Corporation of the City of Cambridge
Special Council Meeting
Agenda

Date: September 14, 2021, 5:00 p.m.
Location: Virtual Meeting

COVID-19
Due to COVID-19 and recommendations by Waterloo Region Public Health to exercise social distancing, members of the public are invited to submit written comments or requests to delegate via telephone related to items on the agenda.

The public wishing to speak at Council may complete an online Delegation Request form no later than 12:00 p.m. on the day of the meeting for Special Council Meetings occurring at 5:00 p.m. and no later than 12:00 p.m. the day before the meeting for Special Council –Statutory Public Meetings occurring at 10:00 a.m.

All written delegation submissions will form part of the public record.

1.  Meeting Called to Order
2.  Indigenous Territory Acknowledgement
3.  Disclosure of Pecuniary Interest
4.  Presentations
   4.1.  21-201(CD) 2021 Bill Struck Memorial Scholarship Fund
         Mayor McGarry to present award
   4.2.  Vanessa Lopak, Supervisor of Diversity and Inclusion re: 21-264 (CRS)
         Indigenous Reconciliation Action Plan: Update and Actions
5.  Delegations and Consideration of Related Reports
         Presbyterian Church
6.  Consent Agenda
   The Consent Agenda groups reports together that are of a routine nature and provides opportunity to vote on one motion rather than separate motions. However, Staff may not be in attendance to respond to queries on items contained in the Consent Agenda. Council Members wishing to pull an item from
Consent Procedure should notify the City Clerk. Members will also have the opportunity to pull the item at the Meeting.

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6.13. 21-183 (CD) 108 Pinebush Rd. Part Lot Control, Branthaven Belmont Pinebush Inc. 179 - 192
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7. Consideration of Reports

7.1. Community Development

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7.2. Corporate Services

7.2.1. 21-264 (CRS) Indigenous Reconciliation Action Plan: Update and Actions 268 - 283

7.3. Corporate Enterprise

7.3.1. 21-194 (CRE) Industrial Land Sale – 1.12 Acres in the Boxwood Business Campus 284 - 288

7.4. Infrastructure Services

7.4.1. 21-222 (IFS) City Owned Heritage Assets – Capital Needs Assessment 289 - 302

8. Other Business

9. Motion to Receive and File

10. Consideration of By-laws
• 21-063 Being a by-law to exempt certain lots or blocks pursuant to subsection 50(5) of the Planning Act, R.S.O. 1990, c. P.13, as amended (Part Lot Control Exemption) – 108 Pinebush Road

• 21-064 Being a by-law to amend Zoning By-law No. 150-85, as amended with, respect to the land municipally known as 172 Forest Road (R06/21)

• 21-065 Being a by-law to amend By-law 187-06 being a by-law for the regulation of Traffic and Parking

11. Confirmatory By-law

• 21-066 Being a by-law to confirm the proceedings of the Council of the Corporation of the City of Cambridge

12. Adjournment
1. Meeting Called to Order

The meeting of the Council of the Corporation of the City of Cambridge is held virtually via Microsoft Zoom and live streamed to the City of Cambridge website. Mayor McGarry welcomes everyone present and calls the meeting to order at 10:02 a.m.

Councillor Wolf left after the Statutory Public Meeting.

2. Indigenous Territory Acknowledgement
3. Disclosure of Pecuniary Interest

None.

4. Public Meeting Notice

5. Public Meeting

5.1 21-189(CD) Public Meeting Report – 193 Water Street South and 62 Highman Avenue, Official Plan and Zoning By-law Amendment – LJM Developments Inc. (C/O IBI Group)

Motion: 21-135

Moved by Councillor Adshade
Seconded by Councillor Wolf

THAT report 21-189(CD) - Public Meeting Report – 193 Water Street South and 62 Highman Avenue, Official Plan and Zoning By-law Amendment – LJM Developments Inc. (C/O IBI Group) - be received;

AND THAT application OR06/21 for 193 Water Street South and 62 Highman Avenue be referred back to staff for a subsequent report and staff recommendation

In Favour (6): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Wolf, Councillor Adshade, and Councillor Hamilton

Opposed (2): Councillor Liggett, and Councillor Ermeta

Absent (1): Councillor Devine

Carried (6 to 2)

5.1.1 Staff Presentation- Michael Campos - Intermediate Planner - Development

5.1.2 Applicant Presentation- IBI Group, on behalf of LJM Developments

5.1.3 Delegations

5.1.3.1 Crystal Harvey- Robertson

5.1.3.2 Craig Robertson

5.1.3.3 Veronica Macdonald

5.1.3.4 Christina White
5.1.3.5 Karen Scott Booth, Architectural Conservancy
Ontario, ACO Cambridge Branch
5.1.3.6 Michelle Goodridge
5.1.3.7 Mike DeBrusk
5.1.3.8 Marjorie Knight, Highman St. Community
5.1.3.9 Nancy Hall-Jupp
5.1.3.10 Loretta O'Brien
5.1.3.11 Bob Dion
5.1.3.12 Barbara Cowles
5.1.3.13 Jill Marks

6. Presentations
6.1 Jon Joyce, Principal, MBTW Group and Shane Taylor, Project Lead - Recreation Services re: 21-134(CD) Fountain Street Soccer Complex – Schematic Design Approval and Conestoga College License Agreement
6.2 Deanne Friess re: 21-221(CD) Accessory Unit By-law Public Consultation Strategy
6.3 Abraham Plunkett- Latimer, Senior Planner - Heritage and Rebecca Sciarra, ASI, Director of the Cultural Heritage Division re: 21-184(CD)
6.4 Rachel Greene, Senior Planner re: 21-192(CD) 215 Blenheim Rd - Zoning By-law amendment and proposed draft plan of subdivision 30T-20101 – Grand Ridge Estates Limited

7. Delegations and Consideration of Related Reports
7.1 John Oldfield, Municipal Heritage Advisory Committee re: 21-213(CD) Request to Alter Part V Designated Property – 880 Linden Drive, Fountain Street Soccer Complex
7.2 Dr. John Tibbits, Conestoga College, re: 21-134(CD) Fountain Street Soccer Complex – Schematic Design Approval and Conestoga College License Agreement
7.3 Andrew Bates, Conestoga College re: 21-134(CD) Fountain Street Soccer Complex – Schematic Design Approval and Conestoga College License Agreement
7.4 Derek Bridgman, Cambridge Youth Soccer (presentation) re: 21-134(CD) Fountain Street Soccer Complex – Schematic Design Approval and Conestoga College License Agreement

7.5 Christine Rier, ACO Cambridge & North Dumfries re: 21-184(CD) Galt Core Heritage Conservation District—Request to Endorse Study Findings and Provide Direction on Preparing a Heritage Conservation District Plan

7.6 Clare Apon re: 21-184 (CD) Galt Core Heritage Conservation District—Request to Endorse Study Findings and Provide Direction on Preparing a Heritage Conservation District Plan

7.7 Michelle Goodridge re: 21-184 (CD) Galt Core Heritage Conservation District—Request to Endorse Study Findings and Provide Direction on Preparing a Heritage Conservation District Plan

7.8 Brandon Flewwelling, Grand Ridge Estates Limited re: 21-192(CD) 215 Blenheim Rd - Zoning By-law amendment and proposed draft plan of subdivision 30T-20101 – Grand Ridge Estates Limited


8. Correspondence


8.2 Craig Robertson- Petition re: 21-189(CD) Public Meeting Report – 193 Water Street South and 62 Highman Avenue, Official Plan and Zoning By-law Amendment – LJM

8.3 Tom Woodcock re: 21-189 (CD) and 21-213 (CD)

8.4 Sandy Falkiner re: 21-189(CD) Public Meeting Report – 193 Water Street South and 62 Highman Avenue, Official Plan and Zoning By-law Amendment – LJM Developments Inc. (C/O IBI Group)

8.5 MHBC Planning re: 21-184 (CD) Galt Core Heritage Conservation District—Request to Endorse Study Findings and Provide Direction on Preparing a Heritage Conservation District Plan

8.6 Christopher Lamb re: Motion- Councillor Hamilton
8.7 HIP Developments re: 21-184 (CD) Galt Core Heritage Conservation District—Request to Endorse Study Findings and Provide Direction on Preparing a Heritage Conservation District Plan

9. **Consent Agenda**

Motion: 21-136

Moved by Councillor Ermeta
Seconded by Councillor Reid

THAT all items listed under the heading of Consent Agenda for August 10, 2021 be adopted as recommended.

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)

9.1 Special Council Minutes- July 27, 2021

9.2 Council Information Package- July 23, 2021

9.3 Youth Advisory Committee Minutes- June 10, 2021

9.4 21-140(CRS) 2020 Annual Report (Finance)

9.5 21-188(CRS) Goods & Services Awarded under Delegated Authority in Accordance with Purchasing By-law 19-187

9.6 21-159(IFS) Advanced Meter Infrastructure (AMI) Implementation–Phase 2

9.7 21-223(CD) Sports Facility Cancellation Policy During COVID-19

9.8 21-231(CRS) Appointment of Officers and Servants

9.9 21-205(CD) Request to Alter Part IV Designated Property – 63 Oak Street

10. **Consideration of Reports**

10.1 Corporate Services

10.1.1 21-245(CRS) Closed Meeting Investigation Report

Motion: 21-137
Moved by Councillor Mann  
Seconded by Councillor Hamilton

THAT report 21-245(CRS) Closed Meeting Investigation report re:  
Broccolini Real Estate Group, Code of Conduct Complaint File No.  
36023-1 be received for information.

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann,  
Councillor Liggett, Councillor Adshade, Councillor Hamilton, and  
Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)

10.2 Community Development

10.2.1 21-225(CD) Beverly Street CP Underpass Construction

Motion: 21-138

Moved by Councillor Liggett  
Seconded by Councillor Hamilton

THAT Report 21-225(CD) Beverly Street CP Underpass  
Construction be received;

AND THAT Council cancel project A/00983-40 Beverly Street  
Pedestrian Underpass for reasons as outlined in Report 21-  
225(CD);

AND FURTHER THAT Council direct staff to include the Beverly  
Street Pedestrian Underpass work as part of the Beverly Street  
Reconstruction Project A/01043-41, currently scheduled for 2023.

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann,  
Councillor Liggett, Councillor Adshade, Councillor Hamilton, and  
Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)

10.2.2 21-221(CD) Accessory Unit By-law Public Consultation Strategy

Motion: 21-139
Moved by Councillor Reid
Seconded by Councillor Mann

THAT report 21-221(CD) - Accessory Unit By-law Public Consultation Strategy – be received;

AND THAT City of Cambridge Council endorse the public consultation strategy outlined in report 21-221(CD) for the update to by-law 108-18 for accessory dwelling units.

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta
Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)

10.2.3 21-213(CD) Request to Alter Part V Designated Property – 880 Linden Drive, Fountain Street Soccer Complex

Motion: 21-140

Moved by Councillor Reid
Seconded by Councillor Mann

THAT Report 21-213 (CD) – Request to Alter A Part V Designated Property – 880 Linden Drive be received;

AND THAT Council approve the request to alter the property municipally known as 880 Linden Drive substantially in accordance with the design concepts identified as “Concept A” and “Concept B” prepared by MBTW Group and dated June 25, 2021 and Brisbin Brook, Beynon Architects, dated June 28, 2021 as outlined in Report 21-213 (CD).

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta
Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)
10.2.4 21-134 (CD) Fountain Street Soccer Complex Project - Scope & Design Options

Motion: 21-141

Moved by Councillor Reid
Seconded by Councillor Mann

THAT Report 21-134 (CD) Fountain Street Soccer Complex Project - Scope & Design Options be received;

AND THAT Council endorse the recommendation to proceed with Concept B, Option Two for the Fountain Street Soccer Complex, which includes 2 synthetic soccer + 1 synthetic dual-sport + 4 natural fields, and a 6500 sq. ft. service building with public and universal washrooms, changerooms, multi-purpose space, staff room and equipment storage;

AND THAT the City be authorized to enter into an agreement with Conestoga College in accordance with the Key Business Terms outlined in this report;

AND THAT the Mayor and Clerk be authorized to execute this agreement, subject to the satisfaction of the City Solicitor;

AND THAT Council approve an increase in the project cost of $1,562,000 for the requested upgrades from Conestoga College, to be funded by Conestoga College;

AND FURTHER THAT Council approves an increase to the project budget of $1,928,217 to be funded from a combination of Development Charges in the amount of $1,735,495 and Capital Works Reserve Fund in the amount of $192,722.

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)
10.2.5 21-184 (CD) Galt Core Heritage Conservation District—Request to Endorse Study Findings and Provide Direction on Preparing a Heritage Conservation District Plan

Moved by Councillor Reid
Seconded by Councillor Mann

THAT Report 21-184(CD) - Galt Core Heritage Conservation District—Request to Endorse Study Findings and Provide Direction on Preparing a Heritage Conservation District Plan be received;

AND THAT Council accept the research and evaluation of the Galt Core Heritage Conservation District (HCD) Study as outlined in Report 21-184(CD) and in Attachment 1 to this report;

AND THAT Council approve the preparation of a Galt Core Heritage Conservation District Plan;

AND THAT Council endorse the recommended heritage conservation district boundary as outlined in Report 21-184(CD) (Figure 2);

Amendment:
Motion: 21-142

Moved by Councillor Mann
Seconded by Councillor Adshade

THAT Report 21-184 (CD) Galt Core Heritage Conservation District—Request to Endorse Study Findings and Provide Direction on Preparing a Heritage Conservation District Plan be deferred to the October 5, 2021 Special Council meeting

In Favour (4): Councillor Mann, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta

Opposed (3): Mayor McGarry, Councillor Reid, and Councillor Liggett

Absent (2): Councillor Devine, and Councillor Wolf

Carried (4 to 3)

Motion: 21-143

Moved by Councillor Liggett
Seconded by Councillor Mann


AND THAT Cambridge Council approves the proposed Zoning By-law Amendment to rezone 215 Blenheim Rd from –(H)R3 (Single Residential) to RM3 (Multiple Residential) with site specific amendments to permit the development of the land with up to 164 residential units;

AND THAT Cambridge Council advise the Regional Municipality of Waterloo that the City of Cambridge recommends draft approval for the plan of subdivision 30T-20101, subject to the conditions set out in Attachment 8 to Report 21-192(CD);

And that council direct staff to remove the trail network and observation lookout from the Cambridge west secondary plan and that firm fencing be added to Barry's lake, and it's buffer zone;

AND THAT the conditions of draft approval related to the trail and lookout be updated accordingly;

AND THAT the amending zoning by-law be updated accordingly;

AND THAT the trail be removed from the final draft plan of amendment 2;

AND THAT Council direct staff to have signage placed on the fencing indicating the lake is privately owned and a protected wetland;

AND THAT Cambridge Council is satisfied that a subsequent public meeting in accordance with subsection 34(17) of the Planning Act is not required;

AND FURTHER THAT the By-law attached to Report 21-192(CD), as amended be passed.
In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)

Amendment:
Motion: 21-144
Moved by Councillor Reid
Seconded by Councillor Hamilton

AND THAT Council direct staff to have signage placed on the fence stating that it is privately owned and a protected wetlands.

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)

Motion: 21-145
Moved by Councillor Reid
Seconded by Councillor Adshade

THAT the time limitations on the proceedings of Council set out in Section 16.27 of the Procedural By-law be waived to extend past the hour of 10:30 p.m. to 11:00 p.m.

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)

10.3 Corporate Enterprise

10.4 Infrastructure Services
12. Motions

12.1 Councillor Hamilton

Motion: 21-146

Moved by Councillor Hamilton
Seconded by Councillor Adshade

WHEREAS traffic volumes along Dundas St. S (Highway 8) are intensifying due to the growth of the city, and intensification efforts along major corridors such as Myers rd and Branchton rd;

WHEREAS new developments such as Southpoint and Morrison Creek Estates will add several new residents, and their automobiles, to these roads;

WHEREAS a major gateway into the new Southpoint Subdivision, as well as into the new Cambridge Recreation Complex, will sit at the intersection of Hwy. 8 and Branchton rd., encompassing multiple lanes of traffic in each direction; WHEREAS, if active transportation is to be encouraged, then creating safe pedestrian passageways across Hwy. 8, allowing residents west of Hwy. 8 to safely move to-and-from the Recreation Complex, is necessary;

WHEREAS Branchton Rd., and Myers rd., are under the jurisdiction of the Region of Waterloo and Dundas St. (Hwy. 8) is under the jurisdiction of the Region of Waterloo and the Ontario Ministry of Transportation (MTO);

BE IT RESOLVED THAT the City Clerk be directed to send correspondence on behalf of Council requesting the Region of Waterloo and the Ministry of Transportation to reconsider the structure of the intersection of Hwy. 8 and Branchton rd., and consider adding traffic lights, pedestrian crosswalks, and/or a roundabout to accommodate the intensifying traffic of present, and future, residents of this area, as they increasingly use the roads, and access the Recreation Complex, using means of automobiles and modes of active transportation.

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf
13. **Motion to Receive and File**

Motion: 21-147

Moved by Councillor Ermeta
Seconded by Councillor Adshade

THAT all presentations and correspondence from the August 10, 2021 Special Council meeting be received.

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)

14. **Consideration of By-laws**

Motion: 21-148

Moved by Councillor Adshade
Seconded by Councillor Mann

THAT the following by-laws listed under the heading of Introduction and Consideration of By-laws be enacted and passed:

• 21-059 Being a by-law to amend Zoning By-law No. 150-85, as amended, with respect to land municipally known as 215 Blenheim Road
• 21-060 Being a by-law to amend By-law No. 119-08 providing for the appointment of Officers and Servants of the Corporation of the City of Cambridge

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)

15. **Closed Session**

Motion: 21-149
Moved by Councillor Mann
Seconded by Councillor Hamilton

THAT in accordance with Section s.239 (2) (f) of the Municipal Act, 2001, Council convene in Closed Session at 10:38 p.m. to consider the following subject matter:

(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose (confidential legal advice)

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)

Motion: 21-150

Moved by Councillor Reid
Seconded by Councillor Mann

THAT Council rise from Closed Session and reconvene in Open Session at 10:50 p.m.

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)

16. Confirmatory By-law

Motion: 21-151

Moved by Councillor Ermeta
Seconded by Councillor Hamilton

21-061 Being a by-law to confirm the proceedings of the Council of the Corporation of the City of Cambridge

17. Adjournment

Motion: 21-152
Moved by Councillor Hamilton
Seconded by Councillor Reid

THAT the Council meeting does now adjourn at 10:53 p.m.

In Favour (7): Mayor McGarry, Councillor Reid, Councillor Mann, Councillor Liggett, Councillor Adshade, Councillor Hamilton, and Councillor Ermeta

Absent (2): Councillor Devine, and Councillor Wolf

Carried (7 to 0)

__________________________________
Mayor

__________________________________
Clerk
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July 9, 2021

Sent on behalf of Todd Coles, City Clerk

Danielle Manton
City Clerk
City of Cambridge
50 Dickson St.
P.O. Box 669
Cambridge, ON, ON N1R 5W8

Dear Danielle Manton:

RE: RAISING THE LEGAL AGE FOR A LICENSED DRIVER FROM 16 TO 18

Linked for your information is Item 22, Report No. 29, of the Committee of the Whole regarding the above-noted matter, which was adopted without amendment by the Council of the City of Vaughan at its meeting of June 22, 2021.

I draw your attention to the Resolution recommendation, as follows:

2. That the City Clerk forward a copy of this resolution to the Premier, the Minister of Transportation, the Minister of Municipal Affairs and Housing, and to all municipalities in Ontario.

If the above link does not work, please refer to the following Post-Agenda page, and locate the item accordingly.

To assist us in responding to inquiries, please quote the item and report number.

For inquiries, please reply to clerks@vaughan.ca.

Sincerely,

Todd Coles
City Clerk

Attachment:
June 24, 2021

Town of Fort Erie
1 Municipal Centre Drive
Fort Erie ON, L2A 2S6

Attention: Carol Scholfield, Dip.M.A., Manager
Legislative Services/Clerk

Dear Ms. Schofield:

RE: Capital Gain Tax on Primary Residence

Please be advised the Council of The Corporation of The Town of Niagara-on-the Lake, at its regular meeting held on June 21, 2021 approved the following resolution:

BE IT RESOLVED that Council endorse the correspondence from the Town of Fort Erie for the resolution regarding Capital Gains Tax on Primary Residence dated June 1, 2021.

If you have any questions or require further information, please contact our office at 905-468-3266.

Yours sincerely,

Colleen Hutt
Acting Town Clerk
Honourable and Dear Sirs:

Re: Capital Gains Tax on Primary Residence

The Municipal Council of the Town of Fort Erie at its meeting of May 31, 2021 passed the following resolution:

Whereas primary residences are currently exempt from a capital gains tax, and

Whereas currently secondary and additional non-primary properties are subject to capital gains, and

Whereas the Federal Government is currently looking into a primary residence capital gains tax as they have recognized that affordable housing has become a serious issue in Canada, and

Whereas smaller communities including the Town of Fort Erie are seeing unprecedented higher selling prices that are outpacing prices in larger cities, and

Whereas many hard-working Canadians who have only a primary residence with no additional non-primary homes count on their home equity as financial aid to apply to upsizing or downsizing their home depending on their personal situation, and

Whereas a change in taxation to primary residences would be a significant financial blow to Canadians and would create an unfair, two-tiered taxation which could lead to depleted savings, inter-generational disparities, disparities among diverse groups such as seniors who may have a significant portion of their savings vested in their primary residence, as well as, reducing the ability of home ownership thereby a further, higher need for rentals, and

Whereas the Federal government could look at other means to slow down the rapidly escalating housing costs to improve housing affordability;
Now therefore be it resolved,

That: The Federal Government cease further consideration of eliminating capital gains tax exemptions on primary residences, and further

That: A copy of this resolution be circulated to The Right Honourable Justin Trudeau, The Honourable Doug Ford, Premier of Ontario, All Members of Parliament, All Members of Provincial Parliament, The Regional Municipality of Niagara, and all Municipalities, for their support.

Thank you for your attention to this matter.

Yours very truly,

Carol Schofield, Dipl.M.A.
Manager, Legislative Services/Clerk
cschofield@forterie.ca
CS:dlk

c.c. All Members of Parliament
     All Members of Provincial Parliament
     The Regional Municipality of Niagara
     Ontario Municipalities
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August 20, 2021

Re: Motion from Councillor Hamilton - Traffic Volumes Along Dundas St. S (Highway 8)

At the Special Council Meeting of August 10, 2021, the Council of the Corporation of the City of Cambridge passed the following Motion:

WHEREAS traffic volumes along Dundas St. S (Highway 8) are intensifying due to the growth of the City, and intensification efforts along major corridors such as Myers Rd and Branchton Rd;

WHEREAS new developments such as Southpoint and Morrison Creek Estates will add several new residents, and their automobiles, to these roads; WHEREAS a major gateway into the new Southpoint Subdivision, as well as into the new Cambridge Recreation Complex, will sit at the intersection of Hwy. 8 and Branchton Rd., encompassing multiple lanes of traffic in each direction;

WHEREAS, if active transportation is to be encouraged, then creating safe pedestrian passageways across Hwy. 8, allowing residents west of Hwy. 8 to safely move to-and-from the Recreation Complex, is necessary;

WHEREAS Branchton Rd., and Myers rd., are under the jurisdiction of the Region of Waterloo and Dundas St. (Hwy. 8) is under the jurisdiction of the Region of Waterloo and the Ontario Ministry of Transportation (MTO);

BE IT RESOLVED THAT the City Clerk be directed to send correspondence on behalf of Council requesting the Region of Waterloo and the Ministry of Transportation to reconsider the structure of the intersection of Hwy. 8 and Branchton Rd., and consider adding traffic lights, pedestrian crosswalks, and/or a 11 roundabout to accommodate the intensifying traffic of present, and future, residents of this area, as they increasingly use the roads, and
access the Recreation Complex, using means of automobiles and modes of active Transportation.

Should you have any questions related to the approved resolution, please contact me.

Yours Truly,

Danielle Manton
City Clerk

Cc: (via email)
Region of Waterloo
Ministry of Transportation
City of Cambridge Council
ONTARIO MUNICIPAL AND REGIONAL COUNCILS:

Subject: General Government and Licensing Committee Item 23.3
Report on Bill 177 Stronger Fairer Ontario Act Changes to Provincial Offences Act (Ward All)

City Council on June 8 and 9, 2021, adopted the following resolution and has circulated it to all Municipal City Councils and Regional Councils in Ontario for support:

1. City Council request the Attorney General of Ontario to halt the proclamation of the Early Resolution reforms included in Bill 177, Stronger, Fairer Ontario Act.

2. City Council request the Attorney General of Ontario to review the Early Resolution provisions of the Provincial Offences Act and take action to streamline and modernize this section with a view to making it easier for the public and prosecutors to engage in resolution discussions, and to administer early resolution proceedings in Provincial Offences Court.

3. City Council request the Attorney General of Ontario to enact changes to the Provincial Offences Act and any related regulations, to permit the prosecutor and defendant or legal representative to agree, at any stage of a proceeding, to a resolution in writing for proceedings commenced under Part I of the Provincial Offences Act and to permit the Clerk of the Court to register the court outcome immediately upon receipt of the written agreement without requiring an appearance before a Justice of the Peace.

for City Clerk

M. Toft/wg

Attachment

c. City Manager
General Government and Licensing Committee

Report on Bill 177 Stronger Fairer Ontario Act Changes to Provincial Offences Act

City Council Decision
City Council on June 8 and 9, 2021, adopted the following:

1. City Council request the Attorney General of Ontario to halt the proclamation of the Early Resolution reforms included in Bill 177, Stronger, Fairer Ontario Act.

2. City Council request the Attorney General of Ontario to review the Early Resolution provisions of the Provincial Offences Act and take action to streamline and modernize this section with a view to making it easier for the public and prosecutors to engage in resolution discussions, and to administer early resolution proceedings in Provincial Offences Court.

3. City Council request the Attorney General of Ontario to enact changes to the Provincial Offences Act and any related regulations, to permit the prosecutor and defendant or legal representative to agree, at any stage of a proceeding, to a resolution in writing for proceedings commenced under Part I of the Provincial Offences Act and to permit the Clerk of the Court to register the court outcome immediately upon receipt of the written agreement without requiring an appearance before a Justice of the Peace.

4. City Council direct that this resolution be circulated to the all Municipal City Councils and Regional Councils in Ontario for support.

Committee Recommendations
The General Government and Licensing Committee recommend that:

1. City Council request the Attorney General of Ontario to halt the proclamation of the Early Resolution reforms included in Bill 177, Stronger, Fairer Ontario Act.

2. City Council request the Attorney General of Ontario to review the Early Resolution provisions of the Provincial Offences Act and take action to streamline and modernize this section with a view to making it easier for the public and prosecutors to engage in resolution discussions, and to administer early resolution proceedings in Provincial Offences Court.

3. City Council request the Attorney General of Ontario to enact changes to the Provincial Offences Act and any related regulations, to permit the prosecutor and defendant or legal
ONTARIO MUNICIPALITIES:

Subject: Member Motion Item 32.12
Building the Early Learning and Child Care System Toronto Needs (Ward All)

City Council on May 5 and 6, 2021, adopted the following:

1. City Council reaffirm the City of Toronto’s support for building a system of early learning and child care services that are high-quality, public and not-for-profit, affordable, inclusive and accessible for all families.

2. City Council express its support for the Government of Canada’s April 19, 2021 budget announcement to invest in building a Canada wide system of Early Learning and Child Care and Indigenous Early Learning and Child Care, that builds on City of Toronto policies and service plans, and has adequate and ongoing operating and capital funding.

3. City Council communicate to the Provincial and Federal Governments, the City of Toronto’s interest in working collaboratively, and participating in tri-lateral discussions as soon as possible, with the goal of achieving intergovernmental agreements by Fall 2021, and City Council make these negotiations a priority in our intergovernmental strategies.

4. City Council direct the General Manager, Children’s Services to include in the June 2021 Growth Strategy Update report to the Economic and Community Development Committee and City Council, the opportunities and funding the Federal announcement could provide to expedite the Growth Strategy in Toronto, and to report to the Budget Committee on the City’s share of new committed funding for child care once it is known.

5. City Council direct the General Manager, Children’s Services to work closely with, and leverage the expertise of partners including the Province, City divisions, school boards and service providers to expand existing and develop new licensed child care services.
6. City Council request the City Clerk to distribute City Council's decision to other municipalities in Ontario, the Ontario Municipal Social Services Association and the Association of Municipalities of Ontario.

[Signature]

for City Clerk

M. Toft/wg

Attachment

Sent to: Prime Minister of Canada
Premier, Province of Ontario
Executive Director, Ontario Municipal Social Services Association
Executive Director, Association of Municipalities of Ontario
Municipalities in Ontario

c. City Manager
City Council Decision
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1. City Council reaffirm the City of Toronto’s support for building a system of early learning and child care services that are high-quality, public and not-for profit, affordable, inclusive and accessible for all families.

2. City Council express its support for the Government of Canada’s April 19, 2021 budget announcement to invest in building a Canada wide system of Early Learning and Child Care and Indigenous Early Learning and Child Care, that builds on City of Toronto policies and service plans, and has adequate and ongoing operating and capital funding.

3. City Council communicate to the Provincial and Federal Governments, the City of Toronto's interest in working collaboratively, and participating in tri-lateral discussions as soon as possible, with the goal of achieving intergovernmental agreements by Fall 2021, and City Council make these negotiations a priority in our intergovernmental strategies.

4. City Council direct the General Manager, Children's Services to include in the June 2021 Growth Strategy Update report to the Economic and Community Development Committee and City Council, the opportunities and funding the Federal announcement could provide to expedite the Growth Strategy in Toronto, and to report to the Budget Committee on the City's share of new committed funding for child care once it is known.

5. City Council direct the General Manager, Children's Services to work closely with, and leverage the expertise of partners including the Province, City divisions, school boards and service providers to expand existing and develop new licensed child care services.

6. City Council request the City Clerk to distribute City Council's decision to other municipalities in Ontario, the Ontario Municipal Social Services Association and the Association of Municipalities of Ontario.

Summary
The lack of affordable, high-quality early learning and child care is one of the most significant challenges for families in our City. The pandemic has exacerbated the situation, and
accentuated the importance of child care for Toronto parents.

We have seen the gendered-impact of the pandemic on women. We have experienced the toll on parents, particularly mothers, because of the lack of access to child care. We know women will continue to face huge barriers to equitable participation in our economy if child care is not at the centre of COVID-19 recovery strategies. We also know that underserved communities, low-income and BIPOC families, people with disabilities, and those who are precariously-employed will not share in the benefits of economic renewal without access to affordable child care.

A broad consensus has emerged across all sectors, including business, academic, social service and feminist organizations, that a robust system of accessible, high-quality child care services is essential for Canada’s economic renewal. The time is now to make long-awaited progress on child care for Toronto families.

The Government of Canada has recognized that investment in child care is urgently needed, and of national importance, for families and the economy. As part of the Budget 2021, it has committed to build a Canada-wide Early Learning and Child Care system that is affordable, high-quality and accessible for all families. The plan calls for $30 Billion over 5 years, with an ongoing annual expenditure of $8.3 Billion. The goal is to reduce fees by 50 percent by 2022, and achieve an average cost of $10.00 per day by 2026.

The announcement is welcome news for women, their families, and cities across the Country. Toronto manages the second largest system of child care services in the Country, and it is important for our City to show its support for building a strong system of Early Learning and Child Care in Toronto and across Ontario – and that we are ready to work with the Federal and Provincial governments to achieve it.

City Council must reinforce the urgency, and express our willingness to be partners with all levels of government, and to act now, with urgency, to ensure this promise becomes a reality for Toronto children and families.

**Background Information (City Council)**

Member Motion MM32.12  
(http://www.toronto.ca/legdocs/mmis/2021/mmvbgrd/backgroundfile-166359.pdf)
The Right Honourable Justin Trudeau  
Prime Minister of Canada  
80 Wellington Street Ottawa, ON  
K1A 0A2  
Justin.trudeau@parl.gc.ca

RE: Capital Gains Tax Exemptions on Primary Residence

Dear Prime Minister,

During the August 9, 2021 regular meeting of council, correspondence received from the City of Sarnia in relation to the Town of Ft. Erie resolution of May 31, 2021 Capital Gains Tax Exemptions on Primary Residence was discussed, and the following resolution passed:

Moved: Wade Deighton Seconded: Grant Purdy

THAT the Council of the Town of Petrolia support and endorse the resolution circulated by the Town of Fort Erie requesting that the Federal Government cease further consideration of eliminating capital gains tax exemptions on primary residences.

Carried

On behalf of the Town of Petrolia Council, should our offices be of further assistance please do not hesitate to be in contact.

Kind regards,

Original Signed
Mandi Pearson  
Clerk/Operations Clerk

cc: file  
Town of Ft. Erie, Carol Schofield Manager, Legislative Services/Clerk cschofield@forterie.ca  
MP Marilyn Gladu Marilyn.Gladu@parl.gc.ca  
PMP Bob Bailey bob.bailey@pc.ola.org  
Municipalities of Ontario
Finance & Audit Committee Resolution

Committee Meeting Date: July 6, 2021
Agenda Item: 9b
Resolution Number: 2021-07-06-46S
Moved by: R. Cruik
Seconded by: W. Can
Council Meeting Date: July 21, 2021

"That the Finance and Audit Committee, having considered Report 2021-115, 'Municipal Court Managers' Association / POA Advocacy' recommend that County Council request the Attorney General of Ontario to halt the proclamation of the Early Resolution reforms included in Bill 177 Stronger Fairer Ontario Act and take immediate action to streamline and modernize this section of the legislation by making it easier and more convenient for the public and prosecutors to engage in resolution discussions, and by making it more effective and efficient to administer early resolution proceedings for Part I and Part II offences in the Provincial Offences Court; and

Further That the Committee recommend that County Council request the Attorney General of Ontario to enact changes to the Provincial Offences Act and any related regulations to permit the prosecutor and defendant or legal representative to agree, at any stage of a proceeding, to a resolution in writing for proceedings commenced under Part I or Part II of the POA, and to permit the Clerk of the Court to register the court outcome immediately upon receipt of the written agreement without requiring an appearance before a justice of the peace; and

Further That the Committee recommend that County Council request the Ministry of Transportation in consultation with Municipalities consider suspending (temporarily) the imposition of demerit points for persons who pay their ticket in cases where they have no previous relevant convictions; and

Further That the Committee recommend that County Council direct staff to forward a copy of this resolution to the Ministry of the Attorney General, MPP David Piccini (Northumberland – Peterborough South), and all Ontario municipalities."

Carried
Committee Chair’s Signature

Defeated
Committee Chair’s Signature

Deferred
Committee Chair’s Signature
"That County Council adopt all recommendations from the five Standing Committees, as contained within the Committees' Minutes (July 5, 6, 7, 2021 meetings), with the exception of any items identified by Members, which Council has/will consider separately, including Item 9f of this agenda, the 'Thompson Bridge Closure'."
Recommendation

“That the Finance and Audit Committee, having considered Report 2021-115, ‘Municipal Court Managers’ Association / POA Advocacy’ recommend that County Council request the Attorney General of Ontario to halt the proclamation of the Early Resolution reforms included in Bill 177 Stronger Fairer Ontario Act and take immediate action to streamline and modernize this section of the legislation by making it easier and more convenient for the public and prosecutors to engage in resolution discussions and by making it more effective and efficient to administer early resolution proceedings for Part I and Part II offences in the Provincial Offences Court; and

Further That the Committee recommend that County Council request the Attorney General of Ontario to enact changes to the Provincial Offences Act and any related regulations to permit the prosecutor and defendant or legal representative to agree, at any stage of a proceeding, to a resolution in writing for proceedings commenced under Part I or Part II of the POA and to permit the Clerk of the Court to register the court outcome immediately upon receipt of the written agreement without requiring an appearance before a justice of the peace; and
Further That the Committee recommend that County Council request the Ministry of Transportation in consultation with Municipalities consider suspending (temporarily) the imposition of demerit points for persons who pay their ticket in cases where they have no previous relevant convictions; and

Further That the Committee recommend that County Council direct staff to forward a copy of this resolution to the Ministry of the Attorney General, MPP David Piccini (Northumberland – Peterborough South), and all Ontario municipalities."

Purpose

Immediate regulatory and legislative changes are critical to delivering services to the public by putting in place the most modern, efficient, and effective justice system attainable.

The proposed Early Resolution reforms in Bill 177 Stronger, Fairer Ontario Act do not fully support the objectives of the Ministry of the Attorney General pertaining to creating a modernized and efficient justice system. These changes create procedural barriers that prevent reasonable and effective access to court procedures by replacing a simplified process currently in place with a complex lengthy process.

Background

Northumberland County is not currently opted into the formal Early Resolution process as provided for in the Provincial Offences Act (POA). Early Resolution discussions occur informally, scheduled with the Prosecution Team for all defendants (or their agents) who indicate option 3 (Trial) in response to a Part I (or Part II) charge.

The existing Early Resolution legislation (formal process) provides persons charged with minor offences under Part I (or Part II) of the POA with an option to meet with the prosecutor to resolve matters without the necessity of a trial proceeding. The informal early resolution regime has largely been successful in Northumberland County; providing timely access to justice and being the first POA proceedings to resume during the COVID-19 emergency. The number of Part I matters processed through the early resolution option is approximately 25% of all new charges filed annually and the resolution rate (pre-Trial) is approximately 90%. Approximately 20% of charges Fail to Respond and are convicted in absentia, while 55% of charge fines are paid without a Resolution Meeting or Trial.

The level of public participation in exercising an Early Resolution option in Northumberland County is a clear indication that whether opted into the formal Early Resolution process, or not, the rules under the existing Early Resolution section of the POA are easy for the public to understand and provides access to the justice system for minor offences.

Consultations

The Municipal Court Managers Association (MCMA) has conducted a detailed review of the impact the proposed changes will have on administrative processes and resources. The Bill
177 changes to the formal Early Resolution section of the POA will increase processing steps from the existing 15 administrative processes to over 70 processes. This represents an increase in processes of over 400%. Although Northumberland County has digitized and modernized administrative processes to permit the defendant to file their request digitally, the POA court remains dependent upon the Province's antiquated adjudicative case management system (ICON). Given the lack of a modern adjudicative case management system, the impact of the additional and complex legislative processes under the proposed changes to the Early Resolution section of the POA would likely require additional full time Court Clerks to administer the proposed lengthy and complex early resolution process, should Northumberland County choose to opt into the formal Early Resolution process to take advantage of proposed efficiencies in the legislation.

Simplifying the POA to provide for a more efficient, effective justice system with more convenience and proportionate options to the public for minor offences under Part I of the POA, should not require an increase in processes. Permitting any (formal or informal) early resolution meeting to be held in writing and permitting the filing of written agreements between the prosecutor and defendant to be registered administratively as a court outcome by the Court Clerk immediately provides an accessible streamlined efficient and modern court system to the public.

**Legislative Authority/Risk Considerations**

The current legislative framework for formal (opted-in) Early Resolution consists of one (1) section with 27 subsections or paragraphs supported by approximately 15 administrative processes. This legislative framework permits a defendant to request a meeting with the prosecutor, request a change to the appointment date once, attend a meeting with the prosecutor and have the outcome of the early resolution meeting recorded by the court on the same day as the meeting.

The proposed changes to the Early Resolution section of the POA under Bill 177 creates a more complex legislative framework for formal Early Resolution process, with five (5) sections and 43 subsections, paragraphs or subparagraphs. This represents an approximate 60% increase to the number of rules.

**Discussion/Options**

**Operational pressures that existed prior to the pandemic have become more pronounced and need to be met with legislative reforms to enable timely recovery of Provincial Offences Courts**

POA Courts has long advocated for legislative reforms streamlining and modernizing Provincial Offences Courts in support of equitable and timely access to justice. Immediate regulatory and legislative changes are critical to delivering services to the public by putting in place the most modern, efficient, and effective justice system attainable. The attached MCMA request seeks to align and validate the POA courts position on the following legislative barriers:

1. Halting the proclamation of the Early Resolution reforms included in Bill 177 and requesting to take immediate action to streamline and modernize this section of the
legislation. Under the proposed amendment, complex time periods and rules will be introduced including a redundant abandonment period, and delay in recoding of court outcomes which will result in multiple defendant appearances.

2. Enact changes to the *Provincial Offences Act* and any related regulations to permit the prosecutor and defendant or legal representative to agree, at any stage of a proceeding, to a resolution in writing. By so conserving court time and judicial resources.

3. Ministry of Transportation in consultation with municipalities consider suspending (temporarily) the imposition of demerit points for persons who pay their ticket in cases where they have no previous relevant convictions.

Throughout 2020, three separate orders were issued by the Ontario Court of Justice and the Province adjourning all court matters, suspending all *Provincial Offences Act* timelines and later extending these timelines into 2021.

The Chief Justice of Ontario and the Province of Ontario issued separate emergency orders in response to the pandemic throughout 2020 directly impacting Court Services operations.

A set of orders issued by the Chief Justice of Ontario and the Province built on each other and affected the legislative timelines under the *Provincial Offences Act*, meaning that the typical timeframe to respond to a ticket or other court matters governed by the *Provincial Offences Act* no longer applied. The orders extended timelines from March 16, 2020 through to and including February 26, 2021.

Simultaneously, the Chief Justice of Ontario also issued a set of orders that adjourned all court matters from March 16, 2020 until January 25, 2021. This resulted in postponing of over 2,000 trial matters until 2021, at the earliest. As part of court recovery, the Chief Justice advised Provincial Offence Courts that non-trial matters could go ahead by audio hearings by September 28, 2020 and that the resumption of remote trials could go forward as early as January 25, 2021, dependent on local judicial approval and court readiness. In-person trials would continue to be adjourned until the court schedule is approved by the Regional Senior Justice of the Peace, and all health and safety measures have been implemented.

The recovery of Provincial Offence courts was impeded by lack of timely direction from the Province concerning the resumption of services. While the provincial objective was to provide a consistent approach to the resumption of Provincial Offences Courts, priority was given to resuming Criminal Court operations. This often resulted in changing timelines and direction. Coupled with the existing issue of limited judicial resources which was intensified throughout the pandemic, Court Services could not effectively respond to the growing volume of pending cases which directly impacted the public’s access to justice.

**Bill 177 aims to modernize and streamline the Provincial Offences Courts**

Legislative amendments to the *Provincial Offences Act* were passed by the Ontario Legislature in December 2017 under Schedule 35 of Bill 177 *Stronger, Fairer Ontario Act*. These amendments include reforming of the Early Resolution process, improving the collection of default fines, and expanding the powers of the clerk of the court. However, the proposed Early
Resolution reforms came short as they do not fully support the objectives of the Ministry of the Attorney General pertaining to creating a modernized and efficient justice system.

In December 2019, the Ministry of the Attorney General advised that it intends to implement Bill 177 amendments through a phased approach. To date the Attorney General has only proclaimed and implemented section 48.1 allowing for use of certified evidence for all Part I proceedings. The rest of Bill 177 amendments are scheduled to be proclaimed later in 2021.

**Bill 177 reforms to the legislated Early Resolution process will prevent reasonable and effective access to court procedures by creating a complex and lengthy process**

Early Resolution is an optional program Provincial Offences Courts can offer allowing defendants who opt to dispute their charges to request a meeting with a prosecutor to resolve the charges prior to a trial.

Under the proposed amendment, when a defendant attends a meeting with the prosecutor, the outcome is not recorded by the court immediately and there is a myriad of rules to navigate that result in a court outcome. For example, depending on the agreement, a defendant may have to appear before a Justice of the Peace to register the agreement and there are potential additional appearances required by the defendant and the prosecutor before an outcome is registered by the court. In addition, there are multiple complex time periods and myriad of rules including a redundant abandonment period before an outcome is registered. The inclusion of a proposed abandonment period is redundant as fairness and administrative of justice principles already exist in other sections of the *Provincial Offences Act* including the right to appeal a conviction or a sentence. The complexity of the numerous additional rules will not be easily understood by the public and will hinder access to justice.

Early Resolution process could aid in municipal Provincial Offences Court recovery if the section amendments were edited to make it easy and more convenient for the public and prosecutors to engage in resolution discussions. Northumberland County Court Services would reconsider offering a formal Early Resolution option if the Ministry of the Attorney General were to make it more effective and efficient to administer Early Resolution proceedings.

**Closure of courts due to the pandemic resulted in a decrease in fine payments and increased pending caseload**

The extension of *Provincial Offences Act* timelines, along with the continued closure of court hearings impacted many of Court Services operational drivers. While court front counters were reopened in 2020 to provide essential administrative services, the ability to process charges and to address pending caseload was greatly impeded.

In turn, court revenue was impacted by operational instabilities such as, extension of the requirement to pay and defaulting of a fine. It is important to note that this is considered a deferred revenue as all outstanding fines are debt to the Crown owed in perpetuity and never forgiven. The ability to collect on debt diminishes the older a fine becomes.

There is an understanding that defendants request trials to seek resolutions that reduce demerit points. If demerit points were suspended for a period for those acknowledging their guilt and
paying the ticket, it may encourage defendants to pay their traffic ticket, thus reducing trial requests and pressures faced by trial courts. Details such as the time period for offences to which this would apply, what to do if a person receives multiple tickets, as well as determining whether a person without any convictions within 3 or 5 years of payment is to be treated as a first offender could be determined by the ministry.

Financial Impact

The recommendations contained in this report have no financial impact.

Member Municipality Impacts

Legislative change allowing any (formal or informal) early Resolution Meeting to be held in writing and permitting the filing of written agreements between the prosecutor and defendant to be registered administratively as a court outcome by the Court Clerk would benefit Member Municipalities in their Part II/Bi-Law proceedings in alignment with County Part I and II Early Resolution Proceedings.

Conclusion/Outcomes

In response to a the MCMA request for Joint Advocacy on behalf of all Ontario Municipal POA Courts, staff request that the Committee recommends that County Council pass a resolution in support for the listed MCMA recommendations.

Attachments

1. Letter: MCMA Request for Joint Advocacy
May 6, 2021

Dear Members,

Re: POA Streamlining and Modernization

In response to the increased pressures resulting from COVID 19, MCMA is seeking the support of POA Courts to actively lobby the Province for immediate regulatory and legislative changes. As you know, our ability to respond to increasing caseload and declining fine revenue is limited. These proposed changes will enable flexibility for municipalities to respond to local pressures.

It is important that we leverage this opportunity to create a modern, efficient, and sustainable justice system that meets the needs of court users. The proposed changes include:

1. Halting the proclamation of the Early Resolution reforms included in Bill 177 Stronger Fairer Ontario Act and take immediate action to streamline and modernize this section of the legislation.
2. Enacting changes to the Provincial Offences Act and any related regulations to permit the prosecutor and defendant or legal representative to agree, at any stage of a proceeding, to a resolution in writing.
3. Requesting the Ministry of Transportation in consultation with Municipalities, consider suspending the imposition of demerit points for persons who pay their ticket in cases where they have no previous relevant convictions.
4. Make regulatory changes to allow for camera-based offences to be administered through the administrative monetary penalties.

