



AGENDA
Regular Council Meeting

March 26, 2019

6:00 pm

Council Chambers, Town Hall
175 Queen Street East, St. Marys

Pages

1. **CALL TO ORDER**
2. **DECLARATIONS OF PECUNIARY INTEREST**
3. **AMENDMENTS AND APPROVAL OF AGENDA**

RECOMMENDATION

THAT the March 26, 2019 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 **Retirement presentation to Bev Tunks**

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - March 12, 2019 10

RECOMMENDATION

THAT the March 12, 2019 regular Council minutes be approved and signed and sealed by the Mayor and the Clerk.

6.2 Speical Meeting of Council - March 19, 2019 19

RECOMMENDATION

THAT the March 19, 2019 special meeting of Council minutes be approved and signed and sealed by the Mayor and the Clerk.

7. CORRESPONDENCE

7.1 Ministry of Municipal Affairs and Housing re: Modernization of Service Delivery 27

RECOMMENDATION

THAT the correspondence from the Ministry of Municipal Affairs and Housing regarding modernization of municipal service delivery be received.

7.2 Minister of Finance re: 2019 Ontario Municipal Partnership Fund 29

RECOMMENDATION

THAT the correspondence from the Minister of Finance regarding the 2019 Ontario Municipal Partnership Fund.

7.3 Ministry of Infrastructure re: Ontario Community Infrastructure Fund (OCIF) 31

RECOMMENDATION

THAT the correspondence from the Ministry of Infrastructure regarding the Ontario Community Infrastructure Fund (OCIF) allocation for 2019 be received.

- 7.4 Ministry of Community Safety and Correctional Services re: Court Security and Prisoner Transportation Program 36**

RECOMMENDATION

THAT the correspondence from the Ministry of Community Safety and Correctional Services regarding the Court Security and Prisoner Transportation (CSPT) program for 2019 be received;

THAT Council approve the terms and conditions of the Court Security and Prisoner Transportation program agreement; and

THAT By-Law 42-2019 be passed to authorize the Mayor and the Clerk to sign the associated agreement.

- 7.5 Randy Pettapiece, MPP re: Upper Thames River Conservation Authority 63**

RECOMMENDATION

THAT the correspondence from Randy Pettapiece, MPP regarding the Upper Thames River Conservation Authority be received.

- 7.6 Perth District Health Unit re: Health Unit Merger 65**

RECOMMENDATION

THAT the correspondence from the Perth District Health Unit regarding the Health Unit merger with Huron County Health Unit be received.

- 7.7 Upper Thames River Conservation Authority re: 2019 Budget 67**

RECOMMENDATION

THAT the correspondence from Upper Thames River Conservation Authority regarding the 2019 budget be received.

8. STAFF REPORTS

8.1 Public Works

- 8.1.1 PW 21-2019 March Monthly Report (Public Works) 69**

RECOMMENDATION

THAT PW 21-2019 March Monthly Report (Public Works) be received for information.

8.1.2	PW 09-2019 Hydro One Easement Lands - Cemetery Hedge Agreement	72
	RECOMMENDATION	
	THAT PW 09-2019 Hydro One Easement Lands – Cemetery Hedge Agreement be received; and	
	THAT By-law 40-2019, being a by-law to authorize the Mayor and CAO/Clerk to sign an agreement with Hydro One Networks, be approved.	
8.1.3	PW 14-2019 Award for RFT-PW-03-2019 Pruning, Removal and Disposal of Trees 2019-2021	77
	RECOMMENDATION	
	THAT PW 14-2019 Award for RFT-PW-03-2019 Pruning, Removal and Disposal of Trees 2019-2021 be received; and,	
	THAT the procurement for RFT-PW-03-2019 Pruning, Removal and Disposal of Trees 2019-2021 be awarded to Davey Tree Expert Co. of Canada Limited for the bid unit prices for a 3 crew tree removals at \$148.65 / hr, for a 2 crew pruning at \$119.48 / hr, and emergency call outs at \$167.27 / hr;	
	THAT By-Law 39-2019 authorizing the Mayor and the Clerk to sign the associated agreement be approved.	
8.1.4	PW 15-2019 Water System Summary Report for 2018	80
	RECOMMENDATION	
	THAT Council receive report PW 15-2019 Water System Summary Report for 2018 as information; and,	
	THAT Council acknowledges receipt of the 2018 annual summary report for the Town of St. Marys Water Supply and Distribution System.	
8.1.5	PW 16-2019 Wastewater Summary Report for 2018	126
	RECOMMENDATION	
	THAT PW 16-2019 Wastewater Summary Report for 2018 be received for information.	

8.1.6	PW 17-2019 Landfill Annual Monitoring Report for 2018	161
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RECOMMENDATION

THAT PW 17-2019 Landfill Annual Monitoring Report for 2018 be received for information.

8.2 Administration and Human Resources

8.2.1	CAO 29-2019 March Monthly Report (Administration and Human Resources)	164
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RECOMMENDATION

THAT CAO 29-2019 March Monthly Report (Administration and Human Resources) be received for information.

8.2.2	CAO 30-2019 Public Transit Infrastructure Fund Program Extension	168
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RECOMMENDATION

THAT CAO 30-2019 Public Transit Infrastructure Fund Program Extension be received;

THAT Council agree to the terms and conditions of the Amending Agreement No. 1 as presented; and

THAT By-Law 41-2019 be approved to authorize the Mayor and the Clerk to sign the associated agreement.

8.3 Corporate Services

8.3.1	COR 07-2019 March Monthly Report (Corporate Services)	178
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RECOMMENDATION

THAT COR 07-2019 March Monthly Report (Corporate Services) be received for information.

8.4 Finance

- 8.4.1 FIN 05-2019 March Monthly Report (Finance) & Annual Director of Finance / Treasurer Reports** 182

RECOMMENDATION

THAT FIN 05-2019 March Monthly Report (Finance) & Annual Director of Finance / Treasurer Reports be received for information.

8.5 Fire and Emergency Services

- 8.5.1 FD 05-2019 March Monthly Report (Emergency Services)** 188

RECOMMENDATION

THAT FD 05-2019 March Monthly Report (Emergency Services) be received for information.

8.6 Community Services

- 8.6.1 DCS 07-2019 March Monthly Report (Community Services)** 190

RECOMMENDATION

THAT DCS 07-2019 March Monthly Report (Community Services) be received for information.

8.7 Building and Development Services

- 8.7.1 DEV 21-2019 March Monthly Report (Building and Development)** 195

RECOMMENDATION

THAT DEV 21-2019 March Monthly Report (Building and Development) be received for information.

9. EMERGENT OR UNFINISHED BUSINESS

- 9.1 Council Discussion: Review Ongoing Process of Public Engagement for Aquatic Services**

9.2 VIA Rail Resolution

RECOMMENDATION

Whereas The Corporation of the Town of St. Marys supports the National Transportation Policy, being a declaration in Section 5 of the *Canada Transportation Act*, S.C. 1996, c. 10 (as amended), which states:

It is declared that a competitive, economic and efficient national transportation system that meets the highest practicable safety and security standards and contributes to a sustainable environment and makes the best use of all modes of transportation at the lowest total cost is essential to serve the needs of its users, advance the well-being of Canadians and enable competitiveness and economic growth in both urban and rural areas throughout Canada. Those objectives are most likely to be achieved when:

(a) competition and market forces, both within and among the various modes of transportation, are the prime agents in providing viable and effective transportation services;

(b) regulation and strategic public intervention are used to achieve economic, safety, security, environmental or social outcomes that cannot be achieved satisfactorily by competition and market forces and do not unduly favour, or reduce the inherent advantages of, any particular mode of transportation;

(c) rates and conditions do not constitute an undue obstacle to the movement of traffic within Canada or to the export of goods from Canada;

(d) the transportation system is accessible without undue obstacle to the mobility of persons, including persons with disabilities; and

(e) governments and the private sector work together for an integrated transportation system.

Whereas The government of Canada has subsequently stated: “we are serious about climate change” and “smart investments in transit help connection communities We will continue to work with communities and invest in the infrastructure they need today and into the future”;

Whereas Abacus data has indicated that Canadians are focused on building up transit to reduce congestion and connecting communities;

Whereas The Canadian Transport Commission main finding at public hearings in 1977 was that there should be no further reductions to passenger rail services;

Whereas The frequency of VIA trains running on the North Main Line from Sarnia to London and from London through St. Marys/Stratford to Toronto has been reduced from 14 in 1977 to 4 today;

Whereas There is a need for balanced transportation with more people using transit and less using automobiles;

Whereas The changing demographic relating to house prices, housing affordability will require further expansions of transit;

Whereas There is a need to visit tourist sites such as the Stratford Festival, The Canadian Baseball Hall of Fame and Museum;

Whereas The annual cost of congestion to the Greater Toronto Hamilton Area economy alone is between \$7.5 and \$11 billion;

Whereas There are 10 million more vehicles on the road today than there were in 2000; and

Whereas the Town of St. Marys requests the support of this resolution from all communities served by VIA;

Be It Resolved That The Council of the Corporation of the Town of St. Marys recommends to The government of Canada to adequately fund and fully support VIA Rail Canada in increasing the frequency, reliability, ticket cost and speed of VIA rail service on the North Main Line in 2019 to a 6 train frequency (as was the case in 2012) followed by the return of a 14 train frequency by 2023.

10. NOTICES OF MOTION

11. BY-LAWS

RECOMMENDATION

THAT By-Laws 39-2019, 40-2019, 41-2019 and 42-2019 be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

11.1 By-law 39-2019 Authorize an Agreement with Davey Tree Expert Co. of Canada Ltd.

197

11.2	By-Law 40-2019 Authorize an Agreement with Hydro One Networks Inc.	198
11.3	By-Law 41-2019 Authorize an Agreement with Ministry of Transportation for PTIF Extension	199
11.4	By-Law 42-2019 Authorize an Agreement with Ministry of Community Safety and Correctional Services for CSPT program	200

12. UPCOMING MEETINGS

April 9, 2019 - 6:00pm, Regular Council, Council Chambers

April 16, 2019 - 9:00am, Strategic Priorities Committee, Council Chambers

April 23, 2019 - 9:00am, Council Tour of Canadian Baseball Hall of Fame and Museum Addition

April 23, 2019 - 6:00pm, Regular Council, Council Chambers

April 30, 2019 - 9:00am, Council Tour of Town Facilities

13. CLOSED SESSION

None.

14. CONFIRMATORY BY-LAW 201

RECOMMENDATION

THAT By-Law 43-2019, being a by-law to confirm the proceedings of the March 26, 2019 regular Council meeting, be read a first, second, and third time and be finally passed and signed and sealed by the Mayor and the Clerk.

15. ADJOURNMENT

RECOMMENDATION

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



MINUTES
Regular Council

March 12, 2019
6:00pm
Town Hall, Council Chambers

Council Present: Mayor Strathdee
Councillor Craigmile
Councillor Edney
Councillor Pridham
Councillor Winter

Council Regrets: Councillor Luna
Councillor Hainer

Staff Present: Brent Kittmer, CAO / Clerk
Trisha McKibbin, Director of Corporate Services
Kelly Deeks – Johnson, Economic Development Manager

1. CALL TO ORDER

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

2. DECLARATIONS OF PECUNIARY INTEREST

Councillor Pridham declared a pecuniary interest on agenda item 12.2 By-law 35-2019.

3. AMENDMENTS AND APPROVAL OF AGENDA

Council added in 10.1 Appointment of Deputy Mayor as an emergent matter due to the temporary absence of Deputy Mayor Luna.

Resolution 2019-03-12-01

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT the March 12, 2019 regular Council meeting agenda be accepted as amended.

CARRIED

4. PUBLIC INPUT PERIOD

None.

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

5.2 Social Research and Planning Council - Living Wage Calculation

Kathy Vassilakos and Eden Grodinski of Social Research and Planning Council spoke to the living wage calculator and responded to questions from Council.

Resolution 2019-03-12-02

Moved By Councillor Pridham

Seconded By Councillor Edney

THAT the presentation from Social Research and Planning Council regarding living wage calculation be received.

CARRIED

5.1 Social Research and Planning Council - My PerthHuron Website Update

Kathy Vassilakos and Eden Grodinski of Social Research and Planning Council spoke to my perthhuron website update and responded to questions from Council.

Resolution 2019-03-12-03

Moved By Councillor Winter

Seconded By Councillor Edney

THAT the delegation from the Social Research and Planning Council regarding My PerthHuron website update be received; and

THAT Council authorize the Mayor and the CAO / Clerk to sign the associated agreement.

CARRIED

5.3 All Aboard St. Marys re: 2019 Strategy

Chris West spoke to the All Aboard St. Marys presentation and responded to questions from Council.

Resolution 2019-03-12-04

Moved By Councillor Winter

Seconded By Councillor Pridham

THAT Staff craft a resolution supporting passenger rail to be presented at the next regular Council meeting.

CARRIED

Resolution 2019-03-12-05

Moved By Councillor Edney

Seconded By Councillor Winter

THAT the presentation from All Aboard St. Marys regarding the 2019 Strategy be received.

CARRIED

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - February 26, 2019

Resolution 2019-03-12-06

Moved By Councillor Craigmile

Seconded By Councillor Pridham

THAT the February 26, 2019 regular Council meeting minutes be approved and signed and sealed by the Mayor and the Clerk.

CARRIED

6.2 Special Meeting of Council - March 5, 2019

Councillor Winter proposed an amendment to the way in which Councillor's Pridham and Edney non-participation in votes was recorded for the agenda items in which they declared conflicts.

Councillor Craigmile noted that the same changes should be applied to his non-participation during the St. Marys Healthcare Foundation vote.

Resolution 2019-03-12-07

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT the March 5, 2019 special meeting of Council minutes be approved as amended and signed and sealed by the Mayor and the Clerk.

CARRIED

7. CORRESPONDENCE

7.1 Laura Hinz re: Child Care Centre Concerns

Mayor Strathdee asked Brent Kittmer to provide a verbal report on the concerns raised by Ms. Hinz. Brent Kittmer spoke to the concerns raised, the current operating policies of the Child Care Centre, and responded to questions from Council.

Resolution 2019-03-12-08

Moved By Councillor Craigmile

Seconded By Councillor Pridham

THAT the correspondence from Laura Hinz regarding Child Care Centre Concerns be received.

CARRIED

7.2 Lauren O'Keefe re: VIA Service

Resolution 2019-03-12-09

Moved By Councillor Pridham

Seconded By Councillor Edney

THAT the correspondence from Lauren O'Keefe regarding VIA services be received.

CARRIED

7.3 Larry Pfaff re: Resignation from Heritage Advisory Committee

Resolution 2019-03-12-10

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT the correspondence from Larry Pfaff regarding his resignation from the Heritage Advisory Committee be received with regrets; and

THAT Council defer the replacement of the Heritage Advisory Committee member until the committee finalizes the review of the committee structure.

CARRIED

8. STAFF REPORTS

8.1 Administration and Human Resources

8.1.1 CAO 24-2019 Draft Municipal Cannabis Retail Policy Statement

Brent Kittmer spoke to CAO 24-2019 report and responded to questions from Council. Council proposed several amendments

including adding hospitals, medical facilities, doctor's offices and youth centres as other locations that should be included in the proposed 150 m buffer restriction.

Resolution 2019-03-12-11

Moved By Councillor Pridham

Seconded By Councillor Edney

THAT CAO 24-2019 Draft Municipal Cannabis Retail Policy Statement be received; and

THAT the proposed Municipal Cannabis Retail Policy Statement be adopted as amended.

CARRIED

8.1.2 CAO 29-2019 Fees for Police Checks for Volunteers

Brent Kittmer spoke to CAO 29-2019 report and responded to questions from Council.

Resolution 2019-03-12-12

Moved By Councillor Winter

Seconded By Councillor Pridham

THAT CAO 29-2019 Fees for Police Checks for Volunteers be received; and

THAT police checks for volunteers in St. Marys be completed at no charge; and

THAT the Town reimburse eligible volunteers for the cost of police checks, subject to proof of purchase being provided.

CARRIED

9. COUNCILLOR REPORTS

Mayor Strathdee introduced a new format for providing Councillor reports to make more efficient use of Council's time.

Moving counter clockwise, each Councillor provided a report on their recent Committee and Board meetings attended.

Resolution 2019-03-12-13

Moved By Councillor Craigmile

Seconded By Councillor Pridham

THAT agenda items 9.1.1 to 9.1.6 and 9.2.1 to 9.2.16 be received; and

THAT agenda item 9.2.16 be raised for discussion.

CARRIED

9.1 Operational and Board Reports

9.1.1 Bluewater Recycling Association - Coun. Craigmile

9.1.2 Library Board - Coun. Craigmile, Edney and Mayor Strathdee

**9.1.3 Municipal Shared Services Committee - Mayor Strathdee,
Coun. Luna**

9.1.4 Perth District Health Unit - Coun. Luna

9.1.5 Spruce Lodge Board - Coun. Luna, Pridham

9.1.6 Upper Thames River Conservation Authority

9.2 Advisory and Ad-Hoc Committee Reports

9.2.1 Accessibility Advisory Committee - Coun. Hainer

9.2.2 Business Improvement Area - Coun. Winter

9.2.3 CBHFM - Coun. Edney

9.2.4 Committee of Adjustment

**9.2.5 Community Policing Advisory Committee - Coun. Winter,
Mayor Strathdee**

9.2.6 Green Committee - Coun. Craigmile

9.2.7 Heritage Advisory Committee - Coun. Pridham

**9.2.8 Huron Perth Healthcare Local Advisory Committee - Coun.
Luna**

9.2.9 Museum Advisory Committee - Coun. Hainer

9.2.10 Planning Advisory Committee - Coun. Hainer, Pridham

9.2.11 Recreation and Leisure Advisory Committee - Coun. Pridham

9.2.12 Senior Services Advisory Committee - Coun. Winter

9.2.13 St. Marys Lincolns Board - Coun. Craigmile

9.2.14 St. Marys Cement Community Liaison Committee - Coun. Craigmile and Winter

9.2.15 Youth Centre Advisory Committee - Coun. Edney

9.2.16 Youth Council - Coun. Edney

Councillor Edney spoke to the recommendation advanced by the Youth Council.

Resolution 2019-03-12-14

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT Council direct Staff to post for the vacancies on the Youth Council; and

THAT Staff bring forward a list of eligible candidates as soon as possible.

CARRIED

10. EMERGENT OR UNFINISHED BUSINESS

10.1 Appoint Acting Deputy Mayor

Mayor Strathdee spoke to the current absence of Deputy Mayor Luna and the need to temporary appoint for the position.

Council asked Councillor Craigmile if he would be willing to accept the temporary appointment. Councillor Craigmile agreed.

Resolution 2019-03-12-15

Moved By Councillor Edney

Seconded By Councillor Winter

THAT Council appoint Councillor Craigmile as the Acting Deputy Mayor during the temporary absence of Deputy Mayor Luna.

CARRIED

11. NOTICES OF MOTION

12. BY-LAWS

Having declared a pecuniary interest, Councillor Pridham recused herself from voting.

Resolution 2019-03-12-16

Moved By Councillor Craigmile

Seconded By Councillor Edney

THAT By-Laws 34-2019 through 35-2019 be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

12.1 34-2019 Data Sharing Agreement with United Way of Perth-Huron

12.2 35-2019 Open, establish and assume parcel in front of 481 Water Street South

Councillor Pridham returned to her seat at the Council table.

13. UPCOMING MEETINGS

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

Council took a brief recess at 7:56pm.

Mayor Strathdee called the meeting back to order at 8:02pm.

14. CLOSED SESSION

Resolution 2019-03-12-17

Moved By Councillor Winter

Seconded By Councillor Pridham

THAT Council move into a session that is closed to the public at 8:02pm as authorized under the *Municipal Act*, Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board.

CARRIED

15. RISE AND REPORT

Resolution 2019-03-12-18

Moved By Councillor Winter

Seconded By Councillor Edney

THAT Council rise from a closed session at 8:29pm.

CARRIED

Mayor Strathdee reported that a closed session was held and one matter was discussed. Council will now consider a by-law related to the matter.

Resolution 2019-03-12-19

Moved By Councillor Craigmile

Seconded By Councillor Winter

THAT By-law 36-2019, being a by-law to authorize an agreement of purchase and sale of 478 Water Street South to McLean Taylor Ltd., be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

16. CONFIRMATORY BY-LAW

Resolution 2019-03-12-20

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT By-Law 37-2019, being a by-law to confirm the proceedings of March 12, 2019 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

17. ADJOURNMENT

Resolution 2019-03-12-21

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT this regular meeting of Council adjourn at 8:30pm.

CARRIED

Al Stratthdee, Mayor

Brent Kittmer, CAO / Clerk



MINUTES
Special Meeting of Council

March 19, 2019
9:00am
Council Chambers, Town Hall

Council Present: Mayor Strathdee
Councillor Craigmile
Councillor Edney
Councillor Luna (participating electronically)
Councillor Hainer
Councillor Pridham
Councillor Winter

Staff Present: Brent Kittmer, CAO / Clerk
Grant Brouwer, Director of Building and Development
Jim Brown, Director of Finance / Treasurer
Jed Kelly, Director of Public Works
Lisa Lawrence, Director of Human Resources
Trisha McKibbin, Director of Corporate Services
Stephanie Ische, Director of Community Services
Matthew Corbett, Library CEO
Jeff Wolfe, Asset Management / Engineering Specialist
Jenna McCartney, Deputy Clerk

1. CALL TO ORDER

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

Mayor Strathdee welcomed Councillor Luna who was joining the meeting electronically by way of telephone conference.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Resolution 2019-03-19-01

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT the March 19, 2019 special meeting of Council agenda be accepted as presented.

CARRIED

4. 2019 DRAFT BUDGET: DELIBERATION OF REPORT BACKS

4.1 DEV 20-2019 Report Back on Capital Project #24: Window Shade Options – Aquatics Centre

Grant Brouwer spoke to DEV 20-2019 report and responded to questions from Council.

Resolution 2019-03-19-02

Moved By Councillor Winter

Seconded By Councillor Pridham

THAT DEV 20-2018 be received; and

THAT council approve an amount not to exceed \$12,000 for the capital project of shading the windows facing south and east at the Aquatics Centre surrounding the pool

CARRIED

4.2 HR-03-2019 Report Back on Council Remuneration COLA Implementation

Prior to the consideration of this report, Brent Kittmer explained the two documents that were circulated to Council's desk earlier this morning. The letters explain the funding expectations from the Province related to the Ontario Municipal Partnership Fund (OMPF) for 2019 and the Ontario Community Infrastructure Fund (OCIF) for 2019.

Jim Brown, Director of Finance / Treasurer, provided Council with an update from the Province of the 2019 allocation of the OMPF.

Lisa Lawrence spoke to HR 02-2019 report and responded to questions from Council.

Councillor Luna stated that the telephone connection was not ideal and that she would like to leave the meeting. Councillor Luna left the meeting at 9:20am.

Resolution 2019-03-19-03

Moved By Councillor Hainer

Seconded By Councillor Edney

THAT HR-03-2019 Council Remuneration, COLA Implementation be received; and

THAT Council approve the changes to COR-008 Compensation Policy to formalize the Cost of Living adjustment calculation and include Council in the scope of the policy.

CARRIED

4.3 PW 18-2019 Report Back on Maxwell St. Pedestrian Facility Review

Jed Kelly and Jeff Wolfe spoke to PW 18-2019 report and responded to questions from Council.

Council discussed the options presented and agreed that a more comprehensive review of the entire Town road network is needed prior to making a capital funding decision on Maxwell Street.

Resolution 2019-03-19-04

Moved By Councillor Craigmile

Seconded By Councillor Hainer

THAT PW 18-2019 Maxwell St. Pedestrian Facility Review be received;

THAT Council approve a phased approach with Options 2a as presented in the report;

THAT Council direct staff to review the entire road network and prepare a report back to Council comparing the existing road network and its pedestrian facilities to the Town design standards and bringing forward recommendations on ways to improve the overall safety of pedestrian crossings; and

THAT Council direct staff to prepare the necessary amendments to the Traffic and Parking By-Law to implement Option 2a.

CARRIED

4.4 CAO 26-2019 Report Back on 2019 Budget Changes

Councillor Luna rejoined the meeting by way of electronic participation.

Council took a brief recess at 9:55am.

Mayor Strathdee called the meeting back to order at 10:02am.

Brent Kittmer spoke to CAO 26-2019 report and responded to questions from Council.

Mayor Strathdee indicated that he would attempt to seek consensus on the various changes proposed, and would ask for a resolution where consensus could not be reached.

Council reviewed the budget changes as identified by Councillor Craigmile as a strategy to finance the costs of the fire hall modernization project.

Council was of the consensus that COLA remain in the draft 2019 budget at 1.5%.

Council was of the consensus that the Community Improvement Program grants be reduced to \$30,000 from \$60,000 in the draft 2019 budget.

Council was of the consensus that the Community Grant Program remain at \$46,000 in the draft 2019 budget.

Resolution 2019-03-19-05

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT the Heritage Tax Rebate Program be removed from the draft 2019 budget for a budget reduction of \$25,000.

CARRIED

Council was of the consensus that the overall corporate conference/seminar/training budget be reduced by \$35,000 to \$98,993 in the draft 2019 budget.

Council was of the consensus that the grant to the St. Marys Healthcare Foundation remain at \$50,000 for the draft 2019 budget.

Council was of the consensus that the originally budgeted funds available from a number of deferrals and rescoped projects in the 2019 capital budget, including PRC sign, municipal tree inventory, GTT repairs and dam spillway repairs, remain in the capital reserve and not be directed to the Fire Hall project.

Council was of the consensus that the \$22,500 originally budgeted for library circulation desk be directed to the Fire Hall project now that other funding sources have become available.

Council concluded that \$112,500 of savings to the draft 2019 budget had been created.

Resolution 2019-03-19-06

Moved By Councillor Craigmile

Seconded By Councillor Hainer

THAT the following budget changes totaling \$112,500 be reallocated from their originally budgeted use to a reserve to finance the Fire Hall Project:

- \$30,000 from the Community Improvement Program Grants
- \$25,000 from the Heritage Tax Rebate Program
- \$35,000 from the Corporate Conference/Seminar/Training budget
- \$22,500 from the Library Circulation Desk project

CARRIED

Council took a brief recess at 11:07am.

Mayor Strathdee called the meeting back to order at 11:14am.

Council began a review of the staff identified budget changes proposed to meet Council's goal of a 2.5% increase to the average residential taxes in St. Marys.

Brent Kittmer reviewed the proposed changes put forward by staff, and explained that most are adjustments due to 3-year trend analysis, confirmed numbers now that external third party budgets have been received, and new fees. Brent Kittmer explained that Council would need to specifically consider the fee increases.

Resolution 2019-03-19-07

Moved By Councillor Hainer

Seconded By Councillor Edney

THAT Council accepts the proposed Museum school program rate increase of \$1.00 per person to be included within the draft 2019 budget.

CARRIED

Resolution 2019-03-19-08

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT Council accepts the proposal of moving the cemetery operations rates towards a self-funded model by 2023 to be included within the draft 2019 budget.

CARRIED

Resolution 2019-03-19-09

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT Council provides preliminary approval to increase the Friendship Centre Program rates, and

THAT staff be directed to review the current Friendship Centre program rates and put forward rate increase recommendations to Council in the near future.

CARRIED

Council was of the consensus that the Christmas party, Mayor / CAO BBQ and milestone lunches remain in the draft 2019 budget at a total expense of \$13,100.

Council was of the consensus that the proposed budget changes related to the false alarm charges be changed from \$15,000 to \$7,500.

Resolution 2019-03-19-10

Moved By Councillor Winter

Seconded By Councillor Edney

THAT CAO 26-2019 be received for discussion and budget direction;

THAT the proposed budget changes totaling \$260,768 be approved;

THAT \$102,000 of the approved changes be directed to achieve Council's target of a 2.5% increase to the average residential taxes in St. Marys; and

THAT the balance of the changes be directed to the General Reserve.

CARRIED

Resolution 2019-03-19-11

Moved By Councillor Hainer

Seconded By Councillor Edney

THAT Council moves the 2019 draft budget to a public meeting at the regular Council meeting on April 9, 2019

CARRIED

Councillor Luna departed the meeting at 12:20pm.

Council took a brief recess at 12:20pm.

Mayor Strathdee called the meeting back to order at 12:56pm.

5. CLOSED SESSION

Resolution 2019-03-19-12

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT Council move into a session that is closed to the public at 12:57pm 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, and (d) labour relations or employee negotiations.

CARRIED

5.1 CAO 27-2019 CONFIDENTIAL Report Back on Proposed Sale of Junction Station

5.2 CAO 28-2019 CONFIDENTIAL Report Back on 2019 Staffing Costs

6. RISE AND REPORT

Resolution 2019-03-19-13

Moved By Councillor Winter

Seconded By Councillor Hainer

THAT Council rise from a closed session at 2:30pm.

CARRIED

Mayor Strathdee reported that two matters were discussed in the closed session. A resolution will now be considered related to the proposed sale of Junction Station.

Resolution 2019-03-19-14

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT Council direct staff to release an expression of interest for the proposed sale of Junction Station; and

THAT staff resolve any outstanding land title issues with the Junction Station property.

CARRIED

7. UPCOMING MEETINGS

Mayor Strathdee stated that the tentative meeting set for April 2, 2019 has been cancelled. Further notice about the public meeting for the draft 2019 budget will be forthcoming.

8. BY-LAWS

Resolution 2019-03-19-15

Moved By Councillor Edney

Seconded By Councillor Pridham

THAT By-law 38-2019, being a by-law to confirm the proceedings of March 19, 2019 special meeting of Council be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

CARRIED

9. ADJOURNMENT

Resolution 2019-03-19-16

Moved By Councillor Craigmile

Seconded By Councillor Hainer

THAT this special meeting of Council adjourn at 2:31pm.

CARRIED

Al Strathdee, Mayor

Brent Kittmer, CAO / Clerk

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-7000
Fax: 416 585-6470

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. : 416 585-7000
Téléc. : 416 585-6470



March 20, 2019

Your Worship
Mayor Al Strathdee
Town of St. Marys
astrathdee@town.stmarys.on.ca

Dear Mayor Strathdee:

Our government for the people was elected to restore trust, transparency and accountability in Ontario's finances. As you know, the province has undertaken a line-by-line review of our own expenditures, and we have been clear that we expect our partners, including municipalities, to take steps to become more efficient as well.

Municipalities play a key role in delivering many provincial services that people across Ontario rely on. Taxpayers deserve modern, efficient service delivery that puts people at the centre and respects hard-earned dollars.

Transforming service delivery and identifying more modern, efficient ways of operating is critical and complex work. As Minister of Municipal Affairs and Housing, I recognize that many of Ontario's small and rural municipalities may have limited capacity to plan and manage transformation, depending on the resources they have available and how far they have moved on their own modernization agendas.

That is why we are providing a one-time payment in the 2018-19 fiscal year to support small and rural municipalities' efforts to become more efficient and reduce expenditure growth in the longer term.

To ensure that this investment is targeted to where it is needed most, municipal allocations are based on a formula, which takes into consideration the number of households in a municipality and whether it is urban or rural.

While this investment is unconditional, it is intended to help modernize service delivery and reduce future costs through investments in projects such as: service delivery reviews, development of shared services agreements, and capital investments. Our government believes that municipalities are best positioned to understand the unique circumstances and determine where and how this money is best spent.

I am pleased to share that Town of St. Marys receive a one-time payment of \$671,990 which will flow in this fiscal year.

Staff from our regional Municipal Services Offices will be in touch in the coming days for your acknowledgement of this letter and to discuss any questions that you might have. I encourage you to work with ministry staff as you begin to think about the best way to proceed for your community. The Municipal Services Offices can offer advice and point to examples that may be helpful as you contemplate local solutions. In the future, we would be interested to hear about your modernization success stories.

Thank you once again for your commitment to demonstrating value for money. I look forward to continuing to work together to help the people and businesses in communities across our province thrive.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark". The signature is fluid and cursive, with the first letters of "Steve" and "Clark" being capitalized and prominent.

Steve Clark
Minister of Municipal Affairs and Housing



7th Floor, Frost Building South
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Telephone: 416-325-0400
Facsimile: 416-325-0374

7^e étage, Édifice Frost Sud
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Téléphone: 416-325-0400
Télécopieur: 416-325-0374

March 14, 2019

Dear Head of Council:

We are writing to announce the release of the 2019 Ontario Municipal Partnership Fund (OMPF) allocations.

As communicated in February, the government is maintaining the current structure of the OMPF for 2019. This means the program is the same as it was in 2018, while allowing for annual data updates and related adjustments.

Consistent with prior years, Transitional Assistance will ensure that the 2019 funding guarantee for municipalities in northern Ontario will be at least 90 per cent of their 2018 OMPF allocation and for municipalities in southern Ontario will be at least 85 per cent of their 2018 OMPF allocation.

Northern and rural municipalities with the most challenging fiscal circumstances will continue to have their guarantee enhanced up to 100 per cent of the prior year's allocation.

As in prior years, Transitional Assistance continues to adjust in 2019 as fewer municipalities require this funding. As a result, the 2019 OMPF will provide a total of \$505 million to 389 municipalities across the province.

The Ministry of Finance's Provincial-Local Finance Division will be providing your municipal Treasurers and Clerk-Treasurers with further details on the 2019 OMPF. This information and other supporting materials will be posted online at <http://www.fin.gov.on.ca/en/budget/ompf/2019>.

We look forward to consulting with municipalities to ensure the OMPF program is sustainable and focused on the Northern and rural municipalities that need this funding the most. We are committed to announcing the 2020 allocations well in advance of the municipal budget year so you have appropriate time to plan.

../cont'd

- 2 -

Working together, we can protect the public services that matter most to Ontario families and build a responsible and sustainable path forward for communities across our province.

Sincerely,

Information Copy
Original signed by

Vic Fedeli
Minister of Finance

c: The Honourable Steve Clark, Minister of Municipal Affairs and Housing

Ministry of Infrastructure

Infrastructure Policy Division
777 Bay Street, 4th Floor, Suite 425
Toronto, Ontario M5G 2E5

**Ministry of Agriculture, Food and Rural
Affairs**

Rural Programs Branch
1 Stone Road West, 4th Floor NW
Guelph, Ontario N1G 4Y2



March 14, 2019

Dear CAO/Clerk/Treasurer:

We are writing to provide you with an update on the Ontario Community Infrastructure Fund (OCIF) and new opportunities to access federal and provincial infrastructure funding under the Investing in Canada Infrastructure Program.

Firstly, we are pleased to confirm your municipality's eligibility for the OCIF 2019 Formula-Based Component and provide you with the enclosed Revised Allocation Notice. The notice confirms the previously-proposed 2019 allocation for your community.

We would also like to take this opportunity to remind you of the steps required to close-out your 2018 Formula Funding. A 2018 Annual Financial Overview will be provided to you shortly, along with an Annual Financial Report (AFR) template for you to complete. In the AFR you will be required to confirm details of projects in progress or recently completed, report on any transfers (in or out) for joint projects with other eligible OCIF recipients, indicate the amount of interest earned on formula funds, and confirm any amounts that will be carried forward to 2019. Detailed instructions will be provided when the forms are sent to you.

As your Revised Allocation Notice is being sent out later than normal, the timing of reports as noted in the Contribution Agreement (CA) under Section I2.1 will be revised for this year. The 2018 AFR should be provided by May 31, 2019 and the Project Information Reports required to substantiate the 2019 allocation should be provided by June 30, 2019. Any questions regarding this timing should be sent to OCIF@ontario.ca.

Failure to complete these reporting requirements and any other requirements included in your CA by the noted deadlines could impact your ability to receive formula payments in 2019 and beyond.

As you know, the government is making every effort to restore fiscal balance to the Province. We are using the Province's recent line-by-line review to make all government spending more effective and reduce Ontario's fiscal burden.

Based on this review, the province will be updating the design of OCIF, including the formula and application streams, to make sure funding is targeted to where it is needed most.

In the meantime, proposed formula-based allocations for 2020 and 2021 cannot be confirmed. This means that the previously-proposed allocations for 2020 are subject to change pending the outcome of

the program update. In addition, we are cancelling the top-up application intake that closed in August of 2018 as well as the 2019 top-up application intake.

We thank you for submitting your application to the 2018 OCIF Top-Up intake, and look forward to working with you, and other municipal partners to ensure that the refined OCIF program supports efficiency and value-for-money while helping to address municipal critical infrastructure needs.

As you may know, the Province is launching the Investing in Canada Infrastructure Program (ICIP) in Ontario. ICIP is a ten-year program, which will commit up to \$30 billion in combined federal and provincial funding to support public transit, green infrastructure, community, culture and recreation, and rural and northern infrastructure investments. You can learn more about these opportunities at <http://www.grants.gov.on.ca/GrantsPortal/en>, by clicking on Grant Opportunities. Details on ICIP will be available starting on March 18, 2019 including details on the launch of the first intake of ICIP, the Rural and Northern stream.

Should you have any additional questions, please do not hesitate to contact your OCIF Project Analyst at OCIF@ontario.ca or by calling 1-877-424-1300.

We would like to thank you for submitting your application to the 2018 OCIF Top-Up Component, and look forward to getting in touch with additional information about ICIP.

Sincerely,



Julia Danos
Director, Intergovernmental Policy Branch
Infrastructure Policy Division
Ministry of Infrastructure
416-212-8757
julia.danos@ontario.ca



Carolyn Hamilton
Director, Rural Programs Branch
Economic Development Division
Ministry of Agriculture, Food and Rural Affairs
519-826-3419
carolyn.hamilton@ontario.ca



**Ontario Community Infrastructure Fund (OCIF)
Formula-Based Component**

Revised Allocation Notice

Ministry of Infrastructure
Ministry of Agriculture, Food and Rural Affairs

Town of St. Marys

March 2019

Disponible en français

Ontario Community Infrastructure Fund (OCIF)
Formula-Based Component- Revised Allocation Notice

Town of St. Marys

This revised allocation notice is to inform you of your 2019 Ontario Community Infrastructure Fund formula allocation.

Formula-Based Funding Allocation

Your community's formula-based allocation of funding under the Ontario Community Infrastructure Fund for 2019 is as follows:

2019 formula allocation	\$283,999
-------------------------	-----------

Terms and Conditions

Receipt of formula allocations are conditional upon compliance with all of the terms and conditions of your existing OCIF formula-based funding agreement.

The Province reserves the right to adjust or terminate any allocations contained in this notice, without consent or notice, to account for changes in a municipality's situation, the OCIF program guidelines, or other parameters or administrative procedures.

Payment Schedule

The Province proposes to make payments in accordance with the following schedule:

- Allocations of \$150,000 or less will be provided in one payment*
- Allocations greater than \$150,000 but less than \$1 million will be provided through up to 6 payments; and*
- Allocations greater than \$1 million will be provided through up to 12 payments.*

As 2019 allocations were confirmed in March, payments which would have normally been made in January through to April will be made in May and then will return to the regular payment schedule.

March 1, 2019

Ms. Trisha McKibbin
Director, Corporate Services
Town of St. Marys
175 Queen Street East
P.O Box 998
St. Marys ON N4X 1B6

Dear Ms. McKibbin:

As you know, protecting the people of Ontario and keeping communities safe is a top priority for this government. That is why we have committed to provide frontline police and those involved in delivering justice in Ontario, with the tools, resources and supports they need to protect our communities. We are pleased to inform you that we will be proceeding with the Court Security and Prisoner Transportation (CSPT) Program for 2019, providing a maximum total of \$125M to assist municipalities in offsetting their CSPT costs.

Similar to previous years, an expenditure-based model is used to determine allocation for 2019. Funding is allocated based on each municipality's relative share of the total 2017 CSPT costs across the province. For example, if a municipality's CSPT cost represents 1% of the total provincial CSPT cost, then it will be allocated 1% of the available funding. With that, subject to the enclosed agreement being finalized, your allocation for 2019 is **\$5,716.88**. The payment schedule is outlined under Schedule D of the enclosed agreement.

Please have the authorized signatory for the grantee sign the enclosed agreement, where noted, and return two **original signed** copies along with proof of your general liability insurance (\$5 million), indemnifying "Her Majesty the Queen in Right of Ontario, her Ministers, Agents, Appointees and Employees", as per section A10.2 of the agreement, by **March 22, 2019**, to:

Fionne Yip
Community Safety Analyst
Program Development Section, Public Safety Division
Ministry of Community Safety and Correctional Services
25 Grosvenor Street, 12th Floor
Toronto ON M7A 2H3

A fully executed copy will be returned to you for your records.

.../2

Ms. Trisha McKibbin
Page two

Please be assured that the government's first responsibility is, and will always be, to serve the people of Ontario better. We will continue to review our grants programs to ensure they align with government objectives, achieve tangible outcomes and are effective in reducing crime-related activity in Ontario. This review process will inform service delivery planning going forward.

If you have any questions about the CSPT Program, please contact Fionne Yip at Fionne.Yip@ontario.ca or 416-314-0206.

Thank you for your participation in this valuable initiative.

Sincerely,

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

Oscar Mosquera
Manager, Program Development Section
External Relations Branch

Enclosures

ONTARIO TRANSFER PAYMENT AGREEMENT

THE AGREEMENT is effective as of the 1st day of January, 2019

B E T W E E N :

**Her Majesty the Queen in right of Ontario
as represented by the Minister of Community Safety and
Correctional Services**

(the “Province”)

- and -

Town of St. Marys

(the “Recipient”)

BACKGROUND

- A. The Province implemented the Court Security and Prisoner Transportation (CSPT) Program (the “Program”) in 2012 to assist municipalities in offsetting their costs of providing CSPT services in their jurisdictions;
- B. The Province will upload CSPT costs from municipalities to a maximum of \$125 million in 2019.
- C. The Recipient is a municipality which is responsible for the costs of providing security for court premises during hours of court operations and security of persons attending court; and/or the costs of transporting prisoners and custodial minors (i.e., persons between twelve and seventeen years of age) between correctional institutions, custodial facilities and court locations for the purposes of court attendance;
- D. The Recipient’s 2017 CSPT cost was calculated by the Ontario Provincial Police.
- E. Funding is allocated based on the Recipient’s relative share of the total 2017 provincial CSPT costs.

CONSIDERATION

In consideration of the mutual covenants and agreements contained in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 The agreement, together with:

Schedule "A" - General Terms and Conditions
Schedule "B" - Project Specific Information and Additional Provisions
Schedule "C" - Project
Schedule "D" - Payment Plan and Reporting Schedules
Schedule "E" - Court Security and Prisoner Transportation Services and Activities Eligible for Funding
Schedule "F" - Template for Annual Financial Report, and
any amending agreement entered into as provided for in section 4.1,

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

2.0 CONFLICT OR INCONSISTENCY

2.1 Conflict or Inconsistency. In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule "A", the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule "A"; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule "A", the Additional Provisions will prevail over the provisions in Schedule "A" to the extent of the inconsistency.

3.0 AMENDING THE AGREEMENT

3.1 The Agreement may only be amended by a written agreement duly executed by the Parties.

4.0 ACKNOWLEDGEMENT

4.1 The Recipient acknowledges that:

- (a) by receiving Funds it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (Ontario);

- (b) Her Majesty the Queen in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);
- (c) the Funds are:
 - (i) to assist the Recipient to carry out the Project and not to provide goods or services to the Province;
 - (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario);
- (d) the Province is not responsible for carrying out the Project; and
- (e) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

4.2 The Province acknowledges that the Recipient is bound by the *Municipal Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Recipient in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

- SIGNATURE PAGE FOLLOWS -

The Parties have executed the Agreement on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF
ONTARIO as represented by Minister of
Community Safety and Correctional Services**

Date

Name: Oscar Mosquera
Title: Manager, Program Development Section
External Relations Branch
Public Safety Division

Town of St. Marys

Date

Name:
Title:

I have authority to bind the Recipient.

Date

Name:
Title:

I have authority to bind the Recipient.

SCHEDULE "A" GENERAL TERMS AND CONDITIONS

A1.0 INTERPRETATION AND DEFINITIONS

A1.1 **Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) "include", "includes" and "including" denote that the subsequent list is not exhaustive.

