



AGENDA
Regular Council Meeting

October 10, 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 October 10, 2017 regular Council 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 Stratford Perth Community Foundations re: Smart and Caring Fund Update

8

Tracy Van Kalsbeek, Executive Director

Roxy Rae, Marketing, and Outreach Manager

THAT the presentation from Tracy Van Kalsbeek and Roxy Rae of Stratford Perth Community Foundation regarding the Smart and Caring fund update be received.

5.2 Mark Stone re: Official Plan Review

23

THAT the October 10, 2017 regular Council meeting be adjourned at _____pm to hold a statutory public meeting as required under the Planning Act.

THAT a Public Meeting to collect public comments for the Official Plan Review be opened at _____pm.

THAT this Public Meeting be adjourned at _____pm.

THAT the October 10, 2017 regular Council meeting reconvene at _____pm.

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - September 26, 2017

37

THAT the September 26, 2017 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

6.2 Special Meeting of Council - September 28, 2017

50

THAT the September 28, 2017 special meeting of Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

7. CORRESPONDENCE

7.1 Stratford Perth Community Foundation re: Random Act of Kindness Day

53

THAT the correspondence from Stratford Perth Community Foundation regarding Random Act of Kindness Day be received; and,

THAT Council proclaim November 3, 2017 as Random Act of Kindness Day.

8. STAFF REPORTS

8.1 Finance

- 8.1.1 FIN 20-2017 Wellington St. Bridge Infrastructure Ontario Borrowing Application 54**

THAT the Town of St. Marys makes an application to Infrastructure Ontario for an amount of \$1,080,500 to finance the replacement of the Wellington Street Bridge with a term of 15 years; and,

THAT By-Law 89-2017 authorizing the submission of an application to Ontario Infrastructure and Lands Corporation for financing be approved.

8.2 Fire and Emergency Services

- 8.2.1 FD 14-2017 Open Air Burning By-law 56**

THAT FD 14-2017 Open Air Burning By-law report be received, and

THAT By-law 90-2017, to regulate the setting of open air fires, including establishing the times during which open air fires may be set, and to repeal By-law 17-2012 and all amendments thereto be approved.

8.3 Public Works

- 8.3.1 PW 54-2017 Floodwall Repairs Project Update 62**

THAT PW 54-2017 Floodwall Repairs Project Update report be received for information.

9. COUNCILLOR REPORTS

9.1 Operational and Board Reports

9.1.1 Bluewater Recycling Association - Coun. Craigmile 64

THAT the September 21, 2017 Bluewater Recycling Association Board of Directors meeting highlights be received.

9.1.2 Library Board - Coun. Osborne, Winter

9.1.3 Municipal Liaison Committee - Mayor Strathdee, Coun. Winter

9.1.4 Perth District Health Unit - Coun. Osborne 84

THAT the June 21, 2017 Perth District Health Unit Board meeting minutes be received; and,

THAT the September 20, 2017 Perth District Health Unit Board meeting agenda be received.

9.1.5 Police Services Board - Mayor Strathdee, Coun. Van Galen 92

THAT the September 20, 2017 Police Services Board meeting draft minutes be received.

9.1.6 Spruce Lodge Board - Coun. Pope, Van Galen 97

THAT the May 17, 2017 Spruce Lodge Board of Management meeting minutes be received; and,

THAT the June 21, 2017 Spruce Lodge Board of Management meeting minutes be received.

9.1.7 Upper Thames River Conservation Authority 103

THAT the August 22, 2017 Upper Thames River Conservation Authority Board of Directors' meeting minutes be received.

9.2 Advisory and Ad-Hoc Committee Reports

9.2.1 Accessibility Advisory Committee - Coun. Hainer 111

THAT the August 30, 2017 Accessibility Advisory Committee regular meeting minutes be received.

9.2.2	Business Improvement Area - Coun. Pope	114
	THAT the August 15, 2017 Business Improvement Area Board meeting minutes be received.	
9.2.3	CBHFM - Coun. Hainer	123
	THAT the August 25, 2017 Canadian Baseball Hall of Fame and Museum Board meeting minutes be received.	
9.2.4	Committee of Adjustment	126
	THAT the October 4, 2017 Committee of Adjustment meeting draft minutes be received.	
9.2.5	Economic Development Committee - Coun. Pope	132
	THAT the October 2, 2017 Economic Development Advisory Committee meeting draft minutes be accepted.	
9.2.6	Heritage St. Marys - Coun. Pope	136
	THAT the September 9, 2017 Heritage St. Marys meeting minutes be received.	
9.2.7	Museum Board - Coun. Winter	142
	THAT the August 10, 2017 St. Marys Museum Board meeting minutes be received; and,	
	THAT the September 14, 2017 St. Marys Museum Board meeting draft minutes be received.	
9.2.8	Planning Advisory Committee - Coun. Craigmile, Van Galen	
9.2.9	Heritage Conservation District Advisory Committee - Coun. Winter	
9.2.10	Senior Services Board - Coun. Craigmile	
9.2.11	Huron Perth Healthcare Local Advisory Committee - Coun. Hainer	
9.2.12	St. Marys Lincolns Board - Coun. Craigmile	

THAT the August 15, 2017 St. Marys Cement Community
Liaison Committee meeting minutes be received.

10. EMERGENT OR UNFINISHED BUSINESS

11. NOTICES OF MOTION

12. BY-LAWS

12.1 By-Law 89-2017 Authorize the Submission of an Application to Ontario
Infrastructure and Lands Corporation

149

THAT By-Law 89-2017, being a by-law to authorize the submission of
an application to Infrastructure Ontario and Lands Corporation 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 90-2017 Open Air Burning

155

THAT By-Law 90-2017, being a by-law to regulate open air burning and
to repeal By-Law 17-2017 and all amendments thereto, be read a first,
second and third time; and be finally passed and signed and sealed by
the Mayor and the Clerk.

13. UPCOMING MEETINGS

October 17, 2017 - 9:00am, Strategic Priorities Committee, Council Chambers

October 24, 2017 - 6:00pm, Regular Council, Council Chambers

October 28, 2017 - 9:00am - 12:00pm, Coffee with Council, Council Chambers

14. CLOSED SESSION

15. CONFIRMATORY BY-LAW

167

THAT By-Law 91-2017, being a by-law to confirm the proceedings of the
October 10, 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.



STRATFORD PERTH
COMMUNITY
FOUNDATION

It all comes back to you

St. Marys

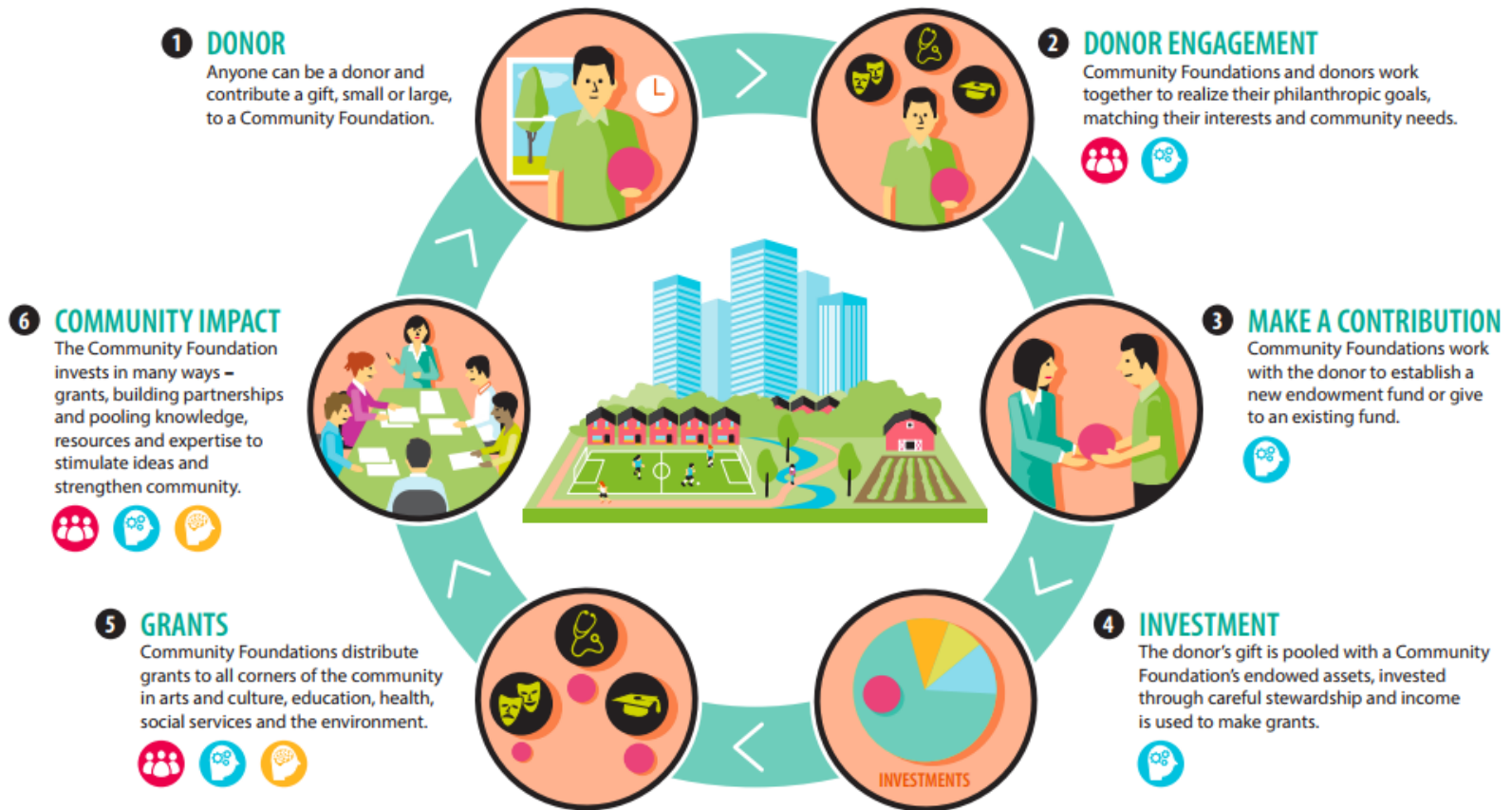
SMART & CARING COMMUNITY FUND UPDATE
OCTOBER 2017

What is a Community Foundation?

Community foundations contribute time, leadership and financial support to local initiatives, helping people give back where their communities need it most.



How we work



It all comes back to you

Who We Are

The Stratford Perth Community Foundation is an organization for everyone and unique because donations – large or small – are never spent but are pooled and invested. The earned income is used to make grants to local charities year after year to build a vibrant not-for-profit sector in Stratford, St. Marys and Perth County.

To make all this work, we share our unique understanding of community needs and help mobilize and guide donors to specific community initiatives.

Our Mission

To enrich the lives of people in Perth County by providing support to charitable organizations through grants made possible by responsible stewardship of endowment funds.

Our Vision

Realizing community vitality through philanthropy.

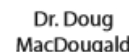
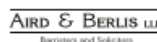
77 funds = \$780K in grants since our inception!

Caring Business Partners

Local companies supporting the operational needs of the Stratford Perth Community Foundation

CARING PARTNERS

We thankfully acknowledge the annual generosity of our caring business partners. This important group of supporters provides vital funding to sustain the Community Foundation's operations and leadership activities. We offer our heartfelt appreciation for their significant and loyal contributions.



Credit Risk Management Canada, Nick & Dan's Collision, Libro Credit Union, Orr Insurance & Investment, RE/MAX a-b REALTY Ltd., Brokerage Ltd., R.J. Burnside & Associates, Sleeman Breweries Ltd., Stratford Accelerator Centre, Strickland's Toyota, Wilkinson Insight Incorporated

MEDIA PARTNERS



SPECIAL INITIATIVE PARTNERS



IN-KIND PARTNERS

Blackcreek Technologies
Cober
Commercial Printers (Stratford)
Famme & Co. Professional Corp.
The Farm Juice Co.
GOTECH Networking Solutions
Perth County Egg Farmers

Rhé Thompson Candies
The Small Winemakers Collection
Stratford Festival
Swanson's Jewellers
Sysco Canada
TA Networks

Impacting Key Projects

- Three year grant from Ontario Trillium Foundation to support outreach activities to engage all areas of St. Marys, Stratford and Perth County
- Unrestricted funds to support critical priorities, key projects and ongoing needs in each region, beginning with Stratford and North Perth, Perth South and St. Marys in 2016 and West Perth and Perth East now.
- Donations raised in St. Marys will stay in St. Marys , **now and forever.**
- Grant committee made of local citizens with community's needs



An agency of the Government of Ontario.
Un organisme du gouvernement de l'Ontario.



STRATFORD PERTH
COMMUNITY
FOUNDATION

SMART & CARING
COMMUNITIES



COMMUNITY
FOUNDATIONS
OF CANADA

*“Join me in imagining our country as it
could be...a **smart and caring nation**,
where all Canadians can succeed,
contribute and develop their talents to
their fullest potential.”*

*~ The Right Honorable David Johnston,
Former Governor General of Canada
and Patron of Community
Foundations of Canada*



It all comes back to you

St. Marys

Smart & Caring Community Fund

Engage – sharing the importance of giving back to one's community and inciting public action

Connect – local citizens to work together for the good of their community

Forever – establishing a community asset to which anyone can give to support local projects and organizations



STRATFORD PERTH
COMMUNITY
FOUNDATION

SMART & CARING
COMMUNITIES



COMMUNITY
FOUNDATIONS
OF CANADA

It all comes back to you

St. Marys Smart & Caring Community Fund Launch

November 13th, 2016 St. Marys Town Hall



Funds in the Perth St. Marys Smart & Caring Community Fund

COMMUNITY LEADERS - \$5K+

McGregor Family Fund

McLean Taylor Construction Fund

Thompson Family Fund

Veterinary Purchasing Company Limited (annual donation)

FOUNDING DONORS - \$1K+

Dennis DesRosiers

OTHER DONORS

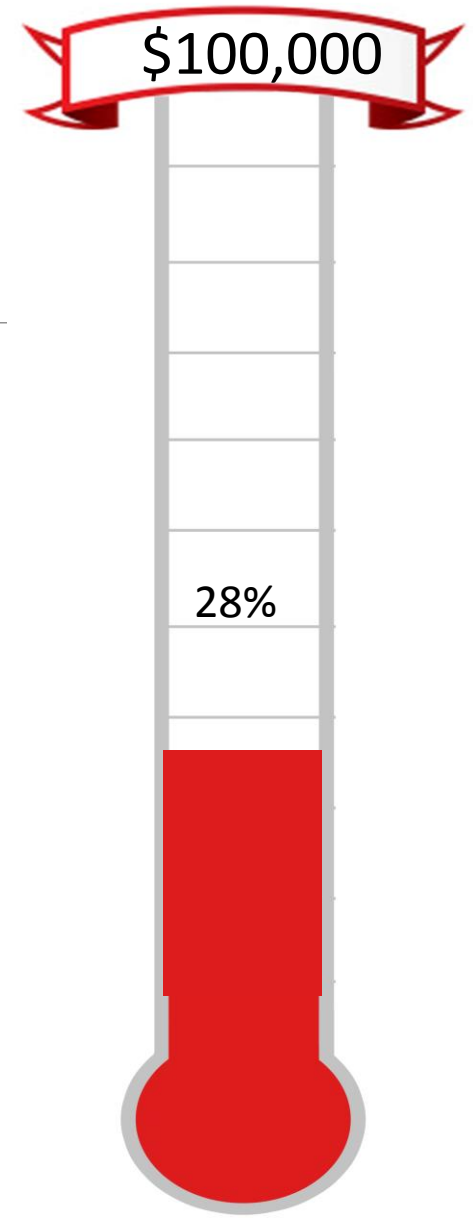
Mayor Al Stratthdee

FIRST ST. MARYS SMART & CARING COMMUNITY FUND GRANT

St. Marys Museum – Early Settlers Outreach Program

St. Marys Smart & Caring Community Fund Goal

We've raised
\$28,206 of our
\$100,000 goal!



What would your community do with \$35,000?

- Community parks and splash pads
 - Mentoring programs
- Museum and library program supports
 - Food programs
 - Conservation efforts
 - And more!

All making your community a better place to live, work and play.

Ideas

- Fundraise at your **Service Club**
- **Challenge** other businesses
- Include the *St. Marys Smart & Caring Community Fund* in your **year-end giving**
- Budget for a **monthly** contribution
- Collect **donations** for special occasions
- Join the Community Foundation's **Legacy Club** by including us in your will
- 1% of farm sale
- Gifts in memory can be made at the funeral home

Donating and Pledging

- This is a fund to which anyone can give – large or small donations will provide lasting support in your community
- Donations can be made directly through Canada Helps – a secure way to make online donations by visiting our website:
 - Click DONATE NOW and under “Family of Funds” choose the *St. Marys Smart & Caring Community Fund*
- Or complete a Pledge form

Tracy Van Kalsbeek, Executive Director
Roxy Rae, Marketing and Outreach Manager

tracy@spccf.ca
roxy@spccf.ca

**YOUR COMMUNITY
MAKES YOU.
AND YOU MAKE
YOUR COMMUNITY.**



STRATFORD PERTH
COMMUNITY
FOUNDATION

It all comes back to you



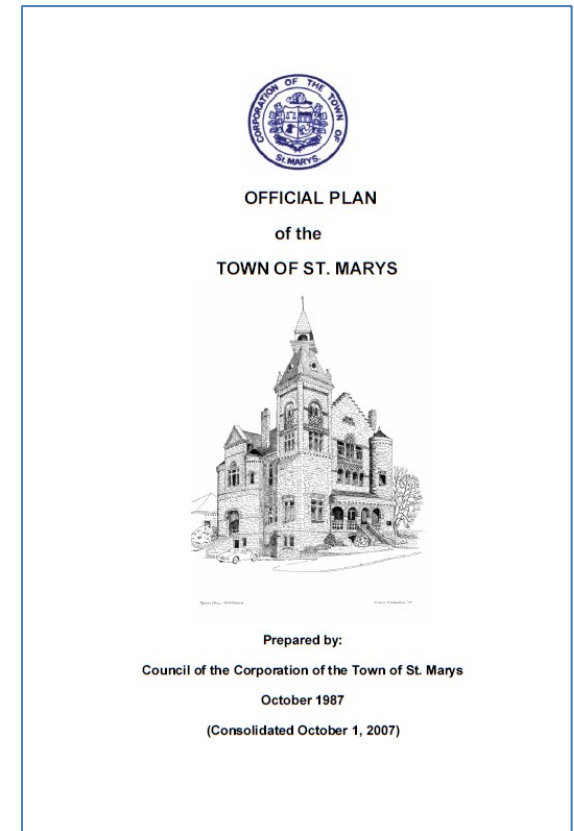
Town of St. Marys **OFFICIAL PLAN REVIEW & UPDATE**

Section 26 (Planning Act) Meeting
October 10, 2017



Presentation Overview

- Project background
- What is an Official Plan
- The current Town Official Plan
- Project work plan
- Discussion papers
- Consultation



Background

Section 26 of the Planning Act requires:

- that Council ensure that the Official Plan conforms with provincial plans, has regard for matters of provincial interest and is consistent with policy statements
- the holding of a special meeting of Council, open to the public, to discuss revisions that may be required

The Official Plan review and update is also an opportunity to:

- implement various Town studies and initiatives
- ensure the Official Plan reflects community needs and aspirations
- enhance, clarify and update the policy framework



What is an Official Plan?

An Official Plan is a statement of goals, objectives and policies intended to guide future land use, physical development and growth.

The policies of the Plan are designed to:

- identify and promote a vision and character for the community
- direct the future orderly and efficient growth of the Town
- identify where municipal services and infrastructure are required
- reflect the collective aspirations of residents and business owners
- identify how natural, cultural and other resources should be protected
- support healthy and sustainable community principles
- provide a basis for the Zoning By-law and other land use controls



The current Town Official Plan

Adopted in 1987, partially approved in 1993 with final approval in 1999

Land Use Designations

Residential	Central Commercial	Highway Commercial
General Industrial	Extractive Industrial	Environmental Constraint
Recreational	Natural Heritage	Agriculture

Sections 4 to 7 provide policy guidance on a range of matters including:

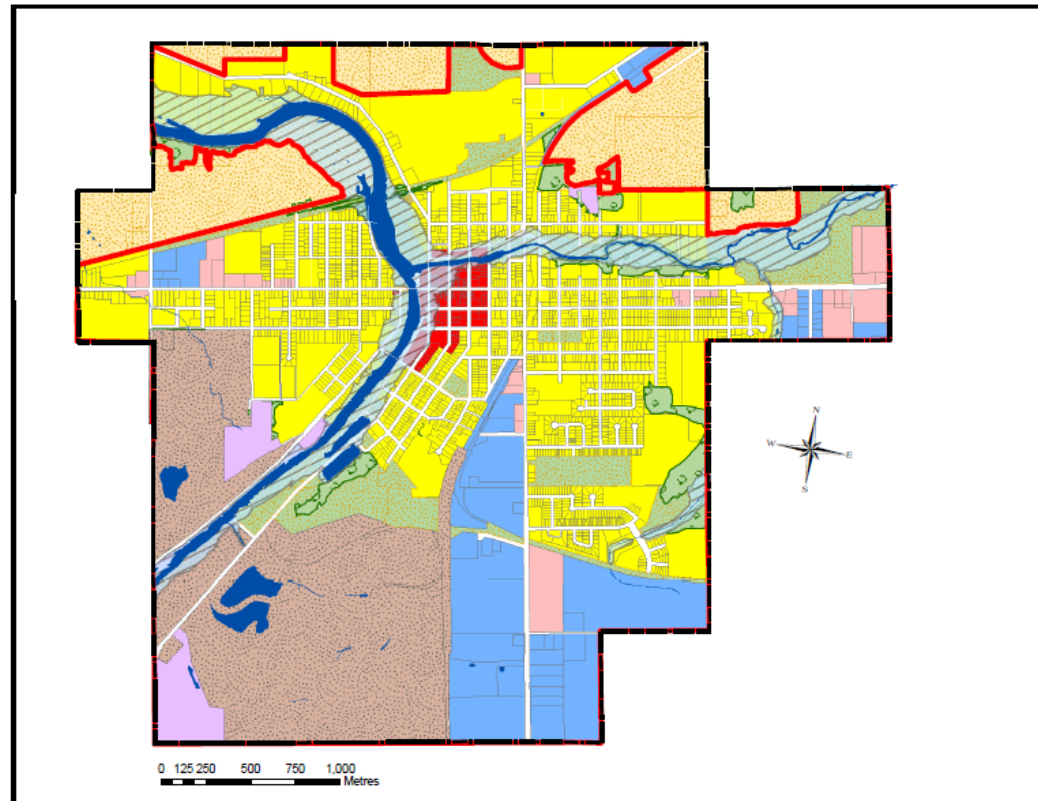
- Plans of subdivision and consents
- Water and sanitary disposal systems
- Committee of Adjustment
- Parks
- Roads and railroads
- Community improvement
- Site plan control
- Zoning



The current Town Official Plan

Schedules

- A** Land Use Plan
- B** Road Classifications
- C** Flood Plain Areas
- D** Community Improvement Areas & Heritage Conservation Sites



Town of St Marys Official Plan Schedule 'A' Land Use Plan

Designation

-  Settlement Area Boundary
-  Town Boundary
-  Water
-  Residential
-  Central Commercial
-  Highway Commercial
-  General Industrial
-  Extractive Industrial
-  Environmental Constraint
-  Recreational
-  Flood Plain
-  Natural Heritage
-  Agriculture



October 2007



Project Work Plan

KEY TASKS	ANTICIPATED COMPLETION
<ul style="list-style-type: none">• Section 26 (Planning Act) Meeting• Preparation of draft Discussion Papers• Present draft Discussion Papers to Planning Advisory Committee (PAC)• Public Open House• Present final Discussion Papers to PAC and Council	October – December 2017
<ul style="list-style-type: none">• Preparation of draft Official Plan Amendment (OPA)• Present draft OPA to PAC and Council	January – February 2018
<ul style="list-style-type: none">• Public Open House• Public Meeting• Council considers adoption of OPA	March – April 2018



Discussion Papers

Discussion papers will address a number of topics and issues including, but not limited to:

- Population growth
- Interpretation and implementation
- Transportation and services
- Residential areas and rural lands
- Source water protection
- Attainable housing
- Employment (industrial) areas
- Extractive industrial areas
- Recreation and parkland
- Environmental constraints
- Central commercial area
- Cultural and natural heritage
- Urban design
- Economic development and tourism



Consultation - we need your input!



Consultation is key to the success of this project. The community is encouraged to participate throughout the process by:

- Attending open houses
- Providing input via email, letter or fax
- Checking the Town's Official Plan Review webpage for updates, newsletters and other important documents



Consultation - we need your input!



Tonight, we encourage you to provide your comments and suggestions on:

- required revisions to the Official Plan
- specific issues or matters that need be addressed

You can also provide your input in a written submission after this meeting.

All submissions will be reviewed and considered in the preparation of the Discussion Papers and the Official Plan Amendment.



Thank you for participating in the planning process!

Mr. Brent Kittmer, Clerk/CAO
Town of St. Marys
St. Marys Ontario

Re: Submission Regarding the Five-Year Review of the Town's Official Plan (OP)

This submission proposes further protection, preservation and conservation of Heritage, historically significant, and well established neighbourhoods, in the Town. Underlines below are my emphasis.

Sub-Section 2.3 deals with Heritage Conservation, and "recognizes that many of the buildings and streetscapes in the Town of St. Marys are of special architectural and historic significance. As such they are considered to be worthy of conservation in order to maintain the attractive aesthetic and heritage character of the Town.

A key Objective, Section 2.3.1.1, states: "To identify the cultural heritage resources, including: heritage resources designated under the Ontario Heritage Act; archeological and historical resources; and sites or areas of architectural, cultural, social, political, economic, historical, or military significance.

It is my contention that the heritage streetscapes and areas could be better identified, and better protected under the Town's OP.

The City of Stratford OP contains a Heritage Conservation Section, and in part, reads: "Sub-Section 3.5.7 iii) a) The City shall use available regulatory and other legislative tools to protect heritage resources including the power to stop demolition and alteration of designated properties under the Ontario Heritage Act; the use of zoning provisions to regulate use, bulk, form, location and setbacks, the use of site plan control to ensure that new development is compatible with heritage resources".

A very interesting Sub-Section of the Heritage Conservation Section is Sub-Section 3.5.8, Infilling in Heritage Areas. It reads: "In the 'Heritage Areas' and the 'Heritage Corridors' as shown on Schedule "E", the City will ensure that, where infilling is proposed or municipal services are being installed or upgraded, the inherent heritage qualities of the area or corridor will be retained, restored and ideally enhanced unless overriding conditions of public health and safety warrant otherwise."

Schedule E of the Stratford OP is attached, and includes the built up area of Stratford that is probably at least 100 years old.

I propose that a similar Heritage Area be established in the Town of St. Marys, and be protected, preserved and conserved, similar to the provisions of Sub-Section 3.5.8 of the Stratford OP. I also propose that protected measures outlined below be given consideration.

In the Town's OP, limited protection for residential designated areas from inappropriate "infilling" is provided by Sub-Section 3.1.2.3. However, other municipalities provide enhanced protection, as outlined below.

The City of Stratford OP contains Sub-Section 3.2.3, Major Redevelopment Sites, which, in part, reads as follows:

Major redevelopment areas outside the Downtown Core include significant existing land uses which seek to redevelop such as major institutional or commercial uses. Major redevelopment sites shall have the potential for residential or mixed use development.

The following criteria will be used to evaluate such development proposals in addition to the other applicable policies of this Plan:

a) height, massing and scale are appropriate for the site in relation to adjacent Residential Areas, and with respect to existing and proposed new streets, transit facilities, parks and open space;

The City of Stratford OP has introduced the concept of Stable Residential Areas in Sub-Section 4.5.3.1. The highlights of this section, and the protection from inappropriate intensification, read as follows:

“Stable residential areas are residential areas where potential new development or redevelopment is limited. Any intensification will be modest and incremental occurring through changes such as development of vacant lots, accessory apartments, or other forms of residential housing that meet the criteria below. Applications for new development in such areas shall be evaluated based on their ability to generally maintain the following elements of the structure and character of the immediate surrounding residential area:

- i) scale of development respects the height, massing and density of adjacent buildings and is appropriate for the site;
- vi) conforms with the policies of Section 3.5, Heritage Conservation and preserves designated and listed heritage buildings and structures, and where located adjacent to such buildings and structures is designed to be compatible;
- vii) respects the residential lotting pattern in the immediate surrounding area;

The following are excerpts from the Woodstock OP, Section 7, which refer to the protection of well established residential neighbourhoods from inappropriate infilling.

The City of Woodstock promotes appropriate infill development and intensification of land and buildings in existing built up areas of the municipality. The policies of this Plan are designed to facilitate intensification while ensuring that new development is complementary to existing development.

Heritage resources in the City of Woodstock enrich the community by providing a strong sense of cultural identity and a link to the past. Such resources also are a source of stability in a changing urban environment and provide educational, social, economic and cultural value to the City. The policies of this Plan provide for the protection, maintenance and rehabilitation of heritage resources and are designed to promote new development which is sensitive to and complements heritage resources.

Ensure that new housing is of a human scale and is sensitive to and improves the existing physical character of the area, using the criteria established in the Official Plan to guide new development.

It is not intended that residential intensification will occur uniformly throughout the City. The location, form and intensity of residential intensification will be determined by the policies of the various land use designations, with the intention of permitting smaller scale developments, such as individual infill lots in areas designated as Low Density Residential and directing larger scale projects to areas designated as Medium and High Density Residential and Central Area.

