

Information Report



Service Area	Corporate Services
Date	Friday, April 3, 2020
Subject	2019 Delegation of Authority Report
Report Number	CS-2020-28

Executive Summary

Purpose of Report

To advise Council of staff actions undertaken in 2019 pursuant to the Delegation of Authority By-law (2013)-19529, as amended.

Key Findings

This is an annual report to City Council which shows how City Council's delegated authority has been exercised by staff in Corporate Services, Public Services, and Infrastructure, Development and Enterprise Services service areas.

Financial Implications

None.

Report

Section 23.1 (1) and (2) of the Municipal Act authorizes a municipal council to delegate its powers and duties to another person or body by by-law. Guelph City Council has delegated its authority to staff on a variety of matters. The Delegation of Authority By-law (2013)-19529, as amended, is the principal by-law regarding City Council's delegated authority.

The delegation of authority from City Council contributes to the efficient management of the City and adheres to the principles of accountability and transparency. The following is a summary of the actions taken by staff within the three Service Areas in 2019 which require annual reporting to City Council as part of the Delegation of Authority By-law (2013)-19529, as amended.

For consistency purposes, this report will include actions take in all three Service Areas: Corporate Services, Public Services, and Infrastructure, Development and Enterprise Services.

Corporate Services:

Schedule "B": Software Licensing

Schedule "B"	Software Description	New, Change, or Termination	Amount (\$)
Software Licensing Delegate: General Manager, Information and Technology	Escribe	New	39,328.00
	FormBuilder software (eSolutions)	New	4,500.00
	ReportsNow reporting software	Change	4,300.00
	Nordat (FOI, Transit Occurrences, EPA)	Change	5,800.00
	JD Edwards EnterpriseOne	Change	87,000.00

Schedule "E": Committee of Adjustment Agreement Approvals Under the Planning Act

Schedule "E"	Application Number	Property	Agreement Type
Committee of Adjustment Agreement Approvals Under the Planning Act Delegate: City Clerk	B-7/17	221 Woolwich Street	Development
	B-7/17	221 Woolwich Street	Storm Sewer
	B-19/14 and A-58/14	49 Emma Street, 147-150 Delhi Street	Parking
	B-7/18	320-322 Eastview Road	Development
	B-18/18 and B-19/18	12 Knevitt Place	Development
	B-17/18	11 Knevitt Place	Development
	B-8/19	77-79 Mary Street	Development
	B-1/19	88 Dean Avenue	Development
	A-72/18	954 Paisley Road	Temporary Real Estate Sales Trailer
	A-77/18	87 Zaduk Place	Model Home Agreement
	A-36/16	129 Surrey Street East	Development
	A-36/16	129 Surrey Street East	Storm Sewer
	A-91/19	590 Hanlon Creek Boulevard	Parking Agreement

Schedule "M": Community Festivals and Special Occasion Permits

Schedule "M"	Event	Date (2019)	Location
Community Festivals and Special Occasion Permits Delegate: City Clerk	Wellington County Brewery Inc. 6th annual Queen of Craft series For Women in Crisis	March 8, 15, and 22	42 Carden Street
	Multicultural Festival	June 7, 8, and 9	Riverside Park
	Revel Cider's 4th Anniversary	March 29	62 Dawson Road
	Royal City Brewing Spring Mini-Market	May 4	199 Victoria Road South, Unit C8
	Royal City Brewing Turns 5!	June 15	199 Victoria Road South, Unit C8
	Rug and Weave Summer Solstice Market	June 22	460 York Road
	Royal City Studios July Concert	July 27	Royal City Studios 930 Woodlawn Road West, Unit 1
	Royal City Studios August Concern	August 24	Royal City Studios 930 Woodlawn Road West, Unit 1
	Wellington County Brewery Inc. 34th Anniversary	September 6 and 7	950 Woodlawn Road West
	Junction Streetfest	September 8	7 Edinburgh Road South
	Guelph Jazz Festival	September 12 to 15	42 Carden Street, 75 Cardigan Street (Guelph Youth Music Centre), and 1 Carden Street (Market Square)
	Royal City Brewing Oktoberfest	September 28	199 Victoria Road South, Unit C8

	Royal City Studios Musical Event	October 25	Royal City Studios 930 Woodlawn Road West, Unit 1
	Royal City Studios Halloween Thriller Show	October 29	Royal City Studios 930 Woodlawn Road West, Unit 1