A1.2 **Definitions.** In the Agreement, the following terms will have the following meanings:

"Additional Provisions" means the terms and conditions set out in Schedule "B".

"Agreement" means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 3.1.

"Business Day" means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year's Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

"Court Security and Prisoner Transportation Services" means the services and activities eligible for funding, as set out in Schedule "E".

"Effective Date" means the date set out at the top of the Agreement.

"Event of Default" has the meaning ascribed to it in section A13.1.

"Expiry Date" means the expiry date set out in Schedule "B".

"Funding Year" means:

- (a) in the case of the first Funding Year, the period commencing on the

Effective Date and ending on the following December 31; and

- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on January 1 following the end of the previous Funding Year and ending on the following December 31.

“Funds” means the money the Province provides to the Recipient pursuant to the Agreement.

“Indemnified Parties” means Her Majesty the Queen in right of Ontario, Her ministers, agents, appointees, and employees.

“Maximum Funds” means the maximum Funds set out in Schedule “B”.

“Notice” means any communication given or required to be given pursuant to the Agreement.

“Notice Period” means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A13.3(b), and includes any such period or periods of time by which the Province extends that time in accordance with section A13.4.

“Parties” means the Province and the Recipient.

“Party” means either the Province or the Recipient.

“Project” means the undertaking described in Schedule “C”.

“Reports” means the reports described in Schedule “F”.

A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS

A2.1 General. The Recipient represents, warrants, and covenants that:

- (a) it is, and will continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (c) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and
- (d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true

and complete at the time the Recipient provided it and will continue to be true and complete.

A2.2 **Execution of Agreement.** The Recipient represents and warrants that it has:

- (a) the full power and authority to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement.

A2.3 **Governance.** The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to enable the Recipient's ongoing effective functioning;
- (c) decision-making mechanisms for the Recipient;
- (d) procedures to enable the Recipient to manage Funds prudently and effectively;
- (e) procedures to enable the Recipient to complete the Project successfully;
- (f) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;
- (g) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (h) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 **Supporting Proof.** Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

A3.0 TERM OF THE AGREEMENT

A3.1 **Term.** The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0, Article A12.0, or Article A13.0.

A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 **Funds Provided.** The Province will:

- (a) provide the Recipient up to the Maximum Funds for the purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with Schedule "D"; and
- (c) deposit the Funds into an account designated by the Recipient provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.

A4.2 Limitation on Payment of Funds. Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof as the Province may request pursuant to section A10.2;
- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project;
- (c) the Province may adjust the amount of Funds it provides to the Recipient in any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A7.1; or
- (d) if, pursuant to the *Financial Administration Act* (Ontario), the Province does not receive the necessary appropriation from the Ontario Legislature for payment under the Agreement, the Province is not obligated to make any such payment, and, as a consequence, the Province may:
 - (i) reduce the amount of Funds and, in consultation with the Recipient, change the Project; or
 - (ii) terminate the Agreement pursuant to section A12.1.

A4.3 Use of Funds and Carry Out the Project. The Recipient will do all of the following:

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) use the Funds only on activities and services eligible for funding as set out in Schedule "E"; and
- (d) not use the Funds to cover any cost that has or will be funded or reimbursed by one or more of any third party, ministry, agency, or

organization of the Government of Ontario.

A4.4 **Interest Bearing Account.** If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest bearing account in the name of the Recipient at a Canadian financial institution.

A4.5 **Interest.** If the Recipient earns any interest on the Funds, the Province may:

- (a) deduct an amount equal to the interest from any further instalments of Funds; or
- (b) demand from the Recipient the payment of an amount equal to the interest.

A4.6 **Rebates, Credits, and Refunds.** The Ministry will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS

A5.1 **Acquisition.** If the Recipient acquires goods, services, or both with the Funds, it will:

- (a) do so through a process that promotes the best value for money; and
- (b) comply with the *Broader Public Sector Accountability Act, 2010* (Ontario), including any procurement directive issued thereunder, to the extent applicable.

A5.2 **Disposal.** The Recipient shall sell, lease or otherwise dispose of any asset purchased with the Funds or for which Funds were provided only in accordance with its asset disposal policies and procedures, unless the Province agrees otherwise.

A6.0 CONFLICT OF INTEREST

A6.1 **No Conflict of Interest.** The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest.

A6.2 **Conflict of Interest Includes.** For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions,

has outside commitments, relationships, or financial interests that could, or could be seen to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

A6.3 Disclosure to Province. The Recipient will:

- (a) disclose to the Province, without delay, any situation that a reasonable person would interpret as an actual, potential, or perceived conflict of interest; and
- (b) comply with any terms and conditions that the Province may prescribe as a result of the disclosure.

A7.0 REPORTS, ACCOUNTING, AND REVIEW

A7.1 Preparation and Submission. The Recipient will:

- (a) submit to the Province at the address referred to in section A17.1, all Reports in accordance with the timelines and content requirements as provided for in Schedules "D" and "F", or in a form as specified by the Province from time to time;
- (b) submit to the Province at the address referred to in section A17.1, any other reports as may be requested by the Province in accordance with the timelines and content requirements specified by the Province;
- (c) ensure that all Reports and other reports are completed to the satisfaction of the Province; and
- (d) ensure that all Reports and other reports are signed on behalf of the Recipient by an authorized signing officer.

A7.2 Record Maintenance. The Recipient will keep and maintain:

- (a) all financial records (including invoices) relating to the Funds or otherwise to the Project in a manner consistent with generally accepted accounting principles; and
- (b) all non-financial documents and records relating to the Funds or otherwise to the Project.

A7.3 Inspection. The Province, any authorized representative, or any independent auditor identified by the Province may, at the Province's expense, upon twenty-four hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to review the progress of the Project and the Recipient's allocation and expenditure of the Funds and, for these purposes,

the Province, any authorized representative, or any independent auditor identified by the Province may take one or more of the following actions:

- (a) inspect and copy the records and documents referred to in section A7.2;
- (b) remove any copies made pursuant to section A7.3(a) from the Recipient's premises; and
- (c) conduct an audit or investigation of the Recipient in respect of the expenditure of the Funds, the Project, or both.

A7.4 **Disclosure.** To assist in respect of the rights provided for in section A7.3, the Recipient will disclose any information requested by the Province, any authorized representatives, or any independent auditor identified by the Province, and will do so in the form requested by the Province, any authorized representative, or any independent auditor identified by the Province, as the case may be.

A7.5 **No Control of Records.** No provision of the Agreement will be construed so as to give the Province any control whatsoever over the Recipient's records.

A7.6 **Auditor General.** The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 9.2 of the *Auditor General Act* (Ontario).

A8.0 COMMUNICATIONS REQUIREMENTS

A8.1 **Acknowledge Support.** Unless otherwise directed by the Province, the Recipient will:

- (a) acknowledge the support of the Province for the Project; and
- (b) ensure that the acknowledgement referred to in section A8.1(a) is in a form and manner as directed by the Province.

A8.2 **Publication.** The Recipient will indicate, in any of its Project-related publications, whether written, oral, or visual, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

A9.0 INDEMNITY

A9.1 **Indemnification.** The Recipient will indemnify and hold harmless the Indemnified Parties from and against any and all liability, loss, costs, damages, and expenses (including legal, expert and consultant fees), causes of action, actions, claims, demands, lawsuits, or other proceedings, by whomever made, sustained, incurred, brought, or prosecuted, in any way arising out of or in connection with the Project or otherwise in connection with the Agreement,

unless solely caused by the negligence or wilful misconduct of the Indemnified Parties.

A10.0 INSURANCE

A10.1 Recipient's Insurance. The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount provided for in Schedule "B" per occurrence. The insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) a 30-day written notice of cancellation.

A10.2 Proof of Insurance. The Recipient will:

- (a) provide to the Province, either:
 - (i) certificates of insurance that confirm the insurance coverage as provided for in section A10.1; or
 - (ii) other proof that confirms the insurance coverage as provided for in section A10.1; and
- (b) upon the request of the Province, provide to the Province a copy of any insurance policy.

A11.0 TERMINATION ON NOTICE

A11.1 Termination on Notice. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving at least 30 days' Notice to the Recipient.

A11.2 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;

- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:
 - (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b); and
 - (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

A12.0 TERMINATION WHERE NO APPROPRIATION

A12.1 Termination Where No Appropriation. If, as provided for in section A4.2(d), the Province does not receive the necessary appropriation from the Ontario Legislature for any payment the Province is to make pursuant to the Agreement, the Province may terminate the Agreement immediately without liability, penalty, or costs by giving Notice to the Recipient.

A12.2 Consequences of Termination Where No Appropriation. If the Province terminates the Agreement pursuant to section A12.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project and permit the Recipient to offset such costs against the amount owing pursuant to section A12.2(b).

A12.3 No Additional Funds. If, pursuant to section A12.2(c), the Province determines that the costs to wind down the Project exceed the Funds remaining in the possession or under the control of the Recipient, the Province will not provide additional Funds to the Recipient.

A13.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT

A13.1 Events of Default. Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other material term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:

- (i) carry out the Project;
 - (ii) use or spend Funds; or
 - (iii) provide, in accordance with section A7.1, Reports or such other reports as may have been requested pursuant to section A7.1(b);
- (b) the Recipient's operations, its financial condition, or its organizational structure, changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;
 - (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver; or
 - (d) the Recipient ceases to operate.

A13.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient; and
- (i) terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province upon giving Notice to the

Recipient.

A13.3 Opportunity to Remedy. If, in accordance with section A13.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

A13.4 Recipient not Remediating. If the Province provided the Recipient with an opportunity to remedy the Event of Default pursuant to section A13.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A13.2(a), (c), (d), (e), (f), (g), (h), and (i).

A13.5 When Termination Effective. Termination under Article will take effect as provided for in the Notice.

A14.0 FUNDS AT THE END OF A FUNDING YEAR

A14.1 Funds at the End of a Funding Year. Without limiting any rights of the Province under Article A13.0, if the Recipient has not spent all of the Funds allocated for the Funding Year, the Province may take one or both of the following actions:

- (a) demand from the Recipient payment of the unspent Funds; and
- (b) adjust the amount of any further instalments of Funds accordingly.

A15.0 FUNDS UPON EXPIRY

A15.1 Funds Upon Expiry. The Recipient will, upon expiry of the Agreement, pay to the Province any Funds remaining in its possession or under its control.

A16.0 DEBT DUE AND PAYMENT

A16.1 Payment of Overpayment. If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement,

the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay an amount equal to the excess Funds to the Province.

A16.2 Debt Due. If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds or an amount equal to any Funds; or
- (b) the Recipient owes any Funds or an amount equal to any Funds to the Province, whether or not the Province has demanded their payment,

such Funds or other amount will be deemed to be a debt due and owing to the Province by the Recipient, and the Recipient will pay the amount to the Province immediately, unless the Province directs otherwise.

A16.3 Interest Rate. The Province may charge the Recipient interest on any money owing by the Recipient at the then current interest rate charged by the Province of Ontario on accounts receivable.

A16.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the “Ontario Minister of Finance” and delivered to the Province as provided for in Schedule “B”.

A16.5 Fails to Pay. Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, Her Majesty the Queen in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by Her Majesty the Queen in right of Ontario.

A17.0 NOTICE

A17.1 Notice in Writing and Addressed. Notice will be in writing and will be delivered by email, postage-prepaid mail, personal delivery, or fax, and will be addressed to the Province and the Recipient respectively as provided for Schedule “B”, or as either Party later designates to the other by Notice.

A17.2 Notice Given. Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of email, personal delivery, or fax, one Business Day after the Notice is delivered.

A17.3 **Postal Disruption.** Despite section A17.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will give Notice by email, personal delivery, or fax.

A18.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT

A18.1 **Consent.** When the Province provides its consent pursuant to the Agreement, it may impose any terms and conditions on such consent and the Recipient will comply with such terms and conditions.

A19.0 SEVERABILITY OF PROVISIONS

A19.1 **Invalidity or Unenforceability of Any Provision.** The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement. Any invalid or unenforceable provision will be deemed to be severed.

A20.0 WAIVER

A20.1 **Waiver Request.** Either Party may, in accordance with the Notice provision set out in Article A17.0, ask the other Party to waive an obligation under the Agreement.

A20.2 **Waiver Applies.** Any waiver a Party grants in response to a request made pursuant to section A20.1 will:

- (a) be valid only if the Party granting the waiver provides it in writing; and
- (b) apply only to the specific obligation referred to in the waiver.

A21.0 INDEPENDENT PARTIES

A21.1 **Parties Independent.** The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is, or take any actions that could establish or imply such a relationship.

A22.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A22.1 **No Assignment.** The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A22.2 **Agreement Binding.** All rights and obligations contained in the Agreement will

extend to and be binding on the Parties' respective heirs, executors, administrators, successors, and permitted assigns.

A23.0 GOVERNING LAW

A23.1 **Governing Law.** The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A24.0 FURTHER ASSURANCES

A24.1 **Agreement into Effect.** The Recipient will provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains, and will otherwise do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

A25.0 JOINT AND SEVERAL LIABILITY

A25.1 **Joint and Several Liability.** Where the Recipient is comprised of more than one entity, all such entities will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

A26.0 RIGHTS AND REMEDIES CUMULATIVE

A26.1 **Rights and Remedies Cumulative.** The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

A27.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A27.1 **Other Agreements.** If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with Her Majesty the Queen in right of Ontario or one of Her agencies (a **"Failure"**);
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and

(d) such Failure is continuing,

the Province may suspend the payment of Funds for such period as the Province determines appropriate.

A28.0 SURVIVAL

A28.1 Survival. The following Articles and sections, and all applicable cross-referenced sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 3.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.2(d), A4.5, section A5.2, section A7.1 (to the extent that the Recipient has not provided the Reports or other reports as may have been requested to the satisfaction of the Province), sections A7.2, A7.3, A7.4, A7.5, A7.6, Article A8.0, Article A9.0, section A11.2, sections A12.2, A12.3, sections A13.1, A13.2(d), (e), (f), (g) and (h), Article A15.0, Article A16.0, Article A17.0, Article A19.0, section A22.2, Article A23.0, Article A25.0, Article A26.0, Article A27.0 and Article A28.0.

- END OF GENERAL TERMS AND CONDITIONS -

SCHEDULE "B"
PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Maximum Funds	\$5,716.88
Expiry Date	December 31, 2019
Insurance	\$5,000,000.00
Contact information for the purposes of Notice to the Province	<p>Name: Ministry of Community Safety and Correctional Services Public Safety Division, External Relations Branch Program Development Section</p> <p>Address: 25 Grosvenor Street Toronto ON M7A 2H3</p> <p>Attention: Fionne Yip, Community Safety Analyst</p> <p>Fax: 416-314-3092</p> <p>Email: Fionne.Yip@ontario.ca</p>
Contact information for the purposes of Notice to the Recipient and to respond as required to requests from the Province related to the Agreement	<p>Name: Town of St. Marys</p> <p>Address: 175 Queen Street East P.O Box 998 St. Marys ON N4X 1B6</p> <p>Attention: Mr. Brent Kittmer CAO/Clerk</p> <p>Email: bkittmer@town.stmarys.on.ca</p>

Additional Provisions:

None

SCHEDULE “C” PROJECT

The Province implemented the Program in 2012 to assist municipalities in offsetting their costs of providing CSPT services in their jurisdictions.

The Province will upload CSPT costs from municipalities to a maximum of \$125 million in 2019.

The Recipient is responsible for the costs of providing security for court premises during hours of court operations and security of persons attending court, and/or the costs of transporting prisoners and custodial minors (i.e., persons between twelve and seventeen years of age) between correctional institutions, custodial facilities and court locations for the purposes of court attendance.

**SCHEDULE “D”
PAYMENT PLAN AND REPORTING SCHEDULES**

The Funds in the amount of **\$5,716.88** will be provided to the Recipient according to the following schedule:

- A. First instalment: **\$1,429.22** will be paid to the Recipient once the Recipient has signed the Agreement, provided adequate proof of insurance to the Province in accordance with section A10.2 of the Agreement, and the Agreement has then been signed by the Province.
- B. Second Instalment: **\$1,429.22** will be paid to the Recipient, following the Province’s receipt and approval of the 2018 Annual Financial Report (due April 15, 2019). *Subsequent payments will not be released until the Province has received and approved the 2018 Annual Financial Report.*
- C. Third Instalment: **\$1,429.22** will be paid to the Recipient by the end of September 2019.
- D. Final instalment: **\$1,429.22** will be paid to the Recipient by the end of December 2019.
- E. The Recipient must submit the 2019 Annual Financial Report to the Province by April 15, 2020.

**SCHEDULE “E”
COURT SECURITY AND PRISONER TRANSPORTATION
SERVICES AND ACTIVITIES ELIGIBLE FOR FUNDING**

A. COURT SECURITY includes:

1. Facility Perimeter Security

Costs associated with external and/or internal police presence during regular or non-regular hours to secure the perimeter of the facility, to respond to a specific threat or for high-profile matters.

2. Courtroom Security

Costs associated with the presence of police staff in the courtroom to ensure the safety and security of the proceedings and attendees.

3. General Courthouse Security Presence

Costs associated with the use of screening stations to screen all public visitors to the courthouse, including the use of magnetometers and x-ray machines, and police staff assigned to perform roving patrols of the court facility.

4. Prisoner Movement in Courthouse

Costs associated with monitoring the movement of prisoners between holding cells and other areas within the courthouse.

5. Prisoner Guarding in Holding Cells

Costs associated with guarding and monitoring of prisoners brought to court for trial and held in courthouse holding cells (where applicable).

6. Prisoner Feeding

Costs associated with the provision of meals to prisoners required while in the custody of local police services for the purpose of attending court.

B. PRISONER TRANSPORTATION includes:

1. Prisoner Transport

Costs associated with the movement of prisoners between correctional institutions and court locations for the purposes of attending court.

2. Prisoner Transport - Youth

Costs associated with the movement of custodial minors (i.e. 12-17 years old) between correctional and/or custodial facilities and court locations for the purposes of attending court.

*PRISONER includes: Persons being held in custody as a result of provincial or federal offence proceedings, including persons under immigration detention.

C. TRAINING, EQUIPMENT AND RECRUITING includes:

1. Costs associated with training that is relevant to court security and prisoner transportation only.
2. Cost associated with equipment that is unique to the provision of court security and prisoner transportation and does not include equipment that would be utilized for other purposes.
3. Costs associated with recruiting that is relevant to the staffing of court security and prisoner transportation only. Costs may include advertising for applicants, physical fitness and/or psychological testing, applicant screening, interviews or any other related human resources expense.

COURT SECURITY AND PRISONER TRANSPORTATION do NOT include:

Court Administration

Costs associated with performing court administrative duties including the scheduling of staff for daily deployment, the service of legal documents, the preparation/maintenance of Crown Brief materials, the entry of data into court information systems, preparing or swearing/affirming legal documentation, scheduling of court appearances or other duties of a related nature.

SCHEDULE "F" TEMPLATE FOR ANNUAL FINANCIAL REPORT

SCHEDULE C - ANNUAL FINANCIAL REPORT - 201_ (YEAR _)

REPORTING MUNICIPALITY: (please select from drop down list)			
CONTACT INFORMATION:			
Salutation:	First Name:	Last Name:	Title:
<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Tel:	Ext:	Fax:	E mail:
<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>
Address:			
<input style="width: 100%;" type="text"/>			
City:		Postal Code:	
<input style="width: 90%;" type="text"/>		<input style="width: 90%;" type="text"/>	
LOCAL POLICE SERVICE:			
Name of Municipal or Regional Police Service or OPP Detachment:			
<input style="width: 100%;" type="text"/>			
ANNUAL EXPENDITURE SUMMARY:			
PLEASE COMPLETE THE FOLLOWING SECTION IN RELATION TO THE COURT SECURITY AND PRISONER TRANSPORTATION SERVICES/ACTIVITIES ELIGIBLE FOR FUNDING LISTED IN SCHEDULE B (ATTACHED).			
For lines b, c, d, g, h, and i, please provide details on a separate page, identifying the name of the municipality/funding source and the amount of funding.			
201_ (Year _) Allocation:			<input style="width: 50%;" type="text"/>
COURT SECURITY COSTS			
a) Total gross annual court security costs:			<input style="width: 50%;" type="text"/>
b) Total annual payments provided to other municipalities for court security:			<input style="width: 50%;" type="text"/>
c) Total annual payments received from other municipalities for court security:			<input style="width: 50%;" type="text"/>
d) Total annual payments received from other funding sources for court security:			<input style="width: 50%;" type="text"/>
e) Total net annual court security costs (a + b - c - d):			\$0.00
PRISONER TRANSPORTATION COSTS			
f) Total gross annual prisoner transportation costs:			<input style="width: 50%;" type="text"/>
g) Total annual payments provided to other municipalities for prisoner transportation:			<input style="width: 50%;" type="text"/>
h) Total annual payments received from other municipalities for prisoner transportation:			<input style="width: 50%;" type="text"/>
i) Total annual payments received from other funding sources for prisoner transportation:			<input style="width: 50%;" type="text"/>
j) Total net annual prisoner transportation costs (f + g - h - i):			\$0.00
Total Net Annual Court Security and Prisoner Transportation Costs (e + j):			\$0.00
Variance (Allocation - Total Net Annual Costs):			\$0.00
SIGNATURE OF AUTHORIZED OFFICIAL:			
I, hereby certify that the information provided in the Annual Financial Report is true and correct and is in agreement with the books and records of the municipality and its consolidated entities.			
Title:	Print Name:		
<input style="width: 90%;" type="text"/>	<input style="width: 90%;" type="text"/>		
Signature:			Date:
<input style="width: 90%;" type="text"/>			<input style="width: 90%;" type="text"/>

Ministry of Community Safety and Correctional Services



Randy Pettapiece, MPP
Perth-Wellington

March 4, 2019

Hon. Rod Phillips, MPP
Minister of Environment, Conservation and Parks
c/o Macdonald Block Mailing Facility
77 Wellesley St W PO Box 200
Toronto ON M7A 1N3

RE: Upper Thames River Conservation Authority

Dear Minister Phillips:

I am writing you today on behalf of a number of municipalities in Perth-Wellington concerning the Upper Thames River Conservation Authority (UTRCA).

There is a growing concern amongst municipal and business leaders that the UTRCA is abusing its position. The board of directors recently passed a \$288,000 levy increase for the coming fiscal year. Over the past three years, the budget of the UTRCA has increased by \$8 million and now has an operating budget of \$20 million. According to the Conservation Authority's Environmental Targets: Strategic Plan (2016), the operating budget is going to rise to \$24 million by 2020.

In my riding of Perth-Wellington, the rural municipalities do not know where they are going to find the money for these levy increases. In the Township of Perth South, the UTRCA levy was \$47,840 in 2018, representing 13 percent of its entire operating budget. Since 2015, there has been a 50 percent increase in the annual levy for municipalities. These levy increases are unsustainable.

There are 17 municipalities represented on the board of directors. The City of London has a weighted 50 percent voting share under the current governance model. As a result, the rural municipalities are at a disadvantage. Their voices are diminished even though the levees make up a larger component of their yearly budgets.

The rural municipalities in my riding practice good fiscal management and live within their means. This becomes increasingly difficult when the UTRCA decides to keep increasing the municipal levy. Perth South and the other rural municipalities in my riding will not be able to finance vital infrastructure projects, if these levy increases remain unchecked.

...2/



Randy Pettapiece, MPP
Perth-Wellington

-2-

The UTRCA's Environmental Targets: Strategic Plan also assumes they will be able to leverage provincial grants, which do not currently exist. As you are aware, our province inherited a \$15 billion deficit from the former government and our caucus is focused on balancing the budget. When this provincial funding does not materialize they will need to increase the municipal levies further.

All parties involved are not asking to compromise the base budget or stop delivering essential services. They only want the UTRCA to practice fiscal restraint and live within their means, as municipalities are required to do.

I would appreciate a meeting either with yourself or your staff in the near future to discuss this issue further.

Thank you for your consideration. I look forward your response.

Sincerely,

Randy Pettapiece, MPP
Perth-Wellington

- c. Al Strathdee, Mayor of the Town of St. Marys
- c. Bob Wilhelm, Mayor of the Township of Perth South
- c. Rhonda Ehgoetz, Mayor of the Township of Perth East
- c. Walter McKenzie, Mayor of the Municipality of West Perth and Warden of Perth County



Huron County
Health Unit



Thursday, March 7, 2019

Dear Municipal Partner,

As you may have heard, the Perth District Health Unit and the Huron County Health Unit will be merging into a single entity, effective January 1, 2020. As an important stakeholder, we wanted to let you know more about our plans and how they may impact funding and our relationship with our municipalities.

The goal of the amalgamation is to improve the delivery of public health programs and services in both Huron and Perth counties. The merger also provides the opportunity to better serve and align with our partners and stakeholders, many of whom are already Huron-Perth entities.

The name we will be using for the new health unit will be Huron Perth Public Health. Dr. Miriam Klassen will be the Medical Officer of Health for the new entity. The current amalgamation plan does not include any change to current office locations, and we expect our presence in both counties to look similar as it does now.

A transition team, consisting of a consultant, health unit staff and Board of Health members from both health units, is leading the work of amalgamation. Throughout 2019, both health units will be working together to determine how best to align our programs and services.

Partnership work is a critical and important part of public health, and will continue to be a priority throughout the merger process and once the health units are amalgamated.

Budget Implications

In 2017, the Perth District Health Unit and Huron County Health Unit requested one-time funding from the Ministry of Health and Long-Term Care (MOHLTC) to move forward with an amalgamation over an 18 to 24 month period. The MOHLTC granted the request in full in the fiscal year 2018-19. The MOHLTC has indicated for us to submit a request for one-time funding to support the merger in fiscal year 2019-20, so we anticipate the remaining merger activities to be fully funded by the MOHLTC. The one-time costs include legal work to create the new entity, merging the IT infrastructures, branding and communications, and other merger-specific activities.

As for ongoing operating costs, based on the most recent funding formula and conversations with the MOHLTC, we do not expect a cost increase for municipalities.

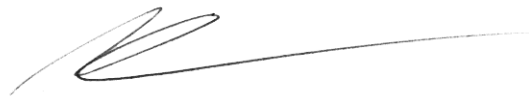
Fall Presentations

Dr. Miriam Klassen is hoping to present to municipal councils across Huron and Perth in the fall to provide an update on our amalgamation activities. A representative from the health unit will be in touch to set up an appropriate date.

In the meantime, if you have any questions related to the merger and potential implications to municipalities, please do not hesitate to contact Dr. Klassen (Perth) at: 519-271-7600/1-877-271-7348 ext 255 or mklassen@pdhu.on.ca or Dr. Maarten Bokhout (Huron) at: 519-482-3416/1-877-837-6143 ext 2010 or mbokhout@huroncounty.ca.

We look forward to continuing the important work of public health with you!

Sincerely,



Dr. Miriam Klassen



Dr. Maarten Bokhout



"Inspiring a Healthy Environment"

March 8, 2019

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

Attention: Brent Kittmer, CAO/Clerk

Dear Mr. Kittmer:

The Upper Thames River Conservation Authority (UTRCA) hosted its Annual General Meeting on February 21, 2019. As part of this meeting the Board of Directors approved the 2019 Budget which includes revenue generated from municipal levy as authorized under the *Conservation Authorities Act*. This notice and levy invoice is being provided via registered mail to the Clerk of each member municipality and stipulates the amount of levy owing for 2019 along with the basis for levy apportionment.

Conservation Authority levies are apportioned to their member municipalities based on relative benefits received. Apportionment of the municipal levy for 2019 has been established in accordance with the formula set forth in Ontario Regulation 670/00 which assesses benefit pursuant to the modified current value assessment of each municipality. A second method of apportionment is used for much of the flood control section of the levy which considers benefits received from the flood control structure itself (e.g., Wildwood Dam) rather than using current value assessment. Apportionment values are detailed in the 2019 UTRCA Municipal Levy table at the back of the budget document.

The UTRCA's Board of Directors approved two resolutions regarding the budget (see below). The first approves an overall operating budget of nearly \$16 million. The second approves capital expenditures of approximately \$5 million. Note that municipal levy is only a proportion of these total amounts:

- 1. That the UTRCA Board of Directors approve the 2019 Draft Operating Budget under Section 27 of the *Conservation Authorities Act* in the amount of \$15,744,571 and that staff be directed to circulate the Approved Budget to member municipalities as part of the required 30 day review period. Please note the 2019 new levy component of the operating budget of \$5,282,716 will be apportioned to member municipalities based on a general levy formula as developed by the Ontario Ministry of Natural Resources and Forestry using Current Value Assessment data from the Municipal Property Assessment Corporation and by Special Benefitting Percentages for structure operations.**
- 2. That the UTRCA Board of Directors approve the 2019 Capital Budget under Section 26 of the *Conservation Authorities Act* in two parts:**

- a) The amount of \$4,463,950 to support the Authority's 20 year Flood Control Capital Plan. Apportionment of the flood control portion of the 2019 capital levy of \$1,749,604 is based on Special Benefiting Percentages, by structure, as presented in the 2019 Draft Budget. It is noted this levy amount has been set based on cooperative discussions with participating municipalities and assumes that the majority of the works will receive a matching funding contribution through the provincial Water and Erosion Control Infrastructure Program (WECI).
- b) The amount of \$732,258 to support the Authority's other (non-flood control) capital spending needs. The municipal levy share of this capital amount is \$171,690 and will be apportioned to member municipalities based on a general levy formula as developed by the Ontario Ministry of Natural Resources and Forestry using Current Value Assessment data from the Municipal Property Assessment Corporation.

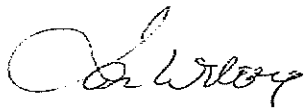
A copy of the 2019 Approved Budget is attached for your reference.

This letter and attachments have been forwarded to your municipal clerk by registered mail as required by the *Conservation Authorities Act* and triggers the beginning of the thirty day notice period, during which time municipalities have the right to consider an appeal of the levy.

Should you have any questions regarding the UTRCA's Approved Budget please contact the undersigned.

Yours truly

UPPER THAMES RIVER CONSERVATION AUTHORITY



Ian Wilcox
General Manager/ Secretary Treasurer

Attachments:

1. UTRCA 2019 Approved Operating Budget
2. Levy Invoice

MONTHLY REPORT

To: Mayor Stratthdee and Members of Council

From: Public Works

Date of Meeting: 26 March 2019

Subject: PW 21-2019 March Monthly Report (Public Works)

RECOMMENDATION

THAT PW 21-2019 March Monthly Report (Public Works) be received for information.

DEPARTMENTAL HIGHLIGHTS

Environmental Services (Water, Wastewater, & Solid Waste Management)

- Reservoir Construction
 - SCADA control integrations into system scheduled March 25th
 - Both tanks are full
 - Tanks did not float or leak
 - Water samples passed
 - Target completed in-service date early April 2019
- One water main repair
 - Moderate localized disruption in service
 - Town performed excavation services no contracted services used
 - Repaired during regular operational hours
 - Asphalt restorations for water main repair excavations are pending,
 - Always subject to hot asphalt plants reopening after winter shutdowns
 - Cold patch material is applied during winter months as temporary patch to surface conditions
- Frozen Service notifications
 - 47 properties were notified to run water to prevent freezing in 2019
 - 3 frozen water services encountered in 2019
- Waste Water Treatment Plant
 - Auger Replacement on Bar Screen completed

Solid Waste Collection, Management & Landfill

- Landfill Environmental Assessment & Expansion - Ongoing
 - Final scope pending
 - Target completion date: Summer 2019
 - Successful meetings with MECP technical reviewers on Landfill EA – Response Action Plan submitted for final approval before EA Submission
- Landfill Ditching completed
 - Completed drainage works in February noticeable improvement in site conditions during March melt

General Public Works Operations – Roads & Sidewalks

- Performed monthly and weekly patrols as per MMS legislation
- Pothole Maintenance and inspection
 - Town wide sweep completed twice by March 15th
 - 14 tons of cold mix applied to water main repair asphalt patches and pothole filling
 - Majority hand applied and spread with shovels and rakes
- Operators providing excavation assistance to water and wastewater for service and water main repairs
- General fleet maintenance and repairs
- Street light repairs pending
 - Batch approx. 15 work orders to contractor for repairs
 - Contractor delayed due to weather, wind events / rain
 - Estimated completion date March 30th , 2019
- Perth County joint fleet tender
 - St. Marys taking lead on tender creation
 - Currently includes 4 municipalities
 - Consists of Qty 4 – One Tone trucks and Qty 4 ½ tone Trucks

Parks, Trails, Cemetery & Tree Management

- Cemetery Operations Feb 15th to March 15th
 - 1 Traditional Burials
 - 2 Cremation Burials
 - Cemetery Office open Monday and Thursday
 - Phone answered M-F 8am-4pm (routed)
 - Cemetery rates reviewed, See CAO 26-2019
- Sparling Bush markers – Pending
 - Markers and post driver received
 - Installation pending weather and staff availability
 - Spring ETA, snow and frost levels make installation not possible at this point
- Forestry Maintenance Tender released,
 - Closing on March 5, 2019
 - Award at council March 26th, 2019
- Green Committee March topics
 - Review of Sparling Bush reports works to date
 - BRA recycling streams
 - Trail System & Bench service level
- Completed bench repairs along Riverview Walkway
- Winter tree pruning is ongoing
- Stumper attachment received,
 - Operator training TBD pending weather

Engineering, Asset Management & Capital

- St. George St North reconstruction
 - Tender prep ongoing
- Egan Ave reconstruction
 - Initial design meeting with engineering ongoing
- Quadro Fiber installation
 - Work to start late March 2019
 - Locates shifting back to public works March 20th
 - OCWA Training with new utility locator

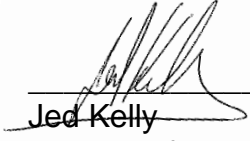
- Maxwell St Sidewalk and Pedestrian review completed
 - Report to council March 20, 2019
 - See PW 18-2019
- 2019 Asset reconciliation – ongoing
 - Asset record modifications, additions and deletions based on 2018 capital works
 - Required for financial year end
- Various development application review ongoing

SPENDING AND VARIANCE ANALYSIS

No variances

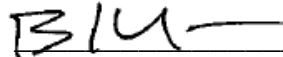
REVIEWED BY

Recommended by the Department



Jed Kelly
Director of Public Works

Recommended by the CAO



Brent Kittmer
CAO / Clerk

FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Morgan Dykstra, Public Works Coordinator
Date of Meeting:	26 March 2019
Subject:	PW 09-2019 Hydro One Easement Lands – Cemetery Hedge Agreement

PURPOSE

To enter into an agreement with Hydro One Networks which permits the Town's cedar hedge at the cemetery within Hydro One's easement lands, so long as certain conditions are met.

RECOMMENDATION

THAT PW 09-2019 Hydro One Easement Lands – Cemetery Hedge Agreement be received; and
THAT By-law 40-2019, being a by-law to authorize the Mayor and CAO/Clerk to sign an agreement with Hydro One Networks, be approved.

BACKGROUND

Hydro One Networks operates a transmission line that goes through the Town of St. Marys. To ensure continuous access to the transmission line, lands which intersect the transmission lines have easement agreements with Hydro One Networks. The Town of St. Marys has an easement agreement with Hydro One Networks for parts of the cemetery lands.

The Town of St. Marys has a cedar hedge within the easement lands. The cedar hedge runs along the northern property boundary line of the cemetery, acting as a privacy barrier for properties that back onto the cemetery. The Parks Operators perform routine maintenance on the cedar hedge.

REPORT

The cedar hedge at the St. Marys is within the easement land boundaries. Under most circumstances, Hydro One Networks does not permit encroachment within the easement boundaries. However, due to the Town's routine maintenance on the hedge (ensuring it is not overgrown and healthy), the forestry department at Hydro One Networks has permitted the cedar hedge in the easement lands.

Hydro One Networks and the Public Works Department would like to formalize the above arrangement. The agreement will establish certain conditions on the Town regarding the maintenance of the cedar hedge. The Town shall ensure that the hedge shall not exceed 6 feet in height. Public Works consistently meets the above condition and does not foresee any compliance issues in the future.

Entering into an agreement with Hydro One Networks for the cedar hedge will prevent any future confusion with Hydro One Networks, and preserve the privacy barrier between the cemetery and local residents.

FINANCIAL IMPLICATIONS

None.

SUMMARY

The Town has a hedge at the cemetery which is within the Hydro One Network's easement lands. Typically, Hydro One Network's does not permit vegetation within its easement lands, however due to the Town's ongoing maintenance on the hedge, Hydro One Network will permit the hedge. The Town and Hydro One Networks shall enter into an agreement to formalize Hydro One Network's allowance of the hedge.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

John Hahn, Parks Operator A
Jeff Sadler, Hydro One Networks – Forestry Department

ATTACHMENTS

Attachment A: Easement and Hedge Diagram


Attachment B: Agreement

REVIEWED BY

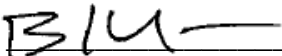
Recommended by the Department



Morgan Dykstra
Public Works Coordinator

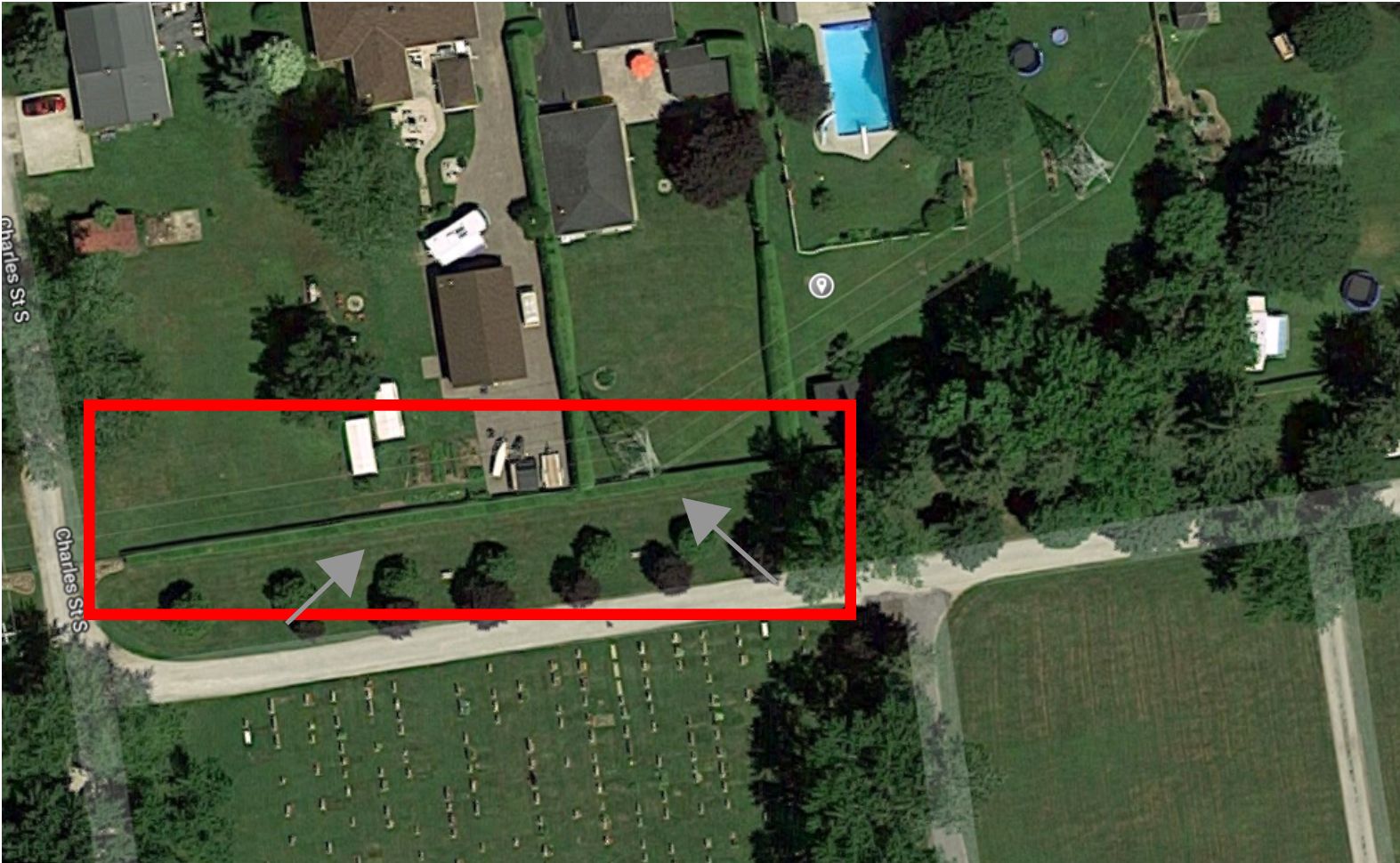

Jed Kelly
Director of Public Works


Recommended by the CAO



Brent Kittmer
CAO / Clerk

Attachment A: Easement and Hedge Diagram

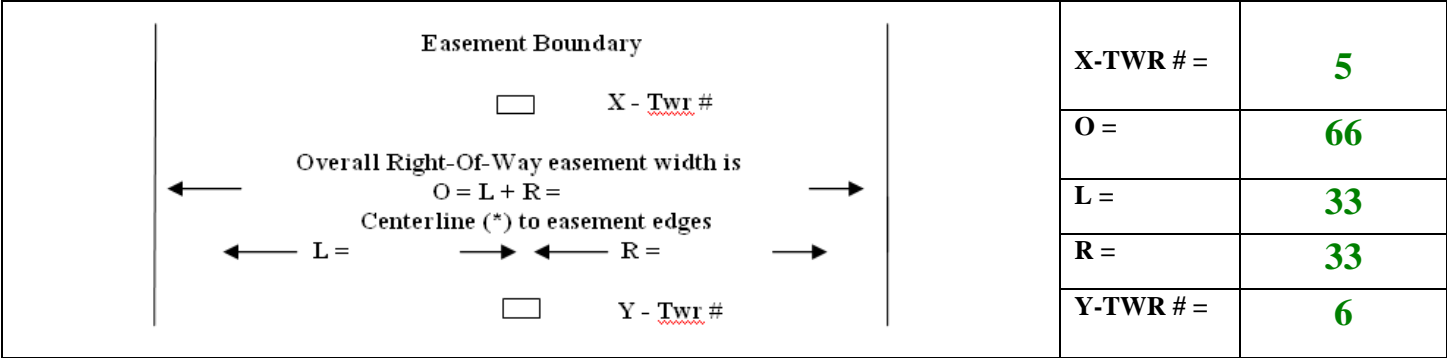


		Tx - Maximum Height Agreement - Easement Lands Form		
Territory:	Zone:	Area:		
1S	Southern	Beachville		
Date:	Project No:	Line Section:	Circuit:	Tower No:
Jan.28, 2019	10060	St.Mary's TS x Portland JCT	L7S	5-6
Property Owners' Name:		Property Owners' Phone No:		
The Corporation of the Town of St. Marys		519-284-2340		
Lot	Concession	Township	City	
19		St. Marys	St. Marys	

Whereas: (1) the undersigned is the owner of the property described above; and (2) Hydro One Networks Inc. is the owner of an easement registered as Instrument No. 18745 (the "Easement") over a portion of the lands (the "Easement Lands").

1. In consideration of Hydro One Networks Inc. ("Hydro One") agreeing to permit certain vegetation to remain within the Easement Lands, the undersigned, being the owner of the Easement Lands, hereby agrees to the following:
- (a) To keep any trees currently planted within the Easement Lands pruned to a height not to exceed 6 feet. Specifically, there is currently **a cedar hedge at 245 feet in length at 5.5 – 6 feet in height planted within the Easement Lands**, which the undersigned shall maintain at a height not to exceed 6 feet.
 - (b) In the event the undersigned defaults in trimming any trees or other vegetation as required by this Agreement, Hydro One may trim or remove any trees or vegetation that it deems necessary, in its sole discretion, and without notice to the undersigned.
 - (d) All property of the undersigned at any time on the Easement Lands shall be at the sole risk of the undersigned and Hydro One shall not be liable for any loss or damage thereto however occurring and the undersigned indemnifies and releases Hydro One from all claims and demands in respect of any such loss or damage arising as a result of the permission granted herein, except and to the extent to which such loss or damage is caused by the negligence or willful misconduct of Hydro One, its servants or agents.
 - (e) The undersigned assumes all liability and obligation for any and all loss, damage, or injury (including death) to persons or property that would not have happened but for this Agreement or anything done or maintained by the undersigned under this Agreement, and the undersigned shall at all times indemnify and save harmless Hydro One and its affiliates, its successors, administrators, assigns, directors, officers, employees, agents and all others for whom Hydro One is responsible in law from and against all such loss, damage, injury and all actions, suits, proceedings, costs, charges, damages, expenses, claims, or demands arising therefrom or connected therewith.

