



AGENDA
Regular Council Meeting

May 8, 2018

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 May 8, 2018 regular Council meeting agenda be accepted as presented.

- 4. PUBLIC INPUT PERIOD**

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

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

5.1	Community for Compatible Development re: 151 Water Street North Application	10
	RECOMMENDATION	
	THAT the delegation from the Community for Compatible Development regarding the 151 Water Street North planning application be received; and	
	THAT the delegation from the Community for Compatible Development be referred to staff for comment from the Planner and Legal Counsel, with a report back to Council by June 12, 2018.	
5.2	County of Perth Paramedic Services re: Service Orientation	11
	RECOMMENDATION	
	THAT the delegation from County of Perth Paramedic Service regarding Service Orientation be received.	
6.	ACCEPTANCE OF MINUTES	
6.1	Regular Council - April 24, 2018	84
	RECOMMENDATION	
	THAT the April 24, 2018 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.	
7.	CORRESPONDENCE	
7.1	Township of Perth South regarding Funding Assistance Request for Road 125	98
	RECOMMENDATION	
	THAT the correspondence from the Township of Perth South regarding the Funding Assistance Request for Road 125 be received.	
7.2	Avon Maitland District School Board re: Invitation to Elected Municipal Representatives in Huron and Perth Counties	100
	RECOMMENDATION	
	THAT the correspondence from Avon Maitland District School Board regarding an Invitation to Elected Municipal Representatives in Huron and Perth Counties be received.	

8. STAFF REPORTS

8.1 Administration and Human Resources

8.1.1 CAO 15-2018 Main Street funding Agreement 101

RECOMMENDATION

THAT CAO 15-2018 regarding the Main Street Funding agreement with AMO be received; and

THAT Council approves By-law 48-2018 which authorizes a Main Street Funding transfer agreement in the amount of \$44,072.5302 between the Town of St. Marys and the Association of Municipalities of Ontario; and

THAT Council distributes the Main Street Funding to the following projects:

8.2 Corporate Services

8.2.1 COR 13-2018 Signage and Wayfinding Strategy RFP 124

RECOMMENDATION

THAT COR 13-2018 Development of a Signage and Wayfinding Strategy RFP report be received; and,

THAT the procurement for Development of a Signage and Wayfinding Strategy be awarded to Stempski Kelly Associates Inc. for the procured price of \$17,461.33, inclusive of all taxes and contingencies; and,

THAT By-Law 47-2018 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

8.3 Building and Development Services

- 8.3.1 DEV 19-2018 Site Plan Agreement, 268 Maiden Lane, St. Marys Memorial Hospital** 128

RECOMMENDATION

THAT DEV 19-2018 Site Plan Agreement, 268 Maiden Lane, St. Marys Memorial Hospital be received; and

THAT Council enact by-law 46-2018 authorizing the Mayor and Clerk, on behalf of the Town of St. Marys, to sign a Site Plan Agreement between the Town of St. Marys and St. Marys Memorial Hospital.

8.4 Public Works

- 8.4.1 PW 28-2018 Results for Asphalt Resurfacing and Parking Lot Paving Tender** 146

RECOMMENDATION

THAT PW 28-2018 Results for Asphalt Resurfacing and Parking Lot Paving Tender be received; and

THAT Council authorizes the acceptance of asphalt pricing received through the County of Perth and authorize staff to proceed with the various paving projects.

9. COUNCILLOR REPORTS

9.1 Operational and Board Reports

- 9.1.1 Bluewater Recycling Association - Coun. Craigmile** 149

RECOMMENDATION

THAT the April 19, 2018 Bluewater Recycling Association Board of Directors meeting highlights be received; and

THAT the 2017 Annual Report of the Bluewater Recycling Association be received.

9.1.2	Library Board - Coun. Osborne, Winter	164
	RECOMMENDATION THAT the March 8, 2018 St. Marys Public Library Board meeting minutes be received.	
9.1.3	Municipal Liaison Committee - Mayor Strathdee, Coun. Winter	
9.1.4	Perth District Health Unit - Coun. Osborne	166
	RECOMMENDATION THAT the March 21, 2018 Perth District Health Unit Board meeting minutes be received; and THAT the April 18, 2018 Perth District Health Unit Board meeting agenda be received.	
9.1.5	Spruce Lodge Board - Coun. Pope, Van Galen	173
	RECOMMENDATION THAT the March 21, 2018 Spruce Lodge Board of Management meeting minutes be received.	
9.1.6	Upper Thames River Conservation Authority	176
	RECOMMENDATION THAT the February 22, 2018 Upper Thames River Conservation Authority Annual General 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	186
	RECOMMENDATION THAT the March 5, 2018 Business Improvement Area Annual General Meeting minutes be received.	

9.2.3	CBHFM - Coun. Hainer	189
	RECOMMENDATION THAT the March 23, 2018 Canadian Baseball Hall of Fame and Museum Board of Directors meeting minutes have been received.	
9.2.4	Committee of Adjustment	
	No recent meeting.	
9.2.5	Community Policing Advisory Committee - Mayor Strathdee, Coun. Van Galen	193
	RECOMMENDATION THAT the April 18, 2018 Community Policing Advisory Committee meeting minutes be received.	
9.2.6	Economic Development Committee - Coun. Pope	213
	RECOMMENDATION THAT the April 25, 2018 Economic Development Advisory Committee meeting draft minutes be received.	
9.2.7	Heritage St. Marys - Coun. Pope	216
	RECOMMENDATION THAT the April 14, 2018 Heritage St. Marys meeting draft minutes be received.	
9.2.8	Museum Board - Coun. Winter	224
	RECOMMENDATION THAT the April 11, 2018 St. Marys Museum Board meeting draft minutes be received.	
9.2.9	Planning Advisory Committee - Coun. Craigmile, Van Galen	226
	RECOMMENDATION THAT the April 23, 2018 Planning Advisory Committee meeting minutes be received; and THAT item 4 .0 be raised for discussion.	

9.2.9.1 Recommendation to Proceed to Statutory Public Meeting

RECOMMENDATION

THAT Council proceeds with the statutory public meeting for Application Z04-2017, 275 James Street South, on May 22, 2018 at 6:00pm.

9.2.10 Heritage Conservation District Advisory Committee - Coun. Winter 231

RECOMMENDATION

THAT the April 23, 2018 Heritage Conservation District Advisory Committee meeting draft minutes be received.

9.2.11 Senior Services Board - Coun. Craigmile 235

RECOMMENDATION

THAT the March 20, 2018 Senior Services Board meeting minutes be received; and

THAT the April 17, 2018 Senior Services Board meeting minutes be received.

9.2.12 Huron Perth Healthcare Local Advisory Committee - Coun. Hainer

9.2.13 St. Marys Lincolns Board - Coun. Craigmile

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

10. EMERGENT OR UNFINISHED BUSINESS

11. NOTICES OF MOTION

12. BY-LAWS

RECOMMENDATION

THAT By-Laws 46-2018 to 48-2018 be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

12.1 By-Law 46-2018 Site Plan Agreement with St. Marys Memorial Hospital 239

12.2 By-Law 47-2018 Authorize an Agreement with Stempski Kelly Associations Inc. 240

12.3 By-Law 48-2018 Authorize an Agreement with Association of Municipalities of Ontario 241

13. UPCOMING MEETINGS

May 15, 2018 - 9:00am, Strategic Priorities Committee, Council Chambers

May 22, 2018 - 6:00pm, Regular Council, Council Chambers

May 28, 2018 - 9:00am, Strategic Priorities Committee, Council Chambers

14. CLOSED SESSION

RECOMMENDATION

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

14.1 Minutes of April 10, 2018 CLOSED SESSION

14.2 Minutes of April 17, 2018 (SPC) CLOSED SESSION

14.3 CAO 17-2018 CONFIDENTIAL Amended Request to Purchase Town Owned Lands (Thomas and Park Streets)

15. RISE AND REPORT

RECOMMENDATION

THAT Council rise from a closed session at ____pm.

16. CONFIRMATORY BY-LAW 242

RECOMMENDATION

THAT By-Law 49-2018, being a by-law to confirm the proceedings of May 8, 2018 regular Council meeting, be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

17. ADJOURNMENT

RECOMMENDATION

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

Town of St. Marys Mayor, Councillors, CAO, Planner and Staff

Re: Pending Application to develop the Arthur Meighen School Site:

The required public meeting to deal with the Application took place on Tuesday, January 9th, 2018, with the resolution that the Application with any revisions, Staff Comments, and the Planner's Final Report, would be referred back to the PAC. The PAC would make a recommendation to Council, and Council would then be in a position to make a final decision. It was estimated Council's final decision would be rendered sometime in February, 2018.

We are now in the month of May, and it is our understanding the Applicant has not been in discussions with the Town Staff for a few months. We are concerned this lack of action may very well continue into the foreseeable future.

We think the Applicant has had more than enough time to submit revisions if it wished, and it's time to put the Application back on the front burner.

We are requesting that Council send the Application with any revisions, Staff Comments, and the Planner's Final Report, to the June 4th PAC meeting, where the PAC could render its recommendation to Council. Council would then be in a position to render its decision on the Application at the June 26th Council Meeting.

Regards,

Community For Compatible Development

Paul King, President

Susan McMaster, Secretary

Henry Monteith, Treasurer

Perth County Paramedic Services 10

St Marys Council Presentation

May 8, 2018

- 24 hour a day, 365 days a year
- Perth County is the designated operator
- Perth County Paramedic Services (PCPS) responded to 13,566 requests for service or coverage in 2017
- PCPS has 5 stations, 10 ambulances, 2 Command vehicles, 1 emergency response trailer, toboggan, Supply and Support vehicle, IDERT (infectious disease response team) vehicle

- PCPS is the only Emergency Service that services all of Perth County, City of Stratford and Town of St Marys under one operation
- Requests for service and assignment of requests is handled by one Dispatch Centre in London (CACC-Central Ambulance Communications Centre) operated by MoHLTC
- PCPS does not recognize municipal borders; PCPS ambulances respond to calls according to CACC policy and our deployment plan

- Provide emergency paramedic medical care to citizens in our communities
- Care of patient and transportation to the closest appropriate hospital
- Emergency patient/team transportation between hospitals

- London Health Sciences Centre (LHSC)
- Ministry of Health & Long Term Care (MoHLTC)

MOHLTC- Emergency Health Services Branch

Comprised of two newly created branches:

1. Emergency Health Program Management and Delivery Branch
2. Emergency Health Regulatory and Accountability Branch

- Legislation/Regulations/Standards
- Basic Life Support
- Quality Assurance of Ambulance Service through Audits/Reviews/Unannounced Inspections
- Central Ambulance Communication Centre (CACC)
- Base Hospital – Medical Over-site
- Funding
- <http://www.ambulance-transition.com/>

Legislation:

- Ambulance Act

Regulations

- Ontario Regulation 257
- Ontario Regulation 129

- Advanced Life Support Patient Care Standards
- Air Ambulance Certification Standards
- Ambulance Service Communicable Disease Standards
- Basic Life Support Patient Care Standards
- Land Ambulance Certification Standards
- Ontario Ambulance Documentation Standards
- Ontario Provincial Land Ambulance and Emergency Response Vehicle Standards
- Patient Care & Transportation Standards
- Provincial Equipment Standards for Ambulance Services
- Field Trauma Triage and Air Ambulance Utilization Standards
- Deceased Patient Standard
- Do Not Resuscitate Standard

When is an Ambulance not an Ambulance?



- 2 qualified/certified paramedics
- Right types and right quantities of medical supplies and equipment
- Meets the vehicle standard
 - lights, reflectivity, signage

Southwest Ontario Regional Base Hospital Program (SWORBHP)

- SWORBHP (Base Hospital) operates under the leadership of London Health Sciences Centre (LHSC).
- SWORBHP provides:
 - Medical direction and delegation,
 - Advanced Life Support (ALS) certification & training,
 - Quality management, and
 - Continuing education
 - Leadership, guidance and advice, in the provision of ambulance based pre-hospital emergency health care to the Ministry of Health and Long Term Care and the eleven Paramedic Services in the region.



Base Hospital Area

Modified from: St. Catharines Downtown [computer file]. (no date). St. Catharines, Ontario: Brock University Map, Data & GIS Library. Available: Brock University Map, Data & GIS Library Controlled Access
<http://www.brocku.ca/maplibrary/maps/outline/local/stcathDT.jpg> (Accessed April 27, 2010).

London Central Ambulance Communication Centre



Who Do they Send?

- Closest, fastest and most appropriate emergency medical vehicle
- No boundaries
- Ambulance (2 paramedics)
- EMS first response unit (1 paramedic)
- Helicopter (Advanced Care Paramedic)
- Fire First Response (Tiered Response Agreements)

Ambulance Call Types

Priority	Definition
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Code 2	Scheduled appointment for medical treatment or equipment

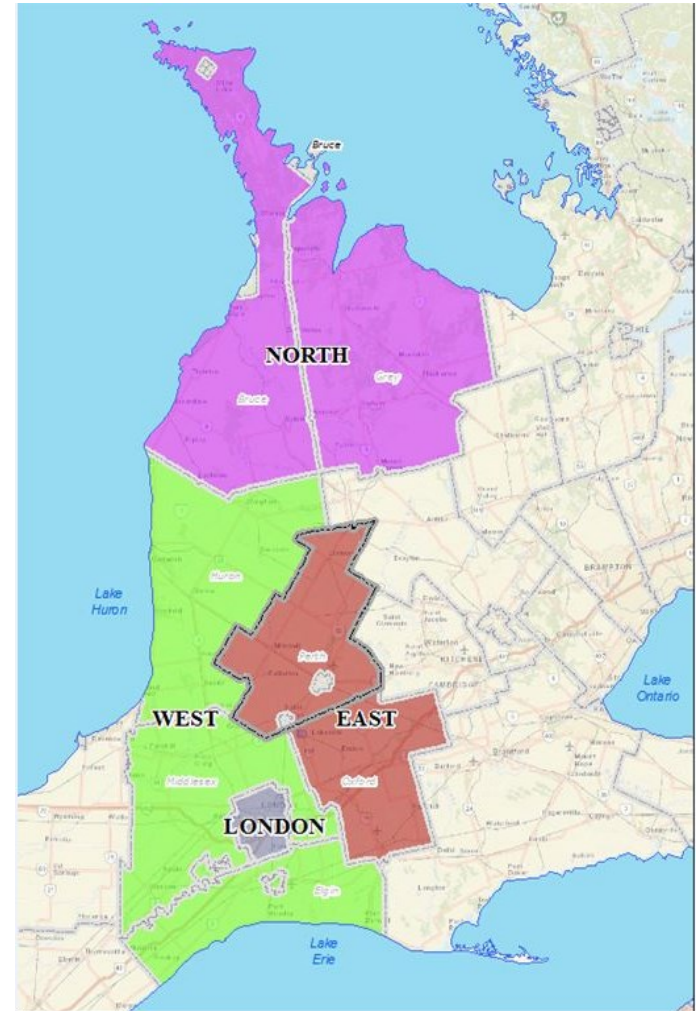
Code 4	Poses a threat to life, limb or vital organ

- Ambulances are dispatched by MOHLTC from London
- MPDS Medical Priority Dispatch System vs Dispatch Priority Card Index (dispatch algorithms)
- CACC controls the movement of our ambulances according to our deployment plans

CACC Regions



- 4 MOH dispatchers and 2 call takers cover 7 Counties and the City of London



Base Hospital Delegated Acts for Primary Care Paramedics



Skills

- Defibrillation: Semi – Automatic
- Defibrillation: Manual for pediatric patients
- Termination of Resuscitation
- Continuous Positive Air Pressure (CPAP for Respiratory distress)
- King LT: advanced airway control
- Labor and delivery
- Chemical Exposure and toxic agent Directives



Symptom Relief Medications

- ASA for chest pain, pain relief
- Nitro-glycerin for chest pain
- Glucagon and D10 for diabetic emergencies
- Epinephrine for anaphylactic reaction, croup, asthma exacerbation, anaphylaxis arrest
- Ventolin for shortness of breath
- Toradol, Ibuprofen, Acetaminophen for pain relief
- Gravol for nausea
- Benadryl for allergic reaction
- Naloxone for opioid overdose
- Adrenal Crisis Medication Assist



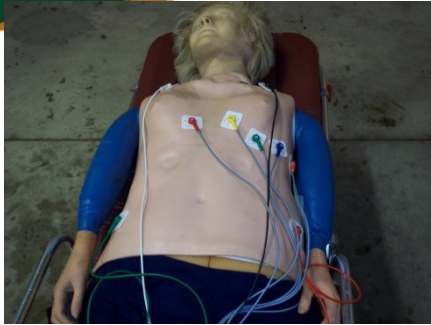
PCP Core Medical Directives

- Medical Cardiac Arrest
- Trauma Cardiac Arrest
- Hypothermia Cardiac Arrest
- Foreign Body Airway Obstruction
- ROSC
- Cardiac Arrest
- Neonatal Resuscitation
- Return of Spontaneous Circulation (ROSC)
- Cardiac Ischemia
- Acute Cardiogenic Pulmonary Edema
- Cardiogenic Shock
- Hypoglycemia
- Broncho-constriction
- Moderate to Severe Allergic Reaction
- Croup
- Analgesia
- Opioid toxicity
- Home dialysis disconnect
- Adrenal Crisis
- Tracheostomy suctioning

PCP Auxiliary Medical Directives

- Intravenous and Fluid Therapy
- Continuous Positive Airway Pressure (CPAP)
- Supra-glottic Airway Medical
- Nausea / Vomiting
- Electronic Control Device Probe Removal
- Minor Abrasions
- Minor Allergic Reaction
- Musculoskeletal Pain
- Headache
- Moderate to Severe Pain

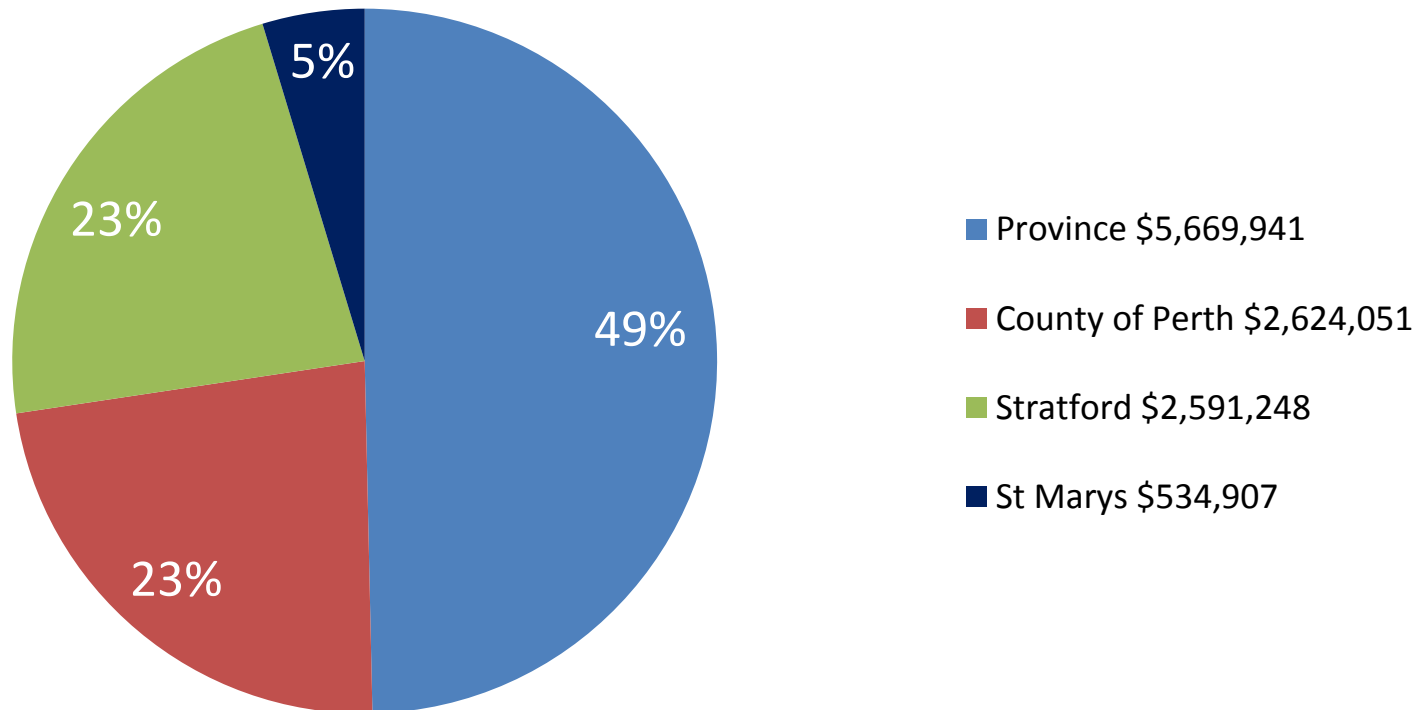
Additional PCP Skills



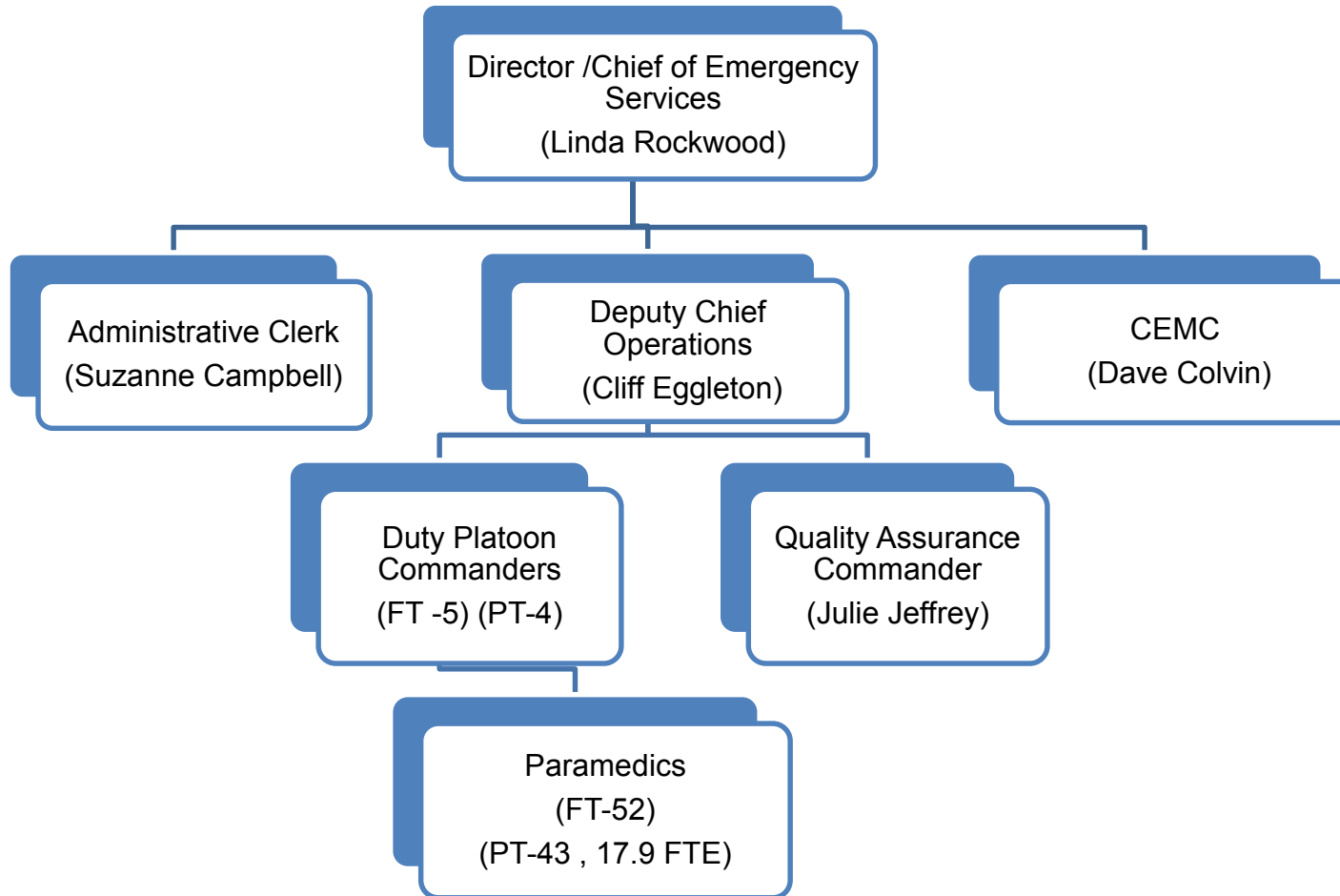
- Primary Care Paramedic (PCP)
- 12 lead identification of STEMI (ST elevation myocardial infarct) patients
- Capnography interpretation
- Tourniquets and Hemostatic agent application
- Spinal motion restriction
- I.V. : dextrose, fluid bolus, gravol (introduction of a wider variety of drugs)

- The Provincial Government made a commitment to municipalities to fund 50% of land ambulance costs.
- Funding is offset to the following year
- Approved costs do not include:
 - Capital costs for new ambulance stations
 - History of one time funding....SARS, Ebola supplies and training, tablets, Automatic Vehicle Location

2017 Funding Contributions



Emergency Services Team



- Paramedic Services is NOT an essential service
- Paramedics have the right to strike but must have negotiated an essential services agreement first
- Only unionized group in the County
- Hicks Morley provides provincial summary of Paramedic wages and collective bargaining issues to all municipal paramedic services
- Perth Paramedics are CUPE 4514
- Perth contract expires Dec. 31, 2018

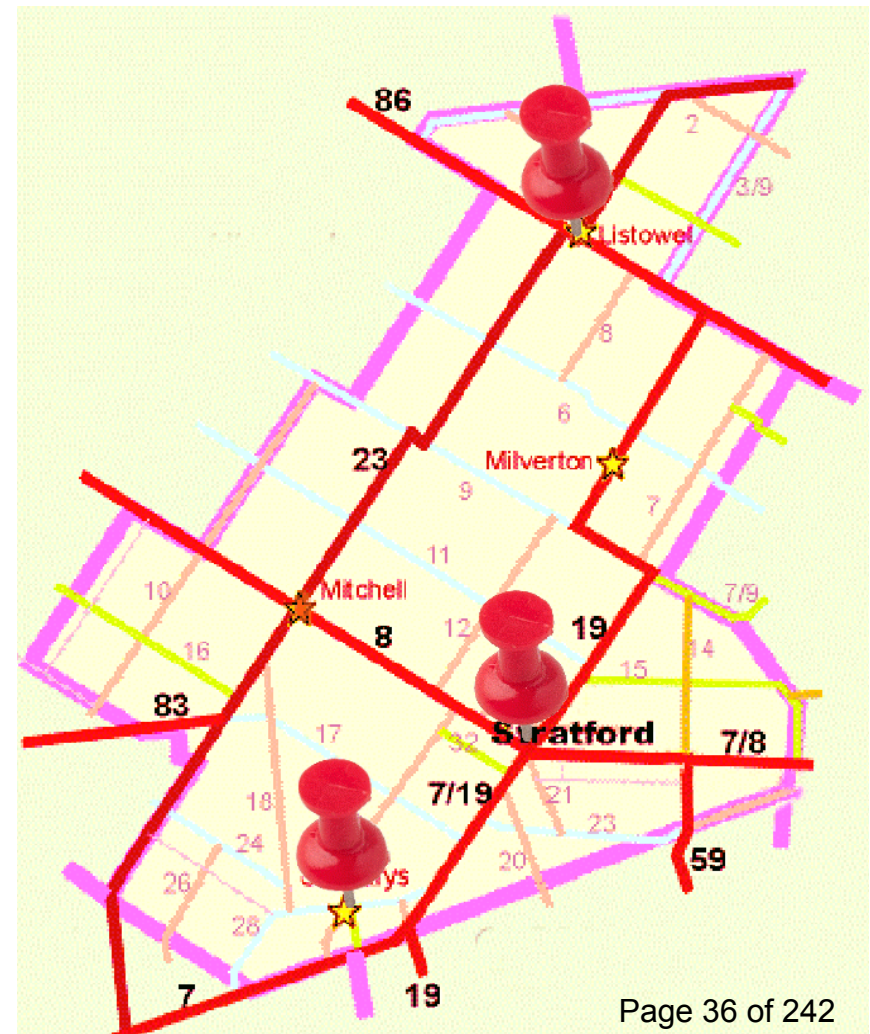
Municipal Service Level Decisions

- Number of Ambulances
- Staffing Levels (paramedics, management)
- Skill Level
 - PCP, PCP Plus (additional skills), ACP
- Deployment (where and when ambulances are located)
- Station Location
- Tiered Response Agreements
- Equipment/Vehicle Selection
- Budget
- Hospital By-Pass Protocols
- ❖ Stroke Bypass local hospital and go directly to Stratford, Goderich, LHSC-UH for CT
- ❖ STEMI By Pass local hospitals and go to LHSC-UH or St Marys KW to cardiac catheter lab

Listowel:
12 hrs + On call

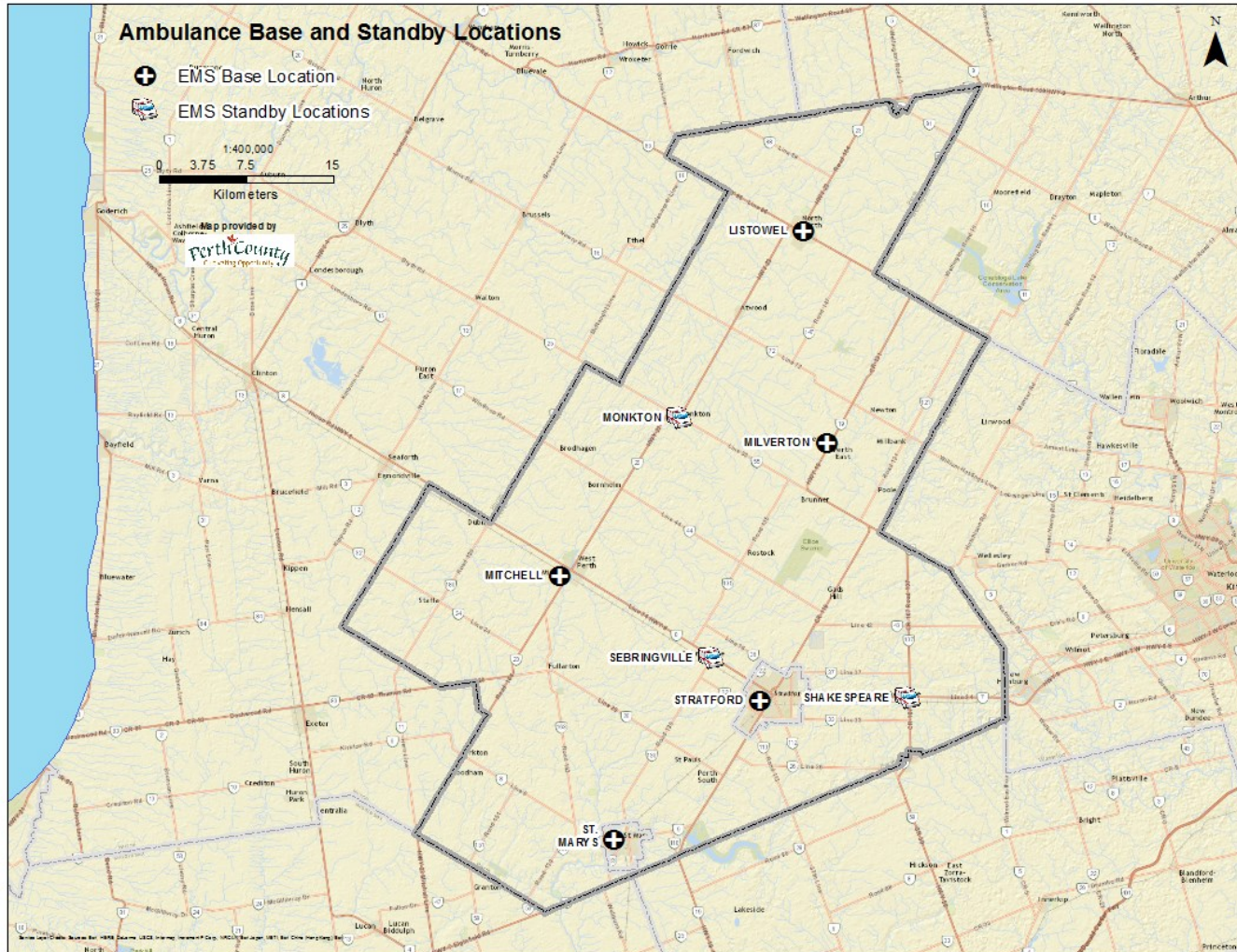
Stratford:
Staffed 24 hrs
12 hrs + On call
10 hrs Mon to Fri

St. Marys:
12 hrs + On call



Listowel:	1 - Staffed 24 hrs
Stratford:	2 - Staffed 24 hrs
St. Marys:	1 - Staffed 24 hrs
Mitchell:	1 - Staffed 24 hrs
Milverton:	1 - Staffed 24 hrs
	1 - Shifts Adjusted to Need
	<ul style="list-style-type: none">• Mon/Fri: 9am to 6pm• Tues/Wed/Thurs: 9am to 5pm• Sat/Sun: 11am to 8pm

Perth County Ambulance Locations



Perth County Ambulance Stations



Listowel
1991



Milverton 2004



St Marys 2008



Mitchell 2010



Stratford/HQ 2016

Mercedes Type 11



Type 111



Winter/Summer Rescue



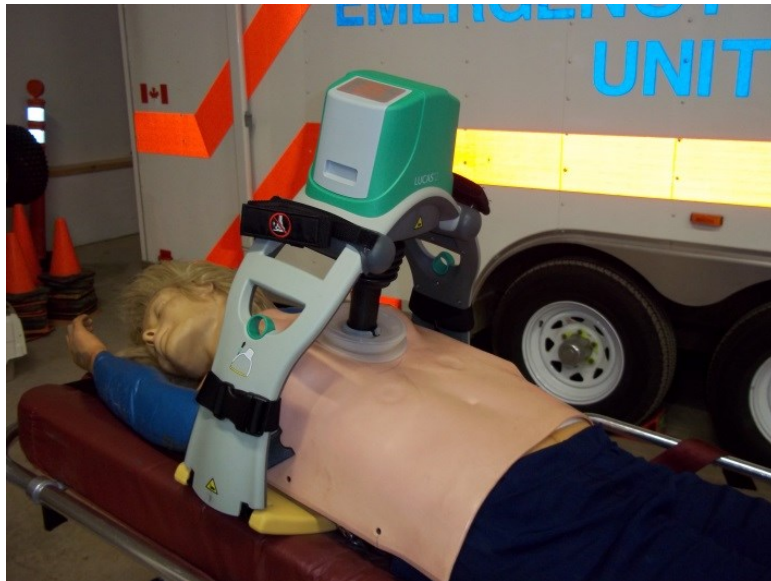
Tiered Response Agreements – Extrication vs Medical Assistance vs Medical Response



130 Pounds Without a Patient

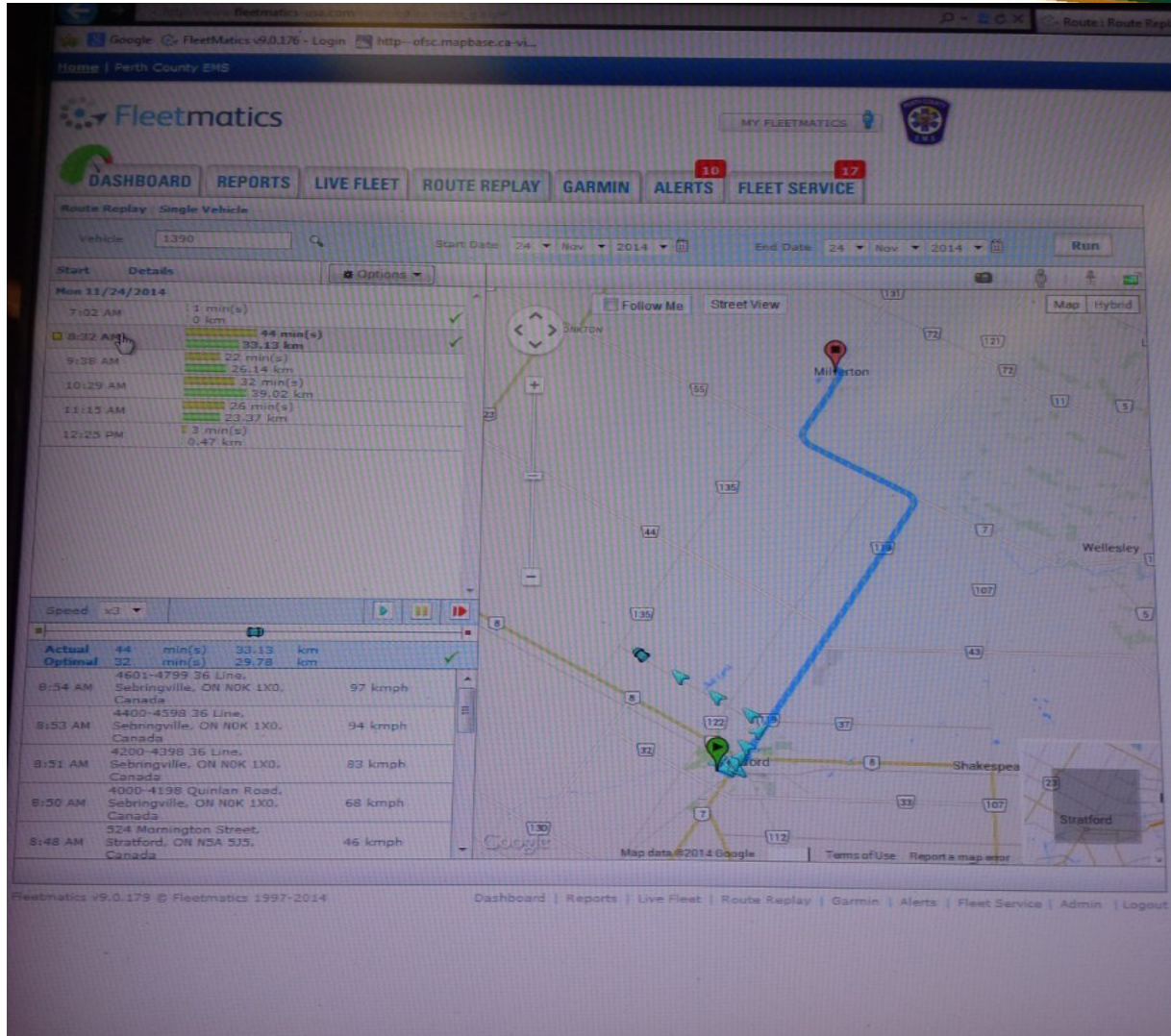


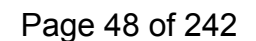
Mechanical CPR devices



HoverJack



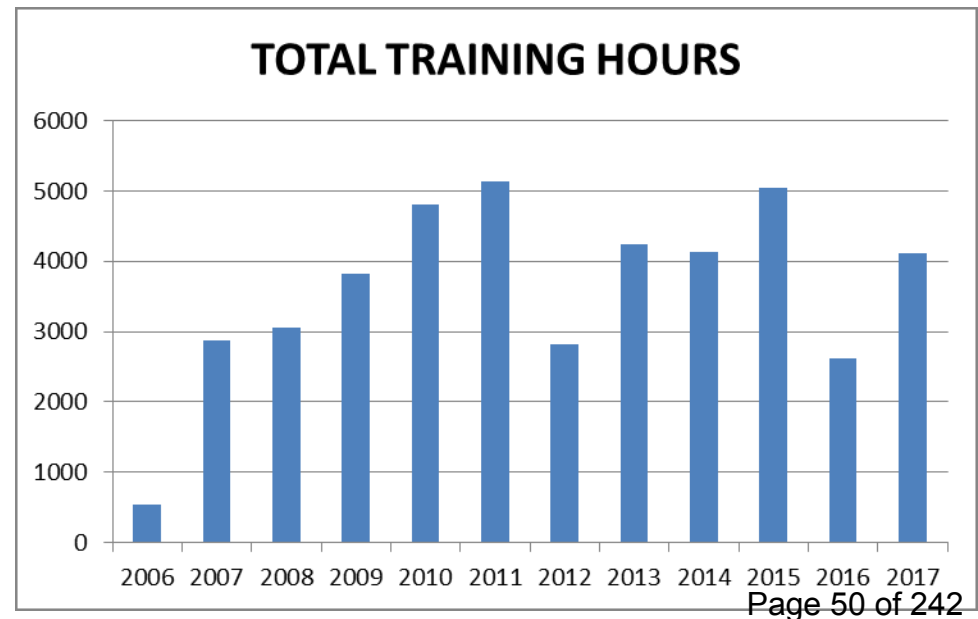




Paramedic Services Standing Committees

- Perth Emergency Planning Group
- Situation Table (Huron Perth)
- Perth County Opioid Group
- MOHLTC Health Systems Coordination Teleconference Opioid Crisis-Paramedic Services
- SW LIHN Regional Trauma Network
- EOC Meetings
- London CACC Advisory Committee
- Joint Critical Care/ER Care Team (Stratford General Hospital)
- Huron Perth Hospice Group
- SWORBHP Utilization Committee
- SWORBHP Program Advisory Committee
- SWORBHP Education Committee
- SWORBHP Quality Meetings
- Regional Stroke Education Committee
- Local Stroke Working Group
- PPCI (Stroke) Committee
- Hyper-acute Stroke Forum Group
- Provincial PAD Working Group.
- Falls Prevention Committee
- Perth County Paramedic Services Monthly Commander Meeting
- Perth County Paramedic Services Paramedic Advisory Committee
- Perth County Paramedic Services Public Education Committee
- Perth County Paramedic Services Labour Management Committee
- Perth County Paramedic Services Peer Support Team
- County of Perth Monthly Leadership Team Meeting
- County of Perth Council Meetings
- County of Perth Senior Management Team Meeting
- County of Perth Health and Safety Committee
- County of Perth Return to Work Committee
- Municipal Shared Services Committee

Training



Public Access Defib (PAD) Program

Places defibrillators in public places in the event of a cardiac arrest.



