



AGENDA
Regular Council Meeting

April 11, 2017

6:00 pm

Council Chambers, Town Hall

Pages

1. CALL TO ORDER

2. DECLARATIONS OF PECUNIARY INTEREST

3. AMENDMENTS AND APPROVAL OF AGENDA

THAT the April 11, 2017 regular Council meeting agenda be accepted as presented.

4. PUBLIC INPUT PERIOD

(Information provided during the Public Input Period shall be directed by the public to Council members and shall deal with matters specific to Agenda business. A maximum of two (2) minutes per person is allotted for questions, and the maximum time allotted for the Public Input Period as a whole is ten (10) minutes)

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - March 28, 2017

8

THAT the March 28, 2017 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

7. CORRESPONDENCE

- 7.1 Stephen McCotter re: By-law 59-2008 22

Recommendations made from Police Services Board. See agenda item 9.1.5.

For reference sake, By-law 59-2008 and By-law 9-2009 have been attached.

THAT the correspondence from Stephen McCotter regarding By-law 59-2008 and its relation to the Westover Inn be received.

- 7.2 Ministry of Citizenship and Immigration re: Order of Ontario 31

THAT the correspondence from the Ministry of Citizenship and Immigration regarding the Order of Ontario be received.

- 7.3 St. Marys Volunteer Seminar Committee re: Reuse of Abandoned Railway Buildings Seminar 33

THAT the correspondence from St. Marys Volunteer Seminar Committee regarding the Reuse of Abandoned Railway Buildings Seminar be received.

8. STAFF REPORTS

- 8.1 Corporate Services

- 8.1.1 COR 18-2017 Canadian Baseball Hall of Fame and Museum Induction Weekend Municipal Significant Event 34

THAT Council approve the Canadian Baseball Hall of Fame and Museum's request to designate Induction Weekend, Friday, June 23, 2017 to Saturday, June 24, 2017, as an event of Municipal Significance for the purpose of obtaining a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario.

8.2 Fire and Emergency Services

8.2.1 FD 05-2017 Rapid Deployment Craft (RDC) 37

THAT Council approves a 2017 operating budget variance to the Fire Department to purchase a rapid deployment craft for water rescues from Canadian Safety Equipment and a further \$4,442 in equipment both to be funded from the General Capital Reserve.

8.3 Public Works

8.3.1 PW 21-2017 ½ Ton Pickup Truck Tender Award 42

THAT PW 21-2017 regarding ½ Ton Pickup Truck Tender Award be received; and,

THAT the procurement for RFQ-PW-06-2017 be awarded to Fraser Durham Chrysler Dodge for the procured price of \$33,830.78 inclusive of all taxes and provisional items.

8.3.2 PW 22-2017 Update Leaf and Yard Waste Collection Program 45

THAT report PW 22-2017 regarding the Updated Leaf and Yard Waste Collection Program be received for information; and,

THAT Council authorize the utilization of the landfill by Barry's Handyman Services on applicable Mondays for the disposal of Leaf and Yard Waste material collected from the curbside collection program within the Town.

9. COUNCILLOR REPORTS

9.1 Operational and Board Reports

9.1.1 Bluewater Recycling Association - Coun. Craigmile 50

THAT the March 16, 2017 Bluewater Recycling Association Board of Directors meeting highlights be received.

9.1.2	Library Board - Coun. Osborne, Winter	62
	<p>THAT the January 26, 2017 St. Marys Public Library Board meeting minutes be received; and,</p> <p>THAT the February 8, 2017 St. Marys Public Library Board special meeting minutes be received; and,</p> <p>THAT the March 7, 2017 St. Marys Public Library Board special meeting minutes be received.</p>	
9.1.3	Municipal Liaison Committee - Mayor Strathdee, Coun. Winter	
	No recent meeting	
9.1.4	Perth District Health Unit - Coun. Osborne	
9.1.5	Police Services Board - Mayor Strathdee, Coun. Van Galen	69
	<p>At the Police Services Board meeting of March 29, 2017, the Board made a number of recommendations to Council. The details of the minutes are attached hereto.</p> <p>THAT the March 29, 2017 Police Services Board meeting minutes be received.</p> <p>THAT By-Law 58-2008 be amended to establish an annual re-set for false alarm calls; and,</p> <p>THAT By-58-2008 be amended to eliminate the "no charge for the first offence" provision as incentive for property owners to maintain their alarm system; and,</p> <p>THAT the request from the Westover Inn to rebate penalty fees levied since January 1, 2010 under by-law 58-2008 be denied.</p>	
9.1.6	Spruce Lodge Board - Coun. Pope, Van Galen	74
	THAT the February 15, 2017 Spruce Lodge Board of Management meeting minutes be received.	
9.1.7	Upper Thames River Conservation Authority	78
	THAT the February 21, 2017 Upper Thames River Conservation Authority Board of Director's meeting minutes be received.	

9.2 Advisory and Ad-Hoc Committee Reports

9.2.1 Accessibility Advisory Committee - Coun. Hainer

No recent meeting

9.2.2 Business Improvement Area - Coun. Pope

No minutes received

9.2.3 CBHFM - Coun. Hainer

9.2.4 Committee of Adjustment

87

THAT the March 15, 2017 Committee of Adjustment meeting draft minutes be received.

9.2.5 Economic Development Committee - Coun. Pope

92

THAT the March 6, 2017 Economic Development Advisory Committee meeting draft minutes be received.

9.2.6 Heritage St. Marys - Coun. Pope

95

THAT the March 11, 2017 Heritage St. Marys Committee meeting draft minutes be received.

9.2.7 Museum Board - Coun. Winter

No minutes received

9.2.8 Planning Advisory Committee - Coun. Craigmile, Van Galen

No recent meeting

9.2.9 Heritage Conservation District Advisory Committee - Coun. Winter

104

THAT the March 13, 2017 Heritage Conservation District Advisory Committee meeting draft minutes be received.

9.2.10 Senior Services Board - Coun. Craigmile

No minutes received

10. EMERGENT OR UNFINISHED BUSINESS

11. NOTICES OF MOTION

12. BY-LAWS

12.1 By-Law 32-2017 Vote Counting Equipment 107

THAT By-Law 33-2017, being a by-law to authorize the use of optical scanning vote tabulators and vote recorders for the purpose of counting votes at the 2018 municipal election be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

12.2 By-Law 33-2017 BIA Levy 108

THAT By-Law 33-2017, being a by-law to establish the 2017 St. Marys Business Improvement Area Levy be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

13. UPCOMING MEETINGS

April 18, 2017 - 9:00am, Strategic Priorities Committee, Council Chambers

April 25, 2017 - 6:00pm, Regular Council, Council Chambers

May 9, 2017 - 6:00pm, Regular Council, Council Chambers

14. CLOSED SESSION

THAT Council move into a session that is closed to the public at _____pm as authorized under the Municipal Act, Section 239(2)(c) a proposed or pending acquisition of land by the municipality or local board.

14.1 Minutes of March 28, 2017 Closed Session

14.2 CAO 12-2017 121 Ontario Street South

15. RISE AND REPORT

THAT Council rise from a closed session at _____pm.

16. CONFIRMATORY BY-LAW

109

THAT By-Law 34-2017, being a by-law to confirm the proceedings of the March 28, 2017 regular Council meeting be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

17. ADJOURNMENT

That this regular meeting of Council adjourn at _____ p.m.



MINUTES
Regular Council

March 28, 2017
6:00pm
Council Chambers, Town Hall

Council Present: Mayor Strathdee
Councillor Osborne
Councillor Winter
Councillor Pope
Councillor Craigmile

Council Regrets: Councillor Van Galen
Councillor Hainer

Staff Present: Brent Kittmer, CAO / Clerk
Trisha McKibbin, Director of Corporate Services / Deputy Clerk
Richard Anderson, Director of Emergency Services / Fire Chief
Grant Brouwer, Director of Building and Development
Jim Brown, Director of Finance
Stephanie Ische, Director of Community Services
Jed Kelly, Director of Public Works
Dave Blake, Environmental Services Supervisor
Jeff Wolfe, Asset Management and Engineering Specialist
Jenna McCartney, Corporate Administrative Coordinator

1. CALL TO ORDER

Mayor Strathdee called the meeting to order at 6:00pm.

2. DECLARATIONS OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Resolution 2017-03-28-01

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT the March 28, 2017 regular Council meeting agenda be accepted as presented.

CARRIED

4. PUBLIC INPUT PERIOD

Mr. Frank Doyle of St. Marys Independent asked what percentage of the 2017 municipal budget made up salaries and wages.

Jim Brown stated that he did not have the answer available at the meeting and he will follow up with Mr. Doyle with the answer.

Mr. Doyle inquired about the differences in expense claims made by individual Councillors with respect to mileage, meeting pay and cell phones.

Council and Mr. Jim Brown identified that meeting pay is based on attendance; not all Councillors take advantage of the mileage reimbursement program; and not all Councillors take advantage of the cell phone program.

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

5.1 Renee Hornick, Ontario Clean Water Agency re: 4th quarter reporting

Renee Hornick of Ontario Clean Water Agency spoke to the Wastewater and Water 4th Quart Report and responded to questions from Council.

Resolution 2017-03-28-02

Moved By Councillor Craigmile

Seconded By Councillor Winter

THAT the delegation by the Ontario Clean Water Agency be received.

CARRIED

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - March 21, 2017

Resolution 2017-03-28-03

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT the March 21, 2017 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

CARRIED

7. CORRESPONDENCE

7.1 Business Improvement Area re: 2017 Operating Budget

Councillor Pope spoke to the Business Improvement Area (BIA) 2017 budget and responded to questions from Council.

Resolution 2017-03-28-04

Moved By Councillor Osborne

Seconded By Councillor Winter

THAT Council approve the Business Improvement Area 2017 budget; and,

THAT Staff be directed to bring back to Council at a future meeting the associated by-law.

CARRIED

7.2 Lynn Hainer re: Cadzow Park Playground Flooring

Resolution 2017-03-28-05

Moved By Councillor Craigmile

Seconded By Councillor Pope

THAT the correspondence from Lynn Hainer regarding Cadzow Park Playground Flooring be received.

CARRIED

8. STAFF REPORTS

8.1 Administration and Human Resources

8.1.1 CAO 11-2017 March Monthly Report (Administration & HR)

Brent Kittmer spoke to CAO 11-2017 report and responded to questions from Council.

Resolution 2017-03-28-06

Moved By Councillor Osborne

Seconded By Councillor Craigmile

THAT CAO 11-2017 March Monthly Report (Administration & Human Resources) be received for information.

CARRIED

8.2 Corporate Services

8.2.1 COR 13-2017 March Monthly Report (Corporate Services)

Trisha McKibbin spoke to COR 13-2017 report and responded to questions from Council.

Resolution 2017-03-28-07

Moved By Councillor Osborne

Seconded By Councillor Winter

THAT COR 13-2017 March Monthly Report (Corporate Services) be received as information.

CARRIED

8.2.2 COR 12-2017 Designation of 96 Robinson Street

Trisha McKibbin spoke to COR 12-2017 report and responded to questions from Council.

Resolution 2017-03-28-08

Moved By Councillor Osborne

Seconded By Councillor Pope

THAT Council enact Bylaw 26-2017 to designate the property at 96 Robinson Street as a place of architectural and historical value in accordance with Section 29, Part IV of the Ontario Heritage Act.

CARRIED

8.2.3 COR 14-2017 Vote Counting Equipment and Alternative Voting

Trisha McKibbin spoke to COR 14-2017 report and responded to questions from Council.

Resolution 2017-03-28-09

Moved By Councillor Pope

Seconded By Councillor Osborne

THAT COR 14-2017 Vote Counting Equipment and Alternative Voting report be received; and,

THAT Council direct staff to bring forward a Bylaw on Vote Counting Equipment and Alternative Voting Option 1 to the April 11 Council meeting.

CARRIED

8.2.4 COR 16-2017 Amendment to Heritage Grant Bylaw

Trisha McKibbin spoke to COR 16-2017 and responded to questions from Council.

Resolution 2017-03-28-10

Moved By Councillor Craigmile

Seconded By Councillor Winter

THAT By-law 27-2017, being a bylaw to amend the Heritage Grant bylaw to include a statement limiting the awarding of funds under all eligible programs to a maximum grant of 50% of all eligible costs, be approved.

CARRIED

8.3 Finance

8.3.1 FIN 07-2017 March Monthly Report (Finance Department)

Jim Brown spoke to FIN 07-2017 report and responded to questions from Council.

Resolution 2017-03-28-11

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT FIN 07-2017 March Monthly Report (Finance Department) be received for information.

CARRIED

8.3.2 FIN 08-2017 Treasurer 2016 Annual Reports

Jim Brown spoke to FIN 08-2017 report and responded to questions to Council.

Resolution 2017-03-28-12

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT FIN 08-2017 Treasurer 2016 Annual Reports be received.

CARRIED

8.4 Fire and Emergency Services

8.4.1 FD 04-2017 March Monthly Report (Emergency Services Department)

Fire Chief Richard Anderson spoke to FD 04-2017 report and responded to questions from Council.

Resolution 2017-03-28-13

Moved By Councillor Pope

Seconded By Councillor Osborne

That FD 04-2017 March Monthly Report (Emergency Services Department) be received for information.

CARRIED

8.5 Building and Development Services

8.5.1 DEV 03-2017 March Monthly Report (Building and Development)

Grant Brouwer spoke to DEV 03-2017 report and responded to questions from Council.

Resolution 2017-03-28-14

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT DEV 03-2017 March Monthly Report (Building and Development) be received as information.

CARRIED

8.5.2 DEV 04-2017 Cadzow Park Playground Tender Award

Grant Brouwer spoke to DEV 04-2017 report and responded to questions from Council.

Resolution 2017-03-28-15

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT DEV 04-2017 regarding Cadzow Park Playground Tender Award be received; and,

THAT the procurement for Cadzow Park Playground Tender be awarded to Playworld Option 1 for the procured price of \$137,305.00, inclusive of taxes and contingencies; and,

THAT By-Law 29-2017 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

Amendment:

Resolution 2017-03-28-16

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT resolution 2017-03-28-15 be amended to remove the words "inclusive of" and add "plus".

CARRIED

Resolution 2017-03-28-15

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT DEV 04-2017 regarding Cadzow Park Playground Tender Award be received; and,

THAT the procurement for Cadzow Park Playground Tender be awarded to Playworld Option 1 for the procured price of \$137,305.00, plus taxes and contingencies; and,

THAT By-Law 29-2017 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

8.5.3 DEV 05-2017 Procurement of Planning Services

Grant Brouwer spoke to DEV 05-2017 report and responded to questions from Council.

Resolution 2017-03-28-17

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT DEV 05-2017 regarding Procurement of Planning Services be received; and,

THAT the Procurement of Planning Services be awarded to MLS Planning Consulting;

THAT By-Law 30-2017 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

8.5.4 DEV 06-2017 Sign Permit - Hall of Fame Banner

Grant Brouwer spoke to DEV 06-2017 report and responded to questions from Council.

Resolution 2017-03-28-18

Moved By Councillor Osborne

Seconded By Councillor Craigmile

THAT Council approve the variance for the sign permit for the installation of the Canadian Baseball Hall of Fame Induction Weekend Banner from May 1st to June 30th 2017 as stated on the sign permit application.

CARRIED

8.6 Community Services

8.6.1 DCS-08-2017 March Monthly Report (Community Services)

Stephanie Ische spoke to DCS 08-2017 report and responded to questions from Council.

Resolution 2017-03-28-19

Moved By Councillor Pope

Seconded By Councillor Winter

THAT DCS-08-2017 March Monthly Report (Community Services) be received as information.

CARRIED

8.6.2 DCS-07-2017 Cadzow Pavilion Redesign

Stephanie Ische spoke to DCS 07-2017 and responded to questions from Council.

Resolution 2017-03-28-20

Moved By Councillor Pope

Seconded By Councillor Winter

THAT Council approve a partnership with the Lions Club for the Cadzow Park pavilion project; and,

THAT staff be directed to add a pavilion to the capital budget to deliver this project for consideration in the 2018 capital budget; and,

THAT staff be directed to negotiate a partnership with the Lions Club.

CARRIED

Council took a brief recess at 8:00pm.

Mayor Strathdee called the meeting back to order at 8:10pm.

8.7 Public Works

8.7.1 PW 20-2017 March Monthly Report (Public Works)

Jed Kelly spoke to PW 20-2017 report and responded to questions from Council.

Resolution 2017-03-28-21

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT PW 20-2017 March Monthly Report (Public Works) be received as information

CARRIED

8.7.2 PW 15-2017 Avon Trail Marker Placement Request

Jed Kelly spoke to PW 15-2017 report and responded to questions from Council.

Resolution 2017-03-28-22

Moved By Councillor Osborne

Seconded By Councillor Pope

THAT PW 15-2017 Avon Trail Marker Placement Request be received; and,

THAT Council authorize the Director of Public Works to assist representatives of the Avon Trail for the installation of trail blaze markers and trail head marker stones.

CARRIED

8.7.3 PW 16-2017 2016 Summary Report of the Water System

Dave Blake spoke to PW 16-2017 report and responded to questions from Council.

Resolution 2017-03-28-23

Moved By Councillor Osborne

Seconded By Councillor Craigmile

THAT Council receive report PW 16-2017 regarding the annual summary report of the drinking water system as information; and,

THAT Council acknowledge receipt of the 2016 annual summary report for the Town of St. Marys Water Supply and Distribution system in the form of a Resolution.

CARRIED

8.7.4 PW 17-2017 2016 Summary Report of the Wastewater System

Dave Blake spoke to PW 17-2017 report and responded to questions from Council.

Resolution 2017-03-28-24

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT PW 17-2017 2016 Summary Report of the Wastewater System be received for information.

CARRIED

8.7.5 PW 18-2017 Landfill Annual Monitoring Report

Dave Blake spoke to PW 18-2017 report and responded to questions from Council.

Resolution 2017-03-28-25

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT PW 18-2017 Landfill Annual Monitoring Report be received for information.

CARRIED

8.7.6 PW 19-2017 Repeal of the Richardson Foods Industrial Waste Surcharge Agreement

Dave Blake spoke to PW 19-2017 report and responded to questions from Council.

Resolution 2017-03-28-26

Moved By Councillor Craigmile

Seconded By Councillor Winter

THAT PW 19-2017 regarding the Repeal of the Richardson Foods Industrial Waste Surcharge Agreement be received as information; and,

THAT Council approve By-Law 25-2017 authorizing the repeal of By-Law 33-2006 and the Industrial Waste Surcharge Agreement.

CARRIED

9. EMERGENT OR UNFINISHED BUSINESS

Councillor Craigmile raised a matter that he was approached by the St. Marys Lincolns Executive requesting a representative from Council to sit on their board. Councillor Craigmile stated he would volunteer to represent Council going forward. There were no objections from Council raised.

10. NOTICES OF MOTION

None presented.

11. BY-LAWS

11.1 By-Law 25-2017 Repeal By-Law 33-2006 Industrial Waste Surcharge Agreement with Richardson Foods

Resolution 2017-03-28-27

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT By-Law 25-2017, being a by-law to repeal by-law 33-2006, Richardson Foods Industrial Waste Surcharge Agreement, be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.2 By-Law 26-2017 Designation of 96 Robinson Street

Resolution 2017-03-28-

Moved By Councillor Winter

Seconded By Councillor Osborne

THAT By-Law 26-2017, being a by-law to designate 96 Robinson Street to be of architectural, associative and historic value or interest be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.3 By-Law 27-2017 Amend By-Law 53-2009

Resolution 2017-03-28-29

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT By-Law 27-2017, being a by-law to amend by-law 53-2009, To Establish a Heritage Grant Program for designated properties within the Town's Central Commercial District be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.4 By-Law 29-2017 Authorize an Agreement with Playword

Resolution 2017-03-28-30

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT By-Law 29-2017, being a by-law to authorize the Mayor and the Clerk to sign an agreement with Playworld be read a first, a second, or third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.5 By-Law 30-2017 Authorize an Agreement with MLS Planning Consulting

Resolution 2017-03-28-31

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT By-Law 30-2017, being a by-law to authorize the Mayor and the Clerk to enter into an agreement with MLS Planning Consulting be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

12. UPCOMING MEETINGS

Mayor Strathdee presented the upcoming meetings of Council as listed on the agenda.

Council took a brief recess at 8:35pm.

Mayor Strathdee called the meeting back to order at 8:45pm.

13. CLOSED SESSION

Resolution 2017-03-28-32

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT Council move into a session that is closed to the public at 8:45pm as authorized under the Municipal Act, Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board.

CARRIED

13.1 Minutes of March 21, 2017 Closed Session

13.2 DEV 07-2017 45 Thames Road Land Sale

14. RISE AND REPORT

Resolution 2017-03-28-33

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT Council rise from a closed session at 9:20pm.

CARRIED

Mayor Strathdee reported that a closed session was held. One matter was considered in regards to a property matter at 45 Thames Road with staff being given direction. There is nothing further to report at this time.

15. CONFIRMATORY BY-LAW

Resolution 2017-03-28-34

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT By-Law 31-2017, being a by-law to confirm the proceedings of the March 28, 2017 regular Council meeting be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

16. ADJOURNMENT

Resolution 2017-03-28-35

Moved By Councillor Craigmile

Seconded By Councillor Winter

That this regular meeting of Council adjourn at 9:21p.m.

CARRIED

Al Strathdee, Mayor

Brent Kittmer, CAO / Clerk

March 26, 2017

Mayor Al Strathdee
Town of St. Marys
175 Queen Street East,
Mail: P.O Box 998,
St. Marys, ON N4X 1B6

Dear Mayor Strathdee & Councillors,

RE: Bylaw 59 -2008

I am writing you in my capacity as the proprietor of the Westover Inn here in St. Marys.

I am writing requesting that Council consider the following requests:

- i) That By-Law 59-2008 (the “By-law”) be declared of no force and effect;
- ii) In the alternative, that the By-Law be amended to have an annual “re-set” clause with respect to “False Alarms” as they apply to the fees levied thereunder;
- iii) That the Westover receive a full fee-waiver and credit for all fees (together with interest and penalties) levied against our business under this By-law since January 1, 2010;
- iv) In the alternative, that the Westover receive a partial fee-waiver equal to the fees (together with interest and penalties) that have been levied since January 1, 2010, less what would have been levied under the By-law had an annual “re-set” clause been in place during that same time.

Background

The By-law purports to attempt to recover from local residents and businesses certain costs incurred by the municipality relating to police services for what are deemed to be false alarms.

As I recall, I first learned of this By-Law when I received a large invoice from the Town in what I believe was early 2010, for charges levied since its enactment for police visits to the Inn.

Upon receipt I arranged a discussion with then Mayor Hahn and CAO Brindley. I expressed my concern that I was not aware that our business would be charged if the police were called to the Inn, that I had no opportunity to discuss with the police representative the nature of the alarm calls, and most importantly, that in my view, the By-law was flawed, in that it contained no annual re-set clause nor appeal process for the determination of a “False Alarm”.

More specifically, that once a business reached its fourth alarm (as deemed by the officer), it would then be charged \$350 per alarm on a permanent and ongoing basis.

As a result of our conversation, it was agreed that our fees levied would be waived, which they were, and that it would be brought to the then Council to amend the By-Law to provide that the fees would be re-set on an annual basis.

Subsequently, as you are likely aware, I sat on Council for a period of four years. While I had assumed, mistakenly, that this By-Law flaw had been remedied, I learned while sitting on Council that it had in fact not been fixed. I learned this through the receipt of large invoices to the Inn under the By-law.

At the time, given my seat on Council, I chose not to bring the matter forward to my colleagues on Council, but rather to wait until my term had finished. When my schedule permitted, and after a new CAO had been hired, I reached out to the CAO Brent Kittmer on the issue, and we agreed it best to bring this matter formally to Council.

Alarm System

The Westover brings to Town thousands of visitors in any calendar year. Their safety while here is our top priority. Furthermore, their safety, I would argue, should be a top priority for the Town. One preventable negative tourist incident could cause our Town's tourism business to suffer greatly. Fortunately this has to date not happened.

Prior to the enactment of the By-Law we made the decision, based on a rash of youth mischief/criminal activity on our property (e.g. attempting to access the Inn when closed, vandalism, theft, etc) and our desire to keep our guests safe (and at the suggestion of our insurance company) to install security alarms at the Inn.

As part of that system if an intruder pulls on a locked door, while the door MAY not come open, the alarm will sound and (hopefully) scare away the individual. In addition the police are notified. These are examples of instances under which we were fined.

Rationale

While I appreciate the importance of using our limited police resources in the most efficient manner possible, I feel this By-law, while well-intentioned, is misguided, poorly drafted, and could lead to problems for the Town in the future.

For example, if in the future a business were to decide to remove their alarm system after reaching the fourth alarm threshold, for fear of the harsh penal consequences under the By-Law, and an incident were then to occur at that business that would have been prevented had the business kept the alarm system, the Town could possibly be seen to have contributed to any loss or damage occasioned on account of such an incident.

I feel that an annual re-set clause in this By-Law, as was suggested in 2010, would make the fines fair and reasonable, the By-Law as a whole justifiable, and would likely greatly limit the Town's risk exposure under the By-Law in the event a contributory negligence claim were ever brought by any business against the Town.

It is my understanding that while other municipalities have similar By-Laws, they have annual re-set clauses in the fine schedules.

If the request can be quantified, I would expect that our request for financial relief would be in the range of \$3,500.

To give sense to my frustration with these additonal costs in addition to the portion of our property taxes that are directed to police services, I am attaching a photo of some of the vandalism experienced at the Inn, from August of 2014, when our on-site chapel (which has no alarm) was broken in to, and the marble altar was completely destroyed. No charges were ever laid in relation to this incident.

I thank you in advance for your time in discussing how best to handle my requests, and look forward to answering any questions any of you may have.

Yours sincerely,



Stephen McCotter
Owner/Operator
300 Thomas Street
P.O. Box #280
The Westover Inn
St. Marys, ON N4X 1B1

cc.

Councillor Carey Pope
Councillor Tony Winter
Councillor Bill Osborne
Councillor Lynn Hainer
Councillor Don Van Galen
Councillor Jim Craigmile
CAO Brent Kittmer



Town Of St. Marys
175 Queen St. East
P.O. Box 998
St. Marys, ON N4X 1B6

STATEMENT OF ACCOUNT

Account Number

003000066

GENERAL RECEIVABLES

Service Address: 300 THOMAS ST

Statement Date: 03/20/2017

Current Balance: 0.00

Account activity as of 03/20/2017

WESTOVER INN
PO BOX 280
ST. MARYS, ON N4X 1B1



Posted Date	Invoice Date	Due Date	Invoice	Description	Transaction Amount	Balance
					Balance Forward:	398.18
03/03/2017	03/03/2017	03/03/2017	336843	Penalty on Amount Over 30 Days	4.38	402.56
03/20/2017	03/20/2017	03/20/2017	336930	Administrative Charge - Transfer To Taxes	35.00	437.56
03/20/2017	03/20/2017	03/20/2017	336931	Transfer to roll: 000-080-03100	-437.56	0.00
					Balance	0.00

WESTOVER INN
PO BOX 280
ST. MARYS, ON N4X 1B1

Account Number

003000066

GENERAL RECEIVABLES

Current	31 - 60	61 - 90	Over 90
0.00	0.00	0.00	0.00

A finance charge of 1.25% is added to all overdue accounts.

Town Of St. Marys
Telephone - (519) 284-2340

E. & O.E.

Page: 1

BY-LAW 59 OF 2008

THE CORPORATION OF THE TOWN OF ST.MARYS

BEING a by-law to establish fees and charges for certain Police Services

WHEREAS Section 391(1) of the Municipal Act 2001 S.O. 2001, c. 25 permits Council of the Town of St. Marys to impose fees or charges for services or activities provided or done by or on behalf of it;

AND WHEREAS Council of the Corporation of the Town of St. Marys deems it expedient to establish certain fees for police services;

AND WHEREAS police responses to false alarm calls utilizes policing resources that could be better directed to protecting the health, safety and well-being of its inhabitants

NOW THEREFORE BE IT RESOLVED THAT THE COUNCIL OF THE CORPORATION OF THE TOWN OF ST. MARYS ENACTS as follows:

1. This By-law may be cited as the Police Services Fees and Charges By-law.
2. The fees for various services are as shown in the attached Schedule "A"- Fees and Charges for Service and Schedule "B"- Fees for Alarm Services.
3. This by-law shall come into force and take effect on the take of the passing thereof.

Read a first and second time this 15th day of July 2008.

Read a third time and finally passed this 15th day of July 2008.



Jamie Hahn
Mayor



Bruce Grant
CAO/Clerk

Schedule “A”—Fees and Charges for Service

<u>Service</u>	<u>Fee</u>
	Including GST
Criminal Record Checks Employment	\$26.25
Criminal Record Checks Volunteer	No charge
Fingerprints	\$26.25
Traffic Report	\$42.25
Incident Report	\$42.25
Statements	\$42.25
Technical Traffic Collision Report	\$562.50
Reconstructionist Report	\$1,124.75
Paid Duty Administrative Fee	\$67.50
Paid Duty Hourly Vehicle Usage Fee	\$28.50

Schedule “B”--Fees for Alarm Services

1. For the purposes of this Schedule to this By-law:
- “Alarm Business” means any person or persons who engage in the business of installing and/or maintaining alarm systems;
- “Alarm Incident” means the activation of an Alarm System and the direct or indirect reporting of the activation to the police;
- “Alarm System” means any device which when activated transmits a signal or message to an Alarm Business;
- “Automatic Dialing System” means a device which when activated is programmed to automatically solicit a police response to an Alarm Incident via the telephone;
- “Business Alarm Incident” means an Alarm Incident arising from the premises of a place business;
- “False Alarm” means the activation of an Alarm System where in the opinion of the Police Chief or his/her designate no emergency or evidence of criminal activity exists at the premises at which the Alarm System is installed and includes the activating or testing of an alarm without notification and alarms triggered by natural causes or conditions;
- “Residential Alarm Incident” means an Alarm Incident that is not a Business Alarm Incident;
- “Valid Alarm” means an alarm signal which has been activated for the legitimate purposes for which it was installed that being a criminal act or attempt or an emergency situation related to the premises.
2. When an Alarm Incident is reported to the police, a fee for response to a False Alarm shall apply unless the Sergeant for the St. Marys OPP or his/her designate is of the opinion that the Alarm Incident was a Valid Alarm.
3. The following fees, payable by the person who owns, manages, or controls the Alarm System, shall apply in respect of police attendance in response to a False Alarm:

Residential Alarm Incident

First False Alarm	No charge
Second False Alarm	\$59.00
Third False Alarm	\$118.00
Fourth and each subsequent False Alarm	\$236.00

Business Alarm Incident

First False Alarm	No charge
Second False Alarm	\$118.00
Third False Alarm	\$236.00
Fourth and each subsequent False Alarm	\$350.00

**BY-LAW NUMBER 9 OF 2009
CORPORATION OF THE TOWN OF ST. MARYS**

BEING a By-law to amend Schedule 'B' of By-law 59 of 2008.

WHEREAS Council deems it expedient to amend Schedule 'B' of Bylaw 59 of 2008 being a bylaw to establish fees and charges for certain Police Service.

THEREFORE be it enacted by the Council of the Corporation of the Town of St. Marys that Schedule 'B' be amended to add the following:

4. If, on a False Alarm, the person who owns, manages or controls the Alarm System has not been assessed as payable a fee for a False Alarm within the immediately previous three calendar years from the date of the False Alarm then the False Alarm fee payable in section 3 of this Schedule shall be deemed to be a First False Alarm fee.

This By-law shall take effect upon the final passing thereof.

READ a first and second time this 10th day of February, 2009.

READ a third and final time and passed this 10th day of February, 2009.

Jamie Hahn, MAYOR

Robert Brindley, CAO/CLERK

From: Alexander.Bezzina@ontario.ca [<mailto:Alexander.Bezzina@ontario.ca>]

Sent: March 27, 2017 9:58 AM

To: Brent Kittmer <bkittmer@town.stmarys.on.ca>

Subject: Order of Ontario | L'Ordre de l'Ontario

**Ministry of Citizenship
and Immigration**

Deputy Minister

6th Floor, 400 University Avenue
Toronto ON M7A 2R9
Tel.: 416-325-6210
Fax: 416- 325-6196

**Ministère des Affaires
civiques
et de l'Immigration**



Sous-ministre

400, avenue University, 6e
étage
Toronto ON M7A 2R9
Tél. : 416 325-6210
Télec. : 416 325-6196

Dear Chief Administrative Officer,

This year marks the 30th anniversary of the Order of Ontario, the province's highest honour bestowed on individuals in recognition of extraordinary achievement in any field of endeavour.

Since its inception, more than 700 individuals from across the province have been invested into this society of merit by the Lieutenant Governor of Ontario, who is the Chancellor of the Order of Ontario.

As you know, 2017 also marks the 150th anniversary of the founding of Ontario and Canada. In many ways, Order of Ontario appointees reflect our province's remarkable achievements and progress over the years.

As Secretary-General of the Order of Ontario, I encourage you to celebrate and honour their exceptional contributions by:

- Identifying appointees from your community and recognizing them throughout the year;
- Profiling appointee achievements through municipal social media;
- Following the Ministry of Citizenship and Immigration's [Twitter](#) and [Facebook](#) accounts and sharing Order-related content;
- Inviting local appointees to participate in applicable community events; and,
- Nominating deserving individuals who reflect the successes and diversity of our province to

Madame, Monsieur,

La présente année marque le 30^e anniversaire de l'Ordre de l'Ontario. Cette distinction la plus prestigieuse de la province est décernée afin de reconnaître des réalisations extraordinaires dans différents domaines d'activité.

Depuis la création de l'Ordre de l'Ontario, le lieutenant-gouverneur de l'Ontario, qui en est le chancelier, a accueilli plus de 700 personnes de l'ensemble de la province dans ce panthéon de l'excellence.

Comme vous le savez, 2017 correspond aussi au 150^e anniversaire de la fondation de l'Ontario et du Canada. À bien des égards, les personnes nommées à l'Ordre de l'Ontario reflètent les progrès remarquables de notre province au fil des ans.

À titre de secrétaire général de l'Ordre de l'Ontario, je vous encourage à célébrer et à honorer des contributions exceptionnelles :

- en identifiant des récipiendaires dans votre collectivité et en leur rendant hommage tout au long de l'année;
- en faisant connaître les réalisations de récipiendaires par l'intermédiaire de vos chaînes de médias sociaux;
- en suivant les comptes [Twitter](#) et [Facebook](#) du ministère des Affaires civiques et de l'Immigration, et en partageant le contenu relatif à l'Ordre;

the Order of Ontario.

Please visit www.ontario.ca/orderofontario to learn more about the Order of Ontario and for a full list of appointees. This list is searchable by appointee name, year of appointment, city and category of achievement.

Should you wish to connect with Order of Ontario appointees, please contact the Ministry of Citizenship and Immigration's Ontario Honours and Awards Secretariat at OntarioHonoursandAwards@ontario.ca for assistance.

Please feel free to share this information, as appropriate.

Together, we will proudly celebrate thirty years of the Order of Ontario and its remarkable membership.

Sincerely,

Original signed by

Alexander Bezzina
Deputy Minister, Citizenship and Immigration
Secretary-General of the Order of Ontario

- en invitant des récipiendaires locaux à prendre part à des événements communautaires pertinents;
- en proposant la candidature de personnes méritantes qui reflètent la réussite et la diversité de notre province auprès de l'Ordre de l'Ontario.

Veuillez consulter la page www.ontario.ca/orderofontario pour en savoir davantage sur l'Ordre de l'Ontario et voir la liste complète des récipiendaires. Vous pouvez interroger cette liste par nom, par année de nomination, par ville et par catégorie de réalisation.

Si vous souhaitez prendre contact avec des récipiendaires de l'Ordre de l'Ontario, veuillez communiquer avec le Secrétariat des distinctions et prix de l'Ontario du ministère des Affaires civiques et de l'Immigration à OntarioHonoursandAwards@ontario.ca pour obtenir de l'aide.

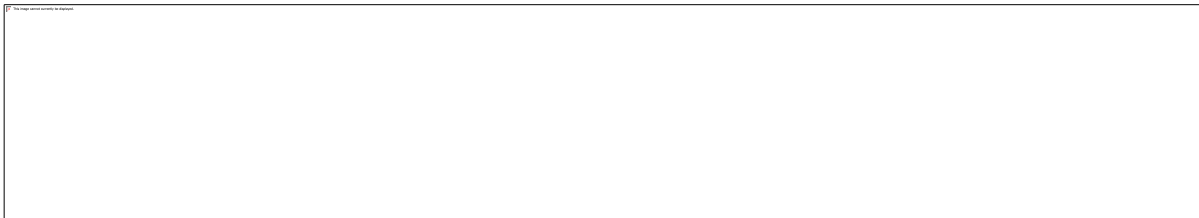
N'hésitez pas, au besoin, à communiquer l'information transmise dans cette lettre.

Ensemble, nous soulignerons avec fierté les 30 ans de l'Ordre de l'Ontario et en honorerons les membres remarquables.

Veuillez agréer l'expression de mes sentiments les meilleurs.

Original signé par

Alexander Bezzina
Sous-ministre, Affaires civiques et Immigration
Secrétaire général de l'Ordre de l'Ontario



St. Marys Volunteer Seminar Committee
c/o St. Marys Museum

April 3, 2017

Mayor Al Strathdee and St. Marys Town Council
c/o Brent Kittmer CAO

Dear Councillors

On Thursday April 20 at 7 p.m. the St. Marys Museum will be holding a seminar discussing ways to reuse abandoned railway buildings. It will have special application to our own St. Marys Junction Station. The presenter will be Laurence Grant, a heritage professional. Last May, he spoke at the Ontario Heritage Conference on this topic. He has been involved since 2008 with the Canada Southern Railway Station in St. Thomas as contract historian. This organization's web address is below for your interest.

It would be wonderful if all of you could attend this session just to hear the issues and to see how various challenges can be met. It may help us down the road to accomplish something beneficial to all at the Junction Station.

I understand this cannot happen this year but soon we will need to make a decision on what we do with this wonderful structure. I remind you that it is recognized as one of Canada's National Historic Places. It will continue to deteriorate unless we soon make some decisions as a town and community. Please give this date your consideration and plan to attend. This is a building of great importance and Town Council should be supportive and involved.

Thanks so much

Ken Telfer
Museum Seminar Committee Member

St. Thomas Station website: <http://narhf.org>

Canadian Historic Places website: <http://www.historicplaces.ca/en/rep-reg/place-lieu.aspx?id=7488>



FORMAL REPORT

To:	Mayor Strathdee and Members of Council
From:	Trisha McKibbin, Director of Corporate Services / Deputy Clerk
Date of Meeting:	11 April 2017
Subject:	COR 18-2017 Canadian Baseball Hall of Fame and Museum Induction Weekend Municipal Significant Event

PURPOSE

To provide Council with information regarding the request to designate the Canadian Baseball Hall of Fame and Museum's Induction Weekend as an event of Municipal Significance.

RECOMMENDATION

THAT Council approve the Canadian Baseball Hall of Fame and Museum's request to designate Induction Weekend, Friday, June 23, 2017 to Saturday, June 24, 2017, as an event of Municipal Significance for the purpose of obtaining a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario.

BACKGROUND

The Alcohol and Gaming Commission of Ontario changed the way in which Special Occasion Permits (SOP) would be granted by the Province through the Liquor Control Board of Ontario in 2012.

For an individual or organization to apply for a Public Event SOP, the applicant must be in possession of a letter from a municipal clerk or designated authority that demonstrates the municipal council, through resolution or letter, has designated the event as "municipally significant".

If the event is to take place outdoors, the applicant must give written notification of the event to the clerk, police, fire and health departments of the municipality where the event is taking place. Further, if a tent, marquee, pavilion or tiered seating is used, the local building department must also be notified in writing.

REPORT

For the reasons cited above, Canadian Baseball Hall of Fame and Museum (CBHFM) are requesting that Council designate Induction Weekend, from Friday June 23 to Saturday June 24, as an event of municipal significance for the purpose of obtaining a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario.

Induction Weekend has been held in St. Marys for over 20 years. While the Hall of Fame officially opened in June 1998, Induction Weekend began in 1995. This year's event will begin on Thursday, June 22 in Toronto while the St. Marys' activities get underway on Friday, June 23 and wrap up on Sunday, June 25.

CBHFM wishes to hold a liquor licensed event at their site, 386 Church Street South, on Friday June 23 from 4:00pm until 9:00pm and Saturday June 24 from 11:00am until 6:00pm. The proposed licensed area will include the CBHFM's 60' x 90' tent as well as a fenced area located on the 3rd field.

SUMMARY

CBHFM have submitted their request to Council for Induction Weekend to be designated as an event of municipal significance within the time period stated by the Alcohol and Gaming Commission of Ontario (30 days).

FINANCIAL IMPLICATIONS

None

OTHERS CONSULTED

Grant Brouwer, Director of Building & Development
Stephanie Ische, Director of Community Services

ATTACHMENTS

CBHFM Request Letter

Respectfully submitted,



Trisha McKibbin
Director of Corporate Services / Deputy Clerk



Brent Kittmer
CAO / Clerk



**THE CANADIAN BASEBALL HALL OF FAME AND MUSEUM
LE MUSÉE ET TEMPLE DE LA RENOMMÉE DU BASEBALL CANADIEN**

April 1, 2017

Dear Mayor Strathdee and Town Council

We would like the St. Marys Council to consider our Induction weekend of "Municipal Significant event" and the weekend will run from Friday, June 23, through Sunday, June 25. During that time we are hosting a celebrity golf tournament and sports celebrity banquet on June 23, an Induction Ceremony with baseball family festival on our site at 386 Church St. S. June 24 and a children's music concert on June 25 in the afternoon.

Please let me know if you have any questions and if these items are approved could you please provide us with a letter stating that approval so we can continue to make this weekend bigger and better for the Town of St. Marys and the Canadian Baseball Hall of Fame & Museum.

Thank you.

Scott Crawford
Director of Operations



FORMAL REPORT

To:	Mayor Stratthdee and Members of Council
From:	Richard Anderson, Director of Emergency Services / Fire Chief
Date of Meeting:	11 April 2017
Subject:	FD 05-2017 Rapid Deployment Craft (RDC)

PURPOSE

The purpose of this report is to provide Council with a proposal to request an additional variance to the Fire Department's 2017 Operational Budget. The information provided will help Council to make an informed decision regarding the adjustment of funds in order to purchase a Rapid Deployment Craft (RDC) for Water and Ice rescue.

RECOMMENDATION

THAT Council approves a 2017 operating budget variance to the Fire Department to purchase a rapid deployment craft for water rescues from Canadian Safety Equipment and a further \$4,442 in equipment both to be funded from the General Capital Reserve.

BACKGROUND

In 2016 it was identified that the Town of St. Marys Fire Department personnel were not NFPA 1006 Water and Ice rescue qualified. With drowning being one of the leading causes of accidental death in Canada, water rescue training is essential for first responders so they can take appropriate action when responding to water incidents.

The Town of St. Marys Fire Department's protection area has numerous types of water systems, including but not limited to, Thames River, Trout Creek, two quarries and Wildwood Lake. Given the probability of having a water related call, it was determined to be important that the firefighters receive these qualifications immediately to face unique challenges when it comes to water and ice rescue equipment, training, and operations. Town Council approved an increase Operational funding of \$5000 in 2016 so that the Fire Department could purchase Water and Ice rescue equipment. As well the Fire Department received an increase in funding for professional development to have the firefighters trained in water and ice rescue.

REPORT

The Fire Department currently have three qualified NFPA 1006 Water and Ice rescue Instructors and the Fire Department will receive water rescue training this coming spring/summer. Ice rescue training will take place in the Fall/winter of 2017.

As a new response program, the Fire Department was required to purchase all of the necessary rescue equipment including: dry suits, floatation devices, helmets, throw bags, carabiners, ropes, awls, a rescue basket, and a floatation collar. The department was able to make strategic and cost

effective purchases by procuring all of this equipment at a cost of \$4,442 compared to the normal list price of \$7,733.

Now that the above mentioned items have been purchased it has been recommended by the current instructors, the Access Rescue School and other fire departments that to complete our equipment list what is needed is a Rapid Deployment Craft (RDC). Presently, there are no funds in the 2017 approved operational budget to fund this purchase. However, after review I would recommend that Council approve an adjustment in funds for this purchase.

The RDC, Rapid Deployment Craft, is the safest, most durable, easiest to use, rescue boat ever made. It works in many applications and is the only non-motorized boat a fire department will need. The RDC is a radical departure from the practice of drafting recreational craft into rescue service.

It is designed for:

- Ice Rescue
- Mixed waters and transition
- Low head dam rescue
- Patient litter, body retrieval
- Towable behind a personal water craft

The RDC has extremely rockered (upturned) ends. They allow the rescuer to "drive" the boat's open end over the victim while the victim's head remains above water at all times. It also allows a rescuer to reach forward into a pour-over while still safely centered in the boat. The floor is open at each end, allowing 2 entry points. The freeboard height is only inches, enabling a rescuer to easily pull a victim into the boat. This also allows a rescuer, if in the event he was in the water, to pull themselves into the craft with minimal effort. The two entry portals on either end also act as carrying points which provide a perimeter of safety in case of sudden ice failure or mud sinking. These carrying points are comfortably on the sides. Carrying the RDC is like using a litter or basket with long handles, which, is one of its many uses. The RDC can be stored either deflated or bagged. The RDC will store in a 2' cube. This will give you fast access, less chance of damage and will lengthen the life of the rescue boat. It will be stored in a dry area, out of direct sunlight. It will inflate quickly and can easily be carried by one person. The most common way to carry it is deflated and stored in a vehicle.

Various images are included below to show the craft:

Image 1. The RDC is displayed in an ice water rescue situation. This boat was designed and built to take the stresses incurred by those who need to work in demanding, ice and water related rescue situations.



Image 2. The craft surrounds one or more rescuers in an ultra-buoyant and protective inflated perimeter. The RDC allows a rescuer or rescue team to quickly reach a victim and safely retrieve them through the ice or water cold water rescue scene. While on the ice, they are protected from falling through a fracture into the water. In a combination ice and open water situation, the RDC can be paddled across open water or broken ice and water by one or two rescue technicians.



Image 3. Swift water rescue is safe and sure with Oceanid's RDC Rapid Deployment Craft inflatable rescue raft. The RDC allows a rescuer or rescue team to quickly reach a victim and safely retrieve them in swift water, whitewater, floods or low head dam entrapment situations. The RDC is easy to control, very stable and is self-righting in potential overturn situations. It paddles and ferries like a canoe and is suitable for class or grade 5 whitewater.



Image 4. The RDC Rapid Deployment Craft is built to take the stresses incurred by those who need to work in demanding, water-related rescue situations. The standard package includes carrying bag, floor top carpet, two paddles, paddle bag, tow strap assembly, air fill manifold and repair kit.



MATERIALS:

The RDC is designed to withstand severe use conditions for many years. Each rescue craft is assembled with the finest, most advanced materials available using the best time tested construction techniques. The RDC fabric is the most durable in the Industry. It is a PU/PVC/polyester alloy material with all the seams being welded and taped for ultimate strength and air retention. No glue or adhesive is used so seams attain the same strength as the fabric which means there are no weak links in our rescue boats. The urethane coating also contains more UV inhibitors than any other material on the market. This allows prolonged sun exposure with no fabric degradation, as occurs with traditional rubber boats. The floor has an I-Beam Design that, with very little air pressure, can become rock hard. This enhances stability and makes the RDC an excellent litter for carrying an incapacitated victim.

All manufacturers consulted indicated that the rescue boat can last a decade or more.

I have consulted with Access Rescue Canada (training school for Ice and water rescue) and several Fire Departments (Stratford, London, and Kitchener); everyone I spoke with indicated that this piece of equipment is an integral part of completing our rescue needs.

The three vendors that I have consulted have provided me with the following quotes for the RDC. The cost is expected to be in the range of \$6,441 - \$7,198.

SUMMARY

In order for the Fire Department to keep up with advancements in water and Ice rescue procedures we need to purchase the RDC, Rapid Deployment Craft. Staff is recommending that Council approve an adjustment in funds for this purchase.

FINANCIAL IMPLICATIONS

The forecasted cost for a Rapid Deployment Craft is \$6,441. It is proposed to purchase this apparatus from Canadian Safety Equipment.

OTHERS CONSULTED

Brent Kittmer, CAO/Clerk
Fire Chiefs from local municipalities
AJ Stone
Inland Marine
Canadian Safety Equipment

ATTACHMENTS

None

Respectfully submitted,



Richard Anderson
Director of Emergency Services/Fire Chief



Brent Kittmer
CAO / Clerk



PROCUREMENT AWARD

To: Mayor Strathdee and Members of Council

From: Jed Kelly, Director of Public Works

Date of Meeting: 11 April 2017

Subject: **PW 21-2017 ½ Ton Pickup Truck Tender Award**

PROJECT DETAILS

Direct replacement of L20 ½ Ton Pickup truck. Existing unit to be used for seasonal labour until critical failure reducing annual truck rental costs as detailed during 2017 budget process.

RECOMMENDATION

THAT PW 21-2017 regarding ½ Ton Pickup Truck Tender Award be received; and,

THAT the procurement for RFQ-PW-06-2017 be awarded to Fraser Durham Chrysler Dodge for the procured price of \$33,830.78 inclusive of all taxes and provisional items.

PROCUREMENT SUMMARY

A procurement document was administered for the above noted project in conjunction with the County of Perth. A single specification requesting a total quantity of 2 - ½ ton trucks, one for each municipality respectively.

The following is a summary of the procurement results for a single ½ ton truck replacement, as well as a recommendation for a successful proponent:

Procurement Information

Approved Project Budget:

Tender Closing Date:

Number of Bids Received:

Cost Result – Low Bid (Inclusive of HST):

Cost Result – Low Bid (Inc. Net of HST rebate):

Successful Proponent:

Details and Results

\$28,000

Tuesday, March 21, 2017

Number (10)

\$33,830.78

\$30,465.66

Fraser Durham Chrysler Dodge

The procurement document submitted by Fraser Durham Chrysler Dodge was found to be complete, contractually acceptable, and ultimately provided the best value for the municipality. As per Procurement By-law 38-2012 tender amounts above approved budget must be awarded by Council. As such, staff recommends award of the project to Fraser Durham Chrysler Dodge.

FINANCIAL IMPLICATIONS

The funding sources for the above noted project are as follows:

Equipment Reserves	\$30,465.66
Total	\$30,465.66

Cost Breakdown:

Vehicle Base Cost	\$29,430
Town Required Options - Provisional tender Items	\$508.74
 Total 2017 Project Cost – Net HST rebate	 \$30,465.66
Total 2017 Budget Allocation	\$28,000.00
Total Projected Budget Overage – Net HST rebate	\$2,465.66

Total budget overage of \$2,465 to funded from equipment reserve.

OTHERS CONSULTED

Jim Brown , Treasurer, Town of St. Marys
John McCelland, Director of Public Works, County of Perth

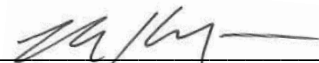
ATTACHMENTS

Bid Summary,

Respectfully submitted,



Jed Kelly
Town of St. Marys



Brent Kittmer
CAO / Clerk

Quotation Summary



Project Name and Number: RFQ-PW-06-2017 - SUPPLY & DELIVERY OF TWO 1/2 TON FULL SIZE PICKUP TRUCKS
Closing Date and Time: March 21, 2017 - 2:00 p.m.

Proponent	Date and Time Received	Quotation Amount exclusive HST	Quotation Amount inclusive HST	Bid Deposit Returned
Sherway Nisan	Mar. 20/17 - 1:30 p.m.	98,014.40	110,756.29	
Exeter Chrysler Ltd.	Mar. 14/17 - 12:35 p.m.	61,682.00	69,700.66	
All Roads Dodge Chrysler	Mar. 20/17 - 2:55 p.m.	60,954.00	68,878.02	
Downtown Pontiac Buick	Mar. 20/17 - 2:55 p.m.	61,740.00	69,766.20	
Oxford Dodge Chrysler	Mar. 20/17 - 2:12 p.m.	59,922.00	67,711.	
Ridgehill Ford Sales (1980) Ltd.	March 21/17 - 8:37 a.m.	69,920.40	77,880.05	
Blue Mountain Chrysler Ltd.	Mar. 21/17 - 12:40 p.m.	59,780.00	67,551.40	
St. Marys Ford Sales Limited	Mar. 21/17 - 11:56 a.m.	67,600.00	76,388.00	
Fraser Durham Chrysler Dodge	Mar. 21/17 - 1:00 p.m.	58,860.00	66,511.80	
Jeep Ram Inc.	Mar. 21/17 - 1:30 p.m.	95,570.00	107,994.10	
Maple Nissan	Mar. 21/17 - 1:30 p.m.			

Opened by:

Witnessed by:



FORMAL REPORT

To:	Mayor Strathdee and Members of Council
From:	Jed Kelly, Director of Public Works
Date of Meeting:	11 April 2017
Subject:	PW 22-2017 Update Leaf and Yard Waste Collection Program

PURPOSE

This report presents information to Council regarding the updated Leaf and Yard Waste Collection program to be administered by the Town in 2017.

RECOMMENDATION

THAT report PW 22-2017 regarding the Updated Leaf and Yard Waste Collection Program be received for information; and,

THAT Council authorize the utilization of the landfill by Barry's Handyman Services on applicable Mondays for the disposal of Leaf and Yard Waste material collected from the curbside collection program within the Town.

BACKGROUND

In 2001, the Town of St. Marys introduced the yard waste collection program, which provided curbside collection of yard waste from April until November of each year. Residents were required to place collectibles in compostable paper bags, cardboard boxes, reusable containers or bundled stacks. Acceptable items included organic materials such as: yard plants, weeds, hedge and shrub trimmings, tree limbs (10 cm diameter maximum), lawn cuttings, etc. Food wastes are not accepted. Additionally, leaf and yard waste could be dropped off at the landfill free of charge. Weekly, or twice weekly curbside collection was completed by the Town, depending on weekly needs. Circa 2013, the Town significantly reduced the leaf and yard waste collection program, limiting the curbside collection to 5 weeks in the Spring and 5 weeks in the Fall. Residents could still bring material to the landfill site free of charge.

In 2014, the Town again made modifications to this program due to strong public opinion on changes implemented the prior year. The program administered in 2014 included 11 collection days, consisting of weekly collection in the Spring and Fall, and once per month throughout the summer. In addition to this change, the Town also opened a convenience depot for Leaf and Yard waste material located at the Municipal Operations Centre, located at 408 James Street South where residents could drop-off acceptable material at their convenience. Yard waste is delivered to the landfill and composted in open windrows.

REPORT

In 2016, Staff identified several trends related to the leaf and yard waste program. Specifically, it was identified that curbside collection volumes were significantly decreasing, and costs related to the

convenience depot located at the Municipal Operations Centre, and staff time required to move the material was significantly increasing. As such, staff reviewed options for the program and identified several key modifications designed to streamline the program and reduce overall program costs. In discussions with our current yard waste collection provider, it was determined that the program revisions could not be accommodated, and the Town subsequently administered a tendering process for a new collection contractor. As such, curbside collection for leaf and yard waste material will now be collected by Barry's Handyman Services for the 2017 program.

Several other key changes to the program in 2017 are as follows:

- The program will expand from 11 collection days in 2016 to a total of 28 collection days in 2017. Each property will receive curbside collection 14 days throughout the 2017 collection program on a by-weekly basis;
- Curbside collection days will move from Fridays to Mondays to allow a quicker collection time following weekend activities and has been scheduled to coincide with recycling collection weeks to assist residents in remembering collection dates.

With a vendor now in place for program delivery, the Town will begin promoting the new Leaf and Yard Waste Collection program to ensure residents are made aware of the changes and are informed about collection dates in an effort to improve the program utilization from residents.

A complete list of collection dates, as well as location of collection is attached herein.

Landfill Access, Inspection and Records Management:

The landfill currently does not open on Mondays, however is permitted to operate Monday to Saturday, 7:00 am to 7:00 pm. With the curbside collection moving to Mondays, staff is recommending the proponent be granted access to the landfill site for final disposal of material during collection days. The proponent shall be suitably trained in material inspection, site access and records management to ensure compliance to the site's Environmental Compliance Approval is maintained.

SUMMARY

Based on a program review, modifications to the delivery of the curbside collection of leaf and yard waste material was made in an effort to streamline the program, reduce overall program costs while providing a greater level of service to residents.

FINANCIAL IMPLICATIONS

It is anticipated that program utilization in 2017 will increase, reducing the volume received at the convenience depot. A shift in program utilization in this nature would reduce the burden placed on public works staff in moving material from the convenience depot to the landfill and in turn free up working hours to address other issues within the community.

The tendering process for the curbside collection contractor was completed in accordance to the Town's Procurement By-Law 36-2012. The updated curbside collection program will operate within approved 2017 operating budgets.

OTHERS CONSULTED

Jed Kelly, Director of Public Works – Town of St. Marys
Brent Kittmer, CAO / Clerk – Town of St. Marys

ATTACHMENTS

Collection Calendar
Collection Map

Respectfully submitted,



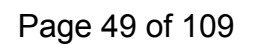
Dave Blake, C.E.T.
Environmental Services Supervisor



Brent Kittmer
CAO / Clerk

Attachment No. 1
2017 Leaf & Yard Waste Collection Dates

Collection No.	Zones	Date
1	Curbside Collection for Zone 1 and 2	Monday, May 15, 2017
2	Curbside Collection for Zone 3 and 4	Monday, May 22, 2017
3	Curbside Collection for Zone 1 and 2	Monday, May 29, 2017
4	Curbside Collection for Zone 3 and 4	Monday, June 5, 2017
5	Curbside Collection for Zone 1 and 2	Monday, June 12, 2017
6	Curbside Collection for Zone 3 and 4	Monday, June 19, 2017
7	Curbside Collection for Zone 1 and 2	Monday, June 26, 2017
8	Curbside Collection for Zone 3 and 4	Monday, July 3, 2017
9	Curbside Collection for Zone 1 and 2	Monday, July 10, 2017
10	Curbside Collection for Zone 3 and 4	Monday, July 17, 2017
11	Curbside Collection for Zone 1 and 2	Monday, July 24, 2017
12	Curbside Collection for Zone 3 and 4	Monday, July 31, 2017
13	Curbside Collection for Zone 1 and 2	Monday, August 7, 2017
14	Curbside Collection for Zone 3 and 4	Monday, August 14, 2017
15	Curbside Collection for Zone 1 and 2	Monday, August 21, 2017
16	Curbside Collection for Zone 3 and 4	Monday, August 28, 2017
17	Curbside Collection for Zone 1 and 2	Monday, September 4, 2017
18	Curbside Collection for Zone 3 and 4	Monday, September 11, 2017
19	Curbside Collection for Zone 1 and 2	Monday, September 18, 2017
20	Curbside Collection for Zone 3 and 4	Monday, September 25, 2017
21	Curbside Collection for Zone 1 and 2	Monday, October 2, 2017
22	Curbside Collection for Zone 3 and 4	Monday, October 9, 2017
23	Curbside Collection for Zone 1 and 2	Monday, October 16, 2017
24	Curbside Collection for Zone 3 and 4	Monday, October 23, 2017
25	Curbside Collection for Zone 1 and 2	Monday, October 30, 2017
26	Curbside Collection for Zone 3 and 4	Monday, November 6, 2017
27	Curbside Collection for Zone 1 and 2	Monday, November 13, 2017
28	Curbside Collection for Zone 3 and 4	Monday, November 20, 2017

$\sqrt{2}$ 

ZONE 4

ZONE 3

**Board of Directors Meeting Highlights
Held on March 16, 2017 at 9:00 AM
at the MRF Board Room**



Ontario Taking Next Step to Go Waste-Free

Ontario is working to create a zero-waste future with the launch of a strategy that will divert more waste from landfills, create jobs and help fight climate change.

On March 1st, Minister of the Environment and Climate Change Glen Murray announced Ontario's Strategy for a Waste-Free Ontario: Building the Circular Economy. This new strategy outlines the province's plan to fight climate change by reducing landfilled materials that could otherwise be reused, recycled, composted and reintegrated into the economy.

The strategy includes 15 concrete actions to build up the province's circular economy and help reduce greenhouse gas emissions from landfills, such as:

- Requiring producers to take full responsibility for the environmental and financial management of their products and packaging, including small appliances, electrical tools, batteries, fluorescent bulbs, mattresses, carpets, clothing and furniture
- Implementing a framework to reduce the volume of food and organic waste going to landfill
- Requiring industrial, commercial and institutional sectors to divert more of the waste they produce from landfills
- Banning certain materials, such as food waste, beverage containers, corrugated cardboard and fluorescent bulbs and tubes, from disposal and driving creative strategies to reuse and recycle these items
- Improving oversight and accountability in the waste management sector, including by requiring producers to register and report on their waste management activities
- Reducing waste and building a circular economy is part of our plan to create jobs, grow our economy and help people in their everyday lives.

Key issues for municipalities that are outlined in the Strategy are:

- New legislation makes Producers fully responsible for end-of-life management of designated products and packaging. Municipal governments have traditionally played a key role in waste diversion programs.
- Wind-up and transition of existing diversion programs for Blue Box, Municipal Hazardous and Special Waste, Waste Electrical and Electronic Equipment, and Tires to the Resource Recovery and Circular Economy Act. Regulations will be developed for each of these programs.
- The Organics Action Plan intends to ban food waste from disposal in 2022 and may also create new revenue opportunities with increased demand for renewable natural gas.

Province To Shut Down Ontario Tire Stewardship By 2018

Ontario's environment minister is closing the province's troubled tire recycling agency after stories exposed suspicious money transfers, allegations of fraud and wasteful executive spending.

Glen Murray, minister of the environment and climate change, said the Ontario Tire Stewardship, the smallest and least complex of Ontario's three government-created recycling programs, will be the first eliminated under new legislation designed to improve the recycling process in Ontario.

The stewardship spent thousands of dollars on luxury trips, fine wine and donations to the Ontario Liberals. Stories also exposed allegations of executive fraud and questionable bank transfers pinpointed by the federal intelligence organization that investigates money laundering and terrorism.

The money in question comes from "eco-fees" paid by Ontario drivers every time new tires are purchased. Every year, roughly \$70 million in fees from consumers is collected by tire retailers for the stewardship.

In a letter sent to the stewardship on Feb. 17, Murray gave executive director Andrew Horsman a deadline of Oct. 31 to submit a wind-up plan for the province's waste oversight authority. That plan, "requires the cessation of operations by Dec. 31, 2018."

Murray's statement said the stewardship must be "transparent and clear" with the public. It must "avoid disruption" of its tire recycling program until the end date and "not adversely affect Ontario's tire marketplace."

Another key point, according to the Ontario Waste Management Association, is the disbursement of the stewardship's surplus. Last year, the surplus hit \$49.5 million — ultimately from consumer eco-fees — and the association questioned where that money would go when the program eventually ended.

Murray's letter said assets must be managed in a "fair, open and transparent process."

Horsman, of the tire stewardship, said his office is "evaluating the direction provided" and referred additional questions to the minister or the oversight authority.

The Waste-Free Ontario Act, which came into force in November, will eventually dissolve all three government-created recycling programs for tires, old electronics and hazardous household waste.

The tire stewardship is currently the only program that has been given a timeline to end its operations. It is headquartered in Etobicoke, where stewardship staff control the collection and movement of used tires. The goal of the new law is to force producers and retailers to take individual responsibility for their products by creating innovative recycling programs.

Murray said the issues raised "certainly put a red flag in the middle of this. I think the industry wants to put this behind it and get a clean start."

In January 2016, a story revealed credit card statements and invoices that showed tire executives spent consumer-paid eco-fees on expensive trips and dinners with copious drinks, along with donations to the Liberals and NDP.

One invoice showed the stewardship paid \$3,200 to send four executives to the Liberal's 2015 Summer Golf Classic "with special guests Hon. Kathleen Wynne & Members of the Ontario Liberal Caucus."

Last year, stewardship chair Glenn Maidment said they were "absolutely" justified in paying to see Wynne on the golf course and share concerns about plans for the \$49.5-million surplus. Maidment

called the additional donations to the Liberals and NDP “modest contributions as a way of supporting the democratic process.”

The stewardship later filed a lawsuit against its former chief financial officer, Perminder Kandola, alleging that he transferred \$346,565 from a tire collector to a personal account named “Ontario Tire.”

A few months later, a second former executive, a chartered professional accountant, contacted the stewardship with an offer to return additional money — with a request to remain anonymous. The stewardship’s decision to remove all other accountants from related meetings (to avoid professional reporting rules) sparked an outcry by the oversight body.

Despite two identified cases of missing money, the stewardship balked at the waste authority’s call for a full forensic investigation.

Instead, an accounting firm hired to examine spending produced a report called a “Partial Evaluation of Controls,” saying the stewardship didn’t give time or access to investigate fraud allegations. The report concluded that the multimillion-dollar recycling program was rife with problems that invited “manipulation” of large sums of money.

Last fall, after the waste oversight authority threatened to go to court in order to force a forensic audit, the stewardship agreed and hired Ernst and Young to do the job. The Waste-Free Ontario Act created a new oversight body, called the Resource Productivity and Recovery Authority, with greater enforcement powers.

In November, the ministry filed provincial charges against Kandola, the former CFO, for “failing to pay into” the stewardship fund. A second provincial charge was filed against Kandola and former director of audit Frank Fragale, both related to \$220,149 that went missing. Sources say all of the money has been returned.

The most recent investigation detailed a report by the federal intelligence agency that scrutinizes money laundering and terrorism, which uncovered millions of dollars in suspicious bank transfers from the tire stewardship to an auto recycling firm.

The report by the federal Financial Transactions and Reports Analysis Centre said bank records showed that “74 direct deposits” totalling \$2.6 million were sent from the stewardship to a small eastern Ontario auto recycling company. The stewardship has previously said it has no record of that amount.

It’s unclear when the current forensic audit will be completed. Its findings will be reported to the new waste authority.

Michigan Landfill Report

Michigan released their latest Landfill Report - http://www.michigan.gov/documents/deq/deq-wmrpd-sw-FY2016-SW-Landfilled-Rpt_552961_7.pdf. The report shows another annual increase of just under 10% to waste imported from Canada. This means Canadian waste shipments have increased by 31% since 2012 to roughly 2.7 million tonnes.

Here's What 7 Billion Smartphones in 10 Years Looks Like

Smartphones have undeniably changed our lives—and the world—in a very short amount of time. Just 10 years ago, we took pictures with cameras, used maps to plan routes and kept in touch with friends and family using text messages.

If you're among the more than 2 billion people in the world that now uses a smartphone, chances are pretty good you remember your first smartphone. You remember how your life changed when your phone suddenly became connected to the Internet and became a tool to find your way around almost anywhere instantaneously, send emails on the go, stay in touch with loved ones 24/7 and answer all your random curiosities.



But do you remember when you got your second smartphone? Or your third? Do you remember how many smartphones you've had since 2007?

We wanted to find out how many smartphones had been made since Apple's first iPhone came on to the market in 2007 and the answer surprised us—more than 7 billion. That means that if every smartphone ever made was still operational, there would be roughly enough for every person on the planet.

Of course, this is not the case. The average phone in the U.S. is used for just more than two years, despite the fact it can function for longer. Phone users are often lured into prematurely replacing their phones—either because they are up for a new contract and the new phone appears to be “free” or because of a single failing part, such as the screen or battery, that's too complicated or expensive for the average person to repair.

At this rate, we're all on track to use at least 29 phones in our lifetimes.

This rapid turnover of devices is what leads to record profits for smartphone manufacturers year after year. It also leads to many damaging impacts on people and our planet.

Miners in remote landscapes extract tons of metal ore and precious metals for these devices. From there, these materials pass through a complex refining, processing and manufacturing supply chain. Workers in electronics factories are often unknowingly exposed to hazardous chemicals that damage their health. These facilities are powered by an energy mix that is dominated by fossil fuels, which furthers the impacts of climate change.

\$100,000 Found Inside Old TV At Ontario Recycling Plant

More than \$100,000 in cash was found inside an old television that was being processed at a recycling plant in Barrie, Ont., and police say the money was a man's lost inheritance.

The shocking discovery was made in January by an employee, who uncovered a cash box inside the TV as it was dismantled. The recycling company then contacted police.

"There was like, four stacks of \$50 bills, and I knew it was a large amount of money," Rick Deschamps, general manager for GEEP told CTV Barrie.

Inside the cash box were documents that helped lead police to the money's rightful owner: a 68-year-old man from Bolsover, Ont.

When investigators spoke with the man, he told them that he stored the money inside the television about 30 years ago. The plan was to pass along the money to family members as an inheritance.

That is, until he forgot about the cash and gave the TV to a family friend.

The recycling company has praised the employee for her honesty.

"She's representative of all our employees and it's what we stand for and this kind of behaviour is really what we would expect from everyone here," said Lew Coffin, GEEP vice president of operations.

Now that the owner has his money back, police offered him a word of advice.

"Hopefully he's put it in a savings account now," Barrie Police Const. Nicole Rodgers said.

The Good, the Bad, and the Ugly about Ontario's Blue Box

The good news is that the reported recovery rates for almost every single material category in Ontario's Blue Box have improved over the last 13 years, some by as much as 20 percentage points. The bad news is that several categories have made very little progress and lag way behind the others, and that the real recovery rates are much lower than those reported.

Here is our Report Card by material group, based on the latest recovery numbers from Stewardship Ontario. Please note that this is not a judgement on the merits of individual materials but rather an assessment of how well they are being recovered in Ontario's Blue Box system. There is clearly room for improvement.

Printed Paper: A

Printed paper has been a consistent good performer, rising from 67% reported recovery back in 2003 to 82% today (2015). The recovery rate for old newspapers and old telephone books is in the 90s. Somewhat further back, and dragging the printed paper category down, is the recovery rate for printing and writing paper (Other Printed). This has ranged from 39% up to 59% and is currently at 55 per cent.

Glass Packaging: B+

The reported recovery rate for clear and coloured glass is an impressive 80 per cent. Years ago, all we heard about was glass going to landfill or being used as road fill. Beyond talk of glass breaking in the collection process and contaminating loads of other materials, however, glass recovery is apparently in good shape. A lot of recovered glass these days goes into blast and filter media rather than higher end uses such as fibreglass and cullet which have more demanding quality requirements.

Paper Packaging: B

Old corrugated containers (OCC) or boxes have the highest reported recovery rate of all Blue Box materials (98%). From there it's a drop back to paper-based gable top cartons which have surged from a 10% to a 61% recovery rate; boxboard at 43%; followed by aseptic cartons (made of paper, plastic and aluminum), and laminants. The relatively low recovery rate for old boxboard is a concern. It reached as high as 65% recovery in 2008 but has dropped back to 43% since. Stewardship Ontario did target boxboard toothpaste cartons, toilet paper roll tubes, tissue boxes and other toiletry packaging in an advertising campaign in 2015.

Steel Packaging: B

The latest reported recovery rate for steel food and beverage cans is a respectable 71 per cent. Other steel packaging such as aerosols and paint cans drag the overall steel category down 10 per cent. In fact, paint cans are the only category in the Blue Box whose recovery rate has declined over the last 13 years.

Aluminum Packaging: D

The low reported recovery rate for aluminum food and beverage cans in Ontario (42%) has always been a bit of a puzzler and is frequently compared unfavourably with its far higher recovery rates in Canada's many deposit provinces where recovery ranges between 61% and 97 per cent. One reason offered for the difference is that the recovery rate for cans in Ontario is only for those that end up in the home. It doesn't include those used at public events, in offices, or factories. The aluminum stewards also reported residential sales some 13% lower in 2015 than what various waste audits used to provide a provincial total suggested was in the home. But even if you allow for this difference, the reported recovery rate only rises to 48 per cent. We doubt that Blue Box scavengers are grabbing the other 52 per cent.

Plastics Packaging: D

The reported recovery rate for plastics packaging reached 32% in 2015. The highest rate was for PET bottles (66%) and the biggest increase over the years was turned in by the "Other Plastics" category with one-third now being reported as recovered. Apart from PET and HDPE bottles, however, the plastic recovery rates are poor.

The far uglier truth about all reported Ontario Blue Box recovery rates, however, is that they don't tell the real story. They are basically "sent for recycling numbers," in most cases, what was sent to an end-market from a material recycling facility or MRF. These reported "recovery" rates don't deduct the various yield losses that occur in remanufacturing that curbside material back into new products, or the contamination that must be removed (and is normally landfilled) before remanufacturing can actually take place.

For example, all reported paper numbers need to be shaved by at least 10% because paper fibres shrink in the re-pulping process. When a municipality sends 100 tonnes of paper to a paper recycling mill, only 90% of it will come out the other end. And with single-stream collection there is a lot more plastic, glass and metal contamination in the paper bales. This is usually sent to landfill. And you can chop maybe 30% off the reported PET bottle "recovery" rate since PET yields at the end-market range, at best, between 60 and 70 per cent.

A recent attempt by the Canadian Standards Association to grapple with this issue and come up with a definition of recycling, falls short in our view, and is one of the reasons why PPEC is developing a more accurate and real measurement of what paper materials are actually being recycled in this province.

Four Trends Determining What's Next for the Ever-Evolving Ton

The disruptive impact of the “evolving ton” is by now well known in our industry. Changes to our raw materials include less paper, more plastic, product and package lightweighting and zero waste initiatives by manufacturers and retailers. This evolution has dramatically reduced waste generation and transformed how we process recyclables and pay for recycling programs.

Granted, some of these long term trends may have run out of steam. The decline in the use of printed paper has slowed but not stopped. The reality that a package's first and foremost duty is protecting the product puts a crimp on lightweighting. The move towards zero waste is far from over, but the closer a company comes to zero, the harder it is to reach zero. The one exception is that the increased use of plastic, however, looks like it will continue unabated.

Nonetheless, the ton won't stop evolving, it will just evolve in new directions. Let's look at several of these new trends and see where they might be taking us.

The ongoing growth of flexible packaging is the first of these trends. These are the pouches, bags and other packages that collapse when empty, as opposed to glass, metal and plastic bottles and cans that are rigid when empty. Flexible packaging has the second largest share of the packaging market. These packages are popular because their low weight allows more product to be shipped in less packaging while fully protecting the product.

Even though they are not recyclable, they often create less waste from cradle to grave than their recyclable competitors. Their use has prevented the creation of millions of tons of waste while, perhaps, stunting the growth of recycling.

Flexible packaging poses a fundamental challenge to our thinking. Is an unrecyclable package acceptable if the alternative is more waste of energy and materials? I think the answer is yes. We should design for the environment, not just for recycling. Whatever the result of that debate, flexible packaging will continue to grow because its advantages far outweigh its disadvantages.

E-commerce is the next trend. Its rise and the decline of sales at bricks and mortar stores continues. Online purchasing now accounts for a bit more than eight percent of all retail sales and that market share continues to increase. E-commerce has been a godsend for the corrugated box industry for a simple reason: the amount of linerboard and corrugated medium needed in the small boxes used to ship purchases to individual homes is greater than that needed by larger boxes used to ship those products to a retail store.

Ameripen recently published a paper on the impact of e-commerce on waste and recycling. Fulfilling online sales requires more touchpoints (e.g., shipping the product in large boxes to fulfillment centers that then ship the product in smaller boxes to final purchasers) which means that packaging must be bulkier to protect the product throughout its journey.

The good news for recyclers is that these fulfillment centers will provide quality OCC for end markets. The “bad” news is that you and I will put more corrugated boxes in our recycling bins, mixing them with other grades of paper. MRFs will be challenged to separate this mix into different grades of recyclable paper.

Drones will provide the next trend, even if it is further down the road. You can go online and see videos of test runs using drones to successfully deliver products to houses in both the United Kingdom and the United States. These videos are impressive although it is worth noting that the houses getting deliveries don't have overhead power lines or many (if any) trees. I don't know how well they will operate in more traditional suburbs or urban settings.

Drones face legal and regulatory challenges before they can be used to deliver products on a routine basis in this country. However, if they survive those tests, what kind of packages will be used? Will the drone require a sturdier package to protect its shipment on landing? It's fair to say that the companies exploring the use of drone delivery are already trying to figure out what kind of packaging they will need to ensure safe delivery. We won't know the answers to these questions for several years. But if drones become a viable delivery option, even only in certain neighborhoods, expect an impact on our industry.

3-D printing is the last trend I want to look at. This form of "in-house" manufacturing has failed to live up to early forecasts. Its widespread use is definitely further down the road than that of drones. But if 3-D printing becomes widespread, what kind of plastics and other materials will be used? What will their impact be on recycling and waste management?

The rise of flexible packaging and e-commerce are already having an impact on recycling and waste management. Drones and 3-D printing haven't yet. But I can't wait to see what that will be and how we will adapt. The one certainty we face is that our raw materials will continue to evolve. We will have no choice but to evolve with them.

Spain's 100% Recyclable Plastic Roofeco Tiles Win EPRO 'Best Product' Award

Fully recyclable and seven times lighter than traditional roof tiles, 'nanotech' roof shingles manufactured by Spanish company Roofeco España claimed first prize for 'best recycled plastic product' in the European Association of Plastics Recycling and Recovery Organisations (EPRO) competition taking place in Vienna.

The tiles are 100% free of PVC and heavy metals, attendees of the biannual Identiplast conference were told. The patented shingles are made from recycled polymer compounds, low-density polyethylene with minerals and



nanometric components which improve on the original properties of the raw materials. The shingles do not break, are not toxic, require no exposed screws and can resist hailstorms, it is claimed.

Besides being 100% waterproof, a translucent version of the tiles has also been created by Roofeco España so that light may enter rooms below.

Recycling Vs. Incineration: How To Maximise The Value Of Plastic Waste?

'In Austria, every twentieth job is a green job,' according to Christian Holzer of the country's ministry of environment. More than 11% of the nation's GDP is being generated in this sector, he pointed out at the Identiplast conference in the Austrian capital Vienna.



Austria has a plastic recycling rate of just under 30% while some 70% of material is directed into waste-to-energy operations, Holzer quoted from 2014 figures. 'I cannot stress enough the need for landfill taxation or, better yet, a full-on landfill ban,' the official said. 'We have already enacted a ban in Austria, with good results.'

The 'key challenge' is to achieve both high-quality material and a higher quantity of recycling. 'Somehow, this must be possible,' Holzer insisted. He went on to underline the importance of strengthening the recycling market by increasing confidence in recycled products as well as stimulating the willingness of companies to incorporate recycled content.

The 483 incineration plants across Europe processed 88.6 million tonnes of household, commercial and industrial waste that remained after recycling in 2014. This is enough to supply 17 million people with electricity and 15 million with heat per year.

It's basic chemistry - you burn the material so you waste the material. The value disappears. Waste-to-energy is nothing more than a 'euphemism'.

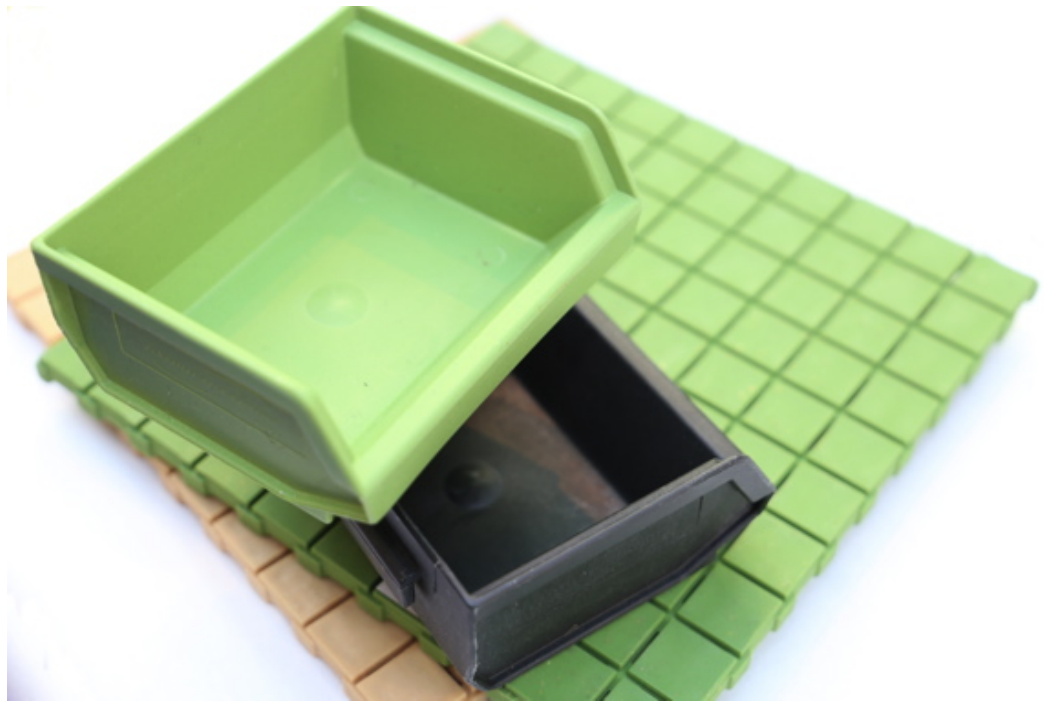
The circular economy is a 'powerful concept'. US companies are certainly trying to incorporate circular economy principles into their products and services.

However, it is not having a major legislative impact. There is more focus on extended producer responsibility schemes, with producers trying to stimulate voluntary initiatives. Generally speaking, however, the government is not yet 'warming' to the circular economy lobby.

Paper To Plastic?

Researchers look to develop ways to turn paper waste into usable plastic.

Okay... it's not as simple as taking a crumpled wad of paper and adding a chemical and turning it into plastic, but the 75-year-old VTT Technical Research Centre of Finland Ltd. is seeking ways to develop the multiple types of sludge and fly ash airborne particles of ash) generated by the paper and paperboard industry could be turned into plastic.



During the general manufacture of paper and paperboard, waste elements are created, some of which are being used now instead of natural aggregates as a raw material in concrete or asphalt, or other construction materials.

But, large amounts of paper and paperboard side streams still end up in landfills and incineration.

Finding alternative uses for the waste products could be used to lower composite manufacturing costs, reduce the environmental impacts of production, and lower the total amount of waste.

The VTT is looking at ways to do all that while also reducing the production of oil-based plastics.

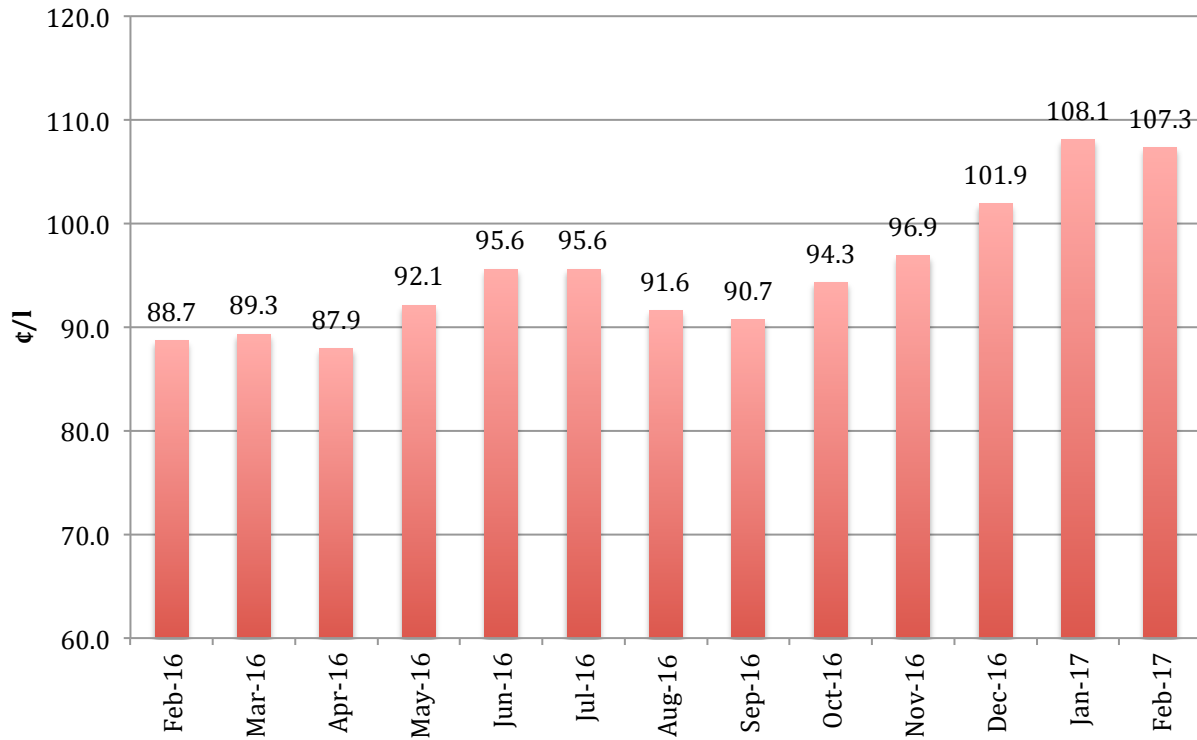
The VTT researchers have found that these waste side streams such as the paper sludge can replace up to 50 percent of oil-based polypropylene (PP) plastic, as a raw material in plastic composites made using injection molding and extrusion.

Of course, the amount of side stream material used will have an effect on a plastic products properties, such as strength, stiffness, heat resistance, appearance and the texture of the surface.

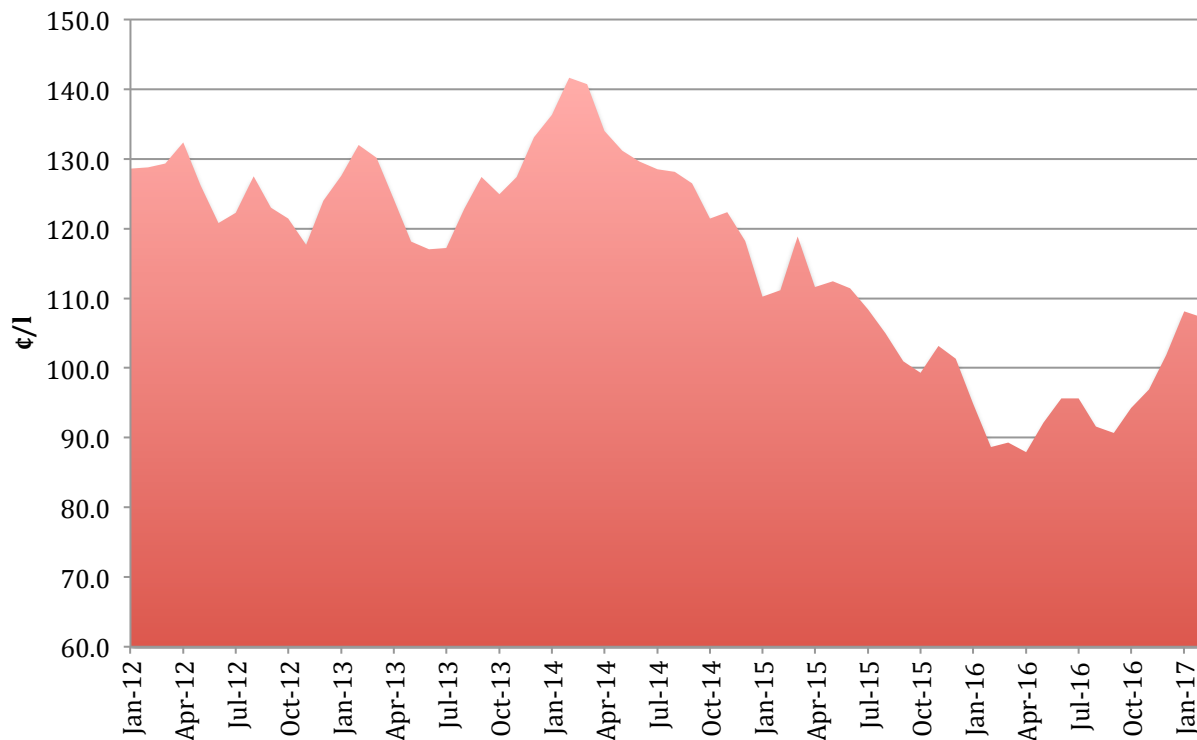
Testing the viability of using side stream material, Plastec Finland Oy and Wiitta Oy produced floor tiles and storage containers, of which side-streams accounted for 30 percent (see image above). New applications are continually being sought – in the future, they may include pallets and crates, and who knows, plastic packaging.

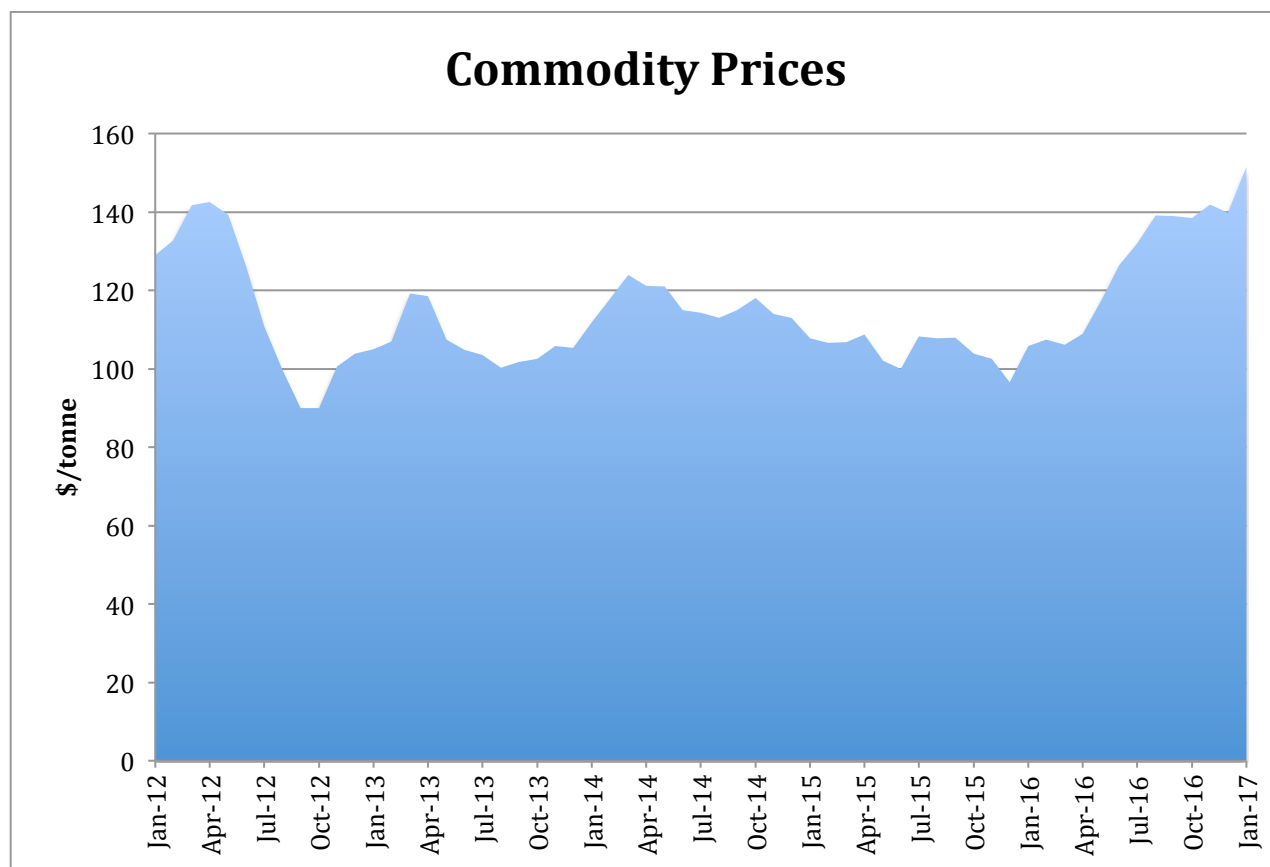
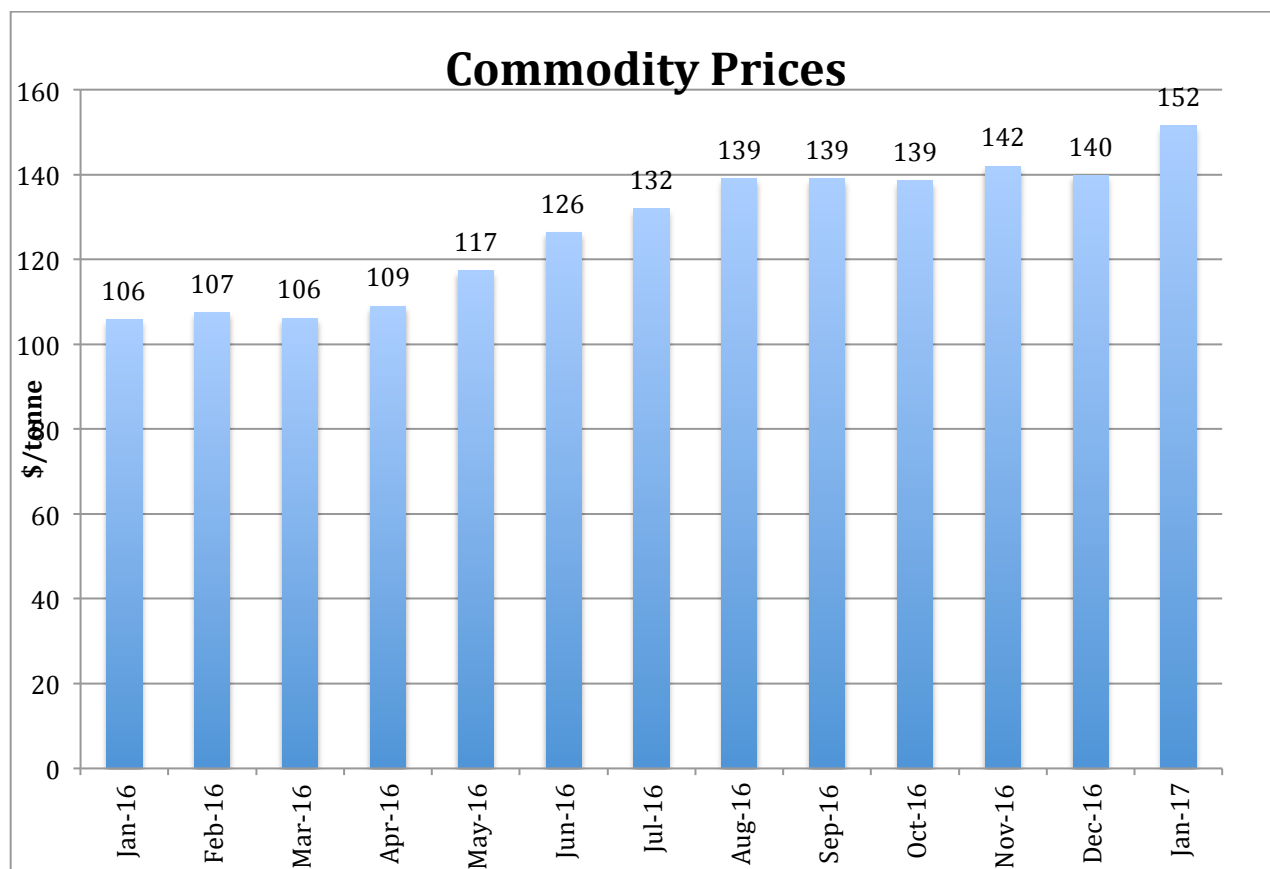
VTT Technical Research Centre of Finland Ltd. is the leading research and technology company in the Nordic countries, serving both private and public sectors. Company information available at www.vttresearch.com.

Diesel Price (Retail incl. Tax)



Diesel Price (Retail incl. Tax)







Minutes of a Regular Meeting of the St. Marys Public Library Board

Meeting Location: St. Marys Public Library

Meeting Date: January 26, 2017

Meeting Time: 6:00pm

Meeting Attendance:

Present: Chair C. Atlin, L. Hodgins, J. Mustard, B. Osborne, B. Tuer, R. Quinton, A. Strathdee, T. Winter

Staff Present: CEO S. Sword, R. Webb

Regrets: M. Zurbrigg

1. Call to order

Meeting was called to order at 6:01pm by Board Chair C. Atlin

2. Approval of the agenda

Motion:

That the January 26, 2017 regular meeting of the St. Marys Public Library Board agenda be approved with item 7. Board Training becoming item 9. and item 9. Round table discussion becoming item 7.

Moved by: R. Quinton

Seconded by: J. Mustard

Result: Carried

3. Declarations of pecuniary interest

None Declared.

4. Welcome guests or delegations

None Present.

5. Consent agenda

Motion:

That Consent Agenda items 5.1 to 5.6. inclusive be adopted by the Board.

Moved by: B. Tuer

Seconded by: B. Osborne

Result: Carried



5.1. Minutes of the January 5, 2017 Regular Library Board meeting

Motion:

That the minutes of the January 5, 2017 Regular Library Board Meeting be approved.

5.2. Correspondence

5.2.1. Email correspondence with attachments between the CEO and Board Chair and Council regarding budget clarifying questions.

5.3. CEO report

Motion:

That the CEO report be received.

5.4. Financial report

Motion:

That the Financial report be approved.

5.5. Library statistics

Motion:

That the Library Statistics report be received.

5.6. Space and Services Needs Study Committee

Motion:

That the notes of the first Space and Services Needs Study Committee be received.

6. Discussion items

6.1. 2017 Budget

The Board received an update on the Budget. The Board noted that they are concerned about the steps at the Church St. door and feel that it should be considered in the budget process.

7. Round table discussion

The Board received an update on the sign at the Church St. door.

8. Friends of the Library report

The Friends of the Library annual general meeting will be held on January 28th, 2017. The date for the Spring Book sale has been set and will start on April 19th, 2017.



9. Training

9.1. CEO S. Sword gave members of the Board an overview of Bibliocommons

10. Adjournment

Motion:

That the January 26th, 2017 regular meeting of the St. Marys Library Board be adjourned at 7:03pm

Moved by: J. Mustard

Result: Carried



Minutes of a Special Meeting of the St. Marys Public Library Board

Meeting Location: St. Marys Public Library

Meeting Date: February 8, 2017

Meeting Time: 6:30pm

Meeting Attendance:

Present: Chair C. Atlin, L. Hodgins, B. Osborne, B. Tuer, A. Strathdee, T. Winter, M. Zurbrigg

Staff Present: CEO S. Sword

Regrets: J. Mustard, R. Quinton

1. Call to order

Meeting was called to order at 6:34pm by Board Chair C. Atlin

2. Approval of the agenda

Motion:

That the February 8, 2017 special meeting of the St. Marys Public Library Board agenda be approved as presented.

Moved by: M. Zurbrigg

Seconded by: L. Hodgins

Result: Carried

3. Declarations of pecuniary interest

None declared.

4. Welcome guests or delegations

None present.

5. Discussion items

Motion:

That the St. Marys Public Library Board move into a session that is closed to the public at 6:36pm in accordance with Public Libraries Act, Section 16.1(4) "personal matters about an identifiable individual".



Moved by: B. Tuer

Seconded by: M. Zurbrigg

Result: Carried

5.1. Library Budget

Motion:

That the St. Marys Public Library Board rise from a closed session at 8:34pm.

Moved by: T. Winter

Seconded by: B. Osborne

Result: Carried

6. Adjournment

Motion:

That the February 8, 2017 special meeting of the St. Marys Library Board be adjourned.

Moved by: B. Osborne

Result: Carried



Minutes of a Special Meeting of the St. Marys Public Library Board

Meeting Location: St. Marys Town Hall

Meeting Date: March 7, 2017

Meeting Time: 6:00pm

Meeting Attendance:

Present: Chair C. Atlin, L. Hodgins, J. Mustard, B. Osborne, B. Tuer, A. Strathdee, T. Winter, M. Zurbrigg

Staff Present: None

Regrets: R. Quinton

Guest L. Lawrence

1. Call to order

Meeting was called to order by Board Chair C. Atlin at 6:03 pm

2. Approval of the agenda

Motion:

That the March 7th special meeting of the St. Marys Public Library Board agenda be approved as presented.

Moved by: Jan Mustard

Seconded by: Melinda Zurbrigg

Result: Carried

3. Declarations of pecuniary interest

None declared.

4. Welcome guests or delegations

Board Chair C. Atlin welcomed guest L. Lawrence

5. Discussion items

Motion:

That the St. Marys Public Library Board move into a session that is closed to the public at 6:36pm in accordance with the Public Libraries Act, Section 06.1(4), personal matters about an identifiable individual.



Moved by: L. Hodgins
Seconded by: T. Winter
Result: Carried Motion:

That the St. Marys Public Library Board move out of a session that is closed to the public at 7:52pm.

Moved by: L. Hodgins
Seconded by: T. Winter
Result: Carried

Following the in-camera session direction was provided to Town staff.

6. Other business

6.1. Appointment of Library CEO

Motion:

That the Board appoint Brent Kittmer, CAO of the Town of St. Marys, as temporary interim CEO of the St. Marys Public Library.

Moved by: Jan Mustard
Seconded by: Barb Tuer
Result: Carried

6.2. Date of the Next Board meeting

The Board determined that the date of the next Regular Board meeting will be scheduled for Monday, March 20, 2017 at 6:30pm. The meeting will be held at the St. Marys Public Library.

7. Adjournment

Motion:

That the March 7, 2017 special meeting of the Board be adjourned at 8:07pm.

Moved by: B. Tuer
Result: Carried



MINUTES
Police Services Board

March 29, 2017
9:00am
Council Chambers, Town Hall

Board Members Present: Councillor Don Van Galen, Chair
Henry de Young
Fred Stam
Peter McAsh

Board Member Regrets: Mayor Al Strathdee

OPP Present: Inspector Rob Scott
Staff Sergeant Stephane Pilon

Staff Present: Brent Kittmer, CAO / Clerk, Board Secretary

1. CALL TO ORDER

Chair Van Galen called the meeting to order at 9:00am.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. ADDITIONS TO THE AGENDA

Chair Van Galen noted that he had received a call about a noise complaint on Jones Street and would raise the matter under Agenda item 9.

Moved By Board Member McAsh

Seconded By Board Member Stam

THAT the March 29, 2017 Police Services Board agenda be accepted as amended.

CARRIED

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

The February 22, 2017 Police Services Board minutes will be amended to add the mover and seconder under agenda item 8.1.

Moved By Board Member de Young

Seconded By Board Member Stam

THAT the February 22, 2017 Police Services Board meeting minutes, as amended, be approved and signed by the Chair and Secretary.

CARRIED

5. BUSINESS ARISING FROM MINUTES

5.1 Verbal Update - Meeting with Stratford Police re: Unfounded Sexual Assaults

Chairman Van Galen and B. Kittmer update the Board in regards to a recent meeting with the Stratford Chief of Police to review the police services' response to the Unfounded Sexual Assault reports.

Inspector Scott updated the Board in regards to the OPP's internal review of the same matter for the Perth County statistics. One case has been flagged for further review, and the OPP are close to being a position to declare the internal review complete.

6. DELEGATIONS

None.

7. REPORTS

7.1 OPP Monthly Statistics (February 2017)

Inspector Rob Scott spoke to the report.

Board Member de Young noted that he had heard recent advertisements for the Share the Road Campaign and asked if anyone had ever been successfully prosecuted for not allowing enough space between a diver and a cyclist. Inspector Scott is not aware of a successful prosecution, and the OPP mostly issues warnings on a complaint basis.

Staff Sargent Pilon advised the Board that he will be organizing a meeting between the OPP and local business owners to review issues and concerns.

Inspector Scott and Staff Sargent Pilon noted that the OPP vehicle equipped with automatic license plate recognition equipment will be

deployed to the area soon and they will advise the Board of a time and place to come and view the equipment.

Board Member de Young noted that animal calls are up in the monthly report. Inspector Scott advised that animal calls are typically weather related, with more occurring in an open winter.

Board Member Stam asked for clarification on what an “insurance call” constitutes. Inspector Scott advised that these are calls from insurers asking for vetted police reports.

Moved By Board Member Stam

Seconded By Board Member de Young

THAT the OPP Monthly Report (February 2017) be received.

CARRIED

7.2 False Alarm Report (February 2017)

Inspector Scott spoke to the report.

Moved By Board Member McAsh

Seconded By Board Member Stam

THAT the February 2017 false alarm report be received.

CARRIED

8. Correspondence

8.1 Mr. Stephen McCotter: Request for Changes to the False Alarm By-Law (59-2008)

B. Kittmer introduced the correspondence from Mr. McCotter, and advised the Board that the Town’s by-law provides for a three year period for tracking false alarms whereas many municipalities provide for a “re-set” after one calendar year. The Secretary asked for the Board to consider the correspondence and to make a recommendation to Council on the two requests from Mr. McCotter.

The Board reviewed the request for an amendment to the by-law to establish an annual re-set compared to a re-set every three years. The Board discussed several options and made the following recommendation to Council:

Moved By Board Member de Young

Seconded By Board Member McAsh

THAT the Police Services Board recommends to Council:

THAT By-Law 58-2008 be amended to establish an annual re-set for false alarm calls; and

THAT By-Law 58-2008 be amended to eliminate the “no charge for the first offence” provision as an incentive for property owners to maintain their alarm system.

CARRIED

The Board reviewed the request to rebate penalty fees charged to the Westover Inn due to non-compliance with the current by-law. The Board discussed that although the requestor may not agree with the by-law provisions, the by-law was in legally in effect for the time period requested for a rebate and the requestor’s property was not in compliance with the by-law during the time period so the penalty fees were legally charged for that period.

The Board asked Inspector Scott for advice on if fees should continue to be charged under the by-law for false alarm calls for all properties. Inspector Scott advised that he would recommend fees for false alarms be maintained as an incentive for property owners to maintain their alarm system.

The Board noted that the fees in the by-law were established in 2008 and may need to be reviewed for currency.

After review the Board made the following recommendation to Council:

Moved By Board Member de Young

Seconded By Board Member Stam

THAT the Police Services Board recommends to Council:

THAT the request from the Westover Inn to rebate penalty fees levied since January 1, 2010 under by-law 58-2008 be denied

CARRIED

9. OTHER BUSINESS

9.1 Noise Complaints on Jones Street

Chair Van Galen advised that he had received calls from a concerned citizen on Jones Street in regards to noise from modified exhausts on vehicles. Chair Van Galen will forward the complainant's contact

information to the Inspector and asked for the OPP to attend the complainant's home for follow up.

10. UPCOMING MEETINGS

Chair Van Galen reviewed the upcoming meetings as presented on the agenda.

The May 17, 2017 meeting was rescheduled for May 24, 2017.

11. ADJOURNMENT

Moved By Board Member McAsh

Seconded By Board Member de Young

THAT the March 29, 2017 Police Services Board meeting be adjourned at 10:00am.

CARRIED

Chair Don Van Galen

Brent Kittmer, CAO / Clerk, Board Secretary

SPRUCE LODGE
Board of Management Meeting
February 15th, 2017

Present: *Peter Bolland, David Schlitt, and Jennifer Facey*
Councillors: *Jim Aitcheson, Rhonda Ehgoetz, Carey Pope, Kathy Vassilakos, Don Van Galen*
Regrets: *Councilor Frank Mark*

- *Chairperson Councillor Van Galen brought the meeting to order.*

Moved by Councillor Ehgoetz
Seconded by Councillor Vassilakos

That the agenda for February 15th, 2017, 2016 be presented.

CARRIED

- Declaration of pecuniary interest.

Moved by Councillor Aitcheson
Seconded by Councillor Pope

That the minutes of January 18th, 2017 be approved as amended.

CARRIED

Business Arising: *None noted.*

New Business:

Ratification of Accounts:

Moved by Councillor Aitcheson
Seconded by Councillor Ehgoetz

That the January 2017 accounts in the amount of \$295,292.80 be ratified.

CARRIED

Financial Report:

The Business Manager presented the Spruce Lodge Revenue & Expenses for the 12 months ending December 31, 2016 for review and discussion. The Summary of Reserve Accounts – Prior to Audit as at December 31, 2016 was presented for review and discussion. We are anticipating a decrease in funding with an approximate \$50,000.00 negative impact on the operating budget, which may necessitate a transfer from the level of care funding reserve.

Moved by Councillor Vassilakos
Seconded by Councillor Aitcheson

**To accept the Spruce Lodge financial report for the period ending
December 31, 2016 as presented.**

CARRIED

SPRUCE LODGE - Continued

Board of Management Meeting

February 15th, 2017

Administrator's Report:

Moved by Councillor Vassilakos
Seconded by Councillor Pope

To enter closed session at 5:49 p.m. to discuss matters related to collective bargaining.

CARRIED

Moved by Councillor Pope
Seconded by Councillor Aitcheson

To enter open session at 5:51 p.m.

CARRIED

Moved by Councillor Aitcheson
Seconded by Councillor Pope

To enter closed session at 5:52 p.m. to discuss matters related to identifiable individuals.

CARRIED

Moved by Councillor Aitcheson
Seconded by Councillor Pope

To enter open session at 5:55 p.m.

CARRIED

Moved by Councillor Aitcheson
Seconded by Councillor Vassilakos

To enter closed session at 5:56 p.m. to discuss matters related to identifiable individuals.

CARRIED

Moved by Councillor Pope
Seconded by Councillor Vassilakos

To enter open session at 5:57 p.m.

CARRIED

SPRUCE LODGE - Continued

Board of Management Meeting

February 15th, 2017

Risk Management:

In addition to the risk report for the period October 1, 2016 to December 31, 2016, the Administrator noted that there have been no Ministry of Health visits or no critical incidents to date. The Ministry of Health RQI visit took place last fall.

Outbreak:

There were no deaths attributed to the outbreak.

Ministry of Labour:

The Ministry of Labour was in for a routine visit, and although left no orders, did make several suggestions that have been passed on to joint health and safety for consideration.

Some staff in the housekeeping department have expressed concerns about job routines. The physical demands analysis for these positions will be completed and job routines updated.

Quality Improvement:

Spruce Lodge has been accredited since 1981. This is a voluntary process, and we received the full accreditation award of 3 years with CARF Canada. Although there were mixed emotions over the last process, we are preparing for another accreditation this June with the date to be determined. Several planning sessions have already taken place, Board representation may be invited to participate.

Ministry of Health Quality Improvement Plan:

The Administrator will present the quality improvement plan for the Ministry of Health at next month's meeting.

Festival Hydro Meeting:

A meeting has been scheduled with Festival Hydro for February 22, 2017 to discuss the co-generation initiative program.

Website Development:

Website development continues. We are hoping to share the website with the Board at the next meeting. The website has received some much needed upgrades. Residents and family members have been asked for testimonials to include on the website.

It was suggested to have the ability to click on a telephone number on the website to be connected directly.

Board Expense Form:

The Administrator presented a revised expense claim form to clarify the rates for the Board stipend as follows:

Spruce Lodge Board meeting \$40

Spruce Lodge Non-Profit Housing meeting \$40

Spruce Lodge/Home Assistance/Foundation meeting \$80

Committee meeting \$40

Current km reimbursement \$0.44

Board members will receive the revised form by email for future use.

SPRUCE LODGE - Continued

Board of Management Meeting

February 15th, 2017

Moved by Councillor Aitcheson
Seconded by Councillor Vassilakos

That the Administrator's report be accepted as presented.

CARRIED

Other Business:

Dress Down Days:

☺ *For December 2016, the lucky charitable receipt winner is...Penny Schroeder!*

Moved by Councillor Aitcheson

That the meeting be adjourned.

CARRIED

Date & Time of Next Meeting:

Wednesday, March 15th, 2017 at 5:30 p.m.

Councillor Van Galen
Chairperson

Frank Mark

Jennifer Facey
Secretary

Jennifer Facey

Date

March 17, 2017

MINUTES
UTRCA 70TH ANNUAL GENERAL MEETING
TUESDAY, FEBRUARY 21, 2017

M.Blackie, Chair of the Upper Thames River Conservation Authority called the 70th Annual General Meeting to order at 9:30 a.m. in the Watershed Conservation Centre Boardroom. The following members and staff were in attendance.

Members Present:	M.Blackie	S.McCall-Hanlon
	M.Blosh	H.McDermid
	R.Chowen	A.Murray
	A.Hopkins	B.Petrie
	T.Jackson	M.Ryan
	S.Levin	J.Salter
	N.Manning	G.Way

Regrets: T.Birtch

Staff:	T.Annett	C.Saracino
	B.Glasman	M.Shifflett
	R.Goldt	A.Shivas
	C.Harrington	C.Tasker
	T.Hollingsworth	M.Viglianti
	S.McDonald	I.Wilcox
	C.Ramsey	K.Winfield

1. Approval of Agenda

The Chair requested the Agenda be approved as posted on the Members' Website.

G.Way moved – T.Jackson seconded:-

“RESOLVED that the UTRCA Board
of Directors approve the agenda as posted”

CARRIED.

2. Declaration of Conflicts of Interest

The Chair inquired whether the members had any conflicts of interest to declare relating to the agenda. There were none.

3. Confirmation of Payment as Required Through Statutory Obligations

The Chair inquired whether the Authority has met its statutory obligations in the payment of the Accounts Payable. The members were advised the Authority has met its statutory obligations.

4. Minutes of the Previous Meeting
January 24, 2017

T.Jackson moved – S.McCall-Hanlon seconded:-

“RESOLVED that the UTRCA Board of Directors

approve the minutes of the Board of Directors' meeting dated January 24, 2017 as posted on the Members' Website."

CARRIED.

5. Business Arising from the Minutes

There was no business arising from the minutes to discuss.

6. Business for Approval

(a) 2017 Draft Budget

i) Delegation – Perth South & St. Marys

M.Blackie introduced Bob Wilhelm, Mayor of Perth South, and Brent Kittmer, CAO of St. Marys.

Bob Wilhelm introduced Councilor Cathy Barker from Perth South, and Rebecca Clothier, Treasurer of Perth South. Mayor Wilhelm expressed his appreciation for I.Wilcox's Budget presentation at their council meeting and thanked T. Jackson for his hard work in voicing their concerns as their representative on the UTRCA Board. Over a number of years they have sent letters, and even with T. Jackson speaking on their behalf they feel their concerns are not being heard. Mayor Wilhelm spoke to and elaborated on the letter that was circulated to the Board members. He stressed the financial strain their Municipality is under with no urban centre, a declining population, and huge reductions in grants from the Province. They are concerned that with the increasing UTRCA budget there are little or no improved services to Perth South. They encouraged the UTRCA to increase fees for services to pay for the new Environmental Planning position. He also mentioned the Glengowan Dam project and asked that this matter be closed and surplus farm land sold. He highlighted some of the difficult decisions Perth South has had to make in order to reduce costs. Mayor Wilhelm asked that the UTRCA reduce expenses and any addition to staff or increased services be paid for using a user pay model instead of increasing the Levy.

Mr. Kittmer, CAO of St. Marys, spoke to the letter from the Town of St. Marys that was circulated to the Board members. They are facing financial challenges due to a recent plant closure, and a number of uncontrollable increases to their budget, including the 2017 UTRCA Levy. He pointed out many of the small towns in the UTRCA Watershed are facing similar challenges with plant closures. He outlined the sacrifices and difficult budget decisions their Council has had to make. Given the current economic climate within the watershed, they do not feel the increase is responsible at this time. Mr. Kittmer encouraged the UTRCA to go back to the table and make reductions in non-core services, and requested that the UTRCA reconsider the draft budget.

M.Blackie thanked Mayor Wilhelm and Mr. Kittmer for their presentations.

ii) Municipal Feedback
(Report attached)

I.Wilcox spoke to his report and invited Members to share any feedback they had received from their Municipalities. T.Jackson received feedback from his Municipalities but will speak to these at the time of the Budget vote.

T.Jackson moved – B.Petrie seconded:-

“RESOLVED that the Board of Directors receive the report as presented.”

CARRIED.

- iii) Adoption of 2017 Proposed Budget and Municipal Levy
(Report attached)

I.Wilcox explained the two motions outlined in his report and reminded the Board that the Budget vote and Flood Control Capital Levy vote are the only times that the weighted vote is used. They will both be a recorded vote.

T.Jackson expressed his concerns regarding the 2017 draft Budget. He recalled that to his knowledge this is the first time a Municipality has requested Delegation status to address the Board personally to request changes to the budget. The communities we represent are generally appreciative and satisfied with the staff and services the UTRCA provides but he felt that given the financial struggles Municipalities and their residents are currently faced with, the aggressive implementation of the Environmental Targets is being perceived as unreasonable. T.Jackson felt that more service based revenue opportunities should be taken instead of increasing the Levy. He felt that the Environmental Targets are premature considering the CA Act review results will be published soon, and is also concerned that any short comings in securing contract money for the Targets work will end in Municipalities paying for them. T.Jackson asked his fellow Board members to consider voting against the adoption of the 2017 Budget as presented so the Board can revisit it to make adjustments to the Targets funding only, with full support for the core services and base budget.

S.Levin thanked and complimented T.Jackson on his continued work in representing his Municipalities.

G.Way moved – M.Ryan seconded:-

“RESOLVED That the UTRCA Board of Directors approve the 2017 Draft Budget under Section 27 of the *Conservation Authorities Act* in the amount of \$16,596,185 and that staff be directed to circulate the Approved Budget to member municipalities as part of the required 30 day review period. Please note the levy component of the budget will be apportioned to member municipalities based on a general levy formula as developed by the Ontario Ministry of Natural Resources and Forestry using Current Value Assessment data from the Municipal Property Assessment Corporation.”

CARRIED.

Recorded Vote:

UTRCA Weighted Vote: 2017 Draft Operating Budget

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
County of Oxford	16.3189	23.40	5	4.68	3	1	1
City of London	65.1945	50.00	4	12.50	4		
Lucan-Biddulph	0.2963	0.40	1	0.40	1		
Thames Centre	3.1404	4.50	1	4.50	1		
Middlesex Centre	2.2912	3.30	1	3.30	1		
Stratford	7.3625	10.60	1	10.60	1		
Perth East	1.2712	1.80	1	1.80		1	
West Perth	1.3139	1.90	1	1.90	1		
St. Marys	1.579	2.30	1	2.30		1	
Perth South	1.0356	1.50	1	1.50		1	
South Huron	0.1966	0.30	1	0.30		1	
Results			18		12 (84.74)	5 (10.58%)	1 (4.68%)
OF THE WEIGHTED VOTE IN ATTENDANCE							
*Based on UTRCA share of assessment							
Notes: Voting weight is capped at 50% for any municipality unless the number of its representatives exceeds 50% of the total number of municipal appointees. The voting weight of the remaining municipalities is increased proportionally.							

The motion carries with 84.7% of the weighted vote supporting the recommendation, with one member absent.

iv) Adoption of 2017 Flood Control Capital Levy

T.Jackson moved – G.Way seconded:-

“RESOLVED that the UTRCA Board of Directors approve the 2017 Flood Control Capital Levy under Section 26 of the *Conservation Authorities Act* in the amount of \$1,301,311 to support the Authority’s 20 year Flood Control Capital Plan. Apportionment of this levy is based on Special Benefiting Percentages, by structure, as presented in the 2017 Draft Budget. It is noted this levy amount has been set based on cooperative discussions with participating municipalities and assumes that the majority of the works will receive a matching funding contribution through the provincial Water and Erosion Control Infrastructure Program (WECI).”

CARRIED.

Recorded Vote:
UTRCA Weighted Vote: 2017 Flood Control Capital Levy

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
County of Oxford	16.3189	23.40	5	4.68	4		1
City of London	65.1945	50.00	4	12.50	4		
Lucan-Biddulph	0.2963	0.40	1	0.40	1		
Thames Centre	3.1404	4.50	1	4.50	1		
Middlesex Centre	2.2912	3.30	1	3.30	1		
Stratford	7.3625	10.60	1	10.60	1		
Perth East	1.2712	1.80	1	1.80	1		
West Perth	1.3139	1.90	1	1.90	1		
St. Marys	1.579	2.30	1	2.30	1		
Perth South	1.0356	1.50	1	1.50	1		
South Huron	0.1966	0.30	1	0.30	1		
Results	100.00	100.00	18	43.2	17 (95.32%)	0	1 (4.68%)
OF THE WEIGHTED VOTE IN ATTENDANCE							
*Based on UTRCA share of assessment							
Notes: Voting weight is capped at 50% for any municipality unless the number of its representatives exceeds 50% of the total number of municipal appointees. The voting weight of the remaining municipalities is increased proportionally.							

The motion carries with 95.32% of the weighted vote supporting the recommendation, with one member absent.

M.Ryan spoke to his concerns about the weighted vote distribution. He is uncomfortable that one Municipality holds half of the weighted vote. He has asked that staff explore possibilities to prevent one Municipality from having the ability to either pass or reject a budget. It was clarified that the weighted vote is only used for the budget vote, and the weighted vote formula is outlined in Conservation Authority Act regulations and we are required to follow it. I.Wilcox stated that there are other Conservation Authorities who face similar challenges in having one dominant Municipality. A report from staff would present information that provides further context and directions from Conservation Ontario to decide if a letter to the Province would be appropriate.

M.Ryan moved – A.Murray seconded:-

“RESOLVED that the UTRCA Board of Directors direct staff to make inquiries with Conservation Ontario and the Ministry of Natural Resources regarding the status of the weighted vote and possible options or changes.

CARRIED.

(b) Investment Policy
(Report attached)

The attached report was presented for the members' consideration.

C.Saracino spoke to her report, stating that this policy was created to give staff guidance to move ahead to create procedures and practices. The colour chart provided in the report is just a sample.

The group that will be looking at the long term investments will collect information by talking to bankers, investment advisors etc. to enable them to decide for themselves what a socially responsible investment would be. C.Saracino clarified that this is a brand new policy and it will be updated every third year.

There was discussion around the makeup of a potential Finance & Audit committee. Further discussions were deferred to item 6 (c).

S.Levin moved – G.Way seconded:-

“RESOLVED that the Board of Directors accept the recommendation as presented in the report.”

CARRIED.

(c) Board Committee Role – Finance & Audit
(Report attached)

The attached report was presented for the members' consideration.

It was clarified that the outcome of this decision will be reflected in the Board of Directors' Policy Handbook.

T.Jackson moved – H.McDermid seconded:-

“RESOLVED that the UTRCA Board of Directors accept the recommendation as presented in the report.”

DEFEATED.

B.Petrie moved – A.Hopkins seconded:-

“RESOLVED that the recommendation be amended to state the Chair must sit on the Finance & Audit Committee.”

CARRIED.

A.Hopkins moved – M.Ryan seconded:-

“RESOLVED that the recommendation be amended to state the committee will be made up of three to five members.”

CARRIED.

S.Levin moved – R.Chowen seconded:-

“RESOLVED that the Board of Directors form a separate Finance and Audit committee, with the responsibilities as described in the attached report. This new committee would be added to the Board of Directors’ Policy Handbook. It will consist of the Chair and two to four other members elected from the Board. The committee is proposed to be titled the Finance and Audit Committee.”

CARRIED.

The Finance and Audit Committee will be elected at the March 28th Board of Directors meeting.

- (d) 2017 Capital Water and Erosion Control Infrastructure (WECI) Projects
(Report attached)

H.McDermid moved – T.Jackson seconded:-

“RESOLVED that the 2017 Capital Water and Erosion Control Infrastructure Projects be approved as outlined in the attached report.”

CARRIED.

- (e) Board of Directors Policy Handbook Updates
(Report attached)

T.Jackson moved – H.McDermid seconded:-

“RESOLVED to amend the motion to include the addition of the Finance and Audit Committee in the Policy Handbook.”

CARRIED.

G. Way moved – M.Ryan seconded:-

“RESOLVED that the Board of Directors approve the Policy Handbook updates as outlined in the report and that the Handbook be further amended to include the Finance and Audit Committee.”

CARRIED.

I.Wilcox and M.Viglianti will update the Handbook.

- (f) 2016 Health and Safety Summary
(Report attached)

The attached report was presented for the members’ consideration.

S.Levin moved – A.Hopkins seconded:-

“RESOLVED that the 2016 Health and Safety Summary be approved as outlined in the attached report.”

CARRIED.

7. Business for Information
(a) For Your Information Report
(Report attached)

The report was presented for the members' information.

8. Other Business

There was no other business to discuss.

A. Hopkins left the meeting.
Staff and Guests joined the meeting.

9. Welcome

M.Blackie welcomed staff and guests to the 70th Annual General Meeting. He introduced Dave Marr and Rebecca Philips from TD Bank. M.Blackie announced to staff and guests that the 2017 Budget had been passed.

10. Priority Subwatershed Presentation

Mike Funk gave his presentation on the Priority Subwatershed project. The project will wrap up next year.

11. Presentation of Service Awards

The Chair and General Manager presented service awards to the following members and staff;
Ten Year Service Award – Denise Quick (absent), Mark Shifflett, Jason Belfry, Ryan Mullin, Tony Jackson, Murray Blackie & Hugh McDermid
Fifteen Year Service Award – Matt McCutcheon, Brandon Williamson, Tara Tchir, Cari Ramsey, Eric Stockman & Roy Ready
Thirty Year Service Award – John Enright

12. Green Hair Spa Presentation

M.Blackie and K. Pugh introduced Jessika Guy, owner of the Green Hair Spa.
M.Blackie presented Jessika Guy with a token of thanks from the UTRCA for her significant contributions to the Tree Planting program and continued commitment to environmentally conscious business practices.

13. Cade Property Dedication Presentation

M.Blackie introduced Barnby Cade and his family. C.Merkly highlighted the many projects that the UTRCA and Mr. Cade have worked on on his property over the years.
M.Blackie presented Barnby Cade with a token of thanks from the UTRCA for his very generous donation of land. The family were presented with plaques dedicating the property "The Cade Tract".

14. Chair and General Manager's Concluding Comments

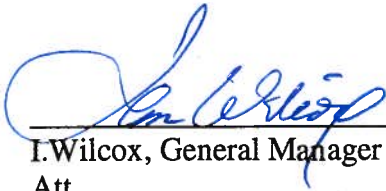
M.Blackie thanked the staff involved in organizing the Annual General Meeting.

In the spring trees will be planted in memory of Murray McIntosh and in honour of the four Board members who left the UTRCA in 2016.

15. Adjournment

There being no further business to bring forward M.Ryan moved to adjourn the meeting at 12:22 p.m.

The members, staff, and guests participated in a luncheon.



I. Wilcox, General Manager
Att,

M.Blackie, Authority Chair

Committee of Adjustment Wednesday, March 15, 2017

A meeting of the St. Marys Committee of Adjustment was held on Wednesday, March 15, 2017 at 6:30 pm in the Board Room, Municipal Operations Centre, 408 James Street South, St. Marys, Ontario, to discuss the following:

1. Call to Order
2. Disclosure of Pecuniary Interest
3. Approval of Minutes dated March 1, 2017
4. Application for Minor Variance: A04-2017 affecting Registered Plan 221, Lot 6 in Park Lot 3, n/s Queen, 539 Queen Street East, St. Marys from Randall Warkentin
5. Next Meeting
6. Adjournment

Present:

- Chairman Steve Cousins
- Member Steve Ische
- Member Dr. J. H. (Jim) Loucks
- Member Clive Slade
- Mark Swallow, Planner
- Susan Luckhardt, Secretary-Treasurer

Regrets:

- Member W. J. (Bill) Galloway
- Grant Brouwer, Director of Building and Development

Call to Order

Chairman Steve Cousins called the meeting to order at 6:30 pm.

Disclosure of Pecuniary Interest:

None.

Approval of Minutes dated March 1, 2017

Motion by Member Dr. J. H. (Jim) Loucks, seconded by Member Steve Ische that the Minutes dated March 1, 2017 be approved as circulated.

Carried.

Public Hearing

Application for Minor Variance: A04-2017 affecting Registered Plan 221, Lot 6 in Park Lot 3, n/s Queen, 539 Queen Street East, St. Marys from Randall Warkentin:

Randall Warkentin, owner of 539 Queen Street East, was present for the Public Hearing.

Mark Swallow introduced the application.

The property is designated “Residential” in the Town's Official Plan and zoned “Residential Zone Three – R3” in the Zoning By-law Z1-1997, as amended.

The property is currently the site of an existing single-detached dwelling and the proponent wishes to develop a second dwelling unit as a converted dwelling which is a permitted use under Residential Zone Three – R3 zone provisions. Under Section 10.5.3 of the zoning by-law required minimum frontage for a converted dwelling is 18.0m; whereas this property has a frontage of approximately 14.99m, requiring a variance of approximately 3.01m for minimum lot frontage for a converted dwelling.

Also, the proponent wishes to install a second driveway and is seeking relief from Section 5.21.2 (a) of the zoning by-law which permits not more than one driveway up to the first 20.0m of lot frontage; whereas the frontage for this lot is 14.99m.

Notice of Public Hearing was circulated on March 3, 2017 by first class mail to property owners within 60m and agencies.

Correspondence received from the Town Finance Department dated March 3, 2017 and from Festival Hydro dated March 7, 2017 stated no concern with tax and water accounts respectively.

Correspondence received from the Town Engineering and Public Works Department dated March 10, 2017, stated the following comments:

1. “Public works is opposed to the proponent’s request for a second driveway entrance to create a horseshoe driveway fronting Queen Street East. Multiple driveway entrances onto arterial roads from residential lots are not preferred. The Zoning by-law requires 7.5m separation of the driveways at property line and the proponent has not depicted this separation in the application. The proposed parking arrangement and lack of depth from property line to garage will not realistically allow the proposed driveway to function as a horseshoe driveway.”

Correspondence received from Festival Hydro dated March 7, 2017 stated the following comments:

“After reviewing the Minor Variance Application submitted for 539 Queen Street East, St. Marys I do have some concerns as there is an existing hydro pole and anchor in the area of the proposed second driveway. The drawing provided is very limited in detail. We would suggest that a proper site plan drawing be submitted for review detailing the pole and anchor location, curb cut with respect to the pole location, and the detail of how the driveway is being constructed around the anchor. We will also need to discuss some form of mechanical protection for the anchor as it does support an overhead road crossing which serves multiple customers on the opposite side of Queen Street.”

Correspondence received from Upper Thames River Conservation Authority dated March 6, 2017 stated no objection to the application.

This concluded correspondence received regarding application A04-2017.

Chairman Steve Cousins invited Randall Warkentin to speak to the application.

Randall Warkentin stated that he wishes to create a second dwelling unit within the existing singled detached dwelling as a converted dwelling. The dwelling was constructed as a single

detached dwelling with the intent of someday converting it to include a second dwelling unit. In addition to the minor variance to recognize deficient frontage for a converted dwelling, the application is requesting a variance to permit a second driveway entrance onto Queen Street. Mr. Warkentin stated that in considering the comments received as correspondence in response to the application regarding a second driveway entrance for the property, at this time he would like to remove from the application the request for relief to permit a second driveway.

Mark Swallow confirmed to committee members that there would be no issue in removing from the application the request for relief to permit a second driveway entrance, and proceeding tonight with consideration of the minor variance to permit a converted dwelling with deficient property frontage.

In response to Chairman Steve Cousins, Mark Swallow confirmed that the staff report regarding the application is still relevant. The concerns in the report are with respect to the driveway and the parking arrangements. The report contained no concerns for a converted dwelling with a reduced frontage. With the driveway request removed, Mark Swallow stated that he would no longer recommend denial of the application, but would recommend a deferral of the application for more information. Mark stated that there are concerns about the existing hydro pole located in line with the garage and protection of that pole and guy wire anchor; and also concerns regarding parking. Parking in tandem is not permitted for converted dwellings and so to permit tandem parking, the proponent would need to make request for relief to permit tandem parking for the converted dwelling.

Mark Swallow spoke to the planning report with respect to converted dwellings. With no physical changes to the property, and sufficient land for amenity areas, the application can be considered minor in nature. The dwelling will be consistent with the neighbourhood and viewed as appropriate development. The parking is required to be provided on site. Although the staff report states that the application is not minor in nature that is with respect to the u-shaped driveway and the ability to have safe onsite parking through a u-shaped driveway. It is up to the proponent to demonstrate that sufficient parking can be provided on site.

Mark Swallow stated that he would like to see the proponent demonstrate a functional parking plan for the property.

Randall Warkentin responded, stating that he spoke to Festival Hydro regarding re-location of the hydro pole prior to building the dwelling and they did not have interest in re-locating the pole. Mr. Warkentin stated that he is not opposed to talking to Festival Hydro about the guy wire.

Chairman Steve Cousins asked for comments from members of the Public.

Lisa Fewster, 549 Queen Street East, stated concern regarding four parking spaces on the property as required for a converted dwelling with two units and the impact on the sightlines for her driveway. She also stated concern regarding the steep topography on the east side of the property of 539 Queen Street and the safety of parking movements on the property.

Angelo Sicilia, 529 Queen Street East stated concern regarding vehicular movements at 539 Queen Street as vehicles have been crossing his property line. Mr. Sicilia stated that he does

not want an apartment dwelling beside him as this was not expected when he purchased his property.

Member Steve Ische asked for an overview of the previous application affecting 529 Queen Street East. Mark Swallow confirmed that the previous application was for a zoning by-law amendment considered by Planning Advisory Committee to permit three units at this location. The committee did not support the application due to the proposal of off-site parking at a location on the other side of Queen Street.

Member Dr. Jim Loucks stated concern about the safety for the entrance and exit of vehicles to Queen Street from the property.

Member Clive Slade asked about entering onto Queen Street and if there is a requirement to turn around on the private property before entering Queen Street. Mark Swallow confirmed that this is not a requirement.

Mark Swallow spoke to landscaping requirements and driveway width maximums that will affect a parking plan for this property, stating there will be some requirement for landscaped green space in the front yard in addition to the driveway area and that driveway width maximums under the Zoning By-law will be required to be adhered to.

In response to Member Clive Slade, Mark Swallow spoke to tandem parking which is permitted for single detached dwellings; one unit of a semi-detached dwelling, and street front townhouse dwellings.

Because two parking spaces are proposed to be located in the garage and two on the driveway, Member Steve Ische stated concern regarding the potential for occupants of the converted dwelling to choose to park on the driveway instead of in the attached garage, causing overloading of the site.

Chairman Steve Cousins stated his concern regarding intensification of properties and parking with respect to capacity and servicing loads and the location of this property along an arterial road.

Committee members stated concern regarding sightlines and access to Queen Street for this property such that a deferral would not change the consensus on the application.

Randall Warkentin stated that the Zoning By-law requires four parking spaces for a two unit converted dwelling and as such there could potentially be four cars parked on the property, citing that this could be the case for any property having visitors or a large family with multiple vehicles.

This concluded discussion of minor variance application A04-2017.

DECISION

Application for Minor Variance: A04-2017 affecting Registered Plan 221, Lot 6 in Park Lot 3, n/s Queen, 539 Queen Street East, St. Marys from Randall Warkentin:

Motion by Member Dr. J. H. (Jim) Loucks, seconded by Member Steve Ische that the Committee of Adjustment for the Corporation of the Town of St. Marys deny Minor Variance Application No. A04-2017 from Randall Warkentin for the following reasons:

1. Deny application for parking issues.

Carried.

Next Meeting

Wednesday, April 5, 2017 at 6:30 p.m.

Adjournment

Motion by Member Clive Slade, seconded by Member Steve Ische that the meeting adjourn at 7:26 p.m.

Carried.

Steve Cousins,
Chairman COA

Susan Luckhardt,
Secretary-Treasurer COA

Copies to:

- Committee of Adjustment Members
- Clerk's Office
- Perth County Planning Office

Draft Unapproved

Economic Development Advisory Committee (EDAC) Meeting Minutes

Date of Meeting: Monday March 6, 2017

Location of Meeting: Town Hall, Council Chambers (175 Queen Street East)

Time of Meeting: 7:45 – 9:00 am

Attending: Tammy Adkin, Carey Pope, Matt Staffen, Mayor Al Strathdee

Regrets: Andrew Atlin, Cathy Forster, Deb Hotchkiss

Staff in Attendance: Laurel Davies Snyder, Manager of Culture & Economic Development

Agenda Items

1.0 Welcome and call to order

2.0 Approval of Agenda

Motion: Tammy Adkin
CARRIED

Second: Mayor Strathdee

3.0 Declaration of Pecuniary Interest – None

4.0 Approval of Minutes

Review and approve EDAC Minutes from December 5, 2016 meeting (attached).

Motion: Tammy Adkin Second: Carey Pope

CARRIED

5.0 New Business

5.1 Working Session: Information for St. Marys Business Attraction, Retention & Expansion

EDAC Members provided feedback to Staff regarding the information that the Town could provide to existing businesses, potential businesses, and investors. Ideas included: Community Profile, Quick Facts, Website, Heritage 101, Signage 101, Development 101. Specific input on the Community Profile and Website is summarized below.

Community Profile: Information to include: community amenities and services (hospital, child care), demographics, how to find rental accommodations, transportation, parks, labour force, growth trends, location.

Website: Economic Development / Business / Investment information needs to be available on the Town's website. Information to update and/or include: available land and buildings, guide to doing business in St. Marys, business profiles.

EDAC Members discussed the need to do a market analysis to identify the Town's niche(s) and capacity for business growth and investment. EDAC Members commented that before the Town develops tools, programs, and marketing to attract business and investment, it's important to understand what will realistically work in St. Marys (business sector, space needs, infrastructure needs, etc.). Preliminary thoughts about St. Marys' niches for business and investment include: best place to start and grow your own business, best place for your second career, best place for arts and culture-based businesses.

EDAC Members discussed that there is a need for both land (especially serviced land) and space to accommodate business growth and change.

EDAC Members discussed the need for education and communication about how to develop a site / building in St. Marys, especially in Downtown St. Marys. The recent letter to Council from Heritage St. Marys about enforcing the Sign Bylaw highlights this. EDAC Members suggested that holding a community forum to identify and discuss challenges and issues could start to address some of people's questions. Current issues may include: understanding what owning a heritage building means, understanding the BIA, accessibility, signs, required processes and timeframes, roles and responsibilities.

Actions for all EDAC Members to be completed by the April 10 EDAC Meeting:

1. Research and bring at least 2 examples of municipal "business tool kits" and/or "guides to doing business" and be ready to discuss what works and what doesn't (and why).
2. Research and identify at least 2 examples of good economic development websites and be ready to discuss what works and what doesn't (and why).
3. Forward names of people and / or groups who should be included in developing materials and included in any community sessions.

6.0 Staff Updates

6.1 Perth4Youth Project Update

Laurel Davies Snyder provided EDAC Members with an update on the Perth4Youth Project, highlighting the following: over 75 people have completed the on-line Survey; an Open House would be hosted in St. Marys on Wednesday March 8; the Perth4Youth Core Team Training Session is scheduled for March 15 in St. Marys at the PRC; St. Marys and Perth South collaborated on the on-line survey and the Open House; and, EDAC Members were encouraged to attend any Perth4Youth events, forward the survey to youth, and get involved in the project.

7.0 Other Business

No other business was discussed.

8.0 Adjournment

2017 EDAC Meeting Dates

Jan 23 -(cancelled)	Feb -(cancelled)	Mar 6	Apr 10
May 22	Jun 19	Jul 17	Aug 21
Sep 18	Oct 23	Nov 20	Dec 18

Committee Members: Tammy Adkin, Andrew Atlin (Chair), Cathy Forster, Deb Hotchkiss, Councillor Carey Pope, Matt Staffen, Mayor Al Strathdee (Ex-officio)

Town of St. Marys staff: Laurel Davies Snyder (Manager of Culture & Economic Development)

For Information: Brent Kittmer (CAO / Clerk), Trisha McKibbin (Director of Corporate Services)

Andrew Atlin, Chair

Date



Minutes
St. Marys Heritage Committee
Regular Meeting
March 11, 2017
9:00 am
St. Marys Museum
177 Church Street South

Members Present: Larry Pfaff
Sherri Gropp
Paul King
Janis Fread
Michelle Stemmler
Mary Smith

Council Present: Councillor Pope

Member Regrets: Stephen Habermehl
Al Strathdee

Staff Present: Trisha McKibbin

1. CALL TO ORDER

Chair Larry Pfaff called the meeting to order at 9 a.m.

2. DECLARATION OF PECUNIARY INTEREST

None declared

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Sherri Gropp

Seconded By Michelle Stemmler

THAT the March 11, 2017 Heritage Committee meeting agenda be accepted as presented

Carried

4. DELEGATIONS

4.1 Jason Silcox, Building Inspector re: replacement of Public Library Steps

Jason Silcox, Building Inspector, was welcomed to the meeting. The purpose of his visit was to explain the plans to rebuild the front steps of the St. Marys Public Library as outlined in a previously circulated Heritage Permit application package. Referring to photographs showing the current condition of the steps, Jason explained why making them safe for use required structural rather than cosmetic action. He stressed that the rebuilt steps would, to the general public, look the same. However, there would be one or two modifications to keep water and safety salt from leaching into the two stone banisters at the sides and the central copper hand rail would be slightly extended for building code reasons. Once the Heritage Permit is approved, tenders will be called with the intent of completing this project by July 1, 2017.

Moved By Janis Fread

Seconded By Paul King

THAT the St. Marys Heritage Committee recommends the approval of a Heritage Permit to the Town of St. Marys for the proposed work on the front steps of the Public Library.

Carried

5. CORRESPONDENCE

5.1 Invitation from the Stratford Heritage Committee to a meeting

Invitation from the Stratford Heritage Committee: The Stratford Heritage Committee has issued an invitation to attend one of their upcoming meetings – a reciprocal offer following the joint meeting held with the St. Marys committee in January 2016. There was value in exchanging ideas and learning about similar or different projects and challenges. The joint meeting is proposed for April or May. As the Stratford meetings are held on Wednesday evenings, attendance is not very easy or even possible for some St. Marys Heritage Committee members. However, once a firm date is known, some may be able to attend. Larry should be able to provide those dates at the April 8 meeting.

6. ACCEPTANCE OF MINUTES

6.1 February 11, 2017 Minutes

Moved By Mary Smith
Seconded By Carey Pope

THAT the February 11, 2017 Minutes of the Heritage Committee be approved.

Carried

7. REGULAR BUSINESS

7.1 Heritage Conservation District update

Heritage Conservation District update: Trisha reported that at the council meeting of March 28, the 2017 budget is expected to pass. At the April council meeting, the bylaw for the Heritage Property Tax Relief Program will be presented. Once this bylaw passes, the application forms for this tax relief program will be available at the MOC. Carey said that she has had a number of inquiries about the program.

Larry repeated his thanks to Trisha whose hard work, with input from Paul, has established the program. He also thanked Carey and other members of council for supporting it, a benefit to the property owners in the HCD and an incentive for them to maintain and improve their properties.

7.2 Municipal Register, Part 1 - Designations/designated property matters

7.2.1 Via Station - designation update approved by Council; next steps

The designation update has been approved by Council. Next steps include the preparation of a new designation bylaw and the publication of a notice of intent to amend and expand the original 1987 bylaw.

7.2.2 Junction Station

Nothing to report

7.2.3 Town Hall - Grounds concept

Trisha asked for input on landscape design for the area beside the west facade of the Town Hall. Because scaffolding was in place for work on the bell tower, this area did not receive the benefit of the downtown street and sidewalk reconstruction in the summer. Still in place are two flowerbeds although the plantings in them have been removed. The pedestrian area used to pass or to approach the

west entrances, has a variety of surfaces some very uneven – trip hazards. Staff currently are considering a more open space with street furniture and large patio pots that could be moved away if more space is needed in that location – performance space for the Heritage Festival and the information tent for Doors Open, as examples. This street furniture can also be removed in winter for easier snow removal. After discussion, Heritage Committee members had a number of suggestions: the simpler the better for both pedestrian surfaces and furnishings. The Town Hall is a wonderful building and does not need embellishment. However, some members did feel that a tree or an area of grass would soften the appearance. Most agreed that one or two benches would be useful. This is another project with July 1 as the completion date.

7.2.4 McDonald House

Trisha will verify that the legal work has been completed and ask about next steps.

7.2.5 Andrews Jeweller - proposed concerned residents' committee

Some months ago, two concerned residents approached Larry to ask about the feasibility of establishing a fund to support the Andrews building. At that time, the town had received some expressions of interest in purchasing the building. However, these inquiries did not materialized into any definite proposals that would lead to a change of ownership. Therefore, interest in establishing such a fund has revived. Larry has asked Paul to meet with these residents concerning their proposals. Paul has set up a meeting and will report at the Heritage Committee meeting in April.

7.2.6 96 Robinson Street - ordering of designation plaque

The designation bylaw is scheduled to be passed at the council meeting, March 28. The designation plaque will be ordered. Once it has been delivered, it will be formally unveiled at the Stevens' house on a date of their choosing.

7.2.7 Public Library - Heritage Permit application

The application for a Heritage Permit for rebuilding the front steps passed in Agenda Item 4.

7.2.8 Old Water Tower

Nothing to report

7.3 Municipal Register, Part 2 - List of significant properties

List of significant properties. Once the budget and the Heritage Property Tax Relief program are passed, Trisha and Mary will find a time to present the list to council. If possible, a review of Heritage Committee activities will be given to council at the same time.

7.4 Properties of interest or at risk (not necessarily designated)

7.4.1 West Ward School

A number of proposals were received and are currently being reviewed. While the review process is underway, no details can be released. Paul suggested that the Heritage Committee's only real concern was the future of the school building itself. Carey could only say that the process was moving forward briskly and therefore more information would soon be forthcoming.

7.4.2 North Ward School site

No word from the developer.

7.4.3 Wellington Street Bridge

Trisha said that construction should start in mid-July according to the proposed schedule and finish in October.

7.5 CHO Report

Paul told the committee that Peter Van Loan, (Conservative York-Simcoe) has introduced a private member's in the House of Commons. This proposed bill, C-323, amends the Income Tax Act to establish a tax credit for expenses related to the rehabilitation of a historic property. Although the bill has passed first reading and has support from the NDP and even from some Liberals, Paul noted that private members bills rarely become law. However, at the very least it brings to the government's attention the woeful lack of federal support for heritage buildings throughout the entire country. Constituents have been urged to write to their MPs urging support for the bill. Paul has written to John Nater and received a positive response. Paul will have an article about this bill in the upcoming issue of CHOnews.

NOTE: Nater spoke in the house in support of Bill C-323 on March 9. The debate continues March 21. Various parliamentary-related websites are following this bill.

7.6 Homeowner letters

Paul has prepared and sent four letters to homeowners who have made significant improvements to their properties. He would also like to send a letter to the new owners of 75 Water Street North, a designated property. Trisha will provide him with the contact information.

7.7 Sign Bylaw: sign permit applications

Before consideration of the sign permit applications, Paul circulated a letter he had volunteered at the February meeting to write to Council. It arose from discussion concerning the unfairness of some business owners conscientiously going through the sign permit process while others just stick signs up, apparently with no consequences. Also discussed were businesses that have closed, abandoning their signs. Apparently, this must be addressed through the property standards bylaw. Paul's letter will come to council March 28. This committee's discussion will resume after that.

7.7.1 178 Queen Street East

The committee requests more information from the applicant including the material of the signage and the extent of the encroachment of the projecting barber pole. The committee would also bring to the applicant's attention that illuminated signs are not permitted in the core according to the terms of the sign bylaw.

Moved By Sherri Gropp

Seconded By Michelle Stemmler

THAT the St. Marys Heritage Committee defer a decision on new signage for 178 Queen Street East until more information is provided by the applicant.

Carried

7.7.2 151 Queen Street East

The applicant, Dr. Carol Venn, proposes new signage for her optometry business to reflect potential expansion of her practice.

The sign on the signboard over the wide entrance conforms to the terms of the bylaw. There was discussion about the smaller signs that will cover the transom windows directly above the door in the recessed entry. Since this entrance is not original to the store which was remodelled sometime in the 1970s and since these small signs are necessary to the identification of the building from the sidewalk, the committee agreed to approve this application.

Moved By Janis Fread

Seconded By Sherri Gropp

THAT the St. Marys Heritage Committee recommends the approval of the sign application for 151 Queen Street East.

Carried

7.7.3 CBHFM Induction Banner

The annual application for the installation high across Queen Street of the banner that announces the induction ceremony was considered. The application requests an installation date of May 1. The bylaw clearly states that temporary signs and banners are permitted if placed no more than 30 days before the event and removed no more than two days following. Some committee members also felt that the CBHFM banner is old and faded with its induction dates obviously altered by paste-overs each year. They felt it detracted from the appearance of the rebuilt downtown.

Moved By Paul King

Seconded By Michelle Stemmler

THAT the St. Marys Heritage Committee recommends the approval of the CBHFM's sign application on the condition that it is installed and removed within the time period permitted in the terms of the sign bylaw.

Carried

7.7.4 147 Queen Street E

The Flower Shop and More requests a permit to replace the current hanging sign over the entrance door with a newer one the same size.

Moved By Janis Fread

Seconded By Sherri Gropp

THAT the St. Marys Heritage Committee recommends the approval of the sign application for The Flower Shop and More.

Carried

7.8 Cultural Planning: Strategic Plan update on implementation

Trisha reported that staff are currently continuing work on the implementation plan.

7.9 Council Report: Budget progress

Carey had nothing to report that had not been covered in earlier agenda items.

8. OTHER BUSINESS

8.1 Heritage Fair, Friday, February 24 - report on Heritage Awards

A number of members of the Heritage Committee had attended the Heritage Fair, some responsible for displays or helping as volunteers. Six property owners had been invited to the award presentation. Two were out of town, two sent regrets, one failed to RSVP. However, Dwayne Hubbard from Hubbard Pharmacy along with Erin Dunbar, one of the pharmacists, did attend, got a great photograph in the newspaper and were very appreciative of the award. Dwayne loves his building and has many stories that he has learned about its history. The award presentation itself was low-key and informal with opportunity for photographs. This seemed to work well. Because of the low response from award recipients, the committee should re-evaluate before the 2018 Heritage Fair. In general, however, the Heritage Fair was a good evening, well organized and well attended.

8.2 Sesquicentennial planning

Trisha outlined the celebration plans. Many of the events involve Cadzow Park, particularly on July 1, for the annual Canada Day party, extended

and enhanced for this special year. The new children's playground will be dedicated as another step in the revitalization of this community park. Brett O'Reilly, Corporate Communications and Events Manager, is also working with a volunteer committee to gather more sesquicentennial ideas. Check www.townofstmarys.com/Canada150 for information and updates.

8.3 Doors Open St. Marys, September 30, 2017

A first meeting of the Doors Open Organizing Committee has been held. It involved a brain-storming session for ideas for participating sites. Some municipally owned sites have agreed and are now on the Doors open website. Others will be added as they are confirmed.

8.4 Picture St. Marys - progress report

This project, thanks to the Heritage Conference surplus, has been very successful with many images added to Picture St. Marys, the on-line catalogue of photographs from the St. Marys Museum's collection. Mary described some of Megan Lockhart's work with the Reesor collection, photos of places and events in St. Marys at the beginning of the 20th century. When the Reesor collection is finished, Megan will move on to other collections that feature our built heritage.

9. UPCOMING MEETINGS

9 a.m., Saturday, April 8, 2017, at the St. Marys Museum

10. ADJOURNMENT

At 10:25 a.m. on a motion by Michelle Stemmler.

Larry Pfaff, Chair



Minutes

Heritage Conservation District Advisory Committee

Regular Meeting

March 13, 2017

6:15 pm

St. Marys Museum

177 Church Street South

Members Present: Barb Tuer
Dan Schneider
Mike Bolton
Bill Galloway
Stephen Habermehl
Council Present: Councillor Winter
Staff Present: Trisha McKibbin

1. CALL TO ORDER

Chair Barb Tuer called the meeting to order at 6:20p.m.

2. DECLARATION OF PECUNIARY INTEREST

None declared

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By: Bill Galloway

Seconded By: Tony Winter

THAT the March 13, 2017 Heritage Conservation District Advisory Committee meeting agenda be accepted as presented.

Carried

4. DELEGATIONS

4.1 Jason Silcox, Building Inspector Re: replacement of Public Library Steps

Jason Silcox, Building Inspector, was welcomed to the meeting. He presented the proposed plans to rebuild the front steps of the St. Marys Public Library. The rebuilt steps would look the same as they do now, with all of the work being structural. J. Silcox answered questions posed by the Committee.

Moved By: Stephen Habermehl

Seconded By: Mike Bolton

That the St. Marys Heritage Conservations District Committee recommends the approval of a Heritage Permit to the Town of St. Marys for the proposed work on the front steps of the Public Library

Carried

5. ACCEPTANCE OF MINUTES

5.1 February 13, 2017 Minutes

Moved By: Dan Schneider

Seconded By: Bill Galloway

THAT the February 13, 2017 Minutes of the Heritage Conservation District Committee be approved.

Carried

7. OTHER BUSINESS

7.1 Public Library - Heritage Permit Application

The application for a Heritage Permit for rebuilding the front steps passed Agenda Item 4.

7.2 178 Queen Street East - Sign

Moved By: Bill Galloway

Seconded By: Mike Bolton

That the Heritage Conservation District Committee defer a decision on new signage for 178 Queen Street East until more information, including dimension and material, is provided by the applicant.

Carried

7.3 151 Queen Street East - Sign

Moved By: Bill Galloway

Seconded By: Dan Schneider

That the Heritage Conservation District Committee recommends the approval of the heritage permit application for 151 Queen Street East.

Carried

7.4 147 Queen Street East - Sign

Moved By: Mike Bolton

Seconded By: Dan Schneider

THAT the Heritage Conservation District Committee recommends the approval of a heritage permit application for The Flower Shop and More.

Carried

7.5 CBHFM Induction Banner

Moved By: Tony Winter

Seconded By: Bill Galloway

THAT the Heritage Committee recommends the approval of the CBHFM's sign application.

Carried

7.6 Town Hall - Grounds concept

A draft landscape design for the areas beside the west façade of the Town Hall was circulated and reviewed by the Committee. The current proposal consists of more open space with benches, large flower pots - all which can be removed for special events and in the winter. The Committee felt that a clean and tidy space was preferred, but they did not want the space to be too sterile. The Committee preferred more greenery and gardens in the space.

8. UPCOMING MEETINGS

Monday, April 10, 2017 - 6:15p.m. at the St. Marys Museum

9. ADJOURNMENT

That this regular meeting of the Heritage Conservation District Committee adjourn at 7:40p.m.

Barb Tuer, Chair

BY-LAW 32 OF 2017

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to authorize the use of optical scanning vote tabulators and vote recorders for the purpose of counting votes at the 2018 municipal election.

WHEREAS: Section 42 of the *Municipal Elections Act*, 1996, S.O. 1996. c.32 provides that the Council of a municipality may, by by-law, authorize the use of voting and vote-counting equipment such as voting machines, voting recorders or optical scanning vote tabulators for the purpose of counting votes at Municipal Elections;

AND WHEREAS: The Council of the Town of St. Marys deems it appropriate and in the public interest to pass such a by-law;

NOW THEREFORE: The Council of The Corporation of the Town of St. Marys hereby enacts as follows;

- 1.** The use of optical scanning vote tabulators and vote recorders for the purpose of counting votes at a municipal election
- 2.** That the Clerk is hereby authorized and directed to secure an agreement with an appropriate service provider for the provision of optical scanning vote tabulators and vote recorder equipment.
- 3.** This By-Law comes into force and takes effect on the final passing thereof.

Read a first and second time this 11th day of April, 2017.

Read a third and final time and passed this 11th day of April, 2017.

Mayor Al Strathee

Brent Kittmer, CAO/Clerk

BY-LAW 33-2017

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to establish the 2017 St. Marys Business Improvement Area (BIA) Levy.

- WHEREAS:** The *Municipal Act, 2001*, S.O. 2001, c.25, as amended, Section 8, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;
- AND WHEREAS:** Business Improvement Areas (BIA), herein referred to as the “St. Marys Business Improvement Area”, allows local business people and property owners to join together and with the support of the municipality, to organize, finance and carry out physical improvement and promote economic development within their district;
- AND WHEREAS:** The *Municipal Act, 2001*, S.O. 2001, c.25, as amended, Section 208 provides that the municipality shall annually raise the amount required for the purposes of a board of management, and may establish a special charge for the amount to be raised;
- THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts:
- 1.** That Schedule “A” St. Marys Business Improvement Area 2017 Annual Budget attached hereto forms part of this by-law.
 - 2.** That for the purposes of the Board of Management of the St. Marys Business Improvement Area the sum of \$45,000 is raised for 2017 by applying the rate of .0028541362 against the commercial current value assessment within the designated area.
 - 3.** That the minimum levy shall be \$100.00 and the maximum levy shall be \$761.25 for single unit and \$971.25 for multi-properties within the Improvement Area.
 - 4.** This By-law shall be deemed to have come into force and take effect on January 1, 2017.

Read a first and second time this 11th day of April, 2017.

Read a third and final time and passed this 11th day of April, 2017.

Mayor Al Strathdee

Brent Kittmer, CAO / Clerk

BY-LAW 34-2017

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to confirm all actions and proceedings of the Council of the Corporation of the Town of St. Marys at its regular meeting held on April 11, 2017.

WHEREAS: The *Municipal Act, 2001*, S.O. 2001, c.25, as amended, Section 5(3), as amended provides that the jurisdiction of every council is confined to the municipality that it represents and its powers shall be exercised by by-law;

AND WHEREAS: The Council of the Corporation of the Town of St. Marys deems it expedient to confirm its actions and proceedings;

THEREFORE: The Council of the Town of St. Marys enacts:

- 1.** That all actions and proceedings of the Council of the Corporation of the Town of St. Marys taken at its regular meeting held on the 11th day of April, 2017 except those taken by by-law and those required by by-law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.
- 2.** This by-law comes into force on the final passing thereof.

Read a first and second time this 11th day of April, 2017.

Read a third and final time and passed this 11th day of April, 2017.

Mayor Al Strathdee

Brent Kittmer, CAO / Clerk