2. The width of the Easement is illustrated below.



**** Note - The distance from the overhead lines to ground may vary depending on load and air temperature and this must be taken into account whenever in the vicinity of overhead lines.**

3. The undersigned shall comply with all applicable statutes, codes, and regulations regarding work near overhead power lines including without limitation the *Occupational Health and Safety Act*, R.S.O. 1990, c. O.2, and any amendments thereto and any regulations passed thereunder.
4. This Agreement does not modify or alter any of Hydro One's rights contained in the Easement or under statute. In the event of a conflict between the provisions of this Agreement and the Easement, the terms of the Easement shall prevail.
5. This Agreement is not transferable or assignable and shall automatically terminate immediately upon the sale, transfer, or other disposition of the property.
6. Despite anything to the contrary in this Agreement, Hydro One shall have the option in its sole and absolute discretion at any time(s), to be exercised by sixty (60) days' prior written notice to the undersigned, to terminate this Agreement in whole or in part, as the case may be, without any claim by or compensation for the undersigned including without limitation for any inconvenience, interruption, nuisance, discomfort, relocation or removal costs caused thereby.

7. Despite anything to the contrary in this Agreement, the undersigned shall have the option in its sole and absolute discretion at any time(s), to be exercised by six months’ prior written notice to Hydro One, to terminate this Agreement in whole or in part, as the case may be.

8. Despite anything to the contrary in this Agreement, Hydro One and anyone acting pursuant to its authority may at any time without notice in case of emergency enter upon the Easement Lands or the lands adjacent to the Easement Lands to remove or trim any vegetation that it deems necessary for the safe and reliable operation of its transmission or distribution system.

9. All covenants herein contained shall be construed to be several as well as joint where the context of the parties hereto so require.

Signed in the presence of:

Witness Name:

Owner’s Name:

Witness Signature
Address:

Owner’s Signature
Address:

Witness Signature
Address:

Owner’s Signature
Address:

PROCUREMENT AWARD

To:	Mayor Stratthdee and Members of Council
Prepared by:	Morgan Dykstra, Public Works Coordinator
Date of Meeting:	26 March 2019
Subject:	PW 14-2019 Award for RFT-PW-03-2019 Pruning, Removal and Disposal of Trees 2019-2021

PROJECT DETAILS

RFT-PW-14-2019 covers the provision of forestry maintenance activities inclusive of the pruning, removal and disposal of trees located on Town lands from 2019 to 2021. The Proponent will assist the Public Works department in activities that the department cannot facilitate.

The Contractor will help the Town achieve its quadrant pruning process, assessing the trees in the quadrant to determine their status (healthy/unhealthy) and decide if a tree needs to be pruned or removed. For example, the Contractor shall prune a tree if the tree has overhanging branches, impedes structures, obstructs traffic signs, sidewalks or sightlines, or has dead limbs, or to assist in the overall health of the tree. The objective of remedial or restorative pruning is to prolong the useful life expectancy of the tree. When considering a tree removal, the Proponent will follow the stipulations set out in the Forestry Management Plan, and removal will also be followed by a Tree Removal Report to be completed by the Proponent and submitted to Public Works. If necessary, the Contractor shall also ensure proper traffic control when occupying the road allowance.

RECOMMENDATION

THAT PW 14-2019 Award for RFT-PW-03-2019 Pruning, Removal and Disposal of Trees 2019-2021 be received;

THAT the procurement for RFT-PW-03-2019 Pruning, Removal and Disposal of Trees 2019-2021 be awarded to Davey Tree Expert Co. of Canada Limited for the bid unit prices for a 3 crew tree removals at \$148.65 / hr, for a 2 crew pruning at \$119.48 / hr, and emergency call outs at \$167.27 / hr; and

THAT By-Law 39-2019 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:

Procurement Information	Details and Results
Tender Closing Date:	Tuesday, March 5, 2019
Number of Bids Received:	Three (3)
Successful Proponent:	Davey Tree Expert Co. of Canada
Approved Project Budget:	\$ 48,000

The procurement document submitted by Davey Tree Expert Co. of Canada 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 Davey Tree Expert Co. of Canada.

Please see Attachment A to view the Proponent's proposed hourly bid unit prices.

FINANCIAL IMPLICATIONS

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

Forestry Program Contracted Services 01-7180-6990	\$48,000
--	----------

The Contractor's services will be provided on an as needed basis as the amount of pruning, removals and emergency call outs will vary year to year. Historically, the Town utilizes the entire forestry budget each year. The bid unit prices proposed by Davey Tree Expert Co. of Canada Limited will ensure that the Town will be able to perform more forestry maintenance practices (due to the lower cost) than with the other companies that provided quotes.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

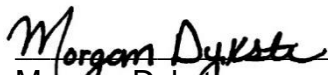
John Hahn, Parks Operator A

ATTACHMENTS

1. Bid Summary


REVIEWED BY

Recommended by the Department


Morgan Dykstra
Public Works Coordinator


Jed Kelly
Director of Public Works

Recommended by the CAO


Brent Kittmer
CAO / Clerk



ATTACHEMENT NO. 1 – SUMMARY TABLE

Tender No. RFT-PW-03-2019 Pruning, Removal and Disposal of Trees 2019-2021

The bidders were asked to provide the cost per hour for the following works

- (a) 3 crew members for the removal trees
- (b) 2 crew members for pruning; and
- (c) Emergency call out

Bidder Name	Proposed Costs Per Hour		
	2019	2020	2021
Conservatree Inc.	(a) \$ 187.00 / hr (b) \$ 124.50 / hr (c) \$ 180.00 / hr	(a) \$ 192.61 / hr (b) \$ 126.50 / hr (c) \$ 185.40 / hr	(a) \$ 195.39 / hr (b) \$ 129.25 / hr (c) \$ 190.00 / hr
Davey Tree Expert Co. of Canada Limited	(a) \$ 148.65 / hr (b) \$ 119.48 / hr (c) \$ 167.27 / hr	(a) \$ 148.65 / hr (b) \$ 119.48 / hr (c) \$ 167.27 / hr	(a) \$ 148.65 / hr (b) \$ 119.48 / hr (c) \$ 167.27 / hr
Kodiak Tree Services	(a) \$ 159.25 / hr (b) \$ 131.13 / hr (c) \$ 177.31 / hr	(a) \$ 165.62 / hr (b) \$ 136.38 / hr (c) \$ 184.40 / hr	(a) \$ 172.25 / hr (b) \$ 141.83 / hr (c) \$ 191.78 / hr

** Costs do not include taxes



FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Dave Blake, Environmental Services Supervisor
Date of Meeting:	26 March 2019
Subject:	PW 15-2019 Water System Summary Report for 2018

PURPOSE

This report advises Council as to the completion of the annual summary report for the drinking water system within the Town of St. Marys in compliance with Ontario Regulation 170/03 and the Safe Drinking Water Act, 2002. This report also allows Council to acknowledge receipt of the annual summary report.

RECOMMENDATION

THAT Council receive report PW 15-2019 Water System Summary Report for 2018 as information; and,

THAT Council acknowledges receipt of the 2018 annual summary report for the Town of St. Marys Water Supply and Distribution System.

BACKGROUND

As of June 2003, Municipalities throughout Ontario have been required to comply with Ontario Regulation (O.Reg.) 170/03 made under the Safe Drinking Water Act (SDWA, 2002). This Act stemmed from the recommendations made by Commissioner O'Conner after the Walkerton Inquiry. The Act's purpose is to protect human health through the control and regulation of drinking water systems. O.Reg. 170/03 specified drinking water testing for microbiological parameters, chemical parameters, use of licensed laboratories, treatment requirements and reporting requirements.

REPORT

The purpose of this report is to advise Council as to the completion of the 2018 Annual Summary Report for the Drinking Water System for the Town of St. Marys. By completing the Annual Summary Report and having it acknowledged by Council prior to March 31, 2019, the Town of St. Marys will be in compliance with the reporting requirements set forth in O.Reg. 170/03, regarding the Annual Summary Report.

The 2018 Annual Summary Report contains summary information in accordance with Ministry Regulations, and includes summaries and statistical data relevant to water quality, flow rates and water quantity. Comparative data and other pertinent information are also provided for council's insight / direction as the registered "owner" of the Drinking Water System.

A copy of the 2018 Annual Summary Report is attached to this report.

FINANCIAL IMPLICATIONS

There are no financial implications related to the completion of the Annual Summary Report. Staff resources required to complete this work was allocated in the annual Operating Budget.

SUMMARY

The annual summary report on the drinking water system has been completed in accordance with Ontario Regulation 170/03, Schedule 22 and the Safe Drinking water Act, 2002. The summary report is being presented to Council in advance of the March 31st deadline, and by acknowledging receipt of the report, Council will ensure compliance objectives are satisfied with regards to Schedule 22 of Ontario Regulation 170/03.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

Jed Kelly, Director of Public Works, Town of St. Marys
Renee Hornick, Operations Manager, Ontario Clean Water Agency

ATTACHMENTS

1. 2018 Annual Summary Report on the Drinking Water System

REVIEWED BY

Recommended by the Department



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



Jed Kelly
Director of Public Works

Recommended by the CAO



Brent Kittmer
CAO / Clerk



THE CORPORATION OF THE TOWN OF ST. MARYS

2018 SUMMARY REPORT FOR THE DRINKING WATER SYSTEM

MUNICIPAL DRINKING WATER SYSTEM NO. 220000521

Report Prepared for the:

Reporting Period of January 1, 2018 through December 31, 2018

Report Prepared By:

Renee Hornick, Senior Operations Manager

Ontario Clean Water Agency on behalf of the Town of St. Marys

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TABLES:

Table 1 – Flow Rate Summaries

Table 2 – Annual Flow Report

Table 3 – Chlorine Gas Summary and Flow – Well No. 1

Table 4 – Chlorine Gas Summary and Flow – Well No. 2A

Table 5 – Chlorine Gas Summary and Flow – Well No. 3

APPENDICIES:

Appendix A: 2018 Annual Drinking Water Report

1.0 INTRODUCTION

The delivery of potable drinking water in Ontario is regulated by the Ministry of the Environment, Conservation and Parks (MECP) under the Safe Drinking Water Act (SDWA, 2002). Ontario Regulation (O.Reg.) 170/03 came into effect on June 1, 2003 which detailed requirements for owners and operators of municipal drinking water systems. Schedule 22 of O. Reg. 170/03 prescribes the need for all owners of a licensed drinking water system to produce annual Summary Reports.

The Summary Report for the reporting period must be provided to members of the Municipal Council no later than March 31 of the following year.

1.1 BACKGROUND / OVERVIEW

The raw source water supply for the Town of St. Marys is drawn from three drilled wells, referred to as Production Wells No. 1, 2A and 3. All three wells are collectively referred to as the St. Marys Well Supply under water works number #220000521.

The Water Supply and Distribution System operates under a Municipal Drinking Water Licence (No. 056-101, issued April 20, 2017), Drinking Water Works Permit (No. 056-201, issued April 20, 2017) and a Permit to Take Water (PTTW) (No. 5303-AASQEC, issued June 29, 2016).

1.2 LEGISLATED REQUIREMENTS

Municipalities throughout Ontario have been required to comply with Ontario Regulation (O.Reg.) 170/03 made under the Safe Drinking Water Act (SDWA, 2002) since June of 2003. This act was enacted following the recommendations made by Commissioner O'Connor after the Walkerton Inquiry.

The Safe Drinking Water Act's purpose is to protect human health through the control and regulation of drinking-water systems. O.Reg. 170/03 specifies drinking water testing for microbiological parameters, chemical parameters, use of licensed laboratories, treatment requirements and reporting requirements.

Summary Reports for Municipalities, as stated in "Schedule 22" of O.Reg. 170/03 requires Annual Reports be submitted to the owners of Large Municipal Residential Systems and Small Municipal Systems. The Summary Reports are required to be submitted to members of Council no later than March 31 of each year. The Summary Report must list the requirements of the SDWA, 2002, the regulations, the system's approval as well as any order that the system failed to meet at any time during the reporting period covered, including the duration of the failure, and the measures taken to correct the failure, if any.

The annual Summary Report for Council is one requirement under O.Reg.170/03. In addition, an annual report for the Ministry of Environment, Conservation and Parks (MECP) Drinking Water Information System is also required and must be made available to the Public. Both the annual and Summary Reports for the Town of St. Marys are available at the Municipal Operations Center, and on the Town of St. Marys official website.

1.3 ANNUAL REPORTING REQUIREMENTS

For the Town of St. Marys Drinking Water System, the MECP requires four different reports as detailed in the following table:

Drinking Water System Annual Reporting Requirements			
Report Name	Description	Legislation or Regulation	Submitted to:
Summary Report for Municipalities (Schedule 22)	<ul style="list-style-type: none"> Summary well information Description of any failure to meet requirements of an Act, regulations or the system's approval 	O. Reg. 170/03, Schedule 22	Council and available for inspection by the public @ MOC & Website
Annual Report (Section 11)	<ul style="list-style-type: none"> Description of system Water quality test results Adverse test results and corrective action Major expenses to repair, replace or install equipment 	O. Reg. 170/03, Schedule 11	Posted on the Town of St. Marys Website & MOC
Water Taking Report	<ul style="list-style-type: none"> Electronic submission of water taking data 	O. Reg. 387/04	Ministry of Environment, Conservation and Parks
Industrial and Commercial water usage report	<ul style="list-style-type: none"> Electronic submission of water usage data for industrial and commercial users 	O. Reg. 450/07	Ministry of Environment, Conservation and Parks

Table A: Town of St. Marys Drinking Water System Annual Reports

The annual Summary Report is required to list the requirements of the Act (SDWA, 2002), the requirements of the regulations, the system's approval, drinking water works permit, municipal drinking water licence, and any orders applicable to the system that were not met at any time during the period covered by the report. In addition, for each requirement referred to in clause (a) that was not met, specify the duration of the failure and the measures that were taken to correct the failure. (O.Reg. 170/03 s 22 (2)).

The report is also required to include the following information for the purpose of enabling the owner of the system to assess the capability of the system to meet existing and planned uses of the system:

- A summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flow rates; and,
- A comparison of the summary referred to in Paragraph 1 to the rated capacity and flow rates approved in the system's approval, drinking water works permit or municipal drinking water licence, or if the system is receiving all of its water from another system under an agreement pursuant to subsection 5 (4), to the flow rates specified in the written agreement.

2.0 DESCRIPTION OF WATER WORKS

2.1 OVERVIEW

The Corporation of the Town of St. Marys is the owner of a “Large, Municipal, Drinking Water System” supplied by a ground water source with is operated by Ontario Clean Water Agency (OCWA). The system provides potable water to approximately 3,000 residential, industrial, institutional and commercial users. A total of three (3) bedrock wells are connected to the water distribution system, each equipped with pumping, disinfection and monitoring components. The Ministry of Environment, Conservation and Parks (MECP) has classified all three wells as “GUDI” (Groundwater Under the Direct Influence of Surface Water) with effective in-situ filtration. The remainder of the system consists of a booster pump station (used only during a fire emergency) and one elevated water storage tank facility for system pressure regulation.

2.2 MUNICIPAL WELLS

The drinking water system for the Town of St. Marys is serviced by three bedrock groundwater wells. The wells are identified as Well No. 1, Well No. 2A and Well No. 3, respectively.

2.2.1 WELL NO. 1

According to Well Record #5001709, Production Well # 1 (“PW1” – identified as Well No. 1) was drilled on March 1, 1971 by International Water Supply Ltd. Well No. 1 is located south of the Trout Creek watercourse and east of St. George Street within the Town of St. Marys, Ontario. Well No. 1 is located within the 100 year flood plain of Trout Creek.

The Well Record indicates that a steel casing was installed and cemented within the borehole annulus to a depth of approximately 12.3 metres below ground surface. Below the 12.3 m steel casing, the borehole was left open within the limestone bedrock. In 2005, a Pumphouse was constructed around Well No. 1, at which time the well was extended to an elevation approximately 2 metres above the 100 year flood plain of Trout Creek.

A Hydrogeological Investigation entitled “*Town of St. Marys, Ontario, Perth County – Hydrogeologic Investigation, 2001-2002*”, prepared by International Water Consultants Ltd. and International Water Supply Ltd., dated July 19, 2002 (referred to herein as “Hydrogeologic Investigation”) was prepared for the Town of St. Marys.

The Hydrogeologic Investigation indicated that Production Well # 1 (Well No. 1) is periodically under the influence of surface water, and has partially effective in-situ filtration. A final technical evaluation of the Hydrogeologic Investigation and the Peer Review was conducted by the MECP and

it was concluded that Well No. 1 is groundwater under the direct influence (“GUDI”) of surface water with effective in-situ filtration.

Well No. 1 Component Appurtenances

The following is a summary of the appurtenances for Well No. 1:

- A 406 millimetre (mm) diameter, 45.5 m deep drilled groundwater production well is located east of the intersection of Timms Lane and St. George Street, immediately south of Trout Creek (NAD83: UTM Zone 17: 0489966 m East, 4789866 m North). The well is equipped with a line-shaft type vertical turbine well pump with variable frequency drive and pump-to-waste functionality. It is rated at a maximum flow of 3,600 litres per minute (L/min), with a 200 mm discharge line connected to the well pump header in the Pumphouse described below;
- A well Pumphouse, housing Well No. 1 and the following disinfection and control facilities, including:
 - A 200 mm diameter pump header from the well, with check valve, air relief valve, raw water flow meter, shutoff valves, and raw water and treated water sampling tap;
 - A 100 mm line to waste;
 - A 200 mm diameter treated water header having a continuous chlorine analyzer and turbidity analyzer complete with automatic shutdown of well pump capability, connected to a 200 mm diameter feeder-main supplying the distribution system
- A disinfection facility located approximately 20 m north of the well Pumphouse (inside former reservoir building), housing disinfection and control facilities including:
 - One (1) ultraviolet disinfection system capable of providing a minimum dosage of 40 mJ/cm² of 254 nm wavelength complete with well pump shutdown on lamp failure;
 - Gas chlorination disinfection system, rated at 24 kg/day, consisting of one dual cylinder scale, one chlorine booster pump, and duplex automatic switchover regulator;
 - 78 m of 600 mm diameter watermain, followed by 26 m of 300 mm diameter watermain to provide chlorine contact prior to first customer;

2.2.2 WELL NO. 2A

According to the Well Record (A011221), Production Well #2A (PW2A, Identified as Well No. 2A) was drilled on September 29, 2005 by International Water Supply Ltd. Well No. 2A is located to the south of the Trout Creek watercourse and west of the Wellington Street Right-of-Way (ROW) within the 100

year flood plain of Trout Creek. As such, the casing for Well No. 2A has been significantly extended above the grade of the surrounding land to account for possible flooding issues.

According to information presented on the Well Record, the well is 365 mm in diameter and was drilled to a depth of approximately 46 metres. The Well Record indicates that a steel casing was installed and sealed with bentonite and sand cement grout within the borehole annulus to a depth of approximately 18 metres below grade. Below the 18 metres in depth, the borehole was left open within the limestone bedrock. Well No. 2A is classified as a GUDI well.

Well No. 2A Component Appurtenances

The following is a summary of the appurtenances for Well No. 2A:

- A 305 mm diameter, 44.5 m deep drilled groundwater production well located between the Wellington and Water Street Right-of-Ways (ROWs), north of the Queen Street ROW and immediately south of the Trout Creek watercourse (NAD 83: UTM Zone 17: 0488390 m East, 4789710 m North). Well No. 2A is equipped with a line-shaft type vertical turbine well pump, rated at 3,636 L/min at 89.2 m Total Dynamic Head (TDH), with a 200 mm discharge line connected to the well pump header in the Pumphouse described below.
- A well Pumphouse, housing disinfection and control facilities including:
 - A 200 mm diameter pump header from the well, with check valve, air relief valve, raw water flow meter, shutoff valves, and raw and treated water sampling tap;
 - A 100 mm line to waste;
 - A gas chlorination disinfection system, consisting of one dual cylinder scale, one chlorine booster pump, one chlorine regulator, rated at 22.7 kg/day with feed line discharging into the common well pump header in the Pumphouse, and one continuous chlorine residual analyzer;
 - One ultraviolet disinfection system capable of providing a minimum dosage of 40 mJ/cm² of 254 nm wavelength complete with pump shutdown on lamp failure;
 - A 200 mm diameter treated water header having a continuous chlorine analyzer and turbidity analyzer complete with automatic shutdown of well pump capability, connected to a 200 mm diameter feeder-main supplying the distribution system.
 - 79 metres of 600 mm diameter watermain to provide chlorine contact time prior to the first customer.

2.2.3 WELL NO. 3

According to Well Record #5003118, Production Well # 3 (PW3, identified as Well No. 3) was drilled on June 10, 1984 by International Water Supply Ltd. This well is located within approximately 50

metres of the western bank of the Thames River, located to the east of Thomas Street and to the north and south of Westover Street and Park Street respectively. The well is within the confines of Pumphouse #3. According to the information presented within the Engineer's Report, the well is 406 mm in diameter and was drilled to a depth of approximately 47.4 m. The Well Record indicates that a steel casing was installed and sealed with grout within the borehole annulus to a depth of approximately 12.3 metres below grade, below which the borehole was left open within the limestone bedrock.

The Hydrogeologic Investigation concluded that Well No. 3 is not considered to be a GUDI well, and is receiving effective in-situ filtration. The author of the Hydrogeologic Investigation did indicate that this conclusion is tempered by a lack of particle count data during significant precipitation events and more elevated total coliforms in 2002. The Peer Review that was conducted assessed Well No. 3 to be a GUDI well with effective in-situ filtration. It is inferred that the Peer Review reclassification of Well No. 3 to a GUDI well was based on a lack of particle count data during significant precipitation events.

Well No. 3 Component Appurtenances

A 406 mm diameter, 47.4m deep drilled groundwater production well located on the southeast side of Thomas Street, southwest of Park Street, adjacent to the Thames River (NAD 83: UTM Zone 17: 0488010 East, 4789040 North). Well No. 3 is equipped with a line-shaft type vertical turbine well pump with variable frequency drive and pump-to-waste functionality. Well No. 3 is rated at a maximum flow of 3,636 L/min at 89.2 TDH, with a 200 mm discharge line connected to the well pump header in the Pumphouse described below;

- A well Pumphouse, housing disinfection and control facilities including:
 - A 200 mm diameter pump header from the well, with check valve, air relief valve, raw water flow meter, shutoff valves and raw water and treated water sampling taps;
 - A 200 mm discharge to waste line with pressure relief valve and orifice plate for flow measurement;
 - One (1) ultraviolet disinfection system capable of providing a minimum dosage of 40 mJ/cm² of 254 nm wavelength complete with well pump shut down on lamp failure;
 - Gas chlorination disinfection system, rated at 24 kg/day, consisting of one (1) dual cylinder scale, one (1) chlorine booster pump and duplex automatic switchover regulator;
 - A 200 mm diameter treated water header having a continuous chlorine analyzer and turbidity analyzer complete with automatic shutdown of well pump capability, connected to a 200 mm diameter feeder main supplying the distribution system.
 - 171 m of 400 mm diameter watermain, followed by 40 m of 300 mm diameter watermain to provide chlorine contact prior to first customer.

2.3 ELEVATED WATER STORAGE FACILITY

The St. Marys elevated water storage facility is located on the Southern side of the Victoria Street ROW, approximately 250 m west of James Street South in the Town of St. Marys, Ontario. It has a storage capacity of 1,820 cubic meters (m³) and was constructed in 1986 and put into service in 1987. The static water head from the ground level to the overflow is 37.9 m. The facility includes a valve chamber, yard piping and tele-metering control system.

2.4 JAMES STREET BOOSTER STATION

The James Street Booster Station provides additional system pressure to the south industrial lands when private fire systems are activated. It has a rated capacity of 154L/s at 52 m TDH. This facility serves industrial lands within the southeast area of the Town.

2.5 DISTRIBUTION SYSTEM

The distribution system has been constructed with a combination of materials including ductile iron (main material), cast iron, small amounts of asbestos cement piping, and more recently, polyvinyl chloride (PVC) pipe. There are approximately 2,780 residential connections, 33 industrial / institutional connections and 187 commercial connections on the system which serves approximately 7,200 individuals.

3.0 ANNUAL DATA SUMMARY FOR 2018

3.1 FLOW DATA

The Town of St. Marys utilizes continuous monitoring equipment at each Pumphouse for flow measurements. The flow measuring devices are monitored by the Supervisory Control and Data Acquisition (SCADA) System and include remote system monitoring and data storage. In addition, these units are calibrated in accordance with the manufacturer's specifications at a minimum of once per year. Operations staff monitors the SCADA flow trends and review the flow and volume data for compliance with system approvals every 72 hours (as required by O.Reg. 170/03).

3.1.1 DAILY FLOW RATES

In accordance with Permit to Take Water (PTTW) No. 5303-AASQEC, Section 3.0, the Town of St. Marys drinking water system di not exceed the rated capacity for the maximum flow rates into the treatment system, trains or stages set out at 60 Litres per second (L/sec) for 2018.

3.1.2 DAILY WATER TAKING

In accordance with PTTW No. 5303-AASQEC which came into effect on June 29, 2016, Condition 3.2, Table A, the Town of St. Marys drinking water system shall not be operated to exceed the rated capacity of 5,184 cubic metres per day (m³/day) per well. The maximum total combined taking from any combination of Well No 1, 2A and 3 shall not exceed 10,368 m³/day. The quantity of water which was supplied both combined and individually during the 2018 reporting period remained below the terms and conditions of the PTTW provision.

	Well #1	Well #2A	Well #3	Total
Maximum Daily Flow allowed (m ³ /day)	5184.0	5184.0	5184.0	
Maximum Daily Flow (m ³)	3152.82	3196.76	3,487.82	
% of Daily Volume	60.8%	61.7%	67.3%	
Annual Average (m ³)	817.12	1089.71	1010.48	
% of Maximum Allowed	26%	21%	20%	
Total Annual Flow for 2018 (m ³)	298,249.50	397,745.90	368,824.40	1,064,819.75
Total Annual Flow for 2017 (m ³)	400,530.82	409,278.80	181,068.52	990,878.14

The maximum combined daily volume for the calendar year of 2018 was 3,487.82 m³/day in July. This represents approximately 33.6% of the maximum combined allowable usage (10,368 m³/day for the Town of St. Marys.

A summary representation of the maximum and average daily and combined flows per well may be referenced in Table 1 for the 2018 calendar year.

3.2 REGULATORY SAMPLE RESULTS SUMMARY

The Town of St. Marys is required to complete mandatory water sampling and testing throughout the course of a year as required by O.Reg. 170/03. Sample requirements consist of both chemical and microbiological parameters in addition to distribution checks. The frequencies at which the samples and distribution checks are completed are set by the MECP.

3.2.1 MICROBIOLOGICAL TESTING

Microbiological testing is conducted under Schedule 10 of O.Reg. 170/03. The following is a summary of testing completed during the 2018 reporting period. A copy of the Annual Report may be referenced in Appendix A.

OCWA collected 152 raw water samples in 2018 and of those 152 samples, E. Coli was reported to range from 0 – 1 Colony Forming Unit (CFUs) per 100 ml. Total Coliform was reported to range from 0 – 32 cfu/100ml. Raw water samples are collected by OCWA to assess source water quality and results indicated above are for water which had not be subjected to disinfection applications.

OCWA also collected 152 treated samples in 2018. Of those samples collected and analyzed, E. Coli and Total Coliforms were not reported in any of the treated samples. OCWA also obtains treated water samples for Heterotrophic Plate Count (HPC) analysis. Results reported in 2018 indicated a range from 0 – 10 cfu/100ml. HPC analysis is an indicator test completed by SGS London Laboratories for water quality purposes, and is not utilized for water safety.

In addition, OCWA also collected 203 distribution samples in 2018. Of those samples collected and analyzed, E. Coli and Total Coliforms were not reported in any of the distribution samples. OCWA also obtains distribution water samples for Heterotrophic Plate Count (HPC) analysis. Results reported in 2018 indicated a range from less than 0 – <10 cfu/1ml.

A summary review of microbiological testing for the 2018 calendar year may be referenced in Appendix A in the Annual Report.

3.3 ADVERSE TEST RESULTS

In accordance with Schedule 16 of O.Reg. 170/03, all required notifications of adverse water quality incidents were provided to the Spills Action Centre (SAC) and to the Medical Officer of Health (MOH). In 2018, there were no adverse test results/incidents.

3.3.1 SODIUM

Sodium in the Town of St. Marys water supply is naturally occurring and is mostly attributed to the nature of the deep bedrock wells. The levels of sodium in the water are of interest because at higher levels it can impart a salty taste to the water and persons on sodium reduced diets need to know the sodium levels in the drinking water so that they can monitor their sodium intake. Specifically, the *Technical Support Document for Ontario Drinking Water – Standards, Objectives and Guidelines*, Ministry of the Environment and Climate Change, June 2003, indicates the following regarding sodium:

“The aesthetic objective for sodium in drinking water is 200 mg/L at which it can be detected by a salty taste. Sodium is not toxic. Consumption of sodium in excess of 10 grams per day (g/day) by normal adults does not result in any apparent adverse health effects. In addition, the average intake of sodium from water is only a small fraction of that consumed in a normal diet. A maximum acceptable concentration for sodium in drinking water has, therefore, not been specified. Persons suffering from hypertension or congestive heart disease may require a sodium restricted diet, in which case, the intake of sodium from drinking water could become significant. It is therefore recommended that the measurement of sodium levels be included in routine monitoring programs of water supplies. The local Medical Officers of Health should be notified when the sodium concentration exceeds 20 mg/L, so that this information may be passed on by local physicians. Softening using a domestic water softener increases the sodium level in drinking water and may contribute to a significant percentage to the daily sodium intake for a consumer on a sodium restricted diet. It is recommended that a separate unsoftened supply be retained for cooking and drinking purposes.”

Sodium is a principal chemical in bodily fluids, and it is not considered harmful at normal levels of intake from combined food and drinking water sources. However, increased intake of sodium in drinking water may be problematic for people with hypertension, heart disease or kidney problems that require them to follow a low sodium diet. Residents of the Town of St. Marys on sodium restricted diets may want to discuss concerns related to sodium intake from drinking water with their doctor.

The latest available analytical results for sodium were conducted in January 2018. The results indicated that sodium concentrations ranged from 28.6 mg/L to 61.5 mg/L and are consistent with recent historical sampling.

3.4 DISINFECTION CHEMICALS

The Town of St. Marys employs a two stage primary disinfection process consisting of UV light (UV reactor's 254nm – equivalent UV pass through dose of at least 20 mJ/cm²) combined with chemical disinfection so as to provide an overall 4.0 log inactivation of viruses.

Chlorine gas is released from a liquid chlorine cylinder by a pressure reducing and flow control valve operating at a pressure less than atmospheric. The gas is led to an injector in the water supply pipe where highly pressurized water is passed through a venture orifice creating a vacuum that draws the chlorine into the water stream. Adequate mixing and contact time is provided after injection to ensure complete disinfection of remaining pathogens. Secondary disinfection introduces and maintains chlorine residual in the drinking water distribution system. Given the operational benefits of secondary disinfection, operators should strive to maintain a chlorine residual throughout the system to control regrowth and to provide an indication of system integrity. Overall, a chlorine residual in the distribution system provides three main benefits:

1. It can limit the growth of biofilm within the distribution system and its associated taste and odour problems (LeChevallier, 1998; White, 1999).
2. It may provide some protection in the event of microbial contamination in the distribution system, depending on the magnitude of the event and the susceptibility of the containing microorganisms to chlorine.
3. Most importantly, a rapid drop in disinfectant residual may provide an immediate indication of treatment process malfunction or a break in the integrity of the distribution system (LeChevallier, 1998; Health Canada, 2002).

Chlorine gas usage and rates are monitored throughout the course of the year so as to provide information regarding the use and quantity being used within the treatment and distribution system.

A summary of chlorine gas (Cl₂) used during both the primary and secondary processes for Well No. 1, 2A and 3 may be referenced in Tables 3, 4 and 5, respectively. In addition, average water level and monthly precipitation data are included. Also detailed in the tables is the approximate volume (cubic metres) of water which is being produced per kg of chlorine within the treatment and distribution system.

4.0 SYSTEM FAILURES AND CORRECTIONS

Every year, the MECP conducts a full system inspection for the water system for the Town of St. Marys. At such time, the MECP conducts on-site inspections of the various components of the municipal water system as well as reviewing all system documents and records for the previous year to verify that the Town of St. Marys and OCWA are operating the water system in compliance to MECP regulations.

4.1 SUMMARY OF NON-COMPLIANCE ITEMS

Schedule 22 of Ontario Regulation 170/03 requires that all non-compliance with applicable legislation be discussed in the Summary Report. The MECP carried out their annual system inspection on June 14, 2018.

There was four (4) non-conformance items during this inspection period. The non-compliance items were noted as follows:

1. A standby Generator was installed for the James Street South Booster Pumping Station, however a Director Notification form was not completed as required.

Inspection Risk Rating: 0.00%

2. A Standby generator was installed for the James Street South Booster Pumping Station however a Form 3 was not completed prior to the start-up of the equipment. The project was completed on January 10, 2018 however the Form 3 was not completed until June 22, 2018.

Inspection Risk Rating: 0.00%

3. There was one incident during the inspection review period where primary treatment was not met and improperly disinfected water was directed to the distribution system for a very short period of time. The incident was properly reported and the prescribed corrective actions were taken by the operating authority.

Inspection Risk Rating: 3.92%

4. There were changes made to the distribution system and the map was not updated within 12 months as required.

Inspection Risk Rating: 0.54%

The report also indicated that there was one (1) Best Practice Issue identified during the inspection period related to distribution system pressures which occurred during a series of water main breaks.

The overall Inspection Rating received was 95.54%.

5.0 COMMUNITY LEAD TESTING PROGRAM

In 2007, the MECP amended the Drinking Water Systems Regulation (O.Reg. 170/03) made under the Safe Drinking Water Act, 2002 and introduced the new Community Lead Testing Program (Schedule 15.1 of the Regulation).

Under this program, all municipal and non-municipal drinking water systems are required to collect additional samples from private residences, non-residential buildings as well as the distribution system to check for lead in the drinking water.

Under the community Lead Testing Program, samples are collected during the period from December 15 to April 15 (under winter conditions) and June 15 to October 15 (under summer conditions). Following the community Lead Testing Program completed in 2009, the Town of St. Marys applied, and was granted regulatory relief for reduced sampling requirements for the community Lead Testing Program.

By obtaining regulatory relief regarding the community Lead Testing Program, the sample frequency was reduced to two consecutive periods (“winter” and “summer”) of semi-annual testing, completed once every three years.

2012 marked the return of the community lead testing program for the Town of St. Marys, with sample rounds being completed in both the “Winter” and “Summer” periods, under reduced sampling requirements. The community lead testing program was a voluntary program for residents within the Town, however enough residents participated in the program to successfully meet the Town’s sampling requirements.

Both sampling rounds in 2012 reported that no more than 10 percent (%) of plumbing samples exceeded the MECP standard of 10 µg/L. As such, given the positive results observed during two consecutive sample rounds, the Town of St. Marys is now exempt from future plumbing sample requirements. Future lead monitoring within the drinking water system will be completed according to O.Reg. 170/03, Section 15.1-5 (10).



TABLE 1

Flow Rate Summaries

Ontario Clean Water Agency
Performance Assessment Report Water

Report extracted 03/13/2019 14:39

From: 01/01/2018 to 31/12/2018

Facility: [1262] ST MARYS DRINKING WATER SYSTEM

Works: [220000521]

	01/2018	02/2018	03/2018	04/2018	05/2018	06/2018	07/2018	08/2018	09/2018	10/2018	11/2018	12/2018	<--Total-->	<--Avg-->	<--Max-->	<--Min-->
Flows:																
Raw Flow: Monthly Total - Well #1 (m³)	39417.85	32695.61	47966.84	22007.7	9466.69	13293.59	11855.47	23645.12	18442.72	29726.75	13396.49	36334.64	298249.47			
Raw Flow: Monthly Total - Well #2 (m³)	27211.39	21449.46	1192.96	32209.43	67940	44496.12	36483.67	35025.32	45400.76	22605.22	43930.27	19801.28	397745.88			
Raw Flow: Monthly Total - Well #3 (m³)	17464.68	18942.6	35201.93	27983.62	15156.53	32788.84	49750.25	32995.13	21039.37	36968.21	37065.47	43467.77	368824.4			
Raw Flow: Monthly Avg - Well #1 (m³/d)	1271.54	1167.7	1547.32	733.59	305.38	443.12	382.43	762.75	614.76	958.93	446.55	1172.09		817.18		
Raw Flow: Monthly Avg - Well #2 (m³/d)	877.79	766.05	38.48	1073.65	2191.61	1483.2	1176.89	1129.85	1513.36	729.2	1464.34	638.75		1090.27		
Raw Flow: Monthly Avg - Well #3 (m³/d)	563.38	676.52	1135.55	932.79	488.92	1092.96	1604.85	1064.36	701.31	1192.52	1235.52	1402.19		1007.57		
Raw Flow: Monthly Max - Well #1 (m³/d)	2748.44	2549.17	2655.09	2856.24	1191.21	2388.42	2272.57	2677.14	2780.94	2794.78	2216.74	3152.82			3152.82	
Raw Flow: Monthly Max - Well #2 (m³/d)	2363.51	2451.65	970.43	2607.93	3049.08	3002.1	3130.18	3018.82	2680.27	3019.41	3196.76	3047.19			3196.76	
Raw Flow: Monthly Max - Well #3 (m³/d)	1888.84	2079.79	3011.42	2701.28	3071.67	3349.98	3487.82	3229.16	3094.02	3198.44	3124.19	3211.29			3487.82	
Raw Flow: Monthly Total - Total Raw Flow (m³)	84093.92	73087.67	84361.73	82200.75	92563.22	90578.55	98089.39	91665.57	84882.85	89300.18	94392.23	99603.69	1064819.75			
Raw Flow: Monthly Avg - Total Raw Flow (m³/d)	2712.71	2610.27	2721.35	2740.03	2985.91	3019.29	3164.17	2956.95	2829.43	2880.65	3146.41	3213.02		2915.02		
Raw Flow: Monthly Max - Total Raw Flow (m³/d)	3981.63	3211.92	3096.44	3089.91	3639.95	3476.34	3921.2	3446.15	3152.82	3294.45	3852.73	3817.13			3981.63	
Turbidity:																
Raw: Max Turbidity - Well #1 (NTU)	0.3	0.52	0.14	0.21	0.17	0.2	0.42	0.3	0.24	0.42	0.27	0.24			0.52	
Raw: Max Turbidity - Well #2 (NTU)	0.16	0.22	0.18	0.45	0.27	0.31	0.37	0.24	0.46	0.31	0.14	0.63			0.63	
Raw: Max Turbidity - Well #3 (NTU)	0.77	0.43	0.1	2	0.24	0.22	0.37	0.34	0.56	0.33	0.33	0.67			2	
Chemical Parameters:																
Treated: Max Nitrite - Treated Water #1 (mg/L)	< 0.003			< 0.003			< 0.003			< 0.003					< 0.003	
Treated: Max Nitrite - Treated Water #2 (mg/L)	< 0.003			< 0.003			< 0.003			< 0.003					< 0.003	
Treated: Max Nitrite - Treated Water #3 (mg/L)	< 0.003			< 0.003			< 0.003			0.009					0.009	
Treated: Max Nitrate - Treated Water #1 (mg/L)	1.47			3.05			2.32			1.05					3.05	
Treated: Max Nitrate - Treated Water #2 (mg/L)	0.634			1.22			1.06			0.647					1.22	
Treated: Max Nitrate - Treated Water #3 (mg/L)	0.526			0.867			0.872			0.593					0.872	
Distribution: Max THM - Distribution System (µg/l)	13			16			16			9.1					16	
Chlorine Residuals:																
Treated: Min Free Cl2 Resid - Treated Water #1 (mg/L)	0.85	0.76	0.75	0.76	0.79	0.88	0.99	1.01	0.93	0.93	0.92	0.87				0.75
Treated: Min Free Cl2 Resid - Treated Water #2 (mg/L)	0.67	0.81	0.88	0.9	0.98	0.97	1.01	0.9	0.88	0.87	0.91	0.92				0.67
Treated: Min Free Cl2 Resid - Treated Water #3 (mg/L)	0.85	0.88	0.87	0.91	1	1.13	0.81	0.79	0.97	1.06	0.78	0.98				0.78
Treated: Max Free Cl2 Resid - Treated Water #1 (mg/L)	1.26	1.3	1.35	1.34	1.35	1.45	1.35	1.37	1.32	1.42	1.27	1.38			1.45	
Treated: Max Free Cl2 Resid - Treated Water #2 (mg/L)	1.19	1.38	1.32	1.42	1.39	1.35	1.38	1.32	1.45	1.36	1.32	1.34			1.45	
Treated: Max Free Cl2 Resid - Treated Water #3 (mg/L)	1.28	1.36	1.45	1.38	1.37	1.44	1.49	1.49	1.49	1.58	1.44	1.39			1.58	
Bacti Samples Collected:																
Raw Bacti: # of samples - Well #1	5	4	4	4	5	4	5	4	4	5	4	4	52			
Raw Bacti: # of samples - Well #2	5	4	1	5	5	4	5	4	4	5	4	4	50			
Raw Bacti: # of samples - Well #3	5	4	4	4	4	4	5	4	4	5	4	4	51			
Treated Bacti: # of samples - Treated Water #1	5	4	4	4	5	4	5	4	4	5	4	4	52			
Treated Bacti: # of samples - Treated Water #2	5	4	1	3	5	4	5	4	4	5	4	4	48			
Treated Bacti: # of samples - Treated Water #3	5	4	4	4	4	4	5	4	4	5	4	3	50			
Dist Bacti: # of samples - Distribution System	20	16	16	16	20	16	20	16	16	20	16	11	203			
Treated Bacti: # of TC exceedances - Treated Water #1	0	0	0	0	0	0	0	0	0	0	0	0	0			
Treated Bacti: # of TC exceedances - Treated Water #2	0	0	0	0	0	0	0	0	0	0	0	0	0			
Treated Bacti: # of TC exceedances - Treated Water #3	0	0	0	0	0	0	0	0	0	0	0	0	0			
Treated Bacti: # of EC exceedances - Treated Water #1	0	0	0	0	0	0	0	0	0	0	0	0	0			
Treated Bacti: # of EC exceedances - Treated Water #2	0	0	0	0	0	0	0	0	0	0	0	0	0			
Treated Bacti: # of EC exceedances - Treated Water #3	0	0	0	0	0	0	0	0	0	0	0	0	0			
Dist Bacti: # of TC exceedances - Distribution System	0	0	0	0	0	0	0	0	0	0	0	0	0			
Dist Bacti: # of EC exceedances - Distribution System	0	0	0	0	0	0	0	0	0	0	0	0	0			



TABLE 2

Annual Flow Report

St. Marys Well Supply
January - December 2018

Facility Works #: 220000521
Service Population: 7200
Design Capacity: 5184.0 m3/day