Public Access Defib Program

- 86 Automatic External Defibrillators (AED)
PCPS is directly responsible for
- 6 AEDs indirectly responsible for
- 3 spare AED units
- All Perth County Public and Catholic schools
have AEDs (2007)...nearing replacement
- Assisted 22 organizations obtain AEDs
- Have been used twice



- Public will be able to apply for a AED unit for short term special medical needs or special events
- Electronic submission on new County website
- Includes one hour training as a requirement in use and CPR



- 1800 individuals trained initially tied to the 86 locations
- Approx. 500 trained through mass public events
- Approx. 200 grade 5-6 students trained through mass public events
- Yearly approx. 100 individuals are re-orientated to AED and CPR use

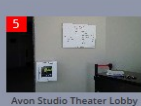
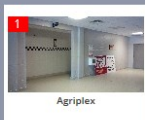
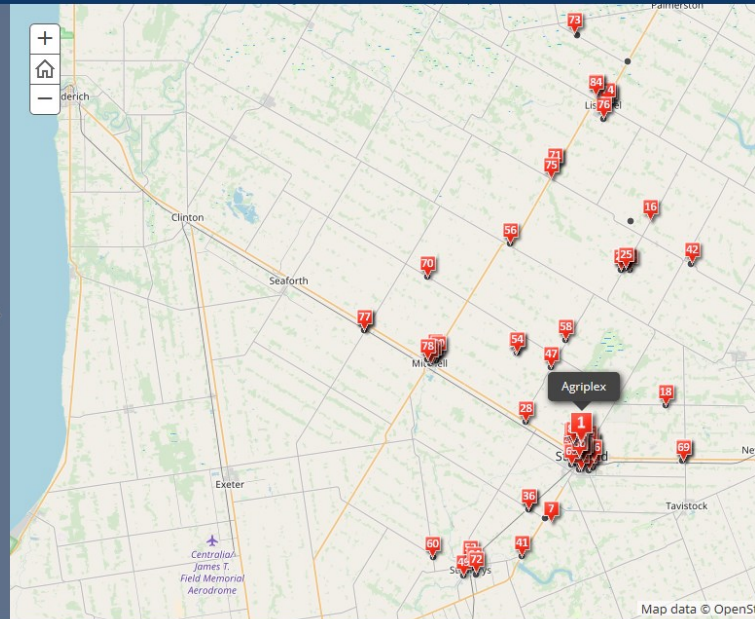
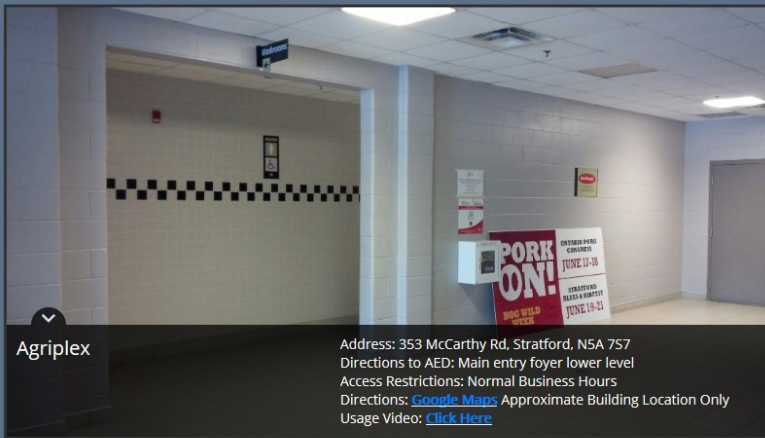


Public Map / Website

<http://perthcounty.maps.arcgis.com/apps/MapTour/index.html?appid=897576eceff54317942ba2e0d747e839>

Perth County AED Locations

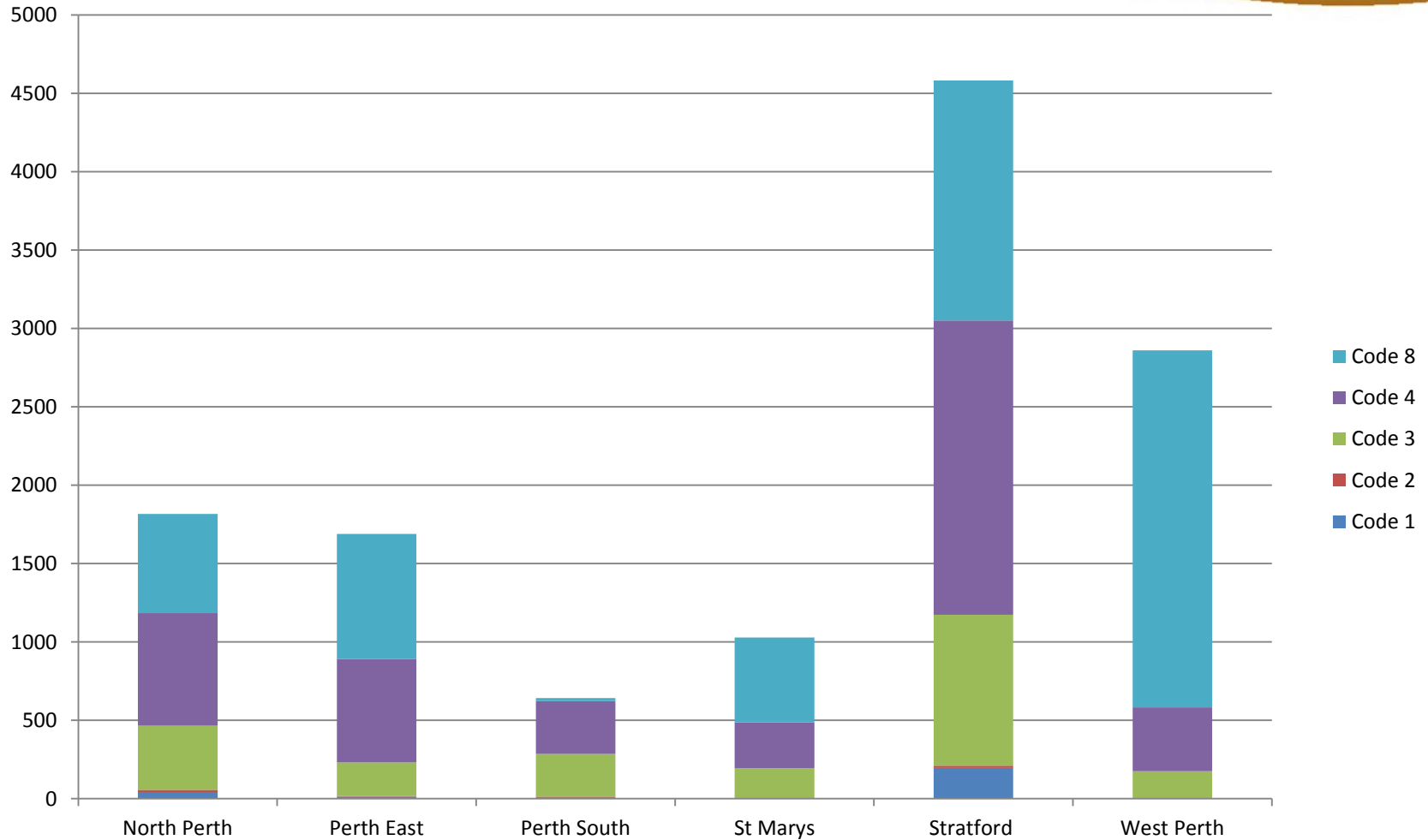
An Interactive map to the AED Locations within Perth County



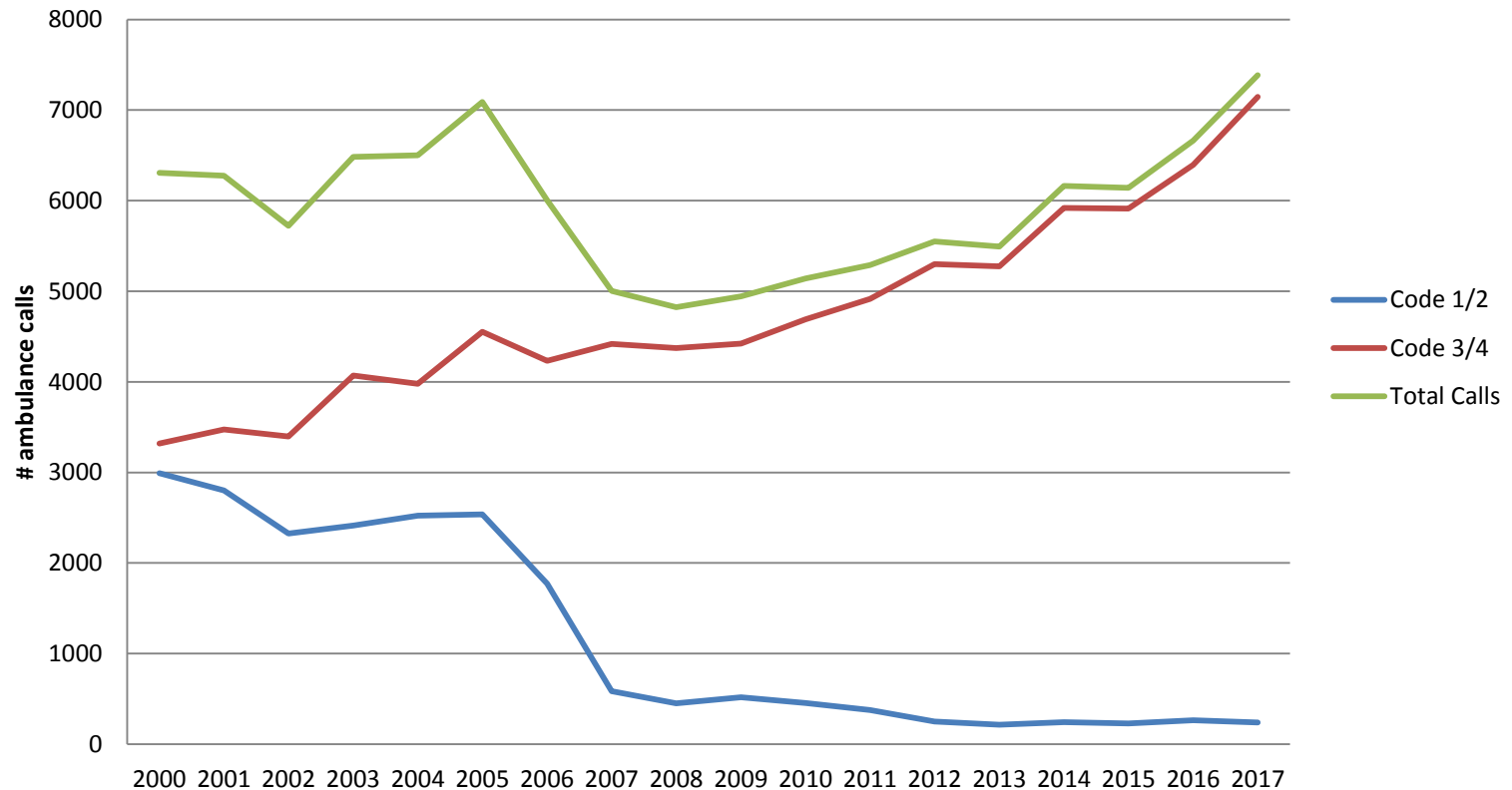
Emergency Coverage Standby Guidelines for Ambulance Location

# of Units	Stratford HQ east	Stratford west	Mitchell	St. Marys*	Milverton	Listowel*	Monkton	Sebringville
7	2		1	1	1	1	1	
6	2		1	1	1	1		
5	1		1	1	1	1		
4	1			1		1	1	
Code Minimum Protocol Initiated								
3	1			1		1		
2	1						1	
1								1
0	Code Capacity Initiated							
	*If call is with-in town limits no standby is required (excluding out of town transfers).							

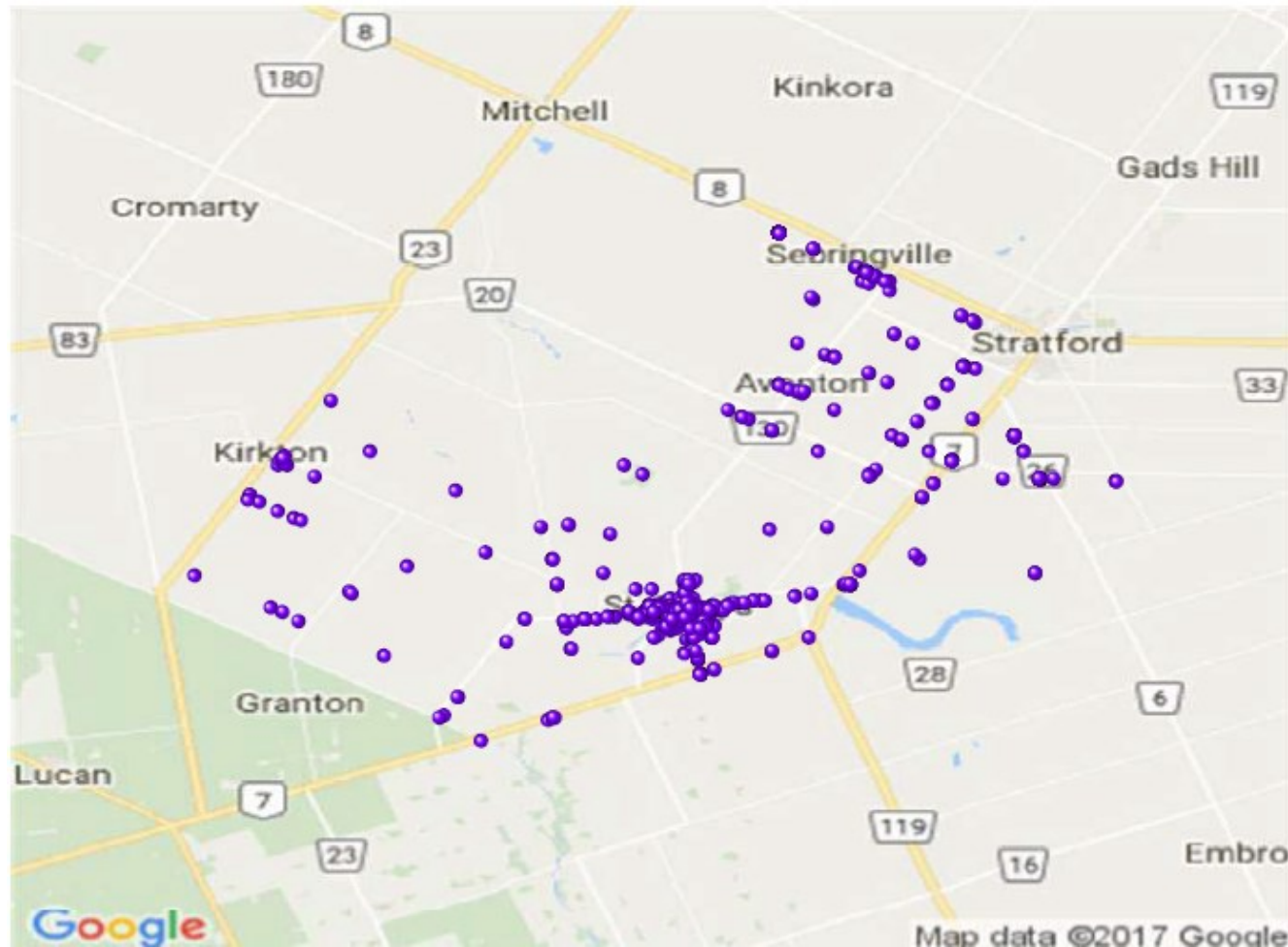
Perth County Ambulance Calls 2017



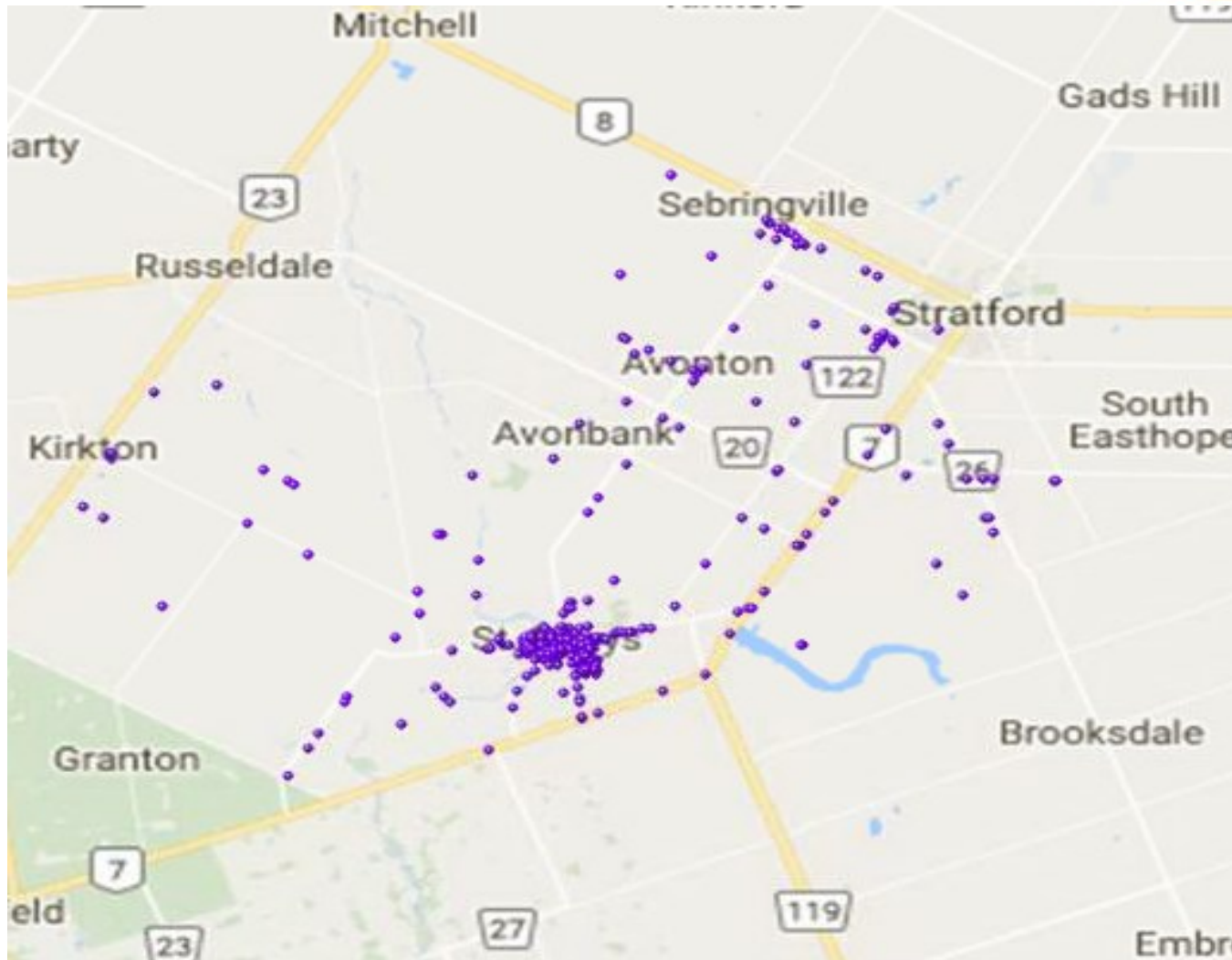
Perth County Call Volumes 2000-2017



Perth South and St Marys Call Locations 2016



Perth South and St. Marys Call Locations 2017



Defibrillator on Scene within 6 Minutes

What percentage of time does a person equipped with a defibrillator arrive on scene, within six minutes of the time notice was received from dispatch, to provide ambulance services to sudden cardiac arrest patient?

	Huron	Elgin	Brant	Perth	Bruce	Leeds & Grenville	Renfrew	Average
Target	40	45	35	51	35	30	35	39
Actual 2016	21	62	39	51	35	25		39
Actual 2015	10	60	38	47	36	33	44	38
Actual 2014	42	49	39	53	39	41	41	43
Actual 2013	29	64	47	0	31	38	38	35
Largest Town	South Huron	St. Thomas	Brantford	Stratford	Saugeen Shores	Brockville	Petawawa	
Population	10,019	33,236	86,417	29,676	11,388	21,375	14,398	29,501

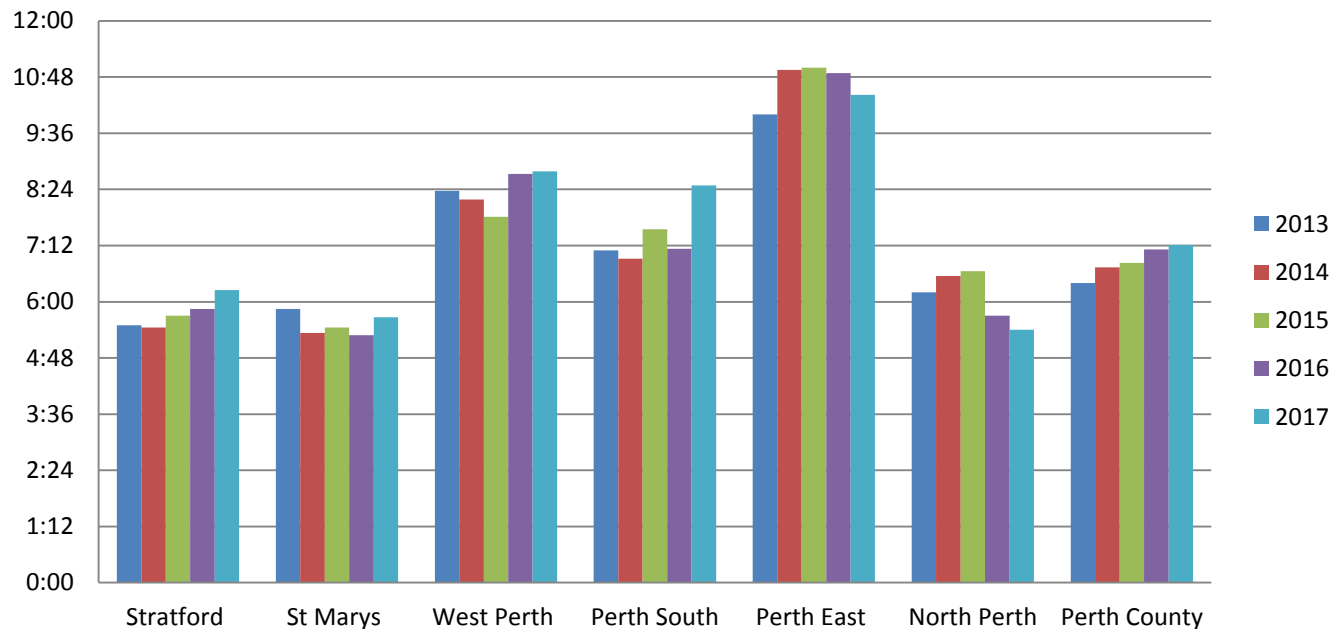
CTAS 1 Within 8 Minutes

What percentage of time does a Paramedic arrive on scene, within eight minutes of the time notice is received, to provide ambulance services to sudden cardiac arrest patients or other patients categorized as CTAS 1?

	Huron	Elgin	Brant	Perth	Bruce	Leeds & Grenville	Renfrew	Average
Target	40	60	65	70	50	45	55	55.0
Actual 2016	40	73	67	61	44.7	39		54.1
Actual 2015	45.5	74	68	61	45.1	43.6	56.2	56.2
Actual 2014	41.4	67	66	72	46.6	52.9	56.2	57.4
Actual 2013	49	76.1	71	69.2	52	44.1	58.4	60.0
Largest Town	South Huron	St. Thomas	Brantford	Stratford	Saugeen Shores	Brockville	Petawawa	
Population	10,019	33,236	86,417	29,676	11,388	21,375	14,398	29,501

Average Response Times

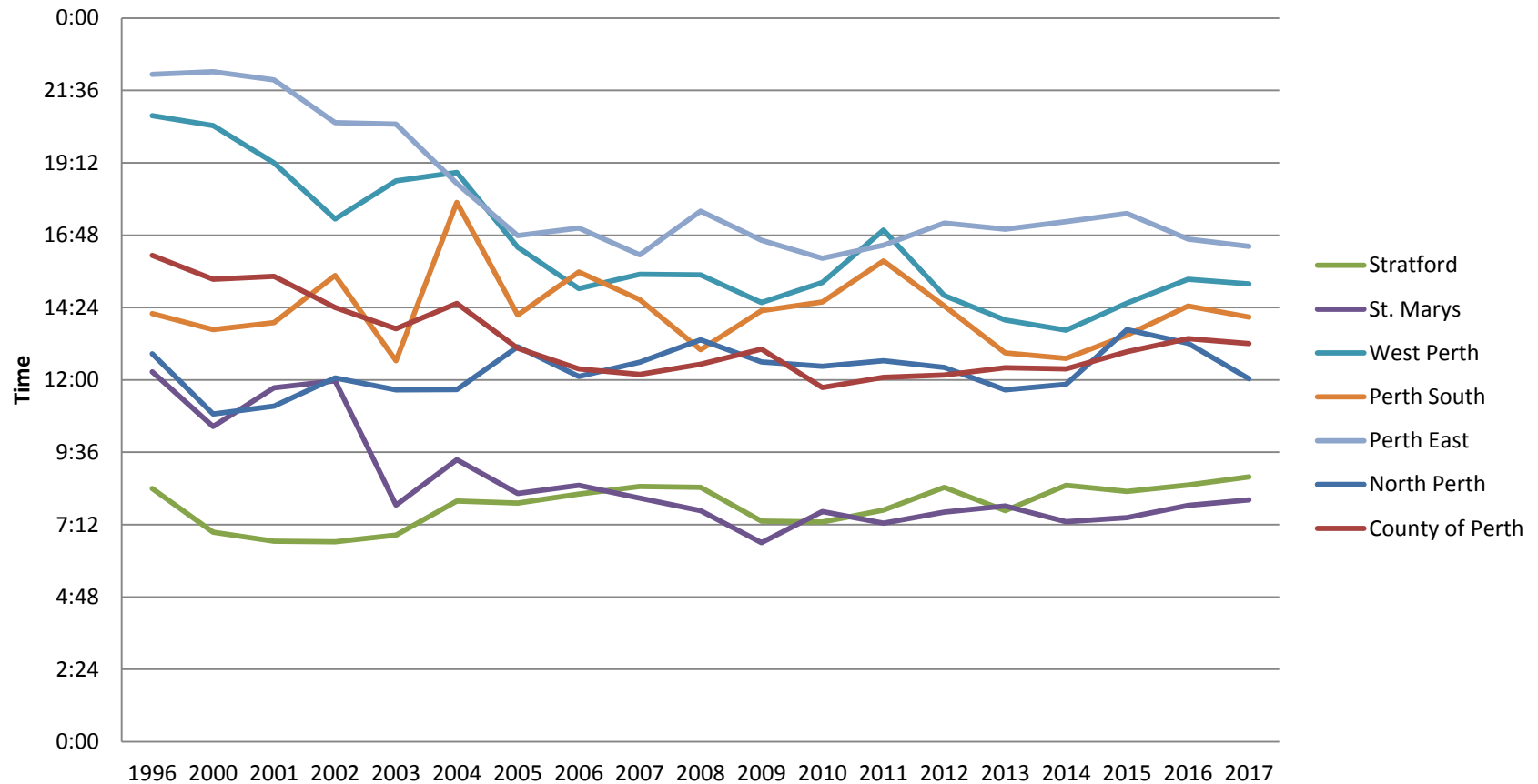
Average Ambulance Response Times



	2013	2014	2015	2016	2017
Stratford	5:30	5:27	5:42	5:51	6:15
St Marys	5:51	5:20	5:27	5:17	5:40
West Perth	8:22	8:11	7:49	8:44	8:47
Perth South	7:06	6:55	7:33	7:08	8:29
Perth East	10:00	10:57	11:00	10:53	10:25
North Perth	6:12	6:33	6:39	5:42	5:24
Perth County	6:24	6:44	6:50	7:07	7:13

Perth County Paramedic Services 90th Percentile Response Times (T2 to T4)

90th Percentile Times



Beginning in October 2012, every upper tier municipality and delivery agent will:

- Develop an annual response time performance plan that shall sets response time targets for responses to notices respecting patients categorized as Canadian Triage Acuity Scale (“CTAS”) 1, 2, 3, 4 and 5;
- Ensure that this plan is continually maintained, enforced and where necessary, updated;
- Provide each plan and each update to the ministry;
- Report to ministry on the response time performance achieved under the previous year’s plan.

<http://www.health.gov.on.ca/english/public/program/ehs/land/responsetime.html>

Canadian Triage Acuity Scale (CTAS)

The new ambulance response time reporting standard measures ambulance response time based on the severity of the calls as found by the paramedic using the Canadian Triage Acuity Scale (CTAS). CTAS (Canadian Triage Acuity Scale) is an international medical triage standard utilized by hospitals, ambulance communication services and paramedics to identify how urgently a patient requires medical care.

The new ambulance response time reporting standard divides ambulance calls into 6 categories as listed below. Hospitals assign wait times to each level.

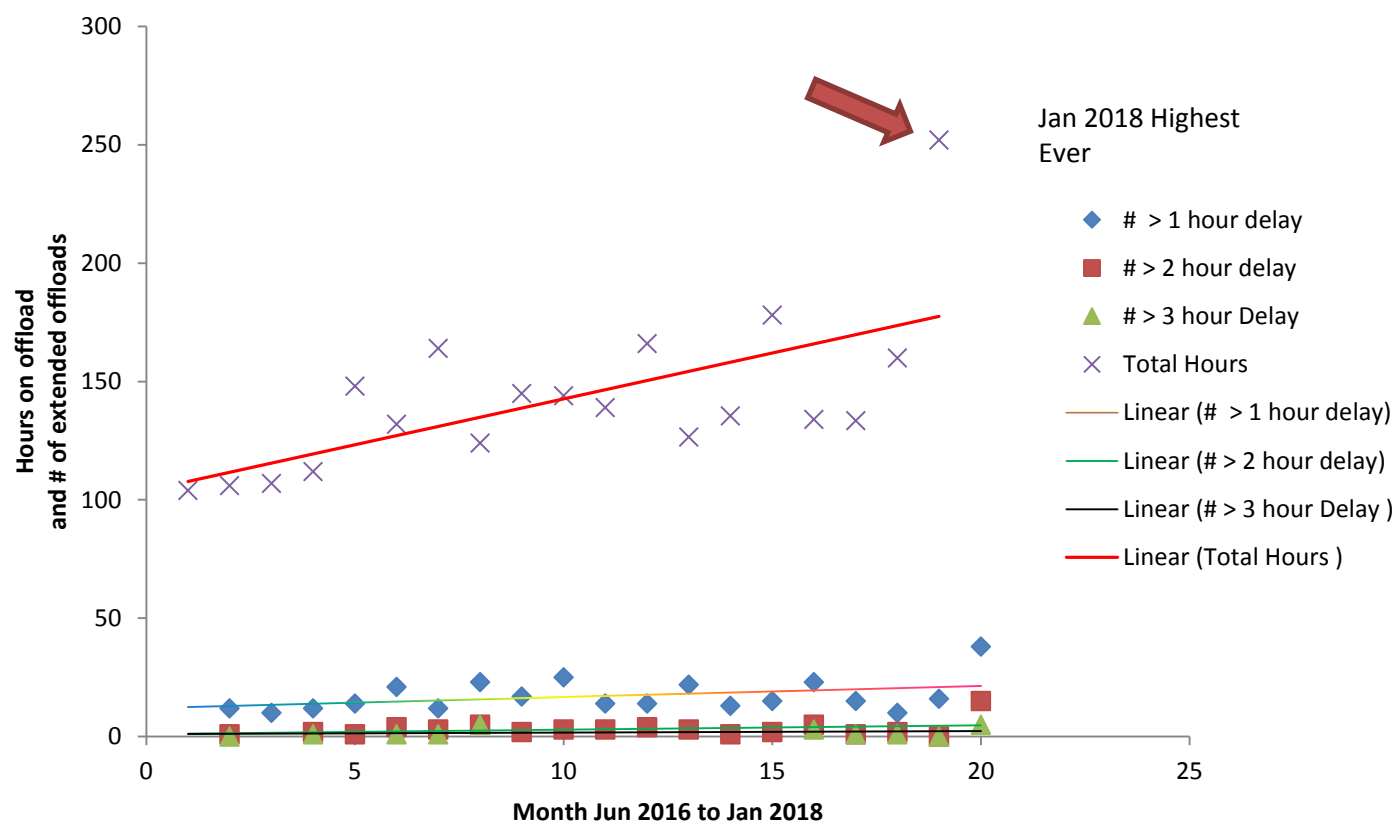
- **Sudden Cardiac Arrest:** person has no pulse and is not breathing
- **CTAS I:** severely ill, requires resuscitation (ie. Choking, major trauma)
- **CTAS II:** requires emergent care and rapid medical intervention (ie. head injury)
- **CTAS III:** requires urgent care (ie. Mild asthma)
- **CTAS IV:** requires less urgent care (ie. Ear ache)
- **CTAS V:** requires non-urgent care (ie. Sore throat)

Response Time Chart

		2013			2014			2015			2016				2017		
Call Type	Performance Standard	Call Totals	Calls Within Time Frame	Actual %	Call Totals	Calls Within Time Frame	Actual %	Call Totals	Calls Within Time Frame	Actual %	Call Totals	Calls Within Time Frame	Actual %	Call Totals	Calls Within Time Frame	Actual %	
SCA*	Calls within 6 min, 51 % of time	1	0	0%	34	18	53.00%	15	7	46.67%	15	7	51%	23	15	65.22%	
CTAS 1	Calls within 8 min, 70% of time	39	27	69.23%	50	36	72.00%	56	34	60.71%	56	34	60.87%	64	45	70.30%	
CTAS 2	Calls within 16 min, 75% of time	644	622	96.58%	830	803	96.75%	923	873	94.58%	923	873	92.64%	1096	1034	94.34%	
CTAS 3	Calls within 16 min, 75% of time	1624	1556	95.81%	1879	1762	93.77%	2216	2054	92.69%	2216	2054	91.50%	2345	2203	93.94%	
CTAS 4	Calls within 16 min, 75% of time	487	461	94.66%	554	523	94.40%	554	513	92.60%	554	513	93.30%	672	671	92.41%	
CTAS 5	Calls within 16 min, 75% of time	59	57	96.61%	65	65	100%	83	82	98.80%	83	82	100%	61	61	100%	
*SCA Sudden Cardiac Arrest																	

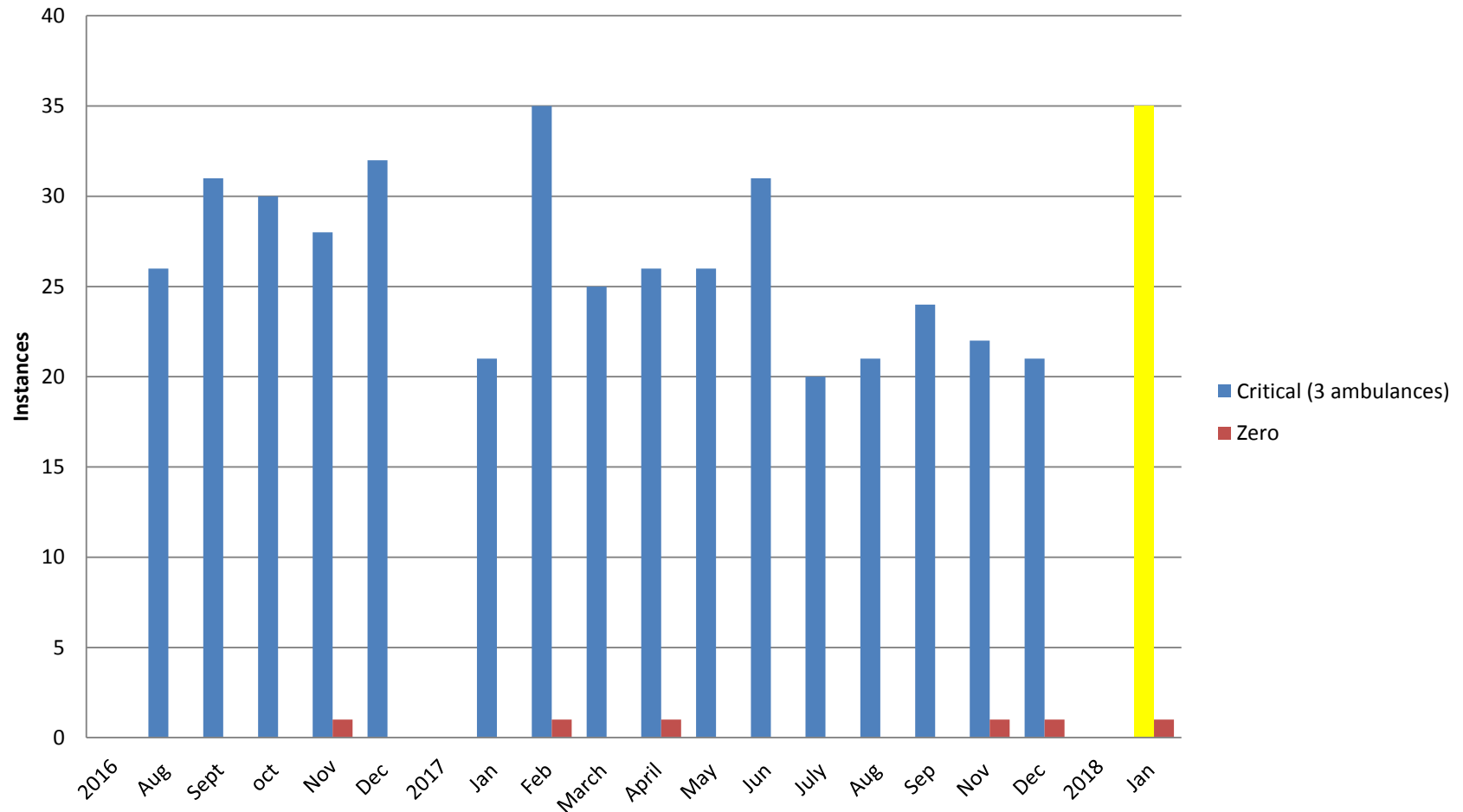
Offload Trend Stratford General Hospital

Offload Trend Stratford General Hospital

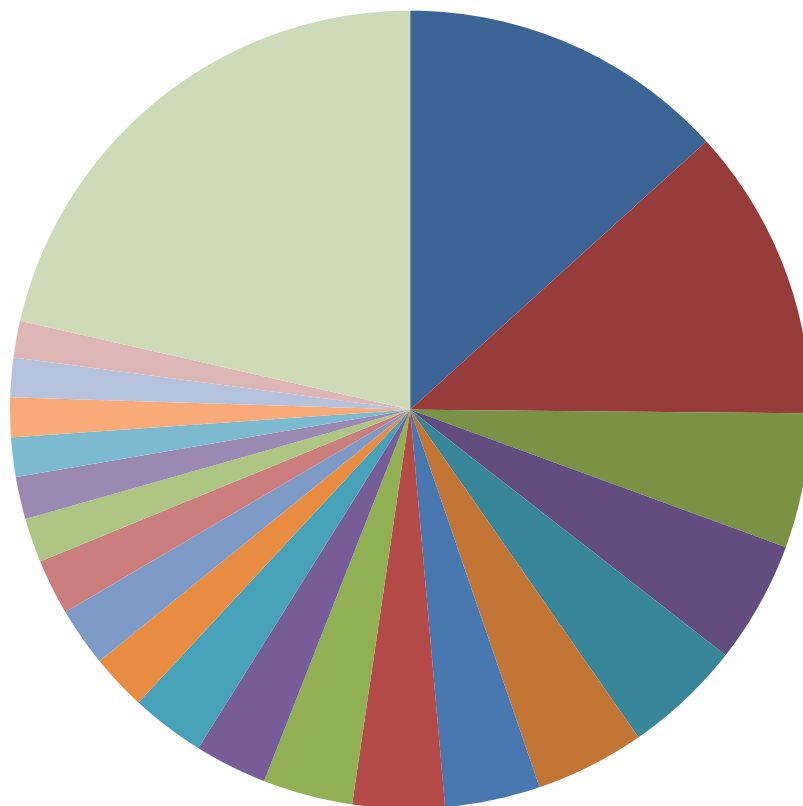


Perth County Alert Status

(Code Critical: 3 ambulances; Zero: no ambulances available)

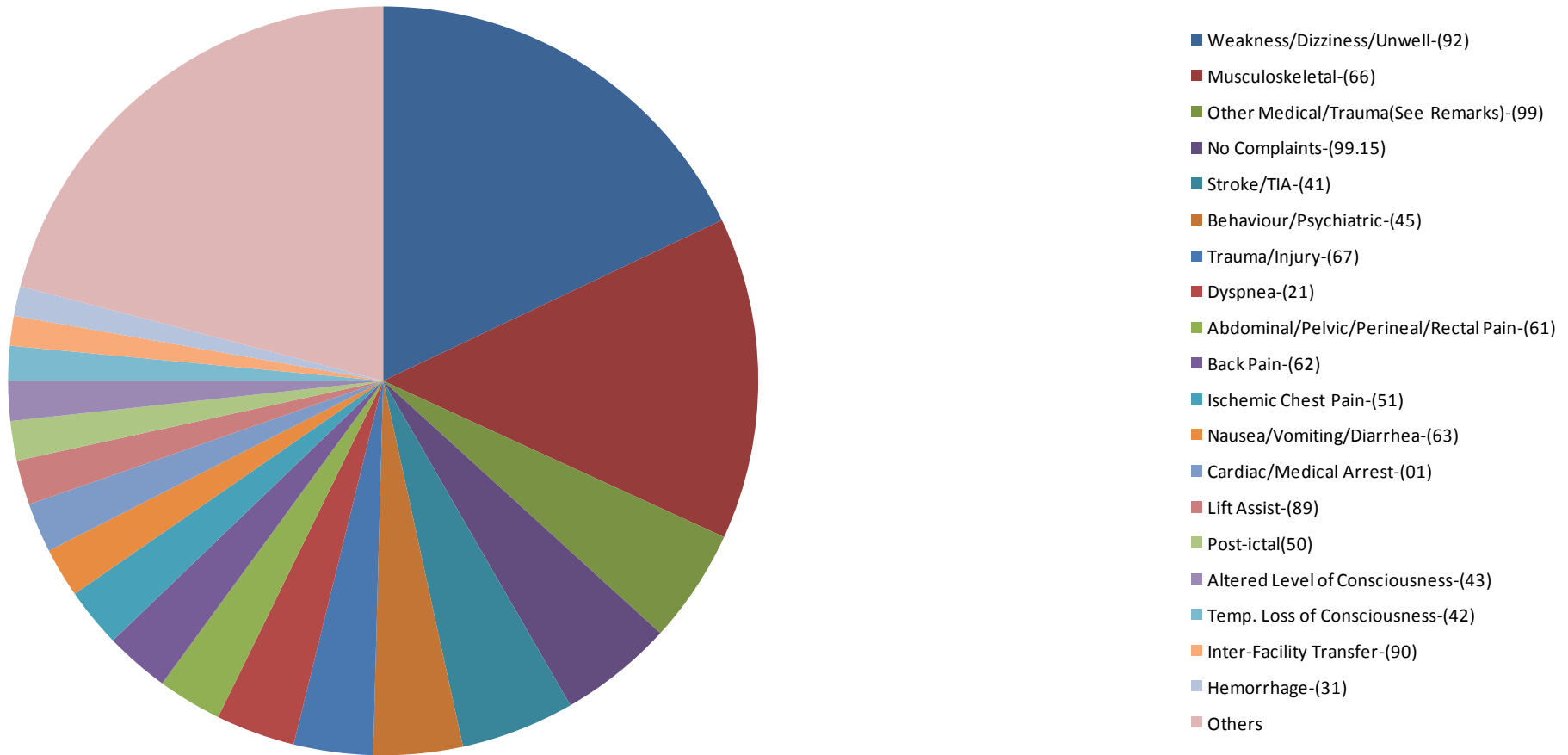


Ambulance Calls by Primary Problem 2017 (Total Calls 7751)



- Musculoskeletal-(66)
- Weakness/Dizziness/Unwell-(92)
- Dyspnea-(21)
- Inter-Facility Transfer-(90)
- No Complaints-(99.15)
- Abdominal/Pelvic/Perineal/Rectal Pain-(61)
- Ischemic Chest Pain-(51)
- Treatment/Diagnosis & Return-(93)
- Behaviour/Psychiatric-(45)
- Trauma/Injury-(67)
- Other Medical/Trauma(See Remarks)-(99)
- Back Pain-(62)
- Stroke/TIA-(41)
- Nausea/Vomiting/Diarrhea-(63)
- Altered Level of Consciousness-(43)
- Headache-(44)
- Cardiac/Medical Arrest-(01)
- Temp. Loss of Consciousness-(42)
- Soft Tissue Problem (non-traumatic) -(99.14)
- Post-ictal(50)
- Others

St. Marys Ambulance Calls by Primary Problem 2017

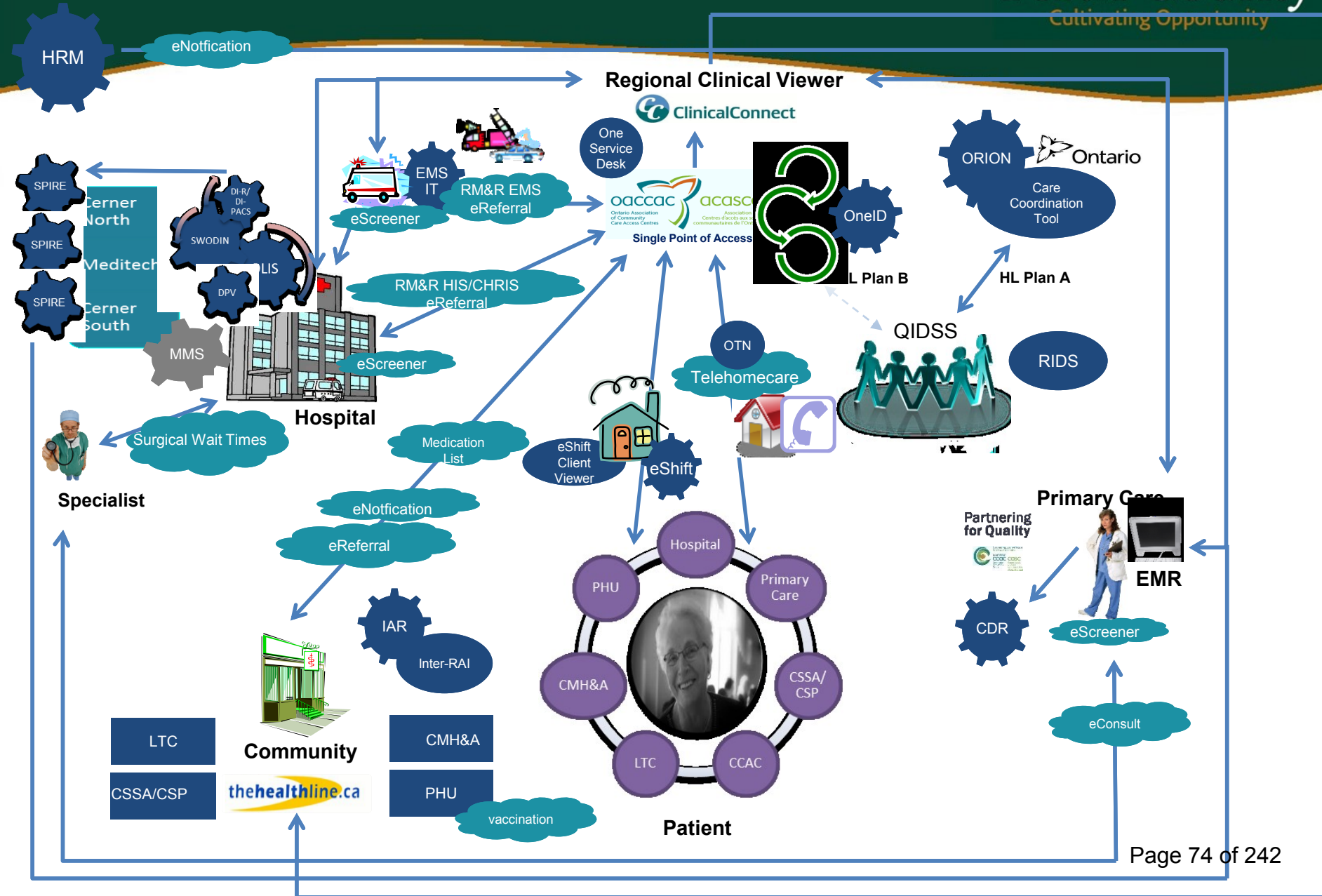


- Collaboration between Bruce, Huron, Perth PS
- Paramedic Referral Program...3 questions
 - Safety concerns in the home
 - Used 911 in past 30 days
 - Male
 - Lack of social supports
- Paramedics see what others don't
- Keep people at home, keep them out of Emerg Departments, refer them to the help that they need ...home visits, mental health, CCAC

To better help patients we need to share

- CCAC Records
- CACC Ambulance Call Details
- Paramedic Records
- Physician Records
- Hospital Records

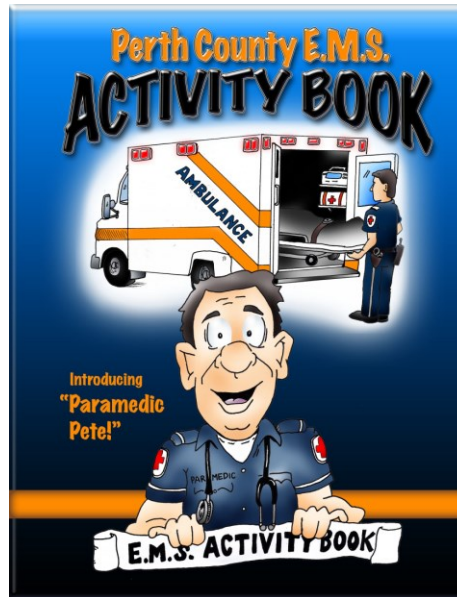
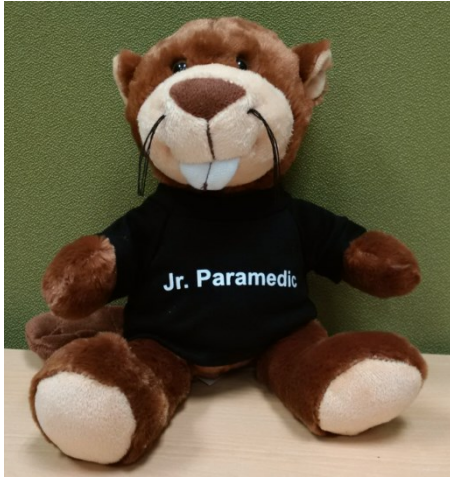
Circle of Care System Interactions and Programs



Face is it drooping?
Arms can you raise both?
Speech is it slurred or jumbled?
Time to call 9-1-1 right away.

© Heart and Stroke Foundation of Canada, 2017

Public Education



"COOL-AID" Program

Name: _____

Address: _____ Phone #: _____

Doctor: _____ Phone #: _____

Emergency Contact: _____ Phone #: _____

Health Card #: _____ Date of Birth: ____/____/____

Medical History:

- | | | |
|---|--|--|
| <input type="checkbox"/> Heart Attack | <input type="checkbox"/> Mental Health | <input type="checkbox"/> Stroke/T.I.A. |
| <input type="checkbox"/> Angina | <input type="checkbox"/> Implanted | (Trans Ischemic Attack) |
| <input type="checkbox"/> Congestive Heart Failure | <input type="checkbox"/> Defibrillator | <input type="checkbox"/> Bleeding (ulcers) |
| <input type="checkbox"/> Asthma | <input type="checkbox"/> Pace Maker | <input type="checkbox"/> Seizures |
| <input type="checkbox"/> COPD (Chronic Obstructive Pulmonary Disease) | <input type="checkbox"/> Diabetes | <input type="checkbox"/> Cancer – where? |
| | <input type="checkbox"/> High Blood Pressure | |

☐ Other health concerns: _____

Disability: ☐ Visual ☐ Hearing ☐ Mobility

☐ Other Physical Disability _____

Current Medication and Dosage: (attach to other side if more room needed)

Allergies that you have:

Do Not Resuscitate Order (DNR) ☐ YES ☐ NO Identification #: _____

- Once you have completed recording your medical history, place this report on the front of your refrigerator.
- Paramedics will need this information if you are unable to communicate at the time of emergency.