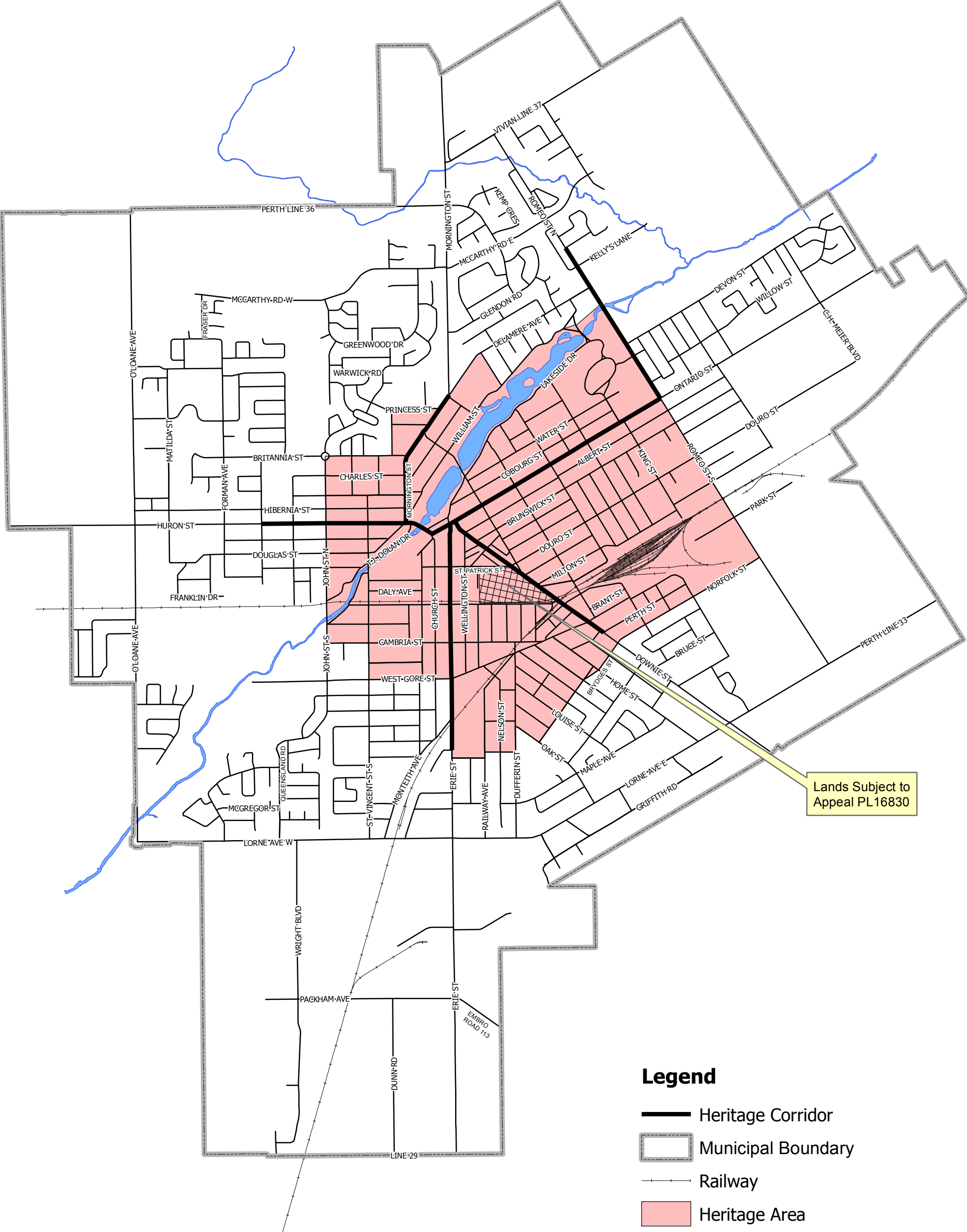
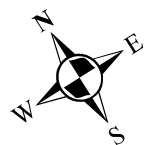
Ensure that the built form, massing and profile of new housing is well integrated and compatible with existing housing and that a compatible transition between lands of different residential densities and between residential and non-residential land uses is achieved.

The introduction of new residential housing into an established streetscape pattern will only be permitted if the proposal is deemed to be consistent with the characteristics of existing development on both sides of the same street. In order that the street oriented infill projects are sensitive to the continuity of the existing residential streetscape, the County Land Division Committee and City Council will ensure that: the proposal is consistent with the street frontage, setbacks, lot area and spacing of existing development within a two block area on the same street; for proposals involving more than two dwelling units, the exterior design in terms of height, bulk, scale and layout of the proposed building is consistent with present land uses in the area.

Respectfully submitted,

Henry Monteith

CITY OF STRATFORD OFFICIAL PLAN
SCHEDULE E
HERITAGE AREAS & CORRIDORS
APPROVED AUGUST 11, 2016
CONSOLIDATED JANUARY 16, 2017



Legend

- Heritage Corridor
- Municipal Boundary
- Railway
- Heritage Area



MINUTES Regular Council

September 26, 2017
6:00pm
Council Chambers, Town Hall

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

Council Regrets: Councillor Hainer

Staff Present: Brent Kittmer, CAO / Clerk
Richard Anderson, Director of Emergency Services / Fire Chief
Grant Brouwer, Director of Building and Development
Jim Brown, Director of Finance / Treasurer
Stephanie Ische, Director of Community Services
Jed Kelly, Director of Public Works
Lisa Lawrence, Human Resources Manager
Ciaran Brennan, Recreation Supervisor
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

Agenda item 6.2.2 resolution should read "...public feedback received and any recommended changes to the Recreation...".

Agenda item 11.5 will be considered by Council during the Rise and Report period of Council.

Resolution 2017-09-26-01

Moved By Councillor Winter

Seconded By Councillor Van Galen

THAT the September 26, 2017 regular Council agenda be accepted as amended.

CARRIED

4. PUBLIC INPUT PERIOD

None presented.

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

5.1 Sandy McCann re: Town of St. Marys and Perth South Perth4Youth Strategic Plan

Sandy McCann spoke to the presentation and responded to questions from Council.

Resolution 2017-09-26-02

Moved By Councillor Winter

Seconded By Councillor Pope

THAT the presentation by Sandy McCann regarding the Town of St. Marys and the Township of Perth South 'Perth4Youth Strategic Plan' be received; and,

THAT Council adopts the Perth4Youth Youth Based Strategic Plan for the Town of St. Marys and the Township of Perth South.

CARRIED

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - September 12, 2017

Resolution 2017-09-26-03

Moved By Councillor Craigmile

Seconded By Councillor Van Galen

THAT the September 12, 2017 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

CARRIED

6.2 Strategic Priorities Committee - September 19, 2017

Resolution 2017-09-26-04

Moved By Councillor Pope

Seconded By Councillor Van Galen

THAT the September 19, 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 5.2 be raised for discussion.

CARRIED

6.2.1 COR 36-2017 Corporate Communications Plan Implementation Strategy

Resolution 2017-09-26-05

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT the Strategic Priorities Committee recommend to Council:

THAT Council proceeds with the Corporate Communications Plan Implementation Option 2 as presented in staff report COR 36-2017 with implementation to commence in November 2017; and,

THAT the necessary 2017 budget funds be reallocated to fund the 2017 costs of the contract Event Coordinator position.

CARRIED

6.2.2 DCS 19-2017 Recreation and Leisure Services Master Plan

Resolution 2017-09-26-06

Moved By Councillor Osborne

Seconded By Councillor Pope

THAT the Strategic Priorities Committee recommend to Council:

THAT the draft Recreation and Leisure Services Master Plan be accepted as amended and referred for public review to collect feedback; and,

THAT staff report back on the public feedback received and any recommended changes to the Recreation and Leisure Services Master Plan.

CARRIED

7. CORRESPONDENCE

7.1 Perth Wellington NDP Riding Association re: Ontario's Long-term Health Care System

Resolution 2017-09-26-07

Moved By Councillor Pope

Seconded By Councillor Winter

THAT the correspondence from the Perth-Wellington NDP Riding Association regarding Ontario's Long-term Health Care system be received.

CARRIED

7.2 Canadian Baseball Hall of Fame re: Request of Waiving Building Permit Fees

Resolution 2017-09-26-08

Moved By Councillor Van Galen

Seconded By Councillor Craigmile

THAT the correspondence from Canadian Baseball Hall of Fame be received; and,

THAT Council approves the waiving of planning fees for the Canadian Baseball Hall of Fame and Museum Collections Addition.

CARRIED

7.3 MPP Randy Pettapiece regarding Service Club use of Lottery Proceeds

Resolution 2017-09-26-09

Moved By Councillor Craigmile

Seconded By Councillor Van Galen

THAT the correspondence from MPP Randy Pettapiece regarding Service Club use of Lottery Proceeds be received; and,

THAT Council write the Attorney General's office and request that consideration be given to expanding the eligible use of lottery proceeds by registered Service Clubs.

CARRIED

8. STAFF REPORTS

8.1 Administration and Human Resources

8.1.1 CAO 34-2017 September Monthly Report (Administration & HR)

Brent Kittmer and Lisa Lawrence spoke to CAO 34-2017 report and responded to questions from Council.

Resolution 2017-09-26-10

Moved By Councillor Craigmile

Seconded By Councillor Pope

THAT CAO 34-2017 September Monthly Report (Administration and Human Resources) be received for information.

CARRIED

8.1.2 CAO 35-2017 Authorize RED Grant (Wayfinding Signage Strategy)

Brent Kittmer spoke to CAO 35-2017 report and responded to questions from Council.

Resolution 2017-09-26-11

Moved By Councillor Pope

Seconded By Councillor Osborne

THAT CAO 35-2017 regarding the Wayfinding Signage Strategy RED Grant be received, and,

THAT Council accepts the RED funding of \$17,775.00 provided by the Province of Ontario to fund the proposed Wayfinding Signage Strategy; and,

THAT By-law 84-2017 authorizing the Mayor and the Clerk to sign the associated contribution agreement be approved.

CARRIED

8.2 Corporate Services

8.2.1 COR 37-2017 September Monthly Report (Corporate Services)

Brent Kittmer, on behalf of Trisha McKibbin, spoke to COR 37-2017 report and responded to questions from Council.

Resolution 2017-09-26-12

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT COR 37-2017 September Monthly Report (Corporate Services) be received for information.

CARRIED

8.3 Finance

8.3.1 FIN 18-2017 September Monthly Report (Finance Department)

Jim Brown spoke to FIN 18-2017 report and responded to questions from Council.

Resolution 2017-09-26-13

Moved By Councillor Pope

Seconded By Councillor Van Galen

THAT FIN 18-2017 September Monthly Report (Finance Department) be received for information.

CARRIED

8.3.2 FIN 19-2017 Borrowing for Landfill Compactor Purchase

Jim Brown spoke to FIN 19-2017 report and responded to questions from Council.

Resolution 2017-09-26-14

Moved By Councillor Winter

Seconded By Councillor Van Galen

THAT FIN 19-2017 Borrowing for Landfill Compactor Purchase report be received; and,

THAT By-Law 81-2017, Borrowing for Landfill Compactor in the amount of \$307,767 from the PUC Reserve Fund at an interest rate of 2.89% with a term of 10 years, be approved.

CARRIED

8.4 Fire and Emergency Services

8.4.1 FD 12-2017 September Monthly Report (Emergency Services)

Fire Chief Anderson spoke to FD 12-2017 report and responded to questions to Council.

Resolution 2017-09-26-15

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT FD 12-2017 September Monthly Report (Emergency Services) be received for information.

CARRIED

8.4.2 FD 13-2017 Self-contained Breathing Apparatus Award

Fire Chief Anderson spoke to FD 13-2017 report and responded to questions from Council.

Resolution 2017-09-26-16

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT FD13-2017 Self-contained Breathing Apparatus be received; and,

THAT the procurement for RFT-FIRE-01-2017 be awarded to A.J. Stone Company Ltd. for the procured price of \$203,844.09, inclusive of all taxes and contingencies; and

THAT By-Law 83-2017, authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

8.5 Building and Development Services

8.5.1 DEV 30-2017 September Monthly Report (Building and Development)

Grant Brouwer spoke to DEV 30-2017 report and responded to questions from Council.

Resolution 2017-09-26-17

Moved By Councillor Pope

Seconded By Councillor Osborne

THAT DEV 30-02017 September Monthly Report (Building and Development) be received for information.

CARRIED

8.6 Community Services

8.6.1 DCS 20-2017 September Monthly Report (Community Services)

Stephanie Ische spoke to DCS 20-2017 report and responded to questions from Council.

Resolution 2017-09-26-18

Moved By Councillor Craigmile

Seconded By Councillor Winter

THAT DCS 20-2017 September Monthly Report (Community Services) be received for information.

CARRIED

8.7 Public Works

8.7.1 PW 50-2017 September Monthly Report (Public Works)

Jed Kelly spoke to PW 50-2017 report and responded to questions from Council.

Resolution 2017-09-26-19

Moved By Councillor Craigmile

Seconded By Councillor Van Galen

THAT PW 50-2017 September Monthly Report (Public Works) be received for information.

CARRIED

8.7.2 PW 51-2017 FiberMat Surface Treatment Deferment

Jed Kelly spoke to PW 51-2017 report and responded to questions from Council.

Resolution 2017-09-26-20

Moved By Councillor Winter

Seconded By Councillor Osborne

THAT PW 51-2017 FiberMat Surface Treatment Deferment report be received; and,

THAT Council authorize the reallocation of \$25,000 of the 2017 surface treatment funds to cover expected budget overages in forestry program; and,

THAT the balance of the 2017 surface treatment operating budget of \$45,000 be reallocated to asphalt resurfacing on arterial and collector roads.

CARRIED

8.7.3 PW 52-2017 Award for RFP-PW-18-2017 for Engineering Services for the Reconstruction of Wellington Street South

Jed Kelly spoke to PW 52-2017 report and responded to questions of Council.

Resolution 2017-09-26-21

Moved By Councillor Pope

Seconded By Councillor Van Galen

THAT PW 52-2017 Award of RFP-18-2017 for Engineering Services for the Reconstruction of Wellington St. South be received; and,

THAT the procurement for Engineering Services for the Road Reconstruction of Wellington St. South be awarded to B.M. Ross and Associates Limited for the procured price of \$48, 025.00, inclusive of all taxes and contingencies; and,

THAT By-Law 82-2017 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

9. EMERGENT OR UNFINISHED BUSINESS

None present.

10. NOTICES OF MOTION

None presented.

11. BY-LAWS

11.1 By-Law 81-2017 Borrowing from PUC Reserve Fund

Resolution 2017-09-26-22

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT By-Law 81-2017, being a by-law to authorize borrowing from the PUC Reserve Fund for the Landfill Compactor purchase be read a first,

second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.2 By-Law 82-2017 Authorize an Agreement with B.M. Ross and Associates Ltd

Resolution 2017-09-26-23

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT By-Law 82-2017, 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.

CARRIED

11.3 By-Law 83-2017 Authorize an Agreement with A.J. Stone Company Ltd

Resolution 2017-09-26-24

Moved By Councillor Van Galen

Seconded By Councillor Winter

THAT By-Law 83-2017, being a by-law to authorize the Mayor and the Clerk to sign an agreement with A.J. Stone Company Ltd. be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.4 By-Law 84-2017 Authorize an Agreement with OMAFRA

Resolution 2017-09-26-25

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT By-Law 84-2017, being a by-law to authorize the Mayor and the Clerk to sign a contribution agreement with the Minister of Agriculture, Food and Rural Affairs be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

12. UPCOMING MEETINGS

Mayor Strathdee reviewed the upcoming meetings as presented on the agenda in addition to:

Alzheimers Coffee Break - Friday, September 29, 9:00am - 11:00am, Council Chambers

Coffee with Council - Saturday, October 28, 9:00am - 12:00pm, Council Chambers

13. CLOSED SESSION

Council took a brief break at 7:30pm.

Mayor Strathdee called the meeting back to order at 7:36pm.

Resolution 2017-09-26-26

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT Council move into a session that is closed to the public at 7:36pm as authorized under the *Municipal Act*, Section 239(2)(f) "advice that is subject to solicitor-client privilege, including communications necessary for that purpose" and *Municipal Act*, Section 239(2)(g) a matter in respect of which a council, board, committee or other body may hold a closed meeting under another Act (Section 35(4)(b) of the Police Services Act "*Intimate financial or personal matters or other matters may be disclosed of such a nature, having regard to the circumstances, that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public.*").

CARRIED

13.1 Minutes of July 25, 2017 CLOSED SESSION

13.2 CAO 33-2017 CONFIDENTIAL Stratford Police Services Draft Contract for Service

13.3 Shared Services Agreements - Update on the File

14. RISE AND REPORT

Resolution 2017-09-26-27

Moved By Councillor Craigmile

Seconded By Councillor Winter

THAT Council rise from closed session at 8:25pm.

CARRIED

Mayor Strathdee reported that a closed session was held. Two matters were considered related to police services contract and shared services agreement. Council will consider a resolution related to each matter in open session at this time.

Resolution 2017-09-26-28

Moved By Councillor Pope

Seconded By Councillor Van Galen

THAT By-Law 85-2017, being a by-law to authorize an agreement with the City of Stratford for contract Policing Services, be approved; and,

THAT the Mayor and the Clerk be authorized to sign the agreement with the City of Stratford for Policing Services; and,

THAT the CAO be directed to provide a public disclosure of the Policing Services contract on the October 10, 2017 regular Council agenda.

CARRIED

Resolution 2017-09-26-29

Moved By Councillor Craigmile

Seconded By Councillor Winter

THAT Council sets a Special Council Meeting on Thursday, September 26 at 5:15pm.

CARRIED

11. BY-LAWS

11.5 By-Law 85-2017 Authorize an Agreement with the Corporation of the City of Stratford

Resolution 2017-09-26-30

Moved By Councillor Van Galen

Seconded By Councillor Osborne

THAT By-Law 85-2017, being a by-law to authorize the Mayor and the Clerk to sign an agreement for policing services with the Corporation of the City of Stratford, and to delegate authority to the CAO / Clerk to negotiate the agreement on behalf of Council be read a first, second and

third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

15. CONFIRMATORY BY-LAW

Resolution 2017-09-26-31

Moved By Councillor Craigmile

Seconded By Councillor Van Galen

THAT By-Law 86-2017, being a by-law to confirm the proceedings of the September 26, 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 2017-09-26-32

Moved By Councillor Van Galen

Seconded By Councillor Craigmile

That this regular meeting of Council adjourn at 8:30p.m.

CARRIED

Al Strathdee, Mayor

Brent Kittmer, CAO / Clerk



MINUTES
Special Meeting of Council

September 28, 2017
Council Chambers, Town Hall

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

Staff Present: Brent Kittmer, CAO / Clerk
Jenna McCartney, Corporate Administrative Coordinator

1. CALL TO ORDER

Mayor Strathdee called the meeting to order at 5:15pm.

2. DECLARATIONS OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Mayor Strathdee stated there was no information to be shared in closed session.

Resolution 2017-09-28-01

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT the September 28, 2017 Special Meeting of Council agenda be accepted as amended.

CARRIED

4. PUBLIC INPUT PERIOD

None presented.

7. SPECIAL MATTERS OF COUNCIL

Councillor Winter arrived at 5:17pm.

7.1 CAO 36-2017 Shared Services Agreements

Brent Kittmer spoke to CAO 36-2017 report and responded to questions from Council.

7.1.1 Review of Draft Shared Services Agreements for: Ontario Works, Child Care, Social Housing, Land Ambulance, Long Term Care, Health Unit, and Municipal Shared Services Committee

Resolution 2017-09-28-02

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT By-Law 87-201 authorizing the Mayor and the Clerk to sign a shared services agreement with The Corporation of the City of Stratford and The Corporation of the County of Perth be approved.

CARRIED

8. BY-LAW

8.1 By-Law 87-2017 Authorize Shared Services Agreements with the City of Stratford and the County of Perth

Resolution 2017-09-28-03

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT By-Law 87-2017, being a by-law to authorize Shared Services agreements with The Corporation of the City of Stratford and The Corporation of the County of Perth, be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

8.2 By-Law 88-2017 Confirm the Proceedings of the September 28, 2017 Special Council Meeting

Resolution 2017-09-28-04

Moved By Councillor Osborne

Seconded By Councillor Pope

THAT By-Law 88-2017, being a by-law to confirm the proceedings of the September 28, 2017 special 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

9. ADJOURNMENT

Resolution 2017-09-28-05

Moved By Councillor Craigmile

Seconded By Councillor Winter

That this special meeting of Council be adjourned at 5:30pm.

CARRIED

Al Stratheed, Mayor

Brent Kittmer, CAO / Clerk



STRATFORD PERTH
COMMUNITY
FOUNDATION
It all comes back to you

Stratford Perth Community Foundation
55 Lorne Avenue East, Unit 5
Stratford ON N5A 6S4
T 519-271-1503 | www.spccf.ca
BN 88488 4305 RR0001

October 3, 2017

Mayor Al Stratthdee
Town of St. Marys
2nd Floor, 175 Queen Street E.
PO Box 998
St. Marys ON N4X 1B6

***No act of kindness, no matter
how small, is ever wasted.***

Aesop

Dear Mayor Stratthdee,

On behalf of the Stratford Perth Community Foundation and the Random Act of Kindness Day Committee, I am writing to you, in addition to the Mayor from Stratford, to request your proclamation of November 3rd, 2017 as **Random Act of Kindness Day** in St. Marys.

Since 2008, Random Act of Kindness Day has brought together Canadian communities by engaging citizens in small acts of kindness and generosity.

The message is simple; do something nice for someone and ask nothing in return other than they do something nice for someone else. Part of the beauty of the initiative is that it doesn't have to cost a cent. Holding a door open, words of thanks and encouragement, telling someone they've done a good job – these are the kinds of acts that citizens 'pay forward' on this special day.

Random Act of Kindness Day has grown to become a branded kindness initiative celebrated across the country – led by community foundations and community organizations. On November 3rd, 2017 the Stratford Perth Community Foundation will once again be joining this movement to create a more empathetic and connected community.

We believe that one act of kindness, no matter how small, has the potential to change someone's life and we would be deeply appreciative for the Town of St. Marys to join us in spreading the message of kindness on this special day. We thank you for your consideration of our request to proclaim November 3rd, 2017 as Random Act of Kindness Day in St. Marys.

Kind regards,

Tracy Van Kalsbeek
Executive Director
Stratford Perth Community Foundation

FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Jim Brown, Director of Finance
Date of Meeting:	10 October 2017
Subject:	FIN 20-2017 Wellington St. Bridge Infrastructure Ontario Borrowing Application

PURPOSE

To seek Council approval to initiate the process to obtain Infrastructure Ontario financing to fund the replacement of the Wellington Street Bridge.

RECOMMENDATION

THAT the Town of St. Marys makes an application to Infrastructure Ontario for an amount of \$1,080,500 to finance the replacement of the Wellington Street Bridge with a term of 15 years; and,

THAT By-Law 89-2017 authorizing the submission of an application to Ontario Infrastructure and Lands Corporation for financing be approved.

BACKGROUND

The Wellington Street Bridge replacement was approved in the 2017 budget with an estimated cost of \$2,238,000. The project cost was subsequently reduced when the tendered price came in well under budget. The project costs are now projected to be \$1,586,000 with funding to be as follows:

Federal Gas Tax	\$405,000
Water Reserve	31,155
Development Charges	69,345
Debenture	1,080,500
Total	<u>\$1,586,000</u>

REPORT

The 2017 budget identified that borrowing would be required for this bridge project as there were insufficient reserves available to cover the costs both currently and in the future. Infrastructure Ontario (I/O) which was established by the Province of Ontario, is the preferred lender due to their lower interest rates and approval process. The Town currently has existing debentures with I/O with the latest being issued in 2009.

The bridge will be completed and financing will be in place by year end.

FINANCIAL IMPLICATIONS

At the current interest rate of 3.28% with a term of 15 years the annual repayment would be \$92,353. The actual interest rate is set at the time of the debenture issue.

STRATEGIC PLAN

- ☐ Not applicable to this report.
- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
 - Pillar # 1 Infrastructure:
 - Priority: Wellington Street Bridge
 - Outcome: North-south access is currently limited, and so it is recommended that a modern bridge able to withstand a much higher load restriction be considered.
 - Tactic(s): Commence work on an updated bridge, which will allow for a more timely development of the northern part of the community.

OTHERS CONSULTED

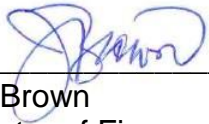
Jed Kelly, Director of Public Works

ATTACHMENTS

None

REVIEWED BY

Recommended by the Department



Jim Brown
Director of Finance

Recommended by the CAO



Brent Kittmer
CAO / Clerk

FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Richard Anderson, Director of Emergency Services / Fire Chief
Date of Meeting:	10 October 2017
Subject:	FD 14-2017 Open Air Burning By-law

PURPOSE

To provide Council with a comprehensive understanding of how the current Open Air Burning By-law, By-law 17-2012, impacts the Fire Department's ability to protect St. Marys from potential fire. This report will explain the limitations of By-law 17-2012 and go further to detail how the proposed by-law would significantly aid the Department.

RECOMMENDATION

THAT FD 14-2017 Open Air Burning By-law report be received, and

THAT By-law 90-2017, to regulate the setting of open air fires, including establishing the times during which open air fires may be set, and to repeal By-law 17-2012 and all amendments thereto be approved.

BACKGROUND

It has been identified that the current Open Air Burning By-law, By-law 17-2012 needed to be amended to reflect a more descriptive and comprehensive By-law. A clear and concise By-law regulating fire prevention, including the prevention of the spreading of fires, and regulating the setting of open fires, establishing times during which open air fires may be set would allow the Town of St. Marys Fire Department the ability to enforce rules and regulations. If a person was found in contravention of the set rules the Authority Having Jurisdiction will have the authority to serve penalties for infractions under the Provincial Offences Act.

REPORT

The Fire Department has researched and completed comparison studies with other municipalities to ensure that our amended Open Air Burning By-law encompasses the most comprehensive By-law. Thus ensuring no person, within the limits of the Town of St. Marys, shall set, maintain, or permit to be set or maintain an Open Air Burn except as authorized under this By-law.

The By-law has been updated to include, but not limited some of the following items:

- Provisions around lighting and releasing Floating Lanterns
- Smog Alert references have been removed due to the fact alerts of this nature have been remodeled as Air Quality Health Index as of 2015
- Air Quality Health Index was included under definitions
- The By-law has been divided into three permitted fires categories: smaller than 46cm long x 46cm wide x 30cm high, larger than 46cm long x 46cm wide x 30cm high, and cooking fires. This by-law permits the setting and maintaining of cooking fires without a permit.

- The By-law clearly depicts conditions of all burns including size of fire, time, materials to be used, and proximity to structures
- Statement that there will be no burning during Fire Ban and that the Fire Chief may institute a Fire Ban at any time as may be deemed necessary
- By-law authorizes the Fire Chief to issue Order to Discontinue Activity and Order to Extinguish
- By-law lays out clear prohibitions
- The by-law includes ability to enforce through the issuance of fines once approved by the Attorney General and the Regional Senior Justice

SUMMARY

The Open Air Burning By-law for the Town of St. Marys is designed to regulate conditions under which fires may be set in the open air. It also allows any persons who contravenes any provisions of this by-law and is found guilty of an offence and upon conviction is liable to a fine under the *Fire Protection and Prevention Act*.

FINANCIAL IMPLICATIONS

There would be no cost variances for the education campaign as this information would be distributed through the Town of St. Marys website and social media releases.

OTHERS CONSULTED

Jenna McCartney, Corporate Administrative Coordinator
Attorney General's Office

ATTACHMENTS

By-law 90-2012
Proposed By-law 61-2017 including Schedule A (found in the By-law section of the agenda package)

REVIEWED BY

Recommended by the Department



Richard Anderson
Director of Emergency Services / Fire Chief

Recommended by the CAO



Brent Kittmer
CAO / Clerk

BY-LAW NUMBER 17 OF 2012
THE CORPORATION OF THE TOWN OF ST. MARYS

Being a by-law to regulate the setting of open fires within the limits of the Town of St. Marys.

WHEREAS Section 7.1(1)(b) of the Fire Protection and Prevention Act, S.O. 1997, Chapter 4, as amended provides that the Council of a municipality may pass by-laws regulating the setting of open air fires, including establishing the times during which open air fires may be set;

AND WHEREAS the council of the Corporation of The Town of St. Marys deems it advisable to regulate the setting of fires within the municipality.

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

1. In this by-law:

“Barbeque” means a manufactured device or structure with a grill which is designed, intended and used solely for the purpose of cooking food outdoors, and includes a hibachi, but does not include devices or structures designed for personal warmth, fire pits, or Outdoor Fire Containers;

“Cooking Fire” means an Open Fire that is ignited for the purpose of cooking food:

“Council” means the Council of the Corporation of the Town of St. Marys;

“Fire Chief” means the person appointed by Council to act as Fire Chief for the Town of St. Marys as defined in the Fire Protection and Prevention Act, 1997 or designate;

“Noxious Materials” includes tires, plastics, rubber products, drywall, demolition waste, construction waste, paint, animal organic waste, vegetable waste, food waste, biomedical waste, tar, asphalt products, battery boxes, pressure-treated wood, creosote-treated wood, and painted wood;

“Officer” means the Fire Chief or designate, by-law enforcement officers, and Police officers;

“Open Fire” means a fire from which the products of combustion are emitted to the outdoor atmosphere other than through a stack, chimney or flue originating within a building or structure;

“Permit” means a permit issued by the Fire Chief to set an Open Fire for a specified time period;

“Permit Holder” means a person to whom a Permit has been issued by the Fire Chief;

“Suitable Container” means a non-combustible container used to hold a small fire, and includes, but is not limited to, chimneas, steel truck rim buried in the ground, commercially purchased campfire appliance or similar appliance as approved by the Fire Chief;

“Town” means The Corporation of the Town of St Marys.

2. No person shall set, maintain, or permit to be set or maintained, an Open Fire except as authorized under this By-law.
3. This By-law shall not apply to:
 - (a) a person using a Barbeque to cook food;
 - (b) a person using a device designed to heat pitch or asphalt;

- (c) a person using welding equipment;
 - (d) the Fire Chief or designate for the purposes of education and training individuals;
 - (e) a person conducting fire extinguisher training who has obtained prior written approval of the Fire Chief or designate.
4. A person may conduct an Open Fire if the person has been issued a permit and if the person complies with all of the conditions set out in Part 5.
 5. Every Permit is subject to the conditions in this Part of obtaining and continuing to hold a Permit, all of which shall be performed and observed by the applicant of the holder of the Permit
 - (a) the applicant shall pay the Fee as set out in the applicable Fees By-law;
 - (b) the Permit Holder shall produce the Permit on demand to an Officer conducting an inspection of the Open Fire;
 - (c) shall only use a Suitable Container, and shall contain the fire within it at all times;
 - (d) shall locate the Open Fire at least 5 metres from any combustible ground cover;
 - (e) shall not locate the Open Fire under overhanging tree branches;
 - (f) any additional requirements or exemptions the Fire Chief considers necessary in the interest of public safety, or to minimize inconvenience to the general public, or advisable in the circumstances, or to give effect to the objects of this by-law; and
 - (g) the Permit Holder shall indemnify and save harmless The Corporation of the Town of St. Marys and its employees from any and all claims, demands, causes of action, costs or damages that the Town may suffer, incur or be liable for resulting from the Open Fire as set out in this by-law, whether with or without negligence on the part of the Permit Holder, the Permit Holder's employees, directors, contractors and agents.
 6. An application for a permit must be completed on the forms provided by the St. Marys Fire Department
 7. A Permit shall only be valid for the calendar year indicated on the Permit.
 8. The Fire Chief may refuse to issue a Permit:
 - (a) If the proposed Open Fire would contravene this by-law; or
 - (b) If the Permit Holder has previously contravened any Permit conditions or other provisions of this by-law or an Order under this by-law.
 9. Every person setting, permitting to be set, maintaining, or permitting to be maintained, an Open Fire authorized under this Part shall comply with the following conditions:
 - (a) shall allow, at any reasonable time, an Officer to inspect the location or proposed location of the Open Fire;
 - (b) shall have legal title or authorization from owner of the property at which the Open Fire is to occur;
 - (c) shall only burn commercially produced charcoal, briquettes, or clean, dry, seasoned wood;
 - (d) shall not burn Noxious Materials;

- (e) shall have an effective extinguishing agent of sufficient size and with the capability of extinguishing the Open Fire immediately available for use;
 - (f) shall be at least sixteen (16) years of age and attend, control and supervise the Open Fire at all times;
 - (g) shall completely extinguish the Open Fire before the site is vacated;
 - (h) shall ensure that smoke from any Open Fire or Cooking Fire does not cause any disturbance or complaint from surrounding neighbours;
 - (i) shall be responsible for any damage to property or injury to persons that may result from the said fire;
 - (j) shall be liable for costs incurred by the Town of St. Marys, including personnel, equipment and apparatus necessarily called to investigate, respond or extinguish said fire;
 - (k) shall not permit the burning of leaves within the limits of The Town of St. Marys.
 - (l) shall comply with the provisions of the Environmental Protection Act, R.S.O. 1990, c.E.19, as amended;
 - (m) shall protect adjacent properties from the potential spread of fire.
10. If the Fire Chief is satisfied that this by-law has been contravened, the Fire Chief may make an order requiring the person who contravened the by-law, or who caused or permitted the contravention, or the owner or occupier of the land on which the contravention occurred, to discontinue the contravention. An order under Part 11 shall be known as an Order to Discontinue Activity, and such an Order can require a person not to conduct an Open Fire for a certain period of time.
11. An Order to Discontinue Activity shall set out:
- (a) the municipal address of the property on which the contravention occurred;
 - (b) the date of the contravention;
 - (c) the contravention of the by-law;
 - (d) the date by which there must be compliance with the order;
 - (e) the date on which the order expires.
12. The Order to Discontinue Activity may be served personally on the person to whom it is directed or by regular mail to the last known address of that person, in which case it shall be deemed to have been given on the third day after it is mailed.
13. Should a person default in complying with an Order to Discontinue Activity the fire may be extinguished at the person's expense.
14. The Town may enter on land at any reasonable time for the purpose of extinguishing a fire under section 13.
15. The power of entry under section 14 shall be exercised by an employee, officer or agent of the Town. The person exercising the power of entry must on request display or produce proper identification. The person exercising the power of entry may be accompanied by a person under his or her direction.
16. An Officer, and anyone under the Officer's direction may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether this By-law, an Order to Discontinue Activity, or an order under section 431 of the Municipal Act, 2001 is being complied with.