	01/2018	02/2018	03/2018	04/2018	05/2018	06/2018	07/2018	08/2018	09/2018	10/2018	11/2018	12/2018	Total	Avg	Max
Well #1 / Flow - m³/d															
Max	2,748.44	2,549.17	2,655.09	2,856.24	1,191.21	2,388.42	2,272.57	2,677.14	2,780.94	2,794.78	2,216.74	3,152.82			3,152.82
Mean	1,271.54	1,167.70	1,547.32	733.59	305.38	443.12	382.43	762.75	614.76	958.93	446.55	1,172.09		817.12	
Min	0	0	0	0	0	0	0	0	0	0	0	0			
Total	39,417.85	32,695.61	47,966.84	22,007.70	9,466.69	13,293.59	11,855.47	23,645.12	18,442.72	29,726.75	13,396.49	36,334.64	298,249.50		
Well #1 / Flush to Waste: Total - m³/d															
Max	74.13	77.19	77.56	67.13	45.79	43.55	38.59	42.56	59.86	57.8	61.01	89.38			89.38
Mean	33.396	38.771	45.932	21.134	10.965	9.864	8.421	13.105	13.618	22.913	12.482	27.648		21.458	
Min	0	0	0	0	0	0	0	0	0	0	0	0			
Total	1,035.29	1,085.58	1,423.89	634.01	339.91	295.91	261.04	406.25	408.54	710.31	374.45	857.10	7,832.28		
Well #2 / Flow - m³/d															
Max	2,363.51	2,451.65	970.43	2,607.93	3,049.08	3,002.10	3,130.18	3,018.82	2,680.27	3,019.41	3,196.76	3,047.19			3,196.76
Mean	877.79	766.05	38.48	1,073.65	2,191.61	1,483.20	1,176.89	1,129.85	1,513.36	729.20	1,464.34	594.09		1,089.71	
Min	0	0	0	0	0	0	0	0	0	0	0	0			
Total	27,211.39	21,449.46	1,192.96	32,209.43	67,940.00	44,496.12	36,483.67	35,025.32	45,400.76	22,605.22	43,930.27	19,801.28	397,745.90		
Well #2 / Flush to Waste: Total - m³/d															
Max	80.16	497.7	35.62	91.43	78.07	48.52	33.32	32.3	40.44	43.42	58.68	39.46			497.7
Mean	22.051	43.916	2.164	31.486	48.009	23.966	12.295	14.243	16.285	11.606	22.467	8.253		21.186	
Min	0	0	0	0	0	0	0	0	0	0	0	0			
Total	683.59	1,229.65	67.09	944.57	1,488.27	718.98	381.13	441.52	488.54	359.80	674.02	255.85	7,733.01		
Well #3 / Flow - m³/d															
Max	1,888.84	2,079.79	3,011.42	2,701.28	3,071.67	3,349.98	3,487.82	3,229.16	3,094.02	3,198.44	3,124.19	3211.29			3,487.82
Mean	563.38	676.52	1,135.55	932.79	488.92	1,092.96	1,604.85	1,064.36	701.31	1,192.52	1,235.52	1512.55		1,010.48	
Min	0	0	0	0	0	0	0	0	0	0	0	0			
Total	17,464.68	18,942.60	35,201.93	27,983.62	15,156.53	32,788.84	49,750.25	32,995.13	21,039.37	36,968.21	37,065.47	46,889.09	368,824.40		
Well #3 / Flush to Waste: Total - m³/d															
Max	61.93	43.57	26.13	27.21	30.34	20.1	13.12	12.06	41.36	38.34	33.26	30.3			2,701.28
Mean	13.142	12.612	7.99	98.953	5.081	6.171	3.438	3.306	8.679	12.068	11.949	10.733		16.04	
Min	0	0	0	0	0	0	0	0	0	0	0	0			
Total	407.41	353.13	247.68	280.39	157.51	185.14	106.59	102.49	260.38	374.1	358.48	332.71	3166.01		
Total Raw Flow of all Sources - m³/d															
Max	2,748.44	2,549.17	3,011.42	2,856.24	3,071.67	3,349.98	3,487.82	3,229.16	3,094.02	3,198.44	3,196.76	3,211.29			3,487.82
Total	86,842.36	75,636.84	87,373.15	85,056.99	95,634.89	93,928.53	101,577.21	94,894.73	87,976.87	92,498.62	97,588.99	106,236.30	1,064,819.75		

TABLE 3

Chlorine Gas Summary and Flow Well #1



TABLE 3
CHLORINE GAS USAGE AND WATER LEVELS - WELL NO. 1
JANUARY 1 - DECEMBER 31, 2018

PAGE 1 OF 3

Month	Total Flow (Treated) (m ³)	Cl ₂ Used (Kgs)	m3 produced per kg/Cl ₂	Avg. Cl ₂ Feed Rate (kg/day)	Avg. Cl ₂ Residual (mg/l)	Average Water Levels		Precipitation (Estimated) (mm)
						Static (ft)	Dynamic (ft)	
January	39,417.85	34.00	1159.35	6.7	1.16	52.9	57.4	99.0
February	32,695.61	41.22	793.20	7	1.13	45.6	51.5	114.4
March	47,966.84	52.10	920.67	7.1	1.15	41.7	51.6	23.5
April	22,007.70	43.04	511.33	7.3	1.17	43.9	53.7	91.0
May	9,466.69	17.21	550.07	7.2	1.19	44.5	49.8	68.0
June	13,293.59	19.20	692.37	7.2	1.25	50.8	55.8	91.1
July	11,855.47	17.20	689.27	7.2	1.27	54.3	59.4	63.1
August	23,645.12	29.45	802.89	7.2	1.30	54.8	61.7	175.6
September	18,442.72	42.60	432.93	7.2	1.22	52.3	62.3	71.5
October	29,726.75	46.21	643.30	7.2	1.33	53.3	62.1	118.0
November	13,396.49	10.42	1285.65	7.3	1.16	50.4	53.7	92.2
December	35,441.92	64.78	547.11	7.3	1.31	51.4	55.1	52.6
Minimum	9,466.69	10.42	432.93	6.7	1.13	41.70	49.80	23.50
Maximum	47,966.84	64.78	1285.65	7.3	1.33	54.80	62.30	175.60
Average	24,779.73	34.79	752.35	7	1.22	49.66	56.18	88.33
Totals	297,356.75	417.43						1,060

NOTES:

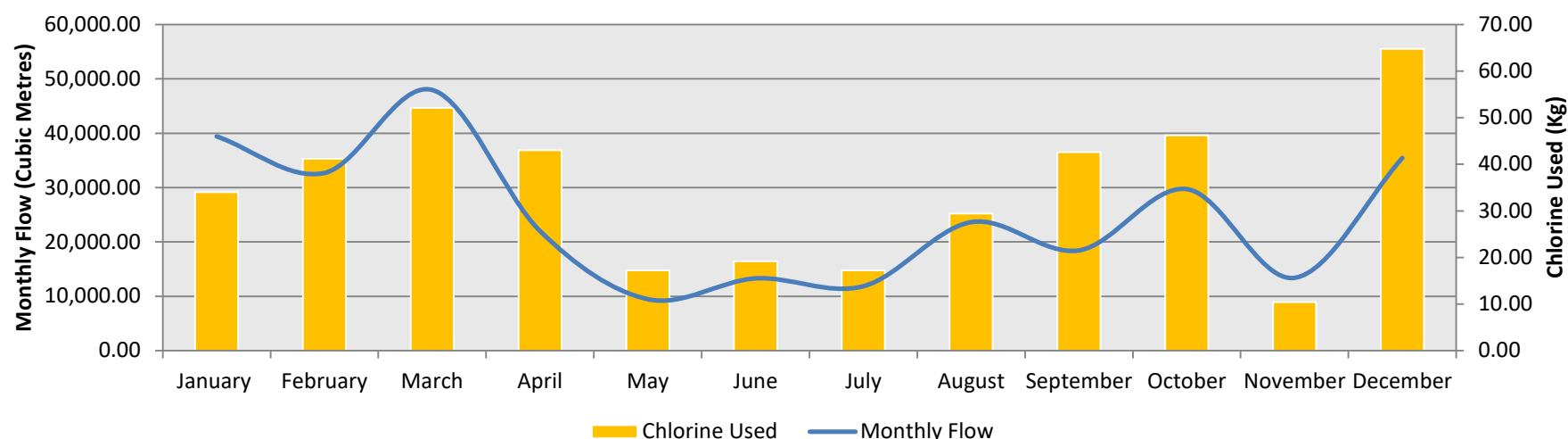
- m³ - Cubic Metres
- Cl₂ - Chlorine
- Kg - Kilogram
- L - Litre
- ft - Feet
- mm - Milimetre

TABLE 3
CHLORINE GAS USAGE AND WATER LEVELS - WELL NO. 1
WELL NO. 1 - CHLORINE GAS USAGE AND FLOW

PAGE 2 OF 3

Month	January	February	March	April	May	June	July	August	September	October	November	December
Monthly Flow	39,417.85	32,695.61	47,966.84	22,007.70	9,466.69	13,293.59	11,855.47	23,645.12	18,442.72	29,726.75	13,396.49	35,441.92
Cl₂ Used	46.7	41.22	52.1	43.04	17.21	19.5	17.2	29.45	42.6	46.21	23	64.78

2018 Chlorine Usage and Flow
St. Marys Well No. 1



NOTES:

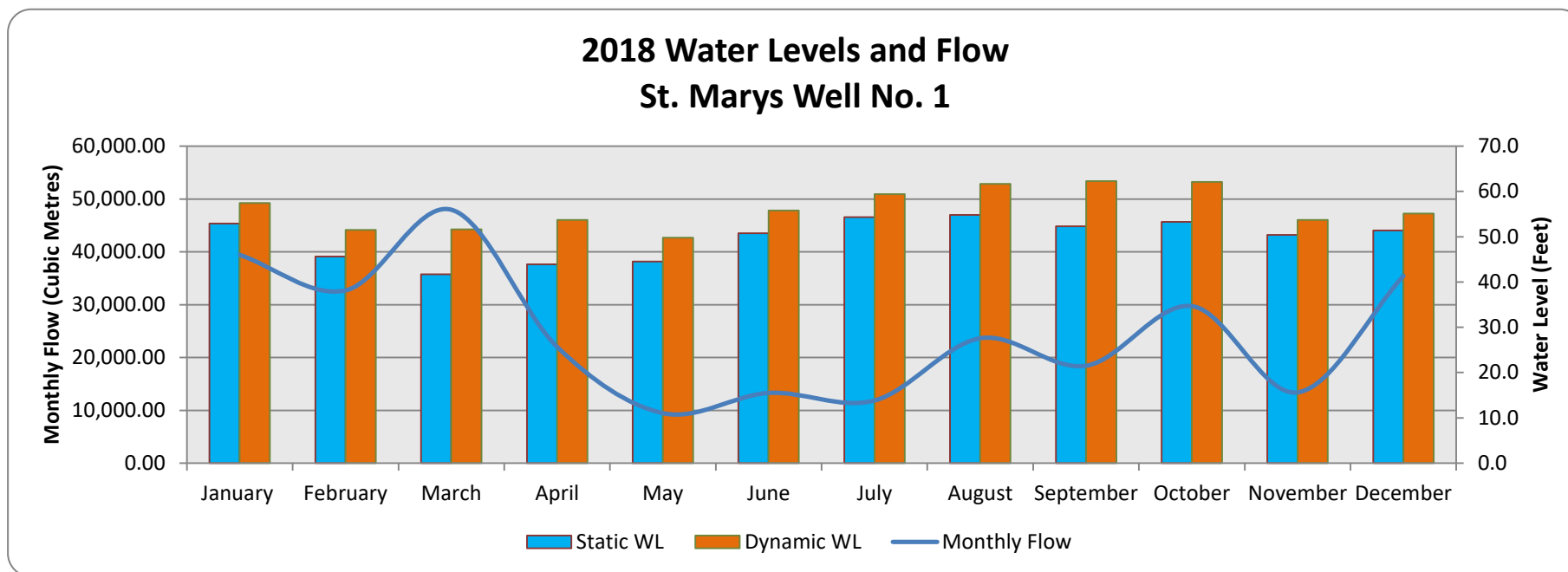
Monthly Flow - Total flow volume from the well as recorded by the flow meter

Chlorine Used - Total amount (Kg) of Chlorine used during each month at the well

TABLE 3
CHLORINE GAS USAGE AND WATER LEVELS - WELL NO. 1
WELL NO. 1 - WATER LEVELS AND FLOW

PAGE 3 OF 3

Month	January	February	March	April	May	June	July	August	September	October	November	December
Monthly Flow	39,417.85	32,695.61	47,966.84	22,007.70	9,466.69	13,293.59	11,855.47	23,645.12	18,442.72	29,726.75	13,396.49	35,441.92
Static Level	52.8	45.6	41.7	43.9	44.5	50.8	54.3	54.8	52.3	53.3	50.4	51.4
Dynamic Level	57.4	51.5	51.6	53.7	49.7	55.8	59.4	61.7	62.3	62.1	53.7	55.1



NOTES:

- Monthly Flow** - Total flow volume from the well as recorded by the flow meter
- Static Level** - Groundwater Level when pump is not running
- Dynamic Level** - Groundwater Level when the pump is running

TABLE 4

Chlorine Gas Summary and Flow Well #2A

TABLE 4
CHLORINE GAS USAGE AND WATER LEVELS - WELL NO. 2A
JANUARY 1 - DECEMBER 31, 2018

PAGE 1 OF 3

Month	Total Flow (Treated) (m ³)	Cl ₂ Used (Kgs)	m ³ produced per Kg/cl ₂	Avg. Cl ₂ Feed Rate (kg/day)	Avg. Cl ₂ Residual (mg/l)	Average Water Levels Static (ft)	Dynamic (ft)	Precipitation (Estimated) (mm)
January	27,211.4	45.80	594.14	6.9	1.14	47.1	57.0	99.0
February	21,449.5	32.00	670.30	7.3	1.13	44.8	52.2	114.4
March	1,193.0	7.70	154.93	7.3	1.22	46.7	50.5	23.5
April	32,209.4	46.30	695.67	7.7	1.23	45.3	52.6	91.0
May	67,940.0	97.50	696.82	7.7	1.29	46.7	53.9	68.0
June	44,496.1	55.80	797.42	7.5	1.28	51.2	59.0	91.1
July	36,483.7	67.60	539.70	7.5	1.31	52.5	60.9	63.1
August	35,025.3	50.80	689.47	7.3	1.22	53.6	63.2	175.6
September	45,400.8	62.14	730.62	7.5	1.31	53.5	62.0	71.5
October	22,605.2	67.10	336.89	7.5	1.24	52.2	61.1	118.0
November	43,930.3	75.75	579.94	7.5	1.21	51.3	57.6	92.2
December	18,416.9	26.31	700.00	7.0	1.21	49.2	53.5	52.6
Minimum	1,192.96	7.70	154.93	6.9	1.13	45	51	23.50
Maximum	67,940.00	97.50	797.42	7.7	1.31	54	63	175.60
Average	33,030.13	52.90	598.82	7.4	1.23	50	57	88.33
Totals	396,361.52	634.80						1,060

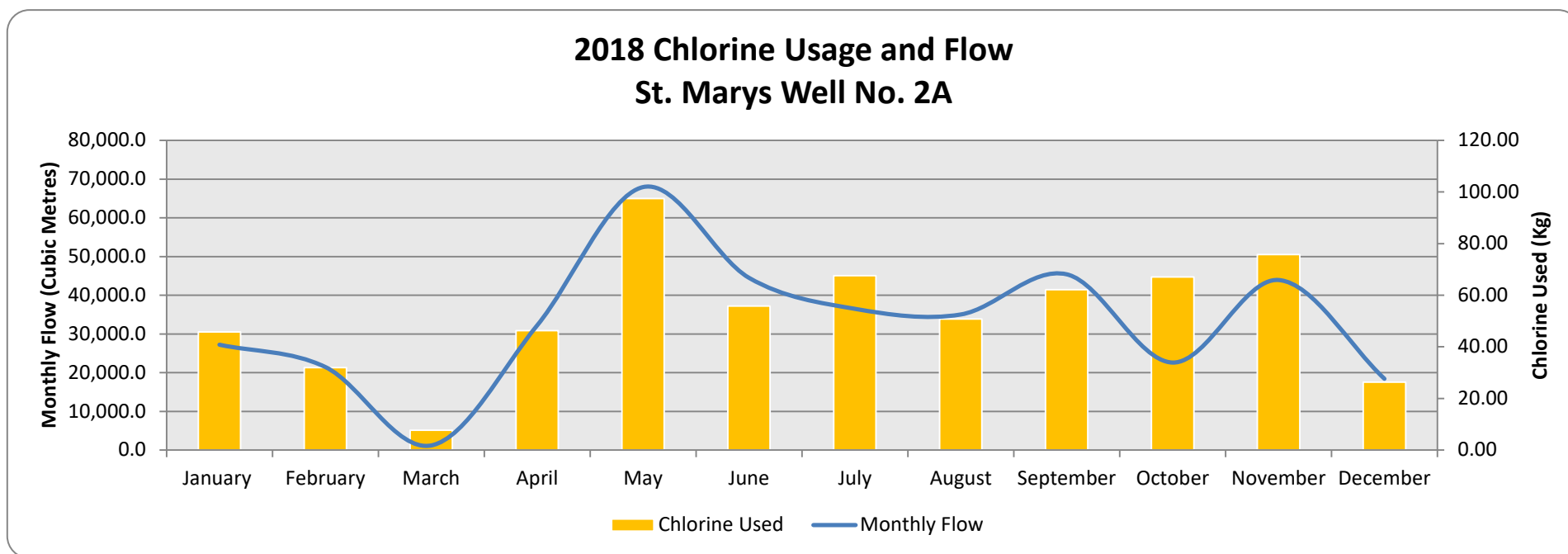
NOTES:

- m³ - Cubic Metres
- Cl₂ - Chlorine
- Kg - Kilogram
- L - Litre
- ft - Feet
- mm - Milimetre

TABLE 4
CHLORINE GAS USAGE AND WATER LEVELS - WELL NO. 2A
WELL NO. 2A - CHLORINE GAS USAGE AND FLOW

PAGE 2 OF 3

Month	January	February	March	April	May	June	July	August	September	October	November	December
Monthly Flow	27,211.39	21,449.46	1,192.96	32,209.43	67,940.00	44,496.12	36,483.67	35,025.32	45,400.76	22,605.22	43,930.27	18,416.92
Cl₂ Used	45.8	32	7.7	46.3	97.5	55.8	67.6	50.8	62.14	67.1	75.75	26.31



NOTES:

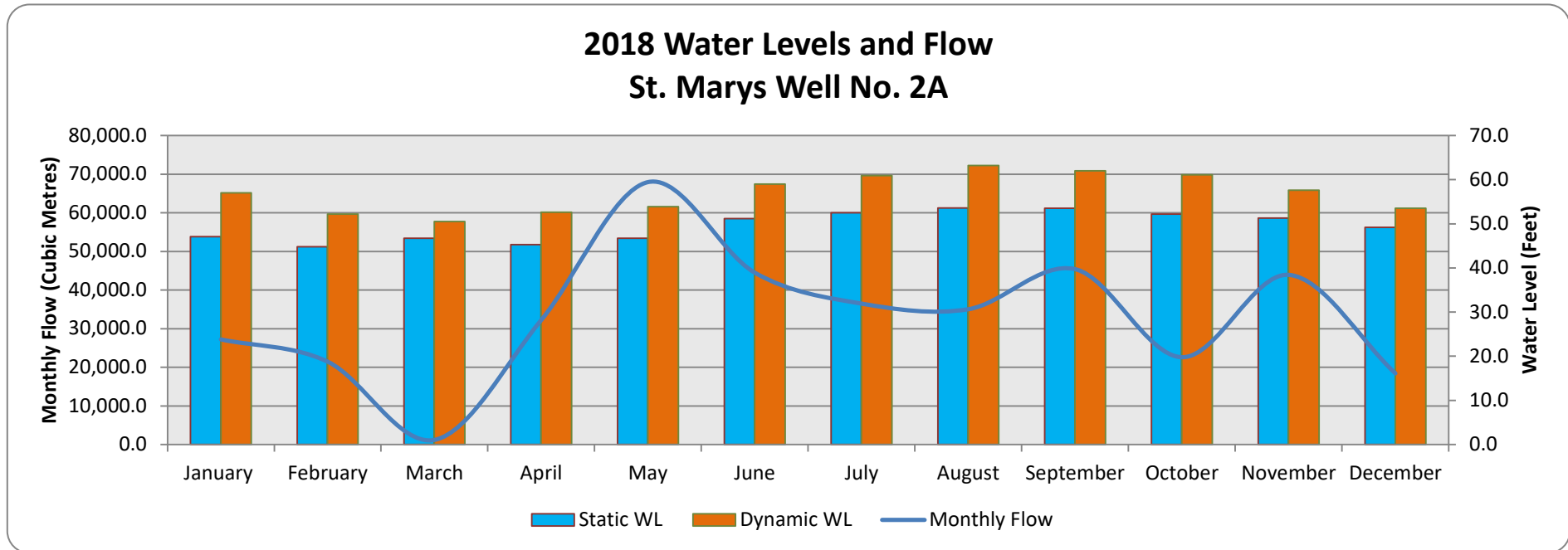
Monthly Flow - Total flow volume from the well as recorded by the flow meter

Chlorine Used - Total amount (Kg) of Chlorine used during each month at the well

TABLE 4
CHLORINE GAS USAGE AND WATER LEVELS - WELL NO. 2A
WELL NO. 2A - WATER LEVELS AND FLOW

PAGE 3 OF 3

Month	January	February	March	April	May	June	July	August	September	October	November	December
Monthly Flow	27,211.39	21,449.46	1,192.96	32,209.43	67,940.00	44,496.12	36,483.67	35,025.32	45,400.76	22,605.22	43,930.27	18,416.92
Static Level	47.1	44.8	46.7	45.3	46.7	51.2	52.5	53.6	53.5	52.2	51.3	49.2
Dynamic Level	57.0	52.2	50.5	52.6	53.9	51.0	60.9	63.2	62.0	61.1	57.6	53.5



NOTES:

Monthly Flow - Total flow volume from the well as recorded by the flow meter

Static Level - Groundwater Level when pump is not running

Dynamic Level - Groundwater Level when the pump is running

TABLE 5

Chlorine Gas Summary and Flow Well #3

TABLE 5
CHLORINE GAS USAGE AND WATER LEVELS - WELL NO. 3
JANUARY 1 - DECEMBER 31, 2018

PAGE 1 OF 3

Month	Total Flow (Treated) (m ³)	Cl ₂ Used (Kgs)	m ³ produced per Kg/cl ₂	Avg. Cl ₂ Feed Rate (kg/day)	Avg. Cl ₂ Residual (mg/l)	Average Water Levels		Precipitation (Estimated) (mm)
						Static (ft)	Dynamic (ft)	
January	17,464.68	22	793.85	5.1	1.11	44.50	57.08	99.0
February	18,942.60	29	653.19	6.4	1.26	41.11	52.80	114.4
March	35,201.93	49	718.41	6.4	1.30	45.18	56.80	23.5
April	27,983.62	33	847.99	6.4	1.24	47.10	60.75	91.0
May	15,156.53	20	757.83	6.4	1.22	41.10	54.50	68.0
June	32,788.84	48	683.10	6.4	1.32	43.22	55.67	91.1
July	49,750.25	74	672.30	6.4	1.35	47.38	59.39	63.1
August	32,995.13	51	646.96	6.5	1.37	44.10	57.55	175.6
September	21,039.37	32	657.48	6.4	1.30	44.90	57.33	71.5
October	36,968.21	59	626.58	6.2	1.33	46.80	54.92	118.0
November	37,065.47	51	726.77	6.3	1.24	43.56	51.91	92.2
December	46,889.09	70	669.84	6.4	1.27	41.70	52.67	52.6
Minimum	15,156.53	20.00	626.58	5.10	1.11	41.10	51.91	23.50
Maximum	49,750.25	74.00	847.99	6.50	1.37	47.38	60.75	175.60
Average	31,020.48	44.83	704.53	6.28	1.28	44.22	55.95	88.33
Totals	372,245.72	538.00						1,060

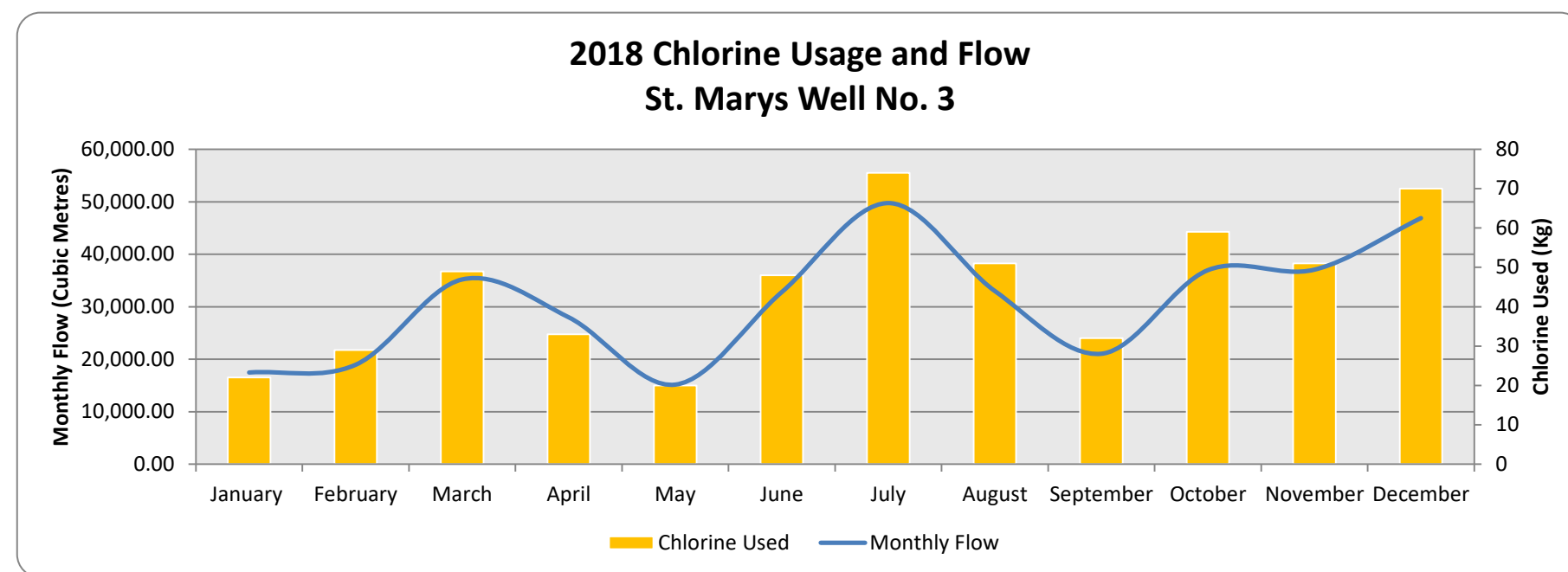
NOTES:

- m³ - Cubic Metres
- Cl₂ - Chlorine
- Kg - Kilogram
- L - Litre
- ft - Feet
- mm - Milimetre

TABLE 5
CHLORINE GAS USAGE AND WATER LEVELS - WELL NO. 3
WELL NO. 3 - CHLORINE GAS USAGE AND FLOW

PAGE 2 OF 3

Month	January	February	March	April	May	June	July	August	September	October	November	December
Monthly Flow	17,464.68	18,942.60	35,201.93	27,983.62	15,156.53	32,788.84	49,750.25	32,995.13	21,039.37	36,968.21	37,065.47	46,889.09
Cl ₂ Used	22	29	49	33	20	48	74	51	32	59	51	70



NOTES:

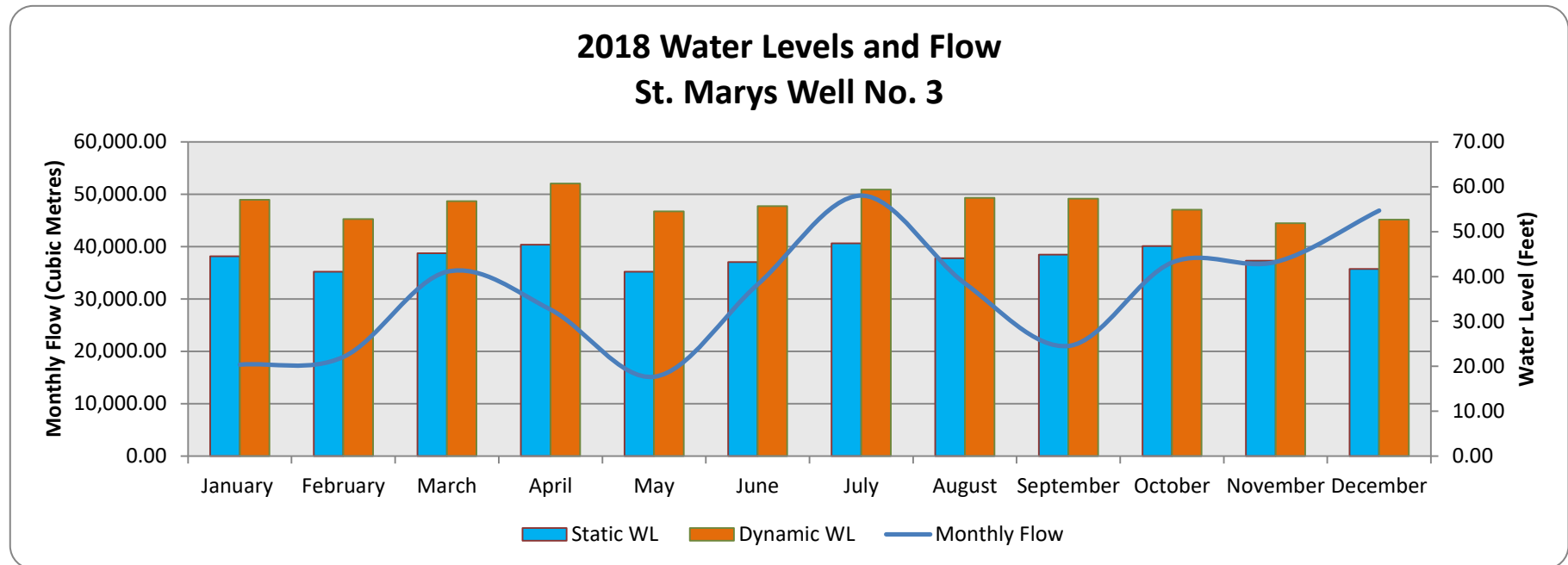
Monthly Flow - Total flow volume from the well as recorded by the flow meter

Chlorine Used - Total amount (Kg) of Chlorine used during each month at the well

TABLE 5
CHLORINE GAS USAGE AND WATER LEVELS - WELL NO. 3
WELL NO. 3 - WATER LEVELS AND FLOW

PAGE 3 OF 3

Month	January	February	March	April	May	June	July	August	September	October	November	December
Monthly Flow	17,464.68	18,942.60	35,201.93	27,983.62	15,156.53	32,788.84	49,750.25	32,995.13	21,039.37	36,968.21	37,065.47	46,889.09
Static Level	44.5	41.1	45.2	47.1	41.1	43.2	47.4	44.1	46.0	46.8	43.6	41.7
Dynamic Level	57.1	52.8	56.8	60.8	54.5	55.7	59.4	57.6	57.3	54.9	51.9	52.7



NOTES:

- Monthly Flow** - Total flow volume from the well as recorded by the flow meter
- Static Level** - Groundwater Level when pump is not running
- Dynamic Level** - Groundwater Level when the pump is running



APPENDIX A

2018

Annual Drinking Water Report

2018 ANNUAL REPORT – TOWN OF ST. MARYS

Drinking-Water System Number:	220000521
Drinking-Water System Name:	St. Marys Well Supply
Drinking-Water System Owner:	The Corporation of the Town of St. Marys
Drinking-Water System Category:	Large, Municipal, Residential
Period being reported:	January 1, 2018 to December 31, 2018

<p>Does your Drinking-Water System serve more than 10,000 people? No</p> <p>Is your annual report available to the public at no charge on a web site on the Internet? Yes</p> <p>Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.</p> <p>Municipal Operations Center, 408 James Street South www.townofstmarys.com</p>	<p>Number of Designated Facilities served: 0</p> <p>Did you provide a copy of your annual report to all Designated Facilities you serve? n/a</p> <p>Number of Interested Authorities you report to: 0</p> <p>Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility? n/a</p>
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List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:
n/a

Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water? n/a

Indicate how you notified system users that your annual report is available, and is free of charge.

- Public access/notice via the web
- Public access/notice via Public Request
- Public access/notice via other method - Municipal office

Drinking-Water System

Each of the pump houses #1, 2A and 3 house a vertical turbine pump, each rated at 60 L/s capacity. These draw ground water from all three wells. Water passes air release valves, a backflow check valve, pressure gauges, primary UV light disinfection, flow meter, the chlorine gas injection point and actuator control valve and then into the contact chamber piping located underground.

Booster Station

This provides additional system pressure for industrial properties within the southeast area of the town during fire emergencies.

Water Tower

The water tower is for system pressure regulation and has a storage capacity of 1,820 m3.

Water Treatment Chemicals

Chlorine gas for primary and secondary disinfection

Expenses to install, repair or replace equipment

Well #3 - VFD replacement - \$8,285.00

Well #2A - Turbidity meter repairs - \$1,750.00

Well #3 - HMI replacement for UV system - Well #3 - \$4,570.00

Well #3 - Replacement fan for UV system - \$1,319.00

Well #2A - well pump rehabilitation: \$38,000

Church St. and Station St. hydrant replacement hydrant repair \$2817.00

10" valve replacements on Widder St. E and King St. N and 6" valve replacement at Widder St. E. and Church St. N - \$5,000

James St. Skate Park valve replacement and hydrant removal at Skate Park - \$1,943.00

New Reservoir and Booster Pumping Station: \$3,000,000

Generator installation at Booster Station - \$120,000

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre.

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date
No adverse for 2018 reporting period					

Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03

	Number of Samples	Range of E.Coli or Fecal Results (min -max) cfu/100ml	Range of Total Coliform Results (min -max) cfu/100ml	Number of HPC Samples	Range of HPC Results (min -max) cfu/1mL spread plate
Raw	152	0 - 1	0 - 32	-	-
Treated	152	0 - 0	0 - 0	152	0 - <10
Distribution	203	0 - 0	0 - 0	50	0 - <10

Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.

	Number of Grab Samples	Range of Results min -max	Unit of Measure
Turbidity	8760*	Well 1 0.20 - 2.00 Well 2A 0.02 - 1.96 Well 3 0.13 - 2.00	NTU
Chlorine	8760*	Well 1 0.74 - 1.65 Well 2A 0.43 - 1.67 Well 3 0.50 - 2.20	mg/L
Fluoride (If the DWS provides fluoridation)	N/A	N/A	N/A

*- continuous monitoring

Annual Report:

The 2017 Annual report has been completed based on the information we have in our records and in accordance with section

11(1) O. Reg. 170/03 under the Safe Drinking Water Act which requires an Annual Report to be prepared not later than February

28th of each year for the preceding calendar year. This report covers the period of January 1, 2017 to December 31, 2017.

The annual report is not required to be submitted to the Ministry of Environment however it is still required to be completed

and available to the public by the February 28th of each year. Additional testing carried out in accordance with the requirement of an approval, order or other legal instrument.

Treated Water	Sample Date (mm/dd/yyyy)	Sample Result
UV Transmittance % - TW1	1/09/2018	94.3
UV Transmittance % - TW1	4/10/2018	93.9
UV Transmittance % - TW1	7/06/2018	94.1
UV Transmittance % - TW1	10/02/2018	94.4
UV Transmittance % - TW2A	1/09/2018	91.7
UV Transmittance % - TW2A	4/11/2018	93.8
UV Transmittance % - TW2A	7/06/2018	93.3
UV Transmittance % - TW2A	10/02/2018	94.0
UV Transmittance % - TW3	1/09/2018	94.9
UV Transmittance % - TW3	4/11/2018	95.5
UV Transmittance % - TW3	7/06/2018	95.3
UV Transmittance % - TW3	10/02/2018	95.0

Schedule 24 - Inorganic parameters

Treated Water	Sample Date (mm/dd/yyyy)	Sample Result	MAC	No. of Exceedances	
				MAC	1/2 MAC
Antimony: Sb (ug/L) - TW1	1/09/2018	0.14	6.0	No	No
Antimony: Sb (ug/L) - TW2A	1/09/2018	0.08	6.0	No	No
Antimony: Sb (ug/L) - TW3	1/09/2018	0.34	6.0	No	No
Arsenic: As (ug/L) - TW1	1/09/2018	0.3	25.0	No	No
Arsenic: As (ug/L) - TW2A	1/09/2018	0.5	25.0	No	No
Arsenic: As (ug/L) - TW3	1/09/2018	0.2	25.0	No	No
Barium: Ba (ug/L) - TW1	1/09/2018	153	1000	No	No
Barium: Ba (ug/L) - TW2A	1/09/2018	105	1000	No	No
Barium: Ba (ug/L) - TW3	1/09/2018	114	1000	No	No

Boron: B (ug/L) - TW1	1/09/2018	48	5000	No	No
Boron: B (ug/L) - TW2A	1/09/2018	53	5000	No	No
Boron: B (ug/L) - TW3	1/09/2018	58	5000	No	No
Cadmium: Cd (ug/L) - TW1	1/09/2018	0.118	5.0	No	No
Cadmium: Cd (ug/L) - TW2A	1/09/2018	0.032	5.0	No	No
Cadmium: Cd (ug/L) - TW3	1/09/2018	0.041	5.0	No	No
Chromium: Cr (ug/L) - TW1	1/09/2018	0.10	50	No	No
Chromium: Cr (ug/L) - TW2A	1/09/2018	0.25	50	No	No
Chromium: Cr (ug/L) - TW3	1/09/2018	0.11	50	No	No
Mercury: Hg (ug/L) - TW1	1/09/2018	0.03	1.0	No	No
Mercury: Hg (ug/L) - TW2A	1/09/2018	0.02	1.0	No	No
Mercury: Hg (ug/L) - TW3	1/09/2018	0.02	1.0	No	No
Selenium: Se (ug/L) - TW1	1/09/2018	0.84	50.0	No	No
Selenium: Se (ug/L) - TW2A	1/09/2018	0.50	50.0	No	No
Selenium: Se (ug/L) - TW3	1/09/2018	0.82	50.0	No	No
Uranium: U (ug/L) - TW1	1/09/2018	1.42	20.0	No	No
Uranium: U (ug/L) - TW2A	1/09/2018	2.03	20.0	No	No
Uranium: U (ug/L) - TW3	1/09/2018	2.99	20.0	No	No
Additional Inorganics					
Fluoride (mg/L) - TW1	1/09/2018	1.13	1.5	No	No
Fluoride (mg/L) - TW2A	1/09/2018	1.23	1.5	No	No
Fluoride (mg/L) - TW3	1/09/2018	1.00	1.5	No	No
Nitrite (mg/L) - TW1	1/09/2018	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW1	4/10/2018	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW1	7/11/2018	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW1	10/02/2018	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW2A	1/09/2018	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW2A	4/11/2018	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW2A	7/06/2018	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW2A	10/02/2018	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW3	1/09/2018	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW3	4/11/2018	<MDL 0.003	1.0	No	No

Nitrite (mg/L) - TW3	7/06/2018	<MDL 0.003	1.0	No	No
Nitrite (mg/L) - TW3	10/02/2018	0.009	1.0	No	No
Nitrate (mg/L) - TW1	1/09/2018	1.47	10.0	No	No
Nitrate (mg/L) - TW1	4/10/2018	3.05	10.0	No	No
Nitrate (mg/L) - TW1	7/06/2018	2.32	10.0	No	No
Nitrate (mg/L) - TW1	10/02/2018	1.05	10.0	No	No
Nitrate (mg/L) - TW2A	1/09/2018	0.634	10.0	No	No
Nitrate (mg/L) - TW2A	4/11/2018	1.22	10.0	No	No
Nitrate (mg/L) - TW2A	7/06/2018	1.06	10.0	No	No
Nitrate (mg/L) - TW2A	10/02/2018	0.647	10.0	No	No
Nitrate (mg/L) - TW3	1/09/2018	0.526	10.0	No	No
Nitrate (mg/L) - TW3	4/11/2018	0.867	10.0	No	No
Nitrate (mg/L) - TW3	7/06/2018	0.872	10.0	No	No
Nitrate (mg/L) - TW3	10/02/2018	0.593	10.0	No	No
Sodium: Na (mg/L) - TW1	1/09/2018	28.6	20*	Yes*	Yes
Sodium: Na (mg/L) - TW2A	1/09/2018	51.6	20*	Yes*	Yes
Sodium: Na (mg/L) - TW3	1/09/2018	61.5	20*	Yes*	Yes

*Adverse for Sodium last reported on January 26, 2015 – report required every 5 years

Summary of lead testing under Schedule 15.1 during this reporting period

Location Type	Date Sampled	Number of Samples	pH Range	Range of Alkalinity (min – max) mg/L	Range of Lead Results (min – max) ug/L	Number of Exceedances
Distribution	March and August	6	7.42 – 7.82	239 – 280	0.23 – 2.02	0

Schedule 23 – Organic parameters

Treated Water	Sample Date (mm/dd/yyyy)	Sample Result	MAC	Number of Exceedances	
				MAC	1/2 MAC
Alachlor (ug/L) - TW1	1/09/2018	<MDL 0.02	5.00	No	No
Alachlor (ug/L) - TW2A	1/09/2018	<MDL 0.02	5.00	No	No
Alachlor (ug/L) - TW3	1/09/2018	<MDL 0.02	5.00	No	No
Atrazine + N-dealkylated metabolites (ug/L) - TW1	1/09/2018	<MDL 0.02	5.00	No	No
Atrazine + N-dealkylated metabolites (ug/L) - TW2A	1/09/2018	<MDL 0.02	5.00	No	No

Atrazine + N-dealkylated metabolites (ug/L) - TW3	1/09/2018	<MDL 0.02	5.00	No	No
Azinphos-methyl (ug/L) - TW1	1/09/2018	<MDL 0.05	20.00	No	No
Azinphos-methyl (ug/L) - TW2A	1/09/2018	<MDL 0.05	20.00	No	No
Azinphos-methyl (ug/L) - TW3	1/09/2018	<MDL 0.05	20.00	No	No
Benzene (ug/L) - TW1	1/09/2018	<MDL 0.32	5.00	No	No
Benzene (ug/L) - TW2A	1/09/2018	<MDL 0.32	5.00	No	No
Benzene (ug/L) - TW3	1/09/2018	<MDL 0.32	5.00	No	No
Benzo(a)pyrene (ug/L) - TW1	1/09/2018	<MDL 0.004	0.01	No	No
Benzo(a)pyrene (ug/L) - TW2A	1/09/2018	<MDL 0.004	0.01	No	No
Benzo(a)pyrene (ug/L) - TW3	1/09/2018	<MDL 0.004	0.01	No	No
Bromoxynil (ug/L) - TW1	1/09/2018	<MDL 0.33	5.00	No	No
Bromoxynil (ug/L) - TW2A	1/09/2018	<MDL 0.33	5.00	No	No
Bromoxynil (ug/L) - TW3	1/09/2018	<MDL 0.33	5.00	No	No
Carbaryl (ug/L) - TW1	1/09/2018	<MDL 0.05	90.00	No	No
Carbaryl (ug/L) - TW2A	1/09/2018	<MDL 0.05	90.00	No	No
Carbaryl (ug/L) - TW3	1/09/2018	<MDL 0.05	90.00	No	No
Carbofuran (ug/L) - TW1	1/09/2018	<MDL 0.01	90.00	No	No
Carbofuran (ug/L) - TW2A	1/09/2018	<MDL 0.01	90.00	No	No
Carbofuran (ug/L) - TW3	1/09/2018	<MDL 0.01	90.00	No	No
Carbon Tetrachloride (ug/L) - TW1	1/09/2018	<MDL 0.16	5.00	No	No
Carbon Tetrachloride (ug/L) - TW2A	1/09/2018	<MDL 0.16	5.00	No	No
Carbon Tetrachloride (ug/L) - TW3	1/09/2018	<MDL 0.16	5.00	No	No
Chlorpyrifos (ug/L) - TW1	1/09/2018	<MDL 0.02	90.00	No	No
Chlorpyrifos (ug/L) - TW2A	1/09/2018	<MDL 0.02	90.00	No	No
Chlorpyrifos (ug/L) - TW3	1/09/2018	<MDL 0.02	90.00	No	No
Diazinon (ug/L) - TW1	1/09/2018	<MDL 0.02	20.00	No	No
Diazinon (ug/L) - TW2A	1/09/2018	<MDL 0.02	20.00	No	No
Diazinon (ug/L) - TW3	1/09/2018	<MDL 0.02	20.00	No	No
Dicamba (ug/L) - TW1	1/09/2018	<MDL 0.20	120.00	No	No
Dicamba (ug/L) - TW2A	1/09/2018	<MDL 0.20	120.00	No	No