The MCMA board has prepared some templated documents to assist in your efforts. Attached you will find: Draft Council Resolution, draft council report for ER Courts and some key messages to support discussion. We understand that support for one or all may vary depending on individual priorities and appreciate your consideration.

Should you have any questions or would like to discuss further please feel free to reach out to any member of the MCMA board.

Lisa Brooks
MCMA President

“Excellence in Court Administration”
August 12th 2021

Attention: Prime Minister Trudeau

Re: Rising Costs of Building Materials

Please be advised that on August 11th 2021 the Town of Plympton-Wyoming Council passed the following motion to support the Council of the City of Kitchener’s motion (attached) requesting that the Federal and Provincial Governments to review actions that could be taken to help mitigate or offset the impacts related to the rising cost of building materials.

‘Motion 19
Moved by Gary Atkinson, Seconded by Muriel Wright that Council support item ‘h’ of correspondence from the City of Kitchener regarding the Rising Costs of Building Materials.

Motion Carried.’

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at ekwarcik@plympton-wyoming.ca.

Sincerely,

Erin Kwarcik
Clerk
ekwarcik@plympton-wyoming.ca

Cc: (via e-mail)
Hon. Premiere Doug Ford
Hon. Minister Peter Bethlenfalvy
Hon. Minister Victor Fedeli
Hon. Minister Steve Clark
Federation of Canadian Municipalities
Association of Municipalities of Ontario (AMO)
Ontario Municipalities
July 12, 2021

Right Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa ON K1A 0A2

Dear Prime Minister Trudeau:

This is to advise that City Council, at a meeting held on Monday June 28, 2021, passed the following resolution with respect to the rising cost of building materials:

“WHEREAS the prices for construction materials have seen dramatic increases during the pandemic; and,

WHEREAS reports by Statistics Canada noted that the price of lumber increased by 68 percent between March 2020 and March 2021, while fabricated metal products and construction material rose by 9 percent; and,

WHEREAS the Province of Ontario has seen an accelerated overall increase in demands for construction; and,

WHEREAS the Province of Ontario has deemed residential construction as essential activity during province-wide emergency declarations and stay-at-home orders; and,

WHEREAS Kitchener City Council considers it a matter of public interest as the increase in rates and demand could result in unsustainable costs on the local construction industry;

THEREFORE BE IT RESOLVED the City of Kitchener advocate to the Federal and Provincial Governments to review actions that could be taken to help mitigate or offset the impacts related to the rising cost of building materials; and;

THEREFORE BE IT FINALLY RESOLVED that a copy of this resolution be forwarded to the Right Honourable Justin Trudeau; Honourable Doug Ford,
Premier Ontario; Honourable Peter Bethlenfalvy, Minister of Finance; Honourable Hon. Victor Fedeli, Minister of Economic Development, Steve Clark, Minister of Municipal Affairs; Job Creation and Trade; local MP's and MPP’s, to the Federation of Canadian Municipalities, Association of Municipalities of Ontario, and all other municipalities in Ontario."

Yours truly,

C. Tarling
Director of Legislated Services & City Clerk

c: Hon. Premiere Doug Ford
Hon. Minister Peter Bethlenfalvy
Hon. Minister Victor Fedeli
Hon. Minister Steve Clark
Federation of Canadian Municipalities
Association of Municipalities of Ontario (AMO)
Ontario Municipalities
TOWNSHIP OF McMURRICH/MONTEITH
District of Parry Sound
P.O. Box 70 31 William Street
Sprucedale, Ontario P0A 1Y0
Phone 705-685-7901 Fax 705-685-7393
www.mcmurrichmonteith.com E-Mail: clerk@mcmurrichmonteith.com
Reeve: Angela Friesen Clerk/Treasurer: Cheryl Marshall

The Honourable Patty Hajdu
Federal Minister of Health
House of Commons
Ottawa, ON K1A 0A6
Via email: patty.hajdu@pc.gc.ca

August 3, 2021

Re: Support for 9-8-8 – a 3 Digit Suicide and Crisis Prevention Hotline

Please be advised that on July 15, 2021 the Township of McMurrich/Monteith Council passed the following motion to support the Town of Caledon letter endorsing the 9-8-8 crisis line initiative to ensure critical barriers are removed to those in a crisis and seeking help.

Resolution 2021-243  Beilke/O’Halloran

Whereas the Federal government has passed a motion to adopt 9-8-8, a National three-digit suicide and crisis hotline;
And Whereas the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200%;
And Whereas existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;
And Whereas in 2022 the United States will have in place a national 9-8-8 crisis hotline;
And Whereas in Township of McMurrich/Monteith recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in crisis and seeking help;
Now Therefore Be It Resolved that the Township of McMurrich/Monteith endorses this 9-8-8 crisis line initiative; and that Staff be directed to send a letter indicating such support to our local Member of Parliament, Member(s) of the Legislative Assembly, Federal Minister of Health, the CRTC and local area municipalities to indicate our support.

Yours truly,

Mardi Boshold
Acting Deputy Clerk-Treasurer
Township of McMurrich/Monteith

cc: The Honourable Christine Elliott, Minister of Health, Ontario – christine.elliott@ontario.ca
Norm Miller, MPP for Parry Sound-Muskoka – norm.miller@pc.ole.org
Scott Aitchison, MP for Parry Sound-Muskoka – scott.aitchison@parl.gc.ca
Ian Scott, Chairperson and Chief Executive Officer – CRTC – iscott@telesat.com
All Ontario Municipalities
August 11, 2021

The Right Honourable Justin Trudeau
Prime Minister of Canada
Justin.Trudeau@parl.gc.ca

Federal Cabinet
Via email to each Minister

The Honourable François-Philippe Champagne
Minister of Innovation, Science and Industry
Francois-Philippe.Champagne@parl.gc.ca

Re: Council Resolution Supporting Affordable Internet

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on August 9, 2021 passed the attached resolution.

Internet is a necessity, not a luxury for the vast majority of Canadians – a fact that has been highlighted throughout the ongoing COVID-19 pandemic. However, despite being an essential utility, too many people are struggling to afford reliable internet services, while some don't have access to broadband internet at all. Ontario residents, and Canadians from coast to coast to coast, should never have to choose between paying their internet bill and other essentials such as food, medication, or housing expenses.

On May 27th, the Canadian Radio-television and Telecommunications Commission (CRTC) arbitrarily reversed its 2019 Rates Order concerning wholesale internet rates charged by Canada’s largest carriers to smaller companies. This decision was devastating for consumers as it effectively guarantees internet prices will continue to rise despite the fact that Canadians already pay some of the highest internet prices in the world. Additionally, this decision directly impacts many smaller internet service providers (ISPs) and threatens hundreds of well-paying jobs and tens of millions in investments that would benefit communities in Ontario.
Issued in August of 2019, the CRTC’s 2019 Rates Order confirmed the large carriers systematically broke rate-setting rules to grossly inflate their costs of providing network access. The CRTC set new rates and ordered the large carriers to repay amounts they overcharged competitors during its proceeding. The 2019 Rates Order was based on a rigorous, evidence-based, 4-year long regulatory process. It was upheld on appeals by the Federal Court of Appeal, the Supreme Court of Canada, and the Federal Cabinet and was widely expected to be implemented this year. Instead, the CRTC arbitrarily and completely reversed the 2019 Rates Order, a decision that harms competition, reduces customer choice, and ignores the real and urgent need for affordable internet in Canada.

Not only do rural and remote communities continue to struggle to gain access to affordable broadband internet, the digital divide and lack of affordability remain an issue across all communities in Ontario, and Canada. For example, a recent report by the Brookfield Institute at Ryerson University found that more than a third of households in Toronto are worried about paying their home internet bills over the next few months. More than half of the city’s low-income households also have download speeds below the national target of 50 megabits per second. Many rural and remote communities don’t have access to broadband, or any internet services, at all. This would be problematic in the best of times, but is even more so now as the pandemic has made high-speed, affordable internet a necessity for education, work, and health care.

A 2020 price study prepared by Wall Communications Inc. for ISED found that internet prices increased across all service baskets over 2019, making Canada an international outlier among its peer countries. Without intervention from the federal government, who in 2019 promised to reduce internet prices for all Canadians, there is no doubt that this trend will continue.

The Federal Cabinet must overturn the decision now to ensure that affordable internet becomes a reality, not just an ideal. We are sharing this letter and Council resolution with representatives of, and leaders in, communities across Canada. We urge you and them to make this important issue your own, as it directly affects the people in their regions, and across Canada. As you all know, internet is now a necessary utility to all Canadians similar to gas, hydro, water and electricity. The CRTC decision has impacted over 1,200 small ISP’s across Canada, thousands of jobs in your communities and negatively impacts millions of Canadians ability to receive affordable internet.
We would welcome the opportunity to discuss this critical issue with you at your earliest convenience, and to work together in making our concerns heard in support of affordable internet for all.

Sincerely,

[Signature]

Darrin Canniff, Mayor/CEO
Municipality of Chatham-Kent

Attachment: Council Resolution Supporting Affordable Internet

C: (via email)
   Honourable Doug Ford, Premier of Ontario
   Dave Epp, MP, Chatham-Kent-Leamington
   Lianne Rood, MP, Lambton-Kent-Middlesex
   Rick Nicholls, MPP, Chatham-Kent-Leamington
   Monte McNaughton, MPP, Lambton-Kent-Middlesex
   Association of Municipalities of Ontario (AMO)
   Federation of Canadian Municipalities (FCM)
   All Ontario Municipalities
Attachment: Council Resolution Supporting Affordable Internet

Whereas internet connectivity is a basic necessity and essential utility for the vast majority of Canadians;

Whereas too many Canadians struggle to afford reliable, high-speed internet services, or do not have access to broadband internet at all;

Whereas the need for high-speed and affordable internet is always critical, but is even more so now as the COVID-19 pandemic has shown it is required for education, work, and health care;

Whereas independent studies have consistently shown that Canadians pay some of the highest prices for internet in the world and that internet prices have increased year over year;

Whereas the Canadian Radio-television and Telecommunications Commission’s (CRTC) 2019 Rates Order set wholesale internet prices that would facilitate greater competition and promote innovative broadband services and more affordable prices for consumers;

Whereas the 2019 Rates Order was based on a rigorous, evidence-based, 4-year long regulatory process, and was upheld on appeal by unanimous decision of the Federal Court of Appeal, while the Supreme Court of Canada and the Federal Cabinet declined to review it;

Whereas on May 27, 2021, the CRTC decided to reverse its 2019 Rates Order, effectively guaranteeing that internet prices will continue to rise for consumers;

Now therefore be it resolved that the Municipality of Chatham-Kent call on the Federal Cabinet, Prime Minister Justin Trudeau, and ISED Minister Francois-Phillippe Champagne to overrule the CRTC’s reversal and immediately implement the evidence-based 2019 Rates Order.

Be it further resolved that the Premier of Ontario, Ontario Minister of Industry, local MPPs, the Association of Municipalities of Ontario, all 444 Ontario municipalities and the Federation of Canadian Municipalities be sent correspondence of Council’s resolution along with the attached letter.
July 6, 2021

Via Email: peter.julian@parl.gc.ca

Honourable Peter Julian MP
House of Commons
Suite 203, Wellington Building
Ottawa ON  K1A 0A6

Re: Support Motion M-84 Anti-Hate Crimes and Incidents and Private Member’s Bill C-313 Banning Symbols of Hate Act

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on June 28, 2021 passed the following motion:

Moved by CI Crew Second by CI Latimer

“That the Municipality of Chatham-Kent Council support MP Peter Julian’s private member’s motion, Motion M-84 Anti-Hate Crimes and Incidents and his private member’s bill Bill-C 313 Banning Symbols of Hate Act”.

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,

Judy Smith, CMO
Director Municipal Governance
Clerk /Freedom of Information Coordinator

C
Local MP & MPP
Ontario Municipalities
July 12, 2021

Right Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa ON K1A 0A2

Dear Prime Minister Trudeau:

This is to advise that City Council, at a meeting held on Monday June 28, 2021, passed the following resolution with respect to Motion M-84 Anti-Hate Crimes and Incidents and private member’s bill Bill-C 313 Banning Symbols of Hate Act:

“WHEREAS racism and hate crimes in Kitchener have been on the rise since the start of the global pandemic; and,

WHEREAS the City of Kitchener continues to seek opportunities to dismantle systemic racism; and,

WHEREAS the City’s Strategic Plan has identified Caring Community as a priority, and the proposed motion M-84 Anti-hate crimes and incidents and private member’s bill Bill-C 313 Banning Symbols of Hate Act supports several of the bodies of work currently being moved forward under this strategic goal; and,

WHEREAS MP Peter Julian’s motion M-84 Anti-hate crimes and incidents and private member’s bill Bill-C 313 Banning Symbols of Hate Act is an opportunity to make all Canadians feel safer in the communities that they live;

THEREFORE IT BE RESOLVED that the City of Kitchener endorses MP Peter Julian’s private member’s motion, Motion M-84 Anti-Hate Crimes and Incidents and his private member’s bill Bill-C 313 Banning Symbols of Hate Act; and,

THEREFORE BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Right Honourable Justin Trudeau, Minister of Municipal Affairs Steve Clark, Minister of Citizenship and Multiculturalism Parm Gill, to the local
MP’s and MPP’s, to the Federation of Canadian Municipalities, to the Association of Municipalities Ontario, and all other municipalities in Ontario."

Yours truly,

C. Tarling
Director of Legislated Services
& City Clerk

c:  Hon. Minister Steve Clark
    Hon. Minister Parm Gill
    Mike Harris (Kitchener Conestoga), MPP
    Amy Fee (Kitchener South-Hespeler), MPP
    Laura Mae Lindo (Kitchener Centre), MPP
    Catherine Fife (Waterloo), MPP
    Raj Saini (Kitchener Centre), MP
    Tim Louis (Kitchener Conestoga), MP
    Bardish Chagger (Waterloo), MP
    Marwan Tabbara (Kitchener South-Hespeler), MP
    Association of Municipalities of Ontario (AMO)
    Ontario Municipalities
The Right Honourable Justin Trudeau
Prime Minister
House of Commons
Ottawa, ON L1A 0A6
justin.trudeau@parl.gc.ca

Dear Honourable Justin Trudeau,

Re: Copy of Resolution #567

Motion No.: 482
Moved by: Don Murray   Seconded by: Lillian Abbott

THAT the Township of Huron-Kinloss Committee of the Whole hereby supports Chatham Kent and the City of Kitchener in endorsing MP Peter Julian’s private member’s motion, Motion M-84 Anti-Hate Crimes and Incidents and his private member’s bill, Bill-C 313 Banning Symbols of Hate Act AND directs Staff to circulate as appropriate.

Carried

Sincerely,

Kelly Lush
Deputy Clerk

c.c The Association of Municipalities of Ontario and all Ontario Municipalities
"Via Email: justin.trudeau@parl.gc.ca

June 24th, 2021

The Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON
K1A 0A2

Dear Prime Minister Trudeau:

Re: Motion to Include the PSA Test for Men into the Medical Care

This will serve to advise you that Council, at its regular meeting held Tuesday, June 22\textsuperscript{nd}, 2021, passed the following resolution:

"Resolution No. 182-2021
Moved By: Robert Hutchinson Seconded By: Daniel Belisle

WHEREAS the male population has been made to pay for prostrate blood test and whereas 11 Canadian men will die of prostrate cancer every day and

WHEREAS 1.5 million Canadian men are not seeking the early detection PSA testing and

WHEREAS prostrate cancer is the most common cancer in men and

WHEREAS when detected early the survival rate is close to 100% and detected late 3 of 4 men will be lost and

WHEREAS men who wish to have this test done have to pay $33.00 for the test
THEREFORE I Robert Hutchinson move that both the Federal and Provincial Governments move to have this test included in the national health care system and that it be made available for all Canadian men at no charge and further that the Government make every effort to have this become a reality sooner than later as stated above every day that goes by another 11 men will die of this avoidable disease and

FURTHERMORE that this motion be distributed to Right Honourable Justin Trudeau Prime Minister of Canada, Honourable Doug Ford Premier of Ontario, Minister of Health (Canada) Honourable Patty Hajdu, Deputy Premier and Minister of Health (Ontario) Honourable Christine Elliott, all municipalities, and all First Nation Communities.

Carried”

Your attention to this matter is greatly appreciated!

Yours Truly,

THE CORPORATION OF THE TOWN OF COCHRANE

Alice Mercier
Clerk

/am

c.c: Hon. Doug Ford Premier of Ontario,
Hon. Patty Hajdu, Minister of Health (Canada)
Hon. Christine Elliott, Deputy Premier and Minister of Health (Ontario)
All Municipalities
All First Nation Communities
The Honourable Justin Trudeau  
Prime Minister of Canada  
Office of the Prime Minister  
80 Wellington Street  
Ottawa, ON K1A 0A2

June 21st 2021

Re: Motion to Include the PSA Test for Men into the Medical Care

Please be advised that on July 14th 2021 the Town of Plympton-Wyoming Council passed the following motion to support the Town of Cochrane's motion (attached) requesting that the Federal and Provincial Governments move to have the PSA Test for men included in the national health care system and that it be made available for all Canadian men at no charge.

Motion 6
Moved by Mike Vasey, Seconded by Gary Atkinson that Council support item ‘m’ of correspondence from The Town of Cochrane regarding a motion to Include the PSA Test for Men into the Medical Care.

Motion Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at ekwarcia@plympton-wyoming.ca.

Sincerely,

Erin Kwarcia
Clerk
Town of Plympton-Wyoming

Cc: (via e-mail)
Hon. Doug Ford Premier of Ontario,
Hon. Patty Hajdu, Minister of Health (Canada)
Hon. Christine Elliott, Deputy Premier and Minister of Health (Ontario)
All Municipalities
All First Nation Communities
"Via Email: justin.trudeau@parl.gc.ca

June 24th, 2021

The Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON
K1A 0A2

Dear Prime Minister Trudeau:

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"Resolution No. 182-2021
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WHEREAS prostrate cancer is the most common cancer in men and

WHEREAS when detected early the survival rate is close to 100% and detected late 3 of 4 men will be lost and

WHEREAS men who wish to have this test done have to pay $33.00 for the test
THEREFORE I Robert Hutchinson move that both the Federal and Provincial Governments move to have this test included in the national health care system and that it be made available for all Canadian men at no charge and further that the Government make every effort to have this become a reality sooner than later as stated above every day that goes by another 11 men will die of this avoidable disease and

FURTHERMORE that this motion be distributed to Right Honourable Justin Trudeau Prime Minister of Canada, Honourable Doug Ford Premier of Ontario, Minister of Health (Canada) Honourable Patty Hajdu, Deputy Premier and Minister of Health (Ontario) Honourable Christine Elliott, all municipalities, and all First Nation Communities.

Carried"

Your attention to this matter is greatly appreciated!

Yours Truly,

THE CORPORATION OF THE TOWN OF COCHRANE

Alice Mercier
Clerk

/c/c.: Hon. Doug Ford Premier of Ontario,
Hon. Patty Hajdu, Minister of Health (Canada)
Hon. Christine Elliott, Deputy Premier and Minister of Health (Ontario)
All Municipalities
All First Nation Communities
The Right Honourable Justin Trudeau  
Prime Minister  
House of Commons  
Ottawa, ON L1A 0A6  
justin.trudeau@parl.gc.ca

Re: Copy of Resolution #572

Motion No.: 572  
Moved by: Ed McGugan  
Seconded by: Carl Sloetjes

THAT the Township of Huron-Kinloss Committee of the Whole supports the Town of Cochrane and the town of Plympton-Wyoming in their request for the Federal and Provincial Governments to have the prostate blood test (PSA test) be included in the national health care system AND directs Staff to circulate as appropriate.

Carried

Sincerely,

Kelly Lush  
Deputy Clerk

c.c Honourable Doug Ford, Premier of Ontario , The Association of Municipalities of Ontario and all Ontario Municipalities
# COUNCIL INFORMATION PACKAGE

**September 3, 2021**

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Comments

Throughout the pandemic, the Cambridge Neighbourhood Organizations (CNOs) have offered safe, flexible and creative means by which our residents could continue to remain connected while physically distancing. With a range of virtual connections – including craft kits, at-home activity challenges and food truck frenzies – our CNOs have rallied to reduce the isolation that individuals and families have felt during the last year.

Attached is program information from each of the eight Cambridge Neighbourhood Organizations for information.

Attachments

Winter and Spring 2021 Highlights From:

- Alison Neighbourhood Community Centre
- Fiddlesticks Community Centre
- Greenway Chaplin Community Centre
- Grow-Langs Community Centre
- Hespeler Community Centre
- Kinbridge Community Association
- Preston Heights Community Centre
- Silverheights Neighbourhood Association

Approvals:
☒ Manager/Supervisor    ☒ Deputy City Manager    ☒ City Manager
Winter & Spring 2021 Highlights!

Recreational Programs
- After School Club
- Crazy Science Workshops
- Intro to Coding with Scratch

Virtual Programs
2 Family Trivia Nights & LEAD

Community Engagement
Mothers Day Baskets
Candy Grams
Food Truck Nights
Volunteer Appreciation Week
Spring Starter Kits

Volunteer Opportunities
Board of Directors

Contact Us:
519-620-1867
ancc@alisonneighbourhood.org
OUR COVID PIVOT

MOVE TO OUTDOOR RECREATION!!!
2020 SUMMER CAMP
AFTER SCHOOL PROGRAM
COMMUNITY GARDEN
OUTDOOR KARATE AND LINE DANCE
POP UP PARKS
CANADA DAY FLAG DELIVERY
FLYNN MASCOT SPARKING JOY ON WEEKLY COMMUNITY WALKS
FLYNN DRIVEWAY BIRTHDAY SONG AND DANCE
COMMUNITY ICE RINK
BUSY BEE ACTIVITY BAGS
WHEELED WEDNESDAY FOOD TRUCK NIGHTS
CHRISTMAS WITH SANTA
CHRISTMAS AND SPRING CURB SIDE FUN BOX
OVER 9600 VISITS

VIRTUAL PIVOT
HOLIDAY HOUSE COMPETITION
AFTER SCHOOL PROGRAM
FAMILY TRIVIA
CHILDREN'S STORY TIME
COOKING WITH KARMEN
VIRTUAL STAFF TRAINING
ASSISTING PUBLIC HEALTH WITH VACCINE BOOKINGS

WWW.FIDDLESTICKS.CA
Virtual Events

- Family Trivia Night live on Facebook
- Walking Wednesdays exploring our neighbourhood
- Virtual Art Show (participants from across the City of Cambridge and beyond)

Recreation Programs

- Girls Club on Zoom
- Arts Club on Zoom
- Youth Drop-In on Discord

Community Engagement

- Volunteer Opportunities
  - Street Ambassadors
  - Board of Directors
- Stay connected - join our e-newsletter list at www.greenwaychaplin.com
- 519-623-4220 or info@greenwaychaplin.com
2021 Winter and Spring Updates

192 Kitchen Kreation Meals for Youth & Families

209 Steam at Home Program Visits

123 Girls Group Program Visits

11 Older Adult/Adult Programs

65 Virtual Youth & Adult Programs

Across Both Sites

Volunteer Spotlight:

Shubham Patel
Shubham Patel has been a volunteer with Langs since December 2020. He works alongside staff to deliver virtual programs such as Kitchen Kreation and Steam at Home. Shubham is also an active member of the Youth Council (YTCYC). During his time with Langs his responsibilities include: creating video content for social media and YouTube, program assistance, planning activity booklets and more!

Bruce Corfield
In 2020, with the introduction of the pandemic, many volunteers took a step back from their work but this did not deter Bruce from continuing his involvement and commitment to our clients. With the support of Langs staff member, Tammy Saunders, Bruce received paperwork and successfully completed their income taxes on time.

High Five Champion:

Emma Butler
Emma is a Peer Worker at Grow Community Centre and helps with our After-school program. Emma has gone above and beyond for our participants; showing empathy, support and care for all our participants.

What's Next?

Summer camps will be held in person again this year at Langs and Grow Community Centre, with increased participants and adhering to Provincial safety guidelines. We are planning for the phased in return of in-person programs in the Fall and Winter, in accordance with Provincial guidelines.
Since May 2020 HVNA has distributed more than 4000 Busy Bee Bag (Curbside activity kits).

Hespeler Canada Sign sparks pride during uncertain times. Currently distributing our 3rd edition - 3000+ in Hespeler.

Special Events

HVNA missed hosting our large scale special events such as the annual Hespeler Harvest Festival and Neighbourhood Day. HVNA succeeded in weekly pop up plays such as our Bike Rodeo. Our Pop Up Plays were small scale, limiting participants to 25 at one time. Pop ups served many families as a safe means of a socially distanced events and skill building activities.

Social Media

When it was safest to keep our distance HVNA turned to social media as a means to stay connected within our community. Through efforts such as the 12 Days of Giveaways, we not only highlighted local businesses and artisans, but have grown our social media following by 100%.
**RECREATION PROGRAMS**
Time To Get Moving
Art in a Box
Homework Buddies and Study Space
Games Night
Family Bingo Nights
Fun With Kiwi - Craft Tutorials

**PEER PROGRAMS**
Picante - Facebook Cooking Video Series
Fun, Food and Friends Healthy Eating and Walking Group
Coffee, Tea and Taking Care of Me - Sun Safety

**SKILLS DEVELOPMENT**
YouthForce Leaders In Training
Growing Together - Cambridge Newcomer Outreach Program
Zoom Workshop Training for Peer Health Workers

**CELEBRATIONS**
Breakfast with Santa
Mother's Day Stuffie Gifts
Black Girl Excellence: Who We Are

*Stay connected with us! Follow our social media, sign up for our newsletter and visit www.kinbridge.ca*
Whats Happening At PHCG

**Summer 2021: Programs**

**Steam:**

PHCG is excited to be offering STEAM based programing for the first time to our participants this summer. Participants will garner knowledge and skills in a fun and innovative manner.

**Active Parks:**

PHCG is partnering with Recess Guardians to provide recreation interactive programing this summer for our youth in Preston Heights. As part of attending this program youth will be given recreation program challenge boxes which was created by Recess Guardians to stay active even when at home.

**Summer 2021 Community Engagement**

**We Are Preston Community Pride Video:**

As we move forward PHCG has recognized and put a focus on post COVID -19 Community Development. It is with this lens PHCG will be creating a community focused video around community pride where members within our community will be interviewed and speak about the pride of being a part of their community.

**Community Cuts:**

PHCG is proud to be connecting community members with local barbers for a program called Community Cuts where members of the community will be able to get a haircut by a local barber free of charge to the community resident. This program was developed to further develop community relationships with our residents and local businesses.

**Fall 2021 New Program**

**Fall 2021:**

PHCG will be partnering with Recess Guardians this fall around a program called Black Leaders Of Tomorrow that will provide participants the opportunity to meet, learn and connect with leaders of black owned businesses and entrepreneurs in the city of Cambridge. This program will be carried out through three agencies PHCG, SNA and GCCC.
SNA's Updates For the Winter/Spring Seasons
SNA's focus for the last 5 months has been to connect and engage with our residents while following all COVID rules and guidelines.

For Recreation
(which was done through Facebook, You Tube, Zoom and our Newsletters)
- Continued our Boredom Busters
- After school programming with themed days, Moving Mondays, Treat Tuesdays, Wild art Wednesdays and Thinking/Theatrical Thursdays.
- Continued our Lego Challenges
- Handed out 50 SNA Activity Kits when COVID rules allowed

For Virtual Events
- Held a virtual Family Day event. 16 families took part in our Hands on Exotics animal show through zoom on Family Day weekend
- SNA Acts of Kindness days
- 100 Hours Outdoors Challenge
- Weekend Challenges to stay motivated, active and go outdoors
- Spring Break Challenges and Outdoor Scavenger Hunts

Overall Engagement
During this time we have also:
- Increased our social medial engagement by 63%
- Increased our social media followers by 116 people
- Increased our open rate and engagement rate on our e-newsletter by 23%

Stay Connected- join our e-newsletter at www.silverheightsneighbourhood.com
August 25, 2021

The Honourable Patty Hajdu
Federal Minister of Health
House of Commons
Ottawa, ON K1A 0A6
Patty.hajdu@parl.gc.ca

Dear Honourable Patty Hajdu:

**Re: SUPPORT FOR 988, A 3-DIGIT SUICIDE AND CRISIS PREVENTION HOTLINE**

Please be advised that at the meeting held on July 26, 2021, the Council of the Town of Greater Napanee adopted the following resolution of support:

RESOLUTION #351/21: Richardson, Kaiser

That the correspondence from Scott Aitchison, Township of The Archipelago re: Support for 988 Crisis Line, dated June 18, 2021, and from Adjala-Tosorontio re: Support for 3-digit suicide & crisis hotline, dated June 21, 2021, and from Adelaide Metcalfe re: Supports Owen Sound 988 Suicide Crisis Hotline dated July 12, 2021, be received; And further, That Council direct Staff to provide letters of support to pertinent Ministers and agencies involved. CARRIED.

Thank you for your consideration in this matter.

Katy Macpherson
Legal Services Coordinator

CC: All Ontario Municipalities
RE: **Scott Aitchison, MP Parry Sound Muskoka – Support for 9-8-8 Crisis Line**

**WHEREAS** the Federal Government has passed a motion to adopt 9-8-8, a National 3-digit suicide and crisis hotline; and

**WHEREAS** the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200%; and

**WHEREAS** existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold; and

**WHEREAS** in 2022 the United States will have in place a national 9-8-8 crisis hotline; and

**WHEREAS** the Township of The Archipelago recognizes that it is a significant and important initiative to ensure critical barriers are removed to those in crisis and seeking help;

**NOW THEREFORE BE IT RESOLVED** that Council for the Township of The Archipelago hereby endorses this 9-8-8 crisis line initiative; and

**FURTHER BE IT RESOLVED** that staff be directed to send a letter indicating support to Scott Aitchison, MP Parry Sound Muskoka, Norm Miller, MPP Parry Sound Muskoka, Hon. Patty Hajdu, Federal Minister of Health, the Canadian Radio-television and Telecommunications Commission (CRTC), and all Ontario municipalities and local First Nations.

**Carried.**
June 21, 2021

The Honourable Patty Hajdu
Federal Minister of Health
House of Commons
Ottawa, ON K1A 0A6

Re: Support for 988 – 3 digit suicide and crisis prevention hotline

Please be advised that the Council of The Corporation of the Municipality of Adjala-Tosorontio, at its meeting held Wednesday, June 9th, 2021 enacted the following resolution:

**RES-167-2021**

*Whereas the Federal government has passed a motion to adopt 988, a National three-digit suicide and crisis hotline;*

*Whereas the ongoing COVID-19 pandemic has increased the demand for suicide prevention services by 200%;*

*Whereas existing suicide prevention hotlines require the user to remember a 10-digit number and go through directories or be placed on hold;*

*Whereas in 2022 the United States will have in place a national 988 crisis hotline;*

*Whereas the Town of Caledon recognized that it is a significant and important initiative to ensure critical barriers are removed to those in a crisis and seeking help;*

*Now there for be it resolved that the Corporation of the Township of Adjala-Tosorontio endorses this 988 crisis line initiative;*

*And that this resolution be sent to the Honourable Minister of Health Patty Hajdu, MP Terry Dowdall, Simcoe-Grey, MP Jim Wilson, Simcoe-Grey, Ian Scott, Chairperson & CEO-Canadian Radio-Television and Telecommunications (CRTC) and all municipalities in Ontario.*

Sincerely,

**Dianne Gould-Brown**

Dianne Gould-Brown, CMO
Clerk
July 12, 2021

City of Owen Sound
808 2nd Avenue East
Owen Sound, ON
N4K 2H4

ATTENTION: JAMIE ECKENSWILLER, DEPUTY CLERK

RE: SUPPORT OF RESOLUTION – ENDORSEMENT OF 988 SUICIDE AND CRISIS PREVENTION HOTLINE INITIATIVE

Please be advised that the Council of the Township of Adelaide Metcalfe, at the regular meeting of June 21, 2021, supported your resolution and the following was passed.

THAT Council support the City of Owen Sound’s endorsement of the 988 Suicide and Crisis Prevention Hotline Initiative.

CARRIED.

Kind regards,

Morgan Calvert
CAO/Acting Clerk
August 25, 2021

The Honourable Patty Hajdu  
Federal Minister of Health  
House of Commons  
Ottawa, ON K1A 0A6  
Patty.hajdu@parl.gc.ca

The Honourable Christine Elliott  
Ministry of Health, Ontario 438  
University Ave, 8th floor, Toronto  
Ontario M5G 2K8  
christine.elliott@ontario.ca

Re: Correspondence received from the Town of Cochrane regarding Motion to Include the PSA Test for Men into the Medical Care

Please be advised that at the meeting held on July 26, 2021, the Council of the Town of Greater Napanee adopted the following resolution of support:

RESOLUTION #350/21: McCormack, Norrie CARRIED
That the correspondence from the Town of Cochrane, dated June 24, 2021 regarding the inclusion of Men’s PSA testing into the national health care system, be received; And further, That Council direct Staff to provide letters of support to the Ministers of Health at both the federal and provincial government.

Thank you for your attention in this matter.

Yours truly,

Katy Macpherson
Legal Services Coordinator

Encl.

cc: All Ontario Municipalities
"Via Email: justin.trudeau@parl.gc.ca

June 24th, 2021

The Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON
K1A 0A2

Dear Prime Minister Trudeau:

Re: Motion to Include the PSA Test for Men into the Medical Care

This will serve to advise you that Council, at its regular meeting held Tuesday, June 22nd, 2021, passed the following resolution:

"Resolution No. 182-2021
Moved By: Robert Hutchinson Seconded By: Daniel Belisle

WHEREAS the male population has been made to pay for prostrate blood test and whereas 11 Canadian men will die of prostrate cancer every day and

WHEREAS 1.5 million Canadian men are not seeking the early detection PSA testing and

WHEREAS prostrate cancer is the most common cancer in men and

WHEREAS when detected early the survival rate is close to 100% and detected late 3 of 4 men will be lost and

WHEREAS men who wish to have this test done have to pay $33.00 for the test
THEREFORE I Robert Hutchinson move that both the Federal and Provincial Governments move to have this test included in the national health care system and that it be made available for all Canadian men at no charge and further that the Government make every effort to have this become a reality sooner than later as stated above every day that goes by another 11 men will die of this avoidable disease and

FURTHERMORE that this motion be distributed to Right Honourable Justin Trudeau Prime Minister of Canada, Honourable Doug Ford Premier of Ontario, Minister of Health (Canada) Honourable Patty Hajdu, Deputy Premier and Minister of Health (Ontario) Honourable Christine Elliott, all municipalities, and all First Nation Communities.

Carried"

Your attention to this matter is greatly appreciated!

Yours Truly,

THE CORPORATION OF THE TOWN OF COCHRANE

Alice Mercier
Clerk

/am

c.c.: Hon. Doug Ford Premier of Ontario,
Hon. Patty Hajdu, Minister of Health (Canada)
Hon. Christine Elliott, Deputy Premier and Minister of Health (Ontario)
All Municipalities
All First Nation Communities
August 31\textsuperscript{st} 2021

Attention: Prime Minister Trudeau

\textbf{Re: Council Resolution Supporting Affordable Internet}

Please be advised that on August 25\textsuperscript{th} 2021 the Town of Plympton-Wyoming Council passed the following motion to support the Council of the Municipality of Chatham-Kent (attached) requesting that the Federal and Provincial Governments support affordable internet for all Canadians.

\textit{Motion 12}

\textit{Moved by Muriel Wright, Seconded by Gary Atkinson that Council supports correspondence item ‘f’ from the Municipality of Chatham-Kent regarding Affordable Internet’}

\textit{Motion Carried.}

If you have any questions regarding the above motion, please do not hesitate to contact me.

Sincerely,

Erin Kwarcia
Clerk
\texttt{ekwarcia@plympton-wyoming.ca}

Cc: (via e-mail)
- Hon. Minister Steve Clark
- Bob Bailey, MPP, Sarnia-Lambton
- Marilyn Gladu, MP, Sarnia-Lambton
- Monte McNaughton, MPP, Lambton-Kent-Middlesex
- Lianne Rood, MP, Lambton-Kent-Middlesex

The Honourable Francois—Philippe Champagne
Minister of Innovation, Science and Industry
\texttt{Francois-Philippe.Champagne@parl.gc.ca}
August 11, 2021

The Right Honourable Justin Trudeau  
Prime Minister of Canada  
Justin.Trudeau@parl.gc.ca

Federal Cabinet  
Via email to each Minister

The Honourable François-Philippe Champagne  
Minister of Innovation, Science and Industry  
Francois-Philippe.Champagne@parl.gc.ca

**Re: Council Resolution Supporting Affordable Internet**

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on August 9, 2021 passed the attached resolution.

Internet is a necessity, not a luxury for the vast majority of Canadians – a fact that has been highlighted throughout the ongoing COVID-19 pandemic. However, despite being an essential utility, too many people are struggling to afford reliable internet services, while some don’t have access to broadband internet at all. Ontario residents, and Canadians from coast to coast to coast, should never have to choose between paying their internet bill and other essentials such as food, medication, or housing expenses.

On May 27th, the Canadian Radio-television and Telecommunications Commission (CRTC) arbitrarily reversed its 2019 Rates Order concerning wholesale internet rates charged by Canada’s largest carriers to smaller companies. This decision was devastating for consumers as it effectively guarantees internet prices will continue to rise despite the fact that Canadians already pay some of the highest internet prices in the world. Additionally, this decision directly impacts many smaller internet service providers (ISPs) and threatens hundreds of well-paying jobs and tens of millions in investments that would benefit communities in Ontario.
Issued in August of 2019, the CRTC’s 2019 Rates Order confirmed the large carriers systematically broke rate-setting rules to grossly inflate their costs of providing network access. The CRTC set new rates and ordered the large carriers to repay amounts they overcharged competitors during its proceeding. The 2019 Rates Order was based on a rigorous, evidence-based, 4-year long regulatory process. It was upheld on appeals by the Federal Court of Appeal, the Supreme Court of Canada, and the Federal Cabinet and was widely expected to be implemented this year. Instead, the CRTC arbitrarily and completely reversed the 2019 Rates Order, a decision that harms competition, reduces customer choice, and ignores the real and urgent need for affordable internet in Canada.

Not only do rural and remote communities continue to struggle to gain access to affordable broadband internet, the digital divide and lack of affordability remain an issue across all communities in Ontario, and Canada. For example, a recent report by the Brookfield Institute at Ryerson University found that more than a third of households in Toronto are worried about paying their home internet bills over the next few months. More than half of the city’s low-income households also have download speeds below the national target of 50 megabits per second. Many rural and remote communities don’t have access to broadband, or any internet services, at all. This would be problematic in the best of times, but is even more so now as the pandemic has made high-speed, affordable internet a necessity for education, work, and health care.

A 2020 price study prepared by Wall Communications Inc. for ISED found that internet prices increased across all service baskets over 2019, making Canada an international outlier among its peer countries. Without intervention from the federal government, who in 2019 promised to reduce internet prices for all Canadians, there is no doubt that this trend will continue.

The Federal Cabinet must overturn the decision now to ensure that affordable internet becomes a reality, not just an ideal. We are sharing this letter and Council resolution with representatives of, and leaders in, communities across Canada. We urge you and them to make this important issue your own, as it directly affects the people in their regions, and across Canada. As you all know, internet is now a necessary utility to all Canadians similar to gas, hydro, water and electricity. The CRTC decision has impacted over 1,200 small ISP’s across Canada, thousands of jobs in your communities and negatively impacts millions of Canadians ability to receive affordable internet.
We would welcome the opportunity to discuss this critical issue with you at your earliest convenience, and to work together in making our concerns heard in support of affordable internet for all.

Sincerely,

Darrin Canniff, Mayor/CEO
Municipality of Chatham-Kent

Attachment: Council Resolution Supporting Affordable Internet

C: (via email)
Honourable Doug Ford, Premier of Ontario
Dave Epp, MP, Chatham-Kent-Leamington
Lianne Rood, MP, Lambton-Kent-Middlesex
Rick Nicholls, MPP, Chatham-Kent-Leamington
Monte McNaughton, MPP, Lambton-Kent-Middlesex
Association of Municipalities of Ontario (AMO)
Federation of Canadian Municipalities (FCM)
All Ontario Municipalities
Whereas internet connectivity is a basic necessity and essential utility for the vast majority of Canadians;

Whereas too many Canadians struggle to afford reliable, high-speed internet services, or do not have access to broadband internet at all;

Whereas the need for high-speed and affordable internet is always critical, but is even more so now as the COVID-19 pandemic has shown it is required for education, work, and health care;

Whereas independent studies have consistently shown that Canadians pay some of the highest prices for internet in the world and that internet prices have increased year over year;

Whereas the Canadian Radio-television and Telecommunications Commission’s (CRTC) 2019 Rates Order set wholesale internet prices that would facilitate greater competition and promote innovative broadband services and more affordable prices for consumers;

Whereas the 2019 Rates Order was based on a rigorous, evidence-based, 4-year long regulatory process, and was upheld on appeal by unanimous decision of the Federal Court of Appeal, while the Supreme Court of Canada and the Federal Cabinet declined to review it;

Whereas on May 27, 2021, the CRTC decided to reverse its 2019 Rates Order, effectively guaranteeing that internet prices will continue to rise for consumers;

Now therefore be it resolved that the Municipality of Chatham-Kent call on the Federal Cabinet, Prime Minister Justin Trudeau, and ISED Minister Francois-Phillippe Champagne to overrule the CRTC’s reversal and immediately implement the evidence-based 2019 Rates Order.

Be it further resolved that the Premier of Ontario, Ontario Minister of Industry, local MPPs, the Association of Municipalities of Ontario, all 444 Ontario municipalities and the Federation of Canadian Municipalities be sent correspondence of Council’s resolution along with the attached letter.
August 20, 2021

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen’s Park
Toronto, ON  M7A 1A1

Dear Premier Ford:

City Council, at its meeting held on August 13, 2021, approved Item 13 of Planning Committee Report 21-012 which reads as follows:

13. Noise Concerns and Request for Expiry of Extended Construction Hours

WHEREAS, municipalities have the authority under the Municipal Act, 2001 to pass a Noise By-law to regulate and prohibit with respect to noise;

WHEREAS, in response to the COVID-19 pandemic, the Ontario government sought to accelerate construction projects in municipalities;

WHEREAS, the Ontario government passed O.Reg 131/20, under the Municipal Act, 2001 ("O.Reg 131/20") allowing for extended construction hours for projects associated with the healthcare sector to 24 hours a day and any other construction activity in a municipality between the hours of 6am and 10pm;

WHEREAS, O.Reg 131/20 limits a municipality’s authority and enforcement through Section 451.1 of the Municipal Act, 2001 from prohibiting and regulating noise with respect to after-hour noise from construction sites;

WHEREAS, there has been an increase in complaints as a result of after-hour noise caused by construction sites impacting the quiet enjoyment of the residents of Hamilton; and,

WHEREAS, O.Reg 131/20 is set to expire on October 7, 2021;

THEREFORE BE IT RESOLVED:

(a) That the Mayor contact the Premier of Ontario, and local Members of Parliament to ask that the Province to promptly expediate the expiry of O.Reg 131/20, the COVID exemption for after-hours noise from construction sites.
(b) That the Mayor contact the Premier of Ontario, and local Members of Parliament to request that the Province not make the temporary regulations of O.Reg 131/20, or any similar restrictions, permanent through an amendment to the Municipal Act, 2001.

(c) That the request be sent to other municipalities in Ontario, including the Association of Municipalities of Ontario for their endorsement.

Your consideration of Council's request is appreciated. We would ask that you reference File #C21-014 when responding to this correspondence.

Sincerely,

Fred Eisenberger
Mayor

File #C21-014

c.c. Hon. Andrea Horwath, Leader of the Official Opposition, MPP, Hamilton Centre
    Hon. Donna Skelly, MPP, Flamborough-Glanbrook
    Hon. Paul Miller, MPP, Hamilton East-Stoney Creek
    Hon. Monique Taylor, MPP, Hamilton Mountain
    Hon. Sandy Shaw, MPP, Hamilton West-Ancaster-Dundas
    Association of Municipalities of Ontario
    All Ontario Municipalities (by email)
Minutes
Corporation of the City of Cambridge
Community Wellbeing Advisory Committee
No. 01-21

Virtual Meeting
January 21, 2021 6:00-8:00 P.M.

Committee Members in Attendance:
Bill Davidson; Amy Deschamps; Sharon Livingstone; Shane Murphy; Brian Paul; Stephanie Ropp; Carol Thorman; Clifford Vanclief; Mayor McGarry; Councillor Liggett; Councillor Mann (Absent: 6:54 p.m.); Superintendent Christopher Goss; Grace Bermingham; Douglas Bartholomew-Saunders, Region of Waterloo Community Services; Michael Parkinson, Waterloo Region Crime Prevention Council; Maggie Clarke

Staff- Council - Members with Regret:
Megan Brunner; Ruth Cameron; Cameron Dearlove; Cliff Eggleton; Bill Kirby; Farah Lahens; Keith Taylor

Staff Members in Attendance:
Dave Bush, Deputy City Manager – Corporate Services; Danielle Manton, City Clerk; Vanessa Lopak; Alexandra Rodic

Others in Attendance:

Meeting Called to Order
The meeting of the Community Wellbeing Advisory Committee of the Corporation of the City of Cambridge is held virtually. Councillor Liggett welcomes everyone present and called the meeting to order at 6:04 p.m. and the meeting adjourned at 6:57 p.m.

Disclosure of Interest
There are no declarations of pecuniary interest.

Approval of March 5, 2020 Advisory Committee Minutes

Moved by: Councillor Mann

Seconded by: Clifford Vanclief
THAT the minutes from the Community Wellbeing Advisory Committee meeting held on Thursday, March 5, 2020 be approved.

CARRIED

Approval of December 9, 2020 Advisory Committee Minutes

Moved by: Mayor McGarry
Seconded by: Maggie Clarke

THAT the minutes from the Community Wellbeing Advisory Committee meeting held on Wednesday, December 9, 2020 be approved.

CARRIED

Agenda Items

a) Election of Chair and Vice Chair

Councillor Liggett was elected by acclamation as Chair of the Community Wellbeing Advisory Committee for the term of 2021.

Carol Thorman was elected as Vice-Chair of the Community Wellbeing Advisory Committee for the term of 2021.

b) Approval of 2021 Meeting Schedule

Moved by: Councillor Mann
Seconded by: Mayor McGarry

THAT the 2021 Schedule Meeting Schedule be approved.

CARRIED

c) Review of Committee Terms of Reference

Vanessa Lopak, Supervisor of Accessibility & Diversity, provided a status update on the Terms of Reference. It was determined that revisions to this document will be submitted to the City Clerk for the next meeting. An overview of the Code of Conduct will also take place at the next meeting.
d) Review of Committee Annual Report and 2021 Work Plan

Moved by: Sharon Livingstone
Seconded by: Carol Thorman

Vanessa Lopak, Supervisor of Accessibility & Diversity, provided an overview of last March’s Annual Report and 2020 Work Plan. Discussions surrounded the work of the subcommittees, building agendas throughout the year, the City’s Strategic Plan, and other planned activities in 2021.

Further discussion surrounded endorsing a community awareness campaign regarding the isolation resulting from the COVID-19 pandemic. The committee agreed to add action items in the 2021 Work Plan to address social isolation and the COVID-19 pandemic.

Sharon Livingstone moved that the Annual Report and 2021 Work Plan, as amended, will go to Council and be presented by the Vice-Chair, Carol Thorman.

CARRIED

Next Meeting

Thursday, February 4, 2021, 6:00-8:00 p.m.
Location: Virtual

Close of Meeting

Moved by: Stephanie Ropp
Seconded by: Maggie Clarke

THAT the Community Wellbeing Advisory Committee meeting does now adjourn at 6:57 p.m.

CARRIED

__________________________  __________________________
Chairperson                   Recording Secretary
Committee Members in Attendance:
Ruth Cameron; Maggie Clarke (Arrived: 6:47 p.m.); Bill Davidson; Cameron Dearlove; Cliff Eggleton; Bill Kirby; Farah Lahens; Sharon Livingstone; Shane Murphy; Brian Paul; Stephanie Ropp; Keith Taylor; Carol Thorman; Mayor McGarry; Councillor Liggett; Councillor Mann; Superintendent Christopher Goss, Region of Waterloo, Police Services; Michael Parkinson, Waterloo Region Crime Prevention Council; Van Vilaysinh, Region of Waterloo, Community Services

Staff- Council - Members with Regret:
Megan Brunner; Amy Deschamps; Clifford Vanclief; Grace Bermingham, Region of Waterloo, Public Health & Emergency Services

Staff Members in Attendance:
Dave Bush, Corporate Services; Danielle Manton, City Clerk; Vanessa Lopak, Accessibility & Diversity Services; Alexandra Rodic, Council & Committee Services; Brooke Lambert, Corporate Strategy; Nicole Drake, Corporate Strategy

Others in Attendance:

Meeting Called to Order
The meeting of the Community Wellbeing Advisory Committee of the Corporation of the City of Cambridge is held virtually. Councillor Liggett welcomes everyone present and called the meeting to order at 6:03 p.m. and the meeting adjourned at 7:49 p.m.

Disclosure of Interest
There are no declarations of pecuniary interest.

Approval of January 21, 2021 Advisory Committee Minutes
Moved by: Mayor McGarry
Seconded by: Brian Paul
THAT the minutes from the Community Wellbeing Advisory Committee meeting held on Thursday, January 21, 2021 be approved.

CARRIED

Agenda Items

a) Strategic Plan Update – Brooke Lambert, Director of Corporate Strategy, City of Cambridge

Brooke Lambert and Nicole Drake provided an update on the Strategic Plan. Discussions surrounded objectives and next steps. A Council Workshop will take place to further discuss this topic.

b) Review of Code of Conduct

Danielle Manton provided a review of the Code of Conduct for the new committee member.

c) Terms of Reference Update

Danielle Manton notified the committee that changes are still being accepted and that the Clerk’s report will not be going to Council until April 2021.

d) Sub Committee Composition and Membership Review

Danielle Manton and Vanessa Lopak presented proposed subcommittee composition, roles, and procedures to the CWAC. Composition for each subcommittee is to consist of both CWAC and non-CWAC members. An Expression of Interest will be posted to the City’s website, social media, and advertised in the local newspaper for members of the public to request joining a subcommittee of CWAC. Danielle and Vanessa also reviewed the process for selecting non-CWAC members for subcommittee participation.

Danielle Manton notified the committee that training with subcommittees will take place.

Moved by: Bill Kirby
Seconded by: Shane Murphy

THAT the committee approve the proposed revisions to composition section and roles section of each subcommittee terms of reference.

CARRIED, on a recorded vote 16-0
In Favour: Ruth Cameron; Maggie Clarke; Bill Davidson; Cameron Dearlove; Cliff Eggleton; Bill Kirby; Farah Lahens; Sharon Livingstone; Shane Murphy; Brian Paul; Stephanie Ropp; Keith Taylor; Carol Thorman; Mayor McGarry; Councillor Liggett; Councillor Mann

Opposed: None

e) Social Isolation Actions

Danielle Manton proposed a Wellbeing Wednesday initiative to the group. This initiative would include gathering tips, strategies, and ideas from committee members on how to promote wellbeing and reduce the impact of social isolation during the COVID-19 pandemic. Wellbeing Wednesday ideas would be posted to the City’s social media each Wednesday for about 6 weeks. Discussion followed on ideas to expand the program to include pre-recorded talk show or podcast. Members are asked to submit Wellbeing Wednesday ideas to Vanessa.

Next Meeting

Thursday, March 4, 2021, 6:00-8:00 p.m.

Location: Virtual

Close of Meeting

Moved by: Stephanie Ropp

Seconded by: Cliff Eggleton

THAT the Community Wellbeing Advisory Committee meeting does now adjourn at 7:49 p.m.

CARRIED

__________________________ Chairperson ____________________________

__________________________ Recording Secretary ____________________________
Committee Members in Attendance: Ruth Cameron, Maggie Clark, Cameron Dearlove, Amy Deschamps, Cliff Eggleton, Bill Kirby, Sharon Livingstone, Brian Paul, Stephanie Ropp, Carol Thorman, Mayor McGarry, Councillor Liggett, Councillor Mann, Van Vilaysinh, Region of Waterloo, Community Services, Grace Bermingham, Region of Waterloo, Public Health & Emergency Services

Members Regrets: Megan Brunner, Bill Davidson, Shane Murphy, Superintendent Christopher Goss, Region of Waterloo, Police Services; Michael Parkinson, Waterloo Region Crime Prevention Council

Staff Members in Attendance: Dave Bush, Deputy City Manager- Corporate Services; Danielle Manton, City Clerk; Vanessa Lopak, Supervisor of Accessibility & Diversity Services; Briar Allison, Council and Committee Services Coordinator.

Others in Attendance: Chris McEvoy, Manager, Housing Policy & Homelessness Prevention, Region of Waterloo.

Meeting Called to Order

The meeting of the Community Wellbeing Advisory Committee of the Corporation of the City of Cambridge was held virtually. Chair Councillor Liggett welcomed everyone present and called the meeting to order at 6:02 p.m. and the meeting adjourned at 7:46 p.m.

Disclosure of Interest

None.

Approval of February 4, 2021 Advisory Committee Minutes

Moved by: Councillor Mann
Seconded by: Brian Paul

THAT the minutes from the Community Wellbeing Advisory Committee meeting held on Thursday, February 4, 2021 be approved.

CARRIED

Agenda Items

a) Housing and Homelessness Update – Chris McEvoy, Manager, Housing Policy and Homelessness Prevention, Region of Waterloo

Using a powerpoint presentation, Chris provided an update which included framework, value statements, bridges and drop in services and street outreach. A question and answer period then took place.

b) Wellbeing Wednesday Update – Vanessa Lopak, Supervisor of Accessibility and Diversity Services, City of Cambridge

Using an excel spreadsheet, Vanessa shared the committee’s Wellbeing Wednesday activities. This was then suggested to be made into a standing agenda item.

c) CWAC Terms of Reference Update – Danielle Manton, City Clerk, City of Cambridge

Danielle advised of the Citizen Advisory Committee’s annual report which will also include recommendations for terms of references. Danielle also advised which sections that are up for consideration.

d) CWAC Subcommittee Membership Update – Vanessa Lopak, Supervisor of Accessibility and Diversity Services, City of Cambridge

Vanessa advised that Expression of Interest recruitment for CWAC’s subcommittees is now live.

Other Business

The committee was reminded of the Strategic Plan Focus Group.

Next Meeting

Date & Time: Thursday April 1, 2021. Virtual Meeting via Zoom. 6:00 p.m.

Location: Virtual

Close of Meeting

Moved by: Brian Paul
Seconded by: Stephanie Ropp

THAT the Community Wellbeing Advisory Committee meeting does now adjourn at 7:46 p.m.

CARRIED

Chair
Councillor Liggett

Council Committee Services Coordinator
Briar Allison
Committee Members in Attendance: Maggie Clarke, Bill Davidson, Cameron Dearlove, Cliff Eggleton, Bill Kirby, Sharon Livingston, Shane Murphy, Brian Paul, Keith Taylor, Carol Thorman, Clifford Vanclief, Mayor McGarry, Councillor Liggett, Councillor Mann, Chris Goss, Waterloo Regional Police Services; Michael Parkinson, Waterloo Region Crime Prevention Council; Van Vilaysinh, Region of Waterloo Community Services

Members Regrets: Farah Lahens, Ruth Cameron, Stephanie Ropp, Amy Deschampes

Staff Members in Attendance: Dave Bush, Deputy City Manager- Corporate Services; Danielle Manton, City Clerk; Vanessa Lopak, Supervisor of Accessibility & Diversity Services; and Briar Allison, Council and Committee Services Coordinator.

Meeting Called to Order

The meeting of the Community Wellbeing Advisory Committee of the Corporation of the City of Cambridge was held virtually. Chair Councillor Liggett welcomed everyone present and called the meeting to order at 6:00 p.m. and the meeting adjourned at 7:29 p.m.

Disclosure of Interest

None.

Approval of March 4, 2021 Advisory Committee Minutes

Moved by: Bill Kirby
Seconded by: Brian Paul
THAT the minutes from the Community Wellbeing Advisory Committee meeting held on Thursday, March 4, 2021 be approved.

CARRIED

Agenda Items
a) Private Landlords and Affordable Housing, Kayla Andrade, Ontario Landlord Watch

Using a powerpoint presentation, Kayla provided information to the committee. A question and answer period then took place.

b) Consumption and Treatment Services Community Consultation and Site Identification: CWAC Delegation Update, Carol Thorman, Vice Chair, CWAC.

Carol reviewed her delegation with the committee to the Special Council meeting held on March 30, 2021.

c) Strategic Planning Consultation Update, Carol Thorman, Sharon Livingstone, Shane Murphy

Sharon provided the committee with an update. Vanessa also advised that a survey will be sent to the committee for their input.

d) Subcommittee Update and Activation, Vanessa Lopak, City of Cambridge

Vanessa advised of important information regarding the new subcommittees and their activation. Vanessa then reviewed CWAC’s Terms of Reference and the relation between the subcommittees responsibilities.

e) Upcoming Council Agenda Items, Danielle Manton, City of Cambridge

Danielle provided the committee with information on a staff report that will be coming forward to Special Council which may be of interest to the committee.

f) Chair’s Report, Councillor Jan Liggett

Councillor Liggett provided a recap of the March 30th Special Council meeting as it relates to staff report 21-121(CRS) Cambridge Consumption and Treatment Services Community Consultation and Site Identification.

**Other Business**

Christopher Goss’s retirement was announced- the committee thanked Christopher for all his hard work.

**Next Meeting**

Date & Time: Thursday May 6, 2021. Virtual Meeting via Zoom. 6:00 p.m.

Location: Virtual

**Close of Meeting**
Moved by: Mayor McGarry
Seconded by: Carol Thorman

THAT the Community Wellbeing Advisory Committee meeting does now adjourn at 7:29 p.m.

CARRIED

_________________________  ___________________________
Chair                         Council Committee Services Coordinator

Councillor Liggett           Briar Allison
Committee Members in Attendance: Ruth Cameron, Maggie Clarke, Cameron Dearlove, Cliff Eggleton, Bill Kirby, Sharon Livingstone, Shane Murphy, Brian Paul, Stephanie Ropp, Keith Taylor, Carol Thorman, Clifford Vanclief, Councillor Jan Liggett, and Councillor Mike Mann.

Members Regrets: Bill Davidson and Mayor McGarry.

Staff Members in Attendance: James Goodram- Director of Economic Development; Vanessa Lopak- Supervisor of Accessibility and Diversity Services; Kaminda Musumbulwa-Diversity Coordinator; Dave Bush- Deputy City Manager of Corporate Services; Danielle Manton- City Clerk; and Briar Allison- Council Committee Services Coordinator.

Meeting Called to Order

The meeting of the Community Wellbeing Advisory Committee of the Corporation of the City of Cambridge was held virtually. Chair Councillor Liggett welcomed everyone present and called the meeting to order at 6:01 p.m. and the meeting adjourned at 8:00 p.m.

Disclosure of Interest

None.

Approval of April 1, 2021 Advisory Committee Minutes

Moved by: Bill Kirby
Seconded by: Councillor Mann

THAT the minutes from the Community Wellbeing Advisory Committee meeting held on Thursday, April 1, 2021 be approved.

CARRIED

Agenda Items
a) Core Areas Community Improvement Plans – James Goodram, Director, Economic Development, City of Cambridge

Danielle Manton, City Clerk provided context to the committee as to how it relates to the CWAC.

Using a powerpoint presentation, James Goodram provided information to the committee regarding Community Improvement programs. A question and answer period then took place.

b) Children’s mental health – Dr. Maggie Clarke

Verbally, Dr. Maggie Clarke shared information and statistics regarding the mental health pandemic.

c) Coalition of Inclusive Municipalities - Vanessa Lopak, Supervisor of Accessibility and Diversity Services and Kaminda Musumbulwa, Diversity Coordinator, City of Cambridge

Using a powerpoint presentation, Vanessa provided an assessment of the coalition. Danielle and Vanessa will provide the committee with how it relates to the mandate.

d) Subcommittee Updates

The chair’s of the subcommittee’s shared an update.

e) Wellbeing Wednesday by Vanessa

Vanessa shared some ideas in relation to Wellbeing Wednesday.

f) Chair’s Report

Councillor Liggett advised of Councilor hamilton’s motion that is coming forward to the May 11th Special Council meeting. Danielle also advised of what reports are going to council on May 25th.

Other Business

None.

Next Meeting

Date & Time: Thursday June 3, 2021. Virtual Meeting via Zoom. 6:00 p.m.

Location: Virtual

Close of Meeting

Moved by: Bill Kirby

Seconded by: Carol Thorman
THAT the Community Wellbeing Advisory Committee meeting does now adjourn at 8:00 p.m.

CARRIED

Chair
Councillor Liggett

Council Committee Services Coordinator
Briar Allison
Committee Members in Attendance: Sue Brown, Nelson Cecilia, Michelle Goodridge, Mark Leclair, Kimberly Livingstone, John Oldfield, Scott Roberts, Nancy Woodman and Councillor Pam Wolf with Amy Barnes in the Chair

Regrets:

Staff in Attendance: Laura Waldie, Senior Planner - Heritage, Abraham Plunkett-Latimer, Senior Planner - Heritage, Karin Stieg-Drobig, Recording Secretary and Ayesh Da Silva, Network Administrator

Meeting Called to Order

The meeting of the Municipal Heritage Advisory Committee was held virtually via Microsoft Zoom and live streamed to the City of Cambridge website. Amy Barnes, MHAC Vice Chair, welcomed everyone present, introductions were made and she advised those present that in its advisory role, MHAC makes recommendations that then go to Council for a decision. The meeting was called to order at 7:00 p.m. and the meeting adjourned at 8:30 p.m.

Declarations of Interest:

Amy Barnes declared a pecuniary interest for agenda item two, 16 Byng Avenue Heritage Impact Assessment and noted she will mute herself and turn off her video. Scott Roberts has agreed to assume the chair for this item.

Presentation:

Delegations:

Eugene Dimitru, Project Architect, was present to answer the questions of the Committee regarding item 3, Request to Alter – 28 Fallbrook Lane. There were no questions from the Committee for the delegate or staff.

Chair, Amy Barnes, excused herself prior to the next delegate and Scott Roberts assumed the Chair.
Karen Scott Booth, representing the Architectural Conservancy of Cambridge and North Dumfries (ACO Cambridge) gave a Power Point presentation regarding agenda item 2, 16 Byng Avenue Heritage Impact Assessment. Ms Scott Booth noted that the property, built in 1830 also known as Kirkmichael, holds architectural, cultural and historical importance as one of the oldest residential structures in Galt. Ms Scott Booth further noted that this would be the time to ensure this significant property is designated to ensure it is preserved for further generations. A copy of the presentation is available through the Planning Services Division.

Scott Roberts thanked Karen Scott Booth for her presentation. Amy Barnes returned to the meeting and assumed the Chair.

Minutes of Previous Meeting

Moved by: Councillor Wolf
Seconded by: Michelle Goodridge

THAT the minutes of the April 15, 2021 meeting of the Cambridge Municipal Heritage Advisory Committee be considered for errors and omissions and be adopted.

CARRIED

1. River Road Secondary Plan and Servicing Agreement – Heritage Considerations

Moved by: Susan Brown
Seconded by: John Oldfield

The Committee noted it’s support of a future Cultural Heritage Landscape Study of this unique area of Cambridge and acknowledged the concern of residents to unsympathetic infill. Council will still need to approve a CHL Study for the area when the 2022 Budget is discussed in the Fall. Staff noted a report will be going to Council in June to extend the Interim Control By-law to allow time for the Secondary Plan to conclude as it has been delayed due to Covid restrictions. Until the CHL Study commences, the consultants are recommending HIA’s be required for development of any properties in order to access each property on its own merit.

THAT the Municipal Heritage Advisory Committee recommends Memo 3/2021 be received as information.

CARRIED

Amy Barnes removed herself from the meeting. Scott Roberts again assumed the Chair.
2. 16 Byng Avenue Heritage Impact Assessment

Moved by: Nelson Cecilia
Seconded by: John Oldfield

THAT Report 21-014 (MHAC) – 16 Byng Avenue Heritage Impact Assessment – be received;

AND THAT the Municipal Heritage Advisory Committee (MHAC) accept the Cultural Heritage Impact Assessment (HIA) and its findings as submitted by Letourneau Heritage Consulting dated April 8, 2021 for the construction an addition to the dwelling on the listed property at 16 Byng Avenue;

AND FURTHER THAT the MHAC recommends to the Committee of Adjustment that:

1. The roofing material and colour of the addition should be both compatible and subordinate to the extant roof.
2. Removal of the original wooden posts supporting the wrap around covered porch be avoided. If this is not possible, it is recommended that the posts be retained and reused to replace missing posts along the south elevation.
3. Qualified professionals with experience working on heritage masonry and carpentry should plan and undertake the work directly involving the extant dwelling and its heritage attributes.
4. A Temporary Protection Plan be prepared to the satisfaction of the City’s Senior Planner Heritage prior to the issuance of a building permit to demonstrate how the extant dwelling and its heritage attributes will be protected through ongoing construction including a plan for site access, delivery, and staging of materials and machinery as well as a fire and security plan.

Staff advised the Committee that the owner has indicated he is available to answer questions should the Committee decide to do so. The Committee had a fulsome discussion regarding the heritage attributes of the house, their significance and the protection of those attributes including the windows, porch, stone walls, roof line and fireplaces. It was determined that property deserves designation. The Committee discussed contacting the owner this evening or arranging a separate meeting to allow for a more fulsome discussion.

The Committee voted 6 to 3 in favour of not contacting the owner this evening.

Councillor Wolf suggested the MHAC could work with the owner on the benefits of either a full or partial designation of the property and asked staff to meet with the owner prior to this item going to the Committee of Adjustment meeting. Councillor Wolf then...
made the motion to defer the recommendations until a later date. The Committee discussed the recommendation to defer.

Moved by: Councillor Wolf
Seconded by: Nancy Woodman

The Municipal Heritage Advisory Committee (MHAC and the Committee of Adjustment (COA), if necessary, defer to a later date until such time that we have had the opportunity to meet virtually with the current owner to discuss full &/or partial designation of the property known as 16 Byng Avenue and the advantages of doing this.

CARRIED as amended

3. Request to Alter - 28 Fallbrook Lane

Moved by: Michelle Goodridge
Seconded by: Nelson Cecilia

The Committee discussed impacts to the dwelling, as well as the monument and hedgerow at the front of the property.

THAT Report 21-012 (MHAC) – Request to Alter – 28 Fallbrook Lane – be received;

AND THAT the Municipal Heritage Advisory Committee (MHAC) recommend Council approve the alterations to renovate 28 Fallbrook Lane as outlined in Report 21-012 (MHAC);

AND THAT MHAC accept the Cultural Heritage Impact Assessment (HIA) and its findings as prepared by Robinson Heritage Consulting dated February 2021.

CARRIED

Correspondence - NIL

Other Business – NIL

Chair’s Comments:

John Oldfield did not have any comments this month

Council Report/Comments:

Councillor Wolf did not have any items to report this month.

Staff/Senior Planner- Heritage comments:

ECM\Planning Services\Committees\MHAC\MHAC Agendas and Minutes\Minutes\2021 Minutes\05_20_2021 MHAC Minutes
Abraham Plunkett-Latimer provided an update on the Galt Core HCD Study

Laura Waldie did not have any comments this month.

**General Heritage Matters – Updates by Committee Members:**

Amy Barnes reminded the Committee there are many interesting workshops and information sessions available at this time of year and she is happy to share the links for these.

**Next Meeting**

Date & Time: June 17, 2021, 7:00 p.m.
Location: Virtually via Zoom

**Close of Meeting**

Moved by: Nancy Woodman
Seconded by: John Oldfield

**THAT** the Municipal Heritage Advisory Committee meeting does now adjourn at 8:30 p.m.

CARRIED

Chairperson
Amy Barnes

Recording Secretary
Karin Stieg-Drobig
Committee Members in Attendance: Sue Brown, Nelson Cecilia, Michelle Goodridge, Mark Leclair, John Oldfield, Scott Roberts, and Councillor Pam Wolf with Amy Barnes in the Chair

Regrets: Kimberly Livingstone and Nancy Woodman

Staff in Attendance: Abraham Plunkett-Latimer, Senior Planner - Heritage, Karin Stieg-Drobig, Recording Secretary and Ayesh Da Silva, Network Administrator

Meeting Called to Order

The meeting of the Municipal Heritage Advisory Committee was held virtually via Zoom and live streamed to the City of Cambridge website. Amy Barnes, MHAC Vice Chair, welcomed everyone present, introductions were made and she advised those present that in its advisory role, MHAC makes recommendations that then go to Council for a decision. The meeting was called to order at 7:00 p.m. and the meeting adjourned at 8:36 p.m.

Abraham Plunkett-Latimer explained that due to the departure of the current Vice-Chairperson, Amy Barnes, an election will be held this evening to fill that position effective the July 2021 MHAC meeting. He further noted the process, who is eligible to vote and how the closed balloting will take place virtually.

Election of Vice-Chairperson

Abraham Plunkett-Latimer called for nominations for Vice-Chairperson.

Susan Brown nominated Michelle Goodridge
Councillor Wolf nominated Scott Roberts

There being no further nominations;

Moved by: Scott Roberts
Seconded by: Amy Barnes

Michelle Goodridge accepted the nomination and Scott Roberts accepted the nomination.
Voting was not able to be completed through Zoom polling due to technical issues. Votes were directed to Ayesh Da Silva, who advised Scott Roberts was elected Vice-Chairperson of the Municipal Heritage Advisory Committee for the remainder of 2021.

**Declarations of Interest:**

**Addition of Agenda Item:**

Councillor Wolf noted that at last month’s meeting, the HIA for 16 Byng Avenue was deferred to allow discussion with the property owner regarding designation of the property and their plans for an alteration, prior to the item going before the Committee of Adjustment later this month. Councillor Wolf advised that she, Laura Waldie, Senior Planner Heritage and Amy Barnes, Vice-Chairperson were able to meet with the homeowner late yesterday. The timing of this meeting made it too late to add the item to an addendum. However, it is felt that in the interest of resolving the concerns of the Committee and addressing the plans of the applicant, it is important the item be brought forward to the Committee by having the property owner delegate and answer Committee questions raised at the previous meeting.

Moved by: Councillor Wolf
Seconded by: John Oldfield

**THAT** the notice requirements of the procedure by-law be waived to consider report 21-014 (MHAC) – 16 Byng Avenue Heritage Impact Assessment at the June 17th Municipal Heritage Advisory Committee meeting.

CARRIED

In order to allow the homeowner, Mr. Benoit, to delegate, a vote was taken by the Committee.

Moved by: Nelson Cecilia
Seconded by Susan Brown

**THAT** the requirements of the procedure by-law be waived to permit a delegation from Matthew Benoit to report 21-014 (MHAC).

CARRIED

**Presentation:**

Robyn Huether, Architect and Slobodanka Lekic, Manager of Building Design & Construction, City of Cambridge gave a presentation on the heritage renovations on the
City owned Galt Riverbank Buildings. A copy of the presentation is available through the Planning Services Division.

Delegations:

Chair, Amy Barnes, noted discussions with the homeowner went very well and it was felt the Committee would benefit from having Mr. Benoit explain his plans.

Mr. Benoit thanked the Committee for inviting him to speak this evening. He noted that he, along with his wife, intend to restore Kirkmichael back to the way it was originally intended. They have no plans to change the masonry or exterior of the home and will be utilizing an existing opening in the west wall to move through to the proposed new garage. He further noted they worked with architect, Alicia Neeves, who is familiar with heritage buildings. The proposed glasswork to be utilized when moving from the old to new structure will separate the two buildings. Mr. Benoit also noted he uncovered a bell curve roof along the south porch that he intends to refurbish and to reinstate the porch arches that he discovered under the west porch.

The Committee asked Mr. Benoit about the porch rails, if the intention was to change the windows or other defining elements of the building and whether he is open to designation of the property. He noted that the porch rails will be refurbished and utilized and that he was not intending to make alterations to the fabric of the existing building. Mr. Benoit noted they are not intending to change the windows. The floors have been taken back to the original pine floors and have been completely refinished. As well, there are no plans to remove the fireplaces. Amy Barnes noted that designation had been discussed the previous afternoon and that Mr. Benoit was open to further discussions on the matter at a later date. The Committee thanked Mr. Benoit for his care and obvious love of the property.

Minutes of Previous Meeting

Moved by: Nelson Cecilia
Seconded by: Susan Brown

THAT the minutes of the May 20, 2021 meeting of the Cambridge Municipal Heritage Advisory Committee be considered for errors and omissions and be adopted.

CARRIED

1. Request to Alter a Part IV Designated Property – 200 Water Street North (Galt Collegiate Institute)

Moved by: Scott Roberts
Seconded by: John Oldfield

The Committee asked Staff if it was possible for the doors to be repaired and refurbished. Staff confirmed that the doors have been repaired several times and are at the end of their use.

THAT THAT Report 21-017 (MHAC) – Request to Alter a Part IV Designated Property – 200 Water Street North (Galt Collegiate Institute) – be received;

AND THAT the Municipal Heritage Advisory Committee (MHAC) recommend Council approve the replacement of two sets of wooden doors and frames on the east elevation of Galt Collegiate Institute at 200 Water Street North as outlined in Report 21-017 (MHAC);

AND FURTHER THAT the Municipal Heritage Advisory Committee (MHAC) recommend Council approve the replacement of existing transom windows and decorative moulding on the east elevation of Galt Collegiate Institute at 200 Water Street North for the reasons outlined in Report 21-017 (MHAC).

AND FURTHER THAT the MHAC recommend Council require detailed shop drawings of the replacement doors and windows be provided to the satisfaction of the Senior Planner—Heritage prior to the manufacturing of the replacement windows.

CARRIED

Amy Barnes removed herself from the meeting. Scott Roberts assumed the Chair.

2. 16 Byng Avenue Heritage Impact Assessment

Moved by: Councillor Wolf  
Seconded by: Nelson Cecilia

The Committee asked if there had been any contact with the Region and with Committee of Adjustment Staff liaison to discuss this item. Abraham Plunkett-Latimer noted that he was not aware of any discussions with Regional staff, however, there have been numerous discussions with the Secretary Treasurer of the Committee of Adjustment (COA). If the recommendation is approved this evening, it will be brought forward to the COA as part of the conditions. Staff have been reminded that the matter at hand for the COA is a minor variance. There was also a question to staff regarding the addition of the recommendation to this evening’s agenda as not all members were aware it would be included. Councillor Wolf explained that the deferral was to allow time for discussion before this meeting. Unfortunately, that did not occur until late yesterday.
It was deemed to be more important to have the meeting than to delay another month or two. It was also noted that given the current situation, an in person site tour is not possible at this time.

THAT Report 21-014 (MHAC) – 16 Byng Avenue Heritage Impact Assessment – be received;

AND THAT the Municipal Heritage Advisory Committee (MHAC) accept the Cultural Heritage Impact Assessment (HIA) and its findings as submitted by Letourneau Heritage Consulting dated April 8, 2021 for the construction an addition to the dwelling on the listed property at 16 Byng Avenue;

AND FURTHER THAT the MHAC recommends to the Committee of Adjustment that:

1. The roofing material and colour of the addition should be both compatible and subordinate to the extant roof.
2. Removal of the original wooden posts supporting the wrap around covered porch be avoided. If this is not possible, it is recommended that the posts be retained and reused to replace missing posts along the south elevation.
3. Qualified professionals with experience working on heritage masonry and carpentry should plan and undertake the work directly involving the extant dwelling and its heritage attributes.
4. A Temporary Protection Plan be prepared to the satisfaction of the City’s Senior Planner-Heritage prior to the issuance of a building permit to demonstrate how the extant dwelling and its heritage attributes will be protected through ongoing construction including a plan for site access, delivery, and staging of materials and machinery as well as a fire and security plan.

CARRIED

Correspondence - NIL

Other Business – NIL

Chair’s Comments:

Amy Barnes, Vice-Chair, noted that this is her last meeting and thanked the Committee for the last nine years that she has been part of the exciting work that the Committee does. She noted that the growth Cambridge is experiencing will ensure there will be much more interesting and important heritage work ahead. Chair, John Oldfield, thanked Amy for her dedication, eloquence and expertise that she has shared so
generously with the Committee and the City of Cambridge; wishing her and her family well in their new adventure.

**Council Report/Comments:**

Councillor Wolf did not have any items to report this month. She echoed John Oldfield’s comments noting the important heritage work that Amy has been part of and thanking her for her many years of volunteering for the City of Cambridge.

**Staff/Senior Planner - Heritage comments:**

Abraham Plunkett-Latimer provided an update on the Galt Core HCD Study noting that the second PIC was held on June 10th where the consultants provided their research findings and recommendations. The information is available on the City’s website.

He also provided an update on St. Andrews Pergola. The upper wooden structure of the Pergola has wood rot so will need to be replaced. The work has been commissioned and is to be completed by end of September 2021.

**General Heritage Matters – Updates by Committee Members:**

No items to report this month.

**Next Meeting**

Date & Time: July 15, 2021, 7:00 p.m.
Location: Virtually via Zoom

**Close of Meeting**

Moved by: Michelle Goodridge.
Seconded by: John Oldfield

**THAT** the Municipal Heritage Advisory Committee meeting does now adjourn at 8:27 p.m.

**CARRIED**

[Signatures]

Chairperson
Amy Barnes

Recording Secretary
Karin Stieg-Drobig
To: COUNCIL
Meeting Date: 09/14/21
Subject: Requests for Exemption to Noise By-law for Fall 2021 Events
Submitted By: Lesley Head, Director of Recreation and Culture
Prepared By: Lisa Whelan, Recreation Coordinator
Report No.: 21-255(CD)
File No.: C1101

Recommendations

THAT Report 21-255(CD) Requests for Exemption to Noise By-law for Fall 2021 Special Events be received;

AND THAT the requests identified in report 21-255(CD) be approved.

Executive Summary

Purpose

- To obtain Council approval for exemptions to the City of Cambridge Noise By-law 32-04 for Fall 2021 Special Events.

Key Findings

- On an annual basis, event organizers must obtain approval from the City of Cambridge for an exemption under the City’s Noise By-law 32-04.

- With the continuation of provincial restrictions surrounding the current COVID-19 pandemic, City special event staff are working with event organizers to keep current with public health regulations.

- Staff have identified a few events that, if permitted to move forward, will require Council approval for an exemption from the City’s Noise By-law 32-04.

Financial Implications

- There are no financial implications.
Background

To streamline the process to obtain exemptions to the City of Cambridge Noise By-law 32-04 for Special Events, City staff consolidates these requests in one or two reports annually.

There are a few events which will require Council approval to allow music to be played beyond a certain time period into the evening, typically after 8:00 p.m. Some events listed below do not go past 8:00 p.m. but are included as a precaution.

Analysis

Strategic Alignment

PLACE: To take care of, celebrate and share the great features in Cambridge that we love and mean the most to us.

Goal #3 - Arts, Culture, Heritage and Architecture

Objective 3.3 Facilitate, support and provide a diverse range of events and festivals that bring all people together from across the city, region and beyond.

These events promote participation in City of Cambridge initiatives and encourage residents to engage in family fun entertainment and activities.

Comments

The following special events are going through the City’s Special Event permitting process and are seeking a request for exemption to the City’s Noise By-law 32-04 (Section 600 – Noise) for the 2021 fall event season as they will include live performances from local artists:

1. Summer Nights Live – Wednesday, September 15, 7 to 8 pm, Churchill Park

2. Freedom Vendor Festival – Friday, September 17 4 to 8 pm, Saturday, September 18 10 am to 8 pm & Sunday, September 19 12 to 6 pm, Riverside Park

3. Hot Springs Music Festival – Saturday, September 18, 12 to 11 pm, Central Park

4. Hespeler Harvest Festival – Saturday, September 25, 10 am to 3 pm, Forbes Park

5. Main Street Music Series – Thursdays until end of October, 5 pm to 7 pm, Main Street (road closure from Water St to Ainslie St)
6. Latin Music on Queen – Saturdays until end of October, 5 pm to 9 pm, Queen St East (road closure from Tannery St to Guelph Ave)

All events will follow provincial and regional public health restrictions. City staff and event organizers often consult with Region of Waterloo Public Health. All special event organizers are provided with a copy of the City’s “COVID Guidelines for Outdoor Special Events on City of Cambridge Property”. Special event organizers understand that regulations can change at anytime and may be required to modify their event plans based on Provincial or Public Health guidelines.

Should this recommendation not be endorsed, event staff would advise event organizers of the need for a firm 8:00 p.m. end to music. Bylaw staff could attend to the events and advise the event organizers the live performances must stop immediately and cannot proceed.

**Existing Policy/By-Law**

Section 2(2) of the City’s Noise By-law 32-04 permits for organizations to request special exemption status to allow for noise (music) beyond certain times.

**Financial Impact**

There is no financial impact.

**Public Input**

The above-noted events have been held annually for a number of years. In the past, residents have been supportive of these events and have attended in large numbers. Active annual events contribute to residents’ enjoyment of living in Cambridge and if permitted to go forward with the easing of Provincial Covid-19 restrictions, are anticipated to be well received.

**Internal/External Consultation**

In preparing for these events, staff and event organizers have consulted with Region of Waterloo Public Health and events will obtain any additional permissions and/or permits that may be required.

**Conclusion**

The occurrence of the above noted events is subject to final approval of the City’s special event staff. Staff are recommending approval of the noise exemption requests for these events, should they be permitted to go forward.
Signature

Division Approval

Reviewed by the CFO
Reviewed by Legal Services

Name: Lesley Head
Title: Director of Recreation & Culture

Departmental Approval

Name: Hardy Bromberg
Title: Deputy City Manager – Community Development

City Manager Approval

Name: David Calder
Title: City Manager

Attachments

• N/A
To:         COUNCIL
Meeting Date:  2021/09/14
Subject:     Building Permit Statistics – Second Quarter 2021
Submitted By: Dennis Purcell, Chief Building Official
Prepared By: Tanya Gies, Manager of Building
Report No.:  21-230(CD)
File No.:    C1101

Recommendation

THAT Report 21-230(CD) Building Permit Statistics – Second Quarter 2021 be received as information.

Executive Summary

Purpose

- This report provides building permit information, including:
  - The number of permits issued, broken down into detailed categories in accordance with the classifications in the Ontario Building Code;
  - The construction value of permits issued;
  - The number of new residential units between Jan 2021 and June 30th 2021; and
  - A comparison of this information to previous years.

Key Findings

- The total number of building permits issued between Jan 1 and June 30 2021 is 852, compared to 460 building permits issued by the end of Q2 of 2020, and compared to the five year average of 674.

- The construction value of permits issued between January 1 and June 30 2021 is $286,650,391 while the construction value of permits issued by the end of Q2 of 2020 was $76,684,082 and the five year average construction value of permits issued in the first half of the year is $153,390,024.
The number of permits issued for new residential units between January 1 and June 30 2021 is 566 compared to 95 new residential units by the end of Q2 2020 and the five year average of 332.

Construction activity in the first half of 2021 is greater than average. Comparisons have been provided to both construction activity 2020, and the five year average of construction activity between 2016 and 2020.

Financial Implications

As of June 30 2021, $2,216,147 has been collected in permit revenue. This is an increase of 82% over the average revenue collected of $1,217,932 during this time frame in the years 2016 – 2020.

The balance of the Building Permit Stabilization Reserve Fund at June 30, 2021 is $3,137,135.

Background

This building permit report is provided to show construction activity in the municipality. The building permit statistics report provides a detailed breakdown of the permits issued using the classification of buildings in accordance with the Ontario Building Code and includes a bar graph for a visual representation of that data.

Analysis

Strategic Alignment

PROSPERITY: To support and encourage the growth of a highly competitive local economy where there is opportunity for everyone to contribute and succeed.

Goal #2 - Governance and Leadership

Objective 2.2  Communicate often and make sure messages are clear, timely and delivered in a variety of ways.

The permit statistics for the first half of 2021 show an increase in construction activity in relation to the average permit activity in the first half of the previous five year period. Incoming permit applications and development planning information indicate construction activity will continue at an increase for the remainder of the year.
The statistics for the first half of 2021 show an increase in construction activity in comparison to the average construction activity over the same time period in the previous five years.

Regulations implemented under the Reopening Ontario Act (O. Reg. 82/20) have had impact on construction activity in 2021. Restrictions were placed on some construction projects beginning January 12 2021, ending for residential construction projects February 10 2021, and restrictions lifted on all construction projects on February 16 2021.

The Building Division provided full service for permit processing, including answering customer questions, intake of permit applications, processing permit fees and issuing building permits for all permit types during this timeframe. Additionally, the Building Division’s site inspectors conducted site inspections in the first two quarters for all construction projects considered essential and conducted investigations when required. All restrictions on construction were lifted when Waterloo Region moved into Stage 1 on June 11.

A comparison of the number of permits issued in the first half of 2021 against the average number of permits issued over the previous 5 years is as follows:

### Housing and Minor Permits

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<th>Month</th>
<th>Average 2016-2020</th>
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<td>96</td>
<td>122</td>
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<tr>
<td>June</td>
<td>136</td>
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</table>

**Housing and Minor Permits** (Category 1 – 10 Day mandated turn-around time) were above average in January, February, March, April, May and June.
Industrial, Commercial and Institutional projects (Categories 2, 3 and 4 - 15, 20 & 30 Day Turn Around times) were below average in January, February and May, and above average in March, April and June.

Residential alteration permits continue to increase, with 169 alteration permits issued in the first half of 2021 in comparison to the average of 104 permits issued over the same period in the previous five years.

Since Zoning By-Law Amendment 108-18 was enacted on June 12 2018, there has been an increase in permits submitted and issued for the addition of a secondary suite, both within existing houses and in detached accessory structures. In the first half of 2021, 29 permits have been issued for the creation of an accessory dwelling.

It is recommended that Building Permit Statistics for the second quarter of 2021 be received as information.
**Existing Policy/By-Law**

Building By-law 44-12 Being a Bylaw under the *Building Code Act* respecting construction, demolition, change of use, occupancy, transfer of permits and inspections.

**Financial Impact**

As of June 31 2021, the Building Division collected $2,216,147 in permit revenue. This is an increase of 82% over the average revenue collected of $1,217,932 during this time frame in the years 2016 – 2020.

Permit revenue collection can vary significantly over the course of each year and revenues for large projects can impact the numbers in different months and quarters.

The Building Division is self-funded and permit revenues fund operating costs. Any shortfall in revenue or excess cost is to be funded from the Building Permit Stabilization Reserve which currently has a healthy balance of $3.13 million.

**Public Input**

Posted publicly as part of the report process.

**Internal/External Consultation**

There was no internal/external consultation undertaken.

**Conclusion**

The Building Permit Statistics Report is provided for information on construction activity occurring within the City of Cambridge.

The statistics show there is a significant increase in construction activity in the first half of 2021 in comparison to both the first half of 2020 and the average over the previous 5 years. Providing this report to Council and making it publicly available supports the City’s strategic objective of timely, accurate information sharing with a range of audiences.

**Signature**

**Division Approval**

Reviewed by the CFO
Reviewed by Legal Services:

Name: Dennis Purcell
Title: Chief Building Official
Departmental Approval

[Signature]

Name: Hardy Bromberg
Title: Deputy City Manager – Community Development

City Manager Approval

[Signature]

Name: David Calder
Title: City Manager

Attachments

- Appendix A - Building Permit Statistics Report – First Half of 2021
Building Permits Statistics
June 2021

852 Permits Issued Year to Date
Total Construction Value of $286,650,391

Construction Value by Month and Year

June 2021 - 157 Units Started
## Building Permits Statistics
### June 2021

### PERMITS ISSUED JANUARY TO JUNE

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<th>Classification</th>
<th>Description</th>
<th>Permit</th>
<th>Value</th>
<th>Units</th>
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<td>Alteration</td>
<td>15</td>
<td>4,064,900</td>
<td>0</td>
<td>17</td>
<td>3,325,575</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>New/Addition</td>
<td>1</td>
<td>1,026,125</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Industrial</td>
<td>Alteration</td>
<td>16</td>
<td>4,600,000</td>
<td>0</td>
<td>15</td>
<td>9,288,633</td>
<td>0</td>
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<tr>
<td></td>
<td>New/Addition</td>
<td>7</td>
<td>38,766,294</td>
<td>0</td>
<td>4</td>
<td>16,106,000</td>
<td>0</td>
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<td></td>
<td><strong>Total</strong></td>
<td><strong>72</strong></td>
<td>135,229,502</td>
<td><strong>0</strong></td>
<td><strong>70</strong></td>
<td><strong>36,457,977</strong></td>
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<td>Other</td>
<td>Agricultural Building</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td></td>
<td>Change of Use</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Conditional Permits</td>
<td>1</td>
<td>150,000</td>
<td>0</td>
<td>1</td>
<td>2,000,000</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Demolition</td>
<td>21</td>
<td>1,791,200</td>
<td>0</td>
<td>14</td>
<td>361,000</td>
<td>0</td>
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<td>Designated Structures</td>
<td>11</td>
<td>444,600</td>
<td>0</td>
<td>1</td>
<td>15,000</td>
<td>0</td>
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<tr>
<td></td>
<td>Foundation - Non Res</td>
<td>4</td>
<td>498,000</td>
<td>0</td>
<td>3</td>
<td>3,515,000</td>
<td>0</td>
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<td></td>
<td>Miscellaneous Permits</td>
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<td>2,815,827</td>
<td>0</td>
<td>15</td>
<td>993,624</td>
<td>0</td>
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<td></td>
<td>Permanent Signs</td>
<td>38</td>
<td>513,767</td>
<td>0</td>
<td>34</td>
<td>4,739,585</td>
<td>0</td>
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<td></td>
<td>Plumbing Only</td>
<td>69</td>
<td>3,590,339</td>
<td>0</td>
<td>73</td>
<td>750,665</td>
<td>0</td>
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<tr>
<td></td>
<td>Temporary Tent</td>
<td>5</td>
<td>33,500</td>
<td>0</td>
<td>8</td>
<td>77,000</td>
<td>0</td>
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<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>164</strong></td>
<td>9,837,233</td>
<td><strong>0</strong></td>
<td><strong>149</strong></td>
<td><strong>12,441,874</strong></td>
<td><strong>0</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Grand Total</strong></td>
<td><strong>852</strong></td>
<td>286,650,391</td>
<td><strong>566</strong></td>
<td><strong>460</strong></td>
<td><strong>76,684,082</strong></td>
<td><strong>95</strong></td>
</tr>
</tbody>
</table>

* New units created through a House Alteration permit includes:
  - Secondary suites
  - Division of single detached to duplex

The new unit # indicated the number of newly created units.
To: COUNCIL

Meeting Date: 09/14/2021

Subject: Q21-15 - Engineering Design Services for King St. Sanitary Pump Station Upgrades

Submitted By: Sheryl Ayres, Chief Financial Officer

Prepared By: Dave Mawdsley, Manager of Procurement

Report No.: 21-235(CRS)

File No.: Q21-15

Recommendation(s)

THAT Report 21-235(CRS), re: Engineering Design Services for King St. Sanitary Pump Station Upgrades be received;

AND THAT Council approve the transfers from the Wastewater Capital Reserve Fund as outlined in the Financial Impact section of this report;

AND FURTHER THAT Council approve the award of Q21-15 to MTE Consultants Inc. of Kitchener in the value of $231,145.01, including H.S.T., this being the top-ranked respondent.

Executive Summary

Purpose

- Council approval is required to transfer additional funding to the capital project and award the project as detailed here-in.

Key Findings

- There were six (6) submissions received through an open-competitive procurement process. Submissions were evaluated in accordance with the published evaluation criteria including Experience and Qualifications (20%), Proposed Project Manager (10%), Team Composition (10%), Approach and Workplan (40%) and Price (20%).
The average price submitted in response to this RFQ was $285,628.50. MTE Consultants Inc. submission of $231,145.01 is approximately 19% below the average submitted price.

**Financial Implications**

The award of this Contract will require additional funding from the Wastewater Capital Reserve Fund in the amount of $58,154 to fund the costs that exceed the approved budget.

**Background**

The RFQ was issued by the City of Cambridge seeking a professional services provider to design upgrades to the King St. sanitary pumping station.

Twenty-one companies downloaded the solicitation document form the City’s e-tendering site with the City receiving six (6) submissions for review.

**Analysis**

**Strategic Alignment**

**PEOPLE** To actively engage, inform and create opportunities for people to participate in community building – making Cambridge a better place to live, work, play and learn for all.

**Goal #2 - Governance and Leadership**

Objective 2.5  Focus on the responsible management of financial resources, ensuring transparency and accountability.

The public bidding process ensures the City maintains an open and transparent public process that provides accountability on the utilization of financial resources.

**Comments**

Submissions were received from the following:

<table>
<thead>
<tr>
<th>Company</th>
<th>City</th>
</tr>
</thead>
<tbody>
<tr>
<td>MTE Consultants Inc.</td>
<td>Kitchener</td>
</tr>
<tr>
<td>GM Blue Plan Engineering</td>
<td>Guelph</td>
</tr>
<tr>
<td>Moon-Matz Ltd. Consulting Engineers</td>
<td>Oakville</td>
</tr>
<tr>
<td>IBI Group</td>
<td>Markham</td>
</tr>
<tr>
<td>C3 Water Inc.</td>
<td>Breslau</td>
</tr>
<tr>
<td>CIMA Canada Inc.</td>
<td>Kitchener</td>
</tr>
</tbody>
</table>
Procurement confirms that the rules under Procurement By-law No. 19-187 were adhered to in this solicitation.

**Existing Policy/By-Law**

Under Procurement By-law 19-187, the Manager of Procurement, or their designate who is under the general direction of the Chief Financial Officer, is delegated the authority to approve the award of Tenders and Proposals over $500,000 when all of the following conditions have been satisfied:

a) when there is sufficient funding, as approved by Council through the budget process and verified by the Finance Division by the Departmental Recommendation to Award Report.

b) when all procedures in accordance with this By-law, have been followed.

c) when the lowest compliant Tender bid or highest scored Proposal is accepted and recommended; and

d) when at least three valid responses from vendors have been received.

This procurement requires approval from Council as additional funding is required.

**Financial Impact**

The net impact of the overall bid is a deficit of $58,154 as outlined below.

<table>
<thead>
<tr>
<th>Source of Funding</th>
<th>Budget</th>
<th>Quote #Q21-15</th>
<th>Other Commitments</th>
<th>Savings / (Deficit)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wastewater Capital Reserve Fund</td>
<td>$150,000</td>
<td>$208,154</td>
<td>-</td>
<td>$( 58,154)</td>
</tr>
</tbody>
</table>

**Public Input**

The solicitation documents for this project were made available to the public for viewing and submission on the City’s e-tendering website, Biddingo.

This solicitation had twenty-one (21) plan takers, and six (6) submissions were received by the Submission Deadline.

**Internal/External Consultation**

The solicitation document was compiled by Procurement, however the detailed requirements contained within the documents were prepared and submitted to Procurement by the Infrastructure Services.

The advertising for this solicitation was as follows:

- Issue Date of RFQ: Friday, June 4, 2021
• Deadline for Questions: Tuesday, June 22, 2021 2:00 p.m. local time
• Deadline for Issuing Addenda: Thursday, June 24, 2021 2:00 p.m. local time
• Submission Deadline: Monday, June 28, 2021, 2:00 p.m. local time

Conclusion

Council approval of additional funding is required to award Q21-15 - Engineering Design Services for King St. Sanitary Pump Station Upgrades.

Signature

Division Approval

Reviewed by Legal Services

Name: Sheryl Ayres
Title: Chief Financial Officer

Departmental Approval

Name: Dave Bush
Title: Deputy City Manager Corporate Services

City Manager Approval

Name: David Calder
Title: City Manager

Attachments

• N/A
To: COUNCIL

Meeting Date: 09/14/21

Subject: Budget Engagement Survey Results

Submitted By: Sheryl Ayres, Chief Financial Officer

Prepared By: Katie Fischer, Deputy Treasurer

Report No.: 21-240(CRS)

File No.: C1101

Recommendation(s)

THAT report 21-240(CRS) re: Budget Engagement Survey Results be received for information.

Executive Summary

Purpose

- With the objective of engaging the public in the budget process, the 2022 budget engagement survey was launched in June and July. This report summarizes the feedback based on responses received.

Key Findings

- In total, the survey had 133 respondents; this compares to 510 responses to the 2020 budget survey and 56 to the 2019 budget survey.

- Of the City’s strategic actions approved in May 2021 through the new Strategic Plan, creating and activating spaces that offer things for people to do and establishing our core areas as attractive destinations ranked as the highest priority at supporting the City’s recovery from the pandemic.

- The majority of respondents (66%) preferred tax rate increases at or above inflation, allowing for service levels to be maintained or enhanced. 36% preferred increases above inflation, and 30% preferred increases at the rate of inflation.

- Of the City’s external-facing services, Parks, Fire, Roads, Active Transportation and Recreation & Culture were identified as the most important services to avoid any service level reductions should there be a need to lower taxes.
To raise revenues, the majority of respondents (65%) prefer increasing existing user fees over adding new user fees or increasing taxes. This remains consistent with the survey findings from two years ago.

77% of respondents indicated they have somewhat or good understanding of how tax dollars are used.

Financial Implications

The information provided through the survey will be considered as staff and management continue to prepare the draft budget, not only for 2022 but also will be factored into the 2023, 2024 and 2025 budget forecasts.

Background

The 2022 budget plan includes a public engagement strategy, with the objective of engaging residents early in the process so that their feedback can be built right into the budget.

The budget engagement survey was officially launched through engageCambridge on June 28th, 2021, and was open for public input until July 29th, 2021. It was advertised through the City’s social media accounts, social media ads on Facebook and Instagram, and profiling on the City’s website.

In total, the survey had 133 respondents; this compares to 510 responses to the 2020 budget survey and 56 to the 2019 budget survey. It is important to note that the responses are not considered statistically valid due to the number of responses and the methods used to capture responses. However, they do provide important insights and act as a gauge into the community’s objectives surrounding the City’s 2022 budget.

Analysis

Strategic Alignment

PEOPLE To actively engage, inform and create opportunities for people to participate in community building – making Cambridge a better place to live, work, play and learn for all.

Goal #2 - Governance and Leadership

Objective 2.5 Focus on the responsible management of financial resources, ensuring transparency and accountability.

The 2022 budget process enables staff to focus on responsible financial management while maintaining transparency and accountability to management, Council and the public.
Comments

Staff are currently preparing the 2022 budget, followed by Management review later in September and October and then Council review beginning in November. The information provided through the survey will be considered as staff and management continue to prepare the draft budget, not only for 2022 but also will be factored into the 2023, 2024 and 2025 budget forecasts.

Existing Policy/By-Law

N/A

Financial Impact

Through the 2022 budget process, Council directed staff to prepare the 2022 tax-supported operating budget with a target base budget tax levy increase generally in line with the Consumer Price Index (CPI). Current forecasts project an increase between 1.7% to 2.2% for 2021. During preparation of the budget staff will consider current levels of service and make recommendations as required to ensure City services are being delivered most efficiently to meet the community’s needs. All impacts from capital projects, growth and new service level initiatives will be submitted as part of the 2022 budget process for consideration by Council.

Public Input

The following section is a summary of the detailed responses and comments from the survey results, available in Appendix A. Note that certain responses were redacted to ensure privacy of individuals and/or remove inappropriate content, consistent with the moderation guidelines from engageCambridge which can be found at https://www.engagewr.ca/moderation.

Demographics

The survey responses had good representation from wards throughout the City, with the highest representation in Ward 4 (21% of respondents) and the lowest in Ward 8 (7% of respondents).
More than half of respondents (58%) were over the age of 45, with 38% of respondents being 55 years or older.

**Strategic Actions**

With the approval of the new Strategic Plan in May 2021, the survey asked respondents to rank the six strategic actions that the City has the mandate and capacity to lead. The ranking was in the order of those that best support the City’s local recovery as it emerges from the COVID-19 pandemic. Those actions identified as the most important
would be ranked with a lower number, with “1” being deemed the highest priority to focus on and “6” being the lowest priority.

The results show a strong favouring towards the two following strategic actions as being the highest priority at supporting the City’s recovery from the pandemic:

- Create and activate spaces that offer things for people to do; and,
- Establish our core areas as attractive destinations.

<table>
<thead>
<tr>
<th>Strategic Action</th>
<th>Average Rank</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create and activate spaces that offer things for people to do</td>
<td>2.71</td>
</tr>
<tr>
<td>Establish our core areas as attractive destinations</td>
<td>2.86</td>
</tr>
<tr>
<td>Provide age-friendly services that are accessible to all</td>
<td>3.60</td>
</tr>
<tr>
<td>Enhance opportunities to enjoy built and natural heritage</td>
<td>3.61</td>
</tr>
<tr>
<td>Lay the foundation for future community building</td>
<td>3.86</td>
</tr>
<tr>
<td>Enhance equity and inclusion efforts</td>
<td>4.18</td>
</tr>
</tbody>
</table>

Balancing the Budget

Respondents were asked the following question as part of the survey:

Local governments must balance the cost of delivering services with taxation, and the cost of providing services continue to rise as a result of inflation. Additionally, adding or enhancing services such as expanded recreation amenities further adds to costs. Which of the following options would you most prefer for Cambridge to balance increasing costs?

- a. Increase taxes a little above the rate of inflation to provide for enhanced service levels such as expanded recreation amenities, without the need to cut services elsewhere to offset.
- b. Increase taxes by the rate of inflation; if services are enhanced in one area, these should be offset by a reduction to services elsewhere.
- c. Reduce existing service levels to have a tax increase below the rate of inflation.
- d. Don’t know.

The response that was chosen the most was the first option, to increase taxes a little above the rate of inflation to provide for enhanced service levels, with 36% of
respondents selecting it. An additional 30% of respondents selected the second option, to maintain tax increases at the rate of inflation by offsetting any enhanced services in one area through reductions in other areas. 25% of respondents identified their choice as reducing existing service levels to maintain a tax rate increase below the rate of inflation, and 9% didn't know their preference.

**City Services**

In the event that service levels need to be reviewed to find reductions to lower the tax rate increase, the survey asked respondents to identify those City Services that are most important to them such that they should not be targeted for service level reductions. Of the City’s external facing services, respondents were asked to select up to 5 services for this question.

As shown on the following chart, those services that were most often selected by respondents as being most important to them are:

- Parks (94 respondents selected)
- Fire (85 respondents selected)
- Roads (78 respondents selected)
- Active Transportation (63 respondents selected)
- Recreation & Culture (61 respondents selected)
Taxes vs User Fees

As seen in a previous question, 66% of respondents prefer property tax increases at or above inflation in order to maintain or enhance services, compared to 25% of respondents who prefer tax increases below inflation even if it means reduced services to achieve. As an alternative to taxes, user fees could be increased to pay for the cost of additional services or reduce the tax burden. The responses to the next question indicate the majority of respondents would actually prefer increasing user fees instead of increasing taxes.

To the question “Should the City need to increase the amount of revenue it collects from citizens, how would you most prefer the City to collect this?”, the majority of respondents (65%) selected “By increasing existing user fees (e.g. parking fees, program fees, etc.)”. An equal number of respondents (17.5% each) selected “By introducing new types of service fees, where legislated (e.g. stormwater)”, and “By increasing property taxes”.

---

**City Services**

- Parks (incl. Trails and Cemeteries): 94 respondents
- Emergency Services (Fire): 85 respondents
- Roads: 78 respondents
- Active Transportation (incl. Winter, Parking): 63 respondents
- Recreation & Culture: 61 respondents
- Emergency Management: 45 respondents
- Stormwater: 42 respondents
- Enforcement (Bylaw, Parking Enforcement, Building): 33 respondents
- Economic Development: 31 respondents
- Planning & Development: 21 respondents
- Customer Service: 10 respondents
This same question was asked in 2019 as part of the 2020 budget engagement survey. It had similar results with the majority (61%) of respondents selecting to increase existing user fees.

**Understanding of Municipal Budgets**

To provide excellent transparency and accountability to citizens and ratepayers in the City’s budget, it is important that the information be understandable to the public. To begin measuring how the City performs in this respect, the final question of the survey asked whether the respondents feel they understand how their tax dollars are used within the City budget.

77% of respondents indicated they have somewhat or good understanding of how tax dollars are used. However, 23% have indicated they do not understand. Staff plan to utilize this feedback in developing strategies moving forward around informing citizens and ratepayers better on how their tax dollars are used.
Respondents were also able to provide comments to the survey. These can be found on pages 9 to 24 of the attached survey results in Appendix A.

Additional feedback from a member of the public was received and is included in Appendix B.

**Internal/External Consultation**

The budget engagement survey questions were drafted through collaboration between staff from Financial Services, Corporate Communications, and Corporate Strategy.

**Conclusion**

The feedback received through the 2022 budget engagement survey indicated a desire to keep taxes affordable and/or minimize future tax increases while recognizing the need for improved delivery of certain services or increased levels of certain services. The information provided through the survey will be considered as staff and management continue to prepare the draft budget, not only for 2022 but how it may shape future years’ budgets and be factored into the 2023, 2024 and 2025 budget forecasts.
Signature

Division Approval

Name: Sheryl Ayres
Title: Chief Financial Officer

Departmental Approval

Name: Dave Bush
Title: Deputy City Manager Corporate Services

City Manager Approval

Name: David Calder
Title: City Manager

Attachments

- Appendix A: Budget Engagement Survey Results
- Appendix B: Additional Public Feedback
2022 Budget Engagement Survey

SURVEY RESPONSE REPORT
28 June 2021 - 29 July 2021

PROJECT NAME:
Budget 2022
SURVEY QUESTIONS
Q1 | Which Ward do you live in? (not sure? look it up here)

![Pie chart showing distribution of responses by ward]

**Question options**
- Ward 1: 9 (7.0%)
- Ward 2: 13 (10.1%)
- Ward 3: 16 (12.4%)
- Ward 4: 27 (20.9%)
- Ward 5: 23 (17.8%)
- Ward 6: 20 (15.5%)
- Ward 7: 10 (7.8%)
- Ward 8: 11 (8.5%)

Optional question (129 response(s), 4 skipped)
Question type: Dropdown Question
Q2 | What is your age?

**Question options**
- 18-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65+
- Under 18

Optional question (132 response(s), 1 skipped)
Question type: Radio Button Question
In May 2021, Council approved the City’s new Strategic Plan. Based on over 2,000 responses to stakeholder and community outreach, there are six strategic actions that the City has the mandate and capacity to lead. For more information refer to the ...

<table>
<thead>
<tr>
<th>OPTIONS</th>
<th>AVG. RANK</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create and activate spaces that offer things for people to do</td>
<td>2.71</td>
</tr>
<tr>
<td>Establish our core areas as attractive destinations</td>
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<tr>
<td>Provide age-friendly services that are accessible to all</td>
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<td>3.86</td>
</tr>
<tr>
<td>Enhance equity and inclusion efforts</td>
<td>4.18</td>
</tr>
</tbody>
</table>

Optional question (132 response(s), 1 skipped)

Question type: Ranking Question
Q4 | Local governments must balance the cost of delivering services with taxation, and the cost of providing services continue to rise as a result of inflation. Additionally, adding or enhancing services such as expanded recreation amenities further add...

Question options
- Increase taxes a little above the rate of inflation to provide for enhanced service levels such as expanded recreation amenities, without the need to cut services elsewhere to offset.
- Increase taxes by the rate of inflation; if services are enhanced in one area, these should be offset by a reduction to services elsewhere.
- Reduce existing service levels to have a tax rate increase below the rate of inflation.
- Don't know

Optional question (133 response(s), 0 skipped)
Question type: Radio Button Question
Q5 The City strives to balance excellent service delivery while maintaining affordable tax rates. This could potentially mean reviewing service levels to find reductions. Which of the following City services are most important to you and in your opinion...

---

**Question options**

- **Active Transportation (including Winter Maintenance, Parking & Transportation)**
- **Customer Service**
- **Economic Development**
- **Emergency Management**
- **Emergency Services (Fire)**
- **Enforcement (Bylaw, Parking Enforcement, Building Services)**
- **Parks (including Trails & Cemeteries)**
- **Planning & Development**
- **Recreation & Culture**
- **Roads**
- **Stormwater**

---

Optional question (131 response(s), 2 skipped)

Question type: Checkbox Question
Q6  Should the City need to increase the amount of revenue it collects from citizens, how would you most prefer the City to collect this?

- By increasing existing user fees (e.g. parking fees, program fees, etc.)
- By introducing new types of fees
- By increasing property taxes

Question options:
- By increasing existing user fees (e.g. parking fees, program fees, etc.)
- By introducing new types of service fees, where legislated (i.e. stormwater)
- By increasing property taxes

Optional question (126 response(s), 7 skipped)
Question type: Radio Button Question
Q7  Do you feel that you understand how your tax dollars are used within the City budget?

![Pie Chart]

**Question options**

- Do not understand
- Somewhat understand
- Good understanding

*Optional question (132 response(s), 1 skipped)*
*Question type: Radio Button Question*
Circumventing obviously needed repairs to city buildings and structures like the Riverside Park Grandstand and heritage walls surrounding it will ALWAYS result in higher costs later. More attention needs to be given to taking care of existing structures.

Tax dollars going out the window 'processing' applications from developers wanting very tall (greedy) buildings that are beyond what our planning act allows. Waste of taxpayer $ fiddling with all these. Send them back instead of spending our tax dollars holding public meetings etc trying to make us resident taxpayers that volunteer our time in the community, feel grateful that the plans are getting closer to what is allowed.

stop giving tax money to big business like hamilton theater

Honestly, Cambridge looks awful. The boulevards are overgrown, flower beds are full of weeds and not maintained. If the city is not going to maintain stuff (ex flower bed's at Craigs Crossing, flower beds on Hespeler Rd) get rid of them. It's embarrassing.

Please look into some of the larger local businesses sponsoring some of these program and enhancements.

I don't feel this survey adequately covers all potential options. For example, for questions 4 there is no option for reducing taxes. Had there been, by answer would have been as follows: Question 4 - Reduce existing
service levels so that tax rates can be REDUCED. To expand upon that, I think the municipality should be focusing on becoming as lean as possible and eliminating bureaucracy. The City should only be focused on providing basic infrastructure for water/sewer, transportation, emergency services, and parks. In Cambridge we are under 4 levels of governance - municipal, regional, provincial, and federal. All levels have taxes, all levels are full of wasted resources, and overpaid bureaucrats. We are seeing taxes and costs of services rise without any actual increase in number of quality of those services, and further, most people are not seeing corresponding increases in wages to compensate. Aside from providing the most basic infrastructure, the municipality needs to get out of the way to allow businesses and individuals the freedom to spend more of their own resources how they see fit.

Anonymous
6/28/2021 04:22 PM

I disagree with the limited options in question #6. There are areas to cut back that are not included in the options. Firstly, cut back on management salaries. Stop wage increases for staff for 2022 and until we recover economically. Stop waiving development fees. Stop paying so many consultants to redo reports. Stop contributing to social programs or initiatives that are not municipal responsibilities. Stop building more libraries as we have enough. The new glorified basketball center in East Galt that is replacing a more functional sports center doesn't even meet the needs of our athletes and users. Fundraising fund raising and more fund raising...there are many options. There is so much
wasteful spending that could be cut back and still offer necessary services without an added increase to fees or taxes. The tax payers should not have to continue to pay for the mismanagement of our tax dollars.

Salary review on the chief of police and fire chief. The whole fire department should be reviewed. Since your there look at the pay scale of all city employees and get them down to what normal people get paid. Since we are struggling with covid we should freeze any city employees and managers wages. Stop waisting tax payers money on special interest groups. Let them organize and raise funds for special things eg painted crosswalks. Anything that is not essential to their safety or well being they should pay for. Use common sense when spending our hard earned money. Show the taxpayers some respect with our money. When we have an election for city council we should require a criminal record search as well of a credit rating. If you can’t pass a credit check how are you going to manage taxpayers money.

Number 6 should include sponsorships and revenue from developers towards parks and recreation.

Stop seeking out to developers and building on our river’s and downtown core! Build towers along Hespeler rd or the 401

Governement needs to get out of things it has no business being in and leave those items to the private sector. If they are really important they will survive and if they aren't they won't. Tax dollars should not be
wasted on any items that service special interest groups.

Anonymous
6/28/2021 07:43 PM

To Make the Galt core more attractive you need to get rid of The Bridges shelter and do not let a safe injection site in our city

Anonymous
6/28/2021 09:00 PM

I would like our city to concentrate on finding ways to communicate with the public. The internet site and publications in the paper are really not enough, especially when we cannot present to council other than by phone.

Anonymous
6/28/2021 09:28 PM

Per question #5 - tough to compare life safety of fire services to other services I would not like to see cut. Appreciate that even emergency services should be accountable. (Just mean that in the list) Look for a well balanced budget- between safety (roads and water too) with recreation, arts and general community wellbeing. All with moderate tax increases - understanding something had to give. Thanks for asking.

Anonymous
6/28/2021 10:19 PM

More services provided in cambridge rather than sent to KW.

Anonymous
6/28/2021 10:27 PM

Cambridge needs to slow down its development (adding multiple high rises); and if its going to add development require a high number of affordable units as well as green construction (over and above what is required by the province) such as green roofs

Anonymous
6/28/2021 11:10 PM

Relocate the services all from Galt downtown that attracts the homeless who are coming into peoples yards, cars, sheds & even homes. No amount of money you spend in town will make me let my teenage kids walk downtown for live entertainment.
or other great activities. I personally as 46 yr women wouldn’t walk from downtown alone after sunset. That’s sad & crazy! I pay taxes & I’m happy to do so. I think watching a guy burn drugs & smoke them in front of my house on the curb at 9:40 lm is unfair. I had guy sitting in my back yard last week, scared me - in my own yard, I again do not think this is fair way to live and I see very little to stop this. And yes I’ve attended almost every (illegal drugs in our community) injection site (depends on acronym public health is calling it to make it sound better). Bridges was built & was helpful to many get on their feet again. Now it along with other services are being abused to continue the issues.

I would like to see Hancock community pool stay open. This low income demographic is changing to younger families as many older home owners are moving out with limited income to have their own pool. The new sports Plex will be too far away and this community won’t be able to access it especially without transportation. There is very little in the way of any other recreational activity on this part of the West side. Little to know parks, very little children’s play areas and very little trails. Take away Hancock pool and this area is left with very little compared to other areas of Cambridge.

Stop putting money into SCS at the Region's discretion and lobby HARD for Provincially appointed mental health & treatment options. Demand our Police Services respect the taxpayers and "do their jobs" ... ie lobby for judicial reform and stop engaging those known to be repeat
offenders and apply the laws we already have. (Vagrancy, theft and vandalism to start)

Anonymous
6/29/2021 12:30 AM
Lower taxes! Inflation is already making it hard enough to get by.

Anonymous
6/29/2021 12:33 AM
With an influx of development in our cores we can see increased taxes through population growth without seeing major infrastructure cost increases. It will also help raise money through more transit users, more businesses in our core. More spending in our core. We need to be careful not to fall victim of halting growth and progress due to a loud minority opinion of fear of change and nimbyism. The squeaky wheel does not need the grease. Thoughtful and well-planned growth can make our city vibrant, increase our tax base, and allow us to create walkable cities, and trails and other amenities that will benefit our city.

Anonymous
6/29/2021 01:11 AM
The homeless growth combined with the drug issues is spreading far beyond downtown Galt....parks and plazas are not as safe as they were 5 years ago......good luck with that one.

Anonymous
6/29/2021 11:47 AM
Affordable housing, actual police services (arrest those who steal & break the law; protect those who pay their taxes!) and actually listening to what Cambridge citizens need and want would be great!

Anonymous
6/29/2021 12:39 PM
More needs to be done regarding general safety for residents. To many homeless, mentally ill and drug addicted people accosting residents and stealing from yards.

Anonymous
6/29/2021 02:07 PM
The city needs more affordable housing, meaning rental units that are at or below market cost. $1,300+ a month is NOT affordable. There
also needs to be more money put toward homeless shelters and care. The funding for this could be taken from the police budget, they do not need that much money.

Anonymous
6/29/2021 04:51 PM

Thank you. You are doing a great job!

Anonymous
6/29/2021 06:30 PM

The City of Toronto has 58 outdoor pools. After this summer Cambridge will have 1. The political leadership in Toronto decided to put families and children first, living in an urban area, in buildings the city has provided these citizens of all ages a place to cool off in the summer, learn skills, build community and provide employment opportunities for many youth. The health benefits are unmeasurable for these families. The cost of enjoying the outdoor pool for the participants is zero. It is shameful that the city of Cambridge does not put it people first.

[redacted]
6/29/2021 10:30 PM

Q4 - an answer that you don't show is to improve/increase efficiencies within the system. Q6 - increase the taxes on vacant buildings; reduce the exemptions from development charges

Anonymous
6/30/2021 12:20 AM

This survey is not direct and I do not feel like I trust my own city/municipality.

Anonymous
6/30/2021 11:37 AM

Having a safe place for my kids to play outside in our ward is extremely important. The kids need a few add on to the existing parks like maybe a splash pad for summer and a baseball net to be reinstalled at Willard Park. Currently we have to drive to GCI or wait patiently for the 20 plus kids to be done at the local catholic school. We currently have 2 tennis courts that are rarely used and I believe that one could be
transformed into a half court, or the
patch of gravel behind the city works
building on Beechwood, where one
used to sit, be rebuilt. My sons and
thei friends would gladly pitch in and
help raise money for a badly needed
upgrade to a park they are slowly or
already outgrowing. Our kids need
more outdoor spaces and updated
sports areas. I would also love to see
a plan for ball diamonds in
Cambridge. Having 2 kids in CMBA
and travel, I see what other city
centre's offer, and ours could use
some love, if you kids kids a place
they are proud to call home, you will
see more engaged youth!

Anonymous
6/30/2021 01:40 PM

Climate change mitigation needs to
be included in all plans

[redacted]
7/01/2021 04:05 PM

I think preparing for climate change
now will save us a lot of money in the
long run. So, investing in active
transit, green infrastructure, trees,
native plants, etc. to prevent or
mitigate floods, heat island effect,
winter storms, etc.

[redacted]
7/01/2021 09:17 PM

Using taxpayers money to fund
illegal drug use/ safe suicide CTS
sites. Should be illegal. Roads,
water, sewage, garbage, and
emergency service. Should be
priority.

[redacted]
7/03/2021 08:52 AM

Nowhere on this survey do I see the
city asking me if I want to see a
reduction in the pay of the council or
any other member on the city payroll
who makes 6 figures or more.
Question # 4 does not provide all
options available to the city. Just as
an F.Y.I - there are many who are on
a fixed income, as we age and are
on a pension who simply cannot
afford an increase. It would be nice
to see the city take that demographic
into consideration, before you tax us out of our homes. Before coming to the community and asking for more tax dollars, be sure you are fiscally responsible, reduce redundancies within your administrative workforce, utilizing students, recent graduates for term / contract positions in areas that would make sense as well as ensure, that those who are employed by the city, for the city, are working effectively. Businesses have to look at this all of the time before considering a cost increase. We are taxed very heavily here, and we are suffering because of it. Our services are not as good as Mississauga / Meadowvale, but our taxes are almost as high. As the city grows and more houses are added, the city is going to have to figure out how to better manage their workforce and resources. One last item. In reading the strategic plan for the city, there are items that discuss “Encourage safe and healthy neighbourhoods”. I would love to know how this ties in with the locations selected for the Safe Consumption Sites?

Anonymous
7:03:2021 01:46 PM

Build student type dorms as affordable accommodation. With shared kitchen bathroom. Each complex would have a not for profit business on the ground floor ran by a number of residents in turn. Businesses could be cafe, laundromat, repair shop, homemaking skills/crafts like clothing repair .........

Anonymous
7:05:2021 10:05 AM

It seems like the only way to get the current budget approved is to start raising taxes again. I understand it’s the easiest way to get funds to the city but there has to be another way to collect money. Whether that means a combination of slight raise
in taxes and a reduction in services with changes in community events being paid for instead of free. It could benefit the long term of not raising taxes every budget proposal.

Anonymous
7/05/2021 03:42 PM

We need stronger funding programs and policy and planning for heritage and arts and culture. Hoping that large-scale developments will offset budgetary concerns in a short-sighted approach and we will lose what makes Cambridge unique and desirable. Keep our cores vibrant with sympathetic development and incentives for rejuvenation with heavy fines for demolition and new construction. Focus the high density growth outside of the core areas.

Anonymous
7/06/2021 03:32 PM

We need affordable housing! My generation can't afford to rent or buy and are all looking to move out of province or Canada.

Anonymous
7/07/2021 08:19 PM

I feel as a city and region that we should be working toward reconciliation. A major component of this should be to pay Indigenous People’s for the land in which Cambridge uses. This could easily be done by designating a portion of every household and businesses property taxes to be given to the Indigenous groups who first used this land.

[redacted]
7/12/2021 02:53 PM

Please stop the loose leaf curbside pick up. Every year they are not collected by the time the snow comes and the plow pushes them all over the place making a mess (and they blow in people's yards that might have bagged theirs or mulched) and they block storm drains and cause flooding. I took pictures of the mess last year. Home owners can bag them or mulch them into their lawns. It's time to look at how Fire
Departments are set up. This is a big cost and the number of fires that require response has greatly reduced over time. They are often the first people on site when 911 is called because they have nothing better to do. It would be better to put that money to a Health Hub near the hospital that combines CTS, Mental Health Services, lodging etc. It makes no sense to deploy a fire truck to something an ambulance should be responding to. Think of the number of fires there has been in a year - it makes no sense.

Tax paying residents are at their wits end with city council using their dollars on things like self-injection sites that provide drugs and needles that are funded by residents tax dollars. We don’t want to stabilize someone’s addiction, we want to provide services to only those choosing to stop. Provide services to those looking to get off drugs, rehab centers. Invest more in policing as residents are afraid to walk around their own neighborhoods. Homes are being broken into and personal shed/garage items taken. Invest in more policing to ensure residents are safe in their own neighborhoods.

As a city employee, I would love to see where the taxes are being spent on each received pay check. This is a widely used practice and should be considered. This practice would follow your core values of IRIS.

Cambridge is a wonderful place to live.

Increase the level of policing if you are going to increase taxes. Cambridge has become a hotspot for homelessness, the mentally.
challenged and drug addicted. Let’s see some of our tax dollars addressing these issues.

Anonymous  
7/13/2021 10:46 AM

The city has approved growth that it cannot support and will likely increase taxes to support. Perhaps council should learn to manage existing budget and community before approving mass buildings. Crime has spiked and council doesn’t seem to care or respond, it’s amazing how we have managed without many services thru pandemic - this should be clear on where costs can be cut, just as private businesses are doing.

Anonymous  
7/13/2021 11:21 AM

Cambridge needs to find a way to build the city into a community. It is one city yet it is divided due to amalgamation and no clear community structure. We need to create spaces (natural and built) that will make all Cambridge citizens proud to live here and not be afraid to venture into downtown cores or the surrounding areas. We need a city that we can all be proud of and that comes with maintaining vital services (roads, Emergency Services etc) and building out community services + enhancing areas that truly are beautiful but riddled with their historical challenges. We need to encourage business development in Galt, Preston and Hespeler downtowns - that will get more people going there. We need community recreation spaces that aren’t run down. If no one can find a way to adjust the budget that exists, yes, we need to charge more for city-run programs or services, or increase taxes. No major increases will be tolerated, but BE CLEAR on what taxes are doing and maybe people won’t care as much. Some will yes
but if you told me I have to pay an extra $100/year so that we can have a safer downtown Galt (and told me how you're going to do it) or create a massive rec centre my kids can use...sign me up!

Anonymous
7/13/2021 11:51 AM

I work in a grocery store (in Cambridge) my pay will never again increase (as I am at top rate of 19$) my husband's pension will never increase and yet every year taxes increase, transportation costs increase, food prices increase. Just something to think about.

[redacted]
7/13/2021 12:00 PM

I believe the city could make a lot more money by attracting more small businesses, instead of drug addicts and criminals.

Anonymous
7/13/2021 02:05 PM

Provide funding for childcare.

Anonymous
7/13/2021 08:09 PM

Stop wasting our taxpayer money. The whole council should be fired and in jail for what they have done to this city. We struggle to get by and can't even afford to live here anymore. But go ahead and raise our taxes even more and give yourselves more raises when you don't listen to a single thing people tell you this city has gone to [redacted] under your watch you don't even live in this city. Not my mayor!!!

Anonymous
7/13/2021 09:52 PM

We have many positive things in Cambridge. Let's continue to work towards being a city where people live full and complete lives and embrace this city. Not just a place where people move to and commute out of town to work.

Anonymous
7/13/2021 10:07 PM

Like all public sector jobs, the rate of pay/benefits/pension are considered great jobs to have. Unfortunately the staffing structure supports too many
managerial positions. Do we really need supervisors reporting to managers reporting to a director in each department? Could more work be completed efficiently with less management and more front line staff? I hope the city is considering internal reviews and cuts as well before offloading tax increases to citizens.

Anonymous  
7/22/2021 11:39 AM

I feel that there is not enough information, or contacts from who to obtain the information, about where tax dollar is spent. Therefore, citizens voices are not heard or acknowledged. As a long time resident, I see tax dollar being spent on things that citizens are opposed to. Unfortunately, Cambridge has become a run-down city in the last 4-5 years in front of my eyes. Very sad.

Anonymous  
7/22/2021 01:25 PM

With the advent of COVID and the city not providing the services it contracted with the citizens in the budget of 2020 and 2021 their should be no need for any tax increases. The city had at least 4 to 6 months in 2020 and at least 6 months in 2021 where the budgeted services were not fully provided as identified in the budgets. Where are the savings.

[redacted]  
7/24/2021 06:18 PM

why would i agree to a tax increase when i feel the city does nothing to help us ... it's just another money grab the counsellors don't listen the city doesn't listen it's really sad

[redacted]  
7/25/2021 12:29 AM

I would like to see audits and reviews looking for ways to reduce spending..

Anonymous  
7/25/2021 03:05 AM

Instead of raising taxes put all new spending on hold till the economy recovers. Cap all city payroll look to cut spending on all non essential services
Is there no way to increase efficiencies that would help decrease our overall spending that would allow our quality of life to go up while keeping or decreasing the amount of taxes we pay? Also, stop giving city workers pay increases. The average city employee far out weights the median income of those you're collecting from in Cambridge.

I am shocked that you don't have addressing climate change as a specific priority. We can't wait any longer. We need to address that at all levels of government. We should put money into achieving the TransformWR goals for greenhouse gas reduction, including the 50 by 30 goal. Council needs to give staff clear direction to up their game, not just keep on with current policies and hope for the best. The city has a pretty good active transportation "network spine" already identified. We need to build cycling routes for all ages and abilities on that entire spine if we are to achieve our GHG reduction targets. Current plans won't even achieve that by 2040 (and who knows how much longer), let alone 2030. You need to increase the active transportation planning staff, and give them the power and money to make that network complete and fully connected (no utilization -killing gaps that exist on most AAA routes today) no later than 2030. This will undoubtedly require that cycling routes are developed in some places even though no roadwork is planned (or perhaps the roadwork planned for a later year gets moved up). One obvious example that needs to be reviewed is Fisher Mills and Guelph Avenue. MUTs are being built on Maple Grove Road, but utilization will be low until better connections are
made through to Hespeler.

**Optional question** (59 response(s), 74 skipped)

**Question type:** Essay Question
Subject: FW: [External] Land Back Tax

On Jul 2, 2021, at 2:49 PM, [Redacted] wrote:

Hello Councillor Adshade,
My name is [Redacted] and I am writing to you as a member of your ward and a city of Cambridge lifer. I would like to propose that the city of Cambridge adds a 1-5% increase to the property taxes that are collected for the year 2022 specifically to fund indigenous services and programs from the rightful occupiers of the Halidman Tract. Over 200 years ago this land was granted to the Haudenosaunee people yet I and many other settlers of this area have lived on it their entire life without paying a single cent. I challenge you to let the city of Cambridge be a leader in reconciliACTION. Help pay back the trauma we caused and give communities the support they deserve.

I look forward to hearing your response, Thanks a lot [Redacted] Sent from my iPhone
 Recommendation(s)

THAT report 21-242(CRS) re: 2021 Capital Projects Debenture Financing be received for information;

AND THAT the by-law attached as Schedule “A” to report 21-242(CRS) to approve the 2021 debenture financing requirements be enacted.

Executive Summary

Purpose

- To approve a by-law to authorize the borrowing of funds, as approved through the City’s 2021 Capital Budget.

Key Findings

- Debenture financing in the amount of $27,240,500 was approved through the 2021 capital budget

- As per the Municipal Act, 2001, the Region of Waterloo, as the upper-tier municipality, must issue debt on behalf of lower tier municipalities in the region.

Financial Implications

- Total debenture financing in the amount of $27.2 million was approved in the 2021 capital budget with $17.5 million to be repaid from future Development Charges and the balance of $9.7 million to be paid from tax-supported funds.
Background

In December 2020, Council approved the 2021 capital budget that included four projects with debentures as a source of funding as follows:

<table>
<thead>
<tr>
<th>Capital Projects</th>
<th>Tax Supported Debt</th>
<th>Growth Debt</th>
</tr>
</thead>
<tbody>
<tr>
<td>A/00420-40 Preston Auditorium Expansion - Construction</td>
<td>9,687,300</td>
<td>3,328,300</td>
</tr>
<tr>
<td>A/00431-42 N Camb Railway Grade Separation</td>
<td>5,803,800</td>
<td></td>
</tr>
<tr>
<td>A/00471-40 Fountain St Soccer Facility Construction</td>
<td>8,071,100</td>
<td></td>
</tr>
<tr>
<td>A/00481-30 East Side NS Collector Rd Design (Allendale to Middle Block Rd)</td>
<td>350,000</td>
<td></td>
</tr>
<tr>
<td>Total Debenture Financing Requirements</td>
<td>9,687,300</td>
<td>17,553,200</td>
</tr>
</tbody>
</table>

Analysis

Strategic Alignment

PEOPLE To actively engage, inform and create opportunities for people to participate in community building – making Cambridge a better place to live, work, play and learn for all.

Goal #2 - Governance and Leadership

Objective 2.5 Focus on the responsible management of financial resources, ensuring transparency and accountability.

Debenture financing provides sustainable financial management and cash flows to support the development and rehabilitation of City infrastructure.

Comments

As per section 401 of the Municipal Act, 2001, municipalities may incur debt for municipal purposes through the issuance of debentures. A lower-tier municipality in a regional structure does not have the power to issue debentures and must work with the upper-tier municipality to secure debt financing. The attached debenture by-law is required by the Region of Waterloo to confirm Council’s intention that projects outlined in the 2021 capital budget require debenture financing to proceed with construction of new assets or rehabilitation of existing assets.

The Ministry of Municipal Affairs and Housing regulates the amount of debt that municipalities may carry by setting an annual repayment limit of 25 per cent of a municipality’s net own source revenues. To ensure financial sustainability and minimize risk, the City of Cambridge’s debt policy further limits its debt capacity to 10 per cent of own source revenues for tax-supported debt and 15 per cent of own source revenues for rate-supported debt charges.
Total debenture financing in the amount of $27.2 million was approved in the 2021 capital budget with $17.5 million to be repaid from future Development Charges and the balance of $9.7 million to be paid from tax-supported funds.

The borrowing requirements included in the attached debenture by-law are required for the development of new infrastructure to support growth in the community including the construction of the Fountain Street Soccer facility, the North Cambridge railway grade separation, and design of the East Side North-South collector road. Debt financing is also required for the rehabilitation and expansion of Preston Auditorium.

Annual principal and interest payments on the debt will be funded through development charge revenues collected in the future as well as some funding from tax supported funds for the portion that relates to the rehabilitation of Preston Auditorium.

Existing Policy/By-Law

The City of Cambridge adheres to a debt management policy which provides assurance that it can meet its financial obligations in a timely manner and in accordance to legislative and regulatory requirements.

The City’s development charges by-law (19-094) authorizes the City to charge DCs to pay for increased capital costs as a result of the increased need for services arising from the development or redevelopment lands within the City.

Financial Impact

Debenture financing in the amount of $27.2 million was approved in the 2021 capital budget with $17.5 million to be repaid from future Development Charges and the balance of $9.7 million to be paid from tax-supported funds. The annual principal and interest payments on this debt will be funded through development charge revenues collected in the future as the development planned for in the DC Background Study takes place as well as tax supported funding that has been included in the City’s 2021 operating budget.

Public Input

Posted publicly as part of the report process.

Internal/External Consultation

Staff across the organization were consulted through the preparation of the 2021 Budget and Business Plan to ensure the projects to be funded through debentures are priority needs for the City.
Conclusion

The 2021 capital budget included four projects that require debenture financing in the total amount of $27.2 million. These projects support the rehabilitation and expansion of existing assets and construction of new infrastructure to support growth in the community. The debenture financing is within the limits prescribed by the Ministry of Municipal Affairs and Housing of 25 per cent of a municipality’s net own source revenues and the City’s debt policy which further limits its debt capacity to 10 per cent of own source revenues for tax-supported debt and 15 per cent of own source revenues for rate-supported debt charges.

Approval of the attached by-law to authorize the borrowing of funds is required for the Region of Waterloo to proceed with including the City’s debenture requirements in future debenture issues.

Signature

Division Approval

Name: Sheryl Ayres
Title: Chief Financial Officer

Departmental Approval

Name: Dave Bush
Title: Deputy City Manager Corporate Services

City Manager Approval

Name: David Calder
Title: City Manager

Attachments

- Schedule A – Debenture Borrowing By-law
BY-LAW NO. ___-21
OF THE
CORPORATION OF THE CITY OF CAMBRIDGE

Being a by-law of the Corporation of the City of Cambridge to authorize the issuance of debentures for the rehabilitation of existing assets and construction of new assets contained in the Capital Funding Program.

WHEREAS it is necessary to rehabilitate existing assets and construct new assets for the City as identified in the City’s capital program for the capital projects of: North Cambridge Railway Grade Separation, Preston Auditorium Construction, Fountain Street Soccer Facility Construction, East Side NS Collector Road Design (Allendale to Middle Block), and debenture monies to pay for the costs thereof at an estimated cost of $27,240,500.

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE CORPORATION OF THE CITY OF CAMBRIDGE ENACTS AS FOLLOWS:

1) That the construction, installation and rehabilitation costs of the capital projects above mentioned is hereby authorized at an estimated cost of $27,240,500.

2) That the Treasurer may, subject to the approval of the Council, arrange with any bank or person for temporary advances of money to meet the costs of capital works pending the completion of the works and issuance of debentures.

3) That the Regional Municipality of Waterloo be requested to issue debentures on behalf of the City of Cambridge for an amount not to exceed $27,240,500. Said debentures shall bear interest at such rate as the Council of the Regional Municipality of Waterloo may determine for varying terms and amounts as follows:
   a. $27,240,500 for a term not to exceed twenty years.

4) This by-law shall come into force and effect on the day of its final passing.

READ A FIRST, SECOND AND THIRD TIME
ENACTED AND PASSED THIS DAY OF AUGUST, 2021
To: COUNCIL

Meeting Date: 09/14/21

Subject: Traffic & Parking Bylaw General Provision Updates

Submitted By: Kevin De Leebeeck, Director of Engineering

Prepared By: Julianna Petrovich, Transportation Engineering Technologist

Report No.: 21-243(CD)

File No.: C1101

Recommendations

THAT Report 21-243(CD) Traffic & Parking Bylaw General Provision Updates be received;

AND THAT Traffic & Parking By-Law 187-06 be amended to support signed parking restrictions where required in curves, adjacent to turn lanes and around traffic calming devices;

AND THAT Traffic & Parking By-Law 187-06 be amended to include Level 2 Pedestrian Crossovers;

AND FURTHER THAT the by-law attached to this report be passed.

Executive Summary

Purpose

The purpose of this report is to request Council approval to amend the Traffic & Parking By-Law 187-06 with:

- Three new general conditions for signed parking restrictions in order to simplify and expedite the implementation of restrictions at problem locations.

- Provisions and a Schedule for Level 2 Pedestrian Crossovers to legally require drivers to stop for pedestrians at roundabouts and future controlled crossing locations.
Key Findings

- Traffic & Parking By-Law 187-06 currently has 12 conditions allowing the implementation of signed parking restrictions without location specific Council approval.

- Three additional location types have been identified that routinely require the removal of parking in limited areas to facilitate traffic movement and visibility.

- In some locations parking in a curve can limit vehicle maneuvering and obstruct visibility of driveways, cyclists, pedestrians and oncoming traffic.

- Parking adjacent to turn lanes can obstruct traffic flow and reduce the efficiency of the intersection.

- Traffic calming devices frequently require supplemental parking removals to create variation in the road as well as travel lane narrowing or delineation where parked vehicles could obstruct the lane.

- As of January 1, 2016, pedestrian crossovers have been a legally enforceable traffic control requiring drivers to stop for pedestrians at designated locations. The Region of Waterloo has implemented these devices at roundabouts and some additional locations, it is desirable for the City to implement this type of control at roundabouts and potentially at other location types in the future.

Financial Implications

- Any required signage costs would be funded through the operating budget.

Background

Traffic & Parking By-Law 187-06 Part V Section 4a permits the installation of posted parking restrictions on any City street under specific standard circumstances, in addition to those approved on an individual basis by Council or where delegated authority exists. Signs may be erected prohibiting parking on any section of City street which is:

- a public lane;
- adjacent to a traffic island;
- in a cul-de-sac along the turnaround;
- within 15 metres of the termination of a dead-end highway;
- in front of an emergency entrance to or exit from a hospital, theatre, auditorium or other building in which persons may be expected to congregate in large numbers;
- within 30 metres on either side of a bus stop;
• on that side of the highway where the same abuts onto the property of any public park or public playground;
• where there is a school, on both sides of the highway along the limit of land used for school purposes;
• within 15 metres on either side of an access to a multi-use trail;
• within 8 metres of any fire hall access on the side of the highway on which the fire hall is located and/or within 30 metres of such fire hall access on the opposite side of the highway;
• within 15 metres of an intersection; and
• within 30 metres of an intersection controlled by traffic control signals or a roundabout.

The addition of parking restrictions in any of these scenarios is done on a case by case basis.

Parking restrictions are often requested and implemented in curves to improve visibility and vehicle maneuvering space. This issue occurs frequently enough that it is now proactively reviewed through the subdivision process. There are currently requests for parking restrictions in bends on Kent Street, Langs Circle and Garth Massey Drive.

The general provisions of the Traffic & Parking By-Law 187-06 allow parking to be removed within 15 metres of an intersection, 30 metres if signalized. These restrictions address regular intersection operations but do not guarantee full utilization of turn lanes where present. The City has numerous intersection turn lanes that exceed the existing provisions with non-signalized turn lanes in excess of 80 metres, and signalized in excess of 150 metres in length, as well as non-intersection turn lanes which are not covered under any provision. There is currently a request to restrict parking for the length of the left turn lane from Munch Avenue onto Hespeler Road which extends 72 metres from the intersection.

Traffic Calming outside of capital projects is becoming more common through the City's Speed Management Program. Traffic calming devices often cannot be used directly adjacent to parking or utilize space that was previously used for parking. A repeating issue that has been raised through the use of Seasonal Traffic Calming signs is the need to eliminate parking directly adjacent to centreline signs as a larger vehicle parked in the parking lane can reduce the clearance for the travel lane forcing trucks and buses into the sign. While the signs are designed for impact this is not desirable for drivers or sign longevity.

As of January 1, 2016, pedestrian crossovers have been a legally enforceable traffic control requiring drivers to stop for pedestrians at designated locations. The Region of Waterloo has implemented these devices at roundabouts and some additional
locations. It is desirable for the City to implement this type of control at roundabouts and potentially at other location types in the future.

Analysis

Strategic Alignment

PLACE: To take care of, celebrate and share the great features in Cambridge that we love and mean the most to us.

Goal #7 - Transportation and Infrastructure

Objective 7.2 Work with the Region and other partners to better coordinate the planning, communication and delivery of infrastructure (including roads and other transportation assets) in Cambridge.

Maintaining up to date traffic and parking regulations ensures the continued optimization of the road network within Cambridge.

Comments

New Provisions for Signed Parking Restrictions

It is proposed that the general provisions of the Traffic & Parking By-Law be amended to allow the installation of parking prohibitions in the following scenarios:

1) Within 9 metres of a curve. This provision would allow a signed parking restriction to be installed on one or both sides of a curve, extending up to 9 metres beyond the radius as shown below.
2) Within 15 metres on either side of a traffic calming device. This provision would allow a signed parking restriction to be installed on one or both sides of the road around a traffic calming installation, including pavement markings.

3) Within 15 metres of a turn lane. This provision would allow a signed parking restriction to be installed on one or both sides of the road up to 15 metres in advance of a turn lane.

Adopting these provisions allows staff to address issues as they arise without requiring site specific Council approval.

To address existing requests for parking restrictions in bends on Kent Street, Langs Circle and Garth Massey Drive the amending By-law attached to this report includes these locations.

**Pedestrian Crossovers**

Unless controlled by traffic signals, stop signs or crossing guards, crosswalks in the City do not grant pedestrians the right of way. This includes crosswalks at roundabouts which are currently signed with “yield to pedestrian” or pedestrian warning signs. The current signs encourage drivers to yield but carry no legal obligation to do so. It is
recommended that the City adopt regulatory Level 2 Pedestrian Crossovers for use at roundabouts and future midblock crossings as warranted by the Ontario Traffic Manual.

As a traffic control, Level 2 Pedestrian Crossovers should be included in the Traffic & Parking By-Law requiring a new Part and Schedule.

Should Council decide not to support the proposed amendments to the general provisions of Traffic & Parking By-Law, implementing parking restrictions along curves, adjacent to turn lanes and around traffic calming devices will continue to require individual Reports, limiting staff’s ability to address these issues in a timely fashion as they arise.

**Existing Policy/By-Law**

Traffic controls and parking restrictions are regulated by Traffic and Parking By-Law 187-06. In order to support the regulations proposed in this report the general provisions of the by-law will require amendment and a new Schedule to support Level 2 Pedestrian Crossovers.

**Financial Impact**

Any required signage costs would be funded within the existing operating budget.

**Public Input**

Posted publicly as part of the report process.
Internal/External Consultation

There was no internal/external consultation undertaken.

Conclusion

Amending Traffic & Parking By-Law Part V Section 4a to allow the prohibition of parking within: 9 metres of a curve, 15 metres of a traffic calming device, and 15 metres of a turn lane, will facilitate a faster response to standard situations where parking interferes with traffic operations.

City adoption of Level 2 Pedestrian Crossovers promotes safety and accessibility for pedestrians.

Signature

Division Approval

Name: Kevin De Leebeeck
Title: Director of Engineering

Departmental Approval

Name: Hardy Bromberg
Title: Deputy City Manager, Community Development

City Manager Approval

Name: David Calder
Title: City Manager

Attachments

- By-Law Amendment to Traffic & Parking By-Law 187-06
BY-LAW NO. XXX-XX

of the

CORPORATION OF THE CITY OF CAMBRIDGE

Being a by-law of the Corporation of the City of Cambridge to amend By-law 187-06 being a By-law for the regulation of Traffic and Parking.

WHEREAS the Council of the Corporation of the City of Cambridge passed By-law No. 187-06 on the 18th day of September, 2006.

AND WHEREAS the Municipal Act, 2001, S.O. 2001, c.25, Section 11(3), authorizes the passing of by-laws regulating traffic and parking on highways;

AND WHEREAS it is deemed expedient to amend By-law No. 187-06.

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT Part II of By-law No. 187-06 be amended by renaming PART XXI – PENALTIES as PART XXII – PENALTIES

2. THAT By-law No. 187-06 be amended by replacing Part XXI – PENALTIES, Section 1.d. with the following:
   
ed. Notwithstanding Part XXII, Section 1a. of this By-law, any person violating any of the provisions of Parts VII, VIII, IX, XI, XII, XIII, XIV, XV, XVI, Section 1 of Part XVII, Parts XVII, XIX, XX and Part XXI of this By-law is guilty of an offence and shall be subject to the penalty provided for such violation in the Highway Traffic Act.

3. THAT By-law No. 187-06 be amended by adding the following:

   PART XXI – PEDESTRIAN CROSSES

   1. When an authorized sign is on display, establishing a “Level 2 Pedestrian Crossover” is on display on any highway named or described in Schedule 28 of this By-law, any location set out therein is designated as a Level 2 Pedestrian Crossover

4. THAT By-law No. 187-06 be amended by adding Schedule 28 as attached.

5. THAT Part V, Section 4.b) of By-law No. 187-06 be amended by adding the following:

   (xiii) within 9 metres of a curve
(xiv) within 15 metres on either side of a traffic calming device
(xv) within 15 metres of a turn lane

6. THAT Schedule 1, “No Parking”, Part V of By-law No. 187-06 is hereby amended by **removing** the following:

<table>
<thead>
<tr>
<th>HIGHWAY SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hardcastle Drive south/west</td>
<td>Freure Drive</td>
<td>Kent Street</td>
<td>anytime</td>
</tr>
</tbody>
</table>

7. THAT Schedule 1, “No Parking”, Part V of By-law No. 187-06 is hereby amended by **adding** the following:

<table>
<thead>
<tr>
<th>HIGHWAY SIDE</th>
<th>FROM</th>
<th>TO</th>
<th>TIME(S) DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hardcastle Drive south/west</td>
<td>Freure Drive (north intersection)</td>
<td>60m east of Cox Street</td>
<td>anytime</td>
</tr>
<tr>
<td>Hardcastle Drive north/east</td>
<td>40m west of Cox Street</td>
<td>100m west of Cox Street</td>
<td>anytime</td>
</tr>
<tr>
<td>Hardcastle Drive north</td>
<td>Freure Drive (south intersection)</td>
<td>140m west thereof</td>
<td>anytime</td>
</tr>
<tr>
<td>Hardcastle Drive south</td>
<td>Kent Street</td>
<td>Freure Drive (south intersection)</td>
<td>anytime</td>
</tr>
<tr>
<td>Kent Street east</td>
<td>114m north of Cedar Street</td>
<td>150m north of Cedar Street</td>
<td>anytime</td>
</tr>
<tr>
<td>Munch Avenue north</td>
<td>Hespeler Road</td>
<td>60m east of Hespeler Road</td>
<td>anytime</td>
</tr>
</tbody>
</table>

8. THAT this by-law shall come into full force and effect upon the final passing thereof.

**ENACTED AND PASSED THIS 14TH DAY OF SEPTEMBER, 2021, A.D.**

________________________________________
MAYOR

________________________________________
CLERK
## LEVEL 2 PEDESTRIAN CROSSEOVERS

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>LOCATION</th>
<th>AMENDING BY-LAW NO.</th>
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</thead>
<tbody>
<tr>
<td>Baldwin Drive</td>
<td>north side of Horton Walk</td>
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<tr>
<td>Baldwin Drive</td>
<td>south side of Horton Walk</td>
<td></td>
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<tr>
<td>Compass Trail</td>
<td>west side of Equestrian Way</td>
<td></td>
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<tr>
<td>Equestrian Way</td>
<td>east side of Ridge Road</td>
<td></td>
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<tr>
<td>Equestrian Way</td>
<td>north side of Compass Trail</td>
<td></td>
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<tr>
<td>Equestrian Way</td>
<td>south side of Compass Trail</td>
<td></td>
</tr>
<tr>
<td>Equestrian Way</td>
<td>west side of Ridge Road</td>
<td></td>
</tr>
<tr>
<td>Fitzgerald Drive</td>
<td>west side of Wesley Boulevard</td>
<td></td>
</tr>
<tr>
<td>Green Gate Boulevard</td>
<td>east side of Nottinghill Drive</td>
<td></td>
</tr>
<tr>
<td>Green Gate Boulevard</td>
<td>west side of Nottinghill Drive</td>
<td></td>
</tr>
<tr>
<td>Horton Walk</td>
<td>east side of Baldwin Drive</td>
<td></td>
</tr>
<tr>
<td>Horton Walk</td>
<td>west side of Baldwin Drive</td>
<td></td>
</tr>
<tr>
<td>Knotty Pine Avenue</td>
<td>east side of Linden Drive</td>
<td></td>
</tr>
<tr>
<td>Linden Drive</td>
<td>north side of Knotty Pine Avenue</td>
<td></td>
</tr>
<tr>
<td>Linden Drive</td>
<td>north side of Rosebrugh Avenue</td>
<td></td>
</tr>
<tr>
<td>Linden Drive</td>
<td>south side of Knotty Pine Avenue</td>
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<tr>
<td>Linden Drive</td>
<td>south side of Rosebrugh Avenue</td>
<td></td>
</tr>
<tr>
<td>Maple Bush Drive</td>
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<td></td>
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<tr>
<td>Maple Bush Drive</td>
<td>west side of Wesley Boulevard</td>
<td></td>
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<tr>
<td>Nottinghill Drive</td>
<td>north side of Green Gate Boulevard</td>
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<tr>
<td>Nottinghill Drive</td>
<td>south side of Green Gate Boulevard</td>
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<tr>
<td>Ridge Road</td>
<td>south side of Equestrian Way</td>
<td></td>
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<td>Rosebrugh Avenue</td>
<td>east side of Linden Drive</td>
<td></td>
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<tr>
<td>Wesley Boulevard</td>
<td>north side of Fitzgerald Drive</td>
<td></td>
</tr>
<tr>
<td>Wesley Boulevard</td>
<td>north side of Maple Bush Drive</td>
<td></td>
</tr>
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LEVEL 2 PEDESTRIAN CROSSEOVERS

<table>
<thead>
<tr>
<th>HIGHWAY</th>
<th>LOCATION</th>
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</thead>
<tbody>
<tr>
<td>Wesley Boulevard</td>
<td>south side of Fitzgerald Drive</td>
</tr>
<tr>
<td>Wesley Boulevard</td>
<td>south side of Maple Bush Drive</td>
</tr>
</tbody>
</table>
To: COUNCIL  
Meeting Date: 09/14/21  
Subject: 108 Pinebush Rd. Part Lot Control, Branthaven Belmont Pinebush Inc.  
Submitted By: Hardy Bromberg, Deputy City Manager  
Prepared By: Jacqueline Hannemann, Site Plan Coordinator  
Report No.: 21-183(CD)  
File No.: PTLT02/21  

Recommendations  
THAT report 12-183(CD) – 108 Pinebush Road Part Lot Control, Branthaven Belmont Pinebush Inc. – be received;  
AND THAT Council approve the exemption of Part Lot Control to further divide blocks 3, 11, 12 & 13 into separate freehold lots for individual sale;  
AND FURTHER THAT the By-law 21-XXX attached to report 21-183(CD) be passed.  

Executive Summary  
Purpose  
- The property at 108 Pinebush Road is comprised of multiple blocks on Registered Plan 58M-669. The lands are part of a registered Plan of Subdivision which was registered on March 22, 2021.  
- Blocks 3, 11, 12 & 13 on Registered Plan 58M-669 are subject to this application. These blocks will be freehold street fronting townhomes and are not subject to site plan approval.  
- The current application before Council is for exemption of part lot control to further divide blocks 3, 11, 12 & 13 into separate freehold lots for individual sale.  
- The subject blocks will be freehold units and will not be part of a Plan of Condominium.
Key Findings

- Part Lot Control has the effect of preventing the division of land in a registered Plan of Subdivision without approval of the municipality.

- The provisions in the Planning Act allow a municipality to pass a By-law to remove Part Lot Control from all or any part of a registered Plan of Subdivision. This by-law has the effect of allowing the sale of a portion of the property to allow separate ownership without approval from the Committee of Adjustment through a severance application process.

- This by-law will permit blocks 3, 11, 12 & 13 that are within a registered plan of subdivision be further divided into separate lots for the construction of 55 freehold street fronting townhouse units for up to two years.

Financial Implications

- The planning application fee for Part Lot Control exemption in the amount of $10,850 has been paid to the City to process the application as part of the 2021 Council approved fees.

- There are no additional financial impacts as a result of this application. All financial impacts have been addressed through the previous Plan of Subdivision.

Background

Part Lot Control General Information

Part Lot Control exemption is another form of land division in addition to Plans of Subdivision and severances. Section 50(7) of the Planning Act allows a municipality to pass a By-law that excludes lands within a registered Plan of Subdivision from the Planning Act’s Part Lot Control regulations. This allows a land owner to divide parts of blocks and lots within a registered Plan of Subdivision for land for sale, conveyance, lease or mortgage, minor boundary adjustments, or establish maintenance easements by way of a reference plan. Exemption from Part Lot Control is appropriate when a number of land transactions are involved, but the resulting changes will not affect the nature or character of the subdivision or development.

Exemptions from Part Lot Control are used to facilitate single detached, semi-detached and townhouse developments to ensure that the common centre wall between two dwelling units is constructed on the property line.

An approved Part Lot Control exemption by-law is in place for two years. After that, the By-law expires and the Part Lot Control regulations of the Planning Act come back into effect, and no further division of land can occur without a severance application.
If Council chooses not to proceed with the recommended approach, to approve the Part Lot Control application, the property could not be divided into smaller freehold lots for individual sale and ownership. The townhouse units could continue as a cluster development on Blocks 3, 11, 12 & 13 on Registered Plan 58M-669 but could not be sold independently to different owners.

Analysis

Strategic Alignment

PEOPLE To actively engage, inform and create opportunities for people to participate in community building – making Cambridge a better place to live, work, play and learn for all.

Goal #1 - Community Wellbeing

Objective 1.4 Promote, facilitate and participate in the development of affordable, welcoming and vibrant neighbourhoods.

The Part Lot Control application creates a further division of a block in a registered Plan of Subdivision to create freehold lots for townhouse units. This was anticipated through the previously approved planning applications.

Comments

The subject property municipally described as 108 Pinebush Road. The entire property is one subdivision that was registered on March 22, 2021 (58M-669).
Figure 1 – Property Location Map

This application applies to blocks 3, 11, 12 & 13 on 58M-669 which were created through the approval of the plan of subdivision. The blocks were intended for street fronting townhouse development at the subdivision stage and therefore this process is required to split the blocks into individual lots for sale.
Figure 2 – Excerpt from 58M-669 showing the Blocks that are Subject to Application (PTLT02/21)

Site plan approval was not required for these blocks as street fronting townhomes are exempt from the site plan process, if they have been through a previous planning process (in this case, subdivision process).

Blocks 3, 11, 12 & 13 will be freehold townhouse units and are not proposed to be part of a plan of condominium.

A future plan of condominium will be applied for on these lands but will only apply to townhouse units located on Blocks 2 & 14 on 58M-669 which are not part of this application.
The application for Part Lot Control exemption is consistent with the registered Plan of Subdivision.

If this application is approved, the Part Lot Control exemption By-law is in place for two years. After that, the By-law expires and the Part Lot Control regulations of the Planning Act come back into effect, and no further division of the land can occur without a severance application.

**Existing Policy/By-Law**

Section 50(7) of the Planning Act allows a municipality to pass a By-law that excludes lands within a registered Plan of Subdivision from the Planning Act ’s Part Lot Control regulations. This allows a land owner to divide parts of blocks and lots within a registered Plan of Subdivision process.

Council approval of the By-law is required to allow the exemption from Part Lot Control for up to two years.

**Financial Impact**

There are no financial impacts due to this application. The financial impacts have been addressed through the previous plan of subdivision process.

**Public Input**

This application does not require public notification or public input.

This report has been posted publicly as part of the report process.

**Internal/External Consultation**

The applicant provided the Planning Division with the draft copy of a reference plan for review. The draft reference plan was reviewed in conjunction with the approved site plan and deemed to be in conformity with the approved site plan drawings.

The application was circulated to Building Services, Development Engineering Division, Legal Services and the Region of Waterloo. No comments or action items were raised in regard to the application.

Legal Services reviewed the Schedule A to the draft By-law and has confirmed the parts and accesses have been listed in accordance with the draft reference plan.

After review of the application and draft reference plan, the draft reference plan was deposited to the Land Registry Office by the applicant. The reference plan numbers are 58R-21190, 58R-21191 and 58R-21192.
Conclusion

City of Cambridge Development Planning Staff recommends that Council pass the attached By-law to permit part lot control exemption on the subject lands at 108 Pinebush Road (Blocks 3, 11, 12 & 13, 58M-669) until September 14, 2023. The application for Part Lot Control meets the intent of the registered Plan of Subdivision and the approved site plan. The application represents good planning and will create 55 freehold townhouse units as was anticipated through the previously approved planning applications.

Signature

Division Approval

N/A

Departmental Approval

Name: Hardy Bromberg
Title: Deputy City Manager, Community Development

City Manager Approval

Name: David Calder
Title: City Manager

Attachments

- Attachment 1 – Reference Plans 58R-21190, 58R-21191 and 58R21192
- Attachment 2 – Draft By-law xxx-21
### Schedule

<table>
<thead>
<tr>
<th>Part</th>
<th>Block</th>
<th>Plan</th>
<th>P.I.N.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-12</td>
<td>ALL OF 58M-669</td>
<td>ALL OF 58M-669</td>
<td>P.I.N. 03766-0759 (LT)</td>
</tr>
</tbody>
</table>

Parts 1 to 12. Inclusive are subject to an easement as in Instrument 1397626.

### Integration Data

<table>
<thead>
<tr>
<th>Reference Power Points (G.N.S.Zones 17, NAD27)</th>
<th>Coordinates for Urban Accuracy for Zod, Lady and O.S. Total Station</th>
</tr>
</thead>
<tbody>
<tr>
<td>E0080'D 10' 0&quot; W 0080'D 10' 0&quot;</td>
<td>0000'D 10' 0&quot;</td>
</tr>
<tr>
<td>E0080'D 10' 0&quot; W 0080'D 10' 0&quot;</td>
<td>0000'D 00' 0&quot;</td>
</tr>
</tbody>
</table>

Coordinates cannot, in themselves, be used to re-establish corners or boundaries shown on this plan.

### Birkhams Drive

By P.I.N. 03766-0759 (LT)

### Surveyor's Certificate

1. The survey was completed in accordance with the Land Titles Acts and the regulations made thereunder.
2. The survey was approved by the district clerk.

A.T. McLaren Limited
LEGAL AND ENGINEERING SURVEYS
69 JOHN STREET SOUTH, SUITE 330
HAMPTON, ONTARIO, L8S
PHONE (905) 527-8016 FAX (905) 527-0082

[Diagram of Birkhams Drive with coordinates and easements shown]
BY-LAW XXX-21

of the

CORPORATION OF THE CITY OF CAMBRIDGE

Being a By-law of the Corporation of the City of Cambridge to exempt certain lots or blocks pursuant to subsection 50(5) of the Planning Act, R.S.O. 1990, c. P.13, as amended (Part Lot Control Exemption) – 108 Pinebush Road

WHEREAS subsection 50(7) of the Planning Act R.S.O. 1990, c. P.13, as amended, provides that a municipal Council may by By-law provide that subsection 50(5) of the Planning Act R.S.O. 1990 c.P.13, as amended (Part Lot Control) does not apply to land within plans or parts of plans designated in the By-law and that when the By-law is approved by the appropriate approval authority, subsection 50(5) ceases to apply to the lands therein described:

NOW THEREFORE BE IT RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT Subsection 50(5) of the Planning Act R.S.O 1990, c.P.13, as amended, shall not apply to Blocks 3, 11, 12 and 13, Registered Plan No. 58M-669;

2. THAT this By-law shall be restricted in its application only to divide the blocks and create easements as cited in accordance with Reference Plan No. 58R-21190, 58R-21191 and 58R-21192 and Schedule ‘A' attached hereto;

3. THAT this by-law shall remain in force and effect for a period of two (2) years from the date of its passing and shall expire on September 14th, 2023;

4. THAT it is Acknowledged and Directed that the office of the City Solicitor or designate be authorized to register electronically this By-law pursuant to subsection 50(28) of the Planning Act on the title to the lands described herein; and,

5. THAT this By-law shall come into full force on the day it is passed.
PASSED AND ENACTED this 14th day of September, 2021.

_________________________________
MAYOR

_________________________________
CLERK
Schedule ‘A’ to By-law No. XXX-21

Block 3 on Registered Plan No. 58M-669
Parts 1-14 on 58R-21190
Parts and Proposed Easements

<table>
<thead>
<tr>
<th>Lot</th>
<th>Parts and Proposed Easements</th>
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</thead>
<tbody>
<tr>
<td>75</td>
<td>Part 1, 9, 10, and 11, subject to an easement over part 9 as in instrument WR1327668, Subject to an easement over Part 11 in favour of Blocks 2 and 14</td>
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<tr>
<td>76</td>
<td>Part 2</td>
</tr>
<tr>
<td>77</td>
<td>Part 3 and 12, Subject to an easement over Part 12 in favour of Blocks 2 and 14</td>
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<td>Part 4 and 13, Subject to an easement over Part 13 in favour of Blocks 2 and 14</td>
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<tr>
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<td>80</td>
<td>Part 6</td>
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<tr>
<td>81</td>
<td>Part 7</td>
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<td>82</td>
<td>Part 8 and 14, Subject to an easement over Part 14 in favour of Blocks 2 and 14</td>
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Block 12 on Registered Plan No. 58M-669
Parts 1-12 on 58R-21191
Parts and Proposed Easements

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<tr>
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<th>Parts and Proposed Easements</th>
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<tr>
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<td>236</td>
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<td>246</td>
<td>Part 12</td>
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</table>

Block 11 and 13 Registered Plan No. 58M-669
Parts 1-38 on 58R-21192
Parts and Proposed Easements

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<td>Part 7 and 37, subject to an easement over part 37 as in instrument WR1327668</td>
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<td>Part 8</td>
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Meeting Called to Order

The joint meeting of the Councils of the Corporations of the City of Cambridge and the Township of North Dumfries was held virtually. Mayor McGarry and Mayor Foxton welcomed everyone present and called the meeting to order at 6:20 p.m. and adjourned the meeting at 9:33 p.m.

Disclosure of Pecuniary Interest

There are no disclosures of pecuniary interest.
1. Motion to Move into Closed Session

Motion: 21-153
Moved By: Councillor Mann
Seconded By: Councillor Ostner

THAT in accordance with Section s.239 of the Municipal Act, 2001, this Joint Council convene in Closed Session at 6:20 p.m. to consider the following subject matters:

i. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose; (Shareholders of Energy Plus to Receive and Consider Information from Legal Counsel)

ii. A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization; (Shareholders of Energy Plus to Receive and Consider Information from Legal Counsel)

iii. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board. (Shareholders of Energy Plus to Receive and Consider Information from Legal Counsel)

Councillor Devine left the meeting at this time.

CARRIED, on a recorded vote 10-0

Cambridge Vote

In Favour: Councillors Reid, Mann, Liggett, Adshade, Hamilton, and Mayor McGarry
Opposed: None
Absent: Councillors Devine, Wolf and Ermeta
North Dumfries Vote

In Favour: Councillors Ostner, McCreery, Gillespie, and Mayor Foxton

Opposed: None

Absent: Councillor Rolleman

Councillor Devine rejoined the meeting at this time.

2. Motion to Reconvene in Open Session

Motion: 21-154

Moved By: Councillor McCreery

Seconded By: Councillor Adshade

THAT this Closed Session adjourn at 8:22 p.m. and reconvene in Open Session.

CARRIED, on a recorded vote 11-0

Cambridge Vote

In Favour: Councillors Reid, Devine, Mann, Liggett, Adshade, Hamilton, and Mayor McGarry

Opposed: None

Absent: Councillors Wolf and Ermeta

North Dumfries Vote

In Favour: Councillors Ostner, McCreery, Gillespie, and Mayor Foxton

Opposed: None

Absent: Councillor Rolleman
3. City of Cambridge Resolution to Approve Merger

Motion: 21-155
Moved By: Councillor Mann
Seconded By: Councillor Liggett

WHEREAS The Corporation of the City of Cambridge (“Cambridge”) is, together with Township of North Dumfries (the “Municipality”), a shareholder of CNDE+;

AND WHEREAS CNDE+ is the sole shareholder of E+;

AND WHEREAS CNDE+ and BEC intend to amalgamate (the “Holdco Amalgamation”) pursuant to section 174 of the Business Corporations Act (Ontario) (the “OBCA”) to form an amalgamated entity (“Merged Holdco”);

AND WHEREAS subsequent to the Holdco Amalgamation, E+ and BPI intend to amalgamate pursuant to section 174 of the OBCA (the “LDC Amalgamation”, and together with the Holdco Amalgamation, the “Amalgamations”) to form an amalgamated entity (“LDC Mergeco”);

AND WHEREAS in order to facilitate the Amalgamations, CDNE+, BEC, E+, BPI, Cambridge, the Municipality, and The Corporation of the City of Brantford (“Brantford”) intend to enter into a merger participation agreement (the “Merger Participation Agreement”), substantially in the form of a draft merger participation agreement (the “Draft Merger Participation Agreement”) previously presented to the Council of Cambridge for review;

AND WHEREAS pursuant to section 2.1 of the Merger Participation Agreement, CNDE+ would be required to enter into an amalgamation agreement with BEC (the “Holdco Amalgamation Agreement”);

AND WHEREAS subsection 176(4) of the OBCA provides that an amalgamation agreement is adopted when the shareholders of each amalgamating corporation have approved of the amalgamation by a special resolution of the holders of the shares of each class or series entitled to vote thereon;
AND WHEREAS pursuant to section 185 of the OBCA, a holder of shares of any class or series entitled to vote on the resolution approving an amalgamation may dissent, in which case such shareholder, in addition to any other right the shareholder may have, is entitled to be paid by the corporation the fair value of the shares held by the shareholder subject to compliance with the dissent procedure contained in section 185 of the OBCA;

AND WHEREAS the Cambridge declares that it is not exercising such right of dissent in connection with the Amalgamations and waives its right to receive notice of a meeting of shareholders pursuant to subsection 176(2) of the OBCA in connection with the Amalgamations;

AND WHEREAS CNDE+ and E+ are subject to a Shareholders’ Agreement among Cambridge, the Municipality and CNDE+ (as successor to Cambridge and North Dumfries Hydro Inc.) dated January 1, 2000 (the “CNDE+ USA”) requiring shareholder approval of transactions such as the Amalgamations;

AND WHEREAS after the Amalgamations have taken place, Merged Holdco, LDC Mergeco, Cambridge, the Municipality and Brantford intend to enter into a unanimous shareholders’ agreement governing the affairs of Merged Holdco and LDC Mergeco (the “Unanimous Shareholders’ Agreement”), substantially in the form of a unanimous shareholders’ agreement (the “Draft Unanimous Shareholders’ Agreement”) previously presented to Council for review;

AND WHEREAS after the Amalgamations have taken place Brantford intends to enter into an Amended and Restated Shared Services and Obligations Agreement with LDC Mergeco and Brantford Hydro Inc. (the “Shared Services Agreement”), substantially in the form of an amended and restated shared services and obligations agreement (the “Draft Shared Services Agreement”) previously presented to Council for review the entry into which would require shareholder approval under the Unanimous Shareholder Agreement.

NOW THEREFORE BE IT RESOLVED THAT:

(a) Cambridge approves the Amalgamations;
(b) The terms and conditions of the Merger Participation Agreement, the Unanimous Shareholders’ Agreement and the transactions contemplated thereby are reasonable and fair to Cambridge;

(c) CNDE+ is authorized to enter into the Holdco Amalgamation Agreement and to approve the LDC Amalgamation;

(d) E+ is authorized to carry out the LDC Amalgamation;

(e) Cambridge is authorized to enter into the Merger Participation Agreement, substantially in the form of the Draft Merger Participation Agreement;

(f) Cambridge is authorized to enter into the Unanimous Shareholders’ Agreement, substantially in the form of the Draft Unanimous Shareholders’ Agreement;

(g) The entry by LDC Mergeco and Brantford Hydro Inc. into the Shared Services Agreement, substantially in the form of the Draft Shared Services Agreement is approved;

(h) The execution and delivery by Cambridge of the Merger Participation Agreement and the Unanimous Shareholders’ Agreement and the performance by it of its obligations thereunder, substantially in the form and on the terms set out in the Draft Merger Participation Agreement and Draft Unanimous Shareholders’ Agreement, with such minor deletions, amendments or additions thereto as the Chief Administrative Officer, or other duly authorized representative, of Cambridge (the “Authorized Representative”) may determine, is authorized and approved, the execution of such agreements in accordance with the provisions of the paragraph immediately below being conclusive evidence of such determination;

(i) The Authorized Representative is authorized and directed, for and in the name of and on behalf of Cambridge, to execute and deliver the Merger Participation Agreement and the Unanimous Shareholders’ Agreement, substantially in the form and on the terms set out in the Draft Merger Participation Agreement and the Draft Unanimous Shareholders’ Agreement, with such minor deletions, amendments or
additions thereto as the Authorized Representative may in his or her absolute discretion determine, the execution of such agreement in accordance with the provisions of this paragraph being conclusive evidence of such determination; and

(j) The Authorized Representative is authorized and directed, for and in the name of and on behalf of Cambridge, to execute and deliver all such other agreements, amendments, instruments, certificates, resolutions and other documents, including a resolution of the shareholders of CNDE+ approving the Amalgamations, and to do all such other acts and things as the Authorized Representative may determine to be necessary or advisable in connection with the Merger Participation Agreement, with the Unanimous Shareholders’ Agreement, the Shared Services Agreement and/or the Holdco Amalgamation Agreement or to carry out the intention of the foregoing resolution, the execution and delivery of any such agreement, amendment, instrument, certificate, resolution or other document or the doing of any such other act or thing by the Authorized Representative being conclusive evidence of such determination.

CARRIED, on a recorded vote 7-0

In Favour: Councillors Reid, Devine, Mann, Liggett, Adshade, Hamilton, and Mayor McGarry

Opposed: None

Absent: Councillors Wolf and Ermeta

4. Township of North Dumfries Resolution to Approve Merger

Motion: 21-156
Moved By: Councillor McCreery
Seconded By: Councillor Gillespie
WHEREAS The Corporation of the Township of North Dumfries (the “Municipality”) is, together with The Corporation of the City Cambridge (“Cambridge”), a shareholder of CNDE+;

AND WHEREAS CNDE+ is the sole shareholder of E+;

AND WHEREAS CNDE+ and BEC intend to amalgamate (the “Holdco Amalgamation”) pursuant to section 174 of the Business Corporations Act (Ontario) (the “OBCA”) to form an amalgamated entity (“Merged Holdco”);

AND WHEREAS subsequent to the Holdco Amalgamation, E+ and BPI intend to amalgamate pursuant to section 174 of the OBCA (the “LDC Amalgamation”, and together with the Holdco Amalgamation, the “Amalgamations”) to form an amalgamated entity (“LDC Mergeco”);

AND WHEREAS in order to facilitate the Amalgamations, CDNE+, BEC, E+, BPI, the Municipality, Cambridge, and The Corporation of the City of Brantford (“Brantford”) intend to enter into a merger participation agreement (the “Merger Participation Agreement”), substantially in the form of a draft merger participation agreement (the “Draft Merger Participation Agreement”) previously presented to the Council of the Municipality for review;

AND WHEREAS pursuant to section 2.1 of the Merger Participation Agreement, CNDE+ would be required to enter into an amalgamation agreement with BEC (the “Holdco Amalgamation Agreement”);

AND WHEREAS subsection 176(4) of the OBCA provides that an amalgamation agreement is adopted when the shareholders of each amalgamating corporation have approved of the amalgamation by a special resolution of the holders of the shares of each class or series entitled to vote thereon;

AND WHEREAS pursuant to section 185 of the OBCA, a holder of shares of any class or series entitled to vote on the resolution approving an amalgamation may dissent, in which case such shareholder, in addition to any other right the shareholder may have, is entitled
to be paid by the corporation the fair value of the shares held by the shareholder subject to compliance with the dissent procedure contained in section 185 of the OBCA;

AND WHEREAS the Municipality declares that it is not exercising such right of dissent in connection with the Amalgamations and waives its right to receive notice of a meeting of shareholders pursuant to subsection 176(2) of the OBCA in connection with the Amalgamations;

AND WHEREAS CNDE+ and E+ are subject to a Shareholders’ Agreement among the Municipality, Cambridge and CNDE+ (as successor to Cambridge and North Dumfries Hydro Inc.) dated January 1, 2000 (the “CNDE+ USA”) requiring shareholder approval of transactions such as the Amalgamations;

AND WHEREAS after the Amalgamations have taken place, Merged Holdco, LDC Mergeco, the Municipality, Cambridge and Brantford intend to enter into a unanimous shareholders’ agreement governing the affairs of Merged Holdco and LDC Mergeco (the “Unanimous Shareholders’ Agreement”), substantially in the form of a unanimous shareholders’ agreement (the “Draft Unanimous Shareholders’ Agreement”) previously presented to Council for review;

AND WHEREAS after the Amalgamations have taken place Brantford intends to enter into an Amended and Restated Shared Services and Obligations Agreement with LDC Mergeco and Brantford Hydro Inc. (the “Shared Services Agreement”), substantially in the form of an amended and restated shared services and obligations agreement (the “Draft Shared Services Agreement”) previously presented to Council for review the entry into which would require shareholder approval under the Unanimous Shareholder Agreement.

NOW THEREFORE BE IT RESOLVED THAT:

(a) The Municipality approves the Amalgamations;

(b) The terms and conditions of the Merger Participation Agreement, the Unanimous Shareholders’ Agreement and the transactions contemplated thereby are reasonable and fair to the Municipality;
(c) CNDE+ is authorized to enter into the Holdco Amalgamation Agreement and to approve the LDC Amalgamation;

(d) E+ is authorized to carry out the LDC Amalgamation;

(e) The Municipality is authorized to enter into the Merger Participation Agreement, substantially in the form of the Draft Merger Participation Agreement;

(f) The Municipality is authorized to enter into the Unanimous Shareholders’ Agreement, substantially in the form of the Draft Unanimous Shareholders’ Agreement;

(g) The entry by LDC Mergeco and Brantford Hydro Inc. into the Shared Services Agreement, substantially in the form of the Draft Shared Services Agreement is approved;

(h) The execution and delivery by the Municipality of the Merger Participation Agreement and the Unanimous Shareholders’ Agreement and the performance by it of its obligations thereunder, substantially in the form and on the terms set out in the Draft Merger Participation Agreement and Draft Unanimous Shareholders’ Agreement, with such minor deletions, amendments or additions thereto as the Chief Administrative Officer, or other duly authorized representative, of the Municipality (the “Authorized Representative”) may determine, is authorized and approved, the execution of such agreements in accordance with the provisions of the paragraph immediately below being conclusive evidence of such determination;

(i) The Authorized Representative is authorized and directed, for and in the name of and on behalf of the Municipality, to execute and deliver the Merger Participation Agreement and the Unanimous Shareholders’ Agreement, substantially in the form and on the terms set out in the Draft Merger Participation Agreement and the Draft Unanimous Shareholders’ Agreement, with such minor deletions, amendments or additions thereto as the Authorized Representative may in his or her absolute discretion determine, the execution of such agreement in accordance with the provisions of this paragraph being conclusive evidence of such determination; and
(j) The Authorized Representative is authorized and directed, for and in the name of and on behalf of the Municipality, to execute and deliver all such other agreements, amendments, instruments, certificates, resolutions and other documents, including a resolution of the shareholders of CNDE+ approving the Amalgamations, and to do all such other acts and things as the Authorized Representative may determine to be necessary or advisable in connection with the Merger Participation Agreement, with the Unanimous Shareholders’ Agreement, the Shared Services Agreement and/or the Holdco Amalgamation Agreement or to carry out the intention of the foregoing resolution, the execution and delivery of any such agreement, amendment, instrument, certificate, resolution or other document or the doing of any such other act or thing by the Authorized Representative being conclusive evidence of such determination.

CARRIED, on a recorded vote 4-0

In Favour: Councillors Ostner, McCreery, Gillespie, and Mayor Foxton

Opposed: None

Absent: Councillor Rolleman

5. City of Cambridge Confirmatory By-law

Motion: 21-157
Moved By: Councillor Hamilton
Seconded By: Councillor Reid

21-062 Being a by-law of the City of Cambridge and the Township of North Dumfries to confirm the proceedings of the Councils of the City of Cambridge and Township of North Dumfries at its joint meeting held in Cambridge on the 30th day of August, 2021.

CARRIED, on a recorded vote 7-0

In Favour: Councillors Reid, Devine, Mann, Liggett, Adshade, Hamilton, and Mayor McGarry
Opposed: None
Absent: Councillors Wolf and Ermeta

6. Township of North Dumfries Confirmatory By-law

Motion: 21-158
Moved By: Councillor Gillespie
Seconded By: Councillor McCreery

3272-21 Being a by-law of the City of Cambridge and the Township of North Dumfries to confirm the proceedings of the Councils of the City of Cambridge and Township of North Dumfries at its joint meeting held in Cambridge on the 30th day of August, 2021.

CARRIED, on a recorded vote 4-0

In Favour: Councillors Ostner, McCreery, Gillespie, and Mayor Foxton
Opposed: None
Absent: Councillor Rolleman

7. Adjournment

Motion: 21-159
Moved By: Councillor Devine
Seconded By: Councillor Ostner

THAT this Joint Council meeting does now adjourn at 9:33 p.m.

CARRIED, on a recorded vote 11-0

Cambridge Vote

In Favour: Councillors Reid, Devine, Mann, Liggett, Adshade, Hamilton, and Mayor McGarry
Opposed: None
Absent: Councillors Wolf and Ermeta

**North Dumfries Vote**

In Favour: Councillors Ostner, McCreery, Gillespie, and Mayor Foxton

Opposed: None

Absent: Councillor Rolleman

___________________________
MAYOR

___________________________
CLERK
Recommendation(s)

THAT report 21-217(CRS), re: Community Grants Program be received;

AND THAT the Community Grants Program policy, as outlined in Appendix A, be approved;

AND THAT the new program be effective for the 2022 Community Grants Program.

Executive Summary

Purpose

- The Community Grants program will provide financial support to volunteer and/or not-for-profit organizations to deliver programs or services that benefit the quality of life of Cambridge residents

- The program will ensure City funds are being allocated to support the highest and greatest needs in the community and provide transparency and accountability to the community on the use of City funds

Key Findings

- A review of municipal best practices for granting funds to volunteer and/or non-profit community groups has been conducted to develop a program for Cambridge that would ensure City funding is being allocated to support the highest and greatest needs in the community

- The current grants process is being strengthened to ensure funding is allocated where it will provide the greatest benefit to the community while allowing the City
to be more transparent and accountable in regards to how municipal funds are being used

- The Community Grants Program policy is replacing the Grants to Groups Policy C-80.020

- The Community Grants Program was presented to the Budget and Audit Committee in September, 2019 and to Council in October and November, 2019. Revisions have been made to the policy and process to incorporate feedback received.

**Financial Implications**

- The City of Cambridge annual Budget and Business Plan includes funding to support external organizations. The City’s contribution to volunteer and/or non-profit organizations is leveraged through organizational funds to provide a greater impact to the community.

- In 2019, 2020 and 2021 funding of $1.4 million, $1.2 million and $1.0 million respectively has been allocated to various organizations in the community to support programs and events. These amounts exclude funding provided to Neighbourhood Associations of $1.2 million annually since these organizations are excluded from the Community Grants Policy.

**Background**

The City of Cambridge recognizes the value community organizations provide in improving the health, lifestyle and community wellbeing of Cambridge residents. Similar to many other municipalities, the City provides grants to organizations to support a variety of initiatives in the community such as social services, special events, sports/athletic groups, cultural groups, and not-for-profit organizations that further the interests and prosperity of the City of Cambridge to name a few. In 2019, 2020 and 2021 funding of $1.4 million, $1.2 million and $1.0 million respectively has been provided to external groups. Details of the funding provided in each of these years is included in Appendix B to this report.

Funding provided to community groups represents a significant financial contribution from the City’s annual budget. As such, during deliberations of the 2019 Budget, the Budget & Audit Committee requested a review of the City’s grants process and approved the following motion:

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THAT an application and review intake process be developed for groups that receive funding and grants from the 2019 Budget, including follow-up and oversight.
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In response to this request, in 2019 staff researched similar programs from other municipalities including Kitchener, Waterloo, Guelph, Mississauga, Milton, London, Hamilton and Peterborough. Best practices from each of these municipalities were considered and a policy and process were developed for the City of Cambridge to provide support to not-for-profit organizations to deliver programs or services that benefit the quality of life of Cambridge residents.

The policy and process were presented to the Budget and Audit Committee in September, 2019 and to Council in October and November, 2019. At each of these meetings, feedback was provided to staff for further consideration and revisions to the policy. A summary of the feedback from Committee and Council and responses to the feedback is provided in Appendix C to this report. Ultimately, Council gave direction to continue the process that was in place in previous years and deferred consideration of the new policy until Spring 2020.

As a result of COVID-19, the Finance division workplan was reprioritized to deal with the ongoing financial impacts of the pandemic and the update to the policy was delayed. Throughout 2020 staff continued to revise the policy, consulted with grant recipients as requested by Council and developed an online portal to receive applications for the 2021 Grants to Groups program. This information was outlined in a memo to Council on November 3, 2020.

Analysis

Strategic Alignment

PEOPLE To actively engage, inform and create opportunities for people to participate in community building – making Cambridge a better place to live, work, play and learn for all.

Goal #1 - Community Wellbeing

Objective 1.2 Support and facilitate community access to services related to health, wellness and personal development.

The Community Grant Program will provide funding to a variety of volunteer and non-profit groups which in turn will enhance services offered by the City and provide greater access to social services, events, recreation and culture.

Comments

A review of the City’s practices for granting funds to community groups was undertaken in 2019 and, based on feedback from Council, has been updated and is attached in Appendix A. The review considered best practices in other municipalities to develop a
program for Cambridge that would ensure City funding is being allocated to support the highest and greatest needs in the community.

The annual program will begin with an application process where any non-profit organization requesting funds from the City will be required to complete an application form. The application will provide information on the organization requesting funding, how the funding aligns with the City’s strategic plan and how it will be used to benefit the community, financial information about the organization and identify measures of success. Based on feedback provided by Council, the application form has been developed to be as efficient and simple as possible while ensuring information is received that allows for due diligence in the evaluation of applications. All requests will be evaluated against established criteria and existing programs and services offered by the City, and funding will be allocated within the approved budget.

Applications for less than $25,000 of funding will be assessed by the Grant Review Committee with recommendations submitted to Council for final approval. Requests greater than $25,000 will be assessed and approved by Council. Applicants will be notified as to the decision of Council and successful applicants will be provided funding once they sign a letter of agreement. In November of the year in which funding is granted, all organizations will be required to complete an Outcomes Reporting template which provides accountability back to the City and information on how funds were leveraged to benefit the community, successful outcomes achieved through the grant, performance measures and a financial summary.

A summary of the Community Grant program is outlined below.

Whether an organization applies for funding from another organization, or an individual applies for funding from a bank or other lending institution, an application process is standard practice, along with accountability that the funds were spent as intended. In previous years the City has only required applications to be completed for funding through the Grant to Groups program. This program has a total annual budget of $94,700 and typically allocates amounts of less than $10,000 to individual groups. Therefore, the majority of external funding provided by the City is approved through the
annual budget with no formal request made by groups to verify the funds are needed, what they will be used toward or that the funds were spent as intended. The revised Community Grants Program Policy includes a requirement for all external groups requesting funding from the City to complete an application for funding as this is good business practice and provides accountability and transparency to the public on how City funds are spent. The application will provide an option for groups to apply for multi-year funding where this type of arrangement is appropriate.

Since the introduction of the draft policy in 2019 staff have identified instances where the new policy would be effective at saving funds for the City while still supporting the programs, services and events of external organizations. For example, funding is approved to various groups through the City’s annual budget without the requirement for these groups to make a formal request. However, some of these groups have submitted funding applications with a request less than the budget approval. Also, during the COVID-19 pandemic not all groups were able to continue with programs or events as intended and without a year-end outcome reporting requirement, City funds have been provided for activities that have not taken place. The draft Community Grants Program Policy exercises due diligence to ensure funds are being allocated as needed, spending aligns with the City’s strategic goals and the City is able to report to the community on how funds were spent during the year.

**Evaluation Matrix**

An evaluation tool to be used by the Grant Review Committee and Council has been developed to assess if each organization has met the basic eligibility requirements for funding, to score the strength of the application and the funding need. The evaluation matrix is intended to be an objective tool to assess each of the applications against the criteria outlined in the Community Grants policy. This tool provides an objective and fair process that removes personal bias in decision making and ensures an equitable process that is transparent and fair to all groups. The scores determined by the use of the evaluation matrix are not to be considered the sole determining factor on which grant decisions will be made but is rather a tool to facilitate discussions about each application.

**Outcomes Reporting**

A new requirement of the Community Grants Program is for groups to complete an Outcomes Reporting form at the end of the project/event/year to describe how funds were used, how the community benefitted, what success was achieved and provide performance metrics. This requirement meets the policy goal to ensure that a proper system of accountability is developed and maintained by the community groups and/or organizations receiving funding from the City. The Outcomes Report provides valuable information to help measure and demonstrate the impact of funding programs.
**Existing Policy/By-Law**

This policy replaces the Grants to Groups Policy C-80.020.

**Financial Impact**

Funding to external organizations is provided annually through the City of Cambridge Budget and Business Plan. In 2019, 2020 and 2021 funding of $1.4 million, $1.2 million and $1.0 million respectively has been allocated to various organizations in the community to support programs and events. This funding is leveraged through other funds raised by each of the organizations to provide a greater impact to the community.

The funding provided to external groups in 2021 represents 1.07% of the tax levy.

**Public Input**

Posted publicly as part of the report process.

**Internal/External Consultation**

During review of the Community Grants Program, Finance consulted with staff in Recreation and Culture and Economic Development.

Consultation with three groups that receive funding annually from the City was undertaken to solicit feedback about the proposed Community Grants policy, as suggested by Council (SHORE Centre, Sexual Assault Support Centre of Waterloo Region and the Cambridge and North Dumfries Doctor Recruitment Committee). The groups were generally supportive of the proposed changes and provided feedback that the application process should be efficient and streamlined and not take time away from delivery of their core service. SHORE provided feedback that a delay in approval of funding from December (through the City’s budget) to the proposed approval timeline of February in the draft policy may make it more difficult to begin building their budget for the following year. Comments were also received from these groups that they are supportive of a year-end reporting document as an opportunity to share annual results with Council.

Members of the 2021 Grants to Groups Committee have been consulted in the revisions to the draft policy and application forms and feedback from Council has been incorporated into the revised policy attached to this report.

**Conclusion**

As directed by the Budget & Audit Committee through the approval of the 2019 Budget, the Community Grants Program Policy provides an application and review intake process for groups that receive funding and grants from the City’s annual budget,
including follow-up and oversight. The Program has been developed based on a review of municipal best practices for providing external funding to community groups.

In the fall of each year groups requesting funding from the City will complete an application. Applications for less than $25,000 will be reviewed by the Grants Review Committee who will make recommendations to Council for approval. Council will review requests greater than $25,000 and provide the final approval for all funding provided. Community groups and/or organizations receiving funding from the City will be required to complete an Outcomes Reporting form to provide accountability and transparency on how funds were used, how the community benefitted, what success was achieved and provide performance metrics.

The Community Grants Program improves the City’s accountability to the community on the responsible use of public funds.

Signature

Division Approval

Name: Sheryl Ayres
Title: Chief Financial Officer

Departmental Approval

Name: Dave Bush
Title: Deputy City Manager Corporate Services

City Manager Approval

Name: David Calder
Title: City Manager
Attachments

Appendix A - Community Grants Program Policy

Appendix B - Listing of 2020 and 2021 grant recipients receiving less than $25,000 and more than $25,000

Appendix C - Community Grants Policy Feedback and Responses
POLICY TITLE  Community Grants Program

CATEGORY  Financial

POLICY NUMBER  TBD

DEPARTMENT  Corporate Services

POLICY AUTHOR  Financial Services

POLICY TYPE  City Policy

APPROVED BY  Council

EFFECTIVE DATE  09/01/2021

REVIEW DATE  01/01/2027

POLICY STATEMENT

The City of Cambridge recognizes the value community organizations provide in improving the health, lifestyle and community wellbeing of Cambridge residents.

The objective of this Policy is to outline the criteria for the City of Cambridge Community Grants program. Funding through this program will be aligned with the City of Cambridge’s Strategic Plan and will provide support to not-for-profit organizations to deliver programs or services that benefit the quality of life of Cambridge residents.

PURPOSE

The purpose of this policy is as follows:

- to improve the wellbeing of Cambridge residents through the direction of City grant funding to eligible organizations that can demonstrate their positive contribution to the achievement of the community wellbeing goals.
- to provide municipal funds or other forms of financial assistance, in limited amounts, to community groups and/or organizations that align with the City’s strategic direction.
- to consider each grant on its own merit and to deal with it in a transparent, equitable and objective manner.
- to ensure that a proper system of accountability is developed and maintained by the community groups and/or organizations receiving funding from the City.
DEFINITIONS

**Activity** includes programs and/or events that have general appeal, a theme of interest, a public profile and public access on a free and/or paid basis. Activities must occur on a reoccurring basis, e.g. annually or seasonally.

**Emerging Groups** are organizations that are newly formed within the past three years and have been operating for at least one year prior to the close of the grant application period.

**Event** A one-off single activity, occurrence or celebration, typically taking place over a concentrated period of time, such as a few hours. Examples of events are rallies, demonstrations, single performances or other single artistic activities.

**Grant** A sum of money given by the City of Cambridge for a particular purpose.

**Grant Application** refers to the application form required to be completed in order to receive funding through the City of Cambridge Community Grants Program.

**Grant Agreement** refers to the legal agreement that is signed after an application has been deemed successful under the City of Cambridge Community Grants Program. The Grant Agreement defines the terms and conditions under which the City of Cambridge grant will be made and cannot be altered without prior approval.

**Grants Review Committee** A Council appointed committee, supported by relevant staff, with the mandate to assess applications to the Community Grants Program and allocate funding within the approved Community Grants budget.

**In Good Standing** The organization must not be in litigation with the City. The organization must be current on accounts receivable. The organization must have all relevant City taxes paid.

**Not-for-profit** An organization who:
- Is dedicated to purposes other than pursuing a profit,
- Is an organization without share capital, which means that the organization does not issue ownership shares,
- May not distribute any profits to its members, directors or officers,
- Must use any profit exclusively for its not-for-profit purposes, and,
- Includes both charitable and non-charitable organizations.

*Organizations may demonstrate their non-profit status through letters patent or a combination of organizational documents.*

**Other Levels of Government** include:
- Crown Agencies and Corporations (Federal and Provincial)
- Hospitals
- School Boards
- Universities, Colleges of Applied Arts and technology and Post-Secondary institutions
- Community Care Access Centres
- Local Boards
- Boards of Health
Appendix A

**Performance Measure** A performance measure quantifies the achievement of a desired result. For the purposes of this policy, applicants will be required to provide some performance measures on the application that, if they are successful, will help show what impact the grant funding had and what was achieved for residents. Successful grant recipients will be expected to report the actual performance results after the grant has been spent. Measures should answer (as much as possible) each of the three following questions:

- What was achieved (e.g. the number of participants who attended a program)
- How well was the work done (e.g. the number of participants who successfully completed a program)
- What difference the funding made (e.g. the percentage of program participants who reported that their quality of life improved as a result of the program).

**Procedural Error** in reference to the Appeals Process, refers to a mistake that may have been made as a result of not following the process for the allocation of grants as outlined in this Policy.

**Strategic Plan** refers to the current City of Cambridge Strategic Plan.

**Volunteer Community Groups** is a group of individuals that provide services for no financial or social gain to benefit another person, group or organization.

**AUTHORITY**

This Policy operates under Council authority.

**SCOPE**

This policy applies to:

- All applicants to the Community Grants Program
- Staff responsible for the delivery of the Community Grants Program
- Members of the Grants Review Committee
- City of Cambridge Members of Council

**POLICY**

1. **VALUES AND GUIDING PRINCIPLES**

   The Community Grants Program, its policy and procedures will be guided by the City of Cambridge core values of:

   - **Integrity** – The Community Grants Program will be conducted in a professional manner with good judgement and an emphasis on effective communications, accountability for actions, and a strong moral compass.
   - **Respect** – Evaluation of applications will be conducted in an open and honest manner with mutual respect and fair understanding of the wants, needs and expectations of others.
   - **Inclusiveness** – The Program will commit to welcoming, learning and understanding others and foster an environment of respect and sense of belonging.
• Service – The Grants Review Committee and Council will strive to provide timely, respectful and knowledgeable responses focusing on communicating information in a friendly and accessible manner to all.

2. FORMS OF ASSISTANCE

The City will provide financial assistance to groups through a variety of funding categories as follows:

• Operating Funds: Operating funds assist with the cost of general operations and program delivery for the coming fiscal year. Partial financial assistance towards operations may be provided if it can be demonstrated that municipal financial assistance is required for this purpose. Applicants are encouraged to provide a plan for how they intend to become less reliant on municipal financial assistance in future years to become self-sustaining.

• Start-up Funds: Funds may be provided to emerging groups or to existing groups who are launching new programs or services. Applicants are encouraged to provide a plan for how they intend to become less reliant on municipal financial assistance in future years to become self-sustaining.

• Training and Development Funds: One-time funds may be provided to support skills training, training clinics or certification programs, for coaches and trainers to develop minimum certification requirements, up to a maximum of $200 per person.

• Special Project Funds: Partial financial assistance may be provided to support a specific event or activity which occurs on a non-recurring basis and is taking place within a defined period (usually during the calendar year in which the grant is awarded). The event or activity must have a clearly defined objective and a distinct budget. Funds are to support new or pilot initiatives outside the normal range of activity.

• Capital Funds: Capital funds will provide partial financial assistance toward the purchase of minor capital items (e.g. equipment purchases) which are external to normal operating functions, and not likely to occur on an annual basis.

Notes:

1. Organizations may request monies for more than one of the above funding options, but must consolidate all requests within one submission. Each request must be prioritized within the submission and each request will be evaluated on its own merit.

2. Training proposals will only be accepted from organizations with a minimum of 80% Cambridge resident participation.
Activities not eligible for funding

The following activities are not eligible for funding:

- Operating or capital deficits
- Programs/services not aligned with the City of Cambridge’s Strategic Plan
- Programs/services that are the same as those provided by the City of Cambridge
- Invitational or discretionary travel
- Travel or training associated with team tryouts
- Uniforms for sport teams
- Beautification projects (with the exception of Horticultural Societies)
- Flow-through funding (where the intent is to directly redistribute funds to others, for example, bursaries or scholarships)
- Debt retirement, depreciation or deficit funding
- Retroactive funding (activities or costs incurred before grant approval)
- Duplication of funding received or requested from another funding organization or level of government unless the scope of the project or service is such that multiple funding streams may be necessary and this need is displayed through the application.
- Activities that could be deemed discriminatory as defined by the Ontario Human Rights Code
- Activities whose purpose is to promote religious doctrine or are being led by a person whose mandate includes the promotion of religious doctrine
- Political and/or advocacy activities

3. GENERAL CRITERIA

- All organizations making grant requests from the City of Cambridge must provide detailed information on the appropriate grant forms available on the City of Cambridge website www.cambridge.ca/grants. Complete financial information is required, including audited financial statements where possible and/or requested.
- The organization must have a clearly stated purpose and function in the areas detailed in Section 4 – Categories of Organizations to be Considered of the Community Grants Program policy, and must be responsible for planning and provision of these services.
- Each organization shall hold an annual meeting at which time their accounts and proposed budget will be presented to the membership for approval, and any financial assistance or service from the City of Cambridge would be recognized at that time. Further, organizations receiving funding are asked to notify the Financial Services division of the City as to the time and location of their annual meeting, and submit a copy of the Annual Report for City purposes. If an organization is not able to meet this criteria an explanation shall be provided with the request for funding for further consideration by the Grants Review Committee and/or Council.
- The proposed initiative must meet the definition of the relevant funding category as outlined in Section 2 – Forms of Assistance of this policy.
- Community need for the proposed project must be clearly demonstrated and indicate how the applicant organization is best suited to meet this need.
• The proposed initiative must be available to a broad cross-section of the Cambridge community.
• All projects must conform to all relevant legal standards and requirements and should be physically accessible to all persons.
• In making grants, the City may impose conditions as it deems fit. Specific terms and conditions will be outlined in the Grant Agreement upon award of funding.
• A grant made to an organization in any year is not to be regarded as a commitment by the City to continue the grant in future years.
• The amount of funding allocated to the Community Grants Program will be confirmed each year as part of the annual budget process.
• Only one request per organization is to be considered in a fiscal year. All programs, projects and undertakings should be consolidated in the one request.
• Grant funds must be used as per the approved grant application. Any significant changes to the original grant application must be discussed with and approved by the Financial Services division of the City prior to implementation. If the proposed changes are acceptable the grant funding may be revised to reflect the changes or, if the proposed changes are not acceptable to the City, approval may be revoked and grant funding will not be forwarded to the applicant or the applicant will be required to return any grant funding already provided. Failure to seek approval from the City for any changes from the approved grant application may result in ineligibility for future funding and/or the need to return any grant funding received.
• Grant funds will typically be awarded in one lump sum payment. At the discretion of the Grants Review Committee and/or Council, organizations may be awarded funds by installments, with a reporting requirement prior to the release of the next installment.
• Submission of a grant application does not guarantee an organization will receive full or partial funding.
• It is the applicant’s responsibility to be proactive in seeking out grant application information and submission deadlines.
• Successful candidates must use the grant funding within the year it is approved. Exceptions may be considered upon request.
• Grant recipients must acknowledge the support of the City of Cambridge on all printed materials for programs/events that relate to the grant request or as determined by staff.

4. CATEGORIES OF ORGANIZATIONS TO BE CONSIDERED

Community grants are available on an annual basis to non-profit organizations and/or volunteer community groups that provide programs and services to the residents of the City of Cambridge. Organizations seeking grants will be grouped in the following categories so that similar organizations can be compared more easily:

• Social Services
• Recreation and sport
• Arts, culture and events
• Civic & Leisure Interests
• Not-for-profit organizations that further the interests and prosperity of the City of Cambridge
5. ELIGIBILITY CRITERIA

To be eligible for consideration to the Community Grants Program, organizations must meet all of the following criteria. If an organization is not able to meet any of these criteria an explanation shall be provided to the City with the request for funding for further consideration by the Grants Review Committee and/or Council.

- Only volunteer groups and/or non-profit organizations are eligible to be considered.
- The organization shall have a location and/or presence in Cambridge.
- The majority of participants in the program/service must be residents of the City of Cambridge.
- The organization must extend its services to the general public in Cambridge, as described in the Ontario Human Rights Code.
- Applicant organizations must have an active Board of Directors that is independent from senior staff of the organization.
- Applications should only be considered from the Board of Directors or the Executive Committee of an organization and not from a “part group” of the organization.
- The organization must carry valid General Liability Coverage in the amount of $2 million with the City named as an additional insured.
- Organizations are required to keep accurate volunteer and participant records.
- The organization must carry out volunteer screening and other risk management measures to help ensure volunteer and public safety.
- Organizations must be in compliance with all applicable legislation, regulations and bylaws for the Government of Canada, the Province of Ontario, and the City of Cambridge. (e.g. Accessibility for Ontarians with Disabilities Act (AODA), Ontario Human Rights Code, Occupational Health & Safety Act).
- Completed application forms, providing all of the requested information and all supporting material must be submitted by the organization by the application deadline.
- Organizations must be in good standing with the City and submit all documentation required for any grant funding received in the previous year within the required timelines.

The Community Grants Program will not provide funding to:

- Individuals;
- For-profit organizations;
- Other levels of government;
- Political organizations;
- An organization that acts as a funding body, or makes grants to another organization;
- Universities, colleges, schools and their associated/auxiliary groups or agencies;
- Organizations whose activities could be deemed discriminatory as defined by the Ontario Human Rights Code;
- Organizations that are not in good financial standing with the City of Cambridge;
- Organizations that meet the Regional Grant Criteria or organizations that operate within Cambridge as well as at least one other municipality in Waterloo Region unless an application for grant funding has been submitted to the Region for consideration first.
6. FINANCIAL ELIGIBILITY CRITERIA

The following financial criteria will be taken into consideration when evaluating applications.

- The organization must demonstrate strong financial responsibility and capability in carrying out its service to the community.
- Evidence that the organization needs the funding. Organizations that have budgets or financial statements indicating a surplus will be required to provide explanations of the surplus and how the organization intends to use it. The level of organizational reserves may be considered.
- The City of Cambridge, through its grants process will not contribute to outstanding deficits.
- The organization must indicate a clear financial plan and demonstrate efficient use of City funds.
- The organization must show that it has thoroughly explored all other available sources of funding and shall identify funding from at least one source other than the City of Cambridge.
- In conjunction with a comprehensive review of the proposed initiative, funding will be directed to organizations in greater need of financial support.
- Consideration may be given to the number of people being serviced by the group, and the per capita operating costs where applicable.
- The organization must indicate other City contributions that are made to the organization (e.g., in-kind staff support, free or subsidized use of City facilities, programs, discount hours, promotional support, etc.).
- The organization must release annual audited financial statements or where audited financial statements are not available the applicant must provide financial statements that have been verified as correct by two signing officers from the organization.

7. COMMUNITY GRANTS PROGRAM PROCESS

a) Not later than September 30th of each year, an information package, including the Community Grants Program policy and an application form, will be made available on the City’s website (cambridge.ca/grants).

b) All organizations applying for funding of less than $25,000 must complete the appropriate application form in full and provide all supporting documentation by the program deadline of the last business day of November. Late and/or incomplete applications may not be considered. It is the sole responsibility of the applicant to ensure the application is complete and all supporting documentation has been provided.

c) Except where Council has made a multi-year commitment to funding, all organizations applying for funding of $25,000 or more must complete the appropriate application form in full and provide all supporting documentation by the program deadline of the last business day of November. Late and/or incomplete applications may not be considered. It is the sole responsibility of the applicant to ensure the application is complete and all supporting documentation has been provided.

d) Applications will be screened by staff in Finance and Recreation and Culture to ensure they are complete and meet the eligibility criteria before being provided to the Grants Review Committee and/or Council.
Appendix A

e) Interviews will be conducted by the Grants Review Committee with the applicants, where necessary, to obtain pertinent information which will assist with the review process. Also, it is the intention of the Grants Review Committee to interview all groups on a three year cycle. The Grants Review Committee will review each eligible application and evaluate against the application assessment criteria outlined in this policy.

f) Following these deliberations, the Grants Review Committee will compile a list of recommended grant applications for approval and their respective funding allocations and submit to Council for final approval.

g) All applicants will receive notification via e-mail or standard mail of whether or not their application was successful.

h) Following Council approval of the annual budget, the Finance Department will issue grant payments to successful applicants by Electronic Funds Transfer.

i) Grants awarded will cover the period January to December of the following year.

8. Community Grants Program Application Review and Approval

Grant applications less than $25,000 will be assessed by the Grants Review Committee in accordance with the program guidelines. Recommendations for funding by the Grants Review Committee will be forwarded to Council for final approval. The Grants Review Committee will be comprised of the following members:

- Mayor for the City of Cambridge
- Chair of each of the Standing Committees of Council (ie. General Committee, Budget and Audit Committee, Planning and Development Committee)
- Chief Financial Officer (non-voting)*
- Director of Recreation & Culture (non-voting)
- Other staff liaisons as required (non-voting)

* In the event of a tie the Chief Financial Officer will cast the deciding vote.

Grant applications of $25,000 or more will be assessed by Council in accordance with the program guidelines. Where an organization has been granted funding by Council for a multi-year period they are not required to submit an application annually to the Community Grant Program but will be required to submit an Outcomes Reporting form to report on how annual funding was spent and what impact the funding achieved in the community.

9. Evaluation of Applications

a) Grant applications will be assessed based on the following criteria:

- Alignment with the City of Cambridge Strategic Plan and Public Value Statement
- Community Impact
- Merits of the funding request
- Organizational profile
- Organizations finances
- Benefit to the community

b) Grant applications will be assessed by staff for review by the Grants Review Committee or Council as appropriate
c) Grant applications will be evaluated against a matrix to ensure transparency and an equitable process.
d) The evaluation matrix will provide additional points for applications that are for a specific one-time request or item that is crucial to the organizations performance.

The evaluation matrix is intended to be an objective tool to assess each of the applications against the criteria outlined in the Community Grants policy. The scores determined by the use of the evaluation matrix are not to be considered the sole determining factor on which grant decisions will be made but is rather a tool to facilitate discussions about each application.

10. Notification of Application Status

- Applicants will be notified of the status of their application in February, unless otherwise noted.
- All grant recipients will receive written notification regarding the amount and specific uses of the funding, any funding conditions and applicable agreement requirements.
- All grant recipients will be required to sign the Letter of Agreement before funds will be released to the organization.
- Funding will be released with documentation of expected evaluation and reporting requirements.
- Grant recipients may be subject to an audit by the City of Cambridge to verify the recipient has complied with the funding conditions and agreement requirements.

11. Grant Appeal Process

- All decisions related to grant applications for the Community Grants Program are open to appeal by the grant applicant.
- Applicants who wish to appeal the decision made by the Grants Review Committee and/or Council must notify the Financial Services division of their intent within 30 days of receiving notice of their status.
- Applicants to the Community Grants Program may appeal a decision based on two criteria:
  o New Information: From the time the grant application was initially submitted, new information that could impact the grant decision became available that, for good reason, was not available at the time of the initial application; or,
  o A Procedural Error was made when assessing the grant application.
- The Financial Services division will review all appeals to determine the criterion that is being challenged and provide a summary to Council for further review.
- Results of the appeal will be provided within 30 days.
- Decisions of all appeals will be final.

12. Accountability & Reporting

Successful applicants who receive funding from the Community Grants Program must report on how the funding was spent and the impact the funding achieved. Reports are required to be submitted to the Finance department by November 30th of the year the grant was awarded. Failure to do so may make the organization ineligible to receive future grants until the status report is completed and submitted.
Grants may not be used for purposes other than those approved by Council. If reports from grant recipients show that a grant was used for a purpose other than that approved by the City, or was not expended in the fiscal year(s) for which it was awarded, the grant may have to be repaid in full or in part.

**POLICY COMMUNICATION**

This policy will be communicated by means of:

- City of Cambridge website;
- City of Cambridge intranet;
- Providing a copy to all members of the Grants Review Committee;
- Providing a copy to all staff involved in the delivery of the Community Grants Program;
- Including the website location for the policy in all grant program information distributed to the public;
- Providing a copy of the policy to all organizations requesting an application for the grant program. Applicants will be required to indicate on the grant application form that they have reviewed the policy.

**RELATED PROCEDURES**

There are no related procedures

**RELATED DOCUMENTS/LEGISLATION**

There are no related documents or legislation
# Grant Recipients less than $25,000

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<th>Organization Name</th>
<th>2021</th>
<th>2020</th>
<th>2019</th>
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### Grant Recipients less than $25,000

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<th>Organization</th>
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<th>2020</th>
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<td>Preston Lawn Bowling Club*</td>
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<td>Sustainable Waterloo</td>
<td>6,400</td>
<td>6,400</td>
<td>6,200</td>
</tr>
<tr>
<td>Tamil Cultural Association*</td>
<td>-</td>
<td>-</td>
<td>500</td>
</tr>
<tr>
<td>The AIDS Committee of Cambridge, Kitchener, Waterloo And Area AC</td>
<td>-</td>
<td>6,000</td>
<td>1,500</td>
</tr>
<tr>
<td>Tour de Grand</td>
<td>4,100</td>
<td>4,100</td>
<td>4,100</td>
</tr>
<tr>
<td>Vera Causa Opera*</td>
<td>3,000</td>
<td>1,500</td>
<td>2,500</td>
</tr>
<tr>
<td>Volunteer Cambridge</td>
<td>12,000</td>
<td>12,000</td>
<td>12,000</td>
</tr>
<tr>
<td>Waterloo Regional REACT*</td>
<td>1,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Women's Crisis Services of Waterloo Region</td>
<td>9,400</td>
<td>9,364</td>
<td>9,364</td>
</tr>
<tr>
<td>World Religions Conference*</td>
<td>-</td>
<td>-</td>
<td>500</td>
</tr>
<tr>
<td>YWCA*</td>
<td>-</td>
<td>5,000</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>318,600</td>
<td>320,612</td>
<td>311,324</td>
</tr>
</tbody>
</table>

### Grant Recipients greater than $25,000

<table>
<thead>
<tr>
<th>Organization</th>
<th>2021</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge Symphony Orchestra*</td>
<td>-</td>
<td>30,000</td>
<td>-</td>
</tr>
<tr>
<td>Chamber/Visitor Information</td>
<td>195,000</td>
<td>273,300</td>
<td>269,300</td>
</tr>
<tr>
<td>Doctor Recruitment Task Force</td>
<td>58,600</td>
<td>58,600</td>
<td>58,600</td>
</tr>
<tr>
<td>Fashion History Museum</td>
<td>45,000</td>
<td>45,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Mill Race Festival</td>
<td>-</td>
<td>-</td>
<td>31,700</td>
</tr>
<tr>
<td>Social Planning Council</td>
<td>-</td>
<td>-</td>
<td>142,000</td>
</tr>
<tr>
<td>Waterloo Region Economic Dev. Corp.</td>
<td>320,000</td>
<td>320,000</td>
<td>320,000</td>
</tr>
<tr>
<td>Waterloo Region Tourism Marketing Corporation</td>
<td>91,800</td>
<td>91,800</td>
<td>141,800</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>710,400</td>
<td>818,700</td>
<td>1,023,400</td>
</tr>
</tbody>
</table>

* Denotes a Grants to Groups Recipient

* Cambridge Symphony Orchestra is on the list of grant recipients over $25,000 in 2020 and under $25,000 in 2021.
## Appendix B

<table>
<thead>
<tr>
<th>Grant Recipient</th>
<th>2021</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge Symphony Orchestra</td>
<td>-</td>
<td>30,000</td>
</tr>
<tr>
<td>Chamber/Visitor Information</td>
<td>195,000</td>
<td>273,300</td>
</tr>
<tr>
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</tr>
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<td>320,000</td>
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</tr>
<tr>
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<td>91,800</td>
<td>91,800</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>710,400</strong></td>
<td><strong>818,700</strong></td>
</tr>
</tbody>
</table>
## Community Grants Policy Feedback and Responses

<table>
<thead>
<tr>
<th>September 12 Budget &amp; Audit Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Question / Comment</strong></td>
</tr>
<tr>
<td>Application document is too long.</td>
</tr>
</tbody>
</table>
| | • copy/paste functionality to save time typing information that may already exist  
• ability to upload supporting documentation  
• radio buttons to answer yes/no questions that removes questions that become not applicable  
• automatic calculation of financial information |
<p>| The City receives many requests for funding at varying levels of support. There should be different application streams based on level of funding request. | This was addressed through the creation of two funding streams with a different application process for requests greater than $100,000 and a more condensed application for requests less than $100,000. This limit was revised by Council on October 15 to be $25,000. |</p>
<table>
<thead>
<tr>
<th>Question / Comment</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Why are groups required to provide minutes of meetings, list of members and the executive?</td>
<td>These criteria have been removed from the policy.</td>
</tr>
<tr>
<td>Consultation with groups should occur to receive feedback.</td>
<td>Consultation with three groups was undertaken to solicit feedback about the proposed Community Grants policy (Shore Centre, Sexual Assault Support Centre of Waterloo Region and the Cambridge and North Dumfries Doctor Recruitment Committee). The groups were generally supportive of the proposed changes and provided feedback that the application process should be efficient and streamlined and not take time away from delivery of their core service. Comments were also received that they are supportive of a year-end reporting document as an opportunity to share annual results with Council.</td>
</tr>
<tr>
<td>Certain groups should not be included in scope of the policy such as Neighbourhood Associations, groups that have been previously approved for multi-year funding, heritage grants, Celebrations of Women</td>
<td>These groups have been excluded from the policy and groups that have been previously approved for multi-year funding are not required to complete an application annually.</td>
</tr>
<tr>
<td>Organization must be located in Cambridge</td>
<td>This requirement has been removed and instead the policy has been updated to say the organization shall have a location and/or presence in Cambridge.</td>
</tr>
</tbody>
</table>
| Exclusion of hospitals, universities and colleges                                | The policy excludes funding to other levels of government which by definition includes hospitals, universities & colleges.  
Typically the requests from these organizations can be substantial and therefore would require the greatest oversight from Council. These groups are not prohibited from requesting funding from the City but these requests would go directly to Council, outside of the Community Grants Policy. |
<table>
<thead>
<tr>
<th>Question / Comment</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requirement for 70% of organizations funding to come from revenue sources other than the City</td>
<td>The wording in the policy has been updated to say “The organization must show that it has thoroughly explored all other available sources of funding and shall identify funding from at least one source other than the City of Cambridge”.</td>
</tr>
<tr>
<td>Appeals should be heard by Council</td>
<td>The policy has been clarified to explain that any appeals will be referred back to Council for further consideration.</td>
</tr>
<tr>
<td>Ineligibility of beautification projects should exclude Horticultural Societies</td>
<td>The policy has been amended to allow horticultural societies to apply for beautification projects.</td>
</tr>
</tbody>
</table>

**October 15 Council**

<table>
<thead>
<tr>
<th>Question / Comment</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Neighbourhood Associations should be a line item in the City’s annual budget and required to complete annual reporting on outcomes. Staff to consult with the Neighbourhood Associations.</td>
<td>Neighbourhood Associations have been removed from the scope of the Community Grants Policy.                                                                                                               Staff have consulted with the Neighbourhood Associations for input on the outcomes reporting requirement. Although these groups are not within the scope of this policy, feedback was provided that the Neighbourhood Associations will provide a summary of how the City's funds were spent during the year and statistics will be reported as requested.</td>
</tr>
<tr>
<td>Proposed thresholds for application funding amounts should be reduced from $100,000 to $25,000.</td>
<td>This feedback has been implemented in the policy.</td>
</tr>
<tr>
<td>Provide a list of groups that would be in the less than $25,000 category and those that would be over $25,000.</td>
<td>Please see Appendix C for a summary of grants provided in 2020 and 2021 that were above and below the $25,000 threshold.</td>
</tr>
<tr>
<td>Organizations that provide a service that benefits other municipalities besides Cambridge should be required to apply for funding from the Region and/or the other municipality and not strictly Cambridge.</td>
<td>This wording has been clarified in the policy.</td>
</tr>
<tr>
<td>Question / Comment</td>
<td>Response</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Organizations should provide documentation to verify that Cambridge residents are receiving benefit of the services provided by the organization.</td>
<td>This wording has been clarified in the application.</td>
</tr>
<tr>
<td>Organizations must be located in Cambridge or have a satellite location in Cambridge.</td>
<td>The policy has been revised to say “The organization shall have a location and/or presence in Cambridge”.</td>
</tr>
<tr>
<td>Staff to consult with organizations such as Doctors Recruitment and Social Planning Council regarding timelines of application process.</td>
<td>Consultation with three groups was undertaken to solicit feedback about the proposed Community Grants policy (SHORE Centre, Sexual Assault Support Centre of Waterloo Region and the Cambridge and North Dumfries Doctor Recruitment Committee). SHORE mentioned that the timelines may make it more difficult to begin building budgets for the following year; a response to the question about timelines was not received from Sexual Assault Centre; and Doctors Recruitment expressed that they are supportive of funding being released in February.</td>
</tr>
<tr>
<td>How do the timelines of the Community Grants process impact groups who are included as a line item in the City’s budget?</td>
<td>If a group is approved for funding as a line item in the City’s budget, they will receive funding once the budget is approved by Council. Groups that are required to apply will receive funding in February/March once Council has approved funding allocations for the year.</td>
</tr>
</tbody>
</table>

### November 5 Council

<table>
<thead>
<tr>
<th>Question / Comment</th>
<th>Response</th>
</tr>
</thead>
</table>
| Policy should apply only to Grants to Groups, not all groups that receive funding from the City | Staff considered all groups that receive funding and grants as interpreted from the resolution of the Budget & Audit Committee.  

**THAT** staff be directed to provide a report to the 2020 Budget Committee on a detailed breakdown of the expenditures provided to the organizations that receive City funding from operating grants approved in the 2019 Budget process; |
<table>
<thead>
<tr>
<th>Question / Comment</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AND THAT</strong> an application and review intake process be developed for groups that receive funding and grants from the 2019 Budget, including follow-up and oversight. Whether a group applies for funding from another organization, or an individual applies for funding from a bank or other lending institution, there is an application process that is required. Including all groups in the policy is good business practice and provides accountability and transparency to the public on how City funds are spent.</td>
<td><strong>Will organizations continue to have core funding in the City’s budget?</strong> In order to be transparent and accountable and follow good business practices, all non-profit organizations requesting funding from the City should be required to apply to the Community Grants program annually unless they have been approved for a multi-year funding agreement. Any grants that have been approved with a multi-year commitment will be detailed in the City’s annual Budget and Business Plan document. Once the committed term has ended the organization will be required to reapply for funding. This practice allows Council to review requests for funding on a regular basis, ensures funding provided to organizations aligns with the City’s strategic priorities and allows organizations an opportunity to communicate how the City’s funding is being leveraged to provide opportunities to the community.</td>
</tr>
<tr>
<td>Requirement for organizations to carry valid General Liability Coverage in the amount of $2 million with the City named as an additional insured is not possible for some groups, particularly smaller groups.</td>
<td>All groups that were provided funding in 2020 and 2021 have been able to meet this requirement with no concerns expressed.</td>
</tr>
</tbody>
</table>
POLICY TITLE: Community Grants Program

CATEGORY: Financial

POLICY NUMBER: TBD

DEPARTMENT: Corporate Services

POLICY AUTHOR: Financial Services

POLICY TYPE: City Policy

APPROVED BY: Council

EFFECTIVE DATE: 09/01/2021

REVIEW DATE: 01/01/2027

POLICY STATEMENT

The City of Cambridge recognizes the value community organizations provide in improving the health, lifestyle and community wellbeing of Cambridge residents.

The objective of this Policy is to outline the criteria for the City of Cambridge Community Grants program. Funding through this program will be aligned with the City of Cambridge’s Strategic Plan and will provide support to not-for-profit organizations to deliver programs or services that benefit the quality of life of Cambridge residents.

PURPOSE

The purpose of this policy is as follows:

- to improve the wellbeing of Cambridge residents through the direction of City grant funding to eligible organizations that can demonstrate their positive contribution to the achievement of the community wellbeing goals.
- to provide municipal funds or other forms of financial assistance, in limited amounts, to community groups and/or organizations that align with the City’s strategic direction.
- to consider each grant on its own merit and to deal with it in a transparent, equitable and objective manner.
- to ensure that a proper system of accountability is developed and maintained by the community groups and/or organizations receiving funding from the City.
DEFINITIONS

**Activity** includes programs and/or events that have general appeal, a theme of interest, a public profile and public access on a free and/or paid basis. Activities must occur on a reoccurring basis, e.g. annually or seasonally.

**Emerging Groups** are organizations that are newly formed within the past three years and have been operating for at least one year prior to the close of the grant application period.

**Event** A one-off single activity, occurrence or celebration, typically taking place over a concentrated period of time, such as a few hours. Examples of events are rallies, demonstrations, single performances or other single artistic activities.

**Grant** A sum of money given by the City of Cambridge for a particular purpose.

**Grant Application** refers to the application form required to be completed in order to receive funding through the City of Cambridge Community Grants Program.

**Grant Agreement** refers to the legal agreement that is signed after an application has been deemed successful under the City of Cambridge Community Grants Program. The Grant Agreement defines the terms and conditions under which the City of Cambridge grant will be made and cannot be altered without prior approval.

**Grants Review Committee** A Council appointed committee, supported by relevant staff, with the mandate to assess applications to the Community Grants Program and allocate funding within the approved Community Grants budget.

**In Good Standing** The organization must not be in litigation with the City. The organization must be current on accounts receivable. The organization must have all relevant City taxes paid.

**Not-for-profit** An organization who:
- Is dedicated to purposes other than pursuing a profit,
- Is an organization without share capital, which means that the organization does not issue ownership shares,
- May not distribute any profits to its members, directors or officers,
- Must use any profit exclusively for its not-for-profit purposes, and,
- Includes both charitable and non-charitable organizations.

*Organizations may demonstrate their non-profit status through letters patent or a combination of organizational documents.*

**Other Levels of Government** include:
- Crown Agencies and Corporations (Federal and Provincial)
- Hospitals
- School Boards
- Universities, Colleges of Applied Arts and technology and Post-Secondary institutions
- Community Care Access Centres
- Local Boards
- Boards of Health
Performance Measure. A performance measure quantifies the achievement of a desired result. For the purposes of this policy, applicants will be required to provide some performance measures on the application that, if they are successful, will help show what impact the grant funding had and what was achieved for residents. Successful grant recipients will be expected to report the actual performance results after the grant has been spent. Measures should answer (as much as possible) each of the three following questions:

- What was achieved (e.g. the number of participants who attended a program)
- How well was the work done (e.g. the number of participants who successfully completed a program)
- What difference the funding made (e.g. the percentage of program participants who reported that their quality of life improved as a result of the program).

Procedural Error in reference to the Appeals Process, refers to a mistake that may have been made as a result of not following the process for the allocation of grants as outlined in this Policy.

Strategic Plan refers to the current City of Cambridge Strategic Plan.

Volunteer Community Groups is a group of individuals that provide services for no financial or social gain to benefit another person, group or organization.

AUTHORITY

This Policy operates under Council authority.

SCOPE

This policy applies to:
- All applicants to the Community Grants Program
- Staff responsible for the delivery of the Community Grants Program
- Members of the Grants Review Committee
- City of Cambridge Members of Council

POLICY

1. VALUES AND GUIDING PRINCIPLES

The Community Grants Program, its policy and procedures will be guided by the City of Cambridge core values of:

- Integrity – The Community Grants Program will be conducted in a professional manner with good judgement and an emphasis on effective communications, accountability for actions, and a strong moral compass.
- Respect – Evaluation of applications will be conducted in an open and honest manner with mutual respect and fair understanding of the wants, needs and expectations of others.
- Inclusiveness – The Program will commit to welcoming, learning and understanding others and foster an environment of respect and sense of belonging.
• Service – The Grants Review Committee and Council will strive to provide timely, respectful and knowledgeable responses focusing on communicating information in a friendly and accessible manner to all.

2. FORMS OF ASSISTANCE

The City will provide financial assistance to groups through a variety of funding categories as follows:

• Operating Funds: Operating funds assist with the cost of general operations and program delivery for the coming fiscal year. Partial financial assistance towards operations may be provided if it can be demonstrated that municipal financial assistance is required for this purpose. Applicants are encouraged to provide a plan for how they intend to become less reliant on municipal financial assistance in future years to become self-sustaining.

• Start-up Funds: Funds may be provided to emerging groups or to existing groups who are launching new programs or services. Applicants are encouraged to provide a plan for how they intend to become less reliant on municipal financial assistance in future years to become self-sustaining.

• Training and Development Funds: One-time funds may be provided to support skills training, training clinics or certification programs, for coaches and trainers to develop minimum certification requirements, up to a maximum of $200 per person.

• Special Project Funds: Partial financial assistance may be provided to support a specific event or activity which occurs on a non-recurring basis and is taking place within a defined period (usually during the calendar year in which the grant is awarded). The event or activity must have a clearly defined objective and a distinct budget. Funds are to support new or pilot initiatives outside the normal range of activity.

• Capital Funds: Capital funds will provide partial financial assistance toward the purchase of minor capital items (e.g. equipment purchases) which are external to normal operating functions, and not likely to occur on an annual basis.

Notes:

1. Organizations may request monies for more than one of the above funding options, but must consolidate all requests within one submission. Each request must be prioritized within the submission and each request will be evaluated on its own merit.

2. Training proposals will only be accepted from organizations with a minimum of 80% Cambridge resident participation.
Activities not eligible for funding

The following activities are not eligible for funding:

- Operating or capital deficits
- Programs/services not aligned with the City of Cambridge’s Strategic Plan
- Programs/services that are the same as those provided by the City of Cambridge
- Invitational or discretionary travel
- Travel or training associated with team tryouts
- Uniforms for sport teams
- Beautification projects (with the exception of Horticultural Societies)
- Flow-through funding (where the intent is to directly redistribute funds to others, for example, bursaries or scholarships)
- Debt retirement, depreciation or deficit funding
- Retroactive funding (activities or costs incurred before grant approval)
- Duplication of funding received or requested from another funding organization or level of government unless the scope of the project or service is such that multiple funding streams may be necessary and this need is displayed through the application.
- Activities that could be deemed discriminatory as defined by the Ontario Human Rights Code
- Activities whose purpose is to promote religious doctrine or are being led by a person whose mandate includes the promotion of religious doctrine
- Political and/or advocacy activities

3. GENERAL CRITERIA

- All organizations making grant requests from the City of Cambridge must provide detailed information on the appropriate grant forms available on the City of Cambridge website www.cambridge.ca/grants. Complete financial information is required, including audited financial statements where possible and/or requested.
- The organization must have a clearly stated purpose and function in the areas detailed in Section 4 – Categories of Organizations to be Considered of the Community Grants Program policy, and must be responsible for planning and provision of these services.
- Each organization shall hold an annual meeting at which time their accounts and proposed budget will be presented to the membership for approval, and any financial assistance or service from the City of Cambridge would be recognized at that time. Further, organizations receiving funding are asked to notify the Financial Services division of the City as to the time and location of their annual meeting, and submit a copy of the Annual Report for City purposes. If an organization is not able to meet this criteria an explanation shall be provided with the request for funding for further consideration by the Grants Review Committee and/or Council.
- The proposed initiative must meet the definition of the relevant funding category as outlined in Section 2 – Forms of Assistance of this policy.
- Community need for the proposed project must be clearly demonstrated and indicate how the applicant organization is best suited to meet this need.
• The proposed initiative must be available to a broad cross-section of the Cambridge community.
• All projects must conform to all relevant legal standards and requirements and should be physically accessible to all persons.
• In making grants, the City may impose conditions as it deems fit. Specific terms and conditions will be outlined in the Grant Agreement upon award of funding.
• A grant made to an organization in any year is not to be regarded as a commitment by the City to continue the grant in future years.
• The amount of funding allocated to the Community Grants Program will be confirmed each year as part of the annual budget process.
• Only one request per organization is to be considered in a fiscal year. All programs, projects and undertakings should be consolidated in the one request.
• Grant funds must be used as per the approved grant application. Any significant changes to the original grant application must be discussed with and approved by the Financial Services division of the City prior to implementation. If the proposed changes are acceptable the grant funding may be revised to reflect the changes or, if the proposed changes are not acceptable to the City, approval may be revoked and grant funding will not be forwarded to the applicant or the applicant will be required to return any grant funding already provided. Failure to seek approval from the City for any changes from the approved grant application may result in ineligibility for future funding and/or the need to return any grant funding received.
• Grant funds will typically be awarded in one lump sum payment. At the discretion of the Grants Review Committee and/or Council, organizations may be awarded funds by installments, with a reporting requirement prior to the release of the next installment.
• Submission of a grant application does not guarantee an organization will receive full or partial funding.
• It is the applicant’s responsibility to be proactive in seeking out grant application information and submission deadlines.
• Successful candidates must use the grant funding within the year it is approved. Exceptions may be considered upon request.
• Grant recipients must acknowledge the support of the City of Cambridge on all printed materials for programs/events that relate to the grant request or as determined by staff.

4. CATEGORIES OF ORGANIZATIONS TO BE CONSIDERED

Community grants are available on an annual basis to non-profit organizations and/or volunteer community groups that provide programs and services to the residents of the City of Cambridge. Organizations seeking grants will be grouped in the following categories so that similar organizations can be compared more easily:

• Social Services
• Recreation and sport
• Arts, culture and events
• Civic & Leisure Interests
• Not-for-profit organizations that further the interests and prosperity of the City of Cambridge
5. ELIGIBILITY CRITERIA

To be eligible for consideration to the Community Grants Program, organizations must meet all of the following criteria. If an organization is not able to meet any of these criteria an explanation shall be provided to the City with the request for funding for further consideration by the Grants Review Committee and/or Council.

- Only volunteer groups and/or non-profit organizations are eligible to be considered.
- The organization shall have a location and/or presence in Cambridge.
- The majority of participants in the program/service must be residents of the City of Cambridge.
- The organization must extend its services to the general public in Cambridge, as described in the Ontario Human Rights Code.
- Applicant organizations must have an active Board of Directors that is independent from senior staff of the organization.
- Applications should only be considered from the Board of Directors or the Executive Committee of an organization and not from a “part group” of the organization.
- The organization must carry valid General Liability Coverage in the amount of $2 million with the City named as an additional insured.
- Organizations are required to keep accurate volunteer and participant records.
- The organization must carry out volunteer screening and other risk management measures to help ensure volunteer and public safety.
- Organizations must be in compliance with all applicable legislation, regulations and bylaws for the Government of Canada, the Province of Ontario, and the City of Cambridge. (e.g. Accessibility for Ontarians with Disabilities Act (AODA), Ontario Human Rights Code, Occupational Health & Safety Act).
- Completed application forms, providing all of the requested information and all supporting material must be submitted by the organization by the application deadline.
- Organizations must be in good standing with the City and submit all documentation required for any grant funding received in the previous year within the required timelines.

The Community Grants Program will not provide funding to:
- Individuals;
- For-profit organizations;
- Other levels of government;
- Political organizations;
- An organization that acts as a funding body, or makes grants to another organization;
- Universities, colleges, schools and their associated/auxiliary groups or agencies;
- Organizations whose activities could be deemed discriminatory as defined by the Ontario Human Rights Code;
- Organizations that are not in good financial standing with the City of Cambridge;
- Organizations that meet the Regional Grant Criteria or organizations that operate within Cambridge as well as at least one other municipality in Waterloo Region unless an application for grant funding has been submitted to the Region for consideration first.
6. FINANCIAL ELIGIBILITY CRITERIA

The following financial criteria will be taken into consideration when evaluating applications.

- The organization must demonstrate strong financial responsibility and capability in carrying out its service to the community.
- Evidence that the organization needs the funding. Organizations that have budgets or financial statements indicating a surplus will be required to provide explanations of the surplus and how the organization intends to use it. The level of organizational reserves may be considered.
- The City of Cambridge, through its grants process will not contribute to outstanding deficits.
- The organization must indicate a clear financial plan and demonstrate efficient use of City funds.
- The organization must show that it has thoroughly explored all other available sources of funding and shall identify funding from at least one source other than the City of Cambridge.
- In conjunction with a comprehensive review of the proposed initiative, funding will be directed to organizations in greater need of financial support.
- Consideration may be given to the number of people being serviced by the group, and the per capita operating costs where applicable.
- The organization must indicate other City contributions that are made to the organization (e.g. in-kind staff support, free or subsidized use of City facilities, programs, discount hours, promotional support, etc.).
- The organization must release annual audited financial statements or where audited financial statements are not available the applicant must provide financial statements that have been verified as correct by two signing officers from the organization.

7. COMMUNITY GRANTS PROGRAM PROCESS

a) Not later than September 30th of each year, an information package, including the Community Grants Program policy and an application form, will be made available on the City’s website (cambridge.ca/grants).

b) All organizations applying for funding of less than $25,000 must complete the appropriate application form in full and provide all supporting documentation by the program deadline of the last business day of November. Late and/or incomplete applications may not be considered. It is the sole responsibility of the applicant to ensure the application is complete and all supporting documentation has been provided.

c) Except where Council has made a multi-year commitment to funding, all organizations applying for funding of $25,000 or more must complete the appropriate application form in full and provide all supporting documentation by the program deadline of the last business day of November. Late and/or incomplete applications may not be considered. It is the sole responsibility of the applicant to ensure the application is complete and all supporting documentation has been provided.

d) Applications will be screened by staff in Finance and Recreation and Culture to ensure they are complete and meet the eligibility criteria before being provided to the Grants Review Committee and/or Council.
Appendix A

e) Interviews will be conducted by the Grants Review Committee with the applicants, where necessary, to obtain pertinent information which will assist with the review process. Also, it is the intention of the Grants Review Committee to interview all groups on a three year cycle. The Grants Review Committee will review each eligible application and evaluate against the application assessment criteria outlined in this policy.

f) Following these deliberations, the Grants Review Committee will compile a list of recommended grant applications for approval and their respective funding allocations and submit to Council for final approval.

g) All applicants will receive notification via e-mail or standard mail of whether or not their application was successful.

h) Following Council approval of the annual budget, the Finance Department will issue grant payments to successful applicants by Electronic Funds Transfer.

i) Grants awarded will cover the period January to December of the following year.

8. **Community Grants Program Application Review and Approval**

Grant applications less than $25,000 will be assessed by the Grants Review Committee in accordance with the program guidelines. Recommendations for funding by the Grants Review Committee will be forwarded to Council for final approval. The Grants Review Committee will be comprised of the following members:

- Mayor for the City of Cambridge
- Chair of each of the Standing Committees of Council (ie. General Committee, Budget and Audit Committee, Planning and Development Committee)
- Chief Financial Officer (non-voting)*
- Director of Recreation & Culture (non-voting)
- Other staff liaisons as required (non-voting)

* In the event of a tie the Chief Financial Officer will cast the deciding vote.

Grant applications of $25,000 or more will be assessed by Council in accordance with the program guidelines. Where an organization has been granted funding by Council for a multi-year period they are not required to submit an application annually to the Community Grant Program but will be required to submit an Outcomes Reporting form to report on how annual funding was spent and what impact the funding achieved in the community.

9. **Evaluation of Applications**

a) Grant applications will be assessed based on the following criteria:

- Alignment with the City of Cambridge Strategic Plan and Public Value Statement
- Community Impact
- Merits of the funding request
- Organizational profile
- Organizations finances
- Benefit to the community

b) Grant applications will be assessed by staff for review by the Grants Review Committee or Council as appropriate
10. Notification of Application Status

- Applicants will be notified of the status of their application in February, unless otherwise noted.
- All grant recipients will receive written notification regarding the amount and specific uses of the funding, any funding conditions and applicable agreement requirements.
- All grant recipients will be required to sign the Letter of Agreement before funds will be released to the organization.
- Funding will be released with documentation of expected evaluation and reporting requirements.
- Grant recipients may be subject to an audit by the City of Cambridge to verify the recipient has complied with the funding conditions and agreement requirements.

11. Grant Appeal Process

- All decisions related to grant applications for the Community Grants Program are open to appeal by the grant applicant.
- Applicants who wish to appeal the decision made by the Grants Review Committee and/or Council must notify the Financial Services division of their intent within 30 days of receiving notice of their status.
- Applicants to the Community Grants Program may appeal a decision based on two criteria:
  - New Information: From the time the grant application was initially submitted, new information that could impact the grant decision became available that, for good reason, was not available at the time of the initial application; or,
  - A Procedural Error was made when assessing the grant application.
- The Financial Services division will review all appeals to determine the criterion that is being challenged and provide a summary to Council for further review.
- Results of the appeal will be provided within 30 days.
- Decisions of all appeals will be final.

12. Accountability & Reporting

Successful applicants who receive funding from the Community Grants Program must report on how the funding was spent and the impact the funding achieved. Reports are required to be submitted to the Finance department by November 30th of the year the grant was awarded. Failure to do so may make the organization ineligible to receive future grants until the status report is completed and submitted.
Grants may not be used for purposes other than those approved by Council. If reports from grant recipients show that a grant was used for a purpose other than that approved by the City, or was not expended in the fiscal year(s) for which it was awarded, the grant may have to be repaid in full or in part.

POLICY COMMUNICATION

This policy will be communicated by means of:
- City of Cambridge website;
- City of Cambridge intranet;
- Providing a copy to all members of the Grants Review Committee;
- Providing a copy to all staff involved in the delivery of the Community Grants Program;
- Including the website location for the policy in all grant program information distributed to the public;
- Providing a copy of the policy to all organizations requesting an application for the grant program. Applicants will be required to indicate on the grant application form that they have reviewed the policy.

RELATED PROCEDURES

There are no related procedures

RELATED DOCUMENTS/LEGISLATION

There are no related documents or legislation
<table>
<thead>
<tr>
<th>Grant Recipients less than $25,000</th>
<th>2021</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>21 Royal Fusiliers of Canada Cadet Group*</td>
<td>-</td>
<td>4,200</td>
<td>-</td>
</tr>
<tr>
<td>Active Cambridge Fitness Inc.*</td>
<td>-</td>
<td>3,400</td>
<td>1,500</td>
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<tr>
<td>Alison Neighbourhood Association (COPS)*</td>
<td>-</td>
<td>-</td>
<td>1,200</td>
</tr>
<tr>
<td>Arcady*</td>
<td>1,000</td>
<td>600</td>
<td>500</td>
</tr>
<tr>
<td>Argus Residence for Young People</td>
<td>10,600</td>
<td>10,200</td>
<td>10,600</td>
</tr>
<tr>
<td>Arts Festival</td>
<td>4,500</td>
<td>4,500</td>
<td>4,500</td>
</tr>
<tr>
<td>Big Brothers/Big Sisters of Waterloo Region*</td>
<td>-</td>
<td>-</td>
<td>2,000</td>
</tr>
<tr>
<td>Buddy League*</td>
<td>-</td>
<td>-</td>
<td>1,000</td>
</tr>
<tr>
<td>Cambridge Area Horticultural Society*</td>
<td>-</td>
<td>-</td>
<td>1,200</td>
</tr>
<tr>
<td>Cambridge Capables*</td>
<td>1,200</td>
<td>1,000</td>
<td>-</td>
</tr>
<tr>
<td>Cambridge Cardiac Care Centre Healthy Heart Day*</td>
<td>4,000</td>
<td>4,000</td>
<td>4,000</td>
</tr>
<tr>
<td>Cambridge Celebrates Canada Day</td>
<td>16,000</td>
<td>16,000</td>
<td>16,000</td>
</tr>
<tr>
<td>Cambridge Committee for Physically Disabled Adults*</td>
<td>-</td>
<td>-</td>
<td>1,000</td>
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<tr>
<td>Cambridge Community Players (CCP)*</td>
<td>-</td>
<td>6,300</td>
<td>-</td>
</tr>
<tr>
<td>Cambridge Concert Band*</td>
<td>-</td>
<td>1,000</td>
<td>1,500</td>
</tr>
<tr>
<td>Cambridge Cultural Association*</td>
<td>-</td>
<td>-</td>
<td>3,500</td>
</tr>
<tr>
<td>Cambridge Kiwanis Boys Choir*</td>
<td>5,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Cambridge Minor Lacrosse *</td>
<td>5,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Cambridge Santa Claus Parade</td>
<td>7,200</td>
<td>7,200</td>
<td>7,200</td>
</tr>
<tr>
<td>Cambridge Sculpture Gardens</td>
<td>13,900</td>
<td>13,900</td>
<td>13,900</td>
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<tr>
<td>Cambridge Shelter Corporation</td>
<td>10,400</td>
<td>10,400</td>
<td>10,400</td>
</tr>
<tr>
<td>Cambridge Symphony Orchestra *</td>
<td>15,000</td>
<td>-</td>
<td>15,000</td>
</tr>
<tr>
<td>Cambridge Tennis Club*</td>
<td>2,500</td>
<td>4,000</td>
<td>1,000</td>
</tr>
<tr>
<td>Central Ontario Developmental Riding Program*</td>
<td>-</td>
<td>-</td>
<td>2,000</td>
</tr>
<tr>
<td>Child Witness Centre of Waterloo Region*</td>
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<td>5,000</td>
<td>1,500</td>
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<tr>
<td>Community Support Connections*</td>
<td>7,500</td>
<td>7,500</td>
<td>7,500</td>
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<tr>
<td>Fairview Mennonite Home EPC</td>
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<td>15,606</td>
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<td>Fairview Mennonite Home Musical Group*</td>
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<tr>
<td>Family Counselling Centre of Cambridge &amp; North Dumfries</td>
<td>10,600</td>
<td>10,600</td>
<td>10,600</td>
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<tr>
<td>Friends of Mill Creek*</td>
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<td>-</td>
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<tr>
<td>Galt Horticulture Society</td>
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<td>3,200</td>
<td>3,200</td>
</tr>
<tr>
<td>Galt Kiltie Band*</td>
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<td>1,200</td>
</tr>
<tr>
<td>Guelph Hiking Trail Club*</td>
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<td>-</td>
<td>-</td>
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<tr>
<td>Hespeler Horticulture Society</td>
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<td>1,300</td>
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<tr>
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<tr>
<td>Hespeler Tennis Club*</td>
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<tr>
<td>Hespeler Village Music Festival</td>
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<td>2,400</td>
<td>2,400</td>
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<tr>
<td>Hot Sprints Music Festival*</td>
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<td>-</td>
<td>3,500</td>
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<tr>
<td>Inter Arts Matrix*</td>
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<td>-</td>
<td>-</td>
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<tr>
<td>Invictus Athletics Club*</td>
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<td>1,500</td>
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<tr>
<td>Kind Minds Family Wellness*</td>
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<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Kitchener-Waterloo Symphony*</td>
<td>3,000</td>
<td>3,000</td>
<td>4,000</td>
</tr>
<tr>
<td>KW Counselling Services - OK2BME Program *</td>
<td>-</td>
<td>3,000</td>
<td>5,000</td>
</tr>
<tr>
<td>Penny and Pound Theatre Productions*</td>
<td>-</td>
<td>-</td>
<td>3,500</td>
</tr>
<tr>
<td>Portraits of Honour Alumni Hockey Game*</td>
<td>-</td>
<td>-</td>
<td>906</td>
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<tr>
<td>Preston Horticulture Society</td>
<td>1,200</td>
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Page 244 of 302
### Grant Recipients less than $25,000

<table>
<thead>
<tr>
<th>Organization</th>
<th>2021</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preston Lawn Bowling Club*</td>
<td>-</td>
<td>3,500</td>
<td>-</td>
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<tr>
<td>Preston Scout House Band*</td>
<td>-</td>
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<td>4,000</td>
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<td>REEP</td>
<td>21,500</td>
<td>21,200</td>
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<tr>
<td>Royal Canadian Legion Branch 126 Preston</td>
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<tr>
<td>Royal Canadian Legion Cambridge</td>
<td>5,300</td>
<td>5,300</td>
<td>5,300</td>
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<tr>
<td>Scottish Festival</td>
<td>10,900</td>
<td>10,900</td>
<td>10,900</td>
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<tr>
<td>Sexual Assault Support Centre</td>
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<td>20,400</td>
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<tr>
<td>Sexual Health Options</td>
<td>14,400</td>
<td>14,400</td>
<td>14,400</td>
</tr>
<tr>
<td>Shelter Movers*</td>
<td>10,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Social Planning Council</td>
<td>-</td>
<td>15,900</td>
<td>-</td>
</tr>
<tr>
<td>SPECTRUM - Waterloo Region's Rainbow Community Space*</td>
<td>1,000</td>
<td>500</td>
<td>500</td>
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<tr>
<td>St Lukes Place EPC</td>
<td>21,900</td>
<td>21,848</td>
<td>21,848</td>
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<tr>
<td>Stroke Recovery Association*</td>
<td>-</td>
<td>2,500</td>
<td>3,000</td>
</tr>
<tr>
<td>Strong Start*</td>
<td>-</td>
<td>-</td>
<td>1,000</td>
</tr>
<tr>
<td>Surf Cambridge*</td>
<td>-</td>
<td>-</td>
<td>2,000</td>
</tr>
<tr>
<td>Sustainable Waterloo</td>
<td>6,400</td>
<td>6,400</td>
<td>6,200</td>
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<tr>
<td>Tamil Cultural Association*</td>
<td>-</td>
<td>-</td>
<td>500</td>
</tr>
<tr>
<td>The AIDS Committee of Cambridge, Kitchener, Waterloo And Area AC</td>
<td>-</td>
<td>6,000</td>
<td>1,500</td>
</tr>
<tr>
<td>Tour de Grand</td>
<td>4,100</td>
<td>4,100</td>
<td>4,100</td>
</tr>
<tr>
<td>Vera Causa Opera*</td>
<td>3,000</td>
<td>1,500</td>
<td>2,500</td>
</tr>
<tr>
<td>Volunteer Cambridge</td>
<td>12,000</td>
<td>12,000</td>
<td>12,000</td>
</tr>
<tr>
<td>Waterloo Regional REACT*</td>
<td>1,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Women's Crisis Services of Waterloo Region</td>
<td>9,400</td>
<td>9,364</td>
<td>9,364</td>
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<tr>
<td>World Religions Conference*</td>
<td>-</td>
<td>-</td>
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<tr>
<td>YWCA*</td>
<td>-</td>
<td>5,000</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>318,600</strong></td>
<td><strong>320,612</strong></td>
<td><strong>311,324</strong></td>
</tr>
</tbody>
</table>

* Denotes a Grants to Groups Recipient

+ Cambridge Symphony Orchestra is on the list of grant recipients over $25,000 in 2020 and under $25,000 in 2021.

### Grant Recipients greater than $25,000

<table>
<thead>
<tr>
<th>Organization</th>
<th>2021</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge Symphony Orchestra*</td>
<td>-</td>
<td>30,000</td>
<td>-</td>
</tr>
<tr>
<td>Chamber/Visitor Information</td>
<td>195,000</td>
<td>273,300</td>
<td>269,300</td>
</tr>
<tr>
<td>Doctor Recruitment Task Force</td>
<td>58,600</td>
<td>58,600</td>
<td>58,600</td>
</tr>
<tr>
<td>Fashion History Museum</td>
<td>45,000</td>
<td>45,000</td>
<td>60,000</td>
</tr>
<tr>
<td>Mill Race Festival</td>
<td>-</td>
<td>-</td>
<td>31,700</td>
</tr>
<tr>
<td>Social Planning Council</td>
<td>-</td>
<td>-</td>
<td>142,000</td>
</tr>
<tr>
<td>Waterloo Region Economic Dev. Corp.</td>
<td>320,000</td>
<td>320,000</td>
<td>320,000</td>
</tr>
<tr>
<td>Waterloo Region Tourism Marketing Corporation</td>
<td>91,800</td>
<td>91,800</td>
<td>141,800</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>710,400</strong></td>
<td><strong>818,700</strong></td>
<td><strong>1,023,400</strong></td>
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</tbody>
</table>
### Grant Recipient

<table>
<thead>
<tr>
<th>Grant Recipient</th>
<th>2021</th>
<th>2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cambridge Symphony Orchestra</td>
<td>-</td>
<td>30,000</td>
</tr>
<tr>
<td>Chamber/Visitor Information</td>
<td>195,000</td>
<td>273,300</td>
</tr>
<tr>
<td>Doctor Recruitment Task Force</td>
<td>58,600</td>
<td>58,600</td>
</tr>
<tr>
<td>Fashion History Museum</td>
<td>45,000</td>
<td>45,000</td>
</tr>
<tr>
<td>Waterloo Region Economic Dev. Corp.</td>
<td>320,000</td>
<td>320,000</td>
</tr>
<tr>
<td>Waterloo Region Tourism Marketing Corporation</td>
<td>91,800</td>
<td>91,800</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>710,400</strong></td>
<td><strong>818,700</strong></td>
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</table>
Community Grants Policy Feedback and Responses

<table>
<thead>
<tr>
<th>September 12 Budget &amp; Audit Committee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Question / Comment</td>
</tr>
<tr>
<td>Application document is too long.</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>The City receives many requests for funding at varying levels of support. There should be different application streams based on level of funding request.</td>
</tr>
<tr>
<td>Question / Comment</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Why are groups required to provide minutes of meetings, list of members and the executive?</td>
</tr>
</tbody>
</table>
| Consultation with groups should occur to receive feedback.                       | Consultation with three groups was undertaken to solicit feedback about the proposed Community Grants policy (Shore Centre, Sexual Assault Support Centre of Waterloo Region and the Cambridge and North Dumfries Doctor Recruitment Committee).  
  The groups were generally supportive of the proposed changes and provided feedback that the application process should be efficient and streamlined and not take time away from delivery of their core service. Comments were also received that they are supportive of a year-end reporting document as an opportunity to share annual results with Council. |
| Certain groups should not be included in scope of the policy such as Neighbourhood Associations, groups that have been previously approved for multi-year funding, heritage grants, Celebrations of Women | These groups have been excluded from the policy and groups that have been previously approved for multi-year funding are not required to complete an application annually.                                      |
| Organization must be located in Cambridge                                        | This requirement has been removed and instead the policy has been updated to say the organization shall have a location and/or presence in Cambridge.                                                          |
| Exclusion of hospitals, universities and colleges                                | The policy excludes funding to other levels of government which by definition includes hospitals, universities & colleges.  
  Typically the requests from these organizations can be substantial and therefore would require the greatest oversight from Council. These groups are not prohibited from requesting funding from the City but these requests would go directly to Council, outside of the Community Grants Policy. |
<table>
<thead>
<tr>
<th>Question / Comment</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requirement for 70% of organizations funding to come from revenue sources other</td>
<td>The wording in the policy has been updated to say “The organization must show that it has thoroughly explored all other available sources of funding and shall identify funding from at least one source other than the City of Cambridge”.</td>
</tr>
<tr>
<td>than the City</td>
<td></td>
</tr>
<tr>
<td>Appeals should be heard by Council</td>
<td>The policy has been clarified to explain that any appeals will be referred back to Council for further consideration.</td>
</tr>
<tr>
<td>Ineligibility of beautification projects should exclude Horticultural Societies</td>
<td>The policy has been amended to allow horticultural societies to apply for beautification projects.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>October 15 Council</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Neighbourhood Associations should be a line item in the City’s annual budget and</td>
<td>Neighbourhood Associations have been removed from the scope of the Community Grants Policy.</td>
</tr>
<tr>
<td>required to complete annual reporting on outcomes. Staff to consult with the</td>
<td>Staff have consulted with the Neighbourhood Associations for input on the outcomes reporting requirement. Although these groups are not within the scope of this policy, feedback was provided that the Neighbourhood Associations will provide a summary of how the City’s funds were spent during the year and statistics will be reported as requested.</td>
</tr>
<tr>
<td>Neighbourhood Associations.</td>
<td></td>
</tr>
<tr>
<td>Proposed thresholds for application funding amounts should be reduced from $100,000 to $25,000.</td>
<td>This feedback has been implemented in the policy.</td>
</tr>
<tr>
<td>Provide a list of groups that would be in the less than $25,000 category and</td>
<td>Please see Appendix C for a summary of grants provided in 2020 and 2021 that were above and below the $25,000 threshold.</td>
</tr>
<tr>
<td>those that would be over $25,000.</td>
<td></td>
</tr>
<tr>
<td>Organizations that provide a service that benefits other municipalities besides</td>
<td>This wording has been clarified in the policy.</td>
</tr>
<tr>
<td>Cambridge should be required to apply for funding from the Region and/or the</td>
<td></td>
</tr>
<tr>
<td>other municipality and not strictly Cambridge.</td>
<td></td>
</tr>
<tr>
<td>Question / Comment</td>
<td>Response</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Organizations should provide documentation to verify that Cambridge residents are receiving benefit of the services provided by the organization.</td>
<td>This wording has been clarified in the application.</td>
</tr>
<tr>
<td>Organizations must be located in Cambridge or have a satellite location in Cambridge.</td>
<td>The policy has been revised to say “The organization shall have a location and/or presence in Cambridge”.</td>
</tr>
<tr>
<td>Staff to consult with organizations such as Doctors Recruitment and Social Planning Council regarding timelines of application process.</td>
<td>Consultation with three groups was undertaken to solicit feedback about the proposed Community Grants policy (SHORE Centre, Sexual Assault Support Centre of Waterloo Region and the Cambridge and North Dumfries Doctor Recruitment Committee). SHORE mentioned that the timelines may make it more difficult to begin building budgets for the following year; a response to the question about timelines was not received from Sexual Assault Centre; and Doctors Recruitment expressed that they are supportive of funding being released in February.</td>
</tr>
<tr>
<td>How do the timelines of the Community Grants process impact groups who are included as a line item in the City’s budget?</td>
<td>If a group is approved for funding as a line item in the City’s budget, they will receive funding once the budget is approved by Council. Groups that are required to apply will receive funding in February/March once Council has approved funding allocations for the year.</td>
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**November 5 Council**

<table>
<thead>
<tr>
<th>Question / Comment</th>
<th>Response</th>
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</thead>
<tbody>
<tr>
<td>Policy should apply only to Grants to Groups, not all groups that receive funding from the City</td>
<td>Staff considered all groups that receive funding and grants as interpreted from the resolution of the Budget &amp; Audit Committee. **THAT** staff be directed to provide a report to the 2020 Budget Committee on a detailed breakdown of the expenditures provided to the organizations that receive City funding from operating grants approved in the 2019 Budget process;</td>
</tr>
<tr>
<td>Question / Comment</td>
<td>Response</td>
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<td>AND THAT an application and review intake process be developed for groups that receive funding and grants from the 2019 Budget, including follow-up and oversight. Whether a group applies for funding from another organization, or an individual applies for funding from a bank or other lending institution, there is an application process that is required. Including all groups in the policy is good business practice and provides accountability and transparency to the public on how City funds are spent.</td>
<td></td>
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<tr>
<td>Will organizations continue to have core funding in the City’s budget?</td>
<td>In order to be transparent and accountable and follow good business practices, all non-profit organizations requesting funding from the City should be required to apply to the Community Grants program annually unless they have been approved for a multi-year funding agreement. Any grants that have been approved with a multi-year commitment will be detailed in the City’s annual Budget and Business Plan document. Once the committed term has ended the organization will be required to reapply for funding. This practice allows Council to review requests for funding on a regular basis, ensures funding provided to organizations aligns with the City’s strategic priorities and allows organizations an opportunity to communicate how the City’s funding is being leveraged to provide opportunities to the community.</td>
</tr>
<tr>
<td>Requirement for organizations to carry valid General Liability Coverage in the amount of $2 million with the City named as an additional insured is not possible for some groups, particularly smaller groups.</td>
<td>All groups that were provided funding in 2020 and 2021 have been able to meet this requirement with no concerns expressed.</td>
</tr>
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</table>
Recommendation

THAT Report 21-183(CD) - 2021 Bill Struck Memorial Scholarship Fund - be received;

AND THAT Council recognize this year’s recipient as Maria Tataru.

Executive Summary

Purpose

- To recognize an outstanding young person (aged 14-24) as a community leader in the City of Cambridge, as part of the annual Bill Struck Memorial Scholarship

Key Findings

- The scholarship applicant demonstrated outstanding commitment to community building and youth leadership within the City of Cambridge.

Financial Implications

- The interest accumulated on the Bill Struck Memorial Trust Fund available for distribution to the award recipient is $104. The Cambridge Youth Advisory Committee has committed an additional $146. The 2021 scholarship totals $250.

Background

This is the eighteenth year the Bill Struck Memorial Scholarship has been awarded. This fund was developed in memory of former Councillor Bill Struck to honour his service to the community of Cambridge and his support of youth.
The award was not distributed in 2018 through 2020 in an effort to grow the capital in the Bill Struck Memorial Fund and allow for a greater investment income. The interest accumulated represents the funding available for the scholarship recipient.

The scholarship recognizes a youth who will be attending a post-secondary institution and has demonstrated leadership and community engagement.

This scholarship has been supported through donations from the City of Cambridge and fundraising initiatives by the Cambridge Youth Advisory Committee of Council. The scholarship was created in response to the many youth that are unable to access post-secondary education due to financial restraints.

The scholarship distribution is an example of the City’s recognition of the importance of youth leadership and service to the community.

The City of Cambridge is very appreciative of Bill Struck’s dedication and commitment to youth concerns in Cambridge, and anticipates that the memory of Bill Struck will endure, in part due to the Memorial Scholarship Fund.

**Analysis**

**Strategic Alignment**

**PEOPLE** To actively engage, inform and create opportunities for people to participate in community building – making Cambridge a better place to live, work, play and learn for all.

Goal #1 - Community Wellbeing

Objective 1.2 Support and facilitate community access to services related to health, wellness and personal development.

The Bill Struck Scholarship is awarded to a secondary school student who will be continuing their education at the post-secondary level. The individual receiving the scholarship will have shown commitment to community engagement and bettering Cambridge through their active involvement in the community.

**Comments**

The recipient of the 2021 Bill Struck Scholarship is Maria Tataru.

Maria has demonstrated leadership while attending Preston Secondary School. Within her school community Maria has achieved academic success which will support her continued education at the post-secondary level.
She has demonstrated commitment to community through various volunteer and work activities including tutoring, babysitting, volunteering with seniors and working part-time for a non-profit organization. Maria has displayed leadership skills and an ability to innovate even through challenges. Maria has an appreciation for the skills and knowledge she has gained while making a positive difference in the world.

Maria immigrated from Romania, arriving in Canada on October 1, 2008. She described watching her mother struggle to establish a better life for Maria’s family. Maria expressed her desire to show her appreciation to her mother and has promised herself to work hard in school, in hopes of securing a successful career in the future.

It is an honour to have Maria recognized as the 2021 Bill Struck Scholarship recipient.

**Existing Policy/By-Law**

By-law No. 199 – 95, Trust Funds, Section – 900 – outlines the establishment, maintenance and administration of City of Cambridge trust funds, including the Bill Struck Memorial Trust Fund

**Financial Impact**

$104 is being awarded from the Bill Struck Memorial Trust fund account. The Youth Advisory Committee of Council has approved the contribution of $146 from the Advisory Committee fundraising account to further support the scholarship funds. The scholarship totals $250.

**Public Input**

Posted publicly as part of the review process.

**Internal/External Consultation**

The Bill Struck Selection Committee (Comprised of a sub-committee of the Youth Advisory Committee of Council) serves to determine the recipient according to the terms of reference of the fund.

**Conclusion**

The City of Cambridge congratulates Maria Tataru as the 2021 Bill Struck Scholarship recipient and recognizes the efforts of many of our youth actively involved in community building throughout the Cambridge.
Signature

Division Approval

Reviewed by the CFO
Reviewed by Legal Services

Name: Lesley Head
Title: Director of Recreation & Culture

Departmental Approval

Name: Hardy Bromberg
Title: Deputy City Manager, Community Development

City Manager Approval

Name: David Calder
Title: City Manager

Attachments

• N/A
To: COUNCIL

Meeting Date: 09/14/21

Subject: Holding Removal 172 Forest Rd – Westside Presbyterian Church

Submitted By: Matthew Blevins, MCIP, RPP, Acting Manager Development Planning

Prepared By: Malcolm Duncan, MCIP, RPP, Planner 1

Report No.: 21-237(CD)

File No.: R06/21

Recommendations

THAT report 21-237(CD) – Holding Removal 172 Forest Rd – Westside Presbyterian Church be received;

AND THAT Cambridge Council approves the application to remove the (H) provision from the subject property;

AND FURTHER THAT the by-law attached to Report 21-237(CD) be passed.

Executive Summary

Purpose

- This report is for a zoning by-law amendment to remove the (H) provision from the subject property at 172 Forest Rd.

- Removal of the (H) holding provision will permit a parking lot expansion for the Westside Presbyterian Church and facilitate the future development of two single detached dwellings.

Key Findings

- Cambridge Council passed By-law 21-014 on March 2, 2021 to change the zoning on the subject property from R5 to (H)N1R5 S.4.1.393 and (H)R6 S.4.1.393.
• The holding provision was required until such time that both the Archaeological Assessment and an Acknowledgment Letter from the Ministry of Heritage, Sport, Tourism and Culture Industries had been received to the satisfaction of the Region of Waterloo.

• A copy of the Ministry’s Acknowledgment Letter and the Archaeological Assessment have been received to the satisfaction of the Region of Waterloo, therefore the holding provision may be lifted.

Financial Implications

• A planning application fee to process the request for the removal of the holding provision in the amount of $1,625 has been paid by the applicant to the City in accordance with the 2021 municipal fee listing.

• Financial implications regarding the proposed development as a result of the holding removal are as follows:
  
  o Fees paid to the City are estimated to be approximately $50,000, and include application fees, permit fees and development charges.

  o Tax implication: The property as is has a tax rate of 0.0117722, the parcel to be used as a place of worship will become exempt from taxation. The two new lots with houses worth an estimated value of $412,000 with the residential tax rate of 0.0117722 taxes would be $4,850 for each house.

Background

A Zoning By-law Amendment was approved on March 2, 2021 to facilitate a parking lot expansion the future development of two single detached dwellings. A holding provision was applied to the zoning of the subject lands in order for the Archaeological Assessment and Letter of Acknowledgment from the Ministry of Heritage, Sport, Tourism and Culture Industries to be received to the satisfaction of the Region of Waterloo.

The Archaeological Assessment and Letter of Acknowledgment have been received, therefore the applicant is now requesting that the (H) holding provision be removed from the subject lands.

Analysis

Strategic Alignment

PEOPLE To actively engage, inform and create opportunities for people to participate in community building – making Cambridge a better place to live, work, play and learn for all.
Goal #2 - Governance and Leadership

Objective 2.4  Work collaboratively with other government agencies and partners to achieve common goals and ensure representation of community interests.

The (H) holding provision was included in collaboration with the Region of Waterloo in order to achieve the common goal of protecting cultural heritage. The Region has provided clearance on the proposed By-law amendment to remove the Holding provision (Attachment No. 3)

Comments

The applicant has submitted an Archaeological Assessment report to the Ministry of Heritage, Sport, Tourism and Culture Industries, which has been reviewed and accepted. A copy of the Ministry’s Letter of Acknowledgement and the Archaeological Assessment report have been provided to the satisfaction of the Region of Waterloo’s Planning, Development and Legislative Services Department.

Existing Policy/By-Law

City of Cambridge Official Plan, 2012

The subject property is designated as Low/Medium Density Residential in the City of Cambridge Official Plan (2012) and is zoned for institutional and single detached residential purposes.

A holding provision was applied in the zoning of the lands which prevents development until:

- The applicant has submitted an Archaeological Assessment report to the Ministry of Heritage, Sport, Tourism and Culture Industries to the satisfaction of the Region of Waterloo.

The Region of Waterloo has provided their clearance for the removal of the holding provision, which is contained in Attachment No. 3.

Financial Impact

- A planning application fee to process the request for the removal of the holding provision in the amount of $1,625 has been paid by the applicant to the City in accordance with the 2021 municipal fee listing.

- Financial implications regarding the proposed development as a result of the holding removal are as follows:
  - Fees paid to the City are estimated to be approximately $50,000 (application fees; permit fees and development charges).
Tax implication: The property as is has a tax rate of 0.0117722, the parcel to be used as a place of worship will become exempt from taxation. The two new lots with houses with an estimated value of $412,000 with the residential tax rate of 0.0117722 taxes would be $4,850 for each house.

Public Input

The Planning Act does not require public input on a Zoning By-law Amendment that proposes to remove the (H) Holding provision. Notice was provided to those who had requested through the original Zoning By-law Amendment application process. A notice of intention to pass the holding removal By-law was provided to the Cambridge Times on August 12, 2021.

Internal/External Consultation

The condition imposed through the (H) Holding provision is to the satisfaction of the Region of Waterloo. The application has been circulated to the Region, and Regional staff have provided their clearance.

Conclusion

The subject property was placed in a (H) Holding provision until such time that the Archaeological Assessment and Letter of Acknowledgement from the Ministry had been received to the satisfaction of the Region of Waterloo. The applicant has provided the Archaeological Assessment and Letter of Acknowledgement from the Ministry.

Approval of the application to remove the holding provision aligns with the strategic plan objective of working collaboratively with other government agencies, as the holding was put in place to satisfy the Region of Waterloo’s requirements.

Signature

Division Approval

Reviewed by the CFO

Name: N/A
Title: N/A

Departmental Approval

Reviewed by Legal Services

Name: Hardy Bromberg
Title: Deputy City Manager, Community Development
City Manager Approval

Name: David Calder
Title: City Manager

Attachments

- Attachment No. 1 – Map of the subject lands
- Attachment No. 2 – By-law No. 21-XXX
- Attachment No. 3 – Region of Waterloo Clearance
- Attachment No. 4 – Ministry Acknowledgement
Attachment No. 2 – By-law No. 21-XXX

Purpose and Effect of By-law No. 21-XXX

172 Forest Road

The Purpose of the proposed By-law is to amend the zoning for the parcel of land legal described as Lots 4 and 5, Plan 45, municipally known as 172 Forest Rd by removing the “Holding” – H provision from Schedule ‘A’ of Zoning By-law 150-85. The subject property is zoned for institutional and residential uses. In order to remove the Holding provision, the application has satisfied the requirements of the Region of Waterloo by submitting an Archaeological Assessment and Letter of Acknowledgment from the Ministry of Heritage, Sport, Tourism and Culture Industries to the satisfaction of the Region of Waterloo.

The Effect of the By-law will be to facilitate the parking lot expansion for the Westside Presbyterian Church and the future development of two single detached dwellings on separate lots.
BY-LAW 21-XXX
OF THE
CITY OF CAMBRIDGE

Being a By-law of the Corporation of the City of Cambridge to amend Zoning By-law No. 150-85, as Amended with respect to the land municipally known as 172 Forest Rd. (R06/21)

WHEREAS Council of the City of Cambridge has the authority pursuant to Section 34 and Section 36 of the Planning Act, R.S.O. 1990, c. P. 13, as amended to pass this By-law;

AND WHEREAS the Council of the City of Cambridge has deemed it advisable to amend Zoning By-law No. 150-85, as amended, and therefore implement the Official Plan of the City of Cambridge;

AND WHEREAS this By-law conforms to the Official Plan of the City of Cambridge;

AND WHEREAS Council deems that notice of intention to adopt the By-law was provided in accordance with the Planning Act;

NOW THEREFORE BE IRE RESOLVED THAT the Corporation of the City of Cambridge enacts as follows:

1. THAT the City of Cambridge Zoning By-law, being Schedule A to By-law No. 150-85, be and the same is hereby amended by removing the Holding Symbol (H) from the zone symbols affecting the lands shown outlined by a heavy black line on Schedule ‘A’ hereto attached.

2. THAT subject to section 36(4) of the Planning Act (R.S.O. 1990, c. P.13) as amended, this by-law shall come into force on the day of its passing.

PASSED AND ENACTED this 14th day of September 2021.

__________________________
MAYOR

__________________________
CLERK
This is Schedule A attached to and forming part of By-law.

Legend:
- Lands affected by the by-law:
  - Zoning Classification
    - Medium High Density Residential
    - Low Density Residential
  - Institutional
  - Commercial

Scale: 1:1,500
Matthew Blevins  
Manager of Development Review  
City of Cambridge  
50 Dickson Street  
Cambridge, ON N1R 5W8

Dear Mr. Blevins:

Re: Clearance for Removal of Holding Provision – HN1RS S.4.1.393 and HR6 s. 4.1.393  
By-law No. 21-014/(ZBA Application R21/06)  
MHBC Planning on behalf of Westside Presbyterian Church  
172 Forest Road  
City of Cambridge

In accordance with By-law No. 17-035 of the Regional Municipality of Waterloo, please accept the following recommendation regarding the above-noted application on behalf of the Council of the Regional Municipality of Waterloo.

In 2020, the applicant submitted a zone change application to rezone the entirety of the lands from the Residential Five (R5) Zone to the N1RS and R6 Zone with a Special Regulation 4.1.393. A holding provision was placed on the property to address archaeological concerns (HN1RS S.4.1.393 and HR6 s. 4.1.393). Cambridge City Council approved By-law 21-014 on March 2, 2021.

The applicant has submitted a request to lift all holding provisions contained in By-law 21-014 on June 22, 2021. The holding provision requires Regional sign off:

**Holding provision HN1RS S.4.1.393 and HR6 s. 4.1.393:**  
Holding Provision HN1RS S.4.1.393 and HR6 s. 4.1.393 requires the applicant to submit an Archaeological Assessment Report to the Ministry of Tourism and Culture Industries and once reviewed and accepted, the Ministry Acknowledgement letter and
Archaeological Reports shall be submitted to the satisfaction of the Regional Municipality of Waterloo.

The Stage1-2 Archaeological Assessment and Ministry Acknowledgement Letter was received June 22, 2021. The Region is satisfied that the applicant has met the requirements of HN1RS S.4.1.393 and HR6 s. 4.1.393 and have no objection to the City of Cambridge lifting holding provision HN1RS S.4.1.393 and HR6 s. 4.1.393 for 172 Forest Road.

Should you have any questions, please do not hesitate to contact Melissa Mohr, Principal Planner, at mmohr@regionofwaterloo.ca.

Yours truly,

[Signature]

Amanda Kutler, MCIP, RPP
Manager, Development Planning

cc. Malcolm Duncan, Planner, City of Cambridge
Andrea Sinclair, MHBC Planning
Jun 17, 2021

Robb Bhardwaj (P449)
ASI Archaeological and Cultural Heritage Services
200-2321 Fairview Burlington ON L7R 2E3


Dear Mr. Bhardwaj:

The above-mentioned report, which has been submitted to this ministry as a condition of licensing in accordance with Part VI of the Ontario Heritage Act, R.S.O. 1990, c 0.18, has been entered into the Ontario Public Register of Archaeological Reports without technical review.¹

Please note that the ministry makes no representation or warranty as to the completeness, accuracy or quality of reports in the register.

Should you require further information, please do not hesitate to send your inquiry to Archaeology@Ontario.ca

cc. Archaeology Licensing Officer
Andrea Sinclair, MHBC
Doug Kelly, Westside Presbyterian Church
Laura Waldie, Cambridge Municipal Heritage Committee

¹ In no way will the ministry be liable for any harm, damages, costs, expenses, losses, claims or actions that may result: (a) if the Report(s) or its recommendations are discovered to be inaccurate, incomplete, misleading or fraudulent; or (b) from the issuance of this letter. Further measures may need to be taken in the event that additional artifacts or archaeological sites are identified or the Report(s) is otherwise found to be inaccurate, incomplete, misleading or fraudulent.
Recommendation(s)

THAT report 21-264-(CRS) be received for information;

AND THAT the City of Cambridge’s rental-related fees associated with use of municipal space for Indigenous cultural and ceremonial events be suspended year-round until such policy is considered by Council;

AND FURTHER THAT staff be directed to develop a policy to support the access and use of public spaces by Indigenous peoples to carry out cultural and ceremonial practices.

Executive Summary

Purpose

- To provide an assessment of the Truth and Reconciliation Commission Report Calls to Action as they relate to municipalities

- To provide an update on work underway towards the creation of a Reconciliation Action Plan, including the multi-municipal Reconciliation Action Plan Framework and Working Group, a collaborative process between the Indigenous communities and area municipalities

- To outline plans at the City for recognising and acknowledging National Day for Truth and Reconciliation on September 30th.

Key Findings

- The Truth and Reconciliation Commission Report delivered in 2015 provided 94 Calls to Action for all levels of government and institutions to address the truth and long-lasting intergenerational impact that the Indian Residential School system has had on Indigenous communities across Canada.
• Of the four Calls to Action that specify municipalities, only one – providing Indigenous Intercultural Competency training to all public servants – is within the pursue of municipal responsibility at this time, and an additional 11 Calls to Action may be honoured within the work of various municipal services.

• A Reconciliation Action Plan is currently underway, a collaborative approach with all area municipalities participating, to create a coordinated approach to reconciliation and relationship building with local Indigenous communities. This work will be undertaken within a framework using 5 sub-committees dedicated to research and planning different aspects of reconciliation, to create an Action Plan for consideration by the Council of each participating municipality.

• The waiving of rental-related facility fees for Indigenous groups for the purposes of Indigenous ceremony and cultural events is one of the actions the City can take towards reconciliation.

• The first National Day for Truth and Reconciliation will be held on September 30th, 2021, also known as Orange Shirt Day. City staff are working to develop activities and actions to support the Indigenous community in their healing, to educate staff and the community about residential schools, and to show the City’s support for the day.

Financial Implications

• The cost for developing a Reconciliation Action Plan in coordination with the area municipalities has been estimated at $22,450 for the City of Cambridge. This can be accommodated in the proposed 2022 operating budget in Inclusion Services within the existing budget allocation.

• The cost for suspending all rental-related fees for Indigenous groups for cultural or ceremonial events is unknown until a full cost analysis can be completed and a policy is considered by Council. All requests will be tracked and accommodated within current Recreation and Culture operating budgets.

Background

The City of Cambridge Stronger Together: Diversity, Accessibility, and Inclusion Action Plan was approved by Council in June, 2018, to provide a guiding document on ways the City can embed diversity, equity, accessibility, and inclusion in City services, as a workplace, and in the community. Two actions outlined in the Action Plan specifically address the Truth and Reconciliation Commission Report, as follows:

1.7.1. Understand and assess the Truth and Reconciliation Commission of Canada Calls to Action as they relate to the work of municipalities.
1.7.2. Create a plan to implement the TRC municipal calls to action.

The purpose of this report is to provide the analysis of the TRC Calls to Action from a municipal context, outline an approach to planning and implementation, and provide an update on activities undertaken to date in support of the TRC Calls to Action.

**About the Truth and Reconciliation Commission Report**

The federal Truth and Reconciliation Commission (TRC) was established through the *Indian Residential Schools Settlement Agreement, 2007*, with the mandate to inform all Canadians about what happened in Indian Residential Schools. The Commission documented the truth of survivors, families, communities and anyone personally affected by the residential school experience. In December, 2015 the TRC released their final report which included 94 Calls to Action, impacting all levels of government, along with health, education, and legal services, “in hopes to guide and inspire Aboriginal peoples and Canadians in a process of reconciliation and renewed relationships that are based on mutual understanding and respect”.

The TRC determined that the government-sponsored religious school system committed cultural genocide through forced assimilation of Indigenous youth. In his formal apology, former Prime Minister Stephan Harper stated that “Two primary objectives of the Residential Schools system were to remove and isolate children from the influence of their homes, families, traditions and cultures, and to assimilate them into the dominant culture. These objectives were based on the assumption Aboriginal cultures and spiritual beliefs were inferior and unequal. Indeed, some sought, as it was infamously said, ‘to kill the Indian in the child’. Today, we recognize that this policy of assimilation was wrong, has caused great harm, and has no place in our country.”

The TRC Report has exposed Canadians to the difficult truths of our country’s past, calling all Canadians, including various levels of governments, to work toward reconciliation. The 94 Calls to Action are addressed to government and institutions in order to “honour the truth and reconcile for the future.” Appendix A of this report provides an analysis of the Calls to Action that relate to a municipal context.

**A Path Towards Reconciliation**

While the inequities and issues experienced by Indigenous peoples existed long before COVID-19, as outlined by the TRC, the pressures of the global pandemic have further highlighted the impact systemic racism has on Indigenous peoples, as well as other racialized groups. Social injustice and racism exist in our community and our organizations, and now is the time for meaningful, immediate action.

In response, in August 2020 the City of Cambridge, along with area municipalities - the cities of Kitchener, Waterloo, the townships of North Dumfries, Wellesley, Wilmot, and Woolwich, and the Region - established the Reconciliation Action Plan Work Group, working together
to coordinate efforts to support Indigenous-centered initiatives. A coordinated Reconciliation Action Plan is being developed in order to address key themes of concerns expressed by local Indigenous communities, to see meaningful relationships enhanced between settlers and Indigenous people, and to respond to the calls to action laid out by the TRC. This Reconciliation Action Plan will support the many voices of the local Indigenous communities to address the systemic issues and barriers for Indigenous people that are inherent in municipal processes, services, programs and spaces, as an important step in our journey toward truth and reconciliation.

The Reconciliation Action Plan Work Group’s (RAPWG) aims to develop a path towards creating a Reconciliation Action Plan, a coordinated response among the participating municipalities collaboratively supporting and providing leadership to each municipality. Within the RAPWG, several sub-committees have been established to support and advance the work, as outlined in the Figure 1 below.

**Figure 1: RAPWG Sub-Committees**

City staff from several Divisions have been involved in the work of the RAPWG subcommittees, including staff from Planning Services, Infrastructure Services, Human Resources, and Corporate Strategy.

The work of the RAPWG to create a Reconciliation Action Plan includes identifying and prioritizing a list of actions to explore based on consultation and informed and prioritized collaboratively with Indigenous communities. Appendix B provides a summary of concerns and actions developed by the Wellbeing Waterloo Region First Nations, Inuit, and Metis Advisory and Advocacy Circle in 2018. This local community consultation report has provided a starting point to better understanding what the local Indigenous community has
been telling us. The Reconciliation Action Plan, once collaboratively created and tailored to meet the needs for the City of Cambridge, is envisioned as a living list of actions, priorities, and commitments; a result of the ongoing effort and sustained actions required to fully achieve equity in truth and reconciliation.

The next steps within this process includes meaningful and respectful engagement with local Indigenous communities, to continue to develop relationships, inform reconciliation themes, and develop recommendations on concrete actions we can implement. Once identified, these themes and actions will be recommended to Council for consideration.

As we engage in this journey of reconciliation, it is important to know that, while we can create a list of actions based on the Calls to Action, and based on community consultations and implement such a list of actions, this approach can perpetuate a settler-centred view of reconciliation. The RAPWG established key principals in how we approach our work, ensuring that such work emphasises Indigenous-led initiatives, and all work is done so in relationship with Indigenous communities. To honour such relationship building, communication with Indigenous communities may be prioritized for action and activities impacting those communities. It is also important to acknowledge that we are learning along the way. As such, we recognize the importance of being open, transparent, and accountable for the Reconciliation Action Plan and all subsequent actions.

Reconciliation Action Plan Work Group: Actions to Date

Since established, the RAPWG has been instrumental in the implementation of key initiatives at the City of Cambridge working towards reconciliation. These include:

- Providing Indigenous Intercultural Competency training for City staff and members of Council. This training expanded on Indigenous Intercultural Competency training that was delivered prior to March, 2020, and will continue in 2022, with the goal of creating an ongoing training plan to address the TRC Call to Action #57.

- Participating in an inter-municipal communications campaign for National Indigenous History month (June), informing the community of the significance of the month and of Indigenous People’s Day on June 21st.

- Exploring processes for establishing relationships with local Indigenous communities.

- Planning for a review of names of public spaces with an equity lens.

- Promoting informal learning opportunities for City staff and highlighting days of significance as they relate to Indigenous communities.

- Planning for the first National Day for Truth and Reconciliation, September 30th, 2021 (see below).
• Presenting for Council’s consideration the suspension of rental-related fees for City recreation facilities for Indigenous community members and groups for ceremonial or cultural purposes (see below).

The analysis of the TRC Calls to Action has further prompted:

• Initiating a process for waiving administrative fees for the commissioning of documents to support residential school survivors and their families as they reclaim names changed by the residential school system.

• Exploring how the City can honour the TRC Calls to Action in sport, culture, economic development, and in story telling through the Cambridge Hall of Fame.

**Suspension of Rental-related Fees:**

In addition to the development of a more comprehensive Reconciliation Action Plan, opportunities to advance Indigenous-centered initiatives are being explored by the RAPWG. Staff have heard from community members that access to space for cultural and ceremonial use can be a barrier to practicing their cultural customs and traditions.

In commemoration of the first National Day for Truth and Reconciliation, the City of Cambridge and the majority of area municipalities are bringing forward a motion to permanently waive facility rental fees in facilities for First Nation, Metis and Inuit community member for cultural and ceremonial use starting September 30th.

Staff from Facilities, Recreation and Culture and Clerk’s will be working together to establish procedures to permit accessible space and incorporate the facility rental fee waiver. Staff are available to work with Indigenous communities on how to access city spaces for cultural and ceremonial use on the 30th and beyond. Removing the cost to use these facilities will hopefully make space more accessible and support Indigenous peoples right to practice and revitalise their cultural customs and traditions – as outlined in the UN Declaration on the Rights of Indigenous Peoples.

Event organizers will still be required to follow policies and permit requirements required by the City or Province and to pay associated fees. Staff will work closely with event organizers to provide support navigating booking requirements.

Staff recommend that to be eligible to have rental-related fees waived, the event must:

- Be an Indigenous ceremonial or cultural event
- Be open and accessible to members of the local Indigenous communities
- Comply with all city policies and bylaws related to space rentals

Rental-related fees include:

- Space rental fee;
- Fees for associated permits and insurance;
Fees for booking incidental requirements as per any user fee schedules. Removing the cost to use these facilities will hopefully make space more accessible and support Indigenous peoples right to practice and revitalise their cultural customs and traditions. In addition to waiving rental-related fees, staff will explore options to establish a policy related to this process, with a focus on building relationships and engaging with local Indigenous communities.

**September 30th: National Day for Truth and Reconciliation**

The Government of Canada recently passed legislation to make September 30 a federal statutory holiday called the National Day for Truth and Reconciliation, as called upon in the TRC Calls to Action, as a step in the reconciliation process. September 30th is meaningful as it is also Orange Shirt Day, a day to recognize and commemorate the tragic history and ongoing legacy of residential schools, and to honour their survivors, their families and communities. This day, honoring the story of Phyllis Webstad, an Indigenous woman who was taken to Residential School when she was six years old in 1973. At the time, her orange shirt was taken from her, and has come to symbolize the losses experienced by those who went to Residential School over the generations, and as a reminder that every child matters.

This year, to recognize the National Day for Truth and Reconciliation the City of Cambridge, in coordination with the RAPWG, will undertake the following:

1. Support the Indigenous community in their healing. This will be done through providing a list of spaces for gatherings to the Indigenous communities; suspending rental-related fees for Indigenous groups as described above; and building awareness of the National Day for Truth and Reconciliation through municipal communication channels.

2. Deepen learning opportunities for staff and the community about residential schools and their long lasting impact. This will be accomplished through creating a program of activities for staff to participate in virtually on September 30th, providing opportunity for staff to educate themselves and reflect on Indigenous history in Canada and within Cambridge. This will include valuable reading and webinar materials. The City of Cambridge is also assisting the Waterloo Region Age-Friendly Network in hosting a virtual information workshop with the Honourable Greg Rickford, Minister of Indigenous Affairs, Minister of Northern Development, Mines, Minister of Energy, Natural Resources and Forestry on Thursday September 16th, 2021. This workshop will discuss Residential Schools and how we can work towards reconciliation and healing. Registration to attend is open to the community.

3. Visibly show the City’s support for Orange Shirt Day. This will be accomplished by encouraging City staff to wear orange, and by lighting the Cambridge sign in Civic Square orange on September 30th, and flying the Every Child Matters flag from September 20th – October 4th at City Hall. Flags flown at City facilities continue to be
flown at half-mast in honour of the confirmation of the graves of children found at former Residential School sites.

**Analysis**

**Strategic Alignment**

PEOPLE To actively engage, inform and create opportunities for people to participate in community building – making Cambridge a better place to live, work, play and learn for all.

Goal #1 - Community Wellbeing

Objective 1.1 Work with partners to create a safe, inclusive and accessible city.

The development of the Reconciliation Action Plan, in partnership with area municipalities and in consultation with local Indigenous communities, both honours the process of community collaboration, as well as works towards an outcome to promote inclusivity and equity in our community.

**Comments**

If approved by Council, the suspension of rental-related fees will require staff to develop protocols and communications to support the operationalization of waiving rental-related fees for Indigenous groups for cultural or ceremonial purposes. This includes identifying a method for identifying who is requesting the space, and for applicable purposes, as well as training staff for these conversations.

The support of National Day for Truth and Reconciliation is an opportunity for City staff to engage in reconciliation at a personal and professional level, and to visibly have a role in dismantling systemic inequities that have existed for Indigenous and Metis communities.

**Existing Policy/By-Law**

N/A

**Financial Impact**

A preliminary 2022 budget of approximately $200,000 is required to support engagement, communications, research, and co-op staffing resources required to complete the work of the Reconciliation Action Plan Work Group. A cost share approach amongst area municipalities is being utilized as it increases efficiency and capacity to deliver and provides a coordinated approach to the work. The City of Cambridge’s share of costs has been estimated at $22,450. This can be accommodated within the existing Inclusion Services operating budget in the current 2022 budget process. Additional funding will be required to support implementation of specific actions, such as city-specific engagement, communications, learning, and other support, to be considered once identified.
The cost for suspending all rental-related fees for Indigenous groups for cultural or ceremonial events is unknown until a full cost analysis can be completed and a policy is considered by Council. All requests will be tracked and accommodated within current Recreation and Culture operating budgets.

Public Input

Posted publicly as part of the report process.

Internal/External Consultation

This waiving of rental-related fees was determined in consultation with the Director of Recreation and Culture and her staff. They identified concerns in ensuring the process for the waiving of fees is fair to other equity-seeking groups. Corporate Leadership Team was also consulted in the approach taken to recognize the National Day for Truth and Reconciliation, and the waiving of rental-related fees for Indigenous groups.

Conclusion

The development of a Reconciliation Action Plan, waiving of rental-related fees for Indigenous groups, and acknowledgment of September 30th are acts of reconciliation, and demonstrates the City’s commitment to equity and inclusion, and acknowledgment of the history and contributions of Indigenous and Metis peoples.

Through working with the inter-municipal Reconciliation Action Plan Work Group, undertaking a coordinated approach to reconciliation is respectful of the Indigenous communities by ensuring they are not asked to engage separately with each municipality. It also benefits from the strengths of cooperation and coordination, building on the expertise of many to create an approach to benefit those we serve.

Signature

Division Approval

Reviewed by the CFO

Reviewed by Legal Services

Name: Danielle Manton
Title: City Clerk
Departmental Approval

Name: Dave Bush
Title: Deputy City Manager, Corporate Services

City Manager Approval

Name: David Calder
Title: City Manager

Attachments

- Appendix A: Summary of Truth and Reconciliation Calls to Action with Municipal Context
- Appendix B: Wellbeing Waterloo Region Indigenous Community Consultations Report
Appendix A: Summary of Truth and Reconciliation Calls to Action with Municipal Context

Of the TRC’s 94 Calls to Action, four items directly call out to municipalities for reconciliation; nine items are directed to “all levels of government”, and seven items are directed to other organizations or activities which may present opportunities for reconciliation. However, the TRC does provide a broad recommendation that “reconciliation must support Aboriginal people as they heal from the destructive legacies of colonization”. As the City of Cambridge moves forward towards reconciliation, the TRC Calls to Action can provide direction and help set priorities; however, the intent of both truth and reconciliation, as indicated in the statement above, is to support healing of the Indigenous peoples and communities we serve.

Calls to action directed to municipal governments (4 items)

Of the four calls to action directed at municipalities, only one is directly applicable to Cambridge. It calls for training for public servants on Indigenous history, rights, and intercultural competency. Another direct call to action for municipalities relates to Crown-Indigenous relations, which is outside our jurisdiction. As well, there is a call to release corporate records on residential schools, but no records exist in Cambridge.

Call to Action #43 calls on all levels of government to adopt the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP). UNDRIP includes many articles outside municipal mandates including, for example, direction that no military activities take place on Indigenous lands, but does include some articles that acknowledge human rights and support cultural and community development.

Canada has officially adopted UNDRIP. In December, 2020, the federal government adopted legislation to implement the Declaration. Bill C-15, An Act Respecting the United Nations Declaration on the Rights of Indigenous Peoples, received its second reading in the Senate on June 3, 2021.

At this time, British Columbia is the only province to have also adopted UNDRIP, and no other province or municipality has also done so. Therefore, there is no clear precedent for the application of UNDRIP in a municipal context; however, in its Commitment to Reconciliation, the Province of Ontario has committed to “work in partnership with Canada and Indigenous partners as the federal government moves forward on its national plan to implement UNDRIP, and will take a strong, supportive and active role in considering policy options to address UNDRIP.”

Currently there is no clear understanding of the long-term municipal implications of UNDRIP, and many of the articles are outside of municipal mandate. However, there is opportunity to honour the spirit of UNDRIP by working with federal, provincial, and Indigenous partners on a national plan to implement UNDRIP and incorporate the principles into city policy as appropriate.
Calls to Action that Specify Municipalities (4 items)

<table>
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<tr>
<th>Call to Action</th>
<th>Analysis</th>
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<tr>
<td>43. We call upon federal, provincial, territorial, and municipal governments to fully adopt and implement the United Nations Declaration on the Rights of Indigenous Peoples as the framework for reconciliation.</td>
<td>Only partially applicable: support those matters within our jurisdiction and take direction from the Province on municipal role for UNDRIP.</td>
</tr>
<tr>
<td>47. We call upon federal, provincial, territorial, and municipal governments to repudiate concepts used to justify European sovereignty over Indigenous peoples and lands, such as the Doctrine of Discovery and terra nullius, and to reform those laws, government policies, and litigation strategies that continue to rely on such concepts.</td>
<td>Not applicable: outside our jurisdiction in domain of Crown-Indigenous relations.</td>
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<tr>
<td>57. We call upon federal, provincial, territorial, and municipal governments to provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law, and Aboriginal–Crown relations. This will require skills based training in intercultural competency, conflict resolution, human rights, and anti-racism.</td>
<td>Included in RAPWG work.</td>
</tr>
<tr>
<td>77. We call upon provincial, territorial, municipal, and community archives to work collaboratively with the National Centre for Truth and Reconciliation to identify and collect copies of all records relevant to the history and legacy of the residential school system, and to provide these to the National Centre for Truth and Reconciliation.</td>
<td>Not applicable: no corporate records exist.</td>
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Call to Action that Specify All Levels of Government (9 items)

There are nine additional calls to action that are addressed to all levels of government. Most of these are out of scope for Cambridge (e.g., there are no residential school cemeteries in Cambridge). Call to Action 17 calls on all levels of government to waive administrative fees associated with the name-change process to support residential school Survivors and their families in reclaiming names changed by the residential school system. Commissioning services, provided by the Clerk’s Office, are required by the Province for a change of name. The City can honour this Call to Action by waiving Commissioning services for Survivors and their families for this process. Two items (87 and 88) call for recognition and support for the development of Indigenous athletes. Given Cambridge’s mandate to support sport, Cambridge can support Indigenous sports like lacrosse and increase opportunities for recognition through installations such as the Cambridge Hall of Fame.

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<th>Call to Action</th>
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<tr>
<td>3. We call upon all levels of government to fully implement Jordan’s Principle.</td>
<td>Not applicable: applies to provision of clinical services and supports to Indigenous</td>
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<tr>
<td>17. We call upon all levels of government to enable residential school Survivors and their families to <strong>reclaim names changed by the residential school system</strong> by waiving administrative costs for a period of five years for the name-change process and the revision of official identity documents, such as birth certificates, passports, driver’s licenses, health cards, status cards, and social insurance numbers.</td>
<td>Included in activities.</td>
</tr>
</tbody>
</table>
| 23. We call upon all levels of government to:  
I. Increase the number of Aboriginal professionals working in the **health care** field.  
II. Ensure the retention of Aboriginal health-care providers in Aboriginal communities.  
III. Provide cultural competency training for all health-care professionals. | Not applicable: applies to health care. |
| 40. We call on all levels of government, in collaboration with Aboriginal people, to **create adequately funded and accessible Aboriginal-specific victim programs and services** with appropriate evaluation mechanisms. | Not applicable |
| 55. We call upon all levels of government to **provide annual reports or any current data requested by the National Council for Reconciliation** so that it can report on the progress towards reconciliation. | Not applicable as data relates to the criminal system, health, child services; but any data the City has would be provided upon request. |
| 64. We call upon all levels of government that provide public funds to denominational schools to require such schools to **provide an education on comparative religious studies**, which must include a segment on Aboriginal spiritual beliefs and practices developed in collaboration with Aboriginal Elders. | Not applicable |
| 75. We call upon the federal government to work with provincial, territorial, and municipal governments, churches, Aboriginal communities, former residential school students, and current landowners to develop and implement strategies and procedures for the ongoing identification, documentation, maintenance, commemoration, and protection of **residential school cemeteries** or other sites at which residential school children were buried. This is to include the provision of appropriate memorial ceremonies and commemorative markers to honour the deceased children. | Not applicable, no residential schools in Waterloo Region. |
| 87. We call upon all levels of government, in collaboration with Aboriginal peoples, sports halls of fame, and other relevant organizations, to provide public education that tells the **national story of Aboriginal athletes in history**. | Honour through work in sport and Cambridge Hall of Fame. |
| 88. We call upon all levels of government to take action to ensure **long-term Aboriginal athlete development and growth**, and continued support for the North American Indigenous Games, including funding to host the games and for provincial and territorial team preparation and travel. | Honour through work in sport. |
Calls to action directed to other organizations (7 items)

There are another seven Calls to Action that indirectly present reconciliation opportunities for Cambridge. The specific actions are out of scope for our municipal mandate; however, they can be honoured through the delivery of municipal services. For example, Call to Action 80 calls on the federal government to establish a statutory holiday as National Day for Truth and Reconciliation to honour Survivor, their families, and communities. On June 3, 2021 the federal government made September 30th National Day for Truth and Reconciliation as statutory federal holiday. At this time this applies only to federal employees; to establish it as a statutory holiday for municipal employees, changes to the Employment Standards Act would be required. However, there is opportunity for September 30th as the Day for Truth and Reconciliation for the City can explore providing learning and engagement opportunities for staff and the community as a means to commemorate the day.

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<th>Call to Action</th>
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<tr>
<td>14. We call upon the federal government to enact an Aboriginal Languages Act that incorporates the following principles:</td>
<td>Work in culture can examine how Indigenous languages can be celebrated.</td>
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<tr>
<td>i. Aboriginal languages are a fundamental and valued element of Canadian culture and society, and there is an urgency to preserve them.</td>
<td></td>
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<tr>
<td>79. We call upon the federal government, in collaboration with Survivors, Aboriginal organizations, and the arts community, to develop a reconciliation framework for Canadian heritage and commemoration. This would include, but not be limited to:</td>
<td>Work in heritage and archives can examine how Indigenous history can be honoured.</td>
</tr>
<tr>
<td>ii. Revising the policies, criteria, and practices of the National Program of Historical Commemoration to integrate Indigenous history, heritage values, and memory practices into Canada’s national heritage and history.</td>
<td></td>
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<tr>
<td>80. We call upon the federal government, in collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to honour Survivors, their families, and communities, and ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process.</td>
<td>Included in activities.</td>
</tr>
<tr>
<td>83. We call upon the Canada Council for the Arts to establish, as a funding priority, a strategy for Indigenous and non-Indigenous artists to undertake collaborative projects and produce works that contribute to the reconciliation process.</td>
<td>Work in culture can examine opportunities for collaborative projects.</td>
</tr>
<tr>
<td>89. We call upon the federal government to amend the Physical Activity and Sport Act to support reconciliation by ensuring that policies to promote physical activity as a fundamental element of health and well-being, reduce barriers to sports participation, increase the pursuit of excellence in sport, and build capacity in the Canadian sport system, are inclusive of Aboriginal peoples.</td>
<td>Honour through work in sport</td>
</tr>
<tr>
<td>90. We call upon the federal government to ensure that national sports policies, programs, and initiatives are</td>
<td>Honour through work in sport</td>
</tr>
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inclusive of Aboriginal peoples, including, but not limited to, establishing:

i. In collaboration with provincial and territorial governments, stable funding for, and access to, community sports programs that reflect the diverse cultures and traditional sporting activities of Aboriginal peoples.

ii. An elite athlete development program for Aboriginal athletes.

iii. Programs for coaches, trainers, and sports officials that are culturally relevant for Aboriginal peoples.

iv. Anti-racism awareness and training programs.

91. We call upon the officials and host countries of international sporting events such as the Olympics, Pan Am, and Commonwealth games to ensure that Indigenous peoples’ territorial protocols are respected, and local Indigenous communities are engaged in all aspects of planning and participating in such events.

92. We call upon the corporate sector in Canada to adopt the United Nations Declaration on the Rights of Indigenous Peoples as a reconciliation framework and to apply its principles, norms, and standards to corporate policy and core operational activities involving Indigenous peoples and their lands and resources. This would include, but not be limited to, the following:

i. Commit to meaningful consultation, building respectful relationships, and obtaining the free, prior, and informed consent of Indigenous peoples before proceeding with economic development projects.

ii. Ensure that Aboriginal peoples have equitable access to jobs, training, and education opportunities in the corporate sector, and that Aboriginal communities gain long-term sustainable benefit from economic development projects.

iii. Provide education for management and staff on the history of Aboriginal peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights of Indigenous Peoples, Treaties and Aboriginal rights, Indigenous law, and Aboriginal–Crown relations. This will require skills based training in intercultural competency, conflict resolution, human rights, and anti-racism.
In September, 2018 Wellbeing Waterloo Region (WWR) released a report on the Indigenous community consultations undertaken throughout 2018 to identify key concerns and calls to action for the local indigenous community.

The key concerns are:

1. Systemic and attitudinal racism
2. Gaps in training and opportunities for service providers
3. Token vs meaningful engagement
4. Lack of resources and time
5. Mainstream organizations talk to one or two groups only
6. Lack of Indigenous representation and decision making
7. Lack of ongoing funding and reporting burden
8. Lack of data on the numbers of the Indigenous community
9. Lack of culturally appropriate primary and mental healthcare

The following are suggested actions that Wellbeing Waterloo Region and community partners could take in order to address some of the issues identified:

1. Develop meaningful relationships with Indigenous community
2. Explore the possibility of developing a region-wide Indigenous Advisory Council
3. Recognition for holistic wellbeing model
4. Support and participate in Indigenous community gatherings
5. Create opportunities to support cultural competency for Wellbeing Waterloo Region members
6. Recognize and celebrate Indigenous contributions and leaders
7. Participating of Indigenous community on Wellbeing Waterloo Region
8. Support Indigenous health services
9. Public awareness campaigns and events
10. Celebrate diversity and profile Indigenous culture and work
11. Monitor Indigenous wellbeing
To: COUNCIL

Meeting Date: 09/14/2021

Subject: Industrial Land Sale – 1.12 Acres in the Boxwood Business Campus

Submitted By: Trevor McWilliams, Manager Business Development

Prepared By: Laura Pearce, Senior Economic Development Officer

Report No.: 21-194(CRE)

File No.: L07-01

Recommendation(s)

THAT Report 21-194 (CRE), re: Industrial Land Sale – 1.12 Acres in the Boxwood Business Campus be received;

AND THAT Council authorizes the Mayor and Clerk to execute the Agreement of Purchase and Sale between the Corporation of the City of Cambridge and Pinnacle Millwork for 1.12 acres of property as shown on Appendix “A”, at a price of Seven Hundred Thousand Dollars ($700,000).

Executive Summary

Purpose

• The purpose of this report is to request Council’s approval to permit the sale of 1.12 acres of industrial land to Pinnacle Millwork.

Key Findings

• Pinnacle Millwork has submitted an offer to purchase 1.12 acres of industrial land from the City of Cambridge. Pinnacle Millwork currently has operations at 400 Thompson Drive, Cambridge ON and they intend to build a new facility and consolidate their operations in the Boxwood Business Campus in Cambridge.

Financial Implications

• Net proceeds of the sale will be credited to the Economic Development Reserve Fund. In addition, Development Charges for soft services are funded by the City pursuant to the Agreement of Purchase and Sale.
Background

The Economic Development Director or designate is authorized by Council to act as an agent on behalf of the municipality. Agreements of Purchase and Sale are negotiated by staff, and final approval is the decision of Council. Staff is presenting to Council a signed Offer to Purchase from Pinnacle Millwork for 1.12 acres of land in the Boxwood Business Campus, which Offer has been reviewed by Staff and is being recommended for acceptance.

Analysis

Strategic Alignment

PROSPERITY: To support and encourage the growth of a highly competitive local economy where there is opportunity for everyone to contribute and succeed.

Goal #6 - Economic Development and Tourism

Objective 6.1 Support the creation and retention of high quality and diverse employment opportunities by becoming the destination of choice for business and entrepreneurship, including helping existing firms thrive and grow.

The Offer to Purchase 1.12 acres of property in the Boxwood Business Campus supports the City’s objective to assist with the creation of high quality and diverse employment opportunities. By providing ready serviced industrial land, this allows Pinnacle Millwork to construct a purpose-built industrial building for their operations. This new industrial building will also add to the tax base by increasing the City’s industrial assessment value. They intend to construct a 10,000 square foot building for the custom manufacturing of hardwood and fine sheet good products serving Ontario’s custom home builders, kitchen cabinet makers, stair manufacturers, furniture makers, wine cellar consultants, and store fixture companies.

Comments

The subject site is shown on the attached Appendix “A”

The following are selected details of the Offer to Purchase:

Acreage: 1.12 acres

Legal Description: Part of Lot 28, being Part 17 on RP 58R-18484

Grading: The property will be sold on an “as is” basis.

Price: $625,000 per acre for 1.12 acres, for a total of $700,000.
Deposit: A deposit in the amount of $35,000 has been received and is being held pending acceptance of the Offer by the City.

Servicing: One 150 mm water service, one 150 mm sanitary service, and one 300 mm storm sewer lateral connection has been installed to the lot line.

Building Coverage: Minimum coverage of 20% or 9,757 square feet is required.

Time for Construction: The City’s standard is to allow one year to start and another year to complete construction of a building.

Date to Council: September 14, 2021

Irrevocable Date: September 17, 2021

Closing Date: December 6, 2021

Title: Pinnacle Millwork

Conditions: The Offer will be conditional until November 15, 2021, with the Purchaser being satisfied as to the following terms:

- the suitability of the Property for construction purposes
- that the Property will be suitable for its intended use and building design
- that the project is economically and financially feasible
- the results of investigations such as environmental, engineering, soil, geotechnical, as it deems necessary.

Commission: No commission is payable for this transaction.

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**Existing Policy/By-Law**

ECO-30-060. – Sale of City-owned Industrial Land.

**Financial Impact**

Net proceeds from the land sale will be credited to the Economic Development Reserve Fund. Development Charges related to the “soft” services only will be paid for from this account. Payment of Development Charges is made pursuant to the Agreement of Purchase and Sale.

**Public Input**

There has been no public input on this process. Negotiation on the land sale has been carried out confidentially with the Purchaser and his agent.
Internal/External Consultation

The Offer of Purchase and Sale was reviewed by Economic Development staff and Legal Services. During the conditional period, the Purchaser will have the opportunity to evaluate their development proposal with the various reviewing agencies.

Conclusion

Staff is recommending acceptance of the Offer to Purchase from Pinnacle Millwork.

Signature

Division Approval

Reviewed by the CFO

Reviewed by Legal Services

Name: Trevor McWilliams
Title: Acting Director Economic Development

Departmental Approval

Name: Cheryl Zahnleiter
Title: Deputy City Manager Corporate Enterprise

City Manager Approval

Name: David Calder
Title: City Manager

Attachments

- Appendix A – Site location
Appendix A

Subject property: Lot 22 - Part 17 on 58R-18484
Recommendation(s)

THAT Report 21-222 (IFS) City Owned Heritage Assets – Capital Needs Assessment be received;

AND THAT City Council directs staff to undertake the condition assessment of the City owned heritage assets in 2022 and 2023 and submit funding requests through 2022-2031 capital budget for consideration;

AND FURTHER THAT City Council directs staff to prepare an updated capital needs assessment for the City owned heritage assets and associated funding requirements upon completion of condition assessment projects.

Executive Summary

Purpose

- During the Council meeting on January 28, 2021 report 21-048(CD) ‘Preserving and Protecting Heritage in Cambridge’ was discussed. This report is prepared as per Council direction to ‘report back on the current practice for City Owned Heritage Properties and options to prioritize the Capital Maintenance Schedule for City Owned Heritage Properties’.

- This report describes current practice of the capital needs assessment process for City owned heritage assets and provides recommendations for further update of the capital needs assessment for these heritage assets.
Key Findings

- The City owns a large number of designated heritage assets as well as listed heritage assets as per Appendix A.

- In addition to ongoing operation and maintenance of City owned heritage assets, the City has made capital investments of $25,008,760 over past 10 years to protect and preserve these assets. As per proposed 2021-2030 Capital Investment plan, the City has allocated $21,016,000 towards protection and preservation of these heritage assets.

- In order to prepare capital investment needs to prioritize preservation and protection of city owned heritage assets, updated condition assessment for some of the City owned heritage assets is required.

- Capital projects to update condition assessment for these City owned heritage assets will be proposed through 2022-2031 Capital Investment Plan. The condition assessment will include heritage assessment, building assessment as well as review of electrical and mechanical components of these assets.

Financial Implications

- The required funding to undertake the recommended condition assessment of City owned heritage assets is $130,000 for 2022 budget year and $235,000 for 2023 budget year. Funding requests are recommended to be submitted through 2022-2031 capital budget for Council’s consideration.

- Upon completion of the condition assessment projects an updated capital needs assessment and associated funding requirements for City owned heritage assets will be prepared. The required investments will be considered as part of the annual capital and operating budget process and subject to further Council approval.

Background

Council meeting January 28, 2021

During the Council meeting on January 28, 2021 report 21-048(CD) ‘Preserving and Protecting Heritage in Cambridge’ was discussed. This report included 11 options to be considered by Council to expand and strengthen the scope of support and tools available to the City in its work in preserving and protecting Heritage in Cambridge. Several of these options, including item 10 ‘Review Capital Maintenance Schedule of City owned heritage properties’, were adopted by Council. As a result, Council provided staff direction to report back on the current practice for City owned heritage properties.
and options to prioritize the Capital Maintenance Schedule for City owned heritage properties.

This report discusses the current practice related to capital needs assessment and proposed plan to prioritize the capital maintenance schedule for City owned heritage assets.

Analysis

Strategic Alignment

PLACE: To take care of, celebrate and share the great features in Cambridge that we love and mean the most to us.

Goal #3 - Arts, Culture, Heritage and Architecture

Objective 3.2 Conserve and make positive contributions to our heritage districts and buildings throughout the community.

City’s capital maintenance planning process for heritage properties supports the conservation of Cambridge heritage districts and buildings.

Comments

Capital planning process for City owned heritage assets

The capital planning process for the City owned heritage assets follows a similar process as the capital planning process for other City assets such as linear infrastructure, parks assets, non-heritage building properties, etc. and is based on common Asset Management best practices and City’s established processes.

The capital planning process is outlined as:

1. Pre-capital needs assessment
   - Update and consolidate asset inventory in City's Asset Registry.
   - Review and update existing condition data of the individual assets or, if necessary, complete a new condition assessment.
   - Prepare heritage impact assessment in accordance to ‘Standards and Guidelines for the Conservation of Historic Places’ in Canada.

2. Capital needs assessment
   - Identify, based on analysis of the condition assessment data as well as other data such as asset maintenance history and asset usage, the maintenance and capital renewal needs for the individual assets and their priorities. This
could include preservation, rehabilitation, restoration or decommissioning of the assets.

- Recommend, based on the identified capital needs, individual capital maintenance projects and identify scope, estimated timing, and required funding.

3. Post capital needs assessment

- Review and include the proposed capital maintenance projects in the annual capital budgeting process for prioritization and subsequent Council approval. For heritage assets, recommended projects would be included in a Heritage Masterplan or Heritage Impact Assessment for review by Municipal Heritage Advisory Committee (MHAC) and Council approval.

- Implement the projects approved by Council. During design process includes presentation of detailed design to MHAC. Staff reports includes MHAC recommendations for council consideration and approval. Implement construction upon Council approval.

Inventory Heritage Assets

The inventory of heritage properties and other heritage assets is maintained in City Heritage Properties Register. For City owned assets, the City’s Corporate Asset Registry is aligned with this Heritage Properties Register. The Heritage Properties Register includes cultural heritage resources designated under Part IV (Individually designated) and Part V (Heritage Conservation District designation) of the Ontario Heritage Act for their cultural heritage significance. The Heritage Properties Register also lists non-designated properties that have cultural heritage value and which may be considered for possible future designation under the Ontario Heritage Act. These properties are called "listed" properties.

The City of Cambridge’s Heritage Properties Register currently holds 1004 properties. Of these properties, 339 are designated either under Part IV or Part V of the Ontario Heritage Act. The remaining 665 properties are either listed properties of interest or form part of a cultural heritage landscape.

Currently the City owns or maintains 25 heritage buildings or building structures with significant heritage values, including the Historic City Hall, the Hespeler Library (Idea Exchange), the Old Galt Post Office, David Durward & Arts Centre, Market Building, Hespeler Town Centre and the recently acquired Old Hespeler Post Office (Fashion Museum).

In addition to heritage buildings the City owns or maintains other heritage assets, such as Riverside Park gates and walls, Queen Square Fountain and Cenotaph, Black Bridge Road bridge, Riverside dam, multiple Mountview Cemetery columbaria, and multiple
retaining walls. A complete list of heritage assets considered within the scope of this report can be found in Appendix A.

Recent Capital Project History Heritage Assets

During past decade the City has undertaken significant work to protect and preserve City owned heritage assets with a total investment of $25,008,760. Major projects included Old Post Office purchase and restorations, Historic City Hall restorations, DDC Art Center façade improvement, Farmer’s Market renovations, Fire hall Museum, Riverside dam design, and renewal of retaining walls. Appendix A provides further details of recent capital investment.

Current Capital Plan Heritage Assets

The by Council approved 2021-2030 Capital Investment Plan includes several large projects planned or forecasted for City owned heritage assets. These projects include replacement of Riverside dam, repurposing Black Bridge Road bridge, Farmer’s Market building, Hespeler Town Centre, and many other works. The total amount of forecast investments for the capital improvement of City owned heritage assets, as per 2021-2030 Capital Investment Plan is $21,016,000. Further details can be found in Appendix A.

Current Status Condition Assessment Heritage Assets

Conducting regular condition assessment of assets, including heritage assets, is good asset management practice and necessary to provide the reliable and current estimated capital investment needs.

For the condition assessment of specific heritage features a heritage assessment is normally done by heritage architects. For some of the City owned heritage assets, especially heritage buildings, a condition assessment has been completed within last 10 years. This condition assessment included a heritage condition assessment and/or a building condition assessment. Condition assessment of remaining heritage assets is planned to be completed in 2022 and 2023 as outlined in Appendix A of this report.

Issue with Current Capital Needs Assessment

Current capital needs forecast, especially for heritage buildings, is based on older, often limited condition assessment data. Also available building condition data needs to be reviewed and updated. The implication of this is that for many forecasted projects the detailed scope of required work and funding needs does not accurately reflect current needs.

In order to improve the accuracy of the capital needs for heritage assets, especially heritage buildings, it would be recommended to collect additional and current condition data, including heritage assessments.
Recommended Next Steps

The recommended next steps are:

1. In order to develop an updated capital needs assessment, it is recommended to undertake condition assessment of the City owned heritage assets. The condition assessment would focus on the heritage assessment of the unique heritage features of priority buildings as well as a generic assessment of external and internal building components of these assets. Appendix A provides a priority list of assets with recommended condition assessment. Due to operational and budgetary considerations it is recommended to undertake these condition assessments over 2 years, namely 2022 and 2023.

2. Following completion of the recommended condition assessment the capital needs for City owned heritage assets can be updated and funding requirements can be defined. This would include prioritization of projects for protection and preservation of heritage assets for Council’s consideration as part of the annual capital budgeting process.

Existing Policy/By-Law

Ontario Heritage Act

Part IV

Part IV, Section 27 (1) “The clerk of a municipality shall keep a register of property situated in the municipality that is of cultural heritage value or interest.”

(1.1) “The register kept by the clerk shall list all property situated in the municipality that has been designated by the municipality or by the Minister under this Part …”

(1.2) “In addition to the property listed in the register under subsection (1.1), the register may include property that has not been designated under this Part but that the council of the municipality believes to be of cultural heritage value or interest and shall contain, with respect to such property, a description of the property that is sufficient to readily ascertain the property.”

(1.3) “Where the council of a municipality has appointed a municipal heritage committee, the council shall, before including a property that has not been designated under this Part in the register under subsection (1.2) or removing the reference to such a property from the register, consult with its municipal heritage committee.”

Part V

39.2 (1) The clerk of a municipality shall keep a register of all heritage conservation districts designated under this Part that are situate in the municipality and shall ensure
that the register contains a map or description of the area of each such heritage
conservation district. 2002, c. 18, Sched. F, s. 2 (21).

**Cambridge Official Plan**

Section 4.1 of the Official Plan includes Objective a) to “support the conservation,
restoration and prominence of the City’s built heritage as a key identifying feature of the
community”.

Section 4.3 Registry of Cultural Heritage Resources

1. The City will encourage the conservation of cultural heritage resources. The City will
prepare, publish and periodically update a Registry of the City’s cultural heritage
resources. This Registry will list those properties which have been designated pursuant
to the Ontario Heritage Act and those which have not. Those properties identified on the
Registry will include buildings, structures, landscapes and Districts.

3. For the purposes of Policy 4.3.1, any cultural heritage resource shall be deemed to
have been included in the Registry when the required documentation describing,
illustrating and evaluating each such resource has been presented to Council or when
any such resource has been designated under the Ontario Heritage Act. Council may
provide for such documentation to be reviewed from time-to-time to ensure the
continued accuracy of the information provided or otherwise to amend such information
as may be required.

4. The Cambridge Municipal Heritage Advisory Committee as described in Policy 4.5
will identify properties which may warrant designation under either Part IV or V of the
Ontario Heritage Act because of cultural heritage value or interest. These non-
designated properties will be included on the Council-adopted Registry of Cultural
Heritage Resources in accordance with Policy 4.3.3.

Section 4.7 Designation of Heritage Conservation Districts

1. The City will regulate as fully as possible the demolition, removal or inappropriate
alteration or erection of buildings, which, in the opinion of Council, constitute or impact
on a cultural heritage resource within a Heritage Conservation District as shown on
Schedules 1, 2 and 3.

2. Council, after having consulted with MHAC, may pass by-laws pursuant to the
Ontario Heritage Act to define one or more potential Heritage Conservation Districts to
be examined for future designation as a Heritage Conservation District.

3. Council may, after consultation with the owners of properties included in a defined
potential Heritage Conservation District, pass by-laws pursuant to the Ontario Heritage
Act to designate all or part of the defined potential Heritage Conservation District as a
Heritage Conservation District.
Financial Impact

The required funding to undertake the recommended condition assessment of City owned heritage assets is $130,000 for 2022 budget year and $235,000 for 2023 budget year. Funding requests are recommended to be submitted through 2022-2031 capital budget for Council’s consideration.

Upon completion of the condition assessment projects an updated capital needs assessment and associated funding requirements for City owned heritage assets will be prepared. The required investments will be considered as part of the annual capital and operating budget process and subject to further Council approval.

Public Input

Posted publicly as part of the report process.

Internal/External Consultation

This report was prepared in consultation with various service areas including Policy Planning (Heritage Planning), Facilities, Building Design & Construction, and Finance. The cross departmental project team provided input and guidance in preparation of this report.

Conclusion

This report provides an overview of current practice related to capital needs assessment for City owned heritage properties.

In order to update the current capital needs assessment, it is recommended to undertake condition assessment of the City owned heritage assets in 2022 and 2023.

Signature

Division Approval

Reviewed by the CFO

N/A

Reviewed by Legal Services

Name:

Title:
Departmental Approval

Yogesh Shah
Title: Deputy City Manager Infrastructure Services

City Manager Approval

David Calder
Title: City Manager

Attachments

• Appendix A: Overview of City Owned Heritage Assets
<table>
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<tr>
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<tbody>
<tr>
<td>S8 AINSLIE ST S LISTED</td>
<td>Yes</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2022 - A/01135-40 Removal of rear addition to building</td>
<td>$75,000</td>
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<td>CAMBRIDGE ARTS THEATRE -GALT LITTLE THEATER</td>
<td>DESIGNATED</td>
<td>Yes</td>
<td>2010 - Roof replacement 2013 - Brick work on two facades, chimney and pinnacles 2015 - Stained glass window rehab</td>
<td>$305,369</td>
<td>2022 - A/00460-40 Galt Little theatre / arts theatre</td>
<td>$172,000</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Recent investments</td>
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<tr>
<td>CAMBRIDGE FIRE MUSEUM</td>
<td>DESIGNATED</td>
<td>Yes</td>
<td>2010 - Brick repointing 2011 - Roof replacement 2018 - Electrical upgrades and structural updates, restoration of south facade including overhead doors and west side brick repointing</td>
<td>$1,090,000</td>
<td>None</td>
<td>0</td>
<td>2023</td>
<td>Yes</td>
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<td>CENTENNIAL PARK - GORE MUTUAL BUILDING CUPOLA</td>
<td>DESIGNATED</td>
<td>Yes</td>
<td>None</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2023</td>
<td>No</td>
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<tr>
<td>DAVID DURWARD CENTRE AND CAMBRIDGE CENTRE FOR THE ARTS</td>
<td>DESIGNATED</td>
<td>Yes</td>
<td>2015 - GHG Retrofits 2018 - Entrance door replacements, heat and cooling pumps 2019 - Restoration of south facade, including stone repointing, some stone replacements and window painting</td>
<td>$1,791,247</td>
<td>2023 - A/01380-40 Elevator replacement ddc 2024 - A/01140-40 Elevator refurbishment CCA 2026 - A/00606-40 Roof replacement ODC - phase 2</td>
<td>$850,000</td>
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<td>DICKSON CENTRE DESIGNATED - DISTRICT</td>
<td>No</td>
<td>None</td>
<td>2020 - GHG(LED) Retrofits</td>
<td>$37,500</td>
<td>2023 - A/00461-40 Roof replace - Dickson arena</td>
<td>$550,000</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2022</td>
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<td>DICKSON CENTRE - CANTENEIN DESIGNATED - DISTRICT</td>
<td>No</td>
<td>None</td>
<td>2021 - A/0258-40 Dickson stadium emergency repairs</td>
<td>$90,000</td>
<td>2024 - A/00770-40 Renovation - Dickson stadium</td>
<td>$500,000</td>
<td>Yes</td>
<td>No</td>
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<td>DICKSON PARK - GRANDSTAND DESIGNATED - DISTRICT</td>
<td>Yes</td>
<td>None</td>
<td>2014 - Major renovation - together with Horse barn 2</td>
<td>$119,700</td>
<td>None</td>
<td>50</td>
<td>No</td>
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<td>DICKSON PARK - HORSE BARN 1 DESIGNATED - DISTRICT</td>
<td>Yes</td>
<td>None</td>
<td>2014 - Major renovation - See Horse Barn 1</td>
<td>None</td>
<td>0</td>
<td>0</td>
<td>2023</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>FASHION MUSEUM - HESPELER LISTED</td>
<td>Yes</td>
<td>None</td>
<td>2021 - A/00933-40 Heritage reno - Galt Riverbank bdgs</td>
<td>$15,000</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>FERGUSON COTTAGE/GALT HORTICULTURAL BUILDING DESIGNATED</td>
<td>Yes</td>
<td>None</td>
<td>2021 - A/00933-40 Heritage reno - Galt Riverbank bdgs</td>
<td>$15,000</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>FERGUSON HOMESTEAD</td>
<td>DESIGNATED</td>
<td>Yes</td>
<td>None</td>
<td>2021 - A/00607-30 Heritage reno design</td>
<td>2025 - A/00658-40 Heritage renovations</td>
<td>$800,000</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2022 Assessment recommended due proposed projects as per 2021-2030 forecast</td>
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<td>FERGUSON HOMESTEAD - STORAGE BUILDING</td>
<td>DESIGNATED</td>
<td>No</td>
<td>None</td>
<td>2021 - A/00871-40 Library floor replacement</td>
<td>2023 - A/00625-40 Library elevator modernization</td>
<td>$255,000</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2023 Assessment recommended due proposed projects as per 2021-2030 Capital Forecasts</td>
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<tr>
<td>FIRE STATION 2/HESPERLER TOWN CENTRE</td>
<td>DESIGNATED</td>
<td>Yes</td>
<td>2013 - Roof replacement 2020 - Restoration of cornice and portico precast elements, new flashing at portico windows, restoration of the South entrance precast door surround, repointing column joints;</td>
<td>$364,194</td>
<td>2026 - A/00553-30 Heritage reno design</td>
<td>$970,000</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Recent renovation - further work planned as per 2021-2030 Capital Forecasts</td>
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<tr>
<td>GALT ARENA GARDENS</td>
<td>DESIGNATED</td>
<td>Yes</td>
<td>2018 - Make up air unit replacement 2019 - GHG Retrofits and pavement resurfacing 2021 - brick repair</td>
<td>$258,397</td>
<td>2021 - A/00933-40 Heritage reno - Galt Riverbank bldgs</td>
<td>$65,000</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2022 Assessment recommended due proposed projects as per 2021-2030 forecast</td>
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<tr>
<td>HESPELER LIBRARY - 5 Tannery St E</td>
<td>LISTED</td>
<td>Yes</td>
<td>None</td>
<td>2013 - Hall of Fame entrance doors 2020 - Exterior woodwork and bell tower restoration, re-putting windows, additional storm windows</td>
<td>$4,150,856</td>
<td>$1,705,000</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>Recent renovation and heritage assessment available</td>
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<td>HISTORIC CITY HALL</td>
<td>DESIGNATED</td>
<td>Yes</td>
<td>2020 - Ground floor renovations</td>
<td>$620,408</td>
<td>2027 - A/00701-40 Heritage reno exterior</td>
<td>$1,705,000</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>LANDRETH COTTAGE</td>
<td>DESIGNATED</td>
<td>Yes</td>
<td>2021 - New storm windows, door, and 2 windows painting</td>
<td>$69,000</td>
<td>2021 - A/00933-40 Heritage reno - Galt Riverbank bldgs</td>
<td>$65,000</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2022 Assessment recommended due proposed projects as per 2021-2030 forecast</td>
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<td>MARKET BUILDING</td>
<td>DESIGNATED</td>
<td>Yes</td>
<td>2021 - Storm windows</td>
<td>$21,000</td>
<td>2021 - A/00933-40 Heritage reno - Galt riverbank bldgs</td>
<td>$100,000</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>MORRIS LUTZ HOUSE</td>
<td>DESIGNATED</td>
<td>Yes</td>
<td>2018 - Main floor stain glass window and south and west entrance doors restoration and roof replacement</td>
<td>$305,698</td>
<td>2029 - A/00526-40 Heritage renovation - Young chapel</td>
<td>$100,000</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>2022 Assessment recommended due proposed projects as per 2021-2030 forecast</td>
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<tr>
<td>MOUNTVIEW CEMETERY - CHAPEL</td>
<td>DESIGNATED - DISTRICT</td>
<td>Yes</td>
<td>2018 - Main floor stain glass window and south and west entrance doors restoration and roof replacement</td>
<td>$305,698</td>
<td>2029 - A/00526-40 Heritage renovation - Young chapel</td>
<td>$100,000</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
<td>2022 Assessment recommended due proposed projects as per 2021-2030 forecast</td>
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<tr>
<td>MOUNTVIEW CEMETERY - MAINTENANCE BUILDING</td>
<td>DESIGNATED - DISTRICT</td>
<td>No</td>
<td>None</td>
<td>2021 - A/00933-40 Heritage reno - Galt Riverbank bldgs</td>
<td>$100,000</td>
<td>$100,000</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>2022 Assessment recommended due proposed projects as per 2021-2030 forecast</td>
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<td>MOUNTVIEW CEMETERY - MAUSOLEUM</td>
<td>DESIGNATED - DISTRICT</td>
<td>Yes</td>
<td>2015 - Major renovations</td>
<td>$13,662,391</td>
<td>$0</td>
<td>$0</td>
<td>No</td>
<td>No</td>
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<td>MOUNTVIEW CEMETERY - STORAGE GARAGE</td>
<td></td>
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<td></td>
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<td>OLD GALT POST OFFICE</td>
<td>DESIGNATED</td>
<td>Yes</td>
<td>2015 - Major renovations</td>
<td>$13,662,391</td>
<td>$0</td>
<td>$0</td>
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<td>No</td>
<td>No</td>
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<td>MOUNTVIEW CEMETERY - ANDREWS COLUMBARIUM</td>
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<td>Yes</td>
<td>None</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>No</td>
<td>No</td>
<td>No</td>
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<td>MOUNTVIEW CEMETERY - CITY OF GALT COLUMBARIUM</td>
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<td>Yes</td>
<td>None</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>No</td>
<td>No</td>
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<td>MOUNTVIEW CEMETERY - DICKSON MILL COLUMBARIUM</td>
<td>DESIGNATED - DISTRICT</td>
<td>Yes</td>
<td>None</td>
<td>$0</td>
<td>None</td>
<td>$0</td>
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<td>Periodic inspections</td>
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<td>Newer asset in good condition</td>
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<td>MOUNTVIEW CEMETERY - FOUNDERS POINT COLUMBARIUM</td>
<td>DESIGNATED - DISTRICT</td>
<td>Yes</td>
<td>None</td>
<td>$0</td>
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<td>MOUNTVIEW CEMETERY - GRAND RIVER COLUMBARIUM</td>
<td>DESIGNATED - DISTRICT</td>
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<td>Periodic inspections</td>
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<td>MOUNTVIEW CEMETERY - YOUNG CHAPEL COLUMBARIUM</td>
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<td>OAK TREE SCULPTURE GARDEN</td>
<td>DESIGNATED - DISTRICT</td>
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<td>None</td>
<td>$0</td>
<td>None</td>
<td>$0</td>
<td>No</td>
<td>Periodic inspections</td>
<td>N/A</td>
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<td>QUEENS SQUARE - CENOTAPH</td>
<td>DESIGNATED - DISTRICT</td>
<td>Yes</td>
<td>2017 - Lime stone steps</td>
<td>-</td>
<td>None</td>
<td>$0</td>
<td>Yes 2023</td>
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<td>QUEENS SQUARE - FOUNTAIN</td>
<td>DESIGNATED - DISTRICT</td>
<td>Yes</td>
<td>2016 - Fountain rehabilitation (A/00175-40) 2017/2018 - Concrete areas and site works 2020/2021 - Replace sand filter, refurbishment spray trays, tiles (A/00695-40)</td>
<td>$308,000</td>
<td>None</td>
<td>$0</td>
<td>No</td>
<td>No</td>
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<td>RETAINING WALLS - VARIOUS</td>
<td>DESIGNATED - DISTRICT</td>
<td>Yes</td>
<td>Replacement/rehabilitation of 6 walls</td>
<td>$350,000</td>
<td>None</td>
<td>$0</td>
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<td>Part of Retaining wall Condition Assessment Program</td>
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<td>RIVERSIDE DAM</td>
<td>LISTED</td>
<td>Yes</td>
<td>2015 - Dam safety assessment 2020 - Detailed design (A/00024-20)</td>
<td>$510,000</td>
<td>2022 - A/00447-40 Sediment removal 2023 - A/00447-41 Dam reconstruction</td>
<td>$6,243,000</td>
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<td>No</td>
<td>N/A</td>
<td>Detailed design for replacement in progress</td>
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<td>RIVERSIDE PARK - GATES ONLY</td>
<td>DESIGNATED - DISTRICT</td>
<td>Yes</td>
<td>None</td>
<td>$0</td>
<td>None</td>
<td>$0</td>
<td>Yes 2022</td>
<td>No</td>
<td>N/A</td>
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<td>STONE RUINS - BARRADELL'S LOFT PARK</td>
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<td>None</td>
<td>$0</td>
<td>None</td>
<td>$0</td>
<td>No</td>
<td>No</td>
<td>N/A</td>
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<td>STONE RUINS - MILL RACE PARK</td>
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<td>Yes</td>
<td>None</td>
<td>$0</td>
<td>None</td>
<td>$0</td>
<td>No</td>
<td>No</td>
<td>N/A</td>
<td>Condition assessment information available</td>
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