



**AGENDA**  
**Regular Council Meeting**

June 27, 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 June 27, 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**

**5.1 STAFF REPORT DEV 15-2017 Site Plan Agreement 201 James Street South**

**11**

DEV 15-2017 Site Plan Agreement 201 James Street South report must be considered by Council prior to the public meeting.

THAT Council authorize a site plan agreement between the Town of St. Marys and Adriano Paola for Part of Block 13, Registered Plan 250, in the Town of St. Marys, and having a municipal address of 201 James Street South, St. Marys; and,

THAT By-Law 57-2017 authorizing the Mayor and the Clerk to sign a site plan agreement be approved.

**5.2 Planning Applications - Official Plan Amendment and Zoning By-law Amendment for 825 and 895 Queen Street East, St Marys**

33

Council will consider the matter during presentation of Staff Report DEV 18-2017

THAT the June 27, 2017 regular Council meeting be adjourned at \_\_\_\_\_pm to hold a statutory public meeting as required under the Planning Act; and,

THAT a Public Meeting to consider planning applications for 825 and 895 Queen Street East, St. Marys be opened at \_\_\_\_\_pm.

THAT this public meeting be adjourned at \_\_\_\_\_pm.; and,

THAT the June 27, 2017 regular Council meeting reconvene at \_\_\_\_\_pm.

**5.3 Planning Application - Remove Holding Symbol for 201 James Street South, St Marys**

Council will consider the matter during presentation of Staff Report DEV 16-2017

THAT the June 27, 2017 regular Council meeting be adjourned at \_\_\_\_\_pm to hold a statutory public meeting as required under the Planning Act; and,

THAT a public meeting to consider a planning application to remove holding symbol for 201 James Street South, St. Marys be opened at \_\_\_\_\_pm.

THAT this public meeting be adjourned at \_\_\_\_\_pm.; and,

THAT the June 27, 2017 regular Council meeting reconvene at \_\_\_\_\_pm.

**5.4 Jakob Krausz for the Petition to Protect the Grand Trunk Trail from the extension of Wellington Street North**

Petition to be appended to this agenda as a supplemental document

**THAT the Petition to Protect the Grand Trunk Trail from the Extension of Wellington Street North be received.**

**5.5 Avon Maitland District School Board Trust - Lynette Geddes**

**51**

Ms. Geddes will not be in attendance until 7:00pm

**THAT the Avon Maitland District School Board presentation by Trustee Lynette Geddes be received.**

**6. ACCEPTANCE OF MINUTES**

**6.1 Regular Council - June 13, 2017**

**54**

**THAT the June 13, 2017 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.**

**6.2 Strategic Priorities Committee - June 20, 2017**

**70**

**THAT the June 20, 2017 Strategic Priorities Committee meeting minutes be approved and signed and sealed by the Mayor and the Clerk.**

**7. CORRESPONDENCE**

**7.1 Ontario Power Generation Nuclear re: Ensuring a Safe, Permanent Solution to Manage Nuclear Waste**

**74**

**THAT the correspondence from the Ontario Power Generation Nuclear regarding Ensuring Safe, Permanent Solution to Manage Nuclear Waste be received.**

**7.2 Heritage St. Marys re: Church Street Bridge Flowers**

**75**

**THAT the correspondence from the Heritage St. Marys Committee regarding the placement of flowers along the Church Street bridge be received.**

7.3	The College of Physicians and Surgeons of Ontario re: Outstanding Ontario Physician in Your Community	77
-----	---	----

THAT the correspondence from The College of Physicians and Surgeons of Ontario regarding the Outstanding Ontario Physician in Your Community nomination be received.

7.4	Town of New Tecumseth re: Ontario Carbon Tax	82
-----	--	----

THAT the correspondence from the Town of New Tecumseth regarding the Ontario Carbon Tax be received.

7.5	John Hensel re: Tree Management Policy	84
-----	--	----

THAT the correspondence from John Hensel regarding Tree Management Policy for the Town of St. Marys be received and referred to staff for the forthcoming report back on implementing a formal forestry and tree management policy for the Town.

## 8. STAFF REPORTS

### 8.1 Administration and Human Resources

8.1.1	CAO 26-2017 June Monthly Report (Administration & HR)	85
-------	---	----

THAT CAO 26-2017 June Monthly Report (Administration and Human Resources) be received for information.

### 8.2 Corporate Services

8.2.1	COR 27-2017 June Monthly Report (Corporate Services)	88
-------	--	----

THAT COR 28-2017 June Monthly Report (Corporate Services) be received for information.

### 8.3 Finance

8.3.1	FIN 14-2017 June Monthly Report (Finance Department)	91
-------	--	----

THAT FIN 14-2017 June Monthly Report (Finance Department) report be received for information.



## **8.4 Fire and Emergency Services**

- 8.4.1 FD 09-2017 June Monthly Report (Emergency Services Department) 94**

**THAT FD 09-2017 June Monthly Report (Emergency Services) be received for information.**

## **8.5 Building and Development Services**

- 8.5.1 DEV 13-2017 June Monthly Report (Building and Development) 96**

**The DEV 13-2017 June Monthly Report (Building and Development) be received for information**

- 8.5.2 DEV 14-2017 Town of St. Marys Official Plan Review 99**

**THAT DEV 14-2017 Town of St. Marys Official Plan Review be received for information; and THAT MLS Planning Consulting be retained to complete the Town's Official Plan review**

- 8.5.3 DEV 16-2017 Application for Removal of Holding Symbols 201 James Street South 105**

**THAT DEV 16-2017 Application for Removal of Holding Symbols for 201 James Street South report be received; and,**

**THAT Council enact Zoning By-law Z123-2017 to remove the Holding “-H” symbols from the property known as 201 James Street South.**

- 8.5.4 DEV 17-2017 Site Plan Agreement-304 James St S 114**

**That Council authorize a Site Plan Agreement between the Town of St. Marys and Norampac Inc. for lands described as Part Lot 20 Concession 17 Blanshard as in R376600 save and except Part 1, 44R3343; Perth S, in the Town of St. Marys, and having the municipal address of 304 James Street South, St. Marys; and,**

**THAT By-Law 56-2017 authorizing the Mayor and the Clerk to sign a site plan agreement be approved.**

8.5.5	DEV 18-2017 Applications for Official Plan Amendment and Zoning By-law Amendment – 825 and 895 Queen Street East	132
	<p>THAT DEV 18-2017 Applications for Official Plan Amendment and Zoning By-law Amendment - 825 and 895 Queen Street East be received;</p> <p>THAT Council approve the Official Plan Amendment and Zoning By-law Amendment Applications for 825 and 895 Queen Street East on the basis that no significant concerns are raised by the public or members of Council at the statutory public meeting; and,</p> <p>THAT Council approves By-law 54-17 to adopt Official Plan Amendment No. 32; and,</p> <p>THAT Council approves Zoning By-law Z124-2017 for 825 and 895 Queen Street East.</p>	
8.5.6	DEV 19-2017 Request for Sign By-Law Variance (Fire Department Digital Sign)	137
	<p>THAT DEV 19-2017 Request for Sign By-law Variance (Fire Department Digital Sign) report be received; and,</p> <p>THAT Council approves a variance to the Town of St. Marys Sign By-Law for the Fire Department Digital Sign.</p>	
8.6	Community Services	
8.6.1	DCS 14-2017 June Monthly Report (Community Services)	140
	<p>THAT DCS 14-2017 June Monthly Report (Community Services) be received for information.</p>	
8.7	Public Works	
8.7.1	PW 36-2017 June Monthly Report (Public Works)	148
	<p>THAT PW 36-2017 June Monthly Report (Public Works) report be received for information</p>	

- 8.7.2 PW 35-2017 Carling Street Water Configuration 151
- THAT Report PW 35-2017 Carling Street Water Configuration be received for information; and,
- THAT Council direct staff to pursue the necessary easement agreements to ensure access is maintained for operational and maintenance purposes; and,
- THAT Council approve a budget variance estimated to be in the amount of \$ 7,500.00 for legal fees and survey work required to define and finalize the necessary easement agreement(s).
- 8.7.3 PW 33-2017 Award for Water Storage Engineering Services 155
- THAT PW 33-2017 Award for Water Storage Engineering Services report be received; and,
- THAT the procurement for Engineering Services be awarded to B.M. Ross and Associates Limited for the procured price of \$152,524.00, inclusive of all taxes; and,
- THAT By-Law 55-2017 authorizing the Mayor and the Clerk to sign the associated agreement be approved.
- 8.7.4 PW 32-2017 Solid Waste Disposal Needs Environmental Assessment 158
- THAT PW 32-2017 Solid Waste Disposal Needs Environmental Assessment report be received for information; and,
- THAT Council authorize the release of the draft Solid Waste Disposal Needs Environmental Assessment report for public, agency and interested party comment which identifies the preferred alternative as expansion of the existing landfill site.

9. EMERGENT OR UNFINISHED BUSINESS

## **10. NOTICES OF MOTION**

### **10.1 Councillor Pope re: Charging of Fees for Public Parking Areas**

The following motion will be considered by Council at its regular Council meeting on June 27, 2017.

**THAT staff be directed to research and report on a draft by-law that would ban pay parking in all zones which encompass health, social, educational and other uses.**

## **11. BY-LAWS**

### **11.1 By-Law 54-2017 Official Plan Amendment No. 32 for 825 and 895 Queen Street East 160**

**THAT By-Law 54-2017, being a by-law to amend the Official Plan of the Town of St. Marys for 825 and 895 Queen Street East be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.**

### **11.2 By-Law 55-2017 Authorize an Agreement with B.M. Ross and Associates Ltd. 188**

**THAT By-Law 55-2017, being a by-law to authorize the Mayor and the Clerk to sign an agreement with B.M. Ross and Associates Ltd. be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.**

### **11.3 By-Law 56-2017 Authorize a Sign Plan Agreement with Norampac Inc 189**

**THAT By-Law 56-2017, being a by-law to authorize the Mayor and the Clerk to sign a site plan agreement with Norampac Inc. be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.**

### **11.4 By-Law 57-2017 Authorize a Site Plan Agreement with Adriano Paolo 190**

**THAT By-Law 57-2017, being a by-law to authorize the Mayor and the Clerk to sign a site plan agreement with Adriano Paolo be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.**

11.5      Z123-2017 Remove Holding Symbol for 201 James Street South 191

THAT By-Law Z123-2017, being a by-law to remove the holding symbol affect lands located on Part of Block 13, Registered Plan No. 250, 201 James Street South, be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

11.6      Z124-2017 Zoning Amendment for 825 and 895 Queen Street East 196

THAT By-Law Z124-2017, being a by-law to amend the zoning for Part of Lot 17, Concession 19, 825 and 895 Queen Street East, be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

## 12.      UPCOMING MEETINGS

July 18, 2017 - 9:00am, Strategic Priorities Committee, Council Chambers  
July 25, 2017 - 6:00pm, Regular Council, Council Chambers  
August 15, 2017 - 9:00am, Strategic Priorities Committee, Council Chambers  
August 22, 2017 - 6:00pm, Regular Council, Council Chambers

## 13.      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)(b) personal matters about an identifiable individual, including municipal or local board employees, and Section 239(2)(d) labour relations or employee negotiations.

13.1      Minutes of May 30, 2017 CLOSED SESSION

13.2      CAO 26-2017 CONFIDENTIAL Employee Relation Matters

## 14.      RISE AND REPORT

THAT Council rise from a closed session at \_\_\_\_pm.

## 15.      CONFIRMATORY BY-LAW 202

THAT By-Law 58-2017, being a by-law to confirm the proceedings of the June 27, 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.

16. ADJOURNMENT

That this regular meeting of Council adjourn at \_\_\_\_\_ p.m.

# FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Susan Luckhardt, Planning Coordinator
<b>Date of Meeting:</b>	27 June 2017
<b>Subject:</b>	<b>DEV 15-2017 Site Plan Agreement – 201 JAMES ST S</b>

## PURPOSE

To provide information and to seek Council authorization for the Mayor and Clerk to enter into a site plan agreement on behalf of the Town of St. Marys with Adriano Paola for lands described as Part of Block 13, Registered Plan 250, in the Town of St. Marys, and having the municipal address of 201 James Street South, St. Marys.

Council is being asked to consider the site plan agreement for this property immediately prior to the Public Meeting to remove the holding symbol from the property under Section 27.2.1 of the Town of St. Marys Zoning By-law to ensure that development is compatible with surrounding land uses; is to Town standards; and complies with the zone provisions for the property.

## RECOMMENDATION

THAT Council authorize a site plan agreement between the Town of St. Marys and Adriano Paola for Part of Block 13, Registered Plan 250, in the Town of St. Marys, and having a municipal address of 201 James Street South, St. Marys; and,

THAT By-Law 57-2017 authorizing the Mayor and the Clerk to sign a site plan agreement be approved.

## BACKGROUND

The subject property is currently the site of an existing single-detached dwelling and is designated “Residential” in the Town of St. Marys Official Plan and is zoned “Residential Zone Five – R5-6-H-HH” in the Town of St. Marys Zoning By-law Z1-1997, as amended. Under R5-6 zone provisions, development of the property is permitted for multi-residential purposes in two phases. Phase 1 will see the construction of a fourplex dwelling at the front (west) of the property and will retain the existing single-detached dwelling for a total of five (5) residential units. Phase 2 will see the replacement of the single-detached dwelling with a sixplex (6 units) resulting in ten (10) units for the property. Two Holding symbols are placed on the property zoning. The first Holding symbol requires that the proponent enter into a site plan agreement with the Town for development of the fourplex dwelling; and the second Holding symbol requires that the proponent enter into a revised site plan agreement with the Town for replacement of the single-detached dwelling with a sixplex dwelling.

## REPORT

The proponent has submitted an application for a site plan agreement with the Town to ensure that development of the property is within Town standards and zone provisions established for the property. The owner of the property is proposing to proceed with Phases 1 and 2 concurrently and as such the application for site plan agreement includes both Phase 1 and Phase 2, being the fourplex dwelling and the sixplex dwelling respectively.

Following Town staff review of the proposed development, the attached site plan agreement to facilitate development of Phase 1 and Phase 2 has been drafted to the satisfaction of Town staff and the proponent. The site plan agreement is being presented to Town Council for its consideration.

The proponent has also submitted an application to the Town to remove the two Holding symbols from the property zoning, also to be considered by Council at tonight's meeting provided Council approves the site plan agreement for development of the property.

## **FINANCIAL IMPLICATIONS**

None noted

## **OTHERS CONSULTED**

Grant Brouwer, Director of Building and Development; Jed Kelly, Director of Public Works; Jeff Wolfe, Engineering Specialist; Dave Blake, Supervisor of Environmental Services; Jason Silcox, Building Official; Richard Anderson, Director of Emergency Services/Fire Chief; Jenna McCartney, Corporate Administrative Coordinator; Trisha McKibbin, Director of Corporate Services/Deputy Clerk.

## **ATTACHMENTS**

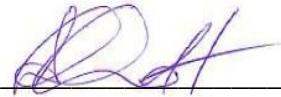
Site plan agreement and schedules.

## **REVIEWED BY**

### **Recommended by the Department**

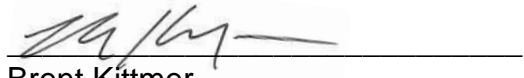


Grant Brouwer,  
Director of Building and Development



Susan Luckhardt,  
Planning Coordinator

### **Recommended by the CAO**



Brent Kittmer  
CAO / Clerk



**AGREEMENT MADE UNDER SECTION 41 OF THE PLANNING ACT, R.S.O.  
1990**

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

BETWEEN:

**THE CORPORATION OF THE TOWN OF ST. MARYS**

(Hereinafter called the “Town”)

OF THE FIRST PART

AND:

**ADRIANO PAOLA**

(Hereinafter called the “Owner”)

OF THE SECOND PART

**WHEREAS** the Owner is the owner of the lands described as PT BLOCK 13, PLAN 250, ST. MARYS AS IN R351952; ST. MARYS in the Town of St. Marys in the County of Perth hereto being all of PIN 53251-0034 (LT) all in the Registry Office for the Land Titles Division of Perth (No. 44) (hereinafter referred to as the “Lands”).

**AND WHEREAS** the Town has imposed the provisions of Section 41 of the Planning Act, R.S.O. 1990 in respect to the land;

**AND WHEREAS** this Agreement is being entered into by the parties hereto as a condition to the approval of the plans and drawings referred to in Subsection 4 of Section 41 of the Planning Act, R.S.O. 1990;

**AND WHEREAS** this Agreement shall be registered against “the lands” to this Agreement and the Town is entitled to enforce the provisions thereof against the Owner and, subject to the provisions of the Registry Act and the Land Titles Act, any and all subsequent owners of the land, in accordance with Subsection 10 of Section 41 of the Planning Act, R.S.O. 1990;

**NOW THEREFORE WITNESSETH** that for the sum of TWO DOLLARS (\$2.00) paid to the Town by the Owner (receipt whereof is hereby acknowledged), and in consideration of the Town approving the plans and drawings for the development of “the lands”, the Owner covenants and agrees with the Town to provide, to the satisfaction of and at no expense to the Town, the following:

1. The Owner Agrees for development of Phase 1:
  - a) that all buildings and structures to be erected on the subject property shall be located in accordance with the building and structure locations as shown on Drawing 1 and Drawing 2 attached hereto as part of Schedule “A”;
  - b) that if required, all utility services to the property line including sanitary sewers and appurtenances, storm sewers and approved storm water management, and water main and appurtenances be installed under the authority and supervision of the Town of St. Marys. Utility service installations shall be facilitated by the Town, at the request of the proponent. The proponent shall be responsible for any and all costs associated with the required utility services. Utility services shall be according to Drawing 2 attached hereto as part of Schedule “A”;
  - c) that the internal roadways, driveways and parking spaces shall be designed and located as shown on Drawing 1 and Drawing 2 attached hereto as part of Schedule “A” and hard surfaced with asphalt as detailed on Drawing 5 attached hereto as part of Schedule “A”;
  - d) that a barrier wooden privacy fence shall be constructed and installed as shown on Drawing 1 and Drawing 2 attached hereto as part of Schedule “A”;
  - e) that concrete garbage pads shall be constructed and installed as shown on Drawing 1 and Drawing 2 attached hereto as part of Schedule “A”;
  - f) that landscaping shall be provided in accordance with Drawing 1 and Drawing 2 attached hereto as part of Schedule “A”;
  - g) to provide tree protection to the extent of the drip line during construction for existing trees to be retained;

- h) that sediment control as detailed on Drawing 5 attached hereto as part of Schedule “A” shall be provided for the site during construction at locations as shown on Drawing 2 attached hereto as part of Schedule “A”;
- i) that site grading shall be as shown on Drawing 2 attached hereto as part of Schedule “A”;
- j) that lighting shall be provided as shown on Drawing 1 and Drawing 6 attached hereto as part of Schedule “A”;
- k) that signage shall be posted by the owner designating the “Barrier Free Parking” as shown on Drawing 1 attached hereto as part of Schedule “A”;
- l) that restoration to James Street South shall be as detailed on Drawing 5 attached hereto as part of Schedule “A” at the cost of the Owner;
- m) the development on the Lands including but not limited to driveways, curbing, buildings, structures, paved areas, landscaping and site grading shall be maintained at the sole risk and expense of the Owner on an ongoing basis;
- n) that any future development on the Lands shall be to Town standards and the provisions of the Town’s Zoning By-law in effect at the time of development;
- o) that all uses on the Lands and within the buildings on the Lands shall be in accordance with the provisions of the Town’s Zoning By-law Z1-1997, as amended.

2. The Owner Agrees for development of Phase 2:

- a) that all buildings and structures to be erected on the subject property shall be located in accordance with the building and structure locations as shown on Drawing 3 and Drawing 4 attached hereto as part of Schedule “A”;
- b) that if required, all utility services to the property line including sanitary sewers and appurtenances, storm sewers and approved storm water management, and water main and appurtenances be installed under the authority and supervision of the Town of St. Marys. Utility service installations shall be facilitated by the Town, at the request of the proponent. The proponent shall be responsible for any and all costs associated with the required utility services. Utility services shall be according to Drawing 4 attached hereto as part of Schedule “A”;

- c) that the internal roadways, driveways and parking spaces shall be designed and located as shown on Drawing 3 and Drawing 4 attached hereto as part of Schedule “A” and hard surfaced with asphalt as detailed on Drawing 5 attached hereto as part of Schedule “A”;
- d) that a barrier wooden privacy fence shall be constructed and installed as shown on Drawing 3 and Drawing 4 attached hereto as part of Schedule “A”;
- e) that a garbage enclosure shall be constructed and installed as shown on Drawing 3 attached hereto as part of Schedule “A”;
- f) that landscaping shall be provided in accordance with Drawing 3 and Drawing 4 attached hereto as part of Schedule “A”;
- g) to provide tree protection to the extent of the drip line during construction for existing trees to be retained;
- h) that sediment control as detailed on Drawing 5 attached hereto as part of Schedule “A” shall be provided for the site during construction at locations as shown on Drawing 4 attached hereto as part of Schedule “A”;
- i) that site grading shall be as shown on Drawing 4 attached hereto as part of Schedule “A”;
- j) that lighting shall be provided as shown on Drawing 3 and Drawing 8 attached hereto as part of Schedule “A”;
- k) that signage shall be posted by the owner designating the “Barrier Free Parking” as shown on Drawing 3 attached hereto as part of Schedule “A”;
- l) that signage shall be posted by the Owner designating the “Fire Route” as shown on Drawing 3 attached hereto as part of Schedule “A”;
- m) that restoration to James Street South shall be as detailed on Drawing 5 attached hereto as part of Schedule “A” at the cost of the Owner;
- n) the development on the Lands including but not limited to driveways, curbing, buildings, structures, paved areas, landscaping and site grading shall be maintained at the sole risk and expense of the Owner on an ongoing basis;
- o) that any future development on the Lands shall be to Town standards and the provisions of the Town’s Zoning By-law in effect at the time of development;

- p) that all uses on the Lands and within the buildings on the Lands shall be in accordance with the provisions of the Town's Zoning By-law Z1-1997, as amended.
3. Schedule "A" consists of the following drawings:
- a) Drawing One prepared by MTE on April 6, 2016, and revised on June 13, 2017, and numbered as A1.1 and having a project number as 37670-200;
  - b) Drawing Two prepared by MTE on April 27, 2017, and revised on June 13, 2017, and numbered as C2.1 and having a project number as 37670-200;
  - c) Drawing Three prepared by MTE on June 7, 2017, and revised on June 13, 2017, and numbered as A2.1 and having a project number as 37670-200;
  - d) Drawing Four prepared by MTE on June 7, 2017, and revised on June 13, 2017, and numbered as C3.1 and having a project number as 37670-200;
  - e) Drawing Five prepared by MTE on June 7, 2017, and revised on June 13, 2017, and numbered as C3.2 and having a project number as 37670-200;
  - f) Drawing Six prepared by JPH Design on April 19, 2017, and numbered as A1 and having a drawing number as 14-2042;
  - g) Drawing Seven prepared by JPH Design on April 19, 2017, and numbered as A2 and having a drawing number as 14-2042;
  - h) Drawing Eight prepared by JPH Design on April 28, 2017, and numbered as B1 and having a drawing number as 14-2042;
  - i) Drawing Nine prepared by JPH Design on April 28, 2017, and numbered as B2 and having a drawing number as 14-2042.
4. Schedule "A", as described in paragraph 3. above and attached hereto shall form part of this Agreement.
5. The Owner shall enter into a Separate Agreement for electricity with Festival Hydro Inc.
6. The Fire Route and all entrances to the buildings shall be kept clear of any obstructions including snow accumulation at the responsibility of the owner.
7. The owner shall be responsible for the cost of signage and the installation of said signage required for this site including but not limited to Fire Route signage and Barrier Free parking signage.

8. During construction the owner shall be responsible for sediment control and shall execute the sediment control plan for the site.
9. The Owner agrees that the abutting street to be used for access during construction shall be kept in good and usable condition during the said construction and all necessary care will be taken to see that mud and soil is not tracked or pulled onto any public street or sidewalks. If damaged or muddied, such streets or sidewalks shall be restored and/or cleaned up by the owner at his own expense. The owner acknowledges that he has the responsibility to correct or clean muddied streets used for access during construction. If the owner fails to complete said work, then the provision of paragraph 12 of this Agreement shall apply.
10. Minor adjustments to the requirements of this Site Plan Agreement may be made subject to the approval of the Town provided that the spirit and intent of the Agreement is maintained. Such minor adjustments shall not require an amendment to this Agreement; however, the written approval of the Town is required before such minor adjustments can be made.
11. Nothing in this Agreement constitutes a waiver of the obligation of the Owner to comply with the Zoning By-law of the Town, Ontario Building Code or any other By-laws of the Town or any restrictions or regulations lawfully imposed by any other authorities having jurisdiction in connection therewith.
12. In the event of the failure by the Owner to comply with any of the provisions of this Agreement, the Town, its servants or agents, on seven (7) days notice in writing to the Owner of its intention and forthwith in the case of any emergency, shall at its sole discretion have the right to rectify such failure to comply to its satisfaction and recover the expense incurred by the Town in a like manner as municipal taxes.
13. For the development of Phase 1, the Owner agrees to deposit with the Town a refundable security deposit in the amount of Ten Thousand Dollars (\$10,000.00) at the time of application for a building permit so as to ensure due performance of the requirements of this Agreement and to repair damaged public services including curb, road and sidewalk. The security deposit shall be refunded without interest or penalty when the Owner's architect or engineer provides a certificate to the Town that the conditions of this Agreement, for which the deposit covered, have been completed and

any damaged public services have been repaired to the satisfaction of the Town.

Furthermore, the Owner agrees to deposit with the Town, at the time of application for building permit, a refundable security deposit in the amount of Five Thousand Dollars (\$5,000.00) for landscaping as outlined in paragraphs 1. f). The security deposit shall be refunded without interest or penalty when the Owner's Landscape architect or engineer provides a certificate to the Town that the landscaping, for which the deposit covered, has been completed in accordance with this agreement.

14. For the development of Phase 2, the Owner agrees to deposit with the Town a refundable security deposit in the amount of Ten Thousand Dollars (\$10,000.00) at the time of application for a building permit so as to ensure due performance of the requirements of this Agreement and to repair damaged public services including curb, road and sidewalk. The security deposit shall be refunded without interest or penalty when the Owner's architect or engineer provides a certificate to the Town that the conditions of this Agreement, for which the deposit covered, have been completed and any damaged public services have been repaired to the satisfaction of the Town.

Furthermore, the Owner agrees to deposit with the Town, at the time of application for building permit, a refundable security deposit in the amount of Five Thousand Dollars (\$5,000.00) for landscaping as outlined in paragraphs 2. f). The security deposit shall be refunded without interest or penalty when the Owner's Landscape architect or engineer provides a certificate to the Town that the landscaping, for which the deposit covered, has been completed in accordance with this agreement.

15. If any notice is required to be given by the Town to the Owner in respect to this Agreement, such notice shall be sent by registered mail, registered courier or delivered personally by the Town employee or its agent to:

Adriano Paola  
101 Willow Street  
Stratford ON N5A 7N5

or to such other addresses of which the Owner has notified the Town in writing, and any such notice mailed, sent or delivered shall be deemed good and sufficient notice under the terms of this Agreement.

16. Any provision of this Agreement which is prohibited or unenforceable shall be ineffective to the extent of such prohibition or unenforceability and shall be severed

from the balance of this Agreement, all without affecting the remaining provisions of this Agreement.

17. This Agreement shall be registered against the Lands by the Town and all costs associated with the said registration shall be the responsibility of the Owner. The covenants, agreements, conditions and understandings herein contained on the part of the Owner shall run with the Lands and shall enure to the benefit of and be binding upon the parties hereto and their respective successors, heirs, executors, administrators and assigns.
18. Execution of this Agreement shall be deemed to be authorization by all parties to legal counsel for the Town to register same in the appropriate Land Titles Office without further written authorization.
19. The failure of a Party at any time to require performance by the other Party of any obligation under this Agreement shall in no way affect the first Party's right thereafter to enforce such obligation, nor shall any such waiver be taken or held to be a waiver of the performance of the same or any other obligation hereunder at any later time.
20. The parties hereto covenant and agree that at all times and from time to time hereafter upon every reasonable written request so to do, they shall make, execute, deliver or cause to be made, done, executed and delivered, all such further acts, deeds, assurances and things as may be required for more effectively implementing and carrying out the true intent and meaning of this Agreement including any amendments to this Agreement required to effect the registration of this Agreement.
21. The parties hereto acknowledge and agree that this agreement is further to and does not remove any of the Owner's obligations under any prior Agreements.
22. The Owner agrees on behalf of itself and its heirs, executors, administrators, successors and assigns to indemnify the Town from all losses, damages, costs, changes and expenses which may be claimed or recovered against the Town by any person or persons arising either directly or indirectly as a result of any action taken by the Owner pursuant to this agreement.
23. The Owner hereby covenants and agrees to save harmless the Town from any loss whatsoever arising out of or pursuant to the execution of this Agreement and the issuing of a building permit whether final or conditional for any construction on the



Lands. This indemnification shall apply to all claims, demands, costs and expenses in respect to the development of the Lands as set out in this Agreement.

**IN WITNESS WHEREOF** the Owner has hereunto set its hand and seal and the Town has hereunto affixed its corporate seal under the hands of its Mayor and Clerk.

**Dated this \_\_\_\_\_ day of June, 2017.**

**ADRIANO PAOLA**

**Per:** \_\_\_\_\_  
**Adriano Paola**

**Dated this \_\_\_\_\_ day of June, 2017.**

**THE CORPORATION OF THE TOWN OF ST. MARYS**

**Per:** \_\_\_\_\_  
**Mayor: Al Strathdee**

**Per:** \_\_\_\_\_  
**CAO/Clerk: Brent Kittmer**

**(We have the authority to bind the Corporation.)**

#### NOTES TO SPA

1. It is the Owner's responsibility to fulfill the obligations contained in this Site Plan Agreement. It is also the Owner's responsibility to submit a request for the refund of deposits in writing when all of the work has been completed to the standards of this Site Plan Agreement.
2. The Owners shall enter into a separate agreement for electricity with Festival Hydro Inc., 1887 Erie Street, PO Box 397, Stratford ON N5A 6T5, 519-273-4703.
3. Any sign erected on the subject property shall be in conformity with the Town's current sign by-law. The owner shall apply for a separate sign permit.

Schedule “A”

Attach Drawings 1, 2, 3, 4, 5, 6, 7, 8 and 9.



[illegible]





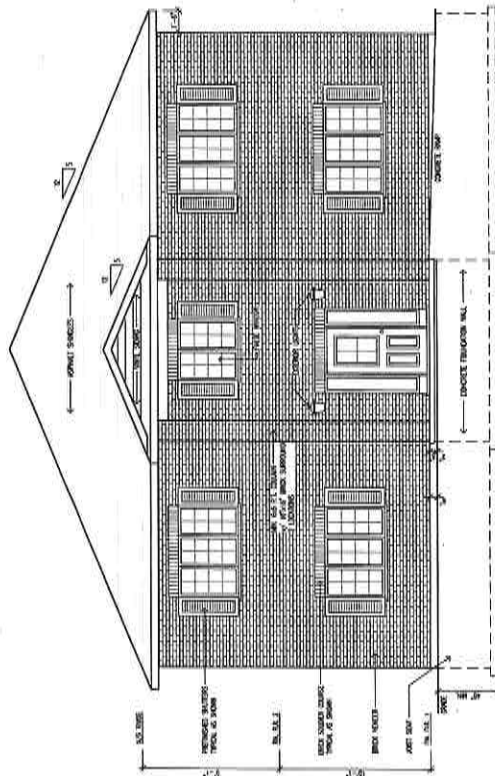




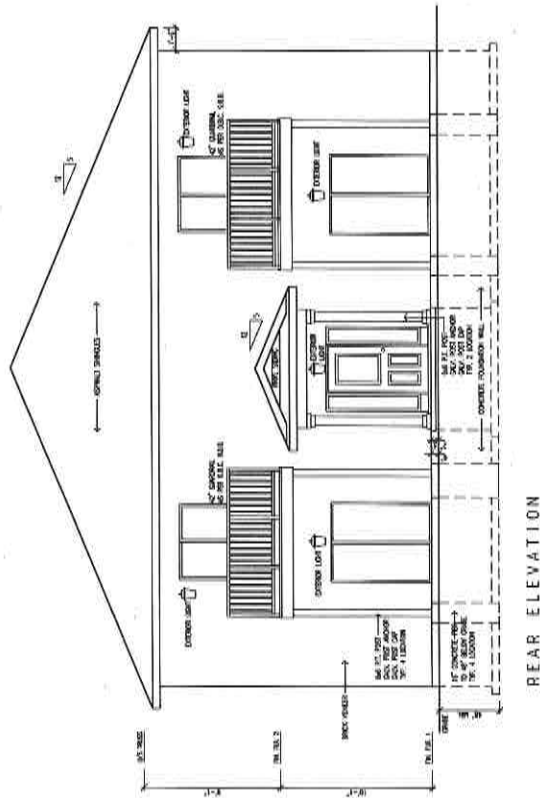


# SCHEDULE "A" DRAWING 6

CONTRACTOR TO VERIFY DIMENSIONS PRIOR TO CONSTRUCTION - DESIGNER IS NOT LIABLE FOR ANY ERRORS OR OMISSIONS - DRAWINGS NOT TO BE SCALED



FRONT ELEVATION

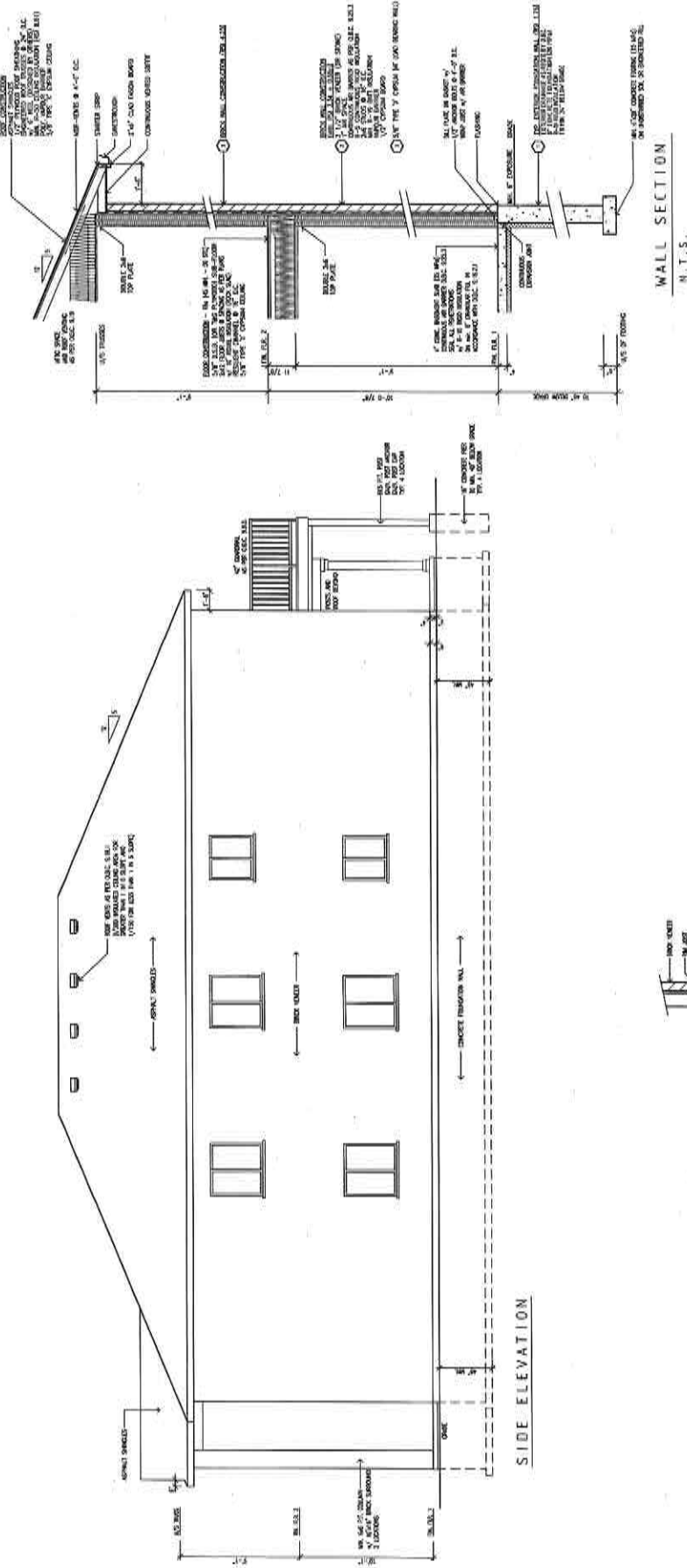



REAR ELEVATION

	<b>ADRIANO PAOLA</b> DESIGN		<b>BUILDING ELEVATIONS</b>		DATE: 16-28-12	SHEET: A1	REV:
	PROJECT: TWO STOREY A-PLEX JAMES STREET ST. MARYS, ONTARIO		SCALE: 1/8" = 1' - 0"		DRAWN: JH	CHECKED: JH	REVIEW:

# SCHEDULE "A" DRAWING 7

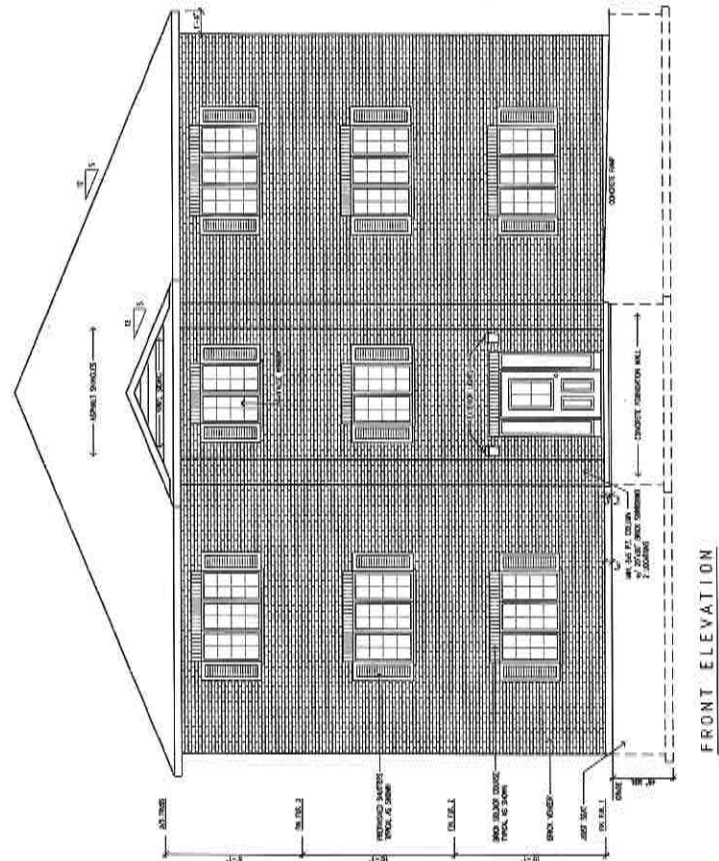
CONTRACTOR TO VERIFY DIMENSIONS PRIOR TO CONSTRUCTION - DESIGNER IS NOT LIABLE FOR ANY ERRORS OR OMISSIONS - DRAWINGS NOT TO BE SCALED



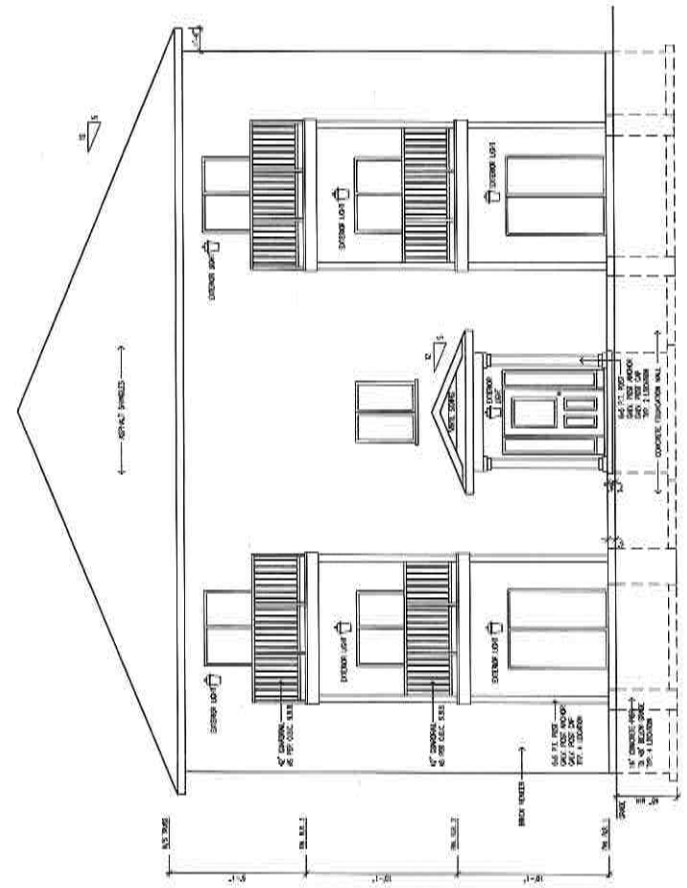
	<b>ADRIANO PAOLA</b> PROJECT: TWO STOREY V-FLEX JAMES STREET, ST. MARYS, ONTARIO.		TITLE: BUILDING ELEVATION WALL SECTION DETAILS	
	SCALE: 1/8" = 1' - 0" DATE: APR. 15, 2013 DRAWN: J.H. CHECKED: J.H.	NO. 14-2042 SHEET: A2 REV: REVIEW		

# SCHEDULE "A" DRAWING 8

CONTRACTOR TO VERIFY DIMENSIONS PRIOR TO CONSTRUCTION - DESIGNER IS NOT LIABLE FOR ANY ERRORS OR OMISSIONS - DRAWINGS NOT TO BE SCALED



FRONT ELEVATION



REAR ELEVATION

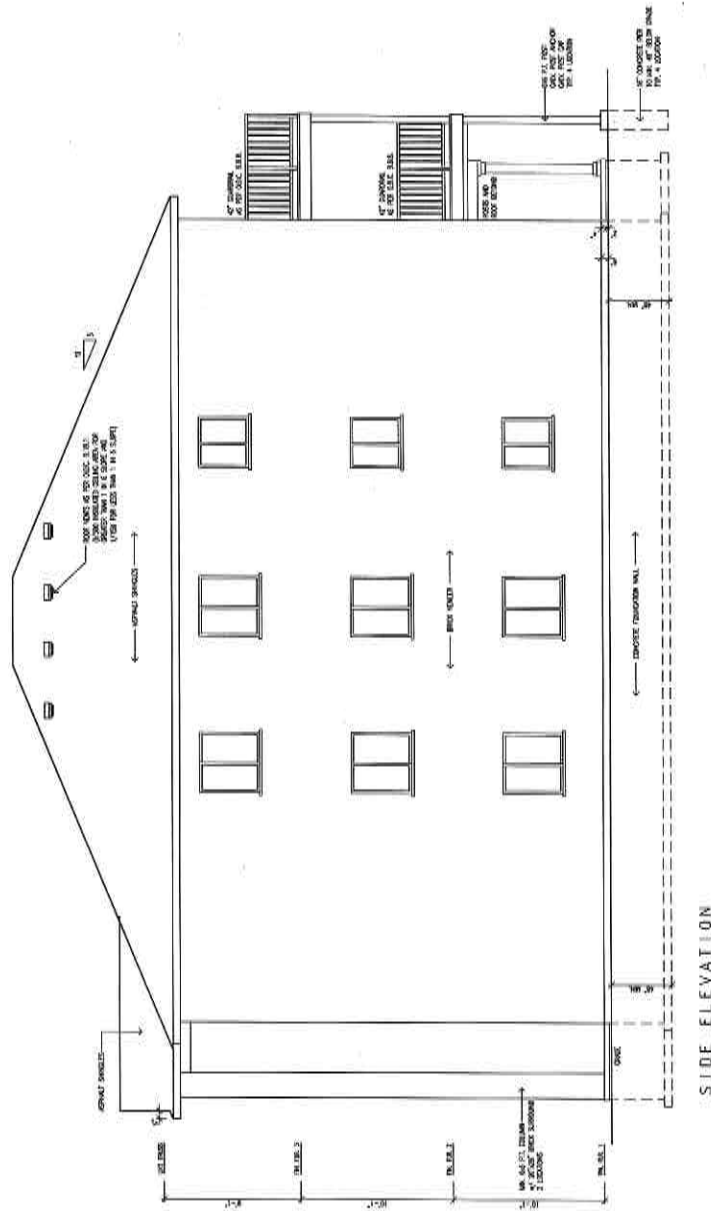


PROJECT: ADRIANO PAOLA  
THREE STOREY 6-PLEX  
JAMES STREET,  
ST. MARYS, ONTARIO.

TITLE: BUILDING ELEVATIONS

DATE: 1/8/21	BY: JH	DATE: 28/10/21	BY: B1	DATE: 14/2022	BY: REVIEW
--------------	--------	----------------	--------	---------------	------------

# SCHEDULE "A" DRAWING 9



SIDE ELEVATION

CONTRACTOR TO VERIFY DIMENSIONS PRIOR TO CONSTRUCTION - DESIGNER IS NOT LIABLE FOR ANY ERRORS OR OMISSIONS - DRAWINGS NOT TO BE SCALED

	ADRIANO PAOLA		TITLE	
	PROJECT: THREE STOREY 6-PLEX JAMES STREET, ST. MARYS, ONTARIO.		BUILDING ELEVATION	
378-274-1314 info@adriano.ca	SCALE: 1/8" = 1'-0"	DESIGNED BY: J.H.	DWG NO.: 18-2842	SHEET: B2
				REV: REVIEW



175 QUEEN STREET EAST, PO BOX 998  
ST. MARYS, ONT. N4X 1B6  
PHONE (519) 284-2340  
FAX (519) 284-3881  
[www.townofstmarys.com](http://www.townofstmarys.com)

## **NOTICE OF PUBLIC MEETING CONCERNING PROPOSED OFFICIAL PLAN AND ZONING BY-LAW AMENDMENTS**

**TAKE NOTICE** that, pursuant to Sections 22 and 34 of the Planning Act, R.S.O. 1990, the Council of the Corporation of the Town of St. Marys will hold a public meeting on **Tuesday, June 27, 2017 at 6:00 p.m.** in the Town Hall Council Chamber (175 Queen Street East) to consider proposed Amendments to the Town of St. Marys Official Plan and Zoning By-law.

The two properties subject to these proposed Amendments are located at 825 and 895 Queen Street East, northwest of the intersection of Queen Street East and Road 120 (the municipal boundary) as shown on the General and Specific Location Maps attached to this Notice. The two subject properties are abutting, are irregularly shaped and are further described as follows with reference to the attached Sketch submitted with the Applications:

- 1) L-shaped lot (2.07 ha) with 121.9 metres of frontage along Queen Street East (comprised of Parts 1, 2, 3 and 4 on the attached Sketch)
- 2) Irregularly shaped lot (3.33 ha) with 185.3 metres of frontage along Road 120 (comprised of Parts 5 and 6 on the attached Sketch)

The Town has also received three Consent to Sever Applications as summarized below. A Lot Fabric Sketch showing the proposed lot fabric that would result from approval of these Applications is attached.

### **B04-2017**

Consent to Sever Application B04-2017 proposes to sever that area of the L-shaped property (Part 1 on the attached Sketch) located between the two existing single-detached dwelling residential uses and add it to the irregular shaped property located to the north (Parts 5 and 6 on the attached Sketch).

### **B05-2017**

Consent to Sever Application B05-2017 proposes to sever that area of the property (Part 4 on the attached Sketch) which is located to the north of the westerly single-detached dwelling residential use and add it to the adjacent irregular shaped property to the east (Parts 5 and 6 on the attached Sketch).

### **B06-2017**

Consent to Sever Application B06-2017 proposes to sever a small area from the irregular shaped property (Part 5 on the attached Sketch) and add it to the easterly single-detached dwelling use lot (Part 2 on the attached Sketch).

The subject properties are currently designated Highway Commercial according to the Town's Official Plan, with a Natural Hazards Constraint Area overlay over parts of the northern parts of each property. The subject properties are currently zoned Highway Commercial Zone (C3-H) according to the Town's Zoning By-law Z1-1997. The 'H' represents a holding provision that is applied to ensure that development takes a form compatible with adjacent land uses and that agreements are entered into following public site plan review. Until Council removes the H symbol, only existing uses are permitted.

The proposed Official Plan and Zoning By-law Amendments will not change the existing Official Plan land use designation or Zone that currently apply to the subject properties. The purpose and intent of the Official Plan and Zoning By-law Amendment Applications are summarized below.

### **Official Plan Amendment**

- Add special policies to the Exceptions subsection of the Highway Commercial designation (Section 3.3.3) to add existing single detached dwellings and accessory uses as permitted uses, and allow for the creation of two separate lots via Consent. These special policies will apply to the two proposed lots identified as Parts 2 & 5, and Part 3 on the attached Sketch.

## **Zoning By-law Amendment**

- Amend Key Map 10 of Schedule “A” to the Zoning By-law to identify that there are special provisions that apply to the subject properties.
- Add special provisions to the Special Provisions subsection of the Highway Commercial Zone (Section 17.4) to:
  - add existing single detached dwelling and accessory uses as permitted uses on the two proposed lots identified as Parts 2 & 5, and Part 3 on the attached Sketch;
  - establish minimum lot frontage and lot area requirements for the proposed residential lots based on the proposed lot configuration;
  - establish yard and lot coverage requirements for the proposed residential lots and the existing storage barn on the irregularly shaped lot; and,
  - deem the lot line of the proposed new consolidated lot (Parts 1, 4 and 6 on the attached Sketch) adjacent to Road 120 as the front lot line.

Any person may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Official Plan Amendment and/or Zoning By-law Amendment.

**Please note:** Comments and opinions submitted on these matters, including the originator’s name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report and will be included in the Council agenda and minutes. Council agenda and minutes are published on the Town of St. Marys website at [www.townofstmarys.com](http://www.townofstmarys.com).

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Corporation of the Town of St. Marys before the proposed Official Plan Amendment is adopted and/or the Zoning By-law Amendment is passed, the person or public body is not entitled to appeal the decision(s) of the Council of the Corporation of the Town of St. Marys to the Ontario Municipal Board.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Town of St. Marys before the Official Plan Amendment is adopted and/or the Zoning By-law Amendment is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

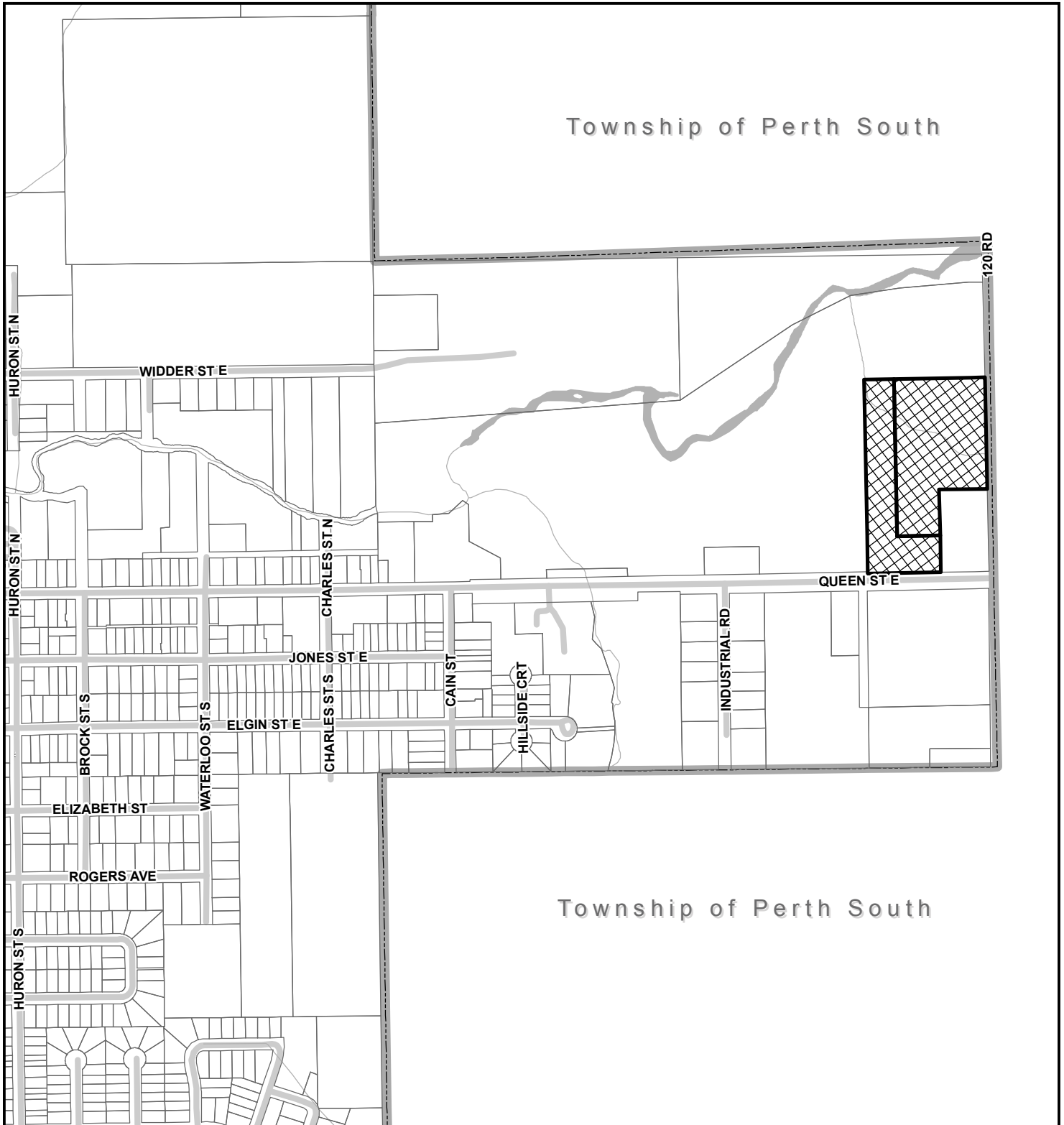
If you wish to be notified of the decision of the Town of St. Marys on the proposed Official Plan Amendment and/or Zoning By-law Amendment, you must make a written request to the CAO-Clerk of the Town of St. Marys (Brent Kittmer).

**ADDITIONAL INFORMATION** relating to the proposed Official Plan and Zoning By-law Amendments are available for inspection during office hours at the Town of St. Marys Municipal Operations Centre and can be provided in an accessible format upon request.

**DATED AT THE TOWN OF ST. MARYS THIS 7<sup>th</sup> DAY OF JUNE, 2017.**

Brent Kittmer Clerk/CAO, Town of St. Marys, 175 Queen Street East, PO Box 998, St. Marys, Ontario N4X 1B6 Telephone: (519) 284-2340; Fax: (519) 284-3881.

General Location Map  
Town of St. Marys  
825 and 895 Queen Street East



ONTARIO CANADA  
**ST. MARYS**



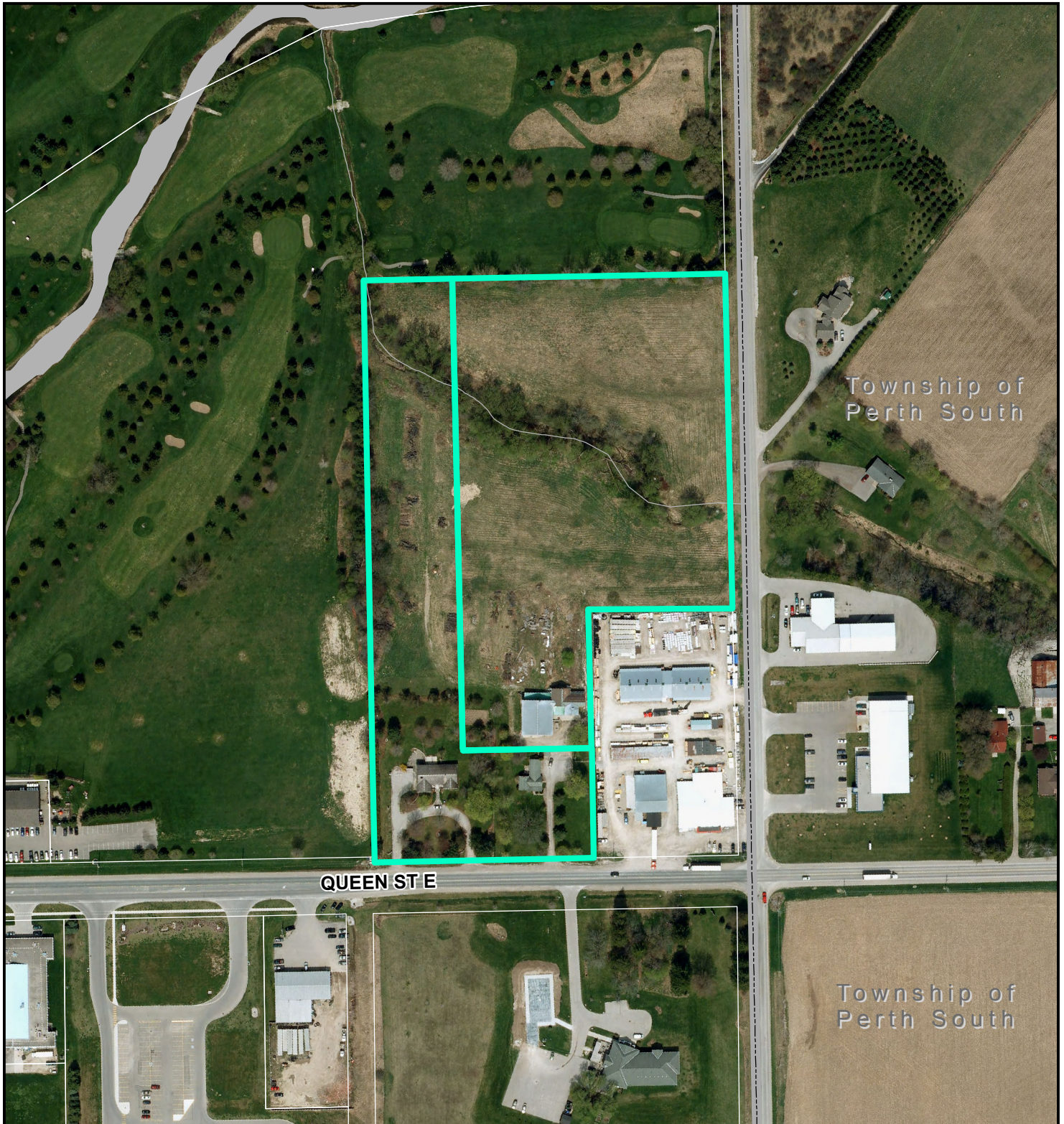
Subject Area



0 100 200 300 400 Metres



Specific Location Map  
Town of St. Marys  
825 and 895 Queen Street East





# OPA, ZBA AND SEVERANCE SKETCH

OF PART OF  
**LOT 17**  
**CONCESSION 19.**

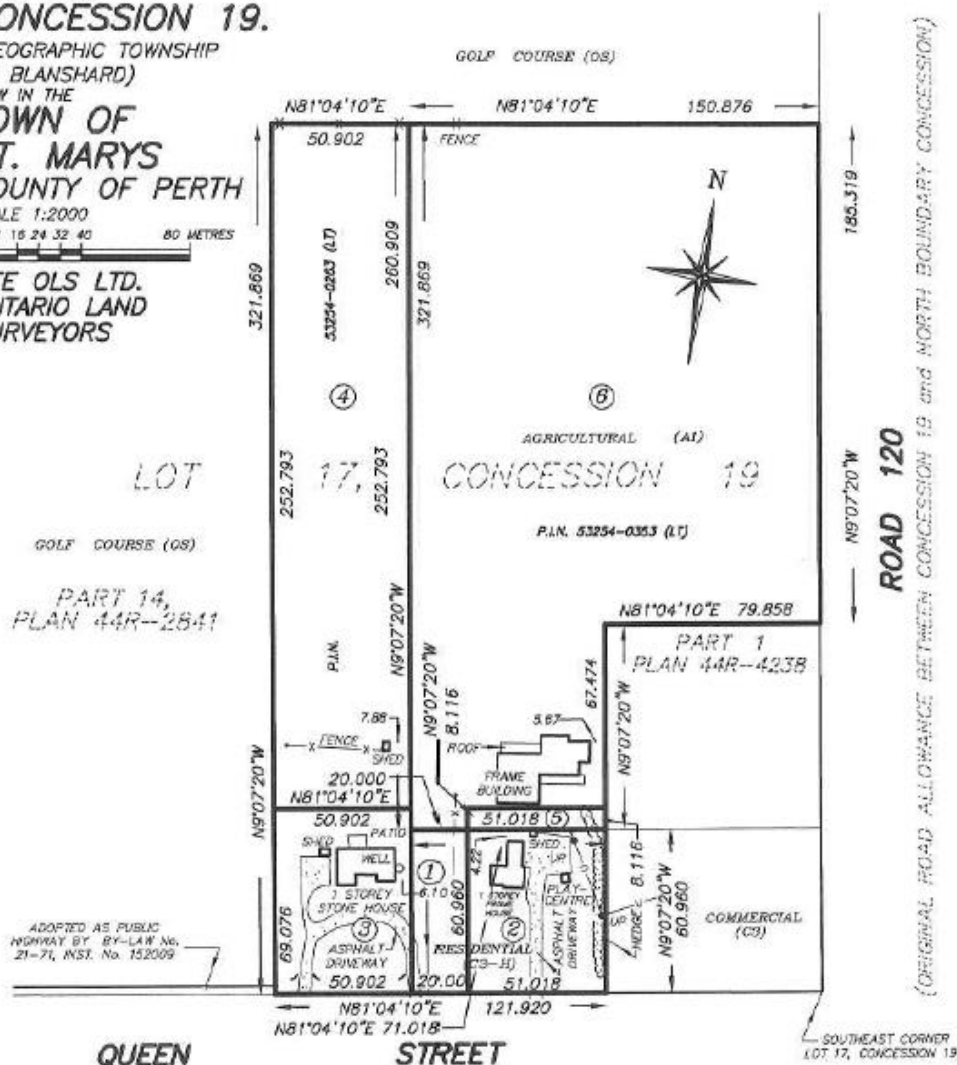
(GEOGRAPHIC TOWNSHIP  
OF BLANSHARD)

NOW IN THE  
**TOWN OF**  
**ST. MARYS**  
**COUNTY OF PERTH**

SCALE 1:2000

0 8 16 24 32 40 80 METRES

**MTE OLS LTD.**  
**ONTARIO LAND**  
**SURVEYORS**



THIS SKETCH IS NOT  
VALID UNLESS IT IS  
AN EMBOSSED  
ORIGINAL COPY ISSUED  
BY THE SURVEYOR



**MTE OLS Ltd.**

ONTARIO LAND SURVEYORS

365 HOME STREET  
STRATFORD, ONTARIO, N5A 2A5

TEL: (519) 271-7952 FAX: (519) 271-3545

Doc File: P:\P\35725\101\35725-101-SV3.DWG

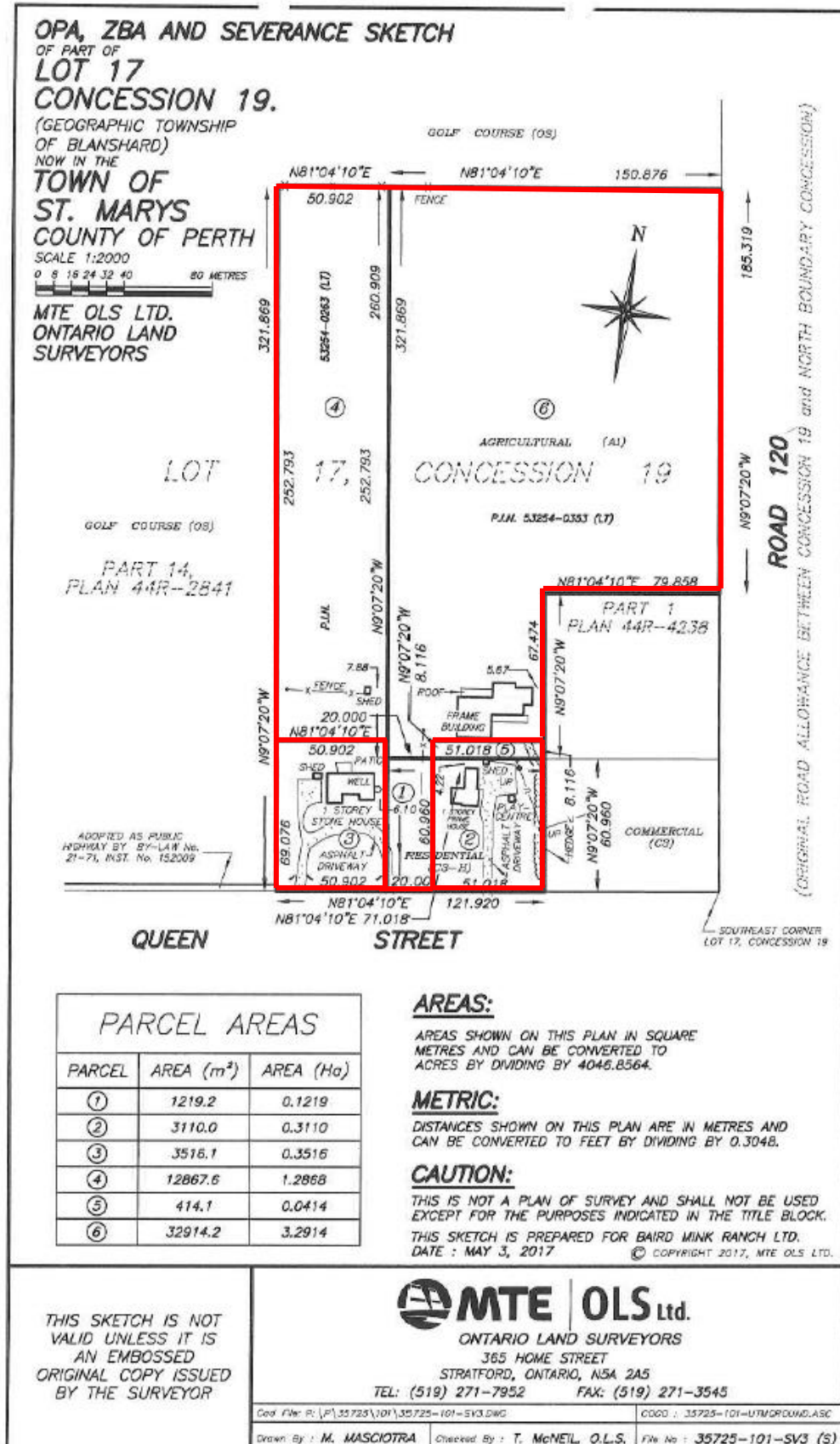
CGO : 35725-101-UTMGROUND.ASC

Drawn By : M. MASCIOTTA

Checked By : T. McNEIL, O.L.S.

File No : 35725-101-SV3 (S)

**Proposed New Lot Fabric Based on Consent to  
Sever Applications B04-2017, B05-2017 & B06-2017**





Corporation

of the Town of St. Marys

RECEIVED

MAY 05 2017

- ☒ Application for Approval of a Official Plan Amendment  
(Under Section 22(4) of the Planning Act)
- ☒ Application for Zoning By-law Amendment  
(Under Section 34 or 39 of the Planning Act)
- ☐ Application to Remove a Holding Symbol  
(Under Section 34 and 36 of the Planning Act)

**Instructions**

Each application must be accompanied by the application fee in the form of either cash or a cheque payable to the Town. An accurate scaled drawing of the subject land must be submitted.

If the applicant is not the owner of the subject land, a written statement by the owner which authorizes the applicant to act on behalf of the owner as it relates to the subject application, must accompany the application See Section 13.0).

Please bear in mind that additional information may be required by the Town, local and provincial agencies in order to evaluate the proposed Amendment. The required information may include studies or reports to deal with such matters as impacts on: the environment; transportation network; water supply; sewage disposal; and storm water management.

In addition, the applicant may be required to submit a more detailed site plan in accordance with Section 41, of the Planning Act.

**Completeness of the Application**

The information in this form that must be provided by the applicant is indicated by black arrows (➔) on the left side of the section numbers. This information is prescribed in the Schedule to Ontario Regulation 198/96 made under the Planning Act. The mandatory information must be provided with the appropriate fee and draft plan. If the mandatory information is not provided, the municipality will return the application or refuse to further consider the application.

The application form also sets out other information (eg. technical information or reports) that will assist the approval authority and others in their planning evaluation of the development proposal. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

**Approval Process**

Upon receipt of an application, the required fee and other information (as required) Council will determine whether there is sufficient merit in processing the application further (i.e. circulation of notice and the holding of a public meeting as required by the Ontario Planning Act). The applicant is encouraged to attend a public meeting, to present the proposal. The applicant will be provided notice of any decision made by Council concerning the application. Official Plan Amendments and Zoning By-law Amendment are adopted by St. Marys Council. If no notice of appeal is received within twenty days, the Official Plan Amendment and/or Zoning By-law Amendment is in force.

**For Help**

To help you complete the application form, please consult the Building Department in the Town Hall. You can also call the Building Department at (519) 284-2340.

Please Print and Complete or (✓) Appropriate Box(es)

**1.0 Application Information**

➔ 1.1 Name of Owner(s) An owner's authorization is required if applicant is not the owner (See Section 12.0)		Home Telephone No.	Business Telephone No.
Name of Owner(s) <u>Margaret McMillan Baird and</u>		<u>519-284-3873</u>	
<u>Bairds of Strathaven Inc.</u>		Postal Code	Fax No.
Address <u>PO Box 249</u>		<u>N4X 1B1</u>	
<u>825/895 Queen Street East, St. Marys</u>			

1.2 Agent/Applicant - Name of the person who is to be contacted about the application, if different than the owner. (This may be a person or firm acting on behalf of the owner.)		Home Telephone No.	Business Telephone No.
Name of Contact Person (and Firm) <u>Grand Baird</u>		<u>519-851-6178</u>	
Address <u>9 Oakwood Links Lane, Nottville</u>		Postal Code	Fax No.
<u>Dave Hanly, 52 Fairfield Drive, Stratford N5A 0A6</u>		<u>519-275-2694</u>	

**➔ 2.0 Location and Size of the Subject Land**

Street No. <u>895</u>	Name of Street/Road <u>Queen Street East</u>	Registered Plan No.	Lot(s)/Block(s)
Reference Plan No.	Part Number(s)	Concession Number(s)	Lot Number(s)
		<u>19</u>	<u>Pt. 17</u>
Lot Frontage	Average Width	Average Depth	Lot Area
<u>See attached sketch</u>	<u>Parts 2, 3 and 5</u>		

➔ 2.1 Is there a mortgage or charge in respect of the subject land? ☐ Yes ☒ No If yes, give the names and addresses of any mortgages or charges

➔ 2.2 Are there any easements or restrictive covenants affecting the subject land? ☐ Yes ☒ No If yes, describe the easement or covenant and its effect.

➔ 2.3 When were the subject lands acquired by the current owner? Margaret Baird parcel - 1985 (previously owned by her husband since 1954)  
Bairds of Strathaven Inc. parcel - has been in a Baird family name since 1962

**➔ 3.0 Proposed and Current Land Use**

➔ 3.1 What is the proposed use of the subject land? Residential (2 existing single-detached dwellings) and vacant agricultural

➔ 3.2 What is the current use of the subject land? Residential (2 existing single-detached dwellings) and vacant agricultural

➔ 3.3 How is the subject land currently designated in the Official Plan? Highway Commercial

**➔ 3.4 How is the subject land currently zoned in the applicable Zoning By-law?**

Highway Commercial Zone C3-H



➤ 3.5 Provide the following details for all buildings, both existing or proposed. (Should be shown on the Site Plan submitted with this Application).

	Existing Buildings		Proposed Buildings		Existing Buildings		Proposed Buildings
	3.5.1 Front yard	3.5.2 Rear yard			3.5.5 Height	3.5.6 Dimensions	
3.5.1 Front yard	38m	40m	—	3.5.5 Height	1 Storey	1 Storey	—
3.5.2 Rear yard	12.3m	14.5m	—	3.5.6 Dimensions			—
3.5.3 Side Yard	29.5m	6.1m	—	3.5.7 Gross Floor Area			—
3.5.4 Side Yard	8m	23m	—	3.5.8 Date Constructed	1972		—

➤ 4.0 Official Plan Amendment (proceed to Section 5.0 if a Official Plan Amendment is not proposed)

4.1 Does the Proposed Official Plan Amendment:

- 4.1.1 Add a Land Use designation to the Official Plan?  
4.1.2 Change a land use designation in the Official Plan?  
4.1.3 Replace a policy in the Official Plan?  
4.1.4 Delete a policy from the Official Plan?  
4.1.5 Add a policy to the Official Plan?

Yes

☐  
☐  
☐  
☒

No

☒  
☒  
☒  
☒

If applicable, please provide the policy section number to be changed, and suggested policy wording on a separate page.

Special provision or exception policy to be added to Section 3.3.3 of Official Plan

4.2 What is the purpose of the Official Plan Amendment and land uses that would be permitted by the proposed Official Plan Amendment?

To provide site specific policy in the Town's Official Plan which will permit the severance of 2 existing dwellings in the Highway Commercial designation and for the continued use of these 2 existing residential uses.

4.3 Explain how this proposal has regard to the principles of the Provincial Policy Statement issued under the Planning Act (attach a separate page if necessary).

Retention of existing residential dwellings/stock and consolidation of future development/employment lands.

➤ 5.0 Zoning By-law Amendment (proceed to Section 6.0 if a Zoning By-law Amendment is not proposed)

5.1 Does the Proposed Zoning By-law Amendment:

- 5.1.1 Add a Zone Category to the Zoning By-law?  
5.1.2 Change a Zone Category in the Zoning By-law?  
5.1.3 Replace a zoning provision in the Zoning By-law?  
5.1.4 Delete a zoning provision from the Zoning By-law?  
5.1.5 Add a zoning provision to the Zoning By-law?

Yes

☐  
☐  
☐  
☒

No

☒  
☒  
☒  
☒

If applicable, please provide the provision section number to be changed, and suggested provision wording on a separate page.

To add a special provision to Section 17.4 to permit the severance of two existing dwellings and the continued use of these two residential uses.

5.2 What is the purpose of the proposed Zoning By-law Amendment and what are the land uses proposed?

To provide specific zone provisions to permit the severance of 2 existing dwellings in the HB-3 zone and for the continuation of the 2 dwellings

6.0 Previous Industrial or Commercial Uses

6.1 Has there previously been an industrial or commercial use on the subject land or adjacent land? If Yes, specify the uses and dates.

☒ Yes ☐ No

Not on subject lands, but yes on adjacent lands

6.2 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites?

☐ Yes ☒ No

6.3 What information did you use to determine the answers to the above questions?

Family member knowledge

6.4 If Yes, to (6.1), (6.2) or (6.3), a previous use inventory showing all former uses of the subject land, or if appropriate, the adjacent land, is needed.

Is the previous use inventory attached? ☒ Yes ☐ No

Baird Lumber/St Marys Home Bldg. Centre;  
Echo Tech Machine and Tool; Stonetown Supply Services; Stone Willow Inn;  
St. Marys Golf Course

➤ 7.0 Status of Other Applications under the Planning Act

Is the subject land also the subject of an application for a consent, approval of a site plan, minor variance, Zoning By-law Amendment or Zoning Order Amendment? ☒ Yes ☐ No If Yes, indicate the type of application, the file number and the status of the application.

Three Consent applications submitted at present

➤ 8.0 Servicing

8.1 Indicate the existing/proposed servicing type for the subject land.

Sewage Disposal	Existing	Proposed	Water Supply	Existing	Proposed
a) Public piped sewage system	<input checked="" type="checkbox"/>	No change	a) Public piped water system		<input checked="" type="checkbox"/>
b) Public or private communal septic			b) Public or private communal well(s)		
c) Individual septic system(s)			c) Individual well(s)	<input checked="" type="checkbox"/>	
d) Other			d) Other		

Storm Drainage	Existing	Proposed	Road Access	Existing	Proposed
a) Sewers			a) Arterial Road	✓	No Change
b) Ditches or swales	✓	No change	b) Collector Road		
c) Other			c) Local Road		

## 9.0 Justification

9.1 Indicate how the proposed use(s)/ zone complies with the relevant portions of the Official Plan - or complete an Official Plan Amendment Application.

The subject applications do not involve any changes in physical land use, but rather allows for lot creation for existing residential uses while consolidating lands for future development. Proposed zoning will implement and be in conformity with requested OPA.

9.2 Indicate how the proposed use(s) will be compatible with the surrounding land uses.

The two existing single-detached residential uses have existed and operated as compatible uses with surrounding uses in the past and there is no reason to expect that this will change as a result of these applications.

## 10.0 Other Information

## 11.0 Application Drawing

Please submit an accurate, scaled drawing of the proposal showing the following information:

- The subject land, including its boundaries and dimensions, and the location, and nature of any easement or restrictive covenants which affect the subject land;
- The uses of adjacent and abutting land;
- The location of all existing as well as proposed buildings and their dimensions, uses, and setbacks from lot lines;
- The location of all natural and man-made features on the land and the location of these features on adjacent and abutting lands; and
- Scale and north arrow.

## 12.0 Affidavit or Sworn Declaration

I, Janet Baird Jackson of the Grand Bend in the County/Region of Huron

make oath and say (or solemnly declare) that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me at the Town of St. Marys

in the County/Region of Perth

this 10th day of May

Susan Louise Luckhardt,  
a Commissioner, etc.,  
Province of Ontario,

for the Corporation of the Town of St. Marys.  
Expires September 5, 2018.

Commissioner of Oaths

Applicant

## 13.0 Authorization of Owner for Agent to Make the Application

I (we), Margaret McMillan Baird of the Town of St. Marys in the County/Region of Perth

am the owner of the land that is the subject of this application for an Official Plan Amendment/Zoning By-law Amendment and I hereby

authorize Janet Baird Jackson / David Hanly to act as my agent in the application.

May 3, 2017  
Date

Margaret Baird  
Signature of Owner

## 14.0 Acknowledgement

### ACKNOWLEDGEMENT

With the filing of this application, the applicant is aware of, and agrees, that if the decision of the Council of the Town of St. Marys regarding this application is appealed by a third party (a party other than the applicant), all costs incurred by the Corporation of the St. Marys for legal counsel and other associated costs to represent the Corporation of the St. Marys in defending the decision before the Ontario Municipal Board will be solely the responsibility of, and paid for by the applicant.

Dated at the Seaford

in the County/Region of Huron

this 3rd day of May, 2017

Janet Baird Jackson  
Applicant



**Information Sheet for Baird Official Plan Amendment, Zoning By-law Amendment, and Consent to Sever Applications**

**Ownership:**

1. "L" shaped parcel (Parts 1, 2, 3 and 4 on attached sketch) is owned by Margaret McMillan Baird and has been in her name since 1985. Prior to that, the parcel was owned by Robert James Baird (Margaret McMillan Baird's husband) since June 14, 1954.
2. Irregular shaped parcel (Parts 5 and 6 on attached sketch) is owned by Bairds of Strathaven Inc., a company that was owned by Robert and Margaret McMillan Baird and now by Margaret McMillan Baird.

**Location and Size:**

1. "L" shaped parcel has a municipal address of 825/895 Queen Street East and is described as part of Lot 17, Concession 19, formerly in the Township of Blanshard, now in the Town of St. Marys. It has a frontage of 121.92 metres on Queen Street East and an area of 2.07 hectares.
2. Irregular shaped parcel has a municipal address of 825/895 Queen Street East and is described as part of Lot 17, Concession 19, formerly in the Township of Blanshard, now in the Town of St. Marys. It has a frontage of 185.319 metres on fronts Road 120 and an area of 3.29 hectares.

**Existing Uses and Buildings:**

1. Existing use of the "L" shaped parcel is residential and vacant agricultural. The southerly portion (Parts 1, 2 and 3) is the site of two single-detached dwellings and has been used for residential purposes for many years. The dwelling on the easterly portion of the property was constructed in approximately 1890 with additions made since then and the dwelling on the westerly portion of the property was constructed in 1972. There is a small shed associated with each of the two dwellings. The westerly dwelling is the home of Margaret McMillan Baird and the easterly dwelling is the home of Don and Donna Baird, Margaret McMillan Baird's son and daughter-in-law.
2. Existing use of the irregular shaped parcel is considered as vacant agricultural. It was previously used for a mink ranch operation which was owned and operated by Robert and Margaret Baird. The only building remaining on this property is a barn which is presently used for storage associated with the two existing dwellings on the Margaret McMillan Baird property. A portion of this barn was used for the storage of carpet associated with a building supply/lumber yard use on the abutting property to the south-east, which property is now the site of the St. Marys Home Building Centre. This incidental storage use ceased in 2005.

Purpose of Applications:

1. The **Official Plan Amendment application** requests that the land use designation of the lands on which the two single-detached dwellings are located remain in the "Highway Commercial" designation with a special policy/exception added to Section 3.3.3 of the Official Plan to permit the creation of separate lots for each of the two single-detached dwelling residential uses. The area for the easterly residential use lot is identified as Parts 2 and 5. The area for the westerly residential use lot is identified as Part 3. Through the Consent to Sever application process, the remainder of the "L" shaped property (Parts 1 and 4) and the remainder of the irregular shaped parcel (Part 6) will be consolidated to form one property which will be owned by Bairds of Strathaven Inc. These lands will also remain in the "Highway Commercial" designation.
2. The **Zoning By-law Amendment application** requests that the zoning of the lands on which the two single-detached dwellings are located (Parts 2 and 3) and a small area to the rear of the easterly dwelling (Part 5) remain in the "Highway Commercial Zone (C3-H)" with a special provision added to Section 17.4 of the Zoning By-law to permit the two single-detached dwelling residential uses on separate individual lots as permitted uses in the "C3-H" zone and for the continued use of same.
3. **Consent Application # 1** - proposes to sever that area of the Margaret McMillan Baird property which is located between the two existing single-detached dwelling residential uses (Part 1) and add it to the irregular shaped property owned by Bairds of Strathaven Inc. (Parts 5 and 6). The area to be severed fronts onto Queen Street East, has a width of 20 metres, and an area of 1,219.2 square metres. This will result in two remnant parcels, one to the east consisting of most of the lot for the easterly single-detached dwelling use (Part 2) and one to the west consisting of the lot for the westerly single-detached dwelling and the vacant agricultural use area north of same (Parts 3 and 4). The easterly remnant will be conveyed to Don and Donna Baird while the westerly remnant will be owned by Margaret McMillan Baird.
4. **Consent Application # 2** – proposes to sever that area of the Margaret McMillan Baird property which is located to the north of the westerly single-detached dwelling residential use (Part 4) and add it to the irregular shaped property owned by Bairds of Strathaven Inc. (Parts 5 and 6). The remnant single-detached dwelling residential use lot (Part 3) will continue to be owned by Margaret McMillan Baird.
5. **Consent Application # 3** - proposes to sever a small area to the rear and north of the easterly single-detached dwelling (Part 5) from the Bairds of Strathaven Inc. property and add it to the easterly single-detached dwelling use lot (Part 2). This small area has a depth of 8.116 metres and an area of 414.1 square metres.
6. The 3 Consent applications will result in the following:
  - (i) The Bairds of Strathaven Inc. property being enlarged to consist of Parts 1, 4, and 6. It will have a frontage of 20 metres of Queen Street East, a frontage of 185.319 metres on Road 120, and an area of 4.7 hectares.

- (ii) A lot containing the easterly existing single-detached dwelling use consisting of Parts 2 and 5. It will have a frontage of 51.018 metres on Queen Street East and an area of 3,524.1 square metres.
- (iii) A lot containing the westerly existing single-detached dwelling use consisting of Part 3. It will have a frontage of 50.902 metres on Queen Street East and an area of 3,516.1 metres.

**Note: It is proposed that the 3 Consent to Sever applications be dealt with concurrently and that the appropriate conditions be applied to facilitate the noted lot additions.**



# OPA, ZBA AND SEVERANCE SKETCH

OF PART OF  
**LOT 17**  
**CONCESSION 19.**

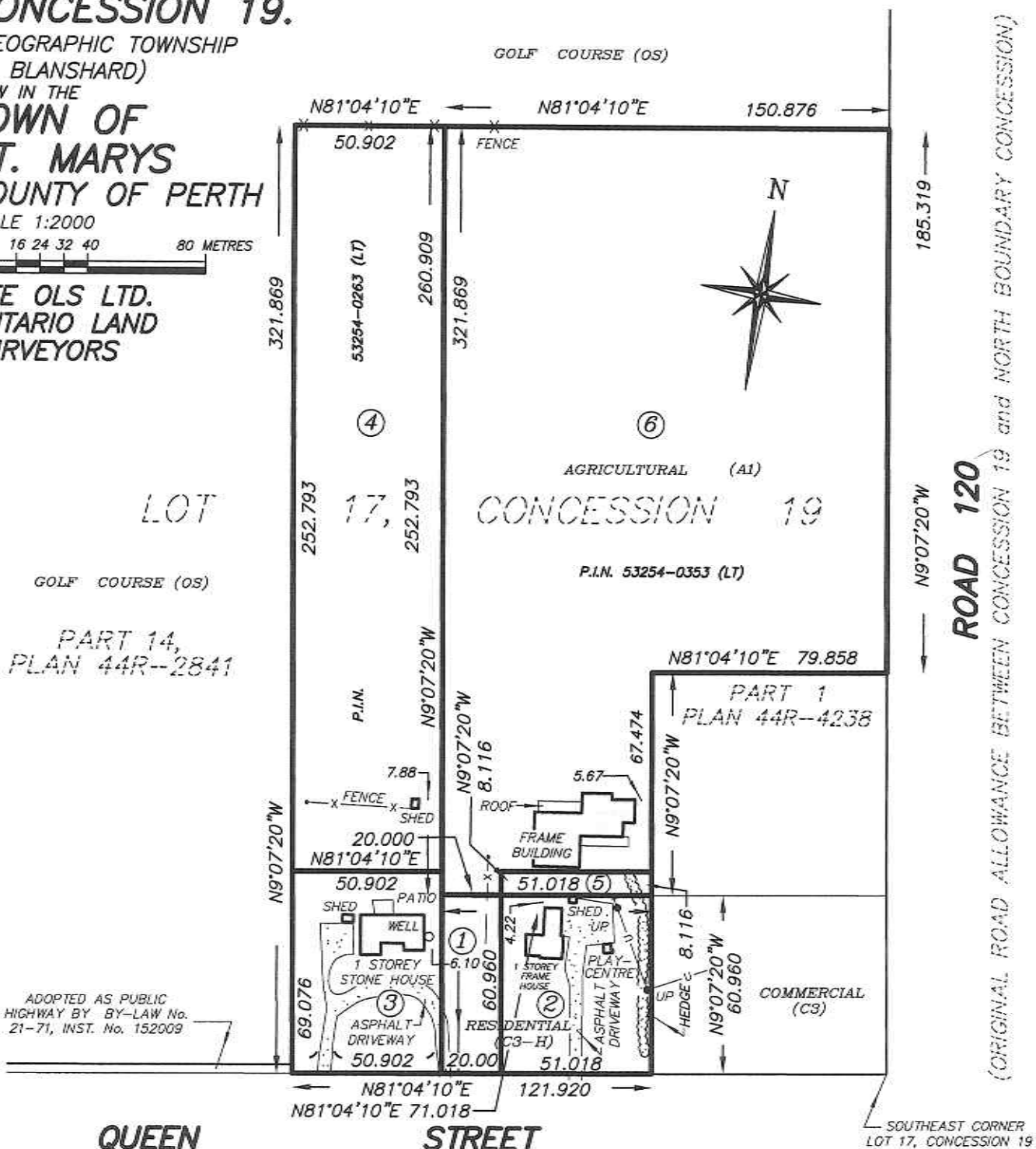
(GEOGRAPHIC TOWNSHIP  
OF BLANSHARD)

NOW IN THE  
**TOWN OF**  
**ST. MARYS**  
**COUNTY OF PERTH**

SCALE 1:2000

0 8 16 24 32 40 80 METRES

**MTE OLS LTD.**  
**ONTARIO LAND**  
**SURVEYORS**



## PARCEL AREAS

PARCEL	AREA (m <sup>2</sup> )	AREA (Ha)
①	1219.2	0.1219
②	3110.0	0.3110
③	3516.1	0.3516
④	12867.6	1.2868
⑤	414.1	0.0414
⑥	32914.2	3.2914

## AREAS:

AREAS SHOWN ON THIS PLAN IN SQUARE METRES AND CAN BE CONVERTED TO ACRES BY DIVIDING BY 4046.8564.

## METRIC:

DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

## CAUTION:

THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSES INDICATED IN THE TITLE BLOCK.

THIS SKETCH IS PREPARED FOR BAIRD MINK RANCH LTD.

DATE : MAY 3, 2017

© COPYRIGHT 2017, MTE OLS LTD.

THIS SKETCH IS NOT  
VALID UNLESS IT IS  
AN EMBOSSED  
ORIGINAL COPY ISSUED  
BY THE SURVEYOR



**MTE | OLS Ltd.**

ONTARIO LAND SURVEYORS

365 HOME STREET

STRATFORD, ONTARIO, N5A 2A5

TEL: (519) 271-7952

FAX: (519) 271-3545

Cad File: P:\P\35725\101\35725-101-SV3.DWG

COGO : 35725-101-UTMGROUND.ASC

Drawn By : M. MASCIOTRA

Checked By : T. McNEIL, O.L.S.

File No : 35725-101-UTMGROUND.ASC

Page 145 of 202

May 26, 2017

Town of St. Marys  
175 Queen Street East  
P.O. Box 998  
St. Marys. Ontario      N4X 1B6

**Attention: Susan Luckhardt, Planning Coordinator, (via e-mail [sluckhardt@town.stmarys.on.ca](mailto:sluckhardt@town.stmarys.on.ca))**

Dear Ms. Luckhardt,

**Re:                    Applications for Official Plan Amendment, Zoning By-law Amendment & Consent:  
                         B04-2017; B05-2017; B06-2017  
                         Owners: Margaret McMillan Baird (Bairds of Strathaven Inc.)  
                         Agents: Dave Hanly & Janet Baird-Jackson  
                         Property: 825 & 895 Queen St. East in the Town of St. Marys**

---

The Upper Thames River Conservation Authority (UTRCA) has reviewed the subject application with regard for policies contained within the *Environmental Planning Policy Manual for the Upper Thames River Conservation Authority (June 2006)*. These policies include regulations made pursuant to Section 28 of the *Conservation Authorities Act*, and are consistent with the natural hazard and natural heritage policies contained in the *Provincial Policy Statement (2014)*. The Upper Thames River Source Protection Area Assessment Report has also been reviewed in order to confirm whether the subject property is located within a vulnerable area. The Drinking Water Source Protection information is being disclosed to the Municipality to assist them in fulfilling their decision making responsibilities under the Planning Act. We offer the following comments:

### **PROPOSAL**

The purpose of the application for Official Plan Amendment is to request a change to the land use designation of the lands on which two single-detached dwellings are currently located. The two single-detached dwellings are to remain in the "Highway Commercial" designation with a special policy/exception added to Section 3.3.3 of the Official Plan to permit the creation of separate lots for each of the two single-detached dwelling residential uses. The proposed retained lands are to remain in the "Highway Commercial" designation.

The purpose of the Zoning By-law Amendment application is to request that the zoning of the lands on which the two single-detached dwellings are located remain in the "Highway Commercial Zone (C3-H)" with a special provision added to Section 17.4 of the Zoning By-law to permit the two single-detached dwelling residential uses on separate individual lots as permitted uses in the "C3-H" zone and for the continued use of same.

The purpose of the applications for Consent is to sever the existing residential dwelling uses from the balance of the lands. The three (3) consent applications will result in The Bairds of Strathaven Inc. property being enlarged to consist of Parts 1, 4, and 6. It will have a frontage of 20 metres along Queen St. East, a frontage of 185.32 metres on Road 120, and an area of 4.7 hectares.

### **CONSERVATION AUTHORITIES ACT**

As shown on the enclosed mapping, the subject property (retained lands) is affected by the Authority's Regulation Limit which includes the riverine flooding and erosion hazards associated with the Sheldon Drain/Trout Creek. The UTRCA regulates development within the Regulation Limit in accordance with Ontario Regulation 157/06 made pursuant to Section 28 of the *Conservation Authorities Act*. This regulation requires the landowner to obtain written approval from the UTRCA prior to undertaking any development or site alteration in the regulated area which includes filling, grading, construction, alteration to a watercourse and/or interference with a wetland.

### **UTRCA ENVIRONMENTAL PLANNING POLICY MANUAL**

The UTRCA's Environmental Planning Policy Manual is available online at <http://thamesriver.on.ca/planning-permits-maps/utrca-environmental-policy-manual/>  
The policies which are applicable to the subject lands include:

#### ***3.2.2 General Natural Hazard Policies***

These policies direct new development, and site alteration, away from hazard lands. No new hazards are to be created and existing hazards should not be aggravated. Furthermore, the Authority does not support the fragmentation of hazard lands through lot creation. This policy is consistent with the Provincial Policy Statement (PPS, 2014) and is intended to limit the number of owners of hazardous land and thereby reduce the risk of unregulated development etc.

#### ***3.2.3 Riverine Flooding Hazard Policies***

These policies address matters such as the provision of detailed flood plain mapping, uses that may be permitted in the flood plain, one & two zone flood plain policy areas as well as special policy areas.

#### ***3.2.4 Riverine Erosion Hazard Policies***

The Authority generally does not permit development and site alteration in the meander belt or on the face of steep slopes, ravines and distinct valley walls. The establishment of the hazard limit must be based upon the natural state of the slope, and not through re-grading or the use of structures or devices to stabilize the slope.

Given that the applications (OPA, ZBA & Consents) do not propose the further fragmentation of hazard lands, the foregoing, at this time, is being provided for information purposes only.

### **DRINKING WATER SOURCE PROTECTION**

#### **Clean Water Act**

The *Clean Water Act* (CWA), 2006 is intended to protect existing and future sources of drinking water. The Act is part of the Ontario government's commitment to implement the recommendations of the Walkerton Inquiry as well as protecting and enhancing human health and the environment. The CWA sets out a framework for source protection planning on a watershed basis with Source Protection Areas established based on the watershed boundaries of Ontario's 36 Conservation Authorities. The Upper Thames River, Lower Thames Valley and St. Clair Region Conservation Authorities have entered into a partnership for The Thames-Sydenham Source Protection Region.

The Assessment Report for the Upper Thames watershed delineates three types of vulnerable areas: Wellhead Protection Areas, Highly Vulnerable Aquifers and Significant Groundwater Recharge Areas. We wish to advise that the subject property is within identified as being within a vulnerable area. Mapping which shows these areas is available at: [http://maps.thamesriver.on.ca/GVH\\_252/?viewer=tsrassessmentreport](http://maps.thamesriver.on.ca/GVH_252/?viewer=tsrassessmentreport)

**Provincial Policy Statement (PPS, 2014):**

**Section 2.2.1** requires that:

*“Planning authorities shall protect, improve or restore the quality and quantity of water by: e) implementing necessary restrictions on development and site alteration to:*

- 1. protect all municipal drinking water supplies and designated vulnerable areas; and*
- 2. protect, improve or restore vulnerable surface and ground water features, and their hydrological functions”*

**Section 2.2.2** requires that:

*“Development and site alteration shall be restricted in or near sensitive surface water features and sensitive ground water features such that these features and their related hydrologic functions will be protected, improved or restored”.*

Municipalities must be consistent with the Provincial Policy Statement when making decisions on land use planning and development.

Policies in the *Approved Source Protection Plan* may prohibit or restrict activities identified as posing a *significant threat* to drinking water. Municipalities may also have or be developing policies that apply to vulnerable areas when reviewing development applications. Proponents considering land use changes, site alteration or construction in these areas need to be aware of this possibility. The *Approved Source Protection Plan* is available at: <http://www.sourcewaterprotection.on.ca/source-protection-plan/approved-source-protection-plan/>

- We would remind the Town that a Section 59 Screening Form is required to be submitted as part of these applications. Please complete and submit the form for our review at your earliest convenience.

**RECOMMENDATION**

At this time, given that fragmentation of hazard lands is not being proposed, nor is any development being proposed within the Regulated area at this time, the UTRCA has no objection to the subject applications (OPA, ZBA & Consents) affecting property municipally known as 825 & 895 Queen St. East, St. Marys. The foregoing comments are provided for the information of the applicant/agent, owner(s) the Planning Advisory Committee, Land Division Committee, Council and the Planning Department.

**UTRCA REVIEW FEES**

In June 2006, the UTRCA’s Board of Directors approved the *Environmental Planning Policy Manual for the Upper Thames River Conservation Authority*. This manual authorizes Authority Staff to collect fees for the review of Planning Act applications including applications for Official Plan Amendment, Zoning By-law Amendment & Consent (\$200.00 each). When applications are submitted concurrently, the fees will be reduced by 50%. The total fee for our review of these applications is \$600.00 (\$200.00 + 50% of \$800.00). An invoice will be sent directly to the applicant under separate cover.

Thank you for the opportunity to comment. If you have any questions, please contact the undersigned at extension 228.

UTRCA Comments  
OPA, ZBA & B04-2017, B05-2017 & B06-2017  
825 & 895 Queen St East., St. Marys  
Bairds of Strathaven Inc./Hanly & Baird-Jackson

Yours truly,  
UPPER THAMES RIVER CONSERVATION AUTHORITY

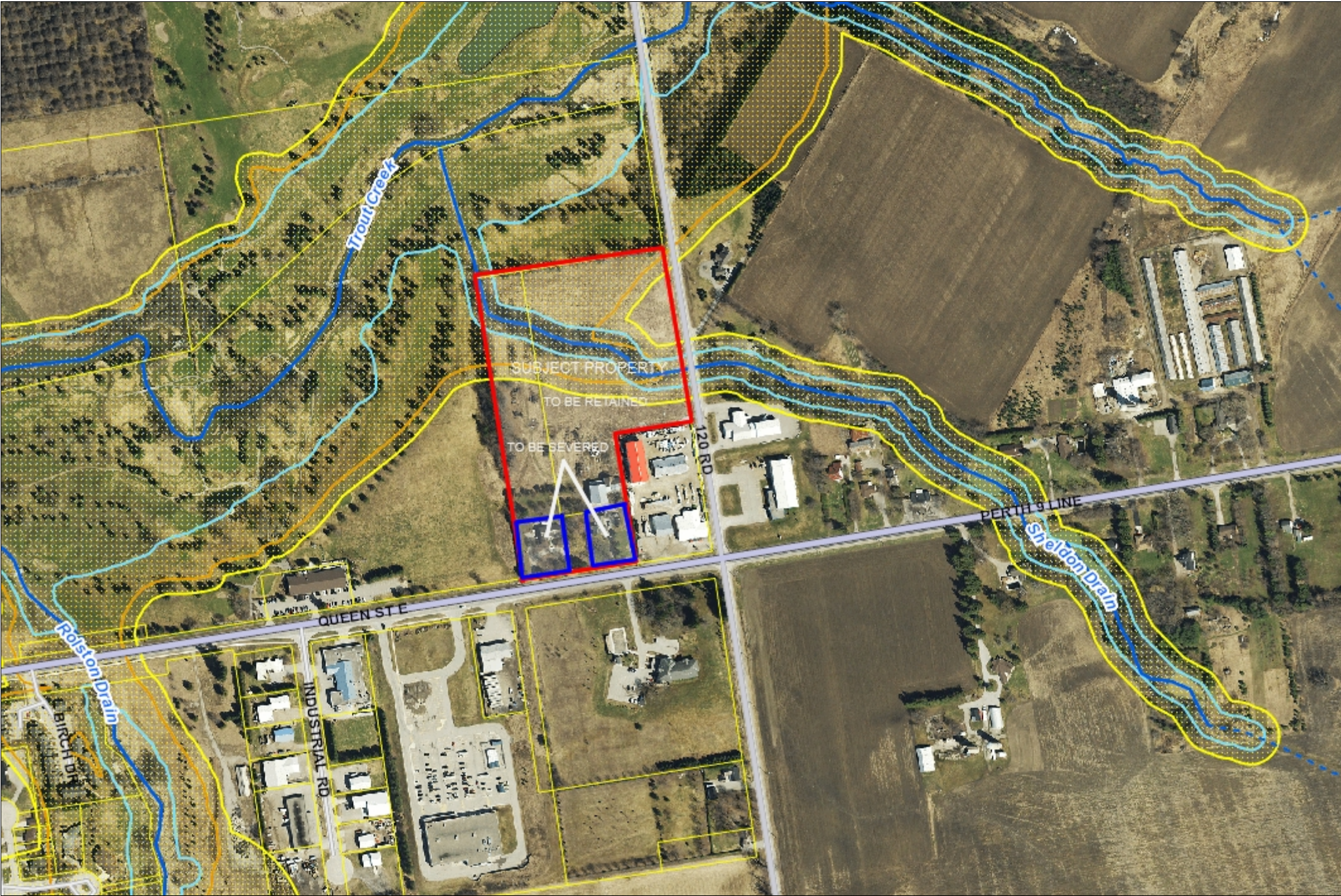


Spencer McDonald  
Land Use Planner  
SM/sm

c.c. Dave Hanly, Planner/Agent (via email: [ctkelly@rogers.com](mailto:ctkelly@rogers.com))  
Mark Stone, Planner (via email: [mark@mlsplanning.ca](mailto:mark@mlsplanning.ca))

Enclosure: UTRCA Regulation limit mapping (please print on legal sized paper for the scales to be accurate)

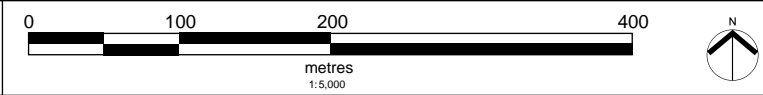




Notes:  
825 & 895 Queen St E. St. Marys (B04-06/17)

Created By: SM May 25, 2017

\* Please note: Any reference to scale on this map is only appropriate when it is printed landscape on legal-sized (8.5" x 14") paper.



# Regulation Limit

Regulation under s.28 of the *Conservation Authorities Act*  
Development, interference with wetlands, and alterations to shorelines and watercourses. O.Reg 157/06, 97/04.

## Legend

- UTRCA Watershed (1:10K)
- Assessment Parcel (St. Marys)
- Watercourse
  - Open
  - Tiled
- Flooding Hazard
- Erosion Hazard
- Regulation Limit 2015

The Regulation Limit depicted on this map schedule is a representation of O.Reg 157/06 under O.Reg 97/04.

The Regulation Limit is a conservative estimation of the hazard lands within the UTRCA watershed. Depending on the specific characteristics of the hazard land and the land use proposed, the Regulation Limit may be subject to change.

The UTRCA disclaims explicitly any warranty, representation or guarantee as to the content, sequence, accuracy, timeliness, fitness for a particular purpose, merchantability or completeness of any of the data depicted and provided herein.

The UTRCA assumes no liability for any errors, omissions or inaccuracies in the information provided herein and further assumes no liability for any decisions made or actions taken or not taken by any person in reliance upon the information and data furnished hereunder.

This map is not a substitute for professional advice. Please contact UTRCA staff for any changes, updates and amendments to the information provided.

This document is not a Plan of Survey.

Sources: Base data, 2010 Aerial Photography used under licence with the Ontario Ministry of Natural Resources Copyright © Queen's Printer for Ontario; City of London.

UPPER THAMES RIVER

CONSERVATION AUTHORITY

Page 50 of 202



## Town of St. Marys Council Questions to be Reviewed with Avon Maitland School Board Trustee Ms. Lynette Geddes.

### 1. Accommodation Review Process:

As noted in the current Accommodation Review, the Perth South area may be reviewed (includes SPCS, St. Marys schools). Full report delivered during May 23rd 2017 board meeting: [http://yourschools.ca/wp-content/uploads/2017/05/17-05-23\\_PreliminaryAccommodation-ReviewFinal.pdf](http://yourschools.ca/wp-content/uploads/2017/05/17-05-23_PreliminaryAccommodation-ReviewFinal.pdf)

Notes:

- a. 4.5.4 Enrolment at Little Falls PS is projected to be relatively stable over the next ten (10) years. The school is currently operating at capacity. **There is capacity to add rooms to the existing building. Currently there are two portables on site to preserve resource spaces in the school.**
- b. 4.5.5 Enrolment at St Marys DCVI - Elementary is projected to decline slightly over the next 10 years before returning to current levels at the end of the 15-year projection.
- c. 4.5.6 Enrolment at South Perth Centennial PS is expected to continue declining slightly over the next ten (10) years. This school is currently operating at 49.3% capacity.
- d. 4.5.7 The enrolment at St Marys DCVI is projected to fluctuate between 420 and 470 over the next ten years. Beyond the 15-year projection we would expect similar fluctuations based on projections from the elementary feeder schools.
- e. 6.3 **The enrolment pressure at Little Falls PS and the continued low enrolment at South Perth Centennial PS also present accommodation and programming concerns over the next ten (10) years. Staff believes that if there is a continuation of both enrolment pressures and enrolment decline at these respective schools, this area should be considered for an in-depth review.**

From Town of St Marys Council perspective, a wholesome review that includes local municipal government and public consultation should explore all options. Students residing in St. Marys should be assured that their children will go to schools located in St. Marys.

What is the timeline and process that would be followed for public engagement?

### 2. Border Adjustment Process:

Please describe border adjustments that are being considered for St. Marys LFPS/SPCS; the planned timeframes; the process that this change would undertake? As described in the reported delivered affecting Stratford and North Perth, no public consultation is required for boarder changes.

[http://yourschools.ca/wp-content/uploads/2017/06/17-06-13\\_Boundary-Review\\_2016\\_17.pdf](http://yourschools.ca/wp-content/uploads/2017/06/17-06-13_Boundary-Review_2016_17.pdf)

## **Town of St. Marys Council Questions to be Reviewed with Avon Maitland School Board Trustee Ms. Lynette Geddes.**

What is the timeline for decision? The Town has a number of developments that are ongoing and parents who choose to relocate and build a home in St. Marys because of the draw of the local education system should not have to be surprised when their children cannot attend school in the Town.

How does a border change solve the problem? What happens if:

- There isn't enough children in the newly defined area to increase capacity at SPCS to the desired level?
- What if the age-mix of children is not spread out sufficiently and there is a large increase in one or two grades only?

Would either of these situations above cause a further border adjustment?

Hypothetically, if a border change is made:

- Are existing students who attend LFPS grandfathered and allowed to remain at the school rather than being displaced to SPCS?
- What transition support is offered to students and families and students who might be displaced? Does the Board ensure there is support and stress management counselling available for children who may have to make this significant life change?
- After a border change, are existing cross-border students attending LFPS, especially those in the 2017 existing SPCS catchment area, required to attend SPCS before any current students at LFPS are displaced to SPCS?
- Will the Board guarantee that any students who have EAs or any other individual supports will continue to have these supports if they are displaced to SPCS?
- How can a parent challenge the displacement of their child to SPCS?

### **3. Administrative changes announced for LFPS and DCVI, 7/8 and secondary:**

Significant changes were announced. See report: <http://yourschools.ca/board-meetings/board-meeting-june-13-2017>

LFPS new VP

- Kerry Carlyle – Little Falls ES → Exeter ES
- Rob Holland – Huron Centennial → PS Little Falls ES

DCVI new Principal

- Scott Richardson – Stratford Central SS → St. Marys DCVI
- John Herbert – Acting Principal St. Marys DCVI → Stratford Northwestern SS Vice Principal

DCVI 7/8 Elementary Principal

- Dave Bennett – St. Marys DCVI 7 & 8 → Seaforth PS
- No replacement planned



**Town of St. Marys Council Questions to be Reviewed with Avon Maitland School Board Trustee Ms. Lynette Geddes.**

As promised during our ARC, DCVI, Arthur Meighen Wing would be operated as a school within a school and this needs to occur with an appropriate replacement of administrative staff. When will this position be filled?



**MINUTES**  
**Regular Council**

June 13, 2017  
6:00pm  
Council Chambers, Town Hall

Council Present: Mayor Strathdee  
Councillor Van Galen  
Councillor Winter  
Councillor Pope  
Councillor Craigmile

Council Regrets: Councillor Osborne  
Councillor Hainer

Staff Present: Brent Kittmer, CAO / Clerk  
Jim Brown, Director of Finance / Treasurer  
Stephanie Ische, Director of Community Services  
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 2017-06-13-01**

**Moved By** Councillor Pope

**Seconded By** Councillor Van Galen

THAT the June 13, 2017 regular Council meeting agenda be accepted as presented.

**CARRIED**

**4. PUBLIC INPUT PERIOD**

No questions presented.

Regular Council – June 13, 2017

## **5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS**

### **5.1 Vacancy Rebate and Vacant or Excess Land Rate Reduction**

#### **Resolution 2017-06-13-02**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

THAT the June 13, 2017 regular Council meeting be adjourned at 6:02pm to hold a public meeting; and,

THAT a Public Meeting to consider Vacancy Rebate and Vacant or Excess Land Rate Reduction be opened at 6:02pm.

**CARRIED**

Jim Brown introduced the Vacancy Rebate and Vacant or Excess Land Rate Reduction public meeting and highlighted comments from FIN 13-2017 report.

Mayor Strathdee invited comments from the public.

Ms. Julie Docker Johnson, 147 Queen Street East, on behalf of the Business Improvement Area of St. Marys stated the group is in favour of revoking the rebate and cited their preference for the Heritage Tax Rebate as a way to reward property owners who make a physical impact on their property.

Mr. Robert Sass, 254 Water Street South, stated he is in favour of current vacancy rebate program as he has benefited from the program since its inception. Mr. Sass stated that due to a change in zoning a number of years ago, the property is not deemed eligible for a building and as such the property sits vacant.

Mr. Sass expressed concern that his property is frequently used for parking purposes without permission by a number of parties.

#### **Resolution 2017-06-13-03**

**Moved By** Councillor Pope

**Seconded By** Councillor Van Galen

THAT this public meeting be adjourned at 6:24pm; and,

THAT the June 13, 2017 regular Council meeting reconvene at 6:24pm.

**CARRIED**

**5.2 Dr. Emily Kelly regarding Improvements to the Grand Trunk Trail at Wellington Street North**

Dr. Emily Kelly spoke to the delegation material and responded to questions from Council.

**Resolution 2017-06-13-04**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Pope

THAT the presentation by Dr. Emily Kelly regarding Improvements to the Grand Trunk Trail at Wellington Street North be received; and,

THAT staff be directed to report back to Council regarding the history and rationale of the proposed extension of Wellington Street North; and,

THAT staff be directed to report back on the planned parkland dedication for the Thamescrest Farms Development; and,

THAT staff be directed to investigate implementing a formal forestry and tree management policy for the Town as recommended in the Town's Strategic Plan.

**Amendment:**

**Resolution 2017-06-13-05**

**Moved By** Councillor Pope

**Seconded By** Councillor Van Galen

THAT staff be directed to investigate the implementation of a Natural Heritage Designation for the Grand Trunk Trail.

**CARRIED**

**Resolution 2017-06-13-04**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Pope

THAT the presentation by Dr. Emily Kelly regarding Improvements to the Grand Trunk Trail at Wellington Street North be received; and,

THAT staff be directed to report back to Council regarding the history and rationale of the proposed extension of Wellington Street North; and,

THAT staff be directed to report back on the planned parkland dedication for the Thamescrest Farms Development; and,

THAT staff be directed to investigate implementing a formal forestry and tree management policy for the Town as recommended in the Town's Strategic Plan; and,

THAT staff be directed to investigate the implementation of a Natural Heritage Designation for the Grand Trunk Trail.

**CARRIED**

Council took a brief recess at 7:07pm.

Mayor Strathdee called the meeting back to order at 7:19pm.

## **6. ACCEPTANCE OF MINUTES**

### **6.1 Strategic Priorities Committee - May 16, 2017**

#### **Resolution 2017-06-13-06**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Craigmile

THAT the May 16, 2017 Strategic Priorities Committee meeting minutes be approved and signed and sealed by the Mayor and the Clerk; and,

THAT Consent items 5.1 and 5.3 be raised for discussion.

**CARRIED**

#### **6.1.1 COR 22-2017 Corporate Communications Plan**

##### **Resolution 2017-06-13-07**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Pope

THAT Council approves the Town of St. Marys Corporate Communications Plan; and,

THAT staff be directed to develop an implementation strategy for the Corporate Communications Plan with low, medium and high costs for implementation.

**CARRIED**

#### **6.1.2 COR 23-2017 Municipal Register of Cultural Heritage Properties**

Councillor Pope asked when the information sessions would be conducted.

Brent Kittmer responded that it would be a blended approach with mixed times consistent with the recommendations of the Corporate Communications Plan.

**Resolution 2017-06-13-08**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

THAT staff be directed to begin the process of property owner notification and hosting of an information session regarding the proposed Properties of Cultural Heritage Value list and report back to Council.

**CARRIED**

**6.2 Regular Council - May 23, 2017**

**Resolution 2017-06-13-09**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

THAT the May 23, 2017 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**6.3 Special Meeting of Council - May 30, 2017**

**Resolution 2017-06-13-10**

**Moved By** Councillor Pope

**Seconded By** Councillor Van Galen

THAT the May 30, 2017 special meeting of Council minutes be approved and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**7. CORRESPONDENCE**

**7.1 United Way Perth Huron re: 2016 Corporate Gift**

**Resolution 2017-06-13-11**

**Moved By** Councillor Winter

**Seconded By** Councillor Craigmile

THAT the correspondence from United Way of Perth and Huron regarding the 2016 corporate gift be received.

Regular Council – June 13, 2017

**CARRIED**

**7.2 MP John Nater re: Bill C-45 Cannabis Act**

**Resolution 2017-06-13-12**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

THAT the correspondence from MP John Nater regarding Bill C-45, the Cannabis Act be received.

**CARRIED**

**7.3 Chantal Lynch re: Quilt Squared**

**Resolution 2017-06-13-13**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Craigmile

THAT the correspondence from Chantal Lynch regarding Quilt Squared be received.

**CARRIED**

**7.4 Avon Maitland District School Board re: Elected Municipal Representative Invitation**

**Resolution 2017-06-13-14**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pope

THAT the correspondence from Avon Maitland District School Board regarding the Elected Municipal Representative Invite be received.

**CARRIED**

**7.5 Frank Krausz re: Grand Trunk Trail Nature Zoning**

**Resolution 2017-06-13-15**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

THAT the correspondence from Mr. Frank Krausz be received and referred to staff for inclusion in the forthcoming report back on the Wellington Street North extension.

**CARRIED**

**7.6 Municipality of Brockton re: Oppose Amendment to the Conservation Authorities Act**

**Resolution 2017-06-13-16**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Winter

THAT the correspondence from the Municipality of Brockton regarding opposing the amendment to the Conservation Authorities Act be received; and,

THAT Council supports the Municipality of Brockton's resolution.

**CARRIED**

**8. STAFF REPORTS**

**8.1 Administration and Human Resources**

**8.1.1 CAO 24-2017 Regional Long Term Care Bed Relocations**

Brent Kittmer spoke to CAO 24-2017 report and responded to questions from Council.

**Resolution 2017-06-13-17**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Craigmile

THAT CAO 24-2017 Regional Long Term Care Bed Relocations report be received; and,

THAT the Town of St. Marys supports a regional letter to the Ministry of Health and Long Term Care opposing the transfer of licenced long term care beds from Hillside Manor.

**CARRIED**

**8.2 Finance**

**8.2.1 FIN 13-2017 Vacant Unit Rebate and Vacant / Excess Land Reductions**

Jim Brown responded to questions from Council.

**Resolution 2017-06-13-18**

**Moved By** Councillor Pope

**Seconded By** Councillor Van Galen



THAT the Town of St. Marys utilize the flexibility afforded by the Province to phase out the Vacant Unit Rebate and Vacant / Excess Land Subclasses for both the commercial and industrial classes; and,

THAT the rebate and discount percentages for the purposes of paragraphs 313 (1) and 364(2) 2, 3 shall be as follows: a) For the 2018 taxation year; 20 per cent for the commercial and industrial property class b) For the 2019 taxation year; 10 per cent for the commercial and industrial property class; and,

THAT the Town of St. Marys will no longer maintain programs to provide rebates of taxes in respect of vacant portions of properties or reductions in tax rates for vacant or excess properties for 2020 or any subsequent year.

**CARRIED**

### **8.3 Community Services**

#### **8.3.1 DCS 13-2017 Meals on Wheels Price Increase**

Stephanie Ische spoke to DCS 13-2017 report and responded to questions from Council.

##### **Resolution 2017-06-13-19**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

THAT Council receives report DCS 13- 2017 regarding the request to increase the current fee for hot Meals on Wheels; and,

THAT Council approves the fee for hot Meals On Wheels be increased from \$8.00 to \$8.75 effective July 1, 2017; and,

THAT Council approves By-law 52-2017 to establish the price increase and to amend By-law 11-2013.

**CARRIED**

#### **8.3.2 DCS 14-2017 Declaration of Compliance for the South West Local Health Integration Network**

Stephanie Ische spoke to DCS 14-2017 report and responded to questions from Council.

**Resolution 2017-06-13-20**

**Moved By** Councillor Winter

**Seconded By** Councillor Craigmile

THAT DCS 14-2017 Declaration of Compliance for the South West Local Health Integration Network be received; and,

THAT Council authorize the Chief Administrative Officer / Clerk to sign the South West Local Health Integration Network Form of Declaration of Compliance for the reporting period of April 1, 2016 to March 31, 2017.

**CARRIED**

**8.4 Public Works**

**8.4.1 PW 31-2017 Authorize PTIF Funding Agreement**

Brent Kittmer spoke to PW 31-2017 and responded to questions from Council.

**Resolution 2017-06-13-21**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Craigmile

THAT PW 31-2017 regarding the authorization of the PTIF Funding Agreement be received as information; and,

THAT By-law 51-2017 authorizing the Mayor and Clerk to sign the Agreement with the Province of Ontario for the Public Transit Infrastructure Fund funding program be approved.

**CARRIED**

**9. COUNCILLOR REPORTS**

**9.1 Operational and Board Reports**

**9.1.1 Bluewater Recycling Association - Coun. Craigmile**

Councillor Craigmile spoke to the minutes and responded to questions from Council.

**Resolution 2017-06-13-22**

**Moved By** Councillor Pope

**Seconded By** Councillor Van Galen

THAT the May 18, 2017 Bluewater Recycling Association Board of Directors meeting highlights be received.

**CARRIED**

**9.1.2 Library Board - Coun. Osborne, Winter**

Brent Kittmer in the role as the Interim Library CEO spoke to the recent Library Board meeting.

**9.1.3 Municipal Liaison Committee - Mayor Strathdee, Coun. Winter**

Councillor Winter stated the next meeting is August 17, 2017.

**9.1.4 Perth District Health Unit - Coun. Osborne**

**Resolution 2017-06-13-23**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pope

THAT the April 19, 2017 Perth District Health Unit Board meeting minutes be received; and,

THAT the May 17, 2017 Perth District Health Unit Board meeting agenda be received for information.

**CARRIED**

**9.1.5 Police Services Board - Mayor Strathdee, Coun. Van Galen**

Councillor Van Galen spoke to the minutes and responded to questions from Council.

**Resolution 2017-06-13-24**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Winter

THAT the May 24, 2017 Police Services Board meeting draft minutes be received.

**CARRIED**

**9.1.6 Spruce Lodge Board - Coun. Pope, Van Galen**

Councillors Van Galen and Pope spoke to the minutes and responded to questions from Council.

**Resolution 2017-06-13-25**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

THAT the April 19, 2017 Spruce Lodge Board of Management meeting minutes be received.

**CARRIED**

**9.1.7 Upper Thames River Conservation Authority**

**Resolution 2017-06-13-26**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

THAT the April 25, 2017 Upper Thames River Conservation Authority Board of Directors' meeting minutes be received.

**CARRIED**

**9.2 Advisory and Ad-Hoc Committee Reports**

**9.2.1 Accessibility Advisory Committee - Coun. Hainer**

Councillor Craigmile reported no recent meeting.

**9.2.2 Business Improvement Area - Coun. Pope**

Councillor Pope spoke to the minutes and responded to questions from Council.

Councillor Pope introduced a recommendation from the BIA for the Town to consider no parking on Queen Street after 4:00pm for the Santa Claus Parade. A brief discussion followed with Staff recommending that parking would need to be blocked off beginning at 7:00am to ensure no cars would be parked on the road. Councillor Pope will provide this reply to the BIA.

**Resolution 2017-06-13-27**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

THAT the May 8, 2017 Business Improvement Area meeting draft minutes be received.

**CARRIED**

**9.2.3 CBHFM - Coun. Hainer**

Regular Council – June 13, 2017

**Resolution 2017-06-13-28**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Craigmile

THAT the February 24, 2017 Canadian Baseball Hall of Fame and Museum Board meeting minutes be received; and,

THAT the March 24, 2017 Canadian Baseball Hall of Fame and Museum Board meeting minutes be received; and,

THAT the April 28, 2017 Canadian Baseball Hall of Fame and Museum Board meeting minutes be received.

**CARRIED**

**9.2.4 Committee of Adjustment**

**Resolution 2017-06-13-29**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

THAT the May 17, 2017 Committee of Adjustment meeting draft minutes be received.

**CARRIED**

**9.2.5 Economic Development Committee - Coun. Pope**

Councillor Pope spoke to the minutes and responded to questions from Council.

**Resolution 2017-06-13-30**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Craigmile

THAT the April 10, 2017 Economic Development Advisory Committee meeting minutes be received; and,

THAT the May 29, 2017 Economic Development Advisory Committee meeting draft minutes be received.

**CARRIED**

**9.2.6 Heritage St. Marys - Coun. Pope**

Councillor Pope spoke to the minutes and responded to questions from Council.

**Resolution 2017-06-13-31**

**Moved By** Councillor Van Galen

**Seconded By** Councillor Craigmile

THAT the May 13, 2017 Heritage St. Marys meeting draft minutes be received.

**CARRIED**

**9.2.7 Museum Board - Coun. Winter**

Councillor Winter spoke to the minutes and responded to questions from Council.

**Resolution 2017-06-13-32**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

THAT the May 18, 2017 St. Marys Museum Board meeting draft minutes be received.

**CARRIED**

**9.2.8 Planning Advisory Committee - Coun. Craigmile, Van Galen**

Councillor Van Galen spoke to the minutes and responded to questions from Council.

**Resolution 2017-06-13-33**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Winter

THAT the May 15, 2017 Planning Advisory Committee meeting draft minutes be received.

**CARRIED**

**9.2.9 Heritage Conservation District Advisory Committee - Coun. Winter**

**Resolution 2017-06-13-34**

**Moved By** Councillor Winter

**Seconded By** Councillor Pope

THAT the May 8, 2017 Heritage Conservation District Advisory Committee meeting minutes be received; and,

THAT the May 29, 2017 Heritage Conservation District Advisory Committee meeting draft minutes be received.

**CARRIED**

**9.2.10 Senior Services Board - Coun. Craigmile**

Councillor Craigmile spoke to the minutes and responded to questions from Council.

**Resolution 2017-06-13-35**

**Moved By** Councillor Pope

**Seconded By** Councillor Van Galen

THAT the March 21, 2017 Senior Services Board meeting draft minutes be received; and,

THAT the April 18, 2017 Senior Services Board meeting draft minutes be received.

**CARRIED**

**9.2.11 Huron Perth Healthcare Local Advisory Committee - Coun. Hainer**

There was nothing to report.

**9.2.12 St. Marys Lincolns Board - Coun. Craigmile**

Councillor Craigmile stated that there has not been a recent meeting.

**9.2.13 St. Marys Cement Community Liaison Committee - Coun. Craigmile, Mayor Strathdee**

Councillor Craigmile spoke to the minutes and responded to questions from Council.

**Resolution 2017-06-13-36**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

THAT the May 16, 2017 St. Marys Cement Community Liaison Committee meeting draft minutes be received; and,

THAT the Charter of the St. Marys Cement Community Liaison Committee be received.

**10. EMERGENT OR UNFINISHED BUSINESS**

Mayor Strathdee stated that he will be jumping into the quarry this weekend to open the new cliff dive.

**11. NOTICES OF MOTION**

Mayor Strathdee introduced the following notices of motions to be considered on June 27 and asked the respective movers to speak to the intent of their proposed motion.

**11.1 Councillor Pope re: Charging of Fees for Public Parking Areas**

**Resolution**

THAT staff be directed to research and report on a draft by-law that would ban pay parking in all zones which encompass health, social, educational and other uses.

**11.2 Councillor Van Galen re:**

Due to Councillor Van Galen's absence from the next Council meeting, Council agreed the following motion will be considered at the July 25, 2017 regular Council meeting.

**Resolution**

THAT the Town make an application to the Office of the Secretary of the Governor General to name the reconstructed Wellington Street Bridge the "Elizabeth Bridge" in honour of Queen Elizabeth II.

**12. BY-LAWS**

**12.1 By-Law 51-2017 Authorize an Agreement with the Province of Ontario**

**Resolution 2017-06-13-37**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

THAT By-Law 51-2017, being a by-law to authorize the Mayor and the Clerk to sign an agreement with the Province of Ontario for the Public Transit Infrastructure Fund 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 52-2017 To Amend By-Law 11-2013 Fee's**

**Resolution 2017-06-13-38**

**Moved By** Councillor Pope

**Seconded By** Councillor Craigmile

THAT By-Law 52-2017, being a by-law to amend by-law 11 of 2013 Fee's be read a first, second, and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

**CARRIED**

## **13. UPCOMING MEETINGS**

Mayor Strathdee presented the upcoming meetings as identified on the agenda.

## **14. CLOSED SESSION**

None.

## **15. CONFIRMATORY BY-LAW**

**Resolution 2017-06-13-39**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Van Galen

THAT By-law 53-2017, being a by-law to confirm the proceedings of the June 13, 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 2017-06-13-40**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pope

That this regular meeting of Council adjourn at 8:42p.m.

**CARRIED**

---

Al Strathdee, Mayor

---

Brent Kittmer, CAO / Clerk

Regular Council – June 13, 2017



**MINUTES**  
**Strategic Priorities Committee**

June 20, 2017  
9:00 am  
Council Chambers, Town Hall

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

Council Regrets: Councillor Osborne  
Councillor Van Galen

Staff Present: Brent Kittmer, CAO / Clerk  
Trisha McKibbin, Director of Corporate Services / Deputy Clerk  
Jed Kelly, Director of Public Works  
Stephanie Ische, Director of Community Services  
Jonathan Hahn, Parks Operator A  
Jenna McCartney, Corporate Administrative Coordinator

**1. CALL TO ORDER**

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

**2. DECLARATIONS OF PECUNIARY INTEREST**

None declared.

**3. AMENDMENTS AND APPROVAL OF THE AGENDA**

Council wishes to add "Before and After School Fee Update" as agenda item 5.3.

**Resolution 2017-06-20-01**

**Moved By:** Councillor Craigmile

**Seconded By:** Councillor Pope

THAT the June 20, 2017 Strategic Priorities Committee agenda be accepted as amended.

**CARRIED**

#### **4. DELEGATIONS AND PRESENTATIONS**

None.

#### **5. STRATEGIC PRIORITIES REVIEW**

##### **5.1 PW 34-2017 Sparling Bush Management and Information**

Jed Kelly spoke to PW 34-2017 report and responded to questions from the Committee

The key points of discussion were:

- The Committee identified that the local schools are a stakeholder in the Sparling Bush project and should be involved in the resolution of the problem, with a focus on educating students as well as administration at the schools.
- The Town should seek out grants and other partnerships in the implementation of strategies to maintain and improve Sparling Bush.
- The Committee preferred an approach that sees the education campaign related to encroachment issues beginning as soon as possible.

The Committee provided direction to staff to implement the program as outlined in PW 34-2017 with the following amendments:

- Begin by immediately crafting a letter addressed to existing property owners that abut the Sparling Bush property to educate them in regards to encroachment onto municipal lands that has occurred over time.
- Host an open house to further educate residents, and to show specific examples of the issues. The open house planning should follow the recommendations of the Corporate Communications Plan.
- Staff to budget for survey work and the placement of property boundary markers in the 2018 budget.
- Staff to pursue a partnership with the Rotary Club for signage improvements.

The Committee provided further direction to staff to return to the Committee with a separate report on the other encroachment issues that exist in Town.

Committee took a brief recess at 9:43am.

Chair Strathdee called the meeting back to order at 9:55am.

## **5.2 DCS 15-2017 Recreation Master Plan Update - Review of Planning Context Report**

Stephanie Ische introduced Todd Brown, Project Principal from Monteith Brown Planning Consultants.

Mr. Brown spoke to the Planning Context Report and the process of arriving at the Final Master Plan, and responded to questions of the Committee. Key points and revisions resulting from the discussion include:

- The need to find balance in the final recommendations between the needs of the current demographic and the future demographic the Town will be targeting per the strategies outlined in the Strategic Plan.
- Cadzow Park and Milt Dunnell Field should be elevated to the "Town Parks" given the focus on these two locations in the Strategic Plan.
- The Blue Rink should no longer have a reference to year round ice availability.
- Mr. Brown clarified for the Committee how special interests and one-off program suggestions are vetted through the process.
- Out of Town user fees were reviewed.

Mr. Brown concluded the discussion by reviewing the next steps in the process, which will finish with a draft plan presentation to Council and a public open house in September / October.

## **5.3 Before and After School Fee Update**

Councillor Hainer raised with the Committee a number of concerns that she has heard in regards to the new rate changes to the before and after school program that will take effect on September 1, 2017.

The Committee requested that staff summarize the public feedback that is collected by the Early Learning Services Supervisor during her onsite visits to the affected schools. Staff will report back with a memo to Council.

## **6. NEXT MEETING**

Chair Strathdee reviewed the upcoming meeting as presented on the agenda.

## **7. ADJOURNMENT**

**Resolution 2017-06-20-02**

**Moved By:** Councillor Winter

**Seconded By:** Councillor Craigmile

That this meeting of the Strategic Priorities Committee adjourn at 11:15am.

**CARRIED**

---

Al Strathdee, Mayor

---

Brent Kittmer, CAO / Clerk

**From:** POWERS Kevin -STAKEREL [kevin.powers@opg.com]  
**Sent:** Wednesday, June 14, 2017 1:24 PM  
**To:** Al Strathdee  
**Subject:** Ensuring a Safe, Permanent Solution to Manage Nuclear Waste

Al Strathdee, Mayor  
Town of St. Marys  
St. Marys, ON

June 14, 2017

Dear Al Strathdee,  
For 40 years, nuclear generation has provided about half of Ontario's electricity. This reliable and affordable power comes with the critical responsibility of safely storing the waste produced. Over the past 13 years, Ontario Power Generation (OPG) has studied and consulted on the creation of a Deep Geologic Repository (DGR), a safe, permanent solution for Ontario's low- and intermediate-level nuclear waste.

This letter outlines our plans for the long-term management of Ontario's [nuclear waste. We are working with provincial and federal regulators to develop a solution that ensures the safety of all communities.](#)

Our long-term disposal strategy ensures the environment will be protected. [We encourage](#) you, your municipality and the residents you serve to visit these resources about OPG's DGR:

- [Input from Scientists](#)
- [Site Characteristics Naturally Isolate and Contain the Waste](#)
- [Protecting Lake Huron](#)

Currently, low- and intermediate-level waste is stored in warehouses and in-ground containers at the Bruce nuclear site. Although we could continue to securely store the waste like this, we have a responsibility to future generations to find a long-term solution.

That's why, with the support of the Municipality of Kincardine and technical experts, we have proposed the creation of a DGR. Years of research have provided scientific evidence indicating this site is ideally suited for isolating the waste.

We would like the opportunity to answer questions you may have about the DGR and discuss what it will mean for your municipality and its residents.

**If you are interested in speaking with me or a subject matter expert, I will be happy to arrange an individual briefing.**

I look forward to hearing from you.

Best regards,  
Kevin Powers  
Director, Public Affairs, OPG Nuclear

Phone: (416) 592-8470  
Email: [Kevin.powers@opg.com](mailto:Kevin.powers@opg.com)

DATE: June 15, 2017

TO: Mayor Al Strathdee and members of St. Marys Town Council

RE: Flowers on Church Street Bridge

At the recent meeting of the Heritage St. Marys Committee, the matter of the sudden appearance of flower boxes on the parapet walls of the Church Street Bridge was brought forward.

The committee has concerns about these flower boxes for several reasons. The Church Street Bridge is a designated structure (By-law 16-1979) and therefore any plan for modification of it – including placing unrelated elements on it – should be brought to the Heritage Committee for review. The committee's mandate is to advise council on whether or not this sort of modification is in the best interests of this important 1884 stone-arched bridge, one of the town's most recognizable heritage assets.

In 2014, a newly formed beautification committee did bring to the St. Marys Heritage Committee for review a plan to place a total of 26 planters on the parapets of the Queen Street Bridge – 13 on each side. The Queen Street Bridge is also a designated structure. (By-law 31-1978) The following excerpt from the minutes of the St. Marys Heritage Committee, April 12, 2014, gives the outcome of this request for approval:

.... Following some discussion it was agreed that since these planters will not be permanent and will not damage the stonework in any way:

*Moved by Jan Mustard, seconded by Ian Ball that the St. Marys Heritage Committee approves the installation of flower boxes on the Queen Street Bridge. Carried*

The flower boxes were placed on the bridge again in 2015 and, in the Report from Council, part of the minutes of the St. Marys Heritage Committee, April 20, 2015, it was stated that “the plantings should be low enough for a reasonably unobstructed view of the river.”

In 2016, of course, the main street reconstruction project meant that there were no flower boxes on the bridge. This year they are back but with only seven on each side, allowing for clear views up and down the Thames River and an excellent showing of the rehabilitated bridge superstructure.

Eight of the leftover boxes are now on the parapets of the Church Street Bridge, adding extra weight to this stonework, due for a repairs and reinforcement at some time after the work on the new Wellington Street Bridge is completed.

The members of the St. Marys Heritage Committee realize that 2017 is a special year, celebrating Canada's Sesquicentennial. The committee has no wish to dampen efforts to make our town look especially attractive for this occasion.

However, the committee does suggest that any future plans to modify the appearance of the Church Street Bridge should follow due process and be presented to the St. Marys Heritage Committee for prior review and recommendations.

Best wishes

Mary Smith, Secretary

St. Marys Heritage Committee

Letter reviewed and approved by Larry Pfaff, Chair





Flower boxes on Queen Street Bridge, June 14, 2017.

There are seven boxes on each parapet, spaced to allow appreciation of the heritage features of the rehabilitated bridge superstructure and also a clear view of the river on each side. Note also the hanging flower baskets on the light standards at the ends of the bridge.



Flower boxes on the Church Street Bridge, June 14, 2017

There are four wooden boxes on each parapet of the Church Street Bridge, sitting directly on the limestone caps



June 2017

**TO: MAYOR, CITY CLERK AND COUNCILLORS:**

**Nominate an Outstanding Ontario Physician in Your Community  
The College of Physicians and Surgeons of Ontario Council Award**

The College of Physicians and Surgeons (CPSO) is now accepting nominations for the **2018 Council Award**. The Council Award honours outstanding Ontario physicians who have demonstrated excellence and embody a vision of the “ideal physician”.

The criteria for selecting a physician for the Council Award are outlined in the enclosed brochure and nomination form. The criteria are based upon eight “physician roles” that reflect society’s expectations of what is needed to practise modern medicine.

Through the award, the College honours Ontario physicians whose performance in each of these roles is outstanding, recognizing that individual physicians will demonstrate more extensive expertise in some roles than in others.

If you know of a physician who meets the selection criteria, please nominate him or her for the Council Award.

**The deadline for receipt of nominations is October 2, 2017 at 5 p.m.**

For further information, please contact the Council Awards Program at 416-967-2600 or 1-800-268-7096 extension 611 or [CPSOaward@cpso.on.ca](mailto:CPSOaward@cpso.on.ca).



# ALL OF THESE PHYSICIANS ARE MEMBERS OF AN EXCLUSIVE CLUB...



THEY'RE ALL

# Council Award WINNERS!

*Each year the Council honours outstanding physicians in Ontario*

## SELECTION CRITERIA

The criteria for selecting a physician for the Council Award are based on the eight "physician roles" identified by Educating Future Physicians of Ontario in 1993. These roles reflect the many needs and expectations of our society, and outline an archetype of the "ideal physician". Those roles are:

---

### 1 Medical Expert/Clinical Decision Maker

The physician is well-informed about the science and technology of medicine and health care. The physician's knowledge and skill is used to collect and interpret data, make appropriate clinical decisions and carry out diagnostic and therapeutic procedures.

### 2 Communicator

The physician has effective, humane relationships with patients and colleagues. The physician understands and responds to patients' needs, fears, beliefs and expectations and effectively counsels and educates on health care needs and public health care issues.

### 3 Collaborator

The physician works in partnership with other health care professionals and sees the patient and family members as partners in health care decision-making. The physician appropriately uses community and health care resources.

### 4 Gatekeeper/Resource Manager

The physician recognizes the many determinants of health and the implications of those determinants for the practice of medicine. The physician participates at a number of organizational levels to address issues such as quality of care and quality assurance mechanisms.

### 5 Health Advocate

With an understanding of the many determinants of health, the physician advocates for more effective public health interventions and policies.

### 6 Learner

The physician recognizes that the abilities to change and to continue to learn are essential to the practice of good medicine. The physician is a self-directed learner and keeps abreast of current treatments and philosophies.

### 7 Scientist/Scholar

The physician understands the scientific method and applies it to patient encounters, community health issues and to the critical assessment of literature related to the biological, psychological and sociological basis of illness. The physician may be engaged in scientific research.

### 8 Person & Professional

The physician has developed strategies for coping with professional demands to provide maximum opportunity for effective relationships with patients and colleagues while at the same time providing excellent medical care. The physician is committed to the highest standards of excellence in clinical care and ethical conduct.

## ASSESSING THE CRITERIA

The College wants to honour physicians whose performance in these roles is outstanding, recognizing that individual physicians will demonstrate more extensive expertise in some roles than in others. Council Awards are presented at Council meetings, which are held quarterly.

## ELIGIBILITY FOR NOMINATION

Anyone may nominate an eligible physician for the Council Award. To be eligible for nomination, a physician must be licensed in Ontario and be in good standing with the College. Former recipients of the Council Award or the Excellence in Quality Management of Medical Care Award are not eligible for nomination. Members of the Council, and staff of the College and members of their immediate families are also not eligible for nomination for the Council Award. The completed nomination form (on back) and required documentation must be submitted by October 2, 2017, for consideration by the Council Award Selection Committee.\*

*\* Previous nominees who were unsuccessful are eligible*

## NOMINATION INSTRUCTIONS

1. Complete the nomination form, providing as much information as possible about the physician nominee. Type or print clearly in the space provided. If additional space is required, attach additional pages.
2. Provide a detailed nominator's statement. In this statement, please describe how the physician nominee has demonstrated overall excellence using the eight physician roles outlined on the previous page. It is recognized that individual physicians will demonstrate more extensive expertise in some roles than in others. The nominator may include concisely presented pertinent supporting materials (letters, reports, testimonials, press clippings, etc.).
3. Find a seconder for the nomination. The seconder should provide a seconder's statement, their own written testimonial about the nominee and his or her accomplishments, again using the eight physician roles.
4. The completed Council Award nomination form (including nominator's statement, supporting material and seconder's statement) can be emailed or mailed to:

**The Council Award, c/o Tracey Sobers**  
**Communications Department**  
**College of Physicians and Surgeons of Ontario**  
**80 College Street, Toronto, Ontario, M5G 2E2**

**Tel: (416) 967-2600 or 1-800-268-7096, extension 402**  
**Email: [cpsoaward@cpso.on.ca](mailto:cpsoaward@cpso.on.ca)**

### CHECKLIST:

- Nomination form complete ..... ☐
- including:
- Nominator's statement..... ☐
- Secunder's statement..... ☐
- Supporting documents (optional) ..... ☐
- Nominee's CV (optional)

**Note: The deadline for nominations is Monday, October 2, 2017 at 5 p.m.**

Any questions concerning the nomination instructions should be directed to Tracey Sobers, and additional nomination forms can be obtained by contacting her. Nomination forms are also available at: [www.cpso.on.ca](http://www.cpso.on.ca).

# Council Award

## Nomination Form

If more space is required, please include additional pages.

### NOMINEE

Name of nominee:

Address:

Telephone number:

work

mobile

E-mail address:

Date and place of birth:

Degrees earned

(Degree, School, Year):

Specialty, if any:

Type of practice:

Faculty appointments, if any:

Previous honours and awards:

### NOMINATOR

Name:

Address:

Telephone number:

E-mail address:

Please indicate your relationship  
to the Nominee:

### SECONDER (must be provided)

Name:

Address:

Telephone number:

E-mail address:

Deadline for nomination submission is October 2, 2017 at 5 p.m.



*Clerks/Administration Department  
Administration Centre  
10 Wellington St. E.  
Alliston, ON L9R 1A1*

*Web Address: [www.newtecumseth.ca](http://www.newtecumseth.ca)  
Email: [clerk@newtecumseth.ca](mailto:clerk@newtecumseth.ca)  
Phone: 705-435-3900  
or 905-729-0057  
Fax: 705-435-2873*

May 30, 2017

Via Email

To: All Municipal and Regional Councils of Ontario

Dear Sir/Madam:

Re: Ontario Carbon Tax

Please be advised that Council adopted the following motion at their meeting of May 29, 2017;

Whereas the Provincial Government passed legislation known as the Climate Change Mitigation and Low-Carbon Economy Act, 2016, S.O.2016, c.7 including Reg. 144/16 The Cap and Trade Program and Reg. 143/16 Quantification, Reporting and Verification of Greenhouse Gas Emission;

And whereas on January 1, 2017 the Province of Ontario adopted a cap-and trade carbon pricing system which provides for the inclusion of a carbon fee for users of products derived from carbon based fuels;

And whereas the terms of an Ontario Energy Board ruling stated that the carbon fee will be included in the "delivery" line of natural gas bills and not listed separately;

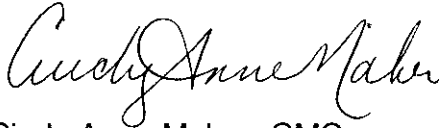
Be it resolved that the Council of the Town of New Tecumseth requests the government of Ontario insist that all bills from companies supplying products derived from carbon based fuels, including but not limited to, products such as natural gas, propane, hydro, gasoline and furnace oil, to Ontario residents show the carbon fee/tax on a separate line of the bill;

And further that the Province of Ontario be required to annually report to Ontario Citizens on the proceeds of the carbon tax;



And further that this resolution be forwarded to the Premier, the Minister of Energy, MPP Jim Wilson, AMO and all Municipal and Regional Councils in Ontario requesting their support.

Yours truly,

A handwritten signature in cursive script that reads "Cindy Anne Maher". The signature is fluid and elegant, with the first letters of each name being capitalized and prominent.

Cindy Anne Maher, CMO  
Clerk/Director of Administration Services

June 19, 2017

Mayor Strathdee and Members of Council  
Town of St. Marys  
175 Queen Street East  
St. Marys, ON  
N4X 1B6

Dear Mayor Strathdee and Members of Council:

**RE: Tree Management Policy for the Town of St. Marys**

My name is John Hensel and my wife Velma and I reside at 555 Emily Street North. We have owned land in the Town and Blanchard Township for 40 years and over that time we have planted over 30,000 trees on our property. We obviously value trees and believe that any growing community such as ours should have planning and development policies that address both tree management (including removal) and tree replacement (landscaping).

Most progressive communities in Ontario recognize that natural environment based policies including considerations for trees must be a part of the planning and approvals process where new development is proposed. Those natural environment based policies do not preclude development within a community and provide guidelines and guidance to promote environmentally responsible development of land where residential, commercial and industrial land uses are proposed.

As the Town of St. Marys considers the preparation of a new policy to address Tree Management we respectfully request that this policy reasonably address development within the Town where there are existing trees located within development land.

A recommendation from Town staff a few years ago presented a very punitive penalty to anyone, in any circumstance who wanted or needed to remove trees in the Town of St. Marys. That approach was unreasonable. Due to conflicts with construction, trees may need to be removed in circumstances where developments and related infrastructure must proceed in accordance with the Planning Act in the Province of Ontario. A Town of St. Marys Tree Management Policy must allow for tree removal on approved development without penalty. Mechanisms in the planning process, Site Plan Approval, Part Lot control, etc. provide opportunities for the Town to review development applications and influence Tree management decisions while responsible development lawfully proceeds. Penalties for unlawful removal of trees should be punitive to discourage reduction of tree cover in areas where development cannot/will not occur.

Thank you for the consideration of our comments. We look forward to hearing how the Town will address tree management in future reports from staff and comments from Council. We respectfully ask that we be kept informed as the new Tree Management policy is prepared.

Sincerely,

John and Velma Hensel

# MONTHLY REPORT

<b>To:</b>	<b>Mayor Stratthdee and Members of Council</b>
<b>From:</b>	<b>Administration and Human Resources</b>
<b>Date of Meeting:</b>	<b>27 June 2017</b>
<b>Subject:</b>	<b>CAO 26-2017 June Monthly Report (Administration &amp; HR)</b>

## RECOMMENDATION

THAT CAO 26-2017 June Monthly Report (Administration and Human Resources) be received for information.

## DEPARTMENTAL HIGHLIGHTS

### CAO

#### Strategic Planning

- Development of a formal implementation plan remains outstanding, however a number of tactics and priorities identified in the updated plan are underway.
- Plan is to prepare first draft of the implementation plan for presentation to the Strategic Priorities Committee in the second half of 2017.

#### Intergovernmental Relations

- Shared Services: The Town has submitted correspondence to all parties encouraging a resolution prior to June 30, 2017. The City and the County continue to work towards resolution of an outstanding matter prior to being able to execute these agreements. The CAO has contacted both parties to advise that the Town of St. Marys is positioned to move forward once both parties are prepared.
- Township of Zorra: Met with representatives of the Township of Zorra on June 22 to review a request to enter a mutual aid agreement for Fire Services. Will report further to Council once the preliminary details are finalized.
- LTC Beds: The Mayor and CAO attended the public meeting held in Mitchell on June 20<sup>th</sup> and made a joint submission with the other Perth local municipalities to the Ministry of Health and Long Term Care. The Ministry has extended their consultation deadline, and a formal written submission will be supported by all municipalities in the geographic County of Perth.

#### Policy Development

- Code of Conduct: First draft of the Code of Conduct substantially complete. Will be organizing a meeting of the review committee in July. The Ministry of Municipal Affairs and Housing has recommended that the Town continue to finalize their draft Code of Conduct,

but defer formal adoption until after the Province passes the associated legislation. This approach ensures that the final draft captures any possible Provincial requirements.

- Revised Community Grant Policy: No new update. This project is currently in the research stage. Templates have been collected from other municipalities with this type of program to compare against the Town's current program requirements. Target for a draft policy to be reviewed by Council in the summer of 2017.

#### Communications and Citizen Engagement

- Truck Traffic Ad-Hoc Committee: Meeting of the ad-hoc committee held on June 22, 2017 to update committee members and the CCAHTT of the current progress on a number of initiatives. A further update will be provided at the August Strategic Priorities Committee meeting where a number of possible by-law amendments to address CCAHTT requests will be considered.
- Canada 150 Time Capsule: Have met with Ms. Andrea Macko who is organizing a Canada 150 Time Capsule. Her proposal is to bury a 50-year time capsule in the area of the Wellington Street Bridge when it is completed. The plan forward is to establish a committee to assist with vetting artifacts and content for the capsule, with a focus on engaging the local schools to provide content so that current students can view their contributions when it is opened in 2068. The Town will provide assistance and support through communication of this initiative.

#### Land Sales

- SGD Land Sale: Shepherd Gourmet Dairy has countersigned the "option to buy" agreement for lands on Enterprise Drive. Presently the environmental assessments for the lands are underway.
- McDonald House: Staff have been contacted by an interested purchaser, and we continue to have discussions with this individual.
- 121 Ontario Street: Council has selected a preferred buyer. The buyer has been notified and the 120 day window to negotiate a sales agreement is underway. The draft agreement is currently with the Town legal counsel. Once the agreement is in final form it will be accepted by Council and be made public.
- Park / Thomas Street: The notice period for this land sale has passed and the offeree is now free to pursue closing their conditions of sale.
- 45 Thames Road: Arranging to place an ad in the local newspapers advising that this property is available for purchase for a residential purpose.

#### Other Projects

- CBHFM Operating Agreement: Legal counsel is currently revising the agreement based on Staff's review. A deadline has been established for legal counsel to have the agreement finalized for the start of baseball operations in 2017.
- Library CEO Transition: CAO continues to support the Library Staff and Board on an as needed basis. Library operations have continued smoothly through the transition period without any impact to the public.

- Police Service Delivery Review: Agreement negotiations are underway. A first draft agreement has been reviewed and sent to legal counsel who are currently making edits and revisions. CAO has been in contact with Perth South to determine their interest in partnering in negotiations to ensure that both municipalities' interests are protected.

## **Human Resources/Payroll**

### Recruitment

- Completed the recruitment process for two part-time Lifeguards, two full-time Educators and three Educator Assistants.
- Currently recruiting for a full-time Public Works Coordinator, Contract Guest Services Coordinator and the Library CEO.

### Corporate Training

- Facilitating Service Excellence training with The Training Bank focusing on customer service training for staff. This is a pilot program working with the staff at the PRC with the intention to follow up with the other areas of the corporation at a later date.

### Staff Engagement

- Planning the 2017 Mayor/CAO BBQ, which is set for June 28, 2017.

### HR Systems and Processes

- Ongoing research into performance management best practices. Undergoing a review of the current process to identify and address areas for improvement with particular focus on the mid-year assessment coming up this September.

### Payroll

- InfoHR / Easy Pay: testing attendance interface with payroll system
- 2018 Payroll Budget sheet preparations
- Conducted Electronic Timesheet training session for summer staff
- 2017 Wage Grid/Salary Band update (COLA 1.5%) and application
- Early Learning Services Provincial Wage Enhancement Funding compilation and payment for 1<sup>st</sup> half of year
- Firefighter Remuneration compilation and payment for 1<sup>st</sup> half of year

## **OUTSTANDING ISSUES AND PROJECT LIST**


As above.

## **SPENDING AND VARIANCE ANALYSIS**

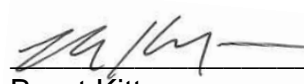
- Environmental assessments required for the lands on Enterprise Drive are in addition to the approved budget. The forecasted cost of \$15,000 to complete this work will be funded from proceeds from the land sale.

## **REVIEWED BY**

Recommended by the Department

  
 Lisa Lawrence  
 Human Resources Manager

Recommended by the CAO

  
 Brent Kittmer  
 CAO / Clerk

# MONTHLY REPORT

<b>To:</b>	<b>Mayor Stratthdee and Members of Council</b>
<b>From:</b>	<b>Corporate Services</b>
<b>Date of Meeting:</b>	<b>27 June 2017</b>
<b>Subject:</b>	<b>COR 27-2017 June Monthly Report (Corporate Services)</b>

## RECOMMENDATION

THAT COR 27-2017 June Monthly Report (Corporate Services) be received for information.

## DEPARTMENTAL HIGHLIGHTS

### Clerks Department

- Municipal Agreements – working towards creating internal document regarding the execution of documents which will assist staff with the process for who has the authority to execute, what type of document required what authorization and what conditions must be satisfied prior to execution.
- Lottery Licenses – reviewing Final Reports and applications for new licenses.
- Bylaws – reviewing and updating several bylaws

### Corporate Communications

- Corporate Communications Strategy
  - Staff will present the implementation plan to Council in August
- Media Relations
  - Sent out 11 media releases between mid-May and mid-June
  - Resulted in 64 solicited news stories
- Social Media (since May 15):
  - Facebook:
    - 465 page views (up 16%)
    - 67 new likes (up 34%)
    - 38,572 users reached (up 42%)
    - 19,945 post engagements (up 32%)
  - Twitter (since May 15):
    - 16 new followers
    - 104 link clicks
    - 33 retweets
    - 21 likes
    - 4 replies
- Advertising & Promotional Campaigns
  - Wellington Street Bridge, Quarry Jumpstart Polar Dip, Seniors' Month, Emergency Services Exercise, Leaf and Yard Waste Collection
  - St. Marys Quarry (cliff jump re-opening, kick-off party, BX 93 participation)
- Publications
  - 2017 Fall & Winter Programs and Services Guide
    - Work continues on editing and design

## **Events**

- Canada 150
  - Planning continues for the event. Food vendors, performers and logistics have been confirmed.
- Heritage Festival
  - Planning continues for the event. Vendors, performers and logistics have been confirmed.
  - Festival has two new features for 2017
    - Off the Wagon Players presenting a free, Canada 150-themed play on Friday, July 7
    - BIA hosting a community picnic on Saturday, July 8, between the end of the Festival and the start of the Street Dance
- To date, sponsorship for summer events is down approximately \$2,000 compared to 2016. Staff are continuing to seek sponsorship for summer events.

## **Information Technology**

- Live backup solution implemented and working. Resulted in doubling the size of email mailboxes.
- Computer replacements have arrived and are being rolled out to staff
- Working to complete City Wide FMW (Finance Software) installation
- Assisted with Escribe migration for Council Agendas and Minutes

## **Geographic Information Systems (GIS)**

- 104 Locates for May, 1% decrease from last May
- 5 Municipal Consent requests processed
- Front line IT support for multiple departments
- Ongoing GIS work and updates
- Creation of mailing lists for Town staff
- Creation of multiple maps for various departments
- Begun roll out of new capital computers to staff

## **Economic Development**

- Partnership Development
  - Represented the Town at the Vital Conversations event on June 9.
  - A joint meeting of municipal economic development staff in St. Marys, Stratford, and Perth County (including all lower-tier municipalities) was held on June 22. The purpose of the meeting was to talk about each municipality's economic development projects, key issues, and identify partnership opportunities.
- Labour Force
  - Staff attended Skills Advance Ontario (SAO) Project. The SAO is a new sector-focused workforce development pilot that will support Partnerships that bring sector-based Employers and Employment Ontario (EO) service providers and training providers together to develop a pool of job-ready, skilled workers that meet workforce development needs.
- Business Attraction, Retention & Expansion
  - Interviewed new businesses on experiences starting a business in St. Marys.
  - Met with Coldwell Banker Realtor Group to talk about their information needs and how we can best work together.
  - New Business consultations: hair salon, spice store.
  - 13 Ways to Kill Your Community event was held on May 16. Over 200 people attended from across Perth County.
  - St. Marys Business Networking Breakfast was held on June 10 at the St. Marys Golf &



Country Club; sponsorship was secured for the event. There were over 60 guests representing 35 different organizations and businesses.

- Inaugural St. Marys Business Update was launched in May. Through email it will provide the business community with information on new businesses, events, supports, and town projects.
- Sector and Issue-Specific Projects
  - Tourism:
    - Completed Town of St. Marys Maps; delivery anticipated for June 23.
    - Completed advertising banners with the message “Visit Beautiful St. Marys”. To be placed at the PRC and other Town facilities and/or events as appropriate.
    - Completed 2017 Contracts for five St. Marys Tourism-Oriented Directional Signing (TODS) Program: Downtown St. Marys, Museum & Archives, Pyramid Recreation Centre, St. Marys as an attraction (general), and The St. Marys Quarry. The St. Marys Quarry TODS sign is new in 2017.

### **VIA Services**

- Staff met with VIA Rail Canada representatives to discuss the St. Marys VIA Services. A staff report to Council on the discussion and outcomes will be forthcoming.

## **SPENDING AND VARIANCE ANALYSIS**

No variance to report.

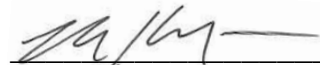
### **REVIEWED BY**

Recommended by the Department



Trisha McKibbin  
Director of Corporate Services / Deputy Clerk

Recommended by the CAO



Brent Kittmer  
CAO / Clerk

# MONTHLY REPORT

**To:** Mayor Strathdee and Members of Council

**From:** Finance

**Date of Meeting:** 27 June 2017

**Subject:** FIN 14-2017 June Monthly Report (Finance Department)

## RECOMMENDATION

That FIN 14-2017 June Monthly Report (Finance Department) be received for information.

## DEPARTMENTAL HIGHLIGHTS

- Received two days administrative training on new budgeting software. Working with consultant to complete the layout setup and budget work flow in preparation of user training later this month.
- Have just received the 2016 year end reconciliation of shared service costs from Stratford and the County to be reflected in 2016 financial statements.
- There will be no property tax sales this year as the last of the properties with three years plus taxes outstanding has been collected.
- Met with local representative for Infrastructure Ontario who was making the rounds in the area.

## OUTSTANDING ISSUES AND PROJECT LIST

- Completion of the 2016 audit.
- Development Charge Study to be completed by year end.
- Review fees and charges by-law.

## SPENDING AND VARIANCE ANALYSIS

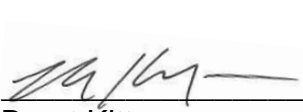
- Capital Status Report attached.

## REVIEWED BY

Recommended by the Department

  
\_\_\_\_\_  
Jim Brown  
Director of Finance

Recommended by the CAO

  
\_\_\_\_\_  
Brent Kittmer  
CAO / Clerk

**Town of St. Marys  
Capital and Special Projects 2017  
June 9, 2017**

	Actual Net of Revenue	YTD Expense	Budgeted Expense	Variance Over (Under)	planning	tender writing	tender issued	awarded	work in process	completed	Comments
9001- FINANCE BUDGET SOFTWARE	-	-	35,000	(35,000)	x	x	x	x	x		
9050- IT (MATERIALS)	-	-	15,000	(15,000)	x	x	x	x	x		
9051- BACKUP SERVER REPLACE	-	-	29,000	(29,000)	x	x	x	x	x		
9120- FACILITIES (ENERGY UPGRADES)	33,295	33,295	30,000	3,295							
9123- CADZOW PLAYGROUND	-	-	150,000	(150,000)	x	x	x	x	x		should be completed prior to July 01
9124- CEMETERY OFFICE PAINT INT/EXT	-	-	10,000	(10,000)	x						
9125- FIRE HALL DIGITAL SIGN	-	-	15,000	(15,000)	x	x	x	x			Sign has been ordered, waiting to confirm install date
9126- FIRE HALL WINDOW REPLACE	-	-	10,000	(10,000)							Removed from Budget
9127- LIBRARY STEPS (CHURCH ST)	-	-	35,000	(35,000)	x	x	x	x	x		should be completed prior to July 01
9128- LIND SPORTSPLEX ROOF REPLACE	-	-	98,000	(98,000)	x	x	x	x			to be completed late July
9129- MUSEUM CONDITION ASSESSMT	-	-	15,000	(15,000)	x						
9130- MUSEUM BARN PAINTING	-	-	10,000	(10,000)	x	x	x	x	x	x	
9131- MUSEUM SOFFIT/FASIA/GINGER	-	-	10,000	(10,000)	x	x	x	x	x	x	
9132- OLD WATER TOWER UPGRADES	-	-	75,000	(75,000)	x						
9133- PRC BANQUET HALL SOUND SYS	-	-	32,000	(32,000)	x						On hold, tender came double of budget, going to better access the needs
9134- PRC TRACTOR SNOWBLOWER	14,704	14,704	15,000	(296)	x	x	x	x	x	x	
9135- GUEST SERVICES DESK REBUILD	-	-	20,000	(20,000)							Removed from Budget
9136- PRC POOL GROUTING	-	-	30,000	(30,000)	x						On hold, tender came double of budget, going to better access the needs
9137- TOWN HALL SIGN	-	-	10,000	(10,000)	x	x	x	x			should be completed prior to July 01
9138- TH EXT WASHROOM DOOR	-	-	15,000	(15,000)	x						
9139- TH WINDOW REPLACE	-	-	15,000	(15,000)	x						
9140- REPOINT STONE WALLS	-	-	43,000	(43,000)	x						
9141- VIA SOFFIT REPAIRS.PAINT	-	-	15,000	(15,000)	x	x	x	x	x	x	
9213- FIRE SCBA BREATHING APP	-	-	225,000	(225,000)	x						Working on the RFP now. Should be ready for the end of June.
9314- ANNUAL SIDEWALK/CURBING PROGRAM	679	679	70,000	(69,321)	x						
9318- ST. MARIA ST./WELLINGTON RECONST	(1,272)	(1,272)	98,000	(99,272)	x	x					
9320- BRIDGE WELLINGTON ST.	420	420	2,238,000	(2,237,580)	x	x	x	x			June 19th start date
9327- WARNER / JONES CONSTR	(110,418)	18,404	922,000	(903,596)	x	x	x	x			June 26th start date
9329- EMILY ST RECONSTRUCTION	678	678	2,280,000	(2,279,322)	x	x	x	x	x		On Schedule completion Fall 2017
9330- ST GEORGE ST N. RECONSTRUCT	-	-	49,000	(49,000)	x	x	x				to be included with water reservoir work
9331- WELLINGTON ST S (PARK TO QUEEN)	-	-	49,000	(49,000)	x						
9332- VARIOUS SIDEWALKS (PTIF FUNDED)	-	-	136,000	(136,000)	x	x					Pending Funding Agreement to Council June 2017
9350- REFURBISH R10 VACTOR	-	-	30,000	(30,000)	x	x	x	x			Scheduled with org vendor after 2017 flushing program completed
9351- REPLACE L10 PICKUP	-	-	28,000	(28,000)	x	x	x	x			Delivery Date - ETA - June 15th, 2017
9352- REPLACE J10 BACKHOE	-	-	50,000	(50,000)	x	x	x	x			At vendor authorized refurbish JCB service centre Started June 12th, 2017
9353- R30 PAVEMASTER	18,749	18,749	30,000	(11,251)	x	x	x	x	x	x	
9354- SMALL TOOL REPLACEMENTS	9,394	9,394	6,000	3,394	x	x	x	x	x	x	water wagon replacement
9355- J-50 DUAL WHEELS	-	-	6,000	(6,000)	x	x	x	x	x	x	
9356- PAVEMENT EDGER	8,141	8,141	8,000	141	x	x	x	x			Delivery June 2017
9357- T-60 SANDER APPLICATOR	-	-	5,000	(5,000)	x						
9358- DECORATIVE POLE REFURB	-	-	25,000	(25,000)	x	x	x	x	x		ongoing at time of report
9359- GATEWAY LANDSCAPE FEATURES	2,110	2,110	50,000	(47,890)	x	x	x	x	x		ongoing at time of report
9390- ANNUAL RESURFACE PROGRAM	-	-	120,000	(120,000)	x						
9391- CONCRETE GRINDING	84,244	84,244	120,000	(35,756)	x	x	x	x	x	x	Completed
9411- SEWAGE TREATMENT PLANT	2,649	2,649	230,000	(227,351)	x						Awaiting CWWF Grant Award
9413- LANDFILL EPA & IMPROVE	13,256	13,256	310,000	(296,744)	x	x	x	x	x		EA Submission July 2017
9414- SANITARY PRE CONSTRUCTION	-	-	25,000	(25,000)	x	x	x	x	x		spot repairs Emily St, Warner - Jones as required
9415- BIOSOLIDS LOADING PUMP	11,266	11,266	190,000	(178,734)	x	x	x	x	x		Awaiting Pump delivery from manufacture - Start Date July 26th
9416- WWTP EMERGENCY STANDBY POWER	-	-	307,000	(307,000)	x						Awaiting CWWF Grant Award

Town of St. Marys Capital and Special Projects 2017 June 9, 2017	Actual Net of Revenue	YTD Expense	Budgeted Expense	Variance Over (Under)	planning	tender writing	tender issued	awarded	work in process	completed	Comments
9417- EMERGENCY POWER 728 QUEEN ST E	-	-	70,000	(70,000)	x						Awaiting CWWF Grant Award
9421- STORMWATER MGMT/WATERCOURSE IMPROVE	-	-	126,000	(126,000)	x						Awaiting Funding Decision UTRCA Reserves
9435- ADD'L WATER STORAGE	-	-	215,000	(215,000)	x	x	x				Tender Award June 2017
9740- LIBRARY (MATERIALS)	33,779	33,779	58,000	(24,221)	x	x	x	x	x		Books purchased throughout year
			8,808,000								
<b>2016 CARRYFORWARD PROJECTS</b>				-							
9040- MOC COUNTER	8,181	8,181	15,000	(6,819)	x	x	x	x	x	x	
9112- TOWNHALL AIR HANDLERS	3,826	3,826	653	3,173	x	x	x	x	x	x	
9116- FACILITIES THALL (BELL TOWER)	17,884	17,884	25,416	(7,532)	x	x	x	x	x	x	
9212- ELC RELOCATION	20,784	24,521	368,987	(344,466)	x	x	x	x	x		
9310- ROAD EQUIPMENT	267,309	267,309	267,129	180	x	x	x	x	x	x	2017 Freightliner single axle 4 wheel drive
9319- GLASS ST EXTENSION	33,155	33,155	76,000	(42,845)	x	x	x	x	x	x	
9710- QUARRY CLIFF DIVE	5,289	5,289	78,202	(72,913)	x	x	x	x	x	x	
9713- REC MASTER PLAN	23,807	23,807	64,000	(40,193)	x	x	x	x	x		
9743- LIBRARY STUDY	(3,600)	-	1,508	(1,508)	x	x	x	x	x	x	
<b>2017 ADDITIONAL PROJECTS</b>											
9210- FIRE SMALL EQUIPMENT	5,866	5,866	-	5,866	x	x	x	x	x	x	Purchase of the Rapid Deployment Craft has been made.
9333- GENERATOR WATER BOOSTER PUMP JAMES ST S	(7,535)	8,003	-	8,003	x						
9334- DOWNTOWN STREET LIGHT GLOBES	(32,042)	-	-	-	x	x	x	x	x	x	
	464,599.02	648,337.14	9,704,895								

# MONTHLY REPORT

<b>To:</b>	<b>Mayor Strathdee and Members of Council</b>
<b>From:</b>	<b>Emergency Services / Fire Department</b>
<b>Date of Meeting:</b>	<b>27 June 2017</b>
<b>Subject:</b>	<b>FD 09-2017 June Monthly Report (Emergency Services)</b>

## RECOMMENDATION

THAT FD 09-2017 June Monthly Report (Emergency Services) be received for information.

## DEPARTMENTAL HIGHLIGHTS

During the month of June the fire department responded to 15 emergency calls most notably:

- 2 calls for Water Rescue – false alarms
- 5 Motor Vehicle Accidents
- 3 Activated Alarms
- 1 Car Fire
- 1 Tire Fire
- 1 Lift Assist/Medical
- 1 Unattended open air burning

This year to date 01 Jan 17 – 19 June 17 we have had 47 emergency response calls compared to 45 response calls last year from 01 Jan 16 to 19 Jun 16.

Tammy DeGraw, our Fire Prevention Officer, has conducted ten fire inspections, four follow up inspections, two Public Education sessions during the month of June 2017.

Exercise “Hail Mary” - Town wide live Mass Casualty / Hazardous Materials exercise conducted on Wednesday the 31st of May 2017 and it was a huge success. An After Action Report meeting will be held on the 23rd of June 17. This meeting will allow all stakeholders to speak about the positives and areas of improvement.

The St. Marys Fire Department is about to start taking the Perth County Fire Safety Trailer to local schools and events. The Fire Prevention Officer will take the Fire Safety Trailer to the Little Falls Elementary School on the 22nd of June 2017 where she will teach the children many aspects of fire safety including what they should do in case of fire in their home, what to do if they see smoke, how to identify fire hazards and to practice a home escape plan.

The Fire Chief and Fire Prevention Officer started to deliver a Portable Fire Extinguisher training program to a local industry. Over a span of three weeks and 6 separate courses we were able to train 65 personnel in the use of portable fire extinguishers. These courses were taught by providing a theory lecture and practical live fire extinguisher exercise. We plan to continue with this program by providing this training to other local industries as well as long term care facilities and Town employees.

## OUTSTANDING ISSUES AND PROJECT LIST

- I have been approved to replace our old and outdated Self Contained Breathing Apparatus. The fire department is currently conducting testing of the top 3 name brands in the market. Phase one consisted of having the top three manufacturers and representatives (MSA, Scott and Dragger) providing theory and practical demonstrations of their equipment. Phase two is completed as the firefighters tested all of the equipment and reported on which models they preferred. I am currently drafting an RFP.

## SPENDING AND VARIANCE ANALYSIS

- 1 beluga windshield cutting kit \$740.00
- Legion food & beverage bill for the Town Wide Exercise \$600

## REVIEWED BY

Recommended by the Department



Richard Anderson  
Director of Emergency Services/Fire Chief

Recommended by the CAO



Brent Kittmer  
CAO / Clerk

# MONTHLY REPORT

<b>To:</b>	<b>Mayor Strathdee and Members of Council</b>
<b>From:</b>	<b>Building and Development</b>
<b>Date of Meeting:</b>	<b>27 June 2017</b>
<b>Subject:</b>	<b>DEV 13-2017 June Monthly Report (Building and Development)</b>

## RECOMMENDATION

The DEV 13-2017 June Monthly Report (Building and Development) be received for information

## DEPARTMENTAL HIGHLIGHTS

### Planning:

PAC review meeting for OPA and ZBA to permit a revised development proposal for 151 Water St N. Applicants to return to PAC – no recommendation at this point.

Revised plans received from proponents for 151 Water St N following PAC review meeting; Town staff has met with the proponents – awaiting additional information for the drawings to enable Town staff to provide a full review.

PAC review meeting for OPA and ZBA applications affecting 825 and 895 Queen Street East to allow severance of the two existing dwellings and consolidate remaining site lands for future use. Application is for policies to allow the existing residential use in the Highway Commercial designation and to allow for residential use in the Highway Commercial zone. Three consent to sever applications for the lands will sever the two exiting dwellings, providing each with its own property; and will consolidate the remaining lands into one parcel for future development. No new development is proposed at this time.

Minor Variance application A02-2017 approved by CofA for 256 Church Street South to permit a third unit in a converted dwelling where only two units were otherwise permitted.

Consent to Sever application B03-2017 approved by CofA for 299 Queen Street West to divide a semi-detached dwelling currently under construction along the common party wall.

Site Plan Agreement application processed and site plan agreement drafted for Council consideration for 304 James Street South to permit a shipping addition to the current manufacturing facility.

Site Plan Agreement application processed and site plan agreement drafted for council consideration for 201 James Street South to permit development of the lands for multi-residential purposes through the construction of a fourplex dwelling and a sixplex dwelling for a total of 10 units.

Zoning Amendment application processed and zoning amendment drafted for Council consideration to remove the Holding symbol from 201 James Street South to permit the multi-residential development, pending council approval of the site plan agreement for the property.



Minor variance application received for 95 Carling Street to permit construction of an addition to the dwelling with reduced front yard setbacks in the A1 zone for purposes of matching the existing legal non-complying front yard setback for the dwelling.

Minor variance application received for 72 Ontario Street South to permit construction of a detached garage greater than the size permitted under the zoning by-law and with a reduced exterior side yard setback to align the structure with the exterior side yard setback for the existing dwelling.

Meeting with CBHFM staff, architect and UTRCA regarding proposed addition to CBHF Museum building. Provided OP policies and zoning information as required by architect and UTRCA.

Façade Improvement and Heritage grant applications received for 151-153 Queen St E and 48 Wellington St S.

## **Building:**

A total of 29 permits were issued in May 2017 compared to 12 the previous year. This is double the number of permits issued in the month of May over the last 10 years.

There were 6 new dwelling units issued this month compared to 7 the previous year.

The total construction values were \$ 1,898,500 compared to 1,809,000 the previous year.

The total permit fees were \$15,166.15 compared to \$13,802.00 the previous year.

A total of 49 appointments were provided by the Building Department for this time period.

There was one Heritage permit issued this month.

## **Facilities:**

Cadzow Park – playground has been installed, retaining wall of limestone donated from St. Marys Cement. Playground to be completed by June 22

Museum – gingerbread and fascia have been painted

Museum Barn – exterior of the barn has been painted, retaining wall and lower level doors have been painted

VIA station – fascia and gingerbread have been painted

Flower beds – annual beds have been planted – perennial beds maintenance has begun

Hanging baskets – all downtown flower baskets have been hung

Bridge boxes – all bridge boxes have been placed along the bridges.

## **OUTSTANDING ISSUES AND PROJECT LIST**

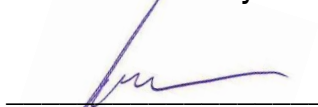
Report to Council on the Sign Bylaw

## **SPENDING AND VARIANCE ANALYSIS**

All spending within budget

## REVIEWED BY

Recommended by the Department



---

Grant Brouwer  
Director of Building and Development

Recommended by the CAO



---

Brent Kittmer  
CAO / Clerk

# FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Grant Brouwer, Director of Building and Development
<b>Date of Meeting:</b>	27 June 2017
<b>Subject:</b>	<b>DEV 14-2017 Town of St. Marys Official Plan Review</b>

## PURPOSE

The purpose of this report is to provide Council with an update on the status of the Official Plan review and an overview of a proposed work plan, schedule and budget to complete the project.

## RECOMMENDATION

THAT DEV 14-2017 Town of St. Marys Official Plan Review be received for information; and

THAT MLS Planning Consulting be retained to complete the Town's Official Plan review.

## BACKGROUND

In 2012, the Town commenced a five-year review of the Official Plan in accordance with Section 26 of the *Planning Act*. The purpose of a Section 26 review is to ensure that the Official Plan conforms with provincial plans (or does not conflict with them), has regard to matters of provincial interest and is consistent with policy statements, such as the Provincial Policy Statement which was updated in 2014. In addition to meeting statutory requirements under the *Planning Act*, the review provides an important opportunity for the Town to identify and address administrative, interpretation, policy and mapping issues with the current Official Plan. Also, this review provides the community and agencies with the opportunity to assist in the identification of opportunities and issues that can be addressed through the Official Plan.

Through the provision of planning services to the Town, the County of Perth assisted with the preparation of a series of draft Discussion Papers between 2012 and 2016. These Discussion Papers were presented to the Planning Advisory Committee as summarized in Table 1 below.

**Table 1: Discussion Papers Prepared between 2012 and 2016**

Paper	Topic	Presented to Planning Advisory Committee
1	Population	April 2013
2	Interpretation / Implementation	May 2013
3	Transportation and Services	August 2013
4	Residential	September 2013
5	Rural Lands, Attainable Housing and Source Water Protection	July 2016

6	<b>Extractive Industrial</b>	August 2016
7	<b>Employment Areas: General Industrial</b>	August 2016
8	<b>Recreation and Parkland</b>	September 2016
9	<b>Environmental Constraints</b>	September 2016

Earlier this year, Council retained MLS Planning Consulting (MLS) to provide planning services to the Town. As part of these planning services, Town Staff asked that MLS prepare a work plan and budget to complete the Official Plan review project (attached).

## REPORT

MLS has prepared a proposed work plan, schedule and budget to complete this project. Mark Stone of MLS will serve as the Project Planner. Mr. Stone will lead all aspects of the proposed work plan and will provide professional planning advice throughout the project. Further, Mr. Stone will manage and participate in all background tasks, consultation events, presentations, and will prepare / oversee the preparation of all deliverables. As Project Planner, Mr. Stone has 25 years of experience managing and contributing to Official Plan and Zoning By-law review projects across the Province.

Table 2 summarizes the tasks included in the proposed work plan. The following provides a summary of some key components of the work plan:

- **Section 26 Meeting** - Section 26(3) of the *Planning Act* requires Council to consult with the approval authority and prescribed public bodies, and to hold a special meeting of Council, open to the public, to discuss required revisions to the Official Plan. The Town held a Section 26 meeting in the early stages of the project however, it is recommended that Council hold another meeting given the time that has elapsed since the original meeting.
- **Project Team and Technical Advisory Committee (TAC)** – For the purposes of the work plan, MLS proposes the establishment of a Project Team consisting of Grant Brouwer, Susan Luckhardt, Jeff Wolfe, Laurel Davies Snyder and MLS, and a TAC consisting of Town staff, the Upper Thames River Conservation Authority, the Perth Health District Health Unit and MLS.
- **Community Consultation** - The proposed work plan was prepared with a focus on ensuring there are multiple opportunities for community input and involvement throughout the project. MLS recommends that the Town establish a webpage on the Town's website dedicated to providing background information (including copies of Discussion Papers and draft Amendments) and a portal for the public to provide comments. MLS is also proposing to prepare newsletters to update the community regarding the project at key points in the work plan.
- **Update Discussion Papers** - All of the draft Discussion Papers prepared to date will be reviewed and updated, in particular those Papers presented to PAC in 2013. The following is a general summary of tasks required to update the draft Discussion Papers:
  - Provincial Policy Statement (2014) conformity
  - Discuss issues identified through public and agency consultation
  - Population Paper 1 – update population projections and other statistics
  - Residential Paper 4 – update land needs assessment, existing dwelling size, infill potential, building permit activity, etc., and include discussion related to infill and intensification, density and building heights.
  - Employment Areas: General Industrial Paper 7 – update land needs
  - Recreation and Parkland Paper 8 – update regarding parkland dedication and trails

- **Prepare Remaining Discussion Papers** - The following additional Discussion Papers will be prepared:
  - Central Commercial Discussion Paper
  - Cultural Heritage, Urban Design, Economic Development and Tourism Discussion Paper
  - Natural Heritage Discussion Paper

**Table 2: Proposed Official Plan Review Work Plan**

	<b>TASK</b>	<b>DESCRIPTION</b>
1	<b>Project Team Meeting #1</b>	<ul style="list-style-type: none"> <li>• Discuss required revisions to draft Discussion Papers</li> <li>• Identification and discussion of new or emerging issues</li> <li>• Discuss consultation strategy</li> </ul>
2	<b>Project Communications</b>	<ul style="list-style-type: none"> <li>• Assist Town with content for dedicated webpage</li> <li>• Preparation of Newsletter #1</li> </ul>
3	<b>Update Discussion Papers</b>	<ul style="list-style-type: none"> <li>• All draft Discussion Papers to be updated as required</li> </ul>
4	<b>Preparation of draft Discussion Paper 10</b>	<ul style="list-style-type: none"> <li>• Central Commercial Discussion Paper</li> </ul>
5	<b>Preparation of draft Discussion Paper 11</b>	<ul style="list-style-type: none"> <li>• Culture, Urban Design, Economic Development and Tourism Discussion Paper</li> </ul>
6	<b>Preparation of draft Discussion Paper 12</b>	<ul style="list-style-type: none"> <li>• Natural Heritage Discussion Paper</li> </ul>
7	<b>TAC Meeting #1</b>	<ul style="list-style-type: none"> <li>• Present and discuss draft Discussion Papers 1 through 12</li> </ul>
8	<b>Meet with MMAH</b>	<ul style="list-style-type: none"> <li>• Consultation meeting</li> </ul>
9	<b>Section 26 Meeting</b>	<ul style="list-style-type: none"> <li>• Public meeting of Council as required by Planning Act</li> </ul>
10	<b>Revise draft Discussion Papers</b>	<ul style="list-style-type: none"> <li>• Revisions based on comments received through consultation</li> </ul>
11	<b>Staff Report and Presentation to PAC</b>	<ul style="list-style-type: none"> <li>• Present draft Discussion Papers 1 through 12</li> <li>• Seek authorization to proceed to Public Open House</li> </ul>
12	<b>Revise draft Discussion Papers</b>	<ul style="list-style-type: none"> <li>• Revise Papers based on input from PAC</li> </ul>
13	<b>Project Communications</b>	<ul style="list-style-type: none"> <li>• Assist Town with content for dedicated webpage</li> <li>• Preparation of Newsletter #2</li> <li>• Draft Discussion Papers posted on Town's website</li> </ul>
14	<b>Public Open House #1</b>	<ul style="list-style-type: none"> <li>• Drop-in format with presentation at set time to provide overview of project, process and draft Papers</li> </ul>
15	<b>Staff Report and Presentation to PAC</b>	<ul style="list-style-type: none"> <li>• Staff report and presentation outlining comments received from community and recommended modifications to Discussion Papers</li> </ul>
16	<b>Staff Report and Presentation to Council</b>	<ul style="list-style-type: none"> <li>• Staff report and presentation</li> <li>• Seek authorization to prepare draft Official Plan Amendment</li> </ul>
17	<b>Preparation of draft Official Plan Amendment</b>	<ul style="list-style-type: none"> <li>• Text and mapping</li> </ul>
18	<b>Project Team Meeting #2</b>	<ul style="list-style-type: none"> <li>• Review and discuss draft Official Plan Amendment</li> </ul>

19	<b>Revise draft Official Plan Amendment and circulate to TAC</b>	<ul style="list-style-type: none"> <li>Revisions based on input from Project Team</li> </ul>
20	<b>TAC Meeting #2</b>	<ul style="list-style-type: none"> <li>Discuss draft Official Plan Amendment</li> </ul>
21	<b>Meetings with Heritage St. Marys, St. Marys BIA, Economic Development Advisory Committee and Accessibility Advisory Committee</b>	<ul style="list-style-type: none"> <li>Presentation and discussion of draft Official Plan Amendment</li> </ul>
22	<b>Revise draft Official Plan Amendment</b>	<ul style="list-style-type: none"> <li>Revise draft Official Plan Amendment based on input from TAC and Committees</li> </ul>
23	<b>Staff Report and Presentation to PAC</b>	<ul style="list-style-type: none"> <li>Staff report and presentation of draft Official Plan Amendment to PAC</li> </ul>
24	<b>Revise draft Official Plan Amendment</b>	<ul style="list-style-type: none"> <li>Revise draft Official Plan Amendment based on input from PAC</li> </ul>
25	<b>Staff Report and Presentation to Council</b>	<ul style="list-style-type: none"> <li>Staff report and presentation of draft Official Plan Amendment to Council</li> <li>Seek authorization to proceed to Statutory Public Open House and Public Meeting</li> </ul>
26	<b>Revise draft Official Plan Amendment</b>	<ul style="list-style-type: none"> <li>Revisions based on Council feedback and direction</li> </ul>
27	<b>Project Communications</b>	<ul style="list-style-type: none"> <li>Assist Town with content for dedicated webpage</li> <li>Preparation of Newsletter #3</li> <li>Draft Official Plan Amendment posted on Town's website</li> </ul>
28	<b>Statutory Public Open House</b>	<ul style="list-style-type: none"> <li>Drop-in format with presentation at set time to provide overview of draft Official Plan Amendment</li> </ul>
29	<b>Statutory Public Meeting</b>	<ul style="list-style-type: none"> <li>Presentation at public meeting</li> </ul>
30	<b>Present Final proposed Official Plan Amendment to Council</b>	<ul style="list-style-type: none"> <li>Staff report and presentation of final proposed Official Plan Amendment</li> </ul>

Mapping for the Official Plan review will be completed by MLS. MLS has prepared a proposed work plan schedule to complete the project (attached to this report) and has assured the Town that the project can be commenced immediately.

## **FINANCIAL IMPLICATIONS**

MLS is also proposing to retain Mark Swallow on a part time basis, outside of his duties for the County of Perth, to assist with this project. A total fee budget of \$27,000.00 is proposed to complete the project, excluding HST. The project and the required budget will be allocated over 2017 and 2018 (\$15,000.00 in 2017 and \$12,000.00 in 2018). Any meetings required in addition to those identified in the work plan will be charged at an hourly rate of \$100.00 per hour.

## **OTHERS CONSULTED**

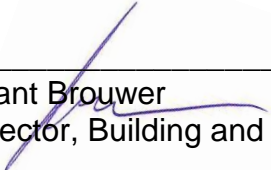
Brent Kittmer, CAO / Clerk

## ATTACHMENTS

- 1) Proposed Work Plan

### REVIEWED BY

#### Recommended by the Department



---

Grant Brouwer  
Director, Building and Development

#### Recommended by the CAO



---

Brent Kittmer  
CAO / Clerk





# St. Marys Official Plan Review Project Work Plan



	TASK	2017						2018			
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
1	Project Team Meeting #1										
2	Project Communications										
3	Update Discussion Papers										
4	Preparation of draft Discussion Paper 10										
5	Preparation of draft Discussion Paper 11										
6	Preparation of draft Discussion Paper 12										
7	TAC Meeting #1										
8	Meet with MMAH										
9	Section 26 Meeting										
10	Revise draft Discussion Papers										
11	Staff report and presentation to PAC										
12	Revise draft Discussion Papers										
13	Project Communications										
14	Public Open House #1										
15	Staff report and presentation to PAC										
16	Staff report and presentation to Council										
17	Preparation of draft Official Plan Amendment										
18	Project Team Meeting #2										
19	Revise draft Official Plan Amendment and circulate to TAC										
20	TAC Meeting #2										
21	Meetings with various Town Committees										
22	Revise draft Official Plan Amendment										
23	Staff report and presentation to PAC										
24	Revise draft Official Plan Amendment										
25	Staff report and presentation to Council										
26	Revise draft Official Plan Amendment										
27	Project Communications										
28	Statutory Public Open House										
29	Statutory Public Meeting										
30	Present final proposed Official Plan Amendment to Council										

# FORMAL REPORT

<b>To:</b>	Mayor Stratthdee and Members of Council
<b>Prepared by:</b>	Mark Stone, Planner
<b>Date of Meeting:</b>	27 June 2017
<b>Subject:</b>	<b>DEV 16-2017 Application for Removal of Holding Symbols 201 James Street South</b>

## PURPOSE

The purpose of this report is to provide Council with a summary and recommendation as it pertains to the Application for the removal of holding symbols for 201 James Street South.

## RECOMMENDATIONS

THAT DEV 16-2017 Application for Removal of Holding Symbols for 201 James Street South report be received; and,

THAT Council enact Zoning By-law Z123-2017 to remove the Holding “-H” symbols from the property known as 201 James Street South.

## BACKGROUND

The subject property is located on the east side of James Street South, near the intersection with the Park Street road allowance, as shown on the Location / Aerial Map attached to this report. The approximately 2,042 m<sup>2</sup> property is irregular in shape and has a frontage of approximately 24.0 metres and a depth of approximately 67.7 metres. The owner of the subject property has submitted an Application for the removal of holding symbols to allow for proposed development to proceed. The property is currently used for residential purposes and is the site of one single detached dwelling.

In 2016, Council approved Zoning By-law Amendment Z117-2016 to change the zoning of the subject property from Residential Zone Two (R2-1) to Residential Zone Five with special provisions (R5-6) to permit development for multi-unit residential purposes in two phases. A copy of By-law Z117-2016 is attached to this report. Phase 1 involves the construction of a fourplex dwelling at the front, west part of the property and Phase 2 involves the demolition of the single detached dwelling and the construction of a sixplex dwelling resulting in a total of 10 residential units on the property at full build out.

By-law Z117-2016 also applied two holding provisions to the subject property. The first holding provision requires that the Owner enter into a site plan agreement with the Town prior to the construction of the fourplex dwelling. The second holding provision requires that the Owner enter into a revised site plan agreement with the Town and the existing dwelling be removed prior to the construction of the sixplex dwelling.

## REPORT

The owner of the property is proposing to proceed with Phases 1 and 2 concurrently and a site plan agreement is to be presented to Council at the June 27, 2017 meeting. If Council authorizes the Mayor and CAO/Clerk to enter into the site plan agreement, the conditions of both “-H” symbols will

be satisfied and Council will be in a position to consider enacting the proposed by-law (attached to this report) to remove both holding symbols.

## **FINANCIAL IMPLICATIONS**

None.

## **OTHERS CONSULTED**

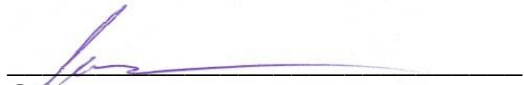
Susan Luckhardt, Planning Coordinator

## **ATTACHMENTS**

- 1) Location/Aerial Map
- 2) By-law Z117-2016

## **REVIEWED BY**

### **Recommended by the Department**

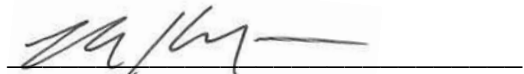


Grant Brouwer  
Director of Building and Development



Susan Luckhardt  
Planning Coordinator

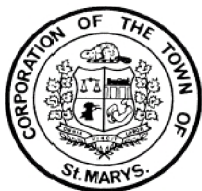
### **Recommended by the CAO**



Brent Kittmer  
CAO / Clerk



TOWN OF ST. MARYS  
Part of Block 13, R.P. 250  
Application for Zoning By-law Amendment  
by Adriano Paola



AREA SUBJECT TO PROPOSED  
ZONING BY-LAW AMENDMENT

PHOTO DATE: 2010  
Tuesday, December 15, 2015



Meters  
0 25 50  
Feet  
0 40 80 160



**NOTICE OF THE PASSING  
OF A ZONING BY-LAW BY  
THE CORPORATION OF THE TOWN OF ST. MARYS**

**TAKE NOTICE** that the Council of the Corporation of the Town of St. Marys passed By-law No. Z117-2016 on the \_\_\_\_\_ day of \_\_\_\_\_, 2016 under Section 34 of the Planning Act, R.S.O. 1990.

**AND TAKE NOTICE** that any person or agency may appeal to the Ontario Municipal Board in respect of the By-law by filing with the Clerk of the Town of St. Marys not later than the \_\_\_\_\_ day of \_\_\_\_\_, 2016 a notice of appeal setting out the objection to the By-law and the reasons in support of the objection and accompanied by the proper fee.

An explanation of the purpose and effect of the By-law, describing the lands to which the By-law applies, and a key map showing the location of the lands to which the By-law applies are attached. The complete By-law is available for inspection in my office during regular office hours.

**Dated at the Town of St. Marys this \_\_\_\_\_ day of \_\_\_\_\_, 2016.**

Mr. Brent Kittmer, CAO-Clerk  
Town of St. Marys  
175 Queen Street East, P.O. Box 998  
St. Marys, Ontario N4X 1B6  
Telephone: (519) 284-2340; Fax (519) 284-3881

**NOTE:** Only individuals, corporations and public bodies may appeal a zoning by-law to the Ontario Municipal Board. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group.

No person or public body shall be added as a party to the hearing of the appeal unless, before the By-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the Council or, in the opinion of the Ontario Municipal Board, there are reasonable grounds to add the person or public body as a party.

**THE CORPORATION OF THE TOWN OF ST. MARYS**

**BY-LAW NO. Z117-2016**

**BEING** a By-law pursuant to the provisions of Section 34 of the Planning Act, to amend By-law No. Z1-1997, as amended, which may be cited as "The Zoning By-law of the Town of St. Marys" affecting land located on Part of Block 13, Registered Plan No. 250 in the Town;

**WHEREAS** the Council of the Corporation of the Town of St. Marys deems it necessary in the public interest to pass a By-law to amend By-law No. Z1-1997, as amended;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF ST. MARYS ENACTS AS FOLLOWS:**

1. The area shown in hatching on the attached map, Schedule "A", and described as Part of Block 13, Registered Plan No. 250 in the Town of St. Marys shall be removed from the "Residential Zone Two (R2-1)", of By-law No. Z1-1997, shall be placed in the "Residential Zone Five (R5-6)" of By-law No. Z1-1997, and shall be subject to the provisions of Section 12.9.6 of By-law No. Z1-1997 as hereinafter set forth. The zoning of this land shall be shown as "R5-6-H-H" on Key Map 14 of Schedule "A" to By-law No. Z1-1997, as amended.

2. That Section 12.9.6 of By-law No. Z1-1997 is hereby amended by adding the following special provision:

**12.9.6 R5-6**

- (a) Location: Part of Block 13, Registered Plan No. 250, Key Map 14
- (b) Notwithstanding the provisions of Section 12.1 of this By-law to the contrary, one fourplex dwelling; one six-plex dwelling (6 units); and accessory uses, buildings, and structures shall be permitted on the land within the "R5-6" zone as shown on Key Map 14 of Schedule "A" to this By-law (also shown on Schedule "A" to By-law Z117-2016).
- (c) Notwithstanding any provision of Section 12.2 of By-law No. Z1-1997 to the contrary, the following regulations shall apply for the permitted uses on the land within the "R5-6" zone as shown on Key Map 14 of Schedule "A" to this By-law (also shown on Schedule "A" to By-law No. Z117-2016) shall be:
  - (i) Lot Area, Minimum 2,000 square metres;
  - (ii) Lot Frontage, Minimum 21.0 metres;
  - (iii) Lot Depth, Minimum 37.0 metres;
  - (iv) Lot Coverage, Maximum 35 per cent;
  - (v) Landscaped Open Space, Minimum 35 per cent;
  - (vi) Parking Requirements In accordance with the provisions of Section 5.21.
- (d) Notwithstanding any provision of Section 12.2 of By-law No. Z1-1997 to the contrary, the site regulation for a fourplex dwelling as permitted by clause (b) on the land within the "R5-6" zone as shown on Key Map 14 of Schedule "A" to this By-law (also shown on Schedule "A" to By-law No. Z117-2016) shall be:
  - (i) Front Yard, Minimum 6.0 metres;
  - (ii) Interior Side Yard, Minimum 3.5 metres;
  - (iii) Rear Yard, Minimum 7.5 metres;
  - (iv) Building Height, Maximum 10.5 metres;
  - (v) Gross Floor Area per Dwelling Unit, Minimum 55.0 square metres.
- (e) Notwithstanding any provision of Section 12.2 of By-law No. Z1-1997 to the contrary, the site regulation for a six-plex dwelling (6 units) as permitted by clause (b) on the land within the "R5-6" zone as shown on Key Map 14 of Schedule "A" to this By-law (also shown on Schedule "A" to By-law No. Z117-2016) shall be:
  - (i) Front Yard, Minimum 38.0 metres;
  - (ii) Interior Side Yard, (westerly)

Minimum	7.5	metres;
(iii) Interior Side Yard, (northerly)		
Minimum	7.0	metres;
(iv) Rear Yard, Minimum	7.5	metres;
(v) Building Height, Maximum	10.5	metres;
(vi) Number of Stories, Maximum	2.	

(d) All other provisions of this By-law, as amended, shall apply.

3. That Section 12.9.6 of By-law No. Z1-1997 is hereby amended by adding the following special provision:

12.9.6.1 R5-6-H

- (a) Location: Part of Block 13, Registered Plan No. 250, Key Map 14
- (b) Notwithstanding the provisions of Section 12.1 of this By-law to the contrary, one fourplex dwelling; one existing dwelling; a bed and breakfast establishment; a home occupation; one existing detached garage; and accessory uses, buildings, and structures shall be permitted on the land within the "R5-6-H" zone as shown on Key Map 14 of Schedule "A" to this By-law (also shown on Schedule "A" to By-law Z117-2016).
- (c) Notwithstanding any provision of Section 12.2 of By-law No. Z1-1997 to the contrary, the following regulations shall apply for the permitted uses on the land within the "R5-6-H" zone as shown on Key Map 14 of Schedule "A" to this By-law (also shown on Schedule "A" to By-law No. Z117-2016) shall be:
- |                                    |  |               |
|------------------------------------|--|---------------|
| (i) Lot Area, Minimum              | 2,000  | square metres |
| (ii) Lot Frontage, Minimum         | 21.0   | metres        |
| (iii) Lot Depth, Minimum           | 37.0   | metres        |
| (iv) Lot Coverage, Maximum         | 35   | per cent      |
| (v) Landscaped Open Space, Minimum | 35   | per cent      |
| (vi) Parking Requirements          | In accordance with the provisions of Section 5.21. |               |
- (d) Notwithstanding any provision of Section 12.2 of By-law No. Z1-1997 to the contrary, the site regulation for a fourplex dwelling as permitted by clause (b) on the land within the "R5-6-H" zone as shown on Key Map 14 of Schedule "A" to this By-law (also shown on Schedule "A" to By-law No. Z117-2016) shall be:
- |   |      |                |
|---|------|----------------|
| (i) Front Yard, Minimum                         | 6.0  | metres;        |
| (ii) Interior Side Yard, Minimum                | 3.5  | metres;        |
| (iii) Rear Yard, Minimum                        | 7.5  | metres;        |
| (iv) Building Height, Maximum                   | 10.5 | metres;        |
| (v) Gross Floor Area per Dwelling Unit, Minimum | 55.0 | square metres. |
- (e) Notwithstanding any provision of Section 12.2 of By-law No. Z1-1997 to the contrary, the site regulations for one existing single-detached dwelling and one existing detached garage as permitted by clause (b) on the land within the "R5-6-H" zone as shown on Key Map 14 of Schedule "A" to this By-law (also shown on Schedule "A" to By-law No. Z117-2016) shall be as they lawfully existed on the day of adoption of By-law No Z117-2016.
- (d) All other provisions of this By-law, as amended, shall apply.

4. That Section 12.9.6 of By-law No. Z1-1997 is hereby amended by adding the following special provision:

12.9.6.2 R5-6-H-H

- (a) Location: Part of Block 13, Registered Plan No. 250, Key Map 14
- (b) Notwithstanding the provisions of Section 12.1 of this By-law to the contrary,



one existing dwelling; a bed and breakfast establishment; a home occupation; one existing detached garage; and accessory uses, buildings, and structures shall be permitted on the land within the "R5-6-H-H" zone as shown on Key Map 14 of Schedule "A" to this By-law (also shown on Schedule "A" to By-law Z117-2016).

- (c) Notwithstanding any provision of Section 12 of this By-law to the contrary, the regulations of Section 9.2.4 thru 9.2.12, inclusive and Sections 9.3, 9.4, 9.5, and 9.6 shall apply to one existing dwelling; a bed and breakfast establishment; a home occupation; one existing detached garage; and accessory uses, buildings, and structures permitted on the land within the "R5-6-H-H" zone as shown on Key Map 14 of Schedule "A" to this By-law (also shown on Schedule "A" to By-law Z117-2016)
- 5. Schedule "A", attached hereto, shall form part of this By-law.
- 6. All other provisions of By-law No. Z1-1997, as amended, shall apply.
- 7. The Clerk is hereby authorized and directed to proceed with the giving of notice of the passing of this By-law in accordance with the Planning Act, as amended, and to Regulations thereunder.
- 8. This By-law shall come into force on the day it was passed pursuant to the Planning Act, and to the Regulations thereunder.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

\_\_\_\_\_  
Al Strathdee, Mayor

\_\_\_\_\_  
Brent Kittmer, CAO-Clerk

THIS IS **SCHEDULE "A"**  
TO **BY-LAW NO. Z117-2016**  
OF THE **CORPORATION OF THE TOWN OF ST MARYS**  
PASSED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2016

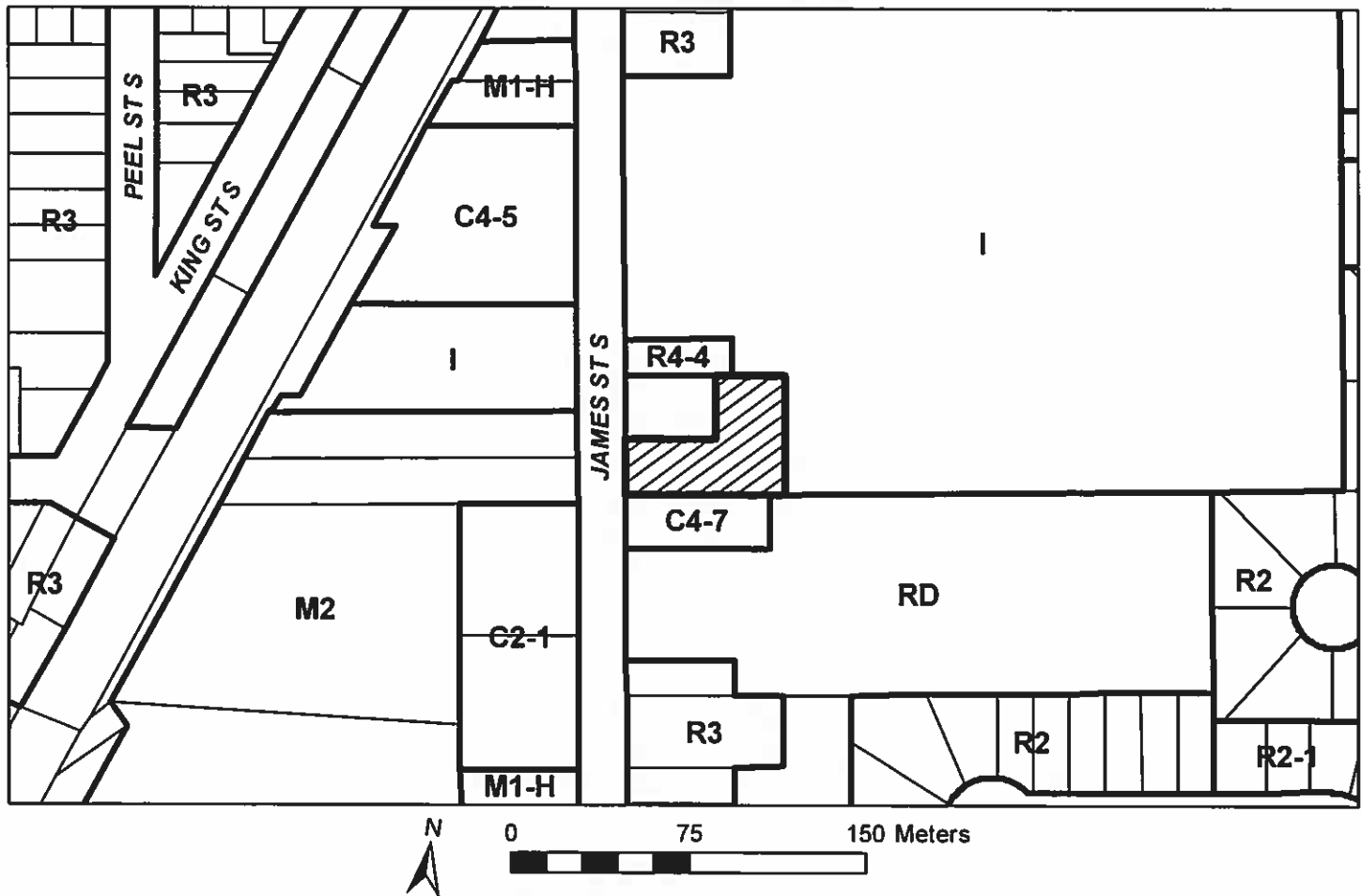
\_\_\_\_\_  
Al Strathdee, Mayor

\_\_\_\_\_  
Brent Kittmer, CAO-Clerk

AREA AFFECTED BY THIS BY-LAW



Shall be removed from the "Residential Zone Two (R2-1)", of By-law No. Z1-1997, shall be placed in the "Residential Zone Five (R5-6)" of By-law No. Z1-1997, and shall be subject to the provisions of Section 12.9.6 of By-law No. Z1-1997



## **THE TOWN OF ST. MARYS**

### **BY-LAW NO. Z117-2016**

#### **EXPLANATORY NOTE**

By-law No. Z117-2016 of the Corporation of the Town of St. Marys is an amendment to the Town of St. Marys Zoning By-law No. Z1-1997 and affects property in the Town described as Part of Block 13, Registered Plan No. 250.

By-law No. Z117-2016 changes the zone classification of the land shown in hatching on the attached map from its current "Residential Zone Two (R2-1)", to "Residential Zone Five (R5-6)" to permit the development of the property for multi-unit residential purposes in two phases. The initial phase will see the construction of a fourplex dwelling at the front (west) of the property and will retain the existing single-detached dwelling for a total of five (5) residential units. The second phase will see the replacement of the single-detached dwelling with a six-plex (6 units) resulting in ten (10) units on the property.

The "R5" zone permits: an apartment dwelling; one boarding or lodging house, containing more than four guest rooms; one converted dwelling on one lot, containing more than four dwelling units and less than eight dwelling units; a public park; row house or townhouse dwellings; and accessory uses, buildings, and structures.

By-law No. Z117-2016 has been adopted by Council on the basis of an application for Zoning By-law Amendment initiated by the Owner of the subject property. The Owner is seeking to develop the property for up to ten (10) residential units in the form of two (2) multi-unit buildings. Site specific provisions have been developed to regulate the residential uses to include only 1 fourplex dwelling (4 units) and the existing house in the first phase of development and 1 fourplex dwelling (4 units) and 1 six-plex dwelling (6 units) in the second phase of the development.

Two Holding symbols (-H) have been placed on the subject property. The "-H-H" symbol will permit the existing dwelling and accessory uses but will require that the Owner enter into a Site Plan Agreement with Council pursuant with Section 41 of the Planning Act to permit the first phase of the development (i.e., the fourplex and the existing house) and the "-H" zone will require that the Owner enter into a revised Site Plan Agreement with Council pursuant with Section 41 of the Planning Act before the second phase will be permitted. A Site Plan Agreement governs matters such a landscaping, fencing, and on-site parking.

Schedule "A" to the attached By-law No. Z117-2016 is a map showing the location and zoning of the subject property.

# FORMAL REPORT

<b>To:</b>	Mayor Stratthdee and Members of Council
<b>Prepared by:</b>	Susan Luckhardt, Planning Coordinator
<b>Date of Meeting:</b>	27 June 2017
<b>Subject:</b>	<b>DEV 17-2017 Site Plan Agreement-304 James St S</b>

## PURPOSE:

To provide information and to seek Council authorization for the Mayor and Clerk to enter into a Site Plan Agreement on behalf of the Town of St. Marys with Norampac Inc. for lands described as Part Lot 20 Concession 17 Blanshard as in R376600 save and except Part 1, 44R3343; Perth S, in the Town of St. Marys, and having the municipal address of 304 James Street South, St. Marys.

## RECOMMENDATION

That Council authorize a Site Plan Agreement between the Town of St. Marys and Norampac Inc. for lands described as Part Lot 20 Concession 17 Blanshard as in R376600 save and except Part 1, 44R3343; Perth S, in the Town of St. Marys, and having the municipal address of 304 James Street South, St. Marys; and,

THAT By-Law 56-2017 authorizing the Mayor and the Clerk to sign a site plan agreement be approved.

## BACKGROUND

The subject property is designated "General Industrial" in the Town of St. Marys Official Plan and is zoned "General Industrial Zone – M2" in the Town of St. Marys Zoning By-law Z1-1997, as amended. A manufacturing plant is a permitted use for the property under M2 zone provisions.

## REPORT

The proponents have submitted an application for a site plan agreement with the Town to ensure that development of the property is within Town standards and zone provisions established for the property. The proponents are proposing to construct an addition to the current manufacturing facility as well as a new entrance and parking area. The proposed addition measuring 4,568m<sup>2</sup> will relocate shipping activities to the southerly side of the facility and as a result will decrease truck traffic movements on James Street South.

Following review by Town staff of the proposed development of the property the attached site plan agreement has been drafted to the satisfaction of Town staff and the proponent. The site plan agreement is being presented to Town Council for its consideration.

## FINANCIAL IMPLICATIONS

None.

## **OTHERS CONSULTED**

Grant Brouwer, Director of Building and Development; Jed Kelly, Director of Engineering and Public Works; Jeff Wolfe, Engineering Specialist; Dave Blake, Supervisor of Environmental Services; Richard Anderson, Fire Chief/CEMC; Jason Silcox, Building Official; Jenna McCartney, Corporate Administrative Coordinator; Laurel Davies-Snyder, Manager of Culture and Economic Development; Trisha McKibbin, Director of Corporate Services/Deputy Clerk.

## **ATTACHMENTS**

Site Plan Agreement and Schedules

## **REVIEWED BY**

### **Recommended by the Department**



Susan Luckhardt  
Planning Coordinator



Grant Brouwer  
Director of Building and Development

### **Recommended by the CAO**



Brent Kittmer  
CAO / Clerk

**AGREEMENT MADE UNDER SECTION 41 OF THE PLANNING ACT, R.S.O.  
1990**

THIS AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

BETWEEN:

**THE CORPORATION OF THE TOWN OF ST. MARYS**

(Hereinafter called the "Town")

OF THE FIRST PART

AND:

**NORAMPAC INC.**

(Hereinafter called the "Owner")

OF THE SECOND PART

**WHEREAS** the Owner is the owner of the lands described as PT LOT 20 CONCESSION 17 BLANSHARD AS IN R376600 SAVE AND EXCEPT PT 1, 44R3343; PERTH S, in the Town of St. Marys in the County of Perth hereto being all of PIN 53245-0109 (LT) all in the Registry Office for the Land Titles Division of Perth (No. 44) (hereinafter referred to as the "Lands").

**AND WHEREAS** the Town has imposed the provisions of Section 41 of the Planning Act, R.S.O. 1990 in respect to the land;

**AND WHEREAS** this Agreement is being entered into by the parties hereto as a condition to the approval of the plans and drawings referred to in Subsection 4 of Section 41 of the Planning Act, R.S.O. 1990;

**AND WHEREAS** this Agreement shall be registered against “the lands” to this Agreement and the Town is entitled to enforce the provisions thereof against the Owner and, subject to the provisions of the Registry Act and the Land Titles Act, any and all subsequent Owners of the land, in accordance with Subsection 10 of Section 41 of the Planning Act, R.S.O. 1990;

**NOW THEREFORE WITNESSETH** that for the sum of TWO DOLLARS (\$2.00) paid to the Town by the Owner (receipt whereof is hereby acknowledged), and in consideration of the Town approving the plans and drawings for the development of “the lands”, the Owner covenants and agrees with the Town to provide, to the satisfaction of and at no expense to the Town, the following:

1. The Owner Agrees:

- (a) that all buildings and structures to be erected on the subject property shall be located in accordance with the building and structure locations as shown on Drawing 1 and Drawing 2 attached hereto as part of Schedule “A”;
- (b) that if required, all utility services to the property line including sanitary sewers and appurtenances, storm sewers and approved storm water management, and water main and appurtenances be installed under the authority and supervision of the Town of St. Marys. Utility service installations shall be facilitated by the Town, at the request of the proponent. The proponent shall be responsible for any and all costs associated with the required utility services. Utility services shall be according to Drawing 3 and Drawing 4 attached hereto as part of Schedule “A”;



- (c) that the internal roadways, driveways and parking spaces shall be designed and located as shown on Drawing 1; Drawing 2 and Drawing 3 attached hereto as part of Schedule “A” and hard surfaced with asphalt as detailed on Drawing 4 attached hereto as part of Schedule “A”;
- (d) that landscaping shall be provided in accordance with Drawing 1 and Drawing 2 attached hereto as part of Schedule “A”;
- (e) that approximately 50 existing tree saplings within the new construction area identified on Drawing 1 be relocated on the site as shown on Drawing 2 attached hereto as part of Schedule “A”;
- (f) to provide tree protection to the extent of the drip line during construction for existing trees to be retained;
- (g) that sediment control as detailed on Drawing 4 attached hereto as part of Schedule “A” shall be provided for the site during construction at locations as shown on Drawing 3 attached hereto as part of Schedule “A”;
- (h) that site grading shall be as shown on Drawing 3 attached hereto as part of Schedule “A”;
- (i) that lighting shall be provided as shown on Drawing 1 and Drawing 5 attached hereto as part of Schedule “A”;
- (j) that signage as detailed on Drawing 2 attached hereto as part of Schedule “A” shall be posted by the Owner designating the “Fire Route” as shown on Drawing 1 attached hereto as part of Schedule “A”;
- (k) that directional signage be posted by the Owner as shown on Drawing 1 attached hereto as part of Schedule “A”;

- (l) that an extension to the pedestrian sidewalk located adjacent to James Street South on the public road allowance be installed at the cost of the Owner and to Town standards at the location as shown on Drawing 1 attached hereto as part of Schedule “A”;
- (m) that restoration to James Street South shall be as detailed on Drawing 4 attached hereto as part of Schedule “A” at the cost of the Owner;
- (n) the development on the Lands including but not limited to driveways, curbing, buildings, structures, paved areas, landscaping and site grading shall be maintained at the sole risk and expense of the Owner on an ongoing basis;
- (o) that any future development on the Lands shall be to Town standards and the provisions of the Town’s Zoning By-law in effect at the time of development;
- (p) that all uses on the Lands and within the buildings on the Lands shall be in accordance with the provisions of the Town’s Zoning By-law Z1-1997, as amended.

2. Schedule “A” consists of the following drawings:

- a) Drawing One prepared by GB Architect Inc. on April 26, 2017, and revised on June 12, 2017, and numbered as SP1 and having a project number as 17-02;
- b) Drawing Two prepared by GB Architect Inc. on June 12, 2017 and numbered as SP1a and having a project number as 17-02;
- c) Drawing Three prepared by MTE on May 10, 2017, and revised on June 12, 2017, and numbered as C2.1 and having a project number as 32634-202;
- d) Drawing Four prepared by MTE on May 10, 2017, and revised on June 12, 2017, and numbered as C2.2 and having a project number as 32634-202;

- e) Drawing Five prepared by GB Architect Inc. on April 18, 2017, and numbered as A102 and having a project number as 17-02;
3. Schedule “A”, as described in paragraph 2. above and attached hereto shall form part of this Agreement.
  4. The Owner shall enter into a Separate Agreement for electricity with Festival Hydro Inc.
  5. The Fire Route and all entrances to the building shall be kept clear of any obstructions including snow accumulation at the responsibility of the Owner.
  6. The Owner shall be responsible for the cost of signage and the installation of said signage required for this site including but not limited to Fire Route signage and directional signage.
  7. During construction the Owner shall be responsible for sediment control and shall execute the sediment control plan for the site.
  8. The removal of any trees as required within the road allowance will be completed by the Town at the cost of the Owner. Replacement of the trees removed within the road allowance will be based on a two to one ratio at the cost of the Owner.
  9. The Owner agrees that the abutting street to be used for access during construction shall be kept in good and usable condition during the said construction and all necessary care will be taken to see that mud and soil is not tracked or pulled onto any public street or sidewalks. If damaged or muddied, such streets or sidewalks shall be restored and/or cleaned up by the Owner at his own expense. The Owner acknowledges that he has the responsibility to correct or clean muddied streets used for access during construction. If the Owner fails to complete said work, then the provision of paragraph 13 of this Agreement shall apply.

10. The Owner agrees to provide to the Town Engineering and Public Works Department as-built drawings to show all municipal service locations for the site.
11. Minor adjustments to the requirements of this Site Plan Agreement may be made subject to the approval of the Town provided that the spirit and intent of the Agreement is maintained. Such minor adjustments shall not require an amendment to this Agreement; however, the written approval of the Town is required before such minor adjustments can be made.
12. Nothing in this Agreement constitutes a waiver of the obligation of the Owner to comply with the Zoning By-law of the Town, Ontario Building Code or any other By-laws of the Town or any restrictions or regulations lawfully imposed by any other authorities having jurisdiction in connection therewith.
13. In the event of the failure by the Owner to comply with any of the provisions of this Agreement, the Town, its servants or agents, on seven (7) days notice in writing to the Owner of its intention and forthwith in the case of any emergency, shall at its sole discretion have the right to rectify such failure to comply to its satisfaction and recover the expense incurred by the Town in a like manner as municipal taxes.
14. The Owner agrees to deposit with the Town a refundable security deposit in the amount of Ten Thousand Dollars (\$10,000.00) at the time of application for a building permit so as to ensure due performance of the requirements of this Agreement and to repair damaged public services including curb, road and sidewalk. The security deposit shall be refunded without interest or penalty when the Owner's architect or engineer provides a certificate to the Town that the conditions of this Agreement have been completed and any damaged public services have been repaired to the satisfaction of the Town.

Furthermore, the Owner agrees to deposit with the Town, at the time of application for building permit, a refundable security deposit in the amount of Five Thousand Dollars (\$5,000.00) for landscaping as outlined in paragraphs 1(d) and 1(e). The security deposit shall be refunded without interest or penalty when the Owner's Landscape architect or engineer provides a certificate to the Town that the landscaping, for which the deposit covered, has been completed in accordance with this agreement.

15. If any notice is required to be given by the Town to the Owner in respect to this Agreement, such notice shall be sent by registered mail, registered courier or delivered personally by the Town employee or its agent to:

Steve Cousins  
Norampac Inc.  
(Cascades Canada U.L.C.)  
304 James Street South  
St. Marys ON N4X 1B7

or to such other addresses of which the Owner has notified the Town in writing, and any such notice mailed, sent or delivered shall be deemed good and sufficient notice under the terms of this Agreement.

16. Any provision of this Agreement which is prohibited or unenforceable shall be ineffective to the extent of such prohibition or unenforceability and shall be severed from the balance of this Agreement, all without affecting the remaining provisions of this Agreement.
17. This Agreement shall be registered against the Lands by the Town and all costs associated with the said registration shall be the responsibility of the Owner. The covenants, agreements, conditions and understandings herein contained on the part of the Owner shall run with the Lands and shall enure to the benefit of and be binding upon

the parties hereto and their respective successors, heirs, executors, administrators and assigns.

18. Execution of this Agreement shall be deemed to be authorization by all parties to legal counsel for the Town to register same in the appropriate Land Titles Office without further written authorization.
19. The failure of a Party at any time to require performance by the other Party of any obligation under this Agreement shall in no way affect the first Party's right thereafter to enforce such obligation, nor shall any such waiver be taken or held to be a waiver of the performance of the same or any other obligation hereunder at any later time.
20. The parties hereto covenant and agree that at all times and from time to time hereafter upon every reasonable written request so to do, they shall make, execute, deliver or cause to be made, done, executed and delivered, all such further acts, deeds, assurances and things as may be required for more effectively implementing and carrying out the true intent and meaning of this Agreement including any amendments to this Agreement required to effect the registration of this Agreement.
21. The parties hereto acknowledge and agree that this agreement is further to and does not remove any of the Owner's obligations under any prior Agreements.
22. The Owner agrees on behalf of itself and its heirs, executors, administrators, successors and assigns to indemnify the Town from all losses, damages, costs, changes and expenses which may be claimed or recovered against the Town by any person or persons arising either directly or indirectly as a result of any action taken by the Owner pursuant to this agreement.

23. The Owner hereby covenants and agrees to save harmless the Town from any loss whatsoever arising out of or pursuant to the execution of this Agreement and the issuing of a building permit whether final or conditional for any construction on the Lands. This indemnification shall apply to all claims, demands, costs and expenses in respect to the development of the Lands as set out in this Agreement.

**IN WITNESS WHEREOF** the Owner has hereunto set its hand and seal and the Town has hereunto affixed its corporate seal under the hands of its Mayor and Clerk.

**Dated this \_\_\_\_\_ day of June, 2017.**

**NORAMPAC INC.**

**Per:** \_\_\_\_\_  
**Steve Cousins**  
(I have authority to bind the Corporation.)

**Dated this \_\_\_\_\_ day of June, 2017.**

**THE CORPORATION OF THE TOWN OF ST. MARYS**

**Per:** \_\_\_\_\_  
**Mayor: Al Strathdee**

**Per:** \_\_\_\_\_  
**CAO/Clerk: Brent Kittmer**  
(We have the authority to bind the Corporation.)



#### NOTES TO SPA

1. It is the Owner's responsibility to fulfill the obligations contained in this Site Plan Agreement. It is also the Owner's responsibility to submit a request for the refund of deposits in writing when all of the work has been completed to the standards of this Site Plan Agreement.
2. The Owners shall enter into a separate agreement for electricity with Festival Hydro Inc., 1887 Erie Street, PO Box 397, Stratford ON N5A 6T5, 519-273-4703.
3. Any sign erected on the subject property shall be in conformity with the Town's current sign by-law. The Owner shall apply for a separate sign permit.

Schedule “A”

Attach Drawings 1, 2, 3, 4 and 5.

[illegible][illegible][illegible]

*gib architect inc*  
435 CONVENT STREET  
ST. LOUIS, MO 63103  
PHONE (314) 272-0077 FAX (314) 272-0383

Shirley R. Edmonstone, A. Arch, C.A.A., I.D.B., C.T.  
Principal, Archibuteo, 11100 Ave. 8100, #102, Irvine,  
California 92618, and a copy of the 1982-1983  
document for discussion will be mailed to all subscribers  
next time that we are in the printing shop. The 1983-1984  
association of Archibuteo has completed  
its work. See the next page for 1983-1984 I.D.B. C.T.  
3030 Member 457  
as one component of the stability of the world.

The *Aspilota* does not respond to temperature changes with respect to feeding behavior. The *Aspilota*'s and *Microgaster*'s host feeding behavior is similar.



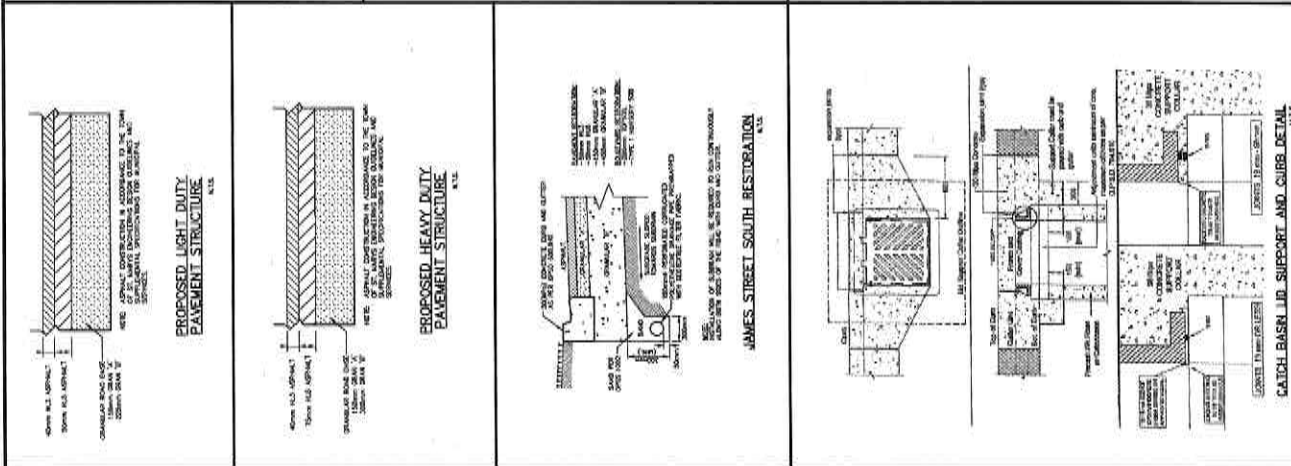
**NEW 5-SPRING ADDITION**  
334 JAMES STREET SOUTH.

DATE:	28 APRIL 2017
SCALE:	AS SHOWN
PROJECT NO.:	17-12

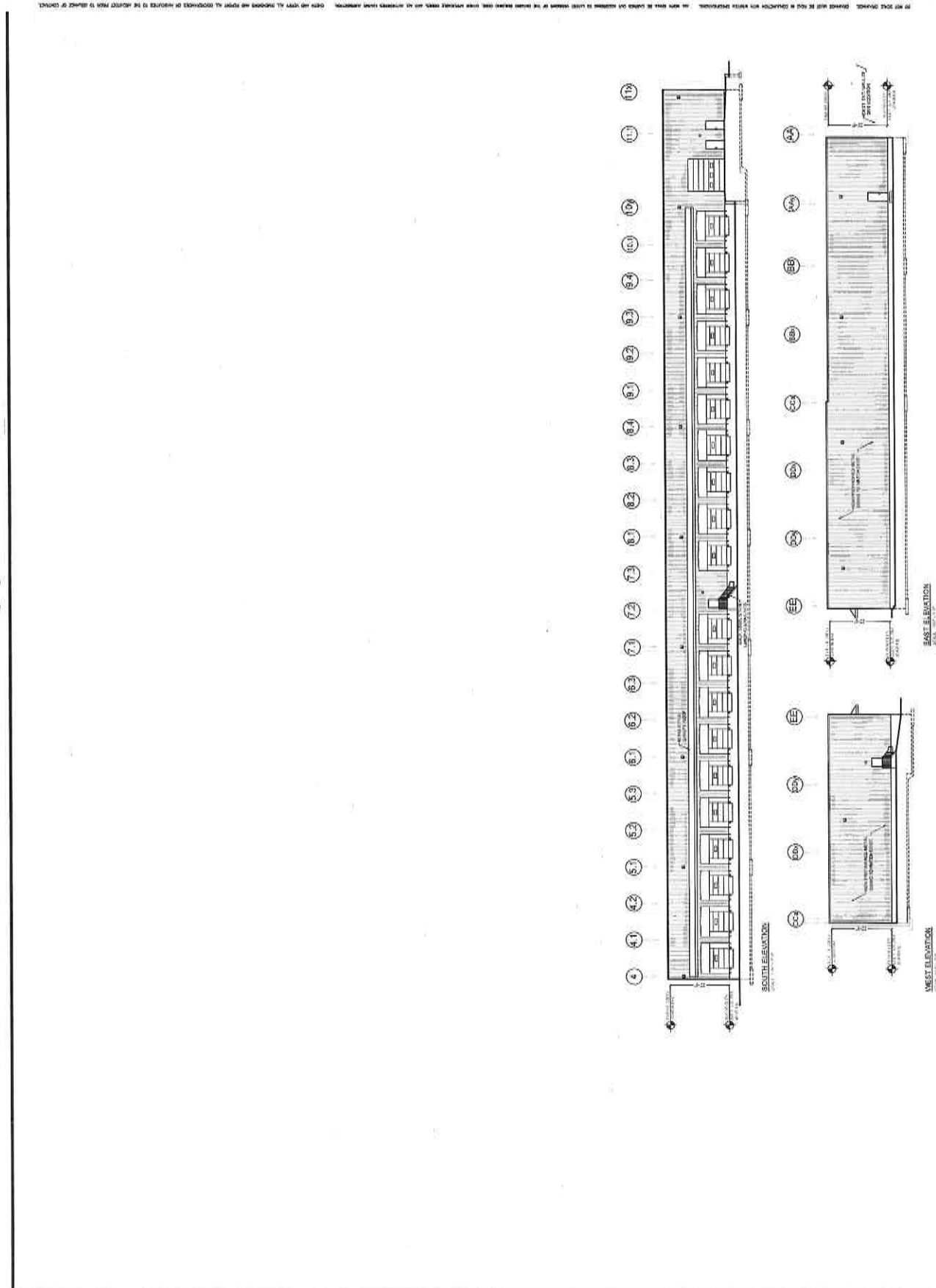
SITE PLAN/MATRIX

SP1

[illegible]

[illegible]

[illegible]

[illegible]



# FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Susan Luckhardt, Planning Coordinator
<b>Date of Meeting:</b>	27 June 2017
<b>Subject:</b>	<b>DEV 18-2017 Applications for Official Plan Amendment and Zoning By-law Amendment – 825 and 895 Queen Street East</b>

## PURPOSE

The purpose of this report is to provide Council with a summary and recommendation as it pertains to the Official Plan and Zoning By-law Amendment Applications for 825 and 895 Queen Street East.

## RECOMMENDATION

THAT DEV 18-2017 Applications for Official Plan Amendment and Zoning By-law Amendment - 825 and 895 Queen Street East be received;

THAT Council approve the Official Plan Amendment and Zoning By-law Amendment Applications for 825 and 895 Queen Street East on the basis that no significant concerns are raised by the public or members of Council at the statutory public meeting; and,

THAT Council approves By-law 54-17 to adopt Official Plan Amendment No. 32; and,

THAT Council approves Zoning By-law Z124-2017 for 825 and 895 Queen Street East.

## BACKGROUND

The subject properties are located at the east end of the municipality, northwest of the intersection of Queen Street East and Road 120 (the municipal boundary) as shown on the General and Specific Location Maps, and the Sketch submitted by the applicant, attached to this report. The Town has received Applications to amend Official Plan policies and zone provisions with respect to the subject properties.

## REPORT

The general purpose and intent of the Official Plan and Zoning By-law Amendment Applications (and three related Consent to Sever Applications concurrently submitted to the Town's Committee of Adjustment) are to:

- add special policies to the Highway Commercial designation to allow for the creation of two separate lots (Parts 2 & 5, and Part 3 as shown on the attached Proposed Lot Fabric Sketch) for each of the existing residential uses
- add special provisions to the Highway Commercial Zone (C3-H) (Special Provisions - Section 17.4) to permit the proposed residential lots and allow the existing residential uses to continue
- consolidate remaining lands (Parts 1, 4 and 6) into one lot

Table 1 provides a summary of the approximate sizes and dimensions of the proposed new lots.

**Table 1: Size and Dimensions of Proposed Lots**

	<b>Parts 2 &amp; 5 (Existing Residential)</b>	<b>Part 3 (Existing Residential)</b>	<b>Parts 1, 4 &amp; 6 (Remaining Highway Commercial Lands)</b>
<b>Lot Area</b>	3,524.1 m <sup>2</sup>	3,516.1 m <sup>2</sup>	47,001 m <sup>2</sup>
<b>Lot Width</b>	51.0 m	50.9 m	20 to 201.8 m
<b>Lot Depth</b>	69.1 m	69.1 m	321.9 m

The public was circulated on May 15, 2017 advising of Planning Advisory Committee's (PAC) review of the Official Plan and Zoning By-law Amendment Applications at the June 5, 2017 PAC meeting. At the June 5, 2017 meeting, the PAC recommended to Council:

*THAT the Planning Advisory Committee for the Separated Town of St. Marys recommends approval of Applications OP01-2017 and Z02-2017 from Margaret McMillan Baird and Bairds of Strathaven Inc. for an Official Plan Amendment and a Zoning By-law Amendment affecting Part of Lot 17, Concession 19, 825 and 895 Queen Street East, St. Marys and further that Council proceed immediately to a Public Meeting to be scheduled for June 27, 2017.*

On June 7, 2017, the Town's Committee of Adjustment held a public hearing to consider the three related Consent to Sever Applications (Files: B04-2017, B05-2017 & B06-2017). On the recommendation of Town Staff, the Committee of Adjustment deferred the Applications until approval of the related Official Plan Amendment. Section 53(12) of the Planning Act requires that in determining whether a provisional consent should be given, certain matters shall be considered including whether the proposal conforms with the Official Plan [under Section 51(24)].

## **SITE CONDITIONS AND CHARACTERISTICS**

The two abutting, existing subject properties are irregularly shaped and are further described as follows with reference to the submitted Sketch attached to this report:

- 1) L-shaped lot (2.07 ha) with 121.9 metres of frontage along Queen Street East (comprised of Parts 1, 2, 3 and 4 on the attached Sketch)
  - Two existing single detached dwellings (originally constructed in 1890 and 1972) and vacant agricultural
- 2) Irregularly shaped lot (3.29 ha) with 185.3 metres of frontage along Road 120 (comprised of Parts 5 and 6 on the attached Sketch)
  - Storage barn and vacant agricultural

## **SURROUNDING LAND USES**

**North:** St. Marys Golf and Country Club  
**South:** Queen Street East and the Stone Willow Inn  
**East:** St. Marys Home Building Centre and Road 120  
**West:** St. Marys Golf and Country Club

## **PLANNING CONTEXT**

### **Official Plan**

The subject properties are designated Highway Commercial according to the Town's Official Plan. The Highway Commercial designation is intended to "provide for a range of commercial uses appropriate to meet the needs of the local residents and the travelling public which compliments the

role and function of the central commercial area” (Objective 3.3.1.1). Uses permitted in the Highway Commercial designation are set out in Section 3.3.2.2 of the Official Plan:

- Uses that cater to the travelling public, particularly automobile-oriented uses, and other uses such as drive-thru or fast food restaurants, automobile sales and service establishments, gasoline bars, lodging establishments, garden centres, hardware/automotive type uses, and lumber yards shall be permitted.
- Other uses that have extensive land requirements and are not appropriate for the central commercial area such as large plate retail uses, strip malls, shopping centres, large scale business and professional offices, and factory outlets may also be permitted in accordance with Section 3.3.2.3.

A Natural Hazards Constraint Area is identified on the northern parts of the subject properties, according to Schedule C of the Official Plan. The Natural Hazards Constraint Area is an overlay that applies “to those lands and watercourses which have been flooded, are susceptible to flooding under severe conditions, or are subject to erosion and which have not been designated as Natural Hazards in this Official Plan” (Section 3.8.2.16). The policies of the Natural Hazards Constraint Area overlay are intended to apply in addition to the policies of the underlying designation.

Section 7.17.4 of the Official Plan states that “in considering an amendment to the Official Plan and/or implementing Zoning By-laws, Council shall give due consideration to the policies of this Plan as well as the following criteria:

- a) the need for the proposed use;
- b) the extent to which the existing areas in the proposed designation or categories are developed and the nature and adequacy of such existing development in order to determine whether the proposed use is premature;
- c) the compatibility of the proposed use with conforming uses in adjoining areas;
- d) the effect of such proposed use on the surrounding area in respect to the minimizing of any possible depreciating or deteriorating effect upon adjoining properties;
- e) the potential effects of the proposed use on the financial position of the Town;
- f) the potential suitability of the land for such proposed use in terms of environmental considerations;
- g) the location of the area under consideration with respect to the adequacy of the existing and proposed road system in relation to the development of such proposed areas and the convenience and accessibility of the site for vehicular and pedestrian traffic and the traffic safety and parking in relation thereto;
- h) the adequacy and availability of municipal services and utilities; and
- i) the adequacy of parks and educational facilities and the location of these facilities”.

The proposed Official Plan Amendment, attached to this report, does not change the existing Official Plan land use designation that currently applies to the subject properties. However, the proposed Amendment would create an exception stating that existing single detached dwellings and accessory uses are recognized as additional permitted uses on the subject lands. In addition, the exception would also permit consents to create a maximum of two residential lots for the existing residential uses with a maximum area of 4,000 m<sup>2</sup> per lot.

## **Zoning By-law**

The subject properties are zoned Highway Commercial Zone (C3-H). The Highway Commercial Zone permits a wide range of commercial, service and recreational uses. The ‘H’ represents a

holding provision that is applied to ensure that development takes a form compatible with adjacent land uses and that agreements are entered into following public site plan review. Until Council removes the H symbol, only existing uses are permitted.

The Zoning By-law also identifies the UTRCA Regulation Limit on the northern part of the properties. The UTRCA Regulation Limit shows the approximate location of lands that may be subject to flooding, erosion and/or unstable slopes.

The proposed Zoning By-law Amendment, attached to this report, will not change the existing Zone category that currently applies to the subject properties. However, the proposed Amendment would:

- remove the lands from the “Highway Commercial Zone (C3-H)” and place these lands in the “Highway Commercial Zone (C3-11-H)”, subject to the regulations of a new special provisions Section 17.4.11
- add a new special provisions Section 17.4.11:
  - specifically recognizing the two existing single detached dwellings as permitted uses
  - providing the following regulations for the existing residential uses
    - Lot Area, Minimum 3,000 square metres;
    - Lot Area, Maximum 4,000 square metres;
    - Lot Frontage, Minimum 45.0 metres;
    - Lot Depth, Minimum 65.0 metres;
    - Front Yard, Minimum 35.0 metres;
    - Interior Side Yard, Minimum 5.0 metres;
    - Rear Yard, Minimum 10.0 metres;
    - Building Height, Maximum height of existing dwelling;
    - Lot Coverage, Maximum 35 per cent.
  - deeming the lot line adjacent to Road 120 to be the front lot line for the purposes of any through lot
  - providing a minimum interior side yard requirement of 1.0 metres for any existing non-residential building to specifically recognize the existing storage barn relative to the proposed new lot lines

## COMMUNICATIONS

Notice of Public Meeting for the Official Plan Amendment and Zoning By-law Amendment Applications was circulated by first class mail to all land owners within 120 metres of the subject properties, to those agencies as prescribed by Regulation and sign notices were also posted on the properties.

The following table provides a summary of comments received from Town Departments and agencies to date. Copies of correspondence are attached to this Report.

Department/Agency	Date	Summary of Comments
Upper Thames River Conservation Authority	May 26, 2017	<ul style="list-style-type: none"> <li>• No objection to Applications</li> </ul>

## PLANNING ANALYSIS

The proponent has submitted planning justification in support of the Applications, summarized as follows:

- Approval of the Applications will not result in physical land use change but will allow for lot creation for existing residential uses while consolidating lands for future development

- The existing residential uses have existed and operated as compatible uses in the past and there is no reason this will change as result of these Applications

The Applications do not propose to change the existing designation in the Official Plan (Highway Commercial) or the existing Zone in the Zoning By-law (Highway Commercial) that currently apply to the subject properties. The applicant has indicated that the proposed severances are required to consolidate the non-residential lands for future development and permit the existing residential uses to continue on separate lots until development occurs in the future in accordance with the policies of the Highway Commercial designation and the Highway Commercial Zone. Any future proposed highway commercial development on these lands will be subject to required review and approval(s) under the Planning Act. The frontage, depth and size of the proposed lots will be sufficient to accommodate the existing residential uses and future highway commercial uses planned for the area.

## **SUMMARY**

It is recommended that Council approve the proposed Official Plan and Zoning By-law Amendments if there are no concerns from Council or the public at the statutory public meeting.

## **FINANCIAL IMPLICATIONS**

None.

## **OTHERS CONSULTED**


Grant Brouwer, Director of Building and Development; Susan Luckhardt, Planning Coordinator.

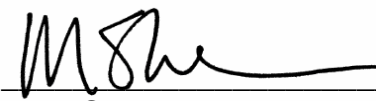
## **ATTACHMENTS**

- 1) Applications for Official Plan and Zoning By-law Amendments
- 2) Notice of Public Meeting
- 3) General Location Map
- 4) Specific Location Map
- 5) Property Sketch
- 6) Proposed Lot Fabric Sketch
- 7) Correspondence Received

## **REVIEWED BY**

### **Recommended by the Department**

  
\_\_\_\_\_  
Grant Brouwer  
Director of Building and Development

  
\_\_\_\_\_  
Mark Stone  
Planner

### **Recommended by the CAO**

  
\_\_\_\_\_  
Brent Kittmer  
CAO / Clerk

# FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Jason Silcox, Building Inspector
<b>Date of Meeting:</b>	27 June 2017
<b>Subject:</b>	<b>DEV 19-2017 Request for Sign By-Law Variance (Fire Department Digital Sign)</b>

## PURPOSE

To request a variance to the Town's Sign by-law for the St Marys Fire Hall sign.

## RECOMMENDATION

THAT DEV 19-2017 Request for Sign By-law Variance (Fire Department Digital Sign) report be received; and,

THAT Council approves a variance to the Town of St. Marys Sign By-Law for the Fire Department Digital Sign.

## BACKGROUND

Town staff has received a sign permit application to replace the existing sign at the St Marys Fire Hall, which has been submitted by the Town as the owner. The digital replacement sign was approved through the 2017 budget. Council heard report DEV 08-2017 at the April 25, 2017 meeting which approved the procurement of this sign from Davies Signs.

## REPORT

A sign permit application has been submitted to replace the existing front façade sign at the Fire Hall. The Town of St. Marys Sign By-law prohibits electronic media signs. Accordingly, Council must approve a by-law variance for the replacement sign to be installed.

The replacement sign is slightly larger than the current sign. The proposed sign has an electronic media display board that is 52" x 99". The display board consists of four lines that can be changed from a computer located in the Fire Hall.

## SUMMARY

Staff is recommending that Council approves the variance based on the application, and existing precedents of similar signage which have been provided variances in the past. This sign is very similar and would meet the same intent and will allow a number of community messages to be displayed at the same time.

## FINANCIAL IMPLICATIONS

Approved expenditure in 2017 Capital Budget

## OTHERS CONSULTED

Andy Anderson, Fire Chief

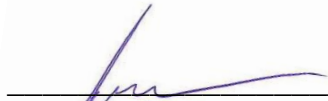
Ray Cousineau, Facilities Supervisor

## **ATTACHMENTS**

Example of the proposed sign.

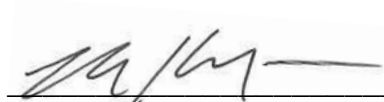
## **REVIEWED BY**

### **Recommended by the Department**



Grant Brouwer  
Director of Building and Development

### **Recommended by the CAO**



Brent Kittmer  
CAO / Clerk



99"



# St. Marys Firefighters

16"

4"  
Reveal

52"

32"

SAMPLE  
OF  
FOUR LINE  
LED READOUT

New Single Sided Sign Cabinet  
New Sign Face 3/16" Clear Acrylic  
Digital Imaged Graphic Applied To 2nd Surface  
LED Back Lighting  
4 Line Red Digital Display  
Manufacturer NU-MEDIA DISPLAYS  
Model MXSR 21-112/32 Display

Please Read Before "Signing Off" On this Job



If you are receiving this proof by email the colors may vary according to your computer and printer. For a more accurate color proof / sample please visit our office.

This rendering may not show items in relative scale.  
Please use the measurements shown in this proof to make sure items are sized to your satisfaction.

## ART FILE INFORMATION

Mar 24 2017

K.Thorburn

DATE

DESIGNER

St. Marys Fire Department  
152 James St. St. Marys ON  
Attn: Ryan Taylor  
519-276-9207  
rmtexcavating@msn.com

CUSTOMER

## ART REVISION

Revision #1

Revision #2

Revision #3

Revision #4

## ATTENTION

**Check Boxes to Verify Info On this Proof is Correct Then Sign for Approval.**

Davies Signs & Screen Printing will not begin production on **any** orders until a checked & signed proof is returned.

- ☐ Spelling and Info
- ☐ Dimensions - sizes
- ☐ Colours
- ☐ Material ☒

**Davies Signs & Screen Printing is not responsible for any errors once the proof has been signed by customer.**



CUSTOMER SIGNATURE

DATE

If you have any questions or concerns please contact Davies Signs & Screen Printing

**DO NOT COPY WITHOUT WRITTEN PERMISSION FROM DAVIES SIGNS & SCREEN PRINTING.**  
Concept and design contained in this artwork is the exclusive property of Davies Signs & Screen Printing and may not be copied or reproduced in part or in whole without the written permission of Davies Sign & Screen Printing. The artwork and measurements depicted are for visual reference only and are NOT to be used for building purposes.



# MONTHLY REPORT

<b>To:</b>	<b>Mayor Stratthdee and Members of Council</b>
<b>From:</b>	<b>Community Services</b>
<b>Date of Meeting:</b>	<b>27 June 2017</b>
<b>Subject:</b>	<b>DCS 14-2017 June Monthly Report (Community Services)</b>

## RECOMMENDATION

THAT DCS 14-2017 June Monthly Report (Community Services) be received for information.

## DEPARTMENTAL HIGHLIGHTS

### Aquatics:

- All recertification and water running courses have been completed.
- Quarry hours- June 17/18, June 24/25 1-5pm and June 30 to Sept 4 – 1-8pm
- Training is well underway with the lifeguards this month.
- 3 permanent part time lifeguards have been hired.
- May Stats- 2,933 swimmers- increase of approximately 9% from May 2016.
- 6 grade three classes have been through for swim to survive, this is a grant opportunity with the lifesaving society.

### Community Services:

- Staff are launching online registrations June 17, starting with swimming lessons. Communications department has supported and assisted with this launch and took the lead with promotional material and marketing.
- Customer service training is the focus for June, July and August; all fulltime and part time team members are taking the course, with a close tie to their direct supervisor with weekly meetings to discuss learning outcomes along with service delivery improvements.

### Child Care:

- The child care centre has been very busy developing the outdoor learning environment. The children have planted some plants and flowers, as well as added some new open ended materials to encourage their exploration. One of the favorite new elements are tires. We now have a fairy garden in our preschool yard, and our toddlers are wanting a dinosaur garden which is still under development. Staff have been working with facilities and the school board to solve a challenge with water flowing in from the parking lot.
- The school age programs have been abuzz with the end of school. Children and staff have been working on keeping schedules consistent to help children with the excitement and stress of the school year coming to an end.
- Currently in the process of hiring a number of new team members for both the infant room, as well as the full day school age program.
- Nursery school has had an open house for families, so that they are able to come and observe the service offered to see if it will be a fit for their family's needs.

- Early Learning Services supported the fun fair at Holy Name. As we utilize the school's equipment and resources through our partnership we felt it important to ensure support. Each of the classes designed and made a cake to raffle off, as well as opened our outdoor environment for exploration and play with bubbles and chalk.
- The school board has confirmed all bus times and the before and after school program hours will be different for each school based on the new times. The rates per hour as presented to Council remain the same taking into consideration the newly approved start and end times.

#### Museum:

- The Quilt 150 Squared exhibit opened on May 15 and has been extremely popular. Staff have seen an increase in visitor attendance and will be exploring the possibility of hosting more partnership exhibits in the future.
- Exhibit design is underway for 150 Years in 150 Objects.
- Volunteers logged 101 on-site hours of service in May.
- Three summer students have been hired. Two began on May 15 and a third on June 4. Two of the three positions are funded through federal grants.
- Staff and a volunteer attended a media launch for Doors Open Ontario in Toronto on May 17.
- The annual Victoria Day Tea was held on Sunday, May 21.

#### Recreation:

- 2 new permanent part time staff hired along with 2 new contract summer staff.
- Had a meet and greet with the students of Holy Name school who are preparing a school wide google doc. of what recreation activities they would like to see in St Marys
- Hosting last dodgeball archery event of the season on Friday June 16<sup>th</sup>. Activity has proven popular with all participants

#### Senior Services:

- The Friendship Centre hosted the following events for District 29 Senior Games; Carpet Bowling, Swimming, Triathlon and Shuffleboard.
- Pickelball has moved from DCVI to PRC on Tuesday nights.
- The Friendship Centre hosted the "Not so Newly Wed" game. The event was well attend and enjoyed by all.
- Senior Services piloted Ultimate Frisbee. There are 3 teams registered and participants are really enjoying the sport. This program will be transitioned to adult recreation for the fall.
- Staff and volunteers attend the Canadian Centre for Activity & Aging annual conference for successful learning and practical experience.

#### Youth Services:

- Awarded \$1500 from Stratford Perth Community Foundation.
- Hosted a United Way site visit.
- End of year party being planned for 28<sup>th</sup>.

## **OUTSTANDING ISSUES AND PROJECT LIST**

#### Aquatics:

- Planning is underway with the celebration of the cliff jump relocation.

- New water running drop-in class starts in July.

#### Community Services:

- Online registration will continue with the goal for all programs and services, individuals will be able to register from programs using their home computers, tablets and mobile devices.
- Contracts

#### Child Care:

- Hiring for infant and full day school age program.
- Developing policies and procedures specific to infants as well as finishing up purchasing.
- Building new equipment and furniture as it arrives and setting up our learning environment for the opening of the infant room.
- As we continue to develop our infant program many practices will develop to ensure the needs of our young children are met.

#### Museum:

- Canada 150 planning.
- Sheep to Shawl event, June 10.
- Community Museum Operating Grant, due June 30.
- Heritage Festival and Roaring Twenties Garden Party, July 8 and 9.

#### Recreation:

- Staff training being organized with Community Living
- Summer Camp preparation
- All staff attending Crisis Prevention and Mindfulness training on June 29th
- Canada 150 planning

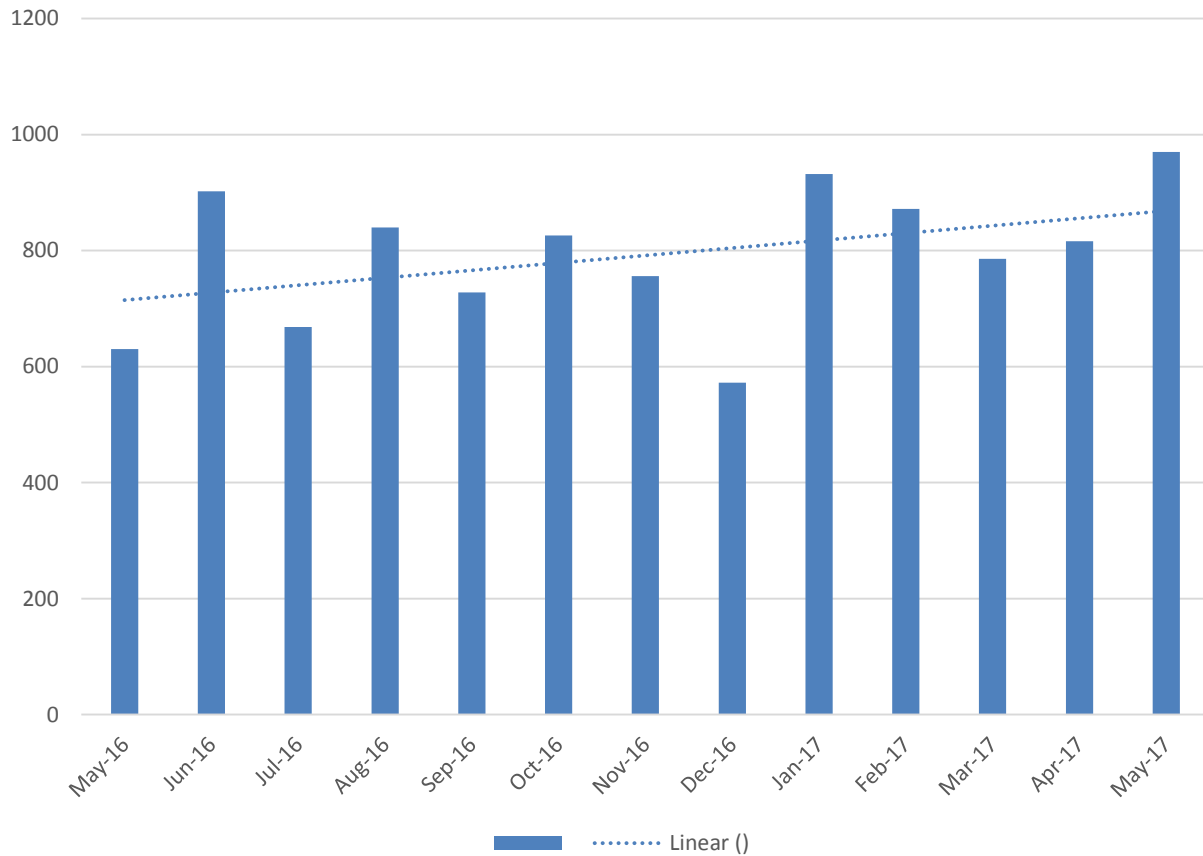
#### Senior Services:

- Staff is gearing up for the Canada 150 fitness class to be hosted by St. Marys on June 29<sup>th</sup> in partnership with regional partners. Local MP, MPP, Mayors and representatives from the SW LHIN have been invited. To date 123 participants are registered as well a satellite class will take part at Kingsway Lodge.

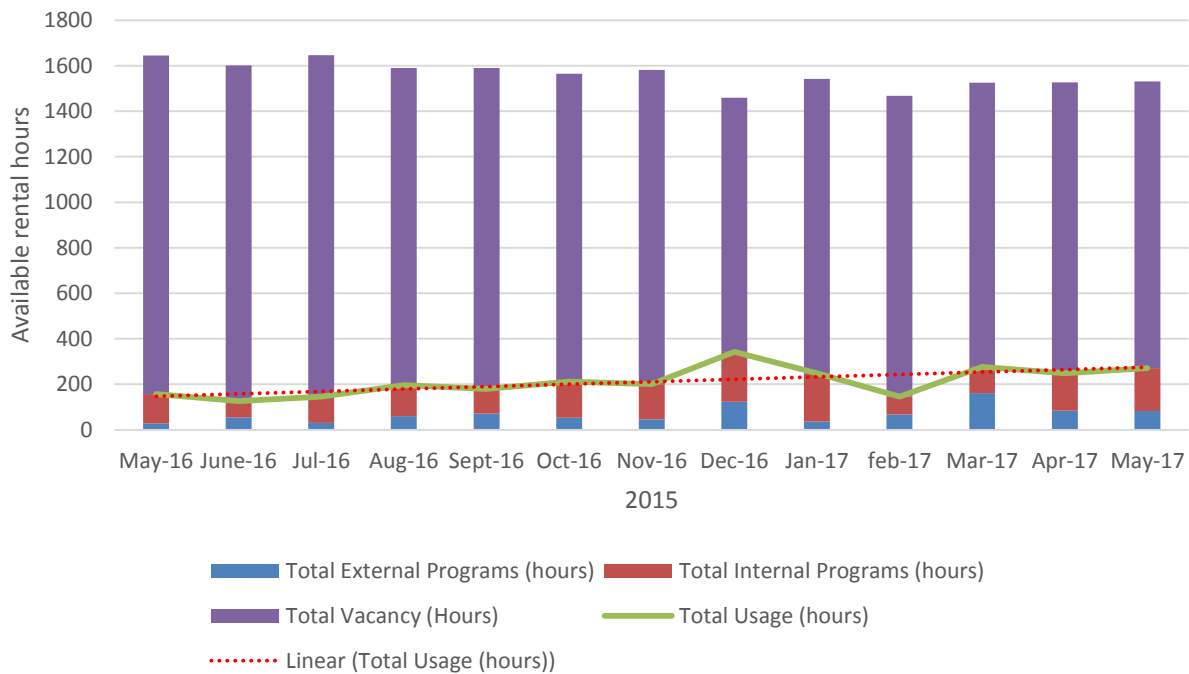
#### Youth Services:

- Canada 150 planning
- Parental Survey being sent out
- Youth Survey being given out

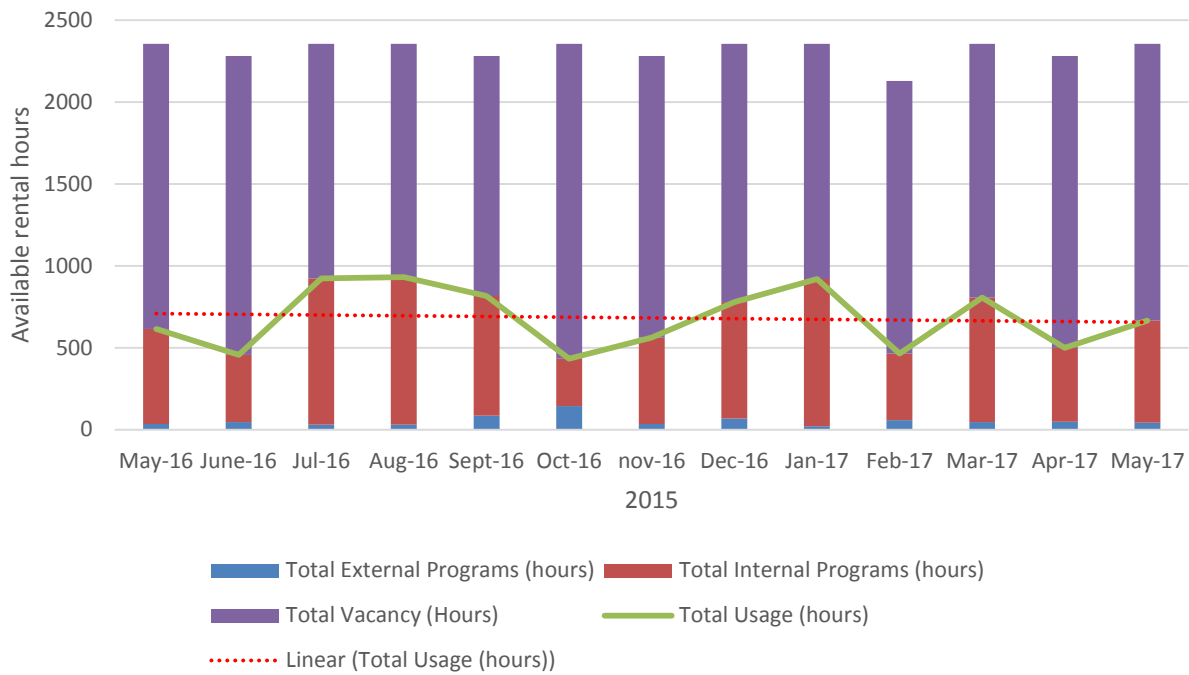
### Picture St. Marys Visits



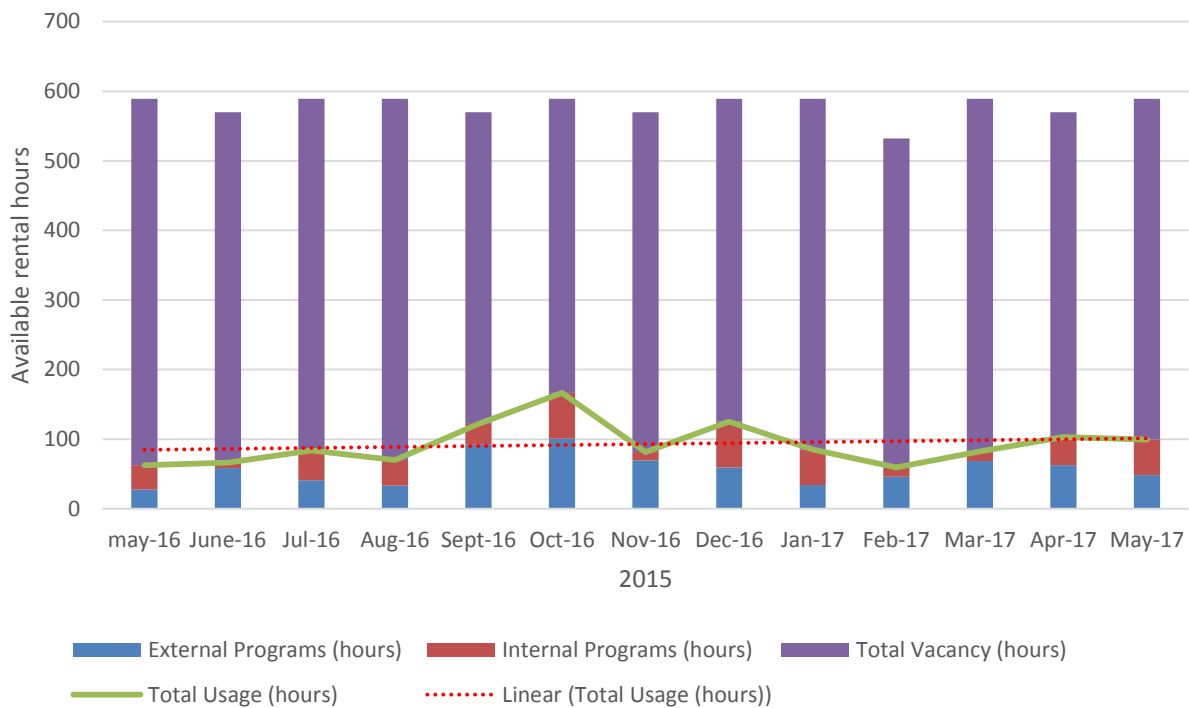
### Community Centre Total Hall Usage (Includes 1/3, 2/3, and Full hall)



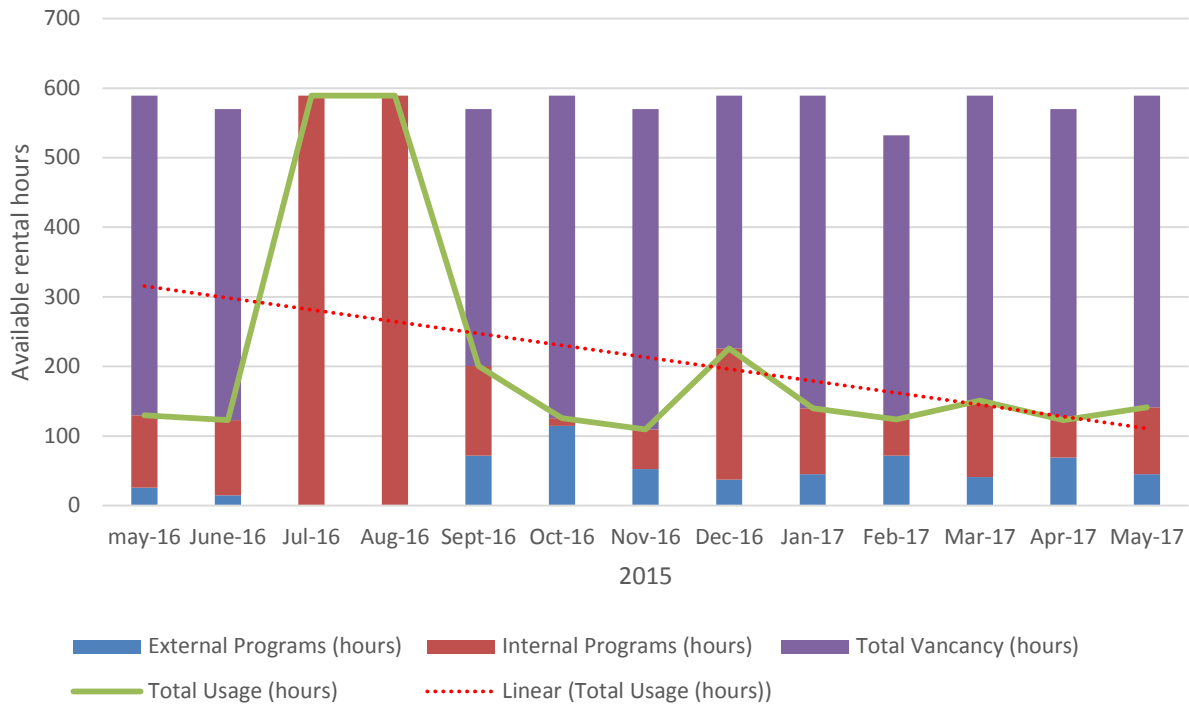
### Fiendship Centre Total Usage (Multi Purpose Room, Main hall, Meeting Rooms A, B & C)



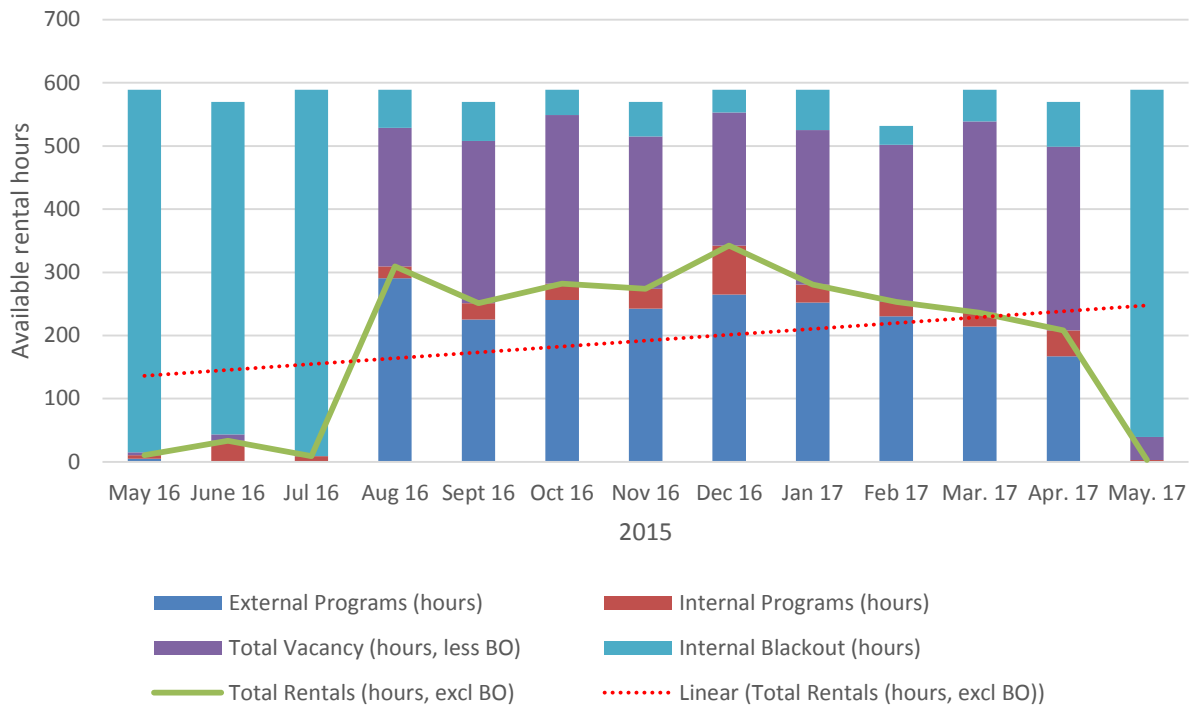
### Meeting Room D Total Usage



## Endzone Room Total Usage

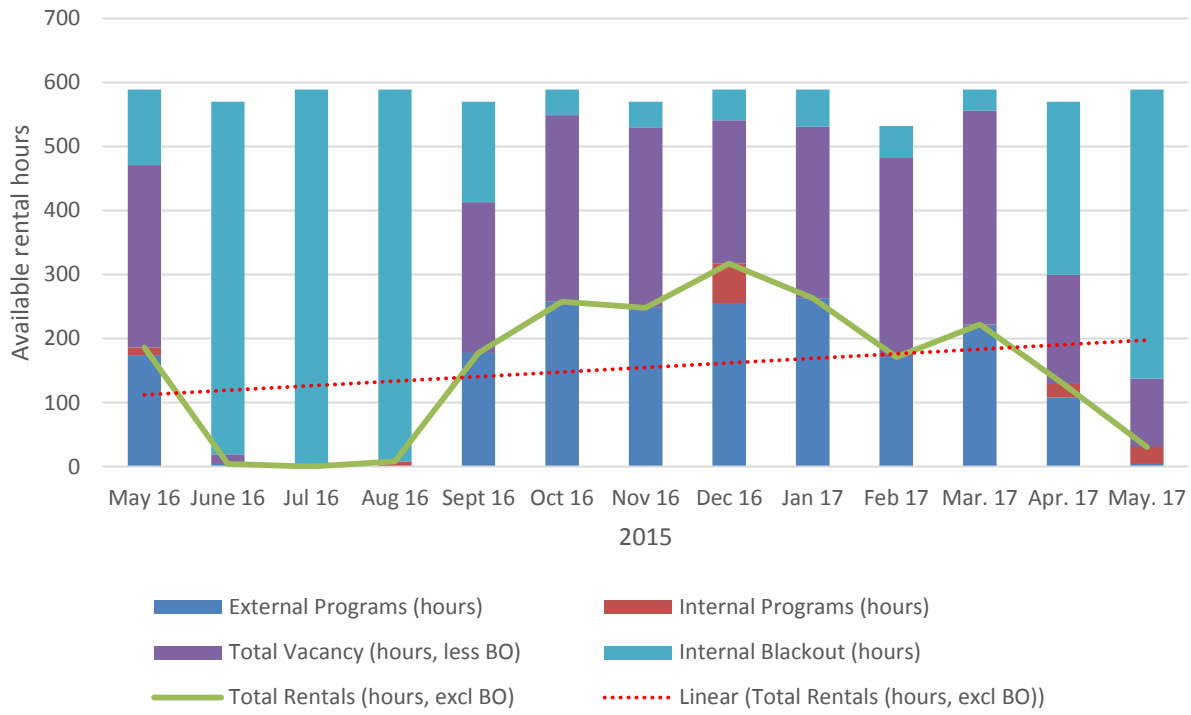


## Blue Rink Total Usage





## Rock Rink Total Usage



## St. Marys Museum Visitors

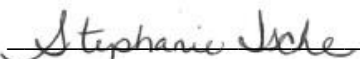


## SPENDING AND VARIANCE ANALYSIS

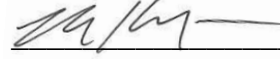
Nothing at this time.

## REVIEWED BY

Recommended by the Department

  
 Stephanie Ische  
 Director of Community Service

Recommended by the CAO

  
 Brent Kittmer  
 CAO / Clerk

# MONTHLY REPORT

<b>To:</b>	<b>Mayor Strathdee and Members of Council</b>
<b>From:</b>	<b>Public Works</b>
<b>Date of Meeting:</b>	<b>27 June 2017</b>
<b>Subject:</b>	<b>PW 36-2017 June Monthly Report (Public Works)</b>

## RECOMMENDATION

THAT PW 36-2017 June Monthly Report (Public Works) report be received for information

## DEPARTMENTAL HIGHLIGHTS

- **Water, Waste water Storm water (Environmental Services)**
  - Tender Release and Evaluation for Engineering Services for Water Storage Facility
  - Backflow Prevention Evaluations
  - Ontario Water Conference
  - Lot Servicing Work
  - Industrial Waste Surcharge Program Review: Ongoing
- **Solid Waste Collection, Management & Landfill**
  - 1 Dust complaint – 0 Odor complaints
    - Investigating Dust control options
  - Finalize Landfill EA – Pending Draft Release
  - Hauled cover to landfill from MOC waste fill pile
  - Complete compost pile turning
  - Curbside yard waste collection program ongoing
    - Initial volumes appear to be increase over recent years.
  - Complete brush shredding at MOC depot,
    - Pilot project to test depot viability
  - Planned July 1 Closure Canada Day 150<sup>th</sup>,
    - Landfill open June 30<sup>th</sup>
- **Cemetery**
  - 14 Interments, May 15<sup>th</sup> to June 15<sup>th</sup> (13-cremations, 1 traditional burials)-
  - 4 Interment Rights sold, May 15<sup>th</sup> to June 15<sup>th</sup> ( 1 niche, 1 cremation, 2 plots )
  - Ongoing digitization of burial records on Keystone.
  - Topsoil leveling and seeding from winter interments.
  - Garden Plots prepared, watering tub filled
  - Placed seasonal garbage receptacles
- **General Public Works Operations – Roads, Sidewalks**
  - Sod repairs Ongoing
    - Slight delay to weather and material availability
  - Spring oil corrosion protection completed
  - First round of grass trimming complete

- Pavement marking completed
  - County of Perth to install center line yellow with Laser guided paint system
- Prepared sign reflectivity testing tender
- Researching alternative asphalt surface treatments
- Installed culverts on Glass St. extension
- Catch basin repair Elgin and Waterloo
- Provided excavation services for OCWA water service
- Investigating PED Crossing operation downtown – Between Church and Water
- Working with traffic consultant for Ontario Traffic Manual Book 15 compliance
- Onsite visit at Sass lot with property owner
  - Public Works staff to perform cleanup required from construction waste
  - Public Works staff to provide tall grass cutting to ensure site is restored
- **Parks, Trails & Tree Management**
  - Ongoing garbage pickup in down town core, parks and trail
  - Trail and park inspections completed
  - Trail grooming completed
  - Complete Bike rodeo setup
  - Trail Tree trimming with internal resources
  - Placement of hanging baskets and planter boxes
  - Placement of additional sand at Quarry volleyball court
  - Continued quadrant pruning and some removals
  - Ongoing stump removals
  - Assisted with town hall gateway landscape feature
  - Delivered picnic tables for approx. 60 events, both public and private
  - Received dog bags donation from veterinary purchasing and filled dispensers
  - Glass St. park sod repair
  - Development of Sparling Bush Management report to SPC
- **Engineering, Asset Management & Capital Projects**
  - Queen Street East Widening - Complete
    - Quadro vault repair outstanding.
  - Ardmore/Westover St – Westover Place construction - Ongoing
    - Majority of fill material removed from site
    - Asphalt, curb and sidewalk tentatively planned early July
    - Road to remain closed due to surface conditions without proper drainage in place
  - Warner St & Jones St. - Pending
    - Tentative start date June 26
  - Emily Street Reconstruction - Ongoing
    - Phase 2 work progressing well. Water main, storm and sanitary installed. Services, road cut, curb & gutter, asphalt outstanding prior to moving on to phase 3 (anticipated late July)
    - Glass St. Extension
      - Northside ditching for storm water control completed
      - Regrading completed June 15th
      - Dust control application completed June 15th
      - Staff to monitor surface condition & dust, but hopeful maintenance efforts will be reduce with additional drainage completed
      - Grading and dust application to be done as required for remainder of summer months
  - Wellington Street Bridge
    - Start date June 26. Wellington Street will be closed June 26 – late November

- Mill Race gates and dam plug to be operated first week in July. Rice Lake will remain drained for duration of project.
- Temp metal guard rail to be placed on Church St. bridge parapet wall for duration of Wellington St. bridge construction
- Town Hall Landscape Gateway Feature
  - Nicholson & sub-contractor progressing well.
  - Completion anticipated last week of June.
  - Heavy sand blasting to be delayed due to curing times
- Asphalt Mill and Pave tender to be released in June.
- Pickup truck tender
  - Replacement truck ordered
  - Approx. delivery June 16th
- Concrete Grinding Tender – completed
- T30 Replacement Truck - completed
  - Delivery June 2017
- J10 JCB Backhoe refurbishment ongoing
  - Delivery early August

## **OUTSTANDING ISSUES AND PROJECT LIST**

- **General Public Works Operations – Roads, Sidewalks**
  - Offline GPS logging systems,
    - Research into affordable alternatives to existing paper based logging
  - Traffic Calming and Study initiative
    - Research upgrades to existing radar inventory suitable for long duration deployment for data collection

## **SPENDING AND VARIANCE ANALYSIS**

- **No Variances**

Respectfully submitted,

\_\_\_\_\_  
Jed Kelly  
Director of Public Works

\_\_\_\_\_  
Brent Kittmer  
CAO / Clerk

# FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Dave Blake, Environmental Services Supervisor
<b>Date of Meeting:</b>	27 June 2017
<b>Subject:</b>	<b>PW 35-2017 Carling Street Water Configuration</b>

## PURPOSE

This report presents information to Council regarding the current status of the water system for the Samuel Street and Carling Street area and the need for the Town to ensure suitable access so that system operations, maintenance and repairs can be effectively carried out now and into the future.

## RECOMMENDATION

THAT Report PW 35-2017 Carling Street Water Configuration be received for information; and,

THAT Council direct staff to pursue the necessary easement agreements to ensure access is maintained for operational and maintenance purposes; and,

THAT Council approve a budget variance estimated to be in the amount of \$ 7,500.00 for legal fees and survey work required to define and finalize the necessary easement agreement(s).

## BACKGROUND

In the early 1900's, the Town's municipal water system was extended from Widder Street East north along the railway corridor to service operations at the former rail yard (Junction Station). The Town, having lease agreements in place for the pipe's location with the railway company, operated and maintained the pipe.

Over the years, the railway companies have sold various parcels of land to different parties including the Town and private land owners. With the historical sale of these lands, the parcels which contained the active watermain east of Samuel Street were sold to private land owners and the water system has continued to be maintained by the Town.

Currently, the pipe and subsequent maintenance and control features are in need of repair however, the Town has confirmed the pipe is no longer located on railway lands, but instead is located on lands that are privately owned.

In recent years (2011 and 2015) the Town has decommissioned all remaining original watermain which was once on railway property from Widder Street East to Samuel Street. Two (2) properties on Carling Street remain serviced by the original watermain.

## REPORT

The Town has identified that the existing watermain for Carling Street, which is not located on municipally owned property, requires some maintenance and repairs in order for staff to continue to effectively maintain the system in this area.

Staff is recommending the Town pursue easement Agreements with the land owners in order to ensure the Town has suitable access not only for the repairs, but for continued maintenance and operation of the water system as well.

Currently the water system consists of an existing 200mm watermain which crosses the railway on Samuel Street and terminates at a fire hydrant on the west side of Samuel Street. A 50mm waterline comes off the 200mm watermain, goes north and connects into the original 100mm cast iron watermain heading east. The 100mm watermain is reduced to a 50mm watermain and conveyed around the north side of the existing site building for 206 Carling Street before connecting back into the original 100mm watermain and terminates. Two (2) properties, 95 and 206 Carling are serviced from this section of the system. The original cast iron pipe was installed circa 1904 with sections of plastic piping being installed in 1997 and 2011.

Attachment No. 1 shows the current ownership boundaries as well as the assumed location of the existing water system and the desired easement boundaries.

## **SUMMARY**

Based on the information detailed herein, Staff recommend that the necessary easement Agreements be investigated in order to secure proper site access to the section of water system serving the Carling Street area for continued operation, maintenance and repair activities.

## **FINANCIAL IMPLICATIONS**

In order to facilitate the proposed easement Agreements, costs would be incurred. Some of the costs would be able to be accommodated within existing approved budgets, however the overall completion would result in a budget variance. The following details project financial implications in order to facilitate this work:

- |  |                       |
|--|-----------------------|
| • Legal Survey to facilitate easement boundaries | \$2,500.00 (Variance) |
| • Easement Agreement No. 1                       | \$2,500.00 (Variance) |
| • Easement Agreement No. 2                       | \$2,500.00 (Variance) |
| • Repair and Maintenance to existing system      | \$3,500.00 (Budgeted) |

Based on the above, Staff estimates the work could be completed for approximately \$11,000.00, of which \$3,500.00 can be covered with the 2017 operations and maintenance budget. A variance, projected to be \$7,500.00 would be incurred. The funding for the variance would be funded through existing water reserves.

Should the Town not be able to facilitate both necessary easement Agreements to provide suitable access, negotiations prove un-successful or demands unrealistic, the Town would need to decommission the section of water system in question and relocate the pipe to the Carling Street Right Of Way. A pipe relocation is estimated to cost approximately \$35,000.00

## **OTHERS CONSULTED**

Jed Kelly, Director of Public Works – Town of St. Marys

Jeff Wolfe, Asset Management and Engineering Specialist – Town of St. Marys

## **ATTACHMENTS**

Attachment No. 1 – Schematic of existing lot fabric and assumed location of watermain

## REVIEWED BY

### Recommended by the Department

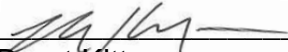


Dave Blake, C.E.T.  
Environmental Services Supervisor



Jed Kelly  
Director of Public Works

### Recommended by the CAO



Brent Kittmer  
CAO / Clerk



# NOTES

BEARINGS ARE ASTRONOMIC AND ARE REFERRED TO THE EAST LIMIT OF SAMUEL STREET HAVING A BEARING OF N41°58'40"W ACCORDING TO PLAN 44R 3082.

- DENOTES MONUMENTATION PLANTED
- DENOTES MONUMENTATION FOUND
- SIB DENOTES 1" Sq. STANDARD IRON BAR
- IB DENOTES 5/8" Sq. IRON BAR
- WT DENOTES WITNESS
- MEAS DENOTES MEASURED
- AGM DENOTES ARCHIBALD, GRAY & McKAY LTD., O.L.S.'s
- 1322 DENOTES C.R. KIAR, O.L.S.
- P1 DENOTES PLAN 44R 3082
- P2 DENOTES PLAN 44R 1069
- DENOTES AERIAL TELEGRAPH LINE
- - - DENOTES AERIAL UTILITY WIRES

## PLAN OF SURVEY OF PART OF LOT 14, CONCESSION 18 IN THE TOWNSHIP OF BLANSHARD AND PART OF LOT 15, CONCESSION 18 IN THE TOWNSHIP OF BLANSHARD NOW IN THE TOWN OF ST. MARYS COUNTY OF PERTH

SCALE 1"=60'



1995

ARCHIBALD, GRAY & McKAY LTD.  
ONTARIO LAND SURVEYORS

# SURVEYOR'S CERTIFICATE

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT AND THE REGISTRY ACT AND THE REGULATIONS MADE THEREUNDER.
- THE SURVEY WAS COMPLETED ON THE 30th DAY OF OCTOBER, 1995.

NOVEMBER 1, 1995

*P.G. Moreton*  
P.G. MORETON, O.L.S., C.L.S.  
ONTARIO LAND SURVEYOR

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE REGISTRY ACT

DATE: *Dec 18/95*

*P.G. Moreton*  
P.G. MORETON, O.L.S., C.L.S.

PLAN 44R 3155

RECEIVED AND DEPOSITED

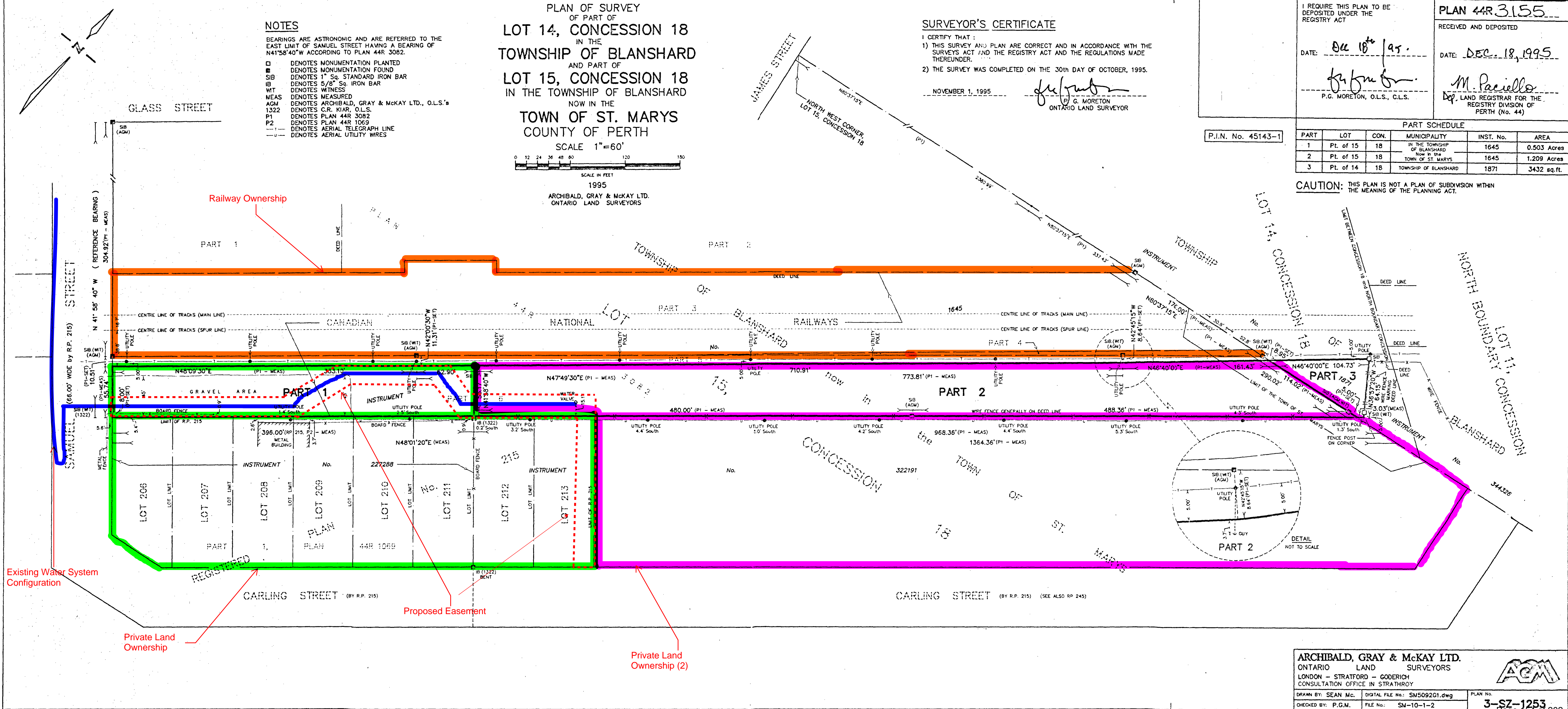
DATE: *DEC. 18, 1995*

*M. Paciello*  
Dep. LAND REGISTRAR FOR THE  
REGISTRY DIVISION OF  
PERTH (No. 44)

## PART SCHEDULE

PART	LOT	CON.	MUNICIPALITY	INST. No.	AREA
1	Pl. of 15	18	IN THE TOWNSHIP OF BLANSHARD	1645	0.503 Acres
2	Pl. of 15	18	Now in the TOWN OF ST. MARYS	1645	1.209 Acres
3	Pl. of 14	18	TOWNSHIP OF BLANSHARD	1871	3432 sq.ft.

CAUTION: THIS PLAN IS NOT A PLAN OF SUBDIVISION WITHIN THE MEANING OF THE PLANNING ACT.



ARCHIBALD, GRAY & McKAY LTD.  
ONTARIO LAND SURVEYORS  
LONDON - STRATFORD - GODERICH  
CONSULTATION OFFICE IN STRATHROY

DRAWN BY: SEAN M.C. DIGITAL FILE No.: SN5092G1.dwg  
CHECKED BY: P.G.M. FILE No.: SN-10-1-2  
PLAN No. 3-SZ-1253  
Page 164 of 202



# PROCUREMENT AWARD

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Dave Blake, Environmental Services Supervisor
<b>Date of Meeting:</b>	27 June 2017
<b>Subject:</b>	<b>PW 33-2017 Award for Water Storage Engineering Services</b>

## PROJECT DETAILS

In 2016, the Town of St. Marys completed a Municipal Class Environmental Assessment (EA) related to the drinking water system. The completion of the EA indicated that the Town currently has a water storage deficiency and that the preferred alternative would be a ground level reservoir, capable of storing 1,600 cubic metres of treated drinking water, with the ability for expansion of an additional 800 cubic metres when municipal demands warrant. As part of the project, the Town is also seeking to replace approximately 150 metres of 250 mm diameter watermain on St. George Street North from Timms Lane to Queen Street.

This RFP is intended to secure engineering services for the design, and subsequent contract administration in relation to the construction of the water storage facility and watermain replacement.

The Project will be phased with the design occurring in 2017 with construction planned for 2018 pending budget approval.

## RECOMMENDATION

THAT PW 33-2017 Award for Water Storage Engineering Services report be received; and,

THAT the procurement for Engineering Services be awarded to B.M. Ross and Associates Limited for the procured price of \$152,524.00, inclusive of all taxes; and,

THAT By-Law 55-2017 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

## PROCUREMENT SUMMARY

The Town completed a "Request for Pre-Qualifications" (RFPQ-PW-10-2017) in order to short list qualified engineering consultants for this project. Following a detailed review of submissions, a list of five (5) proponents were qualified for the final procurement process. A procurement document (RFP-PW-11-2017) was administered for the above noted project to those pre-qualified proponents. The following is a summary of the procurement results, as well as a recommendation for a successful proponent:

Procurement Information	Details and Results
Tender Closing Date:	Tuesday, May 30, 2017
Number of Bids Received:	5

Successful Proponent:	B.M. Ross and Associates Limited
Approved Project Budget:	\$215,000.00
Cost Result – Successful Bid (Inclusive of HST):	\$152,524.00
Cost Result – Successful Bid (Inc. Net of HST rebate):	\$137,352.59
Project Budget Status:	Under Budget

The procurement document submitted by B.M. Ross and Associates Limited was found to be complete, contractually acceptable, and ultimately provided the best value for the municipality. As such, staff recommends award of the project to B.M. Ross and Associates Limited.

## FINANCIAL IMPLICATIONS

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

Additional Reserve – Water Storage Facility - 9435 (budgeted)	\$215,000.00
Cost Result – Successful Bid:	\$152,524.00
Cost Projection – Geotechnical Investigation	\$20,000.00
Cost Projection – Topographical Survey	\$5,000.00
Project Contingency – 10%	\$15,000.00
Total Project Costing	<b>\$192,524.00</b>

This project will be funded through approved 2017 Capital funding – Account 9435. No variance is anticipated at this time.

## OTHERS CONSULTED

Jed Kelly, Director of Public Works – Town of St. Marys

Jeff Wolfe, Asset Management and Engineering Specialist – Town of St. Marys

## ATTACHMENTS

Attachment No. 1 – Evaluation Summary


## REVIEWED BY

### Recommended by the Department

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

  
 Jed Kelly  
 Director of Public Works

### Recommended by the CAO

  
 Brent Kittmer  
 CAO / Clerk



## SUMMARY TABLE

### REQUEST FOR PROPOSAL – RFP-PW-11-2017

### ENGINEERING SERVICES FOR THE DESIGN AND CONTRACT ADMINISTRATION FOR A PLANNED WATER STORAGE FACILITY

The following table provides a summary of submissions received:

<b>Bidder Name</b>	<b>Year 1 Costing</b> (Including H.S.T.)	<b>Evaluation Results*</b>
AECOM Canada Ltd.	\$ 208,773.15	80
B.M. Ross and Associates Limited	\$152,524.00	87
G.M. BluePlan Engineering	\$219,764.66	75
R.J. Burnside & Associates Limited	\$191,744.16	77
R.V. Anderson Associates Limited	\$169,437.85	84

\* Total points available for evaluation - 100

# FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Dave Blake, Environmental Services Supervisor
<b>Date of Meeting:</b>	27 June 2017
<b>Subject:</b>	<b>PW 32-2017 Solid Waste Disposal Needs Environmental Assessment</b>

## PURPOSE

This report presents information to Council regarding the Environmental Assessment (EA) for Future Solid Waste Disposal Needs being undertaken by the Town. This report is intended to advise Council of the completion, and pending release of the draft report for public, agency and interested party review.

## RECOMMENDATION

THAT PW 32-2017 Solid Waste Disposal Needs Environmental Assessment report be received for information; and,

THAT Council authorize the release of the draft Solid Waste Disposal Needs Environmental Assessment report for public, agency and interested party comment which identifies the preferred alternative as expansion of the existing landfill site.

## BACKGROUND

The St. Marys Landfill Site opened in December 1984 and was originally projected to have sufficient volume to meet the Town's solid waste disposal needs for 45-60 years, depending on rates of fill. Unfortunately, early years of operation resulted in rapid filling of the landfill. An updated timeline in 1992 when the second and third phases were designed estimated remaining filling capacity of the approved site to last until circa 2011.

In anticipation of this, in 2006, the Town began preliminary works on an EA, which included an Open House on October 30, 2006. A second public open house was held on December 3, 2009. The process was subsequently then placed on hold while land ownership issues were resolved which would allow for expansion of the existing landfill footprint.

In 2012, all land ownership issues had since been resolved; the Town resumed the Environmental Assessment process. On September 18, 2012, the following motion was carried:

*"That Council approves the Proposed Terms of Reference for the St. Marys Landfill Site Expansion Environmental Assessment, the Record of Public Consultation and additional supporting documentation and directs staff to submit these documents to the Ministry of the Environment for approval".*

The Proposed Terms of Reference were officially submitted on January 13, 2014. The Ministry of Environment and Climate Change (MOECC) approved the Terms of Reference on December 29, 2014.

Since that time, the Town and engineering consultants, R.J. Burnside and Associates (Burnside), have been progressing with the EA in keeping with the approved Terms of Reference.

## **REPORT**

The Approved Terms of Reference (ToR) identified six (6) phases which would be completed as part of the EA work program. These phases consist of the following:

- Phase 1: Complete the Evaluation of Alternatives to the Undertaking
- Phase 2: Reassess the EA Requirements
- Phase 3: Redefine the Purpose and Rationale for the Undertaking
- Phase 4: Define the Parameters of the Study
- Phase 5: Evaluate Alternative Methods for Carrying out the Undertaking
- Phase 6: Prepare and Submit EA Documentation

The above referenced Phases have now been completed with submission of the draft documents pending. During the process for final submission, a draft document is made available for Public review and comment. Any comments received on the draft documents will be addressed and incorporated into the final EA submission.

Pending Council authorization, the draft EA report will be released for public comment.

## **SUMMARY**

The Environmental Assessment identifies the preferred alternative as expansion of the existing landfill site. By authorizing the release of the draft Environmental Assessment for public review, the Environmental Assessment will be able to move forward towards completion.

## **FINANCIAL IMPLICATIONS**

There are no financial implications related to the release of the draft EA Report.

## **OTHERS CONSULTED**

Jed Kelly, Director of Public Works – Town of St. Marys

## **ATTACHMENTS**

None


## **REVIEWED BY**

### **Recommended by the Department**

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

  
\_\_\_\_\_  
Jed Kelly  
Director of Public Works

### **Recommended by the CAO**

  
\_\_\_\_\_  
Brent Kittmer  
CAO / Clerk



**THE CORPORATION OF THE TOWN OF ST. MARYS**

**BY-LAW NO. 54-17**

**TO ADOPT AMENDMENT NO. 32 TO THE TOWN OF ST. MARYS OFFICIAL PLAN**

The Council of the Corporation of the Town of St. Marys in accordance with the provisions of Sections 17 and 21 of the *Planning Act*, R.S.O. 1990 hereby enacts as follows:

1. Amendment No. 32 to the Town of St. Marys Official Plan, consisting of the attached explanatory text and schedule, is hereby adopted.
2. That the Clerk is hereby authorized and directed to proceed with the giving of written notice of the Town's decision in accordance with the provisions of the Planning Act, R.S.O. 1990.
3. This By-law shall come into force and take effect on the day of the final passing thereof.

**Read a first and second time this 27<sup>th</sup> day of June, 2017.**

**Read a third and final time and passed this 27<sup>th</sup> day of June, 2017.**

---

Mayor Al Stratthdee

---

Brent Kittmer, CAO / Clerk



**AMENDMENT NO. 32**

**TO THE**

**TOWN OF ST. MARYS OFFICIAL PLAN**

**Prepared by:**  
**Council of the Corporation of the Town of St. Marys**  
**June 2017**



## **THE CONSTITUTIONAL STATEMENT**

**PART A - THE PREAMBLE** does not constitute part of this Amendment.

**PART B - THE AMENDMENT**, consisting of the following text and map (designated Schedule "A-32"), constitutes Amendment No. 32 to the Town of St. Marys Official Plan.

Also attached is **PART C - THE APPENDICES** which does not constitute part of this Amendment. These appendices (I through V inclusive) contain the background data, planning considerations, and public involvement associated with this Amendment.

## **PART A - THE PREAMBLE**

### **Purpose**

The purpose of this Amendment is to set forth specific policies within the “Highway Commercial” designation which will apply only to the area affected by this Amendment, as shown in hatching on the attached Schedule “A-32”.

### **Location**

This Amendment consists of two parts which shall be referred to as Items (1) and (2):

#### **Item (1)**

The land that is affected by this Amendment is described as 825 and 895 Queen Street East, Part of Lot 17, Concession 19, in the Town of St. Marys, as shown in bold outline on the attached Schedule “A-32”.

#### **Items (2)**

Specific policies, in the form of an exception, governing only the land affected by this Amendment, will be added to Section 3.3.3 of the Town Official Plan.

### **Basis**

The two properties subject to these proposed Amendments are located at 825 and 895 Queen Street East, northwest of the intersection of Queen Street East and Road 120 (the municipal boundary). The two subject properties are abutting, are irregularly shaped and are further described as follows:

1. L-shaped lot (2.07 ha) with 121.9 metres of frontage along Queen Street East; and,
2. Irregularly shaped lot (3.33 ha) with 185.3 metres of frontage along Road 120.

The Town has also received three Consent to Sever Applications as summarized below.

### **B04-2017**

Consent to Sever Application B04-2017 proposes to sever that area of the L-shaped property located between the two existing single-detached dwelling residential uses and add it to the irregular shaped property located to the north. The area to be severed fronts onto Queen Street East, has a width of 20.0 metres and an area of 1,219.2 m<sup>2</sup>. This will result in two remnant parcels from the L-shaped lot: one to the east consisting of most of the lot for the easterly single detached dwelling use; and one to the west consisting of the lot for the westerly single detached dwelling and the vacant agricultural use area to the north.

### **B05-2017**

Consent to Sever Application B05-2017 proposes to sever that area of the property which is located to the north of the westerly single-detached dwelling residential use and add it to the adjacent irregular shaped property to the east. The lands to be severed measure approximately 50.9 metres x 252.8 metres and have an area of 12,867.6 m<sup>2</sup>. The single-detached dwelling use will continue on the remnant parcel.

**B06-2017**

Consent to Sever Application B06-2017 proposes to sever a small area from the irregular shaped property and add it to the easterly single-detached dwelling use lot. The area to be severed has a depth of approximately 8.12 metres and an area of 414.1 m<sup>2</sup>.

The table below provides a summary of the sizes and dimensions of the proposed new lots.

	<b>Proposed Lot for Existing Easterly Residential Dwelling</b>	<b>Proposed Lot for Existing Westerly Residential Dwelling</b>	<b>Remaining Highway Commercial Lands</b>
<b>Lot Area</b>	3,524.1 m <sup>2</sup>	3,516.1 m <sup>2</sup>	47,001 m <sup>2</sup>
<b>Lot Width</b>	51.0 m	50.9 m	20 to 201.8 m
<b>Lot Depth</b>	69.1 m	69.1 m	321.9 m

The subject properties are currently designated Highway Commercial according to the Town's Official Plan, with a Natural Hazards Constraint Area overlay over parts of the northern parts of each property. The Official Plan Amendment does not change the existing Highway Commercial designation or Natural Hazards Constraint Area overlay that currently apply to the subject properties. The purpose and intent of the Official Plan Amendment is to add special policies to the Exceptions subsection of the Highway Commercial designation (Section 3.3.3) to recognize the existing single detached dwellings and accessory uses as permitted uses, and allow for the creation of two separate lots for these existing residential uses.

## **PART B - THE AMENDMENT**

All of this document entitled “Part B - The Amendment” consisting of the following text and attached Map, designated Schedule “A-32” (Land Use Plan), constitutes Amendment No. 32 to the Town of St. Marys Official Plan.

### **DETAILS OF THE AMENDMENT**

The Town of St. Marys Official Plan is hereby amended as follows:

#### Item 1

Schedule “A”, being the Land Use Plan for the Town of St. Marys Official Plan, is hereby amended by labelling the land use designation of lands described as 825 and 895 Queen Street East, Part of Lot 17, Concession 19, in the Town of St. Marys as shown in bold outline on Schedule “A-32” attached hereto as subject to the policies of Section 3.3.3 e).

#### Item 2

By adding a new clause to Section 3.3.3 - Exceptions to the Town of St. Marys Official Plan which reads as follows:

“e) Within the lands described as 825 and 895 Queen Street East, Part of Lot 17, Concession 19, in the Town of St. Marys, existing single detached dwellings and accessory uses are recognized as additional permitted uses. In addition, consents, to create a maximum of two residential lots for the existing residential uses with a maximum area of 4,000 m<sup>2</sup> per lot, are permitted.”

## **PART C - THE APPENDICES**

The following appendices do not constitute part of Amendment No. 32 to the Town of St. Marys Official Plan, but are included as information supporting the Amendment.

### **APPENDIX I - BACKGROUND TO THE AMENDMENT**

The owner of the subject property has made application to amend the Official Plan in order to recognize existing residential uses and permit the creation of two residential lots for existing residential uses.

### **APPENDIX II - LAND USE SURVEY**

Land uses in the vicinity of the subject property described in the attached June 27, 2017 Town Staff Report.

### **APPENDIX III - SERVICES**

As conditions of approval of provisional consent, the Town will require that the two existing dwellings are individually connected to the municipal water distribution system and existing water supply wells currently servicing the dwellings are to be decommissioned in accordance with Ontario Regulation 903 once the dwelling units are connected to the municipal water distribution system.

### **APPENDIX IV - PLANNING CONSIDERATIONS**

Refer to planning considerations in attached June 27, 2017 Town Staff Report.

### **APPENDIX V - PUBLIC PARTICIPATION**

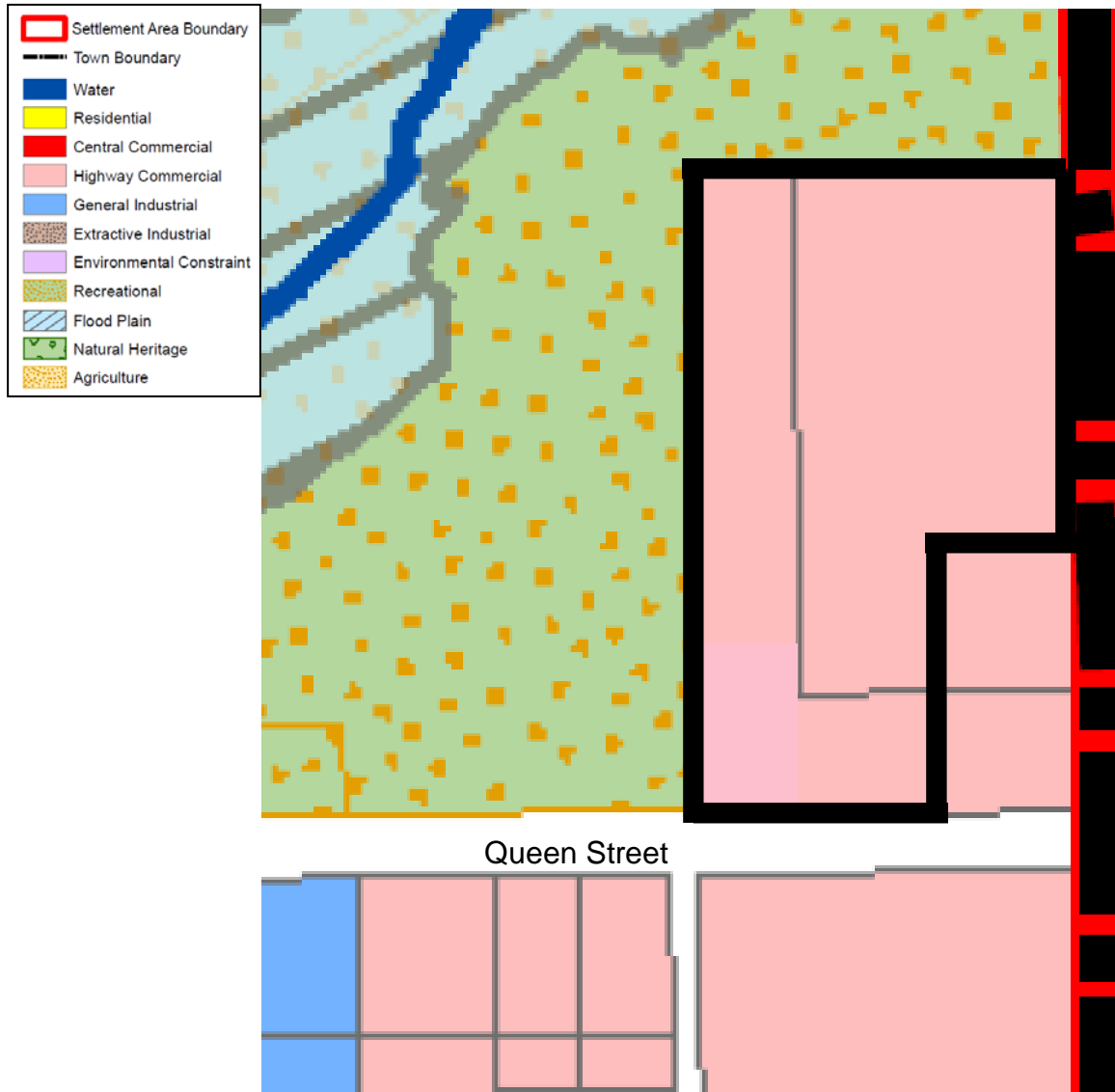
Includes the following:

- a) Notice of Public Meeting at the Planning Advisory Committee (June 5, 2017);
- b) Agency comments summarized in June 27, 2017 Town Staff Report; and,
- c)** Notice of Public Meeting at Council (June 27, 2017).

# Schedule “A-32” – Land Use Plan

## AMENDMENT NO. \_\_

### to the Town of St. Marys Official Plan



Lands subject to OPA 32 [Remain in Highway Commercial designation and subject to policies of Section 3.3.3 e)]



## FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Susan Luckhardt, Planning Coordinator
<b>Date of Meeting:</b>	27 June 2017
<b>Subject:</b>	<b>DEV 18-2017 Applications for Official Plan Amendment and Zoning By-law Amendment – 825 and 895 Queen Street East</b>

### PURPOSE

The purpose of this report is to provide Council with a summary and recommendation as it pertains to the Official Plan and Zoning By-law Amendment Applications for 825 and 895 Queen Street East.

### RECOMMENDATION

THAT DEV 18-2017 Applications for Official Plan Amendment and Zoning By-law Amendment - 825 and 895 Queen Street East be received;

THAT Council approve the Official Plan Amendment and Zoning By-law Amendment Applications for 825 and 895 Queen Street East on the basis that no significant concerns are raised by the public or members of Council at the statutory public meeting; and,

THAT Council approves By-law 54-17 to adopt Official Plan Amendment No. 32; and,

THAT Council approves Zoning By-law Z124-2017 for 825 and 895 Queen Street East.

### BACKGROUND

The subject properties are located at the east end of the municipality, northwest of the intersection of Queen Street East and Road 120 (the municipal boundary) as shown on the General and Specific Location Maps, and the Sketch submitted by the applicant, attached to this report. The Town has received Applications to amend Official Plan policies and zone provisions with respect to the subject properties.

### REPORT

The general purpose and intent of the Official Plan and Zoning By-law Amendment Applications (and three related Consent to Sever Applications concurrently submitted to the Town's Committee of Adjustment) are to:

- add special policies to the Highway Commercial designation to allow for the creation of two separate lots (Parts 2 & 5, and Part 3 as shown on the attached Proposed Lot Fabric Sketch) for each of the existing residential uses
- add special provisions to the Highway Commercial Zone (C3-H) (Special Provisions - Section 17.4) to permit the proposed residential lots and allow the existing residential uses to continue
- consolidate remaining lands (Parts 1, 4 and 6) into one lot

Table 1 provides a summary of the approximate sizes and dimensions of the proposed new lots.

**Table 1: Size and Dimensions of Proposed Lots**

	Parts 2 & 5 (Existing Residential)	Part 3 (Existing Residential)	Parts 1, 4 & 6 (Remaining Highway Commercial Lands)
<b>Lot Area</b>	3,524.1 m <sup>2</sup>	3,516.1 m <sup>2</sup>	47,001 m <sup>2</sup>
<b>Lot Width</b>	51.0 m	50.9 m	20 to 201.8 m
<b>Lot Depth</b>	69.1 m	69.1 m	321.9 m

The public was circulated on May 15, 2017 advising of Planning Advisory Committee's (PAC) review of the Official Plan and Zoning By-law Amendment Applications at the June 5, 2017 PAC meeting. At the June 5, 2017 meeting, the PAC recommended to Council:

*THAT the Planning Advisory Committee for the Separated Town of St. Marys recommends approval of Applications OP01-2017 and Z02-2017 from Margaret McMillan Baird and Bairds of Strathaven Inc. for an Official Plan Amendment and a Zoning By-law Amendment affecting Part of Lot 17, Concession 19, 825 and 895 Queen Street East, St. Marys and further that Council proceed immediately to a Public Meeting to be scheduled for June 27, 2017.*

On June 7, 2017, the Town's Committee of Adjustment held a public hearing to consider the three related Consent to Sever Applications (Files: B04-2017, B05-2017 & B06-2017). On the recommendation of Town Staff, the Committee of Adjustment deferred the Applications until approval of the related Official Plan Amendment. Section 53(12) of the Planning Act requires that in determining whether a provisional consent should be given, certain matters shall be considered including whether the proposal conforms with the Official Plan [under Section 51(24)].

## **SITE CONDITIONS AND CHARACTERISTICS**

The two abutting, existing subject properties are irregularly shaped and are further described as follows with reference to the submitted Sketch attached to this report:

- 1) L-shaped lot (2.07 ha) with 121.9 metres of frontage along Queen Street East (comprised of Parts 1, 2, 3 and 4 on the attached Sketch)



- Two existing single detached dwellings (originally constructed in 1890 and 1972) and vacant agricultural
- 2) Irregularly shaped lot (3.29 ha) with 185.3 metres of frontage along Road 120 (comprised of Parts 5 and 6 on the attached Sketch)
- Storage barn and vacant agricultural

## **SURROUNDING LAND USES**

<b>North:</b>	St. Marys Golf and Country Club
<b>South:</b>	Queen Street East and the Stone Willow Inn
<b>East:</b>	St. Marys Home Building Centre and Road 120
<b>West:</b>	St. Marys Golf and Country Club

## **PLANNING CONTEXT**

### **Official Plan**

The subject properties are designated Highway Commercial according to the Town's Official Plan. The Highway Commercial designation is intended to "provide for a range of commercial uses appropriate to meet the needs of the local residents and the travelling public which compliments the role and function of the central commercial area" (Objective 3.3.1.1). Uses permitted in the Highway Commercial designation are set out in Section 3.3.2.2 of the Official Plan:

- Uses that cater to the travelling public, particularly automobile-oriented uses, and other uses such as drive-thru or fast food restaurants, automobile sales and service establishments, gasoline bars, lodging establishments, garden centres, hardware/automotive type uses, and lumber yards shall be permitted.
- Other uses that have extensive land requirements and are not appropriate for the central commercial area such as large plate retail uses, strip malls, shopping centres, large scale business and professional offices, and factory outlets may also be permitted in accordance with Section 3.3.2.3.

A Natural Hazards Constraint Area is identified on the northern parts of the subject properties, according to Schedule C of the Official Plan. The Natural Hazards Constraint Area is an overlay that applies "to those lands and watercourses which have been flooded, are susceptible to flooding under severe conditions, or are subject to erosion and which have not been designated as Natural Hazards in this Official Plan" (Section 3.8.2.16). The policies of the Natural Hazards Constraint Area overlay are intended to apply in addition to the policies of the underlying designation.

Section 7.17.4 of the Official Plan states that "in considering an amendment to the Official Plan and/or implementing Zoning By-laws, Council shall give due consideration to the policies of this Plan as well as the following criteria:

- a) the need for the proposed use;
- b) the extent to which the existing areas in the proposed designation or categories are developed and the nature and adequacy of such existing

development in order to determine whether the proposed use is premature;

- c) the compatibility of the proposed use with conforming uses in adjoining areas;
- d) the effect of such proposed use on the surrounding area in respect to the minimizing of any possible depreciating or deteriorating effect upon adjoining properties;
- e) the potential effects of the proposed use on the financial position of the Town;
- f) the potential suitability of the land for such proposed use in terms of environmental considerations;
- g) the location of the area under consideration with respect to the adequacy of the existing and proposed road system in relation to the development of such proposed areas and the convenience and accessibility of the site for vehicular and pedestrian traffic and the traffic safety and parking in relation thereto;
- h) the adequacy and availability of municipal services and utilities; and
- i) the adequacy of parks and educational facilities and the location of these facilities”.

The proposed Official Plan Amendment, attached to this report, does not change the existing Official Plan land use designation that currently applies to the subject properties. However, the proposed Amendment would create an exception stating that existing single detached dwellings and accessory uses are recognized as additional permitted uses on the subject lands. In addition, the exception would also permit consents to create a maximum of two residential lots for the existing residential uses with a maximum area of 4,000 m<sup>2</sup> per lot.

### **Zoning By-law**

The subject properties are zoned Highway Commercial Zone (C3-H). The Highway Commercial Zone permits a wide range of commercial, service and recreational uses. The ‘H’ represents a holding provision that is applied to ensure that development takes a form compatible with adjacent land uses and that agreements are entered into following public site plan review. Until Council removes the H symbol, only existing uses are permitted.

The Zoning By-law also identifies the UTRCA Regulation Limit on the northern part of the properties. The UTRCA Regulation Limit shows the approximate location of lands that may be subject to flooding, erosion and/or unstable slopes.

The proposed Zoning By-law Amendment, attached to this report, will not change the existing Zone category that currently applies to the subject properties. However, the proposed Amendment would:

- remove the lands from the “Highway Commercial Zone (C3-H)” and place these lands in the “Highway Commercial Zone (C3-11-H)”, subject to the regulations of a new special provisions Section 17.4.11

- add a new special provisions Section 17.4.11:
  - specifically recognizing the two existing single detached dwellings as permitted uses
  - providing the following regulations for the existing residential uses
    - Lot Area, Minimum 3,000 square metres;
    - Lot Area, Maximum 4,000 square metres;
    - Lot Frontage, Minimum 45.0 metres;
    - Lot Depth, Minimum 65.0 metres;
    - Front Yard, Minimum 35.0 metres;
    - Interior Side Yard, Minimum 5.0 metres;
    - Rear Yard, Minimum 10.0 metres;
    - Building Height, Maximum height of existing dwelling;
    - Lot Coverage, Maximum 35 per cent.
  - deeming the lot line adjacent to Road 120 to be the front lot line for the purposes of any through lot
  - providing a minimum interior side yard requirement of 1.0 metres for any existing non-residential building to specifically recognize the existing storage barn relative to the proposed new lot lines

## COMMUNICATIONS

Notice of Public Meeting for the Official Plan Amendment and Zoning By-law Amendment Applications was circulated by first class mail to all land owners within 120 metres of the subject properties, to those agencies as prescribed by Regulation and sign notices were also posted on the properties.

The following table provides a summary of comments received from Town Departments and agencies to date. Copies of correspondence are attached to this Report.

Department/Agency	Date	Summary of Comments
Upper Thames River Conservation Authority	May 26, 2017	<ul style="list-style-type: none"> <li>• No objection to Applications</li> </ul>

## PLANNING ANALYSIS

The proponent has submitted planning justification in support of the Applications, summarized as follows:

- Approval of the Applications will not result in physical land use change but will allow for lot creation for existing residential uses while consolidating lands for future development
- The existing residential uses have existed and operated as compatible uses in the past and there is no reason this will change as result of these Applications

The Applications do not propose to change the existing designation in the Official Plan (Highway Commercial) or the existing Zone in the Zoning By-law (Highway Commercial) that currently apply to the subject properties. The applicant has indicated that the proposed severances are required to consolidate the non-residential lands for future development and

permit the existing residential uses to continue on separate lots until development occurs in the future in accordance with the policies of the Highway Commercial designation and the Highway Commercial Zone. Any future proposed highway commercial development on these lands will be subject to required review and approval(s) under the Planning Act. The frontage, depth and size of the proposed lots will be sufficient to accommodate the existing residential uses and future highway commercial uses planned for the area.

## SUMMARY

It is recommended that Council approve the proposed Official Plan and Zoning By-law Amendments if there are no concerns from Council or the public at the statutory public meeting.

## FINANCIAL IMPLICATIONS

None.

## OTHERS CONSULTED

Grant Brouwer, Director of Building and Development; Susan Luckhardt, Planning Coordinator.

## ATTACHMENTS

- 1) Applications for Official Plan and Zoning By-law Amendments
- 2) Notice of Public Meeting
- 3) General Location Map
- 4) Specific Location Map
- 5) Property Sketch
- 6) Proposed Lot Fabric Sketch
- 7) Correspondence Received

## REVIEWED BY

### Recommended by the Department

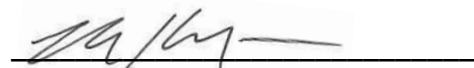


Grant Brouwer  
Director of Building and Development



Mark Stone  
Planner

### Recommended by the CAO



Brent Kittmer  
CAO / Clerk



175 QUEEN STREET EAST  
PO BOX 998  
ST. MARYS, ONT. N4X 1B6  
PHONE (519) 284-2340  
FAX (519) 284-3881  
[www.townofstmarys.com](http://www.townofstmarys.com)

**NOTICE OF RECEIPT OF COMPLETE APPLICATIONS**  
**CONCERNING PROPOSED**  
**OFFICIAL PLAN AND ZONING BY-LAW AMENDMENTS**

**TAKE NOTICE** that the Corporation of the Town of St. Marys has received applications for approval of Official Plan and Zoning By-law Amendments pursuant to Sections 22 and 34 of the *Planning Act R.S.O. 1990* and have deemed same to be complete pursuant to the provisions of the *Planning Act R.S.O. 1990*.

The Planning Advisory Committee will be reviewing the applications for Official Plan and Zoning By-law Amendments at its regular meeting scheduled for **Monday June 5, 2017 at 6:00 p.m.** in the Municipal Operations Centre (408 James Street South) and you are invited to attend this meeting.

The subject properties are located at the east end of the municipality, northwest of the intersection of Queen Street East and Road 120 (the municipal boundary). The two abutting properties are irregularly shaped and are further described as follows with reference to the attached Sketch submitted with the Applications:

- 1) L-shaped lot (2.07 ha) with 121.9 metres of frontage along Queen Street East (comprised of Parts 1, 2, 3 and 4 on the attached Sketch)
- 2) Irregularly shaped lot (3.29 ha) with 185.3 metres of frontage along Road 120 (comprised of Parts 5 and 6 on the attached Sketch)

The subject lands are designated Highway Commercial in the Town's Official Plan and zoned Highway Commercial Zone (C3-H) in the Town's Zoning By-law Z1-1997. The proposed Official Plan and Zoning By-law Amendments will not change the land use designation or zone that currently apply to the subject properties. The purpose and intent of the Official Plan and Zoning By-law Amendments and three related Consent to Sever Applications (Files B04-2017, B05-2017 & B06-2017) concurrently submitted to the Town's Committee of Adjustment is to:

- Add special policies to the Highway Commercial designation to allow for the creation of two separate lots (Parts 2 & 5, and Part 3 on the attached Sketch) for the existing residential lots
- Add special provisions to the Highway Commercial Zone (C3-H) to permit the proposed residential consents and allow the existing residential uses to continue
- Consolidate remaining lands (Parts 1, 4 and 6) into one lot

**ANY PERSON** may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Official Plan and/or Zoning By-law Amendments.

**Please note:** Comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report and will be included in the Council agenda and minutes. Council agenda and minutes are published on the Town of St. Marys website at [www.townofstmarys.com](http://www.townofstmarys.com).

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Corporation of the Town of St. Marys before the proposed Official Plan Amendment is adopted or the by-law is passed, the person or public body is not entitled to appeal the decision of the Council of the Corporation of the Town of St. Marys to the Ontario Municipal Board.

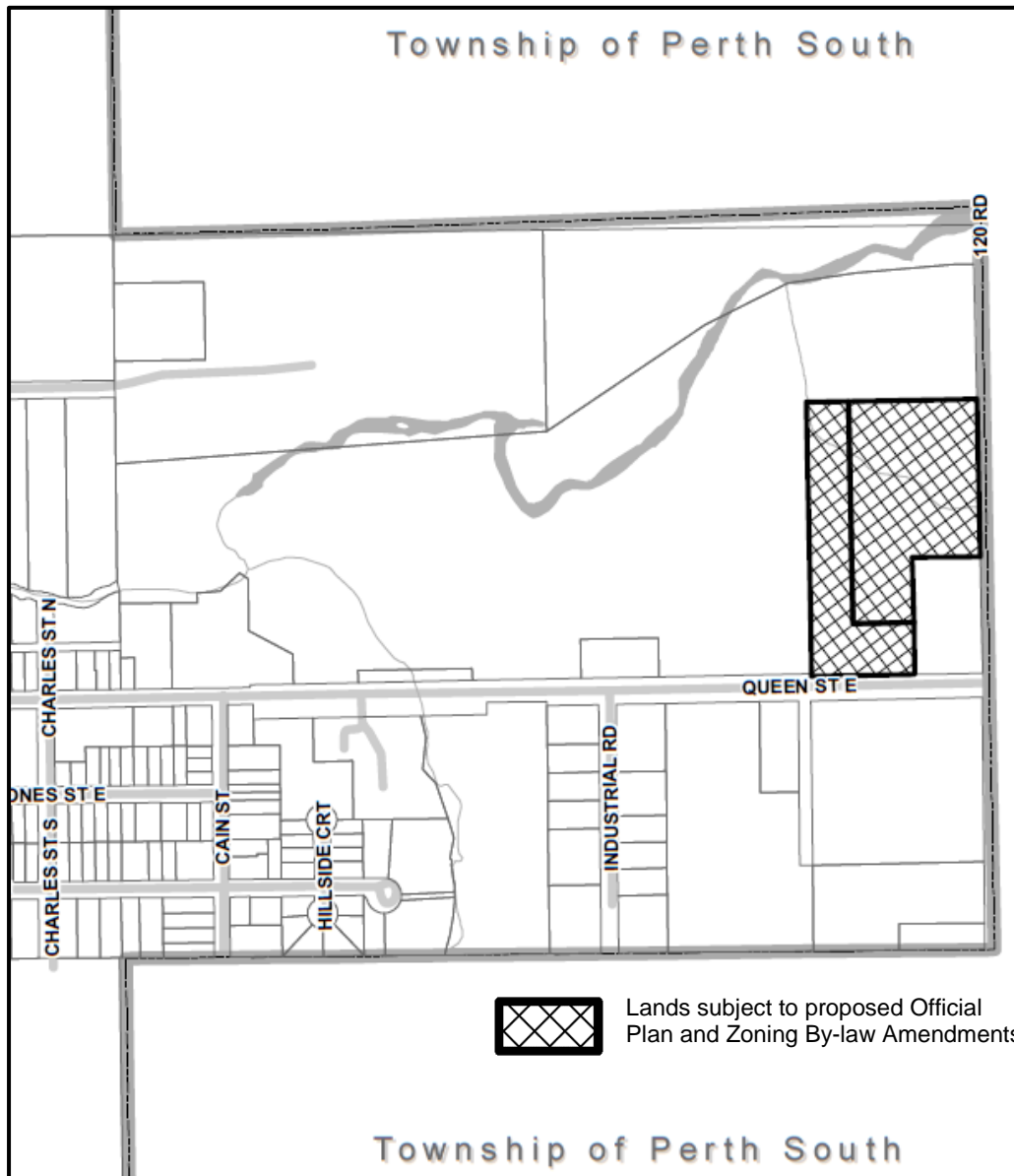
If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Town of St. Marys before the proposed Official Plan Amendment is adopted or the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

If you wish to be notified of the decision of the Town of St. Marys on the proposed Official Plan and/or Zoning By-law Amendments, you must make a written request to the CAO-Clerk of the Town of St. Marys (Brent Kittmer).

**ADDITIONAL INFORMATION** relating to the proposed Official Plan and Zoning By-law Amendments are available for inspection during office hours at the Town of St. Marys Municipal Operations Centre and can be provided in an accessible format upon request.

**DATED AT THE TOWN OF ST. MARYS THIS 15<sup>th</sup> DAY OF MAY, 2017.**

Susan Luckhardt, Secretary-Treasurer, Planning Advisory Committee, Town of St. Marys,  
408 James Street South, P.O. Box 998, St. Marys, ON, N4X 1B6.  
Telephone: (519) 284-2340 ext. 243; Fax:(519) 284-0902.



May 26, 2017

Town of St. Marys  
175 Queen Street East  
P.O. Box 998  
St. Marys, Ontario N4X 1B6

**Attention: Susan Luckhardt, Planning Coordinator, (via e-mail [sluckhardt@town.stmarys.on.ca](mailto:sluckhardt@town.stmarys.on.ca))**

Dear Ms. Luckhardt,

**Re: Applications for Official Plan Amendment, Zoning By-law Amendment & Consent:  
B04-2017; B05-2017; B06-2017  
Owners: Margaret McMillan Baird (Bairds of Strathaven Inc.)  
Agents: Dave Hanly & Janet Baird-Jackson  
Property: 825 & 895 Queen St. East in the Town of St. Marys**

---

The Upper Thames River Conservation Authority (UTRCA) has reviewed the subject application with regard for policies contained within the *Environmental Planning Policy Manual for the Upper Thames River Conservation Authority (June 2006)*. These policies include regulations made pursuant to Section 28 of the *Conservation Authorities Act*, and are consistent with the natural hazard and natural heritage policies contained in the *Provincial Policy Statement (2014)*. The Upper Thames River Source Protection Area Assessment Report has also been reviewed in order to confirm whether the subject property is located within a vulnerable area. The Drinking Water Source Protection information is being disclosed to the Municipality to assist them in fulfilling their decision making responsibilities under the Planning Act. We offer the following comments:

### **PROPOSAL**

The purpose of the application for Official Plan Amendment is to request a change to the land use designation of the lands on which two single-detached dwellings are currently located. The two single-detached dwellings are to remain in the "Highway Commercial" designation with a special policy/exception added to Section 3.3.3 of the Official Plan to permit the creation of separate lots for each of the two single-detached dwelling residential uses. The proposed retained lands are to remain in the "Highway Commercial" designation.

The purpose of the Zoning By-law Amendment application is to request that the zoning of the lands on which the two single-detached dwellings are located remain in the "Highway Commercial Zone (C3-H)" with a special provision added to Section 17.4 of the Zoning By-law to permit the two single-detached dwelling residential uses on separate individual lots as permitted uses in the "C3-H" zone and for the continued use of same.



The purpose of the applications for Consent is to sever the existing residential dwelling uses from the balance of the lands. The three (3) consent applications will result in The Bairds of Strathaven Inc. property being enlarged to consist of Parts 1, 4, and 6. It will have a frontage of 20 metres along Queen St. East, a frontage of 185.32 metres on Road 120, and an area of 4.7 hectares.

### **CONSERVATION AUTHORITIES ACT**

As shown on the enclosed mapping, the subject property (retained lands) is affected by the Authority's Regulation Limit which includes the riverine flooding and erosion hazards associated with the Sheldon Drain/Trout Creek. The UTRCA regulates development within the Regulation Limit in accordance with Ontario Regulation 157/06 made pursuant to Section 28 of the *Conservation Authorities Act*. This regulation requires the landowner to obtain written approval from the UTRCA prior to undertaking any development or site alteration in the regulated area which includes filling, grading, construction, alteration to a watercourse and/or interference with a wetland.

### **UTRCA ENVIRONMENTAL PLANNING POLICY MANUAL**

The UTRCA's Environmental Planning Policy Manual is available online at <http://thamesriver.on.ca/planning-permits-maps/utrca-environmental-policy-manual/>  
The policies which are applicable to the subject lands include:

#### ***3.2.2 General Natural Hazard Policies***

These policies direct new development, and site alteration, away from hazard lands. No new hazards are to be created and existing hazards should not be aggravated. Furthermore, the Authority does not support the fragmentation of hazard lands through lot creation. This policy is consistent with the Provincial Policy Statement (PPS, 2014) and is intended to limit the number of owners of hazardous land and thereby reduce the risk of unregulated development etc.

#### ***3.2.3 Riverine Flooding Hazard Policies***

These policies address matters such as the provision of detailed flood plain mapping, uses that may be permitted in the flood plain, one & two zone flood plain policy areas as well as special policy areas.

#### ***3.2.4 Riverine Erosion Hazard Policies***

The Authority generally does not permit development and site alteration in the meander belt or on the face of steep slopes, ravines and distinct valley walls. The establishment of the hazard limit must be based upon the natural state of the slope, and not through re-grading or the use of structures or devices to stabilize the slope.

Given that the applications (OPA, ZBA & Consents) do not propose the further fragmentation of hazard lands, the foregoing, at this time, is being provided for information purposes only.

### **DRINKING WATER SOURCE PROTECTION**

#### **Clean Water Act**

The *Clean Water Act* (CWA), 2006 is intended to protect existing and future sources of drinking water. The Act is part of the Ontario government's commitment to implement the recommendations of the Walkerton Inquiry as well as protecting and enhancing human health and the environment. The CWA sets out a framework for source protection planning on a watershed basis with Source Protection Areas established based on the watershed boundaries of Ontario's 36 Conservation Authorities. The Upper Thames River, Lower Thames Valley and St. Clair Region Conservation Authorities have entered into a partnership for The Thames-Sydenham Source Protection Region.

The Assessment Report for the Upper Thames watershed delineates three types of vulnerable areas: Wellhead Protection Areas, Highly Vulnerable Aquifers and Significant Groundwater Recharge Areas. We wish to advise that the subject property is within identified as being within a vulnerable area. Mapping which shows these areas is available at: [http://maps.thamesriver.on.ca/GVH\\_252/?viewer=tsrassessmentreport](http://maps.thamesriver.on.ca/GVH_252/?viewer=tsrassessmentreport)

***Provincial Policy Statement (PPS, 2014):***

**Section 2.2.1** requires that:

*“Planning authorities shall protect, improve or restore the quality and quantity of water by: e) implementing necessary restrictions on development and site alteration to:*

- 1. protect all municipal drinking water supplies and designated vulnerable areas; and*
- 2. protect, improve or restore vulnerable surface and ground water features, and their hydrological functions”*

**Section 2.2.2** requires that:

*“Development and site alteration shall be restricted in or near sensitive surface water features and sensitive ground water features such that these features and their related hydrologic functions will be protected, improved or restored”.*

Municipalities must be consistent with the Provincial Policy Statement when making decisions on land use planning and development.

Policies in the *Approved Source Protection Plan* may prohibit or restrict activities identified as posing a *significant threat* to drinking water. Municipalities may also have or be developing policies that apply to vulnerable areas when reviewing development applications. Proponents considering land use changes, site alteration or construction in these areas need to be aware of this possibility. The *Approved Source Protection Plan* is available at: <http://www.sourcewaterprotection.on.ca/source-protection-plan/approved-source-protection-plan/>

- We would remind the Town that a Section 59 Screening Form is required to be submitted as part of these applications. Please complete and submit the form for our review at your earliest convenience.

**RECOMMENDATION**

At this time, given that fragmentation of hazard lands is not being proposed, nor is any development being proposed within the Regulated area at this time, the UTRCA has no objection to the subject applications (OPA, ZBA & Consents) affecting property municipally known as 825 & 895 Queen St. East, St. Marys. The foregoing comments are provided for the information of the applicant/agent, owner(s) the Planning Advisory Committee, Land Division Committee, Council and the Planning Department.

**UTRCA REVIEW FEES**

In June 2006, the UTRCA’s Board of Directors approved the *Environmental Planning Policy Manual for the Upper Thames River Conservation Authority*. This manual authorizes Authority Staff to collect fees for the review of Planning Act applications including applications for Official Plan Amendment, Zoning By-law Amendment & Consent (\$200.00 each). When applications are submitted concurrently, the fees will be reduced by 50%. The total fee for our review of these applications is \$600.00 (\$200.00 + 50% of \$800.00). An invoice will be sent directly to the applicant under separate cover.

Thank you for the opportunity to comment. If you have any questions, please contact the undersigned at extension 228.

UTRCA Comments  
OPA, ZBA & B04-2017, B05-2017 & B06-2017  
825 & 895 Queen St East., St. Marys  
Bairds of Strathaven Inc./Hanly & Baird-Jackson

Yours truly,  
UPPER THAMES RIVER CONSERVATION AUTHORITY

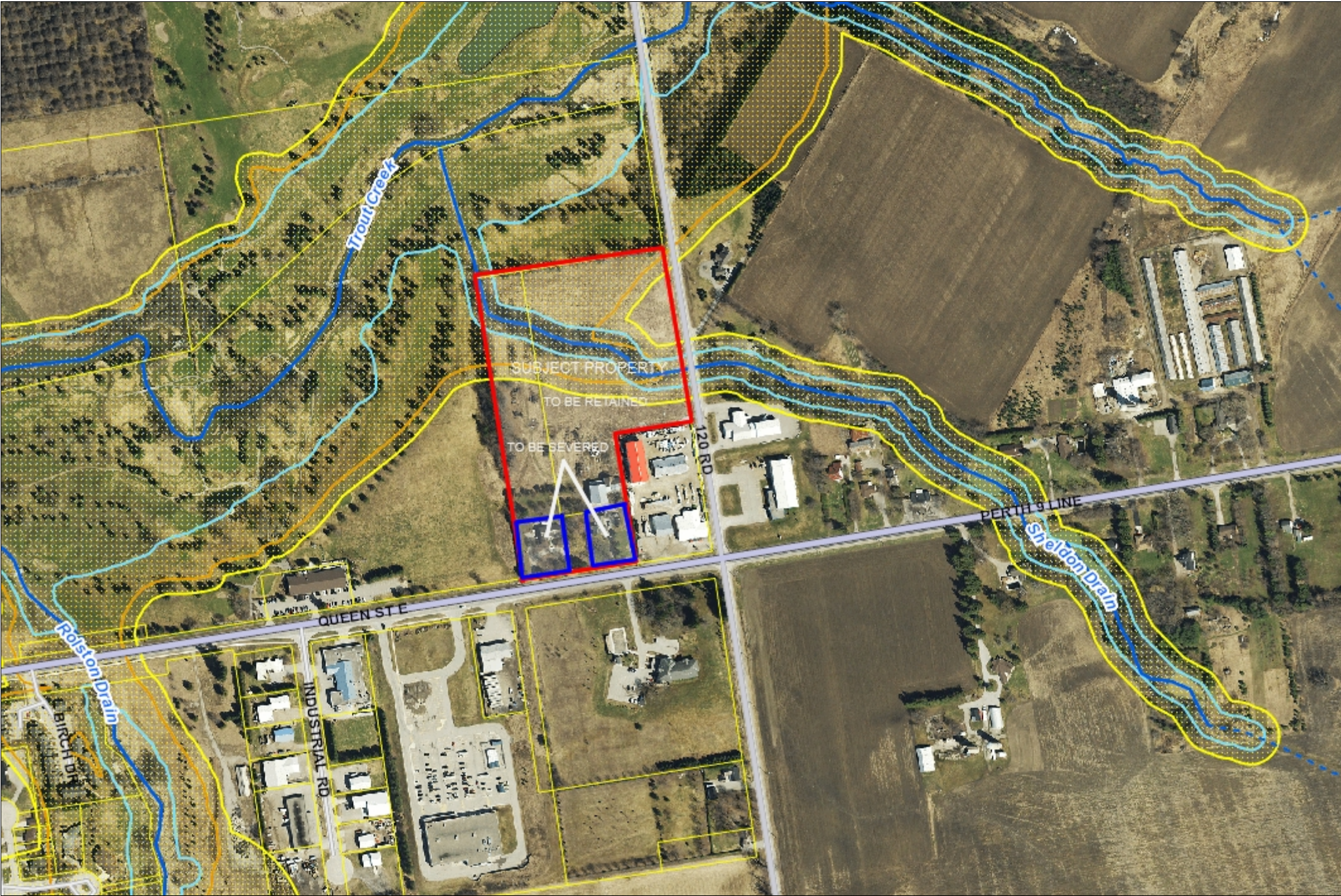


Spencer McDonald  
Land Use Planner  
SM/sm

c.c. Dave Hanly, Planner/Agent (via email: [ctkelly@rogers.com](mailto:ctkelly@rogers.com))  
Mark Stone, Planner (via email: [mark@mlsplanning.ca](mailto:mark@mlsplanning.ca))

Enclosure: UTRCA Regulation limit mapping (please print on legal sized paper for the scales to be accurate)

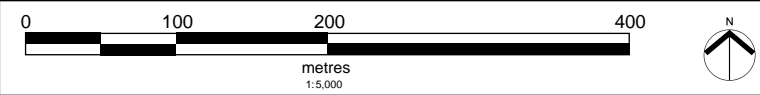




Notes:  
825 & 895 Queen St E. St. Marys (B04-06/17)

Created By: SM May 25, 2017

\* Please note: Any reference to scale on this map is only appropriate when it is printed landscape on legal-sized (8.5" x 14") paper.



# Regulation Limit

Regulation under s.28 of the *Conservation Authorities Act*  
Development, interference with wetlands, and alterations  
to shorelines and watercourses. O.Reg 157/06, 97/04.

## Legend

- UTRCA Watershed (1:10K)
- Assessment Parcel (St. Marys)
- Watercourse
  - Open
  - Tiled
- Flooding Hazard
- Erosion Hazard
- Regulation Limit 2015

The Regulation Limit depicted on this map schedule is a representation of O.Reg 157/06 under O.Reg 97/04.

The Regulation Limit is a conservative estimation of the hazard lands within the UTRCA watershed. Depending on the specific characteristics of the hazard land and the land use proposed, the Regulation Limit may be subject to change.

The UTRCA disclaims explicitly any warranty, representation or guarantee as to the content, sequence, accuracy, timeliness, fitness for a particular purpose, merchantability or completeness of any of the data depicted and provided herein.

The UTRCA assumes no liability for any errors, omissions or inaccuracies in the information provided herein and further assumes no liability for any decisions made or actions taken or not taken by any person in reliance upon the information and data furnished hereunder.

This map is not a substitute for professional advice. Please contact UTRCA staff for any changes, updates and amendments to the information provided.

This document is not a Plan of Survey.

Sources: Base data, 2010 Aerial Photography used under licence with the Ontario Ministry of Natural Resources Copyright © Queen's Printer for Ontario; City of London.





175 QUEEN STREET EAST, PO BOX 998  
ST. MARYS, ONT. N4X 1B6  
PHONE (519) 284-2340  
FAX (519) 284-3881  
[www.townofstmarys.com](http://www.townofstmarys.com)

## **NOTICE OF PUBLIC MEETING CONCERNING PROPOSED OFFICIAL PLAN AND ZONING BY-LAW AMENDMENTS**

**TAKE NOTICE** that, pursuant to Sections 22 and 34 of the Planning Act, R.S.O. 1990, the Council of the Corporation of the Town of St. Marys will hold a public meeting on **Tuesday, June 27, 2017 at 6:00 p.m.** in the Town Hall Council Chamber (175 Queen Street East) to consider proposed Amendments to the Town of St. Marys Official Plan and Zoning By-law.

The two properties subject to these proposed Amendments are located at 825 and 895 Queen Street East, northwest of the intersection of Queen Street East and Road 120 (the municipal boundary) as shown on the General and Specific Location Maps attached to this Notice. The two subject properties are abutting, are irregularly shaped and are further described as follows with reference to the attached Sketch submitted with the Applications:

- 1) L-shaped lot (2.07 ha) with 121.9 metres of frontage along Queen Street East (comprised of Parts 1, 2, 3 and 4 on the attached Sketch)
- 2) Irregularly shaped lot (3.33 ha) with 185.3 metres of frontage along Road 120 (comprised of Parts 5 and 6 on the attached Sketch)

The Town has also received three Consent to Sever Applications as summarized below. A Lot Fabric Sketch showing the proposed lot fabric that would result from approval of these Applications is attached.

### **B04-2017**

Consent to Sever Application B04-2017 proposes to sever that area of the L-shaped property (Part 1 on the attached Sketch) located between the two existing single-detached dwelling residential uses and add it to the irregular shaped property located to the north (Parts 5 and 6 on the attached Sketch).

### **B05-2017**

Consent to Sever Application B05-2017 proposes to sever that area of the property (Part 4 on the attached Sketch) which is located to the north of the westerly single-detached dwelling residential use and add it to the adjacent irregular shaped property to the east (Parts 5 and 6 on the attached Sketch).

### **B06-2017**

Consent to Sever Application B06-2017 proposes to sever a small area from the irregular shaped property (Part 5 on the attached Sketch) and add it to the easterly single-detached dwelling use lot (Part 2 on the attached Sketch).

The subject properties are currently designated Highway Commercial according to the Town's Official Plan, with a Natural Hazards Constraint Area overlay over parts of the northern parts of each property. The subject properties are currently zoned Highway Commercial Zone (C3-H) according to the Town's Zoning By-law Z1-1997. The 'H' represents a holding provision that is applied to ensure that development takes a form compatible with adjacent land uses and that agreements are entered into following public site plan review. Until Council removes the H symbol, only existing uses are permitted.

The proposed Official Plan and Zoning By-law Amendments will not change the existing Official Plan land use designation or Zone that currently apply to the subject properties. The purpose and intent of the Official Plan and Zoning By-law Amendment Applications are summarized below.

### **Official Plan Amendment**

- Add special policies to the Exceptions subsection of the Highway Commercial designation (Section 3.3.3) to add existing single detached dwellings and accessory uses as permitted uses, and allow for the creation of two separate lots via Consent. These special policies will apply to the two proposed lots identified as Parts 2 & 5, and Part 3 on the attached Sketch.

## **Zoning By-law Amendment**

- Amend Key Map 10 of Schedule “A” to the Zoning By-law to identify that there are special provisions that apply to the subject properties.
- Add special provisions to the Special Provisions subsection of the Highway Commercial Zone (Section 17.4) to:
  - add existing single detached dwelling and accessory uses as permitted uses on the two proposed lots identified as Parts 2 & 5, and Part 3 on the attached Sketch;
  - establish minimum lot frontage and lot area requirements for the proposed residential lots based on the proposed lot configuration;
  - establish yard and lot coverage requirements for the proposed residential lots and the existing storage barn on the irregularly shaped lot; and,
  - deem the lot line of the proposed new consolidated lot (Parts 1, 4 and 6 on the attached Sketch) adjacent to Road 120 as the front lot line.

Any person may attend the public meeting and/or make written or verbal representation either in support of or in opposition to the proposed Official Plan Amendment and/or Zoning By-law Amendment.

**Please note:** Comments and opinions submitted on these matters, including the originator’s name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report and will be included in the Council agenda and minutes. Council agenda and minutes are published on the Town of St. Marys website at [www.townofstmarys.com](http://www.townofstmarys.com).

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Corporation of the Town of St. Marys before the proposed Official Plan Amendment is adopted and/or the Zoning By-law Amendment is passed, the person or public body is not entitled to appeal the decision(s) of the Council of the Corporation of the Town of St. Marys to the Ontario Municipal Board.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Town of St. Marys before the Official Plan Amendment is adopted and/or the Zoning By-law Amendment is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to do so.

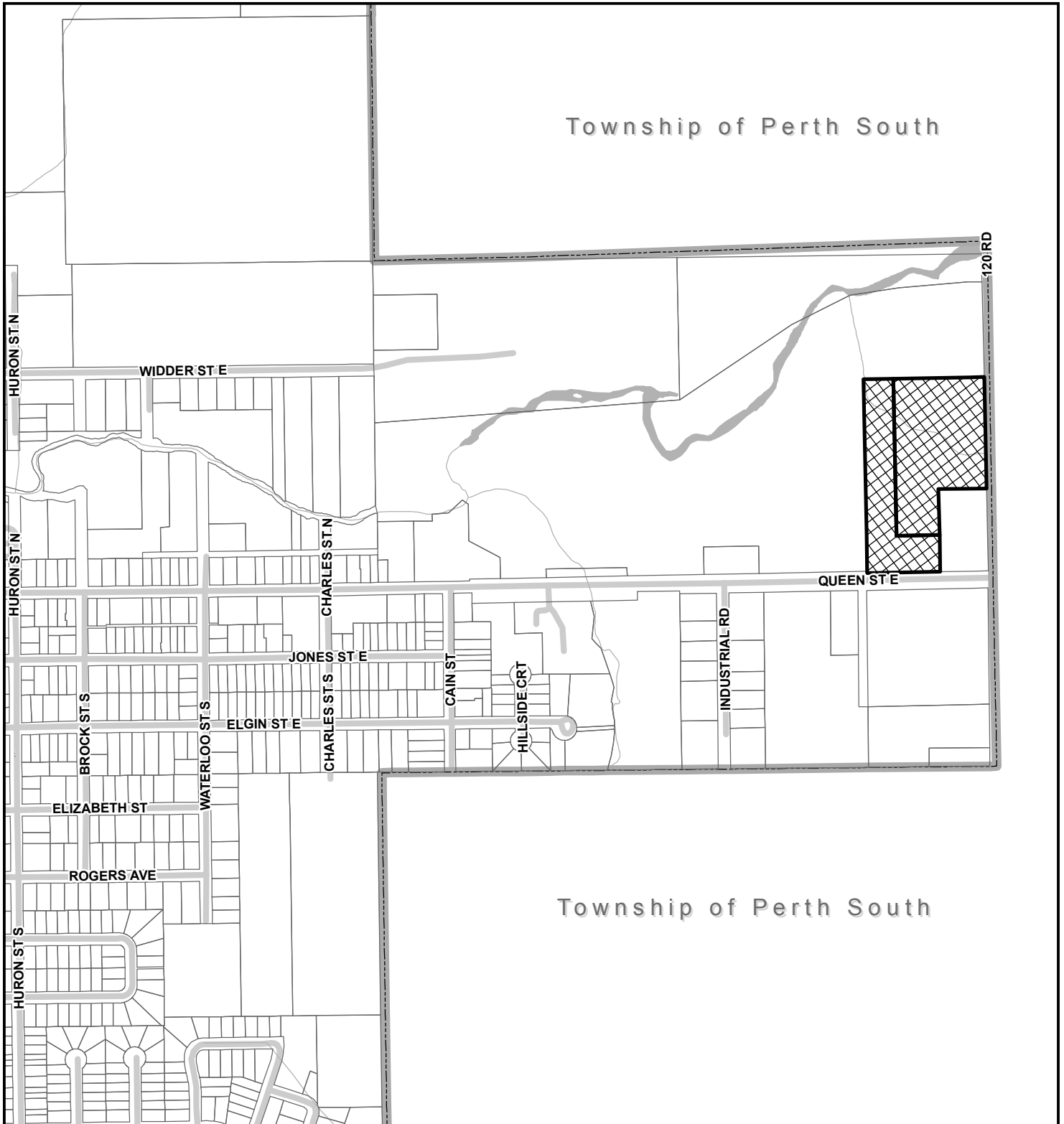
If you wish to be notified of the decision of the Town of St. Marys on the proposed Official Plan Amendment and/or Zoning By-law Amendment, you must make a written request to the CAO-Clerk of the Town of St. Marys (Brent Kittmer).

**ADDITIONAL INFORMATION** relating to the proposed Official Plan and Zoning By-law Amendments are available for inspection during office hours at the Town of St. Marys Municipal Operations Centre and can be provided in an accessible format upon request.

**DATED AT THE TOWN OF ST. MARYS THIS 7<sup>th</sup> DAY OF JUNE, 2017.**

Brent Kittmer Clerk/CAO, Town of St. Marys, 175 Queen Street East, PO Box 998, St. Marys, Ontario N4X 1B6 Telephone: (519) 284-2340; Fax: (519) 284-3881.

General Location Map  
Town of St. Marys  
825 and 895 Queen Street East



ONTARIO CANADA  
**ST. MARYS**



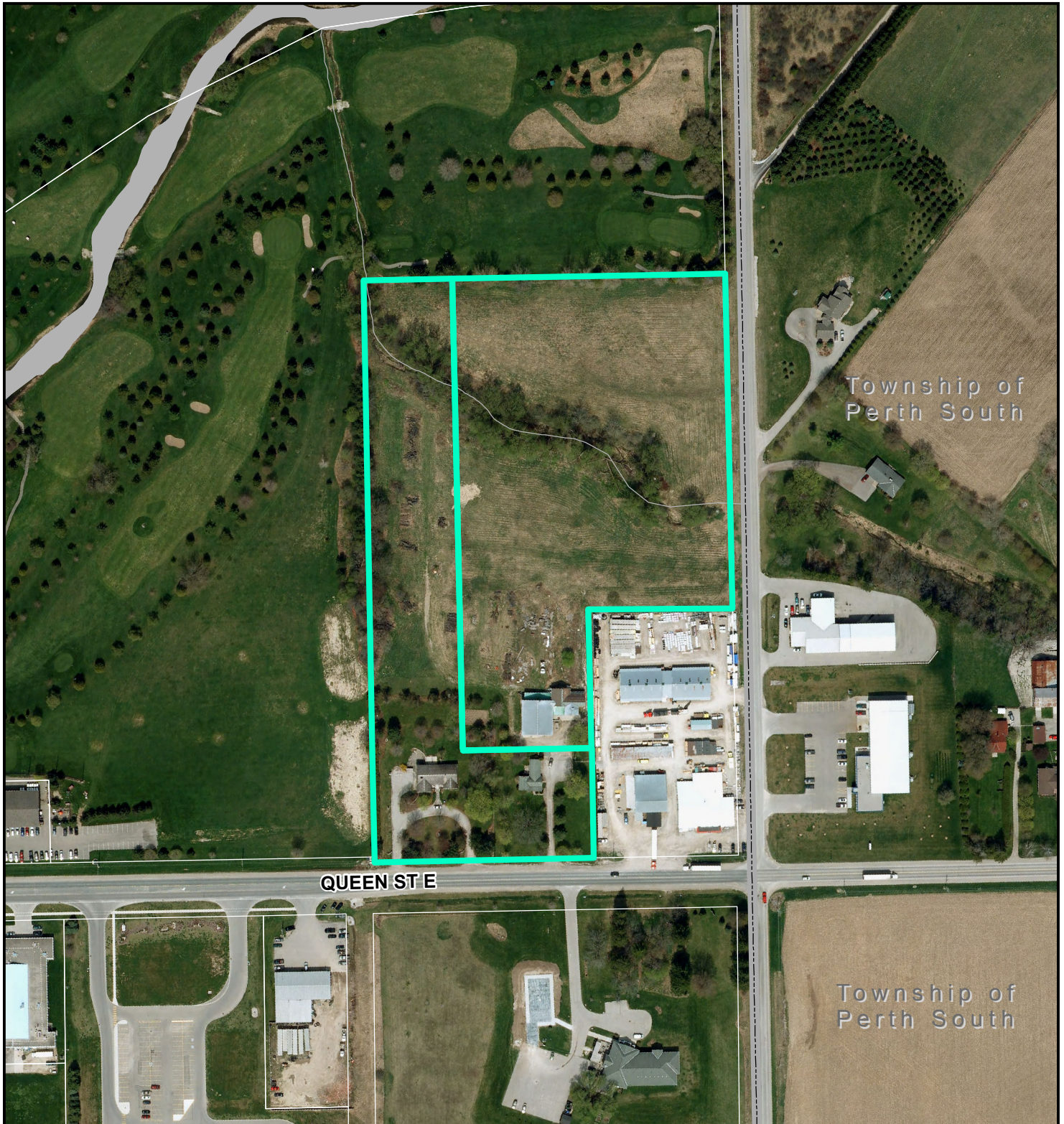
Subject Area



0 100 200 300 400 Metres



Specific Location Map  
Town of St. Marys  
825 and 895 Queen Street East





# OPA, ZBA AND SEVERANCE SKETCH

OF PART OF  
**LOT 17**  
**CONCESSION 19.**

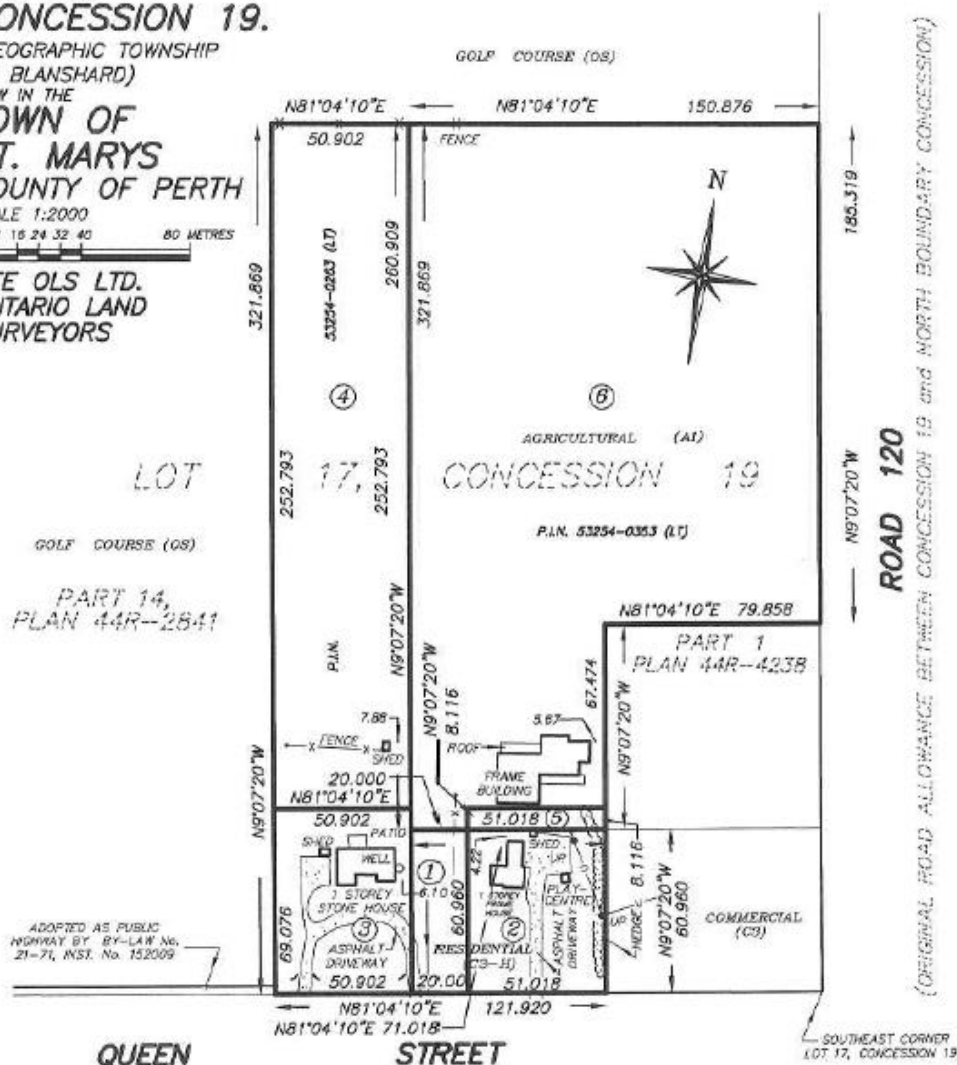
(GEOGRAPHIC TOWNSHIP  
OF BLANSHARD)

NOW IN THE  
**TOWN OF**  
**ST. MARYS**  
**COUNTY OF PERTH**

SCALE 1:2000

0 8 16 24 32 40 80 METRES

**MTE OLS LTD.**  
**ONTARIO LAND**  
**SURVEYORS**



THIS SKETCH IS NOT  
VALID UNLESS IT IS  
AN EMBOSSED  
ORIGINAL COPY ISSUED  
BY THE SURVEYOR



**MTE OLS Ltd.**

ONTARIO LAND SURVEYORS

365 HOME STREET  
STRATFORD, ONTARIO, N5A 2A5

TEL: (519) 271-7952 FAX: (519) 271-3545

Doc File: P:\P\35725\101\35725-101-SV3.DWG

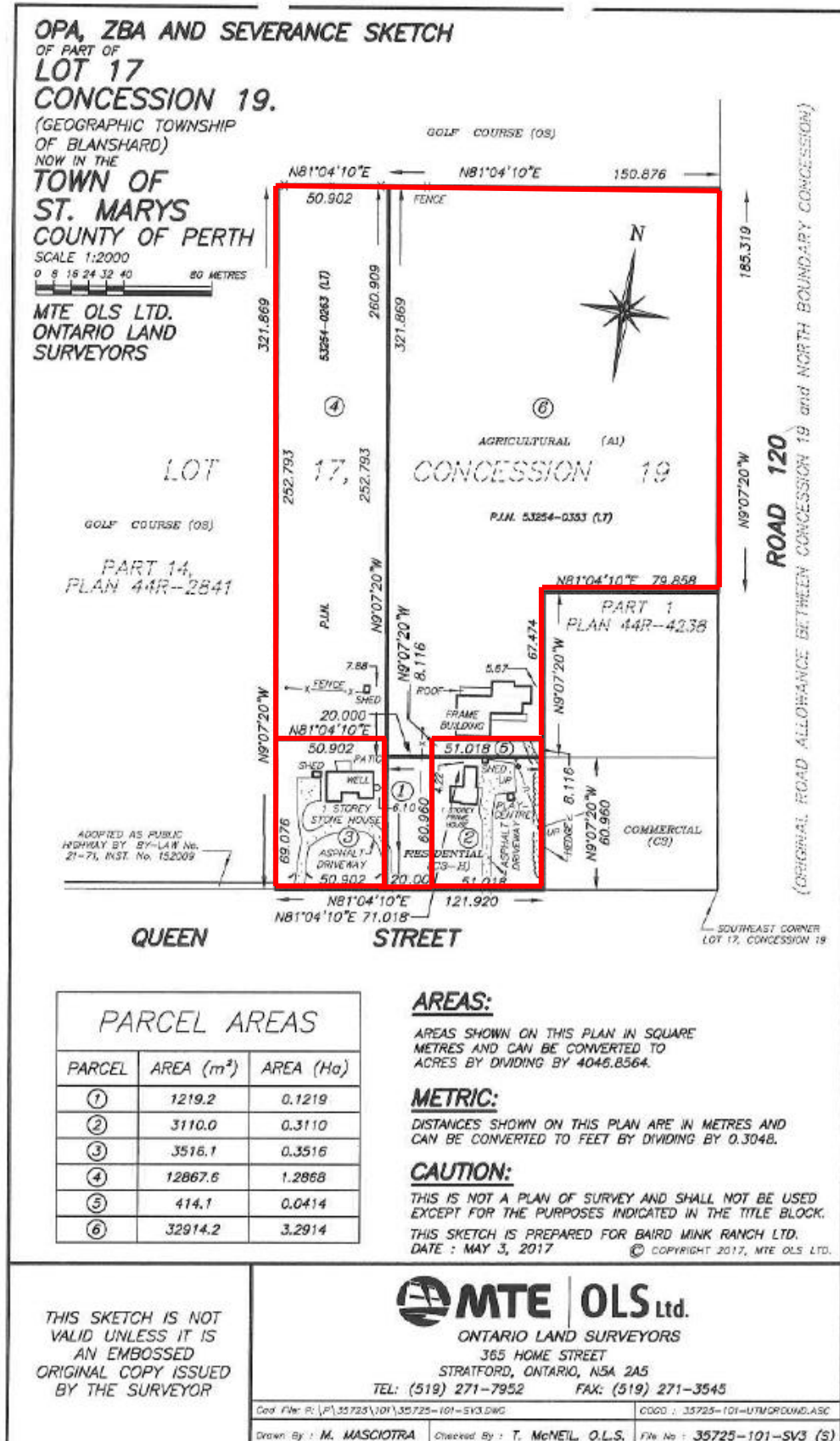
CGO : 35725-101-UTMGROUND.ASC

Drawn By : M. MASCIOTTA

Checked By : T. McNEIL, O.L.S.

File No : 35725-101-SV3 (S)

**Proposed New Lot Fabric Based on Consent to  
Sever Applications B04-2017, B05-2017 & B06-2017**



## **BY-LAW 55 OF 2017**

### **THE CORPORATION OF THE TOWN OF ST. MARYS**

Being a By-law to authorize the signing of an agreement between The Corporation of the Town of St. Marys and B.M. Ross and Associates LTD.

- WHEREAS:** The Corporation of the Town of St. Marys released a RFP for the selection of engineering consultants for water storage expansion (the "Project");
- AND WHEREAS:** A proposal for the Project was submitted by B.M. Ross and Associates Ltd. which was subsequently approved by Council on June 27, 2017;
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into an Agreement with B.M. Ross and Associates Ltd. for the purpose of clarifying and delineating the respective rights, obligations, payments and billing arrangements of and for the delivery of the Project;
- NOW THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows;
1. That the Mayor and the CAO / Clerk are authorized to execute an Agreement on behalf of the Corporation of the Town of St. Marys between the Corporation of the Town of St. Marys and B.M. Ross and Associates Ltd.; and further
  2. That a copy of the said Agreement is attached hereto and designated as Schedule A to this By-law, and to affix thereto the corporate seal of the Corporation of the Town of St. Marys.
  3. This By-Law comes into force and takes effect on the final passing thereof.

Read a first and second time this 27<sup>th</sup> day of June, 2017.

Read a third and final time and passed this 27<sup>th</sup> day of June, 2017.

---

Mayor Al Stratthdee

---

Brent Kittmer, CAO / Clerk

## **BY-LAW 56 OF 2017**

### **THE CORPORATION OF THE TOWN OF ST. MARYS**

Being a By-law to authorize a site plan agreement between The Corporation of the Town of St. Marys and Norampac Inc.

**WHEREAS:** Norampac Inc. intends to develop, under site plan agreement, the lands legally described as Part Lot 20, Concession 17 (Blanshard) as in R376600 save and expect Part 1, 44R3343, Perth S, in the Town of St. Marys, to be municipally known as 304 James Street South.

**AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into a site plan agreement (the "Agreement") with Norampac Inc., for the purpose of clarifying and delineating their respective rights, obligations, payments and billing arrangements of and for the delivery of the site plan development.

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

1. That the Mayor and the CAO / Clerk are authorized to execute a Site Plan Agreement on behalf of The Corporation of the Town of St. Marys between the Corporation of the Town of St. Marys and Norampac Inc., and further
2. That a copy of the said Agreement is attached hereto and designated as Schedule A to this By-Law, and to affix to the Agreement the Corporate Seal of the Corporation of the Town of St. Marys.
3. This by-law comes into force and takes effect this final passing thereof.

Read a first and second time this 27<sup>th</sup> day of June, 2017.

Read a third and final time and passed this 27<sup>th</sup> day of June, 2017.

---

Mayor Al Stratthdee

---

Brent Kittmer, CAO / Clerk

## **BY-LAW 57 OF 2017**

### **THE CORPORATION OF THE TOWN OF ST. MARYS**

Being a By-law to authorize a site plan agreement between The Corporation of the Town of St. Marys and Adriano Paolo.

**WHEREAS:** Adriano Paolo intends to develop, under site plan agreement, the lands legally described as Part of Block 13, Registered Plan 250, in the Town of St. Marys, and having the municipal address of 201 James Street South;

**AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into a site plan agreement (the "Agreement") with Adriano Paolo, for the purpose of clarifying and delineating their respective rights, obligations, payments and billing arrangements of and for the delivery of the site plan development.

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

1. That the Mayor and the CAO / Clerk are authorized to execute a Site Plan Agreement on behalf of The Corporation of the Town of St. Marys between the Corporation of the Town of St. Marys and Adriano Paolo, and further
2. That a copy of the said Agreement is attached hereto and designated as Schedule A to this By-Law, and to affix to the Agreement the Corporate Seal of the Corporation of the Town of St. Marys.
3. This by-law comes into force and takes effect this final passing thereof.

Read a first and second time this 27<sup>th</sup> day of June, 2017.

Read a third and final time and passed this 27<sup>th</sup> day of June, 2017.

---

Mayor Al Stratthdee

---

Brent Kittmer, CAO / Clerk

**NOTICE OF THE PASSING  
OF A ZONING BY-LAW BY  
THE CORPORATION OF THE TOWN OF ST. MARYS**

**TAKE NOTICE** that the Council of the Corporation of the Town of St. Marys passed By-law No. Z123-2017 on the \_\_\_\_\_ day of \_\_\_\_\_, 2017 under Section 36 of the Planning Act, R.S.O. 1990.

An explanation of the purpose and effect of the By-law, describing the lands to which the By-law applies, and a key map showing the location of the lands to which the By-law applies are attached. The complete By-law is available for inspection in my office during regular office hours.

Brent Kittmer, CAO / Clerk  
Town of St. Marys  
175 Queen Street East, P.O. Box 998  
St. Marys, Ontario N4X 1B6  
Telephone (519) 284-2340; Fax (519) 284-3881

## **THE CORPORATION OF THE TOWN OF ST. MARYS**

### **BY-LAW NO. Z123-2017**

Being a By-law pursuant to the provisions of Section 36 of the Planning Act to amend By-law No. Z1-1997, as amended, which may be cited as “The Zoning By-law of the Town of St. Marys”, to remove holding symbols affecting lands located on Part of Block 13, Registered Plan No. 250 (201 James Street South).

WHEREAS the Council of the Corporation of the Town of St. Marys deems it necessary in the public interest to pass a By-law to amend By-law No. Z1-1997, as amended;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF ST. MARYS  
ENACTS AS FOLLOWS:

1. The area shown in hatching on the attached map, Schedule “A”, and described as Part of Block 13, Registered Plan No. 250 in the Town of St. Marys shall be removed from the “Residential Zone Five (R5-6-H)” and “Residential Zone Five (R5-6-H-H)” of By-law No. Z1-1997 and shall be placed in the “Residential Zone Five (R5-6)” of By-law No. Z1-1997. The zoning of this land shall be shown as “R5-6” on Key Map 14 of Schedule “A” to By-law No. Z1-1997, as amended.
2. Schedule “A”, attached hereto, shall form part of this By-law.
3. All other provisions of By-law No. Z1-1997, as amended, shall apply.
4. The Clerk is hereby authorized and directed to proceed with the giving of notice of the passing of this By-law in accordance with the Planning Act, as amended, and to Regulations thereunder.
5. This By-law shall come into force on the day it was passed pursuant to the Planning Act, and to the Regulations thereunder.

Read a first and second time this 27<sup>th</sup> day of June, 2017.

Read a third and final time and passed this 27<sup>th</sup> day of June, 2017.

---

Mayor Al Stratthdee

---

Brent Kittmer, CAO / Clerk



**THIS IS SCHEDULE “A”**

**TO BY-LAW NO. Z123-2017**

**OF THE CORPORATION OF THE TOWN OF ST.  
MARYS**

**PASSED THIS 27TH DAY OF JUNE, 2017**

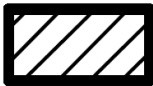
---

**Al Stratthdee, Mayor**

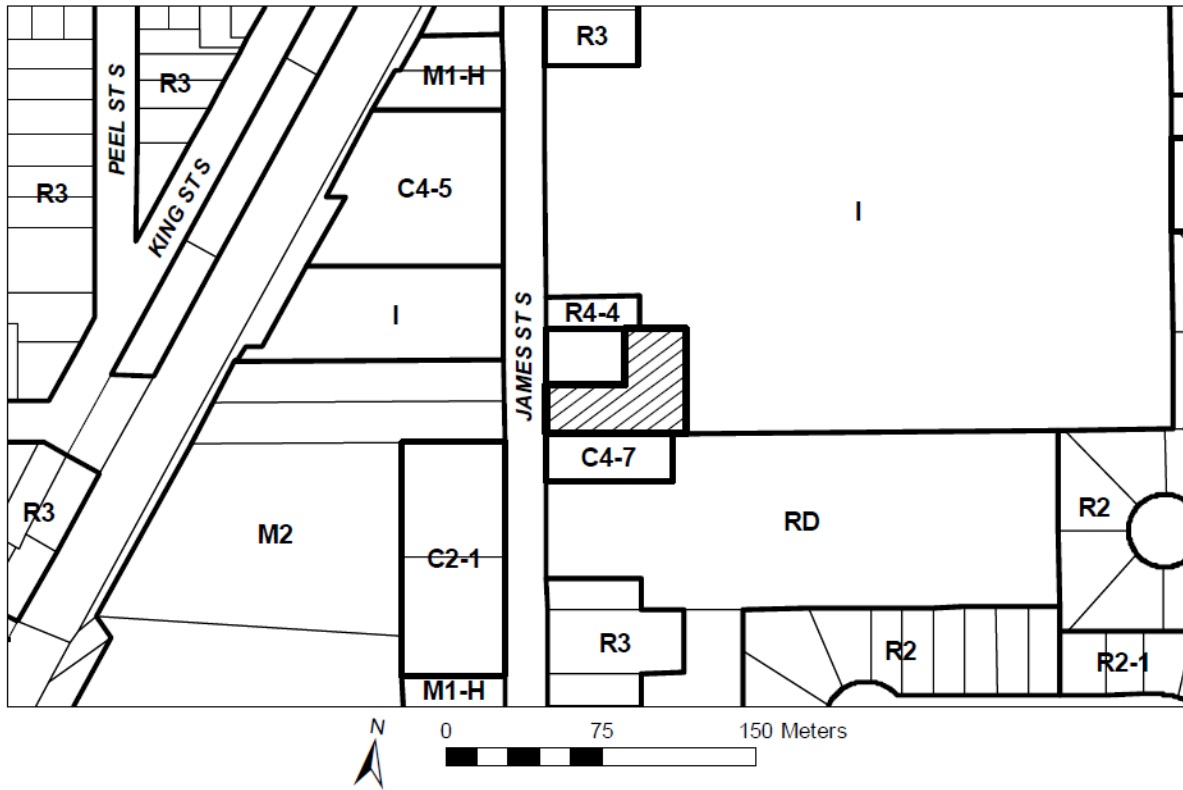
---

**Brent Kittmer, CAO-Clerk**

**AREA AFFECTED BY THIS BY-LAW**



Remove from the “Residential Zone Five (R5-6-H)” and  
“Residential Zone Five (R5-6-H-H)” of By-law No. Z1-1997, and  
place in the “Residential Zone Five (R5-6)” of By-law No. Z1-  
1997.



## **THE TOWN OF ST. MARYS**

### **BY-LAW No. Z123-2017**

#### **EXPLANATORY NOTE**

By-law No. Z123-2017 of the Corporation of the Town of St. Marys is an amendment to the Town of St. Marys Zoning By-law No. Z1-1997 and affects property in the Town described as Part Block 13, Registered Plan No. 250 (201 James Street South).

Council has adopted By-law No. Z123-2017 based on an Application submitted by the owner of the subject property to remove holding symbols. The owner has satisfied the Town in that the owner is now in the position to develop the lands and has entered into a site plan agreement with the Town. The removal of the holding symbols from the lands affected by the By-law will have the effect of permitting development in accordance with the “Residential Zone Five (R5-6)” Zone provisions.

The “R5-6” Zone was established on the subject property by Zoning By-law Z117-2016. By-law Z117-2016 changed the zone classification of the land shown in hatching on the attached map from “Residential Zone Two (R2-1)” to “Residential Zone Five (R5-6)” to permit the development of the property for multi-unit residential purposes in two phases. Phase 1 involves the construction of a fourplex dwelling at the front, west part of the property and Phase 2 involves the demolition of the existing single detached dwelling and the construction of a sixplex dwelling, resulting in a total of 10 residential units on the property at full build out. By-law Z117-2016 applied two holding provisions to the property. The first holding provision requires that the Owner enter into a site plan agreement with the Town prior to the construction of the fourplex dwelling. The second holding provision requires that the Owner enter into a revised site plan agreement with the Town and the existing single detached dwelling be removed prior to the construction of the sixplex dwelling. The Owner has entered into a site plan agreement to facilitate Phases 1 and 2 of the proposed development.

Schedule “A” to the attached By-law No. Z123-2017 is a map showing the location and zoning of the subject property.

**NOTICE OF THE PASSING  
OF A ZONING BY-LAW BY  
THE CORPORATION OF THE TOWN OF ST. MARYS**

**TAKE NOTICE** that the Council of the Corporation of the Town of St. Marys passed By-law No. Z124-2017 on the \_\_\_\_\_ day of \_\_\_\_\_, 2017 under Section 34 of the *Planning Act*, R.S.O. 1990.

**AND TAKE NOTICE** that any person or agency may appeal to the Ontario Municipal Board in respect of the By-law by filing with the Clerk of the Town of St. Marys not later than the \_\_\_\_\_ day of \_\_\_\_\_, 2017 a notice of appeal setting out the objection to the By-law and the reasons in support of the objection and accompanied by the proper fee.

An explanation of the purpose and effect of the By-law, describing the lands to which the By-law applies, and a key map showing the location of the lands to which the By-law applies are attached. The complete By-law is available for inspection in my office during regular office hours.

**Dated at the Town of St. Marys this \_\_\_\_\_ day of \_\_\_\_\_, 2017.**

Brent Kittmer, CAO / Clerk  
Town of St. Marys  
175 Queen Street East, P.O. Box 998  
St. Marys, Ontario N4X 1B6  
Telephone (519) 284-2340; Fax (519) 284-3881

**NOTE:** Only individuals, corporations and public bodies may appeal a zoning by-law to the Ontario Municipal Board. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group.

No person or public body shall be added as a party to the hearing of the appeal unless, before the By-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the Council or, in the opinion of the Ontario Municipal Board, there are reasonable grounds to add the person or public body as a party.

## **THE CORPORATION OF THE TOWN OF ST. MARYS**

### **BY-LAW NO. Z124-2017**

Being a By-law pursuant to the provisions of Section 34 of the *Planning Act* to amend By-law No. Z1-1997, as amended, which may be cited as “The Zoning By-law of the Town of St. Marys” affecting land located on Part of Lot 17, Concession 19 (825 and 895 Queen Street East) in the Town.

WHEREAS the Council of the Corporation of the Town of St. Marys deems it necessary in the public interest to pass a By-law to amend By-law No. Z1-1997, as amended;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWN OF ST. MARYS  
ENACTS AS FOLLOWS:

1. The area shown in the dotted pattern on the attached map, Schedule “A”, and described as Part of Lot 17, Concession 19 (825 and 895 Queen Street East) in the Town of St. Marys shall be removed from the “Highway Commercial Zone (C3-H)”, of By-law No. Z1-1997, shall be placed in the “Highway Commercial Zone (C3-11-H)” of By-law No. Z1-1997, and shall be subject to the provisions of Section 17.4.11 of By-law No. Z1-1997 as hereinafter set forth. The zoning of this land shall be shown as “C3-11-H” on Key Map 10 of Schedule “A” to By-law No. Z1-1997, as amended.
2. That Section 17.4 of By-law No. Z1-1997 is hereby amended by adding the following special provision: 17.4.11 C3-11-H
  - a. Location: Part of Lot 17, Concession 19 Key Map 10
  - b. Notwithstanding the provisions of Section 17.1 of this By-law to the contrary, two existing single detached dwellings shall be permitted on the land within the “C3-11-H” Zone as shown on Key Map 10 of Schedule “A” to this By-law (also shown on Schedule “A” to By-law Z124-2017).
  - c. Notwithstanding any provision of Section 17.2 of By-law No. Z1-1997 to the contrary, the following regulations shall apply for existing residential uses on the land within the “C3-11-H” Zone as shown on Key Map 10 of Schedule “A” to this By-law (also shown on Schedule “A” to By-law Z124-2017):
    - i. Lot Area, Minimum 3,000 square metres;
    - ii. Lot Area, Maximum 4, 000 square metres;
    - iii. Lot Frontage, Minimum 45.0 metres;
    - iv. Lot Depth, Minimum 65.0 metres;
    - v. Front Yard, Minimum 35.0 metres;
    - vi. Interior Side Yard, Minimum 5.0 metres;
    - vii. Rear Yard, Minimum 10.0 metres
    - viii. Building Height, Maximum height of existing dwelling
    - ix. Lot Coverage, Maximum 35 per cent.

- d. Notwithstanding the definition of ‘front lot line’ in Section 3.88 of By-law No. Z1-1997 to the contrary, the lot line adjacent to Road 120 shall be deemed to be the front lot line for the purposes of any through lot on the land within the “C3-11-H” Zone as shown on Key Map 10 of Schedule “A” to this By-law (also shown on Schedule “A” to By-law Z124-2017);
  - e. The minimum interior side yard requirement for any existing non-residential building is 1.0 metres;
  - f. All other provisions of this By-law, as amended, shall apply.
- 3. Schedule “A”, attached hereto, shall form part of this By-law.
  - 4. All other provisions of By-law No. Z1-1997, as amended, shall apply.
  - 5. The Clerk is hereby authorized and directed to proceed with the giving of notice of the passing of this By-law in accordance with the Planning Act, as amended, and to Regulations thereunder.
  - 6. When no notice of appeal is filed pursuant to the provisions of the Planning Act, and when Official Plan Amendment No. 32 comes into full force and effect, this By-law shall be deemed to have come into force on the day it was passed.

Read a first and second time this 27<sup>th</sup> day of June, 2017.

Read a third and final time and passed this 27<sup>th</sup> day of June, 2017.

---

Mayor Al Strathee

---

Brent Kittmer, CAO / Clerk

**THIS IS        SCHEDULE “A”**

**TO                BY-LAW NO. Z124-2017**

**OF THE CORPORATION OF THE TOWN OF ST.**  
**MARYS**

**PASSED THIS 27TH DAY OF JUNE, 2017**

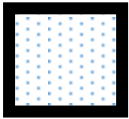
---

Al Stratthdee, Mayor

---

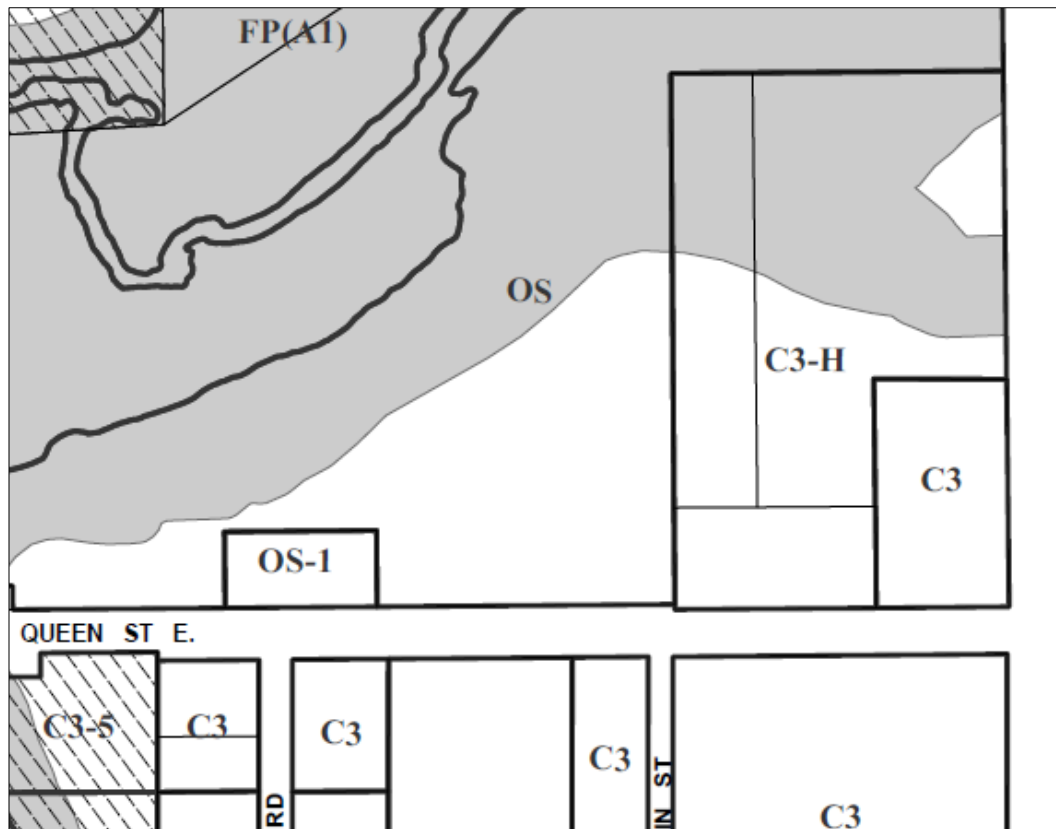
Brent Kittmer, CAO-Clerk

**AREA AFFECTED BY THIS BY-LAW**



Remove from the “Highway Commercial Zone (C3-H)” of By-law No. Z1-1997, place in the “Highway Commercial Zone (C3-11-H)” and shall be subject to the provisions of Section 17.4.11 of By-law No. Z1-1997.





## **THE TOWN OF ST. MARYS**

### **BY-LAW No. Z124-2017**

#### **EXPLANATORY NOTE**

By-law No. Z124-2017 of the Corporation of the Town of St. Marys is an amendment to the Town of St. Marys Zoning By-law No. Z1-1997 and affects properties in the Town described as Part of Lot 17, Concession 19 (825 and 895 Queen Street East), located at the east end of the municipality, northwest of the intersection of Queen Street East and Road 120 (the municipal boundary).

Council has adopted By-law No. Z124-2017 based on an application submitted by the owners of the subject properties. By-law No. Z124-2017 implements Official Plan Amendment No. 32 (which added special policies to the Official Plan affecting the subject property) and is also intended to facilitate three related Consent to Sever Applications to permit the creation of two proposed residential lots and the consolidation of the remaining lands.

The Zoning By-law Amendment does not change the existing Zone category (Highway Commercial) that currently applies to the subject properties. However, the proposed By-law adds new special provisions to:

- specifically recognize two existing single detached dwellings as permitted uses
- provide lot area size, yard, height and lot coverage requirements for the existing residential uses
- deems the lot line adjacent to Road 120 to be the front lot line for the purposes of any through lot
- provides a minimum interior side yard requirement of 1.0 metres for any existing non-residential building to specifically recognize the existing storage barn relative to proposed new lot lines

Schedule “A” to the attached By-law No. Z124-2017 is a map showing the location and zoning of the subject property.

## **BY-LAW 58-2017**

### **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 June 27, 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 27<sup>th</sup> day of June, 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 27<sup>th</sup> day of June, 2017.

Read a third and final time and passed this 27<sup>th</sup> day of June, 2017.

---

Mayor Al Stratthdee

---

Brent Kittmer, CAO / Clerk