



AGENDA
Regular Council Meeting

December 12, 2017

6:00 pm

Council Chambers, Town Hall

Pages

1. CALL TO ORDER

2. DECLARATIONS OF PECUNIARY INTEREST

3. AMENDMENTS AND APPROVAL OF AGENDA

RECOMMENDATION

THAT the December 12, 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

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - November 28, 2017

9

RECOMMENDATION

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

7. CORRESPONDENCE

- 7.1 Mary Jane Ball re: Backyard Chicken Coops 26**

RECOMMENDATION

THAT the correspondence from Mary Jane Ball regarding Backyard Chicken Coops be received.

- 7.2 National Eating Disorder Information Centre re: Eating Disorder Awareness Week Proclamation 27**

RECOMMENDATION

THAT the correspondence from National Eating Disorder Information Centre regarding a request to proclaim the week of February 1 to 7, 2018 as Eating Disorder Awareness Week be received; and

THAT the Town of St. Marys proclaims the week of February 1 to 7, 2018 as Eating Disorder Awareness Week.

- 7.3 Sylvia Harvey re: Blue Dot Movement 29**

RECOMMENDATION

THAT the correspondence from Sylvia Harvey regarding the Blue Dot Movement be received and referred to the Planning Advisory Committee for consideration during the Official Plan review.

- 7.4 St. Marys Memorial Hospital Foundation re: Someone I Know campaign 31**

RECOMMENDATION

THAT the correspondence from St. Marys Memorial Hospital Foundation regarding Someone I Know campaign be received.

- 7.5 Municipal Property Assessment Corporation re: Budget and Municipal Levy 2018 32**

RECOMMENDATION

THAT the correspondence from Municipal Property Assessment Corporation regarding Budget and Municipal Levy for 2018 be received.

8. STAFF REPORTS

8.1 Administration and Human Resources

- 8.1.1 CAO 46-2017 Enterprise Drive Land Sale (Shepherd Gourmet Dairy (Ontario) Inc.) 34**

RECOMMENDATION

THAT report CAO 46-2017 regarding the sale of land on Enterprise Drive be received; and

THAT By law 111-2017 authorizing the Mayor and the CAO / Clerk to sign an agreement of purchase and sale for lands on Enterprise Drive with Shepherd Gourmet Dairy (Ontario) Inc., and a mutual drain agreement with Shepherd Gourmet Dairy (Ontario) Inc. and Nutreco Canada Inc. be approved.

- 8.1.2 CAO 47-2017 Establish a Community Policing Advisory Committee 51**

RECOMMENDATION

THAT report CAO 47-2017 regarding a Community Policing Advisory Committee be received; and

THAT Council approve By-Law 109-2017 to establish a Community Policing Advisory Committee consisting of two Council representatives and three citizen representatives; and

THAT Councillor Van Galen and Mayor Strathdee be appointed to the Committee as Council representatives; and

THAT Mr. Fred Stam and Mr. Peter McAsh be appointed to the Committee as citizen representatives, with staff to advertise to fill remaining citizen position on the Committee; and

THAT the Committee be directed to create a draft terms of reference for Council's review and adoption.

8.1.3	CAO 48-2017 Appoint Deputy Mayor for Year 4 of Council's Term	54
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RECOMMENDATION

THAT report CAO 48-2017 regarding the appointment of a Deputy Mayor be received; and

THAT Councillor _____ be appointed Deputy Mayor effective December 13, 2017 through to November 30, 2018.

8.2 Corporate Services

8.2.1	COR 42-2017 Appointment of an Integrity Commissioner	56
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RECOMMENDATION

THAT report COR 42-2017 Appointment of an Integrity Commissioner be received; and

THAT Council appoint Aird & Berlis LLP as the Town of St. Marys Integrity Commissioner, and;

THAT Council approve By-law 110-2017 authorizing the Mayor and CAO/Clerk to enter into an agreement with Aird & Berlis LLP for the delivery of Integrity Commissioner services.

8.3 Fire and Emergency Services

8.3.1	FD 16-2017 Joint RFP for HAZMAT Response, Cleanup and Disposal Services	59
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RECOMMENDATION

THAT FD 16-2017 Joint RFP for HAZMAT Response, Cleanup and Disposal Services be received;

THAT staff be directed to participate in a joint Request for Proposal with other municipalities of Perth County in order to source a provider of Hazardous Materials Response at a Technician level, Hazardous Materials Clean Up and Hazardous Materials Disposal Services.

9. COUNCILLOR REPORTS

9.1 Operational and Board Reports

9.1.1 Bluewater Recycling Association - Coun. Craigmile 61

RECOMMENDATION

THAT the November 17, 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 75

RECOMMENDATION

THAT the October 18, 2017 Perth District Health Unit Board minutes be received.

9.1.5 Police Services Board - Mayor Strathdee, Coun. Van Galen 80

RECOMMENDATION

THAT the November 22, 2017 Police Services Board meeting minutes be received.

9.1.6 Spruce Lodge Board - Coun. Pope, Van Galen 84

RECOMMENDATION

THAT the October 18, 2017 Spruce Lodge Board of Management meeting minutes be received.

9.1.7 Upper Thames River Conservation Authority 87

RECOMMENDATION

THAT the October 24, 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

No recent meeting

9.2.2	Business Improvement Area - Coun. Pope	94
	RECOMMENDATION	
	THAT the October 16, 2017 Business Improvement Area meeting minutes be received; and	
	THAT the November 13, 2017 Business Improvement Area meeting draft minutes be received.	
9.2.3	CBHFM - Coun. Hainer	104
	RECOMMENDATION	
	THAT the October 27, 2017 Canadian Baseball Hall of Fame and Museum Board of Directors minutes be received.	
9.2.4	Committee of Adjustment	
9.2.5	Economic Development Committee - Coun. Pope	
	No recent meeting.	
9.2.6	Heritage St. Marys - Coun. Pope	108
	RECOMMENDATION	
	THAT the November 11, 2017 Heritage St. Marys Committee meeting draft minutes be received.	
9.2.7	Museum Board - Coun. Winter	116
	RECOMMENDATION	
	THAT the November 8, 2017 St. Marys Museum Board meeting minutes be received.	
9.2.8	Planning Advisory Committee - Coun. Craigmile, Van Galen	118
	RECOMMENDATION	
	THAT the November 20, 2017 Planning Advisory Committee meeting draft minutes be received; and,	
	THAT the Planning Advisory Committee recommends to Council:	
	THAT Council proceed to a Public Meeting to be scheduled for January 9, 2018.	

9.2.9 Heritage Conservation District Advisory Committee - Coun. Winter

No recent meeting.

9.2.10 Senior Services Board - Coun. Craigmile

124

RECOMMENDATION

THAT the October 17, 2017 Senior Services Board meeting minutes be received.

9.2.11 Huron Perth Healthcare Local Advisory Committee - Coun. Hainer

9.2.12 St. Marys Lincolns Board - Coun. Craigmile

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

126

RECOMMENDATION

THAT the November 17, 2017 St. Marys Cement Community Liaison Committee minutes be received.

10. EMERGENT OR UNFINISHED BUSINESS

11. NOTICES OF MOTION

12. BY-LAWS

12.1 By-Law 109-2017 Appoint Community Policing Advisory Committee

127

RECOMMENDATION

THAT By-Law 109-2017, being a by-law to appoint a community policing advisory committee be established and to repeal Schedule 2 of By-Law 54 of 2014, 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 110-2017 Appoint Integrity Commissioner

128

RECOMMENDATION

THAT By-Law 110-2017, being a by-law to appoint an integrity commissioner for the Town of St. Marys, be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

12.3 By-Law 111-2017 Agreement for sale of land and mutual drain agreement

129

RECOMMENDATION

THAT By-Law 111-2017, being a by-law to authorize a sale of land to Shepherd Gourmet Dairy (Ontario) Inc. and to authorize a mutual drain agreement with Shepherd Gourmet Dairy (Ontario) Inc. and Nutreco Canada Inc. 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

December 14, 2017 - 9:00am, Budget Meeting, MOC Boardroom

December 14, 2017 - 6:00pm, Budget Meeting, MOC Boardroom

January 9, 2018 - 6:00pm, Regular Council, Town Hall Auditorium

January 16, 2018 - 9:00am, Budget Meeting, MOC Boardroom

January 23, 2018 - 6:00pm, Regular Council, Council Chambers

January 30, 2018 - 6:00pm, Budget Meeting, MOC Boardroom

14. CONFIRMATORY BY-LAW

131

RECOMMENDATION

THAT By-Law 112-2017, being a by-law to confirm the proceedings of December 12, 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.

15. ADJOURNMENT

RECOMMENDATION

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



MINUTES Regular Council

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

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

Staff Present: Brent Kittmer, CAO / Clerk
Trisha McKibbin, Director of Corporate Services / Deputy Clerk
Richard Anderson, Director of Emergency Services / Fire Chief
Jim Brown, Director of Finance
Stephanie Ische, Director of Community Services
Jed Kelly, Director of Public Works
Jenna McCartney, Corporate Administrative Coordinator

1. CALL TO ORDER

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

2. DECLARATIONS OF PECUNIARY INTEREST

Councillor Van Galen declared pecuniary interest for agenda item 5.1 - Rob Edney re: Front Porch Show.

Councillor Hainer declared pecuniary interest in any matter related to 45 Thames Road.

3. AMENDMENTS AND APPROVAL OF AGENDA

Mayor Strathdee wished to express, on behalf of Council that the Town was saddened to learn of the closure of the St. Marys Journal Argus newspaper. The Journal has been a trusted source of local news for over 150 years. Mayor Strathdee stated that the paper and its staff are an integral part of St. Marys, and this closure is a huge loss for the community.

Mayor Strathdee extended his sincerest thanks to the staff of the Journal, both past and present, and his condolences to all those who are experiencing job loss as a result of this decision.

Councillor Hainer stated that she acknowledges and appreciates the statements of support provided online by the St. Marys Independent newspaper.

Mayor Strathdee called Councillor Winter to the podium to present a certificate of recognition received from MP John Nater.

Mayor Strathdee acknowledged Councillor Winter's 35 years of public service including his role on Council and his role with the public utilities commission.

Councillor Winter thanked Council for the acknowledgement.

Resolution 2017-11-28-01

Moved By Councillor Winter

Seconded By Councillor Osborne

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

CARRIED

4. PUBLIC INPUT PERIOD

Frank Doyle of St. Marys Independent newspaper inquired if there was a confirmed date for the Wellington Street Bridge opening.

Jed Kelly stated that the bridge is on target for opening December 1, 2017. Details on a grand opening of the new bridge will be forth coming.

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

5.1 Rob Edney re: Front Porch Show

Councillor Van Galen vacated his seat at the Council table.

Mayor Strathdee stated that Mr. Rob Edney had withdrawn the delegation in favour of submitting a grant application for the Community Grant process. Mayor Strathdee asked if the members of the gallery wished to speak on the subject.

Fern Pridham and Frank St. Germain addressed Council, provided an overview of the broadcast "Front Porch Show", and responded to questions from Council.

Resolution 2017-11-28-02

Moved By Councillor Osborne

Seconded By Councillor Hainer

THAT the delegation from Fern Pridham and Frank St. Germain regarding The Front Porch show be received; and,

THAT the Front Porch Show request be forwarded to the 2018 Community Grant Program review.

CARRIED

Councillor Van Galen returned to his seat at the Council table.

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - November 14, 2017

Resolution 2017-11-28-03

Moved By Councillor Craigmile

Seconded By Councillor Pope

THAT the November 14, 2017 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

CARRIED

6.2 Strategic Priorities Committee - November 21, 2017

Resolution 2017-11-28-04

Moved By Councillor Winter

Seconded By Councillor Van Galen

THAT the November 21, 2017 Strategic Priorities Committee meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

CARRIED

7. CORRESPONDENCE

7.1 Alzheimer Society of Perth County re: Seniors Community Grant Support

Resolution 2017-11-28-05

Moved By Councillor Hainer

Seconded By Councillor Van Galen

THAT the correspondence from the Alzheimer Society of Perth County regarding the Seniors Community Grant Support be supported.

CARRIED

8. STAFF REPORTS

8.1 Administration and Human Resources

8.1.1 CAO 44-2017 November Monthly Report (Administration & Human Resources)

Brent Kittmer spoke to CAO 44-2017 and responded to questions from Council.

Council decided to cancel December 5 budget deliberations due to an issue with maintaining quorum. In its place, budget deliberations will begin on December 14 at 9:00am with a second meeting to follow at 6:00pm.

Resolution 2017-11-28-06

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT CAO 44-2017 November Monthly Report (Administration & Human Resources) be received for information.

CARRIED

8.2 Corporate Services

8.2.1 COR 39-2017 November Monthly Report (Corporate Services)

Trisha McKibbin spoke to COR 39-2017 report and responded to questions from Council.

Resolution 2017-11-28-07

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT COR 39-2017 November Monthly Report (Corporate Services) be received for information.

CARRIED

8.2.2 COR 40-2017 Heritage Conservation and Maintenance Agreement Delegation of Authority

Trisha McKibbin spoke to COR 40-2017 report and responded to questions from Council.

Resolution 2017-11-28-08

Moved By Councillor Osborne

Seconded By Councillor Van Galen

THAT Council receive COR 40-2017 Heritage Conservation and Maintenance Agreement Delegation of Authority, and;

THAT Council approve By-law 102-2017 delegating authority to the Director of Building & Development to sign Heritage Conservation and Maintenance Agreements on behalf of Council.

CARRIED

8.2.3 COR 41-2017 To Repeal By-Law 43-1997

Trisha McKibbin spoke to COR 41-2017 report and responded to questions from Council.

Resolution 2017-11-28-09

Moved By Councillor Pope

Seconded By Councillor Van Galen

THAT Council repeal By-Law 43-1997, a by-law to regulate parking on parking lots.

CARRIED

8.3 Finance

8.3.1 FIN 22-2017 November Monthly Report (Finance)

Jim Brown spoke to FIN 22-2017 report and responded to questions from Council.

Resolution 2017-11-28-10

Moved By Councillor Craigmile

Seconded By Councillor Pope

THAT FIN 22-2017 November Monthly Report (Finance) be received for information.

CARRIED

8.3.2 FIN 23-2017 Development Charges By-Law

Jim Brown spoke to FIN 23-2017 report and responded to questions from Council.

Councillor Van Galen requested a recorded vote for 2017-11-28-11

Resolution 2017-11-28-11

Moved By Councillor Van Galen

Seconded By Councillor Hainer

THAT Council remove all commercial and institutional charges from draft Development Charges By-law 99-2017.

Support (5): Mayor Strathdee, Councillor Van Galen, Councillor Winter, Councillor Pope, and Councillor Hainer

Oppose (2): Councillor Osborne, and Councillor Craigmile

CARRIED

Councillor Hainer requested a recorded vote for 2017-11-28-12.

Mayor Strathdee passed the gavel to Deputy Mayor Craigmile.

Deputy Mayor Craigmile assumed the position of Chair.

Mayor Strathdee spoke to the recommendation.

Deputy Mayor Craigmile passed the gavel back to Mayor Strathdee.

Mayor Strathdee resumed the position of Chair.

Resolution 2017-11-28-12

Moved By Councillor Hainer

Seconded By Councillor Van Galen

THAT Council remove the project to provide for a Library facility expansion from the draft Development Charges By-law 99-2017.

Support (2): Councillor Van Galen, and Councillor Hainer

Oppose (5): Mayor Strathdee, Councillor Osborne, Councillor Winter, Councillor Pope, and Councillor Craigmile

DEFEATED

Resolution 2017-11-28-13

Moved By Councillor Osborne

Seconded By Councillor Pope

THAT Council approve the Development Charges Background Study dated September 29, 2017 and addendum issued November 7, 2017; and,

THAT Council has determined that no further public meetings are required under Section 12(3) of the Development Charges Act, 1997; and

THAT Council approve By-Law 99-2017, a by-law to set the development charges for the Town of St. Marys, subject to amendments passed by Council on November 28, 2017

CARRIED

Resolution 2017-11-28-14

Moved By Councillor Hainer

Seconded By Councillor Pope

THAT Council direct staff to prepare a report back to Council by May 2018 regarding policies and approaches the Town can take to encourage attainable housing.

CARRIED

8.3.3 FIN 24-2017 Wellington Street Bridge Debenture

Jim Brown spoke to FIN 24-2017 report and responded to questions from Council.

Resolution 2017-11-28-15

Moved By Councillor Van Galen

Seconded By Councillor Hainer

THAT Council approve By-law 98-2017 being a by-law to authorize a debenture from the Ontario Infrastructure and Lands Corporation in the amount of \$1,080,500 at an interest rate of 3.10% and 15 year amortization towards the cost of the Wellington Street Replacement project to be signed by the Mayor and the Treasurer.

CARRIED

8.4 Fire and Emergency Services

Council took a brief a recess at 8:05pm.

Mayor Strathdee called the meeting back to order at 8:18pm.

8.4.1 FD 15-2017 November Monthly Report (Emergency Services)

Fire Chief Anderson spoke to FD 15-2017 report and responded to questions from Council.

Resolution 2017-11-28-16

Moved By Councillor Winter

Seconded By Councillor Osborne

THAT FD 15-2017 November Monthly Report (Emergency Services) be received for information.

CARRIED

8.5 Building and Development Services

8.5.1 DEV 37-2017 November Monthly Report (Building and Development)

Brent Kittmer, on behalf of Grant Brouwer, spoke to DEV 37-2017 report and responded to questions from Council.

Resolution 2017-11-28-17

Moved By Councillor Pope

Seconded By Councillor Van Galen

THAT DEV 37-2017 November Monthly Report (Building and Development) be received for information.

CARRIED

8.6 Community Services

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

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

Resolution 2017-11-28-18

Moved By Councillor Craigmile

Seconded By Councillor Winter

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

CARRIED

8.6.2 DCS 21-2017 Lease Renewals for Train Station

Stephanie Ische spoke to DCS 21-2017 report and responded to questions from Council.

Resolution 2017-11-28-19

Moved By Councillor Pope

Seconded By Councillor Van Galen

THAT DCS 21-2017 Lease Renewals for Train Station report be received; and,

THAT Council approve By-law 103-2017 authorizing the Mayor and the Clerk to execute the associated agreement with Mr. Cameron Porteous; and,

THAT Council approve By-law 104-2017 authorizing the Mayor and the Clerk to execute the associated agreement with Mr. Reed Needles.

CARRIED

8.6.3 DCS 22-2017 Lions Club Capital Contribution Agreement for Cadzow Pavilion

Stephanie Ische spoke to DCS 22-2017 report and responded to questions from Council.

Resolution 2017-11-28-20

Moved By Councillor Osborne

Seconded By Councillor Hainer

THAT DCS 22-2017 Lions Club Capital Contribution Agreement for Cadzow Pavilion be received; and,

THAT Council approve By-Law 101-2017 authorizing the Mayor and Clerk to sign the associated agreement.

Resolution 2017-11-28-21

Moved By Councillor Osborne

Seconded By Councillor Van Galen

THAT resolution 2017-11-28-20 be tabled until after 2018 budget.

CARRIED

Resolution 2017-11-28-20

Moved By Councillor Osborne

Seconded By Councillor Hainer

THAT DCS 22-2017 Lions Club Capital Contribution Agreement for Cadzow Pavilion be received; and,

THAT Council approve By-Law 101-2017 authorizing the Mayor and Clerk to sign the associated agreement.

TABLED

8.7 Public Works

8.7.1 PW 63-2017 November Monthly Report (Public Works)

Jed Kelly spoke to PW 63-2017 report and responded to questions from Council.

Resolution 2017-11-28-22

Moved By Councillor Osborne

Seconded By Councillor Craigmile

THAT PW 63-2017 November Monthly Report (Public Works) be received for information.

CARRIED

8.7.2 PW 64-2017 Water and Wastewater Rates

Jed Kelly spoke to PW 64-2017 report and responded to questions from Council.

Resolution 2017-11-28-23

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT Council receive report PW 64-2017 Water and Wastewater Rates; and,

THAT Council approve By-Law 100-2017 authorizing water and wastewater rates and charges within the Town of St. Marys with an effective date of the first billing cycle of 2018 to the last billing cycle of 2018 and amending By-Law 46-2014.

CARRIED

8.7.3 PW 66-2017 Glass Street Winter Maintenance

Jed Kelly spoke to PW 66-2017 report and responded to questions from Council.

Resolution 2017-11-28-24

Moved By Councillor Van Galen

Seconded By Councillor Winter

THAT Council receive report PW 66-2017 Glass Street Winter Maintenance; and,

THAT Council close the gravel portion of Glass Street between Emily Street and James Street North during the 2017/2018 winter season.

CARRIED

8.7.4 PW 67-2017 Winter Maintenance Agreements for Subdivisions

Jed Kelly spoke to PW 67-2017 report and responded to questions from Council.

Resolution 2017-11-28-25

Moved By Councillor Winter

Seconded By Councillor Hainer

THAT Council receive PW 67-2017 Winter Maintenance Agreements for Subdivisions report; and,

THAT Council approve By-law 105-2017 authorizing the Mayor and the Clerk to sign the associated agreement with Meadowridge Properties Ltd. for Diamondridge Subdivision winter maintenance; and,

THAT Council approve By-law 106-2017 authorizing the Mayor and the Clerk to sign the associated agreement with 2231872 Ontario Inc. for Northridge Subdivision winter maintenance; and,

THAT Council approve By-law 107-2017 authorizing the Mayor and the Clerk to sign the associated agreement with 2416987 Ontario Inc. for Westover Place Subdivision winter maintenance.

CARRIED

8.7.5 PW 55-2017 Meadowridge Sign Ownership and Maintenance Easement Agreements

Jed Kelly spoke to PW 55-2017 report and responded to questions from Council.

Resolution 2017-11-28-26

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT report PW 55-2017 Meadowridge Sign Ownership and Maintenance Easement Agreements be received; and,

THAT Council direct staff to pursue the necessary easement agreements to assume ownership and maintenance of the Meadowridge Subdivision entrance signs on Meadowridge Drive.

CARRIED

9. EMERGENT OR UNFINISHED BUSINESS

None.

10. NOTICES OF MOTION

None.

11. BY-LAWS

11.1 By-Law 97-2017 Repeal By-Law 43-1997 Regulating Parking at 35 Wellington Street South

Resolution 2017-11-28-27

Moved By Councillor Winter

Seconded By Councillor Pope

THAT By-Law 97-2017, being a by-law to repeal By-Law 43-1997 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 98-2017 Wellington Street Bridge Debenture with Infrastructure Ontario

Resolution 2017-11-28-28

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT By-Law 98-2017, being a by-law to authorize the borrowing upon amortizing debentures through Infrastructure Ontario 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 99-2017 Development Charges

Resolution 2017-11-28-29

Moved By Councillor Osborne

Seconded By Councillor Winter

THAT By-Law 99-2017 as amended, being a by-law to impose development charges against land to pay for increased capital costs related to increased needs for services 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 100-2017 Water and Wastewater Rates

Resolution 2017-11-28-30

Moved By Councillor Pope

Seconded By Councillor Winter

THAT By-Law 100-2017, being a by-law to set the rates for water and wastewater and to repeal By-Law 69-2016 and to amend By-Law 46-2014 be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.5 By-Law 101-2017 Authorize an Agreement with St. Marys Lions Club for Capital Contribution

Resolution for by-law not considered at this time.

11.6 By-Law 102-2017 Delegate Authority to Director of Building and Development for Heritage Conservation and Maintenance Agreements

Resolution 2017-11-28-31

Moved By Councillor Pope

Seconded By Councillor Craigmile

THAT By-Law 102-2017, being a by-law to delegate authority to the Director of Building and Development for the signing of Heritage Conservation and Maintenance Agreements be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.7 By-Law 103-2017 Authorize a Single Tenant Agreement with Cameron Porteous

Resolution 2017-11-28-32

Moved By Councillor Van Galen

Seconded By Councillor Osborne

THAT By-Law 103-2017, being a by-law to authorize a single tenant industrial lease agreement with Cameron Porteous be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.8 By-Law 104-2017 Authorize a Single Tenant Agreement with Reed Needles

Resolution 2017-11-28-33

Moved By Councillor Pope

Seconded By Councillor Osborne

THAT By-Law 104-2017, being a by-law to authorize a single tenant industrial lease agreement with Reed Needles be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.9 By-Law 105-2017 Authorize an Agreement with Meadowridge Properties Ltd.