Schedule "P": Tax Write-Offs

Schedule "P"	Address	Reason	Amount (\$)
Tax Write-Offs Delegate: Manager, Taxation and Revenue	117 Surrey Street East	Due to Repairs/Renovation	-7,454.59
	58 Wellington St East	Razed by Fire/Demolition	-7,520.37
	41 Wyndham Street South	Razed by Fire/Demolition	-1,364.70
	43 Wyndham Street South	Razed by Fire/Demolition	-1,396.62
	45 Wyndham Street South	Razed by Fire/Demolition	-1,776.93
	648 York Road	Razed by Fire/Demolition	-2,866.83
	1460 - 1474 Gordon Street	Due to Repairs/Renovation	-6,090.57
	0 MacAlister Boulevard	Became Exempt	-422.37
	186 Summerfield Drive	Gross/Manifest Error	-233.04
	25 Kay Crescent, Unit 110	Gross/Manifest Error	-2,413.40
	9 Quebec Street	Razed by Fire/Demolition	-370.25
	50 Yarmouth Street	Property Class Change	-10,809.77
	107 Wyndham Street North	Property Class Change	-3,997.07
	127 - 131 Wyndham Street North	Became Exempt	-4,178.34
	99 Winston Crescent	Razed by Fire/Demolition	-1,231.76
	2 Tiffany Street East	Gross/Manifest Error	-2,407.36
	563 Woolwich Street	Property Class Change	-511.18

	201 Speedvale Avenue East	Became Exempt	-988.03
	257 Victoria Road North	Property Class Change	-730.35
	660 Woodlawn Road East	Became Exempt	-3,650.76
	57 Edgehill Drive	Razed by Fire/Demolition	-1,126.57
	65 Lewis Road	Razed by Fire/Demolition	-17,667.94
	69 Lewis Road	Razed by Fire/Demolition	-15,112.26
	34 Tovell Drive	Razed by Fire/Demolition	-4,430.07
	9 Cork Street West	Razed by Fire/Demolition	-349.59
	55 Dublin Street South	Razed by Fire/Demolition	-1,466.24
	187 - 191 Paisley Street	Property Class Change	-988.82
	156 Paisley Street	Gross/Manifest Error	-5,666.66
	12 Knevitt Place	Razed by Fire/Demolition	-567.76
	11 Kevitt Place	Razed by Fire/Demolition	-369.38
	0 Hanlon Road	Became Exempt	-781.47
	41 Kron Drive	Swimming Pool Removed	-617.62
	412 Laird Road	Razed by Fire/Demolition	-6,944.01
	450 Southgate Drive	Property Class Change	-41,538.70
	905 Edinburgh Road South	Became Exempt	-194.84

Schedule "AA": Legal and Realty Services, Court Services, and Procurement and Risk Management

Schedule "AA" Section 3: General Delegation Delegate: City Solicitor	Description	
	Legal Services reports semi-annually in its Litigation Status Report all steps taken with respect to commencing or defending any action/motion or other legal/administrative proceedings.	
Section 7: Realty Services Delegate: City Solicitor, or staff appointed by the City Solicitor from time to time to act in their stead	Type of Agreement/Document	Details
	License Agreement	103 Smith Street, Arthur
	Transfer WC558266 and Transfer Easement WC558267	Pursuant to Kortright Road East Phase 4B Subdivision Agreement (Plan 61M228)
	Encroachment Agreement (WC558288)	58 Robin Road
	Encroachment Agreement (WC558287)	60 Robin Road
	Parking License Agreement	18 Norwich Street
	Transfer Easement (WC561808)	Riverwalk Expanded Trail Easement
	Permission to Enter Agreement	164 Deerpath Drive
	Encroachment Agreement (WC564091)	134 Dublin Street North
	Transfer for Road Widening (WC564059) and 2 Transfer Easements (WC564060 and WC564061)	1 Stevenson Street
	Transfer Easement (WC564124)	Part of 12 Summerfield Drive
	Parking License Agreement	103 Carden Street

	Transfer (WC564644) and Easements (WC564646, WC564648 and WC564649)	Terra View Nima Phase 1A Subdivision
	Transfer Easement (WC565138)	21 Glenhill Place
	Three easements (WC566316, WC566321 and WC566324) and a Transfer, Release & Abandonment (WC566327)	49 Emma Street, 148-150 Delhi Street
	Transfer Easement (WC567364)	17 Glenhill Place
	Transfer Easement (WC569379)	70 Kirkby Court
	Encroachment Agreement (WC569582)	20 Wilson Street
	Encroachment Agreement (WC569471)	45-51 Suffolk Street West
	Discharge of an Interest (WC569739) – Release of Encroachment Agreement	45-51 Suffolk Street West
	Encroachment Agreement (WC569866)	20 Shelldale Crescent
	Encroachment Agreement (WC571965)	93 Durham Street
	Discharge of An Interest (WC572465)	98 Farley Drive
	Transfer Easement (WC574147) pursuant to Committee of Adjustment condition	93 Durham Street
	License Agreement	375 College Avenue West
	Renewal License Agreement	Lyon Park
	Encroachment Agreement (WC575863)	5 Schroder Crescent
	Discharge of An Interest (WC575864)	5 Schroder Crescent