17. No person shall:

- (a) set or maintain an Open Fire, or permit an Open Fire to be set or maintained, contrary to any provision of this by-law;
- (b) contravene any conditions of a Permit issued under this by-law;
- (c) contravene any conditions of setting or maintaining an Open Fire under this by-law, and;
- (d) contravene an Order to Discontinue Activity.

18. This by-law may be enforced by the Fire Chief or designate and By-Law Enforcement Officer of the Town of St. Marys.

19. Every person who contravenes any provision of this By-law is guilty of an offence and upon conviction shall be liable to any penalty as set out in the *Provincial Offences Act*, R.S.O. 1990, Chapter P. 33, and any amendments thereof.

20. If this by-law is contravened and a conviction entered, in addition to any other remedy and to any penalty imposed by the by-law, the court in which the conviction has been entered and any court of competent jurisdiction thereafter may make an order,

- (a) prohibiting the continuation or repetition of the offence by the person convicted; and
- (b) requiring the person convicted to correct the contravention in the manner and within the period that the court considers appropriate.

21. This By-law may be referred to as the Open Air Burning By-law.

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

READ a first and second time this 27th day of March 2012.

READ a third and final time and finally passed this 27th day of March 2012.



Steve Grose, MAYOR



Noah Atlin, ACTING CLERK

INFORMATION REPORT

To:	Mayor Stratthdee and Members of Council
Prepared by:	Jeff Wolfe, Asset Management and Engineer Specialist
Date of Meeting:	10 October 2017
Subject:	PW 54-2017 Floodwall Repairs Project Update

RECOMMENDATION

THAT PW 54-2017 Floodwall Repairs Project Update report be received for information.

BACKGROUND

The St. Marys floodwall was constructed in 1990 and is meant to protect the downtown core from the 100-year return storm. A 2014 engineering inspection was completed by BM Ross & Associates on the floodwall that recommended various maintenance related activities to repair and prevent accelerated degradation of the structure.

REPORT

The Town contributes an annual special project levy to the Upper Thames River Conservation Authority (UTRCA) to build a reserve for the St. Marys floodwall. When repair works are required, the costs are pulled from the special reserve fund. When the work exceeds the value of the levy, the Town is responsible for financing the outstanding amount.

The 2014 engineering inspection report recognized the Town's financial constraints and made recommendations for maintenance related activities in smaller scoped projects so that work could be completed over a longer period as funds became available. The Town's Capital Plan reflected those recommendations and had planned for the full cost of the various work to occur in smaller projects from 2017-2023.

The UTRCA has been working with the Town and made several grant applications to funding programs in an attempt to reduce the financial burden of the work. The UTRCA and the Town were successful in receiving a grant from the Water Erosion Control Infrastructure (WECI) funding program for \$72,500 as well as the Natural Disaster Mitigation Program (NDMP) funding program for \$395,000. Both programs will fund up to 50% of the eligible costs of the project.

By receiving these grants, the recommended work can be completed as a larger scoped project, which will result in efficiencies in engineering and contract administrative activities and should result in lower construction unit rate costs.

The UTRCA has engaged BM Ross & Associates to carry out engineering and contract administration for the project. The NDMP funding is a two year grant, expiring in 2019. The WECI funding is a one year agreement that expires March 2018 so there is a desire to carry out at least some construction activities on the floodwall prior to the winter months in order to maximize its use. As a result, UTRCA are currently working with BM Ross to expedite a tender for fall construction on a short section of floodwall. The majority of work would then be completed in 2018.

SUMMARY & IMPLICATIONS

The 2014 engineering report recommendations estimated the value of the required work at approximately \$660,000 in 2014 dollars. The WECl and NDMP grants total \$467,500 and will cover up to a maximum of 50% of eligible construction and engineering costs of the project. The UTRCA reserve dedicated to the St. Marys Floodwall currently has a balance of \$130,000 that will be utilized for this project. The remainder of the funding required from the Town for the project (\$200,000) will be presented in the draft 2018 capital budget. Any work completed in 2017 would utilize the UTRCA special reserve fund and grants.

While UTRCA will be the lead and responsible for project management, Town staff will stay involved and ensure construction related impacts to local residents are considered throughout.

STRATEGIC PLAN

- ☐ Not applicable to this report.
- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
 - Pillar # 1 Infrastructure:
 - Outcome: St. Marys is committed to developing a progressive and sustainable infrastructure plan that meets the infrastructure needs of today and tomorrow. This will require a balance between building and regular maintenance.
 - Tactic(s): prepare an itinerary of planned projects that can be made shovel-ready in response to funding changes at the senior levels of government

OTHERS CONSULTED


UTRCA Water Management Unit

ATTACHMENTS

None

REVIEWED BY

Recommended by the Department




Jeff Wolfe
Asset Management / Engineering Specialist



Jed Kelly
Director of Public Works

Recommended by the CAO



Brent Kittmer
CAO / Clerk

**Board of Directors Meeting Highlights
Held on September 21, 2017 at 9:00 AM
at the MRF Board Room**



New Minister Responds to Request Without Delay

Much to our surprise, the MOECC is operating business as usual despite Minister Murray's resignation and an upcoming election. In response to the July 7th co-signed letter from MWA, AMO, RPWCO, City of Toronto and Stewardship Ontario, the Minister has directed the Resource Productivity and Recovery Authority and Stewardship Ontario to develop a proposal to transition the Blue Box Program Plan to full EPR ahead of the previously scheduled date of 2023.

On July 7, 2017, the Association of Municipalities of Ontario, City of Toronto, Regional Public Works Commissioners of Ontario, Municipal Waste Association and Stewardship Ontario (SO) submitted a joint letter to advise the ministry of an accord these organizations had collectively reached on the future of the Blue Box Program and to request that the ministry issue a requirement for program changes to the Blue Box Program Plan (BBPP) as the first step in its evolution towards a circular economy.

In response to the joint request, Hon. Chris Ballard, Minister of the Environment and Climate Change, issued a requirement letter on August 14, 2017 to direct the Resource Productivity and Recovery Authority (the Authority) and SO to develop a proposal for an amended BBPP.

As noted in the Minister's requirement letter, the proposal for an amended plan is expected to outline the first phase of the transition for the Blue Box Program under the Waste Diversion Transition Act, 2016 (WDTA), and set the stage for the second phase of transition that will result in individual producer responsibility under the Resource Recovery and Circular Economy Act, 2016.

It is expected that the Authority and SO will work collaboratively with municipalities, stewards and affected stakeholders when developing the proposal for an amended plan per section 13 under the WDTA. If approved by the Authority, the proposal will be submitted to the Minister for approval by February 15, 2018.

Authority Consulting on Fee Setting Policy

The Resource Productivity and Recovery Authority (RPRA) is hosting webinar consultations on October 4 and 5 to provide an overview of RPRA's approach to developing its General Fee Setting Policy and to seek your advice and feedback.

To support these consultations RPRA released a Fee Backgrounder that includes context for the development of the policy and a set of proposed objectives and principles. The outcome of the consultations will assist the Authority in developing its General Fee Setting Policy, which in turn will inform how the Authority structures and sets its specific fee amounts.

The consultation webinars will be recorded and posted on RPRA's website.

RPRA Sets 2018 Blue Box Steward Funding Obligation at \$124.8 Million

The Resource Productivity & Recovery Authority (the Authority) has set the 2018 Blue Box Steward Funding Obligation at \$124.8 million, a 1 % increase from the \$123.6 million obligation set for 2017.

The Blue Box Steward Funding Obligation is the total amount that stewards must pay to municipalities for the Blue Box Program.

In addition to information on costs and amount of materials collected through the Blue Box program obtained through the annual municipal Datacall survey conducted and verified by the Authority, the Authority considered a number of factors in determining the 2018 funding obligation, including:

- Cost Containment to reflect best practices in operating municipal waste diversion programs
- Evolving Tonne to reflect the lightweighting trend in packaging
- InKind Linage to reflect the share of promotion and education through newspapers using InKind lineage attributable to the Blue Box program
- Non-Obligated Materials to reflect a portion of the costs to collect materials through the Blue Box program that are not mandated
- Three-Year Rolling Average Revenue to reflect volatile commodity prices
- Prior Year Adjustments to reflect any errors identified by the Authority in verifying and auditing Datacall information

In setting the 2018 steward funding obligation, the Authority used the 2017 methodology with updated inputs on the following basis:

2018 Steward Obligation (2016 Data Year)

Reported Gross Cost	\$346,999,803
Plus 54% of InKind Linage	\$2,270,723
Less Non-Obligated	(\$95,815)
Less Cost Containment	(\$15,837,860)
Total RPRA Gross Cost	\$333,336,851
Less 3 Year Average Revenue	(\$88,479,060)
Plus 100% of Prior Year Adjustments	\$415,659
Total RPRA Net Costs	\$245,273,450
50% of Net Costs	\$122,636,725
Plus Steward Cost Containment	\$2,207,461
2018 Steward Obligation	\$124,844,186

Kenya brings in world's toughest plastic bag ban: four years jail or \$40,000 fine

Producing, selling and using plastic bags becomes illegal as officials say they want to target manufacturers and sellers first

Kenyans producing, selling or even using plastic bags will risk imprisonment of up to four years or fines of \$40,000 (£31,000) from Monday, as the world's toughest law aimed at reducing plastic pollution came into effect.

The east African nation joins more than 40 other countries that have banned, partly banned or taxed single use plastic bags, including China, France, Rwanda, and Italy.

Many bags drift into the ocean, strangling turtles, suffocating seabirds and filling the stomachs of dolphins and whales with waste until they die of starvation.



‘There is so much out there’: Kenya’s plastic bag battle – in pictures

Plastic bags, which El-Habr says take between 500 to 1,000 years to break down, also enter the human food chain through fish and other animals. In Nairobi’s slaughterhouses, some cows destined for human consumption had 20 bags removed from their stomachs.

Kenya’s law allows police to go after anyone even carrying a plastic bag. But Judy Wakhungu, Kenya’s environment minister, said enforcement would initially be directed at manufacturers and suppliers.

It took Kenya three attempts over 10 years to finally pass the ban, and not everyone is a fan.

Samuel Matonda, spokesman for the Kenya Association of Manufacturers, said it would cost 60,000 jobs and force 176 manufacturers to close. Kenya is a major exporter of plastic bags to the region.

Big Kenyan supermarket chains like France’s Carrefour and Nakumatt have already started offering customers cloth bags as alternatives.

Roundup of the latest developments on China's ban

Chinese importers enter their fourth month without renewed import quotas, and ISRI says meeting a 0.3 percent contamination limit is impossible.

Paper crackdown: Chinese importers have not received renewed permits allowing additional imports for more than three months. According to paper market publication RISI, importers are not confident they'll receive new permits any time soon. Sources told the publication Chinese authorities are continuing to step up inspections at the border, particularly on recovered paper shipments. Mills also told RISI they predict import allowances will be reduced next year and that the process for approval will become more rigorous.

Survival advice: Although the policy change will bring challenges for recycling companies and municipal programs, The Recycling Partnership says the impact can be reduced if all players follow some key steps. Essentially, the organization advises parties to take the opportunity to ensure their stream is as clean as it can be. The Recycling Partnership suggests municipal programs keep in touch with their MRFs, ensuring both parties understand which materials are contaminating the stream. With that information, municipal programs can work with the public to cut down on contaminants, thus creating the highest-value recyclables.

Feedback on specifics: The Institute of Scrap Recycling Industries (ISRI) has responded to new details about the materials that will be allowed into China. In an Aug. 25 letter to Chinese officials, ISRI described language in new regulations that would limit allowable contaminant levels to 0.3 percent or less. That restriction, ISRI said, "will effectively result in a ban on the importation of all these commodities. It is simply not possible to achieve such a control level, nor is it possible to even measure it with such accuracy." For reference, under ISRI's published scrap specifications, paper shipments are generally allowed with between 1 percent and 5 percent contamination.

Precise wording: ISRI also addressed a concern that's come up several times during China's increased focus on import regulations. In separate remarks to the World Trade Organization, ISRI called on Chinese officials to differentiate scrap materials from waste. Without that delineation, valuable materials are lumped in with garbage in import discussions, according to ISRI.



Commodity Market Trends*

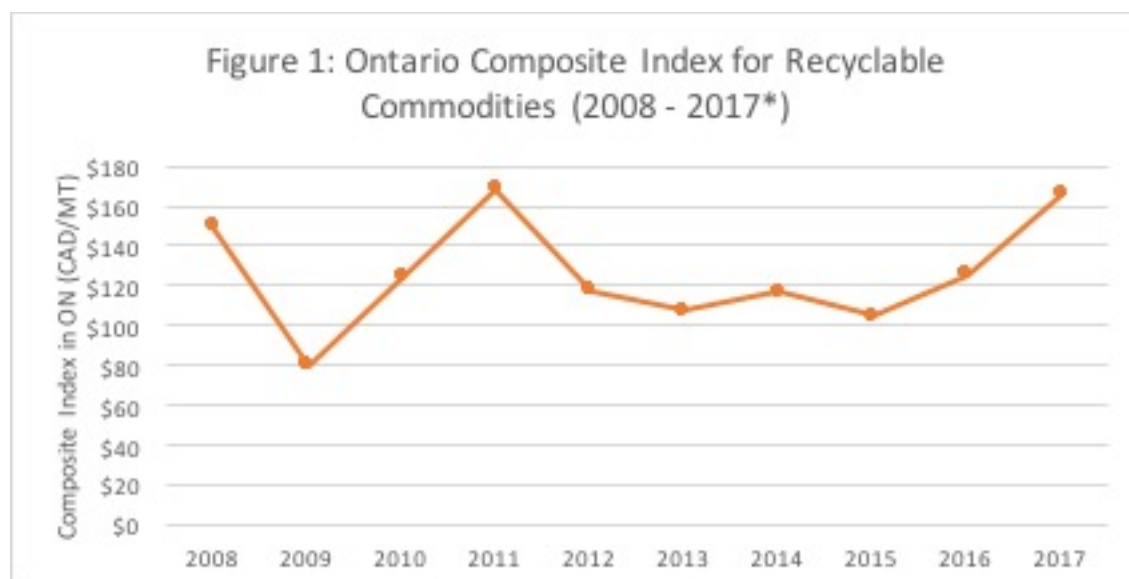
China is the largest importer of recovered materials in the world, accounting for approximately 27% of global scrap imports. In July, China informed the World Trade Organization (WTO) that it will be imposing a ban on importing 24 types of scrap as of September 2017. In its response to the ban, the Institute of Scrap Recycling Industries (ISRI) suggests that the current language used by China does not differentiate between waste (garbage with no value) and scrap (defined by ISRI as valuable commodities). ISRI interprets China's language as potentially targeting all post-consumer commodities, even relatively clean commodities such as (11) Old Corrugated Cardboard (OCC).

While this may seem like a drastic measure, often dirty or even hazardous waste has been found in mixed recovered materials imported into the country. Additionally, the yields of certain commodities have diminished as the types of packaging supplied by producers continue to change. Producers continue to lightweight their packaging, and move to flexible and laminated packages, which produces new challenges not only to MRFs sorting them but to end markets. While this ban is meant to reduce the importation of contaminated and hazardous materials, the repercussions could be significant.

This is not the first time China has implemented a policy to curb the inflow of contaminated scrap. China's first crackdown was in 2013 when it implemented its Green Fence Policy, which similarly targeted the importation of low grade paper and plastics. Also, beginning in 2017 China implemented the "National Sword 2017" policy to crack down on imports of scrap, specifically targeting low grade plastics.

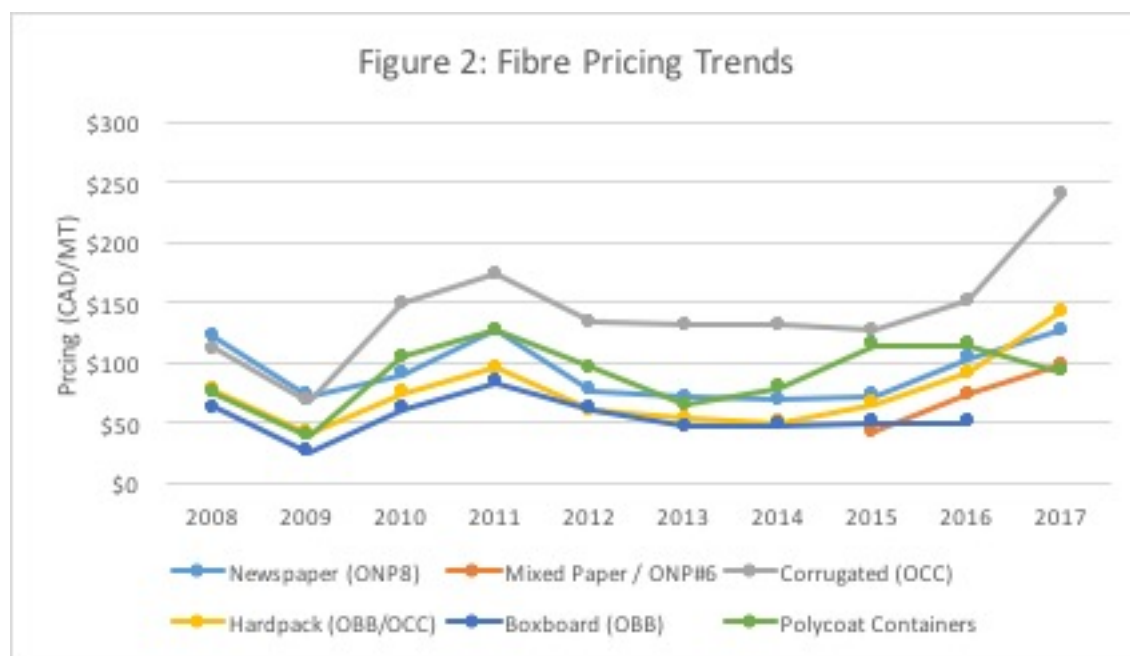
So how does this affect the Ontario recycling market? If you combine the Chinese activity with the closure of several large North American recycling facilities including Resolute Forest Products' paper mill in Thorold, ON, Entropex entering receivership (now reopened as ReVital Polymers) and the recent closure of a QRS Plastic Recycling Facility in Baltimore, the market threats become quite real for Ontario.

Potential Ontario market impacts are best understood in light of year over year commodity pricing trends which have been volatile for all commodities. As Figure 1 illustrates, the composite index over the past decade has seen large annual swings. (Note: The 2017 composite index pricing is based on the first 7 months only).



Source: CIF Price Sheet as compiled by Reclay StewardEdge Inc.

The graph above shows municipalities were hard hit by the global financial crisis in 2009. It took two years to reach the same commodity pricing levels as before the crash and prices fell off 25% in 2012. Currently, municipalities are experiencing a significant price spike largely driven by fibre products (see Figure 2). OCC has reached a high, unmatched since the late 1990s.



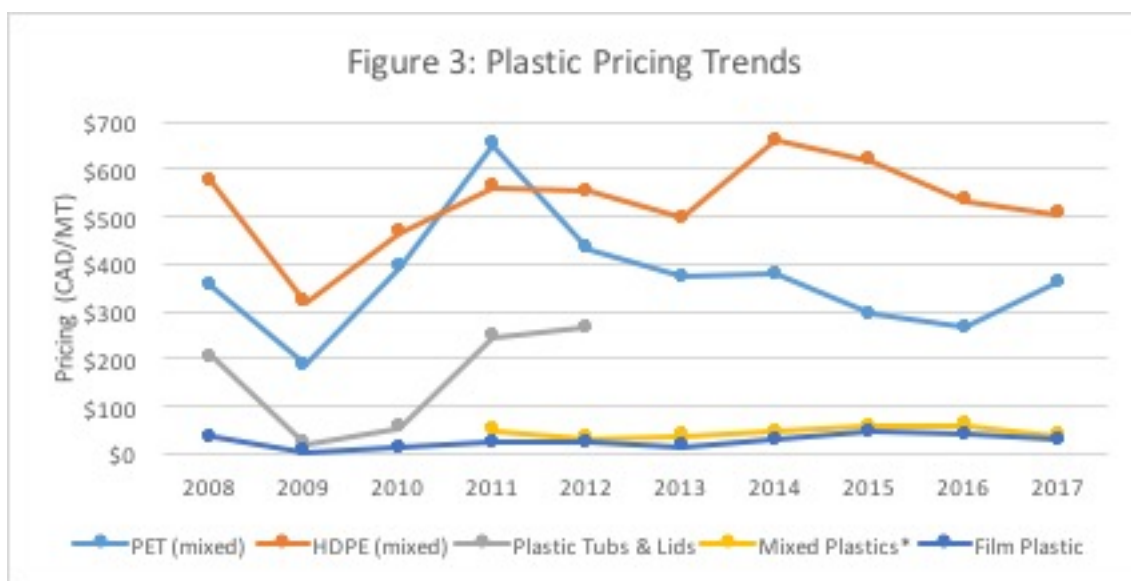
Note: 2017 OBB insufficient data

Even as fibre pricing experiences a high, the same can't be said for plastics and metals. For most plastics and metals, pricing has seen flat to little growth, with some materials trending downwards. In particular, PET and Mixed Plastics have struggled in recent years due to low oil and natural gas prices, which have driven down the price of virgin materials in comparison to recyclables.

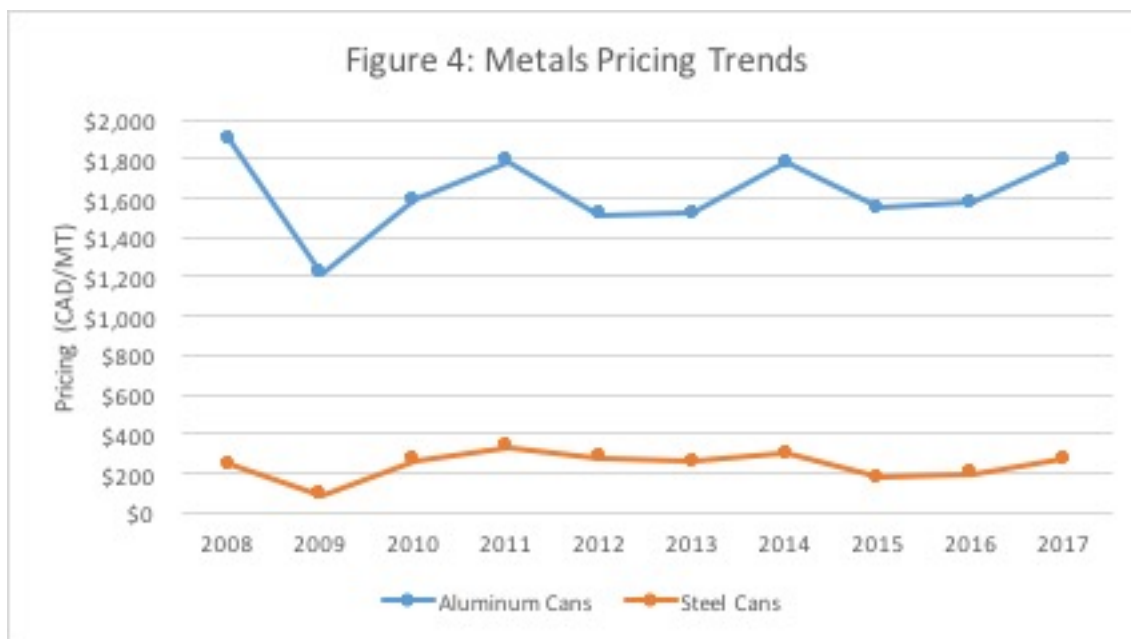
This concern is highlighted by the announcement earlier in 2017; a Canadian and Kuwaiti firm formed the Canada Kuwait Petrochemical Corp. (CKPC), which intends to produce 1.2 billion-lb/year of propylene monomer and polypropylene resin in Alberta. This new large scale project, along with other similar plants under development globally, can be anticipated to flood the market with low price virgin materials, further threatening Ontario's recycling industry.

If China does follow through with its proposed ban, global markets may see a potential glut of supply and plummeting prices for these commodities. Based on the current language of China's proposed ban, ISRI estimates it would affect 2.9 million tons or \$532 million (USD) of US exports for mixed paper and plastics. During the 2013 Green Fence implementation, other markets in Vietnam, Malaysia and India had begun to prop up the industry by undertaking additional sorting before shipping into China. These efforts overcame the 2013 regulatory barriers but at a significant loss in revenue and market capacity. Similar efforts may be necessary to address the new regulations.

Bottom Line There are some real threats pending, and significant levels of uncertainty ahead for the recycling industry, not only in Ontario, but globally. These threats could result in a significant decline of commodity pricing due to additional closures of reclaimers, specifically plastic reclaimers, and the potential for municipalities to cease collection of certain materials. In addition, the types of packaging introduced by producers are increasingly complex, which introduces new sorting challenges.



Note: In 2013 municipalities began reporting prices for 3-7 plastics instead of Plastic Tubs.



However, as Ontario moves towards full producer responsibility there are opportunities to address these issues. Companies like Tetra Pak, Kellogg, Unilever, Walmart and many others continue to push toward aggressive sustainable and zero waste goals and development of domestic market capacity. Perhaps the pending ban(s) will spark opportunities for further domestic market development in Ontario.

The recycling market has fluctuated for decades and this is no exception, but near term market forces are combining to put greater than usual pressure on commodity pricing in 2018 and beyond. For MRFs and municipalities, the key to weathering this storm is production of high quality bales. As in the past, MRFs producing reliable quality will typically find a home for their materials. Locking in to longer term agreements with end markets is also recommended to ensure access to limited domestic reprocessing capacity.

MRFs that are unable to address bale quality issues may need to seek reprocessing markets in developing countries, like Vietnam, South Korea and Malaysia. This alternative may be the most cost effective option to address quality issues from some MRFs, but will come at a cost. They can anticipate competing against large quantities of available American single stream material for the remaining available reprocessing capacity and without well established relationships and the associated risks of shipping overseas, can expect challenges. It is important, therefore, that municipalities continue to monitor their operations and material quality given the ever reducing tolerance for contamination anticipated in all markets.

Landfill to Lifestyle: This Line of Furniture is Made Entirely from Post-Consumer Waste



A new entry to the eco-friendly furnishings market offers a collection of furniture and home accessories that comes with a bold set of standards. By focusing on turning trash into treasure, Pentatonic aims to demonstrate a better way forward for home furnishings than the standard of using virgin materials to create relatively short-lived products. We already have enough glass, plastic, and metals on the surface of the planet to make what is

needed, although mostly in the form of “the world’s most abundant and dangerous resource – human trash.” Pentatonic is tapping in to this waste stream for feedstock for its products, which are intended to be truly “circular” in nature, by virtue of being made from 100% recycled materials, being fully recyclable, and coming with a lifetime buy-back guarantee. For some perspective on just one aspect of the waste issue, it’s estimated that globally, about 480 billion plastic bottles were purchased last year, and that figure is rising, with some projections saying that by 2021, we may be buying more than 580 billion plastic bottles per year, and only a fraction of that is being recycled. A staggering 8.3 billions of tons of plastic has been manufactured since the ’50s, with most of it ending up in landfills or the oceans, which is said to be “smothering ecosystems in plastic.” Another common waste item from our era of affluenza is electronics, or e-waste, which can yield valuable metals and glass that don’t require mining or extensive processing to reclaim, but which often end up getting literally trashed instead of recycled. According to Pentatonic co-founders Jamie Hall and Johann Boedecker, the company aims to disrupt the furniture industry not only through its use of 100% post-consumer waste to craft its products “without compromising an inch on design, performance, or function,” but also by incorporating automotive manufacturing technology to build it. This is said to enable a scalable production process that also enables ‘localization’ by sourcing feedstock from near the production facility instead of from across the world. To read the full story, visit <https://www.treehugger.com/eco-friendly-furniture/furniture-made-entirely-post-consumer-waste.html>.

Ontario Making It Easier for Businesses to Buy Green Vehicles

Ontario is helping businesses buy low-carbon vehicles and technologies that reduce emissions and foster sustainable development -- and the province is seeking public input. This investment is part of Ontario's Climate Change Action Plan and is funded by proceeds from the province's cap on pollution and carbon market.

The new program will provide rebates towards the purchase of alternative-fuel vehicles and fuel-saving technologies, making it more affordable for local businesses to own and operate greener vehicles. Eligible vehicles and devices being considered under the program include electric and natural gas-powered trucks, aerodynamic devices, anti-idling devices and trailer refrigeration units.

The program will encourage more businesses to make the switch to low-carbon vehicles to reduce greenhouse gas emissions from transportation, a sector that generates about a third of Ontario's total greenhouse gas emissions.

Fighting climate change and reducing greenhouse gas emissions in Ontario is part of our plan to create jobs, grow our economy and help people in their everyday lives.

QUICK FACTS

The province is seeking feedback on the proposed Green Commercial Vehicle Program design, eligibility criteria, application and funding process, data collection, and innovation pilots. The program is posted for public review and will be open for comment until October 6, 2017.

In 2015, the transportation sector accounted for 33 per cent of Ontario's greenhouse gas emissions. In that same year, 31 per cent of Ontario's total transportation sector greenhouse gas emissions came from the road-based movement of freight.

Greenhouse gas emissions from road-based movement of freight in Ontario have doubled from 1990 to 2014.

The Climate Change Action Plan and carbon market form the backbone of Ontario's strategy to cut greenhouse gas pollution to 15 per cent below 1990 levels by 2020, 37 per cent by 2030 and 80 per cent by 2050. The government will report on the plan's implementation annually and review the plan at least every five years.

Natural gas vehicles and engines are powered completely by natural gas (this includes compressed natural gas (CNG), liquefied natural gas (LNG) and renewable natural gas (RNG)). They are used in a variety of applications, including long-haul vehicles, waste collection vehicles and vocational vehicles. As they offer slightly less potential for GHG reductions compared to electric vehicles, incentive amounts available are slightly less.

Rebates are available for any class 6-8 vehicle (GVWR of 8,846 kg or over) that is a new vehicle with an engine that operates solely on natural gas. These vehicles are eligible for a rebate worth 30% of the incremental costs associated with the engine and fuel system as compared to an equivalent conventional vehicle, up to a cap of \$30,000.

Some examples of MTO-approved natural gas vehicles that are eligible for funding under the Program will be available on the Program website. The eligibility of other natural gas vehicles not on the list will be assessed by MTO through information provided in the application.

What would happen if everyone recycled?



Experts say, not only would the world look a lot different but the recycling industry could add billions of dollars to the global economy.

The world would look a lot different if everyone recycled. Most likely, it would be cleaner and make more use of available resources. Landfills would shrink tremendously. Recycling plants would be an epicenter of activity.

“As a society, if everyone recycled we will have moved from a linear ‘take, make, waste’ economy to one that is more circular by keeping materials in our economy and not allowing them to waste away in landfills,” Brenda Pulley, senior vice president of recycling with Keep America Beautiful, wrote via email. “It would contribute enormous environmental, economic and social benefits across the country.”

Here are a few ways the world might change if everyone recycled:

Plastic water bottles, aluminum cans and plastic bags would go a lot farther.

Keep America Beautiful compiled data to imagine what just one act of recycling by everyone in the U.S. might look like:

If everyone in America recycled just one plastic bottle, those materials could make more than 54 million T-shirts or about 6.5 million fleece jackets, according to Repreve data.

If everyone recycled one aluminum can, 295 million new aluminum cans could be made, according to Aluminum Association data. Also, everyone recycling just one can would reduce green house gas emissions equivalent to taking 6,750 passenger cars off the road and save energy equivalent to 80 thousand barrels of oil. Keep America Beautiful used the EPA WARM model to calculate energy estimates.

If everyone recycled one plastic bag, those materials could be reused in making 28,906 park benches or, according to Tex data, 144,530 16-foot composite deck boards. Right now, plastic bags must taken to a drop-off location for recycling and shouldn't be mixed in with other recyclables.

With so many substances flowing through recycling plants, new products would be created. Chaz Miller, director of policy/advocacy with National Waste and Recycling Association, said that extent of recycling would create "products you and I haven't dreamed about."

Everyone could save money.

The Bureau of International Recycling, a global recycling organization based in Belgium, believes recyclables should be recognized as the seventh most important resource, behind water, air, coal, oil, natural gas and minerals. BIR President Ranjit Baxi said recycling has not only environmental benefits, but also paramount economic ones.

Efficient recycling practices could save companies millions. In Apple's latest Environmental Responsibility Report, the company said it recovered more than a ton of gold from recycled devices — that's an estimated worth of \$40 million.

Recyclables would always go in the proper cans.



The greatest obstacle of recycling in America is contamination: People mixing recyclables and trash, unsure of the process. Here are current EPA guidelines on how to recycle.

"The chance that all of us would be perfect recyclers is pretty slim," Miller said. "For us to recycle everything implies that we've figured out a way to take all of the recyclables out of mixed garbage."

Everyone would have to know and abide by a streamlined recycling process.

The Great Pacific Garbage Patch, also known as the Pacific trash vortex, would be no more. (However big or small it is.)

Miller estimates the U.S. would need "a couple thousand" facilities to process materials, which could also affect the workforce. If the U.S. alone reached a recycling level of 75%, 1.5 million new jobs would become available, Recycle Across America reports.

The cost of plastic packaging

The growing use of plastic food packaging benefits consumers, but critics say industry isn't doing enough to minimize the negative environmental impact



More and more of the food available in the store comes in high-tech plastic packaging such as multilayer films.

The changes have happened so gradually that most consumers haven't even noticed, but a tremendous amount of plastics have crept onto supermarket shelves. Shoppers are tossing a lot of plastic packages into their carts that didn't exist when they were kids. Cucumbers sleeved in polyethylene film are now ubiquitous in the produce department, as are sliced fruits in polyethylene terephthalate (PET) containers and chopped, ready-to-eat salads in polypropylene bags. People don't have to make their own guacamole or hummus anymore—it comes already prepared in convenient polypropylene tubs.

Resealable plastic pouches, made from sophisticated multilayered films, are all over the supermarket. Shoppers can spot them on dry goods shelves containing granola, brown sugar,

and beef jerky. They hang in refrigerator cases displaying shredded cheeses and cold cuts and are stacked in freezers filled with chicken, fish sticks, and french fries. Even tuna is starting to come in easy-to-open metallized pouches instead of the familiar stout can. Vacuum-packed steak, ribs, and chicken are a growing presence in meat department cases.

Plastic packaging is taking over the supermarket, enveloping almost every food product we buy. Environmental activists say the material is causing the planet huge environmental damage and that the chemical industry should do more to make packaging easier to recycle. Industry acknowledges a need to improve but says it is combating an even bigger environmental challenge, food waste. C&EN's cover story this week looks at this contentious debate, including ways in which the two sides are edging closer together.

Many industry critics think all these plastics are a bit much. "It's so immensely curious how stupid modern packaging is," William McDonough, a designer and sustainability guru, told a greenbiz.com reporter a few years back.

To McDonough and like-minded critics, flexible plastics, especially the newer multilayered films, are another excess of a throwaway society. They are much harder to recycle than the simpler metal, paper, and glass containers they replace. Too many of the new materials end up in landfills or bobbing around the ocean. And they make it all too easy for people to simply discard things without a thought to the damage they are doing to the planet.

The packaging industry, though, doesn't think its products are so stupid. It sees plastics as a solution to another big environmental problem: food waste. Flexible plastics don't shatter or dent, and if they are

well-engineered, they don't rip or puncture either. Their multilayered structures ensure long-term preservation of the food inside. And they are lighter and cheaper to transport than metals or glass.

"Plastic packaging today is so much more than a shopping bag or wrapping," says Cindy Shulman, vice president of packaging and resins for ExxonMobil Chemical. "It really is about preservation and protection of food and getting it to people."

At the same time, the industry can't help but acknowledge the negative consequences of plastic waste. Companies are responding by making plastics thinner, saving on materials and environmental impact. They're also beginning to make packages simpler and thus easier to recycle. With such steps, they hope to head off a serious backlash.

Consumers enjoy the convenience of plastic packaging even if they don't realize the amount of engineering that goes into the multilayered structures. "There isn't that awareness, even in the packaging industry," says Jeff Wooster, global sustainability director for Dow Chemicals packaging and specialty plastics unit. "If you talk to someone whose expertise is designing corrugated containers, they might not understand why we use more than one plastic to make a package."

But all those polymers in packaging film are there for their own special reasons. The workhorse is polyethylene, explains Susan Selke, director of Michigan State University's School of Packaging. "As a general rule, if polyolefins will do the job, then they will be the least expensive," she says.

Polyethylene gives the package its bulk and structural integrity. If more toughness is needed, a packaging company might opt for PET, the resin of choice for beverage containers. Polyethylene can also be used to seal the package. But often lower-melting-point ethylene-vinyl acetate is the better choice for that. And if the food inside the package is greasy, a food company might opt for a higher-end sealant such as DuPont's Surlyn.

Most food packages need a barrier layer to protect against oxygen. Ethylene-vinyl alcohol (EVOH) is popular because it is more effective in blocking oxygen than polyethylene, PET, or nylon. If even more barrier is needed, a package might incorporate metallized film, Selke says.

To explain what flexible packaging brings to the food industry, experts often point to two examples: cucumbers and meat.

Shoppers may wonder what the heck plastic is doing on cucumbers, which did fine on their own for many years. But the polyethylene shrink wrap protects the surface of the cucumber and helps it retain moisture. According to the Flexible Packaging Association (FPA), the film extends the shelf life of a cucumber from three days to 14.

The steaks that consumers buy in the supermarket are usually packaged by the store's own meat department in polystyrene foam trays and a film such as polyvinyl chloride. Distributed this way, FPA says, steaks generally last four days. If the meat is processed centrally and vacuum-packed in a multilayer film that includes an EVOH barrier, it can last for nearly a month.

Environmental advocates acknowledge the benefits that multilayer packages bring. Unlike other contentious products of the plastic industry, such as plastic bags and polystyrene foam, they aren't being targeted for outright bans. But environmental activists argue that the industry should do something about the packaging waste that is mounting in the environment.

Everyone acknowledges that multilayer flexible containers are more difficult to recycle than simpler packages like aluminum cans or PET bottles. The layers can't be separated, so they are shredded and re-extruded into plastic pellets together. Often they are relegated to lower value uses such as plastic lumber for park benches rather than new packages. Activists think of such downgrading, called cascaded recycling, as a last resort.

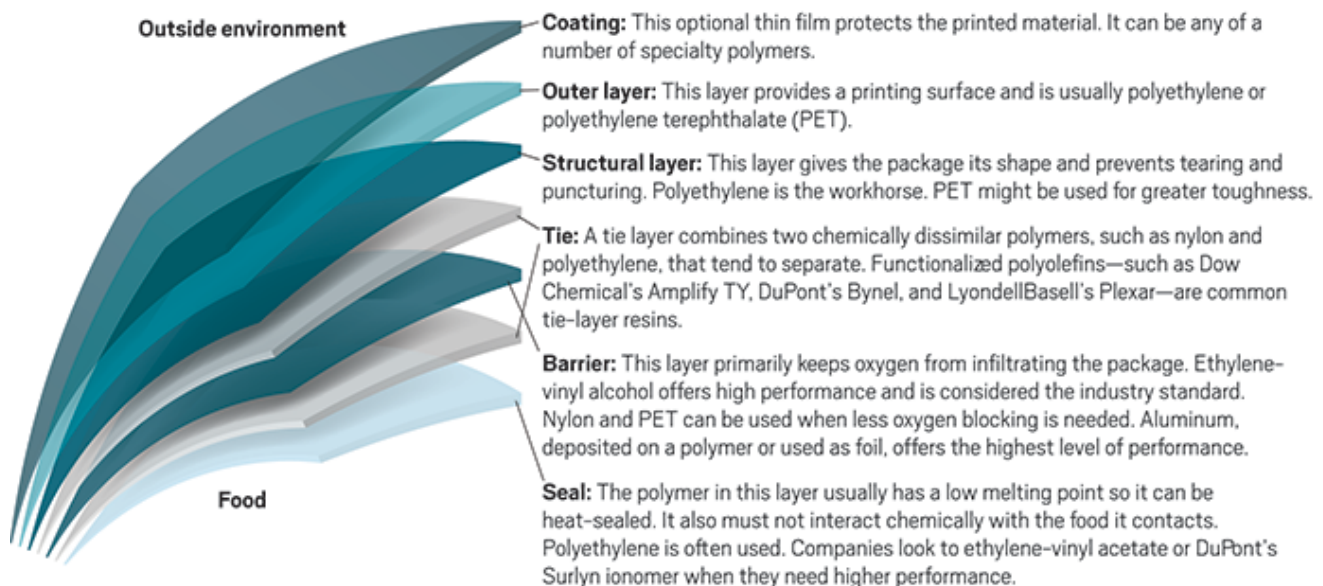
In January, the Ellen MacArthur Foundation released a report that quickly became influential. “The New Plastics Economy: Rethinking the Future of Plastics” attempts to reconcile industry and activists on the packaging issue. The report was the product of input from environmental groups like Ocean Conservancy as well as companies important to packaging such as Dow, the consumer products company Unilever, and the packaging firm Amcor.

“The New Plastics Economy” details the scale of the packaging waste problem. In 2013, industry produced 78 million metric tons of plastic packaging worldwide. Of that, 40% was landfilled and another 32% was “leaked” to the environment, polluting land and sea.

Only 28% of the plastic, the report says, was collected for further use. Half of that was incinerated for energy. The other half was recycled. After processing losses and cascaded recycling, just 2% of the original 78 million metric tons was recycled into the high-value applications it originated from.

Between the small amount of plastics collection and the lower value uses, only 5% of the packaging’s original value was retained. Losses to the economy because of the current system run as high as \$120 billion per year.

Each component of a flexible multilayered package imparts important functions to the overall architecture.



Note: The example is generic. Various products and environments require different arrangements of layers.

“You have this highly engineered package that is used for maybe a few weeks, and then it sits for hundreds of years at a landfill,” says Conrad MacKerron, senior vice president of the corporate responsibility group As You Sow, who was a consultant for the Ellen MacArthur Foundation report. “Whether you are an environmental advocate or not, it is a waste of materials that have significant value. That’s not good business.”

These economic losses aren’t the only problems with plastic waste cited by the report. It points to the estimated 150 million metric tons of plastics currently residing in the world’s oceans. Packaging accounts for more than 60% of the plastics recovered in coastal cleanup operations. “Without significant action, there may be more plastic than fish in the ocean, by weight, by 2050,” the report says.








The environmental costs of packaging add up. Trucost, a consulting group that tabulates the environmental impact of business practices in dollar terms, conducted a study on behalf of the United Nations Environment Programme in 2014. Its report, “Valuing Plastic: The Business Case for Measuring, Managing and Disclosing Plastic Use in the Consumer Goods Industry,” looked at costs such as disposal and greenhouse gas emissions.

The report found the environmental cost of using all plastics to be \$75 billion annually. The food and soft drinks sectors were the biggest contributors, accounting for 23% and 12% of the overall impact, respectively.

The cost of plastic packaging is high, but the cost of not using it may be higher. Ask any packaging industry official about sustainability, and food waste will come up quickly.

Indeed, the food waste issue is connected to some staggering statistics of its own. The world wastes a third of the food it produces, 1.3 billion metric tons per year, according to the Food & Agriculture Organization of the UN. In the U.S. alone, \$165 billion is spent producing food that goes to waste, says the Natural Resources Defense Council, an environmental group. Manufacturing the wasted food accounts for 25% of U.S. freshwater use and 4% of U.S. oil consumption.

Flexible plastic packaging allows more food to get from the farm to the table.

	Original packaging	New packaging	Result
 Bananas	Sold loose	Perforated polyethylene bags	Lasted 15 days unpackaged versus 36 days in bags
 Beef	Polystyrene foam tray with cling wrap	Vacuum packing in oxygen barrier film	Shelf life extended from four days to up to 30 days
 Bell peppers	Sold loose	Modified atmosphere packaging with perforated polypropylene film	Lasted four days sold loose versus 20 days in packaging
 Bread	Paper bag	Biaxially oriented polypropylene film	Food waste reduced from 11.0% to 0.8%
 Cheese	Sliced at counter and wrapped in paper	Polyester tray with a polyethylene and polyester lid	Food waste reduced from 5.00% to 0.14%
 Cucumbers	Sold loose	Polyethylene shrink wrap	Shelf life extended from three days to 14 days
 Grapes	Sold loose	Perforated bags	Bagging leads to a 20% reduction in in-store waste

Sources: Denkstatt's "How Packaging Contributes to Food Waste Prevention" (cheese, bread), McEwen Associates/ Flexible Packaging Association's (FPA) "The Value Of Flexible Packaging in Extending Shelf Life and Reducing Food Waste" (bananas, bell peppers), Packaging Technology Integrated Solutions/FPA's "The Role Of Flexible Packaging in Reducing Food Waste" (beef, cucumbers, grapes)

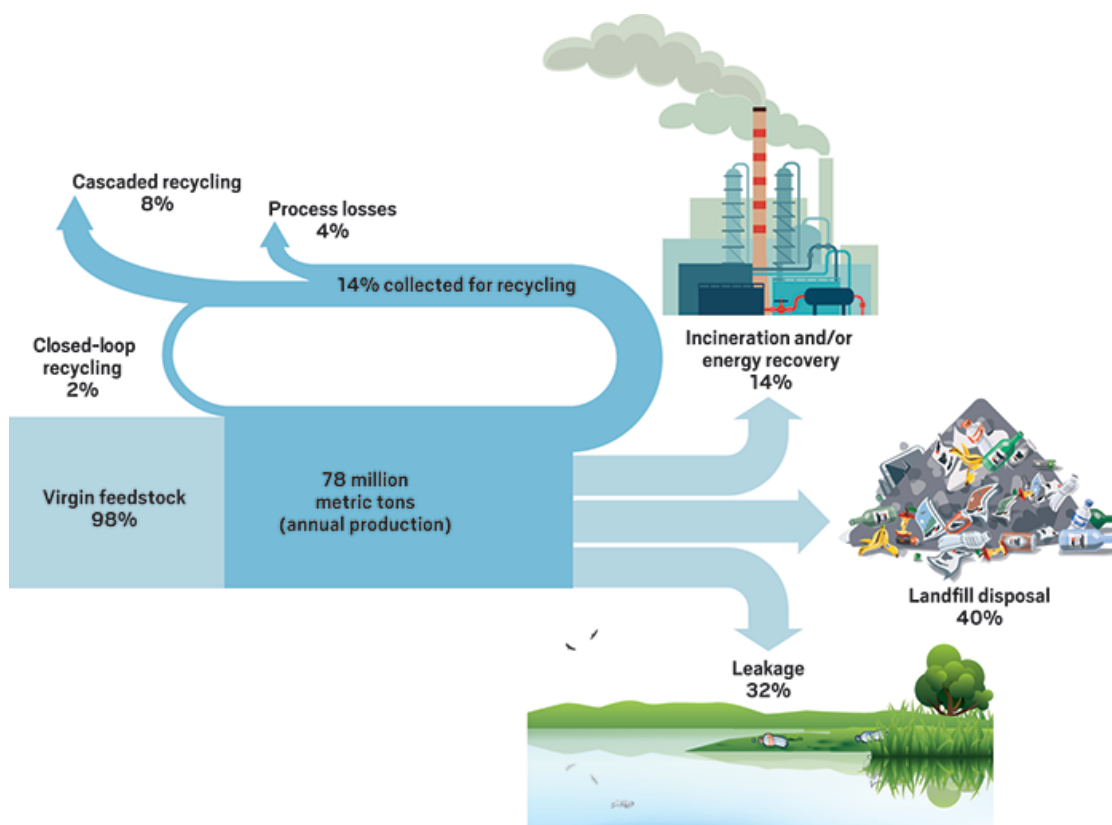
An oft-cited industry rule of thumb is that packaging represents only 10% of the energy required to make and deliver food to the consumer. This figure is from an Industry Council for Packaging and the Environment report that includes nonplastic packaging such as the cardboard boxes used to transport food.

Any reduction of that 10% can't come at the expense of the other 90%, plastics advocates point out. "The most important thing we can do for sustainability is protect the food inside," Dow's Wooster says.

Improved food protection through better packaging can yield real environmental benefits. The Austrian consulting group Denkstatt looked at steak packaged in a vacuum skin instead of the traditional combination of foam tray and film. Food waste declined from 34% to 18%, resulting in a 2,100-g CO₂-equivalent greenhouse gas reduction per steak. In a recent study, Trucost took this example further and found a \$606 decrease in environmental costs per metric ton of steak.

Generally, pricey foods such as meat reap a bigger benefit from packaging because they are more resource-intensive to produce than bulk goods such as rice. Dow's Wooster sees that in the supermarket. The meat and cheeses on display around the perimeter of the store tend to have higher-tech packaging than the goods in the interior, where glass bottles, metal cans, and paper sacks still flourish. "The companies that deliver meat to the market are generally willing to invest in the packaging that extends the shelf life," he says.

Little plastics packaging is recycled, and much of it ends up as litter.



Source: Ellen MacArthur Foundation's The New Plastics Economy: Rethinking the Future of Plastics

As You Sow's MacKerron gets the arguments, but he suspects the industry has gone too far with all the plastics. "It really raises questions in my mind whether we are looking at overpackaging in some cases," he says. Why must food last two years when six to eight months might do just fine? he asks.

David Clark, vice president of safety, environment, and sustainability at Amcor, says such instances are rare. "Our customers aim at delivering the most value to consumers," he says. "They are not going to look for excessive packaging or to try to overpackage anything." Amcor has a database of 4,885 life-cycle assessments (LCAs) of packaging. Most of them, he says, justify the use of plastics.

Even packaging that may seem over-the-top to the layperson can stand up under closer scrutiny. Take K-Cup-style single-serve coffee capsules. The LCA firm Quantis Canada conducted a study for the PAC Packaging Consortium, an industry group, comparing their impact to that of drip-brewed coffee. It found that under the best-case scenario, where drip-brewed coffee wasn't wasted, the two come out even. And because the capsules offer portion control, they come out ahead when dumping old coffee from the pot is considered.

Amcor is also in the business of paper and aluminum packaging and for many years made glass bottles and aluminum cans, Clark points out. When compared side by side with these materials for packaging applications, he says, "plastics usually come out ahead."

Earlier this year, Trucost followed the report it conducted for the UN with one commissioned by the American Chemistry Council, a trade association. "One of the questions was whether it would help reduce environmental costs if we switched away from using plastic," says Libby Bernick, senior vice president at Trucost. "In fact, it wouldn't help at this point, given the environmental costs of the alternative materials. It would make things worse."

The company compared plastics with a basket of materials such as aluminum, paper, and glass. It found that the environmental impact of the alternatives was better than plastics per kilogram. However, in most applications, much less plastic is needed. In food packaging, for example, 4.6 times the amount of alternative materials is required to do the same job as plastics.

Such comparisons don't absolve the industry, As You Sow's MacKerron points out. "If consumer brands are putting disruptive materials onto the market, they need to somehow pay for or take responsibility for post-consumer collection and recycling," he says. "I don't think you can just say, 'Your LCA says it has fewer greenhouse gases so it's okay.'"

Industry ownership of the problem is a big part of the "New Plastics Economy" report. The emphasis is on a circular economy, in which the industry cultivates a supply chain for used materials so they will be reused—ideally in their original, high-value applications. The report calls on industry to simplify the materials it uses in multilayer packaging. It suggests a "search for a 'superpolymer' with the functionality of today's polymers and with superior recyclability."

Combining toughness, flexibility, barrier properties, and other attributes into a single polymer is probably a long way off, but the industry is trying to simplify packages to facilitate recycling.

Dow, for instance, has developed a stand-up pouch made entirely of polyethylene. The package, Dow's Wooster acknowledges, doesn't have great barrier properties. But it does have one food application, Tyson frozen chicken sold in Mexico, and it's being rolled out for a big nonfood use: Seventh Generation dishwasher pods.

Bernard Rioux, who heads global marketing for DuPont's packaging resins business, says a single superpolymer may be unnecessary because different kinds of polyolefins can be recycled together. "Meat packaging can be purely polyolefin based," he says. Rioux adds that one good step in the

direction of single-polymer packaging would be getting rid of the metallized layers needed for high-barrier packaging.

Amcor's AmLite technology is precisely along these lines. It involves applying a micrometer-thick silicon oxide layer to a polyolefin film. The silicon oxide has a lower carbon footprint than aluminum and performs just as well, Amcor's Clark says. "It is essentially like a thin layer of glass on the inside of the plastic."

Juice pouches and other flexible packages made with the AmLite technology can have a 40% smaller carbon footprint than conventional metallized pouches, according to Clark. Similar technology is already used in plastic wine bottles, where it reduces the weight of the bottles by up to 90% and allows for 30% more wine to be loaded onto each truck. In rigid applications, Clark claims, the technology has also proven to be more compatible with recycling than polymer barriers.

Applications such as this that use less material are the plastics industry's go-to strategy for minimizing cost and environmental impact. According to Trucost, if the industry could reduce materials consumption in food and beverage applications by 30%, \$7.3 billion in environmental costs could be avoided.

To do that, chemical companies will have to come up with materials that can do the same job with less. This is one of the reasons tougher, metallocene-catalyzed polyethylene has been gaining in popularity.

According to ExxonMobil's Shulman, one classic failure that occurs in plastic packages, such as large sacks for rice, are pinholes that come from the stress of shipping. With newer high-performance polyethylenes such as ExxonMobil's Exceed XP, "you no longer get those holes," she says.

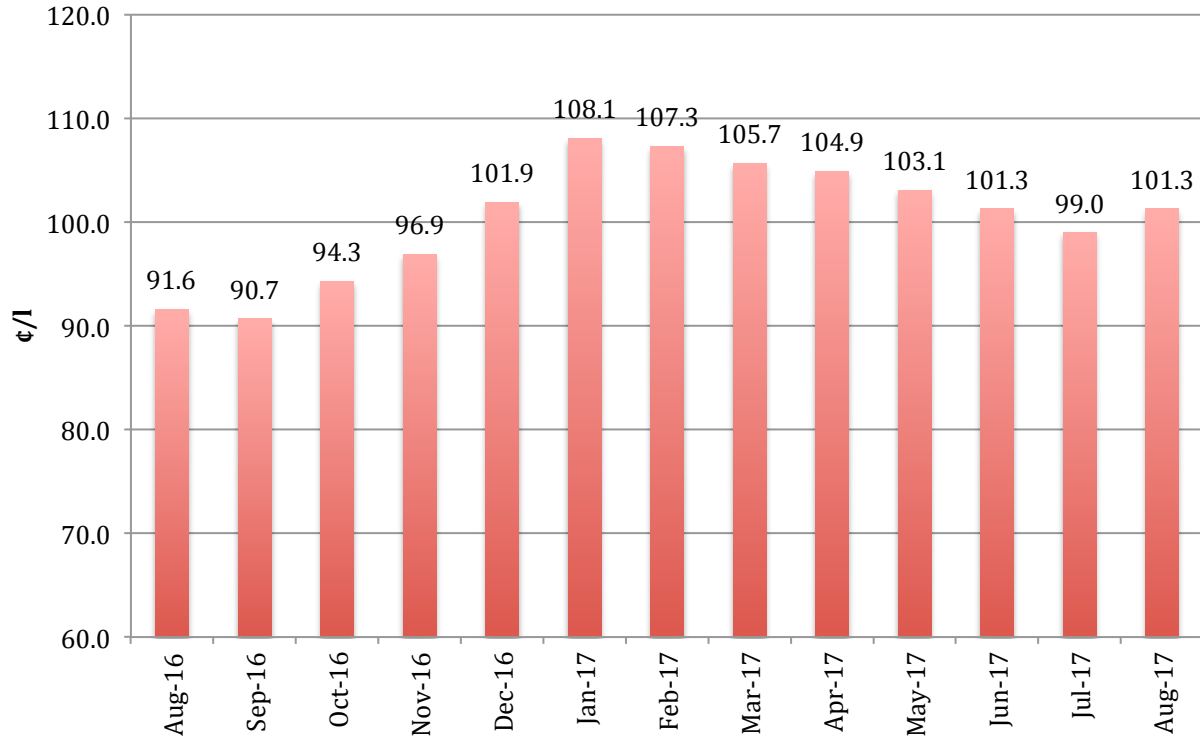
That same quality, Shulman says, allows companies to downgauge a product such as the shrink wrap for beverage six-packs by about 50%. Compared with a cardboard carton, she adds, such a wrap delivers a 70% reduction in greenhouse gas emissions.

DuPont's Rioux says the industry is reaching the limit in terms of how much traditional downgauging it can do. He advocates another emerging approach to making films thinner, called coextruded biorientation.

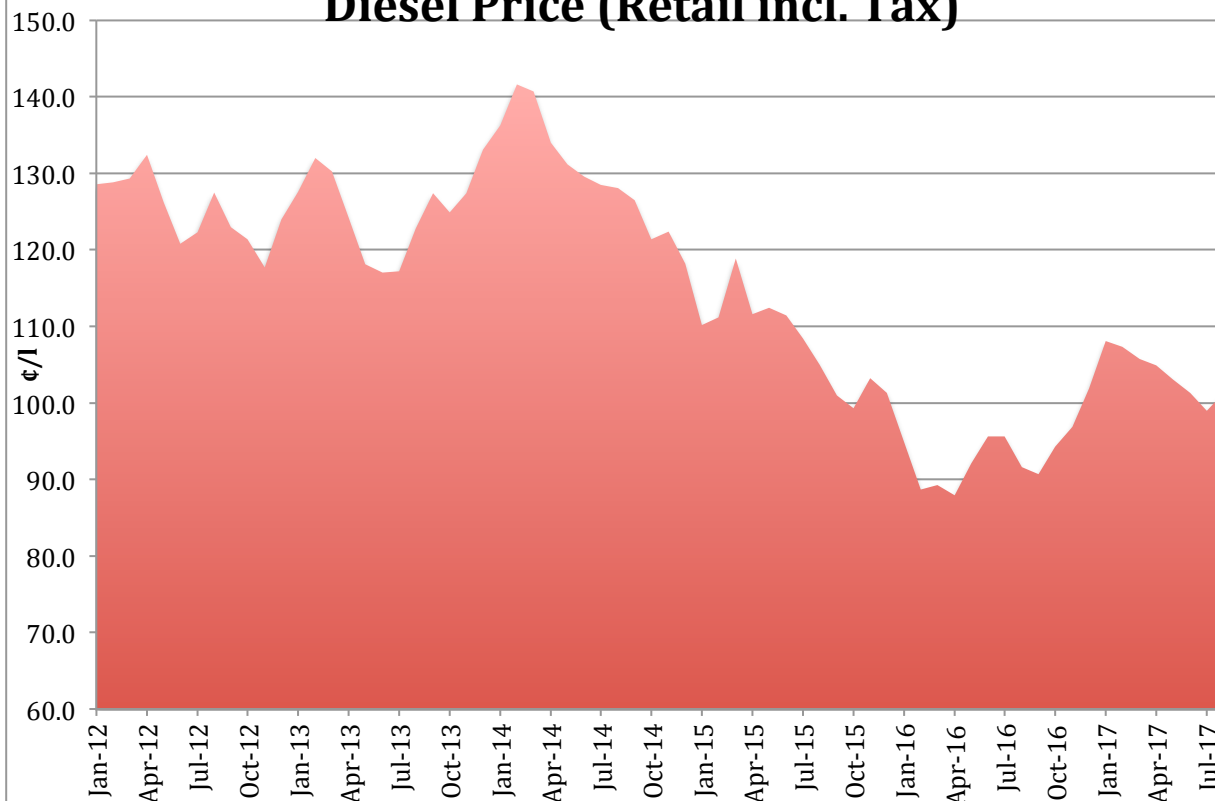
Biaxial orientation—stretching polymer films to align their polymer chains—is not new. Biaxially oriented polypropylene is used in most potato chip bags. But it hasn't been used on multilayered film until now. The trick, Rioux says, is keeping the polymers in the amorphous state during the melt phase to prevent crystallization. "You have to control 50 different parameters to make it work. But it works," he says.

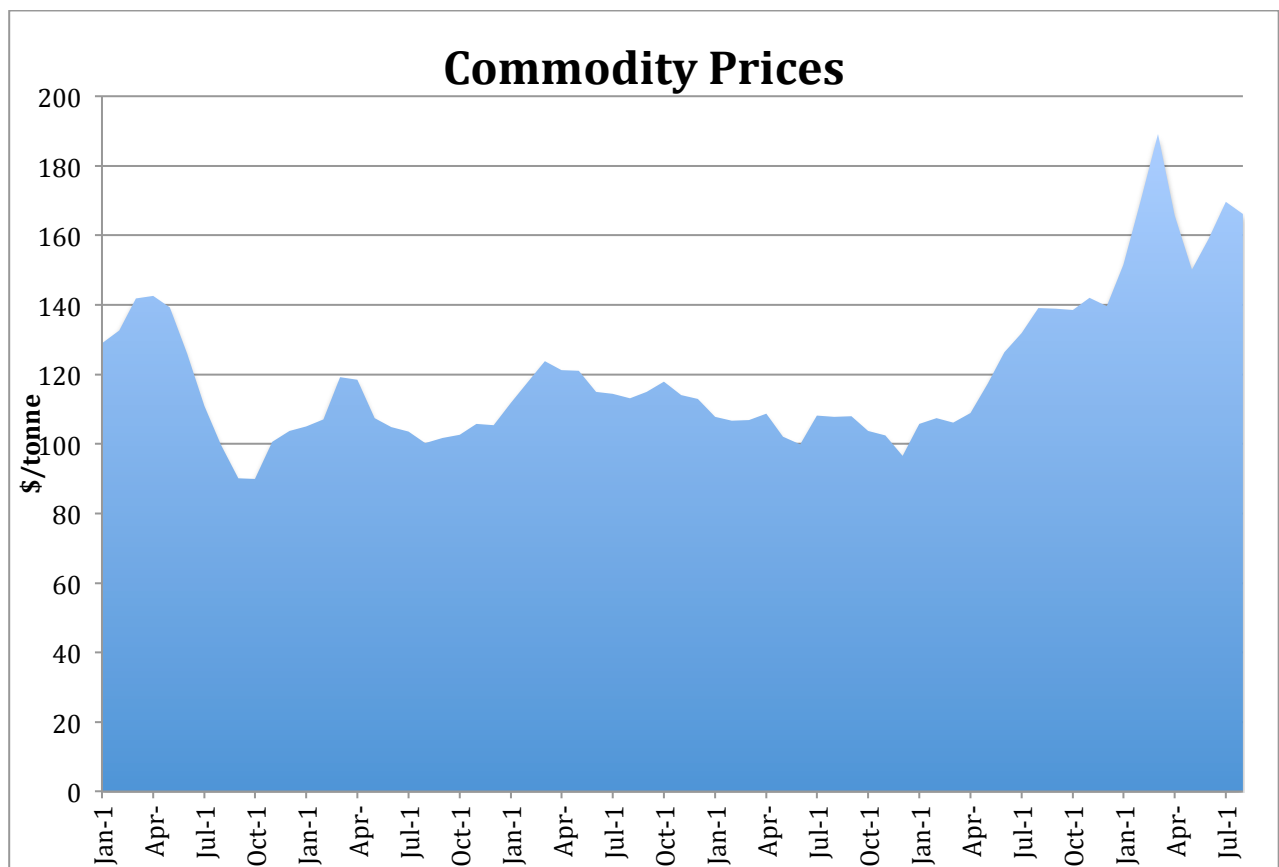
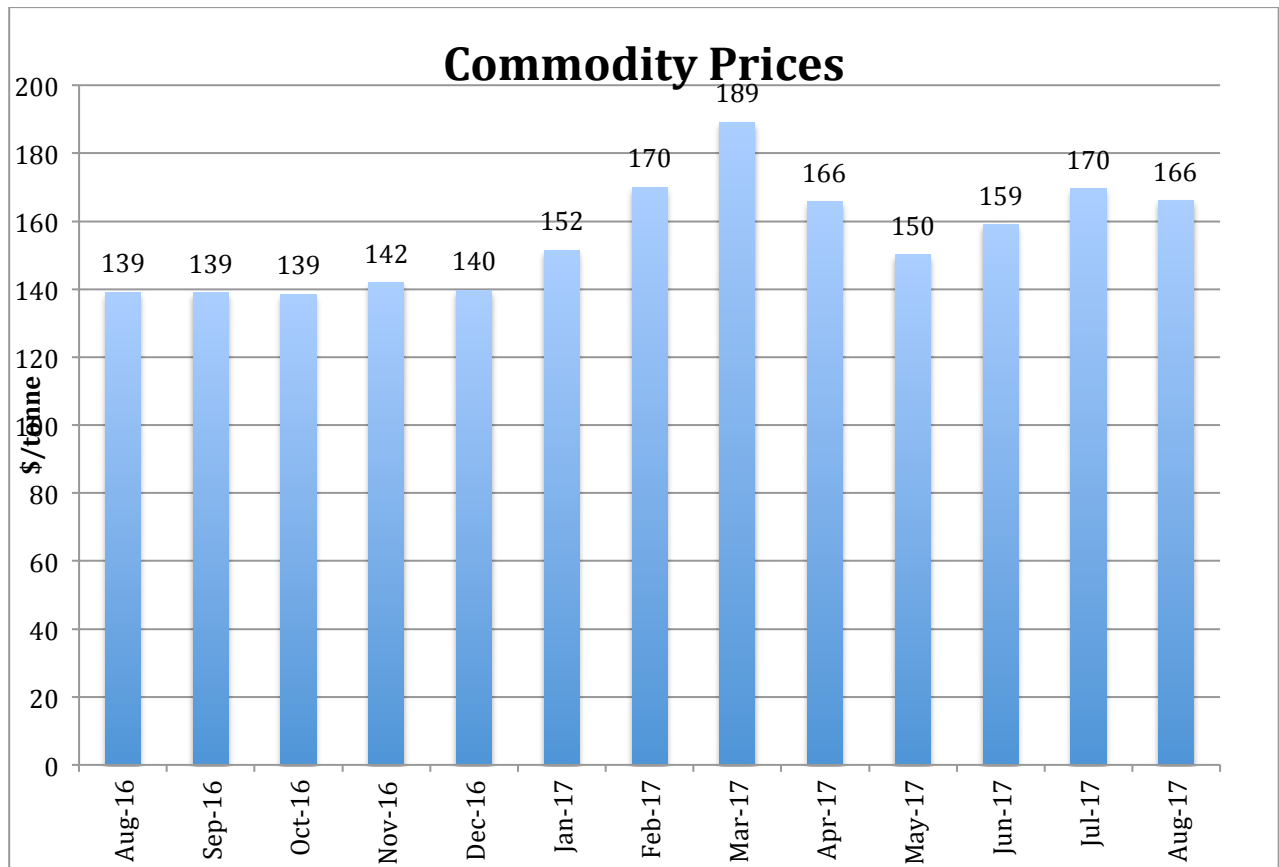
Premium plastics made with coextruded biorientation might not be the "superpolymers" the "New Plastics Economy" report had in mind, but they do help ease the environmental burdens of plastics. Industry and its critics may disagree on a lot, but no one can argue with charging good money for a plastic that will only be used in small amounts.

Diesel Price (Retail incl. Tax)



Diesel Price (Retail incl. Tax)





PERTH DISTRICT HEALTH UNIT BOARD

June 21, 2017

The Board of Health of the Perth District Health Unit met on the above date at 9:30 am at the Pyramid Recreation Centre – END Zone, St. Marys, Ontario.

Members present: Teresa Barresi; Jim Craigmile; Helen Dowd; Bonnie Henderson; Mert Schneider; Kathy Vassilakos; and Bob Wilhelm.

Member regrets: Anna Michener; Marilyn Ohler and Bill Osborne

Staff present: Dr. Miriam Klassen, Medical Officer of Health; Julie Pauli, Business Administrator; Tracy Allan-Koester, Director of Community Health; Donna Taylor, Director of Health Protection and Irene Louwagie (Recorder)

Teresa Barresi, Chair presiding.

Agenda Approval

Moved by: Kathy Vassilakos

Seconded by: Bob Wilhelm

**That the agenda for today's meeting be adopted as amended.
Carried.**

Pecuniary Interest

There were no disclosures of pecuniary interest.

Adoption of Minutes

Moved by: Mert Schneider

Seconded by: Bob Wilhelm

**That the minutes of the previous meeting dated May 17, 2017 be adopted as presented.
Carried.**

Closed Meeting

Moved by: Bonnie Henderson

Seconded by: Bob Wilhelm

**That we go into Closed Meeting at 9:36 am to discuss personal matters.
Carried.**

The Board reconvened in open meeting at 9:42 am.

Moved by: Kathy Vassilakos

Seconded by: Bob Wilhelm

**That the Board recommend that the Board Secretary be authorized to submit a letter of endorsement to the Minister of Health and Long Term Care supporting the request for reappointment of Anna Michener and seeking a replacement for Marilyn Ohler as Provincial Representatives.
Carried.**

Business Arising

a. Amalgamation Steering Group Update

Dr. Miriam Klassen, Medical Officer of Health updated members on the work of the Amalgamation Steering Group. She also presented the ASG minutes of March 28 and May 30, 2017. The template from the Ministry for one-time funding has been received. Lough-Barnes has been confirmed for the facilitator for the joint Board of Health meeting on September 12, 2017 and for the Change Management workshop for the joint Management Teams on September 13, 2017.

New Business

a. Cyber Insurance Update

Rick Orr from Orr Insurance updated members on cyber insurance for information purposes.

Moved by: Bob Wilhelm

Seconded by: Kathy Vassilakos

That the Board direct staff to proceed with completing the Cyber Insurance application to be included in the 2018 budget. Carried.

b. Staff Report – Infection Prevention and Control for Foot Care in Long Term Care Settings
Donna Taylor, Director of Health Protection presented a written report on Infection Prevention and Control for Foot Care in Long Term Care Settings for information purposes.

c. Board Policy 2-80 Healthy Eating and Safe Food Handling

d. Board Policy 3-20 Rules

e. Board Policy 3-30 Use of Personal Vehicles for Health Unit Business

f. Board Policy 3-40 Expense Claims – Mileage

g. Board Procedure 3-70 Expense Claims – Continuing Education and Meetings

h. Board Policy 3-100 Policies and Procedures

i. Board Policy 3-180 Personal Gifts and Honoraria

Moved by: Mert Schneider

Seconded by: Helen Dowd

That the Board approve the following Board Policies and Procedures as presented:

Board Policy 2-80 Healthy Eating and Safe Food Handling

Board Policy 3-20 Rules

Board Policy 3-30 Use of Personal Vehicles for Health Unit Business

Board Policy 3-40 Expense Claims – Mileage

Board Procedure 3-70 Expense Claims – Continuing Education and Meetings

Board Policy 3-100 Policies and Procedures

Board Policy 3-180 Personal Gifts and Honoraria

Carried.

Business Administrator Report

a. Account Transactions – May 2017

Julie Pauli, Business Administrator presented the accounts for the period ending May 2017.

Moved by: Bonnie Henderson

Seconded by: Kathy Vassilakos

That the accounts totaling \$704,707.62 for May 2017 be adopted as presented.

Carried.

b. Financial Report – May 31, 2017

Moved by: Helen Dowd

Seconded by: Bob Wilhelm

**That the Financial Report for May 31, 2017 be adopted as presented.
Carried.**

Julie Pauli and Tracy Allan-Koester left the meeting at 10:25 am.

MOH Report

Dr. Miriam Klassen, Medical Officer of Health presented a written report for May 17 and June 21, 2017 which included advocating for public health; preparing for possible health system changes; continuing to strengthen focus on social determinants of health and health equity and staff updates. She also informed members on opioid funding.

Staff Updates:

- a casual Public Health Nurse has been hired effective September 2017

Bob Wilhelm left the meeting at 10:30 am.

Moved by: Kathy Vassilakos

Seconded by: Bonnie Henderson

**That the Board receive the May 17 and June 21, 2017 Medical Officer of Health reports.
Carried.**

Correspondence – from previous meeting

The following Correspondence items were brought back from the May 17, 2017 meeting.

2017 alPHa Annual Conference

Peterborough re Low-Income Dental Program for Adults and Seniors

PDHU re Public Health Programs and Services Consultation

Simcoe Muskoka re Federal Opioid Strategy

Simcoe Muskoka re Provincial Opioid Strategy

PDHU re Children's Marketing Restrictions

alPHa re alPHa Summary 2017 Budget

Porcupine re OPHS Modernization and Low-Income Dental Program

Sudbury & District re Regulations to Restrict the Sale of Caffeinated Energy Drinks to Children and Youth

Peterborough re Tobacco Endgame

Grey Bruce re Personal Service Settings

Moved by: Kathy Vassilakos

Seconded by: Bonnie Henderson

**That the Board endorse the Wellington-Dufferin Guelph Health Unit Correspondence item
on Personal Service Settings and copy County Council.
Carried.**

Peterborough re Sugary Drinks

Wellington-Dufferin-Guelph re HPV Immunization

Wellington-Dufferin-Guelph re Provincial Alcohol Strategy

Northwestern re Alcohol in Our Communities: A Report on Alcohol Use in Northwestern Ontario

Wellington-Dufferin-Guelph re Fluoride Varnish Programs

Wellington-Dufferin-Guelph re HBHC Program Targets and Funding

Correspondence

- a. Durham re Adult and Older Adult Oral Health
- b. Durham re Opioid Addiction and Overdose
- c. Durham re Vaccine Preventable Diseases Program Funding
- d. Middlesex London re Opioid Use in Sudbury District
- e. Algoma re Opioids
- f. Elgin-St. Thomas re Marijuana Controls
- g. alPHa Announcement
- h. Jim Shepard re Energy Drinks
- i. Leeds Grenville & Lanark re Municipal Levy Apportionment
- j. Leeds Grenville & Lanark re Low Income Adult Dental Program in Ontario

Moved by: Kathy Vassilakos

Seconded by: Mert Schneider

That the Board send a letter of support to the Ministry of Health and Long-Term Care supporting the Low Income Adult Dental Program in Ontario.

Carried.

- k. Peterborough re Assessment of the Healthy Menu Choices Act
 - l. Peterborough re Federal Opioid Strategy
 - m. Renfrew re Opioid Addiction and Overdose
 - n. Middlesex-London re Smoke-Free Clauses
- Miriam Klassen, Medical Officer of Health noted that a letter of support has been prepared for the Board Chair to sign in alignment with previous Board support for smoke-free multi-unit dwellings.

Moved by: Helen Dowd

Seconded by: Kathy Vassilakos

That the Board receive correspondence items not already dealt with.

Carried.

Next Meeting

The next regular meeting of the Perth District Health Unit Board will be held on Wednesday, September 20, 2017 at 9:30 am.

Adjournment

Moved by: Bonnie Henderson

Seconded by: Helen Dowd

That we now adjourn.

Carried.

Meeting adjourned at 10:52 am.

Public Announcements

- July 1, 2017 – Highland Games

Education Session

Helen Dowd presented an Education Session on *“Thirteen Ways to Kill Your Community”*.

Respectfully submitted,

Teresa Barresi, Chair

PERTH DISTRICT HEALTH UNIT BOARD

Multipurpose Rooms – Health Unit

September 20, 2017
9:30 am

A G E N D A

1. **Approval of the Agenda.**
2. **Pecuniary Interest.**
3. **Adopt the minutes from meeting dated June 21, 2017 – attached**
4. **Closed Meeting** – labour relations.
5. **Business Arising.**
 - a. Amalgamation Steering Group Update
 - Minutes of July 20, 2017 – attached
6. **New Business**
 - a. Board Policy 1-40 Standing Rules for Board of Health Meetings, Minutes and Reports – attached
 - b. Board Policy 3-100 Policies and Procedures – attached
 - c. Board Policy 7-10 Occupational Health and Safety – attached
 - d. Board Policy 7-150 Workplace Violence – attached
 - e. Appointment of Provincial Representative – attached
 - f. Staff Report – Access to Oral Health Care for Adults with Low-Income – attached
7. **Business Administrator Report** – Julie Pauli
 - a. Account Transactions – June, July, August 2017 – attached
 - b. Financial Report – August 31, 2017 – attached
8. **MOH Report** – Dr. Miriam Klassen – attached
9. **Correspondence**
 - a. Elgin St. Thomas re Personal Service Settings – attached
 - b. Niagara re Personal Service Settings – attached
 - c. Durham re HPV Immunization Catch-up for Boys – attached
 - d. Durham re Provincial Alcohol Strategy – attached
 - e. Durham re HBHC Program Targets and Funding – attached
 - f. Grey Bruce re Provincial Alcohol Strategy – attached
 - g. Grey Bruce re HPV Immunization Catch-up for Boys – attached
 - h. Leeds Grenville & Lanark re Advocacy – Health Promotion Research Centres – attached
 - i. Sudbury re The Fair Workplaces, Better Jobs Act (Bill 148) – attached
 - j. North Bay Parry Sound re Anti-Contraband Tobacco Campaign – attached
 - k. Health Canada re Children's Marketing Restrictions – attached
 - l. Ministry of Housing re Second-hand Smoke and the Residential Tenancies Act – attached
 - m. MOHLTC re Patients First: Action Plan for Health Care – attached
 - n. alPHA re Summary Expert Panel Report – attached
 - o. Middlesex-London re Low Income Adult Dental Program in Ontario – attached
 - p. Middlesex-London re Modernization of Alcohol Sales in Ontario – attached
 - q. John Nater, MP re Evidence-based Legislation & Resulting Regulations – attached
 - r. Northwestern re Bill 168 – attached
10. **Date of next meeting** – Wednesday, October 18, 2017
11. **Adjournment.**
12. **Public Announcements.**
13. **Education Session – Norovirus Outbreak** – presented by Yvonne Kowalchuk, Public Health Inspector and Dale Lytle – Senior Public Health Inspector

RSVP to Irene Louwagie at 519-271-7600 ext. 257, if you are unable to attend this meeting.



PERTH DISTRICT HEALTH UNIT
REPORT OF THE MEDICAL OFFICER OF HEALTH

Agenda Item 8

September 20, 2017

1. ADVOCATE FOR PUBLIC HEALTH

- Increase the profile of PDHU in targeted ways
- Continue to strengthen relationships with partners/stakeholders

Over the summer, the Medical Officer of Health (MOH) attended all 5 municipalities to present on the *Role of Public Health*, and the changes for public health within *Patients First* health system transformation and the potential changes to structure and organization as described in the Report of the Minister's Expert Panel on Public Health, *Public Health within an Integrated Health System*. As important funders and stakeholders for public health, it is important that municipalities are aware of, and have an opportunity to provide input into changes.

On September 11 the Environment Team in conjunction with the Ministry of Environment and Climate Change (MOECC) hosted an in-service on the new lead sampling and flushing requirements for schools and day cares related to their drinking water systems. In attendance were representatives from the Avon-Maitland District School Board, Huron-Perth Catholic School Board, Child Care Centres in Perth County, R.J.Burnside & Associates, MOECC, Huron County Health Unit and the Perth District Health Unit. The MOECC provided a presentation outlining the changes to Regulation 243/07 – Schools, Private Schools and Child Care Centres and how they affect sampling and flushing requirements for schools and child care centres in Perth County. Throughout the presentation those in attendance were encouraged to ask questions in order to clarify any information and the MOECC also reviewed their frequently asked questions documents which provides answers to the most common questions being asked since the changes came into effect on July 1, 2017. It was an excellent few hours of learning, networking and an opportunity for the schools and child care centres to see how health units work together with other organizations such as the MOECC.

MPP Randy Pettapiece attended a presentation by the MOH on the importance of public health and then travelled with several of our nurses and the Registered Nurses Association of Ontario (RNAO) Perth Chapter President on community visits as part of RNAO's 17th annual Take Your MPP to work event in June.

2. PREPARE FOR POSSIBLE HEALTH SYSTEM CHANGES

- Support all staff through transition
- Maintain a healthy and resilient workforce
- Ensure effective internal and external communications
- Use evidence-informed decision making

The Report of the Minister's Expert Panel on Public Health, *Public Health within an Integrated Health System*, was released on July 20. It proposes sweeping changes to the structure and organization of public health in Ontario, collapsing 36 local public health agencies into 14 regional public health agencies. The MOH is working with the Council of Ontario Medical Officers of Health (COMOH) and the Association of Local Public Health Agencies (alPHA) to prepare a response. alPHA is also in communication with the Association of Municipalities of Ontario (AMO), and affiliate organizations such as the Ontario Public Health Association and the Association of Ontario Public Health Business Administrators (AOPHBA) are also developing their own responses as well as providing input into alPHA's response. The MOH is attending 2 information sessions hosted by the MOHLTC this Friday September 15 in Toronto. The deadline to provide a response is October 31; the plan is to have a draft PDHU response prepared for board approval for the October board meeting.

On September 13, the Management Committees of both PDHU and Huron County Health Unit participated in a workshop on *Change Management* facilitated by Lough Barnes. It was an opportunity to develop skills to respond to the many changes occurring in public health including the Patients First Act requiring new roles with

LHINs and the modernized public health standards, as well as the potential amalgamation (contingent on funding).

The LIFE (Lasting Improvements for Employees) committee launched two cardboard standing desks to further encourage staff to kick the sit and take a stand.

3. CONTINUE TO STRENGTHEN FOCUS ON SOCIAL DETERMINANTS OF HEALTH AND HEALTH EQUITY

- Build internal capacity and awareness
- Be local champions

Partners and stakeholders continued to meet by teleconference over the summer to share information and develop a *Perth County Opioid-Related Emergency Response Plan* as part of the local Opioid Strategy. The MOH attended two all-day planning sessions for the Southwest Local Health Integration Network (SW LHIN) Mental Health and Addictions Future State Capacity Planning on August 9 and August 17; this work will inform future directions for Mental Health and Addictions services in Huron Perth as well as the entire SW LHIN. Public health staff can use such opportunities to highlight how Social Determinants of Health are important considerations when providing service and support to people with mental health and addictions.

4. OTHER

2017 PDHU's Vector-borne Diseases (VBD) Program Summary:

In 2017, Perth County had 6 positive mosquito pools, 0 positive birds, 0 positive equine cases and 0 human cases. In Ontario, there were 390 positive mosquito pools, 27 positive birds, 7 positive equine case, and 65 human cases as of epi-week 36 (Sept 3-9, 2017). Provincial numbers will more than likely continue to increase over the next month as health unit programs wind down. It appears there has been more VBD activity this year compared to last.

Perth County had 24 ticks submitted to the health unit and 0 ticks were positive for Lyme disease as of epi-week 36 (Sept 3-9, 2017). Public Health Inspectors investigate any human exposures to ticks using the Central Public Health Laboratory to properly identify the tick and to determine if the tick is associated with Lyme disease. If the tick is found to be a black-legged tick, it is sent to the National Microbiological Laboratory in Winnipeg, Manitoba for further testing. There were less than 5 confirmed human cases of Lyme Disease reported in Perth County this year.

The following chart is the breakdown of all PDHU tick submissions and the results for 2017 (as of epi-week 36):

Type of Tick	# of Ticks Identified	# of Lyme Disease positive ticks
Black-legged Tick	4	0*
<i>American Dog Tick</i>	16	n/a
<i>Woodchuck Tick</i>	4	n/a
<i>Cayenne Tick</i>	0	n/a
<i>Mouse Tick</i>	0	n/a
TOTAL	24	0

*Three ticks were travel-related; one tick was locally acquired. Waiting for one outstanding LD result for a travel-related tick.

Approximately 500 people enjoyed watching "Trolls" at a free outdoor family movie night hosted by our THINK team and the City of Stratford on July 14. The event was an opportunity to educate parents about the health risks smoking in movies can have on children and teens.

PDHU staff submitted a response to the Ontario consultation on the legalization of cannabis in Ontario in July.

Our Public Health Nutritionist is part of a Locally Driven Collaborative Project involving 15 Ontario health units on food literacy sponsored by Public Health Ontario. The project team used previous studies and articles to identify five key areas that make up food literacy including food and nutrition knowledge, food skills, self-efficacy and confidence, food decisions and external factors. The research was published this summer in the Public Health Nutrition journal. The research team is currently submitting a follow-up proposal to Public Health Ontario to develop a tool that can be used to determine if programs and services offered to residents include the five key areas of food literacy.

In August, the Ministry of Health and Long Term Care confirmed expectations for the Harm Reduction Program Enhancement including funding of up to \$150,000 starting in 2017. Program requirements include planning a local opioid response, distributing Naloxone and providing training as well as opioid overdose surveillance and early warning.

PDHU is receiving an additional \$13,500 in funding from the Program Training and Consultation Centre to continue the My Quit Moment smoking cessation campaign for a second year. The health unit is one of six participants in the project that uses testimonials focused on the negative effects of smoking. Media campaigns featuring personal stories about the negative health impacts have been shown to be effective in increasing quit attempts and cessation rates.

The Avon Maitland District School Board approved the cost shared SBPHN budget of \$312,826 for the 2017-18 school year in late August.

A public health nurse from the vaccine-preventable disease program was a member of the organizing committee for a provincial vaccine-preventable networking day held on June 15, 2017 in Toronto. She also had the pleasure of introducing a guest speaker from Nova Scotia who provided firsthand experience managing a meningitis B outbreak in a university setting. The keynote speaker was Nora Spinks from the Vanier Family Institute in Ottawa whose presentation was titled "How to balance work life and home life in the changing environment of Public Health." Representatives from the Ministry of Health and Long-Term Care and Public Health Ontario provided updates on vaccines and provincial programs while Dr. Aw, a travel medicine and family physician, spoke on travel vaccines and vaccine hesitant parents. Other health units, including Huron County, spoke of their recent educational sessions to health care providers and community stakeholders regarding vaccines.

5. STAFFING UPDATES

- Full-time Administrative Assistant retired on June 2, 2017
- Full-time Administrative Assistant resigned June 28, 2017
- Full-time Public Health Nurse resigned June 28, 2017
- Full-time Tobacco Enforcement Officer resigned August 18, 2017
- Casual Tobacco Enforcement Officer to full-time effective September 11, 2017
- Casual Administrative Assistant to full-time effective September 25, 2017
- Temporary full-time Public Health Nurse hired effective September 28, 2017 to June 29, 2018
- Casual Administrative Assistant to full-time effective October 2, 2017
- Full-time Public Health Nurse recalled effective February 2018

Respectfully submitted by
Dr. Miriam Klassen
Medical Officer of Health



MINUTES
Police Services Board

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

Board Members Present: Councillor Don Van Galen, Chair
Mayor Strathdee
Fred Stam
Peter McAsh

Board Member Regrets: Henry de Young

OPP Present: Inspector Rob Scott
Sergeant Manny Cohelo

Staff Present: Brent Kittmer, Board Secretary

1. CALL TO ORDER

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

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. ADDITIONS TO THE AGENDA

Moved By Mayor Strathdee

Seconded By Fred Stam

THAT the September 20, 2017 Police Services Board meeting agenda be approved as presented.

CARRIED

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

4.1 June 21, 2017 Police Services Board Meeting

Moved By Fred Stam
Seconded By Mayor Strathdee

THAT the minutes of the June 21, 2017 Police Services Board meeting be approved and signed by the Chair and Secretary.

CARRIED

5. BUSINESS ARISING FROM MINUTES

None.

6. DELEGATIONS

None presented.

7. REPORTS

7.1 OPP Monthly Statistics

7.1.1 OPP Monthly Report - July 2017

7.1.2 OPP Monthly Report - August 2017

Inspector Rob Scott and Sergeant Manny Cohelo presented the reports and responded to questions from the Board.

In response to recent traffic concerns on James Street South, 55 hours of focused patrol were dedicated resulting in 6 fines laid.

In response to Mayor Strathdee, Inspector Scott spoke to the OPP's ramp up for potential enforcement of legalized cannabis. Inspector Scott informed the PSB that police departments are still waiting on Government to approve which roadside testing techniques may be allowable.

Moved By Peter McAsh
Seconded By Fred Stam

THAT the July and August 2017 OPP monthly reports be received for information.

CARRIED

7.2 False Alarm Reports

Moved By Fred Stam
Seconded By Peter McAsh

THAT the June, July, and August 2017 False Alarm reports be received for information.

7.2.1 False Alarm Report - June 2017

7.2.2 False Alarm Report - July 2017

7.2.3 False Alarm Report - August 2017

8. CORRESPONDENCE

None received.

9. OTHER BUSINESS

9.1 Discussion and Update on Current Community Concerns

9.1.1 Vagrant Individuals in the Downtown Core and Reports of Harassment

The OPP have been involved in the situation, with the officer dedicated to mental health having responded to several calls. The public is reminded by the OPP that if police assistance is required to call 911.

9.1.2 Jones Street Truck Noise Complaints

The concern has been reported to the OPP, and the OPP have followed up with the complainant.

9.1.3 Parking Concerns on Southvale Road

The OPP reported that a blitz occurred on this parking concern over the summer, with a number of tickets issued. Board Member Stam reported that this concern is ongoing.

9.1.4 Traffic Patrols Requested for Wellington Street Bridge Construction Project

To date, 24 hours of focused patrol have been dedicated to this initiative with several fines laid.

9.1.5 James Street South Speeding Concerns

As previously reported, 55 hours of focused patrols have been dedicated to following up on this concern. The OPP are contacting companies when the concerns received are related to truck traffic.

9.1.6 Canadian Baseball Hall of Fame Site Break-Ins

Sergeant Manny Cohelo provided an update to the Board.

10. CLOSED SESSION

Moved By Mayor Strathdee

Seconded By Peter McAsh

THAT the Police Services Board move into a session that is closed to the public at 9:50am as permitted under Section 35.(4)(b) of the Police Services Act "intimate financial or personal matters or other matters may be disclosed of such a nature, having regard to the circumstances, that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public".

CARRIED

10.1 CAO 31-2017 CONFIDENTIAL Stratford Police Services Draft Contract for Service

11. RISE AND REPORT

Moved By Fred Stam

Seconded By Mayor Strathdee

THAT the Police Services Board rise from closed session at 10:50am.

CARRIED

Vice-Chair McAsh reported that a closed session was held to consider one matter related to the Police Services Agreement with the City of Stratford. There is nothing further to report at this time.

12. UPCOMING MEETINGS

The Board changed their November meeting to November 22, 2017.

Mayor Strathdee passed along his regrets for October 18, 2017.

13. ADJOURNMENT

Moved By Fred Stam

Seconded By Mayor Strathdee

THAT the September 20, 2017 meeting of the Police Services Board be adjourned at 10:52am.

CARRIED

Chair Don Van Galen

Brent Kittmer, CAO / Clerk, Board Secretary

SPRUCE LODGE
Board of Management Meeting
May 17th, 2017

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

Chairperson Councillor Van Galen brought the meeting to order.

Moved by Councillor Pope
Seconded by Councillor Aitcheson

That the agenda for May 17th, 2017 be approved as presented.
CARRIED

➤ Declaration of pecuniary interest.

Moved by Councillor Ehgoetz
Seconded by Councillor Vassilakos

That the minutes of April 19th, 2017 be approved as presented.
CARRIED

Business Arising: *None noted.*

New Business:

Ratification of Accounts:

Moved by Councillor Aitcheson
Seconded by Councillor Ehgoetz

That the April 2017 accounts in the amount of \$274,438.45 be ratified.
CARRIED

Financial Report:

The Business Manager presented the Spruce Lodge Revenue & Expenses for the 3 months ended March 31, 2017 for review. Next month the funding will reflect a lower CMI. Nursing funding will increase April 1, 2017 and Nutrition Services July 1, 2017. Funding from the three (3) municipalities is still based on last years' figures and may continue until the end of the year while the revenue split is under discussion amongst the three (3) entities.

Moved by Councillor Pope
Seconded by Councillor Vassilakos

**To accept the Spruce Lodge financial report for the period ending
March 31, 2017 as presented.**
CARRIED

SPRUCE LODGE - Continued

Board of Management Meeting

May 17th, 2017

Insurance Revision:

A letter was received from Drew Campbell at Zehr Insurance regarding a recommendation to increase the limits for the Directors and Officers liability.

Moved by Councillor Aitcheson

Seconded by Councillor Ehgoetz

To increase the Directors' and Officers' liability to \$5,000,000.00.

CARRIED

Administrator's Report:

Moved by Councillor Vassilakos

Seconded by Councillor Aitcheson

To enter closed session at 5:37 p.m. to discuss matters related to identifiable individuals.

CARRIED

Moved by Councillor Aitcheson

Seconded by Councillor Vassilakos

To enter open session at 5:38 p.m.

CARRIED

Moved by Councillor Ehgoetz

Seconded by Councillor Vassilakos

To enter closed session at 5:38 p.m. to discuss matters related to collective bargaining.

CARRIED

Moved by Councillor Pope

Seconded by Councillor Vassilakos

To enter open session at 5:41 p.m.

CARRIED

Direct of Resident Care

Kelly Kummerfield started this week in the position of Director of Resident Care.

Risk Management:

There has been no RQI visit to date, and no critical incidents to report.

With the recent ransomware events of this past weekend, Spruce Lodge has had no issues and has confirmed that we are equipped with software protection.

AdvantAge:

An AdvantAge Huron Perth meeting will take place with local MPPs on May 19th, 2017. Spousal reunification will be a topic of discussion as well as the closing of Hillside and up to 50 beds leaving the County. MPPs will advocate to keep the beds in Perth County.

Festival Hydro Meeting:

A meeting will take place next Tuesday at 3:00 p.m. We have expressed interest in an energy audit. This service is now cost shared at ½ the cost.

SPRUCE LODGE - Continued

Board of Management Meeting

May 17th, 2017

Moved by Councillor Aitcheson

Seconded by Councillor Ehgoetz

That the Administrator's report be accepted as presented.

CARRIED

Other Business:

Dress Down Days:

☺ *For April 2017, the lucky charitable receipt winner is...Julie Bree!*

Long Service Awards:

The Long Service Award event for staff will take place this evening at 6:30 p.m.

Moved by Councillor Vassilakos

That the meeting be adjourned.

CARRIED

Date & Time of Next Meeting:

Wednesday, June 21st, 2017 at 5:30 p.m.

For **Councillor Van Galen**
Chairperson

Frank Mark

Jennifer Facey
Secretary

Jennifer Facey

Date

SEPT. 20/17

SPRUCE LODGE
Board of Management Meeting
June 21st, 2017

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

Co-Chairperson Councillor Aitcheson brought the meeting to order.

Moved by Councillor Ehgoetz
Seconded by Councillor Pope

That the agenda for June 21st, 2017 be approved as presented.

CARRIED

➤ Declaration of pecuniary interest.

Moved by Councillor Vassilakos
Seconded by Councillor Ehgoetz

That the minutes of May 17th, 2017 be approved as presented.

CARRIED

Business Arising: *None noted.*

New Business:

Ratification of Accounts:

Moved by Councillor Pope
Seconded by Councillor Ehgoetz

That the May 2017 accounts in the amount of \$217,974.03 be ratified.

CARRIED

Financial Report:

The Business Manager presented the Spruce Lodge Revenue & Expenses for the 4 months ended April 30, 2017 for review.

Moved by Councillor Ehgoetz
Seconded by Councillor Vassilakos

**To accept the Spruce Lodge financial report for the period ending
April 30, 2017 as presented.**

CARRIED

Administrator's Report:

Moved by Councillor Pope
Seconded by Councillor Ehgoetz

To enter closed session at 5:40 p.m. to discuss matters related to collective bargaining.

CARRIED

SPRUCE LODGE - Continued

Board of Management Meeting

June 21st, 2017

Seconded by Councillor Vassilakos

To enter open session at 5:41 p.m.

CARRIED

MSAA Declaration:

The Business Manager distributed the MSAA Form of Compliance Declaration for the period April 1, 2016 to March 31, 2017 for approval (attached).

Moved by Councillor Pope

Seconded by Councillor Vassilakos

That after making inquiries of the Administrator, Peter Bolland and other appropriate officers of the Board of Director of Spruce Lodge and subject to any exceptions identified on Appendix 1 this Declaration of Compliance, to the best of the Board's knowledge and belief, the Board of Directors of Spruce Lodge has fulfilled, its obligations under the service accountability agreement (the "MSAA") in effect during the Applicable Period.

CARRIED

Festival Hydro Meeting:

Meetings continue to take place with Festival Hydro attempting to determine the implications the CHP would have on the carbon foot print . Having a CHP will result in savings of natural gas of 127,538 cubic meters. To do so the CHP will use 282,243 cubic meters implying a net increase of 154,715 cubic meters. In addition to the fuel savings Spruce Lodge would also see a reduction in hydro rates. We have expressed interest in an energy audit.

Moved by Councillor Pope

Seconded by Councillor Vassilakos

To approve the completion of an energy audit for the CHP at a cost not exceed \$5,000, and an additional energy audit not to exceed an additional \$2,500.

CARRIED

Accreditation:

Accreditation will not take place in September or October 2017.

Telephone and Cell Phone Project:

Discussions continue with Schooley Mitchell regarding Spruce Lodge entering into bulk telephone services.

Website:

The soft launch of the website will take place upon completion of the photo galleries. A photographer has been contracted.

Partnership – The Facility Operators Groups (FOG) in Huron and Perth have merged. A sub-integration table will be formed to plan services in Huron and Perth. There is one long term care representative for eighteen (18) homes. The Administrator and another candidate have been nominated.

SPRUCE LODGE - Continued

Board of Management Meeting

June 21st, 2017

MOW Rates:

ONE Care has taken over Meals on Wheels Services. Costs have increased over the years based solely on inflation rates. We have proposed an increase of 1.5% which directors at ONE Care wish to meet and discuss. We are currently performing an analysis of costs. The Administrator will have a report for the Board in September .

Spousal Reunification:

The Administrator distributed a letter issued to Randy Pettapiece and Lisa Thomson from the Huron Perth Non-profit Home and Services for Seniors following the meeting May 19, 2017 regarding their recommendation for spousal reunification.

Closing of Hillside:

The Administrator distributed a new release from Randy Pettapiece following the public meeting held June 20, 2017 about the closing of Hillside Manor and the relocation of long term care beds. The meeting was well attended with much public outcry around losing long term care beds.

Moved by Councillor Pope

Seconded by Councillor Vassilakos

That the Administrator's report be accepted as presented.

CARRIED

Other Business:

Dress Down Days:

☺ *For May 2017, the lucky charitable receipt winner is... Jen LeSouder!*

Moved by Councillor Vassilakos

That the meeting be adjourned.

CARRIED

Date & Time of Next Meeting:

Wednesday, September 20th, 2017 at 5:30 p.m.

FOR
Councillor Van Galen
Chairperson

Frank Mark

Jennifer Facey
Secretary

Jennifer Facey

Date

SEPT. 20, 2017

MINUTES
BOARD OF DIRECTORS' MEETING
TUESDAY, AUGUST 22, 2017

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

Regrets:	S.McCall-Hanlon	M.Ryan
	T.Birtch	

Solicitor:	G.Inglis
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Staff:	F. Brandon-Sutherland	C.Saracino
	M. Fletcher	A.Shivas
	D.Charles	M.Snowsell
	C.Harrington	C.Tasker
	T.Hollingsworth	I.Wilcox
	S.Dunlop	K.Winfield

1. Approval of Agenda

T.Jackson moved – H.McDermid seconded:-

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

CARRIED.

2. Declaration of Conflicts of Interest

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

3. Confirmation of Payment as Required Through Statutory Obligations

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

4. Minutes of the Previous Meeting
June 27, 2017

N.Manning moved – G.Way seconded:-

“RESOLVED that the UTRCA Board of Directors approve the Board of Directors’ minutes dated June 27, 2017 as posted on the Members’ web-site.”

CARRIED.

5. Business Arising from the Minutes

There was no business arising from the minutes.

6. Business for Approval

(a) WECS Consultant Selection
(Reports attached)

C.Tasker introduced David Charles, the new Water Control Structures Supervisor, and Fraser Brandon-Sutherland, Project Engineer In-Training, to the Board.

The Board can expect a draft of the new WECS Consultant Selection Policy at the November Board meeting. There will be other draft policies around procurement coming in the future.

B.Petrie brought forward the notion that bids be scored by best value, and if best value is achieved, staff approval would be a possibility. I.Wilcox agreed that this could be brought forward in the second set of policy changes.

Staff clarified that the engineering studies produced by the Consultants are all intellectual property of the UTRCA.

There were concerns raised about maintaining competition and fairness with the proposed changes. Staff clarified that there will be checks and balances that will be worked into the process that would not guarantee the existing contractors be chosen for future project phases. The Board asked that when this policy is brought back before them, past examples and how they relate to the new policy be provided so possible ‘what if’ scenarios’ can be fully explored and discussed.

S.Levin moved – T.Jackson seconded:

“RESOLVED that recommendation two be amended to read ‘Staff draft policy that builds on the considerations discussed in this report which, when approved by the board, will provide direction and guidance on the procurement of professional services. The

expected receipt date of the draft policy will be November 2017' ”

CARRIED.

T.Jackson moved – N.Manning seconded:

“RESOLVED that the Board of Directors accept the recommendations as amended.”

CARRIED.

- (b) Tender Award & Budget Increase Fanshawe Dam Substructure Rehabilitation Phase 4
(Report attached)

C.Tasker introduced the report and pointed out that in the last part of the report, the \$779, 762.00 value amount is plus taxes and includes contingencies.

C.Tasker clarified that staff decide on a case by case basis whether to include a contingency.

D.Charles clarified that increasing the budget does not change the tender amounts.

S.Levin moved – B.Petrie seconded:

“RESOLVED that the recommendation be amended to read “the Board approves to increase the project budget by \$95,305.00 and direct staff to pursue WECI funding for the increased project budget.”

CARRIED.

S.Levin moved – B.Petrie seconded:

“RESOLVED that the Board of Directors accept the recommendations as amended.”

CARRIED.

- (c) i) Revised Budget
(Report attached)

C.Saracino explained the reasoning behind approving a revised budget.

S.Levin moved – T.Jackson seconded:

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

CARRIED.

ii) Financial Update for July 2017
(Report attached)

C.Saracino introduced her report and explained to the Board the reasons behind each of the surpluses. C.Saracino also explained the new built-in expense for depreciation on capital and the column for approval for a revised budget.

S.Levin moved – T.Jackson seconded: -

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

CARRIED.

7. Closed Session – In Camera

There being property and legal matters to discuss,

T.Jackson moved – H.McDermid seconded:-

“RESOLVED that the Board of Directors adjourn to Closed Session – In Camera.”

CARRIED.

Progress Reported

- (a) Property and legal matters relating to the Glengowan lands were discussed.

S.Levin moved – R.Chowen seconded: -

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

CARRIED.

- (b) Legal matters relating to Pen Equity were discussed.

8. Business for Information

- (a) Administration and Enforcement – Section 28
(Report attached)

The suggestion of adding beginning and end dates to the Section 28 report was brought forward again. Staff reported that they are currently working on a database that will be able to better

keep track of dates. When the database is complete, staff will be able to better incorporate dates into future Section 28 reports.

T.Jackson brought forward concerns about closing in drains and asked that staff created a presentation to better educate the Board on this matter. T.Annett responded that staff are currently working on a more comprehensive closures policy and when it has been drafted they will create an educational presentation around the topic and bring the policy forward for Board input.

H.McDermid moved – G.Way seconded:-

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

CARRIED.

(b) Minimum Wage Increase Impacts
(Report attached)

C.Saracino explained that at this point, the UTRCA is proceeding with the assumption that the legislation will pass. She also discussed the potential impacts and changes to the On Call procedure. The Board asked that staff do more analysis to gain a better understanding of what parts of our business this will impact.

Concerns were raised about the silence on this issue from Conservation Ontario and other Conservation Authorities. T.Jackson asked that the UTRCA make a formal statement to the Ministry of Labour stating the impacts the increases will have on the organization.

T.Jackson moved – seconded R.Chowen:-

“RESOLVED that the Board directs staff to send a letter making the Ministry of Labour aware of the concerns the UTRCA has about the impacts the legislation in question will have on the operations, services and costs of this organization. The letter is to be circulate to other CAs and Conservation Ontario for support.

CARRIED.

A.Hopkins left the meeting 11:34am

(c) Pioneer Village Report
(Report attached)

S.Levin moved – H.McDermid seconded:-

“RESOLVED that the Board of Directors receive

the report as presented.”

CARRIED.

- (d) Conservation Awards Report
(Report attached)

T.Hollingsworth spoke to the report. Concerns were raised regarding category names and the number of categories. T.Hollingsworth explained that not every category would be filled every year, there would be a degree of flexibility to the program.

S.Levin moved – T.Jackson seconded:-

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

CARRIED.

- (e) Orr Dam Wingwall Stability Study
(Report attached)

S.Levin moved – T.Jackson seconded:-

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

CARRIED.

- (f) International Student Placement
(Report attached)

S.Levin moved – B.Petrie seconded:-

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

CARRIED.

- (g) Harrington Fisheries Report
(Report attached)

T.Jackson expressed concerns regarding the Harrington Fisheries Report to the Board and presented his opinion based on personal experience, species specific scientific studies and discussions with a variety of fisheries experts regarding the potential negative impacts to the Brook Trout population at Harrington. He also expressed his concerns with MNRF’s position against their own science and disagrees with the statement that there will be no impact on the Brook Trout.

M.Fletcher asked for copies of the studies T.Jackson referenced. She explained that it is difficult to compare this project to the studies mentioned as they focus on lake populations and may not be applicable to the stream based populations we are addressing at Harrington. While there is no certain outcome, based on the long term UTRCA data recorded at this site, M.Fletcher feels the information available to her does not indicate the stream will get overrun by predator species.

There was a question whether there was value at this stage to ask for another opinion from an expert from Western University. It was decided that at this time getting another opinion on this matter is not feasible with timelines and may not provide any more clarity on this issue. It was suggested that the concerns expressed by all parties be presented to the engineers when designing the project.

J.Salter moved – R.Chowen seconded:-

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

CARRIED.

(h) Harrington & Embro EA Update

C.Tasker gave an update on the status of the Harrington & Embro EA. UTRCA staff are hoping to have feedback from Zorra Town Council in time for the September UTRCA Board meeting.

The September Board meeting will be held at Wildwood Conservation Area with a site visit to the Harrington Mill before the meeting. The Board was also updated on the very successful Canada 150 celebration, hosted by the Harrington and Area Community Association, and the group’s current fund-raising efforts.

9. August FYI
(Attached)

The attached report was presented to the members for their information.

10. Other Business

I.Wilcox reminded the Board of the 2018 UTRCA Municipal Budget Workshop being held on September 7th. This workshop is not mandatory for Board members, but asked that any members who wish to attend contact Michelle Viglianti. If possible, I.Wilcox will circulate his presentation to Board members before the Workshop.

The Species at Risk Family and Friends Day was a big success this year. It was a fun and positive event.

11. Adjournment

There being no further business the meeting was adjourned at 12:14 p.m. on a motion by N.Manning.



Ian Wilcox
General Manager
Att.

M.Blackie, Authority Chair



**Minutes
Accessibility Advisory Committee
Regular Meeting**

August 30, 2017
9:00am
Council Chambers, Town Hall

Members Present: Chair Nichole Everitt
Janet Thompson
Donna Kurchak
Councillor Jim Craigmile

Members Absent: Shirley Croff
Councillor Lynn Hainer

Staff Present: Jenna McCartney, Staff Liaison

1. CALL TO ORDER

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

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Member Kurchak

Seconded By Member Thompson

THAT the August 30, 2017 Accessibility Advisory Committee agenda be accepted as presented.

CARRIED

4. ACCEPTANCE OF MINUTES

4.1 Regular Meeting - May 30, 2017

Moved By Councillor Craigmile

Seconded By Member Kurchak

THAT the May 30, 2017 Accessibility Advisory Committee regular meeting minutes be approved.

CARRIED

5. REPORTS

None presented.

6. OTHER BUSINESS

6.1 The Evolution of Accessibility Discussion Guide

Moved By Councillor Craigmile

Seconded By Member Kurchak

Community Living St. Marys has reposted this discussion guide for public information.

The Committee discussed concerns general concerns it had about services offered to persons with disabilities. Staff Liaison, Jenna McCartney, will look into the matters.

THAT the correspondence from the Accessibility Directorate of Ontario regarding The Evolution of Accessibility be received.

CARRIED

6.2 Strategy for Upcoming Year

The Committee discussed the next steps for the upcoming year. The Committee is going to focus on building a strong terms of reference for the future term of committee.

6.3 Accessibility Capital Budget Items

The Committee discussed accessibility related projects that it considers to be important within the near future. The main item included Cadzow Park public washrooms.

Discussion ensued about curb concerns throughout St. Marys. These specific concerns have been directed to Public Works.

7. UPCOMING MEETINGS

November 13, 2017 - 9:00am, Town Hall

8. ADJOURNMENT

Moved By Member Kurchak

Seconded By Member Thompson

THAT this regular meeting of the Accessibility Advisory Committee be adjourned at 9:55am.

CARRIED

Chair Everitt

St. Marys Business Improvement Area (BIA) Board Meeting Minutes

Date of Meeting: Tuesday, August 15, 2017

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

Time of Meeting: 6:30 to 8:55 p.m.

Board Members in Attendance: Julie Docker-Johnson (Chair), Cathy Szmon, Cindy Taylor, Sue Griffiths

BIA Staff in Attendance: Andrea Macko, Secretary/Communications

General Members in Attendance: Mary Van Den Berge, Maggie Richardson

Staff in Attendance: Trisha McKibbin, Director of Corporate Services

1.0 Call to Order and confirmation of Quorum – 6:30 p.m.

2.0 Declarations of Pecuniary/Conflict of Interest

- None were declared

3.0 Additions to the Agenda

10.1 – Sunday Shopping

6.0 – Carolynne Champagne is unable to attend so Cindy Taylor will update instead

4.0 Approval of Agenda

MOTION: Sue
CARRIED

SECOND: Cindy

5.0 Approval of Minutes from May meeting (Attached)

MOTION: Cathie
CARRIED

SECOND: Sue

6.0 Delegations

6.1 – United Way “Paint the Town Red”

Carolynne Champagne of the United Way Perth-Huron was unable to attend. Cindy Taylor spoke about “Paint the Town Red” a United Way initiative which began last year. Paint the Town Red technically occurs from Nov. 24-26; participating local merchants and businesses determine their own way to donate to the United Way, whether it be a bake sale, discount, donation at cash, etc. All donations made in St. Marys go to St. Marys-based United Way agencies.

The BIA suggested that Paint the Town Red could tie in with Giving Day (Tuesday, Nov. 28), giving members a participation option. All promotional materials for Paint the Town Red are provided by the United Way, and the United Way would provide tax receipts as required.

Cindy explained that Giving Day can be about more than just donating money. Participants can donate time, services, etc., even something like attempting to break a world’s record for hugs. Giving businesses the choice makes it more personal. It was agreed that businesses need guidelines and ideas.

There is no obligation to participate in Giving Day, though those who do will likely be looked upon quite favorably by the community at large.

7.0 New Business

7.1 Economic development position and activities update

The public piano was unveiled on Aug. 11, and many people have been seen playing it so far. The Facebook Live video has been viewed almost 6,000 times, with many likes and shares.

Trisha McKibbin explained that the piano will be relocated to in front of the flower bed so it will be more visible. Staff are currently ensuring that the piano is “open” from 8:30 a.m. to 6:30 p.m. A transparent, easy-to-remove tarp will be ordered so it can be easily used at any time.

It was requested that the hours for the town hall washrooms be extended because the area is busier due to the complimentary Wi-Fi.

The OMAFRA Strategic Planning program is currently on hold as the co-ordinator is on vacation for August. The next step is to create a survey on BIA activities, etc. for members to complete. Trisha and Andrea will work together on this step.

Trisha and Carey Pope have met to discuss the mural project; many technical and legal questions need to be answered. A report is coming to Town Council at its Sept. 12 meeting to determine how the mural should be administered. Staff has researched murals in other municipalities to best determine this. It is hoped to have all the program aspects in place by year’s end, so that ideally, work can begin in spring 2018 and completion occur before the height of the tourism season.

The position of Manager of Economic Development and Culture, recently held by Laurel Davies Snyder, will be posted for hiring in September. The job description will primarily be the same, with a few minor changes.

At the Sept. 12 council meeting, bylaws on downtown parking, Heritage District property tax relief, and refreshment vehicles will be discussed.

Additionally, as per the BIA's properly bylaw standard complaint made on June 9, the town has notified the property owner to remove the outdated Godfather's sign. So far, no action has occurred.

7.2 St. Marys-branded clothing

Andrea met with Jake DeGroot, owner of Northern T-Shirt Designs of Mitchell, to discuss his company potentially creating a line of St. Marys-branded clothing, namely t-shirts and sweatshirts. The company's t-shirts are ecologically minded and made in Toronto; DeGroot is a graphics student and creates designs himself. Approximately wholesale costs are \$10-\$14 for t-shirts.

Andrea and Cindy, who has a background in apparel, will meet with DeGroot to discuss specifics.

It was noted that the BIA still has a large supply of the pewter ornaments. Stores should not hold stock; rather, people should order from a stock list.

8.0 Project Updates & Committee Reports

8.1 Giving Day

Covered in 6.0

8.2 Canada 150/Doors Open

The "Shop St. Marys Canada 150 Passport" is in the community, but uptake has been slow. It was noted that summer is a difficult time for any kind of promotion.

Doors Open St. Marys takes place Sept. 30; Janis Fread is updating the "Stories of the Stores" for the downtown walking tour, which will be added to all the Doors Open marketing and media.

8.3 Christmas

The Christmas committee had its first meeting last week and is now meeting regularly. Under the "Christmas is Golden" theme, which is in its second of three years, the committee has added three components:

- five Christmas trees in the town hall square that are designated for businesses. Businesses who want a tree to decorate enter a random draw to have it for the entire season. Multiple businesses will also be able to marry up to decorate one tree. This promotes the town square and encourages social media photos.
- on the Downtown Merchants Open House Day (Nov. 26), professional Victorian carolers will be at the town hall, as will a hot chocolate stand and roasted chestnuts.

- custom-made Christmas crackers will replace the “Elf on a Shelf”. Each business will receive 10, and businesses can insert the promotion of their choice (e.g. if you make a purchase over \$100, you will receive a cracker). Stores will have the option to purchase additional crackers for \$2.

-

A Canadian company has been sourced for the crackers, which will be branded with the BIA logo. One thousand crackers will be ordered. Any leftover crackers can be used next year. Ordering prior to Sept. 13 ensures delivery in time for the Open House, as well as an HST savings. Reserving the carolers and chestnut roaster earlier in the season will also ensure their availability.

MOTION: To acquire \$3,000 from the BIA reserve funds to obtain items for Christmas 2017 promotions.

MOTION: Cindy SECONDED: Cathie

MOTION: To extend the meeting past 8 p.m.

MOTION: Sue SECONDED: Cathie

8.4 Treasurer’s Report

Sue Griffiths provided an updated line budget. The amount spent to date is \$39,377.25, but this figure includes \$32,000 for lights so much of the \$44,584 budget remains unused. The ambassador line is over budget because it includes the promotional materials. The \$500 expenditure of DMA dollars came from a collection found in a deceased person’s sock drawer; their estate was paid instead.

8.5 2018 Budget – discussion of priorities

It was noted that a draft 2018 budget template should be started with lines filled in as they are established.

The BIA requests \$45,000 from the town for its annual budget. It was noted that neither the levy nor the minimum/maximum assessment values have changed in nine years, so BIA members in the mid-range are paying more.

As discussed at a prior meeting, complimentary Wi-Fi throughout the downtown may be a priority this year. Trisha will find out the Wi-Fi costs for capital expenses and annual commitment. When the downtown was reconstructed in 2016, only the tubing and not the operating material were installed.

Website re-development is also a priority. The St. Marys Public Library’s site is admired because it is a separate site from the municipality’s, but uses a similar format. It was noted that the library paid for this site. The Goderich BIA has a good website worth examining.

Creating a winter event to bring people downtown after Christmas is also a priority. This event could coincide with Family Day or March Break. The “trail” format, where people buy tickets for multiple stops in advance, was discussed – such as a “Do it Yourself” trail.

Everyone was asked to brainstorm ideas, with an estimated cost.

9.0 Correspondence

None

10.0 Other Business

10.1 – Sunday Shopping

A recent Facebook post lamented the lack of Sunday shopping in St. Marys during the summer months, and how this was bad for tourism. Discussion followed on the history of Sunday shopping in town. The “Shop Late ‘til 8” initiative a few years ago took six months to catch on with shoppers, and by that time, many participating merchants threw in the towel since there was so little traffic.

It was noted that Stratford’s “dark day” is Monday; there are many St. Marys merchants who do the same. If St. Marys is being promoted as a tourist destination, the Sunday shopping issue has to be more deeply reviewed. There is a card available with services that are open on Sundays.

The idea of a survey was discussed to get feedback from merchants, including asking questions about sales, numbers of visitors, minimum wage/employee numbers, and whether members view St. Marys as a tourist town.

11.0 Agenda Items for Future Meetings & Date of Next Board Meeting

- September 11: Business Networking update, Giving Day, 2018 budget, Winter event, doors open, Christmas, Strategic Plan, governance/constitution

12.0 Adjournment

Motion: Cathie

Second: Sue

CARRIED

2017 BIA Board Meeting Dates

January 9	February 16	March 13	April (no board meeting)
May 8	June 12	July 10	August 14
September 11	October 16	November 13	December 11

BIA Board: Julie Docker-Johnson (Chair), Sue Griffiths (Treasurer), Councillor Carey Pope, Cathie Szmon, Cindy Taylor

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

BIA Staff: Andrea Macko (Secretary and Communications Co-ordinator)

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

From: **Chantal Lynch** <chantalynch@gmail.com>
Date: Fri, Nov 25, 2016 at 7:25 AM
Subject: Christmas Parade and Parking on Queen
To: Carey Pope <CPope@town.stmarys.on.ca>, Bill Osborne <bosborne@town.stmarys.on.ca>, Al Strathdee <astrathdee@town.stmarys.on.ca>, Jim Craigmile <jcraigmile@town.stmarys.on.ca>, Tony Winter <twinter@town.stmarys.on.ca>, Lynn Hainer <lhainer@town.stmarys.on.ca>, Don Van galen <Dvangalen@town.stmarys.on.ca>
Cc: Brent Kittmer <bkittmer@town.stmarys.on.ca>, Trisha McKibbin <tmckibbin@town.stmarys.on.ca>

Good Morning and hope this message finds you all well.

Chatting with two women sitting at Jennies a very good question was asked:

"Why can't the cars be off Queen Street for the parade?" one we have wondered too and has prompted this letter.

The Parade is a terrific event, very well executed by the many wonderful men and woman who work tirelessly to put on a show for the kids. Our children had the benefit of participating in Toronto's Santa Claus parade because a family member is on that committee. Lots of work - great for the kids and the city, St Marys is no different just a smaller scale. We can't say enough how much we would like to recognize their efforts.

The cars, trucks and minivans are a huge impediment. We were rather surprised when we experienced our first parade in St Marys not able to sit on the sidewalk, on the curb, watch the kids anticipating the main man. To watch spectators have to jostle between parked vehicles is awful and we've heard a child was almost crushed a couple years ago? Add to that the inconsideration of those that turn the motor on to warm up and short little children inhaling the fumes!!

We would like to suggest that parking is not permitted on the street after 5pm on the day of the Santa Claus Parade and we say this as a Queen Street business and property owners. A bylaw and logistics can be worked out with a combination of signage on the lamp posts, in the paper, the businesses letting their customers know and enforcement, tag and tow those that do not comply.

We recognize there are those with physical issues and would like to watch from a car, surely there are good spots on the route or even at the PRC? The two blocks from Church to Water is not too much to ask for the safety of the kids and the ability to enjoy from the sidewalk. Bring out the wheelchair/walker/lawnchair for those that use them, adults and kids on the curb or standing behind, it's exciting, it's all warm and fuzzy - it will work.

As business owners - we are closed at 5pm along with most businesses on Queen that night. Much better to have 20 folks in front of the store able to look in the windows than 2 cars with 2 people each in them. We feel it is people that make up a community, not cars.

Look forward to hearing from you. We would be happy to sit on a committee to look at alternatives and would appreciate being advised when this item will be on the agenda so that we can attend.

Chantal and Brian Lynch
144 Queen Street East
St Marys ON N4X 1A2

Join us for our 2017 events!

25th ST. MARY'S FARMERS MARKET

Saturdays, May 20th through October 28th, 8 a.m. to NOON
Downtown gets really fresh as local food producers and unique artisan vendors convert the Jones Street parking lot into the place for home grown goodness and handmade specialties.

CANADIAN BASEBALL HALL OF FAME INDUCTION DAY

Saturday, June 24th, 10 a.m. to 5 p.m.
See stars, grab autographs, and touch all the bases on Bell Hall grounds and throughout downtown St. Marys as the Canadian Baseball Hall of Fame welcomes home its 2017 Inductees.

CANADA DAY @ CADOOW PARK

Saturday, July 1st, 11 a.m. to dusk
Celebrate Canada's 150th anniversary with a park-packed day of events including: parade, breakfast, barbecue, activities, contests, musical entertainment and a movie under the stars. Downtown will proudly celebrate our sesquicentennial all year long, so watch for our all-Canadian fun!

STONETOWN HERITAGE FESTIVAL

Saturday, July 8th, 5 p.m. to dusk
Join our downtown family-friendly stowell party featuring our 1st ever community picnic then dance the night away until our festival concludes with awesome fireworks!

KIN SUMMERFEST

Thursday, July 27th to Saturday, July 29th, 12 p.m. to 12 a.m.
Enjoy thrilling rides, midway amusements and nightly entertainment on Mill Dunnell Field - just a ball toss from our equally entertaining downtown.

ST. MARY'S CAR SHOW

Saturday, August 19th, NOON to 3 p.m.
Cruise alongside vintage vehicles at Mill Dunnell Field and smoothly shift to downtown shops, eateries and services for added pleasure.

ST. MARY'S SANTA CLAUS PARADE & NIGHT LIGHTING

Friday, November 17th, 7 p.m. to 9 p.m.
It will be glow-ho-ho as the Santa Claus parade rolls right through the heart of our downtown and Stonetown brightens the night with our festival of lights ceremony at Mill Dunnell Field.

CHRISTMAS IS GOLDEN

Friday, Nov. 17th to Christmas Eve
Check out our wonderful stores and professional services dressed in holiday style as downtown St. Marys seasonally shines during the countdown to Christmas.

MERCHANTS OPEN HOUSE

Sunday, November 26th, NOON to 5 p.m.
Cross everyone off your shopping list during a very special afternoon in downtown St. Marys complete with carollers, festive treats, stone sales, and a few extra holiday surprises!

GIVING TUESDAY

Tuesday, November 28th, all day
Giving Tuesday is a national day dedicated to giving and giving back. Join in the movement with our St. Marys downtown businesses. Then you will be happy!

We Are Big On Small



Like our grand 18th century architecture nestled alongside picturesque Little Falls, downtown St. Marys is truly big on small. Year-round we proudly celebrate our Canadian small town heritage, extend unrushed warm local hospitality, and courteously provide unique accessible professional customer services – those little things that are becoming harder to find these days.

Yes, our historic Stonetown businesses are a touch old-fashioned, still offering friendly assistance, free parking, and time to share a bit of small talk. But in many big ways our charming downtown is also soul-renewing.

Escape within our cozy specialty shops bursting with contemporary and timeless curiosities, relax in our family-run eateries and cafes, rejuvenate at our wellness spas and hair salons, join our community events, or simply stroll our beautiful downtown and experience all its natural splendour.

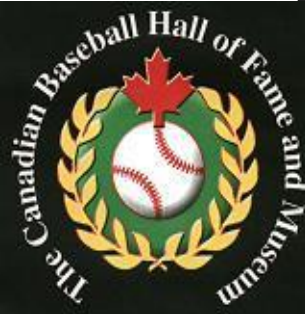
In St. Marys, you'll become big on small, too.



Like Downtown St. Marys on Facebook

Follow @stmarysdowntown on Instagram

stmarysdowntown@gmail.com



Canadian Baseball Hall of Fame & Museum

**P.O. Box 1838 (140 Queen St. E.)
St. Marys, Ontario, Canada, N4X 1C2**

**T: 519-284-1838 Toll Free: 1-877-250-BALL F: 519-284-1234
Email: baseball@baseballhalloffame.ca**

MISSION: By honouring, preserving, fostering and sharing Canada's living history of baseball, we teach life lessons exemplified by the game

MINUTES

**CBHFM Board of Directors Meeting – 7:00am, Friday, August 25, 2017
140 Queen St. E., St. Marys, ON**

Present: Adam Stephens (Chair), Tammy Adkin (Secretary), Jody Hamade (Treasurer), Jordan Schofield, Julie Docker-Johnson, Liam Scott, Harry Gundy, Tony Little, Bob Stephens, Jeremy Diamond

Ex-Officio: Al Strathdee (Mayor)

Staff: Scott Crawford, Director of Operations, Jocelyne Gall, Finance & Administration Coordinator

Regrets/Absences: Mike King, Mike Wilner, Dave Morneau, Lynn Hainer (Council Rep), Stephen Brooks, John Starzynski, Ted Kalnins

Call to Order: Adam Stephens called the meeting to order

Declaration of any conflict of interest:

- None

Additions to Agenda:

- None

Approval of Agenda:

Moved by Tammy Adkin; **Seconded** by bob Stephens:

THAT the CBHFM Board of Directors approves the agenda as circulated by email and distributed before this meeting August 25, 2017

Carried.

Approval of Minutes from June 30, 2017:

Moved by Jordan Schofield; **Seconded** by Julie Docker-Johnson:

THAT the CBHFM Board of Directors approves the minutes of the board meeting that was held on June 30, 2017 as circulated by email and distributed before the meeting.

Carried.

Business arising from the minutes of June 30, 2017:

None

New Business:

Adam welcomed new Board Member, Jeremy Diamond who comes to the Board with extensive historical, fundraising and social media experience. He is going to take on the task of the Holiday Auction and will prepare a report for the September meeting.

Committee Reports:

a. Management

- No report

b. Finance:

- Jody and Jordan presented the report as read

c. Resource Development

- No report

d. Outreach

- No report

e. Nominating

- No report

f. Governance

- No report

g. Museum Renovations

- Tammy presented the report and explained that Terry's initial plan was much larger than necessary and he was asked to scale it back. As the project progresses, the Board may have the opportunity to apply for further funding to expand the project. There was a discussion about the concern that the cost would continue to grow and if we will be able to maintain the operating costs of

the new building. The committee will ask Terry to provide estimated operating costs.

Moved by Adam Stephens; **Seconded** by Harry Gundy:

THAT the CBHFM Board of Directors accepts the proposed design and preliminary costing as presented, and direct Terry Marklevitz to proceed with detailed design and tendering of the project, understanding the board will have the opportunity to review and approve final design and costing prior to any contracts for the construction being entered into and full implementation of the project.

Carried.

Moved by Adam Stephens; **Seconded** by Harry Gundy:

THAT the CBHFM Board of Directors approves application to the Museum Assistance Program to secure additional funding for the acquisition of a collections shelving system.

Carried.

Operations Report

a. Events/Induction

- Scott represented the Hall of Fame at the Cooperstown Induction. There were many Canadians in attendance and the Hall experienced an upswing in social media engagement during the weekend. Scott also spoke at the SABR meeting that took place in Cooperstown.

b. Site Updates

- The fields are booked into late October
- Donald Finnie, a past supporter of the Hall, passed away in July
- The shed at King Field was broken into; the scoreboard control box (\$1000 value) was stolen; police have been involved
- A child was stung by many bees on the site; the nest has been removed

c. Museum Updates

- The process of deaccessioning the books and museums has begun and many other museums will be taking some of the collections for their own use

d. Baseball News

- No report

New Business

- None

In Camera

- None

Motion to Terminate – Jordan Schofield at 7:50 am

Next CBHFM Board Meeting dates:

All meetings at CBHFM Admin Office, 140 Queen St. E. at 7am
September 22, October 27, November 24, December 22

Committee of Adjustment

Wednesday, October 4, 2017

A meeting of the St. Marys Committee of Adjustment was held on Wednesday, October 4, 2017 at 6:30pm in the Board Room, Municipal Operations Centre, 408 James Street South, St. Marys, Ontario, to discuss the following:

- 1.0 Call to order
- 2.0 Declaration of Pecuniary Interest
- 3.0 Approval of Minutes
Regular Meeting of August 16, 2017
Motion: Second:
- 4.0 Resume Application for Consent to Sever: B07-2017 affecting Part Lot 19, Thames Concession as Part 1 on 44R-2419, 449 Queen Street West, St. Marys for 619203 Ontario Limited
- 5.0 Other Business
- 6.0 Next Meeting
- 7.0 Adjournment

Present:

- Chairman Steve Cousins
- Member W. J. (Bill) Galloway
- Member Dr. J. H. (Jim) Loucks
- Member Clive Slade
- Member Steve Ische
- Mark Stone, Planner
- Jeff Wolfe, Asset Management/Engineering Specialist
- Susan Luckhardt, Secretary-Treasurer

Regrets:

- Grant Brouwer, Director of Building and Development

1.0 Call to Order:

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

2.0 Disclosure of Pecuniary Interest:

None noted.

3.0 Approval of Minutes dated August 16, 2017

Motion by: Member Clive Slade

Seconded by: Member Steve Ische

That the Minutes dated August 16, 2017 be approved as circulated.

MOTION CARRIED

4.0 Public Hearing B07-2017

Resume Application for Consent to Sever: B07-2017 affecting Part Lot 19, Thames Concession as Part 1 on 44R-2419, 449 Queen Street West, St. Marys for 619203 Ontario Limited

Chris West of 619203 Ontario Limited was present for the Public Hearing.

Mark Stone provided a brief overview of the application for severance to refresh the application to members since the Public Hearing of August 2, 2017 when the application was first reviewed by the Committee. The subject property is located at the west end of the municipality, fronting on the north side of Queen Street West. The irregularly shaped subject property is the site of the Downtown Pontiac Buick dealership, with vacant undeveloped land on the rear (northern) portion of the property. The applicant also owns the abutting property to the east (425 Queen Street West), where the AllRoads Dodge Chrysler Jeep Limited dealership is located. The applicant has applied to sever the undeveloped rear portion of the subject property measuring approximately 1.16 hectares in size, having dimensions of approximately 102.8 metres (average width) by 107.9 metres (average depth) for the purpose of conveying those lands as a lot addition to the rear of the AllRoads Dodge Chrysler Jeep Limited property. The resulting property sizes will be 1.07 hectares for Downtown Pontiac and 2.17 hectares for AllRoads Dodge Chrysler Jeep.

Mark Stone reviewed the correspondence received:

Festival Hydro:

- Underground primary duct bank crosses the lands proposed to be severed.
- Festival Hydro will require an easement for the duct bank and the transformer installation.

Town Finance Department: No issues.

Bell Canada: No concerns or objections.

Town Building and Development Department:

- Both properties (449 and 425 Queen Street West) are subject to site plan agreements.
- The Town will require amendments to each site plan agreement to reflect the new landholdings.

Town Engineering and Public Works Department:

- The applicant complete a reference plan conveying a 5.0 metre wide road widening to the Town at this time and further that an encroachment agreement be entered into with the Town for the vehicle display platforms that are currently installed on what may be the road allowance.

This concluded correspondence received from agencies regarding the application.

Mark Stone stated that at the Public Hearing on August 2, 2017, a motion was passed to defer a decision on the application to allow time for the Town and the proponent to explore

options regarding the conveyance of a 5.0 metre road allowance as a condition of severance approval. The applicant had objected to the condition of the conveyance of a 5.0 metre road widening along the frontage of 449 Queen Street West at the August 2, 2017 Public Hearing and has since made a number of submissions to support this position.

Chairman Steve Ische invited Chris West to speak to the application.

Chris West spoke to his contributions to the community, requesting that this be taken into account in consideration of the application and the condition requesting conveyance of a 5.0 metre road allowance for the extent of 449 Queen Street West. Chris West stated that if the road widening were being taken from all the properties fronting along Queen Street at this time, he would have no issue and could speak to that with the parties with whom he has business agreements.

Mark Stone provided comments. The severance is being recommended by staff; however it is being recommend with the condition that a 5.0 metre road widening be conveyed to the Town. Sections 51(25) and 53(12) of the Planning Act provide municipalities with the authority to impose conditions of a provisional consent including requiring that sufficient land be dedicated to provide for the widening of a highway that abuts a property, to such width as the approval authority considers necessary. This authority allows municipalities to obtain required road widenings at no cost.

The Town's Official Plan identifies Queen Street as an Arterial Road. Section 5.3.1.1 of the Official Plan states that arterial roads "are the major routes in the road network that are designed to carry high volumes of traffic from one area of Town to another" and that "the right-of-way for Arterial Roads is generally 30 metres". Section 5.3.7 states that "when a road allowance does not meet minimum Town's standards, it may, through plan of subdivision/condominium, consent, site plan agreement or other legislative means, be improved. Where additional land is required for roadway widenings, extensions or Right of Ways such land will be obtained through Plan of subdivision/condominium, Consents, and/or Site Plan Agreements".

The regulations under the Planning Act and the policies of the Official Plan exist in the public interest. Without these provisions, the Town would be required to acquire the land for road allowances through expropriation which would be a cost to the community.

In recognition of the concerns expressed by the applicant, Town staff has considered possible options other than conveyance of the road widening at this time and has consulted with the Town lawyer on the matter of the road widening condition. Town staff is of the opinion that the required road widening should be conveyed now as a condition of provisional consent, if granted, as this is the best option in the public's interest. If a road widening is not obtained as a condition of approval of a Planning Act application, the Town would be required to purchase or expropriate the land in the future. In conveying the lands as a condition of this severance application, an encroachment agreement with the proponent would allow the owner to continue use of the lands until the lands are needed.

Staff explored the option with the Town lawyer for the Committee to impose a condition requiring that the applicant enter into an agreement to convey the land at some point in the future. Concerns with this approach include potential difficulties in the Town enforcing the

contract in the future; and the fact that the agreement would need to include a specific date or deadline for conveyance of the land.

Chairman Steve Cousins asked for question from Committee members.

Dr. Jim Loucks asked if the information provided by Chris West to the Committee on September 29, 2017 was personal information or if it was relevant to this application. Chris West responded that the information was provided to comment on the impact government decisions have on businesses. Dr. Jim Loucks questioned the relevance of the letter to this application.

Steve Ische asked Chris West about the removal of the rear lands through this severance application with respect to his business agreements. Chris West stated that the rear lands are not part of the dealership parcel of land; any change to the paved lot area is critical to his business agreements, changes to the grassed portion to the rear is not.

Clive Slade provided comments on road widenings with respect to mortgages. Clive Slade asked for clarification on the extent of the 5.0 metre road widening into the property. Jeff Wolfe provided clarification, referencing the aerial view lot fabric (PowerPoint), but noted that the lot fabric on the GIS is not absolute. In response to Clive Slade, Town staff advised that the encroachment agreement would be good for a term of 20 years.

Bill Galloway asked where the requirement of 5.0 metres came from. Jeff Wolfe responded that 30.0 metres is the standard width for arterial roads as defined in the Town Official Plan. The original Queen Street Road allowance is 20.0 metres. Five metres will be taken from each side to achieve the 30.0 metre road allowance. The additional 5.0 metres on each side is wide enough to allow for turning lanes.

Bill Galloway asked if this policy to take road widenings during planning applications has been applied consistently. Jeff Wolfe stated that this policy is being applied consistently and cited examples where this has been done.

Chris West provided closing comments in that if frontage along the entire street were being taken for widening, he could agree with that for the good of the community. To take the widening from one business is not acceptable to him. He is willing to do this in future when road widenings are taken from the other properties fronting on Queen Street West.

This concluded discussion.

DECISION B07-2017

Application for Consent to Sever: B07-2017 affecting Part Lot 19, Thames Concession as Part 1 on 44R-2419, 449 Queen Street West, St. Marys for 619203 Ontario Limited

Motion by: Member W. J. Galloway

Seconded by: Member Clive Slade

That the Committee of Adjustment for the Corporation of the Town of St. Marys approve Consent to Sever Application No. B07-2017 from 619203 Ontario Limited subject to the following conditions:

- 1) That the Certificate of the Official must be issued by the Secretary-Treasurer for Committee of Adjustment within a period of one year from the date of the mailing of

the Notice of Decision;

- 2) Confirmation from the Town's Treasury Department that their financial requirements have been met;
- 3) The Committee be provided with a description that is consistent with the Application and equal to that required for registration of a deed/transfer or other conveyance of interest in land under the provisions of the Registry Act or Land Titles Act;
- 4) Confirmation be received from the solicitor that the Certificate of the Official will be scanned and attached to the electronic registration of the Transfer;
- 5) Undertaking from the solicitor that the parcels will be consolidated under Land Titles onto one P.I.N.;
- 6) That the severed parcel be deeded as a lot addition only, to the property abutting in accordance with Section 50 (3 or 5) of the Planning Act, R.S.O. 1990;
- 7) Confirmation be received from a solicitor that the resultant lot (severed lands and the land to which it is being added) will be encumbered by any mortgage(s) as one lot at the time of registration of transfer or that there are no outstanding mortgages/encumbrances on the lands to which the severed lands are being added;
- 8) That the owner of the lands (449 Queen Street West) and the abutting lands to the east (425 Queen Street West) enter into amending site plan agreements with the Town for both properties to recognize the new lot configurations resulting from this Consent to Sever Application;
- 9) That the Secretary-Treasurer for Committee of Adjustment be provided with written confirmation that the requirements identified by Festival Hydro in the correspondence dated July 17, 2017 have been satisfied and that an easement agreement between the property owner and Festival Hydro has been registered on title to the satisfaction of Festival Hydro; and further that the Secretary-Treasurer for Committee of Adjustment be provided with a copy of the easement agreement;
- 10) That the owner of the lands at 449 Queen Street West prepare a Reference Plan to the satisfaction of the Town of St. Marys Engineering and Public Works Department showing a 5.0 metre road allowance parallel to Queen Street West for the extent of the frontage of 449 Queen Street West to be conveyed to the Town; and further, those lands identified on the Reference Plan as the 5.0 metre road allowance be conveyed to the Town of St. Marys; and,
- 11) That the owner of the lands at 449 Queen Street West enter into an encroachment agreement with the Town of St. Marys to recognize the vehicle display platforms currently installed on what will be the road allowance upon conveyance of the 5.0 metre road allowance fronting 449 Queen Street West to the Town of St. Marys.

MOTION CARRIED

5.0 Other Business

None.

6.0 Next Meeting

T.B.D.

7.0 Adjournment

Motion by: Member Dr. Jim Loucks

Seconded by: Member W. J. Galloway

That the meeting adjourn at 7:07 pm

MOTION CARRIED

Steve Cousins,
Chairman COA

Susan Luckhardt,
Secretary-Treasurer COA

draft unapproved



**Minutes
Economic Development Advisory Committee
Regular Meeting**

October 2, 2017
7:30am
Council Chambers, Town Hall

Members Present: Chair Andrew Atlin
Councillor Carey Pope
Cathy Forster
Matt Staffen
Deb Hotchkiss

Members Absent: Tammy Adkin

Staff Present: Brent Kittmer, CAO / Clerk

1. CALL TO ORDER

The Chair called the meeting to order at 7:30 am.

2. DECLARATION OF PECUNIARY INTEREST

3. AMENDMENTS AND APPROVAL OF AGENDA

B. Kittmer requested to add an update on Delmar Foods and the Fall St. Marys business celebration.

Moved By Cathy Forster

Seconded By Deb Hotchkiss

THAT the October 2, 2017 EDAC agenda be accepted as amended.

CARRIED

4. DELEGATIONS

None.

5. ACCEPTANCE OF MINUTES

Moved By Deb Hotchkiss

Seconded By Matt Staffen

THAT the July 17, 2017 EDAC minutes be approved and signed by the Chair.

CARRIED

6. BUSINESS ARISING FROM MINUTES

None.

7. NEW BUSINESS

7.1 Perth4Youth Community Engagement Strategic Plan

B. Kittmer provided an update on the Perth4Youth Youth Based Strategic plan, and the 5 key goals of the plan.

To date the plan has been accepted by Council. To move this plan forward, the Town Youth Services Supervisor and the pending new Economic Development Manager will be the champions of the action items that are recommended in the plan.

As a part of the Town's youth retention/attraction strategy, the Committee discussed that it would be a good idea to tour the youth centers located in Hanover and Ingersoll.

The Committee discussed the Town's overall attraction/retention strategy. Housing was identified as a key barrier for attracting and retaining youth as well as the workforce that is currently required. B. Kittmer updated the committee regarding the housing policy review that is being completed by the City of Stratford. That report will be circulated for review when it is received.

The Committee discussed hosting a "St. Mays Open House" on a bi-annual basis as a tactic to further promote St. Marys' community assets. As a part of this strategy, the Committee suggested that staff pursue a program to secure testimonials from newcomers to find out what brought them to St. Marys, and use these ideas as part of the overall Town promotion program.

7.2 Perth South Networking Breakfast

B. Kittmer provided an update on the October 30, 2017 breakfast being held by Perth South at River Valley Golf Club. The breakfast is being organized by the County of Perth and the Stratford Perth Centre for Small business, with St. Marys as a partner. Invitations have been forwarded to the BIA for distribution, with invites to the broader St. Marys business

community pending. The focus of this business breakfast is youth employment strategies, with a plan to introduce the Perth4Youth plan and its findings regarding youth employment.

The Committee recommended that staff speak to Perth South and request several agenda items including: one or two success stories from businesses related to youth employment, testimonials from youth to provide context to the findings of the Perth4Youth project, and an opportunity for Partners in Employment to introduce funding that they have to offer employers.

The topic of future St. Marys lead business breakfasts was discussed. It was agreed that three to four months lead time will be needed to plan the next breakfast which is envisioned to be at DCVI for a direct engagement with youth. Ideas to integrate into this event include: testimonials from local young professionals why they chose to move back to St. Marys or stay in the area; getting youth excited about what their community has to offer; a job fair for upcoming summer jobs; and testimonials from employers about the type of jobs they have to offer in the future and what career path students need to take to get there.

7.3 Four County Labour Board Event

B. Kittmer updated the Committee on the planned manufacturing day to be held at Cascades on October 20. This event is a partnership between the Town, Perth South, the Four Counties Labour Market Board, Cascades, and DCVI. The goal is for the event to host 20 grade 10 students and to introduce them to the various professions and jobs that are available in the manufacturing industry.

7.4 Rural Economic Development Grant

B. Kittmer updated the Committee on the Town's successful RED grant to fund a wayfinding signage strategy for St. Marys.

7.5 Rural Economic Development Grant Application

B. Kittmer updated the committee on the Town's plans to partner with the County of Perth and its lower tiers on a RED grant application. The intent of the application is to secure resources to deliver the common Perth4Youth initiatives. The Committee agreed that the Town should support this initiative.

7.6 Manager of Economic Development

B. Kittmer updated the Committee on the status of the recruitment for a Manager of Economic Development.

7.7 Delmar Foods

B. Kittmer updated the Committee that Council had supported a phased in surcharge agreement to allow Delmar Foods to become established.

7.8 Fall St. Marys Business Celebration

B. Kittmer raised the topic of the fall business celebration event. This event was well received in 2016, and the Town plans to host a second annual event. The Committee agreed that this was a positive event that should continue.

8. UPCOMING MEETINGS

The next meeting was set for November 20, 2017 at 7:30am.

9. ADJOURNMENT

Moved By Matt Staffen

Seconded By Cathy Forster

THAT this meeting of EDAC be adjourned at 9:00am.

CARRIED

Chair Atlin



MINUTES
Heritage St. Marys

September 9, 2017
9:00am
St. Marys Museum
177 Church Street South

Members Present: Mayor Stratthdee
Councillor Carey Pope
Chair Larry Pfaff
Sherri Gropp
Michelle Stemmler
Mary Smith
Janis Fread
Stephen Habermehl

Members Absent: Paul King

1. CALL TO ORDER

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

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Stephen Habermehl

Seconded By Michelle Stemmler

THAT the September 9, 2017 Heritage St. Marys Committee meeting agenda be approved as presented.

CARRIED

4. DELEGATIONS

None.

5. CORRESPONDENCE

5.1 Henry Monteith - Official Plan

Henry Monteith has sent an email to all the members of the Heritage Committee advising them that the Town's review of the Official Plan is underway with a public meeting scheduled for Tuesday, October 10. He suggests that as Heritage is a significant component of the Plan, the committee might make a submission on this issue. Henry himself believes that there is not enough protection for Heritage Neighbourhoods.

The committee discussed Henry's concerns but members felt his expectations of/for this committee were not clear. These points were considered:

- The Heritage Committee is aware of the review of the OP and has already been given the opportunity to consider the sections relating to Heritage. The sections enabling the municipality to create Heritage Districts and to identify certain properties and landscapes as having cultural heritage value have been referred to on a number of occasions.
- Paul King, although unable to attend the meeting, had sent an email offering to talk to Henry about the possibility of creating a Heritage Conservation District along Widder Street – the most effective way of protecting a neighbourhood.
- Some committee members felt, however, that Henry's concerns applied more generally to the entire community, not specifically to his own neighbourhood.
- Larry suggested that the committee should wait for Paul's report of his conversation with Henry. As a resident, Henry can make his own submission concerning the OP and would certainly be welcome to attend a Heritage Committee meeting with any questions, comments or concerns.

6. AMENDMENT AND ACCEPTANCE OF MINUTES

Moved By Mary Smith

Seconded By Michelle Stemmler

THAT the August 12, 2017 Heritage St. Marys Committee meeting minutes be approved.

CARRIED

7. BUSINESS ARISING FROM MINUTES

Larry mentioned – and agreed with – a comment in an email from Paul expressing appreciation to Brent Kittmer who took the time at the August meeting to explain (with Trisha’s input) the process of offering the West Ward School property for sale and the steps taken in working with the prospective buyer to reach an agreement that meets the Town’s requirements – and the work yet to be done. It is helpful to committee members to understand the complexity of this issue.

8. REGULAR BUSINESS

8.1 Heritage Conservation District Update

There have been no recent applications for Heritage Permits and therefore, no recent meeting of the HCD Advisory Committee.

Trisha did announce that the bylaw to enable the Heritage Property Tax Relief program is to be presented to Council on Tuesday evening, September 12. She will inform the committee of the outcome.

8.2 Municipal Register, Part 1 - Designations / Designated Property Matters

8.2.1 Via Station

Work has not yet begun on relocating the ticket office.

A new exhibit showcasing professional food photography will be in place in the Station from Friday, September 15, and through the Doors Open event.

8.2.2 Junction Station - preparation for Doors Open?

It will be tidied up for Doors Open. The ladders to the caboose are being removed for safety reasons.

8.2.3 McDonald House

Nothing to report.

8.2.4 Andrews Jeweller

Reports concerning the new owners continue to be enthusiastic.

8.2.5 Public Library

The new railing for the front entrance has not yet arrived.

8.2.6 Old Water Tower

The engineering report has not yet been received.

8.3 Municipal Register, Part 2 - List of Significant Properties

Dates have yet to be set for notifications and a public meeting.

8.4 Heritage Grant Applications

There are no new grant applications because it is late in the year to begin new projects and also the funds to award grants have almost been depleted. This is a sign of the popularity of the program.

1. In the future, a small sign placed in a window or attached to a facade in some way that identifies a downtown improvement project as a recipient of the grant from the Town of St. Marys might be a useful way of informing the public about the value of these grants.
2. Larry drew the committee's attention to the completed stone wall along the north of the Tuer-Sipos property, 45 Church Street South.

8.5 Properties of Interest or At Risk (not necessarily designated)

8.5.1 West Ward School

Nothing new to report at this time.

8.5.2 North Ward School site

A revised report from the developer is expected in October.

8.5.3 Wellington Street Bridge

This project is moving along on schedule.

8.6 CHO Report

In Paul's absence, not available.

8.7 Homeowner / Property Owner Letters

Trisha will confirm that she has provided Paul with the addresses he requested at the August meeting.

8.8 Sign By-law (Note improvements to Gregory Block)

Inconsistent signage for the four stores in the Gregory Block was a topic of discussion at the June Heritage Committee meeting. Since then, all signage for these stores has been placed in the windows making the transom panels on all

four businesses visible as well as the decorative brickwork of the parapet that runs above all four fronts. The improvement in appearance is very significant and an asset to the overall appearance of the downtown.

8.8.1 Community Players Application

Moved By Stephen Habermehl

Seconded By Sherri Gropp

THAT the St. Marys Heritage Committee recommends approval of the application for a temporary sign outside the Town Hall to advertise the Community Players' upcoming production, Man of La Mancha.

CARRIED

8.9 Cultural Planning (Strategic Plan)

Nothing new to report.

9. COUNCIL REPORT

Councillor Pope and Mayor Stratthdee agreed that most items had been already covered.

Mayor Stratthdee added that the two station studio artists, Cameron Porteous and Reed Needles, will be presenting a report of the success of the past year of exhibits in the Via Station and their proposals for the year ahead at the meeting of Council on September 12. Committee members agreed that the gallery was a great asset to the cultural attractions in the town.

Mayor Stratthdee also said that a report on the Grand Trunk Trail, its usage and its relationship to new development north of the trail right-of-way will also be presented at Council at this same meeting, September 12.

10. OTHER BUSINESS

10.1 Doors Open St. Marys, September 30, 2017

Doors Open St. Marys is scheduled for Saturday, September 30, 2017.

Volunteers are needed at most sites for shifts of approximately two hours, morning or afternoon. Any committee members who can help should contact Amy Cubberley who is coordinating the volunteer schedule.

Larry Pfaff's tour of Westover will begin at 11 a.m. that day and will be publicized in advance so that Doors Open participants and visitors will know about it.

Janis Freed, in cooperation with the BIA, is creating story boards to place in the windows of downtown businesses, outlining each building's history and inviting visitors inside.

11. UPCOMING MEETINGS

9 a.m., Saturday, October 14, 2017, at the St. Marys Museum

12. ADJOURNMENT

THAT the meeting of the St. Marys Heritage Committee adjourn at 9:35am.

CARRIED

Larry Pfaff, Chair

Meeting Minutes

St. Marys Museum Board

Location: St. Marys Museum

Date: Thursday, August 10, 2017

Committee members in attendance:

Brian Busby, Doug Fread, Katherine Moffat, Krissy Nickle.

Regrets: Chet Greason and Councilor Tony Winter

Also in attendance:

Amy Cubberley, Staff Liaison

1.0 Welcome and Call to Order

In the Chair, Krissy Nickle called the meeting to order at 6:19 p.m.

2.0 Declaration of Pecuniary Interest

The agenda had been circulated to members electronically. Following review, no member had a disclosure of pecuniary interest.

3.0 Correspondence

None

4.0 Approval of agenda

Moved by: Katherine Moffat

Seconded by: Brian Busby

That the Museum Board approve the agenda as presented.

CARRIED

5.0 Approval of minutes

The minutes of the June 8, 2017 meeting had been circulated electronically.

Moved by: Doug Fread

Seconded by: Brian Busby

That the Board approve the minutes of June 8, 2017 as presented.

CARRIED

6.0 Old Business

- a. Policy Approvals: Staff updated the Board and asked for their feedback on the Policy approval process. The Board suggested that Staff check in with Councilor Tony Winter as to Council's preference in policy approval.

7.0 New Business

- a. Council Report: Councilor Winter was not in attendance.
- b. Museum Report: A written report of activities from June and July 2017 was presented to Board members. Staff highlighted the special events that have taken place this summer and the overall increase in attendance.

- c. Fall Event Update: Staff reported on the progress in planning Doors Open/Culture Days in partnership with the Director of Corporate Services. Staff also noted that extra volunteer assistance will be required this day.

8.0 Next meeting

Thursday, September 14, 2017 at 6:15pm

9.0 Adjournment

Moved by: Doug Fread
That the Board adjourns this meeting.
CARRIED

Krissy Nickle adjourned the meeting at 6:51 pm.

Krissy Nickle, Chair St. Marys Museum Board

Meeting Minutes

St. Marys Museum Board

Location: St. Marys Museum

Date: Thursday, September 14, 2017

Committee members in attendance:

Brian Busby, Doug Fread, Chet Greason, Katherine Moffat and Councilor Tony Winter

Regrets: Krissy Nickle

Also in attendance:

Amy Cubberley, Staff Liaison

1.0 Welcome and Call to Order

In the Chair, Chet Greason called the meeting to order at 6:18 p.m.

2.0 Declaration of Pecuniary Interest

The agenda had been circulated to members electronically. Following review, no member had a disclosure of pecuniary interest.

3.0 Correspondence

None

4.0 Approval of agenda

Moved by: Katherine Moffat

Seconded by: Brian Busby

That the Museum Board approve the agenda as presented.

CARRIED

5.0 Approval of minutes

The minutes of the June 8, 2017 meeting had been circulated electronically.

Moved by: Doug Fread

Seconded by: Katherine Moffat

That the Board approve the minutes of August 10, 2017 as presented.

CARRIED

6.0 Old Business

- a. Policy Approvals: Councilor Winter suggested that the Board sends all policies to Council for approval as one package.

7.0 New Business

- a. Council Report: Councilor Winter reported on the various construction projects taking place in St. Marys and the St. Marys Station Gallery.
- b. Museum Report: A written report of activities from August 2017 was presented to Board members. Staff highlighted the success of Melodies at the Museum and the many behind the scenes projects undertaken by summer staff.

- c. Fall Event Update: Staff reported on the progress in planning Doors Open/Culture Days in partnership with the Director of Corporate Services. Staff also noted that extra volunteer assistance will be required this day.
- d. Museum Board Initiatives: Staff reminded the board of the successful Art, Antiques and Appraisals event that took place in September 2016 with the intention of offering it every other year. The board does not wish to continue planning this event as a board but several members wish to form a subcommittee of interested Museum volunteers to plan the event. Staff will report back at the October meeting with a review of the 2016 event so that volunteers can begin planning the 2018 event.

8.0 Next meeting

A board member announced that due to a new commitment, they will no longer be able to attend meetings on Thursday evenings. All board members were agreeable to adjusting their meeting time to avoid the resignation of a board member.

Moved by: Tony Winter

Seconded by: Brian Busby

That the St. Marys Museum Board meet on the second Wednesday of the month at 7:00pm for the remainder of the term.

CARRIED

Wednesday, October 11, 2017 at 7:00pm

9.0 Adjournment

Moved by: Doug Fread

That the Board adjourns this meeting.

CARRIED

Doug Fread adjourned the meeting at 7:09 pm.

Krissy Nickle, Chair St. Marys Museum Board

**Community Liaison Committee
Minutes
August 15, 2017**

Present: St Marys Plant: Jose Soraggi, Kara Terpstra, Vanessa Barr, Dan O'Leary (guest)
St Marys Council: Al Strathdee, Jim Craigmile
Community Members: Marvin Arthur, Roger Muir, Marti Lindsay, Sylvia Harvey,
Stewart Grant
Ministry of Environment (MOE), Dan Crompt, Krys Johnston, Andrew Winkler

Regrets: Alex Best, Brent Kittmer

At 11:30 AM, Kara Terpstra welcomed all community members to the meeting and presented the 100 Year anniversary video.

Dan O'Leary provided a plant tour.

At 12:30 PM, Kara welcomed St Marys Council, Ministry of Environment and Community members to the meeting.

An open discussion was held on the impacts of the cement plant onto our community which included noise, air emissions, and dust.

An open discussion was held on our role on the committee and the perception of the plant/facility.

A round table discussion was held on how to address community concerns relating to the plant and methods of educating the community regarding various plant impacts within community. (See appendix for notes.)

At our next meeting, presentations from both the member(s) of the MOE and plant manager, Jose Soraggi to educate our members on various topics such as tracking of complaints, environmental regulation compliance, cement plant myths, etc. all in an effort to pass this knowledge onto the community.

Our next meeting is scheduled to take place in November 2017. Kara will contact all CLC members to advise date.

St. Marys Cement
585 Water Street South
St Marys, Ontario N4X 1B6
Tel 519 284 1020
Fax 519 284 4104

votorantimcimentos.com
stmaryscement.com

Appendix: Round Table Discussion

Marti Lindsay comes to us with a real estate background. Marti recommends real estate agents inform new residents during purchase of sale, and include a clause that identifies industrial noise and dust from cement plant. While there is no obligation for agents to disclose the cement plant, it is Marti's recommendation.

Jim Craigmile stated that there may be a misconception that cement plant emissions are within MOE compliance; visibly of the stack and its plume could indicate otherwise. He recommends the CLC should provide education to residents.

Marvin Arthur lives in the West end and rarely smells the plant however he does feel the blast but it is not severe. He hasn't heard any of his neighbours complain.

Roger Muir is aware of the myth of the plant operating at night versus the day. As a new retiree, he is home during the day and has noticed dust on his vehicle.

Stewart Grant hasn't noticed the odour in his area.

Dan Prompt suggests taking a sample with scotch tape.

How far does odour travel?

Sylvia Harvey lives on Water Street for the past 14 years. She has smelled it consistently and can feel it in her lungs. She has experienced issues with poor concentration. While she is aware that the cement plant offers car detailing, she has concerns for children and elderly lungs – "who details lungs?"

Jose Soraggi stated that St Marys Cement will not be defensive and will not take the blame when we have evidence. CLC will learn how to work together.

Al Strathdee advised that during the first CLC meeting a Perth Health representative verified asthma rates declined in Perth county. Al cautioned all to be careful what science says.

How do we deal with health issues?

Odor tracking is done twice daily, every day. Kara will drive to the area(s) that have been called in from complainants.

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Stewart Grant offered to write a preliminary article in the Independent paper to collect responses from readers regarding their concerns about the cement plant and present community responses; track where respondents live.

Marti Lindsay suggests having open meetings with the community and propose real estate agencies disclose cement plant to new home buyers.

Dust and odor complaints received have 2-day turnaround time to contact MOE.

Jim Craigmile offered to be present at an area identified with odor.

St Marys for Clean Air (SMCA) Facebook page is an established social media platform. The Mayor has offered to meet the SMCA group to address their concerns in a private setting, with cement plant staff present, as well the Cement plant has offered to meet SMCA members and provide a plant tour, however the group has stated they will gather in September but nothing firm as of yet.

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BY-LAW 89 OF 2017

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to authorize certain new capital works of The Corporation of the Town of St. Marys ("The Municipality"); to authorize the submission of an application to Ontario Infrastructure and Lands Corporation ("OILC") for financing such capital works; and to authorize long term borrowing for such works through the issue of debentures to OILC.

- WHEREAS:** Section 7.1(1)(b) of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended, provides that the Council of a municipality may pass by-laws regulating fire prevention, including the prevention of the spreading of fires, and regulating the setting of open air fires, including establishing the times during which open air fires may be set, and that the municipality may appoint an Officer to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether by-laws enacted in accordance with this section are being complied with;
- WHEREAS** The Municipal Act, 2001 (Ontario), as amended, (the "Act") provides that a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;
- AND WHEREAS** It is now deemed to be expedient to authorize for the purposes of the Municipality the new capital work(s) described in column (2) of Schedule "A" (individually a "Capital Work", collectively the "Capital Works", as the case may be) attached hereto and forming part of this By-law ("Schedule "A") in the amount of the respective estimated expenditure set out in column (3) of Schedule "A", subject in each case to approval by OILC of the financing for such Capital Work(s) that will be requested by the Municipality in the Application as hereinafter defined;
- AND WHEREAS** In accordance with section 4 of Ontario Regulation 403/02 (the "Regulation"), the Council of the Municipality had its Treasurer calculate an updated limit in respect of its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing (as so updated, the "Updated Limit"), and, on the basis of the authorized estimated expenditure for the Capital Work or each Capital Work, as the case may be, as set out in column (3) of Schedule "A" (the "Authorized Expenditure" for any such Capital Work), the Treasurer calculated the estimated annual amount payable in respect of the Capital Work or each Capital Work, as the case may be, (collectively the "Estimated Annual Amount Payable") and determined that the Estimated Annual Amount Payable does not cause the Municipality to exceed the Updated Limit, and accordingly the approval of the Ontario Municipal Board pursuant to

the Regulation, is not required before any such Capital Work is authorized by the Council of the Municipality;

AND WHEREAS Subsection 405(1) of the Act provides, amongst other things, that a municipality may authorize temporary borrowing to meet expenditures made in connection with a work to be financed in whole or in part by the issue of debentures if, the municipality is an upper-tier municipality, a lower-tier municipality in a county or a single-tier municipality and it has approved the issue of debentures for the work;

AND WHEREAS Subsection 401(1) of the Act provides that a municipality may incur a debt for municipal purposes, whether by borrowing money or in any other way, and may issue debentures and prescribed financial instruments and enter prescribed financial agreements for or in relation to the debt;

AND WHEREAS The Act also provides that a municipality shall authorize long term borrowing by the issue of debentures or through another municipality under section 403 or 404 of the Act;

AND WHEREAS OILC has invited Ontario municipalities desirous of obtaining temporary and long term debt financing in order to meet capital expenditures incurred on or after January 1, 2004 in connection with eligible capital works to make application to OILC for such financing by completing and submitting an application on the form provided by OILC;

AND WHEREAS The Municipality has completed and submitted an application to OILC (the "Application") to request financing for the Capital Work(s) by way of long term borrowing through the issue of debentures to OILC and by way of temporary borrowing from OILC pending the issue of such debentures;

AND WHEREAS OILC has accepted and has approved the Application;

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

1. The Council of the Municipality hereby confirms, ratifies and approves the execution by the Treasurer of the Application and the submission by such authorized official of the Application, duly executed by such authorized official, to OILC for the financing of the Capital Work(s) in the maximum aggregate principal amount of 1,080,500 substantially in the form of Schedule "B" hereto and forming part of this By-law, with such changes thereon as such authorized official may hereafter approve, such execution and delivery to be conclusive evidence of such approval.

2. The undertaking of the Capital Work or of each Capital Work, as the case may be, in the amount of the respective estimated Authorized Expenditure set out in column (3) of Schedule “A” is hereby approved and authorized;
 - a. any one or more of the Head of Council and the Treasurer are hereby authorized to conclude contracts on behalf of the Municipality for the undertaking of the Capital Work or of each Capital Work, as the case may be, in accordance with the Municipality’s usual protocol;
 - b. where applicable, the Engineer of the Municipality will forthwith make such plans, profiles and specifications and furnish such information as in the opinion of the Engineer are necessary for the undertaking of the Capital Work or of each Capital Work, as the case may be; and
 - c. where applicable, the undertaking of the Capital Work or of each Capital Work, as the case may be, shall be carried on and executed under the superintendence and according to the direction and orders of such Engineer.
3. The Head of Council and the Treasurer are hereby authorized to negotiate and enter into, execute and deliver for and on behalf of the Municipality a financing agreement (a “**Financing Agreement**”) with OILC that provides for long term borrowing from OILC in respect of the Capital Work(s) on such terms and conditions as such authorized officials may approve, such execution and delivery to be conclusive evidence of such approval.
4. The Head of Council and/or the Treasurer are hereby authorized, pending the substantial completion the Capital Work or each Capital Work, as the case may be, or as otherwise agreed with OILC, to make temporary borrowings pursuant to section 405 of the Act in respect of the Capital Work or of each Capital Work, as the case may be, on the terms and conditions provided in the Financing Agreement and on such other terms and conditions as such authorized officials may agree, and to sign such evidence of indebtedness as OILC may require (the “**Note**”) and to deliver the Note to OILC, such execution and delivery to be conclusive evidence of such agreement; and the Treasurer is authorized to sign such certifications as OILC may require in connection with such borrowings in respect of the Capital Work(s); provided that the amount of borrowings allocated to the Capital Work or to each Capital Work, as the case may be, does not exceed the Authorized Expenditure for such Capital Work and does not exceed the related loan amount set out in column (4) of Schedule “A” in respect of such Capital Work.
5. Subject to the terms and conditions of the Financing Agreement and such other terms and conditions as OILC may otherwise require, the Head of Council and the Treasurer are hereby authorized to long term borrow for the Capital Work(s) and to issue debentures to OILC on the terms and conditions provided in the Financing Agreement and on such other terms and conditions as such authorized officials may agree (the “**Debentures**”); provided that the principal amount of the Debentures issued in respect of the Capital Work or of each Capital Work, as the case may be, does not exceed the Authorized Expenditure for such Capital Work and does not exceed the related loan amount set out in column (4) of Schedule “A” in respect of such Capital Work.
6. In accordance with the provisions of section 25 of the *Ontario Infrastructure and Lands Corporation Act, 2011*, as amended from time to time hereafter, as security for the payment by the Municipality of the indebtedness of the Municipality to OILC

under the Note and/or the Debentures, as the case may be (the “Obligations”), the Municipality is hereby authorized to agree in writing with OILC that the Minister of Finance is entitled, without notice to the Municipality, to deduct from money appropriated by the Legislative Assembly of Ontario for payment to the Municipality, amounts not exceeding the amounts that the Municipality fails to pay OILC on account of the Obligations and to pay such amounts to OILC from the Consolidated Revenue Fund.

7. For the purposes of meeting the Obligations, the Municipality shall provide for raising in each year as part of the general levy, the amounts of principal and interest payable in each year under the Note and/or any outstanding Debenture, to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality.
8. The Head of Council and/or the Treasurer are hereby authorized to execute and deliver the Note, the Head of Council and the Treasurer are hereby authorized to enter into, execute and deliver the Financing Agreement, and to issue the Debentures, one or more of the Clerk and the Treasurer are hereby authorized to generally do all things and to execute all other documents and papers in the name of the Municipality in order to perform the Obligations of the Municipality under the Financing Agreement and to execute and deliver the Note and to issue the Debentures, and the Treasurer is authorized to affix the Municipality’s municipal seal to any such documents and papers.
 - a. The money realized in respect of the Note and the Debentures, including any premium, and any earnings derived from the investment of that money, after providing for the expenses related to the execution and delivery of the Note and to the issue of the Debentures, if any, shall be apportioned and applied to the respective Capital Work and to no other purpose except as permitted by the Act.

This By-Law comes into force and takes effect on October 10, 2017.

Read a first and second time this 10th day of October, 2017.

Read a third and final time and passed this 10th day of October, 2017.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk

Schedule "A"
to By-Law Number 89-2017

(1) <u>Capital Work Number</u>	(2) <u>Description of Capital Work</u>	(3) <u>Estimated Expenditure</u>	(4) <u>Loan Amount</u>
FA 1242	Wellington Street Bridge Replacement	\$1,586,000	\$1,080,500

Schedule “B”

Please insert the OILC Application into Schedule “B”.

BY-LAW 90 OF 2017

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to regulate open air burning, including establishing the times during which open air burning may be set and to repeal By-law 17-2012 and all amendments thereto.

- WHEREAS:** Section 7.1(1)(b) of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended, provides that the Council of a municipality may pass by-laws regulating fire prevention, including the prevention of the spreading of fires, and regulating the setting of open air fires, including establishing the times during which open air fires may be set, and that the municipality may appoint an Officer to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether by-laws enacted in accordance with this section are being complied with;
- AND WHEREAS:** Section 425 of the *Municipal Act, 2001* provides that a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under this Act is guilty of an offence;
- AND WHEREAS:** Section 15 of the *Police Services Act, R.S.O. 1990, c.P.15* authorizes the municipality to appoint persons to enforce the by-laws of a municipality and that Municipal Law Enforcement Officers are Peace Officers for the purpose of enforcing municipal by-laws;
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it advisable to regulate the setting of fires within the municipality;
- AND WHEREAS:** The Town has a Town-wide leaf and yard waste collection program in which waste is collected and composted, which decreases the need to burn yard waste;
- NOW THEREFORE:** The Council of The Corporation of the Town of St. Marys hereby enacts as follows;

1.0. DEFINITIONS

1.1. For the purpose of this By-law:

“Air Quality Health Index” means a scale designed to understand the impact of air quality on a person’s health;

“Barbeque” means a manufactured device or structure with a grill which is designed, intended and used solely for the purpose of cooking food outdoors, and includes a hibachi, but does not include devices or structures designed for personal warmth, fire pits, or Outdoor Fire Containers;

“Cooking Fire” means an Open Air Burn used for the purpose of cooking food;

“Fire Ban” means a restriction or prohibition on Open Air Burning issued by the Fire Chief;

“Fire Chief” means the person appointed by Council to act as Fire Chief for the Town of St. Marys as defined in the *Fire Protection and Prevention Act, 1997* or designate;

“Flying Lantern” means a small, hot air balloon made of paper, with an opening at the bottom where a small fire is suspended. Also known as a “sky lantern”;

“Noxious Materials” includes but is not limited to tires, plastics, rubber products, drywall, demolition waste, construction waste, paint, animal organic waste, vegetable waste, food waste, biomedical waste, tar, asphalt products, battery boxes, pressure-treated wood, creosote-treated wood, and painted wood;

“Nuisance” means excessive smoke, smell, airborne sparks or embers that is likely to disturb others, or that is likely to reduce visibility on roads in the vicinity of the Open Air Burning;

“Officer” means the Fire Chief or designate, Town of St. Marys by-law enforcement officers, and Police officers;

“Open Air Burning” means a fire set outside of a building;

“Outdoor Fire Container” means a non-combustible container used to hold a small fire, and includes, but is not limited to, chimineas, metal tubs, fire pits, and outdoor brick fireplaces;

“Owner” means any person, firm or corporation having control over any portion of the building or property under consideration and includes the persons in the building or property;

“Permit” means a permit issued by the Fire Chief to set a fire in the Open Air for a specified time period;

“Permit Holder” means a person to whom a Permit has been issued by the Fire Chief;

“Person” means an individual or a corporation;

“Strike” means a strike as defined in the *Labour Relations Act, 1995, S.O. 1995, c.1, Sched. A*;

2.0. GENERAL PROVISIONS

2.1. No person shall set, maintain, or permit to be set or maintained, an Open Air Burning except as authorized under this By-law.

2.2. This By-law shall not apply to:

- a) a person using a Barbeque to cook food;

- b) a person using a fire in a device installed outside of a building that is used as a source of heat or power for the building or that is ancillary to a manufacturing process, and provided that such device is certified for the purpose by a recognized agency;
- c) a person using a natural gas or propane fueled fire pit for recreational purposes;
- d) a person using a device designated to heat pitch or asphalt;
- e) a person using welding equipment;
- f) a person setting or maintaining a fire at a Strike site in a metal 45 gallon drum;
- g) the Fire Chief for the purposes of education and training individuals;
- h) a person conducting fire extinguisher training who has obtained prior written approval of the Fire Chief or designate.

3.0. OPEN AIR BURNING

3.1. Outdoor Fire Container (Fires Smaller than 46cm x 46cm x 30cm)

- (1) A person may conduct an Open Air Burning in an Outdoor Fire Container if the person has been issued a Permit, and if the person complies with all of the conditions set out in this section.
 - a) An application for a Permit must be completed on the forms provided by The Corporation of the Town of St. Marys.
 - b) The Permit shall only be valid for the date(s) indicated on the Permit.
 - c) The Officer may refuse to issue a Permit:
 - i. if the proposed Open Air Burning would contravene this by-law;
 - ii. if the Owner or Permit Holder has previously contravened any Permit conditions or other provisions of this by-law, or an Order under this by-law; or
 - iii. furnishes false information in the application for a permit under this By-law.
- (2) Every Permit is subject to and every applicant and permit holder shall perform and observe the conditions in this section with respect to obtaining and continuing to hold a Permit:
 - a) shall pay the permit fee, as set out in the applicable Fee By-law, if the application is approved;

- b) the Permit Holder shall produce the Permit on demand to an Officer conducting an inspection of the Open Air Burning.
- c) shall only conduct the Open Air Burning in an Outdoor Fire Container between 4:00pm and midnight;
- d) shall only burn clean, dry wood;
- e) shall not have a fire larger than 46 centimetres wide by 46 centimetres long by 30 centimetres high in an Outdoor Fire Container;
- f) shall locate the Outdoor Fire Container at least 3 metres from any building, structure, property line, tree, hedge, fence, roadway, overhead wire or other combustible article; and,
- g) shall locate the Outdoor Fire Container on a non-combustible surface extending beyond the unit to a dimension equal to the height of the Outdoor Fire Container.
- h) any additional requirements or exemptions the Officer considers necessary in the interest of public safety, or to minimize inconvenience to the general public, or advisable in the circumstances, or to give effect to the objects of this by-law.

3.2. Cooking Fires

(1) A person may conduct an Open Air Burning for the purpose of a Cooking Fire, subject to the conditions set out in this section and in subsection 3.1(2), save and except subsection 3.1.(2)(a)(b)(c). An Open Air Burning for the purpose of a Cooking Fire does not require a Permit.

(2) A person conducting an Open Air Burning shall comply with the following conditions for a Cooking Fire:

- a) shall only conduct the Open Air Burning between 11:00am and 7:00pm;
- b) shall only burn combustible material consisting of clean, dry wood, charcoal or briquettes;
- c) shall locate the Cooking Fire at least 3 metres from any building, structure, property line, tree, hedge, fence, roadway, overhead wire or other combustible article; and,
- d) shall be commensurate to the type and quantity of food being cooked

3.3. Open Air Burning – (Fires Greater than 46cm x 46cm x 30cm)

(1) A person may conduct an Open Air Burning if the person has been issued a Permit, and if the person complies with all of the conditions set out in this section:

- a) An application for a Permit must be completed on the forms provided by The Corporation of the Town of St. Marys.

- b) The Permit shall only be valid for the date(s) indicated on the Permit.
- c) The Officer may refuse to issue a Permit:
 - i. if the proposed Open Air Burning would contravene this by-law;
 - ii. if the Owner or Permit Holder has previously contravened any Permit conditions or other provisions of this by-law, or an Order under this by-law; or
 - iii. furnishes false information in the application for a permit under this By-law.

(2) Every Permit is subject to and every applicant and permit holder shall perform and observe the conditions in this Part with respect to obtaining and continuing to hold a Permit:

- a) the applicant shall pay the permit fee, as set out in the applicable Fee By-law, if the application is approved;
- b) the Permit Holder shall produce the Permit on demand to an Officer conducting an inspection of the Open Air Burning;
- c) shall only conduct the Open Air Burning between 8:00am and 8:00pm;
- d) shall only burn clean, dry, wood;
- e) shall not have a fire larger than 1 metre in length, by 1 metre in width, by 1 metre in height;
- f) shall locate the Open Air Burning at least 10 metres from any building, structure, property line, tree, hedge, fence, roadway, overhead wire or other combustible article;
- g) shall locate the Open Air Burning at least 5 metres from any combustible ground cover; and,
- h) any additional requirements or exemptions the Officer considers necessary in the interest of public safety, or to minimize inconvenience to the general public, or advisable in the circumstances, or to give effect to the objects of this by-law.

Conditions of All Authorized Open Air Burning

3.4. Every person setting, permitting to be set, maintaining, or permitting to be maintained, an authorized Open Air Burning shall comply with the following conditions:

- a) shall allow, at any reasonable time, an Officer to inspect the location or proposed location of the Open Air Burning;

- b) shall have legal title to the property at which the Open Air Burning is to occur, or the person, or Permit Holder, as the case may be, shall obtain the prior written consent of the person having legal title to the property;
- c) shall ensure a person at least eighteen years of age attend, control and supervise the Open Air Burning at all times;
- d) shall only use a non-combustible container, and shall contain the fire within it at all times;
- e) shall not burn Noxious Materials;
- f) shall have an effective extinguishing agent of sufficient size and with the capacity of extinguishing the Open Air Burning immediately available to use;
- g) shall attend, control and supervise the Open Air Burning at all times;
- h) shall completely extinguish the Open Air Burning before the site is vacated;
- i) shall not set or maintain an Open Air Burning during strong wind;
- j) shall not burn if it is raining or foggy;
- k) shall not burn if an Air Quality Health Index High Risk has been issued;
- l) shall comply with the provisions of the *Environmental Protection Act*, R.S.O. 1990, c.E.19, as amended;
- m) shall protect adjacent properties from the potential spread of fire;
- n) shall ensure that all dwelling units on the property have working smoke alarms;
- o) shall ensure the Open Air Burning does not create a Nuisance; and,
- p) the Permit Holder shall indemnify and save harmless The Corporation of the Town of St. Marys and its employees from any and all claims, demands, causes of action, costs or damages that the Town may suffer, incur or be liable for resulting from the Open Air Burning as set out in this by-law, whether with or without negligence on the part of the Permit Holder, the Permit Holder's employees, directions, contractors, and agents.

4.0. FIRE BAN

- 4.1. Notwithstanding the provisions of this By-law, the Fire Chief may institute a Fire Ban at any time, as may be deemed necessary in the opinion of the Fire Chief and it is in the interests of public safety. No person, organization, partnership, company or group shall be entitled to a Permit during a Fire Ban.

4.2. No person shall conduct or allow an Open Air Burning at any time during a Fire Ban.

5.0. ORDER TO DISCONTINUE ACTIVITY

5.1. If an Officer determines that this by-law has been contravened, the Officer may issue an Order to Discontinue Activity requiring the person contravening the by-law to immediately extinguish the fire.

6.0. ORDER TO EXTINGUISH

6.1. If an Officer determines that this by-law has been contravened, the Officer may issue an Order to Extinguish requiring the person contravening the by-law to immediately extinguish the fire.

7.0. REMEDIAL ACTION – COSTS

7.1. (1) Should a person default in complying with an Order to Discontinue Activity or an Order to Extinguish, the fire may be extinguished at the person's expense.

(2) The Town may enter on land at any reasonable time for the purpose of extinguishing a fire under subsection (1).

(3) The power of entry under this section shall be exercised by an employee, Officer or agent of the Town.

(4) The Town may recover the costs of extinguishing the fire from the person directed to extinguish the fire by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes. The costs include interest calculated at a rate of 1.25% per month, calculated for the period commencing on the day the Town incurs the costs and ending on the day the costs, including interest are paid in full. The amount of the costs, including interest, constitutes a lien on the land upon the registration of a notice of lien in the Land Registry Office.

8.0. INSPECTION AND INSPECTION FEES

8.1. An Officer may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether this By-law, an Order to Discontinue Activity, an Order to Extinguish, or an order under section 431 of the Municipal Act, 2001 is being complied with.

9.0. PROHIBITIONS

9.1. No person shall set or maintain Open Air Burning, or permit Open Air Burning to be set or maintained, contrary to any provision of this by-law.

9.2. No person shall contravene any condition of a Permit issued under this by-law.

9.3. No person shall contravene any condition of setting or maintaining an Open Air Burning under this by-law.

9.4. No person shall contravene an Order to Discontinue Activity.

9.5. No person shall contravene an Order to Extinguish.

9.6. No person shall hinder, obstruct or interfere with a person duly appointed to enforce this by-law in the exercise of his or her powers and duties.

9.7. No person shall ignite or use a Flying Lantern.

10.0. PENALTY

10.1. Any person who contravenes any provision of this by-law is guilty of an offence and:

- a) upon a first conviction is subject to a maximum fine of five thousand dollars (\$5,000.00);
- b) upon a subsequent conviction is subject to a maximum fine of ten thousand dollars (\$10,000.00);

10.2. Despite section 10.1, where the person convicted is a corporation, the corporation is liable;

- a) on a first conviction, to a maximum fine of not more than ten thousand dollars (\$10,000.00); and
- b) on any subsequent conviction, to a maximum fine of not more than twenty-five thousand dollars (\$25,000.00).

10.3. Nothing in this by-law shall prevent the Fire Chief from bringing charges under the Fire Protection and Prevention Act.

10.4. Every person who contravenes any provision of this by-law is guilty of an offence and upon conviction is liable to a fine as provided for by the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33, as amended.

11.0. SHORT TITLE

This By-law may be referred to as the “Open Air Burning By-law”.

12.0. REPEAL

The Corporation of the Town of St. Marys By-law 17-2012, all amendments thereto, and any by-law of similar topic, is repealed on the day this by-law comes into force and effect.

Any penalty incurred, any investigation, legal proceedings or remedy under By-law 61-2017, as amended, may be continued to be enforced as if By-law 17-2012, as amended, had not been repealed.

13.0. ENACTMENT

This By-Law comes into force and takes effect on July 25, 2017.

Read a first and second time this 25th day of July, 2017.

Read a third and final time and passed this 25th day of July, 2017.

Mayor Al Stratthdee

Penalties of Infraction

Part 1: Provincial Offences Act

Item	Short Form	Provision creating or defining offence	Set Fine
1	Set or maintain unauthorized Open Air Burning	2.1	\$150
2	Permit to be set or maintain unauthorized Open Air Burning	2.1	\$150
3	Fail to produce Open Air Burning Permit	3.1(2)b)	\$150
4	Fail to conduct Open Air Burning in Outdoor Fire Container between 4:00pm and midnight	3.1(2)(c)	\$150
5	Fail to burn clean, dry wood	3.1(2)(d)	\$150
6	Burn in Outdoor Fire Container volume of combustible material greater than 46 cm wide by 46 cm long by 30 cm high	3.1(2)(e)	\$150
7	Fail to locate Outdoor Fire Container at least 3 m from building, structure, property line, tree, hedge, fence, roadway, overhead wire or other combustible article	3.1(2)(f)	\$150
8	Fail to locate Outdoor Fire Container on non-combustible surface extending beyond unit	3.1(2)(g)	\$150
9	Fail to conduct Open Air Burning for Cooking Fire between 11:00am and 7:00pm	3.2(2)(a)	\$150
10	Fail to burn clean, dry, wood, charcoal or briquettes	3.2(2)(b)	\$150
11	Fail to locate Open Air Burning for Cooking Fire at least 3 m from building, structure, property line, tree, hedge, fence, roadway, overhead wire or other combustible article	3.2(2)(c)	\$150
12	Fail to commensurate to the type and quantity of food being cooked	3.2(2)(d)	\$150
13	Fail to produce Open Air Burning Permit – fires greater than 46cm wide x 46cm long x 30cm high	3.3(2)(b)	\$150

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Being a By-law to Regulate Open Air Burning

14	Fail to conduct Open Air Burning (fires greater than 46cm wide x 46cm long x 30cm high) between 8:00am and 8:00pm	3.3(2)(c)	\$150
15	Fail to burn clean, dry wood	3.3(2)(d)	\$150
16	Have Open Air Burning (fires greater than 46cm wide x 46cm long x 30cm high) fire larger than 1 m long x 1 m wide x 1 m high	3.3(2)(e)	\$150
17	Fail to locate Open Air Burning (fires greater than 46cm wide x 46cm long x 30cm high) at least 10 m from building, structure, property line, tree, hedge, fence, roadway, overhead wire or other combustible article	3.3(2)(f)	\$150
18	Fail to locate Open Air Burning (fires greater than 46cm wide x 46cm long x 30cm high) at least 5 m from any combustible ground cover	3.3(2)(g)	\$150
19	Fail to allow Officer to inspect location or proposed location of Open Air Burning	3.4.(a)	\$150
20	Fail to have legal title to property when Open Air Burning	3.4(b)	\$150
21	Fail to obtain prior written consent of legal property owners when Open Air Burning	3.4(b)	\$150
22	Fail to have at least one person attend, control and supervise the Open Air Burning at all times who is 18 years old	3.4(c)	\$150
23	Fail to use a non-combustible container for an Open Air Burning	3.4(d)	\$150
24	Fail to contain Open Air Burning within non-combustible container at all times	3.4(d)	\$150
25	Burn Noxious Materials	3.4(e)	\$150
26	Fail to have extinguishing agent available for use	3.4(f)	\$150
27	Fail to attend, control or supervise Open Air Burning at all times	3.4(g)	\$150
28	Fail to completely extinguish the Open Air Burning before the site is vacated	3.4(h)	\$150
29	Conduct Open Air Burning during strong wind	3.4(i)	\$150
30	Conduct Open Air Burning when it is raining or foggy	3.4(j)	\$150
31	Conduct Open Air Burning when the Air Quality Health Index is at High Risk	3.4(k)	\$150

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Schedule A – By-law 90-2017
Being a By-law to Regulate Open Air Burning

32	Fail to ensure Open Air Burning does not create nuisance	3.4(o)	\$150
33	Conduct Open Air Burning during a Fire Ban	4.2	\$150
34	Allow Open Air Burning during a Fire Ban	4.2	\$150
35	Contravene Order to Discontinue Activity	9.4	\$300
36	Contravene Order to Extinguish	9.5	\$300
37	Hinder, obstruct or interfere with an Officer appointed to enforce this by-law	9.6	\$300
38	Ignite or use a Flying Lantern	9.7	\$150

NOTE: The penalty provisions for the offences listed above is Section 10 of by-law 90-2017, a certified copy of which has been filed.

BY-LAW 91-2017

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 October 10, 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 10th day of October, 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 10th day of October, 2017.

Read a third and final time and passed this 10th day of October, 2017.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk