



## **Minutes of Committee of the Whole Meeting**

**February 7, 2022, 2:00 p.m.**

**Remote meeting live streamed on [guelph.ca/live](https://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
Absent:	Councillor M. Salisbury
Staff:	S. Stewart, Chief Administrative Officer C. Clack-Bush, Deputy Chief Administrative Officer, Public Services J. Holmes, Deputy Chief Administrative Officer, Infrastructure, Development and Enterprise Services T. Lee, Deputy Chief Administrative Officer, Corporate Services B. Swartzentruber, Executive Director, Smart Cities Office T. Baker, General Manager, Finance/City Treasurer D. Godfrey, General Manager, Operations J. Regan, General Manager, Economic Development and Tourism A. Vilko, General Manager, Facilities and Energy Management K. Walkey, General Manager, Planning and Building Services C. Masterson, Manager, Tourism and Destination

Development  
D. Messer, Manager, Circular Opportunity Innovation  
Launchpad.  
J. McNeice, Manager, Our Food Future Initiative  
R. Steepe, Administrative Assistant, Smart Cities  
S. O'Brien, General Manager, City Clerk's Office/City Clerk  
T. Di Lullo, Council and Committee Coordinator  
G. Meades, Council and Committee Coordinator

Also Present: Justine Dainard, Program Manager, Smart Cities, County of  
Wellington

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## **2. Call to Order - Chair O'Rourke**

Councillor O'Rourke called the meeting to order. (2:01 p.m.)

### **2.1 Disclosure of Pecuniary Interest and General Nature Thereof**

There were no disclosures.

## **3. Staff Recognitions**

### **3.1 City of Guelph - 2021 Lean Yellow Belt Graduates**

Scott Stewart, Chief Administrative Officer, provided an introduction for the Lean Yellow Belt Graduates presentation. Colleen Clack-Bush, Deputy Chief Administrative Officer, Public Services introduced the graduates from Public Services service area. Jayne Holmes, Deputy Chief Administrative Officer, Infrastructure, Development and Enterprise, introduced the graduates from the Infrastructure, Development and Enterprise service area. Trevor Lee, Deputy Chief Administrative Officer, Corporate Services introduced the graduates from the Corporate Services service area and provide closing remarks.

## **4. Service Area - Governance**

## **5. Items for Discussion - Governance**

### **5.1 Smart Cities Update – Our Food Future and Circular Opportunity Innovation Launchpad (COIL) - 2022-31**

Scott Stewart, Chief Administrative Officer, introduced the Smart Cities Update presentation. Barb Swartzentruber, Executive Director, Smart Cities provided high level information regarding the Smart Cities

Update. Jonathan McNeice, Manager, Our Future Food Initiative, David Messer, Manager Circular Opportunity Innovation Launchpad and Justine Dainard, Program Manager, Smart Cities, County of Wellington provided details regarding the Smart Cities update.

Mayor Guthrie joined the meeting. (2:40 p.m.)

The following delegates spoke:

Kate Vsetule

Julia Grady

Cher Mereweather

Brendan Johnson

Moved By Mayor Guthrie

Seconded By Councillor Allt

1. That the report "Smart Cities Update – Our Food Future and Circular Opportunity Launchpad" dated February 7, 2022 be received.

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

Carried (12 to 0)

**7. Service Area - Infrastructure, Development and Enterprise Services**

**8. Items for Discussion - Infrastructure, Development and Enterprise Services**

**8.1 Long-term and Short-term Rental Housing Report, 2020-138**

Colleen Clack-Bush, Deputy Chief Administrative Officer, Public Services provided information regarding the Short-term Rental Housing portion of the report. Jayne Holmes, Deputy Chief Administrative Officer, Infrastructure, Development and Enterprise continued with information relating to Long-term Rental Housing.

The following delegates spoke:

Michael Craig

Maria Kuzmina

**Main Motion**

Moved By Councillor Allt

Seconded By Councillor Hofland

1. That Council approve the approach to licence short-term rentals in principal residences under the City's Business Licence By-law (2009)-18855.
2. That Council direct staff to engage key stakeholders and the public to develop a short-term rental category along with regulations under the City's Business Licensing By-law (2009)-18855 and report back to Council in the fourth quarter of 2022.
3. That the Business Licence fee for short-term rentals and associated costs be included in the 2023 budget confirmation.
4. That staff continue to use the proactive enforcement and education approach to manage long-term rental housing in Guelph.

#### **Amendment to the Main Motion**

Moved By Councillor Caron

Seconded By Councillor MacKinnon

1. That Council approve the approach to licence short-term rentals under the City's Business Licence By-law (2009)-18855.

Voting in Favour: (10): Mayor Guthrie, Councillor Allt, Councillor Bell, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Gibson, Councillor Gordon, Councillor Hofland, and Councillor MacKinnon

Voting Against: (2): Councillor Goller, and Councillor O'Rourke

Carried (10 to 2)

#### **Main Motion as Amended**

Moved By Councillor Allt

Seconded By Councillor Hofland

1. That Council approve the approach to licence short-term rentals under the City's Business Licence By-law (2009)-18855.
2. That Council direct staff to engage key stakeholders and the public to develop a short-term rental category along with regulations under the City's Business Licensing By-law (2009)-18855 and report back to Council in the fourth quarter of 2022.
3. That the Business Licence fee for short-term rentals and associated costs be included in the 2023 budget confirmation.

4. That staff continue to use the proactive enforcement and education approach to manage long-term rental housing in Guelph.

It was requested the clause 4 be voted on separately.

Moved By Councillor Allt

Seconded By Councillor Hofland

1. That Council approve the approach to licence short-term rentals under the City's Business Licence By-law (2009)-18855.
2. That Council direct staff to engage key stakeholders and the public to develop a short-term rental category along with regulations under the City's Business Licensing By-law (2009)-18855 and report back to Council in the fourth quarter of 2022.
3. That the Business Licence fee for short-term rentals and associated costs be included in the 2023 budget confirmation.

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

Carried (12 to 0)

### **Motion**

Moved By Councillor Allt

Seconded By Councillor Hofland

4. That staff continue to use the proactive enforcement and education approach to manage long-term rental housing in Guelph.

### **Amendment**

Moved By Councillor Caron

Seconded By Councillor Downer

4. That staff continue to use the proactive enforcement and education approach to manage long-term rental housing in Guelph **for the next two years, and that staff report back with updated data for future consideration of rental licencing.**

Voting in Favour: (9): Mayor Guthrie, Councillor Bell, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Gordon, and Councillor O'Rourke

Voting Against: (3): Councillor Allt, Councillor Hofland, and Councillor MacKinnon

Carried (9 to 3)

**Motion as Amended**

Moved By Councillor Allt

Seconded By Councillor Hofland

4. That staff continue to use the proactive enforcement and education approach to manage long-term rental housing in Guelph for the next two years, and that staff report back with updated data for future consideration of rental licencing.

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

Carried (12 to 0)

Councillor Allt left the meeting. (5:09 p.m.)

**8.2 Municipal Accommodation Tax - 2022-09**

Jayne Holmes, Deputy Chief Administrative Officer, Infrastructure, Development and Enterprise Services, John Regan, General Manager, Economic Development and Tourism and Cathy Masterson, Manager Tourism and Destination Development presented on the Municipal Accommodation Tax Report.

The following delegates spoke:

Shakiba Shyani

Lorenz Calcagno

The following delegates did not speak:

Mandy Clutesi

Miranda Mulholland

Moved By Councillor Bell

Seconded By Councillor Hofland

1. That a four percent Municipal Accommodation Tax rate, as outlined in report 2022-09 Municipal Accommodation Tax, dated February 7, 2022, be approved.
2. That staff be directed to negotiate and execute a five-year agreement, subject to the satisfaction and authority of the City Solicitor and the Deputy Chief Administrative Officer, Infrastructure, Development and Enterprise, with the Guelph Chamber of Commerce (the Tourism Entity) for the purpose of implementing a Municipal Accommodation Tax.
3. That Appendix A of the General Reserve and Reserve Fund Policy be amended to reflect the creation of a Tourism Municipal Accommodation Tax Reserve (184) with the terms and authority as identified in the 2022-09 Municipal Accommodation Tax report, dated February 7, 2022.
4. That the Tourism Municipal Accommodation Tax Reserve be approved to be over-drawn up to a maximum of \$1 million, to be paid back by 2027, to enable the program startup activities.

Voting in Favour: (10): Mayor Guthrie, Councillor Bell, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, and Councillor O'Rourke

Voting Against: (1): Councillor Gibson

Carried (10 to 1)

Councillor Gibson left the meeting. (6:00 p.m.)

Council recessed at 6:00 p.m.

Council reconvened at 6:30 p.m.

### **8.3 Property Assessed Clean Energy Update - 2022-27**

Jayne Holmes, Deputy Chief Administrative Officer, Infrastructure, Development and Enterprise, James Krauter Manager Taxation and Revenue/Deputy Treasurer and Antti Vilkkio, General Manager, Facilities and Energy Management provided a presentation on the subject.

#### **Main Motion**

Moved By Councillor Goller

Seconded By Councillor Gordon

1. That staff be directed to finalize the funding opportunity including a loan of up to \$10 million and a grant of up to \$5 million for a residential Property Assessed Clean Energy program with Federation of Canadian Municipalities through the Community Efficiency Funding of the Green Municipal Fund.
2. That staff be directed to develop, implement, and administer a Property Assessed Clean Energy program and that delegated authority be provided to both the Deputy Chief Administrative Officer, Infrastructure Development Enterprise and Deputy Chief Administrative Officer, Corporate Services to enter into and execute any required agreements and staffing contracts for such implementation.
3. That the City's financial contribution to the Property Assessed Clean Energy program of up to \$3.5 million be funded from the 100 Renewable Energy Reserve Fund and that this funding obligation be incorporated into future City budgets or apportioned from other funding opportunities.
4. That Appendix A of the General Reserve and Reserve Fund Policy be amended to reflect the creation of a Property Assessed Clean Energy Reserve Fund with the terms and authority as identified in the Property Assessed Clean Energy Update dated February 7, 2022.
5. That staff be directed to draft the appropriate by-laws required for a Property Assessed Clean Energy program and bring those forward to a future Council meeting for approval.

**Amendment to the Main Motion**

Moved By Councillor Goller

Seconded By Mayor Guthrie

6. That staff be directed to review and implement the appropriate administration fee amount to be applied to facilitate recovery of City costs accrued for the full period of the PACE loan.

**Amendment to the Amendment**

Moved By Councillor Billings

Seconded By Councillor MacKinnon

6. That staff be directed to review and implement the appropriate administration fee amount to be applied to facilitate recovery of City **all** costs accrued for the full period of the PACE **program**.



The original amendment and the amendment to the amendment were both withdrawn.

Moved By Councillor MacKinnon

Seconded By Councillor Billings

That the following be referred to the Council meeting being held February 28, 2022.

1. That staff be directed to finalize the funding opportunity including a loan of up to \$10 million and a grant of up to \$5 million for a residential Property Assessed Clean Energy program with Federation of Canadian Municipalities through the Community Efficiency Funding of the Green Municipal Fund.
2. That staff be directed to develop, implement, and administer a Property Assessed Clean Energy program and that delegated authority be provided to both the Deputy Chief Administrative Officer, Infrastructure Development Enterprise and Deputy Chief Administrative Officer, Corporate Services to enter into and execute any required agreements and staffing contracts for such implementation.
3. That the City's financial contribution to the Property Assessed Clean Energy program of up to \$3.5 million be funded from the 100 Renewable Energy Reserve Fund and that this funding obligation be incorporated into future City budgets or apportioned from other funding opportunities.
4. That Appendix A of the General Reserve and Reserve Fund Policy be amended to reflect the creation of a Property Assessed Clean Energy Reserve Fund with the terms and authority as identified in the Property Assessed Clean Energy Update dated February 7, 2022.
5. That staff be directed to draft the appropriate by-laws required for a Property Assessed Clean Energy program and bring those forward to a future Council meeting for approval.

Mayor Guthrie raised a Point of Order and asked for clarification regarding the need for a referral given that items on a Committee of the Whole Agenda continue to the meeting of Council.

Councillor Bell raised a Point of Order and asked Chair O'Rourke to confirm if a discussion on the motion was allowed. Chair O'Rourke ruled that a discussion was permissible.

Moved By Councillor Hofland  
Seconded By Councillor MacKinnon

That Section 4.14 (a) and (b) of the Procedural By-law be invoked to allow Committee of the Whole to continue to 9:00 p.m.

Voting in Favour: (10): Mayor Guthrie, Councillor Bell, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, and Councillor O'Rourke

Carried (10 to 0)

Moved By Councillor MacKinnon  
Seconded By Councillor Billings

That the following be referred to the Council meeting being held February 28, 2022.

1. That staff be directed to finalize the funding opportunity including a loan of up to \$10 million and a grant of up to \$5 million for a residential Property Assessed Clean Energy program with Federation of Canadian Municipalities through the Community Efficiency Funding of the Green Municipal Fund.
2. That staff be directed to develop, implement, and administer a Property Assessed Clean Energy program and that delegated authority be provided to both the Deputy Chief Administrative Officer, Infrastructure Development Enterprise and Deputy Chief Administrative Officer, Corporate Services to enter into and execute any required agreements and staffing contracts for such implementation.
3. That the City's financial contribution to the Property Assessed Clean Energy program of up to \$3.5 million be funded from the 100 Renewable Energy Reserve Fund and that this funding obligation be incorporated into future City budgets or apportioned from other funding opportunities.
4. That Appendix A of the General Reserve and Reserve Fund Policy be amended to reflect the creation of a Property Assessed Clean Energy Reserve Fund with the terms and authority as identified in the Property Assessed Clean Energy Update dated February 7, 2022.

5. That staff be directed to draft the appropriate by-laws required for a Property Assessed Clean Energy program and bring those forward to a future Council meeting for approval

Voting in Favour: (2): Councillor Billings, and Councillor MacKinnon

Voting Against: (8): Mayor Guthrie, Councillor Bell, Councillor Caron, Councillor Downer, Councillor Goller, Councillor Gordon, Councillor Hofland, and Councillor O'Rourke

Defeated (2 to 8)

Moved By Councillor Goller

Seconded By Councillor Gordon

1. That staff be directed to finalize the funding opportunity including a loan of up to \$10 million and a grant of up to \$5 million for a residential Property Assessed Clean Energy program with Federation of Canadian Municipalities through the Community Efficiency Funding of the Green Municipal Fund.
2. That staff be directed to develop, implement, and administer a Property Assessed Clean Energy program and that delegated authority be provided to both the Deputy Chief Administrative Officer, Infrastructure Development Enterprise and Deputy Chief Administrative Officer, Corporate Services to enter into and execute any required agreements and staffing contracts for such implementation.
3. That the City's financial contribution to the Property Assessed Clean Energy program of up to \$3.5 million be funded from the 100 Renewable Energy Reserve Fund and that this funding obligation be incorporated into future City budgets or apportioned from other funding opportunities.
4. That Appendix A of the General Reserve and Reserve Fund Policy be amended to reflect the creation of a Property Assessed Clean Energy Reserve Fund with the terms and authority as identified in the Property Assessed Clean Energy Update dated February 7, 2022.
5. That staff be directed to draft the appropriate by-laws required for a Property Assessed Clean Energy program and bring those forward to a future Council meeting for approval

Voting in Favour: (7): Mayor Guthrie, Councillor Caron, Councillor Downer, Councillor Goller, Councillor Gordon, Councillor Hofland, and Councillor O'Rourke

Voting Against: (3): Councillor Bell, Councillor Billings, and Councillor MacKinnon

Carried (7 to 3)

## **10. Adjournment**

Moved By Councillor Billings

Seconded By Councillor Hofland

That Council is adjourned (8:10 p.m.)

Voting in Favour: (10): Mayor Guthrie, Councillor Bell, Councillor Billings, Councillor Caron, Councillor Downer, Councillor Goller, Councillor Gordon, Councillor Hofland, Councillor MacKinnon, and Councillor O'Rourke

Carried (10 to 0)

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Mayor Guthrie

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Stephen O'Brien - City Clerk