Resolution 2017-11-28-34

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT By-Law 105-2017, being a by-law to authorize an agreement with Meadowridge Properties Ltd. for winter maintenance of Diamondridge

Subdivision be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.10 By-Law 106-2017 Authorize an Agreement with 2231872 Ontario Inc.

Resolution 2017-11-28-35

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT By-Law 106-2017, being a by-law to authorize an agreement with 2231872 Ontario Inc. for winter maintenance of Northridge Subdivision be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.11 By-Law 107-2017 Authorize an Agreement with 2416987 Ontario Inc.

Resolution 2017-11-28-36

Moved By Councillor Van Galen

Seconded By Councillor Craigmile

THAT By-Law 107-2017, being a by-law to authorize an agreement with 2416987 Ontario Inc. for winter maintenance of Westover Place Subdivision 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 meetings as presented on the agenda and reminded Council that December 5 has been cancelled and December 14 has a 6:00pm meeting added.

Council took a brief recess at 9:22pm.

Mayor Strathdee called the meeting back to order at 9:25pm.

13. CLOSED SESSION

Resolution 2017-11-28-37

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT Council move into a session that is closed to the public at 9:25pm as authorized under the *Municipal Act*, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees and (d) labour relations or employee negotiations.

CARRIED

14. RISE AND REPORT

Resolution 2017-11-28-38

Moved By Councillor Craigmile

Seconded By Councillor Van Galen

THAT Council rise from a closed session at 9:50pm.

CARRIED

Mayor Strathdee reported that a closed session was held. A matter was considered related to employee relations. There is nothing further to report at this time.

15. CONFIRMATORY BY-LAW

Resolution 2017-11-28-39

Moved By Councillor Craigmile

Seconded By Councillor Pope

THAT By-Law 108-2017, being a by-law to confirm the proceedings of November 28, 2017 regular Council meeting be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

16. ADJOURNMENT

Resolution 2017-11-28-40

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT this regular meeting of Council adjourn at 9:52p.m.

CARRIED

Al Strathdee, Mayor

November 19, 2017

ATT: Mayor Strathdee and members of St. Marys Town Council

Within recent weeks, there have been several articles in National newspapers, including the Globe and Mail, highlighting both sides of the 'Backyard Chicken Coop' issue. While many people are excited at the prospect of raising chickens and having fresh eggs straight from the source each day, the reality for neighbouring homes is far less favourable. The noise from the chickens and putrid smell that accompanies even the most well-maintained coops diminishes how people are able to utilize and enjoy their outdoor space, as often the odour is so thick that windows must be closed and eating al fresco is impossible. There is also the greater issue of natural predators. Some of the main culprits that create havoc include raccoons, foxes, possums, rats and other rodents. Since the coops provide a year-round food source, these nuisance creatures are known to take up permanent residence and ultimately seek refuge in unsuspecting homes and basements. This is where my issue begins.

My name is Mary Jane Ball and my husband Frank and I have lived at 230 Widder St. for the last 43 years and until this summer, we had never had an issue with rats before. Thus, I am asking on behalf of myself and the other residents of our beautiful town, that the bi-law allowing chicken coops in backyards be changed as the city council in London, Ontario has recently done for the betterment of their constituents.

I would be pleased to speak with you further regarding this issue, if necessary.

Kind Regards,

A handwritten signature in cursive script, appearing to read 'Mary Jane Ball', written in dark ink.

Mary Jane Ball

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

November 23, 2017

To Whom It May Concern:

I am writing to request a proclamation from the Town of St. Marys the week of February 1st to February 7th 2018 as Eating Disorder Awareness Week (EDAW). EDAW has been commemorated across Canada since 1988 by established eating disorder organizations, education and public health institutions, and concerned members of the public. It draws attention to the causes, prevalence and impact of eating disorders.

Eating disorders are the number one cause of death among all psychiatric illnesses and are the third most common cause of death in teenage girls. In fact, 5-8% of Canadian girls will experience an eating disorder in their lifetime. However, eating disorders can develop in anyone, regardless of age, ethno-racial background, socioeconomic status, gender or ability. Unfortunately, stigma and secrecy still surround eating disorders, causing many people who are suffering to refrain from seeking help, and to struggle in silence.

We know that through open, supportive dialogue, we can help break the shame and silence that affect nearly 1 million Canadians that are living with a diagnosed eating disorder and the millions of others who are struggling with unhealthy food and weight preoccupation. EDAW is a time to increase awareness about eating disorders, their impact and to shed light on the dangerous and pervasive myths that surround them. It is a time of year when Canadians can learn more about eating disorders and about the resources that are available for individuals and family members who are impacted by them.

The National Eating Disorder Information Centre (NEDIC) was a founding member of the international drive to institute EDAW. Founded in 1985, NEDIC is Canada's oldest national organization dedicated to helping those with eating disorders. We provide education and information as well as support and referral for those with eating disorders, their families, friends and health care professionals. Since our toll-free helpline became available to Canadians from coast to coast in 2013, we have spoken with thousands of individuals, parents, friends, and teachers who are seeking help and information. It is through our outreach and education efforts, that we are able to support these individuals in their struggle to find hope and healing.

Municipal recognition of EDAW would help to affirm the experiences of those with a friend, family member, or important person in their life who is dealing with this life-threatening mental illness, and draw attention to the need for eating disorder prevention, research, treatment, and resources. Attached please find the goals of Eating Disorder Awareness Week 2018.

Please proclaim EDAW in the Town of St. Marys and help raise awareness and hope among the many who are impacted by this illness.

For more information about Eating Disorder Awareness Week and this request, please contact me.

Thank You.

Kind Regards,

Alicia Pinelli
Outreach and Education Team Member

Proclamation

Eating Disorder Awareness Week (EDAW) February 1st - 7th 2018

WHEREAS: Eating Disorder Awareness Week will be from February 1 – 7, 2018; and

WHEREAS: The National Eating Disorder Information Centre (NEDIC) is Canada's only national organization dedicated to helping those with eating disorder, food and weight preoccupation and related issues. NEDIC provides information, education, resources and referrals to individuals with eating disorders, their families, friends and health care professionals; and

WHEREAS: Eating disorders have the highest mortality rate among all psychiatric illnesses and can develop in anyone, regardless of age, ethno-racial background, socioeconomic status, gender or ability; and

WHEREAS; Stigma, secrecy and stereotypes still surround eating disorders, causing many people who are suffering to refrain from seeking help; and

WHEREAS; Open supportive dialogue can help break the shame and silence that affect nearly 1 million Canadians living with diagnosable eating disorders and the millions of others who are struggling with food and weight preoccupation; and

WHEREAS; Eating Disorder Awareness Week seeks to raise awareness of eating disorders, shed light on dangerous and pervasive myths, and promote prevention. It is also a time of year for Canadians to learn about available resources and appropriate services for themselves and/or loved ones; and

WHEREAS, Eating Disorder Awareness Week aims to teach Canadians that eating disorders are not a choice, and that eating disorders are a serious and dangerous mental illness.

From:

Sent: December 6, 2017 3:37 AM

To: Al Strathdee <astrathdee@town.stmarys.on.ca>

Cc: Brent Kittmer <bkittmer@town.stmarys.on.ca>; Carey Pope <CPope@town.stmarys.on.ca>; Jim Craigmile <jcraigmile@town.stmarys.on.ca>; Lynn Hainer <lhainer@town.stmarys.on.ca>; Bill Osborne <bosborne@town.stmarys.on.ca>; Don Van Galen <dvangalen@town.stmarys.on.ca>; Tony Winter <TWinter@town.stmarys.on.ca>

Subject: Blue Dot Declaration

Dear Mayor and Council,

Over the past three years I have watched with interest the rapid growth of a simple, yet elegant idea spreading across Canada. The Blue Dot program, initiated by David Suzuki, aims to enshrine basic human environmental rights in Federal Legislation. Those rights are Clean air, Clean water, Healthy food and the Right to be informed of pollutants in our environment.

To that end, Mr. Suzuki is building support from the Grass Roots level, asking individuals to sign the Blue Dot Declaration (BlueDot.ca/join-us), and Municipalities to make Declarations on behalf of their citizens.

To date, I am delighted to see that many mayor cities such as Vancouver, Ottawa, Montreal, Hamilton, Brampton and Oakville, as well as many local and regional municipalities, including Stratford, Kitchener, Guelph, Ajax, Cambridge, Milton and Mississauga have all made declarations.

Already there are 110,621 individual members and 160 municipalities represented, and the list is growing quickly. I was pleased to discover that 25 of our own citizens have already signed on.

As a new member of the Community Liaison Committee Of St. Marys Cement, I see this initiative as a wonderful opportunity and obvious first step for St. Marys in addressing the environmental challenges we face.

A declaration of basic environmental human rights would set clear parameters for our discussions, and being aligned with the extensive research base available from David Suzuki.org would bring to the table an objectivity and credibility beyond our individual, subjective opinions.

I urge you, therefore, as a Council, to set the stage for meaningful dialogue and transparency by passing a Blue Dot Declaration on behalf of our children and the future of our town. Ref. www.BlueDot.ca

A Sample Declaration for your consideration:

The Municipality of St. Marys declares that its citizens have the civic right to clean air, clean water and healthy food, and that they have a voice in all environmental decisions that affect them.

We further declare, that in our public policies, the best practices of science and research will be adopted to enshrine these rights for future generations.

(For more specific details see "What would a declaration of environmental rights mean for my community?" under Municipal Declaration of Environmental Rights-FAQs under www.BlueDot.ca)

Merry Christmas to you all, and many thanks for the fine work you have done this year, and the dedication you have shown to St. Marys as we prepare for the future.

And now on behalf of the children I leave you with this Christmas wish.

I wish that every child, your children and grandchildren, and mine, might breathe clean air, drink pure water, and eat healthy food in the New Year and that you will declare it to be so.

Sylvia Harvey

Hope to see you there!
if

Mayor, Council & Staff of the
Town of St. Marys,



Let's celebrate our capital campaign success together!

Please join us for the unveiling of our

"Someone I Know" donor recognition wall

Date: Wednesday December 20, 2017

Time: 12:00 noon

Location: Across from registration, SMMH, Main entrance

Contact Krista if you have any questions! 519-301-8880

Wraps & refreshments served in the cafeteria following unveiling

Krista



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

December 5, 2017

To: Heads of Council of Municipal Billing Partners

From: Dan Mathieson, Chair, MPAC Board of Directors

Subject: Budget and Municipal Levy for 2018

On behalf of the Municipal Property Assessment Corporation (MPAC), I would like to advise you that the Board of Directors has approved the corporation's 2018 budget in support of their 2017-2020 Strategic and Financial Plan. The approved levy increase for 2018, is 2.65% which is consistent with the levy increase approved for 2017.

The Board's approval of the 2018 budget and municipal levy will allow MPAC to invest in its core operations to deliver the new Service Level Agreement (SLA). The jointly developed SLA establishes fair, meaningful and achievable performance standards for assessment services that municipalities and taxpayers rely on most. Our investment will also support the new Assessment Review Board (ARB) process and continue to build and maintain its service delivery model.

With this approval, the Board is committed to ensuring MPAC continues to best serve their municipal partners and the property owners of Ontario, while providing the support their employees need to deliver the highest standards of service and expertise.

Assessment Roll Stability & Predictability

Looking towards 2018, the requirement for MPAC to support and respond to the ARB's commitment to improve the appeals process played a critical role in the Board's review. Next year, the ARB will continue implementing a strategy to eliminate backlogs and complete appeals within the assessment cycle which will have a direct impact on MPAC's staffing and resources. We believe the work undertaken by the ARB will continue to support stability and predictability in Ontario's property assessment and taxation system.

A stable and predictable assessment base is important to the Board and the initiatives implemented for the 2016 Assessment Update, such as disclosure, pre-roll discussions and the extensive outreach activities, is a reflection of our commitment. Taking this approach forward and building on it for the 2020 Assessment Update will require the establishment of a reserve fund. This requirement is also reflected in the 2018 budget.

Office of the Chair c/o Municipal Property Assessment Corporation
1340 Pickering Parkway, Suite 101, Pickering, Ontario L1V 0C4
T: 519.271.0250 ext 236 F: 905.831.0040 www.mpac.ca

In 2018, MPAC will continue to introduce the SLA to municipalities across the province. The annual budget reflects the need for the right number of senior valuation staff in field to meet the demands of our workload, programs to ensure the quality and consistency of our data, and continued growth to build our pool of accredited valuation professionals.

The levy amount for each municipality is determined by the levy formula contained within the *MPAC Act* and will be finalized following the delivery of the 2017 Assessment Roll.

Municipalities can expect to receive additional details in December with final statements sent in January 2018.

Questions about MPAC's 2018 budget and municipal levy should be directed to Rose McLean, President and Chief Administrative Officer, or Carla Y. Nell, Vice-President, Municipal and Stakeholder Relations.

Yours truly,



Dan Mathieson
Chair, MPAC Board of Directors

Copy Chief Administrative Officers, Chief Financial Officers, Clerks & Treasurers of Municipal
Billing Partners
MPAC Board of Directors
Rose McLean
Carla Y. Nell

FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Brent Kittmer, CAO/Clerk
Date of Meeting:	12 December 2017
Subject:	CAO 46-2017 Enterprise Drive Land Sale (Shepherd Gourmet Dairy (Ontario) Inc.)

PURPOSE

The purpose of this report is for Council to consider a draft land sale agreement. The lands to be sold include all remaining serviced parcels on Enterprise Drive with Shepherd Gourmet Dairy (Ontario) Inc. ("Shepherd Gourmet") being the purchaser. Also included is a mutual drain agreement to transfer an existing storm water drain pipe that serves the Nutreco Canada Inc. property.

RECOMMENDATION

THAT report CAO 46-2017 regarding the sale of land on Enterprise Drive be received; and

THAT By law 111-2017 authorizing the Mayor and the CAO / Clerk to sign an agreement of purchase and sale for lands on Enterprise Drive with Shepherd Gourmet Dairy (Ontario) Inc., and a mutual drain agreement with Shepherd Gourmet Dairy (Ontario) Inc. and Nutreco Canada Inc. be approved.

BACKGROUND

The Town owns serviced industrial land on Enterprise Drive. These lands have been open for sale for a number of years, and presently the only business that has purchased lands is Shepherd Gourmet.

Shepherd Gourmet has seen a significant growth in their business in the past few years. The business is forecasting that they will need to expand their production facility, and is looking to secure their future in St. Marys. As a part of their business planning they approached the Town to request an opportunity to negotiate a land sale option agreement. The lands affected were the two remaining parcels on Enterprise Drive (Part 3 and Part 4).

Council agreed to the option agreement and on July 26, 2016 passed the following resolution:

2017-07-26-54 THAT Council delegates authority to the CAO / Clerk to negotiate and finalize an option of land sale agreement with Shepard Gourmet Dairy; and

THAT the Mayor and the CAO / Clerk be authorized to sign the land sale option agreement with Shepard Gourmet Dairy for the purchase of parcels located on Enterprise Drive.

The Option Agreement provides Shepherd Gourmet up to September 30, 2020 to have first right of refusal to purchase the lands. As a condition of the Option Agreement the Town was required to complete a Phase II environmental assessment of the site. This work was completed throughout the summer of 2017, and the lands were given a clean bill of health.

REPORT

On November 13, 2017 Shepherd Gourmet contacted the CAO / Clerk to advise that they were exercising their option to purchase the lands on Enterprise Drive. With that notice, the land sale process

now takes effect. In general, the following steps are contemplated in the Option Agreement with Shepherd Gourmet:

- A second deposit of \$10,000 to be submitted by Shepherd Gourmet. This will bring total deposits to \$20,000 which will be deducted from the sale price.
- The deal needs to close within 40 days, or no later than December 23, 2017.
- SGD now has 20 days to examine title, or up to December 3, 2017.
- Town to prepare documents to effect the transfer.

A draft agreement of purchase and sale has been negotiated for this land sale based on the Town's standard sales agreement. The draft agreement is attached, and the following are the key points:

- The full price of the lands are to be paid once the transfer agreement is signed. The cost of land has been set at \$52,000 per acre or an aggregate cost of \$203,909.68 for both parcels.
- The Town shall provide the land free of encumbrances, except as noted in the agreement in respect to the transfer of an existing drain on the property that serves Nutreco.
- The Town is allowing the lands that are purchased to be used for a use that is ancillary to the existing SGD production.
- Shepherd Gourmet cannot, within 10 years of the transfer, sell any vacant lands that they may own without notifying and receiving approval from the Town.

A complicating factor in this land deal is the presence of a municipal storm drain which runs through a small portion of the land that the Town will sell to Shepherd Gourmet. This storm drain collects surface run-off from Nutreco Canada Inc. (Shur-Gain) and deposits it into the storm system located on Enterprise Drive that then outlets to the local Town owned storm pond.

Staff and representatives from Shepherd Gourmet and Nutreco and have come to a common understanding that this drain can be dealt with under a mutual drain agreement between the three parties. The drain agreement sets out that the drain will now be owned by Shepherd Gourmet up to their property line, and that they agree to keep it in good repair so that Nutreco may still benefit from it. This agreement has been attached to this report for Council's information. Once signed, the agreement will be registered on title so that it runs with the land.

SUMMARY

It is staff's recommendation that Council enact the necessary by-laws to give authorization to the Mayor and the CAO/Clerk to sign both the land sale and mutual drain agreements.

FINANCIAL IMPLICATIONS

The aggregate value of the land being sold is \$203,909.68. During the sale process the Town has incurred \$15,000 for the Phase II environmental assessment. Legal fees will also be incurred for the sales process.

STRATEGIC PLAN

☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.

- Pillar #5 Economic Development: Industrial Strategy
 - Outcome: Seeking new opportunities to attract small, medium, and large industry is in the Town's best interests as part of its growth strategy. Increased focused on industry retention as part of the overall strategy.
 - Tactic(s): Build a retention plan, identify elements needed to ensure business stay and grow in the community.

OTHERS CONSULTED

Mr. Stew Cardiff, Shepherd Gourmet Dairy
Mr. Kevin Weppler, Nutreco

ATTACHMENTS

1. Draft Agreement of Purchase and Sale with Shepherd Gourmet Dairy (Canada) Inc.
2. Draft Mutual Drain Agreement with Shepherd Gourmet Dairy (Canada) Inc. and Nutreco Canada Inc.

REVIEWED BY

Recommended by the CAO



Brent Kittmer
CAO / Clerk

AGREEMENT OF PURCHASE AND SALE

THIS INDENTURE dated the _____ day of December , 2017

BETWEEN:

THE CORPORATION OF THE TOWN OF ST. MARYS

hereinafter called the **VENDOR**

- and -

SHEPHERD GOURMET DAIRY (ONTARIO) INC

hereinafter called the **PURCHASER**

Offer to Purchase

1. The Purchaser, having inspected the lands and premises hereinafter described, hereby offers to purchase from the Vendor the lands and premises situated in the Town of St. Marys, located as shown on the sketch attached as Schedule "A" to this Agreement, legally described Part of Lot 13, South Boundary Concession (formerly in the Township of Blanshard), Town of St. Marys, County of Perth, more particularly described as Parts 2, 3 and 4 on Reference Plan 44R-4615, and being part of PIN 53245-0168 (LT) for the purchase price of

**Two hundred and three thousand nine hundred and nine dollars and thirty-eight cents
(\$203,909.68)**

of lawful money of Canada, to be paid by bank draft or certified cheque to the Vendor on the date of completion.

Deposit

2. The Purchaser has submitted Twenty Thousand Dollars (\$20,000.00) paid to the Vendor to be held pending completion or other termination of this Agreement and to be credited toward the Purchase Price on completion. No interest shall be earned, received or paid on the deposit.

Adjustments

3. Any unearned fire insurance premiums, rents, mortgage interest, realty taxes including local improvement rates and unmetered public or private utility charges and unmetered cost of fuel, as applicable, shall be apportioned and allowed to the day of completion, the day of completion itself to be apportioned to the Purchaser.

Free from Encumbrances

4. Provided the title to the property is good and free from all encumbrances, except as otherwise expressly provided herein, and except as to any registered easements, restrictions or covenants that run with the land, or municipal by-laws, or other governmental enactments, providing that such are complied with.

Schedules

5. The following Schedule(s) form part of this Agreement:

Schedule A – Sketch of the Property

Schedule B – Sketch of Stormwater Pipe/Drain to be Conveyed
Schedule C – Additional Terms and Conditions – Municipality-Owned Land Sale Policy
Schedule D- Drain Agreement

Property Condition

6. The Agreement is made without representation, warranty or condition with respect to the fitness for any purpose, condition, quality or quantity, zoning or lawful use of the property. The Purchaser acknowledges that it has relied entirely on its own investigations and inspections. The Purchaser will accept the property “as is” on the day of closing without regard for its state of repair, location of structures, walls, retaining walls or fences (freestanding or otherwise) and subject to all judicial, municipal or any other governmental by-laws, agreements, restrictions or orders affecting or regarding its condition or use (including deficiency, compliance requests, work and other orders), all registered or unregistered restrictions, agreements, rights of way, easements, covenants which run with the land or minor encroachments by buildings or fences on the Lands or adjoining properties or streets, all municipal and other development and sewer levies, fees, imposts and charges and all amounts added to the tax roll, in all cases regardless of whether there is compliance.

Fixtures and Chattels Excluded and Included

7. There are no fixtures or chattels being conveyed other than a storm water pipe/drain within the property. The Vendor agrees to convey all fixtures included in the Purchase Price free from all liens, encumbrances or claims affecting the said fixtures .

The parties acknowledge and agree that there is a storm water pipe/drain within the property (as outlined on the attached Schedule “B”), which pipe serves the properties currently owned by Shepard Gourmet Dairy (Ontario) Inc. and Nutreco Canada Inc.. As a condition of sale, within ninety (90) days from the transfer of title, the Purchaser shall, to the satisfaction of the Owner, be required to negotiate and enter into a mutual drain agreement with Nutreco Canada Inc. (or its successor in title), as contemplated in the *Drainage Act* (Ontario). Notice of the said mutual drain agreement shall be registered on title to applicable properties at the cost of the Purchaser.

If the Purchaser fails to enter into a Drain Agreement as set out in Schedule D and /or register same on title then at the option of the Vendor the Property shall be reconveyed to the Vendor without consideration. This paragraph 7 shall survive and not merge on the completion of this sale

Title Documents

8. The Purchaser shall not call for the production of any title deed, abstract, survey or other evidence of title except as may be in the possession or control of the Vendor, unless otherwise provided herein.

Examination of Title

9. The Purchaser is to be allowed until 5:00 P.M. (local time) on **December 18, 2017** to examine the title at its own expense. If within that time any valid objection to title is made in writing to the Vendor which the Vendor is unable or unwilling to remove, remedy or satisfy and which the Purchaser will not waive, this Agreement, notwithstanding any intermediate acts or negotiations in respect of such objection shall be at an end, and all monies theretofore paid shall be returned to the Purchaser without interest or deduction, and the Vendor shall not be liable for any costs or damages. Except as to any valid objection so made within such time, and except for any objection going to the root of the title, the Purchaser shall be conclusively deemed to have accepted the Vendor's title to the property.

Completion of Transaction

10. The transaction of purchase and sale to be completed by no later than 5:00 P.M. (local time) on December 23, 2017. The Vendor may unilaterally amend the completion date on 5 calendar days written notice to the Purchaser in order to allow the Vendor to pass the necessary municipal by-laws to complete the herein transaction. Vacant possession of the property shall be given to the Purchaser on the date of completion, unless otherwise provided herein.

Time of Essence

11. This Agreement, when accepted, shall constitute a binding contract of purchase and sale between the Purchaser and Vendor and time shall, in all respects, be of the essence thereof, provided that the time for the doing or completing of any matter provided for herein may be extended or abridged by an agreement in writing, signed by the Vendor and the Purchaser or by their respective solicitors who are hereby expressly appointed in this regard. It is agreed that there is no condition, expressed or implied, representation, warranty, or collateral agreement affecting this Agreement or the property or supported hereby, except as expressed herein in writing.

Deed or Transfer

12. The deed or transfer shall be prepared in registerable form by the Vendor's solicitor. The Purchaser shall pay the cost of registration and taxes of all documents. The Purchaser further undertakes and agrees, forthwith after the completion date, to provide a copy of the registered Transfer of Land to the Vendor's solicitor. This covenant shall survive the closing of the herein transaction and shall remain in full force and effect notwithstanding the transfer of title to the Property to the Purchaser.

Written Additions

13. Provided that, notwithstanding any terms or conditions outlined in the printed wording herein, any provisions written into the Agreement at the time of the signing of the Agreement by the Purchaser shall be the true terms and shall supersede the printed portion in respect of the parts affected thereby. This Agreement and its acceptance shall be read with all changes of gender or number required by the context and shall be binding upon the parties hereto, their respective heirs, executors, administrators, successors and assigns, as the case may be.

