



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

**April 1, 2025, 1:00 p.m.  
Council Chambers  
Guelph City Hall, 1 Carden Street**

Council: Mayor C. Guthrie  
Councillor P. Allt  
Councillor C. Billings  
Councillor L. Busuttil  
Councillor L. Caron  
Councillor E. Caton  
Councillor K. Chew  
Councillor C. Downer  
Councillor D. Gibson  
Councillor R. Goller  
Councillor C. Klassen  
Councillor M. Richardson

Absent: Councillor D. O'Rourke

Staff: T. Baker, Chief Administrative Officer  
C. Clack-Bush, Deputy Chief Administrative Officer, Public Services  
J. Holmes, Deputy Chief Administrative Officer, Infrastructure, Development and Environment  
T. Lee, Deputy Chief Administrative Officer, Corporate Services  
D. Evans, General Manager, Culture, Tourism and Community Investment  
G. Matthews, General Manager, Parks  
S. O'Dwyer, General Manager, Finance/City Treasurer  
T. Adkin, Manager, Guelph Museums  
T. Filer, Urban Forestry Field Technologist  
L. Lefler, Planner III, Environment  
D. Prince, Senior Corporate Analyst, Financial Strategy

K. Yaraskavitch, Senior Corporate Analyst, Financial Strategy  
D. McMahon, Acting General Manager, City Clerk's Office/City Clerk  
T. Di Lullo, Council and Committee Coordinator  
C. Murray-Sprague, Election Coordinator  
A. Sandor, Council and Committee Coordinator

Also Present: D. Berner, Managing Director of Fixed Income, National Bank  
C. Binning, Hemson Consulting Limited  
M. Usric, Principle Planning Ecologist and Facilitator, Grounded Solutions

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## **1. Call to Order - Mayor**

Mayor Guthrie called the meeting to order (1:00 p.m.).

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

Councillor Caron declared a pecuniary interest for item 2.3 Bargaining Mandate Report Update Canadian Union of Public Employees Local 241 and 973, 2025-177, as their family member is a CUPE member.

Councillor Downer declared a pecuniary interest for item 2.3 Bargaining Mandate Report Update Canadian Union of Public Employees Local 241 and 973, 2025-177, as their family member is a CUPE member.

## **2. Authority to move into meeting**

Moved By Councillor Busuttil

Seconded By Councillor Goller

1. That the Council of the City of Guelph now hold a meeting that is closed to the public, pursuant to Section 239(2)(d) of the Municipal Act, regarding labour relations or employee negotiations.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Billings, Councillor Busuttil, Councillor Caron, Councillor Caton, Councillor Chew, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Klassen, and Councillor Richardson

Carried (12 to 0)

The following items were considered:

- 2.1 Call to Order (closed meeting)**
- 2.2 Disclosure of Pecuniary Interest and General Nature Thereof (closed items)**
- 2.3 Bargaining Mandate Report Update Canadian Union of Public Employees Local 241 and 973, 2025-177**

**3. Closed Meeting Summary**

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

Mayor Guthrie noted the following:

**Bargaining Mandate Report Update Canadian Union of Public Employees Local 241 and 973, 2025-177**

Council received information and gave direction to staff. Mayor Guthrie noted that Councillor Caron and Councillor Downer declared a pecuniary interest for item 2.3, and did not participate in the closed meeting discussion or debate for this item.

**4. Open Meeting - 2:00 p.m.**

**4.4 Disclosure of Pecuniary Interest or General Nature Thereof**

There were no disclosures.

**5. Staff Recognitions**

**5.1 Southwestern Ontario & Waterloo Area's Top Employers of 2025**

Councillor Caron recognized the following staff:

Stephen O'Brien, Acting General Manager, Human Resources

Trevor Lee, Deputy Chief Administrative Officer, Corporate Services

Tara Baker, Chief Administrative Officer

**5.2 Amusement Device Mechanic, Amusement Ride (ADM-AR) Certification**

Councillor Downer recognized the following staff:

Brad Kelloway, Program Manager, Parks Infrastructure and

Construction

**5.3 Project Management Professional Designation**

Councillor Caron recognized the following staff:

Janet Gerrath, Project Manager, Information Technology

**6. Service Area - Governance and Office of the Chief Administrative Officer**

**7. Items for Discussion - Governance and Office of the Chief Administrative Officer**

**7.1 Debenture Issue Authority, 2025-160**

The following staff presented on the Debenture Issue Authority:  
Shanna O'Dwyer, General Manager, Finance/City Treasurer  
Dylan Prince, Senior Corporate Analyst, Financial Strategy

Moved By Councillor Allt

Seconded By Councillor Richardson

1. That the capital projects identified in Table 1 of the Debenture Issue Authority report number 2025-160, dated April 1, 2025, be approved for debt financing in 2025 or 2026 in the amounts as listed.
2. That the City Treasurer be authorized to proceed with the marketing, through the City's fiscal agent, of the debenture issue(s) in the principal aggregate amount of not greater than \$118.15 million for terms not exceeding 20 years.
3. That the 2025 associated debt servicing costs be approved to be funded from the City's applicable capital reserve funds as outlined in accordance with Table 2 in the Debenture Issue Authority report number 2025-160, dated April 1, 2025.

Voting in Favour: (12): Mayor Guthrie, Councillor Allt, Councillor Billings, Councillor Busuttil, Councillor Caron, Councillor Caton, Councillor Chew, Councillor Downer, Councillor Gibson, Councillor Goller, Councillor Klassen, and Councillor Richardson

Carried (12 to 0)

**7.2 Municipal Service and Financing Agreements Policy, 2025-14**

The following staff presented on the Municipal Service and Financing Agreements Policy:

Shanna O'Dwyer, General Manager, Finance/City Treasurer  
Kevin Yaraskavitch, Senior Corporate Analyst, Financial Strategy  
Craig Binning, Hemson Consulting Limited

Moved By Councillor Busuttil

Seconded By Councillor Downer

1. That the Municipal Service and Financing Agreements Policy included as Attachment-1 of report 2025-14 - Municipal Service and Financing Agreements Policy, be approved and implemented using a phased approach, and that staff report back to Council with any recommended updates prior to full implementation.
2. That the Delegated Authority By-law be updated at the earliest administratively convenient opportunity to reflect the authority provided to City staff in the Policy.
3. That the User Fees and Charges By-law be amended to add the new application and administration fees as outlined in report 2025-14 - Municipal Service and Financing Agreements Policy.

Voting in Favour: (11): Mayor Guthrie, Councillor Allt, Councillor Billings, Councillor Busuttil, Councillor Caron, Councillor Caton, Councillor Chew, Councillor Downer, Councillor Goller, Councillor Klassen, and Councillor Richardson

Carried (11 to 0)

Council recessed (3:22 p.m.). Council reconvened (3:33 p.m.)

## **8. Service Area Chair and Staff Announcements**

There were no announcements.

## **9. Service Area - Public Services**

Councillor Downer assumed the Chair.

## **10. Items for Discussion - Public Services**

### **10.1 Private Tree Protection By-law Update, 2025-25**

The following staff presented on the Private Tree Protection By-law Update:

Gene Matthews, General Manager, Parks

Timea Filer, Urban Forestry Technologist

Margot Ursic, Principal Planning Ecologist and Facilitator, Grounded Solutions

The following delegate spoke:

Morgan Dandie

#### **Main Motion**

Moved By Councillor Goller

Seconded By Mayor Guthrie

1. That Council endorse the proposed updates to the Private Tree Protection By-law ("Private Tree By-law" or "By-law"), as attached to report 2025-25, and repeal the existing Private Tree Protection By-law 2010-19058.
2. That staff be directed to place the proposed updated Private Tree By-law on the April 23, 2025 agenda for final adoption after which the By-law will come into effect.
3. That a by-law be enacted to amend the applicable User Fees By-law 2025-21052 to include the permit fees set out in report 2025-25 when the Private Tree By-law takes effect.

**Amendment to Main Motion**

Moved By Councillor Goller

Seconded By Councillor Caron

1. That staff be directed to amend the definition of a Regulated Tree in the Private Tree Protection By-law to mean a tree of at least 10 cm in DBH located on any Private Lot larger than 0.2 hectares and a tree of at least 30 cm in DBH located on any Private Lot.

Voting in Favour: (8): Councillor Allt, Councillor Busuttil, Councillor Caron, Councillor Caton, Councillor Downer, Councillor Goller, Councillor Klassen, and Councillor Richardson

Voting Against: (3): Mayor Guthrie, Councillor Billings, and Councillor Chew

Carried (8 to 3)

**Main Motion as Amended**

Moved By Councillor Goller

Seconded By Mayor Guthrie

1. That Council endorse the proposed updates to the Private Tree Protection By-law ("Private Tree By-law" or "By-law"), as attached to report 2025-25 as amended, and repeal the existing Private Tree Protection By-law 2010-19058.
2. That staff be directed to place the proposed updated Private Tree By-law as amended, on the April 23, 2025 agenda for final adoption after which the By-law will come into effect.

3. That a by-law be enacted to amend the applicable User Fees By-law 2025-21052 to include the permit fees set out in report 2025-25 when the Private Tree By-law takes effect.

Voting in Favour: (8): Councillor Allt, Councillor Busuttil, Councillor Caron, Councillor Caton, Councillor Downer, Councillor Goller, Councillor Klassen, and Councillor Richardson

Voting Against: (3): Mayor Guthrie, Councillor Billings, and Councillor Chew

Carried (8 to 3)

## **10.2 Results of the Feasibility Study for Potential Future Arts and Culture Uses of the Drill Hall , 2025-56**

The following staff presented the Results of the Feasibility Study for Potential Future Arts and Culture Uses of the Drill Hall:

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

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

The following delegate spoke:

Susan Peek

Councillor Allt called a Point of Order, and noted concerns with the delegate's comments, and asked for staff to comment. Chair Downer clarified the delegate's statements.

The following delegate spoke:

Norma Mendoza

The following delegate did not speak:

Susan Ratcliffe

### **First Motion**

Moved By Councillor Busuttil

Seconded By Mayor Guthrie

1. That the Drill Hall Feasibility Study be received.

Voting in Favour: (10): Mayor Guthrie, Councillor Allt, Councillor Billings, Councillor Busuttil, Councillor Caron, Councillor Caton, Councillor Downer, Councillor Goller, Councillor Klassen, and Councillor Richardson

Carried (10 to 0)

### **Second Motion**

Moved By Councillor Klassen

Seconded By Councillor Caron

1. That the City retain 72 Farquhar St. (the Drill Hall) as a city-owned asset and continue to be responsible to fund and maintain the current state of the structural elements and primary systems, estimated at approximately \$125 000 annually.
2. That staff be directed to identify potential sources of capital funding for the development of a mixed use space including an arts and cultural centre in the former Drill Hall, as well as to identify operating budget implications as part of the MYB, and to respectfully request that the Mayor consider allocating funds to move the project forward in the 2026 budget.
3. That upon confirmation of available capital funds, city staff be directed to develop an open process to evaluate and identify a community partner(s) to transform the Drill Hall into a mixed use space including an arts and cultural centre, and also respect and incorporate the Council designated heritage attributes of the building per Bylaw (2018)-20332, reporting back to Council on the results of that RFP before awarding to any proponent.

### **Amendment to Second Motion**

Moved By Councillor Caron

Seconded By Mayor Guthrie

1. That staff be directed to identify potential sources of capital funding for the development of a mixed use space including an arts and cultural centre in the former Drill Hall, as well as to identify operating budget implications as part of the MYB, **and that Council supports the Mayoral direction to investigate allocating funds to move the project forward in the 2026 budget.**

Voting in Favour: (9): Mayor Guthrie, Councillor Allt, Councillor Busuttill, Councillor Caron, Councillor Caton, Councillor Downer, Councillor Goller, Councillor Klassen, and Councillor Richardson

Carried (9 to 0)

## **Second Motion as Amended**

Moved By Councillor Klassen

Seconded By Councillor Caron

1. That the City retain 72 Farquhar St. (the Drill Hall) as a city-owned asset and continue to be responsible to fund and maintain the current state of the structural elements and primary systems, estimated at approximately \$125 000 annually.
2. That staff be directed to identify potential sources of capital funding for the development of a mixed use space including an arts and cultural centre in the former Drill Hall, as well as to identify operating budget implications as part of the MYB, and that Council supports the Mayoral direction to investigate allocating funds to move the project forward in the 2026 budget.
3. That upon confirmation of available capital funds, city staff be directed to develop an open process to evaluate and identify a community partner(s) to transform the Drill Hall into a mixed use space including an arts and cultural centre, and also respect and incorporate the Council designated heritage attributes of the building per Bylaw (2018)-20332, reporting back to Council on the results of that RFP before awarding to any proponent.

Voting in Favour: (9): Mayor Guthrie, Councillor Allt, Councillor Busuttill, Councillor Caron, Councillor Caton, Councillor Downer, Councillor Goller, Councillor Klassen, and Councillor Richardson

Carried (9 to 0)

Councillor Klassen called a Point of Order and asked if the Second Motion as Amended had been Carried. Chair Downer confirmed that it had been Carried as amended.

## **Third Motion**

Moved By Mayor Guthrie

Seconded By Councillor Busuttill

1. That the Chief Administrative Officer be directed to advocate to the provincial government for the necessary permissions to allow residential development at 72 Farquhar Street.
2. If necessary permissions are not obtained, or if no potential development proposals are received by September 30, 2025,

that no further staff time to advocate for these permissions is required.

Voting in Favour: (9): Mayor Guthrie, Councillor Allt, Councillor Busuttil, Councillor Caron, Councillor Caton, Councillor Downer, Councillor Goller, Councillor Klassen, and Councillor Richardson

Carried (9 to 0)

**11. Service Area Chair and Staff Announcements**

There were no announcements.

**12. Adjournment**

Moved By Councillor Busuttil  
Seconded By Councillor Caton

That the meeting be adjourned (5:21 p.m.).

Carried

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Mayor Guthrie

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Dylan McMahon - Acting General Manager/City Clerk