	Application (General) Release of Encroachment Agreement	63 Arnold Street
	Agreement of Purchase and Sale and Transfer Easement (WC581035)	Part 221 Woodlawn Road West
	Transfer Easement (WC581476)	Part of 16 Summerfield Drive
	Application (General) Release of Agreement and Amending Agreement	244 & 246 Willow Road
	Discharge of an Interest (WC581488) – release of Encroachment Agreement	90 MacDonell Street
	Encroachment Agreement (WC581487)	90 MacDonell Street
	License Agreement	280 & 287 Speedvale Avenue West
	License Agreement (Parking)	580 Eramosa Rd (Skov Park)
	Application - General (WC584926)	187 Ironwood Road
	Transfers (WC586725 and WC586718) and Transfer Easement (WC586724)	Cityview Estates Phase 1 Subdivision 61M-233
	Consent and Assignment of Encroachment Agreement (WC588371)	253 & 263 Exhibition Street
Section 8: Risk Management Delegate: City Solicitor	Claims Settlement under deductible in 2019	
	Settled 39 claims at a total cost of \$163,439.09 consisting of: 1 Miscellaneous 15 Property Damage 15 Pothole 1 Transit 1 Auto Accident 2 Loss of Balance	

	4 Sewer Backup	
Section 9: Provincial Offenses Court Delegate: General Manager, Legal Realty and Court Services	Agreement Description	Amount (\$)
	Teranet Real Estate Information Solutions – for GeoWarehouse property information service related to fine collection	3,556.51
	Province of Ontario – Ministry of Transportation (ARIS agreement) – for driver information related to fine collection	76,692.00
	Regional Municipality of Niagara – for Court Administration Management System related to fine collection	2,238.72
	White Acre – for Court Administration Management System related to fine collections (Q4 2019)	800.00
	Nimble – for data entry service related to the upload of Provincial Offence Notice data to the provincial database for fine collection	1,431.00
	DATA Group of Companies – for preparation of legislated Notices of Fine and Due Date for provincial offence cases (joint procurement with other municipalities)	4,309.76
	DATA Group of Companies – for printing of Provincial Offence Notice ticket books and court forms (joint procurement with other municipalities)	2,917.84
	CDW Canada for e-ticket paper – Guelph Police	4,050.04
	EDC Corporation for e-ticket paper – for printing of Provincial Offences Notice Part II private property agent ticket books	7,631.96
	Mail It Inc. – for preparation of legislated Notice of Impending Conviction and Notices of Fine and Due Date for PII provincial offence cases	15,703.04

Schedule "CC": Municipal Freedom of Information and Protection of Privacy Act

Schedule "CC"	Description	Amount
Municipal Freedom of Information and Protection of Privacy Act Delegate: City Clerk	Number of Freedom of Information (FOI) requests processed	109
	Number of FOI requests processed in the initial 30 day timeline	106
	Number of FOI requests processed with an extended timeline	3
	Number of FOI appeals received from the Information and Privacy Commissioner (IPC) of Ontario	1
	Number of FOI appeals resolved	1
	Number of routine disclosures processed by the City Clerk's Office	111
	Number of privacy complaints received from the IPC	0
	Number of privacy complaints resolved	N/A

Schedule "HH": Property Assessment or Property Taxation Appeals

Schedule "HH"	Address	Tax Year(s)	Action
Property Assessment or Property Taxation Appeals Delegate: Manager, Taxation and Revenue	505 Southgate Drive	2017-2019	Settlement Conference call. All parties reached an agreement on the final value.

Schedule "JJ": Assessment Review Board

Schedule "JJ" Assessment Review Board Delegate: Manager, Taxation and Revenue	Address	Tax Year(s)	Action
	6-16 Willow Road	2019	Objection to MOS. Appeal Filed
	148 Arrow Road	2017-2019	Appeal filed by property owner – increase sought through appeal process
	200-240 Victoria Road	2017-2019	Appeal filed by property owner – increase sought through appeal process
	160-170 Kortright Road	2017-2019	Appeal filed by property owner – increase sought through appeal process
	128-130 MacDonell	2017-2019	Appeal filed by property owner – increase sought through appeal process
	41 Massey Road	2017-2019	Appeal filed by property owner – increase sought through appeal process
	643 Speedvale Avenue West	2017-2019	Appeal filed by property owner – increase sought through appeal process
	111-193 Silvercreek Parkway North	2017-2019	Appeal filed by property owner – increase sought through appeal process
	35 Harvard Road	2017-2019	Appeal filed by property owner – increase sought through appeal process
	0 MacAlister Boulevard	2019	357 Application. Property exempt
	201 Speedvale Avenue East	2019	357 Application. Property exempt
	660 Woodlawn Road East	2019	357 Application. Property exempt

	0 Hanlon Road	2019	357 Application. Property exempt
	905 Edinburgh Road South	2019	357 Application. Property exempt

Public Services

Schedule "A": Grant Agreements

Schedule "A"	Item	Purpose and Amount
Grant Agreements Delegate: Deputy CAO, Public Services, or designate	Ontario Arts Council	\$2,500 for support of arts presents programs (River Run Centre)
	Department of Canadian Heritage	\$45,000 for support of arts presents programs (River Run Centre)
	SOCAN Foundation	\$1,000 for support of arts (music) presents programs (River Run Centre)
	Ontario Ministry of Tourism, Culture and Sport - Community Museums Operating Grant	\$49,619 for support to operating and pay equity (Guelph Museums)
	Young Canada Works - in Heritage grant	\$20,686 for support of employment for summer student in visitor experiences and curatorial (Guelph Museums)
	Young Canada Works – in both official languages grant	\$4,840 for support of employment for summer student as bilingual assistant (Guelph Museums)
	Veteran's Affairs Commemoration Fund	\$2,500 for support of military lectures (Guelph Museums)
	Ontario Cultural Attractions Fund	\$35,000 for support of Galt 240 programs (Guelph Museums)
	Guelph Community Foundation	\$7,500 for support of Galt 240 programs (Guelph Museums)
	Guelph Community Foundation	\$6,000 for support of Vibrafusion (installation) (Guelph Museums)

	Local Immigration Partnership Contribution Agreement	\$340,117 for Immigration Settlement Programs
	Service Canada – Summer Job Grant Program	\$23,520 for Camps \$22,330 for Aquatics \$7,840 for Inclusion

Schedule “B”: Software Licensing Agreements

Schedule “B”	Item	Purpose and Amount
Software Licensing Agreements Delegate: Deputy CAO, Public Services, or designate	Host Compliance	Short Term Rentals
	Screenscape MTO ARIS	Inter-departmental communication Cost recovery of damages resulting from motor vehicle accidents and driver information

Schedule “K”: Special Events in City Parks

Schedule “K”	Event Category	Number of Permits Issued
Special Events in City Parks Delegate: Deputy CAO, Public Services, or designate	Private events (i.e. family reunions, anniversaries and birthday parties)	128
	Organization or company events (i.e. company picnics, daycare outings)	63
	Sporting events and festivals (i.e. cross country, tournaments, track and field)	65
	Community events (i.e. Multicultural Festival, neighbourhood group events)	51
	Parades/Walks/Runs	20
	Public service and environmental (i.e. park clean ups, tree plantings)	5
	Private weddings/wedding photos	0

	Film Shoots	2
	Community Ice Rink Program	6
	Park Land access permits	6
	Research Permits in City Parks	20
	Vendor Agreements in City Parks	1

Schedule "L": Special Events in City Recreational and Cultural Facilities

Schedule "L"	Event Category	Number of Events
Special Events in City Recreational And Cultural Facilities Delegate: Deputy CAO, Public Services, or designate	Culture Events (River Run Centre, Sleeman Centre, Guelph Museums, Culture and Tourism)	611
	Ice events	43
	Dry pad events	7
	Aquatic events	16
	Events at City Hall and Market Square	38
	Recreation Room/Gym/Auditorium events (Evergreen Seniors Centre, West End Community Centre, Victoria Road Recreation Centre)	219

Schedule "O": Exemptions to the Noise Control By-law

Schedule "O"	Exemption	Location
Exemptions to the Noise Control By-law Delegate: Deputy CAO, Public Services, or designate	Amplified music and speeches	7 Edinburgh Road South

Schedule "U": Community Wellbeing Grant applications

Schedule "U"	Agency	Grant (\$)
	Community Wellbeing Grant Applications	
Delegate: Community Grants Allocation Panel	10 Carden Shared Space (10C)	8,000
	Action Read Community Literacy Centre	10,000
	Bereaved Families of Ontario - Midwestern Region	2,500
	Big Brothers Big Sisters of Guelph	6,000
	Chalmers Community Services Centre	11,000
	Child Witness Centre	1,800
	Community of Hearts Lifelong Learning Centre	4,750
	Diyode Makers Club	3,000
	Ed Video Media Arts Centre	13,000
	Emerge Guelph Sustainability	6,000
	Everdale Environmental Learning Centre	6,500
	Focus on Nature	5,000
	Guelph and District Multicultural Festival Inc.	8,000
	Guelph Black Heritage Society	5,500
	Guelph Chamber Choir	3,000
	Guelph Comedy Festival	2,500
	Guelph Community Health Centre	4,500
	Guelph Concert Band	3,000
	Guelph Contemporary Dance Festival	13,000
	Guelph Creative Arts Association	1,000
	Guelph Film Festival (A Festival of Moving Media)	5,000
	Guelph Jazz Festival	13,000