Costs and Tender

14. The Purchaser acknowledges that he or she shall be responsible for all costs associated with the herein sale transaction. Any tender of documents or money desired hereunder may be made upon the solicitor acting for the Vendor or Purchaser, and it shall be sufficient that a Bank Draft or Certified Cheque may be tendered instead of cash.

Good and Services Tax or Harmonized Sales Tax

15. If this transaction is subject to Goods and Services Tax or Harmonized Sales Tax ("GST/HST"), then such tax shall be **in addition** to the purchase price. If this transaction is subject to GST/HST, the Purchaser shall self-assess and remit the GST/HST payable and file the prescribed form and shall indemnify the Vendor in respect of any GST/HST payable. The foregoing warranties shall not merge but shall survive the completion of the transaction. If this transaction is not subject to GST/HST, Vendor agrees to certify on or before closing that the transaction is not subject to GST/HST.

Electronic Registration

16. The Vendor and Purchaser acknowledge that this transaction will be completed by electronic registration pursuant to Part III of the *Land Registration Reform Act*, R.S.O. 1990, c. L4, as amended. The Vendor and Purchaser further acknowledge and agree that the delivery of documents and the

release thereof to the Vendor and Purchaser shall be governed by a Document Registration Agreement in the Law Society of Upper Canada's most recent standard form for such agreements and hereby authorize their respective solicitors in that regard.

Business Day

17. In the event that any date specified in this Agreement shall fall on a day other than a Business Day (defined to mean a day other than a Saturday or Sunday on which chartered banks in the Town of St. Marys, Ontario are open for the transaction of business with the public), then such date shall be deemed to be the next following Business Day.

Notice

18. Any notice or requisition required or contemplated by any provision of this Agreement which either party may desire to give to the other shall be sufficiently given to the Purchaser by personal delivery or facsimile transmission addressed to the Purchaser at:

Shepherd Gourmet Dairy (Ontario) Inc.
38 Enterprise Drive PO Box 847
St Marys, ON
N4X 1B5

Attention: Stewart Cardiff, President

and any notice to be given to the Vendor shall be sufficiently given by personal delivery or facsimile transmission addressed to the Vendor at:

The Corporation of the Town of St. Marys
175 Queen Street East
P.O. Box 998
St. Marys, ON N4X 1B6

Attention: Clerk

and to the Vendor's Solicitors:

Carlyle Peterson Lawyers LLP
7-717 Richmond St., London ON N6A 1S2

Attention: Sue Carlyle
Facsimile: (519) 432-0634

and all such notices shall be effective as of the date of such personal delivery or facsimile transmission unless delivered or transmitted after 5:00 p.m. on a Business Day or on a day which is not a Business Day in which event such delivery or transmission shall be deemed to be effective on the next Business Day.

Successors and Assigns

19. The heirs, estate trustees, administrators, successors and assigns of the undersigned are bound by the terms herein.

Realtor Commission

20. The parties acknowledge and agree that the Vendor shall not be responsible for any real estate or brokerage commission or fees payable to any agent or any other person arising out of or in connection with the transaction contemplated in this Agreement.

Time for Acceptance

21. This Agreement shall be irrevocable and open for acceptance until 11:59 P.M. (local time) on the 8th day of December, 2017, after which time, if not accepted, this Agreement shall be null and void and the deposit (if any) shall be repaid to the Purchaser without interest or deduction.

IN WITNESS WHEREOF the Purchaser has duly executed this Agreement as of the date first written above.

SIGNED, SEALED & DELIVERED

SHEPHERD GOURMET DAIRY (ONTARIO) INC.

Stewart Cardiff
Date of Signature:

I have the authority to bind the Corporation.

ACCEPTANCE

The Vendor accepts the above Agreement.

THE CORPORATION OF THE TOWN OF ST. MARYS

Al Strathdee, Mayor
Date of Signature:

Brent Kittmer, Clerk
Date of Signature:

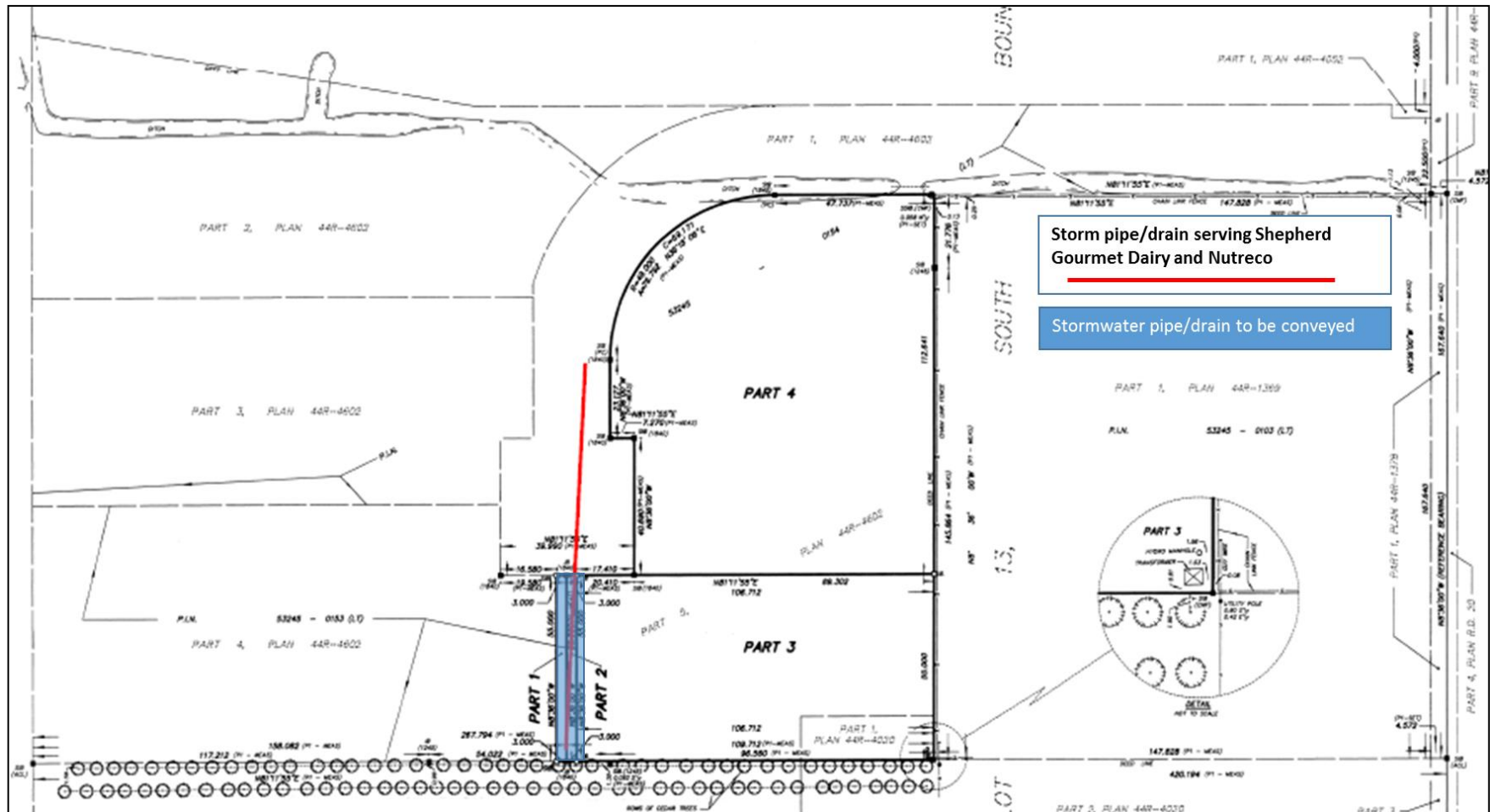
We have the authority to bind the Corporation.

Sketch of Property



SCHEDULE "B"

Sketch of Stormwater Pipe/Drain to be Conveyed



SCHEDULE "C"

Additional Terms and Conditions

Purchaser Covenant(s)

As a condition of this Agreement, the Purchaser hereby agrees to be bound by any policy of The Corporation of the Town of St. Marys with respect to the sale and/or transfer of Municipally-owned, serviced, industrial land, certain provisions of such policy being attached hereto, it being the intent of the parties hereto that the provisions of the said policies shall survive the closing of any transaction to such extent as may be required to give effect to the said policy. As a further condition of this Agreement, the Purchaser agrees to accept a Transfer/Deed with respect to the property herein described in a form sufficient to give effect to the said policy.

Municipality-Owned Land Sale Policy

1. The purpose of this policy is to establish the terms upon which Town of St. Marys -owned serviced industrial land is to be sold and transferred.
2. This policy is to be read and applied fairly and beneficially with such variations as circumstances or the nature of the subject matter require provided the general purpose, intent, meaning and spirit of the policy are maintained.
3. In this policy,
 - (a) Commencement of construction means the date upon which a building permit is issued by the Town of St. Marys,
 - (b) Completion of construction is reached when the building or structure or a substantial part thereof is ready for use or is being used for the purpose intended; and
 - (c) Coverage has the meaning ascribed to it under the applicable zoning by-law.

CLASS 1 SALE

4. A class 1 sale is a sale of a land for the purpose of the erection thereon of a building or structure for a detached industrial use.
5. A class 1 sale shall be subject to the following conditions:
 - (a) The purchaser shall commence construction within 18 months of the registration of the deed or transfer and shall diligently complete construction of the building or structure, in default of which the purchaser shall in the sole discretion of the Town of St. Marys reconvey the land to the Town of St. Marys in accordance with Section 14 of this policy and free and clear of all encumbrances, easements, restrictions or covenants except as to those originally assumed by the purchaser from the Town of St. Marys.
 - (b) The minimum coverage of the building or structure shall be 15 per cent, provided however that, where the maximum coverage permitted under the applicable zoning by-law is 15 percent or less, the maximum coverage under the zoning by-law shall be deemed to be the minimum coverage required by this condition.
 - (c) The purchaser shall not within 10 years of the registration of the deed or transfer convey

any vacant part of the land by deed, transfer, grant, assignment, appointment, mortgage, charge, lease or sub-lease (Planning Act, R.S.O. 1990, Chapter P .13), without first notifying the Town of St. Marys and, where it has been so notified, the Town of St. Marys may either grant its consent (which shall not be unreasonably withheld) to the conveyance or application or may in its sole discretion require the purchaser to reconvey the vacant part to the Town of St. Marys in accordance with Section 14 of this policy and free and clear of all encumbrances, easements, restrictions or covenants except as to those originally assumed by the purchaser from the Town of St. Marys; provided that this section 5(c) shall not apply in the case of transfer, conveyance or assignment to an affiliate or associate (as such terms are defined in the Business Corporations Act (Ontario)) of the purchaser.

(d) The purchaser shall pay local improvement charges and any other special levies assessed at any time against the land on and after completion of the purchase.

6. The CAO/Clerk may grant one or more extensions (which in total shall not exceed one year) of the time under condition (a) of Section 5 of this policy within which construction of a building or structure is to be commenced provided the purchaser has filed a written request with the CAO/Clerk for the extension and paid to the City Treasurer by cash or certified cheque an extension charge produced by multiplying the selling price at the effective date of the desired extension of comparable City-owned serviced industrial land by the bank interest rate payable by the Town of St. Marys at the date the request is filed, for the period of the desired extension.
7. A purchaser wishing to notify the Town of St. Marys under condition (c) of Section 5 of this policy shall file a written request with the CAO/Clerk who shall submit a recommendation thereon to Council.

CLASS 2 SALE

8. A class 2 sale is a sale of a land for the purpose of the extension or enlargement of a building or structure erected or to be erected upon land of the purchaser abutting the land.
9. A class 2 sale shall be subject to conditions (c) and (d) of Section 5 of this policy and the further condition that the land shall not be used for any purpose other than the extension or enlargement of a building or structure erected or to be erected upon lands of the purchaser abutting the land.

CLASS 3 SALE

10. A class 3 sale is a sale that is not a class 2 sale and that is a sale of a land for the purpose of a use ancillary to a building or structure erected or to be erected upon land of the purchaser abutting the parcel.
11. A class 3 sale shall be subject to conditions (c) and (d) of Section 5 of this policy and the further condition that the land shall not be used for any purpose other than a use ancillary to a building or structure erected or to be erected upon land of the purchaser abutting the parcel.

GENERAL

12. In the last quarter of each year or at more frequent intervals, if warranted, the CAO/Clerk shall make a recommendation to Council as to the price per acre at which land ought to be offered for sale during the ensuing year.
13. Where, in the Town of St. Marys' opinion, land is properly sold through a real estate agent, the Town of St. Marys shall pay a fee to the agent not exceeding the scale established by the Town of St. Marys upon completion of the transaction but no fee shall be payable if the

purchaser is permitted to withdraw from the agreement of purchase and sale prior to the completion of the transaction.

14. Where the whole or any part of land is reconveyed by the purchaser to the Town of St. Marys pursuant to a condition of sale or otherwise, the amount payable upon the reconveyance shall be 90 per cent of either the original purchase price (exclusive of interest thereon and any extension charges), if the whole land is reconveyed, or the portion thereof that is in the same ratio as the area of the reconveyed part is to the whole land, subject to adjustments as of the date of reconveyance for taxes, local improvements and other rates and subject, where the Town of St. Marys considers necessary, to the City's withholding until a new purchaser is found, an amount sufficient to compensate the Town of St. Marys for the cost of restoring the land to its original condition if so required by the new purchaser.
15. That, on the recommendation of the CAO/Clerk, based on the following objective criteria with regard to development review of industrial development on City - owned industrial land that has been sold and build upon, be noted:
 - (a) That the entire site which is not used for building, for the provision of off-street parking, for driveways or for loading docks shall be levelled, seeded and maintained in a grassed condition, including the boulevards;
 - (b) That, should the developer wish to take advantage of the establishment of visitor parking between the building and the street, namely the front of the building where permitted under the bylaw, the parking area and roadways to same shall be asphalt surfaced prior to the occupancy of the building;
 - (c) That the external appearance of the main building shall present a rectangular profile, or some other profile satisfactory to the CAO/Clerk to the street on which it fronts.
16. The cost of service connections from the main to the property line is the responsibility of the purchaser.
17. The cost of removal of topsoil on the site is the responsibility of the purchaser.
18. The Vendor hereby acknowledges and confirms that the transaction contemplated herein is a Class 3 Sale and the lands being conveyed to the Purchaser will be used by the Purchaser for ancillary uses to the existing structures erected on the abutting lands owned by the Purchaser for storm water management, additional parking and truck turnarounds.

This Agreement made this _____ day of _____, 2017.

BETWEEN

THE CORPORATION OF THE TOWN OF ST. MARYS

(hereinafter called the “Town”)
Of the First Part

and

SHEPHERD GOURMET DAIRY (ONTARIO) INC.

(hereinafter called “SGD”)
Of the Second Part

and

NUTRECO CANADA INC.

(hereinafter called “Nutreco”)
Of the Third Part

WHEREAS this Agreement is made under the authority of section 2 of the *Drainage Act*, R.S.O. 1990, c. D. 17, as amended; and

AND WHEREAS the Town, SGD, and Nutreco wish to control the flow of surface waters by way of a mutual drain as set out in this Agreement;

NOW THEREFORE for the sum of TWO DOLLARS (\$2.00) paid by each of the Parties to the others (receipt of and sufficiency of which is hereby acknowledged), and for the other good and valuable consideration contained in this Agreement, the Parties hereto covenant, promise and agree with each other as follows:

1. The recitals set out above are true and form an integral part of this Agreement.

Lands Affected

2. The lands affected by this Agreement are described as follows:

- (a) The “Town Lands”, described as follows:

Part of Lot 13, Concession South Boundary (formerly in the Township of BLANSHARD), being Parts 7, 8, 9, 10, 11, 12, 13 on 44R-3949, SAVE AND EXCEPT Part 1 on 44R-4052; S/T 247903 OVER Part 9 on 44R-3949; SAVE AND EXCEPT Parts 3 and 4 on 44R-4602, and SAVE AND EXCEPT Parts 2, 3 and 4 on 44R-4615, ST MARYS, being part of PIN 53245-0168(LT);

- (b) The “SGD Lands”, described as follows:

Part of Lot 13, Concession South Boundary (formerly in the Township of BLANSHARD), being Parts 3 and 4 on 44R-4602; ST MARYS, being all of PIN 53245-0169(LT), and Part of Lot 13, Concession South Boundary (formerly in the Township of BLANSHARD), being Parts 2, 3 and 4 on 44R-4615, ST MARYS, and being part of PIN 53245-0168(LT);

- (c) “Nutreco Lands”, described as follows:

PT LOT 13 CONCESSION SOUTH BOUNDARY BLANSHARD; PT 1, 44R502; S/T R266070 ST MARYS, being all of PIN 53245-0104(LT).

Description of Drainage Works

3. The “Drainage Works” consists of that portion of a 375 mm PVC pipe located on the SGD Lands as identified on Part 2 PLAN 44R-4615, allowing drainage of surface water from the Nutreco Lands and the SGD Lands onto the Town Lands, where it is connected to the Town’s drainage system.

Construction, Repair, and Maintenance

4. The Drainage Works have been constructed by the Town.
5. SGD shall be solely responsible for the repair and maintenance of the Drainage Works.
6. SGD shall not disturb the Drainage Works. Any blockages, damages or alterations to the Drainage Works caused by SGD shall be repaired immediately at its expense. Should SGD not repair the Drainage Works immediately, the Town or Nutreco may carry out the necessary repairs with the costs being charged to SGD.
7. On reasonable notice in writing to SGD, the Town and Nutreco may have reasonable access to the SGD Lands (and other SGD lands as may be reasonably necessary to access the SGD Lands) for inspection of the Drainage Works. SGD shall allow access for inspection of the Drainage Works within ten (10) business days of providing the notice.

Costs

8. The costs of construction of the Drainage Works have been borne by the Town.
9. The costs of repair of blockages, damage, maintenance, and future alterations relating to the Drainage Works shall be borne by SGD.
10. This Agreement herein contained when executed by the Parties hereto shall be registered in the proper Registry Office and any costs shall be borne by the Town.

Other Matters

11. Nutreco and SGD hereby covenant and agree that all discharges to and from the Drainage Works shall meet the discharge quality criteria as required by the *Environmental Protection Act*, R.S.O. 1990, c. E. 19, as amended, and the regulations thereto, or any other relevant or successor legislation.
12. Notices to be given under this Agreement shall be directed as follows:

To the Town: The Corporation of the Town of St. Marys
 175 Queen Street East
 P.O. Box 998
 St. Marys, ON N4X 1B6

Attention: Clerk

To SGD: 38 Enterprise Drive
St. Marys, Ontario
N4X 1B5

Attention: Stewart Cardiff
e-mail: Cardiff@shepherdgourmetdairy.com

To Nutreco: 600 James Street South
St. Marys, ON
N4X 1C7

Attention: General Manager

- 13. The provisions herein contained shall enure to the benefit of and be binding upon the Parties hereto and their respective heirs, administrators, successors and assigns.
- 14. This Agreement shall be governed by and interpreted and enforced in accordance with the laws of the Province of Ontario and the laws of Canada applicable therein which are applicable to contracts made and to be performed entirely in Ontario. Each party hereby irrevocably attorns to the jurisdiction of the courts of the Province of Ontario.
- 15. This Agreement may be simultaneously executed in several counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument.
- 16. The parties acknowledge and agree that signatures in .pdf format and delivered by e-mail or facsimile will be valid and binding as if such Agreement had been executed in original by the parties hereto, and receipt of this Agreement bearing a signature by e-mail or facsimile transmission shall constitute delivery of this Agreement.

IN WITNESS WHEREOF this agreement has been executed as of the date first written above.

THE CORPORATION OF THE
TOWN OF ST. MARYS

Per: _____
Mayor – Al Strathdee

Per: _____
CAO/Clerk – Brent Kittmer

SHEPHERD GOURMET DAIRY
(ONTARIO) INC.

Per: _____
Name: Stewart Cardiff

Title: President

NUTRECO CANADA INC.

Per: _____

Name: Kevin Wepler

Title: General Manager, Nutreco

Per: _____

Name: J. Clancy Mulholland

Title: Secretary and Treasurer

DRAFT

FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Brent Kittmer, CAO/Clerk
Date of Meeting:	12 December 2017
Subject:	CAO 47-2017 Establish a Community Policing Advisory Committee

PURPOSE

This report is presented to allow Council to establish a Community Policing Advisory Committee (CPAC) effective January 1, 2018. The recommendation is for Council to appoint the existing Police Services Board members to the CPAC for the remainder of Council's term.

RECOMMENDATION

THAT report CAO 47-2017 regarding a Community Policing Advisory Committee be received; and
THAT Council approve By-Law 109-2017 to establish a Community Policing Advisory Committee consisting of two Council representatives and three citizen representatives; and
THAT Councillor Van Galen and Mayor Strathdee be appointed to the Committee as Council representatives; and
THAT Mr. Fred Stam and Mr. Peter McAsh be appointed to the Committee as citizen representatives, with staff to advertise to fill remaining citizen position on the Committee; and
THAT the Committee be directed to create a draft terms of reference for Council's review and adoption.

BACKGROUND

The Town's contract with the Ontario Provincial Police is set to terminate on December 31, 2017 to allow the Town to transition to the Stratford Police Service in mid-2018. During the time period between December 31, 2017 and the official start date of the Stratford Police Service, the Town will be policed by the OPP on a non-contract basis under Section 5.1 of the *Police Services Act*. The OPP's Municipal Policing Bureau recommends this approach because it offers flexibility for the Town as there is no termination notice required to end the relationship with the OPP.

Speaking with the Detachment Commander, the OPP foresee no significant difference for the Town while being policed under a 5.1 approach. The OPP plan to continue with a similar operating plan as they have today. What will change is how the Town is billed. The Town will pay a base amount that represents the Town's share of the provincial OPP overhead, and will then pay on a "call for service basis".

Another change is that the Town is no longer required to have a Police Services Board as required under Section 10(9) of the Act. However, the Detachment Commander has offered to continue to meet with the Town on a monthly basis through to the transition date with the City of Stratford.

REPORT

The creation of a Community Policing Advisory Committee was envisioned as a part of the transition to the Stratford Police Service. This approach was taken since the Town will not have a seat on the Stratford Police Services Board, and the process to establish a Joint Board between the City and the Town is lengthy. The vision for the CPAC was that it would have a similar role to what the PSB has today under Section 10 (9) of the *Police Services Act*. The proposal for a CPAC was included in the Town's application to the Ontario Civilian Police Commission (OCPD) for a policing change. The OCPD agreed with this approach, with several stipulations.

Presently there is no terms of reference for the CPAC, but the general duties to be delegated by Council to the committee were envisioned as set out below. These are drawn from the *Police Services Act*, the OCPD order to the Town, and the draft agreement with the City of Stratford.

- Advise the Detachment Commander in regards to the needs, objectives and priorities for police services in the municipality;
- Establish, after consultation with the Detachment Commander or his or her designate, any local policies with respect to police services;
- Receive monthly reports from the Detachment Commander, or designate and monitor the performance of the police services;
- Receive regular reports from the Detachment Commander or his or her designate on disclosures and decisions made under section 49 (secondary activities);
- Review the Detachment Commander's administration of the complaints system under Part V of the *Police Services Act* and receive regular reports from the Detachment Commander or his or her designate on his or her administration of the complaints system;
- Conduct a review of the state of the Town's police services, on such terms of reference as the Committee may adopt, after Stratford has policed the Town for one year, and periodically after that;
- The term of office for the CPAC would follow the term of the seated Council;
- The CPAC would have no ability to interfere with day-to-day operations. Similar to Section 31 (4) of the *Police Services Act*, the CPAC would not be able to direct the Chief of Police or any member of the police service.

It was originally expected that the CPAC would be established at the same time as the transition to Stratford occurred. With the OPP Detachment Commander's willingness to continue to meet with the Town on a monthly basis up until the transition date, it makes sense to establish the CPAC effective January 1, 2018.

SUMMARY

The purpose of this report was to allow Council to establish a Community Policing Advisory Committee. Since there is less than one year left in Council's term, rather than working through the normal process of advertising for this committee it is the CAO's recommendation that Council appoint the existing members of the Police Services Board to the CPAC. One of the first orders of business for the CPAC will be to finalize the Terms of Reference for the committee for review and adoption by Council.

So that Council is aware, Mr. Henry de Young has resigned from the Police Services Board. As a result there is one citizen member's seat that will be vacant during the creation of the committee. Staff will advertise to fill this seat once Council has formally created the committee.

FINANCIAL IMPLICATIONS

Currently Police Services Board members are compensated at a rate of \$100/meeting. This is a budgeted cost, and is expected to continue with the creation of the CPAC. However, remuneration for this committee will be subject to Council's final passing of the terms of reference of the committee.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

None.

ATTACHMENTS

None.

REVIEWED BY

Recommended by the CAO



Brent Kittmer
CAO / Clerk

FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Brent Kittmer, CAO/Clerk
Date of Meeting:	12 December 2017
Subject:	CAO 48-2017 Appoint Deputy Mayor for Year 4 of Council's Term

PURPOSE

The purpose of this report is to facilitate Council's appointment of a Deputy Mayor for the final year of their term.

RECOMMENDATION

THAT report CAO 48-2017 regarding the appointment of a Deputy Mayor be received; and

THAT Councillor _____ be appointed Deputy Mayor effective December 13, 2017 through to November 30, 2018.

BACKGROUND

The electors of Town of St. Marys do not elect a Deputy Mayor. Rather, Council appoints a member of Council to act as Deputy Mayor on an annual basis to serve in the role of the Mayor during his absence. The process is described in Section 2.5 of the Town's procedure by-law:

2.5 Appointment of a Deputy Mayor

A Councillor shall be selected to act as Deputy Mayor for a period of 1 year. Nomination shall be by another Councillor and selection shall be at the first regular meeting of Council in December of each year. The appointment procedure shall be presided over by the Mayor. Election shall be by members of Council. A Councillor may be re-elected to serve as Deputy Mayor.

Councillor Pope was appointed as Deputy Mayor at Council's inaugural meeting on December 9, 2014 for the first year of Council's term. Councillor Craigmile was appointed as Deputy Mayor at the December 15, 2015 and December 13, 2016 Council meeting for the second and third years, respectively, of Council's term.

REPORT

December 12, 2017 is Council's first regular meeting in December of 2017. Per section 2.5 of the Procedure By-Law Council is required to appoint a Deputy-Mayor for the final year of its term.

SUMMARY

This report is on the agenda to facilitate the appointment of a Deputy-Mayor.

FINANCIAL IMPLICATIONS

None.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

None.

ATTACHMENTS

None.

REVIEWED BY

Recommended by the CAO



Brent Kittmer
CAO / Clerk

FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Trisha McKibbin, Director of Corporate Services / Deputy Clerk
Date of Meeting:	12 December 2017
Subject:	COR 42-2017 Appointment of an Integrity Commissioner

PURPOSE

This report provides background information on the role of an Integrity Commissioner, the legislative requirements to have one as well as the joint RFP process undertaken by the County of Perth, South Perth, West Perth and the Town of St. Marys.

RECOMMENDATION

THAT report COR 42-2017 Appointment of an Integrity Commissioner be received; and

THAT Council appoint Aird & Berlis LLP as the Town of St. Marys Integrity Commissioner, and;

THAT Council approve By-law 110-2017 authorizing the Mayor and CAO/Clerk to enter into an agreement with Aird & Berlis LLP for the delivery of Integrity Commissioner services.

BACKGROUND

At the July 25, 2017 Council meeting staff brought forward report COR 29-2017 Bill 68 – Modernizing Ontario’s Municipal Legislation Act. In November of 2016 the government introduced Bill 68, the *Modernizing Ontario’s Municipal Legislation Act*, which introduced a series of reforms to the *Municipal Act*, *Municipal Conflict of Interest Act* and the *Municipal Elections Act*, and several other pieces of municipally-relevant legislation. On May 30, 2017 Bill 68 received Royal Assent.

With the passing of Bill 68, Council is required to appoint an Integrity Commissioner or make arrangement for all of the responsibilities to be provided by an Integrity Commissioner of another municipality.

Integrity Commissioners have new powers to conduct inquiries about whether members have contravened the *Municipal Conflict of Interest Act (MCIA)*.

- An elector or a person demonstrably acting in the public interest could apply to the Commissioner for an inquiry (this is a change from “any person” which was proposed in the Bill when it was introduced).
- Upon completion of an inquiry, a Commissioner could decide to bring the matter to court.
- Costs of applying to a judge would be paid by the relevant municipality or local board.
- As is currently the case, it would be up to the judge to decide whether the member has contravened the MCIA.

At the July 25, 2017 Regular Council meeting, Council approved the recommendation:

THAT staff be directed to partner with municipalities in the County of Perth on a joint RFP to secure an Integrity Commissioner for the Town of St. Marys.

Staff worked with the Clerks from Perth County, South Perth and West Perth on a joint Request for Proposals for Integrity Commissioner Services. On September 22, 2017, the County of Perth issued RFP No: 2017-100-01 to provide for the services of an integrity commissioner with a return date of October 6, 2017. Six firms replied to the request for proposal and were subsequently reviewed by the Clerks of the County of Perth, West Perth, Perth South and St. Marys.

REPORT

The four Clerks met with the Michelle Svartsjo, Perth County Procurement Coordinator on Friday, October 25, 2017 to review the proposals.

In the evaluation of the RFPs, significant weighting was given to qualifications and experience as related to investigations and investigative procedures and principles; general municipal knowledge; knowledge of Ontario municipal law; with public and media relations experience being considered an asset under the criteria of value added. Respondents were invited to demonstrate how their previous experience aligns with the role of the proposed integrity commissioner. Each of the respondents was asked to provide specific examples of investigative experience, general municipal knowledge, and knowledge of municipal law.

The following chart contains a summary of costing based on 20 hours of time per year and assuming one annual training session of 7 hours a year.

Costing Breakdown								
	Retainer	Hourly Rate	Time	Mileage	Each way	Annual Total	Annual Training	Annual Total with Training
ADR Chambers	\$ 1,200	\$ 275	\$ 5,500	\$ 150	150 km, .50 c/km	\$ 7,308	\$ 1,925	\$ 10,300
Aird & Berlis	\$ -	\$ 360*	\$ 7,200	\$ 135	150 km, .45 c/km	\$ 7,965	\$ 4,200	\$ 12,300
MNP LLP	\$ -	\$ 280	\$ 5,600	incl.	included	\$ 5,833	\$ 1,960	\$ 8,260
Tracey Pilon-Abbs	\$ 20,000	\$ 150	\$ 3,000	\$ 543	522 km, .52 c/km	\$ 23,125	\$ 1,050	\$ 24,425
Principles Integrity	\$ 1,000	\$ 230	\$ 4,600	\$ 146	140 km, .52 c/km	\$ 5,792	\$ 1,610	\$ 7,785
Robert Swayze LLP	\$ 1,000	\$ 280	\$ 5,600	\$ 148	142 km, .52 c/km	\$ 6,833	\$ 1,960	\$ 9,260

* The hourly rate is a blended rate of 20/40/40/ split between the lawyer and the associates, as \$600, \$305, \$295 respectfully.

While Aird & Berlis LLP does not propose the lowest rate, they were ranked the highest by all four participating municipalities. Aird & Berlis LLP was selected as the preferred candidate due to their broad experience with both large and small municipalities, their experience with investigations, mediation and adjudication and they clearly detailed their Service Plan for interaction with the Clerk and Council in the event of an investigation. They provided a comprehensive proposal which demonstrated their experience with a range of investigations on a wide variety of issues.

At the November 16, 2017 regular Council meeting for the County of Perth, County Council passed a bylaw to appoint Aird & Berlis as the Integrity Commissioner for the County of Perth. The municipalities of West Perth and Perth South are considering the recommendation to appoint Aird & Berlis at their Council meetings in early December. Once the four participating municipalities have decided whether or not to secure Aird & Berlis as their Integrity Commissioner a Master Service Agreement will be entered into which will include a Statement of Works for each municipality and County. The Master Service Agreement would allow for all participating parties to execute the agreement.

SUMMARY

With the passing of Bill 68, Council is required to appoint an Integrity Commissioner or make arrangement for all of the responsibilities to be provided by an Integrity Commissioner of another municipality. Integrity Commissioners have new powers to conduct inquiries about whether members have contravened the *Municipal Conflict of Interest Act (MCIA)*.

Staff worked with the Clerk's from Perth County, Perth South and West Perth on a joint Request for Proposals for Integrity Commissioner Services. Six firms replied to the request for proposal and were subsequently reviewed by the Clerks, and Aird & Berlis LLP was ranked the first choice by all four municipalities. Staff is seeking Council's direction to enter into an agreement with Aird & Berlis LLP to secure integrity commissioners services.

FINANCIAL IMPLICATIONS

If Aird & Berlis LLP is the successful proponent for Integrity Commissioner Services the estimated expense for an investigation is \$12,300.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

Carla Preston, Clerk – West Perth
Lizet Scott, Clerk – South Perth
Pat Taylor, Interim County Clerk, County of Perth

ATTACHMENTS

N/A

REVIEWED BY

Recommended by the Department



Trisha McKibbin
Director of Corporate Services

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:	12 December 2017
Subject:	FD 16-2017 Joint RFP for HAZMAT Response, Cleanup and Disposal Services

PURPOSE

To provide Council with a comprehensive understanding and information so that Council would authorize staff to participate in a joint Request For Proposal (RFP) with other municipalities within Perth County in order to find an appropriate service provider for Hazardous Materials (HAZMAT) response at the Technician level, HAZMAT cleanup and HAZMAT disposal services.

RECOMMENDATION

THAT FD 16-2017 Joint RFP for HAZMAT Response, Cleanup and Disposal Services be received;

THAT staff be directed to participate in a joint Request for Proposal with other municipalities of Perth County in order to source a provider of Hazardous Materials Response at a Technician level, Hazardous Materials Clean Up and Hazardous Materials Disposal Services.

BACKGROUND

At the September 11, 2017 Joint Meeting of Perth Administrators' Collaborative Team (PACT), CAO's and Chief Officers from Fire and EMS discussed issues surrounding HAZMAT response, cleanup and disposal.

Under the Provincial Mutual Aid Plan, CBRNE (Chemical, Biological, Radiological, Nuclear and Explosives) or HUSAR (Heavy Urban Search And Rescue) services that are not currently provided by a municipality may be requested through the local Fire Coordinator to the PEOC (Provincial Emergency Operations Center), whether a state of emergency has been declared or not, "after" all local or contracted resources have been exhausted.

REPORT

All fire departments in Perth County provide HAZMAT response at the awareness level which permits evacuation, product identification and low risk mitigation and rescue only.

In order to meet the requirements laid out in the Provincial Mutual Aid Plan (stated above) each municipality within Perth County must provide or contract out to a third party HAZMAT (CBRNE) response at the Technician level, cleanup and disposal.

In the case of a large scale HAZMAT emergency we will be able to show we've done our due diligence, exhausted all resources and will be able to make a proper request in accordance with the guidelines established in the Provincial Mutual Aid Plan.

The CAO's and Chief Officers for Fire and EMS decided it would be best to seek out a provider jointly for consistency and potential cost savings.

The intent is to have a contract firm readily available that could respond immediately to our request. This firm would be able to provide all of the services that we are not able to supply in regard to HAZMAT. In the case of a large scale HAZMAT emergency we will be able to show we've done our due diligence, exhausted all resources and will be able to make a proper request in accordance with the guidelines established in the Provincial Mutual Aid Plan.

Through discussion of the group it was determined that a joint proposal would be the most efficient to allow for consistency and potential cost savings among all participants.

SUMMARY

The Chief recommends that Council direct Staff to enter into a joint RFP with other municipalities within Perth County in order to find an appropriate service provider for HAZMAT response at the Technician level, HAZMAT cleanup and HAZMAT disposal services.

AND THAT a report be brought back to Council in order to obtain a course of action from the outcome of the joint RFP.

FINANCIAL IMPLICATIONS

None at this time.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

Brent Kittmer, CAO/Clerk

Fire Chiefs from local municipalities

Dave Colvin, Emergency Management Coordinator Corporation of the County of Perth

ATTACHMENTS

None

REVIEWED BY

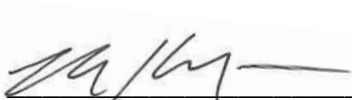
Recommended by the Department



Richard Anderson

Director of Emergency Services / Fire Chief

Recommended by the CAO



Brent Kittmer

CAO / Clerk

**Board of Directors Meeting Highlights
Held on November 17, 2017 at 9:00 AM
at the MRF Board Room**



2018 Budget

2017 has been a great year for the Association in terms of commodity prices. The pricing has been very good until recently when China announced it was stepping back from imports. The commodity improvements will lead to a surplus at the end of the year.

There will be no increase in 2018 for the recycling component of the budget. The per share cost will remain at \$54.94. Co-collection and automated rates are based on the Statistics Canada posted CPI rate as of September 2017 for Ontario of 1.7%. Commodity revenue for 2018 is based on current tonnages and the mid point between current prices and the 5 year average. Prices have been great this year until the recent crash. Grants are based on this what we have been told by RPRA.

Expenses in most categories are projected to be in line with the projected cost of living of 1.7% supplemented by higher energy prices boosted by the new carbon tax and some added spending in processing to meet the new quality standards being demanded and the projected increase in minimum wage when Bill 148 is adopted.

	2017 Budget	2017 Projection	2018 Budget	\$ Diff.	%
Sales					
Commodity Revenue	1,618,000	2,282,000	1,650,000	-632,000	-27.7%
Grants	1,805,000	2,019,000	2,217,000	198,000	9.8%
Municipal Levy	3,626,000	3,727,000	3,778,000	51,000	1.4%
Co-Collection Revenue	3,094,000	3,089,000	3,137,000	48,000	1.6%
Containerized Services	1,075,000	1,152,000	1,170,000	18,000	1.6%
Other	412,000	366,000	443,000	77,000	21.0%
Total Sales	11,630,000	12,635,000	12,395,000	-240,000	-1.9%
Total Cost of Goods Sold	1,321,000	1,371,000	1,372,000	1,000	0.1%
Gross Profit	10,309,000	11,264,000	11,023,000	-454,000	-2.1%
Operating Expenses					
<i>Total Administration Expenses</i>	789,850	740,000	765,250	25,250	3.4%
<i>Total Collection Expenses</i>	4,844,000	4,919,500	5,017,000	97,500	2.0%
<i>Total Processing Expenses</i>	1,682,500	2,007,000	2,187,700	180,700	9.0%
Total Operating Expenses	7,316,350	7,666,500	7,970,060	303,560	4.0%
Operating Income	2,992,650	3,597,500	3,052,940	-544,560	-15.1%
Total Nonoperating Expense	2,632,000	2,763,000	2,632,000	-131,000	-4.7%
Net Change in Cash Position	360,650	834,500	420,940	-413,560	-49.6%
Share Charge	\$54.94	\$54.94	\$54.94	\$0.00	0.0%

Bluewater Recycling Association Wins Green Leader Award

The Bluewater Recycling Association was recently recognized by the Huron Manufacturing Association by winning their Green Leader Award. It was an honour to simply be nominated. The win came as a surprise and our staff was on hand to receive the award at the South Huron Recreation Centre. The Huron Manufacturing Association is an inclusive partnership of industry and related businesses that drives economic growth and promotes manufacturing excellence in Huron County.

EBR Registry Number 013-1460, Ontario Offset Credits regulation under the Climate Change Mitigation and Low-carbon Economy Act, 2016

The proposed Offset Regulation and the draft Landfill Gas Offset Protocol are now posted on the EBR registry for comments. It tries to understand the realities and impacts of climate change and recognize the need to adapt to a low carbon economy.

The Offset Regulation and corresponding Landfill Gas Offset Protocol represent a convergence of interests and initiatives to reduce waste and greenhouse gas emissions, while driving innovation and investment to support a circular economy in Ontario.

We look forward to ongoing consultation and dialogue with the MOECC and other stakeholders in the implementation of the Cap and Trade program.

2020 Landfill Valuation Work Plan

The Minister of Finance accepted the recommendation of the provincial Landfill Assessment Methodology Review to use an income approach, such as the royalty method, for the valuation of landfilling sites for the 2020 Assessment Update (effective for the 2021 taxation year).

Currently, landfills in Ontario are assessed using the cost approach. As such, for the 2020 reassessment, MPAC will need to collect data to support the development of an income approach for valuing landfills.

As a next step, MPAC will be posting a Request for Proposal (“RfP”) to engage a consultant to provide expert assistance in the development and application of an income approach for landfills. The expert retained by MPAC will provide guidance on data requirements and will assist in developing the parameters for information requests to landfill owners.

MPAC and the Ministry of Finance are committed to taking a consultative approach during the development of the new valuation methodology for landfilling sites. We look forward to working with you to ensure a successful implementation for the 2021 tax year.



Ministry of the Environment Re-organizes

The Ministry of the Environment and Climate Change is re-organizing, effective December 5, 2017. The new organizational changes include re-alignment of some existing and creation of new divisions which includes:

- Environmental Economics and Analytics Division (new): Responsible for economic analysis and advanced analytics to support evidence-based decision making for environmental protection and climate change from a cross-ministerial perspective and with a forward-thinking approach.
- Policy and Program Division (new): Responsible for developing policy, regulations and legislation to support the ministry's mandate of environmental protection. Also, responsible for designing programs to protect the environment, and ensure resources are used efficiently and are recaptured and reused to achieve the prosperous circular economy. Responsible for leading intergovernmental and indigenous relations.
- Climate Change Directorate (new): Responsible for leading the long-term strategy and action plan to reduce Ontario's greenhouse gas emissions and drive the transition to a resilient, low carbon economy, including the Climate Change Action Plan. Consolidate all climate change-related activities under one management umbrella and streamline like activities e.g. Climate Change Action Plan, Cap & Trade, Climate Change Adaptation.
- Environmental Sciences and Standards Division: Responsible for providing research as well as scientific, technical and laboratory expertise to support policy and operational decision-making and also for monitoring and reporting on the state of Ontario's environment.
- Environmental Assessment and Permissions Division (new): Responsible for providing the single point of access for, and leading, the transformation of ministry permissions using risk-based approaches and customer service standards. Consolidate the issuance of all approvals, licenses, permissions, certificates, etc., under one management umbrella to drive accountability, create efficiencies, increase focus and better align service delivery.
- § Drinking Water and Environmental Compliance Division (new): Responsible for developing and integrating innovative, risk-informed approaches to improve compliance and the environmental performance of the regulated community. Also responsible for protecting and supporting clean air, water and land, and for improving the natural environment and human health. Fulfills the ministry's commitment under Justice O'Connor's recommendations to have a Chief Drinking Water Inspector who will continue to have oversight of safe drinking water for the province of Ontario.
- § Corporate Management Division: Serves as a one window to the ministry and provides strategic administrative support services to ensure compliance with government legislation, policies and procedures. CMD is the primary liaison to central agencies (Ministry of Finance/Treasury Board Office and Ministry of Infrastructure) in the fulfillment of central agency requirements and planning across government, including the development of the provincial budget and long term strategic plans.

The reorganization creates a structure to enhance the services and helps deliver on the commitments to the people of Ontario that protect our environment, public health and fight climate change.

This ministry-wide transformation will make them more effective in the delivery of innovative and risk-based compliance and enforcement services. They remain committed to developing modern, outcome-focused and evidence-based programs that support healthy ecosystems and prosperous communities.

Mid-Huron Landfill Closing Next June

The Mid-Huron landfill site in Holmesville is nearing the end of its life as a landfill site.

Goderich CAO Larry McCabe is the Secretary of the landfill board and confirms the site will be closed on June 30 of next year.

Goderich, Huron East and Central Huron are in negotiations to continue using the site as a hazardous waste and recycling depot. But McCabe says the other three original partners, Huron-Kinloss, Bluewater, and Ashfield-Colborne-Wawanosh are still responsible for their share of costs involved in closing the site, monitoring of the site, and looking after leachate removal, which will go on for the next 50 years at the site.

McCabe says the six municipalities have close to \$6-million in reserve to cover those costs but consultants have suggested that may not be enough. McCabe says if the interest rates for the investments of that money go up, that would reduce their liability.

“We’re discussing with Huron East, Central Huron and the town of Goderich a hazardous waste and recycling depot for such goods as white good, tires, shingles, separated loads, but there would be no refuse to speak of coming into that site,” he says.

The Us Waste Industry Reaches \$70 Billion

For many people, their knowledge of the waste industry extends about as far as seeing their garbage and recycling bins emptied every week or so and most would be very surprised to learn that activity is part of a \$70 billion industry in the United States. The industry is comprised of three major components: collection, which represents 62% or \$44 billion in revenues; processing, which includes materials recovery and transfer station operations and is 12% or \$8 billion in revenues; and disposal, which comprises landfilling, a nearly \$18 billion by itself, and waste-to-energy, a nearly \$3 billion enterprise, which together represent 26% of the waste business.

China’s Material Ban Impacting Ontario Recycling

The impacts of the recent Chinese government efforts to clamp down on the quality of recovered material imports into the country are being felt in Ontario and around the world. China is the world’s largest importer of recycled materials. Last year, Chinese manufacturers and recyclers imported 7.3 million metric tons of waste plastics (valued at \$3.7 billion), accounting for 56 percent of world imports in that category. It also took in more than half of the world’s exports of waste paper.

The ‘National Sword’ campaign in China has resulted in expired import permits not being renewed and the resultant loss of access to the Chinese market is resulting in significant and escalating challenges for material processors and their customers (municipalities).

While some alternate markets for Ontario materials will be secured, they will be restricted in volume and will likely pay less. North American manufacturers are seeing value in these newly low priced recyclables as a new feedstock. We will likely see more North American paper mills with stock preparation systems designed to take mixed paper as a normal feedstock. But they won’t open overnight.

The new requirement from China of 0.3 percent contamination is an impossible standard and is lower than the existing 1.5 percent standard which is challenging to meet. This raises the obvious question: given the need of Chinese mills for inexpensive fiber, the skyrocketing price of domestic recyclables in China and the cost to Chinese mills of importing virgin linerboard pulp from North America, what level of contamination will the government actually enforce?

As access to the China market constricts, Ontario processors are seeking to improve material quality by adding human sorters, new equipment and reducing contamination – all of which adds cost. The next few months will be challenging and more serious measures to manage a surplus of materials for the market will likely need to be considered by municipalities and their material processors.

Exporters Catch 'Pneumonia' Over China Import Ban

The plastics recycling industry had become 'insanely dependent' on China and so its recently announced import ban has left suppliers in other parts of the world not so much with a cold but rather with 'pneumonia', argued Surendra Borad Patawari of Gemini Corporation at the latest BIR Convention in New Delhi.



China and Hong Kong together imported 10.2 million tons of plastics scrap in 2016 - but this figure is likely to nosedive next year, he warned.

According to a report submitted by Dr Steve Wong, executive president of the China Scrap Plastics Association, officials in China have confirmed that plastic scrap import licenses will be issued for 2018.

However, these are likely to be handed only to those consuming factories boasting clean records and full compliance with environmental regulations.

As a result, imports into China could fall to 30-40% of normal levels next year, leaving overseas suppliers to find alternative outlets for perhaps 6 or 7 million tons of plastics scrap, Borad Patawari indicated.

The value of certain materials shipped in containers have crashed to zero - and beyond - in some instances; conversely, plastic scrap prices within China have soared as much as 20-30% on the back of shortages, it was reported.

The import ban has also led to the transfer of scrap processing capacities to other countries in the region such as Taiwan, Indonesia, Malaysia and Vietnam.

According to Rajesh Gauba, vice president of Recycling and Sustainability at major Indian business Reliance Industries, China's new import policy will help boost its domestic recycling rate from the current low level of around 22%.

Indeed, he anticipated that China's PET collection volumes will climb from 3.1 million tonnes in 2015 to nearer 4.1 million tonnes next year.

Revital Polymers Opens Canada's First Facility To Recover Containers And Plastics In One Location

New facility is one of the most advanced plastics recycling and recovery plants in North America

At the ribbon cutting ceremony at ReVital Polymers grand opening, left to right: Tony Moucachen, President, ReVital Polymers; Carol Hochu, President and CEO, Canadian Plastics Industry Association; Bob Bailey, MPP (Lambton-Sarnia); Emmie Leung, CEO, ReVital Polymers; Arthur Potts, MPP (Beaches-East York), Parliamentary Assistant to the Minister of the Environment and Climate Change; Keith Bechard, Chief Commercial Officer, ReVital Polymers; and Michael Bradley, Mayor, City of Sarnia.



ReVital Polymers Inc., Canada's first recycling facility that combines a Container Recovery Facility (CRF) and a Plastics Recovery Facility (PRF) in one location, held its official opening on Friday, October 20. The Sarnia facility is now one of the newest and most advanced plastics recycling and recovery plants in North America.

According to Leung, ReVital stands out from other plastic recyclers in the industry, and is now part of Ontario's clean technology industry, contributing to Sarnia's and the province's green economy. "ReVital's proprietary process incorporates state-of-the-art technology that sorts and converts waste plastics into discrete resin types that are then tailored to specific customer end-use applications," she said. "The difference between us and other plastic recyclers is that our resins can be used in high-end, high-value applications, like new plastic bottles and containers, household consumer products and automotive parts, as compared to drain pipes and plastic lumber, which are typical end-uses of recycled plastic."

President Tony Moucachen added that ReVital "contributes to the provincial goal of creating a circular economy as well as reducing greenhouse gas emissions by meeting demand for post-consumer and post-industrial engineered recycled resin." He said that through its customized approach, ReVital "improves recovery rates for end-of-life products and packaging, extends material value and utility through better end-of-life management and allows manufacturers and retailers to offer new products that incorporate recycled content."

"The value proposition of this innovation is that it enhances the value of materials that are currently landfilled and we are upcycling versus down cycling these materials...and that is a ground breaker achieved through research and development by the ReVital team," said Moucachen. "Because of our team's experience in delivering an integrated suite of efficient and effective services from the curb to resin feedstock...we have created a closed loop system that gives brand owners and manufacturers outstanding sustainable materials management."

In operation for under a year, the ReVital facility is already a commercial success. It has the capacity to meet the plastics recycling needs of central Canada as well as the mid-west of the US, bringing recovered resources back to Canada to add value to Canada's recycling industry and local economy. Leung and Moucachen, well-known veterans in the paper products and packaging recycling industry, formed a partnership last year to acquire the 180,000-square foot recycling facility located on Lougar Avenue. They made considerable investments, adding state-of-the-art processing equipment, including optical sorters that use an infrared technology to "read" material types and sort them into discrete resin categories for further washing, grinding, formulation and extrusion.

Ontario Private Member's Bill Proposes Ban On Non-Compostable Coffee Pods

An MPP's call for a province-wide ban on all non-compostable coffee pods could give a jolt to the industry behind the ubiquitous single-use plastic cups, with one manufacturer saying recycling is the better way to tackle the waste.

If passed, the private member's bill introduced by Progressive Conservative Norm Miller on Wednesday would prohibit the sale of all non-compostable coffee pods by punishment of a fine of up to \$5,000. The law would kick in four years after it receives royal assent.



While the cups — made by brew machine manufacturers Keurig and Tassimo as well as other companies — rose to prominence years ago for their convenience, the plastic waste associated with them is notorious and has become a major headache for municipalities. Miller said 1.5 billion pods end up in landfills each year in Canada.

Keurig has promised to make all of its pods recyclable in Canada by the end of next year and elsewhere by 2020.

The company has conducted testing at recycling facilities in Canada, including in Ontario, that showed an average of 90 per cent of empty K-Cup pods put through the systems are being captured.

Miller said that recycling the pods requires multiple steps — separating the grounds and cleaning out the pods — which many people aren't willing to take.

“By requiring all of the pods to be compostable it really makes things simpler for industry and for municipalities,” Miller said.

Club Coffee, a Toronto company that roasts for major brands, has developed a certified compostable coffee pod along with researchers from University of Guelph. The product is said to degrade within five weeks.

Compostable pods are not currently accepted in Toronto's green bin organics program, but will be tested early next year. The city's Public Works and Infrastructure Committee is expected to hear back in February and report on potential financial impacts.

Shanks, the representative for Keurig, said that the company has yet to find a biodegradable material that meets its standards, but the company is monitoring developments in bioplastics and issues surrounding access to municipal composting in Canada and could offer compostable pods in the future.

She noted that as of right now, far more municipalities accept the type of plastic in question (#5) than have access to facilities capable of breaking down the organic matter.

“Most compostable products currently in the marketplace require sophisticated municipal or industrial facilities which are not common across Canada and don't degrade in home settings,” Shanks said.

In Toronto, a company called GoJava offers coffee pod delivery and pickup for private recycling, addressing the gap in the municipal system.

Eugene Ace, GoJava's president, said even though it would change aspects of the business, he would support a push from government to tackle the waste associated with coffee pods.

“I think it made sense to put the onus on the manufacturer,” to find a solution, he told AM640. However, he said, he would favour a bill that says the pods must be recyclable or compostable.

The bill is scheduled for debate on Nov. 23.

Cities Raise Concerns Over Processing Compostable Coffee Pods

The pods and their environmental impact went under the spotlight this week as a Progressive Conservative politician in Ontario introduced a private member's bill that would, if passed, make it illegal to sell the products unless they are fully compostable. Retailers would get four years to take non-compostable pods off the market.

But despite the push for compostable versions of the product, some large municipal waste programs in Ontario say they have yet to approve eco-friendly coffee pods for their curbside composting programs.

"There is a difference between (being) laboratory-certified compostable and what municipal composting systems can achieve," said Jim McKay, general manager of solid waste management services for the City of Toronto.

City staff are testing the compatibility of coffee pods with their composting program and will report their findings in February next year, he said, but concerns about the ability of the system to handle the products remain.

Ottawa and Hamilton also do not accept compostable coffee pods in their curbside compost bin programs. The compostable coffee pods do not get completely decomposed during the duration of processing. Hamilton's (compost) facility is designed to process material for approximately 42 days. The pods do not decompose within this time frame and may present as contamination in the final product.

The Association of Municipalities of Ontario has also raised concerns about processing compostable pods, saying the products may not consistently and adequately decompose in every municipal system.

Those who use the pods, however, do think about what happens to the products when they're thrown out, said one industry analyst.

Canadians drink over five billion cups of coffee per year and the pods have become the most popular way to consume coffee at home, said Robert Carter, executive food service industry expert at the business analyst firm NPD Group.

"There's a huge volume of these single-serve pods going through the system, and the number one concern that consumers have in using these pods is their environmental impact," Carter said. "From an industry standpoint, (making them compostable) is the right thing to do."

The biggest challenge, however, is getting city waste services to be able to adequately deal with the products, Carter said.

"With passing this type of legislation, hopefully that will force the municipalities to start to accept these items when they are made of compostable material within their (compost) programs."

A Toronto company that produces biodegradable coffee pods for President's Choice, McDonald's and other major retailers said it has been testing its pods in the composting systems of various smaller Ontario municipalities.

Club Coffee said its pods, developed in partnership with researchers at Guelph University, are compatible with Keurig coffee machines and feature a lid made of paper and cornstarch, a "bio-resin" filter made mainly from cornstarch, and a resin ring made from plant products, like coffee bean husks left over from Club Coffee's roasting operation.

"Everything here is compostable, it's certified, we've trialed it in real world compost facilities and it breaks down," said the company's senior vice president of innovation, Claudio Gemmiti. "It is consistently good at breaking down wherever good compost is being made."

Club Coffee said it has "successfully tested" its pods in the composting systems for Muskoka, Orillia, Peel, Guelph and Niagara.

The company's pods have been approved for composting by the U.S.-based non-profit Biodegradable Products Institute, and are also accepted in household compost by the private waste management company that serves Seattle.

Driver Shortage Could Hit All Time High This Year

The trucking industry could be short 50,000 drivers by the end of 2017, warned American Trucking Associations Chief Economist Bob Costello Sunday at the American Trucking Associations Management Conference & Exhibition.

The driver shortage was a key part of a wide-ranging presentation called “How Do Your Numbers Stack up?”

According to the report, ATA’s first in-depth examination of the driver shortage since 2015, the driver shortage eased in 2016 to roughly 36,500 – down from 2015’s shortfall of 45,000.

“We experienced a ‘freight recession,’ last year, which eased the pressure on the driver market,” Costello said. “Now that freight volumes accelerating again, we should expect to see a significant tightening of the driver market.”

In the report, ATA projects the shortage to reach 50,000 by the end of 2017 and if current trends hold the shortage could grow to more than 174,000 by 2026.

Driver turnover at large truckload fleets, which hit an all time high of 130% in 2005, averaged 81% last year with the freight slowdown. But by the second half of this year, it was back up to 90%, Costello noted.

While 50,000 is an all time high for the industry, he said, it feels even worse. “There’s quality vs. quantity. This is where the shortage feels much worse.

Derek Leathers, president and CEO of Werner Enterprises, explained, “The real issue I think we’re all faced with is the quality driver shortage. The ability to find drivers who meet the quality expectations we all have. This summer we crested 100,000 applications for the year. The problem was the hire rate in terms of meeting quality criteria was 2.7%.”

Costello detailed the causes of the shortage in the report, including the demographics of the aging driver population, lifestyle issues, regulatory challenges and others; as well as possible solutions.

Over the next 10 years, he said, we need to attract almost 900,000 new people to the industry.

Demographics is a big part of the problem. ATA’s research arm, the American Transportation Research Institute, recently updated its demographic data on drivers and found some 57% of drivers are 45 or older. Only 4.4% are 20-24 years old, noted Rebecca Brewster, president and COO of ATRI.

One Year Service Standard for MOECC Approvals

The Ministry of the Environment and Climate Change (MOECC) is continuing to modernize the regulatory system for environmental approvals with an objective to reduce administrative burden and lower the cost of doing business. Currently, Ontario businesses can apply for the Environmental Compliance Approval (ECA) online and track the progress of their applications.

Starting in January 2018, the MOECC is implementing a one-year service standard for higher risk ECA applications received in 2018 and beyond. The MOECC will be able to put the review process on hold to give clients more time to provide additional information, if needed. Clients will be notified of the date and reason the review was put on hold, and what they need to submit to resume the review. The date of the one-year service standard will be adjusted accordingly. Clients and the public will also be able to view and track the progress of ECA applications online.

The MOECC is committed to working with applicants to make it easier to complete high quality ECA applications. This will allow the MOECC to review and approve applications in a timely manner.

More details, including guidance material, will be posted on Ontario.ca prior to January 1, 2018. We will keep you updated on further developments and resource material availability.

US Sees Robust Sales But Lower Recycling Rate For PET Containers

The US recycling rate for polyethylene containers dropped to 28.4% in 2016 from 30.1% in 2015, reckons the Association of Plastic Recyclers and the National Association for PET Container Resources (NAPCOR). This is the third consecutive year in which the rate has declined as well as the second successive year of decrease in the overall tonnage of PET bottles collected.



US recyclers collected around 1.75 billion pounds of PET bottles last year - down from 1.79 billion in 2015 and the 'all-time high' of 1.81 billion in 2014.

Once again, sales of PET bottles were described as 'robust' throughout 2016, with 6.172 billion pounds of containers being put on the market from 5.971 billion in the previous year.

'This was a strong year for PET bottle growth - but another difficult year for the PET recycling industry,' comments NAPCOR's chairman Tom Busard. He cites low virgin resin pricing and uncertain demand in both recycled scrap and recycled PET end markets as challenges yet to be overcome.

'Despite these obstacles,' he adds, 'the volume of PET collected in the United States and utilised by domestic reclaimers stayed consistent with that of 2015, and rPET used in domestic end market applications was up.'

Despite the similarity between the 28% recycling rate of 2009 and the 28.4% of 2016, last year's PET bottle recycling weight total was around 300 million pounds more than what was collected seven years earlier.

Controversial London Composter Hit With \$1M Fine Is Under Other Orders From Province

Is \$1.1 million the price of a stink-free neighbourhood?

Neighbours of a controversial compost giant in south London hope it is after the massive fine was slapped on Orgaworld for foul odours over four years.

It's the latest setback for the company, which was already ordered to cut back on processing two months ago to address its odour problem.

Orgaworld, which operates a facility on Wellington Road south of Highway 401, pleaded guilty Thursday to nine counts of discharging a contaminant — specifically odour — into the environment between 2014 and 2017. The company was hit with a \$100,000 fine for each of the nine charges, plus a 25 per cent victim surcharge for a total of \$1,125,000.

"The ministry has issued an order to Orgaworld that is currently requiring them to operate at 30 per cent capacity in an effort to reduce odours," Gary Wheeler, a spokesperson for Ontario's Ministry of Environment and Climate Change, wrote in a statement.

Orgaworld general manager Michael Leopold said the restrictions are set to be lifted Nov. 14.

He told The Free Press that odour complaints are hard to measure.

"This is very subjective because it's odour. What you might like as an odour, I don't like," he said.

South London residents aren't buying it. The ministry has received 1,339 complaints from the community since 2012. This year, the ministry added odour investigations on evenings and weekends.

Allan Tipping, who's led the neighbours' fight, said the fine should be much higher — the maximum is \$10 million per count.

He wants a total halt on processing. "They need a shutdown that says to them, 'Wake up. Fix this problem,'" he said.

But neighbour John Pieterse, also part of the fight, thinks the fines could signal progress. "The gun has been cocked. The bottom line to a company like this: it's not much, but it signals such a negative thing. It doesn't look good."

Both Tipping and Pieterse hope powerful corporate neighbours — an Ikea and expanded Costco are set open to nearby — may have more sway. "If you think the neighbours can get disgruntled, I would think a nice southerly breeze wafting over Costco and Ikea will raise their ire," Pieterse said.

Next summer, the city will test a mechanical odour detection device in the area, home to garbage, compost and biogas facilities. Right now, Londoners must report odour complaints to the province. If the sniffer works well, the city could enforce an odour nuisance bylaw.

Orgaworld opened its \$25-million plant in 2007. In 2010, it agreed to a temporary shutdown and spent \$5 million upgrading the facility to ease odour concerns.

The plant takes in green-bin refuse from Toronto, Vaughan and St. Thomas.



Automated Garbage: 'What we Heard'

The City of St. John's conducted extensive public engagement from April to June 2017 on the implementation of automated garbage collection, seeking feedback on bin size, funding models, implementation concerns and recycling habits.

"Council is very pleased with the level of engagement on this topic and is grateful for the public's participation in the process," said Mayor Danny Breen, former Chair of the Public Works Standing Committee. "The majority of residents seem to favour the medium bin size, which we will take into account as we make our decisions about bin size moving forward."



City staff conducted three focus groups with a cross section of residents prior to the launch of the public engagement process and then held 14 pop-up engagement sessions throughout the city with sample bins; participated in the home show; held meetings with a variety of committees and groups; held a technical briefing for media; and offered opportunities to provide input through engagestjohns.ca.

Over 500 people voted on bin size at the pop-up events and there were more than 4,700 visits to the online engagement page. Overall, 63 per cent of survey respondents and 58 per cent of attendees at the pop-up events preferred the medium-sized bin.

"It was reassuring to hear that many residents are looking forward to the program and expect it will have a significant impact on reducing litter," said Mayor Danny Breen.

The automated garbage program was announced in the 2017 budget, with anticipated implementation of phase 1 in 2018.

NEB Says Fossil Fuel Demand Will Peak In Two Years

The report is the first time the National Energy Board has suggested fossil fuel use will stop growing. The National Energy Board says Canada's addiction to fossil fuels will peak in two years, but this will not affect economic growth.

The board's annual energy futures report for the first time says with climate change policies and growth in clean energy, Canada's consumption of fossil fuels to run cars and heat homes will max out before 2020, start to decline slightly and then flatline over the next two decades.

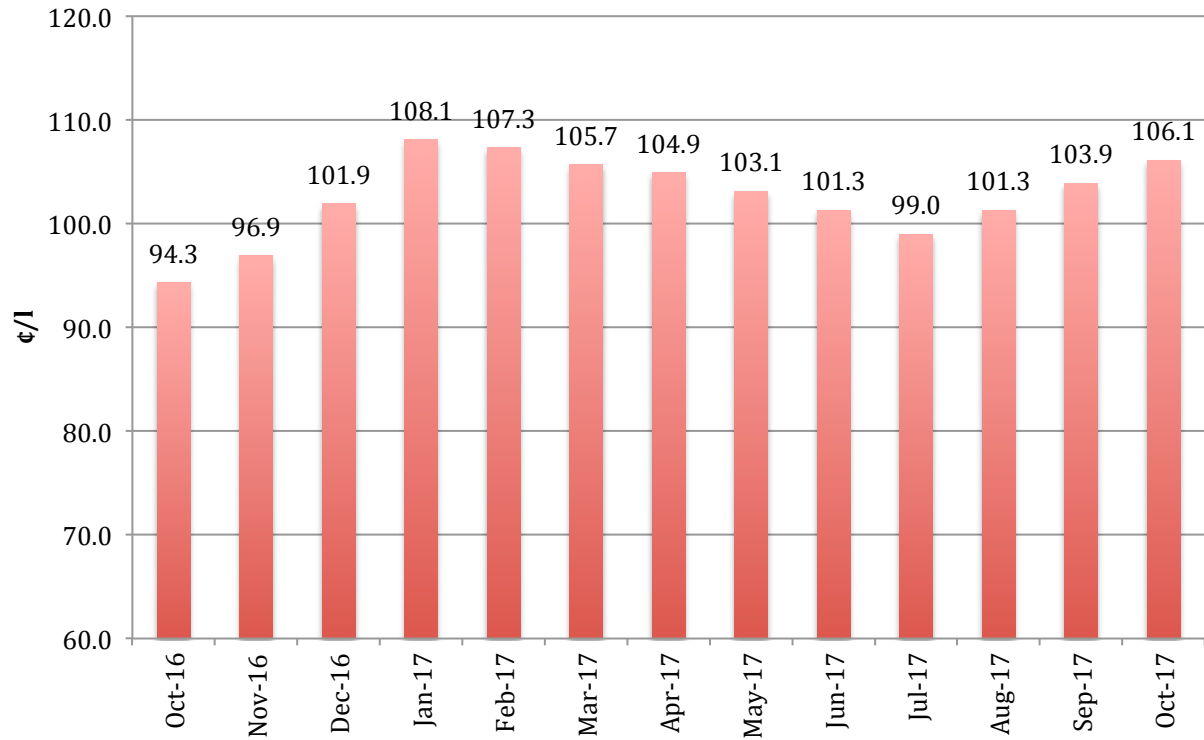
It is the first time the board has suggested fossil fuel use will stop growing after just a year ago forecasting slower, but continued, growth all the way to 2040.

If Canada's price on carbon grows past the current plan of \$50 a tonne by 2022, or adoption of electric cars and solar power is faster than expected, fossil fuel consumption will plummet further.

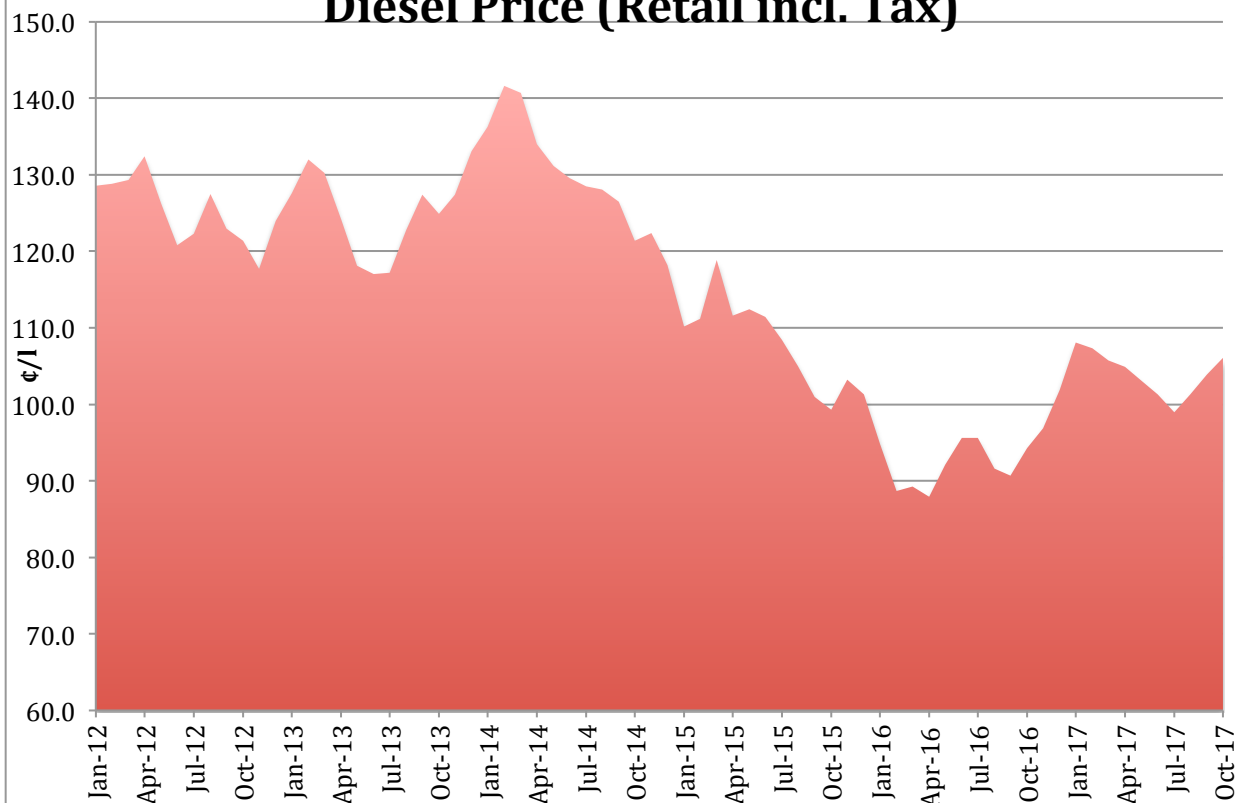
The NEB believes wind energy production will double and solar energy production more than triple over the next quarter century.

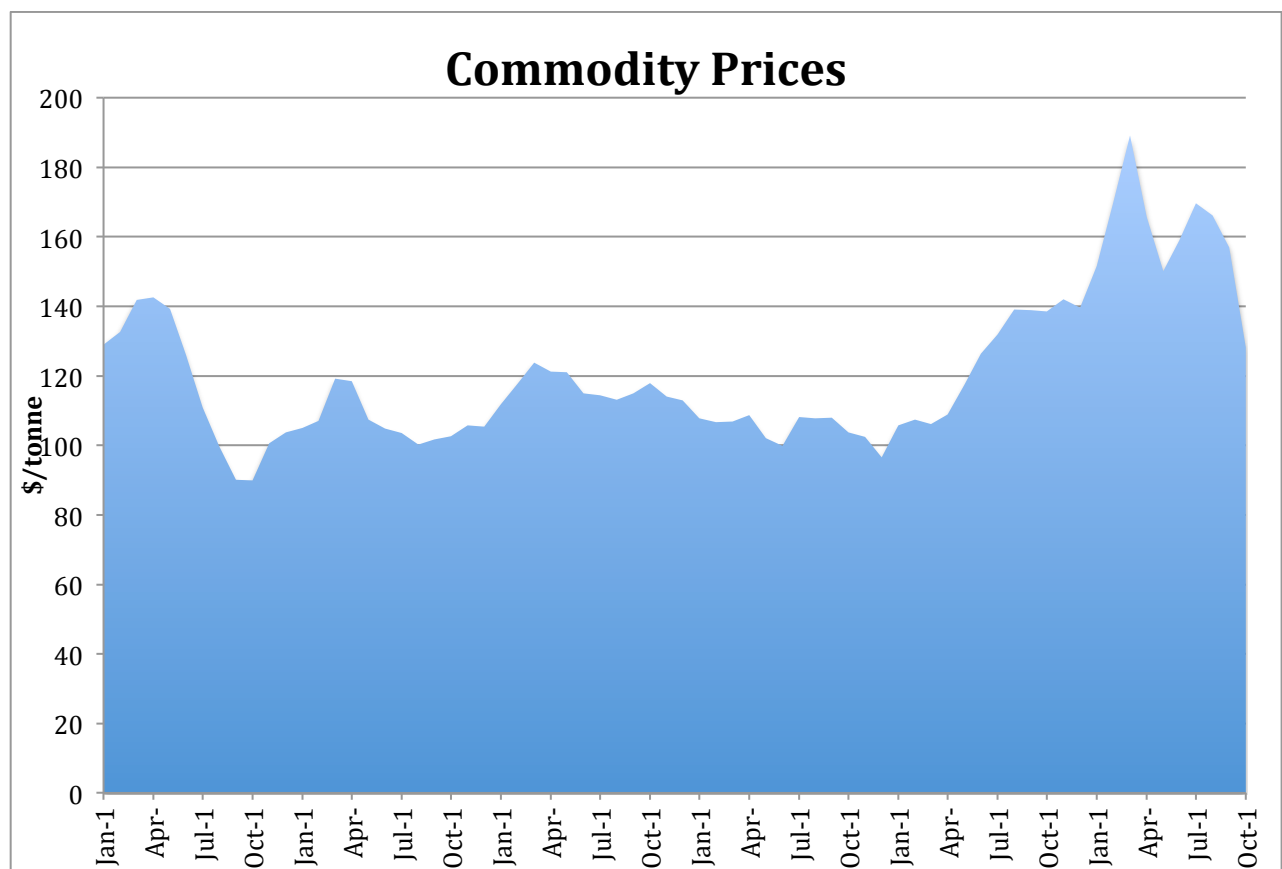
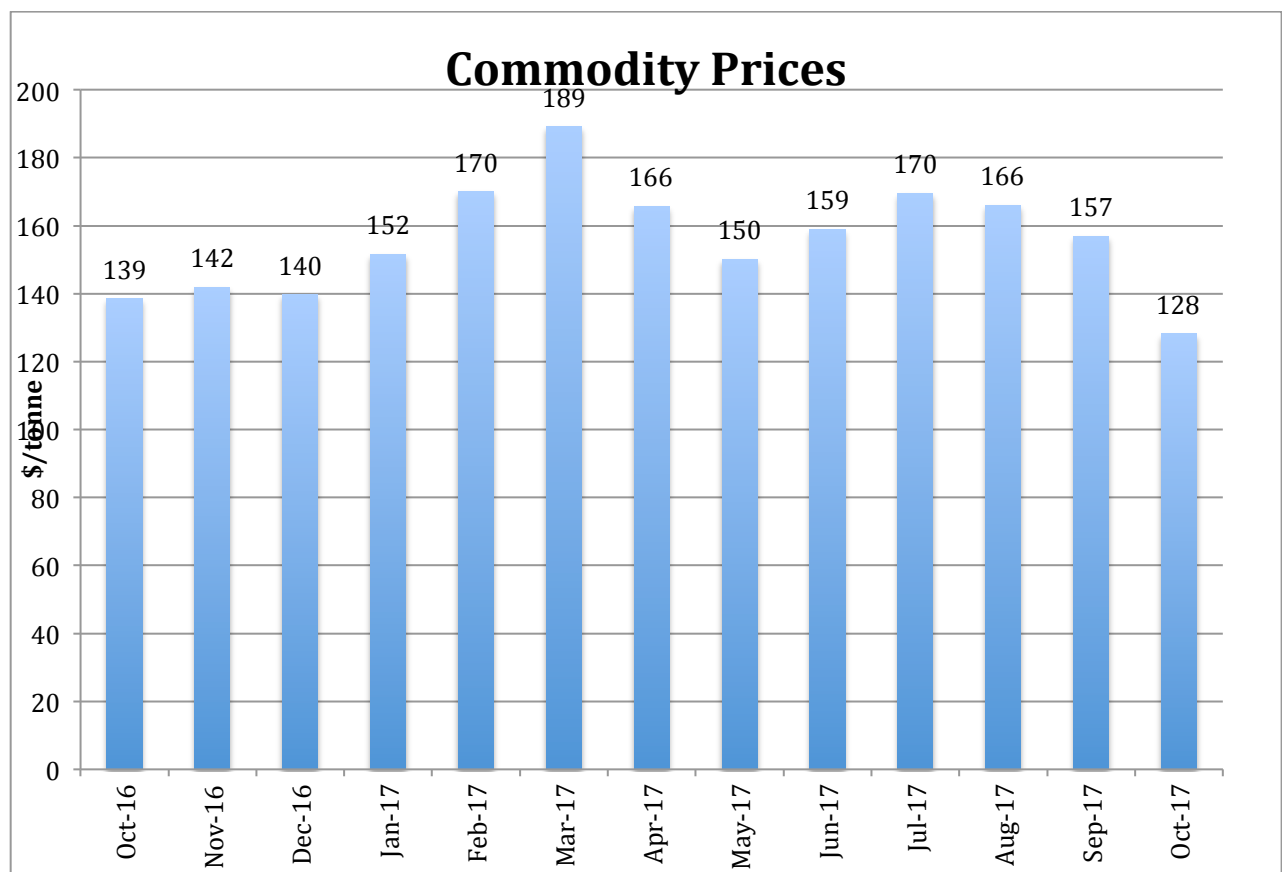
The report says economic growth remains similar regardless of whether a higher carbon price or faster technology growth pushes fossil fuel use down even more.

Diesel Price (Retail incl. Tax)



Diesel Price (Retail incl. Tax)





PERTH DISTRICT HEALTH UNIT BOARD

October 18, 2017

The Board of Health of the Perth District Health Unit met on the above date at 9:37 am at the Perth District Health Unit, Stratford, Ontario.

Members present: Teresa Barresi; Helen Dowd; Bonnie Henderson; Anna Michener; Bill Osborne; Mert Schneider; Kathy Vassilakos; and Bob Wilhelm.

Member regrets: Marilyn Ohler

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: Helen Dowd
Seconded by: Mert Schneider

**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: Helen Dowd
Seconded by: Bob Wilhelm

**That the minutes of the previous meeting dated September 20, 2017 be adopted as presented.
Carried.**

Closed Meeting

Moved by: Helen Dowd
Seconded by: Kathy Vassilakos

**That we go into Closed Meeting at 9:42 am to discuss labour relations and legal matters.
Carried.**

Anna Michener arrived at 9:53 am.

The Board reconvened in open meeting at 10:15 am.

Moved by: Bob Wilhelm
Seconded by: Kathy Vassilakos

That the Board gave direction to staff that they have read the Huron County Health Unit Audit report and the report does not impact the decision on continuing with the merger. The Transitional Board will be recommended to adopt best practices with regard to organizational standards. Carried.

Moved by: Helen Dowd
Seconded by: Bill Osborne

That the Board recommend the potential candidate be submitted to the Province for consideration for the Provincial Board representative position pending a satisfactory reference check. Carried.

Moved by: Kathy Vassilakos
Seconded by: Bob Wilhelm

That the Board ratify the ONA agreement and Memorandum of Settlement for 2017-2018 and that the Board Chair and Secretary be authorized to sign. 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.

Moved by: Helen Dowd
Seconded by: Bill Osborne

That members of the Transitional Board for Perth District Health Unit consist of Miriam Klassen; Julie Pauli; Teresa Barresi; Bob Wilhelm; Kathy Vassilakos and Anna Michener as the alternate. Carried.

New Business

- a. Report of the Finance & Personnel Committee dated October 18, 2017.

Moved by: Bill Osborne
Seconded by: Kathy Vassilakos

That the report from the Finance & Personnel Committee dated October 18, 2017 be Adopted. Carried.

- b. Provincial Representative
Julie Pauli, Business Administrator thanked Marilyn Ohler for her service on the Board.
- c. Board Luncheon
The Board Staff Luncheon will be held on Wednesday, December 20, 2017 at 12:00 noon at River Gardens Retirement Residence.
- d. United Way Campaign
The United Way committee for the Perth District Health Unit is once again seeking Board approval for a grand prize of a day off with pay into perpetuity.

Moved by: Helen Dowd
Seconded by: Kathy Vassilakos

That the Board grant a day off with pay for a grand prize for the United Way campaign on an annual basis. Carried.

- e. Staff Report – The Food Environment in Recreation Settings
Tracy Allan-Koester, Director of Health Protection presented a written report on The Food Environment in Recreation Settings.

Moved by: Kathy Vassilakos
Seconded by: Mert Schneider

That the Board adopt a position to support current and future efforts to enhance the availability of healthy food in recreation settings.

Carried.

- f. Staff Report – Expert Panel
Miriam Klassen, Medical Officer of Health presented a written report on the Expert Panel.

Moved by: Kathy Vassilakos
Seconded by: Bob Wilhelm

That the Board endorse the staff report and provide feedback to the Honorable Dr. Eric Hoskins, Minister of Health and Long Term Care and copy the Deputy Minister; Associate Deputy Minister; Assistant Deputy Minister; Chief MOH; Public Health Ontario; AMO; City of Toronto; and Boards of Health.

Carried.

- g. Board Policy 4-10 Staffing of Health Unit
h. Board Policy 4-50 Personnel Files
j. Board Policy 4-40 Position Descriptions

Moved by: Bonnie Henderson
Seconded by: Bob Wilhelm

That the Board approve the following Board policies as presented:

Board Policy 4-10 Staffing of Health Unit

Board Policy 4-50 Personnel Files

Board Policy 4-40 Position Descriptions Carried.

- i. Perth 2017 Indicator Summary Table
Miriam Klassen, Medical Officer of Health presented the Perth 2017 Indicator Summary Table for information purposes.

Business Administrator Report

- a. Account Transactions – September 2017
Julie Pauli, Business Administrator presented the accounts for the period ending September 2017.

Moved by: Helen Dowd
Seconded by: Bob Wilhelm

That the accounts totaling \$812,452.06 for September 2017 be adopted as presented.
Carried.

b. Financial Report – September 30, 2017

Moved by: Helen Dowd

Seconded by: Bill Osborne

**That the Financial Report for September 30, 2017, 2017 be adopted as presented.
Carried.**

c. Comparison of Mileage Rates

Julie Pauli, Business Administrator presented a written report entitled “Comparison of Mileage Rates”.

Moved by: Mert Schneider

Seconded by: Bob Wilhelm

**That the Board retain the current mileage rate of 49¢ per kilometer until
March 31, 2018 pending further review in 6 month’s time.
Carried.**

d. Forms – Conflict of Interest and Declaration of Confidentiality

Members were asked to complete the Conflict of Interest and Declaration of Confidentiality forms.

MOH Report

Dr. Miriam Klassen, Medical Officer of Health presented a written report for October 18, 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.

Staff Updates:

- a temporary full-time Public Health Nurse started September 28, 2017
- a casual Public Health Nurse started October 16, 2017

Moved by: Kathy Vassilakos

Seconded by: Bob Wilhelm

**That the Board receive the October 18, 2017 Medical Officer of Health report.
Carried.**

Correspondence

- a. Peterborough re Legalization of Cannabis
- b. Middlesex-London re Fluoride Varnish Programs for Children at Risk for Dental Caries
- c. OOH Report on Access to Public Dental Programs
- d. alPHA re 2017 Fall Symposium
- e. Health System Integration

Moved by: Bill Osborne

Seconded by: Mert Schneider

**That the Board receive correspondence items for information purposes.
Carried.**

Next Meeting

The next regular meeting of the Perth District Health Unit Board will be held on Wednesday, November 22, 2017 at 9:30 am.

The next Finance & Personnel Committee meeting will be held on Wednesday, November 22, 2017 at 9:00 am.

Adjournment

Moved by: Bob Wilhelm
Seconded by: Kathy Vassilakos

That we now adjourn.

Carried.

Meeting adjourned at 10:54 am.

Public Announcements

- archive article on Public Health in the Beacon Herald (Helen Dowd)
- Random Act of Kindness Day – November 3, 2017 (Helen Dowd)
- November is Falls Prevention month (Bob Wilhelm)
- Rotary Complex – October 19 from 7:00 – 9:00 pm – Affordable Housing (Bonnie Henderson)

Teresa Barresi; Anna Michener; Mert Schneider and Bob Wilhelm left the meeting.

Education Session

Glenda Blair, Public Health Nurse presented an Education Session on *“Baby Friendly Initiative (BFI)”*.

Respectfully submitted,

Teresa Barresi, Chair



MINUTES
Police Services Board

November 22, 2017
9:00am
Council Chambers, Town Hall

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

OPP Present: Inspector Rob Scott

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

The Board agreed to add 9.2, Personal Issue, from Henry de Young.

Moved By Peter McAsh

Seconded By Fred Stam

THAT the November 22, 2017 Police Services Board meeting agenda be accepted as amended.

CARRIED

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Moved By Fred Stam

Seconded By Henry de Young

THAT the minutes of the October 18, 2017 Police Services Board meeting be approved and signed by the Chair and Secretary.

5. BUSINESS ARISING FROM MINUTES

5.1 Council Question re: Naloxone - Which other first responders carry naloxone?

Inspector Rob Scott stated his understanding is that EMS carries Naloxone as part of the first aid response kit. Inspector Scott stated that larger fire departments will often carry naloxone if they are part of a first aid brigade.

Inspector Scott stated that it is not a cumbersome process to be able to carry as it is a nasal spray. Users would require training prior to carrying it.

6. DELEGATIONS

None.

7. REPORTS

7.1 OPP Monthly Report (October 2017)

Inspector Scott reviewed the October 2017 OPP monthly report and statistics.

The Board inquired of the number of collisions that have occurred in the downtown core that have affected pedestrians.

Inspector Scott will review the past several years and follow up with the Board at an upcoming meeting.

The Board inquired as to the OPP's transition to enforcement once cannabis becomes legal. Inspector Scott stated that the police service is still waiting on more information from upper levels of government. There is preliminary work establishing an inventory of drug use recognition experts that can be used when driver impairment is suspected.

Inspector Scott provided an update that OPP Officer Krista Denstendt, a 28 year veteran of Perth County detachment has been awarded the First Responder Female of the Year.

The Board reported that there has been discussion in the community of gas tanks of personal vehicles being drilled and drained. Inspector Scott noted that the OPP has received no such reports, but there have been a few instances of "dive offs" at gas stations in St. Marys with drivers not paying for their gasoline fill up.

Moved By Fred Stam
Seconded By Henry de Young

THAT the October 2017 OPP Monthly Report be received for information.

CARRIED

7.2 OPP False Alarm Report

Inspector Scott reviewed the October 2017 false alarm report.

Moved By Peter McAsh
Seconded By Fred Stam

THAT the October 2017 False Alarm Report be received for information.

CARRIED

8. CORRESPONDENCE

None.

9. OTHER BUSINESS

9.1 Update from B. Kittmer re: Stratford Police Transition

Brent Kittmer provided a verbal update on the Stratford Police transition.

9.2 Personal Issue - H. de Young

Board Member Henry de Young stated that he will be moving from St. Marys and is providing his resignation from the Police Services Board. He thanks the Board and the OPP for the opportunity to work with them.

The Board provided Mr. de Young with their thanks for his service and wishes him all the best in the future.

Inspector Scott thanked Mr. de Young for his service and his role in the hiring process.

10. UPCOMING MEETINGS

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

11. ADJOURNMENT

Moved By Henry de Young
Seconded By Peter McAsh

THAT the November 22, 2017 meeting of the Police Services Board be adjourned at 9:40am.

CARRIED

Chair Don Van Galen

Brent Kittmer, CAO / Clerk, Board Secretary

SPRUCE LODGE
Board of Management Meeting
October 18th, 2017

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

Chairperson Councillor Van Galen brought the meeting to order.

Moved by Councillor Aitcheson
Seconded by Councillor Pope

That the agenda for October 18th, 2017 be approved as presented.
CARRIED

➤ Declaration of pecuniary interest.

Moved by Councillor Vassilakos
Seconded by Councillor Aitcheson

That the minutes of September 20th, 2017 be approved as presented.
CARRIED

Business Arising: *None noted.*

New Business:

Ratification of Accounts:

Moved by Councillor Pope
Seconded by Councillor Vassilakos

That the September 2017 accounts in the amount of \$208,158.07 be ratified.
CARRIED

Financial Report:

The Business Manager presented the Spruce Lodge Revenue & Expenses for the 8 months ended August 31, 2017 for review. The first draft of the 2018 budget will be presented at the next meeting due to the change in timeline for the Municipal Liaison Committee meeting.

Moved by Councillor Aitcheson
Seconded by Councillor Ehgoetz

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

Administrator's Report:

Arbitration:

Arbitration is set for February 8, 2017.

Shared Services Agreement:

Discussions have taken place with the municipality in regards to the shared services agreement. The finalized version has not been received.

SPRUCE LODGE - Continued

Board of Management Meeting

October 18th, 2017

Ministry of Health RQI Inspection:

The Ministry of Health RQI inspection report has not been received.

Pending Insurance Claim:

There is no update on the insurance claim for the burst water line.

Website:

The narrative piece is complete. Photographs needs to be reformatted for the website.

CARF Accreditation:

CARF Accreditation took place October 16th, and 17th, 2017. Spruce Lodge has been accredited since 1981. The accreditation was a good experience with the accreditors from the Toronto area. The final report will be received in six to eight (6-8) weeks. The accreditors were very complimentary of Spruce Lodge and its community partners, although they did have suggestions as follows:

- the need for a cultural competency plan
- although fire drills are conducted there have been no drills for bomb threats or tornados
- comments about training requirements and tracking
- survey of family members, etc.

Huron Perth Sub-integration Table:

The Administrator sits on this committee as the long-term care representative. Discussion has taken place whether it would be appropriate for this committee to consider the loss of long-term care beds in Perth County. Those currently co-ordinating this committee are the South West Local Health Integration Network (LHIN) which may impact the role of the committee in this regard, as the Hillside beds are proposed to move to another part of the same LHIN (ie. London). Information was distributed highlighting the importance that all groups express their concerns.

A letter from the HPNHSS group sent into the Ministry was distributed for information.

Moved by Councillor Ehgoetz
Seconded by Councillor Vassilakos

That the Administrator's report be accepted as presented.

CARRIED

Other Business:

Dress Down Days:

☺ *For September 2017, the lucky charitable receipt winner is...**Heidi Ehrlich!***

Moved by Councillor Vassilakos

That the meeting be adjourned.

CARRIED

SPRUCE LODGE - Continued
Board of Management Meeting
October 18th, 2017

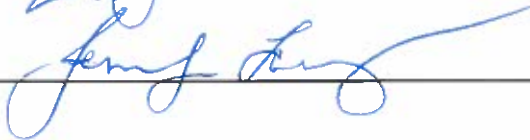
Date & Time of Next Meeting:

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

Councillor Van Galen
Chairperson



Jennifer Facey
Secretary



Date

15 11 2017

MINUTES
BOARD OF DIRECTORS' MEETING
TUESDAY, OCTOBER 24, 2017

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

Regrets:

Solicitor: G.Inglis

Staff:	D.Charles	C.Saracino
	T.Chapman	A.Shivas
	C.Harrington	M.Snowsell
	M. Fletcher	C.Tasker
	T.Hollingsworth	I.Wilcox
	B.Mackie	T.Annett
	C.Quinlan	B.Glassman
	K.Winfield	J.Howley

M.Blackie called the meeting to order and introduced two students from Western University who were there to observe the meeting. He also reminded the Hearings Committee of the Hearing following the Board meeting.

1. Approval of Agenda

G.Way moved – T.Jackson seconded:-

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

CARRIED.

2. Declaration of Conflicts of Interest

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

3. Confirmation of Payment as Required Through Statutory Obligations

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

4. Minutes of the Previous Meeting
September 26, 2017

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

“RESOLVED that the UTRCA Board of Directors approve the Board of Directors’ minutes dated September 26, 2017 as posted on the Members’ web-site.”

CARRIED.

5. Presentation: UTRCA Forest Cover Loss

C.Quinlan gave a presentation regarding forest cover loss in the UTRCA watershed. This information will be in the upcoming Watershed Report Cards.

C.Quinlan clarified that for a woodlot to be considered a forest it must cover an area of at least 0.5 hectares and measure at least 30m in any direction. If the trees are the mature height for their species, it is classified as a mature forest. The presentation highlighted net forest cover loss leading up to 2010 and reinforces the need for greater protection measures.

Board Members congratulated staff on an excellent presentation and asked that this information be shared with all of the member Municipalities. Staff added that this is all brand new information that Staff wished to communicate to the Board Members as soon as possible. This information will be converted into a communications package and shared in any possible way across the Watershed. This presentation will also be included as part of the Minutes package that is sent directly to all the Municipalities.

The program response for the Forestry Target may change based on this new data. There will be more focus put on working with Municipalities to prevent loss than previously planned.

Staff clarified that the data presented does not include trees planted by groups other than the UTRCA, as the UTRCA is the biggest player in tree planting across the Watershed.

C.Quinlan clarified that a percent die off in a forest due to the Emerald Ash Borer would not change the forest designation.

There was a request for data that would highlight, by Municipality, where the greatest losses were and the causes of those losses. This would allow Board Members to encourage specific

practices in the highlighted areas to prevent future losses. There was a suggestion to have the UTRCA work with Municipalities to create Policies to protect remaining forested areas.

6. Business Arising from the Minutes

- (a) Wildwood Reservoir Carp Die Off
(Report attached)

C.Harrington introduced a Youtube video about the September Carp Die off in the Wildwood Reservoir. Board Members had questions regarding potential long term ecological impacts of this incident. M.Fletcher responded that through discussions with other CAs and organizations who have had similar die offs in the past, none have noticed any long term ecological impacts.

M.Ryan moved – T.Birtch seconded:

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

CARRIED.

- (b) 2017 Municipal Budget Workshop Full Summary
(Report attached)

B.Petrie moved – T.Jackson seconded:

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

CARRIED.

7. Business for Approval

- (a) 2018 Draft Budget Approval
(Reports attached)

C. Saracino presented the proposed Draft budget, which is to be circulated to the Municipalities for comment. She clarified that user fees are a work in progress. Planning for split year funding and budgeting for depreciation are two areas that staff are working on improving. The formula for distributing Levy across the Units has been reviewed and built into the budget, but it is still up for discussion. Board members thanked C.Saracino for all the work she has done to prepare this draft budget.

T.Jackson would like to better understand the information that is planned to be provided to the Municipalities so Board members and UTRCA staff can explain the variances shown. He was concerned that the reported 7% operating and activities levy adjustment may be misleading, as the general levy increase is actually 10.2%. The additional 3.2% is blended into the infrastructure and dam levy. I.Wilcox clarified that the detailed, unit by unit information

provided to the Board was included only to support the one page summary. In the next few weeks staff will work on formatting the draft Budget to be presented to the Municipalities and it will look similar to the 2017 Draft Budget. The Board asked to see the final Draft Budget before it is circulated to the Municipalities.

S.Levin asked that the desired transfer to reserves, the amounts going into each reserve, and the reserve fund balances be shown in the next version of the Budget. He also suggested, based on the Budget Workshop, that it would be helpful to calculate for each individual Municipality how much of their increase is related to Targets, disaster mitigation, and the minimum wage change to show what the main pressures are on the Budget.

J.Salter commented that a five year Financial Plan for the UTRCA may make things easier for Staff and the Municipalities. C.Saracino stated that she currently has a long list of updates that need to be made, and a long range Financial Plan is part of that list.

B.Petrie asked that staff add foot notes in the future to explain changes to the Budget so the Board can have a better understanding of the reasons behind any changes.

A.Hopkins asked about and discussed the City of London four year budgeting cycle and how it impacts the UTRCA budgeting process.

M.Ryan felt that the UTRCA has already received good feedback and pushback from some Municipalities that feel they do not have an effective say. He suggested that staff look into shifting other resources towards the Targets to reduce the Levy as a show of good will. M.Blosh raised a concern that any cuts to the Levy in the 2018 Budget will be to the Targets, and the future cost of not achieving the Targets is not being taken into consideration. She asked if there was a way of presenting to the Municipalities the future costs of not achieving the Targets.

T.Birtch moved – M.Blosh seconded:

“RESOLVED that the Board of Directors accept the 2018 UTRCA Draft Budget.”

CARRIED.

- (b) Agenda Posting Date Recommended Policy Change
(Report attached)

S.Levin moved – N.Manning seconded:

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

CARRIED.

- (c) Trails & Pathways Erosion Hazards Policy
(Report attached)

T.Annett outlined her report and stated that the purpose of this Policy is to provide clarity and consistency for staff. Although this has been an issue in the past throughout the Watershed, the trigger for this policy clarification was from the City of London as it is a very active issue at the moment. There were concerns raised that this Policy would affect rural landowners who create recreational trails on their properties. Staff clarified that the Policy is for paved pathways and would only be triggered if the definition of a pathway, as stated in the Policy, was met. The UTRCA is encouraging developers to include plans for pathways in the planning process stage.

S.Levin moved – T.Birtch seconded:

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

- (d) St. Marys Flood Wall Rehabilitation

T.Jackson moved – S.Levin seconded:-

“RESOLVED that the recommendation be amended to read “The Board authorize staff to award some exploratory construction work in this unique, non-precedent setting case, directly to McLean Taylor Construction Limited for an amount of less than \$50,000.” ”

CARRIED.

N.Manning moved – S.McCall-Hanlon seconded: -

“RESOLVED that the Board of Directors receive the recommendation as amended.”
CARRIED.

8. Closed Session – In Camera

There being property and legal matters to discuss,

N.Manning moved – H.McDermid seconded:-

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

Progress Reported

- (a) Legal matters relating to the Fanshawe Cottages were discussed.

9. Business for Information

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

S.Levin moved – T.Birtch seconded:-

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

CARRIED.

- (b) House Rental Rates
(Report attached)

Staff explained the house rental rates to the Board members. In 2011 the Board investigated getting out of house rentals, but at the time it was not possible. In the past, staff were advised that due to legislation in Perth County, the UTRCA could not sever and sell the Wildwood CA house. Recently, policies and attitudes have changed and UTRCA staff have been advised to again pursue possible severances.

S.Levin moved – T.Birtch seconded:-

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

CARRIED.

- (c) Harrington and Embro EA Next Steps
(Report attached)

S.McCall-Hanlon moved – S.Levin seconded:-

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

CARRIED.

10. October FYI
(Attached)

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

11. Other Business

I.Wilcox informed the Board that Don Pearson is retiring from the Lower Thames Valley CA at the end of 2017. Mark Peacock from the Ganaraska Region Conservation Authority has been selected as the new General Manager. Mr. Pearson's retirement is a loss, but UTRCA staff look forward to working with Mr.Peacock. I.Wilcox gave a number of examples of shared services, both formal and informal, between the UTRCA and the Lower Thames Valley CA.

C.Harrington added that the UTRCA shares and collaborates with the City of London in regards to Water Quality data, and there has been an offer to share Water Quantity data as well.

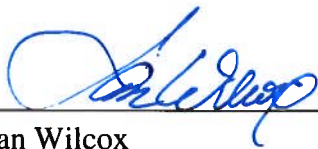
I.Wilcox updated the Board on the status of the CA Act update. It has past it's second reading and the additional consultation period was cut short. The next step is for the Bill to receive Royal Ascent, which could happen very soon.

M.Blackie, R.Chowen, N.Manning, I.Wilcox and M.Viglianti attended the 2017 Biennial Tour, hosted by Credit Valley Conservation and Conservation Halton, at the beginning of October. The Board members who attended noted the differences between the two neighbouring Conservation Authorities and discussed the highlights and observations from the Tour.

Conservation Ontario has asked I.Wilcox and C.Harrinton to host a webinar on Nov 7th to present the Targets Strategic Plan to the other Conservation Authorities.

12. Adjournment

There being no further business the meeting was adjourned at 11:37 a.m. on a motion by N.Manning.



Ian Wilcox
General Manager
Att.

M.Blackie, Authority Chair

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

Date: Monday, Oct. 16, 2017

Location: Town Hall, council chambers, 2rd floor, 175 Queen Street East, St. Marys, ON

Time: 6:30 p.m.

Board members in attendance: Julie Docker-Johnson, Sue Griffiths, Carey Pope, Cindy Taylor

BIA Staff in Attendance: Andrea Macko, Secretary/Communications

General Members in Attendance: Chantal Lynch, John Stevens, Bruce Barnes, Mary Van Den Berge, Casey Van Den Berge, Maggie Richardson, Amie Rankin

Staff in Attendance: Trisha McKibbin, Director of Corporate Services

Agenda Items

1.0 Call to order and confirmation of Quorum

2.0 Declarations of Pecuniary / Conflict of Interest

3.0 Additions to the Agenda (to be added in Section 10.0 Other Business)

4.0 Approval of Agenda

Motion: Sue

Second: Cindy

5.0 Approval of Meeting Minutes from Sept. 11, 2017 BIA Board Meeting (attached)

Motion: Cindy

Second: Sue

6.0 Delegations

None – Brian Busby will be added to the November agenda

7.0 New Business

None

8.0 Project Updates & Committee Reports

8.1 Treasurer's Report/2018 budget

A copy of the budget to Oct. 11 (attached) was presented. The third installment of the levy has come into the account. The “public art” line has been deferred to 2018. The advertisement on a Stratford city bus has been paid for; due to an administrative error, the BIA will receive an extra summer, so the advertisement contract is now good until Oct. 2018. There are no funds in the budget for autumn decorating because last year, it was part of the end-of-construction line. The Wi-Fi for town hall is not part of the current budget; the funds for it came via reserves so its column will be moved.

Sue Hyatt, Chantal Lynch and Trisha McKibbin met to discuss the budget. All the hard costs were established, and it was decided, going forward, to include more detail in the budget lines. A subcommittee for the “Bringing People Downtown” budget component needs to be created. Other committees need to report their results to justify their inclusion in the 2018 budget and to add in lines.

Cindy presented a sample budget culled from other BIAs which had different components shown as percentages of the total budget. Once the strategic plan is finished, it may make sense to break priorities down into percentages. Sue will do this with the last six years of budgets so comparisons can be made at budget sessions.

Priorities may change when the strategic plan is finalized. The next strategic plan session is on Oct. 30, and Trisha will ask Vicki what the timeline is for its completion. A budget meeting should be set after this completion date, which is hopefully at the beginning of January. The levy is not changing so completing the budget shouldn't be too challenging.

Committees are reminded to send in worksheets with their final numbers, which can be one-page, point form with budget, outcome and feedback, etc.

8.2 Giving Day

The Giving Day committee has met. It is important for businesses and customers to know which charities businesses are supporting on that day. A social media campaign will be created to spread this information (using #unselfie), as will advertisements and features in the local newspapers.

It's important for customers to know that businesses within the BIA are generous all year round, but that there is a special focus for Giving Day.

Cindy will create a summary of what Giving Day is to share with the general membership. Giving Day can also be used with online customers – it is important that Giving Day works for businesses.

8.3 St. Marys-branded clothing

The BIA board was made aware that Dunny's can do custom apparel and carries some St. Marys-branded items. Until more details are determined, this project is currently on hiatus.

8.4 Christmas

A synopsis will be sent to the general membership, including ideas for the Christmas crackers. The Christmas crackers will be distributed from the Journal Argus. The poster is almost complete and pdfs and wording will be sent out for consistency, especially on social media. There are no Christmas-specific promotional cards this year, but there are still Big on Small cards to share. Decorating information has already been sent. Liz from the Chocolate Factory is co-ordinating the window painting.

For the Downtown Merchants Open House on Sunday, Nov. 26, there will be:

- horse and buggy rides departing from town hall from noon to 5 p.m.
- the Journal Argus will man the Salvation Army kettle and food drive
- the St. Marys Lincolns will serve hot chocolate
- the YMCA will offer child care in the town hall auditorium
- the former Sensations building will house the art show and a gift wrap station
- the BIA will work with the town to use their Facebook page and boost posts about the Christmas season
- Julie has spoken with many of the BIA's services to see how they can participate in the Open House

8.5 Strategic Planning/Municipal updates

The next Strategic Plan session is Monday, Oct. 30 in council chambers at 6 p.m.

The Wi-Fi has been installed in the town hall square but the building's stone walls have made reception challenging; the infrastructure will be moved to improve it.

A letter has been mailed to property owners within the Heritage Conservation District informing them of the tax rebate programs. There are two streams available: one, a blanket 20 per cent reduction on property tax; and the other, 40 per cent on work that improves second story apartments.

Interviews are ongoing for the Economic Development manager; the position will be filled in early November.

The parade parking bylaw will come before council on Tuesday, Oct. 24 as part of a greater consolidation of traffic bylaws into one new bylaw.

9.0 Correspondence

None

10.0 Other Business

None

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

-creating a group for business longevity awards. A survey will be added in the BIA newsletter, but the Town may have that info as well

-update on Wellington Street construction

12.0 Adjournment – 7:25 p.m.

Motion: Sue

2017 BIA Board Meeting Dates

January 9	February 16	March 13	no April board meeting
May 8	June 12	July 10	August 15
September 11	October 16	November 13	December 11

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

BIA Staff: Andrea Macko

Town of St. Marys Staff: Trisha McKibbin (Director of Corporate Services)

For Information: Brent Kittmer (CAO/Clerk)

2017 Budget

as of Oct 11/17

Objective:

			BUDGET: \$45,000	budget	
Task	Assignee	Description	Deliverable	\$47,584	\$ 18,854.11
Ghost walk		revenue neutral -		\$ 250	
Social media		Fbook posts	july		\$ 25.00
Christmas is Golden - subcommittee			christmas crackers, singers	\$ 8,000	\$ 2,480.00
Heritage BYOP		3-6 event on street co-ordinate with Heritage Day	posters, counter cards, tablecloths, games, chalk, ad, helpers, ad	\$ 1,000	\$ 823.10
Heritage Festival		sponsorship		\$ 1,600	\$ 1,600.00
Ambassador program			aprons, , embroidery, bookmarksx2	\$ 750	\$ 550.64
Fall Décor				\$ 500	
Santa Claus Parade-Kinsmen		sponsorship		\$ 1,000	
			old dma \$		\$ 500.00
Customer Appreciation-Giving Day		random acts of kindness, treats		250	
Keeping Town Clean and Safe					
lighting project		capital funds	\$32,042.19	\$ -	\$ -
Running an Organization					
obiaa membership			membership	\$ 250	\$ 212.25
agm		present 2016 wrap up, 2017 plans	refreshments prizes	\$ 250	\$ 289.75
admin support			mar, apr, may, june, july, aug, sept	\$ 5,000	\$ 2,830.00
bank fees				\$ 50	\$ 25.25
internet				\$ 300	
audit				\$ 950	\$ 900.00
gst costs		portion of gst not recoverable from govt		\$ 700	
office supplies		markers		\$ 250	\$ 12.65

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

Date: Monday, Nov. 13, 2017

Location: Town Hall, council chambers, 2rd floor, 175 Queen Street East, St. Marys, ON

Time: 6:30 p.m.

Board members in attendance: Julie Docker-Johnson, Sue Griffiths, Carey Pope, Cindy Taylor, Cathie Szmon

BIA Staff in Attendance: Andrea Macko, Secretary/Communications

General Members in Attendance: Bruce Barnes, Mary Van Den Berge, Casey Van Den Berge, Maggie Richardson, Amie Rankin, Heather Parkinson

Other guests: Stew Slater, St. Marys Journal Argus

Staff in Attendance: Trisha McKibbin, Director of Corporate Services

Agenda Items

1.0 Call to order and confirmation of Quorum

2.0 Declarations of Pecuniary / Conflict of Interest

3.0 Additions to the Agenda (to be added in Section 10.0 Other Business)

4.0 Approval of Agenda

Motion: Carey

Second: Sue

5.0 Approval of Meeting Minutes from Oct. 16, 2017 BIA Board Meeting (attached)

Motion: Sue

Second: Cindy

6.0 Delegations

6.1 Larry & Cal O'Hearn (new owners of the Andrews building), failed to attend

7.0 New Business

None

8.0 Project Updates & Committee Reports

8.1 Treasurer's Report/2018 budget

A copy of the budget to Nov. 11 (attached) was presented. The third installment of the levy has come into the account. The bill for flowers (under "improving public spaces") has been received. A parade donation of \$1,000 has been paid for. Some Christmas items have been added, with a few more being the final items to add to the budget. All annual fees have been paid and HST filing will take place in the new year.

Stacey Wheal, the communications specialist for the Town, reached out to the BIA regarding a WinterLights sponsorship. The BIA is not a sponsor this year because businesses were reached out to and the BIA did not want to do a "double dip" of sponsorship funding.

The BIA did contribute \$20,000 to WinterLights when it was created, and has since paid for new Christmas lights in the downtown. There is a cost to set up the WinterLights, as well as a hydro expense; discussion ensued on whether the BIA should help cover this cost. Trisha will research these costs, as well as how many businesses within the BIA sponsor individual displays at Milt Dunnell Field. It was suggested that next year's budget should include money for new Christmas lights on the side streets.

8.2 Giving Day

Cindy Taylor has spoken with Giving Day organizers. She has also set up St. Marys as a community event so that anyone who wants to participate can sign up as a partner. Search "Giving Day St. Marys" at www.givingtuesday.ca.

Heather Parkinson has created two-side postcards to give to customers as an acknowledgement for giving. They can be personalized and inserted into bags, etc.

This is the first year for Giving Day, so awareness may take a while. The Town of St. Marys will participate, with the United Way as a cause, and information has been sent to all teachers at DCVI. Kingsway Lodge is also participating. Town Council will issue a proclamation declaring that Tuesday, Nov. 28 is Giving Day in St. Marys.

Next steps include promoting Giving Day on social media and contacting media outlets for publicity.

It has to be reinforced that merchants are not asking more of customers, rather, it's about merchants giving back to the community.

8.4 Christmas

The BIA will have a float in this year's Santa Claus Parade; Cascades is making streetscape cutouts. Brian Harris, who has secured radio station BX93 to participate, is using the "Christmas is Golden" theme for his float.

Christmas crackers are available at the Journal, and merchants who have picked them up are encouraged to explain and promote the cracker idea to neighbours. All participating merchants are asked to be open until noon to 5 p.m. during the open house.

8.5 Strategic Planning/Municipal updates

Trisha has now received a very draft version of the strategic plan from Vicki Lass at OMAFRA, who suggests that another discussion should occur to create specific short-, medium- and long-term goals. This discussion should take place before year's end. It was suggested that the scheduled December meeting should be repurposed for this discussion as everyone will be pre-occupied with Christmas.

A new economic development manager has been hired. Kelly Deeks-Johnson, who many will remember as the fundraising planner for the Pyramid Recreation Centre, begins December 4.

The town was successful in receiving a Rural Economic Development (RED) grant to develop a wayfinding signage plan that will be consistent across town. The grant is worth up to \$30,000, with the town and the grant sharing this cost.

There have been many questions and a few applications for the new heritage tax rebates. The paperwork is now available at town hall, in addition to being at the Municipal Operations Centre and online. Successful applicants in either stream will not receive a cheque, but a rebate on their 2018 taxes.

9.0 Correspondence

None

10.0 Other Business

None

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

There will be no December board meeting at the final strategic plan session will take place. The next board meeting will be Monday, Jan. 8

12.0 Adjournment – 7:21 p.m.

Motion: Sue

2017 BIA Board Meeting Dates

January 9	February 16	March 13	no April board meeting
May 8	June 12	July 10	August 15
September 11	October 16	November 13	no December board meeting

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

BIA Staff: Andrea Macko

Town of St. Marys Staff: Trisha McKibbin (Director of Corporate Services)

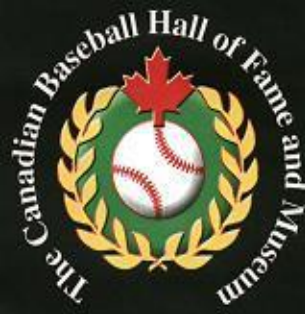
For Information: Brent Kittmer (CAO/Clerk)

2017 Budget

as of Oct 11/17

Objective:

			BUDGET: \$45,000	budget	
Task	Assignee	Description	Deliverable	\$47,584	\$ 18,854.11
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Social media		Fbook posts	july		\$ 25.00
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audit				\$ 950	\$ 900.00
gst costs		portion of gst not recoverable from govt		\$ 700	
office supplies		markers		\$ 250	\$ 12.65



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, October 27, 2017
140 Queen St. E., St. Marys, ON**

Present: Adam Stephens (Chair), Tammy Adkin (Secretary), Jordan Schofield, Julie Docker-Johnson, Harry Gundy, Tony Little, Bob Stephens, Jeremy Diamond, Mike Wilner, Dave Morneau, Stephen Brooks, Liam Scott

Ex-Officio: Al Strathdee (Mayor)

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

Regrets/Absences: Mike King, Jody Hamade (Treasurer), John Starzynski, Lynn Hainer (Council Rep), 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 Bob Stephens; **Seconded** by Julie Docker-Johnson:

THAT the CBHFM Board of Directors approves the agenda as circulated by email and distributed before this meeting October 27, 2017

Carried.

Approval of Minutes from September 22, 2017:

Moved by Julie Docker-Johnson; **Seconded** by Bob Stephens:

THAT the CBHFM Board of Directors approves the minutes of the board meeting that was held on September 22, 2017 as circulated by email and distributed before the meeting.
Carried.

Business arising from the minutes of September 22, 2017:

None

New Business:

None

Committee Reports:

a. Management

- None

b. Finance:

- Jordan presented the draft 2018 budget with required amendments.
- There was a discussion about Capital Campaign finance expenses; these, if any, will be part of the Capital Campaign budget and will not affect the Operational budget

Moved by Jordan Schofield; **Seconded** by Tammy Adkin:

THAT the CBHFM Board of Directors approves the 2018 budget.

Carried.

- Jordan noted that with the recent Finance committee transition, the RFP process for new auditors did not take place as scheduled.

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

THAT the CBHFM Board of Directors will defer the RFP process for auditors to the next audit cycle, to be completed by the 2017 AGM (May, 2018).

Carried.

c. Resource Development

- Jeremy reported on the status of the Holiday auction. He thanked those who have contributed new items and/or experiences. The auction will run Nov 13 – Dec 13. It will be run on the same platform as previous years and Scott and Jeremy will investigate more modern options for 2018.
- Ted Kalnins will draft the Annual Appeal letter.

d. Outreach

- The committee has begun to look into the cost of an updated website. Quotes have come in between \$6,000 and \$50,000. The committee has tabled any further work on the matter due to

costing.

- New subcommittees will explore podcasts, website translation and updates and an e-newsletter.

e. Nominating

- No report

f. Governance

- The Jack Graney and Tip O'Neill award process has begun. The recommendations will be brought to the November board meeting. Contact with Selection Committee made to confirm participation

g. Museum Renovations

- Adam presented the museum committee's report. Highlights include:
 - Substantial completion is expected by March 31, 2018
 - The current increase over estimate is \$109,000
 - Three new local pledges have been secured (Total: \$175,000)
 - Tender bids are due November 6, a Board meeting has been set for November 7 at 7am to review and discuss
 - Jocelyne and Scott will work on a two-page document to help Board members secure additional gifts of \$5000 or more.

Operations Report

a. Events/Induction

- Induction is set for June 16, 2017

b. Site Updates

- The site will be closed as of October 31, 2017
- There have been no further break-ins; some of the stolen material (Rotary Field scoreboard controller and wheelbarrel) has been recovered. STIHL donated safety pants to replace stolen pants

c. Museum Updates

- There was a 15% increase of admissions over 2016
- The contents of the museum will be moved to the office after the tender is approved
- The membership drive is ongoing; Ernie Whitt will sign the holiday cards

d. Baseball News

- None

New Business

- None

In Camera

- None

Motion to Terminate – Julie Docker-Johnson at 8:30 am

Next CBHFM Board Meeting dates:

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



MINUTES
Heritage St. Marys

November 11, 2017
9:00am
St. Marys Museum
177 Church Street South

Members Present: Chair Larry Pfaff
Mayor Strathdee
Councillor Pope
Paul King
Sherri Gropp
Michelle Stemmler
Mary Smith
Janis Fread
Stephen Habermehl

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 Sherri Gropp

THAT the November 11, 2017 Heritage Committee meeting agenda be approved as presented.

CARRIED

4. DELEGATIONS

None.

5. CORRESPONDENCE

All committee members had received the electronic version of this publication.

6. AMENDMENT AND ACCEPTANCE OF MINUTES

Moved By Mary Smith

Seconded By Paul King

THAT the minutes of the Heritage Committee meeting of October 14, 2017 be accepted as circulated.

CARRIED

7. BUSINESS ARISING FROM MINUTES

Covered under subsequent agenda items.

8. REGULAR BUSINESS

8.1 Heritage Conservation District Update

The HCDAC met Monday evening, October 16, 2017. Two heritage permit applications were considered. One was returned to the applicant for further discussion.

The second was for structural improvements to the river-facing façade for one of the cluster of buildings at 48-50 Water Street South owned by Avery Gazel. The HCDAC has approved this application following some discussion about the placement of one of the pillars to support a covered deck overlooking the river.

Trisha informed the committee that the owners of properties within the HCD have received notification about the Heritage Property Tax Rebate program and their eligibility for that program. There has been some interest by owners planning to apply. There will be an information meeting sometime in early January for all property owners eligible to apply before the deadline at the end of February for the retroactive rebate on the 2017 tax levy.

Moved By Janis Fread

Seconded By Paul King

THAT the St. Marys Heritage Committee supports the decision of the Heritage Conservation District Advisory Committee to approve the Heritage Permit Application for work for the riverside façade of 48-50 Water Street South.

CARRIED

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

8.2.1 VIA Station

8.2.1.1 Heritage Permit Application

The Town of St. Marys will be making modifications to the window into the operator's bay in the interior of the Via Station to accommodate ticket sales through a window at an accessible level. Jason Silcox, Building Inspector, has submitted a Heritage Permit application on behalf of the municipality. The committee reviewed the support material attached to the Heritage Permit application and agreed that the modifications were reasonable and essential.

Moved By Stephen Habermehl

Seconded By Michelle Stemmler

THAT the St. Marys Heritage Committee recommends approval of the Heritage Permit application submitted for the Via Station.

CARRIED

8.2.2 Junction Station

Nothing to report.

8.2.3 McDonald House

Nothing to report.

8.2.4 Andrews Jeweller

Renovations are underway but nothing new has been revealed.

8.2.5 Public Library

A permanent banister has been installed at the front steps to look more like the original brass railing than the temporary one did.

8.2.6 Old Water Tower

Trisha reported that the Public Works department requested an application for a Heritage Permit for work to install a new building to accommodate a new reservoir at the site of the 1899 pumphouse building. However, the submission of this permit will be delayed until

more design work is completed. As far as Trisha is aware, no changes are planned for the exterior of the designated limestone building.

8.3 Municipal Register, Part 2 - List of Significant properties

The letters to the owners of listed properties will be mailed out very soon. These owners will be invited to a public meeting November 30, at 6 p.m. where staff will present information about the benefits and other implications of listing significant houses as part of the Municipal Register. The Planning Advisory Committee has been invited to attend and so has the Heritage Committee.

Chair Larry suggested that some members should try to attend as we have been working as a committee to make the list ready for public presentation for a number of years.

He also asked Trisha to circulate information regarding the meeting to the Heritage Committee beforehand so that they will have the same information as the property owners. Of the members of the Heritage Committee, Janis Fread and Al Strathdee live in houses that are proposed to be part of the list.

8.4 Heritage Grant Applications

Nothing at this time of the year. The funds are expended.

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

8.5.1 West Ward School

Work is underway to gut the interior of the building to prepare for creating apartments in this space. Nothing to report about a site plan for the rest of the property.

8.5.2 North Ward School site

A new site plan may be presented to Council on November 20 with a public meeting following in early January.

8.5.3 Wellington Street Bridge

It is on schedule. The forms for the sides are in place and will be poured soon.

8.5.4 Repairs to Flood Wall

The portion of the flood wall scheduled for repairs is the area that curves around the river bank adjacent to the Water Street parking lot. Some minor preliminary work might be done this fall but the main portion of the project will take place in 2018.

8.6 CHO Report

Nothing to report at this time.

8.7 Homeowner/Property owner letters

Paul has sent the letters to the property owners who were discussed at last month's meeting. Committee members suggested that letters should also go to the new owners of the Crosthwaite house at 157 Queen Street West; John Rinn for improvements to the valances and parapet of the four stores in the Gregory Block; Bruce Barnes for repainting the facade of Eclectic Treasure; the new owner of the designated commercial building at 115 Queen Street East. (This space will host the annual Christmas show and sale of the Stonetown Arts group, November 25, 26, 27 and December 1 and 2.)

Committee members also suggested a few properties that have apparently sold but the transaction has not yet closed. These included 236 Jones Street East (Sparks/Smink house), the cottage restored by Jack and Nicole Taylor at 149 Wellington Street North and the LeBerg house at 157 Maiden Lane.

8.8 Sign Bylaw

A report on the challenges of the sign bylaw will be presented to the Strategic Planning Committee on November 20.

8.9 Cultural Planning: Strategic Plan

Trisha circulated a 20-page chart – a progress report on the implementation of the six pillars of the St. Marys Strategic Plan. It is a dense document and will require some time to read and absorb. Trisha suggests that committee members study this report and bring questions or comments to the December meeting.

9. COUNCIL REPORT

Councillor Pope said that most council items had already been dealt with. She did point out that work on the 2018 budget is already underway. Also, she advised that in 2018, there will be work done to prepare for work in 2019 on rebuilding the street and

sidewalks from the Wellington Street Bridge to Queen Street. This will include creating as many accessible entrances as possible along this section of the street. There may be implications concerning the facades of some buildings within this section of the HCD.

10. OTHER BUSINESS

10.1 Official Plan Review

Paul had circulated two documents electronically for review and discussion. In an 8-page document, he has extracted the heritage elements from the OP and considered whether some of the language needs revision or improvement. He has also made some suggestions for additional elements – such as the protection of viewscales, a community design strategy and the protection of trees.

Trisha explained that the next steps in the OP revision process will be the planner's presentation of discussion papers to council. Heritage is the topic of one of these papers. Following its release, there will be a chance for the public to comment. Committee members agreed that the draft review prepared by Paul should be forwarded to the planner so that its recommendations can be considered in the preparation of the Heritage Discussion paper.

Committee members feel that the guiding principle of this committee is not "preservation at all costs." Nor does this committee consider itself to be "competing" with economic concerns. The language of the AOP should be changed to reflect cooperative work towards common goals – the benefit of the town – rather than suggesting adversarial positions as the current one does in a few places.

Paul pointed out that the interview with heritage planner Marc Denhez emphasizes the economic advantages of preserving existing building stock. Marc Denhez served on the OMB for many years and understands the issues. The article containing this interview could also be forwarded to the planner.

Chair Larry Pfaff expressed the committee's appreciation of Paul's comprehensive review and recommendations and called for the following motion:

Moved By Stephen Habermehl

Seconded By Sherri Gropp

THAT the St. Marys Heritage Committee approves the recommendations prepared by committee member Paul King concerning the Official Plan review and requests that they be forwarded to the Planner as he prepares his discussion papers.

CARRIED

10.2 Report on National Trust Conference in Ottawa

Trisha McKibbin attended the National Trust Conference in Ottawa in October. One of the sessions dealt with Bill C-323, a private member bill proposing federal financial support for heritage properties across Canada by providing a tax credit for rehabilitation costs to historic properties. Private member bills rarely get very far through the legislative system but this bill has passed second reading and is in the committee stage. Trisha said that support in the form of letters or emails to members of parliament is crucial at this stage. (Everyone at that session of the conference was asked to send messages on the spot.)

Moved By Paul King

Seconded By Michelle Stemmler

THAT the St. Marys Heritage Committee send a message of support for Bill C-323 to Member of Parliament for Perth-Wellington, John Nater.

CARRIED

Individual committee members are also urged to send support and can do so by email: John.Nater@parl.gc.ca.

For more information, Trisha has provided this website:

<https://www.nationaltrustcanada.ca/get-involved/hcf-news/voice-your-support-federal-incentives-rehabilitation-canadas-historic-places>

Also, Paul King wrote an article for the spring issue of CHOnews explaining Bill C-323 and its proposals. (The Heritage Committee heard Paul's explanation of Bill-C-323 at the March meeting.) The bill was introduced by a Conservative MP, Peter Van Loan, and so the Liberals have many arguments arrayed against the proposals. Paul also outlined these.

NOTE: Immediately following the meeting, Paul emailed committee members the electronic version of the Spring 2017 issue of CHOnews. His article on Bill C-323 is on the first page.

10.3 Time Capsule

11. UPCOMING MEETINGS

The December meeting date is Saturday, December 9. It will be the annual Christmas potluck and so will begin later than the usual time. The business portion will begin at 10:30 followed by a potluck lunch.

Committee members' "significant others" are welcome to join us for lunch.

12. ADJOURNMENT

At 10:15am on a motion from Sherri Gropp.

Larry Pfaff, Chair

Meeting Minutes

St. Marys Museum Board

Location: St. Marys Museum

Date: Wednesday, November 8, 2017 at 7:00pm

Committee members in attendance:

Brian Busby, Doug Fread, Chet Greason, Katherine Moffat, Krissy Nickle, 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 7:03 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

The Curator/Archivist informed the Board that confirmation of a successful Community Museum Operating Grant application had arrived.

4.0 Approval of agenda

Moved by: Brian Busby

Seconded by: Doug Fread

That the Museum Board approve the agenda as presented.

CARRIED

5.0 Approval of minutes

The minutes of the October 11, 2017 meeting had been circulated electronically. It was noted that Doug Fread motioned to adjourn the meeting and Krissy Nickle actually adjourned the meeting. Staff agreed to make this amendment.

Moved by: Brian Busby

Seconded by: Doug Fread

That the Board approve the minutes of October 11, 2017 as amended.

CARRIED

6.0 Old Business

- a. Education and Interpretation Policy: The Board had received a draft copy of the Education and Interpretation Policy in late October. Several suggestions were made by Board members and noted by staff.

Moved by: Doug Fread

Seconded by: Katherine Moffat

That the Board approve the Education and Interpretation Policy as amended.

NOT CARRIED

Staff requested that the Board wait until the December meeting to approve the policy as to ensure that all suggested amendments are accurately reflected in the final draft.

- b. 2018 Summer Event Schedule: Staff presented the Board with a report of overall attendance at all Spring, Summer and Fall events for the past five years. Staff also reported on which events were confirmed for 2018. The Board reviewed the report, discussed trends in attendance, and new events that have been added to the Museum's repertoire. The Board made the recommendation to staff that the Victoria Day Tea and Roaring Twenties Garden Party not be held in 2018.

7.0 New Business

- a. Council Report: Councilor Winter reported on the many infrastructure projects underway.
- b. Museum Report: A written report of activities from October 2017 was presented to Board members. Staff highlighted the increase in outreach programming and the new projects that have been undertaken by the YCW intern.

8.0 Next meeting

Wednesday, December 13, 2017 at 7:00pm

9.0 Adjournment

Moved by: Brian Busby
That the Board adjourns this meeting.
CARRIED

Krissy Nickle adjourned the meeting at 8:02 pm.

Krissy Nickle, Chair St. Marys Museum Board

Planning Advisory Committee Monday, November 20, 2017

A meeting of the St. Marys Planning Advisory Committee was held on Monday, November 20, 2017, in the End Zone Room, Pyramid Recreation Centre, 317 James Street South, St. Marys, Ontario at 6:00 pm to discuss the following.

1.0 Call to order

2.0 Declaration of Pecuniary Interest

3.0 Approval of Minutes

Regular Meeting of November 6, 2017

Motion:

Second:

4.0 Resume Review: Applications OP01-2016 and Z06-2016 to Amend the Town of St. Marys Official Plan and the Town of St. Marys Zoning By-law Z1-1997, as amended

Lots 14-17, inclusive w/s Wellington Street and Lots 13-17, inclusive e/s Water Street, Registered Plan No. 225 and Part of Lot 16, Concession 17, formerly in the Township of Blanshard, now in the Town of St. Marys, 151 Water Street North, St. Marys.

Applicant: 1934733 Ontario Inc.

5.0 Next Meeting

6.0 Adjournment

Present:

- Chairman Councillor Don Van Galen
- Councillor Jim Craigmile
- Member William J. (Bill) Galloway
- Member Marti Lindsay
- Mark Stone, Planner
- Susan Luckhardt, Secretary-Treasurer PAC

Regrets:

- Member Steve Cousins
- Member Dr. J. H. (Jim) Loucks
- Grant Brouwer, Director of Building and Development

1.0 Call to Order

Chairman Don Van Galen called the meeting to order at 6 pm.

2.0 Disclosure of Pecuniary Interest:

None.

3.0 Approval of Minutes dated November 6, 2017

Motion by: Member William J. Galloway

Seconded by: Councillor Jim Craigmile

THAT the Minutes dated November 6, 2017 be approved as circulated.

MOTION CARRIED.

4.0 Resume Review: Applications OP01-2016 and Z06-2016 to Amend the Town of St. Marys Official Plan and the Town of St. Marys Zoning By-law Z1-1997, as amended

Lots 14-17, inclusive w/s Wellington Street and Lots 13-17, inclusive e/s Water Street, Registered Plan No. 225 and Part of Lot 16, Concession 17, formerly in the Township of Blanshard, now in the Town of St. Marys, 151 Water Street North, St. Marys.

Applicant: 1934733 Ontario Inc.

Steve Cornwell, Planner for the Sierra Group; and Cliff Zaluski, President of the Sierra Group were present for the review meeting.

Mark Stone, Planner for the Town of St. Marys provided an overview of the applications for Official Plan Amendment and Zoning By-law Amendment. The subject property is approximately 1.3 hectares in size and is a through lot with frontage onto Water Street North and Wellington Street North. The property abuts the Grand Trunk Trail to the north and single detached lots to the south. The subject lands are designated "Residential" in the Town's Official Plan and are zoned "Residential Development Zone – RD" in the Town's Zoning By-law, Z1-1997, as amended. The Official Plan amendment and Zoning By-law amendment applications were submitted in the fall of 2016 to facilitate the development of the subject property as an age-in-place residential development in the form of multi-storey apartment type buildings, constructed in two phases. Outdoor amenities include a patio overlooking the ravine to the north, resident gardens and a barbecue area. Onsite parking for residents, visitors and staff will be provided via covered parking as the first storey of some buildings and surface parking areas. On November 7, 2016 Planning Advisory Committee (PAC) hosted a review meeting and received an Information Report regarding the preliminary review of the applications. On May 15, 2017 PAC hosted a review meeting and received an Information Report regarding a revised submission from the applicant. At the May 15, 2017 meeting PAC deferred a recommendation on the applications to permit the applicant the opportunity to address issues identified by staff and community. In late August 2017 the Town received resubmission of the applications which were reviewed by Town staff.

Steve Cornwell, Planner for the Sierra Group provided a presentation on behalf of the applicant. The proposed senior's age-in-place residence will be built in two phases for a total

of 180 dwelling units comprised of 130 assisted living units and 50 seniors' apartment units. As the plan proceeds, these numbers may be subject to change. Steve Cornwell reviewed the development designs presented previously and provided the current proposed design. The building height has been reduced along Wellington Street and also in the southwest corner along Water Street. Total unit count has been reduced from 202 units to 180 units. The northeast 3-D view provided shows an amenity area and patio area adjacent to the ravine at the north limit of the property; the southeast 3-D view shows improvements to the configuration of the proposed building to reduce overlook into the adjacent residential yards. Elevations drawings were provided to show the use of traditional design and finishes. Although the building design may be subject to change, Steve Cornwell stated that the design and materials will be in keeping with the heritage attributes of the neighbourhood. Steve Cornwell provided schematic elevations to show building heights in relation to existing adjacent buildings.

Steve Cornwell reviewed the public concerns provided at previous PAC meetings and stated that the applicants are of the opinion that they have addressed all of the concerns raised by the public. Steve Cornwell provided the following comments to address the concerns. Regarding increased traffic: on-site parking will be provided with access to the parking area from Wellington Street, which is already the busier of Wellington and Water Streets. Waste collection and servicing infrastructure will be addressed at the time of application for site plan approval for the property. Approval of this application does not set a precedent as there is no legal requirement that the Town would need to approve another similar development just because they approved this one. The required Official Plan amendment is site specific and it is therefore more appropriate to address this through this application rather than an Official Plan review. Regarding impact on heritage resources, the Heritage Act is about protecting the existing. There is nothing to protect on the subject lands as the former heritage structure (ie school building) has been demolished and cannot be protected. Masonry and cladding for the proposed buildings will not clash with heritage buildings in the area. Steve Cornwell provided visual examples of other projects of multi-storey developments adjacent to existing single detached dwellings. Steve Cornwell provided concluding comments. The proposed facility will provide housing options for seniors, allowing more seniors to stay in the St. Marys community. The proposed development has been adjusted to address community feedback and the neighbourhood will not be significantly impacted by the new facility. The proposed buildings will be attractive and functional. The proximity of the development to the downtown core area will be supportive of St. Marys businesses. The development will add value to the community. This concluded Steve Cornwell's comments.

Cliff Zaluski, President of the Sierra Group added comments regarding the proposal. The lands are positioned between Water and Wellington Streets with Wellington to be the main access. There will be very little activity on Water except for garbage collection and services. The proposal consists of five storeys at the north end; the southwest corner has been reduced to three storeys to blend into the existing neighbourhood.

Mark Stone provided clarification on the question as to whether the area of the subject lands is a cultural heritage landscape and stated that the area is not identified as a cultural heritage landscape. There is a heritage designated property adjacent to the southwest

corner of the property and as such the design of the building needs to be respectful of those heritage attributes.

Chairman Don Van Galen asked for comments and questions from PAC members.

Councillor Jim Craigmile asked for clarification on the number of storeys and how this number is determined. Steve Cornwell stated that the tallest portion of the building at the north end is being considered a five storey building; that is five storeys with a basement underground even though at the north end the basement is exposed. This is a four storey building at the south end and a five storey building with a walk out at the north end.

Chairman Don Van Galen asked for clarification on the angles and distance from the proposed building on Water Street North to the existing dwelling. The Steve Cornwell stated that they do not have that information available at this time but could provide it in a couple of days. Cliff Zaluski stated that the proposed building is designed not to have any shadowing impact on the existing dwellings.

Member Marti Lindsay commented about the applicant's reference to a study showing a need for this type of housing in St. Marys. The study took in a wide area; not just St. Marys. She does not see the need for this type of housing to be as drastic as they believe. She sees a lot of stress on infrastructure and traffic with 180 units in this area. What the applicants are stating are not facts; they are construing the details in whichever way they wish to support the idea that this development is needed.

Cliff Zaluski responded, stating that the market study was done by CBRE, a market study consultant; and the study is reliable. The study does not take in Stratford or London but does take in the rural area around St. Marys. The study does not consider any market from Stratford or London for the proposed development. Steve Cornwell stated that if the market study is wrong, they would not build the second phase; to protect against building a facility that has no purpose.

Councillor Jim Craigmile asked the applicant to confirm the overall building height. The applicant was not able to provide the number at this time but stated the proposal is similar to the height of the school building formerly on the site.

Henry Monteith, 111 Widder St E, spoke as a delegation and provided a summary of the position of the neighbourhood residents, stating that a senior's development is inappropriate for this north ward neighbourhood. The building size has increased although the number of units has decreased. Henry Monteith referenced Section 3.1.2.3 of the Town Official Plan which speaks to residential infill type development, generally permitted throughout the "Residential" designation provided such development is in keeping with the attributes of the neighbourhood in terms of building type, building form and spatial separation. Henry Monteith stated that the applicant seems to think this Section does not need to apply to this proposal. Henry Monteith stated that he feels it is time to move this application along to a public meeting at the Council level and thanked PAC for their patience and work; and acknowledged the efforts of Town staff. Henry Monteith thanked the members of the public for coming out to show support for the protection of the existing neighbourhood assets.

Mark Stone advised PAC about the steps forward to the statutory Public Meeting at the Council level. He clarified that Notice of the statutory Public Meeting will be posted on the property and circulated by regular mail to property owners within 120 metres (400 feet) of the subject property. Notice will not be published in the newspaper as the Town provides the 120 metre circulation and posting of the Notice on the property under the Planning Act.

Mark Stone summarized, stating that the PAC review process has been beneficial; PAC has been working with the neighbourhood for over a year on the applications to identify issues. Mark Stone spoke to the PAC process in St. Marys which is unique to other communities in that applications are reviewed prior to the statutory requirements under the Planning Act. Mark Stone recommended that the application move forward to the statutory Public Meeting at the Council level under the Planning Act. He stated that he will not provide his final planning opinion on the applications until after the statutory Public Meeting. Mark Stone stated that one option for PAC tonight is to recommend that the applications go to a Public Meeting at the Council level. Following that Public Meeting he will provide a report based on the Public Meeting. The other option is that the applications move to Public Meeting at Council with comments on the proposal to Council. Mark Stone would then draft a report to Council as an overview.

Chairman Don Van Galen asked PAC members to decide what type of recommendation they would like to make at tonight's meeting. PAC members discussed the matter.

MOTION:

Applications OP01-2016 and Z06-2016 to Amend the Town of St. Marys Official Plan and the Town of St. Marys Zoning By-law Z1-1997, as amended: Lots 14-17, inclusive w/s Wellington Street and Lots 13-17, inclusive e/s Water Street, Registered Plan No. 225 and Part of Lot 16, Concession 17, formerly in the Township of Blanshard, now in the Town of St. Marys, 151 Water Street North, St. Marys

Moved by: Member William J. Galloway

Seconded by: Member Marti Lindsay

THAT the Planning Advisory Committee for the Separated Town of St. Marys receives the November 15, 2017 Information Report regarding Official Plan Amendment and Zoning By-law Amendment Applications OP01-2016 and Z06-2017 respectively by 1934733 Ontario Inc. affecting 151 Water Street North, St. Marys and recommends that Council proceed to a Public Meeting to be scheduled for January 9, 2018.

MOTION CARRIED

5.0 Next Meeting:

Monday, December 4, 2017 at 6:00 pm

Boardroom, Municipal Operations Centre, 408 James Street South

6.0 Adjournment:

Motion by: Member William J. Galloway

Seconded by: Councillor Jim Craigmile

THAT the meeting adjourn at 7:07 pm.

MOTION CARRIED

Councillor Don Van Galen
Chairman

Susan Luckhardt
Secretary-Treasurer

Copies to:

- PAC Members
- CAO-Clerk
- Council
- Mark Stone, Planner

draft unapproved



Senior Services Board Meeting Minutes

Date: October 17, 2017

Time: 3:30 pm

Board members present

Isa Rabbets, Jane Cousineau, Donna Simmons, Donna Kurchak, Joyce Vivian, Jenny Mikita, Rick Lyons, Jim Craigmile, Don Vanstone, Owen O'Brien

Regrets

1. Welcome & Introduction of Committee Members

Welcome and called to Order at 3:30 pm by Isa Rabbets, Chair

2. Approval of Agenda

Motion to approve: Don Vanstone

Seconded by: Joyce Vivan

3. Disclosure of Interest

None

4. Approval of October Minutes

Motion to approve: Rick Lyons

Seconded by: Owen O'Brien

5. Business Arising from the Minutes

5.1 New Ideas/Program Feedback/Suggestions: It was suggested that there is an older adult tennis partners program to assist solo tennis players in finding partners to play with.

5.2 Provincial Funding Update: Jenny updated the group that St. Marys Home Support Services and St. Marys Mobility Services meet with reps from the South West LHIN to discuss the transportation programs. The meeting was to discuss how the transportation programs operate in St. Marys.

5.3 2017/18 Meeting Schedule. At the previous Senior Services Board meeting Rick Lyons requested that the committee give thought to moving the monthly Senior Services meeting. Currently the meetings alternate between 1pm and 3:30pm, which does not allow for all members to attend on a regular basis.

Moved by Don Vanstone, seconded by Donna Kurchak

THAT the monthly Senior Services Advisory Board meeting time is moved from 1:00pm to 3:30pm the third Tuesday monthly moving forward.

CARRIED

6. New Business

6.1 Program Report: See attached program report for details on upcoming programs.



6.2 Senior Games: District 29 has approached the Friendship Centre to host the District 29 Senior Games annual Euchre event. Jenny suggested that it would be freezable for the Friendship Centre to host this event and will respond.

6.3 Bingo Machine: The St. Marys Hospital Auxiliary has requested to purchase the bingo machine which is owned by the Friendship Centre. It was discussed and suggested that the bingo machine is offered to the Hospital Auxiliary for rental fee or donation.

Moved by Rick Lyons, seconded by Joyce Vivan

To maintain ownership of the Bingo machine but offer it to community groups for a rental fee.

CARRIED

7. Other Business

8. Liaison Reports

8.1 Travel Club – Nothing to report.

8.2 Catering – Nothing to report.

8.3 Fundraising Committee – Nothing to report.

8.4 Council Update- Councilor Craigmile updated the group on various projects throughout the Town.

9. Next Meeting – November 21, 2017 3:30 p.m.

10. Adjournment

**Community Liaison Committee
Minutes
November 17, 2017**

Present: St Marys Plant: Jose Soraggi, Kara Terpstra, Vanessa Barr
St Marys Council: Al Strathdee, Jim Craigmile, Brent Kittmer, Brett O'Reilly
Community Members: Marvin Arthur, Marti Lindsay, Sylvia Harvey, Stewart Grant,
Ministry of Environment (MOE): Rob Wrigley, Fernando Circelli, Emilia Kuisma

Regrets: Roger Muir

10:00 AM Kara welcomed all to the meeting.

Kara opened the discussion with a presentation discussing new air permit, emissions from the stack, and on defining the CLC role.

Rob presented the role of MOE as the regulator, communicates and enforces.

Round Table on resident complaint.

Misunderstandings presented

Reviewed Draft format of CLC Charter.

Looking for co-chair of CLC.

Round Table

Next meeting to be held during the week of February 12, 2018

St. Marys Cement
585 Water Street South
St Marys, Ontario N4X 1B6
Tel 519 284 1020
Fax 519 284 4104

votorantimcimentos.com
stmaryscement.com

BY-LAW 109-2017

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to appoint members to the Community Policing Advisory Committee and to repeal By-law 54 of 2014, Schedule 2.

WHEREAS: The Corporation of the Town of St. Marys has the authority under Section 238 of the *Municipal Act*, 2001, S.O. 2001, c.25, as amended, and Procedure By-law 20 of 2016, to appoint members to advisory committees as deemed appropriate;

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

1. The Schedule 2, By-law 54 of 2014 appointing members to the St. Marys Police Services Board be repealed, effective December 31, 2017;
2. The Community Policing Advisory Committee be established effective January 1, 2018 to November 30, 2018;
3. Fred Stam and Peter McAsh be appointed as citizen representatives;
4. Mayor Strathdee and Councillor Van Galen be appointed as Council representatives;
5. This by-law comes into force and takes effect on the final passing thereof.

Read a first and second time this 12th day of December, 2017.

Read a third and final time and passed this 12th day of December, 2017.

Mayor Al Strathdee

Brent Kittmer, CAO / Clerk

BY-LAW 110-2017

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to appoint an Integrity Commissioner.

- WHEREAS:** The *Municipal Act*, 2001, S.O. 2001, c.25, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person of exercising its authority under this or any other act;
- AND WHEREAS:** Section 223.3 of the *Municipal Act*, as amended, authorizes the Town of St. Marys to appoint an Integrity Commissioner who performs functions with respect to the application of the Code of Conduct for members of Council and other procedures, rules or policies governing their ethical behaviour;
- NOW THEREFORE:** The Council of the Town of St. Marys hereby enacts as follows:
1. That Aird & Berlis LLP be appointed Integrity Commissioner for the Town of St. Marys.
 2. The Corporation of the Town of St. Marys shall enter into an agreement with Aird & Berlis LLP for the purpose of securing an Integrity Commissioner.
 3. The Mayor and the CAO / Clerk are authorized to execute the associated agreement.
 4. A copy of the said Agreement is attached hereto and designated as Schedule A to this By-law, and to affix to the Agreement the Corporate Seal of the Corporation of the Town of St. Marys.
 5. This by-law comes into force and takes effect on the final passing thereof.

Read a first and second time this 12th day of December, 2017.

Read a third and final time and passed this 12th day of December, 2017.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk

BY-LAW 111-2017

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to authorize the sale of land to Shepherd Gourmet Dairy (Ontario) Inc., and a mutual drain agreement with Shepherd Gourmet Dairy (Ontario) Inc. and Nutreco Canada Inc.

WHEREAS: The Corporation of the Town of St. Marys agreed to sell to Shepherd Gourmet Dairy (Ontario) Inc. ("the Buyer") the land more particularly described as Parts 2, 3 and 4 on Reference Plan 44R-4615, and being part of Property Identification Number 53245-0168 (LT) (the "Lands") in accordance with the Agreement attached hereto as Schedule A ("the Agreement");

AND WHEREAS: The Agreement references a Mutual Drain Agreement between the Buyer, the Town of St. Mary's and Nutreco Canada Inc. ("the Drain Agreement")

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

1. The Corporation of the Town of St. Marys declares the Lands to be surplus to the municipal need;
2. The Corporation of the Town of St. Marys shall sell the Lands to Shepherd Gourmet Dairy (Ontario) Inc.;
3. The Mayor and the CAO / Clerk are authorized to execute all documents to effect the sale of Lands, including, but not limited to the Agreement of Purchase and Sale for the land, and to affix to the Agreement the Corporate Seal of the Corporation of the Town of St. Marys;
4. The Mayor and the CAO / Clerk are authorized to execute all documents to effect the Drain Agreement and to affix to the Drain Agreement the Corporate Seal of the Corporation of the Town of St. Marys;
5. That a copy of the said Agreement is attached hereto and designated as Schedule A to this By-law;
6. That a copy of the said Drain Agreement is attached hereto and designated as Schedule B to this By-law and
7. This by-law comes into force and takes effect on the final passing thereof.

Read a first and second time this 12th day of December, 2017.

Read a third and final time and passed this 12th day of December, 2017.

Mayor Al Stratthdee

BY-LAW 112-2017

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 December 12, 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 12th day of December, 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 12th day of December, 2017.

Read a third and final time and passed this 12th day of December, 2017.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk