# COUNCIL INFORMATION PACKAGE

**June 25, 2021**

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Date: 06/22/2021 Internal Memo #: IM21-017(CD)

To: Council

Circulated to: Hardy Bromberg, Deputy City Manager Community Development

Department: Community Development

Division: Planning

From: Laura Waldie, CAHP, Senior Planner-Heritage

Subject: East Galt Heritage Study Update

Comments

Purpose

- The purpose of this memo is to provide Council with an update on the East Galt Heritage Conservation District/Cultural Heritage Landscape Project

- This project is intended to assist in creating a predictable planning framework for the East Galt area of the City of Cambridge that conserves its heritage value while guiding appropriate change.

- The Project RFQ is found in Attachment 1 to this Memo.

BACKGROUND

The need to identify Heritage Character Areas was identified as a priority in the Cambridge Heritage Master Plan adopted by Council in September 2008. A Heritage Character Area could be protected as either a Heritage Conservation District, or as a Cultural Heritage Landscape. In 2011, a donation from the O'Donovan family, which was administered through the Cambridge and North Dumfries Community Foundation, was provided to undertake research within the city on neighbourhoods that could qualify as potential Heritage Character Areas.

In January 2012, the City contracted with the Heritage Resource Centre at the University of Waterloo to undertake a study to evaluate the potential for a portion of the East Galt area to qualify as a Heritage Character Area. What resulted was the O'Donovan Heritage Project which became a partnership between the University of Waterloo’s Heritage Resources Centre and School of Architecture, the Cambridge and North Dumfries Community Foundation and the City of Cambridge. The O'Donovan donation was used to hire students from the School of
Architecture to research and document the built heritage of the entire City, not just East Galt. The original task was to complete as many property descriptions for the 970 buildings contained in the City’s Register of Heritage Properties as possible. Approximately 275 property descriptions were written, with about 100 of them containing photos. In East Galt, 28 properties were evaluated by the students. Upon conclusion of the O'Donovan Project, the students produced a manual of local architecture found across the city, an introduction to key figures and events in the history of the city and guide for heritage researchers. In addition to identifying properties in the East Galt neighbourhood, the students working with the Heritage Resource Centre undertook a door-to-door interview process with residents to assess their opinions and perceptions as to the features and qualities of their neighbourhood which were valued and which formed part of the heritage of the area.

On June 2012, the students presented the findings of their research at a public meeting for the citizens of Cambridge. Also in 2012, an overall budget of $22,500, which included the O'Donovan donation, was used to undertake the East Galt Character Area Study. Between March and September 2012, City staff facilitated several meetings with the East Galt Heritage Character Area Advisory Committee to get their input and feedback about key historical themes of the neighbourhood, important historical associations and architectural value of the neighbourhood and to discuss potential area boundaries. The group disbanded after consensus could not be reached on a working boundary for the Heritage Character Area for East Galt.

For the purposes of the 2021 project, the last boundary created by the 2012 advisory committee will be the starting point boundary that the consultants will work with. This boundary is found in Attachment 2 to this Memo.

THE PROJECT PHASES

A Terms of Reference has been prepared for the East Galt Heritage Conservation District Project by the Senior Planner – Heritage and has been published as part of the City of Cambridge’s procurement process. The purpose of the Terms of Reference is to outline the scope of work for the East Galt Heritage Conservation District or Cultural Heritage Landscape Project, assist candidate consulting firms in preparing proposals to complete the work, and to guide City efforts during the course of the Study and Plan. Key details outlined by the Terms of Reference include timelines, budget, and required components of the Heritage Conservation District Project.

The East Galt Heritage Conservation District/Cultural Heritage Landscape Project is divided into two Phases: A Study Phase (Phase 1) and a Plan Phase (Phase 2), based upon the findings of Phase 1. The Study Phase will be completed in December 2021, and if Council directs the project to proceed to the Plan Phase, this phase will be completed by mid 2022.
The purpose of the Study is to document and evaluate the Cultural Heritage Value or Interest of the Study Area (Attachment 1). This is a preliminary study area and is subject to public input and consultants’ recommendations. The completed Study is scheduled to be presented to Council in December 2021 and will include a recommendation as to whether or not the Study Area should be designated as a Heritage Conservation District under Part V of the Ontario Heritage Act, or as a Cultural Heritage Landscape through an Official Plan Amendment.

The Plan phase will only occur if approved by Council based upon the recommendations of the Study Phase. If Council chooses to endorse the preparation of a Plan to designate the area under Part V of the Ontario Heritage Act or as a Cultural Heritage Landscape through an Official Plan Amendment, the Plan Phase is scheduled to begin in January 2021 and conclude by mid 2022. The purpose of the Plan Phase is to create a document outlining objectives and detailed guidelines which helps promote development that conserves the heritage values identified during the Study Phase.

FINANCIAL CONSIDERATIONS

The East Galt Heritage Conservation District project A00399-20 has an approved budget of $100,000 and is funded through the Capital Works Reserve Fund. Approximately half of the budget will be allocated to Phase 1 of the project with the remainder to be allocated, if Phase 2 is approved by Council in December 2021, after receiving the Study and the staff recommendation report at that time.

Attachments

1. East Galt HCD/CHL Terms of Reference
2. East Galt HCD/CHL Study Area Boundary

Approvals:
☒ Manager/Supervisor    ☒ Deputy City Manager    ☒ City Manager
Attachment 1 – East Galt Heritage Conservation District or Cultural Heritage Landscape Project

Terms of Reference

The following Terms of Reference was published in June, 2021 as a Request for Proposals (RFP) which is part of the procurement process in seeking proposals from qualified heritage consulting teams.

Introduction

The City of Cambridge is seeking the services of a consulting team with expertise in public consultation; heritage planning; urban planning; architecture; landscape architecture; archaeology; history; and related fields to complete an HCD or CHL Study and Plan for the East Galt Area in the City of Cambridge.

The successful respondent will deliver a HCD/CHL Study and Plan according to the requirements outlined in this RFP and in accordance with the provisions of Part V the Ontario Heritage Act R.S.O. 1990, c. O. 18 and guidelines provided by the Ministry of Heritage, Sport, Tourism, and Culture Industries (Ontario Heritage Toolkit) in the case of a Heritage Conservation District, or the Region of Waterloo's Implementation Guideline for Cultural Heritage Landscape Conservation in the case of a Cultural Heritage Landscape.

The City of Cambridge intends to create a harmonized framework to guide future development in the East Galt area. The structure of the East Galt HCD or CHL Project is divided into two phases:

1. The Heritage Conservation District or Cultural Heritage Landscape Study
2. The Heritage Conservation District or Cultural Heritage Landscape Plan and Guidelines.

Upon completion of the HCD/CHL Study, the findings and recommendations of the Study will be presented to City Council to decide whether to proceed with the Plan phase of the process.


**Study Area**

The Study Area boundaries include the lands located southeast of Shade Street, west of Chalmers Street North, north of Concession Street, and east of Maple Ridge Road in the City of Cambridge as outlined in Appendix E - Study Area.

The study area includes much of what is considered to be East Galt. It is a unique community within the City of Cambridge notable predominantly for its residential land uses, its distinctive architecture, and its relationship to the Grand River and the downtown Galt Core.

The study area is characterized by a high concentration of nineteenth and early twentieth-century dwellings, including a number of private properties designated under Part IV of the Ontario Heritage Act.

**Project Timeline**

The Heritage Conservation District Study Phase is anticipated to begin in early summer 2021. Below are some key dates for the Study and Plan phases:

<table>
<thead>
<tr>
<th>Key Dates</th>
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<tbody>
<tr>
<td>Contract awarded</td>
<td>June 2021</td>
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<tr>
<td>Beginning of HCD or CHL Study</td>
<td>June 2021</td>
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<tr>
<td>Complete HCD or CHL Study draft submitted for review by City’s Project Manager</td>
<td>December 2021</td>
</tr>
<tr>
<td>Finalized HCD or CHL Study Draft submitted to Council</td>
<td>February 2022</td>
</tr>
<tr>
<td>HCD or CHL Plan begins – subject to City Council approval</td>
<td>February 2022 (if approved)</td>
</tr>
<tr>
<td>HCD or CHL Plan completed</td>
<td>May 2022 (if approved).</td>
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</table>

**Historical Description**

The City of Cambridge Heritage Master Plan (2008) outlines a brief description of East Galt – referred to the Neighbourhood of Oak Street. The following is an abridged version given to assist the proponent in determining the scope of the study.
This part of the eastern hill area of Galt is an established residential district with heavily treed streets and a variety of different sized homes. The earliest parts developed in the mid-19th century but the majority of houses are from the late 19th and early 20th centuries. They display a wide range of styles and are, for the most part, substantial homes built for the middle and working classes.

**Heritage Character**

Large homes in a variety of later 19th and early 20th century architectural styles, on heavily treed streets, some with globe streetlights, characterize this area. As with Dickson Hill to the west, across the Grand River, this area has been relatively unchanged since the time of its development.

**Character Defining Elements**

- middle and working class residential development located on a ridge east of the City Centre; mix of historic architectural styles – Italianate, Queen Anne, Edwardian, mid-20th century bungalows and vernacular cottage designs predominate;
- mature street tree canopy, with some globe street lighting;
- typical streetscape elements such as common setbacks, front lawns and porches; and
- unique laneway of cottage style houses among generally formal and regular lot patterns.

**Study Context**

East Galt has been identified as an important heritage area within the City of Cambridge since at least the early 2000s. In 2008, The City of Cambridge Heritage Master Plan recognized Galt City Centre as a heritage “character area” and recommended further evaluation.

In 2011, a generous donation from the O'Donovan family, which was administered through the Cambridge and North Dumfries Community Foundation, was provided to undertake research within the city on neighbourhoods that could qualify as potential Heritage Character Areas. The need to identify Heritage Character Areas was identified as a priority in the Cambridge Heritage Master Plan adopted by Council in September 2008.

In January 2012, the City contracted with the Heritage Resource Centre at the University of Waterloo to undertake a study to evaluate the potential for a portion of the East Galt area to qualify as a Heritage Character Area. The O'Donovan Heritage Project became a partnership between the University of Waterloo’s Heritage Resources 


Centre and School of Architecture, the Cambridge and North Dumfries Community Foundation and the City of Cambridge. The O’Donovan donation was used to hire students from the University of Waterloo’s School of Architecture and the Heritage Resources Centre to research and document the built heritage of the entire City, not just East Galt. The original task was to complete as many property descriptions for the 970 buildings contained in the City’s Register of Heritage Properties as possible. Approximately 300 property descriptions were written, with about 190 of them containing photos. In East Galt, 28 properties were evaluated by the students. The students produced a detailed manual of Cambridge architecture, an introduction to key figures and events in the history of the city and guide for heritage researchers. In addition, to identifying the neighbourhood, the students working with the Heritage Resource Centre undertook a door-to-door interview process with residents to assess their opinions and perceptions as to the features and qualities of their neighbourhood which were valued and which formed part of the heritage of the area.

In June 2012, the students presented the findings of their research at a public meeting for the citizens of Cambridge.

**Scope of Work**

The structure of the overall East Galt HCD or CHL Project is in the form of two phases:

1. Heritage Conservation District or Cultural Heritage Landscape Study; and
2. Heritage Conservation District or Cultural Heritage Landscape Plan and/or Maintenance Plan.

Upon completion of the HCD/CHL Study, the findings should recommend whether or not to pursue designation as a HCD or as a CHL. The recommendations of the study will be presented to Council to decide whether to proceed with the second phase of the process. Separate detailed objectives, deliverables, and requirements for EACH PHASE of the project are outlined below.

The East Galt HCD/CHL Project (Study and Plan) is intended to assist in creating a predictable planning framework to conserves the area’s heritage value while guiding appropriate change and growth.

**Phase One: Heritage Conservation District or Cultural Heritage Landscape Study**

**Phase One (Study) Objectives**

The Study Phase of the East Galt HCD/CHL Project will run from approximately June 2021 to December 2021. The goal of the Study is to assess the heritage characteristics of the Study area and to determine if the area, or any parts thereof, merit designation as
a Heritage Conservation District(s) pursuant to Part V of the Ontario Heritage Act or as a Cultural Heritage Landscape through an Official Plan Amendment.

The successful respondent for this project will work with City staff, the Steering Committee (consultants and City staff), the City’s Municipal Heritage Advisory Committee (MHAC), key stakeholders, and the public to examine the identified Study Area as per the Ministry of Heritage, Sport, Tourism, and Culture Industries’ Heritage Conservation District Guidelines, the Ontario Heritage Act, the City of Cambridge Official Plan, the Region of Waterloo’s Implementation Guideline for Cultural Heritage Landscape Conservation, and the requirements laid out in this RFP, to deliver a HCD or CHL Study for City Council’s consideration. The Study’s objectives are to:

I. examine the character and appearance of the area that is the subject of the study, including buildings, structures and other property features of the area, including landscapes, landmarks, and significant views that define the study area to determine if the area should be conserved as a heritage conservation district;

II. building on work previously undertaken by the University of Waterloo’s School of Architecture and Heritage Resources Centre in 2012, create a detailed architectural and historical study of the Study Area’s heritage resources through survey and research of the historical, architectural, and landscape features of the proposed district determining how individual properties, landscapes, and other features, such as views, contribute to the area’s overall heritage significance;

III. examine and make recommendations as to the geographic boundaries of the area to be designated;

IV. engage with stakeholders meaningfully to ensure they are able to provide input into how their community is shaped in the heritage conservation district planning process;

V. determine whether a HCD or a CHL is the best means of designating the area within the final boundary;

VI. consider and make recommendations as to the objectives of the designation and the content of the HCD or CHL Plan required under section 41 of the Ontario Heritage Act or the Region of Waterloo’s Implementation Guideline for Cultural Heritage Landscape Conservation; and

VII. make recommendations as to any changes that will be required to the municipality’s official plan and to any municipal by-laws, including any zoning by-laws.
The Study will be completed in conformity with the Section 4.7 of the City of Cambridge Official Plan, which outlines requirements for a Heritage Conservation District, including the identification of:

a. the composition of the area;
b. the incidence of buildings or structures of cultural heritage value included on the Register of Cultural Heritage Resources referred to in Section 4.3;
c. the heritage significance, character and appearance of the selected study area, including buildings, structures, contextual elements, landscapes, vistas and other properties;
d. the possible geographic boundaries of the study area;
e. the structural soundness of buildings or structures; and
f. the feasibility of restoring, using or maintaining buildings or structures.

**Phase One (Study) Scope of Work**

The successful respondent may propose a variation on the following task list, provided that the requirements laid out in this RFP are met. The services included in this RFP will include for Phase One (Study):

**Research Tasks**

I. Historical and documentary research as required to develop a thematic history of the study area outlining major events and trends.

II. Identify any previously-identified Archaeologically Sensitive Areas that may be legally identified.

III. Create a digital inventory, compiled through field work, historic maps, and archival research, of each pattern of spatial organization, circular network, heritage property, building or structure, settlement cluster, archaeological sites, landmarks, and views incorporating both field work and historical and documentary research. The required content of the inventory is outlined in detail below.

IV. Review of existing and proposed policies and regulations within the City of Cambridge, including the Official Plan in addition to the proposed policies of the Galt Core HCD Project and city-wide Zoning By-law review. Review also includes previous city-initiated studies of the East Galt area.

**Public Consultation Tasks**

V. Developing and executing a public consultation strategy that includes the following sub-tasks:

a. Facilitating a minimum of two (2) Public Meetings to meaningfully engage both the public and key stakeholders outlined in this RFP. The successful respondent
should determine levels of public support for the designation of the district and identify issues of opponents. Two (2) presentations to the Municipal Heritage Advisory Committee to detail research findings and receive feedback on draft analysis and conclusions and answer questions.

b. A minimum of one (1) presentation to Council to present key findings and recommendations and answer questions.

The successful respondent will be responsible for preparing all presentation materials, including visuals, minutes, and any workshop materials required to effectively engage the public and key stakeholders. These materials must be submitted to the City’s Project Manager a minimum of five (5) business days in advance of sessions.

Detailed information on public consultation requirements, including the identification of key stakeholder groups and the role of the Municipal Heritage Advisory Committee may be found below.

**Administration Tasks**

VI. Effectively manage the project by means of periodic meetings with other consultants and the project’s steering committee (consultants and City staff) including the following sub-tasks:

a. Four (4) meetings with the Project Steering Committee;

b. Communication with stakeholders and City project manager as required; and

c. Providing the City’s Project manager with minimum bi-weekly written updates on project progress.

All meeting agendas and materials prepared for presentations, displays and mailings shall be provided to the City’s Project Manager for review and approval a minimum of five (5) business days in advance of the presentation/mailing. Meeting minutes will be submitted to the City’s Project Manager within five (5) business days of meetings taking place.

Detailed information regarding project administration, including the role and makeup of the Project Steering Committee and role of the City’s Project Manager is included below.

**Written Report Tasks**

VII. Prepare a well-written and referenced study, supported by visuals and graphics including the minimum content outlined below. The successful respondent should be prepared to submit a minimum of two (2) draft studies for review by the Project Steering Committee prior to finalizing the document.
Phase Two: Heritage Conservation District or Cultural Heritage Landscape Plan

Phase Two (Plan) Objectives

The successful respondent for this project will work with City staff, the Steering Committee, the City’s Municipal Heritage Advisory Committee (MHAC), key stakeholders, and the public to deliver a HCD/CHL Plan for City Council’s consideration in accordance with the Ministry of Heritage, Sport, Tourism, and Culture Industries’ Heritage Conservation District Guidelines, the Ontario Heritage Act, and the requirements laid out in this Terms of Reference.

The objectives of Phase Two, subject to the outcomes of Phase One, and City Council’s approval, are to:

I. Prepare a HCD or CHL Plan that will set out goals, objectives, policies, design guidelines and concepts and procedures aimed at conserving and enhancing the area’s heritage character and assist property owners and decision makers in determining appropriate changes and development within the district;

II. Recommend an implementation process for the East Galt HCD or CHL area;

III. Encourage and facilitate participation and input of local residents and interest groups in all phases of the Plan.

IV. Coordinate implementing policies with the city-wide Zoning By-law review to ensure a harmonized planning framework.

The HCD or CHL Plan will be completed in conformity with Section 4.7 of the City of Cambridge Official Plan (2018).

Phase Two (Plan) Scope of Work

The successful respondent may propose a variation on the following task list, provided that the requirements laid out in this RFP are met.

Research Tasks

I. The HCD or CHL Plan will be logically derived from the findings of the HCD or CHL Study and will reflect the requirements of the Ontario Heritage Act and guidelines of the Ontario Heritage Toolkit. Any additional research required should be outlined by the proponent.

Public Consultation Tasks

II. Developing and executing a public consultation strategy that includes the following sub-tasks:

a. Facilitating a minimum of two (2) Public Meetings to meaningfully engage both the public and key stakeholders in accordance with this RFP.
b. Two (2) presentations to the Municipal Heritage Advisory Committee to present draft policies and obtain feedback.

c. A minimum of one (1) presentation to Council to present recommendations and answer questions.

The successful respondent will be responsible for preparing all presentation materials, including visuals, minutes, and any workshop materials required to effectively engage the public and key stakeholders. These materials must be submitted to the City’s Project Manager a minimum of five (5) business days in advance of sessions.

Detailed information on public consultation requirements, including the identification of key stakeholder groups and the role of the Municipal Heritage Advisory Committee may be found below.

Administration Tasks

III. Effectively manage the project by means of periodic meetings with other consultants and the project’s steering committee including the following sub-tasks:

a. Four (4) meetings with the Project Steering Committee.
b. Communication with stakeholders and City’s Project Manager as required;
c. Providing the City’s Project manager with minimum bi-weekly updates on project progress.

All meeting agendas and materials prepared for presentations, displays and mailings shall be provided to the City’s Project Manager for review and approval a minimum of five (5) business days in advance of the presentation/mailing. Meeting minutes will be submitted to the City’s Project Manager within five (5) business days of meetings taking place.

Detailed information regarding project administration, including the role and makeup of the Project Steering Committee and role of the City’s Project Manager is included below.

Written Report Tasks

IV. Prepare a well-written, referenced and concise HCD or CHL Plan, supported by visuals and graphics containing objectives, policies and design guidelines that are to be user friendly to residents, developers/builders, the public, and staff and prepared in accordance with the Ministry of Heritage, Culture, Tourism, and Sport Industries’ Heritage Toolkit, the Standards and Guidelines for the Conservation of Historic Places in Canada and the requirements outlined in Table 2.
The Plan must be thorough, defendable and state the objectives for designating the district, and it must regulate appropriate change and development within the District. The Plan will describe the formal characteristics of the district that contribute to its significance, cultural heritage values, character and integrity. Heritage attributes must be identified and district specific policies and guidelines will be developed with a focus on ease of understanding for interpretation and implementation to conserve those attributes. Detailed policies and guidelines will also address landscape, archaeology, parks, public spaces, streetscape and the public realm to ensure that the character and cultural heritage values of the district are conserved and reinforced in the long term.

**Detailed Requirements of Heritage Conservation District or Cultural Heritage Landscape Study and Plan**

The Tables below indicate the expected minimum content that must be addressed in the Study (Table 1) and Plan (Table 2). Any additional materials that the respondent considers valuable for executing the objectives outlined above may be described in the respondent’s work plan.

The final reports will be expected to include, but not be limited to, the following key components. The reports will be illustrated with graphics and visuals.

**Table 1: Detailed Requirements for Heritage Conservation District or Cultural Heritage Landscape Study (Phase One).**

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
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| 1.   | **History, Evolution, and Development of the Study Area**  
A history of the settlement and the development of the study area is required for the study that includes an analysis of social, political and cultural events and associations relevant to the development of the study area.  
A history of the physical evolution of the study area must also be compiled. It should demonstrate how various physical factors such as development, building type, transportation modes, rivers, ravines and escarpments, etc. have shaped the area over time. These historical factors should be mapped so as to demonstrate their impact.  
The history of the area should be illustrated with historical photographs and mapping and a comprehensive timeline of the area from pre-history to present will be compiled in chronological order. A comprehensive bibliography of all resources used in the compilation of the history must be included in an appendix of the study. |
Any previously-identified Archaeologically Sensitive Areas should be identified as may be permitted by law.

2. **Built Form/Landscape Survey**

A detailed inventory is to be compiled and will include landscape features, patterns of spatial organization, circulation networks and patterns, individual heritage properties, individual heritage buildings or structures, settlement clusters, archaeological features, views and viewsheds, vegetation patterns, land uses, boundaries and other linear features within the study area. Features may include, but not be limited to, features in street rights-of-way, such as historic curbs, utility poles, historic light standards, historic medians, and natural features such as mature trees, hedgerows and ravines.

The inventory will be used as a data source to determine the character and significance of the HCD or CHL Study, and will also serve to identify contributing and non-contributing properties for the HCD or CHL Plan. In addition to serving as a source of data for the project, it should function as a standalone document that City Staff may use to identify the significance of individual properties, landscapes, and/or other heritage attributes.

The specific fields to be recorded for each feature will be established in consultation with the City’s Project Manager but will include such characteristics as an identification of the entry (municipal address or legal description), approximate date of construction if applicable, a description of key architectural or historical characteristics (e.g. massing, materials, roof type, window and door type, porches/balconies, foundation), listing of heritage attributes, historical and associative values of the properties, significance within the context of the study area, and general evaluation of the integrity of the feature.

Resources inventoried should be accompanied by one photo in tiff format at an appropriate resolution for City use. The inventory will be provided in a digital format suitable for the City’s mapping applications.

Wherever possible, mapping, other supporting visuals, and previous studies undertaken of the area, shall be provided.

3. **Character Analysis: Themes and Typologies**

An analysis of the area’s various historical themes and design typologies that group and categorize the built form, public realm, landscape and streetscape features of the study area is required for the study.
Physical factors that have shaped the types and forms of the study area should also be mapped and analyzed. Each identified thematic group or design type should be described and illustrated with district specific photographic examples taken from within the study area.

| 4. | **Evaluation of Significance/Determination of Cultural Heritage Value**

The Study is required to include an evaluation of cultural heritage value of the area as a whole as well as the significance of any cultural heritage landscapes, features, and/or properties or elements identified as holding cultural heritage value or significance through the inventory/survey in Tasks 2 and 3.

The evaluation should be based on criteria developed with reference to relevant policy and guidance on heritage resources and cultural heritage landscapes, including without limitation, the Ontario Heritage Act and regulations, Provincial Policy Statement (2020), the City of Cambridge and Region of Waterloo Official Plans, the Ontario Heritage Toolkit and Standards and Guidelines for the Conservation of Historic Places in Canada. The evaluation of cultural heritage value and integrity must comprehensively analyze all aspects of the study area, including its history, the results of the study area survey, and character analysis.

| 5. | **Statement(s) of Significance**

Based on the criteria established under Task 4, statement(s) of significance are required for all significant Heritage Conservation Districts or Cultural Heritage Landscapes, heritage features, and all properties as determined in the Tasks 3 - 4 and should include the following:

- A description of the area’s location and boundaries
- A description of the area’s Cultural Heritage Values
- A description of the area’s Heritage Character
- A description of the general heritage attributes of the area.

The description of the area’s heritage character is to serve as a summary of the Evaluation of Significance/Determination of Cultural Heritage Value and should be reflected in the Reason for Designation Statement (Task 8).

The Description of Heritage Character will provide a summary of the outcomes of the character analysis for the area and should be formatted in the same way as a description of cultural heritage value.

It will reflect the cultural heritage values of the entire study area and will
be substantially consistent with the requirements for inclusion on the Canadian Register of Historic Places.

A list of significant Cultural Heritage Landscapes, properties, or other attributes to be described must be comprehensive and will be refined in consultation with the City’s Project Manager.

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<th>6.</th>
<th><strong>Periods of Significance</strong></th>
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<tr>
<td>A period of significance, or multiple periods of significance, relating to the cultural heritage values and character of the area will be determined within the Study.</td>
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<td>The periods of significance should relate to periods in the history of the area that are still visible in the physical features of the study area. The proposed conservation approach for the Plan will be informed by the period(s) of significance identified in this part of the study.</td>
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<th>7.</th>
<th><strong>Recommendations</strong></th>
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<td>The Study shall make recommendations as to whether the character and appearance of the study area should be conserved as one or more heritage conservation district(s) or cultural heritage landscape(s).</td>
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<tr>
<td>Analysis of relevant provincial and municipal planning documents, including without limitation the Provincial Policy Statement (2020) and the Ontario Heritage Act shall be conducted to ensure conformity/consistency with plans and policies as the case may be.</td>
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<th>8.</th>
<th><strong>Reason for Designation Statement</strong></th>
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<td>The study shall provide a Reason for Designation statement. The statement shall outline the heritage attributes that define the heritage value of the cultural heritage resource.</td>
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<tr>
<th>9.</th>
<th><strong>Statement of Objectives and Content of the Heritage Conservation District or Cultural Heritage Landscape Plan</strong></th>
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<tr>
<td>The Study should make recommendations as to the objectives of the designation of a HCD or CHL and the content of the Plan consistent with the Ontario Heritage Act, the Provincial Policy Statement (2020), The Ontario Heritage Toolkit, and the Standards and Guidelines for the Conservation of Historic Places in Canada.</td>
<td></td>
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10. **Heritage Conservation District or Cultural Heritage Landscape Boundaries**

The Study boundaries, which may be different from the original proposed study area boundaries, will be defined relative to the stated cultural heritage values and character of the area. They must be described and mapped so that they can be readily understood and located.

The finalized study area boundaries should not be limited to a singular block or street, unless that block or street represents the full extent of the area’s character and significance.

11. **Recommended Changes to the Official Plan, Secondary Plans, or Zoning By-laws**

The City of Cambridge Official Plan, Region of Waterloo Official Plan, and City of Cambridge Zoning By-law, and City-wide zoning by-law study, and must be analyzed in detail to evaluate:

   a) How an HCD or CHL Plan may be harmonized with existing policies and plans, including avoidance of any conflicts; and
   
   b) whether any City of Cambridge Official Plan policies must be amended or adopted to further support the conservation of heritage in the area. Whether any municipal by-laws (e.g., by-law 191-03) or zoning by-laws should be amended should also be assessed.

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**Table 2: Phase 2 Detailed Requirements for Heritage Conservation District or Cultural Heritage Landscape Plan.**

<table>
<thead>
<tr>
<th>Task</th>
<th>Statement of District Significance</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>The plan shall include a Statement of District Significance derived from the analysis conducted in the HCD or CHL Study. The statement shall explain the cultural heritage value or interest of the boundary area.</td>
</tr>
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<table>
<thead>
<tr>
<th>Task</th>
<th>Statement of Objectives</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.</td>
<td>The Plan will include a clear and concise final statement of objectives for the area that will connect to the cultural heritage values and character of the area and findings of the HCD or CHL Study. The objectives should</td>
</tr>
</tbody>
</table>
include the protection, conservation and management of the attributes and contributing resources of the district to ensure its significance, cultural heritage values, character and integrity, as described in the HCD or CHL Study are protected.

The statement should refer to the long-term conservation of the area, its current and anticipated future condition, its future vision and the desired outcomes. The Statement shall identify any special or unique conservation concerns and should reflect public input and value.

Special or unique conservation concerns for the area should be addressed in the objectives and may also examine other opportunities such as interpretation, commemoration, promotion, beautification, education and community building activities. Where multiple objectives exist, they will not conflict with other City Council adopted HCD or CHL policies or one another, or the plan will outline how unavoidable conflicts will be resolved on a case-by-case basis.

The statement of objectives must relate to and give force to the policies and guidelines detailed in the Plan.

3. **Heritage Conservation District or Cultural Heritage Landscape Plan Boundaries**

   The Plan will contain finalized boundaries and indicate which areas are subject to the policies and guidelines of the Plan. If there is any change in the boundaries of the HCD or CHL from the Study, an explanation is required to be provided.

4. **District Heritage Attributes**

   The Plan shall include a list of attributes of the HCD or CHL as well other key features that are essential to conserving or defining the character and significance of the district as informed by the HCD or CHL Study.

   Area attributes may include structures, landscape features, spatial organizations, sites and other features, contributing resources, listed and designated properties under Part IV of the OHA and archaeological resources.

   Area attributes may also include the key physical, spatial and material attributes of the resources within the district including natural, residential, commercial, institutional, industrial, and archaeological heritage, etc.
5. **Contributing Resources**

The Plan is required to include a list of all properties and features within the area that have been deemed to contribute to the cultural heritage value and heritage character of the area. These may include features in street rights-of-way such as: historic curbs; unusual utility poles; historic light standards; bridges; historic medians; and natural features such: as ravines; hedgerows; mature trees; and, vegetation.

Each of these properties shall be mapped and identified by municipal address both in the Plan and as a separate excel spreadsheet. Each contributing property should be accompanied by a statement of contribution, briefly describing the heritage attributes of the property and how the property contributes to the cultural heritage value or heritage character of the HCD or CHL.

The HCD or CHL Plan will also include a list of all properties that do not contribute the cultural heritage value and heritage character of the area with the same requirements as above (except for the statement of contribution). All properties within the area are to be included on one of these lists.

6. **Archaeologically Sensitive Areas (ASAs)**

To the extent permitted by law, the Plan shall include a map showing the extent of any area of general archaeological potential. For any areas of archaeological potential, policies and procedures for the identification, protection and documentation of these sites in accordance with Municipal and Regional Policies.


The Plan is required to include a section to discuss any required changes to the City of Cambridge Official Plan, zoning provisions, or other by-laws or policies affecting the area. The Plan must be harmonized with the City of Cambridge Zoning By-law that applies to this area.

8. **District Alteration and Conservation Policies and Guidelines**

The Plan will include a set of clear and definitive policies, guidelines and procedures with a focus on ease of understanding for interpretation and implementation, to assist in addressing the alteration and conservation of contributing properties and resources within the area boundary. The policies and guidelines should include as many illustrations and
photographic examples as possible. Analysis of relevant provincial and municipal planning documents, including without limitation Provincial Policy Statement shall be conducted to ensure conformity/consistency with plans and policies as the case may be.

Comprehensive policies, guidelines and procedures specific to the alteration and conservation of attributes of the area should draw on existing guidance, including Parks Canada’s Standards and Guidelines for the Conservation of Historic Places and where appropriate public input gathered through the HCD or CHL Study process: Policies may be included to provide direction for any properties designated under Part IV of the Ontario Heritage Act, subject to consultation with the property owners and city staff.

Additional policies for the area may be included to add control or direction for specific or unique properties, properties designated under Part IV of the OHA and opportunities for the revitalization of the district as determined by the community, consultant and City staff. Clear and illustrated guidelines will address appropriate design and conservation approaches for cultural heritage landscape elements, streetscape and public realm, including:

- Plan and layout of streets, laneways, and pedestrian paths
- Gateways, trails and open spaces
- Streetscape elements including sidewalks, street furniture, street lighting, sidewalk patios, street signage, paving and curb cuts; and
- Public works, repairs and maintenance of right of ways.

Additional policies must not conflict with other HCD or CHL Policies adopted by City Council.

9. **New Construction Policies and Design Guidelines**

The Plan shall include a set of clear and definitive policies, guidelines and procedures with a focus on ease of understanding for interpretation and implementation, related to new construction within the HCD or CHL boundary. These policies and guidelines must be consistent with the HCD or CHL policies and ensure compatible, sympathetic infill within the area. The policies and guidelines should include as many illustrations and photographic examples as possible.

Analysis of relevant provincial and municipal planning documents, including without limitation the Provincial Policy Statement (2020) shall be conducted to ensure conformity/consistency with plans and policies as the
case may be.

Comprehensive policies, guidelines and procedures specific to new construction should draw on existing guidance, including Parks Canada’s Standards and Guidelines for the Conservation of Historic Places and where appropriate public input gathered through the HCD or CHL Study process.

10. **Heritage Review**

The Plan shall include a list of works requiring municipal heritage review as well as a list of alterations or classes of alterations that will be exempt from municipal heritage review on the basis that they are minor in nature. Different types of review based on the scale and degree of proposed change to the HCD or CHL may be included, if appropriate.

11. **Plan Review**

The Plan shall include a guideline or recommendation for scheduled review of the Plan and its boundaries.

12. **Discussion of Implementation and Approvals**

Information about the implementation of the Plan as well as the necessary approvals is required. Please provide an implementation strategy for the overall goals and objectives of the Plan, including any required Official Plan Amendments and a process for municipal heritage reviews.

Recommend a monitoring system to ensure effective and efficient policy and procedure implementation and to address any needed refinements.

Identify any potential sources of funding or other incentives for property owners in the area.

**Submission Format (Plan and Study)**

The final HCD or CHL Study Report and Plan should be presented by the successful respondent in a clear well-written format based upon the City’s standards for AODA compliance, supported by relevant statistics and research findings that were obtained from all methods that were employed. They should include high quality maps, photographs and other visual materials. All original graphics and visuals shall become the property of the City. The Plan and Study will include but not be limited to the following deliverables from the consultant:

1. One unbound camera-ready copy of all background reports and studies;
II. One unbound camera-ready copy of any draft and final Background Discussion papers;

III. One electronic copy of each of the above in Microsoft Word and Adobe PDF format along with all schedules/maps;

IV. All relevant database materials received and/or compiled by the successful respondent in the undertaking of this Project;

V. One (1) professionally printed, well-bound copies of the approved final reports.

Community Consultation

A robust community consultation program must be implemented by the successful respondent through the HCD or CHL Study and Plan process. As a part of the proposal submission, the consultant team should include a plan for consultation with specific stakeholder groups, the public, and the Municipal Heritage Advisory Committee. City staff will also be engaged in the public consultation process. Consultation must be conducted in accordance with requirements set out in the Ontario Heritage Act and Provincial Policy Statement 2020.

Public Meetings

At least two public meetings shall be held with stakeholders in the Study Area for the Study Phase and two public meetings for the Plan phase of the project.

An introductory public meeting will be organized by the City’s Project Manager prior to the beginning the Study Phase of the project. The purpose of this meeting will be to introduce the project and HCD or CHL process, and to advise members of the public that they may request to be added to a communication list to receive invitations to take part in future informal project update sessions conducted by the City’s Project Manager.

For the Study Phase, the first meeting should introduce the team, review the study process, highlight findings to date, and solicit information and input from attendees. This first consultant meeting is anticipated to be held in late June 2021.

Any subsequent public meetings shall provide progress update and solicit questions, concerns, advice and feedback from stakeholders. The final meeting shall present the final draft for review and comment. The City reserves the right to convene a third public meeting, if required, to present a revised draft if substantive comments are raised about the final draft.

For the Plan Phase, two public meetings should be held. The first public meeting should present a complete draft of the Plan with detailed discussion of its policies, guidelines, and objectives to solicit public feedback.
The second public meeting will be the statutory meeting required under Section 41.1(6) of the Ontario Heritage Act.

All meetings are currently being held virtually, including public consultation sessions based upon the City’s current COVID 19 protocols. In-person meetings may be required if public health guidelines are revised.

**Municipal Heritage Advisory Committee**

The successful respondent shall meet with the Municipal Heritage Advisory Committee mid way through the Study Phase to get the committee’s comments and at completion of the project to provide an overview of the study process and to present their final draft report. These meetings should include a presentation, requests for information, solicitation of feedback, and give members the opportunity to ask questions.

**Stakeholders**

Key stakeholders include but are not limited to:

- Residents;
- Property owners;
- Business owners;
- Development industry representatives;
- The Municipal Heritage Advisory Committee (MHAC);
- The Architectural Conservancy of Ontario Cambridge and North Dumfries Branch;
- The Mississaugas of the New Credit and Six Nations of the Grand River;
- The Region of Waterloo; and,
- Grand River Conservation Authority.

**Public Information Sessions**

As an additional opportunity for members of the community to participate in the Heritage Conservation District Study and Plan process, the City’s Project manager will organize informal information sessions to be held on an approximately monthly basis. Due to Covid-19 restrictions, these information sessions will be conducted using web conferencing software, such as Zoom. Information sessions will provide updates regarding study progress, and allow members of the community to ask questions, provide comments, and provide information. These sessions may be recorded and may be posted publicly on the City’s website.
At the first public meeting for Phase 1, members of the public will be provided with the opportunity to request to be invited to these information sessions. Following this meeting, any individual may be invited to future sessions upon request.

The City’s Project Manager will be responsible for scheduling information sessions, preparing agendas, and summarizing research undertaken to complete the Heritage Conservation District Project. The City’s Project manager will summarize comments and questions received from these sessions and provide them to the consultants chosen to undertake the project. These sessions are intended to be conducted periodically, as is suitable, over the course of the entire project.

**Administration**

**Steering Committee**

A steering committee will be formed at the outset of the project consisting of City Staff, including the Senior Planner – Heritage, in addition to the consultant team. The role of the steering committee will be to:

- Agree upon a detailed work plan and specific data requirements;
- Review the results of research and analysis
- Review the draft study and plan;
- Discuss recommendations and presentation to council.

All meetings are currently being held virtually, including public consultation sessions based upon the City’s current COVID 19 protocols. In-person meetings may be required if public health guidelines are revised.

**Project Schedule and Steering Committee Meetings**

A detailed project schedule will be agreed upon at the outset of the project. The schedule shall be updated regularly whenever required to show project progress and shall be submitted to the City’s Project Manager. The successful respondent shall keep the City’s Project Manager informed on the project’s status on a bi-weekly basis through a technical memo. Any reasonable steps that will advance the completion of the project will be considered.

The required meetings and revised schedule, if required, will be at no additional cost to the City.

**Roles of Consultants and City Project Manager**

The Senior Planner-Heritage will act as the City’s Project Manager and will be responsible for monitoring the work of the study, managing data requirements to the
consultant, ensuring linkages between the RFP Deliverables and the study, and coordinating the community consultation process.

The successful respondent shall appoint one person as Consultant Project Manager, who is required to participate in all phases of this Study and shall have expertise and ability in the following areas:

- Cultural heritage planning experience, including experience with Heritage Conservation District and/or Cultural Heritage Landscape studies and plans;
- Experience with cultural heritage planning, including urban design, landscape architecture, and open space concepts;
- Effective project management, community engagement, and workshop facilitation skills;
- and excellent communication skills with proven ability to work with Council, landowners, stakeholders, City staff and other consultants who may be involved at various phases of this study.

The successful respondents Project Manager will be responsible for:

I. Reporting to the City’s Project Manager
II. Keep the City’s Project Manager informed of progress on a regular basis including bi-weekly updates as required by the City’s Project Manager;
III. Provide the City’s Project Manager with copies of all correspondence;
IV. Consult with the City’s Project Manager on potentially significant or controversial issues, options considered, and solutions;
V. Consult with the City’s Project Manager prior to deviations from standards, specifications, and procedures;
VI. Consult with the City’s Project Manager prior to any significant schedule changes; and
VII. Lead meetings with stakeholders and others as required; and
VIII. Writing recommendation reports for MHAC and Council.

The City’s Project Manager will be responsible for:

I. Facilitating a public information meeting in early December to introduce the HCD or CHL Study
II. Facilitating approximately monthly information sessions with the public and summarizing all comments and concerns that are the outcome of these sessions.
III. Scheduling all Public Meetings
IV. Facilitating a minimum of four (4) meetings with the project Steering Committee for each phase of the project.
V. Facilitating access to City records as may be appropriate within a reasonable timeframe.

The City will be responsible for public notice requirements and preparation, mail-outs, advertisement in local newspapers, maintaining relevant information applicable to the studies on the City’s website, maintaining the Study’s contact list of interested parties, booking rooms and equipment and the general set up for public meetings, producing all publicity material, excluding public consultation materials, including press releases and responding to general inquiries and seeking assistance from the successful respondent where required.

B. MATERIAL DISCLOSURES

The City of Cambridge Archives contains a number of materials relating to previous heritage studies in the City of Cambridge along with original documents. Please note that due to COVID-19 protocols, in-person archival visits are not currently permitted. Archivists are available to assist in obtaining records on a weekly basis. Further elaboration on the archives’ collections may directed to archival staff.

**Federal and Provincial Resources:**

- Standards and Guidelines for the Conservation of Historic Places in Canada
- Ontario Heritage Act (2019) [https://www.ontario.ca/laws/statute/90o18](https://www.ontario.ca/laws/statute/90o18)
- Heritage Conservation Districts: Ontario Heritage Toolkit

**City of Cambridge Policies and Previous Studies:**

- City of Cambridge Zoning By-law Review (ongoing):
The City of Cambridge and the Heritage Resources Centre (University of Waterloo): The O'Donovan Project (2012) This material will be provided to the successful consultant upon retainer.


City of Cambridge OnPoint Mapping: [https://maps.cambridge.ca/Maps/WebPages/Map/FundyViewer.aspx](https://maps.cambridge.ca/Maps/WebPages/Map/FundyViewer.aspx)

The City’s of Cambridge standards for AODA compliance.
June 3, 2021

The Honourable Ahmed Hussen
Minister of Families, Children and Social Development
House of Commons, Ottawa, ON
K1A 0A6
Email: minister-ministre@hrsdc-rhdcc.gc.c

Dear Minister Hussen,

I am writing to you to express my support in joining the Minister of Municipal Affairs and Housing, Steve Clark, in the province’s call on the federal government to give Ontario its fair share of affordable housing funding.

Ontario will receive approximately $490 million fewer dollars than it is due through the National Housing Strategy and the Reaching Home program when you factor Ontario’s share of households in Core Housing Need. Not only is Ontario underfunded, but only 25 of Ontario’s 47 Service Managers have Designated Communities that receive funding through the federal Reaching Home program.

Minister Steve Clark, along with our colleagues at the Association of Municipalities of Ontario, and the Rural Ontario Municipal Association, have called on their counterparts at the federal level multiple times to secure the additional funding the province should be receiving in line with the population and needs of Ontario. This is a pressing issue in need of long-term, forward-looking collaboration.

In order to combat homelessness and housing insecurity in Cambridge, the federal government must provide Ontario with its fair share of stable, sustainable funding through the National Housing Strategy (NHS). They also require equitable support through the Reaching Home program across all Ontario communities.

Through the Safe Restart Agreement that was announced on December 20, 2020, the provincial and federal governments provided municipalities with $4 billion to help offset financial pressures due to COVID-19. On March 10, 2021 the government of Ontario announced additional
investments in housing services and supports, resulting in a total investment of $765 million through our Social Services Relief Fund that remains unmatched by the federal government.

I believe in a sustainable housing system where everyone has a safe place to call home. That’s why I am supporting the Ontario government in their request for funding in order to help sustain, repair and grow community housing and address homelessness in Cambridge.

Sincerely,

Kathryn McGarry
Mayor
City of Cambridge

c. Steve Clark, Minister of Municipal Affairs and Housing
June 11, 2021

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

Sent via email: premier@ontario.ca

Re: Lyme Disease Awareness Month
Our Files: 35.31.99/35.23.12

Dear Premier Ford,

At its meeting held on May 31, 2021, St. Catharines City Council approved the following motion:

“WHEREAS May is Lyme Disease National Awareness Month; and
WHEREAS the City of St. Catharines Strategic Plan includes improving livability for all; and
WHEREAS Niagara Region is a high-risk area for ticks and Lyme Disease, and cases continue to increase; and
WHEREAS Ontario health does not cover treatment and testing for all strains of Lyme Disease; and
WHEREAS Lyme Disease is a crippling disease if not diagnosed and treated appropriately;

THEREFORE BE IT RESOLVED the City of St. Catharines call on the Ontario government to expand testing to all strains of Lyme Disease and improve the level of treatment and care for those diagnosed with this crippling disease; and

BE IT FURTHER RESOLVED the Premier of Ontario, Ontario Minister of Health, local MPPs, Niagara Health, Niagara Region Public Health, all Ontario municipalities, and the Association of Municipalities of Ontario be sent correspondence of Council’s decision; and

BE IT FURTHER RESOLVED the Mayor bring this matter to the attention of the Niagara Region and request that the Region build an awareness campaign with on-line resources for families with Lyme Disease.”
If you have any questions, please contact the Office of the City Clerk at extension 1524.

Bonnie Nistico-Dunk, City Clerk
Legal and Clerks Services, Office of the City Clerk
:mb

cc: Ontario Minister of Health
    Niagara Area MPPs
    Niagara Health
    Niagara Region Public Health
    Niagara Region
    Ontario Municipalities
    Association of Municipalities of Ontario, amo@amo.on.ca
    Melissa Wenzler, Government Relations Advisor
June 18th 2021

Honourable and Dear Sirs:

Re: Capital Gains Tax on Primary Residence

Please be advised that on June 16th 2021 the Town of Plympton-Wyoming Council passed the following motion to support the Council of the Town of Fort Erie motion (attached) requesting that the Province of Ontario work with the Federal Government to address concerns regarding Capital Gains Tax on primary residences.

Motion 23
Moved by Muriel Wright, Seconded by Gary Atkinson that Council support item ‘w’ of correspondence from the Town of Fort Erie regarding Capital Gains Tax on Primary Residences.

Motion Carried.

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

Sincerely,
Erin Kwarciaq
Clerk
ekwarciaq@plympton-wyoming.ca

Cc: (via e-mail)
All Members of Parliament
All Members of Provincial Parliament
The Regional Municipality of Niagara
Ontario Municipalities
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
June 22, 2021

SENT VIA EMAIL

Town of West Lincoln
318 Canborough Street
Smithville, Ontario L0R 2A0

Attention: Ms. Joanne Scime, City Clerk

Re: June 15, 2021 – WELLAND CITY COUNCIL

At its meeting of June 15, 2021, Welland City Council passed the following motion:

"THAT THE COUNCIL OF THE CITY OF WELLAND receives and endorses the correspondence from the Township of West Lincoln dated May 26, 2021 regarding Endorsement of 988 Suicide and Crisis Prevention Hotline Initiative.

WHEREAS the Federal government has passed a motion to adopt 988, 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.

THEREFORE, BE IT RESOLVED THAT Township Council endorses the 988 crisis line initiative to ensure critical barriers are removed to those in a crisis and seeking help; and
June 22, 2021

THAT a letter demonstrating Township of West Lincoln Council’s support be sent to the Honourable Patty Hajdu, Federal Minister of Health, the Honorable Dean Allison MP Niagara West, the Honourable Sam Oosterhoff MPP Niagara West, Ian Scott Chairperson and Chief Executive Officer, Canadian Radio-Television and Telecommunications and all municipalities in Ontario.

Yours truly,

[Signature]

Tara Stephens
City Clerk

TS:bl

c.c.: - The Honourable Patty Hajdu, Federal Minister of Health, sent via email
   - The Honorable Dean Allison, MP Niagara West, sent via e-mail
   - The Honourable Sam Oosterhoff, MPP Niagara West, sent via e-mail
   - Ian Scott, Chairperson & Chief Executive Officer, Canadian Radio-Television and Telecommunications, sent via e-mail
   - All Ontario Municipalities, sent via e-mail