	Guelph Pipe Band	3,500
	Guelph Rugby Football Club	3,000
	Guelph Spoken Word	3,500
	Guelph Symphony Orchestra	9,000
	Guelph Youth Music Centre	6,000
	Guelph Youth Singers	2,500
	Guelph Youth Volleyball Association	4,500
	Guelph-Wellington Women in Crisis	3,000
	Hillside Community Festival of Guelph	8,000
	Immigrant Services Guelph Wellington	8,000
	J.O.E. (Jobs.Opportunities.Enterprise)	6,500
	Kazoo! Festival	6,000
	Kiwanis Music Festival of Guelph	3,000
	Michael House Pregnancy and Parenting Support Services	8,000
	Navy League of Canada, Guelph Branch	5,000
	Out on the Shelf Inc.	4,200
	PIN - The People and Information Network	3,500
	Rainbow Programmes for Children	5,000
	Royal City Musical Productions Inc	2,500
	Sexual Health Options, Resources & Education Centre (SHORE)	3,250
	Shelldale Better Futures Grant Application	10,000
	Silence: Guelph's Portal for Adventurous New Sound Events	5,000
	St. John Ambulance Guelph Branch	3,500
	Start2Finish Canada	3,000

	Strong Start Charitable Organization	1,500
	The Guelph Enabling Garden	5,500
	The Julien Project	4,000
	The Waterloo Wellington Chorus of GLB & Friends Rainbow Chorus	1,600
	The West Village Community Development Co-operative Ltd	5,500
	Torchlight Services	8,000
	Transition Guelph	7,000
	Trinity United Church (for the North End Harvest Market program)	4,500
	Wyndham House	8,000

Schedule "Z": Community Benefit Agreements

Schedule "Z" Community Benefit Agreements Delegate: Deputy CAO, Public Services, or designate	Purpose	Item
	Aboud and Associates	Consultant Services Agreement
	GSP Group	Consultant Services Agreement
	MacKinnon and Associates	Consultant Services Agreement
	PLANT Architects – Pedestrian Bridge	Consultant Services Agreement
	Yard Weasels – Eastview	Contract Agreement
	Yard Weasels – Royal City Park	Contract Agreement
	Yard Weasels – Annual Playground Replacement	Contract Agreement
	39 Seven Inc. – Cedarvale	Contract Agreement
	Speedside Construction Limited – Starwood	Contract Agreement
	GM Blueplan Engineering	Purchase Order - Survey
	V.A. Wood Inc.	Purchase Order - Geotechnical
	Safe Play Recreation Inc.	Purchase Order – CSA compliance
	Sage Solutions	Purchase Order – Facilitation
	Reliable Reporting	Purchase Order – CSA Compliance
	Playpower Limited Canada - Peter Misersky Park Playground Equipment	Purchase Order – Construction
	Aboud & Associates	Purchase Order - consulting

	39 Seven Inc.	Purchase Order - construction
	V.A Wood Inc.	Purchase Order – Materials Testing
	May's Group Canada Inc.	Purchase Order – Construction
	V.A. Wood Inc.	Purchase Order – Material Testing
	Mackinnon and Associates	Purchase Order – Consulting
	Alectra Utilities	Purchase Order – Service Connection
	Mackinnon and Associates	Purchase Order - Consulting
	Safeplay Inspection Service	Purchase Order – CSA Compliance
	V.A. Wood Inc.	Purchase Order - Geotechnical
	Mackinnon and Associates	Purchase Order - Consulting
	V.A. Wood Inc.	Purchase Order – Material Testing
	S.W. Irvine & Associates	Purchase Order - Appraisal
	Sault Ste. Marie Innovation Centre	Purchase Order - Consulting
	Euro Landscape Construction & Grounds	Purchase Order - Construction
	Safe Play Recreation Inc.	Purchase Order – CSA Compliance
	Kendall Flower Landscape Architecture	Purchase Order - Consulting

	Upper Grand District School Board	Maintenance Agreement
	Grand River Conservation Authority	Maintenance Agreement
	Community Benefit Agreements	
	Art Gallery of Guelph	\$197,605
	Canadian Mental Health Association	\$62,087 (Seniors at Risk)
	Children's Foundation of Guelph and Wellington	\$44,482 (Free to Play program)
	Guelph Arts Council	\$53,431
	Guelph Community Health Centre	\$104,418 (Wellington Guelph Drug Strategy) \$35,840 (Toward Common Ground) \$91,200 (Welcoming Streets)
	Guelph Neighbourhood Support Coalition (GNSC)	\$478,104 (Operations) \$85,137 (Playtime Program)
	Guelph Humane Society	\$150,000 (Education program) Animal Control
	Guelph Wellington Seniors Association	\$0, plus in-kind staff support and priority booking
	Kindle Communities Inc	\$24,827 (Shelldale community access)
	Rotary Club of Guelph	\$21,712, plus in-kind contributions