Dicamba (ug/L) – TW3	1/09/2018	<MDL 0.20	120.00	No	No
1,2-Dichlorobenzene (ug/L) – TW1	1/09/2018	<MDL 0.41	200.00	No	No
1,2-Dichlorobenzene (ug/L) – TW2A	1/09/2018	<MDL 0.41	200.00	No	No
1,2-Dichlorobenzene (ug/L) – TW3	1/09/2018	<MDL 0.41	200.00	No	No
1,4-Dichlorobenzene (ug/L) – TW1	1/09/2018	<MDL 0.36	5.00	No	No
1,4-Dichlorobenzene (ug/L) – TW2A	1/09/2018	<MDL 0.36	5.00	No	No
1,4-Dichlorobenzene (ug/L) – TW3	1/09/2018	<MDL 0.36	5.00	No	No
1,2-Dichloroethane (ug/L) – TW1	1/09/2018	<MDL 0.35	5.00	No	No
1,2-Dichloroethane (ug/L) – TW2A	1/09/2018	<MDL 0.35	5.00	No	No
1,2-Dichloroethane (ug/L) – TW3	1/09/2018	<MDL 0.35	5.00	No	No
1,1-Dichloroethylene (ug/L) – TW1	1/09/2018	<MDL 0.33	14.00	No	No
1,1-Dichloroethylene (ug/L) – TW2A	1/09/2018	<MDL 0.33	14.00	No	No
1,1-Dichloroethylene (ug/L) – TW3	1/09/2018	<MDL 0.33	14.00	No	No
Dichloromethane (Methylene Chloride) (ug/L) – TW1	1/09/2018	<MDL 0.35	50.00	No	No
Dichloromethane (Methylene Chloride) (ug/L) – TW2A	1/09/2018	<MDL 0.35	50.00	No	No
Dichloromethane (Methylene Chloride) (ug/L) – TW3	1/09/2018	<MDL 0.35	50.00	No	No
2,4-Dichlorophenol (ug/L) – TW1	1/09/2018	<MDL 0.15	900.00	No	No
2,4-Dichlorophenol (ug/L) – TW2A	1/09/2018	<MDL 0.15	900.00	No	No
2,4-Dichlorophenol (ug/L) – TW3	1/09/2018	<MDL 0.15	900.00	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L) – TW1	1/09/2018	<MDL 0.19	100.00	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L) – TW2A	1/09/2018	<MDL 0.19	100.00	No	No
2,4-Dichlorophenoxy acetic acid (2,4-D) (ug/L) – TW3	1/09/2018	<MDL 0.19	100.00	No	No
Diclofop-methyl (ug/L) – TW1	1/09/2018	<MDL 0.40	9.00	No	No
Diclofop-methyl (ug/L) – TW2A	1/09/2018	<MDL 0.40	9.00	No	No
Diclofop-methyl (ug/L) – TW3	1/09/2018	<MDL 0.40	9.00	No	No
Dimethoate (ug/L) – TW1	1/09/2018	<MDL 0.03	20.00	No	No
Dimethoate (ug/L) – TW2A	1/09/2018	<MDL 0.03	20.00	No	No
Dimethoate (ug/L) – TW3	1/09/2018	<MDL 0.03	20.00	No	No

Diquat (ug/L) – TW1	1/09/2018	<MDL 1	70.00	No	No
Diquat (ug/L) – TW2A	1/09/2018	<MDL 1	70.00	No	No
Diquat (ug/L) – TW3	1/09/2018	<MDL 1	70.00	No	No
Diuron (ug/L) – TW1	1/09/2018	<MDL 0.03	150.00	No	No
Diuron (ug/L) – TW2A	1/09/2018	<MDL 0.03	150.00	No	No
Diuron (ug/L) – TW3	1/09/2018	<MDL 0.03	150.00	No	No
Glyphosate (ug/L) – TW1	1/09/2018	<MDL 1	280.00	No	No
Glyphosate (ug/L) – TW2A	1/09/2018	<MDL 1	280.00	No	No
Glyphosate (ug/L) – TW3	1/09/2018	<MDL 1	280.00	No	No
Malathion (ug/L) – TW1	1/09/2018	<MDL 0.02	190.00	No	No
Malathion (ug/L) – TW2A	1/09/2018	<MDL 0.02	190.00	No	No
Malathion (ug/L) – TW3	1/09/2018	<MDL 0.02	190.00	No	No
2-Methyl-4-chlorophenoxyacetic acid MCPA (mg/L) – TW1	1/09/2018	<MDL 0.00012	0.10	No	No
2-Methyl-4-chlorophenoxyacetic acid MCPA (mg/L) – TW2A	1/09/2018	<MDL 0.00012	0.10	No	No
2-Methyl-4-chlorophenoxyacetic acid MCPA (mg/L) – TW3	1/09/2018	<MDL 0.00012	0.10	No	No
Metolachlor (ug/L) – TW1	1/09/2018	<MDL 0.01	50.00	No	No
Metolachlor (ug/L) – TW2A	1/09/2018	<MDL 0.01	50.00	No	No
Metolachlor (ug/L) – TW3	1/09/2018	<MDL 0.01	50.00	No	No
Metribuzin (ug/L) – TW1	1/09/2018	<MDL 0.02	80.00	No	No
Metribuzin (ug/L) – TW2A	1/09/2018	<MDL 0.02	80.00	No	No
Metribuzin (ug/L) – TW3	1/09/2018	<MDL 0.02	80.00	No	No
Monochlorobenzene (Chlorobenzene) (ug/L) – TW1	1/09/2018	<MDL 0.3	80.00	No	No
Monochlorobenzene (Chlorobenzene) (ug/L) – TW2A	1/09/2018	<MDL 0.3	80.00	No	No
Monochlorobenzene (Chlorobenzene) (ug/L) – TW3	1/09/2018	<MDL 0.3	80.00	No	No
Paraquat (ug/L) – TW1	1/09/2018	<MDL 1	10.00	No	No
Paraquat (ug/L) – TW2A	1/09/2018	<MDL 1	10.00	No	No
Paraquat (ug/L) – TW3	1/09/2018	<MDL 1	10.00	No	No

PCB (ug/L) – TW1	1/09/2018	<MDL 0.04	3.00	No	No
PCB (ug/L) – TW2A	1/09/2018	<MDL 0.04	3.00	No	No
PCB (ug/L) – TW3	1/09/2018	<MDL 0.04	3.00	No	No
Pentachlorophenol (ug/L) – TW1	1/09/2018	<MDL 0.15	60.00	No	No
Pentachlorophenol (ug/L) – TW2A	1/09/2018	<MDL 0.15	60.00	No	No
Pentachlorophenol (ug/L) – TW3	1/09/2018	<MDL 0.15	60.00	No	No
Phorate (ug/L) – TW1	1/09/2018	<MDL 0.01	2.00	No	No
Phorate (ug/L) – TW2A	1/09/2018	<MDL 0.01	2.00	No	No
Phorate (ug/L) – TW3	1/09/2018	<MDL 0.01	2.00	No	No
Picloram (ug/L) – TW1	1/09/2018	<MDL 1	190.00	No	No
Picloram (ug/L) – TW2A	1/09/2018	<MDL 1	190.00	No	No
Picloram (ug/L) – TW3	1/09/2018	<MDL 1	190.00	No	No
Prometryne (ug/L) – TW1	1/09/2018	<MDL 0.03	1.00	No	No
Prometryne (ug/L) – TW2A	1/09/2018	<MDL 0.03	1.00	No	No
Prometryne (ug/L) – TW3	1/09/2018	<MDL 0.03	1.00	No	No
Simazine (ug/L) – TW1	1/09/2018	<MDL 0.01	10.00	No	No
Simazine (ug/L) – TW2A	1/09/2018	<MDL 0.01	10.00	No	No
Simazine (ug/L) – TW3	1/09/2018	<MDL 0.01	10.00	No	No
Terbufos (ug/L) – TW1	1/09/2018	<MDL 0.01	1.00	No	No
Terbufos (ug/L) – TW2A	1/09/2018	<MDL 0.01	1.00	No	No
Terbufos (ug/L) – TW3	1/09/2018	<MDL 0.01	1.00	No	No
Tetrachloroethylene (ug/L) – TW1	1/09/2018	<MDL 0.35	10.00	No	No
Tetrachloroethylene (ug/L) – TW2A	1/09/2018	<MDL 0.35	10.00	No	No
Tetrachloroethylene (ug/L) – TW3	1/09/2018	<MDL 0.35	10.00	No	No
2,3,4,6-Tetrachlorophenol (ug/L) – TW1	1/09/2018	<MDL 0.20	100.00	No	No
2,3,4,6-Tetrachlorophenol (ug/L) – TW2A	1/09/2018	<MDL 0.20	100.00	No	No
2,3,4,6-Tetrachlorophenol (ug/L) – TW3	1/09/2018	<MDL 0.20	100.00	No	No
Triallate (ug/L) – TW1	1/09/2018	<MDL 0.01	230.00	No	No
Triallate (ug/L) – TW2A	1/09/2018	<MDL 0.01	230.00	No	No
Triallate (ug/L) – TW3	1/09/2018	<MDL 0.01	230.00	No	No

Trichloroethylene (ug/L) – TW1	1/09/2018	<MDL 0.44	50.00	No	No
Trichloroethylene (ug/L) – TW2A	1/09/2018	<MDL 0.44	50.00	No	No
Trichloroethylene (ug/L) – TW3	1/09/2018	<MDL 0.44	50.00	No	No
2,4,6-Trichlorophenol (ug/L) – TW1	1/09/2018	<MDL 0.25	5.00	No	No
2,4,6-Trichlorophenol (ug/L) – TW2A	1/09/2018	<MDL 0.25	5.00	No	No
2,4,6-Trichlorophenol (ug/L) – TW3	1/09/2018	<MDL 0.25	5.00	No	No
Trifluralin (ug/L) – TW1	1/09/2018	<MDL 0.02	45.00	No	No
Trifluralin (ug/L) – TW2A	1/09/2018	<MDL 0.02	45.00	No	No
Trifluralin (ug/L) – TW3	1/09/2018	<MDL 0.02	45.00	No	No
Vinyl Chloride (ug/L) – TW1	1/09/2018	<MDL 0.17	1.00	No	No
Vinyl Chloride (ug/L) – TW2A	1/09/2018	<MDL 0.17	1.00	No	No
Vinyl Chloride (ug/L) – TW3	1/09/2018	<MDL 0.17	1.00	No	No
Trihalomethanes – farthest point in the distribution system (ug/L)	Running average	12.88	100	No	No
HAA's – Haloacetic Acids	Running average	<MDL 5.3	n/a	No	No

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards. n/a



INFORMATION REPORT

To:	Mayor Stratthdee and Members of Council
Prepared by:	Dave Blake, Environmental Services Supervisor
Date of Meeting:	26 March 2019
Subject:	PW 16-2019 Wastewater Summary Report for 2018

INFORMATION

To update Council regarding the recent completion of the 2018 Annual Wastewater Treatment Plant and to summarize key aspects within the annual report for Council.

RECOMMENDATION

THAT report PW 16-2019, Wastewater Summary Report for 2018 be received for information.

BACKGROUND

The Town is required to submit an annual report to the Ministry of Environment, Conservation & Parks (MECP) prior to March 31 of each year for the previous year's plant operations. Each year this report is prepared by Ontario Clean Water Agency (OCWA) and submitted to the MECP on the Town's behalf.

REPORT

In 2018, the St. Marys Wastewater Treatment Plant (WWTP) provided effective wastewater treatment. The following is a summary of information presented within the annual report:

- The annual average daily flow was 4,373 m³/day, or 78% of the plant's rated design capacity of 5,560m³/day;
- The total flow treated at the plant in 2018 was 1,591,589 m³ compared to 1,542,384 m³ the previous year.
- Flows treated by the treatment plant were relatively stable from the prior year;
- 2,679 m³ of Biosolids were hauled from the facility and applied to agricultural lands or to storage compared to 3,408 m³ the previous year. The decrease in Biosolids removed from the property is a result of the new Biosolids pump which is capable of handling thicker material, decreasing hauling costs, and increasing the market value of the material;
- Biosolids analysis showed that the Biosolids met the quality criteria specified in the Ontario Guidelines for Sewage Biosolids Utilization on Agricultural lands;
- There were no primary or secondary bypass events which took place in 2018;
- There were no formal odour complaints with regards to plant operations received in 2018;
 - The Town is aware of odour issues associated with the WWTP and is currently investigating options to reduce odour sources. Notices of odour issues were received from nearby businesses in 2018, however were typically provided after the event which limited ability to investigate odour sources.
- Operational Difficulties were encountered in 2018 due to incoming effluent loadings;
- ECA Discharge limits were met at the facility in 2018 with the exception of the following:

- June 15, 2018 – Daily Phosphorus Limit of 1.00 mg/L was exceeded (1.61 mg/L)
- Oct. 11, 2018 – Daily Phosphorus Limit of 1.00 mg/L was exceeded (1.10 mg/L)
- Dec. 4, 2018 – Daily Total Suspended Solid Limit of 25 mg/L was exceeded (32 mg/L)
- Dec. 2018 – Monthly Total Suspended Solid Limit of 15 mg/L was exceeded (17 mg/L)
- No spills were encountered at the facility in 2018.

SUMMARY & IMPLICATIONS

There are no implications related to the submission and review of the 2018 Annual Report for the Wastewater Treatment Plant. Staff time allocated for the preparation and review of the report was allocated for as part of the 2018 annual budget.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

Jed Kelly, Director of Public Works – Town of St. Marys
 Renee Hornick, Operations Manager – Ontario Clean Water Agency

ATTACHMENTS

1. 2018 Summary Report for the Wastewater Treatment Plant

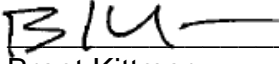
REVIEWED BY

Recommended by the Department


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


 Jed Kelly
 Director of Public Works

Recommended by the CAO


 Brent Kittmer
 CAO / Clerk



2018 WASTEWATER SUMMERY REPORT

TOWN OF ST. MARYS WASTEWATER TREATMENT AND COLLECTION

JANUARY 1, 2018 THROUGH DECEMBER 31, 2018



FACILITY FACTS

Facility: *Anoxic/Oxic Biological Nutrient Removal (A/O BNR) System with Integrated Sludge Management*

ECA: 4934-AH9S98 (issued February 24, 2017)

Design Capacity:

Average Daily Flow: 5,560 m³/day

Peak Daily Flow: 14,250 m³/day

Facility Classification

Treatment Plant: Wastewater Treatment 3 [WWT3] (Revised Sept. 7, 2017)

Collection System: Wastewater Collection 2 [WWC2]

Receiving Water: Thames River – North Branch

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1.0 SYSTEM OVERVIEW

The St. Marys Wastewater Treatment Plant completed a Sludge Management Upgrade in 2010. The upgrade included conversion of the existing extended aeration activated sludge type system to an anoxic/oxic biological nutrient removal system with integrated sludge management. The system consists of the following:

Raw Sewage Conveyance:

Raw sewage typically flows by gravity throughout the system to the wastewater treatment plant. Where gravity flow is not possible due to elevation restrictions, raw sewage flows by gravity to each of the three pump stations that service the Town of St. Marys and from there is pumped to the wastewater treatment plant. The three pump stations are located as follows:

- Emily Street Pump Station consisting of 2, 30 HP pumps controlled by floats with high level float alarm.
- Robinson Street Pump Station consisting of 2, 7.5 HP pumps controlled by milltronics with high level float alarm and an emergency back-up generator.
- Queen Street Pump Station consisting of 2, 10 HP pumps controlled by milltronics with high level float alarm and an emergency back-up generator.

Inlet Works:

Sewage flows from the collection system and the three pump stations into the wet well through automatic bar screens then through a grit tank and communitor, the grit is conveyed to a bin sent to landfill. Sewage then flows by sewer piping to the anoxic tanks.

Anoxic Tanks:

Sewage is split between two round tanks with submersible mixers.

Aeration Tanks:

Sewage enters an inlet chamber where flows are split to three distribution chambers which feed three aeration basins operating in parallel. In 2015 there was a 150 HP turbo blower installed to provide a minimum 2,506 m³ of air/hour to replace one of the centrifugal blowers.



Secondary Clarifiers:

Sewage is split in to four centre feed round clarifiers, two of which are presently in operation. During high flow conditions the other two clarifiers are put into service. Return activated sludge collected here can be transferred from the clarifiers to the aeration or waste activated equalization tanks which are the holding tanks for the sludge thickening process.

Disinfection and Discharge:

Effluent passes through two ultraviolet lamp arrays containing a total of 112 lamps. A sodium hypochlorite liquid feed system is provided for backup chlorination in the event of UV failure. Final effluent is discharged via pipe to the outfall on the bank of the Thames River.

Biosolids Handling

Waste activated sludge is pumped from the WASEQ tanks (waste activated sludge equalization) into two sludge storage tanks that were previously used as digesters. Supernate is taken off the top of the storage tanks to thicken the sludge. The sludge from these storage tanks is then dosed with polymer and then processed through the centrifuge. The dewatered sludge produced by the centrifuge is then run through the Lystek process. The Biosolids are then mixed with potassium hydroxide in a heated mixing tank and processed.

Product from the mixing tank is pumped to a mixed storage tank equipped with an activated carbon odour control system. Biosolids are loaded to the tanker from an overhead hose. The loading area is equipped with curbing and graded to catch basins tied into the Works.



Lystek Process



Lystek Chemical Feed System

Phosphorus Removal:

One phosphorus removal system capable of processing internal recycle streams consisting of one polymerized aluminum sulphate feed system consisting of two chemical feed pumps discharging into the channel of the outlet of the aeration tanks.

Standby Power

The wastewater treatment plant has an automatic standby generator which will operate the plant when there is a power failure. This allows for manual running of the plant when power outages occur.

2.0 SUMMARY OF MONITORING DATA

The St. Marys Wastewater Treatment Plant was monitored as per the Environmental Compliance Approval #4934-AH9S98 issued February 24, 2017.

Detailed monitoring data is supplied in Appendix A.

2.1 Wastewater Monitoring

The raw wastewater is monitored for BOD₅, total suspended solids, total phosphorus, total ammonia nitrogen, alkalinity and total kjeldahl nitrogen weekly by composite sample. E-coli is monitored weekly by a grab sample. Dissolved oxygen, PH and temperature are monitored daily Monday to Friday. The plant was designed based on typical raw water characteristics.

Effluent is sampled on a weekly basis and tested for CBOD₅, suspended solids, total phosphorus and total ammonia nitrogen as a composite sample. A grab sample is taken weekly and tested for E. coli. Unionized ammonia is calculated weekly. These parameters specified in the ECA were analyzed by SGS Lakefield; which is an accredited laboratory in Ontario. In-house tests are conducted by licensed operators for monitoring purposes using Standard Methods and the data generated from these tests is used to determine the treatment efficiency while maintaining process control; these include pH, temperature and DO which is mandatory Monday to Friday as well as phosphorus, ammonia, total suspended solids and settling tests. These tests will help the operators to meet the effluent objectives and limits by adjusting processes.

Refer to **Appendix A** for more detailed monthly results.

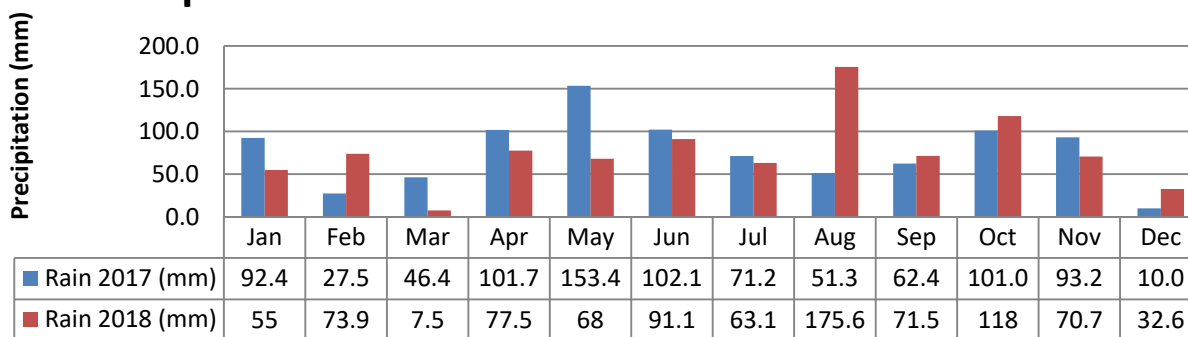
There was a Ministry of Environment and Climate Change Inspection on November 29, 2017. There were no non-compliances for the reporting period.

The total flow treated at the treatment plant was 1,591,589 m³. The average daily flow for raw wastewater was 4,373.87 m³/d. This represents 78.7% of the design capacity of 5,560 m³/d. The maximum daily flow was 18,093.5 m³ which occurred on February 21, 2018. This was related to heavy rains.

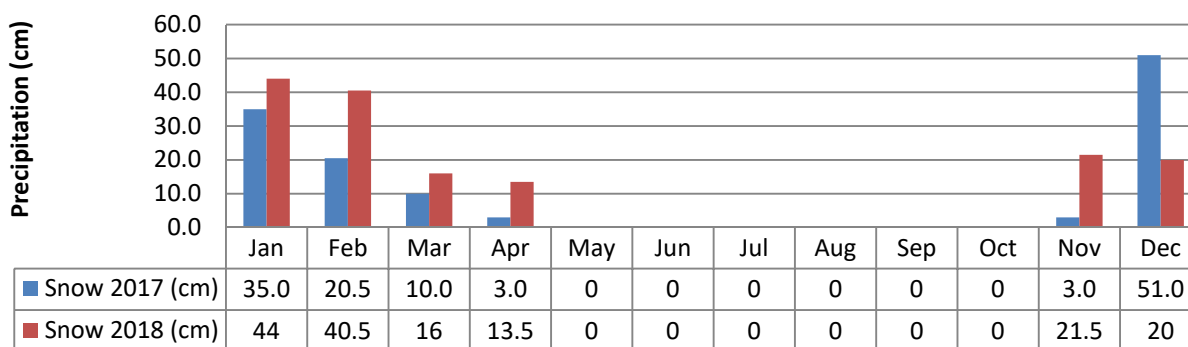
There were 43 instances where the rated capacity of 5,560 m³/day was exceeded, these occurred in the months of January, February, March, April and November and were related to wet weather conditions. The peak flow rate of 14,250 m³ was exceeded on February 20 and 21 during extreme flooding conditions.

According to the Stratford weather station in 2018, there was a total of 904.5 mm of rain and 912.6 mm in 2017. Total snow in 2018 was 155.5 cm and 122.5 cm in 2017.

Rain Precipitation



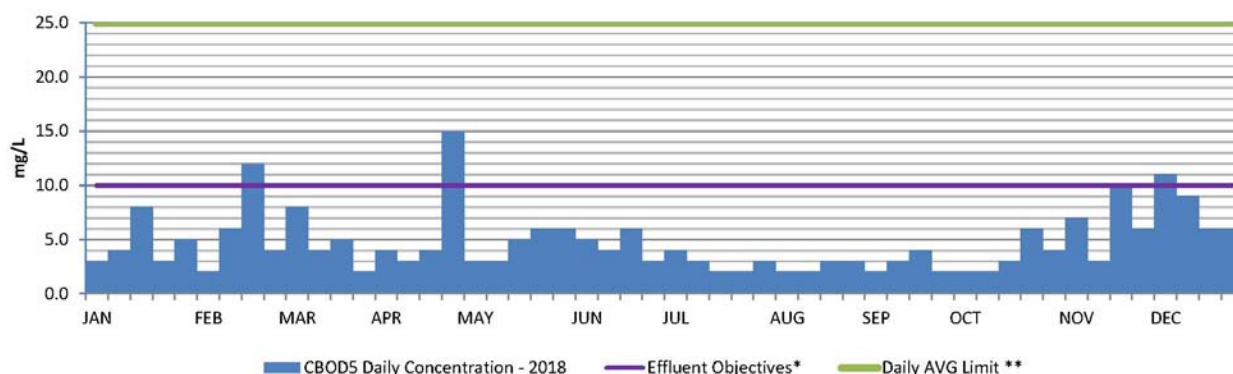
Snow Accumulation



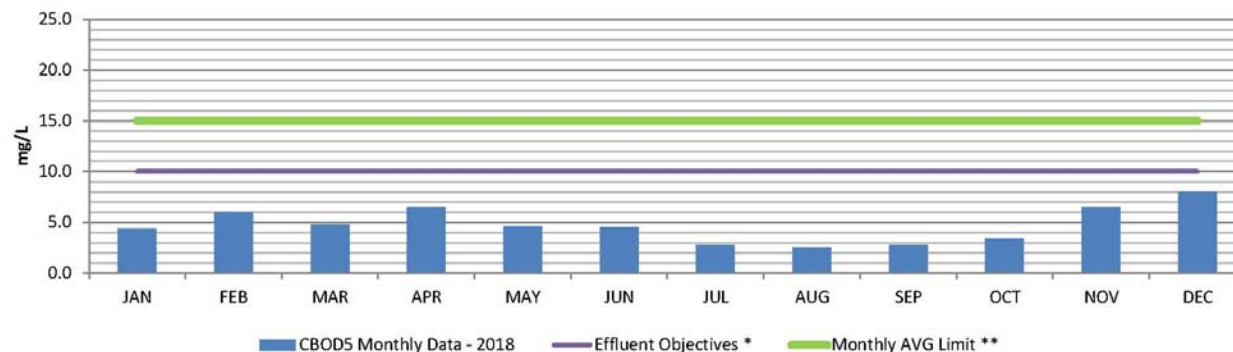
The Wastewater Treatment Plant (WWTP) is designed to handle a soluble BOD of 100 mg/L and a total BOD of 300 mg/L. The annual average raw sewage BOD₅ concentration to the plant was 253.7mg/L with a maximum daily concentration of 466 mg/L. The annual average final effluent CBOD₅ concentration was 4.8 mg/L with a maximum daily concentration of 15 mg/L.

There were a few instances that the daily results did not meet the objectives although there were no exceedances of limits. The collection system is sampled to ensure we are receiving raw sewage that will not negatively affect the microbial activity. If there was a heavy loading on the plant due to high BOD the air blowers are programmed to automatically compensate by increasing the amount of air into the aeration tanks. The dissolved oxygen levels are monitored on-line as well as by the operators to ensure adequate dissolved oxygen is supply at all times.

Effluent - CBOD5 (mg/L) ECA Daily Limit - 25



Effluent - CBOD5 (mg/L) ECA Monthly Limit - 15



*Objectives – The owner shall use best effort to operate the works with in the objectives.

**Limits – The owner shall operate and maintain the works such that the concentrations of the parameters are not exceeded in the effluent

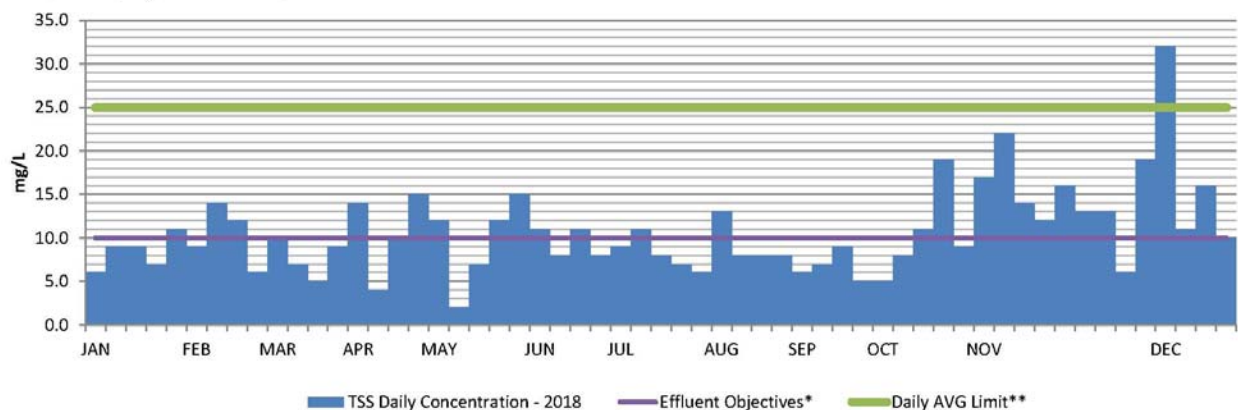
The annual average raw sewage total suspended solids (TSS) concentration to the plant was 212.1 mg/L, with a maximum daily concentration of 480 mg/L. The annual average final effluent TSS concentration was 10.2 mg/L with a maximum concentration of 32 mg/L.

December 4, 2018 -the daily limit for Total Suspended Solids is 25 mg/L and the result was 32 mg/l. Elevated TSS was also reported throughout the month of December in excess of the monthly limit of 15 mg/L but below the daily limit of 25 mg/L. This resulted in a monthly average of 17 mg/L which exceeded the monthly average discharge limit for the facility.

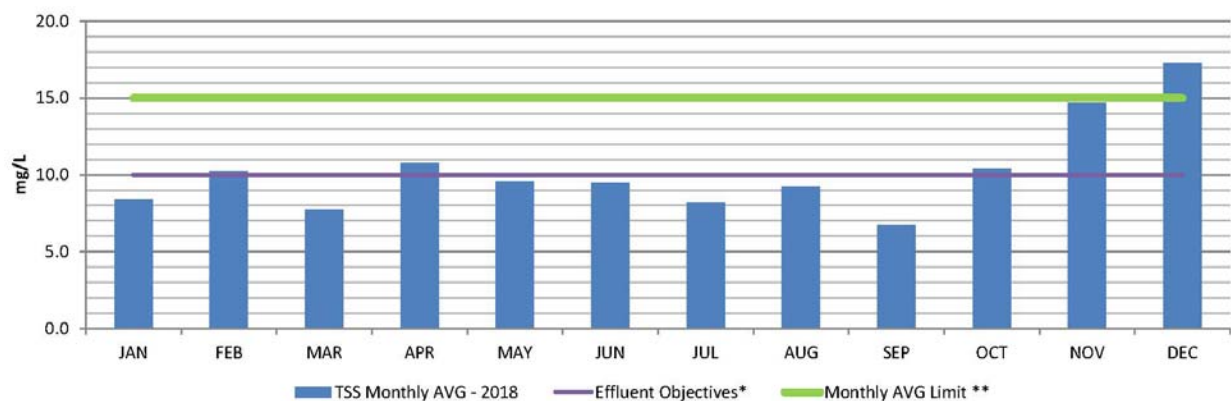
Investigative efforts in December indicated severe microbial impairment (i.e. death) at the facility which limited the facilities ability to maintain solids removal. This level of impairment is typically the result of a toxic exposure. A potential cause for the microbial impairment and elevated TSS may have been “pH shock” at the facility, which can be caused by rapid changes in the pH of wastewater being received. Collection system sampling confirmed pH discharges have been received in contravention of by-law limits and Town staff has been in communication with identified sources regarding by-law compliance.

Efforts are made by the operators to maintain the solids below the objectives by monitoring the process closely and making adjustments as required. There were instances that the daily and monthly results did not meet the objectives. Staff sample the effluent in-house to closely monitor and if required adjust the chemical dosages in attempts to remain below the objectives. Periodically the tanks and chambers are cleaned out to eliminate any foam or scum build-up that could cause high solids in the effluent. There is also the ability to change the return activated sludge flows which can assist in lowering the suspended solids in the effluent. The depths in the clarifiers are monitored and flows changed according to the levels of sludge. Frequent microbial assessments are also completed to monitor the effluent quality.

Effluent - Total Suspended Solids (mg/L)
ECA Daily Limit - 25



Effluent - Total Suspended Solids (mg/L)
ECA Monthly Limit - 15



*Objectives – The owner shall use best effort to operate the works with in the objectives.

**Limits – The owner shall operate and maintain the works such that the concentrations of the parameters are not exceeded in the effluent

The annual average raw sewage total phosphorus (TP) concentration to the plant was 3.7 mg/L with a maximum daily concentration of 8.4mg/L. The annual average final effluent TP concentration was 0.34 mg/L with the maximum being 1.61 mg/L.

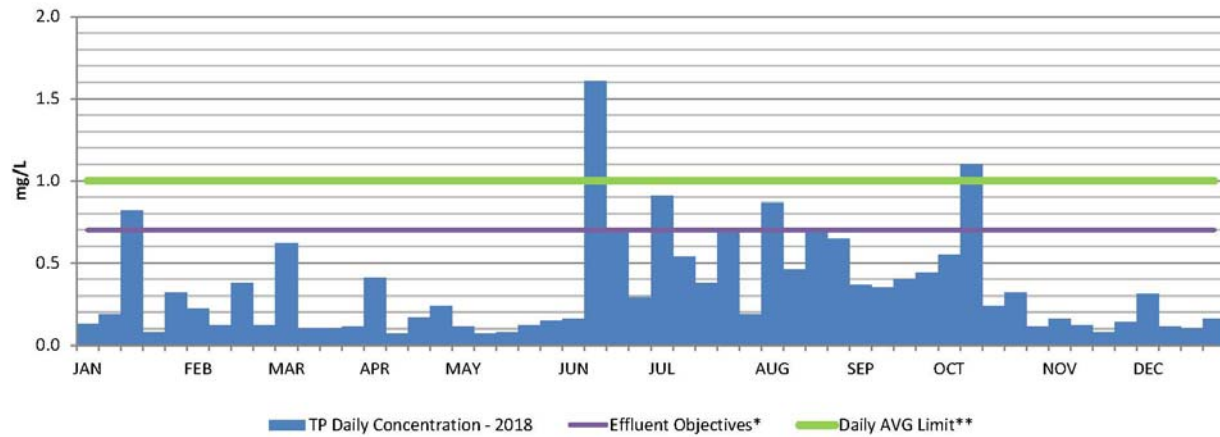
June 15, 2018 - The Daily limit for Phosphorus is 1.00mg/L and the sample result was 1.61mg/L. This was reported to the MECP as required. Investigative efforts were made to ascertain the source of elevated phosphorus, but were not conclusive. Third party services were retained to review phosphorus loadings to the facility in an effort to identify and resolve the issue. The Aluminum Sulphate dosage was increased from 104 kg/d Up to as high as 980kg/d in order to correct the issues.

October 11, 2018 - The daily limit for Phosphorus is 1.00 mg/L and the sample result was 1.10 mg/L. This was re-sampled by the laboratory to confirm the results were accurate. Operations increased the Aluminum Sulphate dosage from 152 kg/d to 400 kg/d in order to correct the issues, and the phosphorus went back to within normal ranges by October 12, 2018.

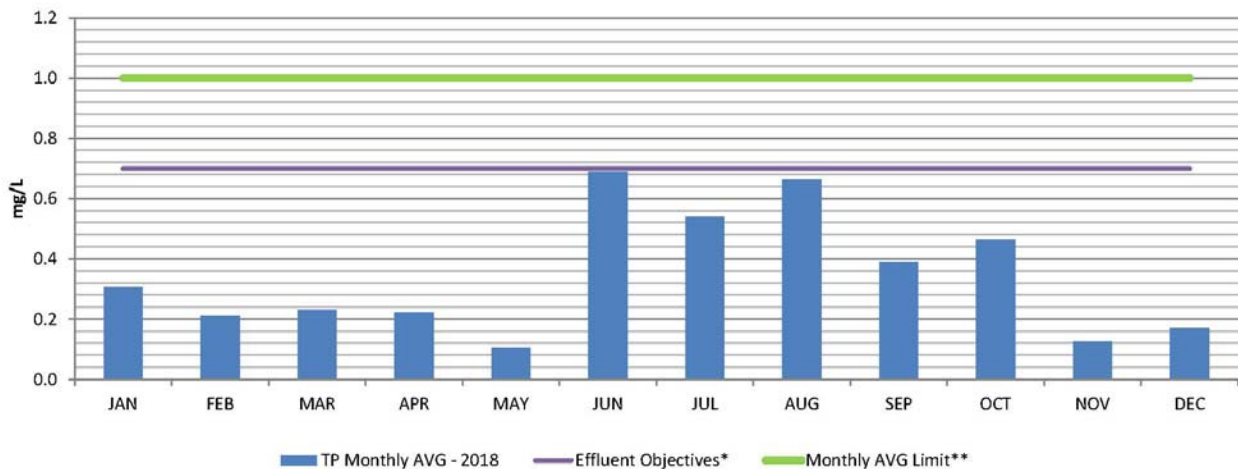
Troubleshooting within the plant was done and it is believed this is being caused by an outside source.

Efforts are made by the operators to maintain the total phosphorus below the objectives by monitoring the process closely with in-house lab testing and making chemical adjustments with aluminum sulphate and process adjustments as required.

Effluent - Total Phosphorus (mg/L)
ECA Daily Limit - 1.0



Effluent - Total Phosphorus (mg/L)
ECA Monthly Limit - 1.0



*Objectives – The owner shall use best effort to operate the works with in the objectives.

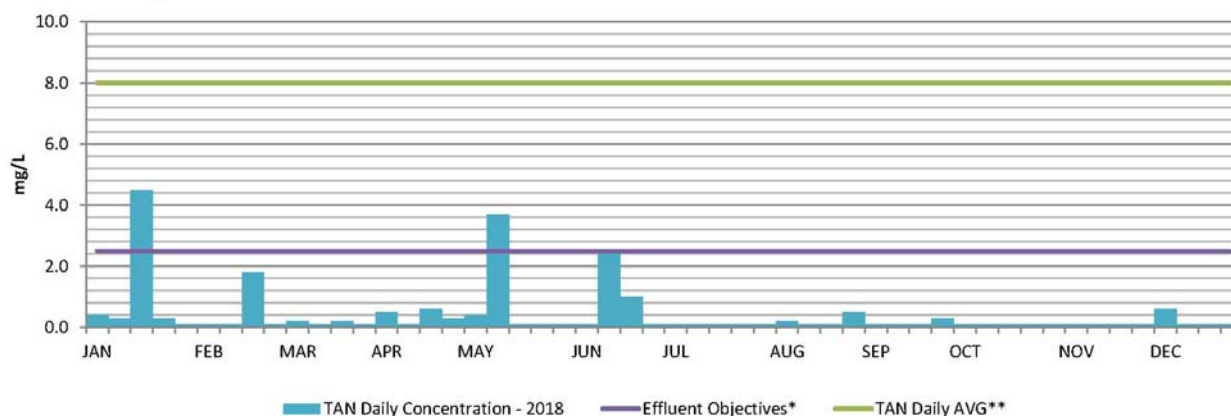
**Limits – The owner shall operate and maintain the works such that the concentrations of the parameters are not exceeded in the effluent

The annual average raw sewage total ammonia nitrogen concentration to the plant was 25.8 mg/L with a maximum daily concentration of 31.8 mg/L. The annual final effluent total ammonia nitrogen concentration was 0.41 mg/L with a maximum daily concentration of 4.5 mg/L.

There were two instances that the daily results did not meet the objectives although the limits are always met. Efforts made to meet the objectives include sampling the collection system to ensure we are receiving raw sewage that will not negatively affect the microbial activity. If there was a heavy loading on the plant the air blowers are programmed to automatically compensate by increasing the amount of air into the aeration tanks. Staff monitors the effluent for ammonia levels in-house and make the required process adjustments as required.

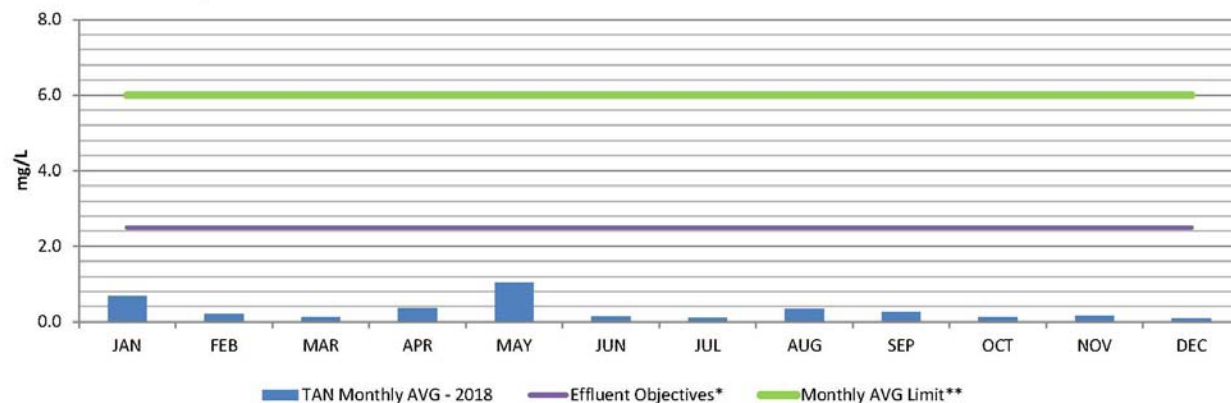
Effluent - Total Ammonia Nitrogen (mg/L)

ECA Daily Limit - 8.0



Effluent - Total Ammonia Nitrogen (mg/L)

ECA Monthly Limit - 6.0



*Objectives – The owner shall use best effort to operate the works with in the objectives

**Limits – The owner shall operate and maintain the works such that the concentrations of the parameters are not exceeded in the effluent

There were no formal odour complaints in 2018 however, the Town of St. Marys is aware of odour issues associated with the WWTP and has replaced the current odour control unit to help eliminate the odours. The Town did receive notice regarding odour concerns from a nearby resident, however notice was typically provided after the event which limited ability to investigate and attribute the source to the facility.

3.0 EFFLUENT QUALITY ASSURANCE

In order to attempt to meet the design objectives; effluent quality assurance is evaluated by monitoring parameters and changes throughout the plant processes. The operators monitor the basins by performing tests on the mixed liquor. These tests include dissolved oxygen, pH, temperature, settling tests, Mixed Liquor Suspended Solids (MLSS). As well, monitoring of the aluminum sulfate dosages and wasting volumes are completed. Data collected from these tests provide valuable information to the operator to make the appropriate adjustments in the treatment process and take corrective actions before the plant reaches its effluent limits.

Periodically the tanks are cleaned out to eliminate any foam or scum build-up that could cause high solids in the effluent.

All in-house monitoring equipment is calibrated based on the manufacturer's recommendations.

Annually a facility sampling schedule calendar is prepared and reviewed with operational staff; the sampling schedule calendar identifies sample collection dates to meet regulatory requirements of the ECA.

4.0 MAINTENANCE ACTIVITIES [PLANNED / UNPLANNED]

Regular scheduled monthly preventative maintenance is assigned and monitored using the Workplace Management System (WMS) program. The Work Management System (WMS) provides the framework of how OCWA manages and plans work such as maintenance and operational activities, and is the framework which is supported within our CMMS. (Computerized Maintenance Management System)

A method to prioritize maintenance requests is required to ensure that the top priority work is being pursued at all times. A method has been developed that balances risk, safety, environmental, customer, operations, financial and urgency factors and can be used by maintenance request initiators, maintenance planners and workers to ensure that the right work is being completed at the right time.

The result of this maintenance work prioritization is a plan for which resources can be prepared and allocated in an efficient manner.

OCWA's WMS uses data to support how work orders are scheduled. Work orders are prioritized according to the following three classifications:

1. **Emergency work** usually involves safety hazards, environmental concerns or major interruption of service. Repairs are generally initiated without waiting for work orders to be processed.
2. **Routine/Preventive maintenance work** does not require prioritizing, as it is always scheduled.
3. **Breakdown/Corrective maintenance work** is prioritized, planned and scheduled into the regular preventive maintenance program.

The preventive maintenance requirement is built into the regular work schedule and corrective maintenance work requests are added to the schedule according to the priority and workload of staff and availability of outside contractors. The following are the number of work orders generated and completed in 2018. For a summary of the maintenance performed please see Appendix B – WMS reports.

Preventative Maintenance Work Orders Generated											
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
42	34	34	35	39	51	42	45	38	32	37	42

5.0 FUTURE ALTERATIONS

The Town of St. Marys, in collaboration with Ontario Clean Water Agency continue to investigate potential future alterations for the facility. Future alterations are being governed by a long term capital needs projection which covers a 20-year planning period. Planned future alterations or upgrades in the next few years consist of, but are not limited to:

- Replacing the supernate well
- Construction of a new Grit Removal, Odour Control and Administration Building;
- Environmental Assessment for Capacity Expansion, as required

6.0 CALIBRATION AND MAINTENANCE PROCEDURES

In 2018 calibrations were completed by Pierce Services and Solutions Inc. for the flow meters at the facility. Pierce Services also calibrated all hand held and laboratory equipment. The backflow preventers were done by Curney Mechanical. Kone Cranes did the inspection of all lifting equipment/devices. Hetek Solutions Inc. calibrated all gas monitoring equipment and replaced faulty sensors as required. Sommers did the inspection of the emergency generator. Mobile Fire and Safety completed the inspection of all fire extinguishers. In-house meters for pH and dissolved oxygen are calibrated by OCWA operators as per manufacturer's instructions. Other annual maintenance items include annual boiler inspections and UV inspection and maintenance by H2Flow.

Other maintenance that occurred in 2018 include: installation of Queen St. Pump Station generator and sewage plant generator, repairs to building heaters throughout the plant, repairs to polymer pump for centrifuge, repairs to Detroit grit arm, installation of a filter on dissolved oxygen controller to minimize the electrical spikes affecting dissolved oxygen readings, repairs to boiler pre-heat tank, replace solenoid on rotating drum thickener, installed new guides to check valve for raw sewage pump #3, installation of a cooling fan for the variable frequency drive unit, re-built supernate pump, replaced wasted activated sludge flow meter, installed new electrical panel for supernate pumps, re-built centrifuge, installed new carbon unit for Lystek to reduce odours and installed new seal kit to gearbox for clarifier #1.

7.0 BIOSOLIDS

In the summer of 2016, Lystek International Inc. entered into a five (5) year agreement with the Town for marketing and management of the LysteGro fertilizer produced from the facility. Biosolids produced at the St. Marys WWTP are from the Lystek System which results in a federally registered fertilizer product with the Canadian Food Inspection Agency (CFIA). As such, the material is applied as a fertilizer, where the rate of application is based on soil characteristics and crop requirements.

In 2018 a total of 2,679 m³ of LysteGro product was hauled from St. Marys WWTP either to on-farm storage, or directly to field site and injected into approximately 203 acres. All material was applied using a tanker mounted injection system designed to ensure all material is applied below the soil surface, while causing minimal disturbance, reducing any nuisance odours and maximizing retention of ammonia-N.

The 2018 application season was a success for the St. Marys material which was marketed effectively and applied responsibly as a fertilizer. All hauling and application of material was completed according to best practices in terms of nutrient management and in an economical fashion.

It is estimated that approximately 3,000 cubic metres will be produced in 2019. All biosolids sample analysis was carried out by SGS Lakefield Research Ltd.

8.0 BY-PASS, SPILLS OR ABNORMAL DISCHARGE

There were no abnormal discharge events for 2018.

9.0 NOTICE OF MODIFICATIONS

Limited operational flexibility allows for the sewage works under the current ECA to do certain modifications to the sewage works in accordance with the Terms and Conditions of the ECA.

There was one Notice of Modification that was prepared in relation to the replacement of the existing odour control system with an air flow of 34 m³/min (1200 cfm).

The odour control unit was commissioned on December 18, 2018 and is now operational.

A copy of this notice can be found in **Appendix C** of this report.

10.0 REMOVAL RATES

Removal rates were as follows: CBOD₅ (99%), TSS (98%) and Total Phosphorus (97%) showing that overall removal processes have been effective.

REPORT PREPARED BY:
Renee Hornick
Senior Operations Manager
Ontario Clean Water Agency

REPORT REVIEWED BY:
Dave Blake, C.E.T.
Environmental Services Supervisor
Town of St. Marys

APPENDIX A

MONITORING DATA

Ontario Clean Water Agency
Performance Assessment Report Wastewater - St. Marys Wastewater Treatment Plant
January - December 2018

	01/2018	02/2018	03/2018	04/2018	05/2018	06/2018	07/2018	08/2018	09/2018	10/2018	11/2018	12/2018	Total	Average	Max
Flow: Total - Raw Sewage (m³)	150967.56	163947.17	139181.83	181682.16	124891.00	106150.81	99128.00	113571.00	99618.00	120412	150332	141708	1591589.53		
Flow: Avg - Raw Sewage (m³/d)	4869.92	5855.26	4489.74	6056.07	4028.74	3538.36	3197.68	3663.58	3320.60	3884.26	5011.07	4571.23		4373.87	
Flow: Max - Raw Sewage (m³/d)	11604.05	18093.50	6041.24	11430.05	5483.00	4735.00	3974.00	5207.00	4018.00	5380.00	7878.00	6246.00			18093.50
Flow: Total - Final Effluent (m³)	162198.00	165898.00	170352.00	203534.00	114674.00	120675.39	138698.00	191015.00	103321.00	124812.00	139756.00	131473.00	1766406.39		
Flow: Avg - Final Effluent (m³/d)	5232.19	5924.93	5495.23	7269.07	3699.16	4022.51	4474.13	6161.77	3444.03	4026.19	4658.53	4241.06		4887.40	
Flow: Max - Final Effluent (m³/d)	23575.00	33848.00	15010.00	22339.00	4124.00	4743.00	5675.00	45478.00	5092.00	5088.00	6878.00	5456.00			45478.00
Carbonaceous Biochemical Oxygen Demand: CBOD:															
Avg cBOD5 - Final Effluent (mg/L)	4.4	6	4.75	6.5	4.6	4.5	2.8	2.5	< 2.8	< 3.4	6.5	8		< 4.73	8
# of samples of cBOD5 - Final Effluent (mg/L)	5	4	4	4	5	4	5	4	4	5	4	4	52		
Loading: cBOD5 - Final Effluent (kg/d)	23.02	35.55	26.1	47.24	17.01	18.1	12.52	15.4	< 9.47	< 13.68	30.28	33.92		< 23.52	47.24
Biochemical Oxygen Demand: BOD5:															
Avg BOD5 - Raw Sewage (mg/L)	260	153.2	300	135	230.8	343	388.6	269.2	292.5	293.6	158.5	219.2		253.6	388.6
# of samples of BOD5 - Raw Sewage (mg/L)	5	4	4	4	5	4	5	4	4	5	4	4	52		
Avg BOD5 - Final Effluent (mg/L)	6	7	< 5	7.8	4.6	< 3.8	< 2.8	2.8	2.8	3.4	6.25	6		< 4.8	7.8
Loading: BOD5 - Final Effluent (kg/d)	31.39	41.47	< 27.47	56.33	17.01	< 15.08	< 12.52	16.94	9.47	13.68	29.11	25.44		< 24.665	56.34
% Removal: BOD5 - Raw Sewage (mg/L)	97.6	95.4	98.3	94.2	98	98.9	99.2	98.9	99	98.8	96	97.2			99.3
Total Suspended Solids: TSS:															
Avg TSS - Raw Sewage (mg/L)	183.2	93.5	175.7	122.7	191.2	222.5	368.4	287.2	337	218.6	191.7	153.7		212.13	368.4
# of samples of TSS - Raw Sewage (mg/L)	5	4	4	4	5	4	5	4	4	5	4	4	52		
Avg TSS - Final Effluent (mg/L)	8.4	10.2	7.7	10.7	9.6	9.5	8.2	9.25	6.75	10.4	14.66	17.25		10.23	17.25
# of samples of TSS - Final Effluent (mg/L)	5	4	4	4	5	4	5	4	4	5	9	4	57		
Loading: TSS - Final Effluent (kg/d)	43.95	60.73	42.58	78.14	35.51	38.21	36.68	56.99	23.24	41.87	68.32	73.15		49.95	78.14
% Removal: TSS - Raw Sewage (mg/L)	95.4	89	95.5	91.2	94.9	95	97.7	96.7	97.9	95.2	92.3	88.7			97.9
Total Phosphorus: TP:															
Avg TP - Raw Sewage (mg/L)	2.9	2.96	3.76	1.72	3.41	4.85	5.86	3.96	4.84	3.8	2.93	3.18		3.68	5.86
# of samples of TP - Raw Sewage (mg/L)	5	4	4	4	5	4	5	4	4	5	4	4	52		
Avg TP - Final Effluent (mg/L)	0.31	0.21	0.23	0.22	0.11	0.69	0.54	0.67	0.39	0.47	0.13	0.17		0.34	0.69
# of samples of TP - Final Effluent (mg/L)	5	4	4	4	5	4	5	4	4	5	4	4	52		
Loading: TP - Final Effluent (kg/d)	1.61	1.24	1.28	1.62	0.39	2.78	2.43	4.1	1.34	1.87	0.58	0.72		1.663	4.098
% Removal: TP - Raw Sewage (mg/L)	89.4	92.9	93.8	87	96.8	85.7	90.7	83.2	91.9	87.7	95.7	94.6			96.9
Nitrogen Series:															
Avg TKN - Raw Sewage (mg/L)	23.44	18.7	24.67	14.9	23.82	33	35.16	26.62	34.9	26.44	24.47	23.55		25.8	35.16
# of samples of TKN - Raw Sewage (mg/L)	5	4	4	4	5	4	5	4	4	5	4	4	52		
Avg TAN - Final Effluent (mg/L)	< 1.12	< 0.52	< 0.15	< 0.37	< 0.88	< 0.92	< 0.1	< 0.22	< 0.15	< 0.1	< 0.1	< 0.22		< 0.4	< 1.12
# of samples of TAN - Final Effluent (mg/L)	5	4	4	4	5	4	5	4	4	5	4	4	52		
Loading: TAN - Final Effluent (kg/d)	< 5.86	< 3.11	< 0.82	< 2.72	< 3.25	< 3.72	< 0.44	< 1.38	< 0.51	< 0.4	< 0.46	< 0.95		< 1.97	< 5.86
Avg NO3-N - Final Effluent (mg/L)	7.66	5.94	7.03	4.81	3.89	3.58	4.22	5.22	6.12	5.43	5.9	5.27		5.43	7.67
# of samples of NO3-N - Final Effluent (mg/L)	5	4	4	4	5	4	5	4	4	5	4	4	52		
Avg NO2-N - Final Effluent (mg/L)	0.62	< 0.28	0.213	< 0.13	< 0.08	< 0.03	< 0.03	< 0.19	< 0.03	< 0.04	0.12	0.18		< 0.162	0.616
# of samples of NO2-N - Final Effluent (mg/L)	5	4	4	4	5	4	5	4	4	5	4	4	52		
Disinfection: Final Effluent															
Geometric Mean E. Coli (cfu/100mL)	14.56	61.94	36.07	146.66	11.84	5.3	4.91	23.23	20.86	15.54	111.4	63.28		42.96	146.66
# of samples of E. Coli (cfu/100mL)	5	4	4	4	5	4	5	4	4	5	4	4	52		
Final Effluent / Dissolved Oxygen (mg/L)															
Maximum	17.13	17.03	15.9	13.84	15.46	19.69	10.26	5.58	7.22	8	7.34	9			19.69
Mean	13.56	14.08	11.66	10.69	11.44	12.79	4.93	4.78	5.69	5.07	4.94	6.92		8.84	
Minimum	10.1	10.5	8.17	5.9	8.2	6.48	2.54	4.23	4.02	4.19	2.24	4.82			
Final Effluent / pH															
Maximum	7.33	7.46	8.12	7.68	8.05	7.81	8.08	7.73	7.78	7.7	7.25	7.39			8.12
Mean	7.15	7.23	7.45	7.29	7.5	7.4	7.35	7.27	7.25	7.04	6.77	7.09		7.23	
Minimum	7	7.03	6.85	6.84	6.96	7.07	7.03	6.75	6.12	6.67	6.13	6.52			
Final Effluent / Temperature - °C															
Maximum	19	15	16.7	16.3	21	23.8	24.5	22.8	22.8	20.6	17.1	18.8			24.5
Mean	13.51	11.46	13.42	12.19	16.42	18.84	20.84	20.727	20.34	17.04	14.83	13.07		16.15	
Minimum	8.8	7.7	7.6	5.53	12.8	16	18.5	14.5	17.1	13.7	10.1	4.4			

APPENDIX B

WMS REPORT

Work Order List

Work Order	Work Order Description	Asset ID	Asset Description	Location Description
869555	Alarm Dialer 01 Robinson PS Testing (1m) 5520	0000065211	PANEL ALARM/DIALER 01 ROBINSON ST	5520, Robinson Pumping Station
906429	Alarm Dialer 01 Robinson PS Testing (1m) 5520	0000065211	PANEL ALARM/DIALER 01 ROBINSON ST	5520, Robinson Pumping Station
1024133	Alarm Dialer 01 Robinson PS Testing (1m) 5520	0000065211	PANEL ALARM/DIALER 01 ROBINSON ST	5520, Robinson Pumping Station
671427	Alarm Dialer 01 Robinson PS Testing (1m) 5520	0000065211	PANEL ALARM/DIALER 01 ROBINSON ST	5520, Robinson Pumping Station
635737	Alarm Dialer 01 Robinson PS Testing (1m) 5520	0000065211	PANEL ALARM/DIALER 01 ROBINSON ST	5520, Robinson Pumping Station
801931	MH inspections			5520, St Marys Collection System
783190	trailside MH inspection			5520, St Marys Collection System
951137	Alarm Dialer 01 Emily St. PS Testing (1m) 5520	0000269089	PANEL ALARM/DIALER 01 EMILY ST	5520, Emily Pumping Station
990729	Alarm Dialer 01 Emily St. PS Testing (1m) 5520	0000269089	PANEL ALARM/DIALER 01 EMILY ST	5520, Emily Pumping Station
871087	Alarm Dialer 01 Emily St. PS Testing (1m) 5520	0000269089	PANEL ALARM/DIALER 01 EMILY ST	5520, Emily Pumping Station
908355	Alarm Dialer 01 Emily St. PS Testing (1m) 5520	0000269089	PANEL ALARM/DIALER 01 EMILY ST	5520, Emily Pumping Station
832312	Alarm Dialer 01 Emily St. PS Testing (1m) 5520	0000269089	PANEL ALARM/DIALER 01 EMILY ST	5520, Emily Pumping Station
1025744	Alarm Dialer 01 Emily St. PS Testing (1m) 5520	0000269089	PANEL ALARM/DIALER 01 EMILY ST	5520, Emily Pumping Station
673043	Alarm Dialer 01 Emily St. PS Testing (1m) 5520	0000269089	PANEL ALARM/DIALER 01 EMILY ST	5520, Emily Pumping Station
637513	Alarm Dialer 01 Emily St. PS Testing (1m) 5520	0000269089	PANEL ALARM/DIALER 01 EMILY ST	5520, Emily Pumping Station
591712	Alarm Dialer 01 Emily St. PS Testing (1m) 5520	0000269089	PANEL ALARM/DIALER 01 EMILY ST	5520, Emily Pumping Station
791468	Alarm Dialer 01 Emily St. PS Testing (1m) 5520	0000269089	PANEL ALARM/DIALER 01 EMILY ST	5520, Emily Pumping Station
751763	Alarm Dialer 01 Emily St. PS Testing (1m) 5520	0000269089	PANEL ALARM/DIALER 01 EMILY ST	5520, Emily Pumping Station
711538	Alarm Dialer 01 Emily St. PS Testing (1m) 5520	0000269089	PANEL ALARM/DIALER 01 EMILY ST	5520, Emily Pumping Station
709687	Alarm Dialer 01 Queen PS Testing (1m) 5520	0000065226	PANEL ALARM/DIALER 01 QUEEN ST	5520, Queen Pumping Station
830835	Alarm Dialer 01 Queen PS Testing (1m) 5520	0000065226	PANEL ALARM/DIALER 01 QUEEN ST	5520, Queen Pumping Station
948984	Alarm Dialer 01 Queen PS Testing (1m) 5520	0000065226	PANEL ALARM/DIALER 01 QUEEN ST	5520, Queen Pumping Station
950026	Engine Diesel Queen St PS Insp/Test (1m) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
989163	Alarm Dialer 01 Queen PS Testing (1m) 5520	0000065226	PANEL ALARM/DIALER 01 QUEEN ST	5520, Queen Pumping Station
989747	Engine Diesel Queen St PS Insp/Test (1m) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
750562	Engine Diesel Queen St PS Insp/Test (1m) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
589510	Alarm Dialer 01 Queen PS Testing (1m) 5520	0000065226	PANEL ALARM/DIALER 01 QUEEN ST	5520, Queen Pumping Station
710437	Engine Diesel Queen St PS Insp/Test (1m) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
590312	Engine Diesel Queen St PS Insp/Test (1m) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
789740	Alarm Dialer 01 Queen PS Testing (1m) 5520	0000065226	PANEL ALARM/DIALER 01 QUEEN ST	5520, Queen Pumping Station

671422	Alarm Dialer 01 Queen PS Testing (1m) 5520	0000065226	PANEL ALARM/DIALER 01 QUEEN ST	5520, Queen Pumping Station
672042	Engine Diesel Queen St PS Insp/Test (1m) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
635732	Alarm Dialer 01 Queen PS Testing (1m) 5520	0000065226	PANEL ALARM/DIALER 01 QUEEN ST	5520, Queen Pumping Station
636474	Engine Diesel Queen St PS Insp/Test (1m) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
869550	Alarm Dialer 01 Queen PS Testing (1m) 5520	0000065226	PANEL ALARM/DIALER 01 QUEEN ST	5520, Queen Pumping Station
870216	Engine Diesel Queen St PS Insp/Test (1m) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
906424	Alarm Dialer 01 Queen PS Testing (1m) 5520	0000065226	PANEL ALARM/DIALER 01 QUEEN ST	5520, Queen Pumping Station
907074	Engine Diesel Queen St PS Insp/Test (1m) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
831416	Engine Diesel Queen St PS Insp/Test (1m) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
1024128	Alarm Dialer 01 Queen PS Testing (1m) 5520	0000065226	PANEL ALARM/DIALER 01 QUEEN ST	5520, Queen Pumping Station
709692	Alarm Dialer 01 Robinson PS Testing (1m) 5520	0000065211	PANEL ALARM/DIALER 01 ROBINSON ST	5520, Robinson Pumping Station
830840	Alarm Dialer 01 Robinson PS Testing (1m) 5520	0000065211	PANEL ALARM/DIALER 01 ROBINSON ST	5520, Robinson Pumping Station
790501	Engine Diesel Queen St PS Insp/Test (1m) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
749879	Alarm Dialer 01 Queen PS Testing (1m) 5520	0000065226	PANEL ALARM/DIALER 01 QUEEN ST	5520, Queen Pumping Station
1024731	Engine Diesel Queen St PS Insp/Test (1m) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
948989	Alarm Dialer 01 Robinson PS Testing (1m) 5520	0000065211	PANEL ALARM/DIALER 01 ROBINSON ST	5520, Robinson Pumping Station
989168	Alarm Dialer 01 Robinson PS Testing (1m) 5520	0000065211	PANEL ALARM/DIALER 01 ROBINSON ST	5520, Robinson Pumping Station
789745	Alarm Dialer 01 Robinson PS Testing (1m) 5520	0000065211	PANEL ALARM/DIALER 01 ROBINSON ST	5520, Robinson Pumping Station
749884	Alarm Dialer 01 Robinson PS Testing (1m) 5520	0000065211	PANEL ALARM/DIALER 01 ROBINSON ST	5520, Robinson Pumping Station
589515	Alarm Dialer 01 Robinson PS Testing (1m) 5520	0000065211	PANEL ALARM/DIALER 01 ROBINSON ST	5520, Robinson Pumping Station
831072	PH Probe Insp/Calib (1m) 5520			5520, St Marys WWTP
949543	PH Probe Insp/Calib (1m) 5520			5520, St Marys WWTP
672105	Engine Diesel St. Mary's WWTP Insp/Test (1m) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
672160	Engine Diesel Robinson St PS Insp/Test (1m) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation
636537	Engine Diesel St. Mary's WWTP Insp/Test (1m) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
636593	Engine Diesel Robinson St PS Insp/Test (1m) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation
907182	Engine Diesel St. Mary's WWTP Insp/Test (1m) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
907237	Engine Diesel Robinson St PS Insp/Test (1m) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation
831479	Engine Diesel St. Mary's WWTP Insp/Test (1m) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
831534	Engine Diesel Robinson St PS Insp/Test (1m) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation
1024833	Engine Diesel St. Mary's WWTP Insp/Test (1m) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
989796	Uv Light Bank 02 Effluent Insp/Clean/Service (1m/1y) 5520	0000065526	UV LIGHT BANK 02 EFFLUENT	5520, St Marys WWTP, Process, Disinfection

989803	Uv Light Bank 01 Effluent Insp/Clean/Service (1m/1y) 5520	0000065527	UV LIGHT BANK 01 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
870265	Uv Light Bank 02 Effluent Insp/Clean/Service (1m/1y) 5520	0000065526	UV LIGHT BANK 02 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
870272	Uv Light Bank 01 Effluent Insp/Clean/Service (1m/1y) 5520	0000065527	UV LIGHT BANK 01 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
790551	Uv Light Bank 02 Effluent Insp/Clean/Service (1m/1y) 5520	0000065526	UV LIGHT BANK 02 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
790558	Uv Light Bank 01 Effluent Insp/Clean/Service (1m/1y) 5520	0000065527	UV LIGHT BANK 01 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
750611	Uv Light Bank 02 Effluent Insp/Clean/Service (1m/1y) 5520	0000065526	UV LIGHT BANK 02 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
750618	Uv Light Bank 01 Effluent Insp/Clean/Service (1m/1y) 5520	0000065527	UV LIGHT BANK 01 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
710486	Uv Light Bank 02 Effluent Insp/Clean/Service (1m/1y) 5520	0000065526	UV LIGHT BANK 02 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
710493	Uv Light Bank 01 Effluent Insp/Clean/Service (1m/1y) 5520	0000065527	UV LIGHT BANK 01 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
672091	Uv Light Bank 02 Effluent Insp/Clean/Service (1m/1y) 5520	0000065526	UV LIGHT BANK 02 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
672098	Uv Light Bank 01 Effluent Insp/Clean/Service (1m/1y) 5520	0000065527	UV LIGHT BANK 01 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
636523	Uv Light Bank 02 Effluent Insp/Clean/Service (1m/1y) 5520	0000065526	UV LIGHT BANK 02 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
636530	Uv Light Bank 01 Effluent Insp/Clean/Service (1m/1y) 5520	0000065527	UV LIGHT BANK 01 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
590373	Uv Light Bank 02 Effluent Insp/Clean/Service (1m/1y) 5520	0000065526	UV LIGHT BANK 02 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
590380	Uv Light Bank 01 Effluent Insp/Clean/Service (1m/1y) 5520	0000065527	UV LIGHT BANK 01 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
907168	Uv Light Bank 02 Effluent Insp/Clean/Service (1m/1y) 5520	0000065526	UV LIGHT BANK 02 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
907175	Uv Light Bank 01 Effluent Insp/Clean/Service (1m/1y) 5520	0000065527	UV LIGHT BANK 01 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
831465	Uv Light Bank 02 Effluent Insp/Clean/Service (1m/1y) 5520	0000065526	UV LIGHT BANK 02 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
831472	Uv Light Bank 01 Effluent Insp/Clean/Service (1m/1y) 5520	0000065527	UV LIGHT BANK 01 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
1024819	Uv Light Bank 02 Effluent Insp/Clean/Service (1m/1y) 5520	0000065526	UV LIGHT BANK 02 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
1024826	Uv Light Bank 01 Effluent Insp/Clean/Service (1m/1y) 5520	0000065527	UV LIGHT BANK 01 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
906684	PH Probe Insp/Calib (1m) 5520			5520, St Marys WWTP
709998	PH Probe Insp/Calib (1m) 5520			5520, St Marys WWTP
869853	PH Probe Insp/Calib (1m) 5520			5520, St Marys WWTP
989373	PH Probe Insp/Calib (1m) 5520			5520, St Marys WWTP
636009	PH Probe Insp/Calib (1m) 5520			5520, St Marys WWTP
589839	PH Probe Insp/Calib (1m) 5520			5520, St Marys WWTP
1024339	Do Probe Calibration (1y) 5520			5520, St Marys WWTP
950113	Engine Diesel St. Mary's WWTP Insp/Test (1m) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
950195	Engine Diesel Robinson St PS Insp/Test (1m) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation
989810	Engine Diesel St. Mary's WWTP Insp/Test (1m) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
989865	Engine Diesel Robinson St PS Insp/Test (1m) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation

870279	Engine Diesel St. Mary's WWTP Insp/Test (1m) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
870334	Engine Diesel Robinson St PS Insp/Test (1m) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation
710500	Engine Diesel St. Mary's WWTP Insp/Test (1m) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
710552	Engine Diesel Robinson St PS Insp/Test (1m) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation
590387	Engine Diesel St. Mary's WWTP Insp/Test (1m) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
590442	Engine Diesel Robinson St PS Insp/Test (1m) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation
790565	Engine Diesel St. Mary's WWTP Insp/Test (1m) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
790620	Engine Diesel Robinson St PS Insp/Test (1m) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation
750625	Engine Diesel St. Mary's WWTP Insp/Test (1m) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
750680	Engine Diesel Robinson St PS Insp/Test (1m) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation
1024927	Engine Diesel Robinson St PS Insp/Test (1m) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation
948994	Pump Cent Aeration Drain Insp/Service (1y) 5520	0000065639	PUMP CENT AERATION DRAIN	5520, St Marys WWTP, Facility, Buildings & Grounds
789716	Grinder Muffin Monster Bar Insp/Service (1y) 5520	0000241332	GRINDER MUFFIN MONSTER BAR	5520, St Marys WWTP, Process, Headworks
709682	Alarm Dialer Testing (1m) 5520	0000065544	PANEL ALARM/DIALER	5520, St Marys WWTP, Process, Process Control & Monitoring
830830	Alarm Dialer Testing (1m) 5520	0000065544	PANEL ALARM/DIALER	5520, St Marys WWTP, Process, Process Control & Monitoring
948979	Alarm Dialer Testing (1m) 5520	0000065544	PANEL ALARM/DIALER	5520, St Marys WWTP, Process, Process Control & Monitoring
989158	Alarm Dialer Testing (1m) 5520	0000065544	PANEL ALARM/DIALER	5520, St Marys WWTP, Process, Process Control & Monitoring
869540	Meter Level Supernate Wet Well Insp/Service (1y) 5520	0000065283	METER LEVEL SUPERNATE WET WELL	5520, St Marys WWTP, Process, Process Control & Monitoring
749874	Alarm Dialer Testing (1m) 5520	0000065544	PANEL ALARM/DIALER	5520, St Marys WWTP, Process, Process Control & Monitoring
789735	Alarm Dialer Testing (1m) 5520	0000065544	PANEL ALARM/DIALER	5520, St Marys WWTP, Process, Process Control & Monitoring
589505	Alarm Dialer Testing (1m) 5520	0000065544	PANEL ALARM/DIALER	5520, St Marys WWTP, Process, Process Control & Monitoring
1024123	Alarm Dialer Testing (1m) 5520	0000065544	PANEL ALARM/DIALER	5520, St Marys WWTP, Process, Process Control & Monitoring
671417	Alarm Dialer Testing (1m) 5520	0000065544	PANEL ALARM/DIALER	5520, St Marys WWTP, Process, Process Control & Monitoring
635727	Alarm Dialer Testing (1m) 5520	0000065544	PANEL ALARM/DIALER	5520, St Marys WWTP, Process, Process Control & Monitoring
869545	Alarm Dialer Testing (1m) 5520	0000065544	PANEL ALARM/DIALER	5520, St Marys WWTP, Process, Process Control & Monitoring
906407	Drive VFD 02 RAS Pump Insp/Service (3y) 5520	0000065492	DRIVE VFD 02 RAS PUMP	5520, St Marys WWTP, Process, Process Control & Monitoring
906410	Drive VFD 03 RAS Insp/Service (3y) 5520	0000065568	DRIVE VFD 03 RAS	5520, St Marys WWTP, Process, Process Control & Monitoring
906419	Alarm Dialer Testing (1m) 5520	0000065544	PANEL ALARM/DIALER	5520, St Marys WWTP, Process, Process Control & Monitoring
789729	Mixer Polymer Reactor Insp/Service (1y) 5520	0000241326	MIXER POLYMER REACTOR	5520, St Marys WWTP, Process, Sludge Treatment & Handling, Chemical Feed
789750	Pump Cent Lystek Prod Pump Insp/Service (1y) 5520	0000241346	PUMP CENT LYTEK PROD PUMP	5520, St Marys WWTP, Process, Sludge Treatment & Handling, Chemical Feed
789769	Pump Cent Lystek Prod Pump Insp/Service (1y) 5520	0000241347	PUMP CENT LYTEK PROD PUMP	5520, St Marys WWTP, Process, Sludge Treatment & Handling, Chemical Feed
635742	Pump Cent Sludge Loading Insp/Service (1y) 5520	0000065313	PUMP CENT SLUDGE LOADING	5520, St Marys WWTP, Process, Sludge Treatment & Handling, Sludge Digestion

906413	Mixer Subm 01 Sludge Storage Insp/Service (1y) 5520	0000065264	MIXER SUBMERSIBLE 01 SLUDGE STORAGE	5520, St Marys WWTP, Process, Sludge Treatment & Handling, Process Piping
789788	Pump Cent P225 Booster Insp/Service (1y) 5520	0000241330	PUMP CENT P225 BOOSTER	5520, St Marys WWTP, Process, Sludge Treatment & Handling, Process Piping
789854	Pump Twas Smart Turner Insp/Service (1y) 5520	0000241340	PUMP TWAS SMART TURNER	5520, St Marys WWTP, Process, Sludge Treatment & Handling, Process Piping
789857	Pump Twas Smart Turner Insp/Service (1y) 5520	0000241342	PUMP TWAS SMART TURNER	5520, St Marys WWTP, Process, Sludge Treatment & Handling, Process Piping
907221	Pump Cent 03 Return Sludge Insp/Service (1m/1y) 5520	0000065585	PUMP CENT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
831518	Pump Cent 03 Return Sludge Insp/Service (1m/1y) 5520	0000065585	PUMP CENT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
710539	Pump Cent 03 Return Sludge Insp/Service (1m/1y) 5520	0000065585	PUMP CENT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
1024911	Pump Cent 03 Return Sludge Insp/Service (1m/1y) 5520	0000065585	PUMP CENT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
672144	Pump Cent 03 Return Sludge Insp/Service (1m/1y) 5520	0000065585	PUMP CENT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
636577	Pump Cent 03 Return Sludge Insp/Service (1m/1y) 5520	0000065585	PUMP CENT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
590426	Pump Cent 03 Return Sludge Insp/Service (1m/1y) 5520	0000065585	PUMP CENT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
790604	Pump Cent 03 Return Sludge Insp/Service (1m/1y) 5520	0000065585	PUMP CENT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
750664	Pump Cent 03 Return Sludge Insp/Service (1m/1y) 5520	0000065585	PUMP CENT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
950132	Pump Cent 01 Return Sludge Insp/Service (1m/1y) 5520	0000065561	PUMP CENT 01 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
950151	Pump Cent 02 Return Sludge Insp/Service (1m/1y) 5520	0000065563	PUMP CENT 02 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
950189	Pump Rot Lobe Insp/Service (1m/1y) 5520	0000207020	PUMP ROT LOBE	5520, St Marys WWTP, Process, Tertiary Treatment
989829	Pump Cent 01 Return Sludge Insp/Service (1m/1y) 5520	0000065561	PUMP CENT 01 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
989839	Pump Cent 02 Return Sludge Insp/Service (1m/1y) 5520	0000065563	PUMP CENT 02 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
989859	Pump Rot Lobe Insp/Service (1m/1y) 5520	0000207020	PUMP ROT LOBE	5520, St Marys WWTP, Process, Tertiary Treatment
750644	Pump Cent 01 Return Sludge Insp/Service (1m/1y) 5520	0000065561	PUMP CENT 01 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
750654	Pump Cent 02 Return Sludge Insp/Service (1m/1y) 5520	0000065563	PUMP CENT 02 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
750674	Pump Rot Lobe Insp/Service (1m/1y) 5520	0000207020	PUMP ROT LOBE	5520, St Marys WWTP, Process, Tertiary Treatment
710519	Pump Cent 01 Return Sludge Insp/Service (1m/1y) 5520	0000065561	PUMP CENT 01 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
710529	Pump Cent 02 Return Sludge Insp/Service (1m/1y) 5520	0000065563	PUMP CENT 02 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
950170	Pump Cent 03 Return Sludge Insp/Service (1m/1y) 5520	0000065585	PUMP CENT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
989849	Pump Cent 03 Return Sludge Insp/Service (1m/1y) 5520	0000065585	PUMP CENT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
870318	Pump Cent 03 Return Sludge Insp/Service (1m/1y) 5520	0000065585	PUMP CENT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
590436	Pump Rot Lobe Insp/Service (1m/1y) 5520	0000207020	PUMP ROT LOBE	5520, St Marys WWTP, Process, Tertiary Treatment
790584	Pump Cent 01 Return Sludge Insp/Service (1m/1y) 5520	0000065561	PUMP CENT 01 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
790594	Pump Cent 02 Return Sludge Insp/Service (1m/1y) 5520	0000065563	PUMP CENT 02 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
790614	Pump Rot Lobe Insp/Service (1m/1y) 5520	0000207020	PUMP ROT LOBE	5520, St Marys WWTP, Process, Tertiary Treatment
1024891	Pump Cent 01 Return Sludge Insp/Service (1m/1y) 5520	0000065561	PUMP CENT 01 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment

1024901	Pump Cent 02 Return Sludge Insp/Service (1m/1y) 5520	0000065563	PUMP CENT 02 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
1024921	Pump Rot Lobe Insp/Service (1m/1y) 5520	0000207020	PUMP ROT LOBE	5520, St Marys WWTP, Process, Tertiary Treatment
672124	Pump Cent 01 Return Sludge Insp/Service (1m/1y) 5520	0000065561	PUMP CENT 01 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
672134	Pump Cent 02 Return Sludge Insp/Service (1m/1y) 5520	0000065563	PUMP CENT 02 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
907201	Pump Cent 01 Return Sludge Insp/Service (1m/1y) 5520	0000065561	PUMP CENT 01 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
907211	Pump Cent 02 Return Sludge Insp/Service (1m/1y) 5520	0000065563	PUMP CENT 02 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
907231	Pump Rot Lobe Insp/Service (1m/1y) 5520	0000207020	PUMP ROT LOBE	5520, St Marys WWTP, Process, Tertiary Treatment
831498	Pump Cent 01 Return Sludge Insp/Service (1m/1y) 5520	0000065561	PUMP CENT 01 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
831508	Pump Cent 02 Return Sludge Insp/Service (1m/1y) 5520	0000065563	PUMP CENT 02 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
831528	Pump Rot Lobe Insp/Service (1m/1y) 5520	0000207020	PUMP ROT LOBE	5520, St Marys WWTP, Process, Tertiary Treatment
672154	Pump Rot Lobe Insp/Service (1m/1y) 5520	0000207020	PUMP ROT LOBE	5520, St Marys WWTP, Process, Tertiary Treatment
636557	Pump Cent 01 Return Sludge Insp/Service (1m/1y) 5520	0000065561	PUMP CENT 01 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
636567	Pump Cent 02 Return Sludge Insp/Service (1m/1y) 5520	0000065563	PUMP CENT 02 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
636587	Pump Rot Lobe Insp/Service (1m/1y) 5520	0000207020	PUMP ROT LOBE	5520, St Marys WWTP, Process, Tertiary Treatment
590406	Pump Cent 01 Return Sludge Insp/Service (1m/1y) 5520	0000065561	PUMP CENT 01 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
590416	Pump Cent 02 Return Sludge Insp/Service (1m/1y) 5520	0000065563	PUMP CENT 02 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
870298	Pump Cent 01 Return Sludge Insp/Service (1m/1y) 5520	0000065561	PUMP CENT 01 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
870308	Pump Cent 02 Return Sludge Insp/Service (1m/1y) 5520	0000065563	PUMP CENT 02 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Tertiary Treatment
870328	Pump Rot Lobe Insp/Service (1m/1y) 5520	0000207020	PUMP ROT LOBE	5520, St Marys WWTP, Process, Tertiary Treatment
939493	clarifier #2 inspection/service	0000065351	TANK 02 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
1053098	Centrifuge PM; 5520	0000269106	PUMP PROG CAV 01 SLUDGE STORAGE BUILDING	5520, St Marys WWTP, Process, Sludge Treatment & Handling
863625	Sludge Hauling 5520			5520, St Marys WWTP, Process, Sludge Treatment & Handling, Process Piping
924287	Vehicle Winter Supply Check (1y) 5520			5520, St Marys WWTP, Facility, Vehicles/Cranes/Hoists/Elevators/Fork Lifts/Tow Motors
790079	Spill Kit Inspect (6m) 5520			5520, St Marys WWTP
1052710	Centrifuge maintenance 5520			St. Marys Wastewater Treatment Plant & Collection System
899780	Industrial Samples set up, WPCP Rounds			St. Marys Wastewater Treatment Plant & Collection System
1024337	Spill Kit Inspect (6m) 5520			5520, St Marys WWTP
1024750	Engine Diesel Queen St PS Insp/Service (1y) 5520	0000065231	ENGINE DIESEL QUEEN ST	5520, Queen Pumping Station
830845	Pump Subm 01 Robinson St Insp/Service (1y) 5520	0000065205	PUMP SUBMERSIBLE 01 ROBINSON ST	5520, Robinson Pumping Station
830854	Pump Subm 02 Robinson St Insp/Service (1y) 5520	0000065206	PUMP SUBMERSIBLE 02 ROBINSON ST	5520, Robinson Pumping Station
789827	Pump Subm 01 Queen St Insp/Service (1y) 5520	0000065224	PUMP SUBMERSIBLE 01 QUEEN ST	5520, Queen Pumping Station
789836	Pump Subm 02 Queen St Insp/Service (1y) 5520	0000065223	PUMP SUBMERSIBLE 02 QUEEN ST	5520, Queen Pumping Station

949548	Chemical System Flushing (6m) 5520			5520, St Marys WWTP
628958	Install eavestrough for Generator building			5520, St Marys WWTP, Facility, Buildings & Grounds
1024852	Engine Diesel St. Mary's WWTP Insp/Service (1y) 5520	0000065531	ENGINE DIESEL GENERATOR	5520, St Marys WWTP, Facility, Power Generation
709661	Conveyor 01 Rake Grit Insp/Service (1y) 5520	0000065331	CONVEYOR 01 RAKE GRIT	5520, St Marys WWTP, Process, Headworks
709671	Mixer 01 Grit Organic Pump Insp/Service (1y) 5520	0000065334	MIXER 01 GRIT ORGANIC PUMP	5520, St Marys WWTP, Process, Headworks
709697	Screen 01 Detroit Tank Components Insp/Service (1y) 5520	0000065337	SCREEN 01 DETROITER TANK COMPONENTS	5520, St Marys WWTP, Process, Headworks
869560	Pump Subm 01 Raw Sewage Insp/Service (1y) 5520	0000157009	PUMP SUBMERSIBLE 01 RAW SEWAGE	5520, St Marys WWTP, Process, Headworks
869569	Pump Subm 02 Raw Sewage Insp/Service (1y) 5520	0000207051	PUMP SUBMERSIBLE 02 RAW SEWAGE	5520, St Marys WWTP, Process, Headworks
869578	Pump Subm 03 Raw Sewage Insp/Service (1y) 5520	0000157010	PUMP SUBMERSIBLE 03 RAW SEWAGE	5520, St Marys WWTP, Process, Headworks
590331	Grinder Comminutor 01 Influent Insp/Service (1m/1y) 5520	0000065330	GRINDER 01 COMMUNOTOR INFLUENT	5520, St Marys WWTP, Process, Headworks
1024946	Engine Diesel Robinson St Insp/Service (1y) 5520	0000269085	ENGINE DIESEL GENERATOR ROBINSON ST	5520, St Marys WWTP, Facility, Power Generation
710003	Chemical System Flushing (6m) 5520			5520, St Marys WWTP
906147	MCC Route Insp/Service (3y) 5520			5520, St Marys WWTP
950075	Uv Light Bank 02 Effluent Insp/Clean/Service (1m/1y) 5520	0000065526	UV LIGHT BANK 02 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
950094	Uv Light Bank 01 Effluent Insp/Clean/Service (1m/1y) 5520	0000065527	UV LIGHT BANK 01 EFFLUENT	5520, St Marys WWTP, Process, Disinfection
789845	Pump Subm Lawn Water Insp/Service (1y) 5520	0000207052	PUMP SUBMERSIBLE LAWN WATER	5520, St Marys WWTP, Facility, Buildings & Grounds
789704	Boiler Industrial Heating Eqmt Insp/Service (1y) 5520	0000241329	BOILER INDUSTRIAL HEATING EQMT	5520, St Marys WWTP, Facility, Heating Ventilation Air Conditioning
789710	Boiler Preheat Tank Water Insp/Service (1y) 5520	0000241328	BOILER PREHEAT TANK WATER	5520, St Marys WWTP, Facility, Heating Ventilation Air Conditioning
789860	Tank Hot Water Heater Electric Insp (1y) 5520	0000241325	TANK HOT WATER HEATER ELECTRIC	5520, St Marys WWTP, Facility, Heating Ventilation Air Conditioning
589288	Sampler 01 Raw Influent Service (1y) 1221	0000277891	SAMPLER 01 RAW INFLUENT	5520, St Marys WWTP, Process, Process Control & Monitoring
869587	Recorder Chart Methane Gas Insp/Service (1y) 5520	0000065270	RECORDER CHART METHANE GAS	5520, St Marys WWTP, Process, Process Control & Monitoring
671432	Sampler 01 Auto Effluent Insp/Service (1y) 5520	0000157008	SAMPLER 01 AUTO EFFLUENT	5520, St Marys WWTP, Process, Process Control & Monitoring
789824	Pump Prog Cav 01 Thickened Sludge Insp/Service (1y) 5520	0000241338	PUMP PROG CAV 01 THICKENED SLUDGE	5520, St Marys WWTP, Process, Sludge Treatment & Handling, Process Piping
861382	Polymer Injection pump cleaning			5520, St Marys WWTP, Process, Sludge Treatment & Handling, Process Piping
1018400	Drain Cleaning in Lystek Room			5520, St Marys WWTP
789807	Pump Peristaltic Chemical Metering Insp/Service (3m) 5520	0000241327	PUMP PERISTALTIC CHEMICAL METERING	5520, St Marys WWTP, Process, Sludge Treatment & Handling, Chemical Feed
749907	Pump Subm Sludge Loading Insp/Service (1y) 5520	0000157004	PUMP SUBMERSIBLE SLUDGE LOADING	5520, St Marys WWTP, Process, Sludge Treatment & Handling, Process Piping
950484	Blower Cent Turbo Insp/Service (1m/3m/1y) 5520	0000269084	BLOWER CENTRIFUGAL TURBO	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
989152	Blower Centrifugal 01 Aeration Insp/Service (1y) 5520	0000065469	BLOWER CENTRIFUGAL 01 AERATION	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
990217	Blower Cent Turbo Insp/Service (1m/3m/1y) 5520	0000269084	BLOWER CENTRIFUGAL TURBO	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
870591	Blower Cent Turbo Insp/Service (1m/3m/1y) 5520	0000269084	BLOWER CENTRIFUGAL TURBO	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
907817	Blower Cent Turbo Insp/Service (1m/3m/1y) 5520	0000269084	BLOWER CENTRIFUGAL TURBO	5520, St Marys WWTP, Process, Secondary Treatment, Aeration