If you require additional "Cool-Aid" medical information kits, or information on this or any other community program that Perth County Paramedic Services offer, please contact us at (519) 271-0531 ext. 520 or on-line at www.perthcounty.ca

Evan's Touch a Truck, St Marys



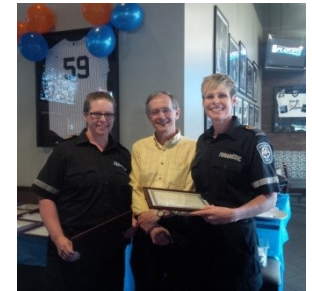
St Marys MCI Exercise



HQ Grand Opening



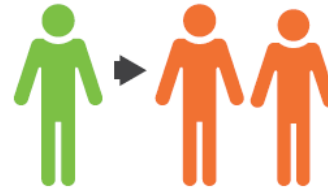
Special Events



- CACC – 49% calls are over prioritized
- CACC controls our vehicles
- Requests for Service in Region of Waterloo
- Off Load Delays (Stratford, LHSC, KW)
- Non urgent transportation
- “Baby Boomer” impact – 53% of our calls are from people greater than 65 years old
- PTSD, Operational Stress Injuries
- Bill 148 changes
- Opioid Crisis

Population is changing

IN THE NEXT TWO DECADES,
THE NUMBER OF ONTARIANS
65 YEARS AND OLDER
IS EXPECTED TO DOUBLE,



THE NUMBER OF
CENTENARIANS
WILL TRIPLE



THE NUMBER OF
**ADULTS AGED 85 AND
OLDER** WILL QUADRUPE.



70% OF ONTARIO'S SENIORS
WILL HAVE TWO OR MORE
CHRONIC CONDITIONS

Thank You.....



Linda Rockwood
Director Emergency Services, Perth County
519-271-0531 x 510; lrockwood@perthcounty.ca

Special Thanks to Craig Hennessy for the Aging/Community Paramedicine Slides, Perth GIS departments for the mapping information



MINUTES Regular Council

April 24, 2018
6:00pm
Council Chambers, Town Hall

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

Council Regrets: Councillor Pope

Staff Present: Brent Kittmer, CAO / Clerk
Trisha McKibbin, Director of Corporate Services / Acting Clerk
Richard Anderson, Director of Emergency Services / Fire Chief
Grant Brouwer, Director of Building and Development
Jim Brown, Director of Finance / Treasurer
Stephanie Ische, Director of Community Services
Jed Kelly, Director of Public Works
Lisa Lawrence, Human Resources Manager
Jenna McCartney, Corporate Administrative Coordinator

1. CALL TO ORDER

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

Mayor Strathdee asked Council to pause for a moment of silence to reflect on the recent tragedy in Toronto, Ontario.

2. DECLARATIONS OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Council requested that the prepared resolution read 2018, not 2017.

Resolution 2018-04-24-01

Moved By Councillor Craigmile

Seconded By Councillor Van Galen

THAT the April 24, 2018 regular Council meeting agenda be accepted as presented.

CARRIED

4. PUBLIC INPUT PERIOD

None presented.

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

5.1 St. Marys Business Improvement Area re: 2018 BIA budget

Cathie Szmon, BIA Treasurer, presented the 2018 BIA budget and responded to questions from Council.

Julie Docker-Johnson responded to questions from Council in regards to the BIA's proposed public art project.

Resolution 2018-04-24-02

Moved By Councillor Winter

Seconded By Councillor Osborne

THAT the delegation from the St. Marys Business Improvement Area regarding the 2018 BIA Levy be received; and

THAT Council approve the 2018 BIA Levy; and

THAT the 2018 BIA Levy summarized in Schedule A to By-Law 39-2018 be approved.

CARRIED

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - April 10, 2018

Resolution 2018-04-24-03

Moved By Councillor Craigmile

Seconded By Councillor Hainer

THAT the April 10, 2018 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

CARRIED

6.2 Strategic Priorities Committee - April 17, 2018

Council discussed the April 17, 2018 minutes of the Strategic Priorities Committee including the concerns raised by Mr. Courtnage and Mr. Staffen. Council discussed the potential impact of the current operating practices of the UTRCA. Council directed staff to prepare correspondence to the Board of the UTRCA whereby Mr. Courtnage and Mr. Staffen's report was to be introduced, and a response from the Board would be requested.

Resolution 2018-04-24-04

Moved By Councillor Van Galen

Seconded By Councillor Craigmile

THAT the Council of the Town of St. Marys is concerned that the Wildwood reservoir has been operating outside of the UTRCA guidelines, placing lives and property at risk; and

THAT Council ask the Board of the UTRCA to address Council's concerns and those of Mr. Courtnage and Mr. Staffen that were raised at the Strategic Priorities Committee meeting on April 17, 2018.

CARRIED

Resolution 2018-04-24-05

Moved By Councillor Van Galen

Seconded By Councillor Winter

THAT the April 17, 2018 Strategic Priorities Committee meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

CARRIED

7. CORRESPONDENCE

7.1 Falun Dafa Association Canada re: 26th Anniversary

Resolution 2018-04-24-06

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT the correspondence from Falun Dafa Association Canada regarding 26th Anniversary be received.

CARRIED

7.2 Upper Thames River Conservation Authority re: Budget Approval

Resolution 2018-04-24-07

Moved By Councillor Hainer

Seconded By Councillor Winter

THAT the correspondence from Upper Thames River Conservation Authority regarding budget approval be received.

CARRIED

7.3 MPP Hardeman re: Bill 16, Respecting Municipal Authority Over Landfilling Sites

Resolution 2018-04-24-08

Moved By Councillor Hainer

Seconded By Councillor Van Galen

THAT the correspondence from MPP Hardeman regarding Bill 16, Respecting Municipal Authority Over Landfilling Sites be received.

CARRIED

7.4 Minister of Agriculture, food and Rural Affairs re: 2018 Premier's Award for the Agi-Food Innovation Excellent

Resolution 2018-04-24-09

Moved By Councillor Hainer

Seconded By Councillor Van Galen

THAT the correspondence from the Ministry of Agriculture, Food and Rural Affairs regarding the 2018 Premier's Award for the Agi-Food Innovation Excellence be received; and

THAT staff be instructed to bring back a nomination recommendation to Council.

CARRIED

7.5 Ministry of Municipal Affairs and Housing re: Inclusionary Zoning

Resolution 2018-04-24-10

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT the correspondence from the Ministry of Municipal Affairs and Housing regarding Inclusionary Zoning be received; and

THAT the correspondence from the Ministry be referred to staff for analysis in the forthcoming report on tools and policies municipalities can implement to encourage attainable housing.

CARRIED

8. STAFF REPORTS

8.1 Administration and Human Resources

8.1.1 CAO 14-2018 April Monthly Report (Administration and Human Resources)

Brent Kittmer and Lisa Lawrence spoke to CAO 14-2018 and responded to questions from Council.

Resolution 2018-04-24-11

Moved By Councillor Winter

Seconded By Councillor Hainer

THAT CAO 14-2018 April Monthly Report (Administration and Human Resources) be received for information.

CARRIED

8.2 Corporate Services

8.2.1 COR 11-2018 April Monthly Report (Corporate Services)

Trisha McKibbin spoke to COR 11-2018 report and responded to questions from Council.

Resolution 2018-04-24-12

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT COR 11-2018 April Monthly Report (Corporate Services) be received for information.

CARRIED

8.2.2 COR 12-2018 Canadian Baseball Hall of Fame and Museum Request for Municipal Significance Event designation, Noise By-law exemption and support for banner purchase

Trisha McKibbin spoke to COR 12-2018 report and responded to questions from Council.

Resolution 2018-04-24-13

Moved By Councillor Hainer

Seconded By Councillor Osborne

THAT COR 12-2018 Canadian Baseball Hall of Fame and Museum Request be received; and

THAT Council authorize the Clerk to prepare a letter deeming the Induction Weekend as a municipally significant public event addressed to the Alcohol and Gaming Commission of Ontario; and

THAT an exemption to the Noise By-law be approved for the Canadian Baseball Hall of Fame and Museum for June 16 and June 17, 2018; and,

THAT Council approve the request by the CBHFM for the Town to contribute 50% of the cost, to a maximum of \$650.00, to purchase a new CBHFM Induction banner for Queen Street; and

THAT Council approve a variance to the Sign By-law for the installation of the Canadian Baseball Hall of Fame Induction Weekend banner from May 1, 2018 to June 30, 2018.

CARRIED

8.3 Finance

8.3.1 FIN 10-2018 April Monthly Report (Finance)

Jim Brown spoke to FIN 10-2018 report and responded to questions from Council.

Resolution 2018-04-24-14

Moved By Councillor Craigmile

Seconded By Councillor Hainer

THAT FIN 10-2018 April Monthly Report (Finance) be received for information.

CARRIED

8.4 Fire and Emergency Services

8.4.1 FD 04-2018 April Monthly Report (Emergency Services)

Fire Chief Anderson spoke to FD 04-2018 report and responded to questions from Council.

Resolution 2018-04-24-15

Moved By Councillor Hainer

Seconded By Councillor Osborne

THAT FD 04-2018 April Monthly Report (Emergency Services) be received for information.

CARRIED

8.5 Building and Development Services

8.5.1 DEV 16-2018 April Monthly Report (Building and Development)

Grant Brouwer spoke to DEV 16-2018 report and responded to questions from Council.

Resolution 2018-04-24-16

Moved By Councillor Craigmile

Seconded By Councillor Van Galen

THAT DEV 16-2018 April Monthly Report (Building and Development) be received for information.

CARRIED

8.5.2 DEV 17-2018 Old Water Tower Restoration

Grant Brouwer spoke to DEV 17-2018 report and responded to questions from Council.

Resolution 2018-04-24-17

Moved By Councillor Van Galen

Seconded By Councillor Hainer

THAT DEV 17-2018 Old Water Tower Restoration be received; and,

THAT the procurement for DEV 17-2018 Old Water Tower Restoration be awarded to Robertson Restoration for the procured price of \$134,337.08, inclusive of all taxes and

THAT, subject to the requirements of the procurement by-law, staff be authorized to approve any necessary contingencies during the restoration of the Old Water Tower project up to, but not exceeding, \$26,800.00; and

THAT By-Law 37-2018 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

8.5.3 DEV 18-2018 Town Hall and Library Window Restoration and Replacement

Grant Brouwer spoke to DEV 18-2018 report and responded to questions from Council.

Resolution 2018-04-24-18

Moved By Councillor Osborne

Seconded By Councillor Winter

THAT DEV 18-2018 Town Hall and Library Window Restoration and Replacement be received; and

THAT the procurement for Town Hall and Library Window Restoration and Replacement be awarded to IntegriBuild Construction Management Inc. for the procured price of \$503,232.03, inclusive of all taxes and contingencies; and

THAT, subject to the requirements of the procurement by-law, staff be authorized to approve any necessary contingencies during the restoration of the Town Hall and Library Window Restoration and Replacement project up to, but not exceeding, \$50,000.00; and

THAT By-Law 38-2018 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

8.6 Community Services

Council recessed at 8:00pm.

Mayor Strathdee called the meeting back to order at 8:07pm.

8.6.1 DCS 08- 2018 April Monthly Report (Community Services)

Stephanie Ische spoke to DCS 08-2018 report and responded to questions from Council.

Resolution 2018-04-24-19

Moved By Councillor Hainer

Seconded By Councillor Osborne

THAT DCS 08-2018 April Monthly Report (Community Services) be received for information.

CARRIED

8.6.2 DCS 07-2018 Lions Club in kind request

Stephanie Ische spoke to DCS 07-2018 report and responded to questions from Council.

Resolution 2018-04-24-20

Moved By Councillor Craigmile

Seconded By Councillor Hainer

THAT DCS 07-2018 Lions Club in kind request be received; and

THAT Council approve the Lions Club request to amend their Cadzow Park contribution agreement to include one free rental of the PRC 2/3 hall per year for 10 years; and

THAT By-law 44-2018, being a by-law to amend By-Law 101 of 2017, be approved.

CARRIED

8.7 Public Works

8.7.1 PW 20-2018 April Monthly Report (Public Works)

Jed Kelly spoke to PW 20-2018 report and responded to questions from Council.

Resolution 2018-04-24-21

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT PW 20-2018 April Monthly Report (Public Works) be received for information.

CARRIED

8.7.2 PW 22-2018 Award for RFT-PW-11-2018 Supply and Installation of Surface Treatment Roadways on Various Streets

Jed Kelly spoke to PW 22-2018 report and responded to questions from Council.

Resolution 2018-04-24-22

Moved By Councillor Van Galen

Seconded By Councillor Craigmile

THAT PW 22-2018 Award for RFT-PW-11-2018 Supply and Installation of Surface Treatment Roadways on Various Streets be received; and

THAT the procurement for the supply and installation of Surface Treatment roadways on various streets be awarded to MSO Construction Limited for the bid price of \$117,613.23, inclusive of all taxes and contingencies; and

THAT By-Law 40-2018 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

8.7.3 PW 23-2018 Award for RFT-PW-06-2018 Construction, Replacement, and Repairs of Sidewalk, Curb and Gutter on Various Streets

Jed Kelly spoke to PW 23-2018 report and responded to questions from Council.

Resolution 2018-04-24-23

Moved By Councillor Hainer

Seconded By Councillor Winter

THAT PW 23-2018 Award for RFT-PW-06-2018 Construction, Replacement, and Repairs of Sidewalk, Curb and Gutter on Various Streets be received; and

THAT the procurement for the construction, replacement and repairs of sidewalk, curb and gutter on various streets be awarded to 465929 Ontario Ltd. (Nicholson Concrete) for the bid price of \$165,251.20, inclusive of all taxes and contingencies; and

THAT By-Law 41-2018 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

8.7.4 PW 25-2018 Award for RFP-PW-05-2018 Supply and Delivery of One New Compact Tractor and Accessories

Jed Kelly spoke to PW 25-2018 report and responded to questions from Council.

Resolution 2018-04-24-24

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT PW 25-2018 Award for RFP-PW-05-2018 Supply and Delivery of One New Compact Tractor and Accessories be received; and

THAT the procurement for a new Kubota compact tractor and accessories be awarded to D&S Downham Equipment for the procured price of \$58,153.45, inclusive of all taxes and contingencies; and

THAT By-Law 42-2018 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

8.7.5 PW 26-2018 Service Club Sign Structures

Jed Kelly spoke to PW 26-2018 report and responded to questions from Council.

Resolution 2018-04-24-25

Moved By Councillor Craigmile

Seconded By Councillor Winter

THAT PW 26-2018 Service Club Sign Structures be received; and

THAT Council approve the construction and installation in the amount of \$27,669.18 to Signs Ontario Ltd.; and

THAT By-Law 43-2018 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

8.7.6 PW 27-2018 Service Club Sign Applications

Jed Kelly spoke to PW 27-2018 report and responded to questions from Council.

Resolution 2018-04-24-26

Moved By Councillor Hainer

Seconded By Councillor Van Galen

THAT PW 27-2018 Service Club Sign Applications be received;
and

THAT Council approve the Royal Canadian Legion Perth Regiment Veterans Branch 236's application to install a logo sign on each of the Service Club Sign structures; and

THAT Council approve the Lions Club St. Marys' application to install a logo sign on each of the Service Club Sign structures; and

THAT Council approve the Leo Club St. Marys' application to a install logo sign on each of the Service Club Sign structures; and

THAT Council approve the Order of the Eastern Star St. Marys Chapter #121's application to install a logo sign on each of the Service Club Sign structures; and

THAT Council approve the St. Marys Farmers' Market's application to install a logo signs on each of the Service Club Sign structures;
and

THAT Council approve the Rotary Club of St. Marys' application to install a logo sign on each of the Service Club Sign structures; and

THAT Council approve the St. Marys Kinsmen Club's application to install a logo sign on each of the Service Club Sign structures.

CARRIED

9. EMERGENT OR UNFINISHED BUSINESS

None raised.

10. NOTICES OF MOTION

None.

11. BY-LAWS

Resolution 2018-04-24-27

Moved By Councillor Osborne

Seconded By Councillor Craigmile

THAT By-Laws 37-2018 through 44-2018 be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

11.1 By-Law 37-2018 Authorize an Agreement with Robertson Restoration

11.2 By-Law 38-2018 Authorize an Agreement with Integribuild Construction Management Inc.

11.3 By-Law 39-2018 2018 BIA Levy

11.4 By-Law 40-2018 Authorize an Agreement with MSO Treatment Ltd.

11.5 By-Law 41-2018 Authorizing an Agreement with 465929 Ontario Ltd. (Nicholson Concrete)

11.6 By-Law 42-2018 Authorizing an Agreement with D&S Downham Equipment

11.7 By-Law 43-2018 Authorize an Agreement with Signs Ontario Ltd.

11.8 By-Law 44-2018 Amend 12-2018 Capital Contribution Agreement with St. Marys Lions Club

12. UPCOMING MEETINGS

Mayor Strathdee reviewed the upcoming meetings as presented on the agenda and reminded Council of the Strategic Priorities Committee meeting recently scheduled for May 28, 2018 at 9:00am.

13. CLOSED SESSION

None.

14. CONFIRMATORY BY-LAW

Resolution 2018-04-24-28

Moved By Councillor Craigmile

Seconded By Councillor Osborne

THAT By-Law 45-2018, being a by-law to confirm the proceedings of April 24, 2018 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

15. ADJOURNMENT

Resolution 2018-04-24-29

Moved By Councillor Van Galen

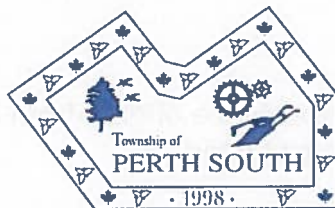
Seconded By Councillor Craigmile

THAT this regular meeting of Council adjourn at 8:45pm.

CARRIED

Al Strathdee, Mayor

Brent Kittmer, CAO / Clerk



Corporation of the Township of Perth South

3191 Road 122
St. Pauls, ON N0K 1V0
Telephone 519-271-0619
Fax 519-271-0647
lscott@perthsouth.ca

April 27, 2018

Town of St. Marys
175 Queen Street East
PO Box 998
St. Marys, ON
N4X 1B6

RE: Funding Assistance Request for Road 125

Mayor Stratthdee and Members of Council;

Thank you for your consideration of our March 5, 2018 request for Funding Assistance for Road 125 reconstruction and paving. At our regular meeting on April 3, 2018 your letter was received and discussed by the Mayor and Members of Perth South Council.

In response to your request for additional information we have provided the following:

St. Marys Q: What is the breakdown in the recorded 278 vehicles per day using the roadway based on municipality of origin:

Perth South A: This is unknown and would be difficult to determine without stopping road users on site.

St. Marys Q: What specific cost share, in dollars, is Perth South requesting from St. Marys?

Perth South A: There is no specific amount requested but we looking for a reasonable amount. The budget for the project is \$315,000.

St. Marys Q: Will Perth South continue with the planned paving of Road 125 if the Town of St. Marys decides not to share in the capital costs of the upgrades?

Perth South A: No decision has been made to date, however, budget constraints have returning this section of Road 125 to gravel still under consideration. A small offer of assistance may not be enough to affect our decision on whether to pave Road 125. It

April 27, 2018

Page | 2

should be noted that any funding assistance offered from St. Marys would only be accepted if the asphalt surface is maintained.

Perth South Council is hopeful that St. Marys Council will see the benefit of working together to allow this project to proceed for the use of all residents and businesses in the area. We look forward to further discussions on this project.

Regards,

A handwritten signature in black ink, appearing to read 'Lizet Scott', with a stylized flourish at the end.

Lizet Scott
Clerk



April 27, 2018

Brent Kittmer,
Chief Administrative Officer,
Town of St. Marys
bkittmer@town.stmarys.on.ca

Dear Brent:

Re: Invitation to Elected Municipal Representatives in Huron and Perth Counties

Trustees of the Avon Maitland District School Board continue to recognize the value of informal meetings with other elected officials throughout the district. The Secretary of the Board each year invites elected municipal representatives in Huron and Perth counties to meet informally with school trustees to discuss matters of mutual interest.

Accordingly, you are invited to send representation from the Town of St. Marys to meet with trustees of the Avon Maitland District School Board at 1:00 pm on Tuesday, May 29, 2018 in the Maitland Room at the Education Centre, 62 Chalk St. N, Seaforth.

Additionally, if you would like to have topics on the agenda, please provide that information with your response.

Following this meeting, at 2:00 pm we will be holding our annual meeting with our community partners where we discuss our existing and potential future facility partnerships. You may send an additional person to this meeting if you wish.

Please inform Cris Reed with the Director's Office at 519-527-0111 or 1-800-592-5437 ext. 152, or by email to cheryl.reed@ed.amdsb.ca by Tuesday, May 22, 2018 of who will be representing your municipal government.

Sincerely,

Dr. Lisa Walsh
Director of Education and
Secretary of the Board

FORMAL REPORT

To:	Mayor Stratthdee and Members of Council
Prepared by:	Brent Kittmer, CAO/Clerk
Date of Meeting:	8 May 2018
Subject:	CAO 15-2018 Main Street funding Agreement

PURPOSE

The purpose of this staff report is to facilitate Council's approval of the Main Street funding agreement, and determine to which projects the funding will be directed.

RECOMMENDATION

THAT CAO 15-2018 regarding the Main Street Funding agreement with AMO be received; and

THAT Council approves By-law 48-2018 which authorizes a Main Street Funding transfer agreement in the amount of \$44,072.5302 between the Town of St. Marys and the Association of Municipalities of Ontario; and

THAT Council distributes the Main Street Funding to the following projects:

-

BACKGROUND

On January 23, 2018 the Minister of OMAFRA and Small Business announced the Main Street Revitalization Initiative, the government's approach to the distribution of \$26 million support for Ontario's main streets / downtown areas and their business communities. All single and lower tier municipal governments (except Toronto) are receiving funding that will enhance and revitalize downtowns and main street areas.

The Association of Municipalities of Ontario (AMO) has signed an agreement with the Province to administer and distribute the funding to municipalities (except for the City of Toronto). Funding will follow a model similar to the Federal Gas Tax Fund, and there is no application process. Each municipality is provided a one-time payment of funding. The funding allocation for the Town of St. Marys is \$44,072.53

To accept the funding, the Town will need a by-law authorizing the funding agreement with AMO (see attached in by-law section of agenda). In addition, the Town will need to identify the program category, the project(s), anticipated results and estimated cost when Council deals with the agreement by-law. This information is to be provided to AMO with the signed funding agreement.

REPORT

The purpose of this staff report is to facilitate Council's approval of the Main Street funding agreement, and to determine which projects will be funded.

The Town is able to claim any costs which have been incurred after April 1, 2018 on an eligible project. The length of the funding agreement is through to March 31, 2020.

Projects are only eligible if they are located in the Town's main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy. The agreement sets out the types of projects which are eligible for funding, with the criteria listed below.

Eligible Projects

- 1. Community Improvement Plan** – Costs directly and reasonably incurred by the Recipient for construction, renewal, renovation or redevelopment or material enhancement activities funded under existing Community Improvement Plan financial incentive programs. This includes:
 - a. Commercial building façade improvements
 - b. Preservation and adaptive reuse of heritage and industrial buildings
 - c. Provision of affordable housing
 - d. Space conversion for residential and commercial uses
 - e. Structural improvements to buildings (e.g. Building Code upgrades)
 - f. Improvement of community energy efficiency
 - g. Accessibility enhancements
- 2. Other Municipal Land Use Planning Policy** – Activities funded under the Municipal Physical Infrastructure category, including projects in downtown or main street areas that will support the role of small businesses in main street areas. This includes construction, renewal, renovation or redevelopment or material enhancement activities that implement priority financial incentives in existing Community Improvement Plans such as:
 - a. Signage – wayfinding/directional, and gateway.
 - b. Streetscaping and landscape improvements – lighting, banners, murals, street furniture, interpretive elements, public art, urban forestation, accessibility, telecommunications/broadband equipment, parking, active transportation infrastructure (e.g. bike racks/storage, cycling lanes and paths) and pedestrian walkways/trails.
 - c. Marketing plan implementation – business attraction and promotion activities, special events.

When reviewing existing Town approved programs and projects, the following list of currently eligible programs/projects includes:

Under Stream #1

- Façade Improvement Program and Designated Heritage Property Grant programs (if located on Queen Street or in the Core Commercial District) - \$40,000 is included in the 2018 approved budget for these programs.
- Heritage Tax Rebate Program (if located on Queen Street or in the Core Commercial District) - \$25,000 is included in the 2018 approved budget for these programs.
- Town Hall Window Replacement Project – this project would qualify as an improvement of community energy efficiency.

Under Stream #2

- Town wayfinding signage strategy and plan – budget of \$35,000 with 50% funding, or \$17,500, from the Rural Economic Development program. The AMO funding agreement restricts the Town from stacking funding contributions beyond 50% of the total costs. Because the RED grant already funds this project at 50% Main Street funding cannot be used.
- Downtown Bike Parking Area – 2018 approved capital project with a budget of \$10,000.

- Town Heritage Festival and Car Show – as approved in the 2018 operating budget at \$13,700 for these two events.
- River Rock Festival – 2018 approved community grant of \$10,000 (if this option was chosen the Town would need to directly fund the costs that Main Street funding is used to offset. This is required to be in compliance with the funding agreement as the organizer is not an eligible recipient for funding transfer).
- Proposed Public Art Program – in the fall of 2017 the BIA requested that the Town consider a public art program. Council considered a report from staff that provided information to Council on how these programs are typically administered by municipalities (i.e. directly, and indirectly through a BIA).

At the September 12, 2017 meeting Council passed the following resolution:

Resolution 2017-09-12-08

THAT COR 34-2017 Public Art Program report be received for information; and,

THAT Council supports a Public Art Program; and,

THAT a Committee of Council be struck to implement and oversee this program; and,

THAT staff report back on a Terms of Reference for the committee.

It was staff's intent to bring forward the terms of reference for the Public Art Committee in the fall of 2018 along with the broader review of all advisory committees that has been directed by Council.

The St. Marys BIA prefers to see work on the public art project proceed in 2018. The planned scope of work is up to 5 murals on different buildings. The BIA has taken the initiative to develop a committee to provide assistance on this project. The members include: Carey Pop (Council/BIA), Andrea Macko (public/staff), Dan Schneider (HCD Committee), Cathy Forster (EDAC), Maggie Richardson (youth), Paul King (Heritage St. Marys), and Janis Fread (Heritage St. Marys). In addition, each building owner where a mural is planned will be included in the committee.

The BIA met on April 9, 2018 and has recommended that Council allocate some, or all, of the Main Street funding be allocated to this project. The following resolution was passed by the BIA:

THAT a request be made for partial funds from the Town's Main Street Revitalization Initiative Grant be used to partner with the BIA's public art initiative.

The BIA has confirmed that their request is for Council to allocate \$20,000 of the Main Street funding received to this project. If this option was chosen the Town would need to directly fund the costs that Main Street funding is used to offset. This is required to be in compliance with the funding agreement as the BIA is not an eligible recipient for funding transfer.

SUMMARY

The purpose of this staff report is to facilitate Council's decision on which projects will be identified to receive Main Street Funding. The Town is fortunate that a number of existing programs and projects exists, meaning that the funding can be used as a source to fund approved 2018 costs. Council has also received a recommendation from the BIA to direct some of the Main Street funding to the proposed public art program.

FINANCIAL IMPLICATIONS

The Town will be provided a one-time payment of funding upon signing the Main Street funding agreement. The funding allocation for the Town of St. Marys is \$44,072.53

STRATEGIC PLAN

- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
- Pillar #2 Communications and Marketing
 - **Priority:** Community Events Promotion - Actively promoting existing cultural/community events while seeking to establish new or re-branded signature events (such as festivals) may result in broader audiences and increase the appeal of the Town.
 - **Priority:** Wayfinding and Identity - A comprehensive approach to identity promotion - including wayfinding - will help St Marys in terms of both promoting itself as a destination to the outside world (tourism and attracting new residents), and supporting a sense of common community with current residents.
- Pillar #4 Culture and Recreation, (position culture as an economic driver)
 - **Priority:** Downtown Revitalization Plan –The downtown should be perceived as a safe, central, and culturally vibrant gathering area. Ultimately, the transition will be to transform St Marys from a HERITAGE to a CULTURAL experience...
 - Tactics:
 - Make the downtown pedestrian-friendly through streetscape design.
 - Offer incentives to new businesses to occupy vacant storefronts.
 - Create the winning conditions to attract cultural/commercial enterprises into the core.
 - Investigate options for incentivizing or enforcing standards for heritage properties after the review of the HCDP.
 - Investigate the idea of providing allowances for accessibility changes to buildings under the Community Improvement Program (CIP).
 - Transform alleyways into art/craft vendor areas.
 - Investigate prospect of turning second storey downtown space into rentals or studios (see Housing pillar).
 - **Priority:** Emphasize Culture as a Key Economic Driver for the Community
 - Tactics:
 - Provide an attractive and well-functioning streetscape in the downtown core.
 - Leverage the downtown architecture, in particular the alleyways, to enhance the cultural experience in the downtown core.
 - Ensure that marketing and promotion remains a key driver in future economic development strategies.

OTHERS CONSULTED

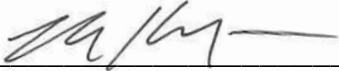
Senior Staff

ATTACHMENTS

1. Main Street Funding agreement

REVIEWED BY

Recommended by the CAO

A handwritten signature in black ink, appearing to read "BK", followed by a horizontal line.

Brent Kittmer
CAO / Clerk

MUNICIPAL FUNDING AGREEMENT

ONTARIO'S MAIN STREET REVITALIZATION INITIATIVE

This Agreement made as of 1st day of April, 2018.

BETWEEN:

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

(referred to herein as "AMO")

AND:

THE TOWN OF ST. MARYS

(a municipal corporation pursuant to the Municipal Act, 2001, referred to herein as the "Recipient")

WHEREAS the Province of Ontario is making \$26 million available for allocation for the purposes of supporting municipal Main Street Revitalization Initiatives in Ontario;

WHEREAS the Province of Ontario, Ontario municipalities as represented by AMO are signatories to Ontario's Main Street Revitalization Initiative Transfer Payment Agreement on March 12, 2018 (the "OMAFRA-AMO Agreement"), whereby AMO agreed to administer Main Street Revitalization funds made available to all Ontario municipalities, excluding Toronto;

WHEREAS the OMAFRA-AMO Transfer Payment Agreement contains a framework for the transfer of provincial funds to Ontario lower-tier and single-tier municipalities represented by AMO;

WHEREAS the Recipient wishes to enter into this Agreement in order to participate in Ontario's Main Street Revitalization Initiative;

WHEREAS AMO is carrying out the fund administration in accordance with its obligations set out in the OMAFRA-AMO Agreement and it will accordingly undertake certain activities and require Recipients to undertake activities as set out in this Agreement.

THEREFORE the Parties agree as follows:

1. DEFINITIONS AND INTERPRETATION

- 1.1 **Definitions.** When used in this Agreement (including the cover and execution pages and all of the schedules), the following terms shall have the meanings ascribed to them below unless the subject matter or context is inconsistent therewith:

“Agreement” means this Agreement, including the cover and execution pages and all of the schedules hereto, and all amendments made hereto in accordance with the provisions hereof.

“Annual Report” means the duly completed report to be prepared and delivered to AMO as described in Section 7.2 and Section 2 of Schedule D.

“Association of Municipalities of Ontario (AMO)” means a legally incorporated entity under the Corporations Act, 1990 R.S.O. 1990, Chapter c.38.

“Communication Report” means the duly completed report to be prepared and delivered to AMO as described in Section 7.1 and Section 1 of Schedule D.

“Community Improvement Plan” has the meaning as defined under section 28(1) of the Planning Act, R.S.O. 1990, c. P.13.

“Contract” means an agreement between the Recipient and a Third Party whereby the latter agrees to supply a product or service to an Eligible Project in return for financial consideration.

“Effective Date” is April 1, 2018.

“Eligible Costs” means those expenditures described as eligible in Schedule C.

“Eligible Projects” means projects as described in Schedule B.

“Eligible Recipient” means a

- a. Municipality or its agent (including its wholly owned corporation); and
- b. Non-municipal entity, including for profit, non-governmental and not-for profit organizations, on the condition that the Municipality(ies) has (have) indicated support for the Eligible Project through a formal grant agreement between the Municipality and the non-municipal entity.

“Event of Default” has the meaning given to it in Section 11.1 of this Agreement.

“Funds” mean the Funds made available to the Recipient through the Main Street Revitalization Initiative, a program established by the Government of Ontario. Funds are made available pursuant to this Agreement and includes any interest earned on the said Funds. For greater certainty: (i) Funds transferred to another Municipality in accordance with Section 6.2 of this Agreement, other than as set out in Sections 7.1(a), (c) and (f), are to be treated as Funds by the Municipality to which the Funds are transferred and are not to be treated as Funds by the Recipient; and (ii) any Funds transferred to a non-municipal entity in accordance with Section 6.3 of this Agreement shall remain as Funds under this Agreement for all purposes and the Recipient shall continue to be bound by all provisions of this Agreement with respect to such transferred Funds.

“Ineligible Costs” means those expenditures described as ineligible in Schedule C.

“Lower-tier Municipality” means a Municipality that forms part of an Upper-tier Municipality for municipal purposes, as defined under the Municipal Act, 2001 S.O. 2001, c.25.

“Municipal Fiscal Year” means the period beginning January 1st of a year and ending December 31st of the same year.

“Municipality” and “Municipalities” means every municipality as defined under the Municipal Act, 2001 S.O. 2001 c.25.

“Municipal Physical Infrastructure” means municipal or regional, publicly or privately owned, tangible capital assets primarily for public use or benefit in Ontario.

“Ontario” means Her Majesty in Right of Ontario, as represented by the Minister of Agriculture, Food and Rural Affairs.

“Parties” means AMO and the Recipient.

“Project Completion Date” means the Recipient must complete its Project under this Agreement by March 31, 2020.

“Recipient” has the meaning given to it on the first page of this Agreement.

“Results Report” means the report prepared and delivered to AMO by the Recipient by which reports on how Funds are supporting progress towards achieving the program objective, more specifically described in Section 3 of Schedule D.

“Single-tier Municipality” means a municipality, other than an upper-tier municipality, that does not form part of an upper-tier municipality for municipal purposes as defined under the Municipal Act, 2001, S.O. 2001 c. 25.

“Third Party” means any person or legal entity, other than the Parties to this Agreement who participates in the implementation of an Eligible Project by means of a Contract.

“Transfer By-law” means a by-law passed by Council of the Recipient pursuant to Section 6.2 and delivered to AMO in accordance with that section.

“Unspent Funds” means the amount reported as unspent by the Recipient as of December 31, as submitted in the Recipient’s Annual Report.

1.2 Interpretations:

Herein, etc. The words “herein”, “hereof” and “hereunder” and other words of similar import refer to this Agreement as a whole and not any particular schedule, article, section, paragraph or other subdivision of this Agreement.

Currency. Any reference to currency is to Canadian currency and any amount advanced, paid or calculated is to be advanced, paid or calculated in Canadian currency.

Statutes. Any reference to a federal or provincial statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplementing or superseding such statute or regulations.

Gender, singular, etc. Words importing the masculine gender include the feminine or neuter gender and words in the singular include the plural, and vice versa.

2. TERM OF AGREEMENT

- 2.1 **Term.** Subject to any extension or termination of this Agreement or the survival of any of the provisions of this Agreement pursuant to the provisions contained herein, this Agreement shall be in effect from the date set out on the first page of this Agreement, up to and including March 31, 2020.
- 2.2 **Amendment.** This Agreement may be amended at any time in writing as agreed to by AMO and the Recipient.
- 2.3 **Notice.** Any of the Parties may terminate this Agreement on written notice.

3. RECIPIENT REQUIREMENTS

- 3.1 **Communications.** The Recipient will comply with all requirements outlined, including providing upfront project information on an annual basis, or until all Funds are expended for communications purposes in the form described in Section 7.1 and Section 1 of Schedule D.
 - a) Unless otherwise directed by Ontario, the Recipient will acknowledge the support of Ontario for Eligible Projects in the following manner: "The Project is funded [if it is partly funded the Recipient should use "in part"] by the Ontario Ministry of Agriculture, Food and Rural Affairs."
 - b) The Recipient shall notify Ontario within five (5) business days of planned media events or announcements related to the Project, organized by the Recipient to facilitate the attendance of Ontario. Media events and announcements include, but are not limited to, news conferences, public announcements, official events or ceremonies, and news releases.
- 3.2 **Contracts.** The Recipient will award and manage all Contracts in accordance with its relevant policies and procedures and, if applicable, in accordance with the Canadian Free Trade Agreement and applicable international trade agreements, and all other applicable laws.
 - a) The Recipient will ensure any of its Contracts for the supply of services or materials to implement its responsibilities under this Agreement will be

awarded in a way that is transparent, competitive, consistent with value for money principles and pursuant to its adopted procurement policy.

4. ELIGIBLE PROJECTS

- 4.1 **Eligible Projects.** Costs directly and reasonably incurred by the Recipient for construction, renewal, renovation or redevelopment or material enhancement activities funded under existing Community Improvement Plan financial incentive programs or activities funded under the Municipal Physical Infrastructure category, including projects in downtown or main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy that will support the role of small businesses in main street areas as more specifically described in Schedule B and Schedule C
- 4.2 **Recipient Fully Responsible.** The Recipient is fully responsible for the completion of each Eligible Project in accordance with Schedule B and Schedule C.

5. ELIGIBLE COSTS

- 5.1 **Eligible Costs.** Schedule C sets out specific requirements for Eligible and Ineligible Costs.
- 5.2 **Discretion of Ontario.** Subject to Section 5.1, the eligibility of any items not listed in Schedule B and/or Schedule C to this Agreement is solely at the discretion of Ontario.
- 5.3 **Unspent Funds.** Any Unspent Funds, and any interest earned thereon, will be subject to the terms and conditions of this Agreement.
- 5.4 **Reasonable Access.** The Recipient shall allow AMO and Ontario reasonable and timely access to all documentation, records and accounts and those of their respective agents or Third Parties related to the receipt, deposit and use of Funds and Unspent Funds, and any interest earned thereon, and all other relevant information and documentation requested by AMO or Ontario or their respective designated representatives for the purposes of audit, evaluation, and ensuring compliance with this Agreement.
- 5.5 **Retention of Receipts.** The Recipient will keep proper and accurate accounts and records of all Eligible Projects including invoices and receipts for Eligible Expenditures in accordance with the Recipient's municipal records retention by-law and, upon reasonable notice, make them available to AMO and Ontario.

6. FUNDS

- 6.1 **Allocation of Funds.** AMO will allocate and transfer Funds on the basis of the formula determined by Ontario.
- 6.2 **Transfer of Funds to a Municipality.** Where a Recipient decides to allocate and transfer Funds to another Municipality (the "Transferee Municipality"):

- a) The allocation and transfer shall be authorized by by-law (a "Transfer By-law"). The Transfer By-law shall be passed by the Recipient's council and submitted to AMO as soon thereafter as practicable. The Transfer By-law shall identify the Transferee Municipality and the amount of Funds the Transferee Municipality is to receive for the Municipal Fiscal Year specified in the Transfer By-law.
- b) The Recipient is still required to submit an Annual Report in accordance with Sections 7.1 (a), (c) and (f) hereof with respect to the Funds transferred.
- c) No transfer of Funds pursuant to this Section 6.2 shall be effected unless and until the Transferee Municipality has either (i) entered into an agreement with AMO on substantially the same terms as this Agreement, or (ii) has executed and delivered to AMO a written undertaking to assume all of the Recipient's obligations under this Agreement with respect to the Funds transferred; in a form satisfactory to AMO.

6.3 Transfer of Funds to a non-municipal entity. Where a Recipient decides to support an Eligible Project undertaken by an Eligible Recipient that is not a Municipality:

- a) The provision of such support shall be authorized by a grant agreement between the Municipality and the Eligible Recipient in support of a Community Improvement Plan. The grant agreement shall identify the Eligible Recipient, and the amount of Funds the Eligible Recipient is to receive for that Eligible Project.
- b) The Recipient shall continue to be bound by all of the provisions of this Agreement notwithstanding any such transfer including the submission of an Annual Report in accordance with Section 7.2.
- c) No transfer of Funds pursuant to this Section 6.3 shall be effected unless and until the non-municipal entity receiving the Funds has executed and delivered to the Municipality the grant agreement.

6.4 Use of Funds. The Recipient acknowledges and agrees the Funds are intended for and shall be used only for Eligible Expenditures in respect of Eligible Projects.

6.5 Payout of Funds. The Recipient agrees that all Funds will be transferred by AMO to the Recipient upon full execution of this Agreement.

6.6 Use of Funds. The Recipient will deposit the Funds in a dedicated reserve fund or other separate distinct interest bearing account and shall retain the Funds in such reserve fund, or account until the Funds are expended or transferred in accordance with this Agreement. The Recipient shall ensure that:

- a) any investment of unexpended Funds will be in accordance with Ontario law and the Recipient's investment policy; and,

- b) any interest earned on Funds will only be applied to Eligible Costs for Eligible Projects, more specifically on the basis set out in Schedule B and Schedule C.
- 6.7 **Funds advanced.** Funds transferred by AMO to the Recipient shall be expended by the Recipient in respect of Eligible Costs. AMO reserves the right to declare that Unspent Funds after March 31, 2020 become a debt to Ontario which the Recipient will reimburse forthwith on demand to AMO for transmission to Ontario.
- 6.8 **Expenditure of Funds.** The Recipient shall expend all Funds by March 31, 2020.
- 6.9 **GST & HST.** The use of Funds is based on the net amount of goods and services tax or harmonized sales tax to be paid by the Recipient net of any applicable tax rebates.
- 6.10 **Limit on Ontario's Financial Commitments.** The Recipient may use Funds to pay up to one hundred percent (100%) of Eligible Expenditures of an Eligible Project.
- 6.11 **Stacking.** If the Recipient is receiving funds under other programs in respect of an Eligible Project to which the Recipient wishes to apply Funds, the maximum contribution limitation set out in any other program agreement made in respect of that Eligible Project shall continue to apply.
- 6.12 **Insufficient funds provided by Ontario.** If Ontario does not provide sufficient funds to AMO for this Agreement, AMO may terminate this Agreement.

7. REPORTING REQUIREMENTS

- 7.1 **Communication Report.** Immediately upon execution of this Agreement the Recipient shall report to AMO any Eligible Project being undertaken in the current Municipal Fiscal Year in the form described in Schedule D.
- 7.2 **Annual Report.** The Recipient shall report in the form in Schedule D due by May 15th following the Municipal Fiscal Year on:
 - a) the amounts received from AMO under this Agreement;
 - b) the amounts received from another Eligible Recipient;
 - c) the amounts transferred to another Eligible Recipient;
 - d) amounts paid by the Recipient in aggregate for Eligible Projects;
 - e) amounts held at year end by the Recipient in aggregate, including interest, to pay for Eligible Projects;
 - f) indicate in a narrative the progress that the Recipient has made in meeting its commitments and contributions; and,

- g) a listing of all Eligible Projects that have been funded, indicating the Eligible Project category, project description, amount of Funds, total project cost, start date, end date and completion status.

7.3 **Results Report.** The Recipient shall account in writing for results achieved by the Funds through a Results Report to be submitted to AMO. Specifically the Results Report shall document performance measures achieved through the investments in Eligible Projects in the form described in Section 3 of Schedule D.

8. RECORDS AND AUDIT

8.1 **Accounting Principles.** All accounting terms not otherwise defined herein have the meanings assigned to them; all calculations will be made and all financial data to be submitted will be prepared in accordance with generally accepted accounting principles (GAAP) in effect in Ontario. GAAP will include, without limitation, those principles approved or recommended for local governments from time to time by the Public Sector Accounting Board or the Canadian Institute of Chartered Accountants or any successor institute, applied on a consistent basis.

8.2 **Separate Records.** The Recipient shall maintain separate records and documentation for the Funds and keep all records including invoices, statements, receipts and vouchers in respect of Funds expended on Eligible Projects in accordance with the Recipient's municipal records retention by-law. Upon reasonable notice, the Recipient shall submit all records and documentation relating to the Funds to AMO and Ontario for inspection or audit.

8.3 **External Auditor.** AMO and/or Ontario may request, upon written notification, an audit of Eligible Project or an Annual Report. AMO shall retain an external auditor to carry out an audit of the material referred to in Sections 5.4 and 5.5 of this Agreement. AMO shall ensure that any auditor who conducts an audit pursuant to this Section of this Agreement or otherwise, provides a copy of the audit report to the Recipient and Ontario at the same time that the audit report is given to AMO.

9. INSURANCE AND INDEMNITY

9.1 **Insurance.** The Recipient shall put in effect and maintain in full force and effect or cause to be put into effect and maintained for the term of this Agreement all the necessary insurance with respect to each Eligible Project, including any Eligible Projects with respect to which the Recipient has transferred Funds pursuant to Section 6 of this Agreement, that would be considered appropriate for a prudent Municipality undertaking Eligible Projects, including, where appropriate and without limitation, property, construction and liability insurance, which insurance coverage shall identify Ontario and AMO as additional insureds for the purposes of the Eligible Projects.

9.2 **Certificates of Insurance.** Throughout the term of this Agreement, the Recipient shall provide AMO with a valid certificate of insurance that confirms compliance with the requirements of Section 9.1. No Funds shall be expended

or transferred pursuant to this Agreement until such certificate has been delivered to AMO.

9.3 **AMO not liable.** In no event shall Ontario or AMO be liable for:

- (a) any bodily injury, death or property damages to the Recipient, its employees, agents or consultants or for any claim, demand or action by any Third Party against the Recipient, its employees, agents or consultants, arising out of or in any way related to this Agreement; or
- (b) any incidental, indirect, special or consequential damages, or any loss of use, revenue or profit to the Recipient, its employees, agents or consultants arising out of any or in any way related to this Agreement.

9.4 **Recipient to Compensate Ontario.** The Recipient will ensure that it will not, at any time, hold Ontario, its officers, servants, employees or agents responsible for any claims or losses of any kind that the Recipient, Third Parties or any other person or entity may suffer in relation to any matter related to the Funds or an Eligible Project and that the Recipient will, at all times, compensate Ontario, its officers, servants, employees and agents for any claims or losses of any kind that any of them may suffer in relation to any matter related to the Funds or an Eligible Project. The Recipient's obligation to compensate as set out in this section does not apply to the extent to which such claims or losses relate to the negligence of an officer, servant, employee, or agent of Ontario in the performance of his or her duties.

9.5 **Recipient to Indemnify AMO.** The Recipient hereby agrees to indemnify and hold harmless AMO, its officers, servants, employees or agents (each of which is called an "Indemnatee"), from and against all claims, losses, damages, liabilities and related expenses including the fees, charges and disbursements of any counsel for any Indemnatee incurred by any Indemnatee or asserted against any Indemnatee by whomsoever brought or prosecuted in any manner based upon, or occasioned by, any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from:

- (a) the Funds;
- (b) the Recipient's Eligible Projects, including the design, construction, operation, maintenance and repair of any part or all of the Eligible Projects;
- (c) the performance of this Agreement or the breach of any term or condition of this Agreement by the Recipient, its officers, servants, employees and agents, or by a Third Party, its officers, servants, employees, or agents; and
- (d) any omission or other wilful or negligent act of the Recipient or Third Party and their respective officers, servants, employees or agents.

10. DISPOSAL

10.1 **Disposal.** The Recipient will not, without Ontario's prior written consent, sell, lease or otherwise dispose of any asset purchased or created with the Funds or

for which Funds were provided, the cost of which exceed \$50,000 at the time of sale, lease or disposal prior to March 31, 2021.

11. DEFAULT AND TERMINATION

- 11.1 **Event of Default.** AMO may declare in writing that an event of default has occurred when the Recipient has not complied with any condition, undertaking or term in this Agreement. AMO will not declare in writing that an event of default has occurred unless it has first consulted with the Recipient. Each and every one of the following events is an “Event of Default”:
- (a) failure by the Recipient to deliver in a timely manner an Annual Report or Results Report.
 - (b) delivery of an Annual Report that discloses non-compliance with any condition, undertaking or material term in this Agreement.
 - (c) failure by the Recipient to co-operate in an external audit undertaken by AMO or its agents.
 - (d) delivery of an external audit report that discloses non-compliance with any condition, undertaking or term in this Agreement.
 - (e) failure by the Recipient to expend Funds in accordance with Sections 4.1 and 6.8.
- 11.2 **Waiver.** AMO may withdraw its notice of an Event of Default if the Recipient, within thirty (30) calendar days of receipt of the notice, either corrects the default or demonstrates, to the satisfaction of AMO in its sole discretion that it has taken such steps as are necessary to correct the default.
- 11.3 **Remedies on default.** If AMO declares that an Event of Default has occurred under Section 11.1, after thirty (30) calendar days from the Recipient’s receipt of the notice of an Event of Default, it may immediately terminate this Agreement.
- 11.4 **Repayment of Funds.** If AMO declares that an Event of Default has not been cured to its satisfaction, AMO reserves the right to declare that prior payments of Funds become a debt to Ontario which the Recipient will reimburse forthwith on demand to AMO for transmission to Ontario.

12. CONFLICT OF INTEREST

- 12.1 **No conflict of interest.** The Recipient will ensure that no current member of the AMO Board of Directors and no current or former public servant or office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Ontario applies will derive direct benefit from the Funds, the Unspent Funds, and interest earned thereon, unless the provision of receipt of such benefits is in compliance with such legislation, guidelines, policies or codes.

13. NOTICE

13.1 **Notice.** Any notice, information or document provided for under this Agreement will be effectively given if in writing and if delivered by hand, or overnight courier, mailed, postage or other charges prepaid, or sent by facsimile or email to the addresses, the facsimile numbers or email addresses set out in Section 13.3. Any notice that is sent by hand or overnight courier service shall be deemed to have been given when received; any notice mailed shall be deemed to have been received on the eighth (8) calendar day following the day on which it was mailed; any notice sent by facsimile shall be deemed to have been given when sent; any notice sent by email shall be deemed to have been received on the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return email or other written acknowledgment), provided that in the case of a notice sent by facsimile or email, if it is not given on a business day before 4:30 p.m. Eastern Standard Time, it shall be deemed to have been given at 8:30 a.m. on the next business day for the recipient.

13.2 **Representatives.** The individuals identified in Section 13.3 of this Agreement, in the first instance, act as AMO's or the Recipient's, as the case may be, representative for the purpose of implementing this Agreement.

13.3 **Addresses for Notice.** Further to Section 13.1 of this Agreement, notice can be given at the following addresses:

a) If to AMO:

Executive Director
Main Streets Agreement
Association of Municipalities of Ontario 200 University Avenue, Suite 801
Toronto, ON M5H 3C6

Telephone: 416-971-9856
Email: mainstreets@amo.on.ca

b) If to the Recipient:

Director, Finance/Treasurer
Jim Brown
TOWN OF ST. MARYS
PO Box 998, 175 Queen St. E.
St. Marys, ON N4X 1B6
(519) 284-2340 x217
jbrown@town.stmarys.on.ca

14. MISCELLANEOUS

14.1 **Counterpart Signature.** This Agreement may be signed in counterpart, and the signed copies will, when attached, constitute an original Agreement.

14.2 **Severability.** If for any reason a provision of this Agreement that is not a fundamental term is found to be or becomes invalid or unenforceable, in whole or in part, it will be deemed to be severable and will be deleted from this

Agreement, but all the other terms and conditions of this Agreement will continue to be valid and enforceable.

- 14.3 **Waiver.** AMO may waive any right in this Agreement only in writing, and any tolerance or indulgence demonstrated by AMO will not constitute waiver of rights in this Agreement. Unless a waiver is executed in writing, AMO will be entitled to seek any remedy that it may have under this Agreement or under the law.
- 14.4 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.
- 14.5 **Survival.** The Recipient agrees that the following sections and provisions of this Agreement shall extend for seven (7) years beyond the expiration or termination of this Agreement: Sections 5, 6.7, 6.8, 7, 9.4, 9.5, 11.4 and 14.8.
- 14.6 **AMO, Ontario and Recipient independent.** The Recipient will ensure its actions do not establish or will not be deemed to establish a partnership, joint venture, principal-agent relationship or employer-employee relationship in any way or for any purpose whatsoever between Ontario and the Recipient, between AMO and the Recipient, between Ontario and a Third Party or between AMO and a Third Party.
- 14.7 **No Authority to Represent.** The Recipient will ensure that it does not represent itself, including in any agreement with a Third Party, as a partner, employee or agent of Ontario or AMO.
- 14.8 **Debts Due to AMO.** Any amount owed under this Agreement will constitute a debt due to AMO, which the Recipient will reimburse forthwith, on demand, to AMO.
- 14.9 **Priority.** In the event of a conflict, the part of this Agreement that precedes the signature of the Parties will take precedence over the Schedules.

15. SCHEDULES

- 15.1 This Agreement, including:
- Schedule A Municipal Allocation
 - Schedule B Eligible Projects
 - Schedule C Eligible and Ineligible Costs
 - Schedule D Reporting

constitute the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersedes all prior oral or written representations and agreements.

16. SIGNATURES

IN WITNESS WHEREOF, AMO and the Recipient have respectively executed, sealed and delivered this Agreement on the date set out on the front page.

RECIPIENT'S NAME:

TOWN OF ST. MARYS

Mayor Name

Signature

Clerk Name

Signature

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

By Title

Signature

In the presence of:

Witness Title

Signature

**SCHEDULE A
MUNICIPAL ALLOCATION**

RECIPIENT'S NAME: **TOWN OF ST. MARYS**

ALLOCATION: **\$44072.5302**

The Recipient acknowledges this is a one time payment for Eligible Projects with Eligible Costs.

SCHEDULE B

ELIGIBLE PROJECTS

Funding is to be directed to Eligible Projects to support revitalization activities within main street areas, as defined through an existing Community Improvement Plan or any other municipal land use planning policy. Funding can be used in one or both of the following categories:

- 1. Community Improvement Plan** – construction, renewal, renovation or redevelopment or material enhancement activities that implement priority financial incentives in existing Community Improvement Plans such as:
 - a. Commercial building façade improvements
 - b. Preservation and adaptive reuse of heritage and industrial buildings
 - c. Provision of affordable housing
 - d. Space conversion for residential and commercial uses
 - e. Structural improvements to buildings (e.g. Building Code upgrades)
 - f. Improvement of community energy efficiency
 - g. Accessibility enhancements
- 2. Other Municipal Land Use Planning Policy** – construction, renewal or material enhancement activities to fund strategic Municipal Physical Infrastructure and promotional projects such as:
 - a. Signage – wayfinding/directional, and gateway.
 - b. Streetscaping and landscape improvements – lighting, banners, murals, street furniture, interpretive elements, public art, urban forestation, accessibility, telecommunications/broadband equipment, parking, active transportation infrastructure (e.g. bike racks/storage, cycling lanes and paths) and pedestrian walkways/trails.
 - c. Marketing plan implementation – business attraction and promotion activities, special events.

SCHEDULE C

ELIGIBLE AND INELIGIBLE COSTS

1. Eligible Costs include:

- a. Costs directly and reasonably incurred on or after April 1, 2018 up to and including the Project Completion Date by the Recipient for construction, renewal, renovation or redevelopment or material enhancement activities funded under existing Community Improvement Plan financial incentive programs.
- b. Costs directly and reasonably incurred on or after April 1, 2018 up to and including the Project Completion Date by the Recipient for construction, renewal or material enhancement activities funded under the Municipal Physical Infrastructure category including projects in downtown or main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy that will support the success of small businesses in main street areas.

2. Ineligible Costs include:

- a. Costs incurred prior to Effective Date or after the Project Completion Date;
- b. Any costs associated with providing the Annual and Results Reports to AMO;
- c. Any costs associated with lobbying Ontario, including other Ministries, agencies and organizations of the Government of Ontario;
- d. Costs associated with construction, renewal, renovation or redevelopment or material enhancement of all things in the following categories: highways, short-sea shipping, short-line rail, regional or local airports, and brownfield redevelopment;
- e. Costs of infrastructure construction, renewal, renovation or redevelopment or material enhancement that do not improve energy efficiency, accessibility, aesthetics or marketability of small businesses within an Recipient's main street areas; or that do not encourage strategic public investments in municipal and other public infrastructure within main street areas that will benefit small businesses; or that otherwise will likely fail to contribute to the success of main street businesses;
- f. Costs of infrastructure construction, renewal, renovation or redevelopment or material enhancement outside of the Recipient's main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy;
- g. The cost of leasing of equipment by the Recipient, any overhead costs, including salaries and other employment benefits of any employees of the Recipient, its direct or indirect operating or administrative costs of Recipients, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff, except in accordance with Eligible Costs above;
- h. Taxes, to which the Recipient is eligible for a tax rebate;
- i. Purchase of land or any interest therein, and related costs; and,
- j. Routine repair and maintenance Municipal Physical Infrastructure.

SCHEDULE D

REPORTING

1. Communication Report

Immediately following the Municipality executing this Agreement the Recipient will provide AMO a Communication Report in an electronic format deemed acceptable to AMO, consisting of the following:

Project Title	Project Description	Eligible Project Category (CIP/ Municipal Physical Infrastructure	Total Project Cost	Estimate of Funds (Main Street) Spent

2. Annual Report

The Recipient will provide to AMO an Annual Report in an electronic format deemed acceptable to AMO, consisting of the following:

- a. Financial Reporting Table: The financial report table will be submitted in accordance with the following template:

Annual Report Financial Table	Annual	Cumulative
	20xx	2018 - 2020
Opening Balance	\$xxx	
Received from AMO	\$xxx	\$xxx
Interest Earned	\$xxx	\$xxx
Received from An Eligible Recipient	\$xxx	\$xxx
Transferred to an Eligible Recipient	(\$xxx)	(\$xxx)
Spent on Eligible Projects (for each Eligible Project category)	(\$xxx)	(\$xxx)
Closing Balance of Unspent Funds	\$xxx	

- b. Project List: The Recipient will provide to AMO a project list submitted in accordance with the following template:

Recipient	Project Title	Project Description	Eligible Project Category	Total Project Cost	Main Street Funds Used	Start & End Date	Completed?
							Yes/No/ Ongoing

3. Project Results.

The Results Report shall outline, in a manner to be provided by AMO, the degree to which investments in each project are supporting progress towards achieving revitalization within main street areas:

- a. Community Improvement Plan Eligible Projects
- Number of small businesses supported;
 - Total value of physical improvements;
 - Total Main Street Funds provided;
 - Total Municipal investment; and,
 - Total private investment.
- b. Municipal Physical Infrastructure Eligible Projects
- Total value of physical improvements;
 - Total Main Street Funds provided; and
 - Total municipal investment.

PROCUREMENT AWARD

To:	Mayor Stratthdee and Members of Council
Prepared by:	Kelly Deeks - Johnson, Economic Development Manager
Date of Meeting:	8 May 2018
Subject:	COR 13-2018 Signage and Wayfinding Strategy RFP

PROJECT DETAILS

In March, 2017 the Town of St. Marys submitted an application to the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) for a Rural Economic Development grant to establish a Signage and Wayfinding Strategy for the municipality. The Town was very pleased to receive notification on July 31, 2017 that our application had been successful.

The management of the RED grant and the Wayfinding Strategy was to be led by our Manager of Economic Development. Unfortunately, due to a vacancy in the position, commencing in July, 2017, the management and delivery of the project did not progress. The recruitment and selection process for the vacancy was completed in the fall of 2017 and a new Economic Development Manager was hired in December, 2017. An extension to the timeline of the grant was request by the Town and approved by OMAFRA on April 11, 2018.

The purpose of the Signage and Wayfinding Strategy is to create a system that reinforces the sense of place, identity and interconnectedness of the Town of St. Marys and its features while also improving navigability and wayfinding within Town borders. The project will design a town-wide wayfinding system that addresses the needs of visitors and residents using all modes of transportation.

RECOMMENDATION

THAT COR 13-2018 Development of a Signage and Wayfinding Strategy RFP report be received; and,

THAT the procurement for Development of a Signage and Wayfinding Strategy be awarded to Stempski Kelly Associates Inc. for the procured price of \$17,461.33, inclusive of all taxes and contingencies; and,

THAT By-Law 47-2018 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

PROCUREMENT SUMMARY

A procurement document was administered for the above noted project. The following is a summary of the procurement results, as well as a recommendation for a successful proponent:

The scope of the project was for developing a Signage and Wayfinding Strategy for St. Marys which includes the following:

- Creates a system that reinforces the sense of place, identity, and interconnectedness of the Town and its features;
- Illustrates how to improve navigability and wayfinding to and within St. Marys for pedestrians, cyclists, and drivers;

- Develops a strategy that will assist with creating and promoting a distinct and cohesive design to enhance the Town's images as a welcoming, current and friendly community;
- Develops methods to improve safety through clarifying directions to destinations;
- Illustrates how to better communicate and promote the many features and assets in the Town for the community and visitors;
- Illustrates how to connect key assets and features through signs and messaging.

Procurement Information	Details and Results
Tender Closing Date:	Tuesday, April 10, 2018
Number of Bids Received:	Two (2)
Successful Proponent:	Stempski Kelly Associates Inc.
Approved Project Budget:	\$17, 750.00
Cost Result – Successful Bid (Inclusive of HST):	17,461.33

The procurement document submitted by Stempski Kelly Associates Inc. was found to be complete, contractually acceptable, and ultimately provided the best value for the municipality. As such, staff recommends award of the project to Stempski Kelly Associates Inc.

Bid Summary:

Proponent	Experience/Qualifications/ Project Strategy/References	Cost Scores	Price	Total
Stempski Kelly Associates Inc.	66.5	25.3	\$17,461.33	91.8
Sperry Designs	61.6	24.3	\$17,711.63	85.9

FINANCIAL IMPLICATIONS

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

The total project cost for the Signage and Wayfinding Strategy is \$35,500. The RED grant is funding \$17,750.00 of the expenses with the Town funding the remaining \$17,750.00 through in-kind contributions and \$10,500 worth of expenses paid from the Economic Development budget.

STRATEGIC PLAN

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

- Pillar #2 Communication & Marketing:
 - Outcome: Develop a signage program at key sites along highways advertising Town amenities and further establish/reinforce brand with in-Town signage and wayfinding.
 - Tactic(s): Wayfinding & Identity
- Pillar #2 Communication & Marketing:

- Outcome: A comprehensive approach to identity promotion- including wayfinding- will help St. Marys in terms of both promotion itself as a destination to the outside world (tourism and attracting new residents), and supporting a sense of common community with current residents.
- Tactic(s): Wayfinding & Identity

OTHERS CONSULTED

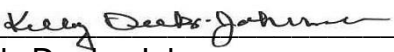
Jim Brown, Director of Finance
Brett O'Reilly, Corporate Communications Manager

ATTACHMENTS

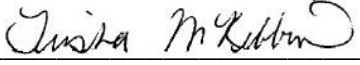
None

REVIEWED BY

Recommended by the Department

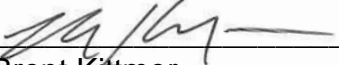


Kelly Deeks-Johnson
Economic Development Manager



Trisha McKibbin
Director of Corporate Services

Recommended by the CAO



Brent Kittmer
CAO / Clerk

BID SUMMARY

RFP-CORP-01-2018 - Development of a Signage and Wayf



			Price
Proponent			Price
1	Sperry Designs	\$	17,711.63
2	Stempski Kelly Associates Inc.	\$	17,461.33

FORMAL REPORT

To:	Mayor Stratthdee and Members of Council
Prepared by:	Susan Luckhardt, Planning Coordinator
Date of Meeting:	8 May 2018
Subject:	DEV 19-2018 Site Plan Agreement, 268 Maiden Lane, St. Marys Memorial Hospital

PURPOSE

To provide information and to seek Council authorization for the Mayor and Clerk to enter into a Site Plan Agreement on behalf of the Town of St. Marys with St. Marys Memorial Hospital for lands described as Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 Block F, Plan 216; Lots 13, 14, 15, 16, 17, 18 and 19 Block F, Plan 216; Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 Block E, Plan 216; Lots 16, 17, 18, 19, 20 and 21 Block E, Plan 216; Lots 11, 12, Block F, Lot 13 Block E and Part Markham Street, Plan 216 closed by STM20106 between north limit of Queen Street and south limit of Maiden Lane, save and except Part 1 on 44R4061; St. Marys and having the municipal address of 268 Maiden Lane, St. Marys.

RECOMMENDATION

THAT DEV 19-2018 Site Plan Agreement, 268 Maiden Lane, St. Marys Memorial Hospital be received; and

THAT Council enact by-law 46-2018 authorizing the Mayor and Clerk, on behalf of the Town of St. Marys, to sign a Site Plan Agreement between the Town of St. Marys and St. Marys Memorial Hospital.

BACKGROUND

The subject property is designated “Residential” in the Town of St. Marys Official Plan and is zoned “Institutional Zone – I-2” in the Town of St. Marys Zoning By-law Z1-1997, as amended. “Business and professional offices for doctors and other health related practitioners and agents” is a permitted use under I-2 zone provisions. The property is the location of an existing 2 storey medical office.

REPORT

The proponents have submitted an application for a site plan agreement with the Town to ensure that development of the property is within Town standards and zone provisions established for the property. The proponents are proposing to construct a 2 storey addition measuring 324.61 square metres so as to expand the current medical and healthcare related services provided by the medical office. The building addition will be to the west side of the existing medical office facility.

At the April 8, 2018 meeting Council asked if additional parking would be provided for the expanded Wellness Centre, and expressed concern that patrons to the Wellness Centre were using Maiden Lane for parking. The proponents have provided calculations to the Town to ensure that adequate parking exists for the site, including the proposed addition. Please see the attached letter of justification. Based on parking requirements under Section 5.21.1.1 of the Town’s Zoning By-law a total of 146 parking spaces are required for the site, including the proposed addition. A total of 148 parking spaces are currently provided on site. As such, there is no requirement to expand the existing parking lot facility to address the proposed addition.

Staff's observation of the parking concerns on Maiden Lane is that parking is occurring on the street even when there are a number of empty spots left in the existing parking lot. This appears to be parking for convenience because it is close to the entrance of the Wellness Centre. When parking occurs on both sides of the street it makes it difficult for through traffic to navigate the street. To correct this issue, staff are proposing to prohibit parking on one side of Maiden Lane. This change will come forward for Council's consideration in the amended traffic by-law.

Town staff has reviewed the development on the property with respect to the proposed addition and a site plan agreement has been drafted to the satisfaction of Town staff and the proponent. The site plan agreement attached to this report is being presented to Town Council for its consideration.

FINANCIAL IMPLICATIONS

n.a.

STRATEGIC PLAN

- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
- Pillar #3 Balanced Growth: Scale-based demographic growth & targeted immigration
 - Outcome: One of the only remaining means of growing the population is by attracting newcomers to St. Marys. St. Marys will identify the key demographics they wish to attract and match these against existing amenities that would best serve those demographics.
 - Tactic(s): Identify what infrastructure needs should be in place to attract/retain this demographic (e.g. public services).
 - Pillar #3 Balanced Growth: Youth recruitment & retention strategy
 - Outcome: It is important to not only attract youth to the Town, but also to retain existing youth by ensuring there are adequate opportunities. Tactics will focus on youth of all ages.
 - Tactic(s): Review and identify what infrastructure needs should be in place to attract/retain this demographic (e.g. public services).

OTHERS CONSULTED

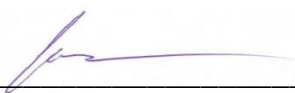
Jed Kelly, Director of Public Works
Jeff Wolfe, Asset Management / Engineering Specialist
Dave Blake, Environmental Services Supervisor
Jenna McCartney, Corporate Administrative Coordinator
Brian Leverton, Fire Prevention Officer
Jason Silcox, Building Official
Kelly Deeks-Johnson, Economic Development Manager

ATTACHMENTS

1. Site Plan Agreement with Schedules

REVIEWED BY

Recommended by the Department



Grant Brouwer
Director of Building and Development



Susan Luckhardt
Planning Coordinator

Recommended by the CAO

A handwritten signature in black ink, appearing to read 'Brent Kittmer', written over a horizontal line.

Brent Kittmer
CAO / Clerk

April 16, 2018

Town of St. Marys
Building and Planning Department
408 James Street South,
St. Marys, Ontario
N4X 1B6

Attention: Susan Luckhardt, Planning Coordinator

Re: **Site Plan Approval Application (SPA04-2018) – Parking Response**

Dear Susan,

Thank you for your email earlier today (April 16, 2018) regarding the parking requirements for the Application for a Site Plan Agreement – SPA04-2018 268 Maiden Lane, St. Marys, Ontario. We are pleased to respond to your inquiry.

Parking Calculation

On Wednesday June 29, 2016 architects Tillmann Ruth Robinson meet with Francesco Sabatini, Jason Silcox and yourself to review the proposed St. Marys Wellness Centre Expansion (Tradition Mutual Centre for Wellness). It was recommended by your department that we review the current zoning requirements, current and proposed building size and use, and provide a parking summary/proposal to the Town of St. Marys for review. The following was the result.

In reviewing the original Site Plan Approval Agreement dated August 28, 2001 there are no detailed parking calculations documented but there is the drawing prepared by aTRR (formerly aTRM) which lists 57 existing hospital spaces and 99 new spaces for a total of 156 spaces (actual count on site is 152). We speculate that the original parking lot design which was developed by aTRR and St. Marys Memorial Hospital personnel, simply extended the existing asphalt and east concrete curb line to just short of the north property line resulting in the current oversized parking capacity of 152 spaces and formed part of the SPA agreement. The following was the split between existing and new.

Original Hospital Parking (pre 2001)	53 spaces
Original Wellness Centre	99 spaces (includes 4 BF)
Total – 2001 Expansion	152 spaces

The following is our parking calculations for the new addition based on the current Town of St. Marys Zoning requirements:

Section 23 – Institutional Zone (I), amended by By-Law No. Z107-2014 23.1 Permitted Uses - **Hospital**, amended by By-Law No. Z28-2001 Permitted Uses – **Business + Professional Offices for Doctors and other Health Practitioners, and a Fitness Centre.**

Refer to 23.2.12 Parking. In accordance with provisions of Section 5.21, 5.21.1.1 Parking Requirements states the following:

L	Business or Professional Office	1 per 20 sm of gross floor area
M	Medical Clinic	5 per practitioner
R	Hospital	1 per 4 beds plus 1 per 3 employees
AA	Other permitted uses	1 per 40 sm of gross floor area

Therefore:

Medical Clinic	Existing HVFHT Physicians (4 pods x 2 physicians per pod x 5 spaces)	40 spaces
Medical Clinic	New HVFHT Physicians (2 pods x 2 physicians per pod x 5 spaces)	20 spaces
Medical Clinic	Existing 2 nd Floor Physicians + Practitioners (allow 5 phys. x 5 spaces)	25 spaces
Medical Clinic	New 2 nd Floor Physicians (allow for 2 phys. x 5 spaces)	10 spaces
Hospital	20 Beds (20 beds / 4)	5 spaces
Hospital Staff	*35 FTE (35 full time staff / 3)	18 spaces
Hospital Staff	*60 PT (60 part time staff / 2 PT = 30 FTE / 3)	10 spaces
*Info received from HPHA.		
Fitness Centre	704 sm (704sm / 40sm)	18 spaces
TOTAL SPACES REQUIRED		146 spaces
TOTAL SPACES PROVIDED		148 spaces

Please note that 4 existing parking spaces were lost due to the proposed expansion (152 – 4 = 148 spaces).
As you can see by the calculations and projections above we do not see the requirement to expand the existing parking lot facility to address the new expansion.

Please note hospital personnel monitored the parking availability at 9am, 11am and 3pm daily for several weeks during July 2016 and September 2016 to establish actual capacity. On average there were 45 to 55 spaces available on the East Lot. The Huron Perth Healthcare Alliance are quite comfortable with the parking capacity for the future development.

We trust the above meets your approval.

If any questions, please contact Steve Done – Project Manager –aTRR at 519-672-1440 or e-mail steve.done@attr.ca

Yours Truly,



Steve Done, MAATO
Senior Associate
SBD

Cc: Francesco Sabatini, HPHA
Nicola Easton, aTRR

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

THIS AGREEMENT made this _____ day of _____, 2018.

BETWEEN:

THE CORPORATION OF THE TOWN OF ST. MARYS

(Hereinafter called the “Town”)

OF THE FIRST PART

AND:

ST. MARYS MEMORIAL HOSPITAL

(Hereinafter called the “Owner”)

OF THE SECOND PART

WHEREAS the Owner is the owner of the lands described as Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 Block F, Plan 216; Lots 13, 14, 15, 16, 17, 18 and 19 Block F, Plan 216; Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 Block E, Plan 216; Lots 16, 17, 18, 19, 20 and 21 Block E, Plan 216; Lots 11, 12, Block F, Lot 13 Block E and Part Markham Street, Plan 216 closed by STM20106 between north limit of Queen Street and south limit of Maiden Lane, save and except Part 1 on 44R4061; St. Marys, in the Town of St. Marys in the County of Perth hereto being all of PIN 53238-0190 (LT) all in the Registry Office for the Land Titles Division of Perth (No. 44) (hereinafter referred to as the “Lands”).

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

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

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

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

1. The Owner Agrees:

- (a) that all buildings and structures to be erected on the Lands shall be located in accordance with the building locations as shown on Drawings 1 and 2 attached hereto as part of Schedule “A”;
- (b) that all services including sanitary sewers and appurtenances, storm sewers and approved storm water management, and water main and appurtenances shall be as shown on Drawings 1, 2 and 4 attached hereto as part of Schedule “A” and shall be maintained by the Owner at its expense on an ongoing basis;
- (c) that if required all utility services to the property line including sanitary sewers and appurtenances, storm sewers and approved storm water management, and water main and appurtenances be installed under the authority and supervision of the Town of St. Marys. Utility service installations shall be facilitated by the Town, at the request of the proponent. The proponent shall be responsible for any and all costs associated with the required utility services. Utility services shall be according to Drawings 1, 2 and 4 attached hereto as part of Schedule “A”;
- (d) that all necessary provisions for service connections on the Lands shall be made to the satisfaction of the Town;
- (e) that access to and from the Lands shall be designed and constructed at the sole risk and expense of the Owner and shall be located and constructed as shown on Drawing 1 attached hereto as Schedule “A”;

- (f) that the internal driveways, vehicle parking areas, vehicle maneuvering areas and pedestrian walkways shall be designed and constructed at the sole risk and expense of the Owner and shall be located and constructed as shown on Drawings 1 and 2 attached hereto as part of Schedule “A”;
- (g) that vehicle parking areas and walkways shall be designed to have regard for accessibility for persons with disabilities;
- (h) that landscaping shall be provided in accordance with Drawings 1 and 2 attached hereto as part of Schedule “A”. All landscaped materials shall be maintained by the Owner on an ongoing basis;
- (i) that during construction, the Owner shall provide protection for any existing trees with temporary fencing to the extent of the drip line;
- (j) that erosion and sediment controls shall be provided for the site during construction to the satisfaction of the Town as shown on Drawing 2 and as detailed on Drawing 3 attached hereto as part of Schedule “A”;
- (k) that final grades and elevations shall be established to the satisfaction of the Town and shall be in accordance with the grading and elevations as shown on Drawing 2 attached hereto as part of Schedule “A”;
- (l) that all lighting facilities to be used and/or provided shall be of a type, location, height, intensity and design to ensure illumination and shall not glare onto any adjacent or abutting properties and further to this shall be suitably located and deflected in order to prevent negative impacts on abutting or adjacent properties;
- (m) that all hydro cables be located underground on the Lands;
- (n) that all loading facilities shall be provided and be located in accordance with Drawings 1 and 2 attached hereto as part of Schedule “A”;
- (o) that waste storage facilities shall be located as shown on Drawing 1 attached hereto as part of Schedule “A”;
- (p) that snow storage shall be on the property as shown on Drawing 1 attached hereto as part of Schedule “A”;

- (q) that the development on the Lands including but not limited to driveways, buildings, structures, paved areas, landscaping and lot grading shall be maintained at the sole risk and expense of the Owner on an ongoing basis;
- (r) that any and all development on the Lands shall be to Town standards and the provisions of the Town's Zoning By-law in effect at the time of development;
- (s) that all uses on the Lands and within the buildings on the Lands shall be in accordance with the provisions of the Town's Zoning By-law Z1-1997, as amended.

2. Schedule "A" consists of the following drawings:

- a) Drawing One prepared by Architects Tillmann Ruth Robinson on April 19, 2018 and numbered as A102 and having a project number as 2227-15;
- b) Drawing Two prepared by NA Engineering Associates Inc. on April 19, 2018 and numbered as C101 and having a project number as 2227-15;
- c) Drawing Three prepared by NA Engineering Associates Inc. on April 19, 2018 and numbered as C201 and having a project number of 2227-15;
- d) Drawing Four prepared by Holstead and Redmond Limited, Ontario Land Surveyors on June 1, 2016 and having a file number of 01-0036 F.

- 3. Schedule "A", as described in paragraph 2. above and attached hereto shall form part of this Agreement.
- 4. The Owner shall enter into a Separate Agreement for electricity with Festival Hydro Inc.
- 5. Entrances to the buildings shall be kept clear of any obstructions including snow accumulation at the responsibility of the owner.
- 6. The owner shall be responsible for the cost of any signage and the installation of said signage required for this site.
- 7. The Owner agrees that the abutting street to be used for access during construction shall be kept in good and usable condition during the said construction and all necessary care will be taken to see that mud and soil is not tracked or pulled onto any public street or sidewalks. If damaged or muddied, such streets or sidewalks shall be restored and/or cleaned up by the owner at his own expense. The owner acknowledges that he has the responsibility to correct or clean muddied streets used for access during construction. If

the owner fails to complete said work, then the provision of paragraph 10 of this Agreement shall apply.

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

Furthermore, the Owner agrees to deposit with the Town, at the time of application for building permit, a refundable security deposit in the amount of Five Thousand Dollars (\$5,000.00) for landscaping as outlined in paragraph 1(h). The security deposit shall be refunded without interest or penalty when the Owner's Landscape architect or engineer provides a certificate to the Town that the landscaping, for which the deposit covered, has been completed in accordance with this agreement.
12. If any notice is required to be given by the Town to the Owner in respect to this Agreement, such notice shall be sent by registered mail, registered courier or

delivered personally by the Town employee or its agent to:

Andrew Williams
President and Chief Executive Officer
St. Marys Memorial Hospital
o/a Huron Perth Healthcare Alliance
267 Queen Street West
St. Marys Ontario N4X 1B6

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

13. Any provision of this Agreement which is prohibited or unenforceable shall be ineffective to the extent of such prohibition or unenforceability and shall be severed from the balance of this Agreement, all without affecting the remaining provisions of this Agreement.
14. This Agreement shall be registered against the Lands by the Town and all costs associated with the said registration shall be the responsibility of the Owner. The covenants, agreements, conditions and understandings herein contained on the part of the Owner shall run with the Lands and shall enure to the benefit of and be binding upon the parties hereto and their respective successors, heirs, executors, administrators and assigns.
15. Execution of this Agreement shall be deemed to be authorization by all parties to legal counsel for the Town to register same in the appropriate Land Titles Office without further written authorization.
16. The failure of a Party at any time to require performance by the other Party of any obligation under this Agreement shall in no way affect the first Party's right thereafter to enforce such obligation, nor shall any such waiver be taken or held to be a waiver of the performance of the same or any other obligation hereunder at any later time.
17. The parties hereto covenant and agree that at all times and from time to time hereafter upon every reasonable written request so to do, they shall make, execute, deliver or cause to be made, done, executed and delivered, all such further acts, deeds, assurances and things as may be required for more effectively implementing and carrying out the true intent and meaning of this Agreement including any amendments to this Agreement required to effect the registration of this Agreement.

18. The parties hereto acknowledge and agree that this agreement is further to and does not remove any of the Owner's obligations under any prior Agreements.
19. The Owner agrees on behalf of itself and its heirs, executors, administrators, successors and assigns to indemnify the Town from all losses, damages, costs, changes and expenses which may be claimed or recovered against the Town by any person or persons arising either directly or indirectly as a result of any action taken by the Owner pursuant to this agreement.
20. The Owner hereby covenants and agrees to save harmless the Town from any loss whatsoever arising out of or pursuant to the execution of this Agreement and the issuing of a building permit whether final or conditional for any construction on the Lands. This indemnification shall apply to all claims, demands, costs and expenses in respect to the development of the Lands as set out in this Agreement.

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

ST. MARYS MEMORIAL HOSPITAL

Per: _____

Andrew Williams
President and Chief Executive Officer

(I have authority to bind the Corporation.)

THE CORPORATION OF THE TOWN OF ST. MARYS

Per: _____

Mayor: Al Strathdee

Per: _____

CAO/Clerk: Brent Kittmer

(We have the authority to bind the Corporation.)

NOTES TO SPA

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

Schedule “A”

Attach Drawings 1, 2, 3 and 4.

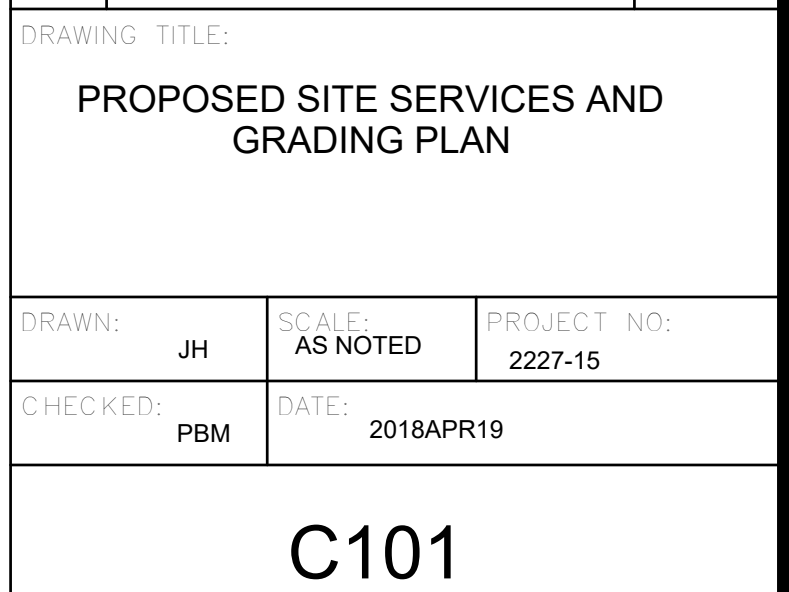
[illegible]

A	REMOVE AND DISCARD EXISTING CATCH BASIN AND ALL CONNECTING PIPES.	G	ALL NEW ASPHALT IN PARKING LOT AREA SHALL BE CONSTRUCTED AS FOLLOWS: - 40MM HL3 ASPHALT - 40MM HL8 ASPHALT - 150MM GRAN A COMP TO 100% SPD. - 400MM GRAN B COMP TO 98% SPD.
B	APPROXIMATE EXTENT OF ASPHALT REPLACEMENT. SAWCUT AND MILL EDGE 300MM X 30MM AND TACK COAT PRIOR TO PLACING ASPHALT PATCH AS PER DETAIL. COORDINATE LIMITS WITH THE ARCHITECTURAL SITE PLAN. REFER TO DETAIL 1 ON C201.	H	NEW CONCRETE SIDEWALK TO BE INSTALLED AS PER OPSP 310.010
C	PATCH AND FILL ALL HOLES IN MANHOLE RESULTING FROM THE REMOVAL OF THE EXISTING STORM PIPE.	J	GRASSED AREAS TO BE RESTORED WITH 200MM TOPSOIL AND SOD.
D	NEW CONCRETE CURB AS PER OPSP 600.110.	K	CONTRACTOR TO EXPOSE EXISTING SANITARY PIPE AND CONFIRM DEPTH OF PIPE PRIOR TO CONNECTION. REPORT INVERT ELEVATION TO ENGINEER ONCE KNOWN
E	INSULATION TO BE INSTALLED FOR THE ENTIRE LENGTH OF THE NEW PIPE. REFER TO PIPE INSULATION DETAIL.	L	DENOTES 1500MM WEEPING TILE. REFER TO DETAIL 3 ON C201
F	CONNECTIONS MUST BE MADE UTILIZING AN APPROVED PRE MANUFACTURED WYE FITTING WITH 45° ELBOW, IN ACCORDANCE WITH OPSP 410, AND IN ACCORDANCE WITH THE TOWN OF ST. MARY'S STANDARDS.		

1. PRIOR TO COMMENCING CONSTRUCTION, ALL EXISTING UNDERGROUND UTILITIES WITHIN THE LIMITS OF AND ADJACENT TO THE CONSTRUCTION SITE MUST BE LOCATED AND MARKED. NOTIFY ENGINEER OF ANY CONFLICTS. ANY UTILITIES DAMAGED OR DISTURBED DURING CONSTRUCTION SHALL BE REPAIRED OR REPLACED TO THE SATISFACTION OF THE GOVERNING BODY AT THE SOLE EXPENSE OF THE CONTRACTOR.
2. DURING CONSTRUCTION GENERAL CONTRACTOR IS RESPONSIBLE TO FIELD MEASURE & VERIFY ALL EXISTING PIPE SIZES & PIPE INVERTS. REPORT ALL DATA TO ENGINEER FOR FINAL COORDINATION.
3. SURVEY INFORMATION TAKEN FROM TOPOGRAPHICAL SURVEY BY HOLSTEAD & REDMOND LIMITED, ONTARIO LAND SURVEYORS DATED 2016JUN01.
4. ALL CATCH BASINS WITHIN THE CONSTRUCTION AREA ARE TO BE EQUIPPED WITH SILT SACS FOR THE DURATION OF CONSTRUCTION.

NO.	DESCRIPTION	INVERTS				
		NORTH	SOUTH	EAST	WEST	OTHER
STMH01	EXISTING SANITARY MANHOLE	-	-	323.11	323.95	322.95*
STMH02	EXISTING SANITARY MANHOLE	**	-	-	**	-
CB01	EXISTING CATCH BASIN (TO BE REMOVED)	-	-	-	-	-
CB02	EXISTING STORM CATCH BASIN	-	-	-	323.62	-
CB03	NEW STORM CATCH BASIN	323.29	-	323.26	323.26	-
CB04	NEW STORM CATCH BASIN	-	323.60	-	-	-
CB05	NEW STORM CATCH BASIN	-	-	323.60	-	-

NOTE: "*" DENOTES INV. ELEVATION OF PIPE TO BE REMOVED
NOTE: "**" DENOTES UNKNOWN INV. ELEVATION OF PIPE.



