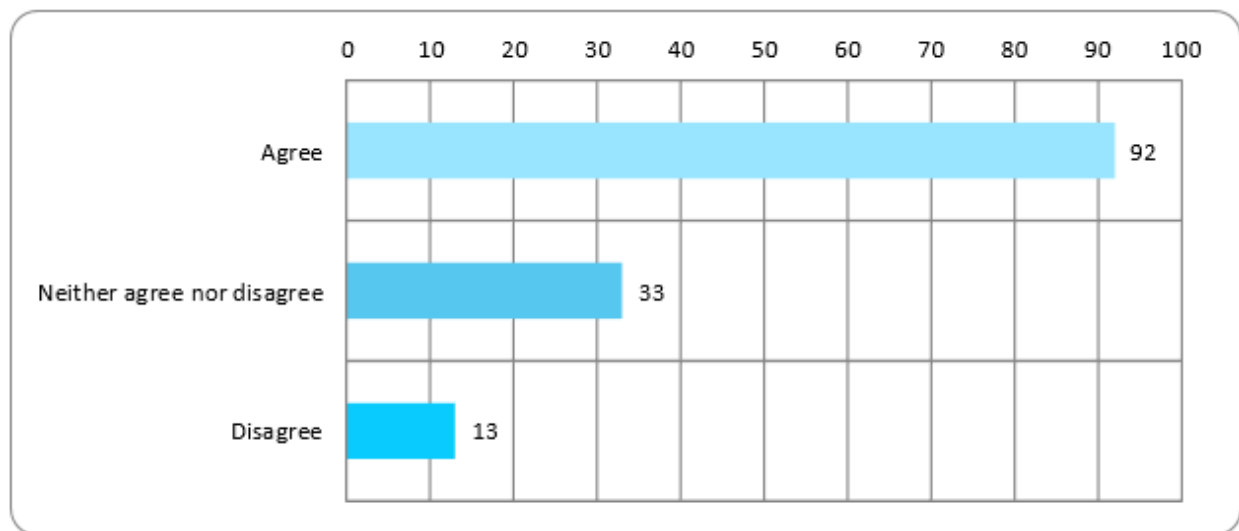
From the Sign By-law Recommendation Survey

Please tell us if you agree or disagree with the following recommendations:

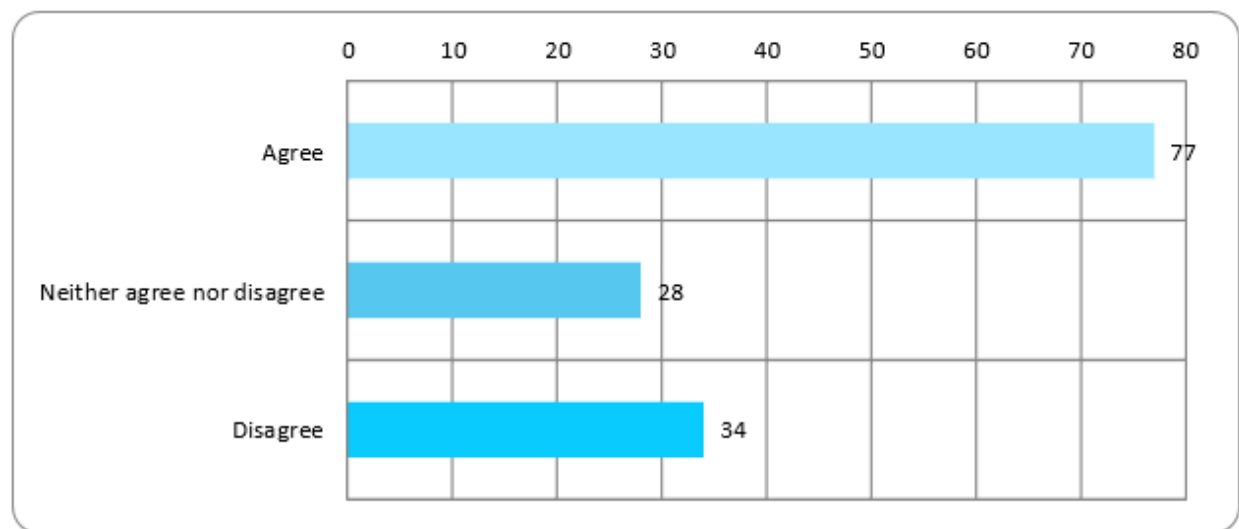
Increasing the number of billboards allowed from 6 to 8.



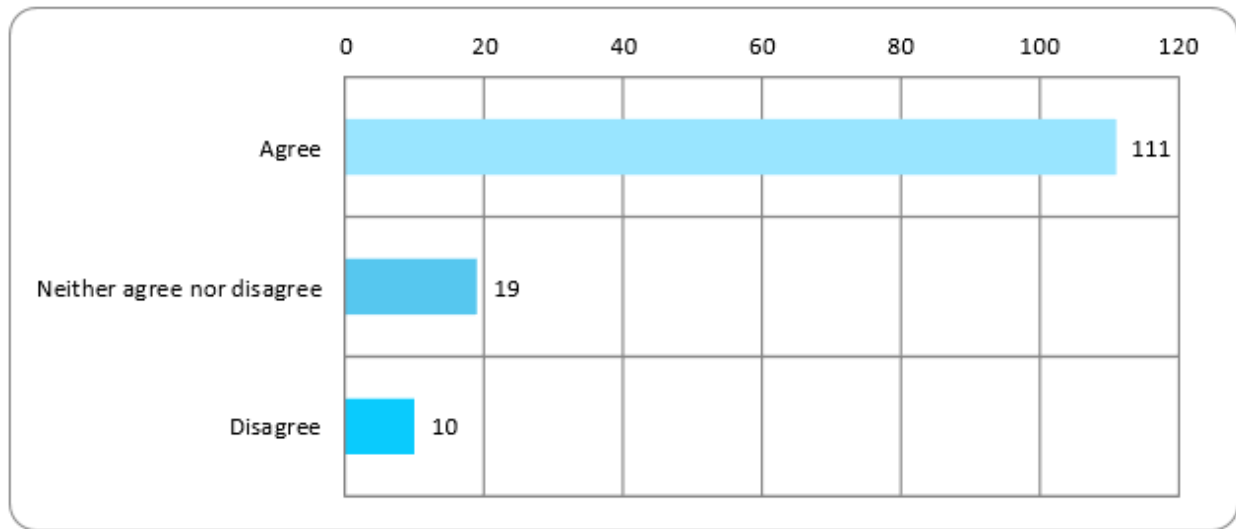
Limit where billboards are allowed in the city to "Service Commercial" zones such as Woodlawn Road from the Hanlon west to the city limits.



Allowing billboards to have changeable copy (signs that change message automatically rather than a static design only)



Limit the illumination brightness allowed on billboards.



Temporary Signs

Feather Banner Signs (also known as tear drop flags)

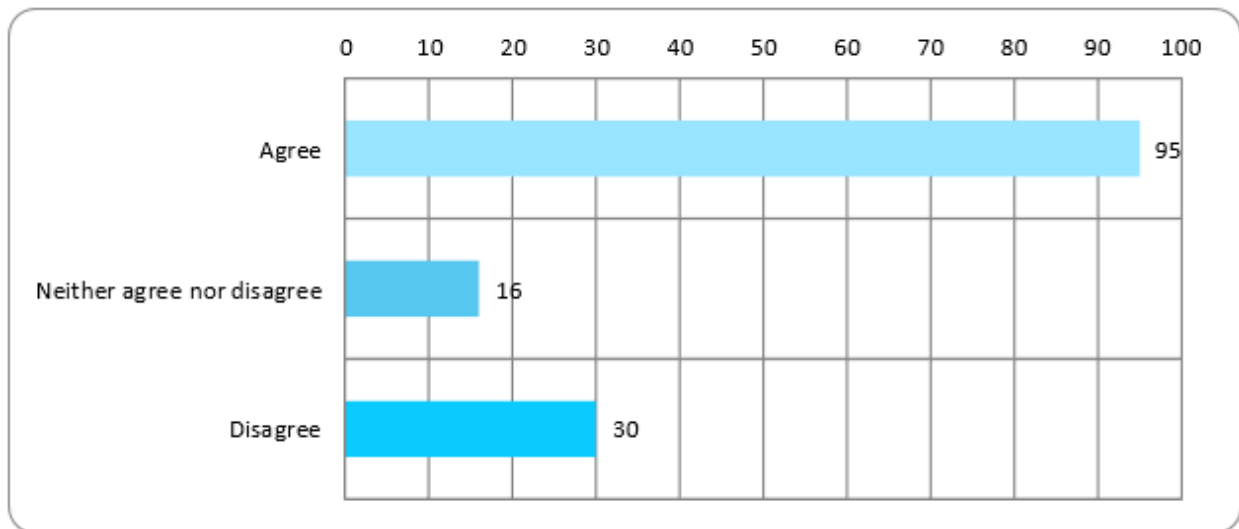


- Should permit and limit number of flags on a property, should be used temporarily, need to regulate size, shape, location, etc
- Cap business with total number of flags and mobile together (should have one or the other, but not both at the same time)
- Eyesore and not environmentally friendly
- Unattractive and hard to read
- Should not be used permanently
- Size of frontage of each property should be considered when permitting them
- Regulate them to ensure there are not too many of them.

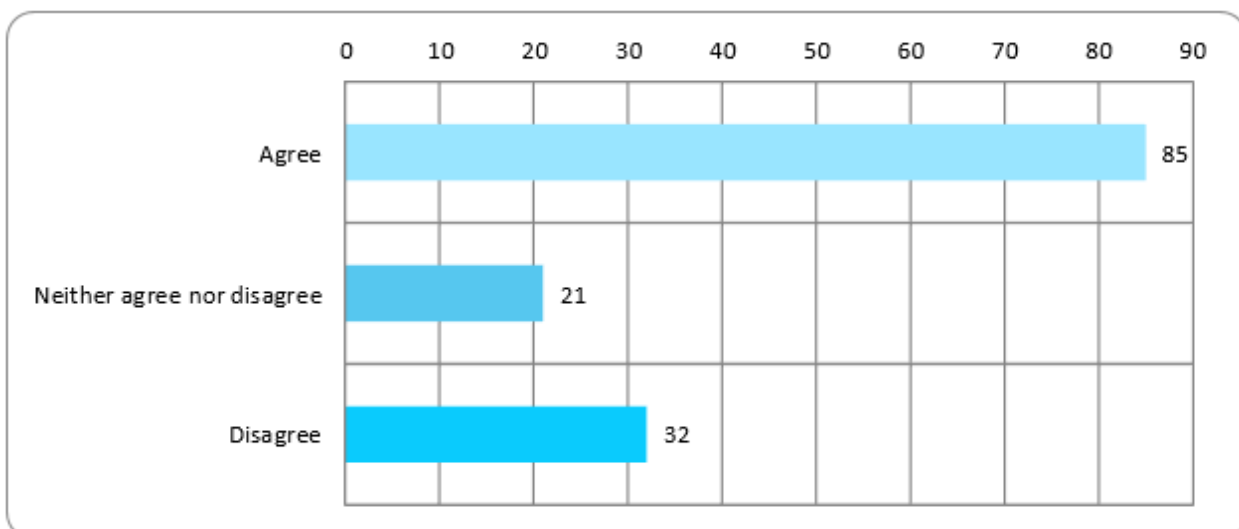
From the Sign By-law Recommendation Survey

Please tell us if you agree or disagree with the following recommendations:

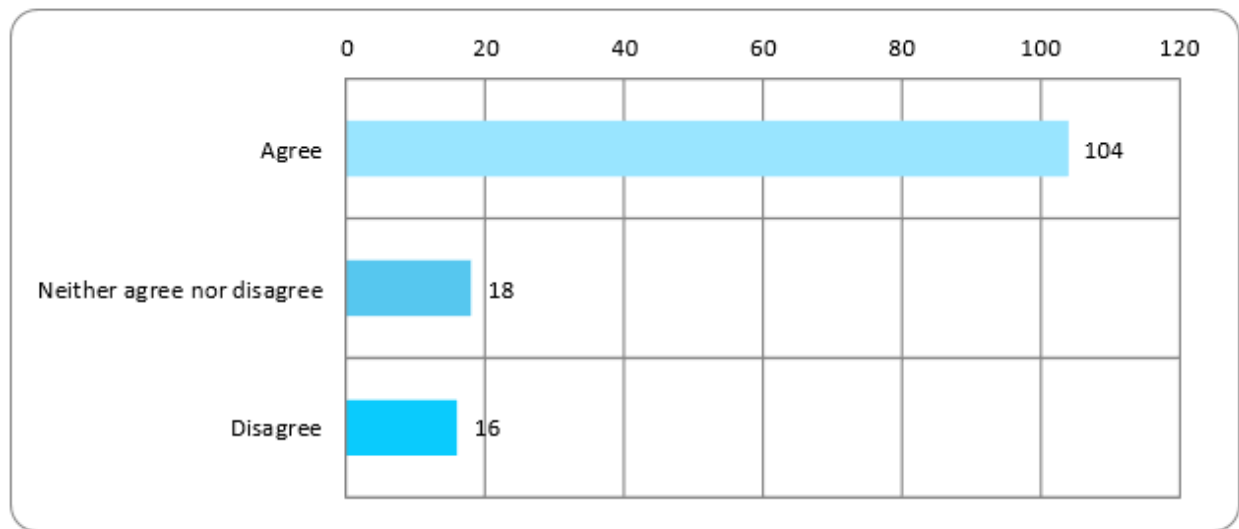
We should permit and regulate these flags.



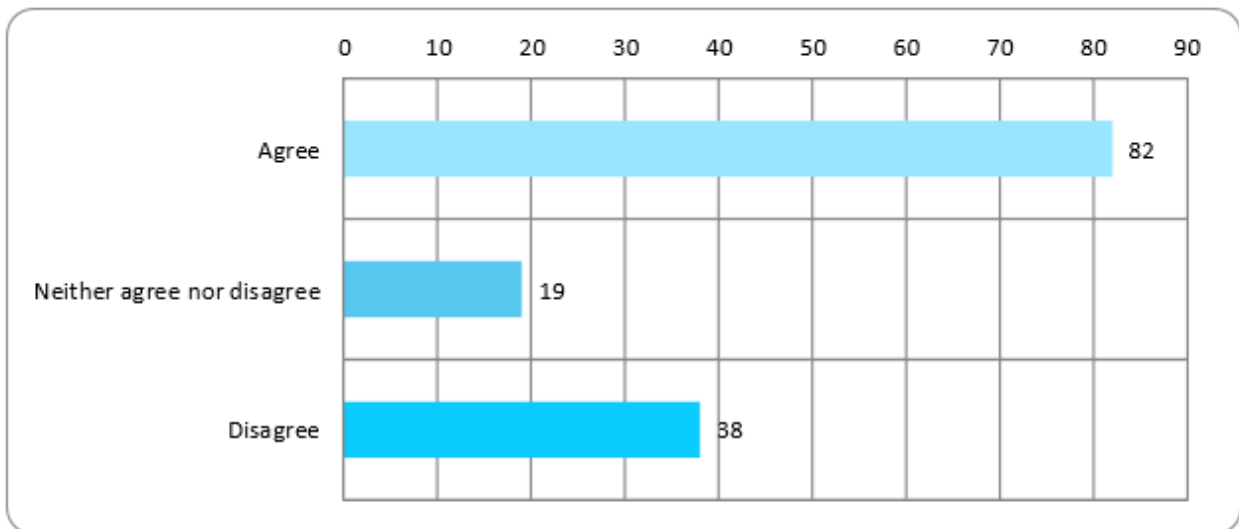
We should limit the number of flags allowed on a property to two per place of business.



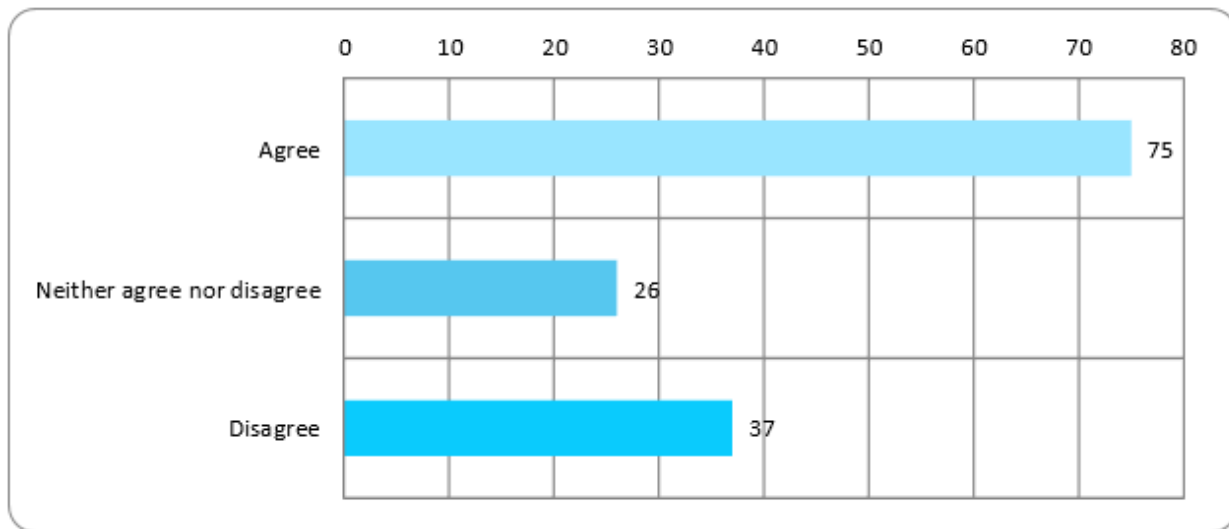
We should regulate the size of these signs to a maximum height of 3 metres and width of 0.8 metres.



These signs should only be used temporarily with permits lasting 30 days with no more than 4 flag or mobile sign permits per year.



Require a minimum separation distance of 30 metres from other flag banner signs and/or mobile signs.



Mobile Signs



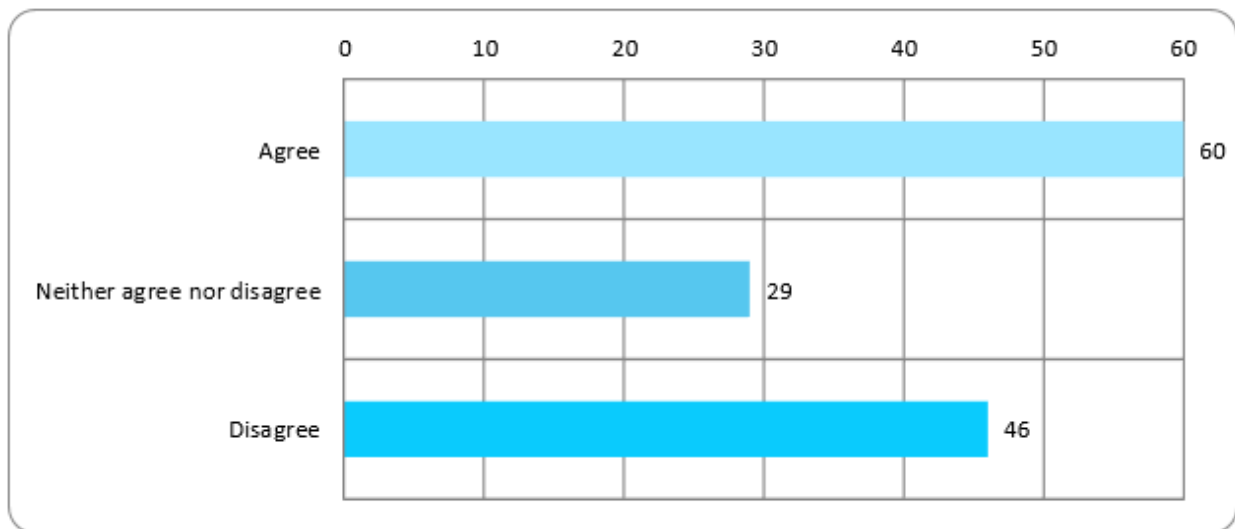
- Maximum number of mobile signs permitted should be increased to 6
- Allow companies to transfer mobile sign permits to other businesses
- Cost effective advertising for local businesses
- Allow them all year round for each business
- Allow mobile signs to be place on residential property
- Should decrease the number permitted
- Should ban mobile signs
- Should be regulated per property vs. per place
- Should regulate colour – prohibit florescent colours
- Mobile signs are unsightly and detract from the streetscapes of our city
- Not enough space between signs
- Should allow banners and mobile signs at same time
- Concerns of sightlines at intersections
- Concerns about the City's usage of mobile signs
- Concerns that there are regulations for city parks that are not in the by-law

- Signs in parks should only be for City programming
- There are too many signs in parks across the city
- There should be no mobile signs in city parks or at heritage properties
- Mobile signs should not be permitted in the downtown
- Allow extra mobile signs to be permitted for non-profits

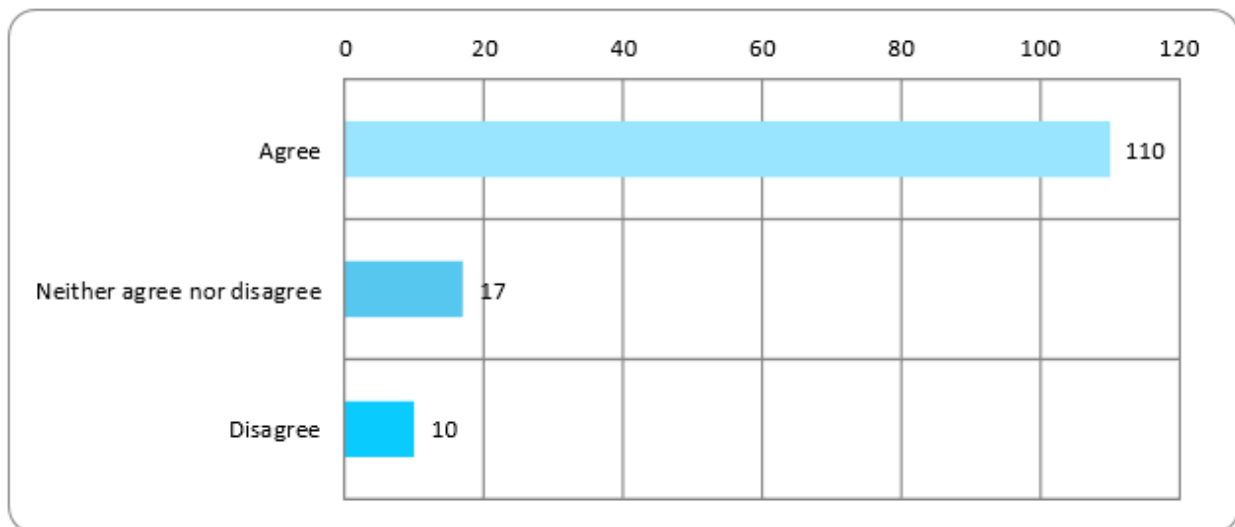
From the Sign By-law Recommendation Survey

Please tell us if you agree or disagree with the following recommendations:

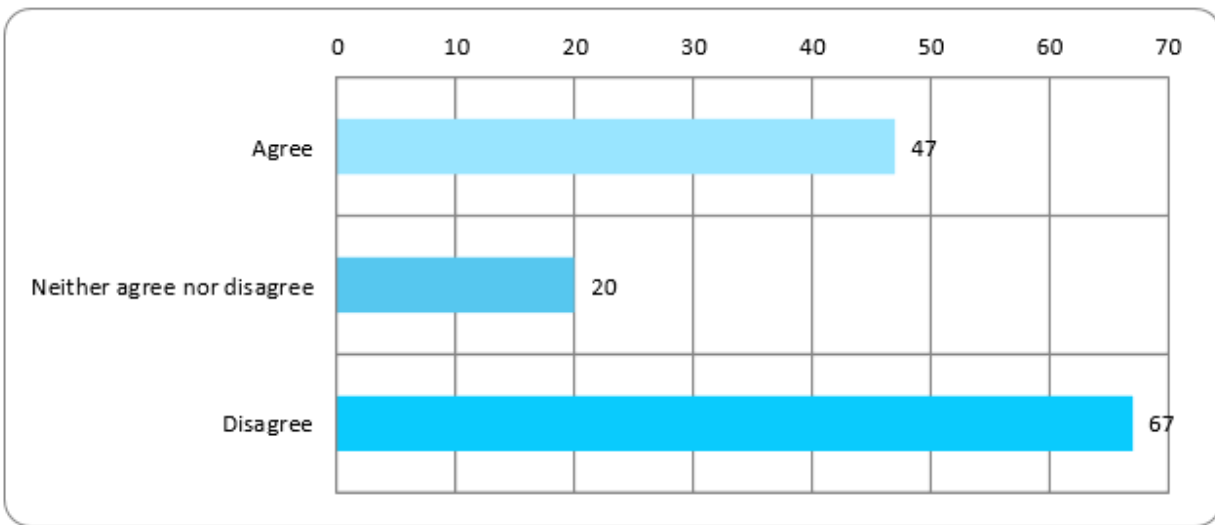
Continue to allow 4 mobile signs are allowed per individual tenanted unit per year.
However, allow banner and feather flags as an option of temporary signs within the 4 per year allowance.



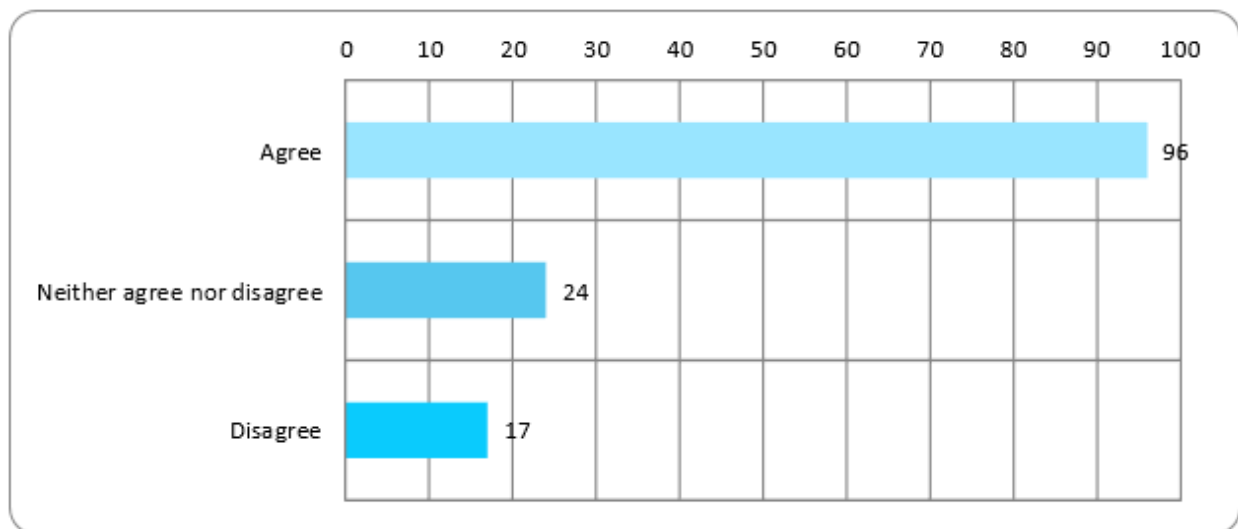
Continue to prohibit mobile signs on residential properties.



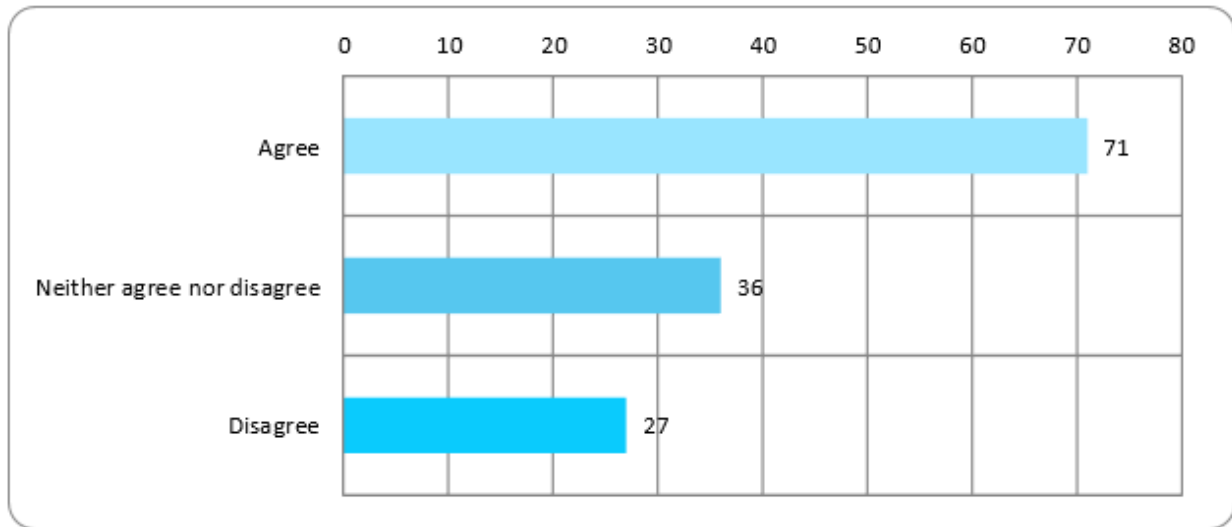
Start to allow banners and mobile signs to be displayed at a place at the same time.



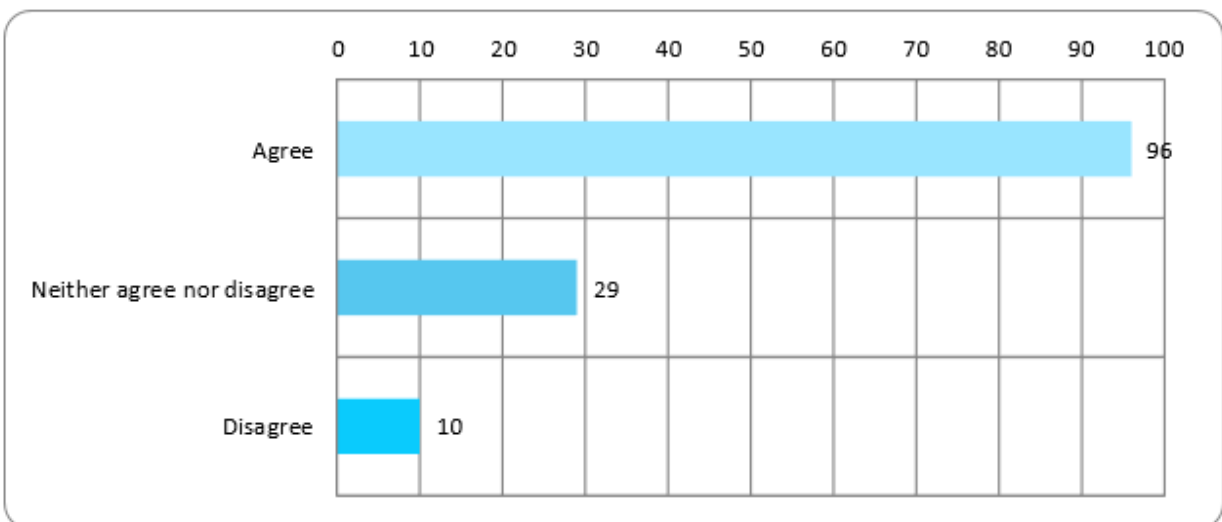
Continue to keep a minimum separation of at least 30 metres between mobile signs.



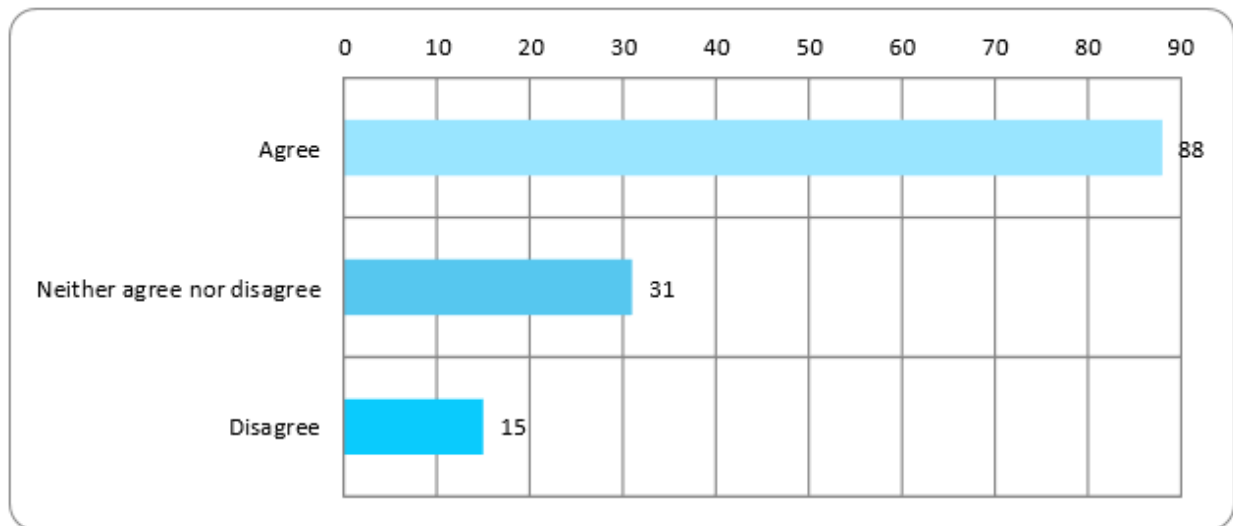
Add a minimum separation distance of 30 metres between teardrop/feather flag signs.



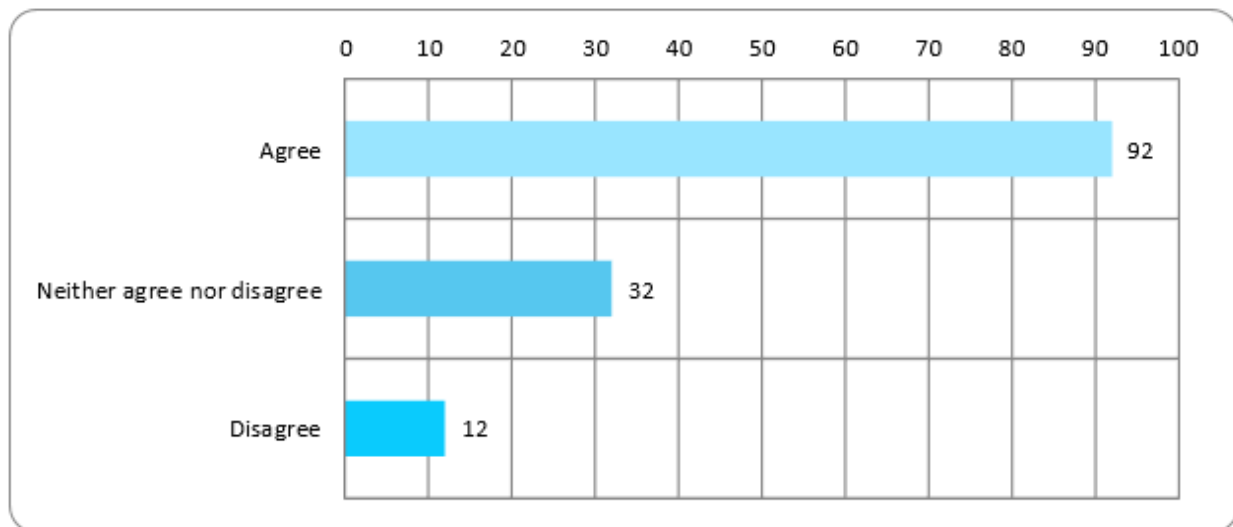
Increase the minimum setback of mobile signs to 15 metres at intersections if they are on arterial or collector roads (the setback is the distance from the intersection).



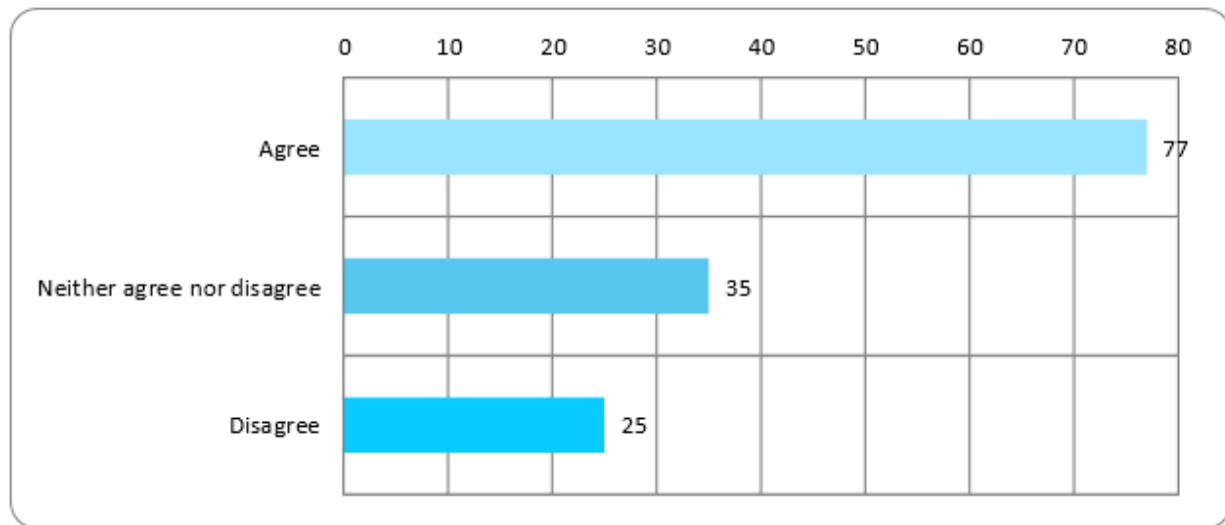
Consider reducing the number of locations available for mobile signs in City of Guelph parks.



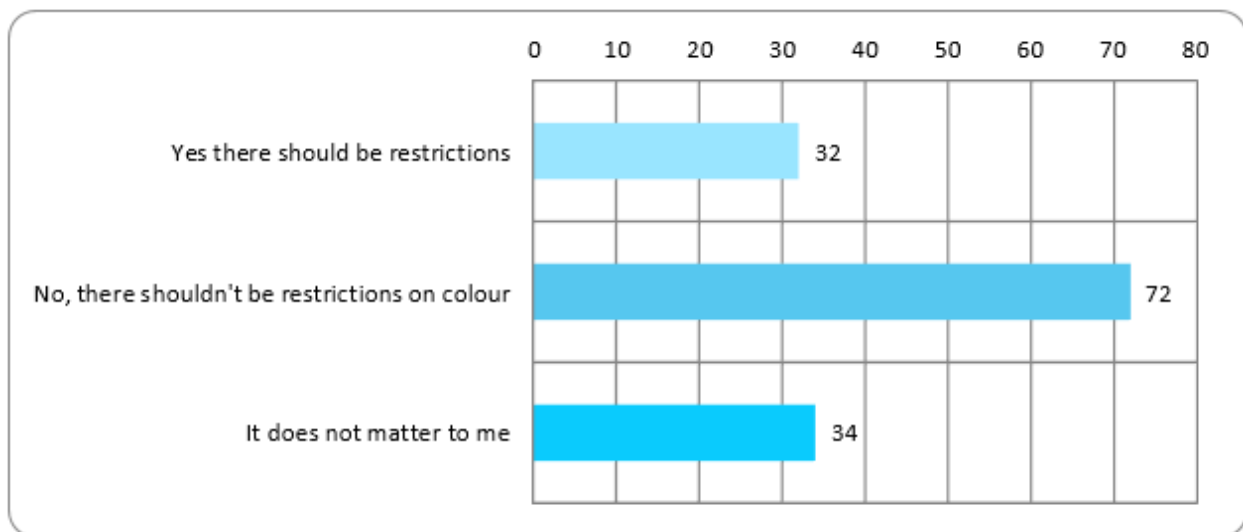
Continue to prohibit mobile signs in the Downtown, however consider the new expanded boundary for the downtown core.



Restrict mobile signs on designated heritage properties



Do you think the Sign Bylaw should restrict the types or number of colours on mobile signs? (Note: the current Sign Bylaw does not restrict the number or type of colours).



Portable Signs (A-Frame, T-Frame etc.)

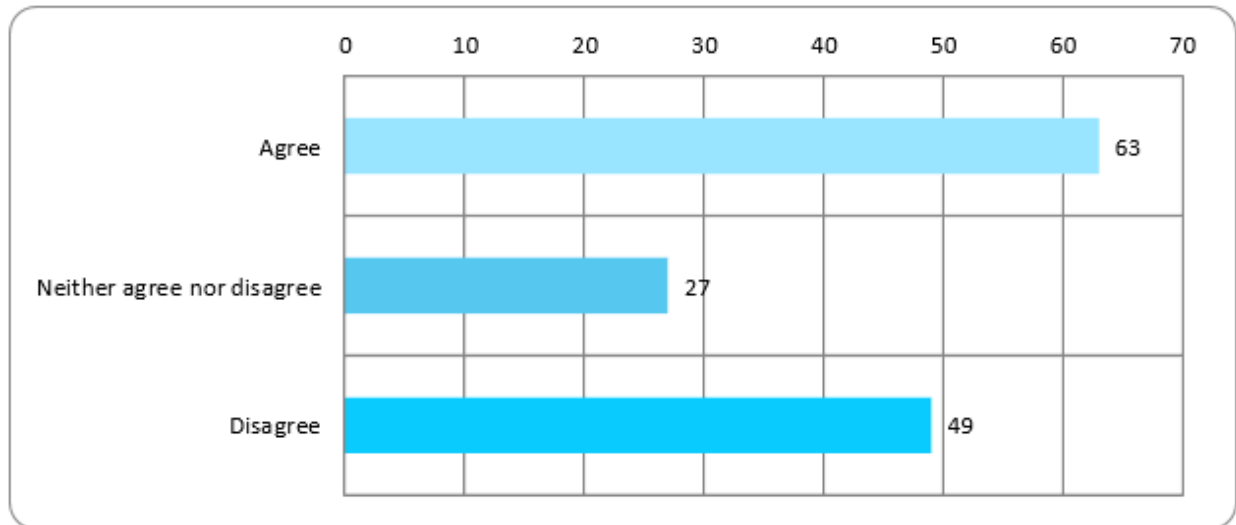


- Would like limitation of 4 per commercial plaza removed
- Small businesses rely on these signs to attract customers
- Allow more than one a-frame sign per business
- Remove all permits requirement for a-frame signs
- Some Realtors have their signs up for a week at a time - restrict real estate open house signs to during actual open house times
- Do not allow more real estate or new home sales signs – everyone has a GPS and should be able to find their way there.
- Need more open house/sales directional signage (allow 10-16) – most new developments are not enabled on GPS
- New home sales signs should continue to be allowed to go up Friday evening and should be removed Monday morning
- These signs are effective for promoting development growth in the city
- Consider increasing maximum size permitted
- Make sure there are provisions to ensure safety at intersections
- Allow not-for-profit groups to use these on the road allowance to advertise events (ie. Sparkles in the Park, Canada Day, Ribfest etc.) for up to 30 days

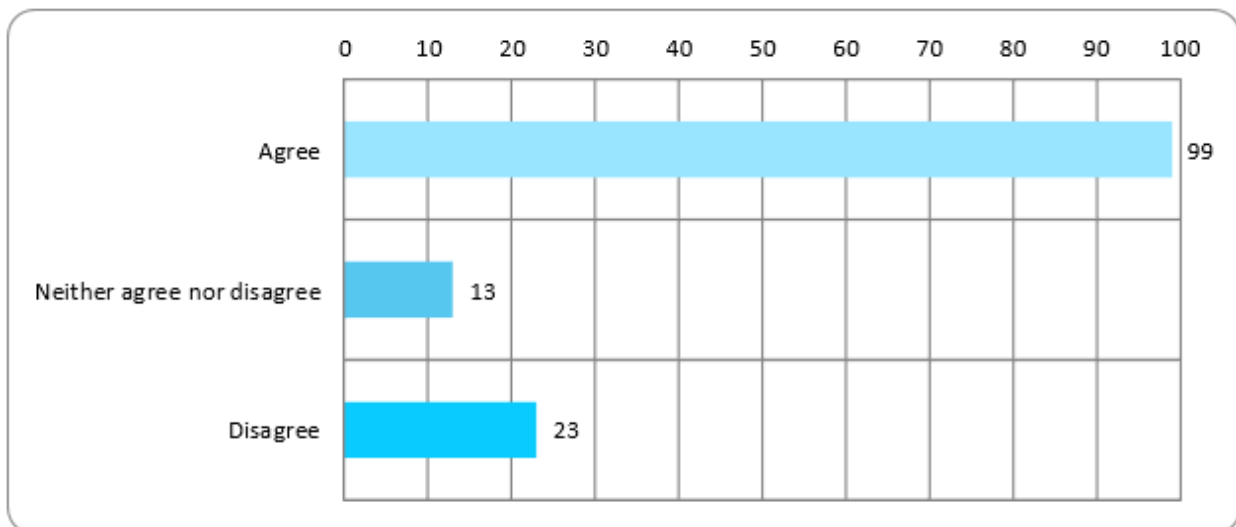
From the Sign By-law Recommendation Survey

Please tell us if you agree or disagree with the following recommendations:

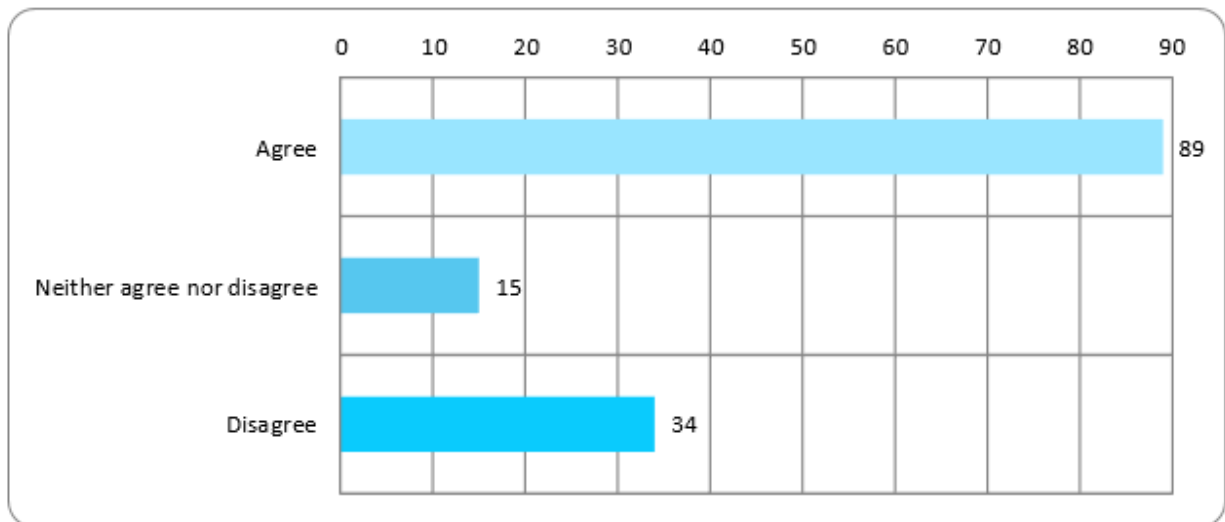
Currently A-frame signs are limited to 4 per plaza. We are recommending removing this restriction.



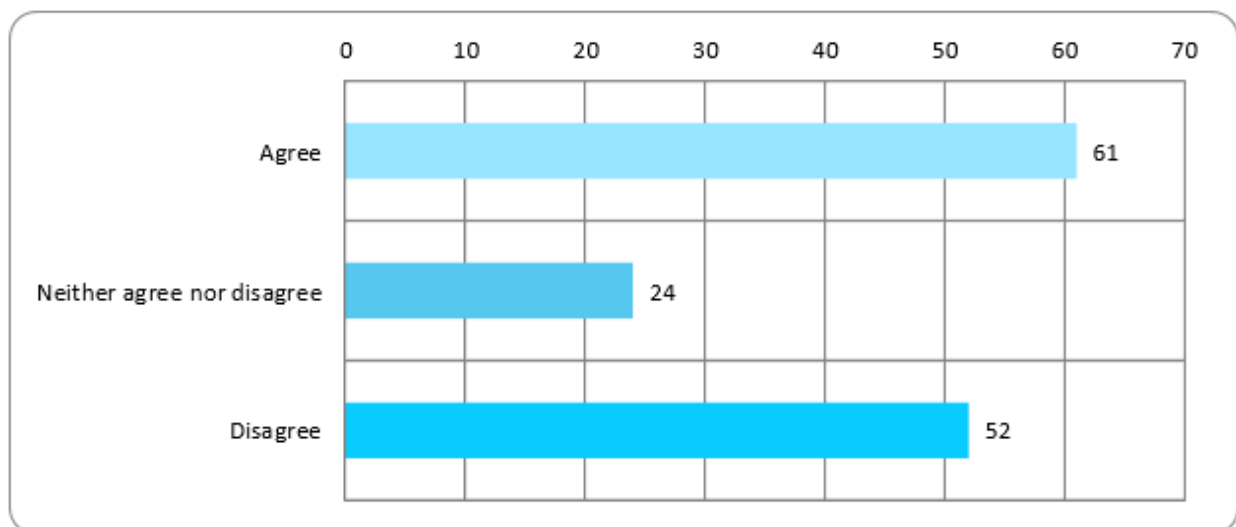
We are recommending to keep the limit of one A-frame sign per place of business.



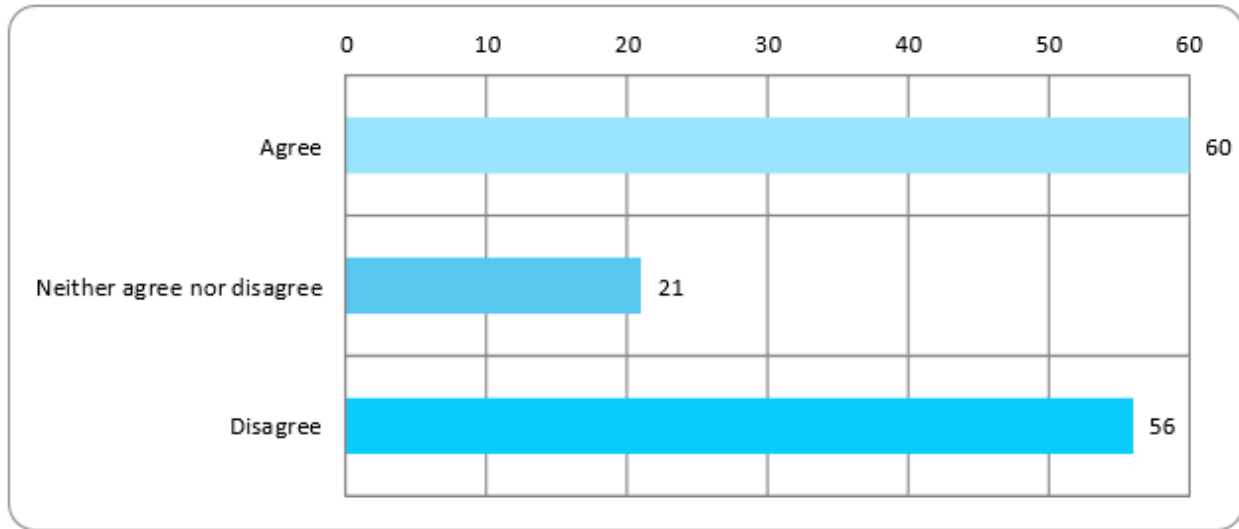
We recommend no longer requiring A-Frame signs to have a permit on private property however we would still regulate them.



Increase the maximum height of these signs to 1.2 metres from 0.8 metres to 1 metres.



We recommend allowing up to eight A-frame signs that are directional signs for open houses. The current bylaw only allows for 4.



Real Estate, Development and Construction



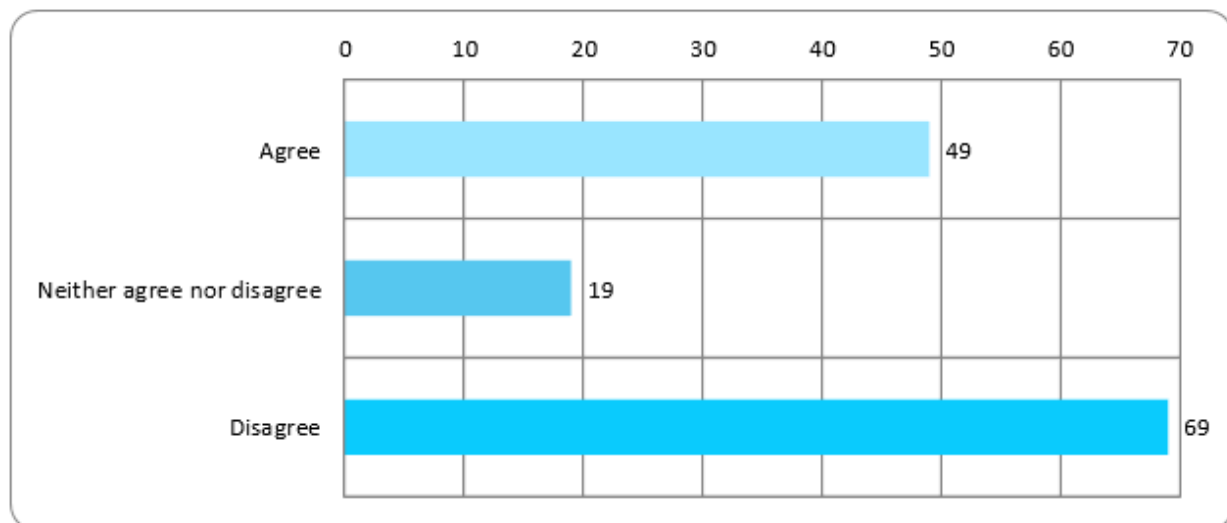
- Signs should be larger
- Signs should be smaller
- Setbacks should be increased for safety
- Concerns about large signs falling over

From the Sign By-law Recommendation Survey

Please tell us if you agree or disagree with the following recommendations:

Increase the maximum permitted size of construction/real estate development signs to 30 metres. This is an increase from 10 metres squared that is allowed in the current bylaw.

Please note: There was an error in this question. The recommended area at the time was supposed to read 20 metres squared, not 30 metres squared. Staff have since reduced the recommendation based on lot size (see Attachment 2).



What we are doing?

As a result of this consultation and a comprehensive review, recommendations for a new Sign By-law have been developed. Please refer to Attachment-2 – Overview of Recommended Changes for the New Sign By-law to review these recommendations in contrast with current provisions.

What is next?

Based on the feedback received, staff will draft a new Sign By-law for Council's consideration in the first quarter of 2021.

Attachment-2 Overview of Recommended Changes for the New Sign By-law

Table 1 - Definitions

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
Current definitions do not clearly delineate between some types of signs.	<p>Participants during public engagement indicated that the definitions in a new sign by-law need to be clearer and better at delineating between sign types.</p> <p>Improved definitions will provide customers and other stakeholders the ability to easily identify and understand the differences between signs that are regulated by the sign by-law. Staff notes that the current definitions have provided challenges in the administration of the current sign by-law.</p>	Providing clearer definitions that better delineates between types of signs.

Table 2 - Scope

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
The current sign by-law does not apply to the signs installed by or on behalf of the Downtown Board of Management - now the Downtown Guelph Business Association (DGBA).	<p>Public engagement: During public engagement, some participants did not understand why the DGBA is exempt in the current sign by-law and did not think that an exemption should continue.</p> <p>Staff believe that such broad exemption has the potential to create administrative challenges and is not necessary. As part of these recommendations, staff will be recommending that the DGBA be exempt from regulations relating to the downtown community board and have the opportunity to continue to place banners on approved street poles.</p> <p>As part of this review process, Staff will also be recommending that exemptions be made available for signs on city land that are approved through a city special events permit.</p> <p>Staff have consulted with the DGBA who have not objected to this change in exemption.</p>	That the new sign by-law apply to the DGBA. That the DGBA be exempt for the purposes of the downtown community board.

Table 3 - Scope (continued)

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
<p>The current sign by-law does not apply to any sign installed by or on behalf of the University of Guelph and that is:</p> <p>(i) located within an I.2 or I.2-1 Zone;</p> <p>(ii) located on land owned by the University of Guelph; and</p> <p>(iii) located within the lands referred to as “academic and research lands” as set out in Schedule “A”, Map 2 of this by-law.</p>	<p>During public engagement, some participants did not think the University of Guelph should be exempt from the sign by-law.</p> <p>Staff reviewed this aspect and consulted the University of Guelph. Staff believes the sign by-law should apply to non-regulatory signs that are less than 50m from arterial roads to ensure the intent of the by-law and the Official Plan are maintained.</p> <p>Staff and the University of Guelph are working together to propose specific regulations that meet the intent of the Official Plan, the new sign by-law and the University of Guelph’s standards.</p>	<p>That the new Sign By-law apply to non-regulatory signs on land owned and operated by the University of Guelph that fronts onto or is located within 50 metres of the public highways known municipally as Gordon Street, College Avenue West, College Avenue East, Stone Road West, Stone Road East, and/or University Avenue East</p>
<p>While the City does have a general exemption in place, the current sign by-law does not clearly address:</p> <p>-temporary signs authorized by the City as part of a special events permit on city property</p> <p>-temporary signs authorized by the city as part of a city safety or economic development initiative</p> <p>-city approved murals</p>	<p>Not clearly addressing these types of signs can cause confusion and challenges.</p>	<p>Clearly address and provide exemption provisions for these types of signs and others signs intended to be exempt.</p>
<p>The current sign by-law does not have provisions for situations where there is a municipal need to relocate a sign for a road widening or other infrastructure project.</p>	<p>There have been situations where such relocation of signs by the city for municipal purposes has caused signs to become non-compliant with current regulations – requiring a variance. It is not the City`s intent to remove the rights or diminish the benefits of a sign for a business owner that lawfully erected a sign.</p>	<p>If a sign of the same dimensions and materials is relocated or replaced as a result of a city requirement, notwithstanding sightline requirements, it shall be deemed to conform with the new by-law.</p>

Table 4 - Variances

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
Variances to the current Sign By-law require approval from council.	<p>The current Sign Variance process takes a minimum of 3 months to complete.</p> <p>Stakeholders have indicated that this is far too long for a business that needs a sign.</p>	<p>An amendment to the Delegation of Authority By-law (2013-19529), as amended, will be brought forward at the same time as the new Sign By-law, requesting that staff be delegated the task of approving variances.</p> <p>Where the delegate has not approved a request for a variance, the applicant may request that the decision be reviewed by Guelph City Council.</p>

Table 5 - Permits not required

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
The current sign by-law does not require permits for real estate or development signs over 1.8m in height.	Under Ontario Building Code requirements and our policy, real estate and development signs over 1.8m will be required to be designed and reviewed by a professional engineer. The building department will be required to review the sign and required documents from the engineer.	A sign permit with a building code review will be required in the new sign by-law.
The current sign by-law references elections signs.	The City now has an Election By-law that regulates election signs in Guelph.	That the new by-law exempt election signs regulated under the Election By-law.

Table 6 - Permits required

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
The current sign by-law requires store/business owners to obtain annual permits for portable signs on private property and on public property in the downtown.	Concerns have been raised regarding the need to apply for an annual permit. A Certificate of General Liability Insurance is required for portable signs located on city property in the downtown. Storefronts outside of the downtown are not permitted to place portable signs on city property.	Continue to regulate portable signs (a-frame, t-frame), but not require a permit for those located on private property. A permit requirement for signs permitted in the downtown to be on city property will ensure adequate insurance is in place to help protect the city from any potential liability.

Table 7 - Issuance and revocation of permits

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
The current sign by-law does not clearly identify what may be required for review and issuance of a permit.	<p>Requirements and the authority to require specific information should be made clear and be included in a by-law.</p> <p>Staff are often in a position where there is no way to confirm that a proposed freestanding sign is located within private property and in compliance with the required setbacks. There may be significant liability issues if a sign is mistakenly placed on city property. Additionally, determining property lines onsite for large properties can be difficult and next to impossible for new developments.</p>	<p>Include details and clearly describe what may be required during the permit process.</p> <p>Require a Plan of Survey with freestanding sign applications and as built confirmation after installation (if deemed necessary).</p>
The current sign by-law does not require proof of a heritage permit for a sign located on a protected heritage property.	The lack of this requirement could result in damage to the heritage attributes of a protected heritage property.	Where applicable, proof of approval of a heritage permit for a sign located on a protected heritage property will be required.
The current sign by-law provides a brief outline on the process for revoking and refusing a permit, but does not clearly outline the refusal process, cancellations of permits or address expiry of a permit.	A by-law should clearly address and provide authority for such processes if they are required for the proper administration of the by-law.	Provide detailed descriptions and authorities for refusing, revoking, cancellation and expiry of permits. For consistency, align the revocation timeline of a permit with that of the Ontario Building Code.

Table 8 - Required inspections and reports

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
The current sign by-law does not clearly outline the requirement for requests for inspections or the need to provide reports listed as conditions of a permit.	<p>This has posed challenges with respect to the administration of the permit process.</p> <p>Indicating requirements and providing the relevant authority can assist in overcoming these challenges.</p>	<p>Clearly indicate the requirement to request an inspection prior to the commencement of each stage of construction or erection of the sign (where there are prescribed inspections listed as part of the sign permit).</p> <p>Clearly outline the requirement for reports required as a condition of a sign permit to be forwarded to the Chief Building Official or designate within fourteen (14) days after the installation of the sign.</p>

Table 9 - Enforcement, seizure, disposal and return of signs

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
The current by-law provides for enforcement measures, including seizure and return of signs, however it does not clearly stipulate disposal provisions.	Providing clear disposal provisions directly in the by-law will allow for further transparency of the process. Providing further details relating to enforcement provisions will also do the same.	<p>Clearly outline disposal provisions that are recommended to include immediate disposal of bag and wire signs and disposal of all other signs after seizure if not claimed within a specified period.</p> <p>Provide more detail to enforcement and administrative provisions to create further transparency.</p>

Table 10 - Prohibited signs

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
<p>The current sign by-law prohibits a moving, swinging, revolving, flashing, animated sign or the like. It also prohibits any action, motion or colour change.</p> <p>Despite this, a message in a Billboard is currently permitted to have a panel change time of 10 seconds between advertisements.</p> <p>Electronic message boards in freestanding signs are generally permitted to be 50% of the sign area to a maximum of 2m² if set back 1m from the property line (3m² if set back from 6m property), whichever is less.</p>	<p>This has consistently been interpreted to prevent electronic message boards in freestanding signs from flashing, moving or being animated. This has also applied to menu boards</p> <p>Stakeholders have indicated the desire to be able to have the message change more frequently than once every 24 hours, with no animation, flashing or the like.</p> <p>Stakeholders have indicated a need for a larger area of electronic message boards within freestanding signs.</p> <p>Menu board technology has evolved. Stakeholders have requested that animation be permitted in menu boards.</p> <p>Stakeholders have also expressed concerns about the potential brightness of electronic message boards and their potential proximity to residentially zoned properties.</p> <p>A number of variances to permit animation in menu boards have been approved</p>	<p>Freestanding Signs</p> <p>In freestanding sign only: Permit a static message to change once every 180 seconds, with an instantaneous transition with no effects.</p> <p>Prohibit:</p> <ul style="list-style-type: none">-animations, motion, scrolling content, fading, flashing, or blinking light, or any effects that create the illusion of movement;-any sequential messages, either on the same sign or on subsequent signs; and-any imitation or resemblance of official traffic control devices. <p>Electronic Message Boards in Freestanding Signs</p> <p>Require:</p> <ul style="list-style-type: none">-a minimum setback of 30m from any adjacent residentially zoned property.-a minimum setback of 30m from any signalized intersection. <p>Permit:</p> <p>Electronic message boards to be a maximum of 60% of the sign face to a maximum of 3m².</p> <p>Limit luminance levels to:</p> <ul style="list-style-type: none">-5000 Nits between sunrise and sunset-300 Nits between sunset and sunrise (150 Nits when within 60m of a residentially zoned property)

Table 11 - Prohibited signs (continued from previous page)

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
See previous page.	See previous page.	<p>Menu Boards</p> <p>Require:</p> <ul style="list-style-type: none">-if facing toward or visible from a residentially zoned property, a minimum setback of 30m-if facing toward or visible from a street line, a minimum setback of 15m from a property line <p>Limit luminance levels to:</p> <ul style="list-style-type: none">-5000 Nits between sunrise and sunset-300 Nits between sunset and sunrise (150 Nits when within 60m of a residentially zoned property) <p>Billboards</p> <p>Only permit billboards to be located in the current permitted locations, but allow them to have electronic message boards (restrict timing and illumination).</p> <p>Permit a static message to change once every 180 seconds, with an instantaneous transition with no effects.</p> <p>Limit luminance levels to:</p> <ul style="list-style-type: none">-5000 Nits between sunrise and sunset-300 Nits between sunset and sunrise (150 Nits when within 60m of a residentially zoned property)

Table 12 - Prohibited signs (continued from previous page)

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
The current sign by-law prohibits any sign which identifies a home occupation as set out in the zoning by-law.	<p>Stakeholders have requested that signage be permitted to help their customers easily locate their home occupation.</p> <p>Some stakeholders requested small window signage, while others have requested a portable sign to be displayed in front of their home.</p> <p>Balancing the needs of small business owners and the need to maintain the residential characteristics of a neighbourhood, staff believe a small window sign during operating hours is a good balance.</p>	<p>Allow one (1) window sign per dwelling unit with a maximum area of 0.4m².</p> <p>No lighting permitted.</p> <p>Only permitted to be displayed during the operation of the home occupation.</p>
The current sign by-law does not allow window signs in commercial or industrial zones to be illuminated.	<p>Stakeholders have identified that they need to have an illuminated open sign so that their customers know that they are open.</p> <p>Many businesses already utilize an illuminated open sign which staff find is reasonable.</p>	<p>Permit an illuminated open/closed sign with a maximum area of 0.4m². Require message to be static with no motion, animation, flashing or like.</p>

Table 13 - Permanent Signs - Building Signs

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
The current sign by-law restricts second storey signage of industrial, institutional and commercial properties.	<p>Some stakeholders have indicated a need for second storey signage in industrial, institutional, and commercial zones. Others have expressed concerns with second storey signage in commercial zones.</p> <p>A number of variances have been supported and approved for second storey signage in both industrial and institutional zones.</p> <p>The Official Plan indicates that commercial signage should be displayed at a consistent height on building facades, such as the top of the ground floor. Permitting second storey signage in commercial zones could lead to inconsistent signage heights and a negative impact on our commercial streetscapes.</p>	<p>Regulate and permit second storey signage in industrial and institutional zones. Only permit signage to the external façade of the part of the building occupied by the business advertised.</p> <p>Continue to restrict second storey signage in commercial zones. Signage restricted to commercial tenanted space.</p>

Table 14 - Permanent Signs - Freestanding Signs

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
Freestanding signs located in commercial or industrial zones (Downtown, CR, OR zones excluded) restrict signs with a 1m setback to a height of 4.5m and a maximum area of 10m ² .	<p>Urban design guidelines now require buildings to be developed closer to street lines. Stakeholders have concerns that these guidelines make it difficult for a sign of up to 7m to be seen from the street (due to the required 6m setback for signs of this height – they can have a maximum area of 17m²).</p> <p>Other Stakeholders have indicated concern with having larger signs closer to the street line.</p> <p>Variances have been approved for signs with 6m in height with a setback of 1m, but with a reduced area. Urban design staff also finds this acceptable.</p>	In commercial and industrial zones (Downtown, CR, OR Zones excluded), permit freestanding signs with a height of 6 metres at a setback of 1m from the property line with a maximum area of 8m ² .
Freestanding signs located in Downtown or Office Residential zones require a minimum separation distance of 30m from other freestanding signs on an adjacent property.	<p>The frontage of these zones is generally small which has caused this regulation to be a challenge for businesses in these zones.</p> <p>Stakeholders have indicated concerns with this regulation as it has prevented some businesses from being able to have a freestanding sign.</p> <p>The maximum height of a freestanding sign in an Office Residential or Downtown zone is 1.8m, the removal of a separation distance between signs on each property should not have a negative impact on our streetscape.</p>	<p>Remove the requirement that freestanding signs located in Downtown or Office Residential zones be required to be a minimum separation distance of 30m from other freestanding signs on an adjacent property.</p> <p>Freestanding signs will still be required to be a minimum of 1m from an adjacent property.</p>

Table 15 - Permanent Signs – Menu Boards

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
The current sign by-law restricts the number of menu boards to 1 menu board with a sign area of 2.3m ² and a maximum height of 2m above an adjacent roadway is permitted per property.	Corporate standards for many large food chains require pre-sell menus and larger integrated menu boards. Additionally, some properties are developed with multiple drive-throughs. Variances have been approved to accommodate these changes.	Permit 1 menu board per drive-through lane with a maximum height of 2.4m above the associated drive through lane and an area of 2.3m ² . Permit 1 pre-sell menu per drive-through lane with a height of 2.4m above the associated drive through lane and an area of 1m ² .

Table 16 -Temporary Signs - Window Signs

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
<p>The current sign by-law restricts window signage to the first storey and to 25% of a windowpane located within a wall and 50% of a windowpane located within a door.</p> <p>Lifestyle images are not clearly captured within the current sign by-law.</p>	<p>Stakeholders have indicated a desire to have the size of the signage calculated by the total window area, rather than windowpane.</p> <p>Additionally, it was identified that faux windows should be considered and regulated.</p> <p>Use of perforated material has been used to try to challenge calculation of window sign area. The whole of a sign made of perforated material has the same urban design impact as a sign made of non-perforated material.</p> <p>Lifestyle images have the same urban design impact as other window signage.</p>	<p>Calculate window area by including the entire window and faux window area of the façade of the business being advertised (regardless of product perforation).</p> <p>Define and regulate lifestyle images the same as other window signs.</p>

Table 17 - Temporary Signs – Signs attached to light poles

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
<p>The current by-law does not clearly address signage attached to poles.</p>	<p>Vehicle gas bars and vehicle sales establishments use signage attached to light poles on private property.</p> <p>These stem from banner flags, chloroplast sheets zip tied together.</p>	<p>Permit vehicle gas bars and vehicle establishments to have light pole banner signs and pole posters.</p> <p>Pole cannot have a Light Pole Banner Sign and a Pole Poster Sign attached at the same time.</p> <p>Light Pole Banner Sign and Pole Poster Signs required to have a minimum separation distance of 15m from each other.</p> <p>Cannot be attached to a freestanding sign. Must be a minimum distance of 15m from a freestanding sign.</p> <p>Above separation restrictions, does not apply to banners signs on poles at vehicle sales establishments.</p>

Table 18 - Temporary Signs - Flags

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
The current sign by-law prohibits any flag that is a sign unless such flag is a maximum size of 2m ² and is on a freestanding flagpole which is affixed to the ground. It also states that all signs not permitted by the by-law are prohibited.	Feather banner signs also referred to a feather flags, or tear drop flags have become desirable for some businesses. Through public engagement there was support for regulating and requiring a permit for their display (to ensure that the volume of their use remains balanced in such a way to not negatively detract from streetscapes).	Regulate and permit them in commercial, industrial and institutional zones. To help preserve the streetscape, require a separation distance of 30m from any other feather banner sign or mobile sign. No premises issued more than 4 feather banner or mobile sign permits per year.

Table 19 - Temporary Signs – Mobile Signs

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
<p>The current sign by-law restricts mobile signs to a permit display period of 30 consecutive days, 4 times per calendar year.</p> <p>A property can have 1 mobile sign for every 60m of frontage to a maximum of 4 signs.</p> <p>A separation distance of 30m is required between each mobile sign.</p>	<p>Stakeholders have indicated that mobile signs are an affordable and effective way for businesses to advertise and have expressed a desire to have the display period extended to 6 times per year.</p> <p>Other Stakeholders have indicated that they have negative impact on streetscapes and appear to always be present as they are continuously displayed.</p> <p>Some Stakeholders have indicated that they would like to see further restrictions, including regulating them per property rather than per business, restricting their colour, increasing their distance from intersections and other mobile signs.</p> <p>Some Stakeholders indicated that the city should ban mobile signs.</p> <p>Some Stakeholders indicated challenges with being able to advertise their charitable or non-profit event. Some Stakeholders indicated a desire to allow an additional mobile sign per calendar year to permit businesses to advertise charitable or non-profit events.</p> <p>Some Stakeholders indicated that there are separate regulations and processes for mobile signs located in city parks which are not contained in the by-law.</p> <p>(continued on next page)</p>	<p>Continue to allow a maximum of 4 mobile signs per business location per year.</p> <p>Require placement of a mobile sign to be at least 15 m from the edge of the nearest traffic control device.</p> <p>Allow 1 additional mobile sign in industrial and institutional zones to advertise community charitable or non-profit events.</p> <p>Include regulations for mobile signs in city parks.</p>

Table 20 - Temporary Signs – Mobile Signs (continued from previous page)

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
See previous page.	<p>Staff have noted that there have been visibility concerns with some mobile signs at intersections (collector or arterial roads) given that they have a 0m setback requirement from a property line parallel to a street.</p> <p>Increasing the number of mobile signs for commercial properties could lead to more challenges related to the ability for businesses to equitably obtain permits due to separation requirements between signs, maximum number of signs per property, and location restrictions for safety purposes.</p>	See previous page.

Table 21 - Temporary Signs – Portable Signs

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
<p>The current sign by-law restricts portable signs to 1 per business location to a maximum of 5 per mall. It also allows for 2 per vehicle service station or vehicle gas bar.</p> <p>The current height restriction for this category of portable sign is 1m.</p>	<p>A restriction of 5 per mall can be problematic for malls with more than 5 business locations. Stakeholders indicated that they would like this restriction removed.</p> <p>Some stakeholders indicated the desire to increase the size regulations to provide a little more exposure and because many of the pre-fabricated standard signs exceed this area.</p> <p>Some stakeholders indicated that they would like to further be permitted to have 2 per business location.</p> <p>As already mentioned in this attachment, some stakeholders raised concerns regarding the need to apply for an annual permit.</p> <p>Allowing two per business could have several overall impacts, including visual clutter, AODA challenges and other placement challenges related to safety. Further, removal of an annual permit (and fee) provides fewer opportunities for the city to educate and proactively review for placement.</p>	<p>Remove the restriction of 5 per mall, but continue to permit only 1 sign per business.</p> <p>As mentioned in “Permits Required”, continue to regulate but remove the requirement for an annual permit for portable signs on private property.</p> <p>Increase the permitted height of this category of portable sign to 1.2m.</p>
<p>The current by-law restricts real estate open house directional signage to 4 per open house.</p>	<p>Stakeholders have indicated a desire to increase the number permitted to 8 per open house.</p> <p>Signage generally begins at a main street and leads through the developed neighbourhood to the open house.</p>	<p>Increase the maximum number permitted per open house to 8. Restricted display of signs to 2 hours prior to the open house and 2 hours after to ensure developed neighbourhoods do not have signs within them for an extended period.</p>

Table 22 - Temporary Signs - Portable Signs (continued from previous page)

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
<p>The current by-law restricts model home directional signs to 4 per model home location.</p> <p>This category of portable sign varies in size from a maximum sign face area of 0.46m² to 0.62m² and a maximum height of 0.8m to 1m depending on location.</p>	<p>Stakeholders have indicated a desire to increase the number permitted. Some Stakeholders have suggested 8, where other have indicated 16.</p> <p>Other Stakeholders have indicated that there are already too many of them.</p> <p>Some stakeholders have indicated the need for an increase in the size of this category of sign.</p>	<p>Increase the maximum number permitted to 8 per sales location.</p> <p>Increase the permitted height of this category of portable sign to 1.2m. .</p> <p>Providing that the sales centre is open, signs to be permitted to be placed out after 4pm Friday and removed by no later than 10am Monday.</p>

Table 23 - Temporary Signs - Development Signs

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
<p>The current sign by-law restricts development, construction site/subdivision signs to a maximum sign face area of 10m² and a maximum height of 5m.</p>	<p>Stakeholders have indicated the need to increase the size of these signs. Some have indicated a need to increase the sign area to 21m² and height of 6.5m, while others have requested a maximum of 18m² and a maximum height of 6m.</p> <p>Other Stakeholders have indicated that they are already too large.</p> <p>Current maximums are based on sign type, not size of property.</p>	<p>Base maximum sizes relative to lot size as follows:</p> <p>Lots less than 0.2 HA = maximum area of 6m², maximum height of 4m.</p> <p>Lots over 0.2 HA to less than 1 HA = maximum area of 11m², maximum height of 6m.</p> <p>Lots over 1 HA = maximum area of 18m², maximum height of 6m.</p>

Table 24 - Temporary Signs – Hoarding signs

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
The current sign by-law does not define or permit hoarding signs.	Hoarding signs can be an attractive addition to advertise an upcoming development.	Regulate and permit hoarding signage during construction. Restrict any construction hoarding sign containing any element or content in red, amber and/or green shall be erected more than 30m from a traffic control signal. Permit hoarding signs or Freestanding development signs, but not both. Only permit hoarding signs during construction.

Table 25 - Miscellaneous

Overview of current provisions	Considerations	Overview of Recommended changes for new Sign By-law
The current sign by-law is divided by types of signs. The current by-law has references to specific uses, but they are intermixed with other regulations.	Staff have received feedback that the current by-law is confusing and is not user friendly. The current by-law attempts to address particular needs of specific uses such as vehicle gas bars, but not all aspects of the typical types of signage are addressed or regulated.	Create the new sign by-law so that users can review all signage available to them by zone. Create specific sections and regulations to address specific uses such as motor vehicle gas bars and vehicle service stations to address and regulate typical signage found with these uses.

Sign By-law Review



Sign By-law Review

Description of Sign Bylaw Review Project

Why did we conduct the review?

Sign By-law Review

Overview of Review 2018

- **January** - Council approve the Project Charter to initiate a comprehensive review of the Sign By-law No. (1996-15245), as amended.
- **March** - Community Engagement Plan
- **April** – Engagement Session and online Mind Mixer.
- **September** – Recruitment for a Sign Bylaw Working Group
- **October** - Sign Bylaw Working Group formed

Sign By-law Review

Overview of Review 2019

- **June – October** – Internal review and consultations
- **November** – Meeting with SBWG and held an open house to provide an overview of draft recommendations
- **December** – Sign Bylaw recommendations survey

Overview of Review 2020

- **January** – Sign Bylaw Recommendations Survey closes
- **January – February** – Meetings with internal stakeholders and minor changes made to recommendations
- **July** – Recommendations re-circulated internally for feedback

Sign By-law Review

Overview of Recommendations

Sign By-law Review

Overview of Recommendations

Permanent Signs – Building Signs



Sign By-law Review

Overview of Recommendations

Permanent Signs – Freestanding Signs



Sign By-law Review

Overview of Recommendations

Permanent Signs – Freestanding Signs



Sign By-law Review

Overview of Recommendations

Permanent Signs – Menu Boards



Sign By-law Review

Overview of Recommendations

Temporary Signs – Window Signs



Sign By-law Review

Overview of Recommendations

Temporary Signs – Lifestyle Images



Sign By-law Review

Overview of Recommendations

Temporary Signs - Light Pole Banner, Pole Poster



Sign By-law Review

Overview of Recommendations

Temporary Signs – Flags



Sign By-law Review

Overview of Recommendations

Temporary Signs – Mobile Signs



Sign By-law Review

Overview of Recommendations

Temporary Signs – A-Frame Signs



Sign By-law Review

Temporary Freestanding Signs Real Estate/Construction



Sign By-law Review

Overview of Recommendations

Hoarding Signs



Sign By-law

Overview of format

- **Short title, scope, severability, transition & repeal**
- **Definitions**
- **General** – prohibited signs, exemptions, permits required, issuance, enforcement, other administration etc.
- **Regulations by zone designation**
- **Regulations by specific uses – vehicle gas bar, vehicle sales establishments**
- **Regulations for the University of Guelph**
- **Regulations for Charitable Signs**
- **Regulations for Billboards**
- **Regulations for Electronic Message Boards**
- **Delegation of authority**

Summary & Next Steps

Staff Report



To	City Council
Service Area	Corporate Services
Date	Monday, October 26, 2020
Subject	Phase 2 Safe Restart Funding - Municipal Operating Relief

Recommendation

1. That Council endorse the following resolution which approves seeking additional funding for Phase 2 of the municipal operating stream, subject to Treasurer confirmation that eligibility criterion have been satisfied, as part of the federal-provincial Safe Restart Agreement;

"Whereas on March 11, 2020, the World Health Organization and the Canadian Government declared COVID-19 a global pandemic; and,

Whereas on March 12, Ontario ordered schools closed and by March 17, began a more extensive shut down; and,

Whereas the pandemic has led to the closure of public spaces, and the cancellation of events around the world, throughout the country, our province and right here within our own community, causing additional financial cost and pressures to the City; and

Whereas in response to the significant financial impacts of COVID-19, the City has taken steps to reduce expenditures. These steps include halting all discretionary spending; employee layoffs and placement of full-time employees on declared emergency leave; halting non-critical hiring; and prioritizing capital projects; and

Whereas staff are actively advocating with municipal counterparts to higher levels of government for emergency financing to assist with the projected losses rather than depleting the City's reserves in one year; and

Whereas on July 27, 2020, as part of the federal-provincial Safe Restart Agreement, the Ontario government announced that it has secured up to \$4 billion in emergency financial assistance to provide Ontario's 444 municipalities with the support they need to respond to COVID-19; and

Whereas the City's COVID-19 financial impacts projected up until December 31, 2020 surpassed the Phase 1 funding of the municipal operating stream after taking into consideration City-owned reserves and expenditure savings successfully mitigated;

Therefore be it resolved:

That, subject to Treasurer confirmation that eligibility criterion have been satisfied, Guelph City Council is seeking additional funding for Phase 2 of the

Executive Summary

Purpose of Report

This report serves as Council’s opportunity to endorse a resolution to seek additional funding for Phase 2: Funding for Additional Municipal Pressures as part of the federal-provincial Safe Restart Agreement to address COVID-19 financial operating impacts. The application process requires Council to approve this specific resolution as part of the eligibility requirement.

Key Findings

Council and staff have been very responsive and proactive in making decisions to mitigate the City’s current financial impact as well as provided relief for businesses and citizens who may be facing financial challenges due to the pandemic. In response to the emergency declaration, and fiscal difficulties brought by the pandemic, the City implemented several measures including; closure of facilities, service delivery changes, modified working environment for employees, redirected resources, 601 casual and seasonal part-time layoffs, halted non-critical hiring, and placed 127 full-time employees on declared emergency leave. Even with these actions taken to date, the City is experiencing significant revenue shortfalls and increased expenses related to COVID-19. Council and staff have recognized the need to mitigate the impact of these losses and various mitigation measures were implemented.

To qualify for Phase 2 of the Safe Restart Agreement – Municipal Operating stream, municipalities are required to demonstrate that the year-end deficit (net of the one-time emergency transit related funding of \$5.1 million) is going to be greater than the Phase 1 funding allocated totaling \$6.9 million. The application deadline is October 30, 2020 (or November 6, 2020 with an extension request) and since Council resolution is required before the updated year-end projection will become available, which must be based on September 30, 2020 actual results, we are seeking Council approval in advance to apply for Phase 2 funding should our Phase 1 funds not be enough. The provincially-directed timeline has left little time for our staff to forecast the year-end financial position, at a time when uncertainty about the impact the second wave of COVID will have on our operations is at its highest.

Staff will report back to Council through the third quarter operating variance report on the outcome of this assessment and eligibility. Based on the second quarter deficit projection, the City may not qualify for this second phase of emergency funding.

Financial Implications

COVID-19 related financial impacts projected at year-end are currently being assessed as part of third quarter in-depth operating variance review in consultation with respective departmental managers. Details of the operating year-end projection will be shared November 27, 2020 through the third quarter operating variance report to Council.

The emergency relief funding from the federal and provincial government totaling \$12 million provided the City with greater flexibility to respond to a second wave and has likely mitigated need to utilize the City's reserves in 2020 to manage the previously projected deficit. Staff are actively assessing eligibility to access additional emergency support funding given the known need for these funds throughout 2021.

Report

The COVID-19 pandemic has had a major impact on municipal finances by reducing revenues, increasing costs, and disrupting cash flows. While cost mitigation strategies are being pursued by municipalities, they often produce insufficient savings to cover the added costs and lost revenues being experienced. Like most other Canadian cities, the City made a dramatic shift in March 2020 when the realities of COVID-19 forced people into their homes, businesses to close and services to adjust almost overnight. In its response, the City provided fiscal and non-fiscal relief to residents and businesses, while maintaining critical community services including but not limited to the delivery of clean water, collection and treatment of wastewater, solid waste services, emergency services (police, fire and paramedics), and transit.

The City has been actively in support of the call for emergency municipal funding by the Federation of Canadian Municipalities and the Ontario's Big City Mayors due to the on-going revenue losses resulting from COVID-19, the limited access to revenue tools to manage through these impacts, concerns with property tax and user rate affordability and the forecasted need to rely upon reserve and reserve funds for a long-term period of uncertainty.

This report documents City's application process and considerations for Phase 2 funding of municipal operating stream as part of the federal-provincial Safe Restart Agreement.

Emergency funding for municipalities: the Safe Restart Agreement

The Safe Restart Agreement between the Federal and Provincial governments was announced on July 27, 2020. The Ontario government announced that it had secured up to \$4 billion in emergency assistance to provide Ontario municipalities with the support they need to respond to COVID-19.

The investment will provide support to municipalities and public transit operators to help them address financial pressures related to COVID-19, maintain critical services and protect vulnerable people as the province safely and gradually reopens. It includes:

- Up to \$2 billion to support municipal operating pressures, and
- Up to \$2 billion to support municipal transit systems.

Under the **municipal operating stream**, \$1.39 billion will be available to Ontario's municipalities to address operating pressures and local needs. This funding will be allocated in two phases: 50% allocated in Phase 1 for all municipalities, and 50% allocated in Phase 2 for municipalities that require additional funding.

Municipal Operating Funding Phase 1: Immediate Funding for Municipal Pressures

Phase 1 of this funding will be allocated on a per household basis and the City was allocated \$6.9 million to support COVID-19 operating costs and pressures. At the time of writing this report, the funding has not yet been received. In addition to this funding, the City was also allocated \$5.1 million from the municipal transit stream which the City received in September 2020 to offset the lost revenues in our transit system.

Phase 2: Funding for Additional Municipal Pressures

Phase 2 of this funding will be offered to those municipalities that can demonstrate that the 2020 COVID-19 operating costs and pressures exceed their Phase 1 per household allocation. A template for this municipal report and request for consideration for Phase 2 funding has been received on October 1, 2020 and will require:

1. Information about measures the municipality has undertaken to reduce financial pressures (e.g. use of reserves, cost saving measures);
2. Explanation of how the municipality applied or plans to spend Phase 1 funding towards COVID-19 operating costs and pressures;
3. A year-end forecast of COVID-19 operating costs and pressures;
4. Actual COVID-related impacts as of the end of the third quarter of the municipal fiscal year (September 30, 2020);
5. Treasurer's attestation as to accuracy of reporting; and
6. Resolution of Council seeking additional funding.

COVID-19 Financial Cost and Pressures Highlights

The City's revenue source is greatly impacted by the COVID-19 crisis. Increase in COVID-19 related cost were experienced to keep the community safe from the virus. Operating year-end variance projection reassessment are currently underway.

The actual COVID-19 related impacts and pressures as of the end of the third quarter of the municipal fiscal year (September 30, 2020) and a year-end forecast (October 1 – December 31, 2020) will be presented in detail through the third quarter operating variance report to Council on November 27, 2020.

To qualify for Phase 2 of the Safe Restart Agreement – Municipal Operating stream, municipalities need to demonstrate that the year-end variance is going to be greater than the Phase 1 funding received. Since Council resolution is required before the year-end projection will become available, we are seeking Council approval in advance to apply to Phase 2 should our Phase 1 funds not be enough.

The Phase 2 funding application template is to provide an overall picture of the municipality's 2020 financial position and information about service adjustments, use of reserves, and other measures the municipality is taking to manage 2020 COVID-19 operating impacts. It is not designed to collect claims-based information on a line-by-line basis. Capital expenses such as public works are not to be reported on.

Through the second quarter operating variance report, the City projected a total deficit of approximately \$10 million with an allowance for an additional \$3 million resulting from impacts of a second wave of programming and facility closures. Staff believed that based on projections to date, the City may not be eligible for Phase 2 funding which is disappointing given the expected revenue loss that will still be a reality throughout 2021.

Financial Implications

The projected financial impacts of COVID-19 as at December 31, 2020, including relief provided to the community, lost revenues as a result of the provincial emergency closure orders, and additional costs incurred for business continuity, and public health safety are currently being reassessed. Full details of the operating year-end projection will be shared through the third quarter operating variance report to Council on November 27, 2020.

The emergency relief funding from the federal and provincial government provided the City with greater flexibility to respond to a second wave and has likely mitigated need to utilize the City's reserves in 2020 to manage the projected deficit. Staff are actively assessing eligibility to access additional emergency support funding given the known need for these funds throughout 2021.

Consultations

Departments are responsible for managing their programs according to municipal standards and within the approved budget. The responsibility of monitoring the operating budget is shared by the operating departments and the Finance department. Department managers were provided financial reports based on their actual revenue and expenditures to September 30, 2020 with which they provided commentary in consultation with the Finance department.

Strategic Plan Alignment

The City's swift and responsive approach to managing the lost revenues and additional expenses resulting from COVID in 2020 demonstrates the Strategic Plan's Working Together for our Future priority through maintaining a fiscally responsible local government. The application of further emergency grant funding would be consistent with this goal of managing the negative fiscal impacts through 2021.

Attachments

None

Departmental Approval

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Staff Report



To	City Council
Service Area	Public Services
Date	Monday, October 26, 2020
Subject	Supportive and Affordable Housing Update

Recommendation

1. That the Supportive Housing and Affordable Housing Update report be received.
 2. That Habitat for Humanity be permitted to pay Development Charges of \$282,631 over a six year installment plan on phase one of Cityview Affordable Homeownership Housing Project.
 3. That the Mayor and Clerk be authorized to execute the six year installment plan agreement with Habitat for Humanity.
-

Executive Summary

Purpose of Report

This report will provide an update on supportive housing projects in the community along with an update to the Council motion from August 24, 2020. With the [Affordable Housing and Funding Requests report](#), Council directed staff to work with the Drop In Centre to determine a source for funding to help with moving the Parkview Motel into supportive housing.

Key Findings

There is a need for permanent supportive housing in Guelph. The Drop In Centre seeks financial support of \$540,000 to purchase the Parkview Motel to convert it into 36 permanent supportive housing units. As this request looks to help purchase property, there is a risk to the City that funds could be returned if the project cannot be completed. Currently, the property is not zoned correctly for this type of housing, which could hold up or prevent the success of this project. This project may have a strong application to a newly-announced Federal grant in response to COVID-19, called Rapid Housing Initiative, as it is designed to support acquisition of land and conversion of existing housing.

In 2020, a number of other housing developments, including Kindle Communities and Habitat for Humanity, have presented formal and informal financial requests to the City. Projects are all at slightly different stages but look to support vulnerable sectors of the community through affordable and permanent supportive housing. The different development projects are looking for support through direct grants, development fee waivers, and/or land.

Specifically, Kindle Communities announced they would explore being the proponent of a new construction of permanent supportive housing. Kindle has also

developed a partnership with Skyline and SkyDev that includes a piece of land (though the address has not yet been publicly announced). Kindle is requesting \$550,000 in funding from the City to support the project and show great success for other grants because of financial supports from a municipality.

The City also received a formal request for funding from Habitat for Humanity. Habitat is building a 28 unit multi-residential affordable housing project on Cityview Drive South. The City has supported this project through Development Charge (DC) deferrals, but due to loss of revenue as a result of COVID-19 and without a formal application process to request City funding, Habitat is now looking for funding to offset pending municipal fees. Habitat is requesting a six-year deferral (installment) plan for one phase of the project and an \$188,422 grant to support DCs for the second phase.

All levels of government have a role to play in supporting and funding the most vulnerable in our community through a housing first model. Provincial and Federal programs often refer to the County of Wellington as a local agent for social services (inclusive of housing). Attachment 1, Potential Funding Sources for Affordable/Supportive Housing in Guelph, outlines the specific potential funding sources for housing at each level of government.

The City of Guelph no longer has the staffing resources available to handle these multifaceted housing files, as those positions were eliminated in 2014. Beyond our normal statutory planning processes, there is no capacity or expertise on staff to handle the intake, review, and processing of the funding applications for these highly complex housing projects. Staff were directed to work with the County of Wellington to determine if it would be advantageous to transfer the responsibility for the disbursement of funds to their organization – until such time as the County takes over this responsibility, additional staff resources will be needed at the City of Guelph to properly resource the housing files.

Financial Implications

Currently, the City funds housing initiatives along the housing continuum with annual budgets totaling \$27.2 million. This is inclusive of funding provided by the City to incent new housing development and provide social services that support members of the community accessing housing assistance, including child care and income supplements. In addition, from a property assessment and taxation perspective, 30 residential/multi-residential housing properties are receiving a tax exemption of \$235,000 annually.

The City has two reserves where a portion of the above-noted annual budget gets held until development projects or social services requirements are identified. Currently the annual funding is not sufficient to fund the estimated \$3.5 million in community requests related to supportive and affordable housing. Overdrawing on the Affordable Housing Reserve in this magnitude would take eight years to repay, assuming Council continued the annual base budget contribution of \$500,000. Consideration should be given to releasing the previous commitment to Rockwater on Janefield Inc. given current bankruptcy protection proceedings and reprioritizing this City funding to projects that are imminent.

The Drop In Centre is requesting \$540,000 in funding. There is significant financial risk relating to the City providing a grant in advance of the project meeting certain development stage milestones. As this request for funding looks to support the

purchase of property even before the supportive housing project can begin, there is a risk to the City that the project cannot either find the next steps in funding or continue at all. We have seen this occur recently through the bankruptcy protection filing for Rockwater on Janefield Inc.; these developments are not certain.

Although the City would enter into a funding agreement with the Drop In Centre including provisions to return funding if conditions are not met, it is unlikely the Centre would have available cash without liquidating the property to return funds back to the City. For this reason, staff are recommending that if Council intends to proceed with a commitment, this be done in writing only, with any funding released only once conditions are met. These conditions would include building permit issuance, and funding commitments from other levels of governments. Priority should be given to projects that leverage City funding to access other granting programs as described in the Council-approved [Affordable Housing Financial Incentives Program](#).

Report

Background

In 2020, a number of housing developments for affordable and permanent supportive housing have presented formal and informal financial requests of approximately \$3.5 million to the City. Projects are all at slightly different stages but look to support vulnerable sectors in the community. Some projects are working in the background on confirming locations and funding before publicly announcing details.

The last request for funding from the City's Affordable Housing Reserve was approved for St. Joseph's Housing Corporation's Maple Seniors Community Project. On August 24, 2020, staff recommended funding for an additional \$800,000 be awarded to St. Joseph's to support 65 mixed sized affordable units. St. Joseph's also received funding \$364,000 from the City in May of 2019 and recently received \$1.6 million from the County of Wellington.

Alongside of the initial funding to St. Joseph's in May of 2019, through the [Funding Requests from the Affordable Housing Reserve](#) report, Council also approved funding for Rockwater on Janefield Inc. in support of 165 mixed sized affordable rental apartment units. In August 2020, the City Solicitor received notification that legal proceedings have commenced against Rockwater on Janefield Inc. under the Bankruptcy and Insolvency Act. Staff expected that Rockwater on Janefield Inc. will not be able to proceed as planned, or certainly not in 2020 as hoped. Until official notices are provided, staff continue to hold committed funds and monitor the situation. Council consideration should be given to releasing the previous commitment to Rockwater on Janefield Inc. given current bankruptcy protection proceedings and reprioritizing this City funding to projects that are imminent.

In addition to the approval of funding for St. Joseph's on August 24, 2020, Council passed the following motion:

That staff be directed to work alongside the Drop In Centre to determine a source of funding to help with moving the Parkview Motel into supportive housing, and that this information come back to Council by the October regular Council meeting for further consideration.

The Welcome Drop In Centre

The Drop In Centre was founded in 1983 by Sister Christine Leyser in downtown Guelph. Sister Christine started with the idea of creating a community space that was welcoming to all individuals, especially those living on a limited income. The goal of Sister Christine was to provide food and friendship, and connect individuals to the supports they needed.

In 1986, in partnership with the County of Wellington, the Drop In Centre began providing shelter supports for Guelph at the Stepping Stone Shelter on Highway 6, providing 18 beds to both men and women. In 2002, a Women's Shelter was opened for women and children. Over the years, the local motels have been used for families and individuals.

The Drop In Centre also supports a 24 unit complex called Yorkhaven Supportive Housing. This housing complex provides long-term, affordable housing to individuals who were experiencing homelessness.

With their board support, the Drop In Centre looks to create more permanent supportive housing in Guelph. The new housing proposal is to convert the current Parkview Motel location at 721 Woolwich Street to 36 bachelor units and add other shared amenities, including providing 24-hour social service supports. The Drop In Centre has secured a letter of intent for non-competitive purchase from the motel owners. The offer expires October 14, 2020.

Planning Development and Zoning Changes

The current Parkview Motel is zoned as Specialized Service Commercial Hotel/Motel (SC.1-11). In order to transition the location to permanent supportive housing, a zoning amendment will be required. The Zoning Bylaw contains provisions for supportive housing uses in residential zones on a site specific basis. The zoning for this property would need to be amended to permit residential use and a range of services designed to assist residents who need specific support services while allowing them to maintain a level of independence. While a Ministerial Zoning Order may be an option, staff do not support pursuing this option as it circumvents our Council- approved processes related to community engagement.

Building permits are required for any renovations or a change of use from motel to care/treatment or other occupancy. The extent of renovations and change of use would be considered at the time of building permit application and would need to comply with the applicable zoning in place at the time.

Funding Request and Risk to the City

The Drop In Centre requests \$540,000 towards the down payment of purchasing the Parkview Motel from the City. The Drop In Centre is able to leverage other funding towards the remainder of the required down payment. The Centre is in a strong financial position with continued grants, donations and no debt, including fully owning the three buildings where they offer shelter programs. Showing support for the project, the Centre has also received Canadian Mortgage and Housing Corporation (CMHC) SEED Funding to assist with next steps on the property acquisition.

Through the Affordable Housing Financial Incentive Program, the City has always aligned to other levels of governments, mainly CMHC's Co-Investment Fund, to ensure the viability of projects, financial security, continued affordability rates, and

follow through on services. As this request for funding looks to support the purchase of property even before the supportive housing project can begin, there is a risk to the City that the project either cannot find the next steps in funding or continue at all. Although the City would enter into a funding agreement with the Drop In Centre including provisions to return funding if conditions are not met, it is unlikely the Centre would have available cash without liquidating the property to return funds back to the City.

Funding Request and Relationship with County of Wellington

The Drop In Centre and the County of Wellington Housing office work closely together to provide shelter and supportive housing in Guelph. The Drop In Centre has provided County staff with details and planning specifically to the opportunity for supportive housing at the Parkview Motel.

In the County's last Request for Proposal for access to the Affordable Rental Housing Development Fund, the Drop In Centre was one of four top scoring applications by the RFP evaluation team. The County indicated that all projects would mean a great deal to the community and are much needed affordable options for some of the most vulnerable. Although the Drop In Centre was not successful in receiving funding for the project, it does not necessarily mean County staff are not supportive of the project, only that another project was selected. The County also looks to align to other levels of government programs, like CMHC's Co-Investment Fund. The County has not provided funding or in-kind supports for this project.

City Staff will continue to work close with the County, as the subject matter expert on housing. The County is imbedded in all housing programs and has a deeper relationship with health and social service providers.

Permanent Supportive Housing Compared to Affordable Housing

Permanent Supportive Housing is an evidence-based and cost-effective solution for people who are chronically homeless and/or highly vulnerable because of long-term disabilities, such as mental illnesses, developmental disabilities, substance use disorders, and chronic health conditions. It provides a physical environment that is designed to be safe, secure, enabling, and home-like, with support services such as social services, health supports, provision of meals, social and recreational activities, in order to maximize residents' independence, privacy, and dignity. Permanent Supportive Housing in Guelph looks to support the most vulnerable who are living with mental health and addictions, and who are ready to engage in support.

Affordable Housing is housing that is owned or rented by a household with shelter costs (rent or mortgage, utilities, etc.) that are less than 30 per cent of its gross monthly household income. We see partnerships and supports to applications to the Canadian Mortgage and Housing Corporations Co-Investment Fund that requires units be offered at least at 80 per cent of the Median Market Rental rate for a minimum of 20 years.

Permanent Supportive Housing supports individuals moving from homelessness into housing while offering 24-hour supports compared to offering an affordable financial price. Those moving from homelessness into housing have a deeper financial need and a deeper need for medical and mental health supports. However, Affordable Housing – one step along the housing continuum – can still be

unattainable for some, as 80 per cent market rent can be out of reach for individuals on social assistance.

Starting in early spring 2020, the shelter system in Guelph began utilizing hotels to support physical distancing during COVID-19. By the fall of 2020, the shelter recorded 80-90 individuals accessing services. The adjusted shelter proved that when individuals are able to live in permanent supportive housing, the individual's health and wellness improved. The interim shelter system was an opportunity to build a program with 24 hour supports and build partnerships with other social and health providers, while continuing to offer individuals access to supports for mental health, addiction, and medical health.

Supportive and Affordable Housing Projects in Guelph

By early 2020, a number of housing developments have presented formal and informal financial requests to the City. Projects are all at slightly different stages but look to support vulnerable sectors of the community through affordable and permanent supportive housing. The different development projects are looking for support through direct grants, development fee waivers, and/or land.

Including the Drop In Centre, City staff continue to work with the approximately five to eight requests or ongoing projects in the community. Although not confirmed, the funding requests for these projects, including those outlined below, appear to be approximately \$3,500,000 in direct grants, development fee waivers, and/or offset of other fees. To date, the City has not permitted the waiver of development fees under the Municipal Act but could fund the equivalent via a grant through approved incentive programs and funded from other City reserves. New provincial legislation (September 18, 2020), through Bill 108, will now allow Municipalities to exempt the new community benefit charges for organizations with a core objective to provide housing. A bylaw will be required before this can occur.

Currently, requests for funding to the Affordable Housing Reserve do not have a formal request for proposals (RFP) or application process. When engaged with organizations, staff request a written letter to act as the formal request. Without transparency or communication to the community on process or timelines, Council is only being provided with fulsome details once staff are directly made aware of a project, or if the proponent chooses to share details with members of Council directly. Resources are needed to develop a more transparent program or delegate this work to the County or another organization.

It is important to provide details of a few projects that have made formal written requests for funding as context.

Project – Kindle Communities

Recently, Kindle Communities announced they would explore being the proponent of a new construction of permanent supportive housing. Kindle also announced a partnership with Skyline and SkyDev that includes a piece of land to be gifted to Kindle for the purpose of a supportive housing building. Although the piece of land has been identified, it has not yet been shared with the wider community. Kindle is developing a communication and engagement strategy, while connecting with key stakeholders and community leaders.

All partners are working with the City on design and pre-consultation in preparation of the development. Through the design phase, Kindle has submitted a SEED grant

with CMHC, is exploring additional capital funding, has begun discussions with health partners and has developed a communication and engagement strategy.

Beyond the development partnership, Kindle is requesting \$550,000 in funding from the City to offset the Development Charges (DCs) and other City fees. The project plans to offer deep affordable rent at 80 per cent of market rent, and they are committed to exceeding the 20-year minimum for affordability. Kindle will work to submit an application to the CMHC's Co-Investment Fund that acknowledges better success for funding when there are municipal partners.

Project – Habitat for Humanity/Cityview Village

In 2017, Habitat for Humanity began building a 28-unit multi-residential affordable housing project on Cityview Drive South. The project is a mix of one to three bedroom unit homes, along with some home ownership programs and affordable market rentals, and includes four accessible sized units.

In April of 2017, to extend payment of DCs and to assist with cash flow on this project, Council approved deferral of DC payments by three years. Although the City deferred the DCs, interest still accrued and is due with the principal payment at the end of the third year. The first payment of three phases was due in July and the second phase in November of 2020.

Without a formal application process to apply for funding from the Affordable Housing Reserve, organizations cannot know when to request funding from Council or update staff on changes of project details. Habitat appears to be requesting funding late in their project timeline. They were unaware there was an opportunity to express need or interest. Over the last three years, Habitat has been successful in securing other levels of government grants. These grants provide oversight or control of affordability rates, and those rates will be maintained over at least 20 years.

Due to COVID-19 and loss of revenue at the ReStores and fundraising, Habitat has depleted their cash reserves in completing the project. They have launched a fundraising campaign called Hearts for Homes, with a goal of \$350,000 in order to address their cash shortfalls. Eight families will move into the final phase housing in November.

Working closely with City staff, Habitat is requesting support for the affordable home ownership and rentals. Habitat has requested the following:

- For phase one – For the 12 home ownership units that are occupied, funding support of \$20,179 to cover the interest owed on phase one DCs and an installment payment plan of \$262,452 for the original DCs over six years.
- For phase two – For the eight affordable rental units, support of \$188,422 (original DCs of \$174,968 plus the interest) as a grant to cover the full cost. Where the full funding for this phase is not possible, Habitat requests an installment payment plan over 20 years.

This is a grant request totaling \$208,601 from the Affordable Housing Reserve and aligns to the criteria or support from within the Affordable Housing Financial Incentives Program. Habitat has only requested support for interest and a deferral plan in phase one, as that phase does not align to another government level granting program, where phase two aligns to and has received funding from the Investment in Affordable Housing agreement through the Province of Ontario and

County of Wellington. This alignment to another granting body ensures affordability is maintained for the desired length of time.

DCs from phase three will come due in 2022, where it is anticipated Habitat would come back to request a grant to cover the \$155,750 (original DCs of \$144,716 plus interest) in City charges. Staff support issuing a six year installment plan for phase one at Cityview through the following motion:

That Habitat for Humanity be permitted to pay Development Charges of \$282,631 over a six year installment plan on phase one of Cityview affordable homeownership housing project.

Staff recognize the request for funding for the interest incurred (\$20,179) from the three year deferral agreement, but support including the full amount owed, originally DCs and the interest, in the installment plan.

Roles of Each Level of Government

Each level of government has a role to play in housing in our community. Those roles are outlined below for both the City of Guelph and the County of Wellington, as the Guelph Consolidated Municipal Service Manager, as well as the Provincial and Federal levels of government. Attachment 1, Potential Funding Sources for Affordable/Supportive Housing in Guelph, outlines the specific potential funding sources for housing. Based on timing of Council's request for information, it was not possible to validate if all programs are specific to the Drop In Centre project and if funding is still available in all programs.

Municipal - City of Guelph

The City's Official Plan is a statement of goals, objectives and policies that guide Guelph's growth and development. The Official Plan follows the provisions of the Planning Act and is approved by the Ministry of Municipal Affairs and Housing. Part of the Official Plan is recognizing the importance of housing, including affordable housing, in meeting the needs of the City's existing and future residents. To address the need for affordable housing in Guelph, the [Affordable Housing Strategy](#) and the Affordable Housing Financial Incentives Program were established in 2017.

On the housing continuum, affordable rental housing and other rental or ownership housing defers to the City of Guelph. Where currently affordable housing is the role of the City, we look to support and guide these developments without expertise, research, process, and necessary resources. The City refers to the County of Wellington as our provincially-appointed Consolidated Municipal Service Manager, as the subject matter expert. Without proper resources or expertise, the City should not be expected to lead this work outside of the Official Plan requirements.

Previously, the City of Guelph had staff positions directly responsible for the oversight of social services files, including housing – these positions included the General Manager of Community and Social Services, and the Social Services Policy Liaison. Both of these positions were eliminated in 2014, and so we no longer have subject matter experts on staff who have the available time and expertise to adequately address these complex housing issues or to provide appropriate advice and guidance to Council.

In August 2020, with the Affordable Housing and Funding Requests, Council approved for City staff to work with the County of Wellington on options and opportunities to have the County take a more active role in affordable housing

incentives in Guelph. The County is willing to explore options, but teams have not yet met. Staff will report back on options, collaborations with other funding streams and any associated risks by Q2 of 2021. Should the decision be made not to proceed with the transferring of authority to the County for the allocation of affordable housing incentives, then additional City staff resources will be needed moving forward to respond appropriately to these complex issues.

Currently, the City uses the Affordable Housing Reserve to support new local affordable housing units or projects. Although the Affordable Housing Financial Incentives Program supports decisions, requests for funding from this reserve do not have a formal request proposals (RFP) or application process. When engaged with organizations, staff request a written letter to act as the formal request. A more transparent program is required.

The City uses the Social Housing Contingency Reserve to hold funding for the County. This reserve is designed to mitigate against variances related to the social services provided by the County of Wellington on behalf of the City.

These programs are all outlined in Attachment 1 Potential Funding Sources for Affordable/Supportive Housing in Guelph.

Municipal - County of Wellington

As Consolidated Municipal Service Manager (Service Manager) for the City of Guelph, the County of Wellington manages the rent-geared-to-income (social) housing stock in our community. The County administers federal and provincial funding programs and provides service system planning for housing options across the housing continuum including Emergency Shelter, Transitional Housing, Supportive Housing, and Rent-Geared-to-Income.

The County provides expertise, accountability, and policy for housing services in the community. The City of Guelph annually funds the County \$16.5 million for housing that contributes directly to the emergency shelter system and the community's rent geared to income social housing portfolio. The County has rights and jurisdiction (or control) over social housing work as the subject matter experts and Service Manager. The delivery of local funding in support of social housing has little flexibility as spending is required in accordance with provincial and federal legislation. Specially, as Service Manager, the County is accountable to the Province's Ministry of Municipal Affairs and Housing and is legislated to meet all requirements of the Housing Service Act and its regulations. Beyond this legislative requirement, additional funding could provide for the development of more housing options across the housing continuum, including supportive and social housing options.

The County of Wellington is responsible for the delivery and administration of provincially mandated social and affordable housing programs, as well as initiatives to prevent and address homelessness. At a high level, the County delivers the following programs:

- Owns and operates 1189 rent-geared-to-income (RGI) units and 131 units of affordable housing
- Provides financial support and legislative oversight to 20 non-profit housing providers and housing co-operatives located in the County of Wellington and the City of Guelph (who support over 1,000 rent-geared-to-income units and nearly 500 affordable market rental units)

- Provides federal and provincial funding and resources to support the development of affordable housing, operated by external housing partners in Guelph-Wellington
- Offers varied levels of support to individuals and families who need help finding and keeping a home
- Leads the Guelph-Wellington Built for Zero-Canada Campaign, a national movement to end chronic homelessness
- Administers funding for housing stability programs across the Service Manager Area and funds emergency shelters in Guelph

The County, as an agent for the Provincial and Federal governments, administers funding through a number of programs. These programs, like Reach Home and Ontario Priorities Housing Initiative, are outlined in Attachment 1 Potential Funding Sources for Affordable/Supportive Housing in Guelph

Provincial Government

The Province provides annual funding to Service Managers who design and deliver a wide range of local programs and services for people experiencing or at risk of homelessness. Service Managers are accountable to the Province's Ministry of Municipal Affairs and Housing and are legislated to meet all requirements of the Housing Service Act and its regulations.

These Provincial appointed Service Managers play an important role in the delivery of housing and homelessness programs and services in Ontario. Service Managers are the primary funders of social housing for low-to-moderate income households. In addition, Service Managers oversee numerous affordable housing initiatives that provide housing assistance for people at a range of incomes who cannot afford local market rents. The Province appointed the County of Wellington as the local Service Manager for the City of Guelph as well as the County region.

Programs administered for the Province by the County are outlined in Attachment 1 Potential Funding Sources for Affordable/Supportive Housing in Guelph.

Federal Government

The Federal government announced Canada's 10-Year National Housing Strategy in November of 2017. The goal of this strategy is to make sure Canadians across the country can access housing that meets their needs and that they can afford. In April 2018, the Federal and Provincial government signed a bilateral agreement under the National Housing Strategy. Both levels of government will continue to work together on implementation details related to the National Housing Strategy.

Through Reaching Home, a community-based program aimed at preventing and reducing homelessness, the Federal government provides direct funding to the County of Wellington to select, approve and manage projects in the local area based on the local community homelessness plan and priorities. Reaching Home supports the goals of the National Housing Strategy; in particular, it supports the most vulnerable Canadians by maintaining safe, stable, and affordable housing. It looks to reduce chronic homelessness nationally by 50 per cent by 2028.

The Federal government also supports housing through granting streams administered by the Canadian Mortgage and Housing Corporation. This and other Government of Canada programs are outlined in Attachment 1 Potential Funding Sources for Affordable/Supportive Housing in Guelph.

COVID-19 Financial Relief

The financial and health effects of COVID-19 have not yet been fully recognized. Anecdotally, among other effects, individuals have seen strains on personal finances because of loss of jobs that then effect housing and mental health. More individuals and families are beginning to experience homelessness and/or low income.

In response, the Federal government has allocated additional funding to the Reaching Home Program and just recently announced additional funding to CMHC for Rapid Housing Initiative (RHI). This new initiative will support the construction of modular housing, as well as the acquisition of land, and the conversion of existing buildings to affordable housing. Although details and criteria for RHI have not been announced yet, CMHC acknowledges a quick ongoing application process that looks to announce all commitments by March 31, 2021 in order to see individuals housed by the end of 2021. Funding support for the Drop In Centre for the Parkview Motel project might be better suited to come from the RHI program.

These programs are also outlined in Attachment 1 Potential Funding Sources for Affordable/Supportive Housing in Guelph.

Financial Implications

Financial support for housing continuum

The City contributes \$16.5 million to the County of Wellington for social housing services as the provincially appointed Social Service provider. The City also provides the County with \$6.5 million in funding for the wrap-around housing services including childcare and income subsidies. In addition, the City contributes on average \$3.7 million annually to fund legislated DC exemptions on secondary/accessory unit development in the City (contributing to housing availability).

Further, the City has a Council-approved Affordable Housing Financial Incentive Program that is funded through annual contributions of \$500,000 to the Affordable Housing Reserve. Based upon commitments to date in 2020, assuming the funding for Rockwater on Janefield Inc. is held, and with the additional commitment to St. Joseph's in August 2020 for \$800,000, the reserve is currently over spent by \$300,000.

The City also has a Social Housing Contingency Reserve that is designed to mitigate against variance related to the social services provided by the County of Wellington on behalf of the City. The current uncommitted balance of this reserve is \$633,000, and there is no annual budgeted contribution to this reserve. Due to COVID-19 and the mounting City tax supported deficit and expectation that these services will be highly in need through a recessionary period, staff are not recommending the use of these funds for affordable housing projects at this time. However, they will be used to fund overages in the social housing and benefit programs.

From a property assessment and taxation perspective, 30 residential/multi-residential housing properties are receiving a tax exemption of \$235,000 annually. The City has exempted three multi-residential properties from taxation via bylaw as Municipal Capital Facilities for housing, as these entities have agreements with the County. The total of this exemption for 2020 is \$88,000. Also through exemption in the Assessment Act, a further 27 residential housing properties have exemptions

from taxation. For 2020, that total exemption is \$147,000. These properties are owned and used as residential housing for organizations including, but not limited to, Community Living Guelph, Hopewell Children's Homes, Wyndham House, and Canadian Mental Health Association.

Affordable and supportive housing community requests

The City is aware of formal and informal requests for funding from five to eight other community projects, including those within this report, for permanent supportive housing and affordable housing projects of approximately \$3,500,000 in direct grants, development fee waivers, and/or land. All projects are at different stages and not all the details are available to staff for recommendations to Council. However, if all requests were to be approved, the Affordable Housing Reserve would be in a negative position of approximately of \$3,800,000. This deficit would take eight years to repay assuming Council continued the annual base budget contribution of \$500,000 to this reserve.

The Drop In Centre is requesting \$540,000 in funding. There is significant financial risk relating to the City providing a grant in advance of the project meeting certain development stage milestones. As this request for funding looks to support the purchase of property before the supportive housing project even can begin, there is a risk to the City that the project either cannot find the next steps in funding or continue at all. We have seen this occur recently through the bankruptcy protection filing for Rockwater on Janefield Inc.; these developments are not certain.

Although the City would enter into a funding agreement with the Drop In Centre including provisions to return funding if conditions are not met, it is unlikely the Centre would have available cash without liquidating the property to return funds back to the City. For this reason, staff are strongly recommending that if Council intends to proceed with a commitment, this be done in writing only, with any funding released only once conditions are met. These conditions would include building permit issuance, and funding commitments from other levels of government. Priority should be given to projects that leverage City funding to access other granting programs as described in the Council-approved Affordable Housing Financial Incentive Program.

Recent legislative changes to encourage housing

To help remove housing development barriers, the Province passed legislation in January 2020 through Bill 108, to permit deferrals of DCs for not-for-profit organizations. This current legislation allows DC payment options for rental and institutional developments and non-profit housing. Rental housing and institutional developments can pay DCs in six installments over five years. Non-profit housing can take up to 20 years, with 21 installments to pay for DCs. Interest on DC installments will be payable annually until DCs are paid in full. The Province has also recently (September 18, 2020) passed the legislative change that allows a Municipality to exempt the new community benefit charges (CBC) for any corporation or non-for-profit organization where their core objective is to provide housing. A CBC bylaw must be approved and in effect by September 2022.

Alternative Options to Fund

Funding requests from the Drop In Centre, Kindle Communities, and Habitat for Humanity combined are just under \$1.3 million. If Council wanted to fund projects presented in this report, the Rockwater on Janefield Inc. commitment for \$924,000

could be rescinded and their request could be reviewed again when their legal proceedings are resolved. If the Rockwater on Janefield Inc. commitment is rescinded and Council commits using the remaining 2021 budgeted amount, there could \$1,124,000 available in the Affordable Housing Reserve. This would be a gap of approximately \$200,000 from the requests to the available funds.

The further overspending of the 2021 budget assumes that the base operating budget will be approved in advance of deliberations. This could commit or spend all funding until the start of 2022 when \$500,000 from base budget would be available. There would not be funding available to support any new projects until at least 2022.

The following motions could be possible.

Rescind the commitment to Rockwater on Janefield Inc., releasing \$924,000

1. THAT the commitment for funding for \$924,000 to Rockwater on Janefield Inc. affordable housing project that was approved on May 27, 2019 through Funding Requests for the Affordable Housing Reserve (IDE-2019-60) be rescinded.

Council could then fund the other projects discussed within this report proportionately to allocate all available funds through to the end of 2021.

Fund the Drop In Centre: \$475,000

1. THAT a financial incentive in the amount of \$475,000 be provided to the Drop In Centre for a supportive housing project at the current Parkview Motel property.
2. THAT staff be directed to enter into an agreement with the Drop In Centre to implement the municipal incentive to the satisfaction of the Deputy Chief Administrative Officer of Public Services, the City Solicitor and the Treasurer.
3. THAT the Mayor and Clerk be authorized to execute the Municipal Incentive Agreement with the Drop In Centre.

Fund Kindle Communities: \$484,000

1. THAT a financial incentive in the amount of \$484,000 be provided to Kindle Communities for a supportive housing project subject to approval of the National Housing Co-Investment Fund.
2. THAT staff be directed to enter into an agreement with the Kindle Communities to implement the municipal incentive to the satisfaction of the Deputy Chief Administrative Officer of Public Services, the City Solicitor and the Treasurer.
3. THAT the Mayor and Clerk be authorized to execute the Municipal Incentive Agreement with the Kindle Communities.

Fund Habitat for Humanity: \$165,000

1. THAT a financial incentive in the amount of \$165,000 be provided to Habitat for Humanity to cover phase two costs at the Cityview Affordable Housing Project subject to maintaining approval through the Investment in Affordable Housing Agreement.
2. THAT staff be directed to enter into an agreement with the Habitat for Humanity to implement the municipal incentive to the satisfaction of the Deputy Chief Administrative Officer of Public Services, the City Solicitor and the Treasurer.

3. THAT the Mayor and Clerk be authorized to execute the Municipal Incentive Agreement with the Habitat for Humanity.

Consultations

Staff worked closely with community partner organizations, including the Drop In Centre, Kindle Communities, and Habitat for Humanity, along with City Planning, Intergovernmental, and Finance Departments.

Strategic Plan Alignment

Supporting community housing developments to increase affordable housing in Guelph aligns to our Strategic Plan through Building our Future. This pillar supports a community that looks to make investments that nurture social well-being and offers a safe place where everyone belongs. With the County of Wellington, the City of Guelph supports Housing First initiatives as an approach to support everyone having access to safe and affordable housing.

Attachments

Attachment-1 Potential Funding Sources for Affordable/Supportive Housing in Guelph

Departmental Approval

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Attachment 1 – Potential Funding Sources for Affordable/Supportive Housing in Guelph

Municipal

Source	Funding Opportunity	Description
City of Guelph	Affordable Housing Reserve	A reserve fund intended to support new local affordable housing projects.
City of Guelph	Social Housing Contingency Reserve	The Social Housing Contingency Reserve is designed to mitigate against variance related to the social services provided by the County of Wellington on behalf of the City.

Consolidated Municipal Service Manager Province of Ontario

Source	Funding Opportunity	Description
Locally administered by the County of Wellington	Canada – Ontario Community Housing Initiative	This program can be used by Service Managers to repair, regenerate, and expand community housing.
Locally administered by the County of Wellington	Ontario Priorities Housing initiative	Flexible funding provided to Service Managers to address local priorities in the areas of housing supply and affordability.
Locally administered by the County of Wellington	Social Services Relief Fund	COVID-19 response-related funding to cover temporary accommodation, shelter renovation, and new facilities to expand housing options.

Federation of Canadian Municipalities / Government of Canada

Source	Funding Opportunity	Description
Federation of Canadian Municipalities	Green Municipal Fund	The GMF has several streams to support the creation of housing, including funding for capital projects, pilot projects, studies, etc.

Canada Mortgage and Housing Corporation / Government of Canada

Source	Funding Opportunity	Description
Canada Mortgage and Housing Corporation	SEED Funding	Provides interest-free loans and/or non-repayable contributions for new construction / conversions and to preserve existing community housing projects.
Canada Mortgage and Housing Corporation	National Housing Co-Investment Fund: New Construction	Low-cost and forgivable loans for public-private housing projects that are energy-efficient and accessible, including conversions.
Canada Mortgage and Housing Corporation	National Housing Co-Investment Fund: Revitalization	Low-cost and forgivable loans for public-private housing projects that are energy-efficient and accessible. Monetary or in-kind contributions are required.
Canada Mortgage and Housing Corporation	Affordable Housing Innovation Fund	Loans, forgivable loans, and financing options for innovative projects that contribute to the fight against homelessness, including retrofit models. Not currently accepting new applications due to overwhelming interest.
Canada Mortgage and Housing Corporation	Rapid Housing Initiative	In response to COVID-19, the program looks to address the urgent housing needs of vulnerable Canadians by rapidly creating new affordable housing. The program will support the construction of modular housing, as well as the acquisition of land, and the conversion of existing buildings to affordable housing.

Designated Community Entity / Government of Canada

Source	Funding Opportunity	Description
Locally administered by the County of Wellington	Reaching Home Program Funding	Eligible projects under the Reaching Home Program are those that align with the priorities established in the Designated Community Entity's Community Plan. Capital investments are eligible projects under the program's overarching framework. Typically, federal dollars must be matched, but this requirement has been waived for projects related to the government's COVID-19 Economic Response Plan.