831820	Blower Cent Turbo Insp/Service (1m/3m/1y) 5520	0000269084	BLOWER CENTRIFUGAL TURBO	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
750961	Blower Cent Turbo Insp/Service (1m/3m/1y) 5520	0000269084	BLOWER CENTRIFUGAL TURBO	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
589486	Blower Centrifugal 02 Aeration Insp/Service (1y) 5520	0000065473	BLOWER CENTRIFUGAL 02 AERATION	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
589494	Blower Centrifugal 03 Aeration Insp/Service (1y) 5520	0000065477	BLOWER CENTRIFUGAL 03 AERATION	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
710863	Blower Cent Turbo Insp/Service (1m/3m/1y) 5520	0000269084	BLOWER CENTRIFUGAL TURBO	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
1024114	Filter Air 01 Carbon Sludge Insp/Service (1y) 5520	0000065259	FILTER AIR 01 CARBON SLUDGE	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
1025236	Blower Cent Turbo Insp/Service (1m/3m/1y) 5520	0000269084	BLOWER CENTRIFUGAL TURBO	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
672529	Blower Cent Turbo Insp/Service (1m/3m/1y) 5520	0000269084	BLOWER CENTRIFUGAL TURBO	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
636948	Blower Cent Turbo Insp/Service (1m/3m/1y) 5520	0000269084	BLOWER CENTRIFUGAL TURBO	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
590850	Blower Cent Turbo Insp/Service (1m/3m/1y) 5520	0000269084	BLOWER CENTRIFUGAL TURBO	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
790898	Blower Cent Turbo Insp/Service (1m/3m/1y) 5520	0000269084	BLOWER CENTRIFUGAL TURBO	5520, St Marys WWTP, Process, Secondary Treatment, Aeration
822168	Tank Clarifier 02 Insp/Service (1m/1y) 5520	0000065351	TANK 02 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
1053614	Tank Clarifier 02 Insp/Service (1m/1y) 5520	0000065351	TANK 02 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
861134	Tank Clarifier 02 Insp/Service (1m/1y) 5520	0000065351	TANK 02 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
939950	Tank Clarifier 02 Insp/Service (1m/1y) 5520	0000065351	TANK 02 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
1016867	Tank Clarifier 02 Insp/Service (1m/1y) 5520	0000065351	TANK 02 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
710466	Tank Clarifier 03 Insp/Service (1m/1y) 5520	0000065420	TANK 03 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
710476	Tank Clarifier 04 Insp/Service (1m/1y) 5520	0000065498	TANK 04 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
790531	Tank Clarifier 03 Insp/Service (1m/1y) 5520	0000065420	TANK 03 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
790541	Tank Clarifier 04 Insp/Service (1m/1y) 5520	0000065498	TANK 04 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
750581	Tank Clarifier 01 Insp/Service (1m/1y) 5520	0000065403	TANK 01 CLARIFIER	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
750591	Tank Clarifier 03 Insp/Service (1m/1y) 5520	0000065420	TANK 03 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
750601	Tank Clarifier 04 Insp/Service (1m/1y) 5520	0000065498	TANK 04 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
710456	Tank Clarifier 01 Insp/Service (1m/1y) 5520	0000065403	TANK 01 CLARIFIER	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
636503	Tank Clarifier 03 Insp/Service (1m/1y) 5520	0000065420	TANK 03 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
636513	Tank Clarifier 04 Insp/Service (1m/1y) 5520	0000065498	TANK 04 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
590343	Tank Clarifier 01 Insp/Service (1m/1y) 5520	0000065403	TANK 01 CLARIFIER	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
590353	Tank Clarifier 03 Insp/Service (1m/1y) 5520	0000065420	TANK 03 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
590363	Tank Clarifier 04 Insp/Service (1m/1y) 5520	0000065498	TANK 04 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
790520	Tank Clarifier 01 Insp/Service (1m/1y) 5520	0000065403	TANK 01 CLARIFIER	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
1024799	Tank Clarifier 03 Insp/Service (1m/1y) 5520	0000065420	TANK 03 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
1024809	Tank Clarifier 04 Insp/Service (1m/1y) 5520	0000065498	TANK 04 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier

672061	Tank Clarifier 01 Insp/Service (1m/1y) 5520	0000065403	TANK 01 CLARIFIER	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
672071	Tank Clarifier 03 Insp/Service (1m/1y) 5520	0000065420	TANK 03 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
672081	Tank Clarifier 04 Insp/Service (1m/1y) 5520	0000065498	TANK 04 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
636493	Tank Clarifier 01 Insp/Service (1m/1y) 5520	0000065403	TANK 01 CLARIFIER	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
907118	Tank Clarifier 03 Insp/Service (1m/1y) 5520	0000065420	TANK 03 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
907143	Tank Clarifier 04 Insp/Service (1m/1y) 5520	0000065498	TANK 04 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
831435	Tank Clarifier 01 Insp/Service (1m/1y) 5520	0000065403	TANK 01 CLARIFIER	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
831445	Tank Clarifier 03 Insp/Service (1m/1y) 5520	0000065420	TANK 03 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
831455	Tank Clarifier 04 Insp/Service (1m/1y) 5520	0000065498	TANK 04 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
1024789	Tank Clarifier 01 Insp/Service (1m/1y) 5520	0000065403	TANK 01 CLARIFIER	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
989786	Tank Clarifier 04 Insp/Service (1m/1y) 5520	0000065498	TANK 04 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
870235	Tank Clarifier 01 Insp/Service (1m/1y) 5520	0000065403	TANK 01 CLARIFIER	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
870245	Tank Clarifier 03 Insp/Service (1m/1y) 5520	0000065420	TANK 03 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
870255	Tank Clarifier 04 Insp/Service (1m/1y) 5520	0000065498	TANK 04 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
898375	Tank Clarifier 02 Insp/Service (1m/1y) 5520	0000065351	TANK 02 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
907093	Tank Clarifier 01 Insp/Service (1m/1y) 5520	0000065403	TANK 01 CLARIFIER	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
950045	Tank Clarifier 01 Insp/Service (1m/1y) 5520	0000065403	TANK 01 CLARIFIER	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
950055	Tank Clarifier 03 Insp/Service (1m/1y) 5520	0000065420	TANK 03 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
950065	Tank Clarifier 04 Insp/Service (1m/1y) 5520	0000065498	TANK 04 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
981450	Tank Clarifier 02 Insp/Service (1m/1y) 5520	0000065351	TANK 02 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
989766	Tank Clarifier 01 Insp/Service (1m/1y) 5520	0000065403	TANK 01 CLARIFIER	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
989776	Tank Clarifier 03 Insp/Service (1m/1y) 5520	0000065420	TANK 03 CLARIFIER SECONDARY	5520, St Marys WWTP, Process, Secondary Treatment, Clarifier
869589	Valve Relief Press Insp/Service (1y) 5520	0000065358	VALVE RELIEF PRESSURE PRIMARY DIGESTER	5520, St Marys WWTP, Process, Tertiary Treatment
869592	Valve Relief Press Insp/Service (1y) 5520	0000065364	VALVE RELIEF PRESSURE SEONDRARY DIGESTER	5520, St Marys WWTP, Process, Tertiary Treatment
869595	Valve Relief Press Insp/Service (1y) 5520	0000065365	VALVE RELIEF PRESSURE SEONDRARY DIGESTER	5520, St Marys WWTP, Process, Tertiary Treatment
749889	Pump Subm P-23 Supernate Insp/Service (1y) 5520	0000157001	PUMP SUBMERSIBLE P-23 SUPERNATE	5520, St Marys WWTP, Process, Tertiary Treatment
749898	Pump Subm P-24 Supernate Insp/Service (1y) 5520	0000157002	PUMP SUBMERSIBLE P-24 SUPERNATE	5520, St Marys WWTP, Process, Tertiary Treatment
887580	Valve Check 01 RAS Return Activated Sludge Insp/Service (1 y) 5520	0000269113	VALVE CHECK 01 RETURN SLUDGE PUMP - RAS OLD RAS BLDG 6"	5520, St Marys WWTP, Process, Secondary Treatment, Process Piping
710549	Pump Rot Lobe Insp/Service (1m/1y) 5520	0000207020	PUMP ROT LOBE	5520, St Marys WWTP, Process, Tertiary Treatment
1024138	Pump Rot Lobe 01 Digester Insp/Service (1y) 5520	0000207053	PUMP ROT LOBE 01 DIGESTER	5520, St Marys WWTP, Process, Tertiary Treatment
1024108	Analyzer Gas Quad Detector Insp/Service (6m) 5520	0000207056	ANALYZER GAS QUAD DETECTOR	5520, St Marys WWTP, Process, Process Control & Monitoring
789724	Meter Flow Thickened Was Insp/Service (1y) 5520	0000241337	METER FLOW FIT-04 THICKENED WAS	5520, St Marys WWTP, Process, Process Control & Monitoring

789698	Analyzer Gas Quad Detector Insp/Service (6m) 5520	0000207056	ANALYZER GAS QUAD DETECTOR	5520, St Marys WWTP, Process, Process Control & Monitoring
789719	Meter Flow Digested Sludge Insp/Service (1y) 5520	0000241336	METER FLOW DIGESTED SLUDGE	5520, St Marys WWTP, Process, Process Control & Monitoring
749851	Meter Flow Effluent Bypass Insp/Service (1y) 5520	0000157005	METER FLOW EFFLUENT BYPASS	5520, St Marys WWTP, Process, Process Control & Monitoring
749856	Meter Flow Fit1 RAS Insp/Service (1y) 5520	0000065597	METER FLOW FIT1 RAS	5520, St Marys WWTP, Process, Process Control & Monitoring
749861	Meter Flow RAS Insp/Service (1y) 5520	0000065564	METER FLOW FIT 03 RETURN SLUDGE - RAS	5520, St Marys WWTP, Process, Process Control & Monitoring
749866	Meter Flow Velocity Final Effluent Insp/Service (1y) 5520	0000157006	METER FLOW FIT 07 VELOCITY FINAL EFFLUENT	5520, St Marys WWTP, Process, Process Control & Monitoring
869535	Meter Level Raw Sewage Insp/Service (1y) 5520	0000065240	METER LEVEL RAW SEWAGE	5520, St Marys WWTP, Process, Process Control & Monitoring
869530	Meter Level 01 Robinson St Insp/Service (1y) 5520	0000065210	METER LEVEL 01 ROBINSON ST	5520, Robinson Pumping Station
711014	OG15 Facility OHSA Inspection (1m) 5520			5520, St Marys WWTP
791048	OG15 Facility OHSA Inspection (1m) 5520			5520, St Marys WWTP
791073	OG110 OCWA's H&S Manual and Policy Review (1y) St Marys			5520, St Marys WWTP
751106	OG15 Facility OHSA Inspection (1m) 5520			5520, St Marys WWTP
637067	OG15 Facility OHSA Inspection (1m) 5520			5520, St Marys WWTP
637129	OG109 OCWAs PPE Policy Review (1y) St Marys			5520, St Marys WWTP
590971	OG15 Facility OHSA Inspection (1m) 5520			5520, St Marys WWTP
1025377	OG15 Facility OHSA Inspection (1m) 5520			5520, St Marys WWTP
672637	OG15 Facility OHSA Inspection (1m) 5520			5520, St Marys WWTP
907961	OG15 Facility OHSA Inspection (1m) 5520			5520, St Marys WWTP
831919	OG15 Facility OHSA Inspection (1m) 5520			5520, St Marys WWTP
636002	MSDS Review - (6m) 5520			5520, St Marys WWTP
1025301	Confined Space Hazard Assessment Review (1y) St Marys Cluster			5520, St Marys WWTP
990322	OG15 Facility OHSA Inspection (1m) 5520			5520, St Marys WWTP
870707	OG15 Facility OHSA Inspection (1m) 5520			5520, St Marys WWTP
950616	OG15 Facility OHSA Inspection (1m) 5520			5520, St Marys WWTP
940411	plant check - o phos			5520, St Marys WWTP, Facility
590987	Flame Arrestor Service (1y) 5520			5520, St Marys WWTP
590947	OG35 FEP Review (1y) 5520			5520, St Marys WWTP
1053790	Sampling Calendar Review (1y) 5520			5520, St Marys WWTP
750191	PH Probe Insp/Calib (1m) 5520			5520, St Marys WWTP
790074	PH Probe Insp/Calib (1m) 5520			5520, St Marys WWTP

1024332	PH Probe Insp/Calib (1m) 5520			5520, St Marys WWTP
635563	Lifting Device Route (1y) 5520			5520, St Marys WWTP
671623	PH Probe Insp/Calib (1m) 5520			5520, St Marys WWTP

APPENDIX C

NOTICE OF MODIFICATIONS



Notice of Modification to Sewage Works

RETAIN COPY OF COMPLETED FORM AS PART OF THE ECA AND SEND A COPY TO THE WATER SUPERVISOR (FOR MUNICIPAL) OR DISTRICT MANAGER (FOR NON-MUNICIPAL SYSTEMS)

Part 1 – Environmental Compliance Approval (ECA) with Limited Operational Flexibility

(Insert the ECA's owner, number and issuance date and notice number, which should start with "01" and consecutive numbers thereafter)

ECA Number 4934-AH9S98	Issuance Date (mm/dd/yy) 02/24/17	Notice number (if applicable) N/A
ECA Owner The Town of St. Marys	Municipality The Town of St. Marys	

Part 2: Description of the modifications as part of the Limited Operational Flexibility

(Attach a detailed description of the sewage works)

The existing odour control system is being replaced at the Water Pollution Control Plant in St. Marys. The current ECA indicates the system is "capable of treating air flows between 19.3 and 38.5 m³/min (680 to 1360 cfm)." This description should be revised by replacing the above with the system is "designed for an air flow of 34 m³/min (1200 cfm)." Drawing information is available upon request.

Description shall include:

1. A detail description of the modifications and/or operations to the sewage works (e.g. sewage work component, location, size, equipment type/model, material, process name, etc.)
2. Confirmation that the anticipated environmental effects are negligible.
3. List of updated versions of, or amendments to, all relevant technical documents that are affected by the modifications as applicable, i.e. submission of documentation is not required, but the listing of updated documents is (design brief, drawings, emergency plan, etc.)

Part 3 – Declaration by Professional Engineer

I hereby declare that I have verified the scope and technical aspects of this modification and confirm that the design:

1. Has been prepared or reviewed by a Professional Engineer who is licensed to practice in the Province of Ontario;
 2. Has been designed in accordance with the Limited Operational Flexibility as described in the ECA;
 3. Has been designed consistent with Ministry's Design Guidelines, adhering to engineering standards, industry's best management practices, and demonstrating ongoing compliance with s.53 of the Ontario Water Resources Act; and other appropriate regulations.
- I hereby declare that to the best of my knowledge, information and belief the information contained in this form is complete and accurate

Name (Print) Ryan P. DeVries	PEO License Number 100183886
Signature 	Date (mm/dd/yy) 12/18/18
Name of Employer B. M. Ross and Associates Limited	

Part 4 – Declaration by Owner

I hereby declare that:

1. I am authorized by the Owner to complete this Declaration;
 2. The Owner consents to the modification; and
 3. This modifications to the sewage works are proposed in accordance with the Limited Operational Flexibility as described in the ECA.
 4. The Owner has fulfilled all applicable requirements of the *Environmental Assessment Act*.
- I hereby declare that to the best of my knowledge, information and belief the information contained in this form is complete and accurate

Name of Owner Representative (Print) Dave Blake	Owner representative's title (Print) Environmental Services Supervisor
Owner Representative's Signature 	Date (mm/dd/yy) 12/18/18.



INFORMATION REPORT

To:	Mayor Stratthdee and Members of Council
Prepared by:	Dave Blake, Environmental Services Supervisor
Date of Meeting:	26 March 2019
Subject:	PW 17-2019 Landfill Annual Monitoring Report for 2018

INFORMATION

To update Council regarding the submission of the 2018 Annual Monitoring Report for the St. Marys Landfill Site to the Ministry of Environment, Conservation and Parks (MECP) and to summarize key aspects within the annual monitoring report for Council.

RECOMMENDATION

THAT PW 17-2019, Landfill Annual Monitoring Report for 2018 be received for information.

BACKGROUND

The Town is required to submit an annual report to the MECP prior to March 31 of each year for the previous year's site operations. Each year this report is prepared by Engineering Consultants and submitted to the MECP on the Town's behalf.

REPORT

In 2018, the St. Marys landfill site was operated by the Town of St. Marys and supplied successful waste disposal and diversion needs to residents and businesses within the Town. The following is a summary of information presented within the annual report:

- Annual landfill volume utilization decreased significantly in 2018 and continues to remain below the annual design utilization rate for the Site;
- Approximately 9,246 m³ of landfilling capacity was utilized in 2018 compared to 13,053 m³ utilized in 2017. This is approximately a 30% decrease in volumetric utilization of the Site over the prior year's filling rate;
- The 2018 volumetric fill rate represents a 5,754 m³ savings over the annual design fill rate of 15,000 m³ per year for Phase II/III;
- In 2018, approximately 5,050 tonnes of waste was placed for final disposal at the landfill Site. This equates to an in-situ density of approximately 546 kg/m³;
 - The 2018 in-situ density was an increase of approximately 59% when compared to the prior year. This can be attributed to improved site management, operations and waste placement and compaction efforts;
- It is estimated (assumed at 25%) that approximately 2,300 m³ of daily cover was placed within the active cells in 2018 (included in above volumetric fill utilizations);
- Environmental Compliance Approval Amendment (Notice No. 5) approved additional interim capacity for the Site up to a total of 324,140 m³. The estimated remaining volume available for refuse (including daily cover) is 14,672 m³, as of January 2019;
- The landfill's remaining approved site life is estimated to be approximately 1.6 years as of January 2019. The Town is required to submit a request for additional interim approval in mid-2019;

- There were several instances where Provincial Water Quality Objectives (PWQOs) were exceeded as part of the Site's surface water monitoring program, consisting of, but not limited to; pH, Total Phosphorus and Iron. Elevated concentrations of these parameters are influenced by several variables including upstream and adjacent industrial uses and are not related to influence from landfill leachate.
- Effluent water from both stormwater management basin A & B exceeded the PWQO for total phosphorus in 2018. Basin A exceeded iron with Basin B exceeding pH as part of the Spring sampling program with Basin B exceeding Phenols as part of the fall sampling program.
- A detailed evaluation on potential groundwater impacts noted in prior years at up gradient wells (OW9B-91, OW15-91 and OW21-91) related to suspected leachate indicators concluded that impacts appear to be directly attributable to road salting and dust suppression applications, and not landfill leachate.
- Manhole B (MHB) was added to the sampling program in 2016. The 2018 results suggest a potential for leachate influence. Monitoring will continue in 2019 to aid in determining a trend or potential impact. If leachate impact is confirmed, consideration will be given to preventing overflow from MHB from discharging to the surface water drainage system.
- Reasonable Use Criteria (RUC) was not exceeded in down gradient overburden or bedrock wells at the Site.
- No operational issues related to treating leachate were identified by the Wastewater Treatment Plant;
- Groundwater, Surface water and leachate sampling shall continue in 2019 to continue trending for site operations and monitor for potential site impacts.
- A recommendation has been made to modify the Site's monitoring parameters consisting of the addition of Nitrate and Nitrite to the groundwater sampling program, and the removal of Phenols, Boron and Manganese from the groundwater monitoring program. This will be discussed with the MECP prior to modifications being made.
- There were five (5) odour related complaints received from the public in 2018. Four (4) of the complaints were reported when the site was open and operational with one (1) being reported when the Site was closed.
- The Town saw significant diversion efforts related to the various programs offered and administered at the landfill, consisting of, but not limited to, recycling, leaf collection, yard waste collection, E-Waste Depots, Household Hazardous Waste Depots, etc. This resulted in a total of 1,782 tonnes being diverted from the landfill in 2018.

General Notes

An Environmental Assessment to determine future solid waste disposal needs for the Town of St. Marys was commenced on February 9, 2015 and continued throughout 2018. The final Environmental Assessment is expected to be completed and submitted for review in 2019.

The Town of St. Marys will be applying to the MECP in July 2019 as a condition of the Site's approval for continued interim capacity approval to continue operations while the EA is finalized, submitted and subsequently reviewed.

SUMMARY & IMPLICATIONS

The above information has been summarized from the Annual Monitoring Report for 2018. The landfill site continues to provide effective and efficient solid waste disposal for the Town. Groundwater quality at the Site remains relatively good. Surface water quality was reported to have several instances where PWQOs were exceeded and will continue to be monitored at the Site to determine long term trends.

There was approximately 1.6 years of approved filling remaining at the landfill as of January 2019. The Town is required to submit an application in mid-2019 for additional interim capacity approval at the Site while the EA is completed and reviewed. Should interim approval not be granted, the Town would be required to find alternative means of waste disposal until such time as additional capacity could be approved.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

Jed Kelly, Director of Public Works – Town of St. Marys
GM BluePlan Engineering – Consulting Engineers

ATTACHMENTS

None

REVIEWED BY

Recommended by the Department

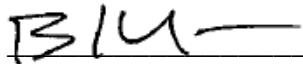


Dave Blake, C.E.T.
Environmental Services Supervisor



Jed Kelly
Director of Public Works

Recommended by the CAO



Brent Kittmer
CAO / Clerk

MONTHLY REPORT

To: Mayor Stratthdee and Members of Council

From: Administration and Human Resources

Date of Meeting: 26 March 2019

Subject: CAO 29-2019 March Monthly Report (Administration and Human Resources)

RECOMMENDATION

THAT CAO 29-2019 March Monthly Report (Administration and Human Resources) be received for information.

DEPARTMENTAL HIGHLIGHTS

CAO & Clerk

Strategic Planning

- 2018 Strategic Plan draft scorecard completed and vetted internally. This will be presented to Council on April 16, 2019.
- April 16, 2019 Strategic Priorities Committee meeting is planned to be the first priority setting session of the new Council. Requesting that Council amend the meeting from a 12:00 pm end time to a 2:00 pm end time to allow additional items to be placed on the agenda.

Intergovernmental Relations

- Funding Announcement from Province re: Unconditional Funds to Assist with Service Delivery Efficiencies. CAO Participated in a call with Ministry of Municipal Affairs Staff on March 20, 2019. Key points are:
 - Upwards of \$200M is being provided province-wide.
 - Eligibility criteria were:
 - Single/lower tier municipalities with fewer than 25,000 households.
 - Rural municipalities with more than 25,000 households
 - Counties and districts
 - Large urban municipalities, and upper-tier regional governments were not eligible.
 - The Town of St. Marys will be receiving \$671,990.
 - The funding is unconditional, and there is no reporting mechanism back to the Province.
 - The Province would like a copy of any staff report, Council minutes, or press releases that show how funds are allocated so they can informally track how the funds were used.
 - The funds are not restricted to being applied to operating costs, capital costs qualify.
 - The Province strongly encourages municipalities to use the money to mimic the Province's lead in finding efficiencies and reducing long term expenditures (i.e. modernizing services through service delivery reviews and investments in efficiencies).
 - The Province strongly encourages Council's to think about three things when allocating the funds:
 - Funds should be fully spent in 2019, or at least fully allocated/their use decided upon in 2019 so that municipalities are better prepared for 2020.

- Use of the funds should focus on increasing efficiencies and modernizing service delivery to reduce long term expenditures for the municipality.
 - Understand that this is a one-time funds transfer, not a long term funding program.
- Transportation Grant Funding
 - A meeting of the CAOs was held on March 6 where updates were received from Stratford and Perth County:
 - **Intercity Option (Stratford led)** – Stratford Council is fully supportive of the project, and minor amendments have been made to the project description. Final submission will be made to the Ministry of Transportation for the March 19th deadline. Stratford, St. Marys are the partners in this project and the next step I negotiating a local partnership agreement. Stratford is taking the lead on developing the template for the group.
 - **IntraPerth (County led)** – The consultant hired to finalize route design for resubmission to the MTO has identified that the project needs to change from a fixed route design to a flex route design. This will require a new MTO approval, which the partners are hopeful to received. The partners within the County are still confirming their formal participation in this project.
- FCM Municipalities for Climate Innovation Program
 - CAO has submitted the Town's support for this project to North Perth.
 - North Perth has issued the job ad, and will be hiring the project coordinator soon.
 - Work will begin shortly amongst the partnering municipalities to develop a Terms of Reference for the Project Oversight Team (comprised of all CAOs) and a Partnership Agreement.
- Zorra Mutual Aid Agreement
 - Final draft of the agreement sent to Zorra. Awaiting their confirmation that they have signed.
- OCWA Client Advisory Board
 - CAO is now a member of the OCWA corporate client advisory board. Participated in the February 27, 2019 meeting. Most notably, OCWA is being affected by provincial cuts and will be looking for areas to reduce costs in the coming year. These reductions will not affect quality of service.

Public and Community Engagement

- CAO and former BIA Chair Julie Docker have been confirmed to be key note speakers for an Ontario Business Improvement Area Association webinar on April 24th. The topic of the webinar is accessible downtowns.
- CAO has been confirmed to be a panel speaker at the 2019 Canadian Planner's Institute conference in Ottawa on July 4. The focus of the panel will be accessible development within a heritage landscape. The Town's 2016 Queen Street Reconstruction project will be featured.
- CAO was the keynote speaker at the March 11 Rotary Club meeting. The talk focused on the Town's strategic plan and future priorities.

Policy Development

- Completed: Municipal Cannabis Statement, Vulnerable Sector Checks for Volunteers
- Currently researching:
 - Urban Chickens By-Law
 - Updated Smoking By-Law Direction from Council to have this project completed in Q1 2019.
 - Cell phone policy for Council

Land Sales

- 478 Water Street South: Final signed agreement of purchase and sale sent to McLean Taylor. Awaiting their signed reply.
- 481 Water Street South (McDonald House):
 - First draft of the sale agreement completed and shared with the buyer.
 - The sale process is taking longer now that three parties are involved. Per Council's approved term of the sale, the buyer has been permitted to enter the building to begin preliminary work. This includes measurements, clean up, and design.

Human Resources

Recruitment

- Completed the recruitment process for Museum Assistants, Summer Reading Co-ordinator, Labourer and a Contract IT Technician.
- Currently recruiting for a Director of Finance/Treasurer, Lifeguards, an Adult Learning Instructor, Tourism Assistant, Youth & Child Recreation Programmer, Summer Reading Assistant, Custodian and Supply Staff

Staff Engagement/STEAM Initiatives

- Developing an internal newsletter to be delivered internally to staff on a quarterly basis. The first edition to be delivered in June.
- Preparing for the second annual staff step challenge as a way to encourage physical activity and staff engagement.

Training

- Reviewed the Inclement Weather Policy with the Senior Leadership Team to ensure consistent application across the corporation.
- Facilitating internal Joint Health and Safety workplace inspection training
- Electronic Timesheet & Employee Self-Serve training for new staff

HR Systems

- Continuing work on the Human Resource Information System improvement.
- Wrapping up the annual performance appraisal process by seeking staff feedback and updating identified changes to existing job descriptions.

Health and Safety

- Ministry of Labour Ergonomic Initiative
 - Met with the Public Works Department and worked through the first round of identifying and prioritizing hazards.
 - Arranging training with the three partnering municipalities for mid to late May.
 - Continuing work on the Musculoskeletal Prevention Policy.
- Researching best practices and updating the Workplace Inspection policy and associated checklists.

Payroll

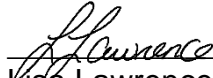
- Completed the reconciliation of the Health Care Spending Account Year End.
- Volunteer firefighter incident/practices remuneration calculation brought up to date.
- Revised and amended the payroll business continuity plan

SPENDING AND VARIANCE ANALYSIS

None at this time.

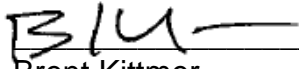
REVIEWED BY

Recommended by the Department



Lisa Lawrence
Director of Human Resources

Recommended by the CAO



Brent Kittmer
CAO / Clerk



FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Jenna McCartney, Deputy Clerk
Date of Meeting:	26 March 2019
Subject:	CAO 30-2019 Public Transit Infrastructure Fund Program Extension

PURPOSE

To update Council on the Ministry of Transportation's Public Transit Infrastructure Fund program extension and to seek Council's approval of the agreement.

RECOMMENDATION

THAT CAO 30-2019 Public Transit Infrastructure Fund Program Extension be received;

THAT Council agree to the terms and conditions of the Amending Agreement No. 1 as presented; and

THAT By-Law 41-2019 be approved to authorize the Mayor and the Clerk to sign the associated agreement.

BACKGROUND

The federal government announced in its 2016 budget and investment of \$120 billion in infrastructure over 10 years. In 2017 the Ministry of Transportation introduced the Public Transit Infrastructure Fund program in 2017 for the purpose of providing short-term funding of \$3.4 billion to help accelerate municipal investments to support the rehabilitation of transit systems, new capital projects, and planning and studies for future transit expansion to foster long-term transit plans. The Town of St. Marys was in receipt of \$67,500 to be used towards 50% of eligible program costs incurred between November 2017 and March 31, 2020.

To date the Town has utilized approximately \$24,000 related to sidewalk replacement along Victoria Street, Warner Street, and Jones Street West.

REPORT

The Ministry of Transportation has notified the Town of St. Marys that the Public Transit Infrastructure Fund program has been extended to March 31, 2021. The Town of St. Marys will be in receipt of an additional \$321 through the program and will be granted an additional year to utilize the funds.

The draft 2019 St. Marys budget is slated to use approximately \$34,000 on the sidewalk replacement of St. George Street and Brock Street. The remaining \$10,000 will be available for spending in the 2020 budget cycle.

FINANCIAL IMPLICATIONS

As noted above.

SUMMARY

The federal government has extended the Public Transit Infrastructure Fund program by one year, ending March 31 2021. The program as administered by the Ministry of Transportation is asking the Council for the Corporation of the Town of St. Marys to sign an extension agreement as appended to this staff report.

STRATEGIC PLAN

- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
- Pillar #1 Infrastructure:
 - Outcome: meet and exceed current and anticipated provincial environmental standards
 - Tactic(s): plan to make all municipal infrastructure compliant with external legislation (ie: AODA)

OTHERS CONSULTED

Jeff Wolfe, Asset Management / Engineering Specialist

ATTACHMENTS

Public Transit Infrastructure Fund Amending Agreement No. 1

REVIEWED BY

Recommended by the Department



Jenna McCartney
Deputy Clerk

Recommended by the CAO



Brent Kittmer
CAO / Clerk

**AMENDING AGREEMENT No. 1
TO THE PUBLIC TRANSIT INFRASTRUCTURE FUND (PTIF) PHASE ONE (ONTARIO)
TRANSFER PAYMENT AGREEMENT**

This Amending Agreement No. 1 to the Public Transit Infrastructure Fund (PTIF) Phase One (Ontario) Transfer Payment Agreement (this “**Amending Agreement No. 1**”) is effective as of the date of signature by the last signing party to this Amending Agreement No. 1.

B E T W E E N:

Her Majesty the Queen in right of Ontario
as represented by the Minister of Transportation for the Province of Ontario

(the “**Province**”)

- and -

The Corporation of the Town of St. Marys

(the “**Recipient**”)

BACKGROUND

The Province and the Recipient entered into the Public Transit Infrastructure Fund (PTIF) Phase One (Ontario) Transfer Payment Agreement effective as of November 27, 2017 (the “**Agreement**”).

The Agreement, pursuant to Article 3.0 (Amending the Agreement) of the Agreement, may be amended from time to time on written agreement of the Parties.

The Parties wish to amend the Agreement as set out in this Amending Agreement No. 1.

IN CONSIDERATION of the mutual covenants and agreements contained in this Amending Agreement No. 1, and for other good and valuable consideration, the receipt and sufficiency of which is expressly acknowledge, the Parties agree as follows:

1. **Capitalized Terms.** Capitalized terms used in this Amending Agreement No. 1, unless defined in section 2 of this Amending Agreement No. 1, have the meanings ascribed to them in the Agreement.

2. **Definition.** In this Amending Agreement No. 1, the following term has the following meaning:

“Amending Agreement No. 1” means this Amending Agreement No. 1, including Appendix A and Appendix B attached to this Amending Agreement No. 1.
3. Section A.4.14 of the Agreement is deleted and replaced with the following:

A.4.14 Retention of Contribution. The Province will retain a minimum of 10% of the funding for the Project (“Holdback”) up until the following conditions have been met:

 - (a) the Recipient has fulfilled all of its obligations under the Agreement;
 - (b) the Parties have carried out a final reconciliation of all requests for payments and payments in respect of the Project and made any adjustments required in the circumstances; and
 - (c) Canada has released the 10% of its funding contribution retained pursuant to section 9.4 (Retention of Contribution) of the Bilateral Agreement to the Province.
4. Schedule “B” (Project Specific Information) of the Agreement is amended by deleting:
 - (a) “March 31, 2020”, in the 1st row and 2nd column of the chart, and replacing it with “March 31, 2021”;
 - (b) “Municipal Transit Policy Office”, in the 3rd row and 2nd column of the chart, and replacing it with “Strategic Transit Investments Office”; and
 - (c) “Manager, Municipal Transit Policy Office”, in the 5th row and 2nd column of the chart, and replacing it with “Manager, Strategic Transit Investments Office”.
5. Sub-schedule “C.1” (Program Funding Request) of the Agreement is deleted and replaced with Sub-schedule “C.1” (Program Funding Request) attached to this Amending Agreement No. 1 as Appendix B.

6. Paragraph D.4.1 (a) (Baseline Data and Results on Progress on Outcomes Template) of the Agreement is amended by deleting the template and replacing it with the revised template in Appendix A to this Amending Agreement No. 1.
7. Section E.2.3 (Scope of Eligible Expenditures) of the Agreement is deleted and replaced with the following:

E.2.3 Scope of Eligible Expenditures. Eligible Expenditures are the direct costs which are, in the Province's opinion, properly and reasonably incurred by the Recipient for the Project between April 1, 2016 and March 31, 2020 and Eligible Investments. Eligible Expenditures include only the following:

- (a) all costs considered by the Parties to be direct and necessary for the successful implementation of the Project, excluding the costs identified under Article E.3.0 (Ineligible Expenditures);
- (b) costs of Aboriginal consultation and, where appropriate, accommodation;
- (c) costs of construction carried out in-house by the Recipient; and
- (d) other costs that, in the opinion of the Province, are considered to be necessary for the successful implementation of the Project and have been approved in writing prior to being incurred.

8. Paragraph E.3.1 (a) is amended by deleting "March 31, 2019" and replacing it with "March 31, 2020".
9. Paragraph E.3.2 (e) is amended by deleting ";" and adding the following at the end of the paragraph:

, unless used specifically towards the Project and only for the portion of time that they are used to work on the Project;

10. Section J.5.1 (Timing) is amended by deleting "September 1, 2019" and replacing it with "September 1, 2020".
11. Section J.5.2 (No Obligation for Payment) is amended by deleting September 1, 2019" and replacing it with "September 1, 2020".
12. Section J.7.1 (Holdback) is amended by deleting the last sentence.
13. Section J.8.1 (Final Payment) of the Agreement is deleted and replaced with the following:

J.8.1 **Final Payment.** Subject to paragraph A.4.2 (c) and up to the Maximum Funds, the Province agrees to pay to the Recipient the remainder of its contribution under the Agreement, including the Holdback, after all of the conditions under section A.4.14 (Retention of Contribution) have been met.

14. Except for the amendments provided for in this Amending Agreement No. 1, all provisions of the Agreement remain in full force and effect.

The Parties have executed this Amending Agreement No. 1 on the dates set out below.

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO as represented by the Minister of Transportation for the Province of Ontario

FEB 19 2019

Date

Name: Jeff Yurek
Title: Minister

THE CORPORATION OF THE TOWN OF ST. MARYS

Date

Name: Al Stratthdee
Title: Mayor

I have authority to bind the Recipient.

Date

Name: Brent Kittmer
Title: CAO/Clerk

I have authority to bind the Recipient.

APPENDIX A

BASELINE DATA AND RESULTS ON PROGRESS ON OUTCOMES TEMPLATE

PTIF Outcome		PTIF Indicator	Baseline data	This section to be updated at each reporting cycle	
				Result	# of Projects Affected
				Provide cumulative results on completed projects from start of program	
1	Projects that support modernization	Number of funded transit system projects that have incorporated modern, innovative technology	Not applicable, baseline is zero		
2		Number of funded transit system projects that aim at improving the commuters' experience (additional indicator)	Not applicable, baseline is zero		
3	Funded plans are being implemented	Number of funded plans or studies that led to informed decisions on investments	Not applicable, baseline is zero		
4	Improved rehabilitation	Average number of years of useful life remaining on applicable transit assets, extended as a result of funded investments			
5		Percentage of assets that have improved their physical condition rating (as per reporting guidelines) as a result of funding			
6		Average percentage decrease in unplanned service interruptions per			

PTIF Outcome		PTIF Indicator	Baseline data	This section to be updated at each reporting cycle	
				Result	# of Projects Affected
				Provide cumulative results on completed projects from start of program	
		month (not related to weather) that can be attributed to funded investments			
7	Increased safety	Number of funded transit system projects that have added safety features or equipment	Not applicable, baseline is zero		
8		Estimated percentage decrease in incidents (collision and non-collision) that can be attributed to funded investments			
9	Increased accessibility	Average increase in the percentage of transit system fleets that are low-floor accessible, as a result of funding			
10		Number of projects that improve transit system accessibility (additional indicator)	Not applicable, baseline is zero		
11	Improved efficiency	Average Life Cycle Cost of applicable transit system assets after completion of funded investments			
12		Average litres of fuel per passenger-kilometre after completion of funded investments			

PTIF Outcome		PTIF Indicator	Baseline data	This section to be updated at each reporting cycle	
				Result	# of Projects Affected
				Provide cumulative results on completed projects from start of program	
13		Total estimated cubic-metres of natural gas saved as a result of funded investments			
14		Total estimated kilowatt-hours saved as a result of funded investments			
15	Transit systems are expanding	Total of new passenger-kilometres travelled as a result of funded system expansion projects			
16		Total of new passenger trips as a result of the expansion of paratransit services (additional indicator)			
17		Number of early works projects that lay the foundation for future transit system expansion. (additional indicator)	Not applicable, baseline is zero		
18		Number of funded projects that support active transportation (additional indicator)			
19	Projects are Incremental	Total value of capital expenditures for transit projects by PTIF recipient			

APPENDIX B
SUB-SCHEDULE “C.1” PROGRAM FUNDING REQUEST

Project Information										Federal Land	Financial Information							Project Objectives			Incrementality	Risk Assessment
Unique Project ID	Ultimate Recipient	Project Location	Actual Project Site (Civic Address or Geo Coordinates)	Project Title	Project Description	Eligible Investments Category	Project Nature	Forecasted Start Date (YYYY/MM/DD)	Forecasted End Date (YYYY/MM/DD)	Project Located on Federal Land (Y/N)	Total Project Cost	Total Eligible Cost	Program Contribution (Eligible Expenditures)	Other Federal Contributions (Eligible Expenditures)	Provincial Contribution (Eligible Expenditures)	Municipal Contribution (Eligible Expenditures)	Other Contribution (Eligible Expenditures)	Increased Capacity or Lifespan of the Asset (Y/N)	Enhanced Service (Y/N)	Improved Environmental Outcomes (Y/N)	Evidence of Incrementality (Y/N)	Risk Factors
STM-001 (modified)	St. Marys, Town of	St. Marys, Town of	175 Queen Street East St. Marys	Accessibility Improvement s to Sidewalks	Upgrade sidewalks to improve connectedness to public transit and meet Accessibility for Ontarians with Disabilities Act (AODA) guideline Project modification request extended to November 2018 as more time is required due to lack of capacity for contractors to finish teh work within the original timelines.	1. Capital projects for the rehabilitation, optimization and modernization of public transit infrastructure, or that improve the efficiency, accessibility and/or safety of public transit infrastructure (including rehabilitation or enhancement of existing guide ways, maintenance and storage facilities, or other existing public transit capital assets; refurbishment or replacement of existing rolling stock; and replacement or enhancement of transit stations);	New and Rehabilitation	2017/09/01	2018/03/31	N	\$135,000.00	\$135,000.00	\$67,500.00			\$67,500.00		N	Y	N	Y	The project is straight forward with no known risks for delay or cancellation.
											\$135,000.00	\$135,000.00	\$67,500.00	\$0.00	\$0.00	\$67,500.00	\$0.00					

MONTHLY REPORT

To: Mayor Stratthdee and Members of Council

From: Corporate Services

Date of Meeting: 26 March 2019

Subject: COR 07-2019 March Monthly Report (Corporate Services)

RECOMMENDATION

THAT COR 07-2019 March Monthly Report (Corporate Services) be received for information.

DEPARTMENTAL HIGHLIGHTS

Museum

- **Administrative**
 - Volunteers logged 70 on-site hours in February.
 - Grant applications submitted for Young Canada Works Building Careers in Heritage internship and Virtual Museums of Canada Community Stories
 - Most popular Facebook Post in February: February 12 “Train Tuesday” with a reach of 3461 and 258 reactions/comments/shares.
 - Strategic plan public survey completed and launched on March 5 with the support of the Corporate Communications team. Survey closes on March 20.
 - Recruitment completed for three seasonal Museum Assistant positions
- **Programming**
 - Volunteers led a seminars on stone homes to sellout crowds on February 14 and 27.
 - Staff led an outreach program at Kingsway on February 19.
 - Annual Heritage Fair held at the Pyramid Recreation Centre on February 22. There were 20 exhibitors and approximately 200 people in attendance.
 - Staff participated with a display at the St. Marys Horticultural Society’s Seedy Wednesday on March 6.
- **Research/Exhibits/Collections Management**
 - Text and photos submitted for newspaper exhibit to be installed at the Legislative Assembly of Ontario during the week of April 8.
 - “Head, Shoulders, Knees & Toes”, an exhibit highlighting baby and children’s clothing opened on March 11.
 - 45 recently donated historic photos digitized, edited and uploaded to Picture St. Marys in February.
 - Series of recently donated 1905-1911 letters from Dr. Marion Oliver, a Doctor from the Avonbank area who spent most of her career working in India, digitized and transcribed (over 29,000 words) by staff and volunteers.
- **Upcoming**
 - Stained Glass Seminar, March 21 (sold out) and April 17
 - Friends of the Museum AGM on March 25
 - Confirming musicians and sponsorship for Melodies at the Museum
 - Grade 3 Early Settlers programming in April/May

Heritage

- Municipal Register of Designated Heritage properties – staff are continuing to review and compile municipal records to ensure Ontario Heritage Trust files are complete.
- Municipal Register of Non-Designated Properties – review of property information to ensure municipal records are up to date.
- Heritage Property Tax Rebate Program – deadline for 2018 applications was February 28, 2019. There were a total of 22 application for Part A – 20% tax rebate (with 21 approved) and 4 applications for Part B – 40% (with 2 approved). In 2017 there were 18 applications (with 15 approved) for Part A – 20% and no Part B - 40% applications received.

Corporate Communications

- PRC Strategic Business Plan
 - Spring/summer program survey available online at www.townofstmarys.com/recsurvey (print copies are also available at Guest Services).
 - Provided guidance and materials (invitations, online and hard copy surveys, posters) for a public information session on the future of the pool and spa to be held during the week of March 18th.
- Media Relations
 - Distributed five media releases, five service disruptions, one public notice, and one road closure notification between February 14 and March 15. Topics of the media releases included the 20 on the Trestle event, International Women's Day, and the release of the Spring & Summer Program Guide.
 - There were 29 stories/mentions in local media (26 in the St. Marys Independent and three in the Stratford Beacon Herald) between February 14 and March 15. Seven of those stories were the direct result of media releases, stories or photos sent by Town departments.
- Social Media
 - The Town's Facebook page currently has 3,982 followers (64 new since February 15). The most popular post was about the letter Mayor Strathdee received from DCVI asking for promotion of the "Coolest School Trip" contest (reached 8,100 users).
 - The Town's Twitter page currently has 1,769 followers (20 new since February 15). The most popular tweet was about the "Coolest School Trip" contest. (1,589 impressions).
 - The Pyramid Recreation Centre's Facebook page currently has 2,303 followers (45 new since February). The most popular unpaid post was about activities on during March Break (reached 4,500 users). The most popular paid post was about the Friendship Centre's upcoming Fallsview Casino bus trip (reached 3,197 users).
- Website
 - 9,620 users and 62,477 page views since February 15. Top visited pages include Home (7,695 page views), Library (5,572) and Job Opportunities (2,681).
 - The draft plan for the reorganizing of the "Recreation and Culture" and "Discover our Town" sections of the St. Marys website has been sent to appropriate staff for review.
 - Spring & Summer Program Guide available online via page-turning software.
 - Friendship Centre newsletter available online.
 - Redesigned factsheets for Consent to Sever and Minor Variances – posted on Zoning webpage.
- Publications
 - Spring & Summer Program Guide delivered to Town facilities.
 - St. Marys Quarry brochure sent to printers.
 - Senior Services published first newsletter using new template.
 - In process of updating a rack card and brochure for Senior Services.
- Advertising
 - Placed one print ad in the St. Marys Independent to promote the release of the Spring & Summer Program Guide.

- Placed one ad in the Stratford Beacon Herald classifieds insert promoting March Break programs.
- Placed one ad in the Stratford Beacon Herald's Leisure Activity Guide for the Pyramid Recreation Centre.
- Placed four paid ads on Facebook promoting Camp PRC, Dodgeball Archery and Friendship Centre Travel Club Trip.
- Event promotions
 - Heritage Festival
 - Identifying and connecting with new donors for Heritage Festival.
 - Created naming and presenting sponsorship levels for Heritage Festival.
 - Distributing sponsorship packages to past Heritage Festival sponsors and targeting first-time sponsors.
 - Booking performers for Heritage Festival. Pleased to report that Darcy John is returning to headline the street dance.
 - 20 on the Trestle
 - Identifying and connecting with new donors for 20 on the Trestle.
 - Working with an array of community organizations to create events for 20 on the Trestle, and started social media "Throwback Thursday" campaign to build excitement.
 - Doors Open St. Marys – The first batch of properties (including municipal buildings) were submitted for publication on the Doors Open website. The event is scheduled for Saturday, September 28.
 - Community Events
 - Posting monthly reminders on social media for non-profit events to use the online community events calendar.
 - Presented seasonal event overview at Downtown St. Marys BIA March meeting.
 - Creating and submitting content for the St. Marys Independent's Visitors' Guide.
 - Beginning preliminary design of annual Event Card.

Information Technology/ Geographic Information Systems (GIS)

- Continued investigating internal phone extension for via office
- Pushed out timed auto computer locking to enhance security
- Troubleshoot wide spread printer issue
- Responded to corporate wide network outage
- Began planning for network re-design
- Investigated options for network switch replacement
- Continue to work with Festival hydro to create redundancies in Fibre network.
- Updated GIS property ownership to be current to February 28, 2019
- Map creation for various departments
- Large format printing for various departments
- IT help for staff
- Assisting parks staff with tree location/ownership issues
- Transitioning work for upcoming Fibre Optic project
- Creation of mailing lists for the planning department
- GIS data updates

Economic Development

- Staff met with the new Executive Director of the Stratford and District Chamber of Commerce. Discussed the St. Marys business community and ideas on enhancing the relationship. The new ED is very familiar with the Town and well connected locally. He is keen to work together.
- Staff took part in a Perth4Youth conference call with all of the stakeholders on the original project. Discussed what's been done so far and ideas for the future.

- Made phone calls to local business owners and toured buildings that have potential space for a tenant. Working on a list of locations to rent for various business needs. Trying to secure space for the number of requests received.

Tourism

- Staff attended the St. Marys Farmers Market Annual General Meeting. Presented on the 2019 event schedule, Tourism plan and answered questions regarding their request for a town grant.
- Providing content to the St. Marys Independent for the 2019 Visitors Guide. Town staff will work the Independent to develop the guide and organize its distribution.
- Developing a distribution plan for brochures.
- Communications, Museum and Tourism staff met to develop a 2019 plan for the Town's partnership benefits with Stratford Tourism Alliance.

VIA Services

	Boarding	Arriving	% Printed
January	286	262	75.9
February	253	242	69.2

- VIA staff are reviewing the site for preparation of a car charging spot at the Train Station.

SPENDING AND VARIANCE ANALYSIS

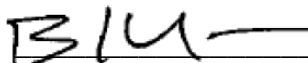
Nothing to report at this time.

REVIEWED BY

Recommended by the Department


 Trisha McKibbin
 Director of Corporate Services

Recommended by the CAO


 Brent Kittmer
 CAO / Clerk

MONTHLY REPORT

To:	Mayor Stratthdee and Members of Council
From:	Finance
Date of Meeting:	26 March 2019
Subject:	FIN 05-2019 March Monthly Report (Finance) & Director of Finance / Treasurer Reports

RECOMMENDATION

THAT FIN 05-2019 March Monthly Report (Finance) & Director of Finance / Treasurer Reports be received for information.

DEPARTMENTAL HIGHLIGHTS

Finance

- Account reconciliations have been completed for 2018 year end. Awaiting final numbers from City of Stratford, County of Perth, Spruce Lodge and Health Unit to complete consolidation.
- Updating of 2019 budget as 2018 ending balances are finalized (reserves, reserve funds) and as approved budget changes occur. Anticipated final budget presentation early April.
- Review and financial analysis of potential budget reductions.
- Asset management data entry to be completed.
- Completed annual reporting requirements. Reports attached.

Procurement and Risk Management

- 47 Parking Tickets Issued for the month of February.
- 2 tenders closed in February- Parks Turf Maintenance and Cemetery Turf Maintenance.
- 2 tenders released in February-Design of Firehall Renovation and Design of Library Circulation Desk.
- Request for Proposal for Insurance is in progress to be completed and released in March.
- Draft Procurement Policy completed and sent for legal review.

Property Taxation

- 47 new roll numbers & municipal addresses manually added to Keystone for Stoneridge Phase 2 development.
- February internal and external fuel billing completed.
- February building permit information sent to MPAC.
- Q1 School Board Remittances and BIA payment prepared for processing.
- Provided Facilities Department with 2018 Natural Gas Consumption for all Town departments.
- Calculated 2018 Municipal Portion of Heritage Tax Relief Program.

SPENDING AND VARIANCE ANALYSIS

Reports attached:

2018 Annual Financial Report of Development Charges

2018 Council Remuneration

2018 Annual Report of Investments

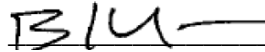
REVIEWED BY

Recommended by the Department



Jim Brown
Director of Finance

Recommended by the CAO



Brent Kittmer
CAO / Clerk

Town of St. Marys
Council Remuneration
Year Ending 2018

Name	Annual Remuneration		Reimbursement of Expenses			2018 Totals
	Salary	Spruce Lodge	Cell Phones	Mileage	Conferences	
Mayor A. Strathdee	28,000.00		600.00 *	892.26	2,522.71	32,014.97
Councilor L. Hainer	14,500.00					14,500.00
Councilor J. Craigmile	14,500.00		600.00 *			15,100.00
Councilor B. Osborne	13,291.63					13,291.63
Councilor C. Pope	13,291.63	600.00				13,891.63
Councilor D. Van Galen	13,291.63	320.00		73.92		13,685.55
Councilor M. Luna	1,208.33	80.00		164.42		1,452.75
Councilor R. Edney	1,208.33			78.65		1,286.98
Councilor F. Pridham	1,208.33	80.00		56.23		1,344.56
Councilor T. Winter	14,500.00					14,500.00
TOTAL	114,999.88	1,080.00	1,200.00	1,265.48	2,522.71	121,068.07

* Town Cell Phone

Town of St. Marys
Statement of Investments
Year Ending December 31, 2018

INVESTMENT TYPE	Fund: Acct #	<30> Cemetery	<01> Operating	<51> PUC	<54> DC's	Total
RBC Securities:						
Opening Balances	588-24642-1-3	516,059.21				516,059.21
	588-24573-1-9		3,098,704.45		616,999.72	3,715,704.17
	645-15001-1-1-7			1,513,387.57		1,513,387.57
Purchase (Redeem)				7,438.52	(319,349.24)	(311,910.72)
Interest Earned		11,357.87	65,275.13	35,739.82	10,882.33	123,255.15
Total RBC Securities		527,417.08	3,163,979.58	1,556,565.91	308,532.81	5,556,495.38
One Fund:						
Opening Balances						
Money Market	281-80				86,304.27	86,304.27
Money Market	282-60		39,161.55			39,161.55
Money Market	305-50					0.00
Bond	281-80				596,330.68	596,330.68
Bond	284-20			1,616,324.65		1,616,324.65
High Interest Savings	49028461317		2,022,393.14			2,022,393.14
Interest Earned			41,469.04	21,941.52	11,212.78	74,623.34
Total One Fund		- -	2,103,023.73	1,638,266.17	693,847.73	4,435,137.63
TOTAL INVESTMENTS		527,417.08	5,267,003.31	3,194,832.08	1,002,380.54	9,991,633.01

Town of St. Marys
Annual Treasurer's Statement of Development Charge Reserve Funds
December 31, 2018

Description	Services to which the Development Charge Relates										Total
	Non-Discounted Services					Discounted Services					
	Services Related to a Highway	Water Services	Wastewater Services	Police Services	Fire Protection Services	Recreation Services	Library Services	Administration	Child Care	Waste Diversion	
Opening Balance, January 1, 2018	719,634.61	(42,829.01)	196,861.84		16,395.38	250,066.41	25,331.51	109,281.93	(39,186.00)		1,235,556.67
Plus:											
Development Charge Collections	66,376.04	49,506.12	196,605.51	3,705.07	17,776.49		46,549.95	9,420.34	3,862.74	354.74	394,157.00
Accrued Interest	11,309.82	96.08	5,661.57	53.31	491.70	3,598.18	1,034.30	1,708.00	(508.26)	5.10	23,449.80
Repayment of Monies Borrowed from Fund and Associated Interest ¹											0.00
Sub-Total	77,685.86	49,602.20	202,267.08	3,758.38	18,268.19	3,598.18	47,584.25	11,128.34	3,354.48	359.84	417,606.80
Less:											
Amount Transferred to Capital (or Other) Funds ²	32,267.00	384,459.00	11,937.00	43,737.00			5,000.00				477,400.00
Amounts Refunded											0.00
Amounts Loaned to Other D.C. Service Category for Interim Financing	453,495.95	(377,685.81)		(39,978.62)					(35,831.52)		0.00
Credits											0.00
Sub-Total	485,762.95	6,773.19	11,937.00	3,758.38	0.00	0.00	5,000.00	0.00	(35,831.52)	0.00	477,400.00
Closing Balance, December 31, 2018	311,557.52	0.00	387,191.92	0.00	34,663.57	253,664.59	67,915.76	120,410.27	0.00	359.84	1,175,763.47

¹ Source of funds used to repay the D.C. reserve fund

² The Municipality is compliant with s.s. 59.1 (1) of the *Development Charges Act*, whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed, except as permitted by the *Development Charges Act* or another Act.

S:\Department Shared Folders\Finance\Director of Finance\Development Charges\[Annual Treasurer's Statement Worksheets - 2018.xlsx]Annual Reserve Statement

Town of St. Marys
Amount Transferred to Capital (or Other) Funds - Capital Fund Transactions
December 31, 2018

Capital Fund Transactions	Gross Capital Cost	D.C. Recoverable Cost Share					Non-D.C. Recoverable Cost Share				
		D.C. Forecast Period			Post D.C. Forecast Period		Other Reserve/Reserve Fund Draws	Tax Supported Operating Fund Contributions	Rate Supported Operating Fund Contributions	Debt Financing	Grants, Subsidies Other Contributions
		D.C. Reserve Fund Draw	D.C. Debt Financing	Grants, Subsidies Other Contributions	Post-Period Benefit/ Capacity Interim Financing	Grants, Subsidies Other Contributions					
Highway											
01-9393 Trackless Machine	\$148,264	\$32,267					\$115,997				
Sub-Total - Services Related to Highways	\$148,264	\$32,267	\$0	\$0	\$0	\$0	\$115,997	\$0	\$0	\$0	\$0
Water Services											
01-9435 Water Reservoir	\$2,421,378	\$384,459					\$2,036,919				
Sub-Total - Water	\$2,421,378	\$384,459	\$0	\$0	\$0	\$0	\$2,036,919	\$0	\$0	\$0	\$0
Wastewater Services											
01-9416 Generator	\$276,800	\$11,937					\$57,263				\$207,600
Sub-Total - Wastewater	\$276,800	\$11,937	\$0	\$0	\$0	\$0	\$57,263	\$0	\$0	\$0	\$207,600
Library Services											
01-9740 Collection	\$59,384	\$5,000					\$54,384				
Sub-Total - Wastewater	\$59,384	\$5,000	\$0	\$0	\$0	\$0	\$54,384	\$0	\$0	\$0	\$0

Amount Transferred to Operating (or Other) Funds - Operating Fund Transactions									
Operating Fund Transactions	Repayment Amount	D.C. Reserve Fund Draw		Post D.C. Forecast Period		Source	Non-D.C. Recoverable Cost Share		
		Principal	Interest	Principal	Interest		Principal	Interest	Source
Police									
01-1200 Startup Costs		\$43,737					\$244,385		Reserve
Sub-Total - Services Related to Police	\$0	\$43,737	\$0	\$0	\$0		\$244,385	\$0	

\$477,400

MONTHLY REPORT

To:	Mayor Stratthdee and Members of Council
From:	Emergency Services / Fire Department
Date of Meeting:	26 March 2019
Subject:	FD 05-2019 March Monthly Report (Emergency Services)

RECOMMENDATION

THAT FD 05-2019 March Monthly Report (Emergency Services) be received for information.

DEPARTMENTAL HIGHLIGHTS

During the month of March (15 February – 15 March 2019) the Fire Department responded to 4 emergency responses most notably:

- CO alarm – 1 (St. Marys) False
- Fire – 2 (St. Marys) Cascades & St. Marys Cement Plant
- MVC – 1 (Perth South)

Fire Chief attended 1 call alone.

Average attendance of firefighters per emergency call – 18

St. Marys Firefighters have responded to 29 calls for service (1 January – 15 March 2019) compared to 36 emergency responses last year (1 January – 15 March 2018).

During the month of March (15 February – 15 March 2019) Brian Leverton (Fire prevention Officer) has completed the following:

- Complaint 3
- Follow up 2
- Safety Concerns 1
- Fire drills
- Request 10
- Routine 5
- Licensing 0
- Site Visits 7 (request for clarification regarding Ontario Fire Code, lockbox installation location)

Public Education

- Continuing lockbox location and installation for businesses and dwellings.
- Little Falls Public School visit. (Sparky)
- Safety talks at Rotary club, Thames Valley, and Kirkton community center.
- Fire extinguisher training for DCVI students (25)

One part 1 charge \$360 intentionally disabling a smoke alarm in conjunction with Stratford Perth Housing Authority

Fire Chief delivered a scheduled briefing to Stratford Police 28 February & 14 March 2019.

Firefighters Darcy Robinson and Chad Petrie completed their Ice Water Rescue Instructors course 16-17 February 2019.

RFP for Aerial Ladder truck completed and released. 16 April 2019 end date.

Report to the Community book completed and sent to Corporate Communications for review and print.

SPENDING AND VARIANCE ANALYSIS

1 pager – MRC Systems Inc. \$728.29

1 set of bunker gear – A.J. Stone - \$3,096.20

1 sparky Suit – Shafton Inc. - \$2,173.34 USD (covered by donation)

Ice Water Rescue Instructor course – Access Rescue - \$1,695.00

1 Firefighter Helmets with Leather front patch – A.J. Stone - \$1,065.34

2 MSA G1 SCBA masks – A.J. Stone - \$1,048.67

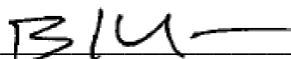
REVIEWED BY

Recommended by the Department



Richard Anderson
Director of Emergency Services/Fire Chief

Recommended by the CAO



Brent Kittmer
CAO / Clerk

MONTHLY REPORT

To:	Mayor Stratthdee and Members of Council
From:	Community Services
Date of Meeting:	26 March 2019
Subject:	DCS 07-2019 March Monthly Report (Community Services)

RECOMMENDATION

THAT DCS 07-2019 March Monthly Report (Community Services) be received for information.

DEPARTMENTAL HIGHLIGHTS

Aquatics:

- 3721 swimmers through the pool in February
- 208 swims, under their Y membership
- 356 swimmers registered in early spring swimming lessons
- Booking in spring school swims
- Staff training scheduled for Wednesday March 13, focus is on rescue and first aid skills.
- Working on a 'Greeter' volunteer position for the guest services desk to help provide better service during peak times.

Community Services:

- Customer Service:
 - Reconciling insurance and gift cards for 2018
 - The PRC tracks compliments/complaints/comments from customers about our services. This information is collected as a learning opportunity for the team to correct and improve service delivery issues. Below are a few received this month:
 - Ice user compliment (via email): First off let me say how incredible a job you ladies do and how you make every experience extremely pleasant.
 - Pool use compliment (via email): I took my 7 yr. old grandson swimming at the PRC pool on Saturday (our first time in the pool). He lives in Stratford, so we've usually gone over there, but not often. It was great – the pool, the staff, everything, He LOVED it – I wish I could be off work and take him again this week!
- Policies and Procedures:
 - Working on arena advertising for next season
 - Researching a variety of items including: profit sharing, park rentals and insurance

Child Care:

- Communication sent out to parents following fee increase
- Working on summer program
- Updating parent handbook

Senior Services:

Home Support:

- Staff attended training on Volunteer Risk Management
- Referrals for the in-home Friendly Visiting Program are ongoing. Staff are working on matching community members with volunteer visitors.
- Staff attended and information session on Bill 74 'The People's Health Care Act'. At this point it is unclear as to how the new legislation will impact the Community Support Service offered by Home Support Services. Staff are in close contact with other Health Service Providers in the Huron and Perth Region to stay in the loop with potential changes.

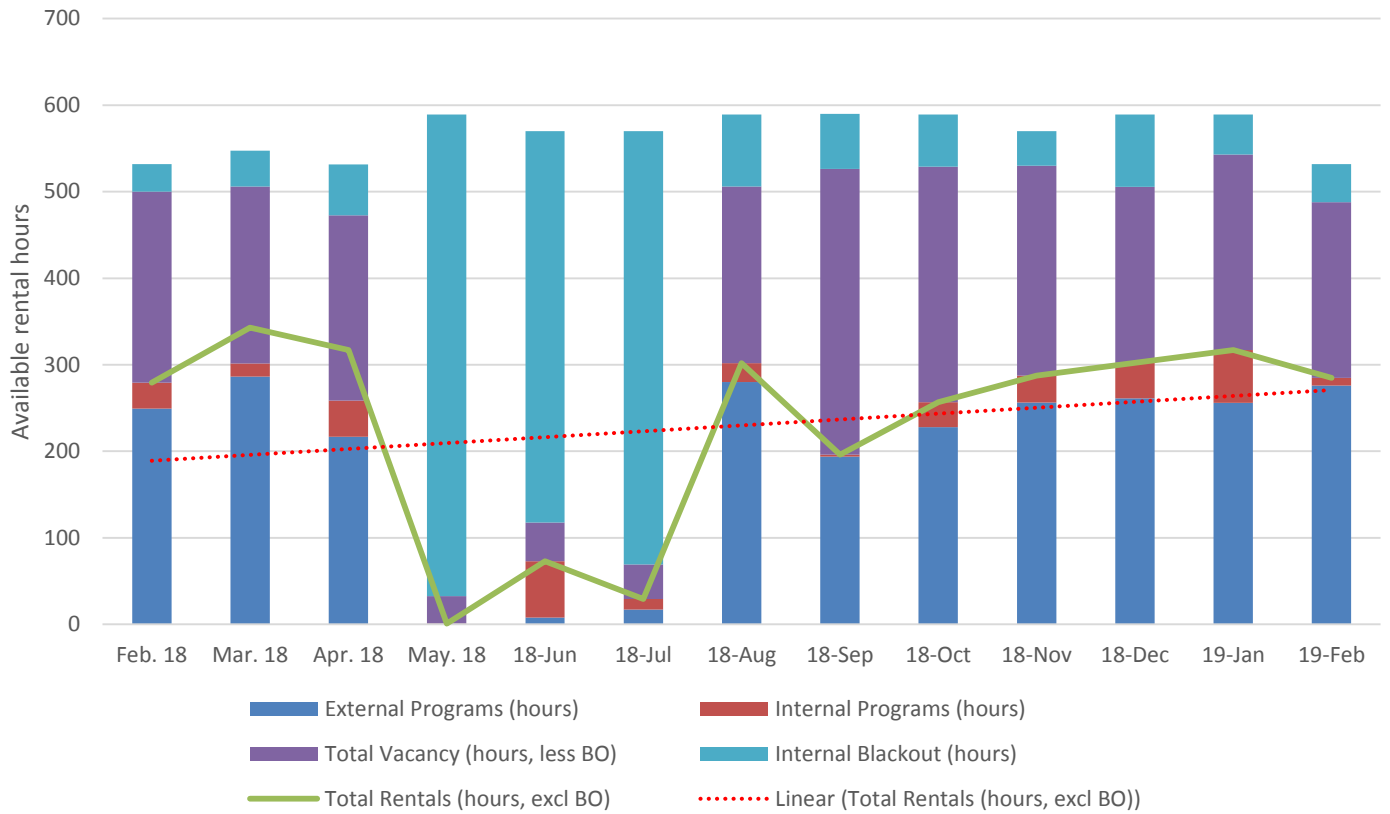
Friendship Centre:

- The Department hosted an International Women's Day event. Over 150 women of all ages attend to listen to a combination of Women speakers. The event was enjoyed by all and was featured on the front page of Beacon Harold
- Programs and trips continue to be successful, many selling out well in advance.
- The Friendship Centre hosted the "Newly Wed Game" in February. Over 100 attended the event.
- Upcoming events include: St. Patrick's Day Lunch, The Scrapbooking Garage Sale and the bi-annual Scrap-a-thon.

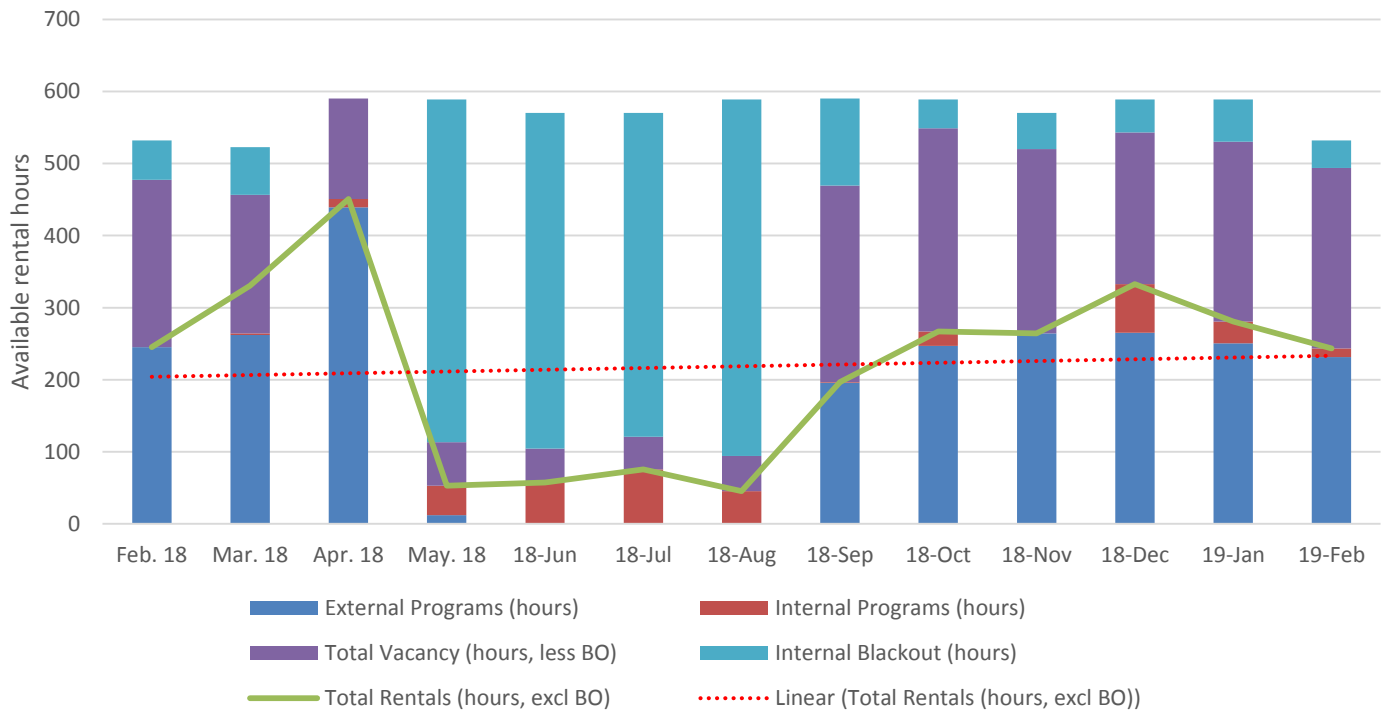
Recreation:

- Adult Recreation:
 - Our first dodgeball archery event takes place on March 18th
 - Currently reviewing the local interest in new community groups such as soccer and basketball
- Youth Recreation:
 - Soccer stars class will begin on a Tuesday to cater to the demand
 - Have requests to run additional 'Stay Safe' and 'Babysitting courses'
 - Preparing for summer camps and have liaised with communications department about how best to promote for this year.
- Youth Services:
 - Staff have submitted a new 3 year grant request to the United Way and we have been awarded the full request of \$49,500 over the term. The breakdown is as follows: Year 1(15k), Years 2 (16.5k) and Year 3 (18k)
 - Staff have received a donation from Pass It On Store in St. Marys
 - The first meeting of the Youth Centre Advisory Committee takes place on March 20th

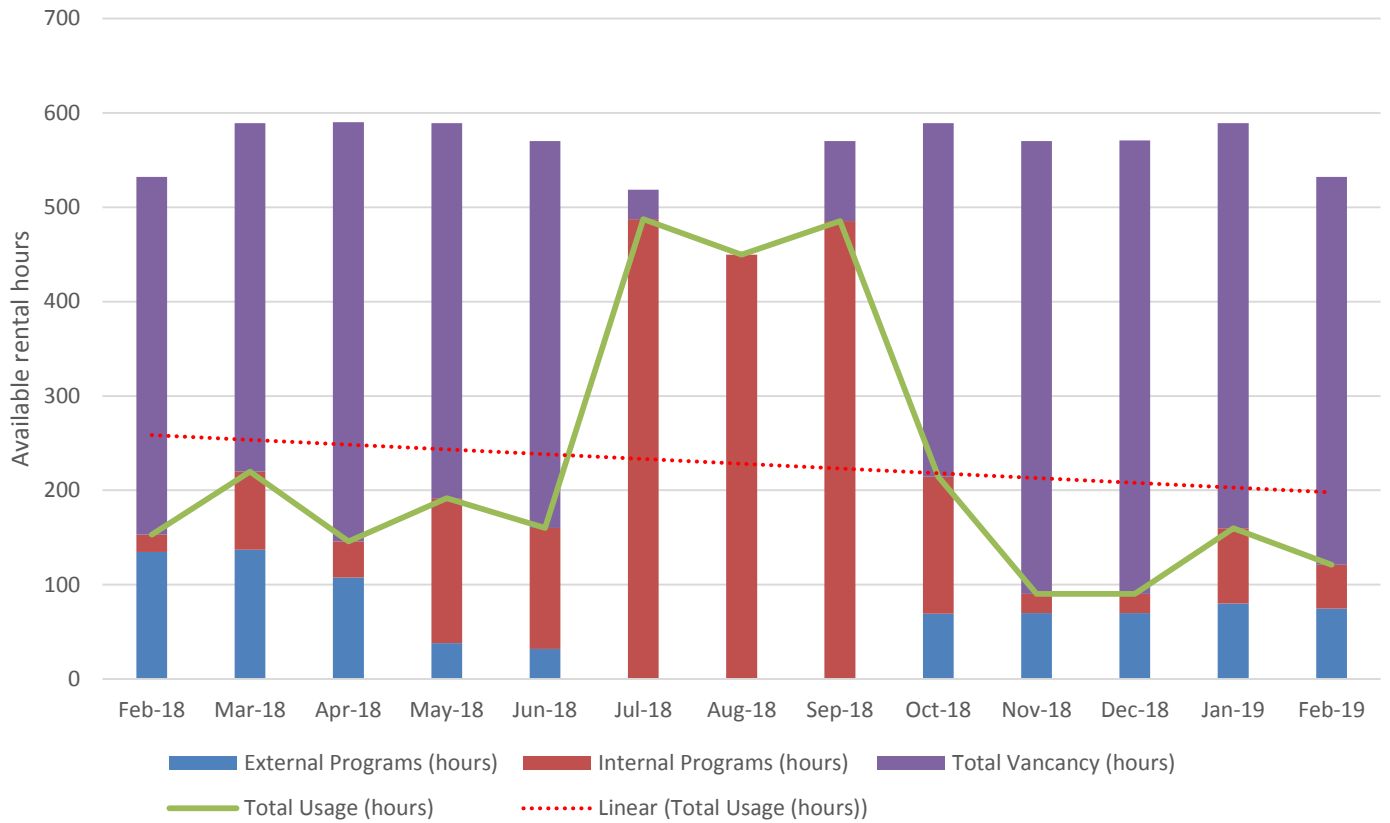
Blue Rink Total Usage



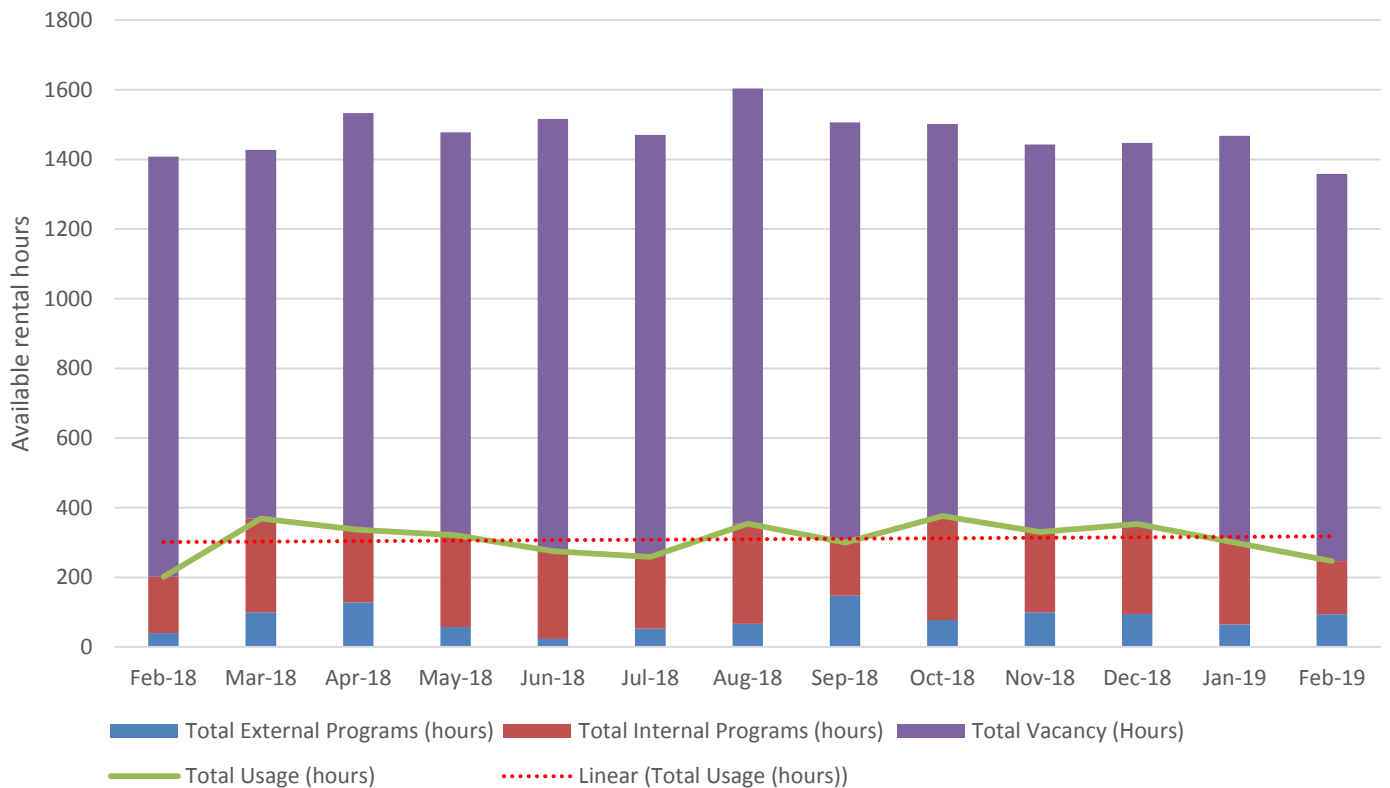
Rock Rink Total Usage



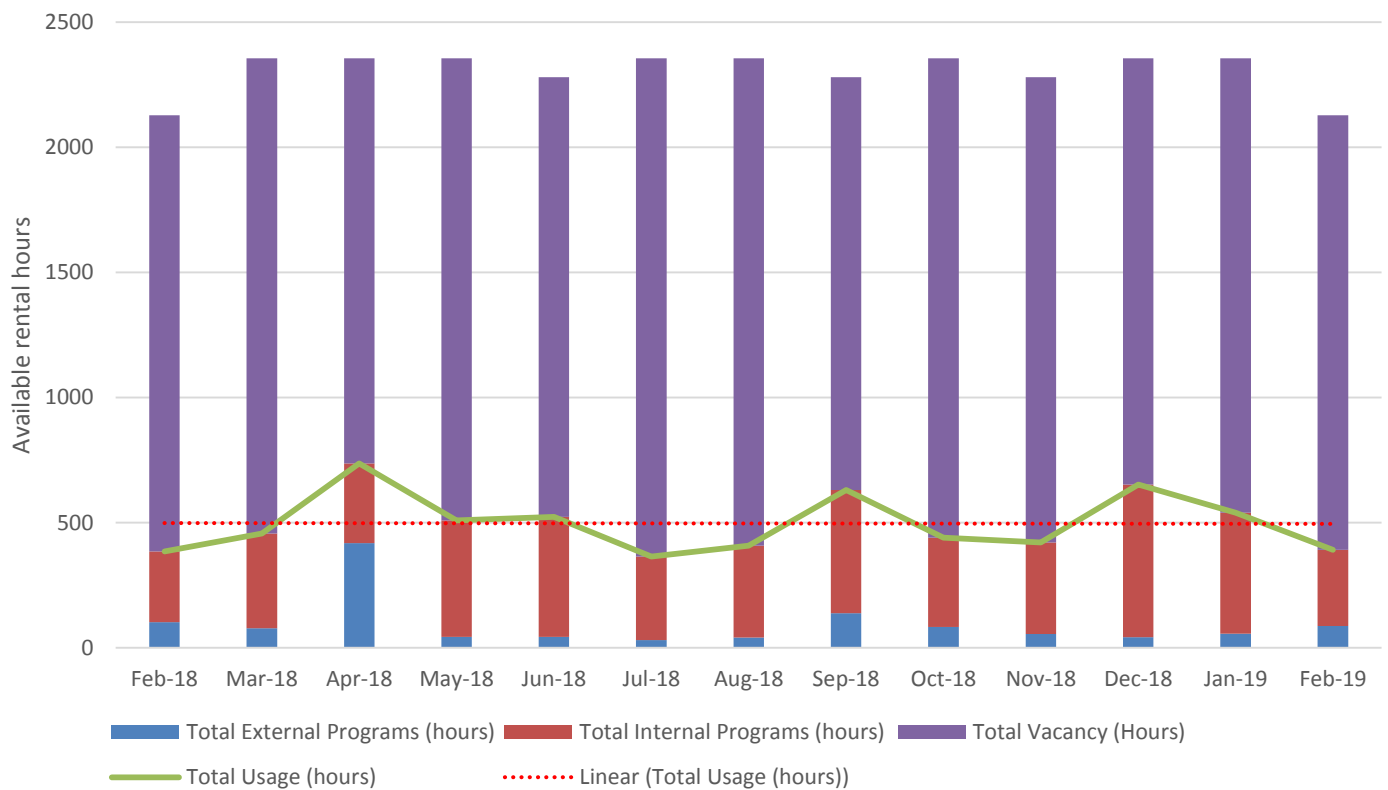
Endzone Room Total Usage



Community Centre Total Hall Usage (Includes 1/3, 2/3, and Full hall)



Friendship Centre Total Usage (Multi Purpose Room, Main hall, Meeting Rooms A, B & C)



Recommended by the Department

Stephanie Ische

 Stephanie Ische
 Director of Community Services

Recommended by the CAO

BK

 Brent Kittmer
 CAO / Clerk

MONTHLY REPORT

To:	Mayor Strathdee and Members of Council
From:	Choose an item. Building and Development
Date of Meeting:	26 March 2019
Subject:	DEV 21-2019 March Monthly Report (Building and Development)

RECOMMENDATION

THAT DEV 21-2019 March Monthly Report (Building and Development) be received for information.

DEPARTMENTAL HIGHLIGHTS

Planning

- Pre-consultation for development of 104 Water St S by McLean Taylor Holdings Ltd.
- Pre-consultation for development of 187 Wellington St N for residential use. Request for additional information to complete application for draft plan of subdivision.
- Zoning by-law amendment approved for 481 Water St S (McDonald House) to permit development of the existing building as a business office.
- Consent to sever application affecting semi-detached dwelling at 299 Queen Street West to divide the property along the common party wall.
- Waiting for response from proponent for site plan application for 275 James St S. Zoning by-law amendment has been approved and appeal period has lapsed – next step is site plan agreement.

Building

- A total of 7 permits were issued in February 2019 compared to 4 the previous year.
- There was one new dwellings unit issued this month compared to zero the previous year.
- The total construction values were \$442,100 compared to \$233,500 the previous year.
- The total permit fees were \$6,133.12 compared to \$589.00 the previous year.
- A total of 26 appointments were provided by the Building Department for this time period.
- There were two heritage permits issued for this period.

Facilities Operational

- Tender Documents – working on writing all potential tenders
- Town Hall – staff are in the process of re-installing blinds that were removed for the window project
- Gardens - Bridge Boxes have been sent away to be planted
- Child Care Centre – new storage cupboards were installed in two (2) classrooms. Counters to be installed week of March 18

Facilities Capital

- Capital Plan 20 year – working on document
- Facility Condition Assessment – awarded to WalterFedy, reviewing first draft of the Museum, Lind Sportsplex, Museum Barn, Salt shed and the Municipal Operations Centre assessments.
- Water Tower Structural Upgrades – painting of the water tank completed, pointing to be completed in the spring.
- Library & Town Hall Window Replacement Project – All windows in the Library and Town Hall have been installed. The contractor has installed the fascia boards and eaves trough on the north, east and south sides. Existing eaves have been removed on the west side in preparation for new eaves and fascia.
- Fire Hall – Design RFP for Fire Hall Renovation has been written and posted. Survey of property has been completed and Designated Substance Survey has been performed. Soil testing to take place the week of March 18. Design teams have met to start the design process.
- Library Circulation Desk – RFP has been written and posted. Site tour occurred on March 6 with two (2) vendors attending. RFP closes on April 2.

PRC Operations

- Aquatics Public Consultation Sessions ongoing this week. An additional evening one to be added due to public interest
- Preparations started for winding down and removing an ice pad for the end of the season
- Planning and organizing spring maintenance projects beginning such as seasonal cleanup from winter, HVAC maintenance, staffing adjustments
- New operator B started and currently going through job specific orientation.
- Retirement of operator B takes place at the end of the month

SPENDING AND VARIANCE ANALYSIS

None at this time.

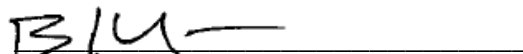
REVIEWED BY

Recommended by the Department



Grant Brouwer
Director of Building and Development

Recommended by the CAO



Brent Kittmer
CAO / Clerk

BY-LAW 39-2019

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 Davey Tree Expert Co. of Canada Ltd.

- WHEREAS:** The Corporation of the Town of St. Marys released RFT-PW-03-2019 for the purpose of obtaining a firm to prune, remove and dispose of trees for 2019-2021 (the "Project");
- AND WHEREAS:** A tender for the Project was submitted by Davey Tree Expert Co. of Canada Ltd. which was subsequently approved by Council on March 26, 2019;
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into an Agreement with Davey Tree Expert Co. of Canada Ltd. 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 Davey Tree Expert Co. of Canada Ltd.
 - 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 26th day of March, 2019.

Read a third and final time and passed this 26th day of March, 2019.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk

BY-LAW 40-2019

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 Hydro One Networks Inc.

WHEREAS: Hydro One Networks Inc. operates a transmission line through the Town of St. Marys. The Town of St. Marys has an easement agreement with Hydro One Networks Inc. for parts of the cemetery lands;

AND WHEREAS: The Corporation of the Town of St. Marys has a cedar hedge within the easement lands which is maintained by The Corporation of the Town of St. Marys;

AND WHEREAS: The Corporation of the Town of St. Marys deems it expedient to enter into an Agreement with Hydro One Networks Inc. for the purpose of clarifying and delineating the respective rights and obligations 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 Hydro One Networks 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 26th day of March, 2019.

Read a third and final time and passed this 26th day of March, 2019.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk

BY-LAW 41-2019

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 Ministry of Transportation.

- WHEREAS:** The Corporation of the Town of St. Marys entered into an agreement with Her Majesty the Queen in right of Ontario by way of the Ministry of Transportation for the purpose of clarifying and delineating the respective rights, obligations, and payments of and for the delivery of the Public Transportation Infrastructure Fund (PTIF) program on November 27, 2017;
- AND WHEREAS:** The Ministry of Transportation has extended the term of the agreement for one additional year, ending on March 31, 2022, and therefore wishes to enter into Amending Agreement No. 1 to the agreement;
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into an Agreement with Her Majesty the Queen in right of Ontario by way of the Ministry of Transportation;
- 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 Her Majesty the Queen in right of Ontario by way of the Ministry of Transportation.
 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 26th day of March, 2019.

Read a third and final time and passed this 26th day of March, 2019.

Mayor Al Strathdee

Brent Kittmer, CAO / Clerk

BY-LAW 42-2019

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 Her Majesty the Queen in right of Ontario by way of Ministry of Community Safety and Correctional Services.

- WHEREAS:** Through the Ministry of Community Safety and Correctional Services' program Court Security and Prisoner Transportation, The Corporation of the Town of St. Marys is responsible for the costs of providing security for court premises during hours of court operations and security of persons attending court; and / or the costs of transporting prisoners and custodial minors between correctional institutions, custodial facilities and court locations for the purposes of court attendance;
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into a Transfer Payment Agreement with Her Majesty the Queen in right of Ontario by way of the Ministry of Community Safety and Correctional Services;
- 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 Her Majesty the Queen in right of Ontario by way of the Ministry of Community Safety and Correctional Services.
 - 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 26th day of March, 2019.

Read a third and final time and passed this 26th day of March, 2019.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk

BY-LAW 43-2019

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 March 26, 2019.

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 Corporation of the Town of St. Marys hereby enacts as follows:

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 26th day of March, 2019 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 26th day of March, 2019.

Read a third and final time and passed this 26th day of March, 2019.

Mayor Al Strathdee

Brent Kittmer, CAO / Clerk