	Royal Canadian Legion	\$1,075, plus in-kind contributions
	PIN The People and Information Network (Volunteer Centre of Guelph Wellington)	\$42,080
	Stonehenge Therapeutic Community	\$61,200 (Court Support Worker) \$150,000 (Safe Beds)
	Wellington-Dufferin-Guelph Public Health	\$78,834 (Poverty Task Force)
	Wyndham House	\$430,372

Schedule "BB": Issuance of Lottery Licences

Schedule "BB"	Type	Number
Issuance of Lottery Licences Delegate: Deputy CAO, Public Services, or designate	Bazaars	7
	Bingos	3
	Nevadas	9
	Raffles	92

'Parkland Dedication Bylaw' (2019) – 20366

'Parkland Dedication Bylaw' (2019) – 20366	Type	Number
Delegate: Deputy Chief Administrative Officer (DCAO) of Public Services	Authority to determine Parkland Dedication Cash In Lieu requirement as outlined in Parkland Dedication bylaw (2019)-20366	26

Infrastructure, Development and Enterprise Services

Schedule "A": Grant Agreements

Delegate: General Manager, Engineering and Transportation Services

Item	Purpose
Ontario Municipal Commuter Cycling Grant – Annual Report acknowledging implementation and financial progress on approved eligible project: Woodlawn Road Multi-use Path Phase 2.	Schedule J.2 acknowledges that we continue to conform to our obligations under the original Transfer Payment Agreement

Delegate: General Manager, Facilities and Energy Management

Item	Purpose
Municipal GHG Challenge Fund Final Report – Wastewater Treatment Digester Gas Storage Project	Final report on project activities and expenditures funded through the Greenhouse Gas Reduction Account (GGRA)
Process and Systems Upgrade (PSU) Program project application form to Guelph Hydro for Wastewater Plant Aeration Upgrade Electricity Conservation	Application to participate in Guelph Hydro's Energy Incentive Program

Delegate: General Manager, Environmental Services

Item	Purpose
Grant Funding Agreement – Tier 3 Water Quality Policy Development (GRCA)	Source water protection grant funding that is accessed via the GRCA

Schedule "B": Software Licensing Agreements

Delegate: General Manager, Planning and Building Services

Item	Purpose
Software Licensing Agreement – Metro Quest Public Engagement Software	Software to assist with online engagement of Growth Plan Conformity

Schedule "E": Agreements Pursuant to an Approval under the Planning Act

Schedule "E"	Application Number	Property
Agreements Pursuant to an Approval under the Planning Act Delegate: General Manager, Planning and Building Services	SP13C039	148-160 Delhi St
	SP18-028	32 Clair Road E
	SP18-026	545 Elmira Road N
	SP17-040	1888 Gordon Street
	SP18-021	384 College Avenue Est Building 231
	SP18-015	18 Woodlawn Road East
	SP19-004	32 Watson Parkway South
	SP19-011	515 Hanlon Creek Boulevard
	SP18-036	995 Southgate Drive
	SP19-002	119 Ingram Drive
	SP18-030	412 Laird Road
	SP19-019	643 Speedvale Avenue West
	SP18-032	200 Hanlon Creek Boulevard
	SP19-020	543-547 Speedvale Avenue East
	SP18-041	70 Kirkby Court
	SP18-003	41 Massey Road
	SP18-018	1 Stevenson Street North
	SP19-026	545 Elmira Road North
	SP19-018	435 Stone Road West
	SP17-028	460 Elizabeth Street
	SP19-030	151 Arrow Road
	SP18-014	190 Hanlon Creek Blvd
	SP19-017	98 Farley Drive

	SP19-010	83 Essex Street
	SP19-027	590 Hanlon Creek Blvd

Schedule "Z": To Enter into Contracts and Agreements

Schedule "Z" To Enter into Contracts and Agreements Delegate: Deputy CAO, Infrastructure, Development and Enterprise Services	Planning and Building Services
	Contract Agreement with Ward 1 Studios Inc. for Video Production for the Comprehensive Zoning Bylaw Review
	Consulting Services Agreement with IPSOS Public Affairs related to Future Growth Opinion Survey
	Consulting Services Agreement with IBI Group Professional Services for the Comprehensive Zoning Bylaw Review Off-Street Parking Rate Demand Analysis; and Parking, Driveway and Garage Regulations Review
	Business Development and Enterprise Services
	Contribution agreement for Invest Canada Community Initiatives
	Letter of Intent Regarding the Potential Disposition and Acquisition of 200 Beverly Street
	Amending Agreement to the Baker District Pre-Development Management Agreement between City and Windmill Development Group Ltd.
	Purchase of Services Agreement between City and Global Investment Attraction Group
	Facilities and Energy Management
	Supply and install services agreement between City of Guelph and CIMCO Refrigeration for a new evaporative condenser at the West End Community Centre fir ice plant refrigeration system
	Data usage and license agreement between City of Guelph and Alectra Utilities Corporation pursuant to CDP reporting requirements arising from our membership in the Global Covenant of Mayors for Climate and Energy
	Alectra – Guelph Hydro application for opting-in for the IESO Global Adjustment Class A Status – Wastewater Treatment Plan and Solid Waste Wet/Dry Facility

	Letter of agreement between DreamRider Productions Society and City of Guelph to deliver educational/awareness services to elementary school students
	Supply and delivery agreement Contract 18-179 between City of Guelph and SELC Ireland Limited for Networked Photocontrols for LED Streetlights
	Service Agreement between City of Guelph and Our Energy Guelph (OEG) in which OEG will act as the City's Community Energy Initiative partner.
	Construction contract between City of Guelph and Serene Group Inc. for the Margaret Greene Park Washroom renovation
	Engineering and Transportation Services
	Contract 18-188: Construction of the City's Snow Disposal Facility
	Contract 18-041: Gordon Street EA – Edinburgh Road South to Lowes Road
	Contract 18-163: Transportation Master Plan Update (Dillon Consulting)
	Contract 19-005: Paisley Feedermain, Phase 2
	Contract 19-074: Site Services – 69 Lowes Road
	Contract 19-003: Glenhill Place, connection and easement works for storm & sanitary connection to Metcalfe Street
	Contract 19-004: Stevenson Street North, Eramosa Road to Bennett – Service Agreement
	Contract 19-032: Robertson Booster Pump Station
	Contract RFP19-043: Agreement re; CMMS Pre-implementation prep.
	Contract 19-009: Hickory Street Watermain Relining
	Contract 19-002: Annual Sidewalk work
	Contract RFP19-059: Stormwater Management Pond Monitoring Program - Purchase of Service Agreement

	Contract RFP19-081: Baker Street Environmental, Geotechnical & Archeological Works
	Contract 19-111: Construction of Pedestrian Crossover and Traffic Control Signals at various locations in Guelph
	Contract 19-090: Consultation/professional services – Cathodic Protection Pilot Project
	Contract 19-064: Cleaning and CCTV of Sewer mains
	Contract 19-033A: Agreement - Forcemain and Pump Station Draw-down testing
	Contract 19-033: Purchase of Service Agreement regarding various Asset Management programs
	Contract 19-013: 65 Delhi Street Sanitary Servicing
	Contract 19-121: Utility Restoration
	Contract 19-058: HCBP Monitoring
	Contract 19-152: Inflow and Infiltration reduction
	Contract 19-146: WRIC Repaving
	Contract 19-116B: Geotechnical Work for Manitoba Street Reconstruction
	Contract 19-139: Road Network Management Strategy
	Contract 19-116: Consulting Services for York Road Phase 3 – Pre-design Study
	Contract 19-008: Arthur Street Phase V
	Contract 19-033C: Fire Operations and Maintenance Assessment
	Contract 19-016: Active Transportation Design Studies, various locations
	Contract 19-017: Whitelaw Road Reconstruction Design
	Single Source Contract: Soil Vapor Testing at Menzie Avenue, Audrey Avenue, Florence Avenue, laneway between Lawrence Avenue and Victoria Road South

	Contract 19-158: 2019 Water and Wastewater Servicing Master Plan
	Contract 19-163: 2019 Stormwater Management Master Plan
	Environmental Services
	Dillon Solid Waste Management Master Plan Contract
	Amendments to Municipal Hazardous or Special Waste Agreement
	Contract 19-068: Guelph South Groundwater Supply Feasibility Assessment
	Purchase of Service Agreement for Water Supply Master Plan Update (AECOM)
	NERC Grant Funding Agreement to University of Guelph
	Contract 19-166: Engineering Consultant Services Agreement for the Membro Replacement Well Outfitting and Building Addition.
	Contract 15-020: Sentry Well Installation and Monitoring Program - Change Order
	Contract 19-068: Guelph South Groundwater Supply Feasibility Assessment – Change Order
	Standard Form of Contract for Architect's Services OAA 600-2013 for Architectural Consulting Services for F.M. Woods Heritage Building Upgrades
	LSWIM (Lake Erie Source Water Information Management) Collaboration agreement
	Alectra Utilities Purchase of Service Agreement
	Alectra Utilities Purchase of Service Agreement Addendum
	Purchase of Services Agreement with National Public Relations Inc.
	Residential Water Audit service with eMERGE Guelph
	Multi-residential Water Audit service
	Cineplex - Wacky Water Week/H2O Go Festival Ad

	Planet Protectors (for the 2018-2019 school year) – facilitated by the Climate Change office
	Planet Protectors – H2Whoa Program (for the 2019-2020 year)
	Professional Hydrogeological Consulting Services Agreement (Belanger)
	WWTP Digester 3 Refurbishment (18-192) - Baseline Constructors Inc.
	Gordon St. sewage pumping station decommissioning (18-199)
	Purchase of goods and services agreement, CCTV inspection of sewers (19-064) - Wessuc Inc.
	Overstrength agreement - Sleeman Brewing and Malt Co.
	Overstrength agreement - Organic Meadow
	WWTP Admin building interior alterations contract
	Overstrength agreement - Cargill (Watson)
	Discharge agreement - Gerdau Ameristeel Corp.
	WWTP Topographical Survey and Subsurface Utility Mapping (19-141) - Callon Dietz Inc.
	Consultant services agreement, WWTP Aeration upgrades (19-056) - Jacobs
	Discharge and Overstrength Agreement with Clean Harbors Canada Inc. By-law Number (1996)-15202
	Discharge and Overstrength Agreement with Arthur Street Developments Inc. By-law Number (1996)-15202
	Consulting services for the design and construction of two natural gas back up generators
	Assimilative Capacity Study of the Speed of River Downstream of the Guelph WWTP (19-168) - Hutchinson Environmental Science Ltd.
	Purchase of services agreement, standby generators (19-159) - JL Richards & Assts.

Schedule "DD": Certain Types of Alterations to Properties Designated Under the Ontario Heritage Act

Schedule "DD" Certain Types of Alterations to Properties Designated Under the Ontario Heritage Act Delegate: General Manager, Planning and Building Services	Individual Heritage Designation	
	Permit Number	Property Address
	19-0018	134 Dublin Street North
	19-0013	1 Quebec Street
	19-0012	1 Carden Street
	19-0009	43 Arthur Street South
	19-0008	83 Essex Street
	19-0007	147 Wyndham Street North
	19-0005	25 Mitchell Street
	19-0004	29 Waterworks Place
	19-0002	52 Macdonell Street
	18-0016	147 Wyndham Street North
	18-0011	70 Norwich Street East
	18-0009	43 Arthur Street South
	Heritage Conservation District Designation	
	Permit Number	Property Address
	19-0020	55 Mary Street North
	19-0015	28 Mary Street
	19-0011	Water Street (Fire Circle)
	19-0010	26 Mary Street

Schedule "EE" To Award Contracts (approving successful bids)

Schedule "EE"	Item	Purpose
To Award Contracts (approving successful bids) Delegate: General Manager, Environmental Services	Contract 19-182 Glen Collector Bioretention Cell	Awarding of a construction contract

Schedule "GG" To Approve Residential Demolition Permits

Schedule "GG"	Permit Number	Property Address
To Approve Residential Demolition Permits Delegate: General Manager, Planning and Building Services	2019 000361 DP	256 Woodlawn Road West
	2019 001981 DP	319 Exhibition Street
	2019 002292 DP	94 Durham Street
	2019 002299 DP	8 Lee Street
	2019 002590 DP	15 Stevenson Street North
	2019 002971 DP	79 Mary Street
	2019 003945 DP	9 Valley Road
	2019 003986 DP	54 Forest Street
	2019 004669 DP	12 Knevitt Place
	2019 004947 DP	11 Knevitt Place
	2019 006171 DP	88 Dean Avenue
	2019 007150 DP	1242 Gordon Street
	2019 007320 DP	19 Lowes Road
	2019 007321 DP	29 Lowes Road
	2019 007322 DP	35 Lowes Road
	2019 007323 DP	41 Lowes Road
	2019 007324 DP	51 Lowes Road

	2019 007325 DP	59 Lowes Road
	2019 007637 DP	7 Stanley Street

Consultations

Sasha Einwechter, General Manager, Information and Technology Services
 Denis Desrosiers, Manager, Court Operations
 Amy Rocha, Supervisor, Financial Operation/Court Services
 Sarah Temple, Administrative Coordinator/Legal Assistant
 James Krauter, Manager, Taxation and Revenue/Deputy City Treasurer
 Jennifer Slater, Manager, Information, Privacy and Elections/Deputy City Clerk
 Trista Di Lullo, Council and Committee Coordinator
 Susan O'Toole, Executive Assistant, Public Services
 Jessie Finkelberg, Executive Assistant, Infrastructure, Development and Enterprise Services

Strategic Plan Alignment

This report aligns with the Working Together for our Future pillar as it provides transparency regarding decisions taken by City staff, which relates to the strategic priority of running effective, fiscally responsible and trusted local government.

Attachments

None

Departmental Approval

Dylan McMahon, Manager, Legislative Services/Deputy City Clerk

Report Author

Juan da Silva, Council and Committee Assistant

This report was approved by:

Stephen O'Brien
 GM City Clerk's Office/City Clerk
 Corporate Services
 519-822-1260 extension 5644
Stephen.Obrien@guelph.ca

This report was recommended by:

Trevor Lee
 Deputy CAO
 Corporate Services
 519-822-1260 extension 2281
Trevor.Lee@guelph.ca