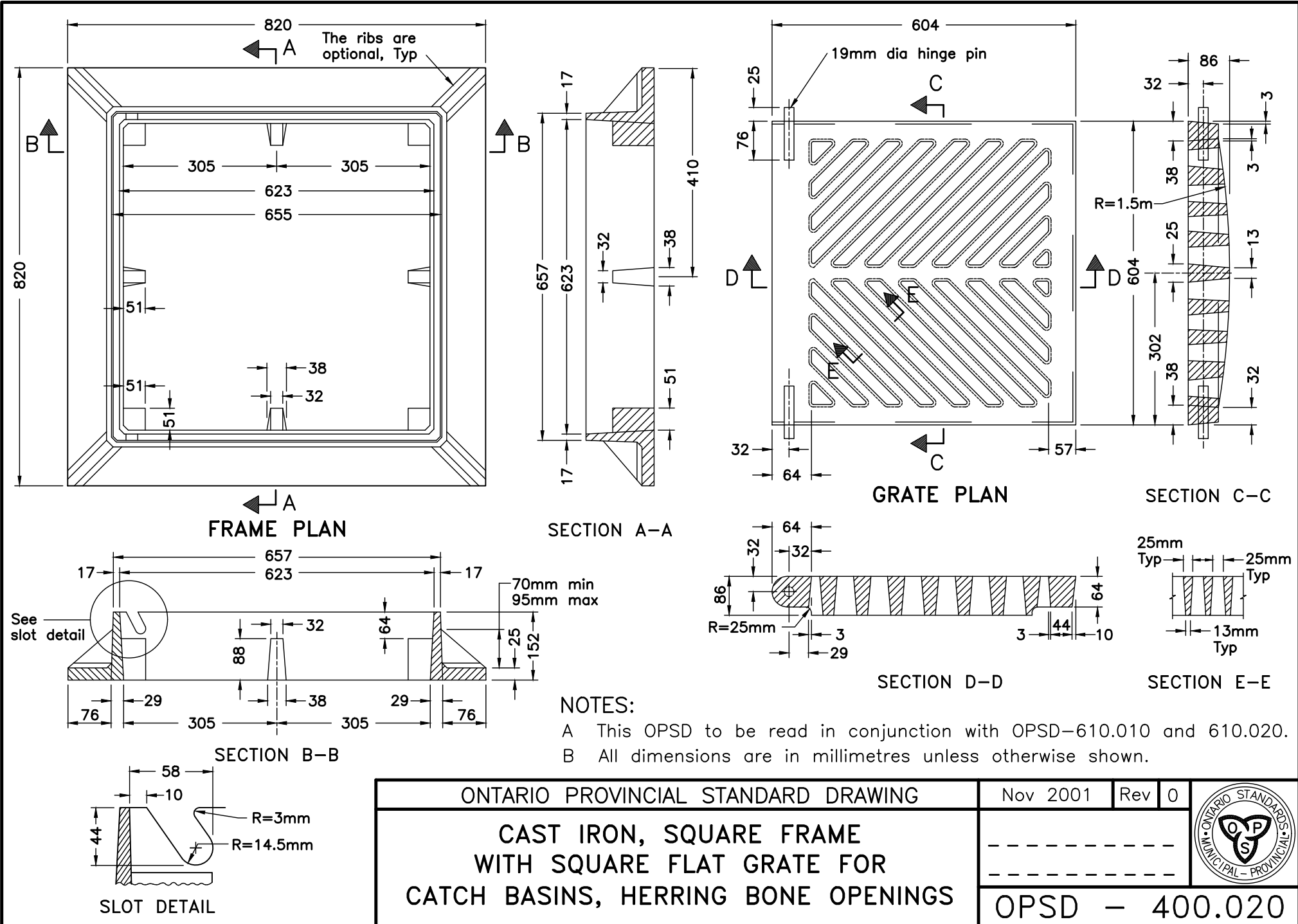
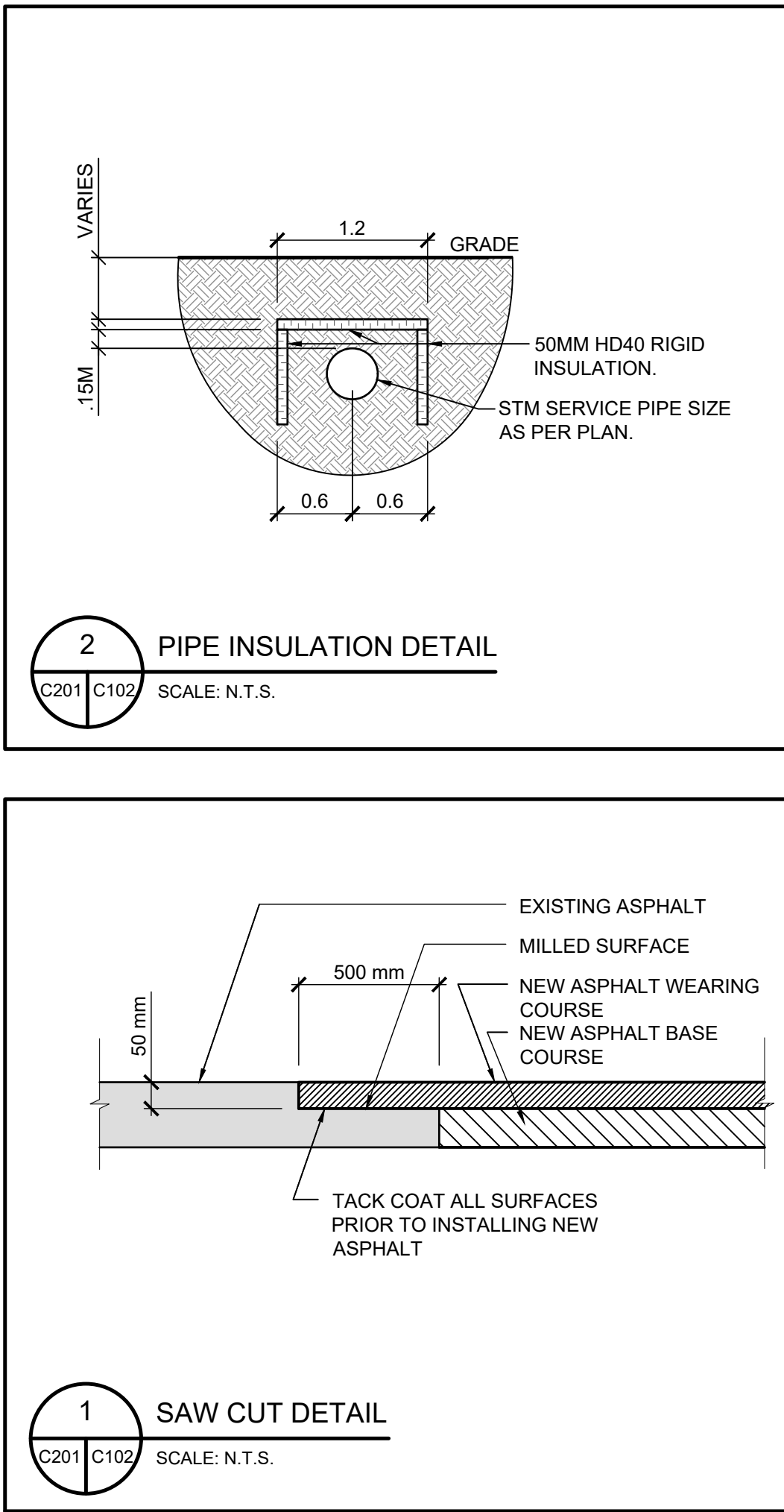
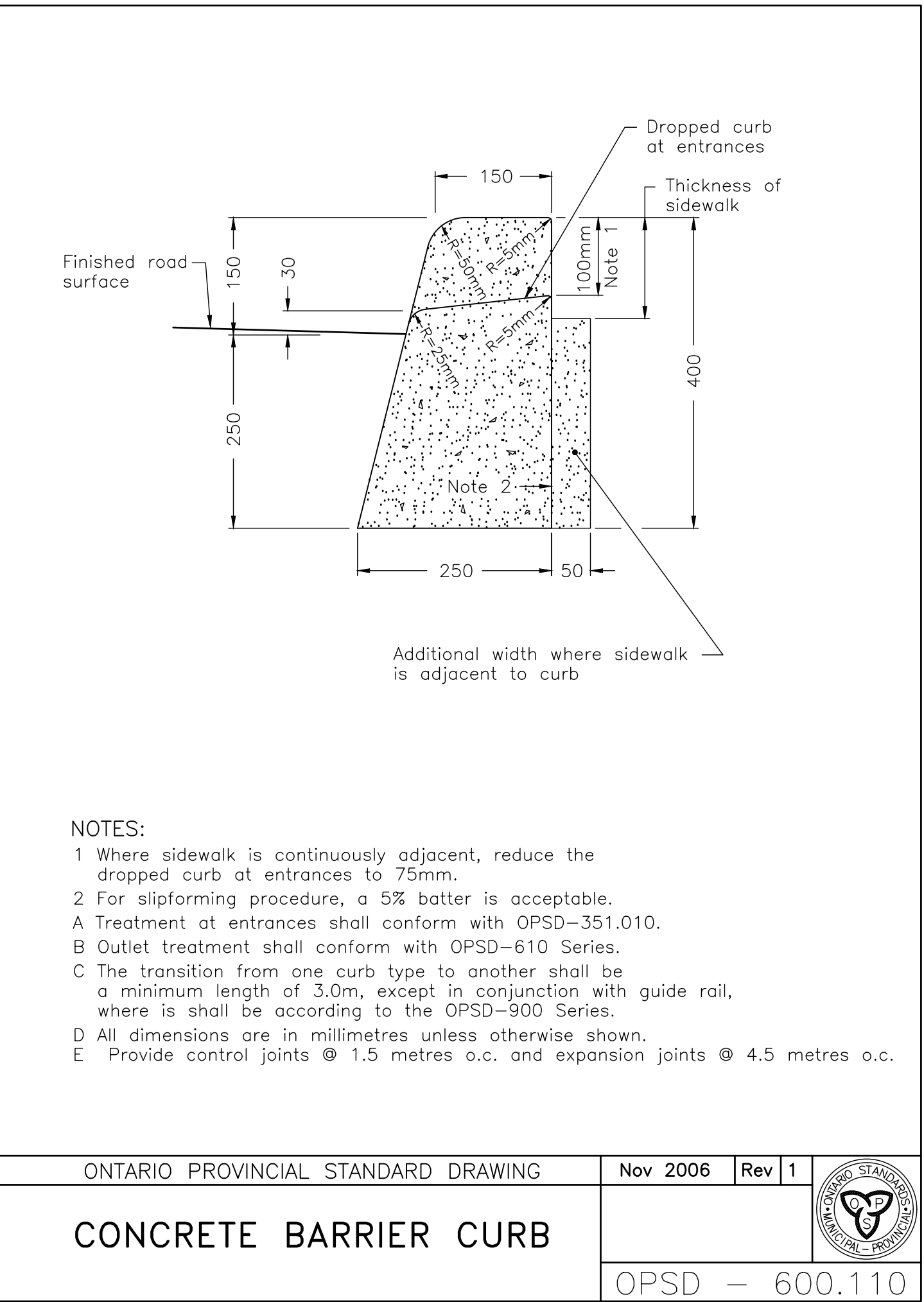
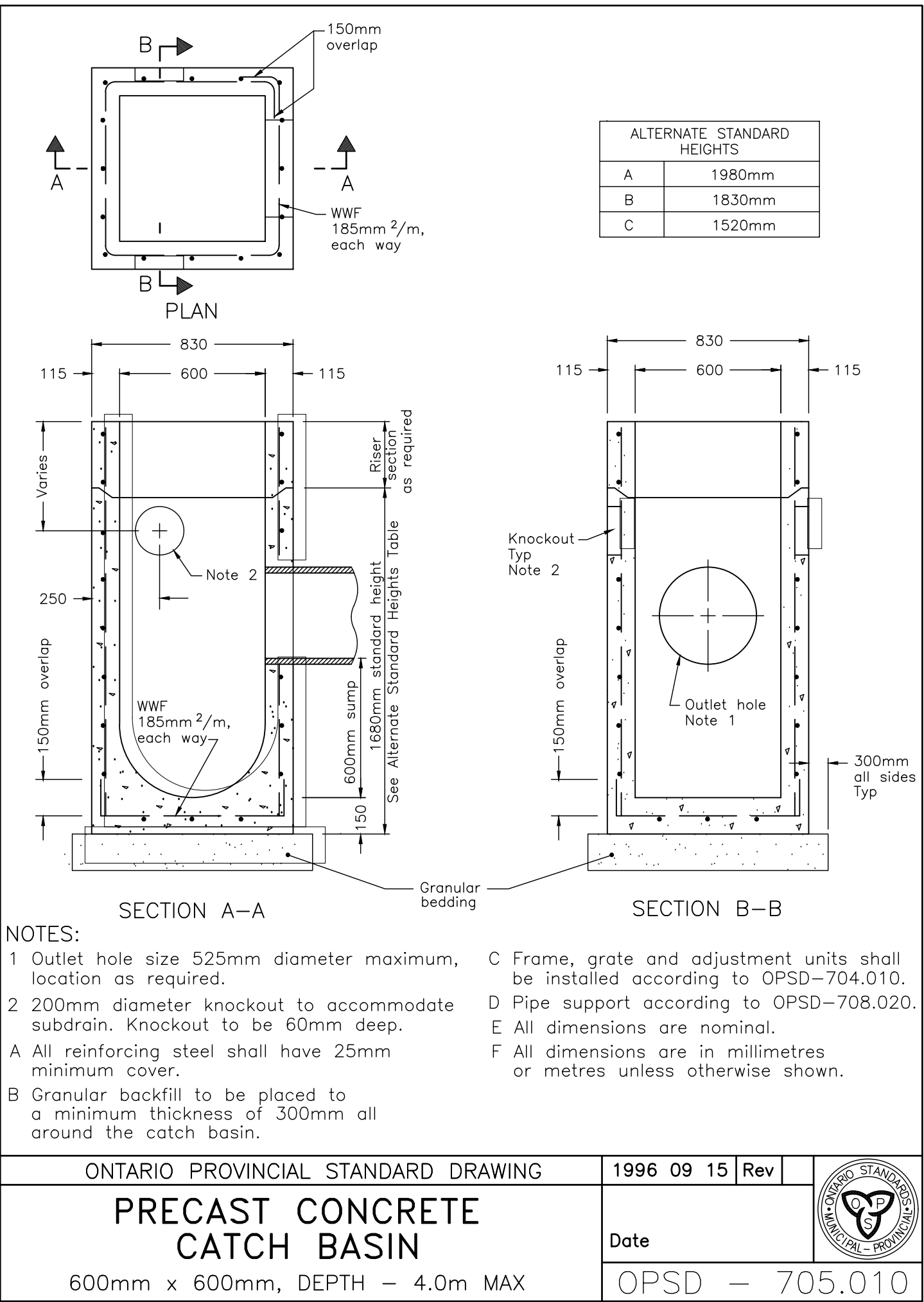
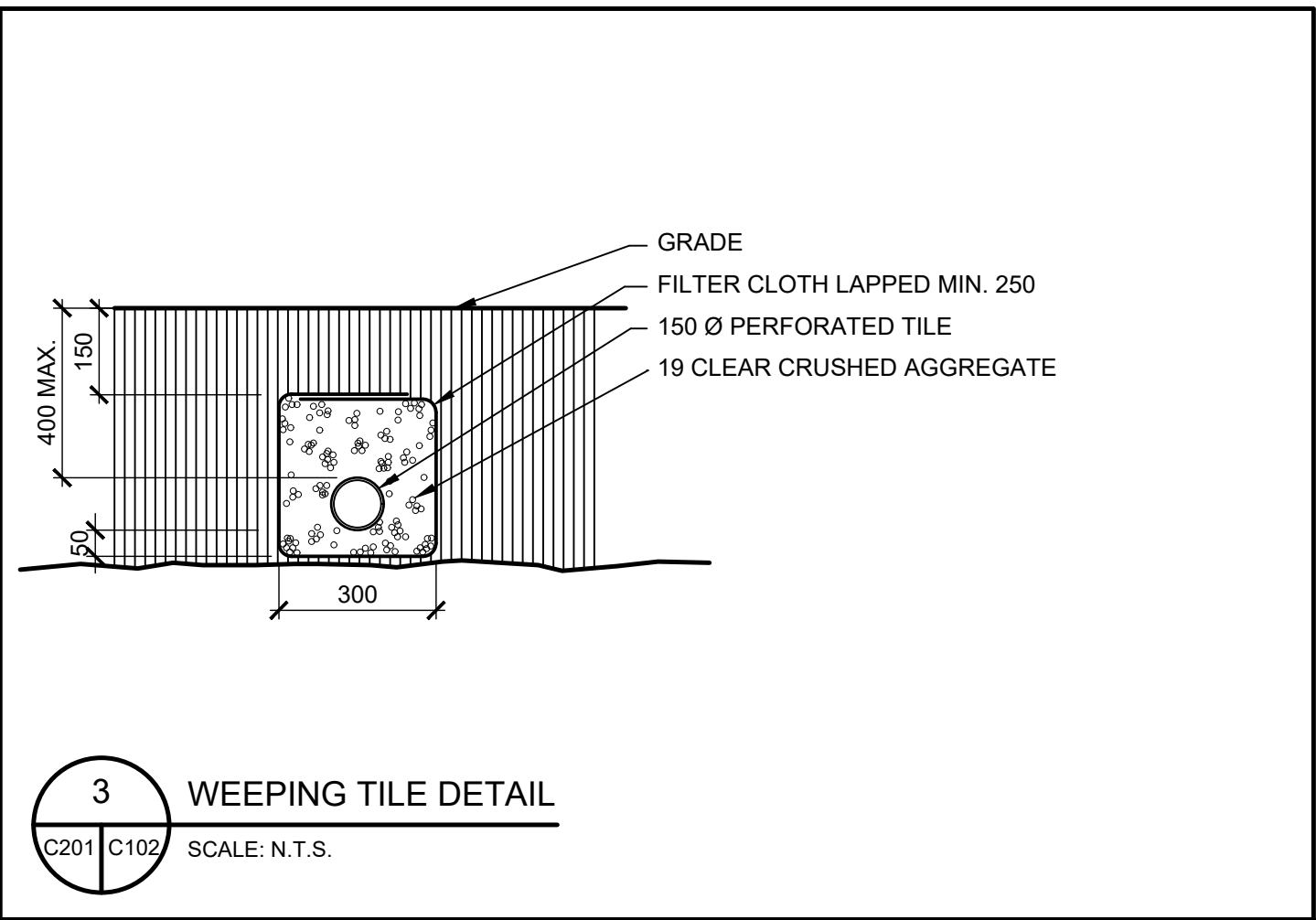
SCHEDULE "A" DRAWING 3

SEDIMENT AND EROSION CONTROL NOTES

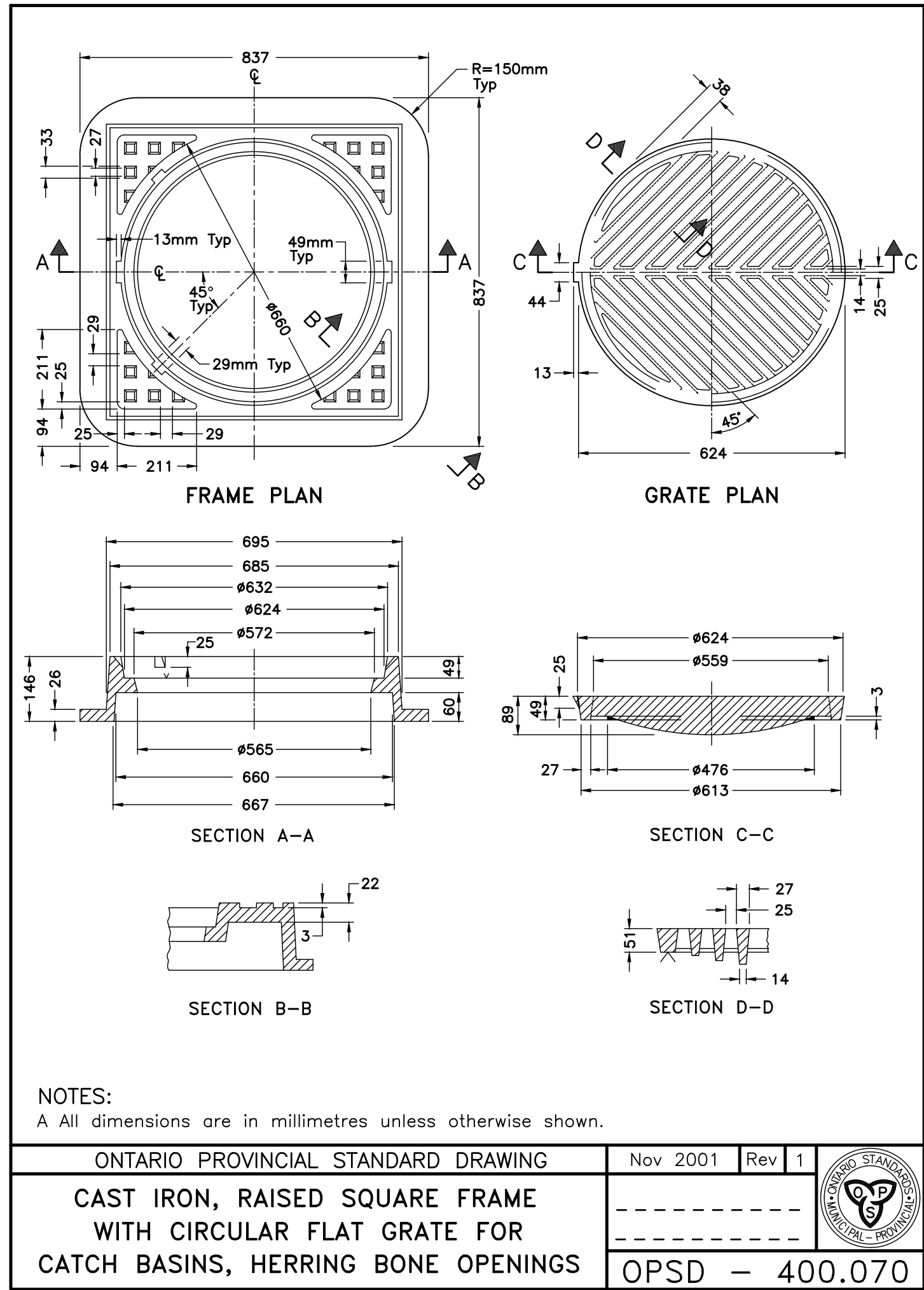
1. CONTRACTOR IS RESPONSIBLE TO PROTECT ALL EXPOSED SURFACES AND CONTROL ALL RUNOFF DURING CONSTRUCTION.
2. PROTECT ALL CATCHBASINS, MANHOLES, SEWERS AND PIPE ENDS FROM SEDIMENT INTRUSION. THIS APPLIES TO ANY NECESSARY DEWATERING AND SHALL BE DISCHARGED INTO A TEMPORARY ON SITE SEDIMENT BASIN. CONTRACTOR TO CAP OPEN PIPE END AT DAY'S END OF PIPE CONSTRUCTION.
3. THE CONTRACTOR SHALL CONSTRUCT TEMPORARY MEASURES AS NEEDED, INCORPORATING AS A MINIMUM GEOTEXTILE FABRIC PLACED BENEATH EACH LID/GRATE POSITIONED AND REMAIN IN PLACE UNTIL CONSTRUCTION HAS BEEN COMPLETED OR THE THREAT OF SEDIMENT INTRUSION CEASES ALL TO THE SATISFACTION OF THE PROJECT ENGINEER AND THE TOWN OF ST. MARY'S ENGINEER.
4. GEOTEXTILE FELT FABRIC - TERRAFIX 270R SHALL REMAIN IN PLACE FOLLOWING CONSTRUCTION UNTIL NEWLY GRASSED AREAS HAVE GROWN AND STABILIZED.
5. THE CONTRACTOR SHALL MINIMIZE AREA DISTURBED AND MAINTAIN EROSION AND SEDIMENT CONTROLS DURING CONSTRUCTION.
6. KEEP ALL SUMPS CLEAN DURING CONSTRUCTION. CONTRACTOR TO CLEAN AND REMOVE ACCUMULATED SEDIMENT FROM ALL SEDIMENT FENCE AND FLOW CHECKS ONCE SEDIMENT ACCUMULATION REACHED HALF OF THE HEIGHT OF THE STRUCTURE.
7. MONITOR WEATHER FORECASTS FOR PENDING SIGNIFICANT RAIN EVENTS AND CONDUCT INSPECTION OF ALL SEDIMENT AND EROSION CONTROL MEASURES ON SITE PRIOR TO THE RAIN EVENT TO ENSURE THEIR PROPER INSTALLATION. MAKE CORRECTIVE MEASURES AS REQUIRED.
8. PREVENT WIND-BLOWN DUST.
9. REPLACE ALL STRAW BALES ON SITE EVERY 45 DAYS MAXIMUM.

GENERAL CIVIL NOTES

1. PLAN OF EXISTING TOPOGRAPHICAL INFORMATION, IS BASED ON SURVEY DATED JUNE 1 2016 PREPARED BY HOLSTEAD & REDMOND LIMITED, ONTARIO LAND SURVEYORS.
2. ALL GRADES BASED ON GEODETIC DATUM. ALL DIMENSIONS IN METRES UNLESS OTHERWISE NOTED.
3. PRIOR TO COMMENCING CONSTRUCTION, ALL EXISTING UNDERGROUND UTILITIES WITHIN THE LIMITS OF AND ADJACENT TO THE CONSTRUCTION SITE MUST BE LOCATED AND MARKED. ANY UTILITIES DAMAGED OR DISTURBED DURING CONSTRUCTION SHALL BE REPAIRED OR REPLACED TO THE SATISFACTION OF THE GOVERNING BODY AT THE SOLE EXPENSE OF THE CONTRACTOR.
4. PRIOR TO COMMENCING ANY CONSTRUCTION, THE CONTRACTOR MUST VERIFY ALL OUTLET INFORMATION, BENCHMARKS, ELEVATIONS AND DIMENSIONS AND REPORT ANY DISCREPANCIES IMMEDIATELY TO THE ENGINEER.
5. PRIOR TO COMMENCING ANY WORK ON THE INSTALLATION OF SERVICES, AN APPROVED SET OF PLANS AND SPECIFICATIONS MUST BE AVAILABLE ON THE JOB AND SHALL REMAIN THERE WHILE WORK IS BEING DONE.
6. PAVEMENT STRUCTURE AS PER GEOTECHNICAL CONSULTANT.
7. ALL STORM SEWER BEDDING FOR PVC PIPE SHALL BE TO MUNICIPAL STANDARDS.
8. ALL MANHOLES AND CATCH BASINS TO BE CONSTRUCTED OF PRE-CAST CONCRETE. ALL CATCH BASINS ARE TO BE CONSTRUCTED IN ACCORDANCE W/ OPSD-705.01. CATCH BASIN GRATES TO OPSD-400.02. IN GRASSED AREAS CATCH BASINS/GRATES TO OPSD-400.07.
9. ALL AREAS OUTSIDE THE CONSTRUCTION LIMITS OF SITE SHALL NOT BE DISTURBED. ANY DAMAGE TO THOSE AREAS SHALL BE REPAIRED AT THE CONTRACTOR'S EXPENSE.
10. CONTRACTOR TO BE RESPONSIBLE FOR RESTORING ANY AND ALL ASPHALT, CONCRETE, CURBS, GUTTERS, GRASSED AREAS ETC. DAMAGED DURING CONSTRUCTION. EXISTING SURFACES WHICH ARE DISTURBED SHALL BE RESTORED TO ORIGINAL CONDITIONS.
11. ANY DEPOSITS REQUIRED BY THE TOWN OF ST. MARY'S ENGINEERING DEPARTMENT ARE TO BE MADE BY THE OWNER.
12. THE CONTRACTOR IS RESPONSIBLE FOR THE CONTROL OF SURFACE AND SUBSURFACE WATER.
13. ALL CONCRETE TO BE 32 MPA AT 28 DAYS UNLESS OTHERWISE NOTED.
14. ALL BEDDING FOR SERVICE PIPES TO BE TO THE TOWN OF ST. MARY'S STANDARDS. ALL SERVICE TRENCHES SHALL BE BACKFILLED WITH SUITABLE (IN THE OPINION OF THE GEOTECHNICAL ENGINEER) ON SITE MATERIAL, AND COMPACTED TO AT LEAST 98% S.P.D.
15. ALL NEW CONCRETE TO BE MIN. 140MM (5") THICK. CONCRETE TO BE 32 MPA AND CONSTRUCTED TO THE TOWN OF ST. MARY'S SPECIFICATIONS: SIDEWALK TO BE CONSTRUCTED OF 32 MPA. PROVIDE SAW CUTS @ MINIMUM 5'-0" O.C. E/W. AIR = 7% ± 1%. SLUMP = 70MM ± 20MM. AGGREGATE = 20MM ACI QUARRY STONE.
16. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING THE INSTALLATION OF ALL UTILITIES. PROVIDE FOR ALL EXCAVATION, TRENCHING, BACKFILLING AND RESTORATION AS REQUIRED FOR THE INSTALLATION OF UTILITIES NOT SHOWN ON THE SITE SERVICES DRAWINGS.
17. CONTRACTOR IS RESPONSIBLE TO RECORD ALL AS-BUILT INVERTS AND GRADES. RECORD ANY DEVIATION OF PIPE OR STRUCTURE LOCATION. PROVIDE AS-BUILTS TO PROJECT ENGINEER FOR REVIEW UPON COMPLETION. PROVIDE AS-BUILTS TO PROJECT ENGINEER FOR REVIEW PRIOR TO PLACEMENT OF TOPSOIL OR PAVING. AT COMPLETION OF WORK, CONTRACTOR TO PROVIDE A COPY OR AN AS-BUILT TOPOGRAPHICAL SURVEY IN BOTH HARD COPY AND AUTOCAD FORMATS. SURVEY TO INCLUDE ALL SURFACE GRADE INFORMATION, TOP OF GRATES/LIDS AND SEWER INFORMATION.



ONTARIO PROVINCIAL STANDARD DRAWING	Nov 2001	Rev 0	STANDARD
CAST IRON, SQUARE FRAME WITH SQUARE FLAT GRATE FOR CATCH BASINS, HERRING BONE OPENINGS			
OPSD - 400.020			



ONTARIO PROVINCIAL STANDARD DRAWING	Nov 2001	Rev 1	STANDARD
CAST IRON, RAISED SQUARE FRAME WITH CIRCULAR FLAT GRATE FOR CATCH BASINS, HERRING BONE OPENINGS			
OPSD - 400.070			

HURON PERTH HEALTHCARE ALLIANCE

TRADITION MUTUAL CENTRE FOR WELLNESS

KEY PLAN: SALINA STREET N, SALINA STREET N, MARKHAM STREET, MAIDEN LANE, ST. MARY'S MEMORIAL HOSPITAL, INGERSOLL STREET, WARNER STREET, QUEEN STREET W

N.A. ENGINEERING ASSOCIATES INC. Consulting Engineers

STRATFORD: 107 ERIE ST. (519) 273-3205
LONDON: 90 ALBERT ST. (519) 432-0000
KINCARDINE: 533 QUEEN ST. (519) 398-1000
MARKHAM: 15 ALLSTATE PKWY. (416) 278-7981

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90277757
PROVINCE OF ONTARIO

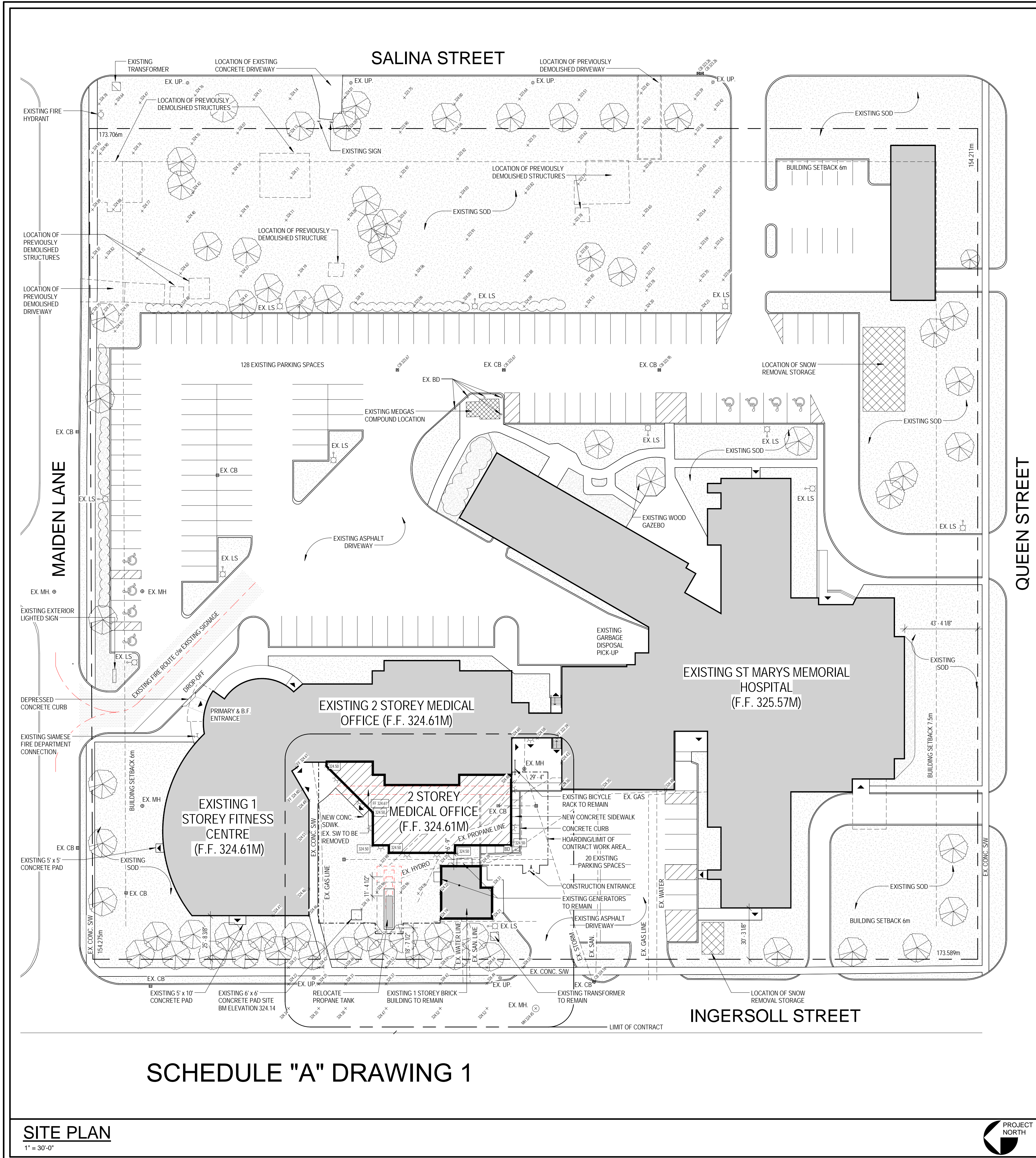
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9	RE- ISSUED FOR PERMIT	APR 19/18
8	RE- ISSUED FOR PERMIT	APR 16/18
7	ISSUED FOR PERMIT	MAR 22/18
6	ISSUED FOR TENDER	JAN 10/18
5	ISSUED FOR SITE PLAN APPLICATION	NOV 21/17
4	ISSUED FOR REVIEW	APR 3/17
3	MOHLTC REVIEW	MAR 3/17
2	SITE PLAN APPROVAL REVIEW	AUG 12/16
No.	ISSUED FOR	DATE

DRAWING TITLE: DETAILS AND NOTES

DRAWN: JH	SCALE: AS NOTED	PROJECT NO: 2227-15
CHECKED: PBM	DATE: 2018APR19	

C201



GENERAL SITE PLAN NOTES AND LEGEND

▼

EXIT

▲

ENTRANCE

▲

BARRIER FREE ENTRANCE

LIMIT OF CONTRACT

CONSTRUCTION HOARDING

EXISTING TO BE REMOVED

TREE PROTECTION

○

EXISTING MANHOLE TO REMAIN AS IS

□

EXISTING CATCH BASIN TO REMAIN AS IS (REFER TO SITE SERVICES DWG)

□

CATCH BASIN (REFER TO SITE SERVICES DWG)

○

EXISTING LIGHT STANDARD TO REMAIN AS IS

○

EXISTING UTILITY POLE

○

EXISTING STEEL POST TO REMAIN AS IS

○

EXISTING SIGN TO REMAIN AS IS

○

BOLLARD - REFER TO DETAIL 6 / A-100

○

BUILDING MOUNTED EXTERIOR LIGHT

○

FIRE HYDRANT

1. THIS DRAWING SHALL BE READ IN CONJUNCTION WITH THE LANDSCAPE, STRUCTURAL, CIVIL, MECHANICAL, ELECTRICAL DRAWINGS AND THE SPECIFICATIONS. ALL WORK TO BE COORDINATED AND VERIFIED PRIOR TO CONSTRUCTION.

2. CONTRACTOR IS RESPONSIBLE FOR VISITING THE SITE TO VERIFY ALL SITE DIMENSIONS, SPOT ELEVATIONS AND REPORT ANY DISCREPANCIES TO THE CONSULTANT'S PRIOR TO CONSTRUCTION.

3. REPLACE, REPAIR AND MAKE GOOD ALL EXISTING CONCRETE SIDEWALKS, ASPHALT ROAD AND SODDED AREAS THAT ARE DAMAGED AS A RESULT OF WORK. THIS INCLUDES ANY AREAS DAMAGED OUTSIDE THE LIMIT OF CONTRACT. CONTRACTOR IS TO DOCUMENT EXISTING SITE CONDITIONS WITH PHOTOGRAPHS BEFORE START OF CONSTRUCTION AND SUBMIT COPIES TO THE CONSULTANT.

4. CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ACCESS AND EGRESS TO ALL EXISTING BUILDINGS, WALKWAYS, LANES, ROADS AND PARKING LOTS IN THE SURROUNDING AREAS. COORDINATE ALL BUILDING MATERIAL AND EMPLOYEE DROP-OFFS TO ALLOW CONTINUED USE OF ROADS / FIRE ROUTES LOADING ZONE AT ALL TIMES.

5. CONTRACTOR IS RESPONSIBLE FOR REMOVAL OF ALL DEMOLISHED MATERIALS AND DEBRIS FROM THE SITE. UNLESS DIRECTED OTHERWISE, DEBRIS WILL BE REMOVED ON AN ONGOING BASIS AND NOT ALLOWED TO ACCUMULATE.

6. EXISTING SITE PLAN INFORMATION DERIVED FROM THE LAND SURVEY DRAWING PREPARED BY HOLSTEAD & REDMOND LIMITED, FILE NO. 01-0036, PLAN SUBMISSION FORM 1977017, DATED MAY 16, 2016.

7. EXISTING SUPERIOR PROPANE TANK, RELATED DEVICES, CONCRETE PAD, FENCE ENCLOSURE, UNDERGROUND ELECTRICAL, UNDERGROUND PROPANE LINE, EXCAVATION, ASPHALT REPAIR, ETC. WILL ALL BE RECONFIGURED / COMPLETED IN ADVANCE OF THE CONSTRUCTION BY HPHA.

8. ACCESS TO AMBULANCE GARAGE / GENERATOR BUILDING MUST NOT BE RESTRICTED DURING CONSTRUCTION.

○

NEW TREE

○

EX. TREE

○

SHRUB / HEDGE

▨

NEW BUILDING

▨

NEW & EXISTING SOD

▨

NEW & EXISTING PLANTING BED

▨

EXISTING BUILDING TO REMAIN

FIRE ROUTE

ZONING BY-LAW COMPLIANCE

OWNER:	HURON PERTH HEALTH ALLIANCE
SITE ADDRESS:	268 MAIDEN LANE, ST. MARYS, ON, CANADA
ZONE:	I-2
SITE USAGE:	HOSPITAL / Z28-2001 BUSINESS AND PROFESSIONAL OFFICES (HEALTH RELATED PRACTITIONERS)

SITE DATA	REQUIRED QUANTITIES	PROVIDED QUANTITIES
SITE AREA	540 m2 MIN.	24,172.07 m2
BUILDING AREA (MAXIMUM)	-- m2	5,398.64 m2
GROSS AREA NEW BUILDING		
GROUND FLOOR PLAN	-- m2	2,019.81 m2
SECOND FLOOR PLAN	-- m2	1,091.94 m2
TOTAL GROSS FLOOR AREA	-- m2	3,111.75 m2
BUILDING HEIGHT (MAXIMUM)	13.5 m	7.89 m
LANDSCAPE AREA	--	9,388.41 m2
LANDSCAPE OPEN SPACE (MINIMUM)	20 %	38 %
HARDSURFACE AREA		
PAVED AREA	-- m2	8,190.05 m2
SIDEWALK AREA	-- m2	1195.62 m2
TOTAL	-- m2	9,385.61 m2
LOT COVERAGE (MAXIMUM)	40 %	21 %
LOT FRONTAGE	18 m MIN.	154.275 m
LOT DEPTH	30 m MIN.	160.660 m
FRONT YARD SETBACK (MAIDEN LANE)	6 m	13.21 m
REAR YARD SETBACK (QUEEN STREET)	7.5 m	12.71 m
PARKING (1 PER 4 BED + 1 PER 3 EMPLOYEES)	--	148 EXISTING SPACES
BICYCLE PARKING	--	11 SPACES

KEY PLAN

1" = 80'-0"

SCHEDULE "A" DRAWING 1

SITE PLAN
1" = 30'-0"

HURON PERTH HEALTHCARE ALLIANCE

TRADITION MUTUAL CENTRE FOR WELLNESS

268 MAIDEN LANE, ST. MARYS, ON

GENERAL SITE PLAN NOTES:

- PROPERTY IDENTIFICATION NUMBER: _____
- AS PER DIV.B.3.2.2.26 NEW CONSTRUCTION IS TO BE SPRINKLERED.
- MAXIMUM DIMENSIONS OF BUILDING ADDITION NORTH TO SOUTH: 110' - 8" EAST TO WEST: 56' - 0"
- ALL EXISTING SITE SERVICES TO REMAIN AND TO BE USED.
- SITE SERVICES INCLUDING FIRE HYDRANTS, SITE GRADING, ETC., TO BE DETERMINED BY CONSULTING ENGINEER PRIOR TO PERMIT REQUEST.
- LANDSCAPE LAYOUTS AND VEGETATION TYPES TO BE DETERMINED BY CONSULTING ENGINEER PRIOR TO PERMIT REQUEST.

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3	MOHLTC REVIEW	MAR 3/17
2	SITE PLAN APPROVAL REVIEW	AUG 12/16
1	PRELIMINARY SUBMISSION	JUNE 21/16
No.	ISSUED FOR	DATE

DRAWING TITLE:

SITE PLAN

DRAWN:	MSC	SCALE:	As indicated	PROJECT NO:	2227-15
CHECKED:	SD	DATE:	APRIL 19, 2018		

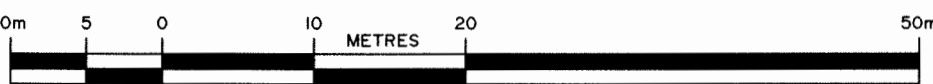
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SCHEDULE "A" DRAWING 4

TOPOGRAPHICAL PLAN OF SURVEY
of all of
LOTS 1 to 10, and LOTS 13 to 19, BLOCK "F"
and part of
LOTS 11 & 12, BLOCK "F"
and all of
LOTS 1 to 13, and LOTS 16 to 21, BLOCK "E"
and part of
LOTS 14 & 15, BLOCK "E"
and all of
MARKHAM STREET
(AS CLOSED BY BY-LAW N° 825, INST N° STM20106)
REGISTERED PLAN N° 216
in the
TOWN OF ST. MARY'S
COUNTY OF PERTH
Scale 1 : 500
DAVID BIANCHI, O.L.S.



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

NOTES

- SIB DENOTES STANDARD IRON BAR.
IB IRON BAR.
IB# ROUND IRON BAR.
C/C CUT CROSS.
WT WITNESS.
(SU) SOURCE UNKNOWN.
(HR) HOLSTEAD & REDMOND LIMITED, O.L.S.'s.
MONUMENT FOUND.
MONUMENT SET.
OU OVERHEAD UTILITY CABLE.
UP UTILITY POLE.
GW GUY WIRE.
WV WATER VALVE.
FH FIRE HYDRANT.
CONC CONCRETE.
CSW CONCRETE SIDEWALK.
MH MANHOLE.
CB CATCH BASIN.
BM BENCHMARK.
FF FINISHED FLOOR ELEVATION.
SHR SHRUB.
P1 PLAN 44R-4061.
BHC BURIED HYDRO CABLE.

ELEVATIONS ARE GEODETIC AND ARE DERIVED FROM GPS OBSERVATIONS.
BURIED SERVICES HAVE BEEN LOCATED AS MARKED ON THE GROUND AND
MUST BE CONFIRMED BEFORE EXCAVATION.

BEARINGS ARE UTM GRID IN NAD83 (ORIGINAL) DERIVED FROM G.P.S.
OBSERVATIONS AND THE CAN-NET BASE STATION NETWORK AND ARE
REFERRED TO THE CENTRAL MERIDIAN 81°00' WEST LONGITUDE, ZONE 17

UTM ZONE 17, NAD83 (ORIGINAL) GRID COORDINATES TO URBAN ACCURACY
PER SEC. 14 (2) OF O.REG. 216/10

POINT ID	NORTHING	EASTING
UTM 1	4789694.830	487603.746
UTM 2	4789716.689	487756.367

DISTANCES SHOWN ON THIS PLAN ARE GROUND LEVEL DISTANCES AND
CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY A COMBINED
SCALE FACTOR OF 0.9995584

SURVEYOR'S CERTIFICATE

- I CERTIFY THAT:
(1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE
SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND
THE REGULATIONS MADE UNDER THEM.
(2) THE SURVEY WAS COMPLETED ON THE 18th DAY OF MAY, 2016

JUNE 1, 2016
LONDON, ONTARIO.

David Bianchi
DAVID BIANCHI
ONTARIO LAND SURVEYOR

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SURVEYED BY	CHECKED BY	FILE N°
NR	DB	01-0036 F
FS	16/06/01	

FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Jeff Wolfe, Asset Management and Engineer Specialist
Date of Meeting:	8 May 2018
Subject:	PW 28-2018 Results for Asphalt Resurfacing and Parking Lot Paving Tender

PROJECT DETAILS

The tender for supply and installation of asphalt resurfacing and asphalt parking lots was a joint tender between the Town of St. Marys, the County of Perth, the Township of Perth South and the Township of Perth East. The tender included resurfacing of sections of Water Street South, Station Street, Church Street North, Peel Street and Huron Street. It also included paving of St. Maria St. north of Water Street South, the Pyramid Recreation Centre south driveway, the Holy Name parking lot, the Cadzow Park parking lot, and the Lind Sportsplex parking lot.

RECOMMENDATION

THAT PW 28-2018 Results for Asphalt Resurfacing and Parking Lot Paving Tender be received; and
THAT Council authorizes the acceptance of asphalt pricing received through the County of Perth and authorize staff to proceed with the various paving projects.

PROCUREMENT SUMMARY

A joint procurement document was administered by the County of Perth which included asphalt paving work for the Town of St. Marys. Town Staff will oversee all work within the Town of St. Marys, however the County will be responsible for all contract administration requirements. This method will reduce overall resources required to complete the work but will ensure Town specifications are maintained. During review of the tender submissions it was discovered that the second Lind Sportsplex parking lot quantity was not included in the tender. Based on the tender unit rates Staff estimate the cost for the missed quantity will be an additional \$14,000. The following is a summary of the procurement results.

Procurement Information	Details and Results
Tender Closing Date:	Friday, April 20, 2018
Number of Bids Received:	Seven (7)
Successful Proponent:	Coco Paving Inc.
Approved Project Budget:	\$327,000.00
Town Cost Result – Successful Bid (Inclusive of HST):	\$286,859.37
Town Cost Result – Successful Bid (Inc. Net of HST rebate):	\$258,325.75
Anticipated additional quantity for Lind Sportsplex	\$14,000.00
Project Under-budget	\$54,674.25

FINANCIAL IMPLICATIONS

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

Annual Resurfacing Program – 9390 (budgeted)	\$132,000.00
St. Maria Street (budgeted) – 9335	\$10,000.00
Lind Sportsplex Parking Lot (budgeted) – 9144	\$55,000.00
Cadzow Parking Lot (budgeted) – 9154	\$35,000.00
Holy Name Parking Lot (budgeted) – 9156	\$25,000.00
PRC Laneway (budgeted) – 9152	\$70,000.00
Total	\$327,000.00
Tender Value (Net HST)	\$258,325.75

STRATEGIC PLAN

- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
- Pillar #1 Infrastructure:
 - Outcome: Granting Readiness
 - Outcome: Maintenance Prioritization
 - Tactic(s): Develop maintenance schedules and budget accordingly. Establish a nimble foresight approach to capital initiatives that creates a project inventory and plans to meet the new grant opportunities.
 - Pillar #4 Culture and Recreation:
 - Outcome: A focused parks strategy
 - Tactic(s): Continue investments in Cadzow Park as family-oriented space.

OTHERS CONSULTED

John McClelland, County of Perth

ATTACHMENTS

Perth County Joint Tender Bid Summary

REVIEWED BY

Recommended by the Department

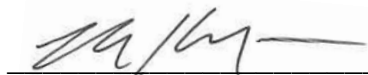


Jeff Wolfe
Asset Management/Engineering Specialist



Jed Kelly
Director of Public Works

Recommended by the CAO



Brent Kittmer, CAO / Clerk

Hot Mix Pavement Perth County, Perth South, Perth East & Town of St. Marys

Closing Date: Friday, April 20, 2018

Bid Submission Summary

<u>Vendor</u>	<u>Bid Value (inclusive of HST)</u>
Coco Paving Inc	\$ 1,505,160.00
Cox Construction Limited	\$ 1,638,493.91
Lavis Contracting Co. Limited	\$ 1,675,570.05
E. & E. Seegmiller Limited	\$ 1,779,437.81
Armstrong Paving and Materials Group Ltd.	\$ 1,832,209.21
Dufferin Construction Company, A division of CRH Canada Group Inc.	\$ 1,952,423.61
Steed and Evans Limited	\$ 1,974,110.00

**Board of Directors Meeting Highlights
Held on April 19, 2018 at 5:00 PM
at the MRF Board Room**



Thinking About Ontario's Breakneck Waste Shift

Waste management in Ontario is going through a tectonic shift as a result of the Waste-Free Ontario Act, 2016 (WFOA), which incorporates two separate acts: The Waste Diversion Transition Act and The Resource Recovery and Circular Economy Act (RRCEA).

This is a very ambitious plan for the Ontario Ministry of the Environment and Climate Change (MOECC). It's moving along at breakneck speed and everyone in the business is very happy to now see a clear direction and action plan.

A separate document - Strategy for a Waste-Free Ontario: Building the Circular Economy - lays out the framework for the elements of both transitioning to an individual producer responsibility (IPR) system for managing and paying for the management of products in the waste stream. It's designed to identify producers, as well as a way for Ontario to move towards a circular economy and reduce waste. Both acts will have a significant impact on how waste is managed in Ontario over the short, medium and long term, and the impacts on municipalities, as well as producers, and likely consumers, should be profound.

Under the Waste Diversion Transition Act, four programs (Blue Box, Waste Electronics and Electrical Equipment, tires and Municipal Hazardous or Special Waste) will be transitioned from the Waste Diversion Act (WDA) to the RRCEA over time. When fully transitioned, the existing IFOs (industry funding organizations) will be wound up, and the programs will be managed by one or more PROs (producer responsibility organizations). One of the objectives of the WFOA was to introduce competition into the stewardship/EPR marketplace in Ontario. Under the WDA stewards and producers had to join the IFO (industry funding organization) designated in the legislation. Many producers did not like the lack of choice for their service provider in a business which is getting more expensive for them. It is hoped that introducing competition and choice into the Ontario marketplace will resolve this concern over time.

Transitioning the Municipal Hazardous and Solid Waste (MHSW) program mostly involves primary batteries and a few other materials. Paint, the biggest part of the MHSW Phase 1 program under the Waste Diversion Act (WDA) is managed under an ISP (industry stewardship plan), which will remain in place under grandfathering provisions in the Waste-Free Ontario Act.

While municipalities have had some role in management of Waste Electronics and Electrical Equipment (WEEE), tires and MSHW, the program with by far the biggest impact on municipalities in Ontario on a go forward basis will be what happens to the Blue Box program. A joint agreement between Stewardship Ontario (SO) and the Association of Municipalities of Ontario was announced in summer 2017 to move Blue Box contracts over a 5-10 year period (depending on contract expiry dates), to Stewardship Ontario through an amendment to the Blue Box Plan under the WDA.

On Feb. 15, both Stewardship Ontario and the Resource Productivity and Recovery Authority announced that a proposal for an amended Blue Box Plan would not be submitted to MOECC, and that Ontario municipalities and SO would continue to work together to find an acceptable long-term arrangement for the Blue Box program. Since 2004, producers of printed paper and packaging in Ontario have paid about half of the Blue Box programs annual costs. The relationship between municipalities and SO has not been perfect, and a disagreement over funding lead to an arbitration in

2014. The costs of the Blue Box program have increased over time for many reasons, including a changing mix of materials and less newspaper in the Blue Box.

Blue Box program concerns that need to be worked out through the transition, as well in new regulations, include: longer-term service standards that will be imposed across Ontario as a condition of funding collection programs; diversion targets to be reached; acceptable contamination rates; materials included in the standard provincial list of materials to be funded in the future Blue Box program; the municipal role in processing (likely to transition to stewards/producers over time, like in B.C.), and many others.

The wind-up letters for the tires and WEEE programs have been sent by MOECC to the current IFOs managing these programs. The tire program will transition to full IPR on Jan. 1, 2019, with the transition of the WEEE program scheduled for July 1, 2020. These programs will be run by competitive PROs (producer responsibility organizations). It is anticipated that high diversion targets will be set for these materials and they will no longer be disposed of in the residual Ontario waste stream if the programs are successful, thus lowering the demand for landfill and other disposal over time.

The Strategy that accompanies the Act lays out an ambitious agenda. The most significant are:

A food and organic waste action plan aimed at reducing food waste production in the first place, and then directing food waste to its highest and best use;

A food waste and organic waste ban at disposal sites, likely starting with larger communities and landfills (most of Ontario's waste is landfilled) and other disposal sites, and progressively being expanded to cover the whole province. A number of studies are underway on different aspects of the food waste ban at this time;

Designating regulations for a larger list of materials (the list in the Strategy includes mattresses, carpets, furniture, textiles, paper products and packaging, batteries, tires, etc.) meaning that over time they will be removed from the waste stream, and the cost of managing these materials will be absorbed by producers and stewards;

Disposal bans on a list of materials designated under IPR regulations (WEEE such as household appliances, power tools, lighting, electronics, etc. mattresses, carpets, furniture, textiles, paper products and packaging, batteries, tires, etc.)



Wendy Ren Moving On

Wendy Ren has accepted a new position at the Ministry and Infrastructure as the Director of Infrastructure Policy and Planning, we will be very sad to see her leave. Wendy started her new role at MOI on April 4 and her last day at MOECC was April 3.

Wendy was the lead of the Resource and Recovery Policy Branch over the past 4 years as the Director of the Branch. Wendy has been a very integral part of the resource recovery transformation initiative within Ontario having shepherded the Waste Free Ontario Act and Strategy, implementation of the Waste-Free Ontario Framework including first producer responsibility regulation for tires, Food and Organics Framework and regulation for administrative penalties.

Before her role as Director of RRPB, Wendy served as a Manager for the former Land Water and Policy Branch and worked on cross cutting files including brownfields reform, the Great Lakes Protection Act, the Lake Simcoe Protection Plan, and played a key role in a number of provincial initiatives including the Provincial Policy Statement, Growth Plans and the Places to Grow Act. Wendy has forged very strong working relationships with her colleagues and other stakeholders in her time here at MOECC and will be missed by everyone.

Managers within the section have agreed to serve as Acting Director on a rotational basis until the process to fill Wendy's position on a permanent basis is complete. John Armiento has kindly agreed to take the first rotation as Acting Director until May 11th.

Amendment to Regulation 344/90 (Disposable Containers for Milk)

After considering input received from stakeholders on the proposed amendment to Regulation 344 (Disposable Containers for Milk) under the Environmental Protection Act, 1990, a decision was made to implement the amendment. The amending regulation was filed on April 6, 2018 and is now in effect. To view the regulation, please visit the Environmental Registry (link: <https://ero.ontario.ca/notice/013-2059>).

The amendment to Regulation 344 provides options for milk producers to use containers that are widely accepted in recycling programs or are managed through a deposit return program. This will provide flexibility to milk producers while still protecting the environment.

In Ontario, the packaging of fluid milk is regulated under R.R.O. 1990, Regulation 344 (Disposable Containers for Milk), which has been in effect for decades and predates the establishment of the Blue Box program across the Province.

Under this Regulation, milk containers require a deposit to be charged unless they are refillable glass containers, plastic film pouches, laminated containers (not greater than 1 litre), coated paper containers, or any disposable container with a capacity less than 1 pint.

City Of London Mulls Natural Gas For Waste Fleet

Ontario's City of London is joining the province to split the \$1.3-million cost of changing its waste management fleet to natural gas as part of an Ontario-wide greenhouse gas challenge.

London's waste vehicles are currently travelling more than 15,000 kilometres every year using diesel fuel. City council recently discussed a transfer payment agreement from the Ontario Municipal Greenhouse Gas (GHG) Challenge Fund under its fuel-switching component.

The city is working with Union Gas to cut a fuel deal and decide on an appropriate refuelling location.

"We are also actively engaged with the City of London to establish a CNG program for their fleets in London," Union Gas stated in a report to city council. "CNG as a transportation fuel achieves a minimum reduction of 15% lower CO₂ than gasoline or diesel fuels with affordable, return-to-base refuelling options."

Your Lifestyle Is Making Blue Box Recycling Unsustainable

Do you read your news online? Enjoy takeout? Live in an apartment?

Our changing lifestyles over the past few decades have dramatically altered the types of materials we put in blue bins.

And that's led to flatlining recycling rates and ballooning costs for municipalities across Canada that are struggling to cope with the changes.

"It's a really a perfect storm of crazy stuff going on that means that the blue box has huge challenges that it did not have 10 years ago," says Maria Kelleher, principal of Toronto-based Kelleher Environmental, a consulting firm specializing in waste reduction and recycling research, strategy and program design.

The problem is that we're now throwing out a huge variety of new types of packaging — mostly plastics, sometimes glued to other materials like metals — that recycling programs were never meant to deal with. Meanwhile, the materials that they were designed to collect, sort and resell make up a shrinking proportion of what comes in.

Newspaper, for example, used to be the backbone of the recycling program, Kelleher says, "because it's easy to recycle and it's worth a good bit of money."

Now, it's being replaced with plastics, which are typically more difficult and expensive to collect, sort and recycle, and worth less money when they can actually be resold.

This problem, dubbed "the evolving ton," threatens to make many blue box programs unsustainable.



Making things even more challenging, China, the world's biggest importer of recyclables, closed its doors in January to all but the cleanest and purest recyclable materials from places like Canada. Some municipalities like Halifax are resorting to burning their recyclable plastics or burying them in landfills.

Kelleher says consumers' busy lifestyles have fuelled a growing appetite for takeout, ready-to-eat food, and small, individualized packages like coffee pods — typically packaged in plastic.

Because of the way recycling plants are designed, many small items are harder to sort than fewer large items. Lighter materials, like plastic, are also less efficient to process because materials are sold by the tonne but the capacity of trucks and processing plants is limited by volume. And recyclables can't be compacted like garbage because that makes sorting too challenging.

The consequences of all these changes are ballooning costs and flatlining or even declining recycling rates in many cities. In Ontario, the cost of recycling has more than doubled since 2002, while recycling rates have barely budged, says Calvin Lakhani, a post-doctoral researcher in waste management at York University in Toronto. He says jurisdictions across Canada, Europe and the U.S. have the same problems.

A further complication is that many newer types of plastic packaging, such as the resealable flexible pouches used to package frozen vegetables and baby food, for example, aren't recyclable in conventional plants but often find their way into blue bins.

That's contributed to another big problem: Growing levels of contamination. Non-recyclable materials ranging from some types of plastic packaging to globs of peanut butter are finding their way into blue bins, further hiking costs, complicating logistics and making it harder to sell the material so it can be turned into new products and offset the cost of recycling.

Toronto's recycling contamination rate has soared to an average of about 25 per cent in recent years.

Jim McKay, the city's general manager of solid waste management services, says every percentage point increase in contamination costs an extra \$600,000 to \$1 million a year. That's largely because it requires extra time and labour to collect contaminated material and dispose of it in the landfill.

Part of the problem is that household sizes are shrinking and more and more people are living in apartment and condo buildings in cities like Toronto.

Many buildings require residents to go all the way downstairs and outside to empty and sort their recycling into common bins. That discourages recycling and increases the likelihood that a bin will be contaminated.

But the biggest factor might be that most people aren't clear on what's recyclable — something that varies from community to community and is constantly changing.

So what to do?

Obviously, the onus can't be on the public to adapt their lifestyles to suit the recycling system. So it's governments and recycling systems that are going to have to adapt.

The most obvious solution is technology.

Deploying new technology at plants that process recycling can both:

1. Clean up contamination so the recovered materials are pure enough to sell to both domestic markets and importers like China that have raised their standards.
2. Adapt to new kinds of packaging.

Of course, cutting-edge recycling technology doesn't come cheap, especially at a time when recycling costs per tonne are rising.

That means municipalities need to look for creative solutions for funding recycling programs.

The “New” Economics of Recycling

This message is particularly poignant because 50 years ago only two cities, San Francisco and Madison, Wis., had curbside recycling programs. Both collected newspapers put in paper bags on garbage collection day. The newspapers were placed in racks underneath the truck’s waste compaction unit. Madison’s program was brand new, and I’m not sure when San Francisco’s started.

Both programs faced the same market fluctuations we are facing today. Prices were high when demand for old newspapers was high and low when the demand was low. This reality has not changed for the last 50 years. I don’t know how many times recycling markets have gone up and down in the last five decades, but I remember that when I started at the U.S. Environmental Protection Agency (EPA) in the summer of 1976, prices were slumping, and the 100 or so curbside recycling programs were grappling with lousy markets along with the rest of the paper recycling industry.

In 1987, the garbage barge radically changed recycling. The Flying Dutchman of Trash launched thousands of local recycling programs. Those new programs promptly swamped recycling markets, creating probably the worst pricing collapse the recycling industry has experienced. However, manufacturers saw opportunity in the surge of new raw materials. Newspaper deinking mills were built to handle this new material, as were a number of mills that produced deinked paper fibers for other uses. Plastic recycling markets also grew in response.

Since then, we have seen five market slides and four rebounds. Three were caused by a downturn in the overall economy. The price collapse in response to the closure of factories for the Beijing Olympics in the summer of 2008 was different because it was exacerbated by the Great Recession. Nonetheless, a year later, paper recycling prices were slightly higher than a year before. As had happened after previous price collapses, we quickly forgot that recyclables are commodities with fluctuating values. Instead, we moved forward as if nothing had happened, and we had no future worries about markets.

Granted, our current market doldrums are unique. This time they are caused by an artificial imbalance in supply and demand caused by the decision of the Chinese government to establish specifications for imported recyclables. These new specifications, with a limit of 0.5 percent contamination, will be particularly challenging for American, Canadian and European mixed paper and mixed plastics recyclers.

A different problem faces corrugated boxes. They constitute more than half of the recyclable paper China imports because of their long, strong fibers. They are also a far cleaner grade than mixed paper, especially corrugated boxes from commercial accounts. Yet, uncertainty over inspection procedures is causing problems. Paper recyclers are understandably reluctant to ship bales of old corrugated cardboard (OCC) until they know that inspections will be consistent and predictable.

Recycled paper and plastic markets will face turbulence for at least the next 12 months. However, just like in the early 1990s, markets will adjust. E-commerce has increased the amount of brown paper in the residential mixed paper stream. Some mills will change their stock preparation systems to mine this material. A new paperboard mill will be built in Ohio with mixed paper as a primary feedstock. Two companies have already announced plans to grind and pelletize mixed plastics and ship the pellets to China.

Will we learn anything from this latest price collapse, or will we once again run around like chickens without our heads when the next one happens? Clearly, we need to learn how to provide buffers from down markets and opportunities from up markets and start applying those solutions. Casella Waste Systems’ monthly Sustainability/Recycling Adjustment that it charges commercial and residential contract accounts is one promising option.

Whatever the solution is, let’s learn from our mistakes, not repeat them.

Chaz Miller is a longtime veteran of the waste and recycling industry. He can be reached at chazmiller9@gmail.com.



Canada's Environment Minister Wants To Make Plastic Waste A Global Issue

Canada's minister of environment and climate change, Catherine McKenna, recently offered more details on plans to use the June G7 Summit in Quebec as a platform to advance the country's plastic waste reduction agenda. "We are looking at a zero-plastics-waste charter," she said, as reported by CBC News. "We could build on goals like having 100% reusable, recyclable or compostable packaging."

McKenna cited recent sustainability discussions from big companies such as Unilever and Coca-Cola as a sign that momentum was building. Canada hopes its own action on plastic microbeads can be a model for other countries to follow, and that this can spread to the broader group of G20 countries.

The comments were met with support — and a dose of skepticism — in the Canadian media. Both CTV News and the Toronto Star ran pieces calling on the national government to lead more by example on the issue. Opportunities for further action by provincial governments, such as container redemption programs, were also highlighted.

Prime Minister Justin Trudeau first mentioned Canada's plastics agenda earlier this year, and it fits into the broader global conversation being driven by the European Union. The topic has received ongoing attention from the United Nations, Ellen MacArthur Foundation and many others in recent years.

The 2017 G7 Summit also included a workshop on marine litter, which came out of an action plan signed at the 2015 G7 Summit in Germany. This marine litter focus has led to numerous investments by Closed Loop Partners, The Ocean Cleanup and others in an attempt to reverse course on ocean pollution.

It has become increasingly popular for government officials to set bold goals around plastic, as seen with Canada and the U.K. The U.S. Environmental Protection Agency has also said marine plastic is still an active priority. Translating those ideas into results is often more complicated. For example, around the time Trudeau was talking up this environmental agenda in Davos the national government was approving a \$35 million grant for plastics manufacturing.

While this may signal hypocrisy to environmental groups, it also represents the intricacies around plastics reduction or recycling. Barring a major shift in modern society, plastic will continue to play a role. Some consensus is building around limiting single-use items such as bags or straws. Containers or packaging can be addressed through extended producer responsibility or redemption programs.

The role of multinational packaging manufacturers, and recycling service providers, adds another layer to the discussion. All of this makes for a topic that is perfect for a global summit in theory, but remains a national and local issue in practice.

Taiwan Announces Ban on All Plastic Bags, Straws, and Utensils

All single-use plastic must be phased out by 2030.

Ordering take-out, picking up groceries, buying a soft drink — these are all activities that will change over the next decade in Taiwan when the island nation imposes a blanket ban on single-use plastic bags, straws, and cups, according to the Hong Kong Free Press.

It will be one of the farthest-reaching bans on plastic in the world, and it demonstrates the momentum of the anti-plastic movement as the scale of environmental harm caused by the substance is fully realized.

Taiwan's ban will be phased in over time and builds on existing regulations like an expanded recycling program and extra charges for plastic bags, according to the science website Phys.

The first part of the regulation includes banning chain restaurants from giving straws to customers in 2019, and then an overall ban on straws in dining outlets by 2020.

Retail stores will be charged for providing free plastic bags, disposable food containers, and utensils in 2020 and additional fees will be added in 2025.

These measures will culminate in a flat-out ban on single-use bags, utensils, straws, and containers by 2030, Hong Kong Free Press reports.

Taiwan's announcement is in response to the scale of plastic pollution.

Globally, around 380 million metric tons of plastic are being created annually. Meanwhile, an estimated 8 million metric tons of plastic enter the oceans each year, which is like emptying a garbage truck of plastic into an ocean every minute.

The announcement is also part of a larger movement against plastic in the world as governments realize that the convenience of plastic is not worth the harm it causes.

The UN recently proposed a global ban on plastic pollution entering the oceans; Canada is planning to introduce a similar proposal at the G7 gathering later this year; and a range of local, state, and federal governments are enacting targeted and sweeping bans on plastic use.

Each day, US citizens use about 500 million straws, according to Eco-Cycle. Considering the US accounts for just 4.4% of the global population, the global number of straws used daily is probably much higher.

Almost none of these straws can be recycled because they're generally made from single-use plastic and are so flimsy that they can't endure the recycling process.

So businesses, cities, and even countries are getting rid of them.



Plastic Bags No Longer Accepted Into Saskatoon Recycling Bins



As of April 1, Saskatoon residents are no longer allowed to recycle plastic bags into the city's blue bins. Along with plastic shopping bags, the new rule applies to saran wrap, bread bags and plastic food packaging.

City council voted in favour of Loraas Recycle and Cosmopolitan Industries, the two companies responsible for city recycling, removing plastic bags from the blue bin program. The companies said they could no longer find a market to buy the low-grade plastic.

Naomi Mahilewicz, with the Saskatchewan Waste Reduction Council, said the change will come as a wake up call to some residents.

Mahilewicz urges shoppers to use reusable bags at the grocery store. She said her personal favourite are those made of nylon, which are more durable than cloth.

For produce and some bulk items, Mahilewicz said she uses clear mesh bags. She also suggests washable zippered pouches that can replace ziploc bags in your lunch box.

When it comes to the widespread use of plastic bags, Mahilewicz said it's up to consumers to make a push for change. She suggests talking to stores about not offering them and complaining to companies that do.

Mahilewicz said a full-on plastic bag ban is not likely in Saskatoon yet because they don't make up the majority of what's in the garbage. She said the City of Saskatoon is more likely to target improvements to organic waste disposal and composting.

"That is such a huge volume of what we throw out and so easy to divert that I think we'll see them picking some of the more lower hanging fruit first," she said. "And then eventually as those start to change and we all have curbside composting, they're going to start moving away from some of those smaller things like plastic straws, plastic bags and some of those single-use plastic items."

If you want to get rid of some of the plastic shopping bags you have lying around, you can take them to food banks, daycares or preschools, which have a number of uses for them.

Or, they can always be used for picking up dog poop.

New Materials; New Recovery Methods

Some packaging materials simply may not belong in the traditional blue box either now or perhaps ever. For other newer types of plastic packaging, it may be that recycling technology just needs time to catch up.

And for still others, maybe a completely different approach is what's needed. The success of polystyrene foam depots in Quebec, and plastic bag take-back programs at retail outlets demonstrate that there's no single, 'best' answer for waste diversion, coast to coast.

“Flexible” packaging - such as chip bags, juice pouches, standup pouches - and smaller packages like pudding cups are all used by consumer product manufacturers for an important reason: they keep products fresh and safe while at the same time, reducing packaging and contributing to lower greenhouse gas emissions throughout the whole product lifecycle.

But these packages can challenge traditional recycling programs for three key reasons:

1. Materials laminated together can be difficult to separate for recycling.
2. Some items are in small sizes and volumes that are difficult to separate for recovery.
3. Evolving end markets and technologies often take time to catch up with newer, innovative materials, packaging and products that provide substantial environmental and economic benefits.

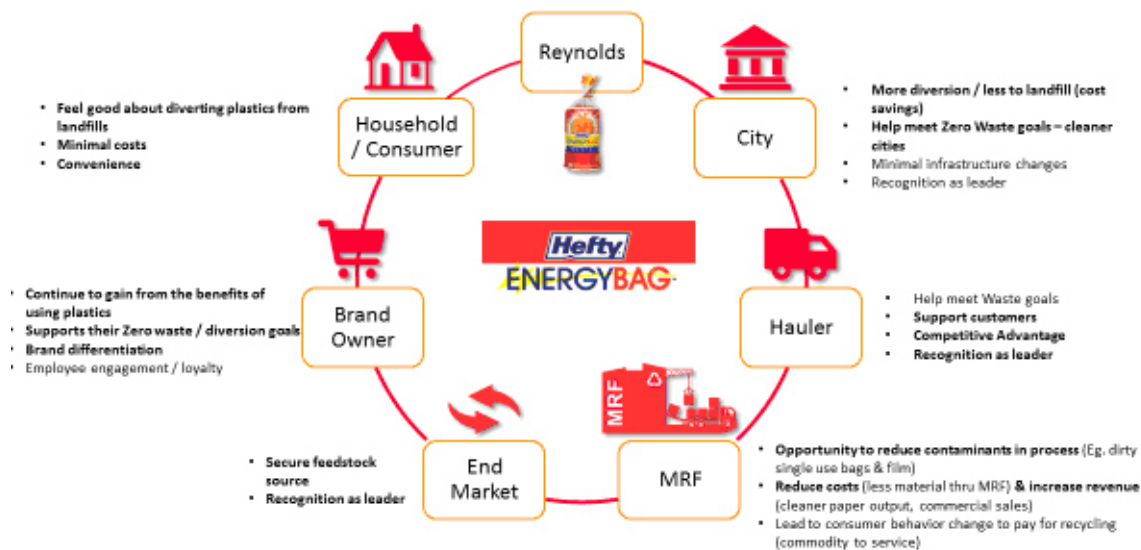
This raises an important question: what other ways are there to enhance diversion of challenging packages - either as short or longer-term solutions?

The Hefty® EnergyBag™ program is an innovative way of 'thinking outside the box' and applying new recovery solutions that address packaging end-of-life challenges. Pilot and full-scale programs in US communities show the Hefty® EnergyBag™ can divert impressive amounts of material that challenge the traditional blue box system. To date, over 44,500 orange bags have been collected, representing approximately 25 tons of non-recycled plastics being diverted from landfills.

In the Hefty® EnergyBag™ programs, consumers purchase distinguishable, branded orange plastic bags for used plastics that wouldn't usually be accepted in their blue boxes. This could include flexible plastics, like chip bags, frozen fruit and vegetable bags, microwave pouches, plastic dishware, straws, foam clamshells utensils, toothpaste tubes, packaging peanuts and much more. When the bags are full, consumers place them in recycling carts or bins and set them at the curb to be picked up on their regular recycling day.



Collaboration is the Key to Success



When they arrive at the MRF, the Hefty® EnergyBag™ orange bags are pulled off at the front-end of the MRF, baled and shipped to an approved energy recovery facility to be converted into new energy sources, such as diesel fuel. The orange bags are never opened and do not go through the MRF. The goal is that in future these technologies can be used to create a feedstock to make new plastic resins – providing for a circular economy model of using plastics to make new plastics. Removing these loose, non-recycled plastics from the MRF stream improves the quality of the regular recyclables.

Through detailed composition audits, the Hefty® EnergyBag™ program has found that the quality of materials collected is acceptable for use in energy recovery technologies, contributing to a significant decrease in the amount of material sent to landfill.

Participating communities have identified positive impacts of the Hefty® EnergyBag™ program, among them:

- convenience and consistency for consumers (85% of one pilot's participants indicated they would continue to participate following completion of the pilot program)
- increased waste diversion with no significant changes to infrastructure and processes
- significant reduction in contamination of materials in the MRF
- overall cost reduction due to fewer materials sent to landfill
- recovery end markets gain, clean feedstocks from the separated materials
- sources of energy-rich feedstocks for energy recovery facilities

Although we all acknowledge it's best to maximize how much we recycle, for those plastics that aren't recycled diversion, programs like the Hefty® EnergyBag™ program can help to increase the overall diversion rate of these materials. Alternative and additional opportunities can support traditional diversion programs to help achieve sustainable materials management (SMM) and low carbon circular economy objectives.

The Hefty® EnergyBag™ program may not be right for every community. However, alternative approaches like this, which complement recycling programs, are valuable for the additional diversion that can be achieved and also, for the avenues of inquiry that enhance conversations about how to manage the changing material mix and promote greater waste diversion. In addition, they will help support the development of energy recovery technologies (such as pyrolysis), which will get us to the closed-loop 'from plastics to plastics' circular model we are all striving for.

Nespresso Joins BC In Recycling Coffee Pods

This initiative is part of global Nespresso program The Positive Cup.

Nespresso, in partnership with Recycle BC, has launched its Green Bag pilot project in Vancouver to make it easier for people to recycle the popular coffee pods.

As of March 2018, City of Vancouver residents can put their used capsules in a sealed recyclable Green Bag provided at no extra cost by Nespresso Canada when coffee capsules are purchased. The bag is placed into the recycling bin.



The aluminum is repurposed and the coffee grounds are transformed into a high-quality compost used by farms at no additional cost to citizens or municipalities.

Once collected by Recycle BC, the capsules are shipped to a partner where they undergo a technological process -- the first of its kind in Canada -- which mechanically separates the coffee grounds from the aluminum. The aluminum is repurposed and the coffee grounds are transformed into a high-quality compost used by farms at no additional cost to citizens or municipalities, according to a news release by the City.

This initiative is part of global Nespresso program The Positive Cup.

“As the only program in North America that is financed by the companies that produce packaging and paper products to operate the recycling system from collection through to processing the materials, we have a unique opportunity to collaborate with companies like Nespresso,” says Allen Langdon,

Recycle BC Managing Director, in a statement. “Through these partnerships, we can make recycling easier for residents, ensuring more material is recycled and less goes towards landfill.”

This is the second phase of the pilot project, following its implementation in Coquitlam and Anmore in May 2017.



U.S. Moves Closer To Tougher Driver Training Standards

Entry-level truck drivers in the U.S. will face newly mandated training requirements as of Feb. 7, 2020.

But the new training standards set out by the U.S. Federal Motor Carrier Safety Administration (FMCSA) will not define the minimum number of in-class or in-cab training hours, as previously advocated for, says Laura McMillan, vice-president of training and development at Instructional Technologies. Instead, a registered carrier will need to certify that someone with a Class A or B learner's permit is "proficient" in 31 topics before a road test can be scheduled.

Those with a learner's permit before Feb. 7, 2020 will be allowed to complete their licensing under the old requirements, as long as it's done before the permit expires.

McMillan, who is also a member of the FMCSA's advisory committee to suggest and approve the new regulations, offered an update on the tightening training regime during the Truckload Carriers Association's annual convention.

The 31 topics are divided into 12 areas, with each area given a recommended method of delivery and a placement in training curriculum. However, there are few hard and fast rules for how the curriculum should be delivered.

Categories will include basic operation, safe operation, advanced operating practices, operating systems, reporting malfunctions, and non-vehicle activities for the classroom portion, skills on the range and on the road, and specialized information for those dealing with hazardous materials, school buses, or passengers.

Trainees will be able to take the in-classroom portion of the training in a traditional classroom, online, or through a combination of both. And the in-cab portion of the training can be done, in part, through the use of simulators to help trainees experience extreme weather and driving conditions, but it is not necessary to include a simulator component.

While the FMCSA regulations say driver trainees must be "proficient" in each of the 31 topics, there is no definition of what "proficient" means in the regulation. McMillan says the generally accepted definition of "proficient" is when the student can complete a task successfully eight times out of 10, but the definition is still subjective.

While the FMCSA committee originally wanted there to be a required number of in-class and in-cab hours, much like Ontario's 103.5 mandated hours, McMillan says the feedback the group received from the industry pressured the committee to change its mind and go with the current system instead.

Those in the U.S. military who currently use their vehicle endorsements and training to transition into trucking will still be able to obtain a commercial driver license through that program if their state allows it.

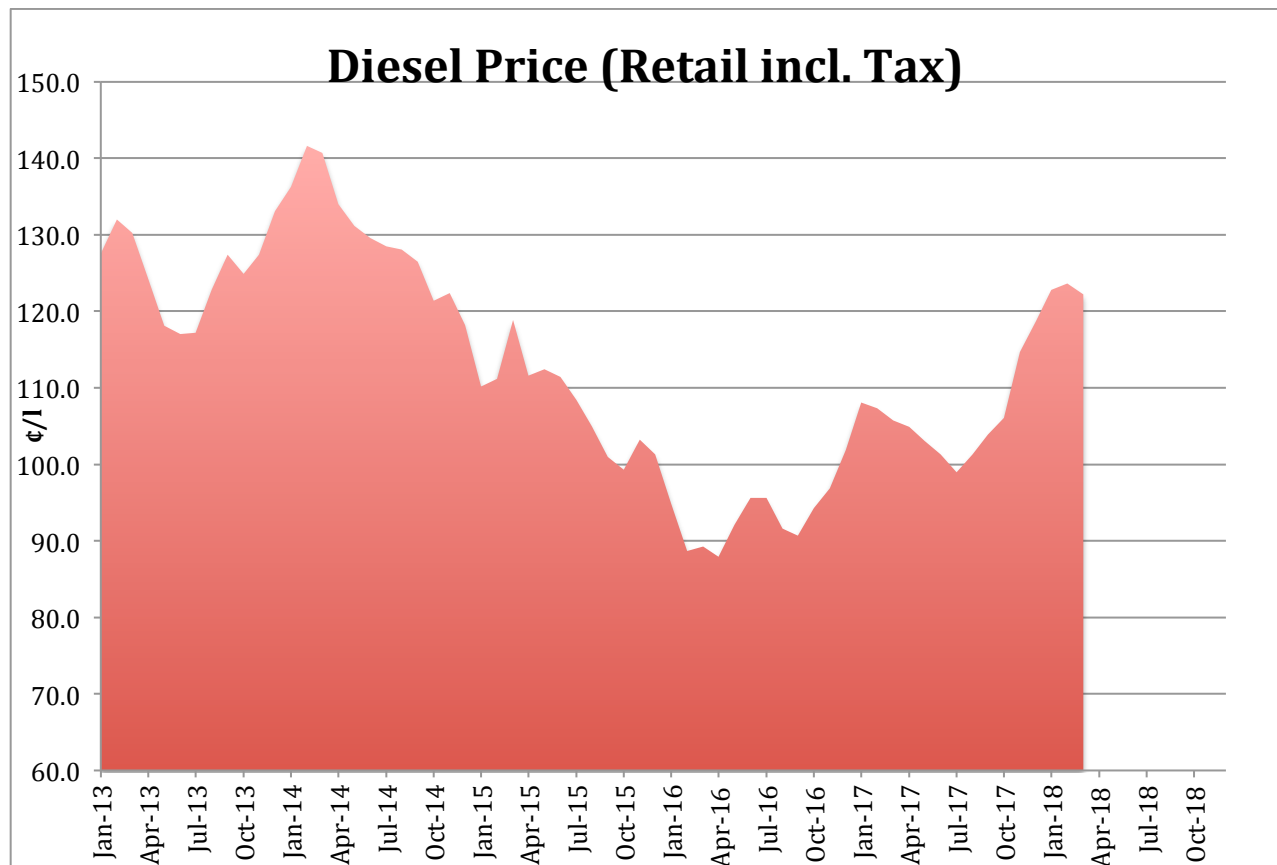
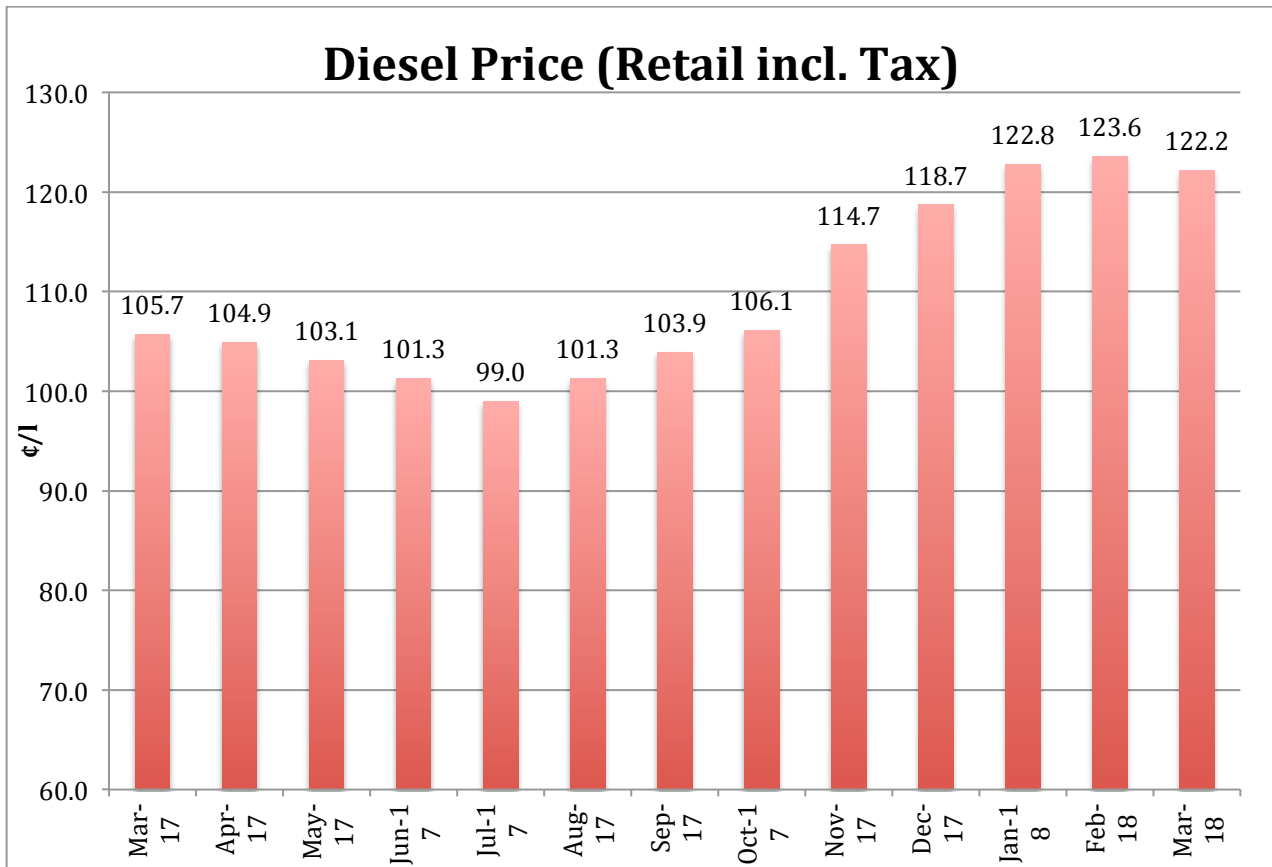
All training schools will have to be registered with the FMCSA — even if they belong to a group or association that maintains elevated curriculum standards. However, there is currently no active q

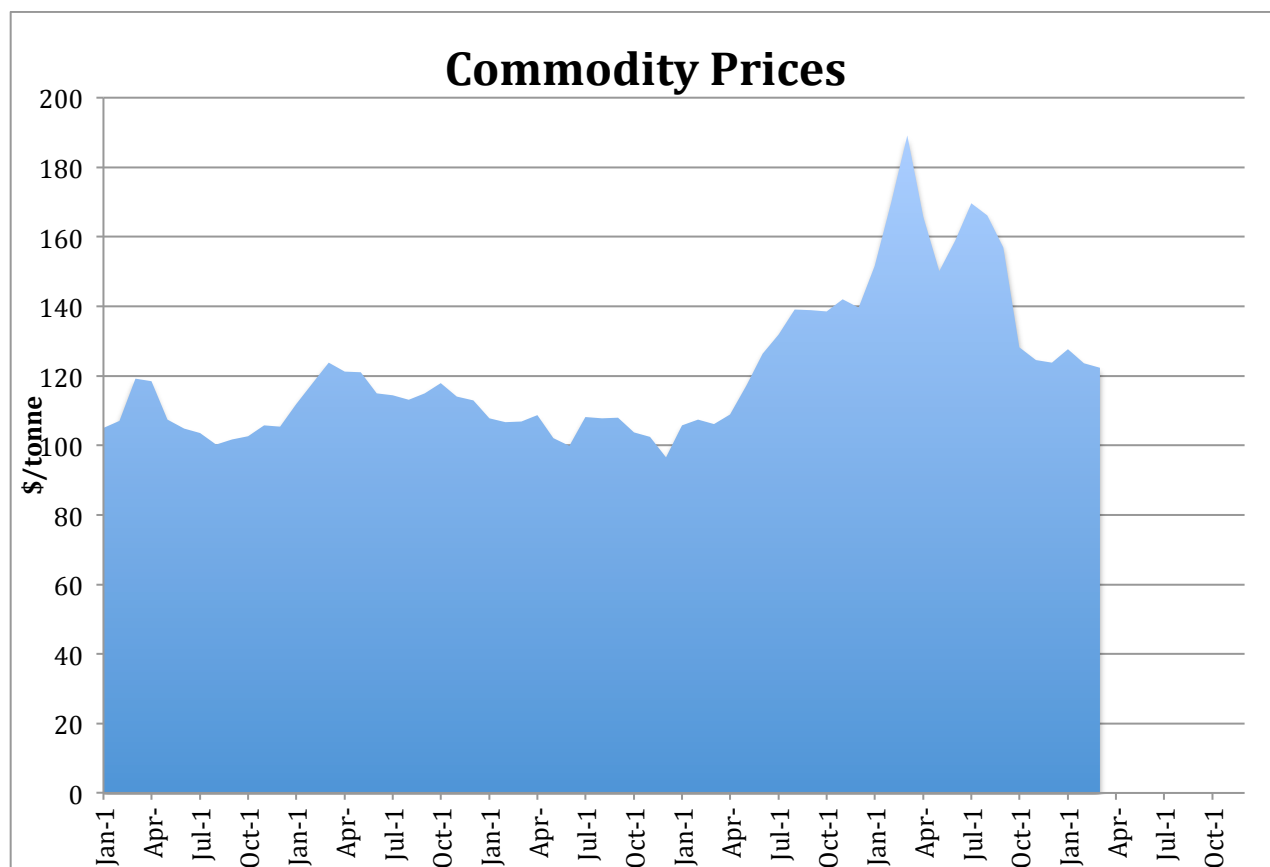
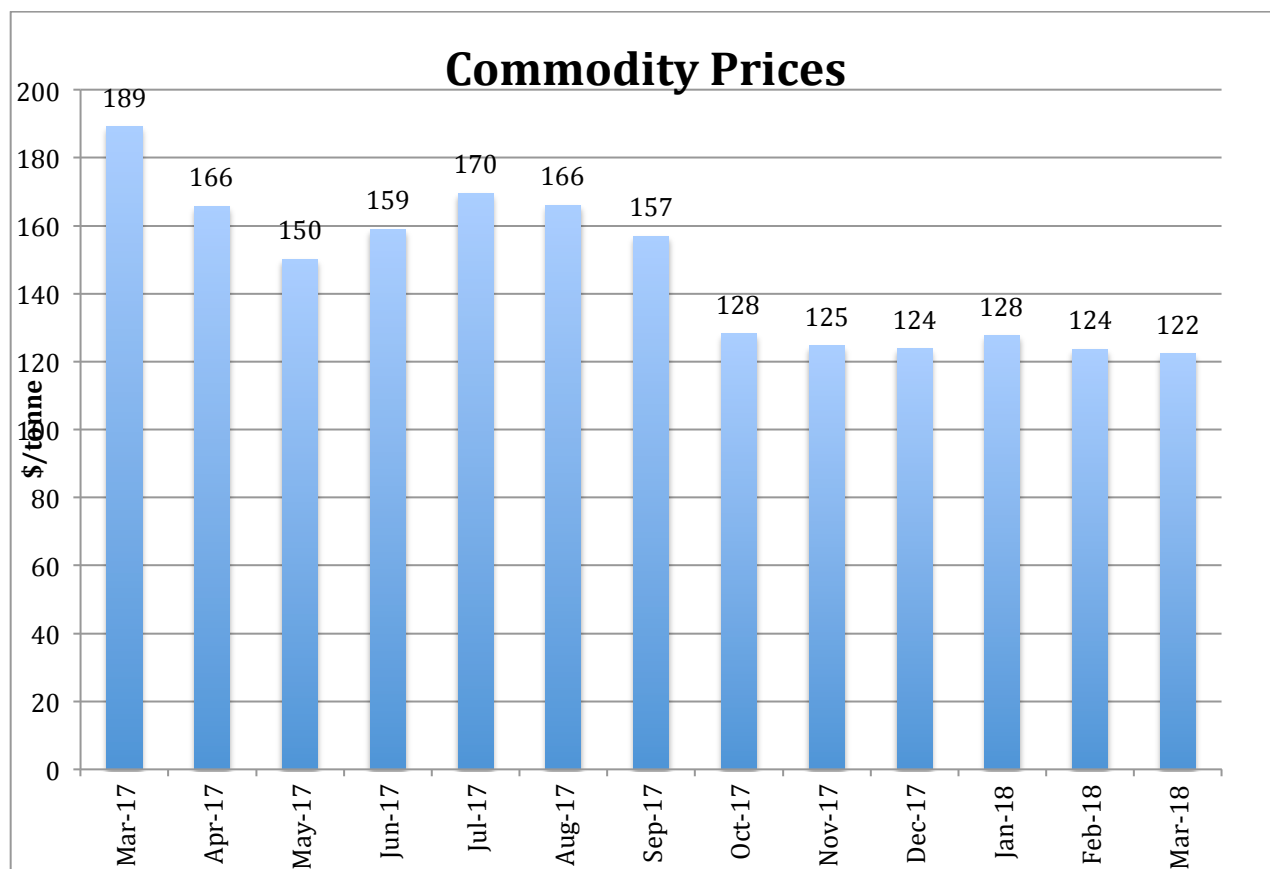
Schools will also be subject to periodic reviews and audits by the FMCSA once they are registered, but there is currently no timeline or mechanism for how that will be carried out, either.

Once the training is completed, training schools will have to submit their certification and have it received before a trainee is allowed to schedule their final road test. This closes a current loophole that allows tests to be completed and passed before evidence of training is submitted.

That system will be an online, automated portal, which has yet to be designed.

McMillan says she expects the developments that still need to be made will come with a "reasonable buffer" period for schools and drivers, and will be rolled out hopefully over the next year.







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

Meeting Location: Municipal Operations Centre

Meeting Date: March 8, 2018

Meeting Time: 6:30pm

Meeting Attendance:

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

Staff Present: CEO M. Corbett, Library Services Coordinator R. Webb, Library Clerk, Collections, K. Long, Library Clerk, Meaghan Everett

Regrets: R. Quinton, M. Zurbrigg

1. Call to order

The meeting was called to order at 6:30pm

2. Approval of the agenda

Motion:

That the March 8th, 2018 regular meeting of the St. Marys Public Library Board agenda be approved as presented.

Moved by: T. Winter

Seconded by: J. Mustard

Result: Carried

3. Declarations of pecuniary interest

None declared.

4. Welcome guests or delegations

K. Long, Collections Development, M. Everett, Library Clerk, and G. Brouwer, Director of Building and Development for the Corporation of the Town of St. Marys.

5. Consent agenda

Motion:

That Consent Agenda items 5.1 to 5.4. inclusive be adopted by the Board.

First: L. Hodgins

Second: B. Tuer

Result: Carried

5.1. Minutes of the February 8th, 2018 Regular Library Board meeting

Motion:

That the minutes of the February 8th, 2018 Regular Library Board Meeting be approved.

5.2. CEO Report



Motion:

The CEO Report be received.

5.3. Library Statistics

Motion:

That the Library statistics report be approved.

5.4. Financial Report

Motion:

That the Library Financial report be approved.

6. Discussion items

6.1. OLA Update—Staff Presentation

Library Staff gave a presentation to the Board about their experiences at OLA Superconference 2018. Staff shared with members of the Board a slideshow about a renovation that was completed in Niagara on the Lake Public Library.

6.2. Library Build Discussion with G. Brouwer

Grant Brouwer presented to the Board some possibilities for potential expansion of the Library building. The Board gave direction that CEO M. Corbett work with staff members to look at ways of maximizing the space that currently exists and to simultaneously work on future planning. The Building and the Planning Committees with additional help from Board member B. Tuer.

6.3. AODA- Documentation attached

CEO M. Corbett updated the Board on AODA standards.

7. Friends of the Library report

Friends of the Library has a new management chair Lorraine Miletic. The Spring Book Sale will take place on April 18, 19, 20, 21, 2018. The Westover Dinner Package is fast approaching and tickets will be on sale until April 26, 2018.

8. Round table discussion

9. Date of next meeting

April 5, 2018

10. Adjournment

Motion:

That the March 8th, 2018 regular meeting of the St. Marys Library Board be adjourned.

Moved by: B. Tuer

Result: Carried

PERTH DISTRICT HEALTH UNIT BOARD

March 21, 2018

The Board of Health of the Perth District Health Unit met on the above date at 9:30 am at the Perth District Health Unit, Multipurpose Room.

Members present: Helen Dowd; Walter McKenzie; Anna Michener; Paul Robinson; Kathy Vassilakos and Bob Wilhelm

Member regrets: Teresa Barresi; Bonnie Henderson; Bill Osborne

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

Bob Wilhelm, Vice-Chair presiding.

Agenda Approval

Moved by: Helen Dowd

Seconded by: Walter McKenzie

That the agenda for today's meeting be adopted with the addition of Business Arising b. Legal Counsel Update.

Carried.

Pecuniary Interest

There were no disclosures of pecuniary interest.

Adoption of Minutes

Moved by: Kathy Vassilakos

Seconded by: Anna Michener

That the minutes of the previous meeting dated February 21, 2018 be adopted as presented.

Carried.

Business Arising

a. Amalgamation Steering Group Update

Dr. Miriam Klassen, Medical Officer of Health presented an update from the Amalgamation Steering Group. Next meeting April 18

b. Legal Counsel Update

Julie Pauli, Business Administrator reported that Darrell Hawreliak has been selected as the legal representative to handle the Smoke Free Ontario portfolio.

Moved by: Walter McKenzie

Seconded by: Helen Dowd

That Darrell Hawreliak be engaged as the legal representative to handle the Smoke Free Ontario portfolio.

Carried.

Business Administrator Report

a. Account Transactions – February 2018

Julie Pauli, Business Administrator presented the accounts for the period ending February 2018.

Moved by: Kathy Vassilakos

Seconded by: Paul Robinson

**That the accounts totaling \$582,538.83 for February 2018 be adopted as presented.
Carried.**

b. Financial Report – February 28, 2018

Julie Pauli, Business Administrator presented the financial report for the period ending February 28, 2018.

Moved by: Walter McKenzie

Seconded by: Helen Dowd

**That the Financial Report for February 28, 2018 be adopted as presented.
Carried.**

MOH Report

Dr. Miriam Klassen, Medical Officer of Health presented a written report for March 21, 2018 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:

- two Student Public Health Inspectors were hired effective May 22 – August 31, 2018
- one Public Health Nurse resigned - effective April 6, 2018
- one Casual Dental Hygienist resigned – effective February 28, 2018

Moved by: Kathy Vassilakos

Seconded by: Helen Dowd

**That the Board receive the March 21, 2018 Medical Officer of Health report.
Carried.**

Closed Meeting

Moved by: Walter McKenzie

Seconded by: Helen Vassilakos

**That the Board enter into Closed Meeting at 9:45 am to discuss labour relations.
Carried.**

Moved by: Helen Dowd

Seconded by: Walter McKenzie

That the Board reconvene in open meeting at 9:52 am.

Moved by: Helen Dowd
Seconded by: Anna Michener

That the Board grant Employee #380 an unpaid leave of absence for up to four months May – September, 2018

Carried.

Correspondence

- a. HKPR re Repeal of Section 43 of the Criminal Code
- b. City of Stratford re Expert Panel
- c. Grey Bruce re Vaccine Recommendations for Childcare Workers
- d. Grey Bruce re Smoke-Free Modernization
- e. Grey Bruce re Alcohol Retail Sales
- f. Grey Bruce re Food Insecurity
- g. Sudbury re Tobacco and Smoke-Free Campuses
- h. Randy Pettapiece MPP re Expert Panel
- i. Dr. Eric Hoskins re Expert Panel
- j. HKPR re 2018 ASP and Budget Letter

Moved by: Kathy Vassilakos
Seconded by: Paul Robinson

That the Board support the Haliburton, Kawartha, Pine Ridge District Health Unit letter re Repeal of Section 43 of the Criminal Code.

Carried.

Moved by: Helen Dowd
Seconded by: Walter McKenzie

That the Board receive all correspondence for information purposes.

Carried.

Next Meeting

The next regular meeting of the Perth District Health Unit Board will be held on Wednesday, April 18, 2018 at 9:30 am in the Multipurpose Room.

Adjournment

Moved by: Kathy Vassilakos
Seconded by: Anna Michener

That we now adjourn.

Carried.

Meeting adjourned at 9:55 am.

Public Announcements

- Perth County Women in Politics Roadshow (Helen Dowd and Kathy Vassilakos)
April 4 – Listowel; April 12 – Stratford; April 17 - Mitchell

Education Session

Dan Singleton, Public Health Inspector and Shannon Edmonstone, Registered Dietitian presented an Education Session on Menu Labelling.

Attendance: Helen Dowd, Walter McKenzie, Anna Michener, Paul Robinson, Kathy Vassilakos and Bob Wilhelm.

Respectfully submitted,

Bob Wilhelm, Vice-Chair

PERTH DISTRICT HEALTH UNIT BOARD

Multipurpose Rooms – Health Unit

April 18, 2018
9:30 am

A G E N D A

1. **Approval of the Agenda.**
2. **Pecuniary Interest.**
3. **Adopt the Minutes** from meeting dated March 21, 2018 - *attached*
4. **Closed Meeting** if necessary.
5. **Business Arising**
 - a. Amalgamation Steering Group Update – Minutes January 18, 2018 - *attached*
 - b. Comparison of Mileage Rates - *attached*
6. **New Business**
 - a. Insurance Renewal - *attached*
 - b. Registration Open for 2018 alPHa Annual Conference, June 10-12, Toronto
7. **Business Administrator Report – Julie Pauli**
 - a. Account Transactions – March 2018 – *attached*
 - b. Financial Report – March 31, 2018 – *attached*
 - c. 2017 HR Stats
 - d. 2017 Audited Financial Statements - *attached*
8. **Medical Officer of Health Report – Dr. Miriam Klassen – attached**
9. **Correspondence**
 - a. alPHa Summary 2018 Budget – *attached*
 - b. alPHa Response – 2018 Ontario Budget – *attached*
 - c. Hastings Prince Edward re Dedicated Funding for Local PH Agencies From Cannabis Sales Taxation Revenue - *attached*
10. **Date of next meeting – Wednesday, April 18, 2018**
11. **Adjournment.**
12. **Public Announcements.**
13. **Education Session**



**PERTH DISTRICT HEALTH UNIT
REPORT OF THE MEDICAL OFFICER OF HEALTH**

April 18, 2018

1. ADVOCATE FOR PUBLIC HEALTH

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

On March 23, the MOH attended the second annual meeting hosted by the Multicultural Association to discuss newcomer issues and opportunities to work together to enable successful integration of newcomers into Huron Perth.

Dr Linna Li is a 4th year Public Health and Preventive Medicine resident at Queen's, who is completing a residency rotation at PDHU from April 9 - June 23. She will focus much of her efforts on Mental Health Promotion, but will also participate in other activities.

PDHU is a steadfast corporate donor to the United Way campaign every year. This year, one of our PHNs, Krysta Tomasevic, received special recognition for her leadership and enthusiasm as co-chair of our internal PDHU United Way Committee.

2. PREPARE FOR POSSIBLE HEALTH SYSTEM CHANGES

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

A number of staff were able to attend workshops at The Ontario Public Health Convention (TOPHC) in Toronto last month. Insights from the workshops will help guide our work in mental health promotion, working with priority populations and health equity in particular.

On April 24, the MOH will attend a meeting hosted by the MOHLTC regarding "Ontario Public Health Standards and Related Initiatives; Implementation Session". The agenda includes an overview of recent regulatory changes to the *Health Protection and Promotion Act*, the *Immunization of School Pupils Act* and the *Smoke Free Ontario Act*, accountability, education and training, and cannabis.

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

- **Build internal capacity and awareness**
- **Be local champions**

On April 4th PDHU hosted the annual Huron and Perth RD Appreciation and Education Event in recognition of RD day. Nineteen Registered Dietitians from Huron and Perth participated. Information was shared about the Healthy Roots Program, an Indigenous wellness program as well as strategies to engage with Indigenous populations in our area. A second speaker addressed working with clients that have mental health concerns.

PDHU is hosting two half day *Bridges Out of Poverty Workshops* on Wednesday May 2, 2018 at the River Gardens Retirement Residence in Stratford. The workshop is intended to provide participants with a deeper understanding of the challenges and strengths of people living in poverty as well as key strategies when working with individuals living in poverty. A number of PDHU staff have already registered for the training and registration is also open to any Board of Health members who may wish to participate. Registration information has also been shared with a number of our community partners.

2

Staff and MOHs from Elgin St Thomas Health Unit and PDHU are working together to advocate for culturally competent care for Amish and Mennonite self-pay Canadian citizens provincially and particularly in the SW LHIN.

4. OTHER

The Health Unit continues to work with the Ministry of the Environment and Climate Change (MOECC) and the Town of St. Marys regarding air quality concerns in St. Marys related to St. Marys Cement. Public Health Ontario was consulted and they provided an independent analysis of the MOECC's air quality testing. A Health Hazard Investigation report is being prepared and will be made available soon and also shared on the Town's website, and presented at a public meeting on Tuesday May 15 at 6pm (location to be determined).

5. STAFFING UPDATES

Casual Public Health Nurse hired~ effective April 19
Community Health Student ~ effective April 30, 2018

Respectfully submitted by
Dr. Miriam Klassen
Medical Officer of Health

SPRUCE LODGE
Board of Management Meeting
March 21st, 2018

Present: *Peter Bolland, David Schlitt, and Jennifer Facey*

Councillors: *Jim Aitcheson, Rhonda Ehgoetz, Frank Mark, Carey Pope, Kathy Vassilakos*

Regrets: *Councillor Don Van Galen*

Guests:

Chairperson Councillor Ehgoetz brought the meeting to order.

Moved by Councillor Aitcheson
Seconded by Councillor Mark

That the agenda for March 21st, 2018 be approved as presented.

CARRIED

➤ Declaration of pecuniary interest.

Moved by Councillor Vassilakos
Seconded by Councillor Pope

That the minutes of February 21st, 2018 be approved as presented.

CARRIED

Business Arising: *None noted.*

New Business:

Ratification of Accounts:

Moved by Councillor Aitcheson
Seconded by Councillor Mark

That the February 2018 accounts in the amounts of \$267,006.31 be ratified.

CARRIED

Financial Report:

The Business Manager will present Spruce Lodge Revenue & Expenses for January and February 2018 at the next meeting for review. A portion of the draft 2017 audited financial statements at December 1, 2017 were presented for review.

Moved by Councillor Mark
Seconded by Councillor Van Galen

That \$34,000 of the surplus be transferred into the sick leave reserve, \$49,000 into the municipal capital reserve to address anticipated deficits, and the balance into the contingency reserve.

DEFEATED

Moved by Councillor Aitcheson
Seconded by Councillor Mark

That \$30,000 of the surplus be transferred into the sick leave reserves and \$135,000 into the contingency reserve.

CARRIED

SPRUCE LODGE - Continued

Board of Management Meeting

March 21st, 2018

Moved by Councillor Pope

Seconded by Councillor Aitcheson

To accept the Spruce Lodge financial report as presented.

CARRIED

Insurance Presentation:

Drew Campbell joined the meeting to present the Insurance renewal effective April 15, 2018 at an approximate increase of 6%. Cyber risk still needs to be determined pending the network sharing agreement with ONE Care.

Moved by Councillor Aitcheson

Seconded by Councillor Mark

To accept the insurance based on the quote received.

CARRIED

Discussion took place about ONE Care being the central intake for the CSS program, and the need to ensure that services are not sacrificed.

Administrator's Report:

Moved by Councillor Vassilakos

Seconded by Councillor Pope

To enter closed session at 6:10 p.m. to discuss matters pertaining to collective bargaining.

CARRIED

Moved by Councillor Aitcheson

Seconded by Councillor Vassilakos

To enter open session at 6:12 p.m.

CARRIED

Case Mix Index (CMI) Levels:

Although Spruce Lodge has experienced a small increase in CMI levels, we remain on the lower end of the scale for Perth County. We have contracted with the MedeCare for an initial review of our records for January, February, and March 2018. Cost would be \$11,000 if they are successful in increasing levels by 2 points.

CSS One Time Minor Infrastructure Program 2017/2018

Spruce Lodge applied to the Community Sector One-time Minor Infrastructure Program 2018/2018 and was approved for the following:

- Nineteen (19) automatic door openers	\$ 67,700
- New portable and desktop phones	\$ 29,700
- accessible bathroom upgrade	<u>\$ 15,800</u>
	<u>\$113,200</u>

Continuum of Care Research Project:

Spruce Lodge has applied to be one of five selected for a project to research the benefits of continuums of care. A proposal was submitted this week for consideration.

SPRUCE LODGE - Continued

Board of Management Meeting

March 21st, 2018

Save On Energy Program:

The Business Manager and Environmental Services Manager attended a Festival Hydro event to accept an excellence award for the Demtroys project.

Risk Management:

A critical incident has been reported of sexual misconduct of one resident to another. One on one staffing has taken place with the resident, legal council has been contacted to consult about policies and practices.

On the Human Resources front, there were eight (8) Residnet Assistant lines available, but now are fully staffed.

Declaration of Compliance for L-SAA:

The Administrator presented the declaration of compliance for L-SAA for approval.

Moved by Councillor Aitcheson

Seconded by Councillor Pope

To accept the declaration of compliance for L-SAA.

CARRIED

Moved by Councillor Aitcheson

Seconded by Councillor Vassilakos

That the Administrator's report be accepted as presented.

CARRIED

Other Business:

Correspondence:

The annual reporting requirements and plans was presented as information.

Dress Down Days:

☺ *For February 2018, the lucky charitable receipt winner is...Jeanette Bender!*

Moved by Councillor Mark

That the meeting be adjourned.

CARRIED

Date & Time of Next Meeting:

Wednesday, April 18th, 2018 at 5:30 p.m.

Councillor Ehgoetz
Chairperson

Jennifer Facey
Secretary

Date

Apr 18/18

MINUTES
BOARD OF DIRECTORS' MEETING
TUESDAY, JANUARY 23, 2018

Members Present:	T.Birtch M.Blackie M.Blosh R.Chowen A.Hopkins T.Jackson S.Levin	N.Manning H.McDermid A.Murray J.Salter G.Way S.McCall-Hanlon
Regrets:	B.Petrie	M.Ryan
Solicitor:	G.Inglis	
Staff:	T.Annett J.Enright B.Glasman C.Harrington T.Hollingsworth C.Saracino	A.Shivas M.Snowsell C.Tasker I.Wilcox K.Winfield

M.Blackie called the meeting to order and informed the Board that Nathalie Des Rosiers was announced last week as the new Minister of Natural Resources and Forestry.

1. Approval of Agenda

G.Way moved – T.Jackson seconded:-

“RESOLVED that the UTRCA Board of Directors
approve the agenda as posted on the Member’s web-site.”

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.

This will be the last time this statement is given at the opening of a Board meeting. As approved by the Board in November 2017, starting in February the Factual Certificate will replace this statement and be reviewed and accepted once a year.

4. Minutes of the Previous Meeting

November 28, 2017

M.Blosh moved – N.Manning seconded:-

“RESOLVED that the UTRCA Board of Directors approve the Board of Directors’ minutes dated November 28, 2017 as posted on the Members’ web-site.”

CARRIED.

5. Business Arising from the Minutes

- (a) Response to City of London Meeting Space Invitation
(Letter attached)

S.Levin moved – A.Hopkins seconded:-

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

CARRIED.

6. Business for Approval

- (a) Engagement of Investment Management Services from PH&N
(Report attached)

S.Levin presented the recommendation and informed the Board that the Committee received three proposals. The Committee narrowed it down to two and invited both parties to come to the WCC and give presentations. After hearing the presentations and a lengthy discussion, Phillips, Hager & North Investment Funds Ltd. was chosen.

S.Levin added the following to the recommendation; Clause B: Both companies who provided presentation to the Finance & Audit Committee are to be notified of the Board’s decision.

T.Jackson moved – J.Salter seconded:

“RESOLVED that the Board of Directors accept the recommendation as presented in the report and Clause B as outlined in the above minutes.”

CARRIED.

(b) Tender Award – Wildwood Dam Valve
(Report attached)

Concerns were raised and discussed concerning the large variance between the estimate and the actual cost. It was clarified that there is a Dam specific levy to be used for these types of situations.

C.Tasker clarified that while all three dams have these valve type structures, they are all very different and the other two will not require this type of maintenance. He went on to explain that the cost is high due to the environmental controls needed to deal with the humidity and temperature of the space. While there is no long term guarantee for the work, there will be long term monitoring in place. At this time valve replacement was not considered, as there is still life left in the current valves.

J.Salter moved – A.Murray seconded:

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

CARRIED.

(c) Fees Policy
(Report attached)

The draft Fees Policy presented is a starting point. It will be brought back when the Minister approves the fees section of the new Conservation Authorities Act. Having a Policy will allow for an annual review of the fees.

An omission was noted on Page 10. Staff will correct the error.

There was a discussion around cost recovery through fees. I.Wilcox reported that, with the UTRCA’s current fees, cost recovered for plan review is most likely less than fifty percent. Staff are hoping to get more Provincial direction on cost recovery in the upcoming fees section of the new CA Act. Compared to the surrounding Conservation Authorities, the UTRCA’s fees are in the middle, but overall there is no consistency across Ontario. Staff are hopeful the direction from the Province will address this ongoing issue.

The Board agreed that the Policy needs more discussion, specifically around partners and exemptions, and asked that it be brought back to this Board before November 2018 for approval, whether Provincial direction has been given or not.

T.Birtch arrived at 9:47am

T.Jackson moved – R.Chowen seconded:

T.Jackson moved – S.Levin seconded:

“RESOLVED that the motion be amended to include the deadline of November 2018 for the final draft to be reviewed by the Board.”

CARRIED.

“RESOLVED that the Board of Directors receive the draft and direct staff to complete a final draft, to be presented to the Board before November 2018.”

CARRIED.

7. Closed Session – In Camera

There being property and legal matters to discuss,

T.Jackson moved – H.McDermid seconded:-

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

CARRIED.

Progress Reported

- (a) Matters Pertaining to Pittock Conservation Area
(Report attached)

Property matters relating to Pittock Conservation Area were discussed.

S.Levin moved – H.McDermid seconded:-

“RESOLVED that the Board of Directors receive the report as detailed in the Closed Session minutes, and receive the Minutes of the November 28, 2017 Closed Session meeting, as posted on the Member’s web-site.”

CARRIED.

8. Business for Information

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

M.Blackie drew the Board’s attention to a few items listed in the report. Concerns and questions were raised regarding the length of the requested drain cleanouts. Staff are currently drafting an Enclosures Policy which will be presented to the Board when complete. Based on a request for

further Board education on drain cleanouts, it was suggested that Board members attend the annual Drainage conference in October that UTRCA staff regularly attend.

T.Birtch moved – M.Blosh seconded:-

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

CARRIED.

(b) Conservation Authorities Act Approval
(Report attached)

The new Conservation Authorities Act was approved in December. I.Wilcox directed attention to the sections identified as ‘not yet enforced’ as outlined in the attached report. The Board was advised that they will be involved with the revision of the Governance Policies, which must be approved by December 12, 2018.

Kim Gavin, General Manager of Conservation Ontario, will be giving a presentation about the changes to Act at the UTRCA Annual General Meeting in February.

G.Way moved – S.McCall-Hanlon seconded:-

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

CARRIED.

(c) Closure of Ontario Seeds Facility
(Report attached)

J.Enright outlined the events that lead to the attached letters. The decision to close the Ontario Tree Seed Facility was made in August 2017 by the Province, without consultation with user groups. The closure date is set for September 2018, but some efforts to dismantle operations have begun. Numerous parties across the Province have voiced concerns.

J.Enright outlined, clarified, and gave his opinion regarding the letter of response the UTRCA received from the Minister of Natural Resources and Forestry. There is serious concern that this will impact the UTRCA’s Targets if staff do not have access to an adequate supply of appropriate tree seed.

Board members encouraged each other to bring this to the attention of their Communities and respective Municipal Councils. There was discussion around the roles of Conservation Ontario and Forests Ontario in this matter. The Board expressed serious concerns around the closure of this facility and discussed with staff the most appropriate action.

S.Levin moved – R.Chowen seconded:-

“RESOLVED that the Board of Directors direct staff to communicate with Conservation Ontario, and share with them the Board's concerns regarding closure of the Ontario Tree Seed Plant, and request their leadership in contacting and working with the Province and appropriate partners to retain or re-establish the Seed Plant.”

CARRIED.

(d) Harrington Dam Update
(Report attached)

C.Tasker presented his report to the Board and informed them the Master Plan process could take anywhere from two to five years. Concerns were raised and discussed by the Board around the length of time this new process may take, given the safety issues that prompted the original Environmental Assessment (EA). Staff do not foresee any problems but will not lose sight of the safety issues throughout the process. Once a plan is developed for the Master Plan process, staff will have a more definite idea of the timeline and re-evaluate the dam safety review if necessary. The Master Plan process was chosen because it has fewer constraints than the EA process, and allows three parties to be at the table instead of just two. It also provides more latitude in scope that will allow the concerns raised by the Harrington and Area Community Association to be more fully addressed. The EA process has been paused and will most likely be resumed on the completion of the Master Plan.

H.McDermid moved – N.Manning seconded:-

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

CARRIED.

(e) Draft Budget Municipal Feedback
(Report attached)

A letter received by the UTRCA from the Township of Perth South was presented to the Board and was discussed as part of the Municipal Feedback report by I.Wilcox. Staff still have one more Council meeting to attend and receive feedback from. This report will be completed and presented to the Board again at the AGM.

The Board discussed the resolution presented in the letter from the Township of Perth South. Staff clarified that while a Council resolution does not overcome the levying powers of the UTRCA, it is a strong statement for the Board to take into consideration.

R.Chowen elaborated on the Thames Centre Council meeting he attended with I.Wilcox.

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

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

CARRIED.

9. January FYI
(Attached)

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

10. Other Business

I.Wilcox informed the Board that the UTRCA received a generous and unexpected \$2,000.00 donation from Columbia Sports Wear. The donation has been directed to the Species at Risk program.

I.Wilcox reported that the UTRCA was approached by Ducks Unlimited to host their newest wetland creation staff member in the WCC. Staff accepted the request and the arrangement will be going very soon. Board members expressed their support for this arrangement.

The Board was reminded of the 71st UTRCA Annual General Meeting taking place on Thursday, February 22nd. Similar to last year's format, the meeting will be split, with business and the Budget vote in the first half, followed by presentations from both staff and a guest speaker in the second half. Kim Gavin, General Manager of Conservation Ontario will be the guest speaker and will be discussing the changes to the Conservation Authorities Act. Staff presentations will include the launch of the newest Watershed Report Cards, an update on the Moyer property, and a Targets update.

11. Elections
(Report attached)

M.Blackie requested a motion to nominate Grant Inglis as Interim Chair for the purpose of conducting the elections for Authority Chair and Vice-Chair for 2018.

T.Jackson moved – H.McDermid seconded:-

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

CARRIED.

T.Jackson moved – S.Levin seconded:-

“RESOLVED that G.Inglis be nominated as Interim Chair for the purpose of conducting the elections for the Authority’s Chair and Vice-Chair for 2018.”

CARRIED.

G.Inglis outlined the procedures for electing the Authority’s Chair and Vice-Chair as specified in the Conservation Authorities Act and the UTRCA Board of Directors’ Policy Handbook.

(a) Chair

G.Inglis called for nominations for the position of Chair of the UTRCA Board of Directors for 2018.

T.Jackson nominated M.Blackie for the position of Chair of the UTRCA Board of Directors for 2018.

G.Inglis called twice more for further nominations.

There being no further nominations, nominations were closed.

G.Inglis inquired if the nominee would allow his name stand and if he would like to speak to the nomination. M.Blackie stated he would allow his name to stand.

G.Inglis declared M.Blackie as Authority Chair for 2018.

(b) Vice-Chair

G.Inglis called for nominations for the position of Vice- Chair of the UTRCA Board of Directors for 2018.

R.Chowen nominated N.Manning for the position of Vice-Chair of the UTRCA Board of Directors for 2018.

G.Inglis called twice more for further nominations.

There being no further nominations, nominations were closed.

G.Inglis inquired if N.Manning would allow her name to stand. N.Manning stated she would allow her name to stand.

G.Inglis declared N.Maning as the Vice- Chair of the UTRCA Board of Directors for 2018.

G.Inglis congratulated the Chair and Vice-Chair, and relinquished the Chair to M.Blackie.

(c) Hearings Committee

M.Blackie noted that traditionally the Hearings Committee consists of the Authority Chair, Vice-Chair, past Chair and two additional Authority members, but as there is no past Chair, the 2018 Hearings Committee will consist of M.Blackie, N.Manning and three additional Board members.

The Chair called three times for nominations for three positions on the Hearings Committee.

H.McDermid nominated T.Jackson to be a member of the Hearings Committee for 2018.

M.Blosh nominated S.Levin to be a member of the Hearings Committee for 2018.

A.Hopkins nominated M.Blosh to be a member of the Hearings Committee for 2018.

All three nominees agreed to let their names stand for the positions on the Hearings Committee for 2018.

There being no further nominations, nominations were closed.

M.Blackie confirmed the 2018 Hearings Committee will consist of the M.Blackie, N.Manning, M.Blosh, T.Jackson, and S.Levin.

(d) Finance & Audit Committee

M.Blackie noted that the Finance & Audit Committee consists of the Authority Chair, and two to four additional Authority members.

The Chair called three times for nominations for the positions on the Finance & Audit Committee.

R.Chowen nominated N.Manning to be a member of the Finance & Audit Committee for 2018.

H.McDermid nominated T.Jackson to be a member of the Finance & Audit Committee for 2018.

T.Jackson nominated S.Levin to be a member of the Finance & Audit Committee for 2018.

All three nominees agreed to let their names stand for the positions on the Finance & Audit Committee for 2018.

There being no further nominations, nominations were closed.

M.Blackie confirmed the 2018 Finance & Audit Committee will consist of the M.Blackie, N.Manning, T.Jackson, and S.Levin.

12. Adjournment

T.Jackson congratulated and thanked A.Hopkins and all those involved in the process that lead to the decision to decommission Springbank Dam.

There being no further business, the meeting was adjourned at 11:17 a.m. on a motion by T.Jackson.



Ian Wilcox
General Manager
Att.

M.Blackie, Authority Chair

St. Marys Business Improvement Area (BIA) Annual General Meeting

Date: Monday, March 5, 2018

Location: Stonetown Coffee Co., 5 Water St. South, St. Marys, ON

Time: 6 p.m.

Board Attendance: Carey Pope, Cindy Taylor, Cathie Szmon, Sue Griffiths, Julie Docker-Johnson

Also in Attendance: Maggie Richardson, Casey and Mary Van Den Berg, Cal Ptashnik and Larry O'Hearn, Heather Parkinson, Aimee Rankin, Bruce Barnes, Town of St. Marys Economic Development Manager Kelly Deeks, Mayor Al Strathdee, John Stevens, BIA Ambassador Volunteer Lead

BIA Staff in Attendance: Esther DeYoung, Administrative Assistant

Agenda Items

1.0 Call Annual General Meeting to Order and Welcome- Julie

Called to order at 6:15pm

2.0. Declaration of Conflicts of Interest

None

3.0 Highlights of 2017- Julie

Julie spoke to the various programs organized and promoted by the BIA in 2017. These included the restarted BIA Ambassador program, Event cards, joining the Stratford Tourism Alliance, the Bring Your Own Picnic event during Heritage Festival, Giving Day, Christmas Open House and the creation of the Strategic Plan.

4.0 Strategic Plan Highlights- Julie

Notably, the board and membership worked to create a vision and mission for the Strategic Plan. The portion highlighted in pink on the budget reflects the Strategic Plan for the BIA.

5.0 Discussion of 2018 Proposed Budget and Approval- Cathie

This year the board decided to lay out the budget in percentages. The \$45,000 on the budget is the town levy. The board has discussed the creation of associate memberships to allow for people outside of the BIA boundaries to participate. This item will be strategized in the coming year. More

funds are being added to ambassador appreciation as it will become a yearly event. As well, more funds will go to the Bring Your Own Picnic this year. The BIA also hopes to set up social media training for businesses. The BIA is now part of the Stratford Tourism Alliance.

Motion: THAT the 2018 budget be approved.

Motion: Cathie

Second: Cindy

Carried.

6.0 Questions and Answers- Cindy

Before opening the floor to questions, Cindy presented on the available committees for BIA members to join. She noted committees make their own meeting times. The committee ideas go to the board for plans and costs to be reviewed and then approved. The various committees are:

- BYOP (Bring Your Own Picnic)
- Christmas Committee
- Giving Day
- Governance Committee- Chair Chantal Lynch, Member Cathie Szmon
- Ambassador Committee- Chair Cathie Szmon, Member John Stevens
- Budget Committee- Chair Cathie Szmon

In 2019, there will be a new BIA board and members are asked to consider running. The board is composed of for 4 members and one council representative.

Cal Ptashnik asked if the surplus budget money could be put into something permanent. Cindy noted the Town is working on securing funds for an art project and the BIA could be part of this project. John Stevens asked if the BIA could partner with another small community in a mentoring role. Carey Pope noted the BIA belongs to the Ontario BIA Association and this allows for information to be exchanged between communities. Julie also noted OMAFRA could help the BIA network with other communities.

7.0 2019 BIA Board Members- Julie

This item was covered in agenda item 6.0 by Cindy.

8.0 Committee Sign-Ups

This item was covered in agenda item 6.0 by Cindy.

9.0 Adjournment

Motion: Cathie

Second: Cindy

Adjourned at 6:57pm.

2018 BIA Board Meeting Dates

January 8	February 15	March 5	April 9
May 14	June 11	July 9	August 13
September 10	October 8	November 12	December 10

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

BIA Staff: Esther DeYoung

Town of St. Marys Staff: Kelly Deeks (Economic Development Manager)

For Information: Brent Kittmer (CAO/Clerk)



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
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MINUTES

**CBHFM Board of Directors Meeting – 7:00am, Friday, March 23, 2018
Offices of Waghorn Stephens: 21 Wellington St. N., St. Marys, ON**

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

Ex-Officio: Lynn Hainer (Council Rep), Al Strathee (Mayor)

Staff: Scott Crawford, Director of Operations

Regrets/Absences: Adam Stephens (Chair), Mike King, Mike Wilner, Jocelyne Gall, Finance & Administration Coordinator

Call to Order: Tammy Adkin called the meeting to order

Declaration of any conflict of interest:

- None

Additions to Agenda:

- None

Approval of Agenda:

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

THAT the CBHFM Board of Directors approves the agenda as circulated by email and distributed before this meeting March 23, 2018.

Carried.

Approval of Minutes from February 23, 2018:

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

February 23, 2018 with adjustment correction to the financial report, indicating that we have “sufficient cash on hand for the capital project.”.

Carried.

Business arising from the minutes of February 23, 2018:

- None

New Business:

a. Workplace Harassment Policy

Moved by Tony Little; **Seconded** by Julie Docker-Johnson:

THAT the CBHFM Board of Directors approves the Policy for Prevention of Harassment and Violence.

Carried.

Committee Reports:

a. Management

- No report

b. Finance:

- Audit for 2017 by MNP is almost complete
- Will report on first quarter results at the April board meeting
- Expansion costs going well and under control

c. Resource Development

- Letters sent out and follow ups have started on capital campaign appeal; several follow ups will be done once spring training concludes
- Approximately \$75,000 in new donations have come in for the new museum project as a result of the appeal.
-

d. Outreach

- No report

e. Nominating

- No report

f. Governance

- No report

g. Museum Renovations

- Museum Assistance Program (MAP) grant for collections shelving was declined as Canadian Heritage had concerns about our ability to spend the funds within the 2018-19 fiscal year. They have encouraged us to reapply next year. The next application deadline will be November 1, 2018.
- Gary from BaAM was at museum March 9 with Tammy and Scott for tour of construction
- Tammy has reached out to recently retired curators for proposals to organize and move the collection.
- Museum will be closed until further notice due to construction and renovations
- Harry suggests we determine a plan for access to the new museum during induction weekend, if access is possible; Tammy will consider this and make a recommendation at the next board meeting
- Received letter and amended funding agreement from CIP 150 increasing the maximum amount of funding for our project to \$128,000.

Operations Report

a. Events/Induction

- Induction:

- Thursday night
Partnering with Pitch Talks for event at The Rec Room (near Rogers Centre)
VIP tickets for \$125 each – includes food/drinks and time with inductees

Silent auction and merchandise for sale
5-6pm- VIP's arrive and eat
6-7pm – VIP event, with MC Dan Shulman
7-8pm – Pitch Talks with Inductees and then they head home
Regular Pitch Talks session continues
Auction, merchandise sales continue all evening
- 22nd Annual Celebrity Golf Classic and Banquet
25 out of 36 teams committed
Celebrities are coming along nicely
- Induction Day
Lloyd, Pedro and Bill are preparing aspects to attend
Scott working on all aspects with Town

b. Site Updates

- Summer student Chad Leslie hired for the site to work with John, Doug and Rod. Site work to start April 16 assuming weather cooperates
- Met with Mar-co Clay products for quote to repair Rotary Field

c. Museum Updates

- Intercounty Banquet in Kitchener went well. Large display and Hall of Fame received positive response
- Bi-weekly articles have started again with Elena taking the lead. They will be wider spread onto website and social media
- Tip O'Neill 2017 presentation to Joey Votto will be in Cincinnati on April 13
- Social Media updates
In first half of March people visiting our direct pages (Twitter 1698, website 1466, Facebook 1378), plus Instagram now has 707 followers

d. Baseball News

- Working with Jays Care Foundation to provide a special Roy Halladay exhibit for the season
- After conversations with Braden Halladay (born in Toronto) in December he was able to pitch for Team Canada in March down in Florida
- Blue Jays to honour 2017 inductee Roy Halladay on opening day March 29

New Business

- None

In Camera

- None

Motion to Terminate – Julie Docker-Johnson at 8:00 am

Next CBHFM Board Meeting dates:

Temporary meeting location: Waghorn Stephens office: 21 Wellington St. N., St Marys. at 7am

April 27, May 25, June 22, July 27, August 24, September 28, October 26, November 23, December 28



AGENDA
Community Policing Advisory Committee

April 18, 2018

9:00 am

Council Chambers, Town Hall

Pages

1. **CALL TO ORDER**
2. **DECLARATION OF PECUNIARY INTEREST**
3. **ADDITIONS TO THE AGENDA**
That the agenda for the April 18, 2018 Community Policing Advisory Committee be accepted as presented.
4. **ADOPTION OF MINUTES FROM PREVIOUS MEETING** 3
THAT the minutes of the March 21, 2018 Community Policing Advisory Committee be approved and signed by the Chair and Secretary.
5. **BUSINESS ARISING FROM MINUTES**
6. **DELEGATIONS**
None received.
7. **REPORTS**
 - 7.1 **POLICE MONTHLY STATISTICS** 6
THAT the March 2018 OPP Monthly report be received for information.
 - 7.2 **MONTHLY FALSE ALARM REPORT (March 2018)** 20
THAT the March 2018 False Alarm report be received for information.
8. **CORRESPONDENCE**
None Received.

9. OTHER BUSINESS

- 9.1 Discussion - Community Concerns re: Increased Graffiti and Tagging
(This item was raised at the April 10, 2018 Town Council meeting)

10. UPCOMING MEETINGS

May 23, 2018 - 9:00 am, Council Chambers

June 20, 2018 - 9:00 am, Council Chambers

July - No Meeting

August - No Meeting

11. ADJOURNMENT

THAT the April 18, 2018 meeting of the Community Policing Advisory Committee be adjourned at _____ am.



MINUTES
Community Policing Advisory Committee

March 21, 2018
9:00am
Council Chambers, Town Hall

Committee Members Present: Peter McAsh
Mayor Strathdee
Fred Stam
Councillor Don Van Galen

Committee Member Regrets: John McGarry

OPP Present: Detachment Commander 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

Moved By F. Stam

Seconded By P. McAsh

THAT the agenda for the March 21, 2018 Community Policing Advisory Committee meeting be accepted as presented

CARRIED

4. ADOPTION OF MINUTES FROM PREVIOUS MEETING

Moved By P. McAsh

Seconded By F. Stam

THAT the minutes of the February 21, 2018 Community Policing Advisory Committee be approved and signed by the Chair and Secretary.

CARRIED

5. BUSINESS ARISING FROM MINUTES

5.1 Block Parent Program

Brent Kittmer reported that staff are in the process of collecting further information in regards to a Block Parent program for St. Marys. A full report will be provided at a future meeting.

6. DELEGATIONS

None received.

7. REPORTS

7.1 POLICE MONTHLY STATISTICS (February 2018)

Detachment Commander Scott presented the monthly report.

Commander Scott noted that the Police Auxiliary will be hosting a food drive at the St. Marys Independent on March 31, 2018 from 10:00 am to noon.

In response to Mayor Strathdee, Detachment Commander Scott advised the committee that there has been no instructions provided by the government in relation to cannabis legalization. The OPP continue to prepare and train officers to add capacity for drug use recognition and enforcement.

Moved By F. Stam

Seconded By P. McAsh

THAT the February 2018 OPP Monthly report be received for information.

CARRIED

7.2 FALSE ALARM REPORT (February 2018)

Moved By P. McAsh

Seconded By F. Stam

THAT the February 2018 False Alarm Report be received for information

CARRIED

8. CORRESPONDENCE

None received.

9. OTHER BUSINESS

None.

10. UPCOMING MEETINGS

Chair Van Galen noted the upcoming meetings as listed on the agenda.

11. ADJOURNMENT

Moved By Mayor Strathdee

Seconded By F. Stam

THAT the March 21, 2018 meeting of the Community Policing Advisory Committee be adjourned at 9:35am.

CARRIED

Chair Don Van Galen

Brent Kittmer, CAO / Clerk, Board Secretary



Perth County



St. Marys Community Policing Advisory Committee Report



March 2018



Perth County OPP Community Safety and Engagement Report

St. Marys 2018/March

Calls for Service

2018: 140

2017: 174

2016: 150

Public Complaints

Policy

Nil

Service

Nil

Conduct

Nil

Secondary Employment

N/A

DAR - Community Safety / Mobilization Hours

Number of Cruiser Patrol Hours:	137.25
Number of Foot Patrol Hours:	33.00
Number of School Patrol Hours:	4.25
Number of Specialized Patrol Hours:	Nil
Number of Focused Patrol Hours:	Nil
Number of Community Mobilization Hours:	46.75
Number of RIDE Program Hours:	5.25
Number of Auxiliary Hours:	26.00

Detachment Initiatives

Number of Targeted Media Releases:

NUMBER OF TARGETED MEDIA RELEASES:

29 media releases were placed on the Perth County Media Portal, including 7 county-wide and 1 specific to St. Marys.

This included:

- A release about the SIU invoking their mandate following an incident

6 media interviews were conducted: 2 television, 2 radio and 5 newspaper interviews. Two WR Twitter posts were also made.

Perth County OPP Community Safety and Engagement Report

St. Marys 2018/March

	Media releases are put out to in an attempt to educate, create awareness, and emphasize the need for the public's help in solving crimes.
Crime and Traffic Campaigns/Initiatives:	<p>There were 11 Collisions in St. Marys in March (10 Property Damage, 1 Personal Injury).</p> <p>There was 1 RIDE program conducted in St. Marys in March which yielded one PON.</p> <p>The Distracted Driving campaign ran from March 12th-March 18th. Perth County OPP laid 26 charges for drivers who had hand-held communication devices. 68.75 hours were dedicated to this campaign.</p> <p>The Easter long weekend campaign focusing on Seatbelts. This ran from March 30th-April 2nd and resulted in 332 charges for the county. Of these, 244 were for Speeding, 21 were for Seatbelts, 24 were for Other HTA, 19 were under the Compulsory Automobile Insurance Act, 4 were for Distracted Driving and 4 were for Racing.</p>
Public Education Campaigns:	<p>PUBLIC EDUCATION & CAMPAIGNS:</p> <p>Seven media releases were issued this past month pertaining to county-wide information and/or public education campaigns. These included:</p> <ul style="list-style-type: none"> • A release about human trafficking • A release about tax scams • A release about fraud prevention month • A release about the OPP's gun amnesty <p>PC Brown represented the Perth County OPP at a collaborative care meeting at Stratford General Hospital on behalf of the Community Mobilization Unit</p> <p>PC Brown has partnered with the Centre for Employment & Learning (CEL) to assist with the creation of online training modules relating to Interacting with the Police. Draft updates are now completed and will be sent to OPP Corporate for approval. Filming of the three modules is scheduled to take place in June. Project will be launched live in September 2018.</p> <p>PC Brown assisted with the formal media re-launch of Project Lifesaver to the community. Radio, newspaper and television reporters attended, as well as community members. The launch received cross county coverage, and is part of a large scale promotion and distribution plan. Annual Project Lifesaver police training, community education sessions and promotion</p>

Perth County OPP Community Safety and Engagement Report

St. Marys 2018/March

	<p>planning is underway. PC Brown connected with the Minister of Seniors Affairs to share the local perspective of community collaboration regarding Project Lifesaver. As a result, a formal Letter of Support was received from the Honourable Dipika Dimerla, Minister of Seniors Affairs, and was read during the media re-launch.</p> <p>Twenty-seven residents of Perth County have joined PC Brown since March 5, 2018 in Listowel for the first Perth County OPP Citizens Academy. The Academy concludes on May 14, 2018.</p> <p>PC Brown has delivered front-line staff training on Human Trafficking to 32 staff, 12 Auxiliary officers, and 23 young women from across Southwestern Ontario (Ontario Ploughman's Association) in March, bringing the number to approximately 200 individuals to date. Training requests continue, and project planning for 2 initiatives (target: youth) has begun.</p> <p>PC Brown, Sgt. Bentley and a partner from the Perth County Federation of Agriculture attended two farm operations in March (pork producer, dairy producer). The visits provided the opportunity for discussions regarding property security, areas of risk, activist concerns, and police partnership. Suggestions were provided to producers after viewing their respective operations. More visits are planned for late spring across the county and were well received. The visits are part of a rural property crime reduction strategy.</p>
Crime Stoppers:	<p>10 Total new OPP tips (Perth County only)</p> <ul style="list-style-type: none"> ➤ 4 Perth Drugs ➤ 6 Perth Intelligence <p>One meeting attended and no presentations completed.</p>
Continuous Learning:	<p>Block Training – 4 Officers Level II Collision Investigator – 2 Officers Interdiction for Protection of Children – 1 Officer Breath Tech – 1 Officer Coach Officer – 1 Officer Human Trafficking – 1 Officer OPPA – 2 Officers</p>

Perth County OPP Community Safety and Engagement Report

St. Marys 2018/March

Community Engagement

School/Youth Officer Hours / Calls for Service:	<p>There were five calls for service at St. Marys DCVI in March. These included:</p> <ul style="list-style-type: none">• A call for suspicious people who were handing out religious DVDs on school property without permission• An alarm• Extra patrols related to missing/runaway youth• Investigated an assault reported to staff, no charges laid, CAS advised• Student exhibiting signs of anxiety related to Code Red Drills, school concerned, no issue for police to pursue at this time• Report of town resident buying students alcohol, police making extra patrols <ul style="list-style-type: none">• March Break, officer worked on the road enforcing distracted driving campaign
Community Mobilization Officer:	<p>In March, PC Dekoning and Counsellors from Choices for Change began doing presentations to grade 9 students in our Perth County High Schools on the dangers relating to Fentanyl. The presentations are approximately 30 – 40 minutes in duration and consist of some slides, video clips and an opportunity for the students to ask questions. The presentations include what fentanyl is, what it is used for, where it comes from, the cost of it, the effects it has on users, what an overdose looks like, harm reduction strategies and the antidote Naloxone.</p> <p>We are beginning to see the drug more and more in the county and unfortunately, this is a trend that is expected to continue. Fentanyl is certainly becoming a major problem in the urban areas across the province so educating our youth is a proactive strategy we are implementing in Perth County. Awareness is imperative moving forward as we deal with this drug.</p> <p>For the last 9 months, PC Dekoning has been working with a Perth County resident who was continuously calling the Police for incidents which were deemed to be unfounded. Some of the reported incidents were serious in nature and caused Police to initiate full investigations. PC Dekoning spoke to neighbors, people who the subject was complaining about and subsequently, the subject's family doctor. The subject did not want assistance as they did not feel they had any mental health issues.</p>

Perth County OPP Community Safety and Engagement Report

St. Marys 2018/March

	<p>Police consulted with our local Crown Attorney with regards to laying criminal charges against the subject if they continued to make false reports to the Police. The Crown Attorney supported this and the subject was advised that any further unfounded incidents reported to the Police would result in a charge of public mischief. Since being advised of this, the subject has not made any further reports to the Police. The criminal justice system is not a route Police often take when dealing with people with mental health issues but at times, this is the best option in order to get people the support they require.</p> <p>Police investigated five Mental Health Act calls in St. Marys during the month of March, down from nine in February.</p>
Focused Patrol Initiatives:	18-169 Focused patrol initiated in response to noise complaints in and around the Customs House bar late at night. Ongoing from March 23 rd - April 15 th .
Community Events:	Nil

Noteworthy Occurrences

- One party was on conditions not to contact another party, but did. They were subsequently charged with Breach of Probation.

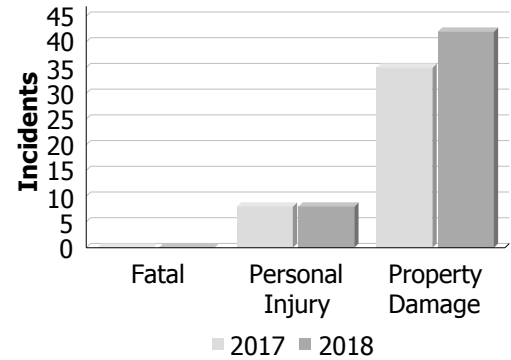
Looking Forward

Trends:	<ul style="list-style-type: none">Over the first three months of 2018, the number of violent crime incidents in St. Marys stood at 14, up from the five-year average of 9.Over the first quarter of 2018, the number of property crime incidents in St. Marys stood at 21, down slightly from the five-year average of 22.
Detachment Pressures:	<ul style="list-style-type: none">Current vacancies / Block Training / Other Training / Annual LeaveStaffing pressures resulting from retirements, transfers, developmental opportunities, parental/maternity leaves, workplace accommodations
Community Pressures:	<ul style="list-style-type: none">Increased traffic with the (eventual) return of nicer weather

Police Services Board Report for St. Marys
Collision Reporting System
March - 2018

Motor Vehicle Collisions by Type

Incidents	March			Year to Date - March		
	2017	2018	% Change	2017	2018	% Change
Fatal	0	0	--	1	1	0.0%
Personal Injury	8	8	0.0%	27	25	-7.4%
Property Damage	35	42	20.0%	109	151	38.5%
Total	43	50	16.3%	137	177	29.2%



Data Utilized

- SQL online application reporting system – OPP CRS 2.3.09
- Collision Reporting System Business Intelligence Cube

Detachment: 6N - PERTH COUNTY
Location code(s): 6N00-PERTH COUNTY

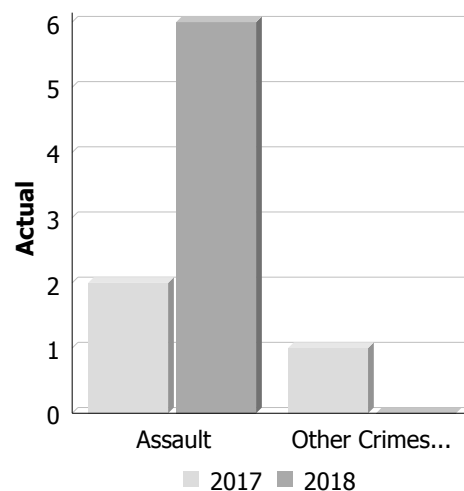
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Report Generated by: McFalls, Shawn

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16-Apr-18 1:21:26 PM
PP-CSC-Operational Planning-4300
Page 20 of 22

Police Services Board Report for St. Marys
Records Management System
March - 2018

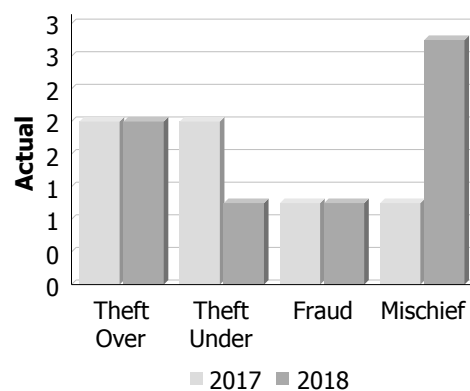
Violent Crime

Actual	March			Year to Date - March		
	2017	2018	% Change	2017	2018	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	0	0	--	0	0	--
Assault	2	6	200.0%	3	12	300.0%
Abduction	0	0	--	0	0	--
Robbery	0	0	--	0	0	--
Other Crimes Against a Person	1	0	-100.0%	1	2	100.0%
Total	3	6	100.0%	4	14	250.0%



Property Crime

Actual	March			Year to Date - March		
	2017	2018	% Change	2017	2018	% Change
Arson	0	0	--	0	0	--
Break & Enter	0	0	--	0	0	--
Theft Over	2	2	0.0%	6	2	-66.7%
Theft Under	2	1	-50.0%	6	9	50.0%
Have Stolen Goods	0	0	--	0	0	--
Fraud	1	1	0.0%	4	5	25.0%
Mischief	1	3	200.0%	5	4	-20.0%
Total	6	7	16.7%	21	20	-4.8%



Drug Crime

Actual	March			Year to Date - March		
	2017	2018	% Change	2017	2018	% Change
Possession	0	0	--	1	1	0.0%
Trafficking	0	0	--	0	0	--
Importation and Production	0	0	--	0	0	--
Total	0	0	--	1	1	0.0%



Clearance Rate

Detachment: 6N - PERTH COUNTY

Location code(s): 6N00 - PERTH COUNTY

Area code(s): 6224 - St. Marys, 6296 - DVCI (St Marys District Collegiate and Vocational Institute)

Data source date:

2018/04/14

Report Generated by:

McFalls, Shawn

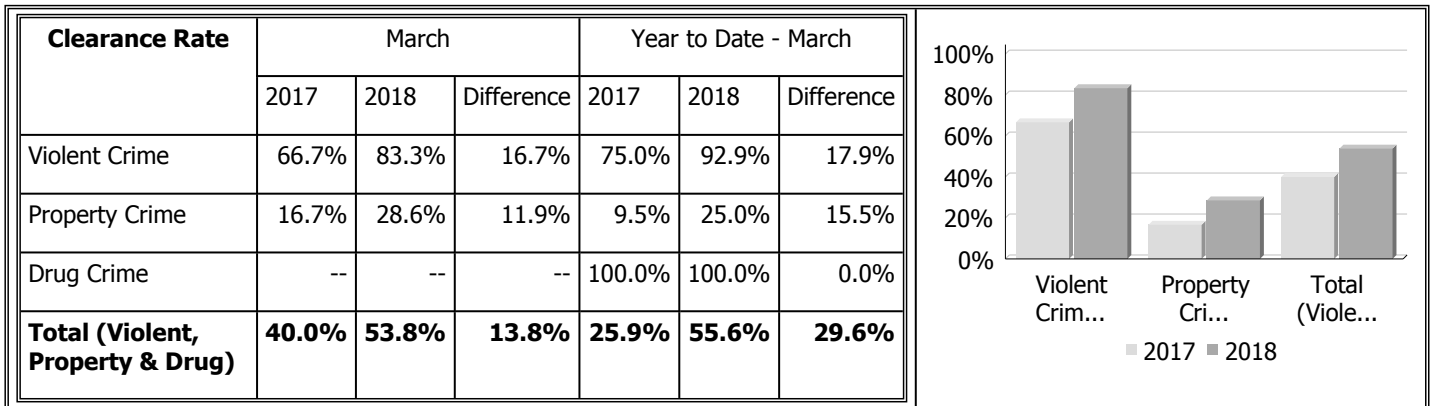
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Police Services Board Report for St. Marys
Records Management System
March - 2018



Criminal Record and Vulnerable Sector Screening Checks

Actual	March			Year to Date - March		
	2017	2018	% Change	2017	2018	% Change
Criminal Record Checks	0	0	--	0	0	--
Vulnerable Sector Screening Checks	0	0	--	0	0	--

Category	2017	2018
Criminal Record Checks	0	0
Vulnerable Sector Screening Checks	0	0

Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 6N - PERTH COUNTY

Location code(s): 6N00 - PERTH COUNTY

Area code(s): 6224 - St. Marys, 6296 - DVCI (St Marys District Collegiate and Vocational Institute)

Data source date:

2018/04/14

Report Generated by:

McFalls, Shawn

Report Generated on:

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PP-CSC-Operational Planning-4300

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STATEMENT OF FEES COLLECTED RECOVERABLE EXPENSES

Perth County Detachment

St Marys

Month of: March 2018			
Service	Receipted	Cash	Sub-Total
Record Checks - Employment	8	\$200.00	\$200.00
Fingerprints			
Insurance Requests			
Occurrence Reports			
RCMP			
Totals			\$200.00

Year to Date (includes current month)			
Service	Receipted	Cash	Year to Date
Record Checks - Employment	52	\$1300.00	\$1300.00
Fingerprints			
Insurance Requests			
Occurrence Reports			
RCMP			
Totals			\$1300.00



Calls For Service (CFS) Billing Summary Report

St. Marys
March - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		March	Year to Date	Time Standard	Year To Date Weighted Hours	March	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Assault With Weapon or Causing Bodily Harm-Level 2	0	0		0.0	0	1	15.1	15.1
	Assault-Level 1	6	13	15.1	196.3	3	3	15.1	45.3
	Indecent/Harassing Communications	0	0		0.0	1	1	15.1	15.1
	Utter Threats to Person	0	2	15.1	30.2	1	1	15.1	15.1
	Total	6	15	15.1	226.5	5	6	15.1	90.6
Property Crime Violations	Theft Over - Other Theft	0	0		0.0	0	1	7.6	7.6
	Theft of - Mail	1	1	7.6	7.6	0	0		0.0
	Theft of Motor Vehicle	0	0		0.0	1	1	7.6	7.6
	Theft of - Automobile	1	1	7.6	7.6	1	3	7.6	22.8
	Theft of - Trucks	0	0		0.0	0	3	7.6	22.8
	Theft of - All Terrain Vehicles	0	0		0.0	0	1	7.6	7.6
	Theft Under -master code	0	0		0.0	1	1	7.6	7.6
	Theft under - Bicycles	0	0		0.0	0	2	7.6	15.2
	Theft under - Trailers	0	0		0.0	0	1	7.6	7.6
	Theft under - Other Theft	0	5	7.6	38.0	0	2	7.6	15.2
	Theft Under - Gasoline Drive-off	1	2	7.6	15.2	0	0		0.0
	Theft FROM Motor Vehicle Under \$5,000	0	1	7.6	7.6	1	1	7.6	7.6
	Theft Under \$5,000 [SHOPLIFTING]	0	2	7.6	15.2	0	0		0.0
	Fraud - Fraud through mails	0	1	7.6	7.6	0	0		0.0
	Fraud -Money/property/ security <= \$5,000	1	4	7.6	30.4	0	2	7.6	15.2
	Fraud - Other	0	0		0.0	1	2	7.6	15.2
	Identity Fraud	0	0		0.0	0	1	7.6	7.6
	Mischief - master code	2	3	7.6	22.8	1	7	7.6	53.2
	Interfere with lawful use, enjoyment of property	1	1	7.6	7.6	0	0		0.0
	Property Damage	0	0		0.0	1	1	7.6	7.6
	Total	7	21	7.6	159.6	7	29	7.6	220.4
Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Possession of Weapons	0	1	7.6	7.6	0	0		0.0
	Offensive Weapons-Other Weapons Offences	0	1	7.6	7.6	0	0		0.0
	Bail Violations - Fail To Comply	0	2	7.6	15.2	1	2	7.6	15.2
	Bail Violations - Others	0	1	7.6	7.6	0	0		0.0
	Possession Of Counterfeit Money	0	2	7.6	15.2	0	0		0.0



Calls For Service (CFS) Billing Summary Report

St. Marys
March - 2018

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2018				2017			
		March	Year to Date	Time Standard	Year To Date Weighted Hours	March	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Counterfeit Money - Others	0	0		0.0	1	2	7.6	15.2
	Trespass at Night	0	0		0.0	1	1	7.6	7.6
	Breach of Probation	1	2	7.6	15.2	0	2	7.6	15.2
	Total	1	9	7.6	68.4	3	7	7.6	53.2
Drug Possession	Possession Other Controlled Drugs and Substance Act	0	0		0.0	0	1	6.2	6.2
	Possession Cannabis	0	1	6.2	6.2	0	1	6.2	6.2
	Drug related occurrence	1	2	6.2	12.4	0	1	6.2	6.2
	Total	1	3	6.2	18.6	0	3	6.2	18.6
Statutes & Acts	Landlord/Tenant	0	1	3.1	3.1	0	3	3.1	9.3
	Mental Health Act	3	7	3.1	21.7	2	9	3.1	27.9
	Mental Health Act - Attempt Suicide	0	1	3.1	3.1	0	0		0.0
	Mental Health Act û Threat of Suicide	2	9	3.1	27.9	2	4	3.1	12.4
	Mental Health Act - Voluntary Transport	0	1	3.1	3.1	0	1	3.1	3.1
	Mental Health Act - Placed on Form	0	0		0.0	0	2	3.1	6.2
	Custody Dispute	0	0		0.0	1	1	3.1	3.1
	Trespass To Property Act	0	1	3.1	3.1	2	5	3.1	15.5
	Total	5	20	3.1	62.0	7	25	3.1	77.5
Operational	Animal Stray	0	0		0.0	1	1	3.4	3.4
	Animal Injured	0	0		0.0	0	2	3.4	6.8
	Animal - Other	2	2	3.4	6.8	0	5	3.4	17.0
	Domestic Disturbance	4	9	3.4	30.6	5	7	3.4	23.8
	Suspicious Person	11	17	3.4	57.8	11	19	3.4	64.6
	Phone -Nuisance - No Charges Laid	1	1	3.4	3.4	2	3	3.4	10.2
	Phone -Other - No Charges Laid	0	0		0.0	1	1	3.4	3.4
	Fire - Building	1	1	3.4	3.4	0	0		0.0
	Insecure Condition - Building	1	3	3.4	10.2	0	1	3.4	3.4
	Missing Person under 12	1	1	3.4	3.4	0	0		0.0
	Missing Person 12 & older	2	3	3.4	10.2	0	0		0.0
	Missing Person Located Under 12	0	0		0.0	0	1	3.4	3.4
	Missing Person Located 12 & older	1	1	3.4	3.4	0	0		0.0
	Noise Complaint - Residence	0	5	3.4	17.0	2	7	3.4	23.8



Calls For Service (CFS) Billing Summary Report

St. Marys
March - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		March	Year to Date	Time Standard	Year To Date Weighted Hours	March	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Noise Complaint - Business	2	4	3.4	13.6	0	0		0.0
	Noise Complaint - Others	0	1	3.4	3.4	0	1	3.4	3.4
	Accident - non-MVC - Industrial	0	1	3.4	3.4	0	0		0.0
	Found-Personal Accessories	0	3	3.4	10.2	0	1	3.4	3.4
	Found-Household Property	0	0		0.0	1	2	3.4	6.8
	Found-Others	0	0		0.0	1	1	3.4	3.4
	Lost-Personal Accessories	0	1	3.4	3.4	0	0		0.0
	Lost-Others	0	1	3.4	3.4	0	0		0.0
	Sudden Death - Natural Causes	1	4	3.4	13.6	2	2	3.4	6.8
	Suspicious Vehicle	0	9	3.4	30.6	6	11	3.4	37.4
	Trouble with Youth	3	8	3.4	27.2	6	14	3.4	47.6
	Medical Assistance -Other	0	1	3.4	3.4	0	1	3.4	3.4
	Vehicle Recovered - Automobile	0	0		0.0	0	1	3.4	3.4
	Unwanted Persons	3	5	3.4	17.0	1	4	3.4	13.6
	Neighbour Dispute	1	4	3.4	13.6	1	7	3.4	23.8
	Other Municipal By-Laws	3	7	3.4	23.8	5	5	3.4	17.0
	Traffic By-Law	0	1	3.4	3.4	0	4	3.4	13.6
	Assist Fire Department	0	0		0.0	0	1	3.4	3.4
	Assist Public	10	40	3.4	136.0	12	35	3.4	119.0
	Family Dispute	2	8	3.4	27.2	4	15	3.4	51.0
	Total	49	141	3.4	479.4	61	152	3.4	516.8
Operational2	False Alarm-Accidental Trip	4	5	1.2	6.0	0	3	1.2	3.6
	False Alarm-Malfunction	2	6	1.2	7.2	1	8	1.2	9.6
	False Holdup Alarm-Accidental Trip	0	1	1.2	1.2	1	2	1.2	2.4
	False Alarm -Others	0	3	1.2	3.6	0	3	1.2	3.6
	False Alarm -Cancelled	2	5	1.2	6.0	2	3	1.2	3.6
	Keep the Peace	1	2	1.2	2.4	1	2	1.2	2.4
	911 call / 911 hang up	8	26	1.2	31.2	4	11	1.2	13.2
	911 hang up - Pocket Dial	2	4	1.2	4.8	0	1	1.2	1.2
	911 call - Dropped Cell	1	4	1.2	4.8	0	0		0.0
	Total	20	56	1.2	67.2	9	33	1.2	39.6
Traffic	MVC - Prop. Dam. Non Reportable	2	6	3.4	20.4	3	5	3.4	17.0
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	4	7	3.4	23.8	1	2	3.4	6.8



Calls For Service (CFS) Billing Summary Report

St. Marys March - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		March	Year to Date	Time Standard	Year To Date Weighted Hours	March	Year to Date	Time Standard	Year To Date Weighted Hours
Traffic	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	2	3	3.4	10.2	0	1	3.4	3.4
	Total	8	16	3.4	54.4	4	8	3.4	27.2
Total		97	281		1,136.1	96	263		1,043.9

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2017 billing period.

Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.

01 March - 31 March 2018

INCIDENT NUMBER	DATE	MUNICIPAL ADDRESS	COMMON NAME	CANCELLED PRIOR TO POLICE ARRIVAL	OTHER NOTES
DECEMBER					
LP18059060	05-Mar-18	600 James St S	r-Gain Maple Leaf Foods	Attended	FALSE
LP18060024	06-Mar-18	338 Elizabeth St	St Marys DCVI	Cancelled	FALSE
LP18064558	10-Mar-18	300 Thomas St	Westover Inn	Cancelled	FALSE
LP18065380	11-Mar-18	188 Queen St W	West End Variety	Attended	FALSE
LP18067037	13-Mar-18	22 Wellington St N.	St Marys Company	Attended	FALSE
LP18069026	15-Mar-18	134 Queen St E	Meridian Credit Union	Attended	FALSE
LP18074958	21-Mar-18	134 Queen St E	Meridian Credit Union	Cancelled	FALSE
LP18078869	25-Mar-18	198 Queen St E	Stone Town Physio	Cancelled	FALSE



Minutes

Economic Development Advisory Committee

Regular Meeting

April 25, 2018

7:30 am

Council Chambers, Town Hall

Members Present: Cathy Forster
Deb Hotchkiss
Matt Staffen
Tammy Adkin
Andrew Atlin
Council Present: Al Strathdee
Staff Present: Kelly Deeks-Johnson, Economic Development Manager
Absent: Carey Pope

1. CALL TO ORDER

The Chair called the meeting to order at 7:35 am.

2. DECLARATION OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Tammy Adkin

Seconded By Cathy Forster

THAT the April 25, 2018 EDAC agenda be accepted as presented.

CARRIED

4. DELEGATIONS

None.

5. ACCEPTANCE OF MINUTES

Moved By Tammy Adkin

Seconded By Matt Staffen

THAT the March 28, 2018 EDAC minutes be approved and signed by the Chair.

CARRIED

6. BUSINESS ARISING FROM MINUTES

Nothing to report.

7. NEW BUSINESS

7.1 Discussion - Upper Thames Conservation Authority operating strategy

Matt Staffen shared with the committee that the St. Marys Golf Course has been challenged with the operating strategy of the Wildwood Dam. He discussed how the decisions made are directly impacting their business and they have done research on the matter and how it impacts other areas in the community, such as development. Mayor Strathdee informed the committee that staff are aware of the issues and the research has been presented to Council and staff.

7.2 Tourism promotions, advertising and events update

Kelly Deeks-Johnson provided an update on marketing materials to promote the Town externally to visitors and highlighted some of the publications that we have advertised in. The committee was also informed of the FM 96 live broadcast from the Water Street Bridge on May 18th as part of the small town madness competition.

7.3 Economic Development progress and up-coming job fairs

Kelly Deeks-Johnson and Deb Hotchkiss informed the committee of our up-coming job fairs: Markham, Toronto, Guelph and Kitchener. D. Hotchkiss will be attending the Toronto job fair along with Perth County. K. Deeks-Johnson informed the committee that the Town, Partners in

Employment, Perth South and DCVI are partnering on a job fair to be held on May 24 at DCVI as part of our Perth4Youth initiatives.

7.4 Jed Kelly - Exploring fibre in St. Marys

Jed Kelly, Director of Public Works provided an update on the presentation by SWIFT to Council regarding fibre. J. Kelly informed the committee of Quadro's progress and investment in this area. The Committee expressed interest in asking John DeWeerd from Quadro to attend an EDAC meeting to discuss how the committee can do some preliminary research on the community need.

8. OTHER BUSINESS

8.1 Motion to support Cathy Forster as EDAC member to sit on BIA mural group.

Moved By Tammy Adkin

Seconded By Deb Hotchkiss

THAT the Committee support Cathy Forster as the committee member to sit on the BIA mural group.

CARRIED

8.2 Discuss goals and wishes for EDAC to achieve before November.

The committee agreed to add this to the agenda for the next meeting and to add it first.

9. UPCOMING MEETINGS

9.1 Summer meeting schedule

The Committee agreed to meet in June and then take a break until September.

10. ADJOURNMENT

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

Chair Atlin



MINUTES

Heritage St. Marys

April 14, 2018

9:00am

St. Marys Museum

177 Church Street South

Members Present: Janis Fread
Stephen Habermehl
Paul King
Sherri Gropp
Larry Pfaff
Mary Smith
Michelle Stemmler
Council Present: Al Strathdee
Carey Pope
Staff Present: Ray Cousineau, Facilities Supervisor
Stephanie Ische, Director of Community Services

1. CALL TO ORDER

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

2. DECLARATION OF PECUNIARY INTEREST

None

3. AMENDMENTS AND APPROVAL OF AGENDA

Agenda Items 8.2.5, 8.2.6 and 8.2.7 were moved forward to accommodate Ray Cousineau, attending as a delegation.

Moved By Stephen Habermehl

Seconded By Michelle Stemmler

THAT the April 14, 2018 Heritage Committee agenda be approved.

CARRIED

4. DELEGATIONS

Ray Cousineau was in attendance to clarify details of two applications for Heritage Permits for municipally owned designated properties: restoration of the Water Tower and replacement of windows in both the Library and Town Hall. See Resolutions under the relevant agenda items.

5. CORRESPONDENCE

5.1 Bert Duclos - Letter of Authority, Land Registry Office

The annual letter giving access, with some conditions, to members of Community Heritage Committees to records held at registry offices. NOTE: It will be kept on file for use by Heritage Committee researchers.

5.2 Ontario Heritage Conference Notice

Notice of 2018 Ontario Heritage Conference, June 7-9. Sault Ste. Marie, Ontario

5.3 Email from Paul King to all committee members

Email from Paul King to all committee members clarifying format for recording minutes as mandated by the Municipal Act and citing the reference:

Section 239(7): A municipality or local board or a committee of either of them shall record without note or comment all resolutions, decisions and other proceedings at a meeting of the body, whether it is closed to the public or not. Section 239(8). The record required by subsection (7) shall be made by, (a) the clerk, in the case of a meeting of council; or (b) the appropriate officer, in the case of a meeting of a local board or committee.

5.4 Email from CAO/Clerk Brent Kittmer – March 16, 2018

CAO Brent Kittmer sent an email on March 16, 2018 to Chair Larry Pfaff and several other the members of the committee who had most strongly expressed concerns over the new format for recording minutes. It includes his interpretation of Section 239(7) cited in agenda item 5.3. The following paragraph is from the CAO's email:

For my own part, my philosophy is that Council minutes should strictly adhere to the requirements of the Municipal Act. For committee minutes, I do believe that a looser interpretation can be taken. I still firmly believe that a committee provides its advice to Council through resolution. But, the key points of a committee discussion should be recorded succinctly so that the rationale of a recommendation in to Council is better understood.

6. AMENDMENT AND ACCEPTANCE OF MINUTES

The Committee agreed to remove the content of Agenda Item 7 from the Minutes of March 10, 2018 and include it in Agenda Item 5, Correspondence, in the Minutes of April 14, 2018.

Moved By Mary Smith

Seconded By Michelle Stemmler

THAT the March 10, 2018 Heritage Committee meeting minutes be accepted.

CARRIED

7. BUSINESS ARISING FROM MINUTES

None

8. REGULAR BUSINESS

8.1 Heritage Conservation District Update

There have been no recent meetings of the HCDAC.

8.1.1 Heritage Property Tax Rebate Program Update

There had been 19 applications to the program, all Part A applications (20% rebate.) Four of these did not qualify. The 15 properties that qualified receive rebates totalling \$15,444.69 – the municipal portion is \$9,722.64. Several Part B applications have been submitted for the 2018 rebate.

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

8.2.1 VIA Station

Interior work continues. The Gallery exhibits and VIA seating will be located where the old VIA desk was placed. The Gallery will reopen with a new exhibit on May 11.

8.2.2 Junction Station

Nothing to report

8.2.3 McDonald House

Nothing to report

8.2.4 Andrews Jeweller

Nothing to report

8.2.5 Public Library

NOTE: One Heritage Permit application was submitted for Heritage Committee review dealing with replacement of windows in both the Library and the Town Hall. Ray Cousineau clearly described the overall project. The Heritage Committee members agreed that the window replacement in the Library was straightforward with effort being made to retain the original look and many original elements. Replacement of most of the windows in the Town Hall was also straightforward. Ray did request some guidance concerning the transoms on the windows of the offices on the main (Council Chamber) floor. Apparently changed through the years, the current transoms are varied in colour. They will be replaced with transoms of the same colour. The point to be decided was whether the cording (leading) should be visible from the interior or from the exterior of the building.

Moved By Michelle Stemmler

Seconded By Sherri Gropp

THAT the Heritage St. Marys Committee recommends the approval of the Heritage Permit application for replacing the windows on the Library and the Town Hall, also recommending that the cording for the transom windows on the office level be visible from the exterior.

CARRIED

8.2.6 Old Water Tower

A Heritage Permit application was submitted for Heritage Committee review for restoration work on the old Water Tower. Ray Cousineau outlined the scope of work, stressing that this work is restoration of the original appearance.

Moved By Stephen Habermehl

Seconded By Paul King

THAT the Heritage St. Marys Committee recommends the approval of the Heritage Permit application for restoration work on the old Water Tower.

CARRIED

8.2.7 Town Hall

See resolution under 8.2.5

8.2.8 Pumphouse

Work begins April 23 on the reservoir. The project should be completed by the end of the year.

8.3 Municipal Register, Part 2 - List of Significant properties

Nothing to Report

8.4 Heritage Grant Applications

8.4.1 26 Water Street S

An application for a Heritage Permit and an application for a Heritage Grant had both been received for the building at 26 Water Street South, within the Heritage Conservation District. The project includes window replacement and roof repairs and replacement. Although there was considerable material submitted to show the proposed replacement materials, committee members were unclear about some details of the project, in particular the colour of the new roofing material and the windows. It was suggested that the applicant should be present when these applications are reviewed by the HCDAC.

In the interim, the Heritage Committee has no wish to cause delay in the approval process.

Moved By Paul King

Seconded By Michelle Stemmler

THAT the Heritage Committee recommends approval of the Heritage Permit application and the Heritage Grant application on the condition that the applicant can clarify for the HCDAC the details of the proposed finished appearance and satisfy that committee that the project will retain the original look and feel of this building.

CARRIED

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

8.5.1 West Ward School

The zoning change has been approved. The next step is Council's approval of the site plan.

8.5.2 North Ward School site

Still waiting for applicant's response.

8.5.3 Repairs to Flood Wall

This is a UTRCA project. The Authority is finalizing the scope of work and is expected to call tenders soon. The start date is not known at this time.

8.6 CHO Report

The electronic Spring 2018 edition of CHOnews has been delivered to committee members. It contains an article written by Paul King on the effects of catastrophic natural events on heritage structures. There is also an article on the trends in designation with charts showing numbers of designations per year and numbers of designations according to the age of the property.

Paul also reported that the 2018 Ontario Heritage Conference will be held in Sault Ste. Marie (See Correspondence.) In 2019, the Conference will be held in Goderich/Bluewater and in 2020 in Markham.

8.7 Homeowner/Property owner letters

No new letters suggested at this time.

8.8 Sign Bylaw

The revised Sign Bylaw should come to the Strategic Planning Committee in May 2018.

8.9 Cultural Planning: Strategic Plan

Nothing to report.

8.10 Official Plan Review

Two public meetings were held on April 12 in the afternoon and evening. The planner will use the feedback from the meetings and the work completed by the Planning Advisory Committee as he prepares his report to Council on the eleven discussion papers. Paul King has sent the planner comments on the current draft with suggestions for changes and additions. He has circulated his comments to the members of the Heritage Committee.

9. COUNCIL REPORT

9.1 Main Street Grant

Mayor Al Stratthdee reported that the Town has received a grant from the Ministry of Agriculture and Rural Affairs, administered by AMO for \$40,000 to be used for downtown revitalization initiatives.

9.2 Municipal Election Information Session

An open house is scheduled April 17 at the PRC as an information session for residents who might be interested in running in the upcoming municipal election.

9.3 Coffee with Council

There will be Coffee with Council on Saturday April 21 from 10 to 12 in the Council Chambers.

10. OTHER BUSINESS

10.1 Heritage Festival Planning

Andrea Macko was unable to attend this meeting as a delegation. However, Larry reported that he had met with her and they had discussed ways to enhance the “heritage” aspect of the Festival. One plan is to revive the Heritage Festival Award that at one time was presented on the Friday evening. Another is to eliminate the frequently unsatisfactory walking tours and replace them with bus tours of points of heritage significance. There will be more information closer to the event.

10.2 Accessibility and Heritage

A workshop was held in Stratford on April 12. Paul had attended and reported that the quality of the presenters was uneven although CAO Brent Kittmer’s excellent presentation on the 2016 Queen Street project offered many practical suggestions and was well-received.

10.3 Digital hot-spots

Paul suggested that the Town investigate creating points at certain sites where visitors could use smart phones to receive information on the history of significant landmarks. This idea (or a variant) has been proposed in the past. It requires more investigation into cost and effort to prepare. Mayor Strathdee suggested a letter to Council to bring this possibility to official attention. Paul agreed to draft a letter for review by the Heritage Committee.

10.4 Public Art

Carey Pope reported that the BIA is planning to invest in public art installations in the downtown core and is forming a committee to consider proposals. She requested that the topic be added to the May Heritage Committee agenda for full discussion.

11. NEXT MEETING

May 12, 2018, 9 a.m., at the St. Marys Museum.

12. ADJOURNMENT

Moved By Stephen Habermehl

THAT this meeting of the Heritage Committee adjourn at 10:10 a.m.

Larry Pfaff, Chair

DRAFT

Meeting Minutes

St. Marys Museum Board

Location: St. Marys Museum

Date: Wednesday, April 11, 2018 at 7:45pm

Committee members in attendance:

Brian Busby, Chet Greason, Doug Fread, Katherine Moffat, Krissy Nickel, Councilor Tony Winter

Also in attendance:

Amy Cubberley, Staff Liaison

1.0 Welcome and Call to Order

Krissy Nickle called the meeting to order at 7:00 p.m.

2.0 Declaration of Pecuniary Interest

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

3.0 Correspondence

4.0 Approval of agenda

Moved by: Doug Fread

Seconded by: Katherine Moffat

That the Museum Board approve the agenda as presented.

CARRIED

5.0 Approval of minutes

The minutes of the March 14, 2018 meeting had been circulated.

Moved by: Brian Busby

Seconded by: Doug Fread

That the Board approve the minutes of March 14, 2018 as presented.

CARRIED

6.0 Old Business

a. Exhibition Policy

Moved by: Chet Greason

Seconded by: Brian Busby

That the St. Marys Museum Board approves the St. Marys Museum Exhibition Policy as presented.

CARRIED

7.0 New Business

a. Conservation Policy

Moved by: Tony Winter

Seconded by: Doug Fread

That the St. Marys Museum Board approves the St. Marys Museum Conservation Policy as presented.

CARRIED

- b. Council report: Verbal report given by Councilor Winter.
- c. Museum Report: A. Cubberley spoke to the Museum report in the agenda package.

8.0 Next meeting

Wednesday, May 9, 2018 at 7:00pm

9.0 Adjournment

Moved by: Katherine Moffat

That the Board adjourns this meeting.

CARRIED

Krissy Nickle adjourned the meeting at 8:18 pm.

Krissy Nickle, Chair St. Marys Museum Board

Planning Advisory Committee

Monday, April 23, 2018

A meeting of the St. Marys Planning Advisory Committee was held on Monday, April 23, 2018, in the Boardroom, Municipal Operations Centre, 408 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 March 19, 2018

Motion:

Second:

4.0 Resume Review of Application Z04-2017 to Amend the Town of St. Marys Zoning By-law Z1-1997, as amended

Registered Plan 492, Part Block D, Concession 18, Part Lot 20

275 James Street South, St. Marys

Applicant: Adriano Paola

5.0 Next Meeting

6.0 Adjournment

Present:

- Chairman Councillor Don Van Galen
- Councillor Jim Craigmile
- Member W. J. (Bill) Galloway
- Member Steve Cousins
- Member Marti Lindsay
- Member Dr. J. H. (Jim) Loucks
- Mark Stone, Planner
- Susan Luckhardt, Secretary-Treasurer PAC

Regrets:

- Grant Brouwer, Director of Building and Development

1.0 Call to Order

Chairman Don Van Galen called the meeting to order at 6:00 pm.

2.0 Disclosure of Pecuniary Interest:

None.

3.0 Approval of Minutes:

Minutes dated March 19, 2018

Motion by: Member Steve Cousins

Seconded by: Member W. J. (Bill) Galloway

THAT the Minutes dated March 19, 2018 be approved as circulated.

MOTION CARRIED

4.0 Resume Review of Application Z04-2017 to Amend the Town of St. Marys Zoning By-law Z1-1997, as amended

Registered Plan 492, Part Block D, Concession 18, Part Lot 20 275 James Street South, St. Marys

Applicant: Adriano Paola

Brandon Flewwelling, GSP Group Inc., agent for the application was present.

Mark Stone provided an overview of the application for a zoning by-law amendment to permit development of 24 townhouse units. The subject property is designated Residential in the Town's Official Plan and is zoned Residential Development (RD), Residential Zone Two (R2-1) and Residential Zone Three (R3) in the Town's Zoning By-law Z1-1997. The purpose and intent of the zoning by-law amendment application is to rezone the property to Residential Zone five (R5) to permit the proposed townhouse development with exceptions to some of the R5 zone provisions to recognize the layout and form of development. A planning report was provided to Planning Advisory Committee (PAC) at their review meeting of November 6, 2017. Several concerns were voiced by the Public in attendance at the November 6 meeting. PAC passed a resolution deferring a recommendation on the application so as to provide the proponent opportunity to provide additional information in response to the concerns raised at the meeting. A site plan application was submitted to the Town in February of 2018. The applicant has asked that the zoning application be brought back to PAC for consideration.

Brandon Flewwelling provided updates to the proposal since the November 6, 2017 PAC meeting to address concerns raised at that time. The proposal includes 24 townhouse units to be constructed in 4 blocks on the site. Details regarding fencing for the site is still to be submitted to the Town as the applicant is working out details of fence placement and existing fences located at the perimeter of the property. A landscape plan will be submitted in future as part of the site plan application. Waste collection will be by a private contractor with waste stored in the garage at each individual unit. The proposed density is in line with Official Plan policies for this type of development. Lot grading and storm water management plans have been submitted to the Town. Brandon Flewwelling stated that he supports the recommendation in the Planning Information Report to proceed to Council for the statutory Public Meeting.

Dr. Jim Loucks asked about subsidized housing and also about tree removal; points raised by correspondence in the agenda package. Brandon Flewwelling confirmed that the project is not

subsidized housing. The applicant will be required to submit a landscape plan/tree management plan to the Town as part of the site plan application. Tree removal for the development will be remediated through the landscape plan.

Marti Lindsay asked about the lot area for each unit; the configuration of Block 1; and the provision of garages. Brandon Flewwelling clarified the area of land owned by the condominium owner and the area of land included with the common elements. Land ownership will be limited to the envelope shown on the drawing; however the occupants will have use of the land from the front to the rear property line. This is a difference in the condominium definitions and the Zoning By-law definitions. Brandon Flewwelling stated that units in Block 1 are wider and shallower than those in the other Blocks due to the configuration of the site. Each unit will have a private attached garage. Marti Lindsay asked about the structure of the condominium corporation that will operate the site. Brandon Flewwelling responded that the condominium corporation will consist of owners within the development.

Councillor Jim Craigmile asked about the width of the private road off James Street South and also for clarification on the perimeter fence. Brandon Flewwelling confirmed the private road width to be 6.0 metres; portions of the perimeter fence have been repaired.

Chairman Don Van Galen asked for questions and comments from the Public.

Jeff Bridge, 3 Meighen Court, asked about the order of construction of the units; parking provided for each unit; and snow removal for the development. Brandon Flewwelling responded; it is expected that Blocks 1 and 2 will be built first with market demand dictating timing for the other blocks; two parking spaces for each unit will be provided as one parking space in the attached garage and one parking space in the driveway; snow removal will be done by a private contractor. The site plan agreement requires allocation of land for snow storage. Excess snow may be removed from the site as required.

Jennifer Switzer, 285 James Street South, asked about the status of future owners. Brandon Flewwelling stated that ownership cannot be discriminatory. Mark Stone spoke to how a condominium corporation functions. Jennifer Switzer asked about a landscape plan for the development; and whether the landscape plan will go through public process. Brandon Flewwelling stated there will be a formal landscape plan for the site showing species of plantings, caliper of trees, fence details, etc. Mark Stone also responded, stating that at the end of the process there will be a site plan agreement with landscaping details. Under the terms of the site plan agreement, the Town will take securities for work to be completed as per the site plan agreement. If the work is not completed under the site plan agreement, the Town will go in and do the work using the securities.

Jennifer Smale, 267 James Street South, asked about operation of the condominium development once completed; about condominium fees; and also a needs study for townhouse condominiums in St. Marys. Regarding operation of the condominium development, the Town has a property standards by-law and there will be a site plan agreement for the property with the Town to ensure that development standards are met. Regarding condominium fees, a cost of living factor needs to be included in the condominium agreement. Regarding a needs study, a market study has not been completed for the development; however the developer is confident that he will be able to sell the product he is building. Jennifer Smale stated concern with the location of Block 1 in proximity to James Street and how this may affect the sightlines from her

driveway to James Street, asking how this townhouse Block lines up with the setbacks for the existing houses along James Street. Brandon Flewwelling stated that Block 1 may be slightly forward of the existing houses, but the proportions are similar. The proposed townhouses are standard 2 storey buildings. Jennifer Smale asked about parking on the private roads in the development. Brandon Flewwelling stated that the roads in the development will be designated as fire route; therefore parking on the private roads in the development will not be permitted.

Sophia Rietmeyer, 1 Maxwell Street, stated concern regarding traffic movements and asked if the access point to the development from Maxwell Street will be one-way. Brandon Flewwelling stated that the traffic study shows the intersection at James and Maxwell functions appropriately. Both access points to the development will be two-way traffic. Mark Stone also stated that the Town Public Works staff have reviewed the traffic assessment and they are satisfied with both points of access to the development being two-way.

Edith Scheuermann, 7 Maxwell Street, stated concern with the traffic assessment, citing issues that she sees at the corner of James and Maxwell Streets. Brandon Flewwelling stated that the traffic assessment was completed on January 28, 2018 during morning and afternoon traffic rush times.

Pete Gorton, 4 Maxwell Street, asked when construction of the development will begin. Brandon Flewwelling stated that the applicant still needs to go through final Council approval of the zoning amendment and Council approval of a site plan agreement before construction can begin.

This concluded questions and comments from the Public.

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

Member Marti Lindsay asked for further clarification about the structure of the condominium corporation. Brandon Flewwelling provided information in response.

This concluded questions and comments from PAC members.

MOTION:

Application Z04-2017 to Amend the Town of St. Marys Zoning By-law Z1-1997, as amended:

Motion by: Member W. J. Galloway

Seconded by: Member Steve Cousins

THAT based on the review of the Application and comments received thus far, Planning Advisory Committee endorses in principle Application Z04-2017 from Adriano Paola for a Zoning By-law Amendment affecting 275 James Street South, St. Marys, and Committee recommends to St. Marys Town Council that it proceed with the statutory public meeting to be scheduled for May 22, 2018.

MOTION CARRIED

5.0 Next Meeting

T.B.A.

6.0 Adjournment:

Motion by: Member W. J. (Bill) Galloway

Seconded by: Member Steve Cousins



THAT the meeting adjourn at 7pm.
MOTION CARRIED

Councillor Don Van Galen
Chairman

Susan Luckhardt
Secretary-Treasurer

Copies to:

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

draft unapproved



MINUTES

Heritage Conservation District Advisory Committee

April 23, 2018

6:15p.m.

St. Marys Museum

177 Church Street South

Members Present: Stephen Habermehl
Dan Schneider
Mike Bolton
Tony Winter

Member Regrets: Barb Tuer
Bill Galloway

Staff Present: Trisha McKibbin
Ray Cousineau

1. CALL TO ORDER

In the Chair Stephen Habermehl called the meeting of the Heritage Conservation District Committee to order at 6:40pm.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Dan Schneider

Seconded By Mike Bolton

THAT the April 23, 2018 Heritage Conservation District Advisory Committee agenda be accepted as presented.

CARRIED

4. DELEGATIONS

At 6:20pm, while waiting for quorum, Ray Cousineau, Facilities Supervisor, spoke to the joint Heritage Permit application submitted for the Town Hall and Library. Mr. Cousineau described the overall project and the specific details of the window replacements in both buildings.

Stephen Habermehl arrived at 6:25pm.

Mr. Cousineau and Stephan Habermehl provided an update on the discussion that occurred at the Heritage Committee meeting on April 14, 2018 regarding the application.

Ray Cousineau left the meeting at 6:38p.m.

5. ACCEPTANCE OF MINUTES

Moved By Tony Winter

Seconded By Dan Schneider

THAT the March 26, 2018 Heritage Conservation District Advisory Committee Minutes be accepted as presented.

CARRIED

6. BUSINESS ARISING FROM MINUTES

None.

7. HERITAGE PERMIT APPLICATIONS

7.1 & 7.2 175 Queen Street East - Town Hall

A Heritage Permit Application for 175 Queen Street East (Town Hall) and 15 Church St. N. (Public Library) was forwarded by the Building and Zoning Department to the St. Marys Heritage Conservation District Committee for review and comment.

Moved By Mike Bolton

Seconded By Tony Winter

THAT the Heritage Conservation District Committee recommends the approval of the Heritage Permit application for replacing the windows on the Library and the Town Hall as submitted.

CARRIED

7.3 26 Water Street South

An application for a Heritage Permit was received for the building at 26 water Street South. The project includes window replacement and roof replacement.

Moved By Dan Schneider

Seconded By Mike Bolton

THAT the Heritage Conservation District Committee recommends approval of the heritage permit application, as submitted, for 26 Water St. South on the confirmation that the proposed steel shake roof will give a similar appearance to the current cedar shake roof.

CARRIED

8. OTHER BUSINESS

8.1 Request for HCDAC rep for BIA public art/mural project

Moved By Mike Bolton

Seconded By Tony Winter

THAT the Committee recommends that the Heritage Conservation District Advisory Committee's decision in the participation in the proposed public art project be deferred until the full discussion of the project takes place at the May 12, 2018 Heritage Committee meeting, and;

That Dan Schneider attend the Heritage Committee meeting on May 12, 2018 as the Heritage Conservation District Advisory Committee representative.

CARRIED

9. UPCOMING MEETINGS

Monday, May 14, 2018, 6:15pm at the St. Marys Museum

10. ADJOURNMENT

Moved By Dan Schneider

Seconded By Tony Winter

THAT this meeting of the HCDAC adjourn at 7:33p.m.

CARRIED

Barb Tuer, Chair

DRAFT



Senior Services Board Meeting Minutes

Date: March 20, 2018

Time: 3:30 pm

Board members present

Joyce Vivian, Jenny Mikita, Rick Lyons, Jim Craigmile, Donna Kurchak, Donna Simmons

Regrets

Jane Cousineau, Don Vanstone, Isa Rabbets, Owen O'Brien

1. Welcome & Introduction of Committee Members

Welcome and called to Order at 3:30 pm by Jenny Mikita, Interim Chair

2. Approval of Agenda

Motion to approve: Joyce Vivian

Seconded by: Rick Lyons

3. Disclosure of Interest

None

4. Approval of January Minutes

Motion to approve: Joyce Vivian

Seconded by: Rick Lyons

5. Business Arising from the Minutes

5.1 New Ideas/Program Feedback/Suggestions: Donna Kurchak reviewed the feedback received through the feedback box in the Friendship Centre. A suggested regarding menu items available during Tuck Shop Lunch was discussed.

5.2 Provincial Funding Update: The Home Support Services Multi-Service Agreement has been signed back to the LHIN.

5.3 East Entrance Update –The East Entrance has been completed and staffs have received many positive remarks on the overall look and feel that the new entrance brings to the Centre. The final report for this project is due to New Horizons 30 days following the completion of the project. Staff will be polling participants to gather feedback on the project.

5.4 VON Day Program –The VON Day have relocated back their St. Marys Hospital site. The feedback received from staff at VON was that they really enjoyed their stay. The staff were very accommodating and the facility was

6. New Business

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



6.2 Peace Makers Quilt Show – The Stonetown Quilters Guild will be hosting their bi-annual Quilt Show in April. The Friendship Centre will be utilized during this time. Group Fitness will be offered on the Rock Rink during its regular scheduled time. Pickelball will be offered in the afternoon on the Rock Rink in the afternoon. The following program cancellations will be taking place:

- Thursday Breakfast
- ROMEO Men's Club
- Stonetown Entertainer's Choir
- Shuffleboard
- Knit & Chat

6.3 Friendship Centre News & Notes – The Friendship Centre received a special grant through the Elderly Person's Centre Grant to improve access to the Friendship Centre's newsletter. Feedback has been solicited from the users within the Friendship Centre to get an idea of what they would like to see in the newsletter. Staff is working with Corporate Communications to secure a design. Upon completion the newsletter will be available in an electronic format for online readers.

7. Other Business

7.1 Bill 68- Staff informed the group of a new requirement under Bill 68, Modernizing Ontario's Municipal Legislation Act. Council and all committees of Council will be required to declare matters of pecuniary interest in verbal and in written format. It is a requirement of the Municipality. Committee members should contact staff if they require a declaration form.

8. Liaison Reports

8.1 Travel Club – Nothing to Report

8.2 Fundraising Committee – The Friendship Centre will be hosting a Spring Scrap-a-thon on April 21. This event is currently filled with a waiting list.

8.3 Council Update- Councilor Craigmile updated the group on various projects throughout the Town.

9. Next Meeting – March 20, 2018 3:30 p.m.

10. Adjournment – 3:30pm



Senior Services Board Meeting Minutes

Date: April 17, 2018

Time: 3:30 pm

Board members present

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

Regrets

Donna Kurchak, Isa Rabbets

1. Welcome & Introduction of Committee Members

Welcome and called to Order at 3:30 pm by Donna Simmons, Vice Chair

2. Approval of Agenda

Motion to approve: Don Vanstone

Seconded by: Jane Cousineau

3. Disclosure of Interest

None

4. Approval of March Minutes

Motion to approve: Rick Lyons

Seconded by: Joyce Vivian

5. Business Arising from the Minutes

5.1 New Ideas/Program Feedback/Suggestions: A concern about the use of disposable dishes for coffee and lunch was expressed. Staff explained that the Kitchen dishes had been rented for a large event. All dishes were needed and staff was doing an inventory. Staff explained that this is often the process and is sporadic but will look into options to give more notice to customers or provide a suitable alternative.

Joyce Vivian asked if it would be possible to have coffee/tea available in the Lion's Den during the Quilt Show next week for those that stop in for coffee after programs such as Group Fitness and Aqua Fit. Staff will speak with Guest Services to ensure that coffee/tea is available for purchase for those that are interested in staying.

It was suggested that someone contact the Independent Newspaper to ask if they could drop the Independent at the Newspaper. Staff will reach out to the Independent.

5.2 Provincial Funding Update: The Friendship Centre Active Living Centre grant request has been submitted to the Ministry of Citizenship and Immigration. Staff have applied for more operational funding and are waiting to see if the request has been approved.

5.3 East Entrance Update –The final report has been submitted to New Horizons. Staff surveyed regular users to gather feedback on the project. The response was very positive



with many stating the renovations were needed and since completed they have noticed a significant change in the temperature of the Main Hall in the Friendship Centre.

- 5.4 Friendship Centre New & Notes – Staff are working with Corporate Communications to facilitate changes to the newsletter. A new program to assist with the design of the newsletter has been purchased. Staff will receive training later in May on the new program. Some professional photography has been acquired based on the feedback that participants indicated they would like to see more photos of Friendship Centre programs used in promotional materials. Page turning soft wear has be purchased and will be shared with Corporate Communications for better access to this publication on the Town Website.

6. New Business

- 6.1 Program Report: See attached program report for details on upcoming programs.
- 6.2 Seniors Month – June is seniors month. Staff will submit a proclamation to Council in the upcoming weeks. The Friendship Centre will host their annual Senior's month BBQ. If anyone has suggestions or would like to participate in a special initiative please talk to Jenny.
- 6.3 2018 Pickleball Rates – Staff informed the group that the Pickleball program advisory group is currently looking at rates for 2018/19.
- 6.4 Friendly Feud – The Friendship Centre will host the Friendly Feud in May and are looking for teams of five participants to join a team. Please see Hillary if you are interested in submitting a team.

7. Other Business

None

8. Liaison Reports

- 8.1 Travel Club – A suggestion to take a trip the Blyth Festival was given. Staff will look into it.
- 8.2 Fundraising Committee – None
- 8.3 Council Update- Councilor Craigmile updated the group on various projects throughout the Town.

9. Next Meeting – May 15, 2018 3:30 p.m.

10. Adjournment – 3:30pm

BY-LAW 46-2018

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to authorize a site plan agreement between The Corporation of the Town of St. Marys and St. Marys Memorial Hospital.

WHEREAS: St. Marys Memorial Hospital intends to build an addition to the existing building, under site plan agreement, the lands legally described as Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 Block F, Plan 216; Lots 13, 14, 15, 16, 17, 18 and 19 Block F, Plan 216; Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 Block E, Plan 216; Lots 16, 17, 18, 19, 20 and 21 Block E, Plan 216; Lots 11, 12, Block F, Lot 13 Block E and Part Markham Street, Plan 216 closed by STM20106 between north limit of Queen Street and south limit of Maiden Lane, save and except Part 1 on 44R4061; St. Marys and having the municipal address of 268 Maiden Lane, St. Marys;

AND WHEREAS: The Corporation of the Town of St. Marys deems it expedient to enter into a site plan agreement (the "Agreement") with St. Marys Memorial Hospital for the purpose of clarifying and delineating the respective rights, obligations, payments and billing arrangements of and for the delivery of the site plan development;

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

- 1.** That the Mayor and CAO / Clerk are hereby authorized to execute an Agreement on behalf of The Corporation of the Town of St. Marys between The Corporation of the Town of St. Marys and St. Marys Memorial Hospital.
- 2.** That a copy of the said Agreement is attached hereto this By-law, and to affix the corporate seal of the Corporation of the Town of St. Marys.
- 3.** This by-law comes into force and takes effect on the final passing thereof.

Read a first and second time this 8th day of May, 2018.

Read a third and final time and passed this 8th day of May, 2018.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk

BY-LAW 47-2018

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to authorize the signing of an agreement between The Corporation of the Town of St. Marys and Stempski Kelly Associates Inc.

- WHEREAS:** The Corporation of the Town of St. Marys received provincial funding from the Ontario Ministry of Agriculture, Food and Rural Affairs through the Rural Economic Development fund for the purpose of developing a signage and wayfinding strategy in St. Marys (the "Project");
- AND WHEREAS:** A Request for Proposal was released to secure a proponent for the development of the Project;
- AND WHEREAS:** A proposal for the Project was submitted by Stempski Kelly Associates Inc. which was subsequently approved by Council on May 8, 2018;
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into an Agreement with Stempski Kelly Associates Inc. for the purpose of clarifying and delineating the respective rights, obligations, payments and billing arrangements of and for the delivery of the Project;
- THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows:
1. That the Mayor and CAO / Clerk are hereby authorized to execute an Agreement on behalf of The Corporation of the Town of St. Marys between The Corporation of the Town of St. Marys and Stempski Kelly Associates Inc.
 2. That a copy of the said Agreement is attached hereto this By-law, and to affix the corporate seal of the Corporation of the Town of St. Marys.
 3. This by-law comes into force and takes effect on the final passing thereof.

Read a first and second time this 8th day of May, 2018.

Read a third and final time and passed this 8th day of May, 2018.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk

BY-LAW 48-2018

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to authorize the signing of an agreement between The Corporation of the Town of St. Marys and the Association of Municipalities of Ontario.

- WHEREAS:** The Corporation of the Town of St. Marys is in receipt of \$44,072.53 for Main Street Revitalization Initiative funding through the Ontario Ministry of Agriculture, Food and Rural Affairs which will be administered by the Association of Municipalities of Ontario;
- AND WHEREAS:** Council identified the projects and approved the use of funding at its regular Council meeting on May 8, 2018;
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into an Agreement with the Association of Municipalities of Ontario for the purpose of clarifying and delineating the respective rights, obligations, payments and billing arrangements of and for the delivery of the Project;
- THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows:
- 1.** That the Mayor and CAO / Clerk are hereby authorized to execute an Agreement on behalf of The Corporation of the Town of St. Marys between The Corporation of the Town of St. Marys and the Association of Municipalities of Ontario.
 - 2.** That a copy of the said Agreement is attached hereto this By-law, and to affix the corporate seal of the Corporation of the Town of St. Marys.
 - 3.** This by-law comes into force and takes effect on the final passing thereof.

Read a first and second time this 8th day of May, 2018.

Read a third and final time and passed this 8th day of May, 2018.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk

BY-LAW 49-2018

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 May 8, 2018.

WHEREAS: The *Municipal Act, 2001*, S.O. 2001, c.25, as amended, Section 5(3), 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 8th day of May, 2018 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 8th day of May, 2018.

Read a third and final time and passed this 8th day of May, 2018.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk