



AGENDA
Regular Council Meeting

August 27, 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 August 27, 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**

None

6. **ACCEPTANCE OF MINUTES**

6.1 Regular Council - July 23, 2019

13

RECOMMENDATION

THAT the July 23, 2019 regular Council meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

6.2	Special Meeting of Council - August 6, 2019	32
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RECOMMENDATION

THAT the August 6, 2019 special meeting of Council meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

6.3	Strategic Priorities Committee - August 13, 2019	35
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RECOMMENDATION

THAT the August 13, 2019 Strategic Priorities Committee meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

6.4	Strategic Priorities Committee - August 20, 2019	38
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RECOMMENDATION

THAT the August 20, 2019 Strategic Priorities Committee meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

7. CORRESPONDENCE

7.1	Ontario Museum Association re: Municipal Proclamation for May is Museum Month	41
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RECOMMENDATION

THAT the correspondence from the Ontario Museum Association regarding Municipal Proclamation for May is Museum Month be received.

7.2	St. Marys Healthcare Foundation re: 2019 Recruitment and Retention Funding	42
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RECOMMENDATION

THAT the correspondence from St. Marys Healthcare Foundation regarding the 2019 recruitment and retention funding be received.

7.3	Municipality of West Perth re: Perth County Municipal Association	43
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RECOMMENDATION

THAT the correspondence from the Municipality of West Perth regarding the Perth County Municipal Association be received.

- 7.4 Ministry of Municipal Affairs and Housing re: Provincial Policy Statement Review 45**
- RECOMMENDATION**
THAT the correspondence from the Ministry of Municipal Affairs and Housing regarding the Provincial Policy Statement Review be received.
- 7.5 Ministry of Agriculture, Food and Rural Affairs 47**
- RECOMMENDATION**
THAT the correspondence from the Ministry of Agriculture, Food and Rural Affairs regarding the revitalized Rural Economic Development (RED) program be received.
- 7.6 Minister of Finance re: Ontario Cannabis Legalization Implementation Fund (OCLIF) 49**
- RECOMMENDATION**
THAT the correspondence from the Minister of Finance regarding the Ontario Cannabis Legalization Implementation Fund (OCLIF) be received.
- 7.7 Ministry of the Environment, Conservation and Parks re: Conservation Authorities Review 51**
- RECOMMENDATION**
THAT the correspondence from the Minister of the Environment, Conservation and Parks regarding a Conservation Authorities review be received.
- 7.8 Upper Thames River Conservation Authority re: 2020 Municipal Levy Outlook 52**
- RECOMMENDATION**
THAT the correspondence from the Upper Thames River Conservation Authority regarding the 2020 municipal levy outlook be received.

8. STAFF REPORTS

8.1 Building and Development Services

- 8.1.1 DEV 43-2019 August Monthly Report (Building and Development) 56

RECOMMENDATION

THAT DEV 43-2019 August Monthly Report (Building and Development) be received for information.

- 8.1.2 DEV 45-2019 Applications for Plan of Subdivision (STM 01-2019) and Zoning By-law Amendment (Z02-2019) by Thames Crest Farms Limited, Part Lots 15 and 16, Concession 17 and Part Lot 15, Thames Concession, Town of St. Marys 58

RECOMMENDATION

THAT DEV 45-2019 Applications for Plan of Subdivision (STM 01-2019) and Zoning By-law Amendment (Z02-2019) by Thames Crest Farms Limited be received;

THAT Council approve the Draft Plan of Subdivision (STM 01-2019) by Thames Crest Farms Limited as shown in Attachment 3 and subject to the conditions shown in Attachment 10 of Town Formal Report to Council DEV 45-2019;

THAT Council determine that no further public notice and/or public meeting is required for the Application for Zoning By-law Amendment (Z02-2019) in accordance with Section 34(17) of the Planning Act since a public meeting was held in accordance with the *Planning Act* and the modifications to the proposed By-law are minor in nature; and,

THAT Council enact Zoning By-law Z134-2019 for Thames Crest Farms Limited (Z02-2019).

- 8.1.3 DEV 46-2019 Application for Part Lot Control Lot 33, Registered Plan 44M-70 Meadowridge Subdivision (Phase 2), Town of St. Marys 207**

RECOMMENDATION

THAT DEV 46-2019 report regarding the Application for Part Lot Control for Lot 33 of the Meadowridge subdivision (Phase 2) be received; and,

THAT Council approve Part Lot Control By-law No. 74-2019 affecting Lot 33, Registered Plan No. 44M-70 for a one-year period, ending August 27, 2020.

- 8.1.4 DEV 47-2019 - Application for Part Lot Control Lot 17, Registered Plan 44M-70 Meadowridge Subdivision (Phase 2), Town of St. Marys 212**

RECOMMENDATION

THAT DEV 47-2019 report regarding the Application for Part Lot Control for Lot 17 of the Meadowridge subdivision (Phase 2) be received; and,

THAT Council approve Part Lot Control By-law No. 75-2019 affecting Lot 17, Registered Plan No. 44M-70 for a one-year period, ending August 27, 2020.

- 8.1.5 DEV 48-2019 – Development Agreement 256 Church Street South, Town of St. Marys 217**

RECOMMENDATION

THAT DEV 48-2019 Development Agreement – 256 Church Street South be received;

THAT Council authorize the Mayor and the Clerk on behalf of the Town of St. Marys to enter into a Development Agreement between the Town of St. Marys and Marianne DeBrabandere; and

THAT Council approve By-law 76-2019 authorizing the Mayor and the Clerk to sign a development agreement.

8.1.6	DEV 49-2019 Friendship Centre Walk-in Fridge and Freezer Repairs	230
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RECOMMENDATION

THAT DEV 49-2019 Friendship Centre Walk-in Fridge and Freezer Repairs be received; and

THAT Council approve the unbudgeted amount of \$14,575.00 from the Reserve for Facility Repair and Maintenance for the purchase of a walk-in freezer and the walk-in fridge at the Friendship Centre.

8.2 Corporate Services

8.2.1	COR 23-2019 August Monthly Report (Corporate Services)	233
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RECOMMENDATION

THAT COR 23-2019 August Monthly Report (Corporate Services) be received for information.

8.3 Community Services

8.3.1	DCS 20-2019 August Monthly Report (Community Services)	237
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RECOMMENDATION

THAT DCS 20-2019 Monthly Report (Community Services) be received for information.

8.4 Finance

8.4.1 FIN 14-2019 August Monthly Report (Finance)

240

RECOMMENDATION

THAT FIN 14-2019 August Monthly Report (Finance) be received for information; and

THAT the following 2020 budget meeting dates be set:

- 2020 Capital Pre-Budget Approvals – November 19, 2019
- Budget Meeting #1 – December 3, 2019
- Budget Meeting #2 – January 7, 2020
- Budget Meeting #3 – January 21, 2019
- Budget Meeting #4 – February 4, 2020
- Budget Meeting #5 – February 18, 2019

8.5 Fire and Emergency Services

8.5.1 FD 17-201 August Monthly Report (Emergency Services)

249

RECOMMENDATION

THAT FD 17-2019 August Monthly Report (Emergency Services) be received for information.

8.5.2 FD 16-2019 By-law to Establish a Fire Department

251

RECOMMENDATION

THAT FD 16-2019 Fire Department By-law report be received for discussion and direction to staff; and

THAT Council provides approval in principle a by-law to repeal and replace By-law 37-2001 - establish and regulate the Town of St. Marys Fire Department; and

THAT the final version of the bylaw be presented at a subsequent meeting for approval.

8.6 Public Works

8.6.1 PW 48-2019 August Monthly Report (Public Works) 273

RECOMMENDATION

THAT PW 48-2019 August Monthly Report (Public Works) be received for information.

8.6.2 PW 46-2019 Sarnia Grand Trunk Trail Bridge (Trestle) Repairs 276

RECOMMENDATION

THAT PW 46-2019 Sarnia Grand Trunk Trail Bridge (Trestle) Repairs be received; and

THAT Council authorize the expanded scope of the Sarnia Grand Trunk Trail Bridge (Trestle) Repairs to include the replacement of the lampshades and ballasts with the variance to be funded from donations received from Trestle Fitness, the St. Marys Kinsmen Club, and Forman Electric; and

THAT Council authorize sole sourcing the contract to Forman Electric Ltd..

8.7 Administration and Human Resources

8.7.1 CAO 49-2019 August Monthly Report (Administration and Human Resources) 280

RECOMMENDATION

THAT CAO 49-2019 August Monthly Report (Administration and Human Resources) be received for information.

9. COUNCILLOR REPORTS

9.1 Operational and Board Reports

9.1.1 Bluewater Recycling Association - Coun. Craigmile 283

July 18, 2019 Highlights

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

9.1.3	Municipal Shared Services Committee - Mayor Strathdee, Coun. Luna	308
	June 20, 2019 Minutes	
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	314
	August 7, 2019 Minutes	
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	321
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, Craigmile	
	July 29, 2019 Minutes	
9.2.11	Recreation and Leisure Advisory Committee - Coun. Pridham	326
	July 25, 2019 Minutes	
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, Winter
- 9.2.15 Youth Centre Advisory Committee - Coun. Edney
- 9.2.16 Youth Council - Coun. Edney

10. EMERGENT OR UNFINISHED BUSINESS

11. NOTICES OF MOTION

11.1 Councillor Hainer re: Provincial Legislation of 40 km/h Speed Limit

RECOMMENDATION

THAT staff research and report on the new provincial rules regarding 40 km/h speed limits in urban areas; and

THAT staff research and report on adopting 60 km / h for the following:

- James Street South at Given Road to 80 km / h zone
- Water Street South at 585 Water Street South to 80 km / h zone

THAT the report be shared with Community Policing Advisory Committee for a recommendation back to Council on areas in St. Marys where a 40 km/h speed limit may be appropriate.

12. BY-LAWS

RECOMMENDATION

THAT By-Laws 72-2019, 74-2019, 75-2019, 76-2019 and Z134-2019 be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

12.1	By-Law 72-2019 Establish Boards and Committees of Council	329
12.2	By-Law 74-2019 Part Lot Control Exemption Lot 33 44M-70 Plan	362
12.3	By-Law 75-2019 Part Lot Control Exemption Lot 17 44M-70 Plan	363

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|------|--|-----|
| 12.4 | By-Law 76-2019 Authorize a Development Agreement for 256 Church Street South | 364 |
| 12.5 | Z134-2019 Zoning By-law Amendment for Thames Crest Farms | 366 |

13. UPCOMING MEETINGS

September 3, 2019 - 9:00am, Strategic Priorities Committee, Council Chambers

September 10, 2019 - 6:00pm, Regular Council, Council Chambers

September 17, 2019 - 9:00am, Strategic Priorities Committee, Council Chambers

September 24, 2019 - 9:00am, Strategic Priorities Committee, Council Chambers

September 24, 2019 - 6:00pm, Regular Council, Council Chambers

October 1, 2019 - 9:00am, Strategic Priorities Committee, Council Chambers

14. CLOSED SESSION

RECOMMENDATION

THAT Council move into a session that is closed to the public at ____pm as authorized under the *Municipal Act*, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees.

14.1 Minutes CLOSED SESSION

14.2 CAO 50-2019 CONFIDENTIAL Museum Advisory Committee Vacancy

14.3 CAO 51-2019 CONFIDENTIAL Report Back on Land Sale process for Junction Station and McDonald House

15. RISE AND REPORT

RECOMMENDATION

THAT Council rise from a closed session at ____pm.

15.1	By-law 73-2019 Amend By-law 95-2018, Appointment to Boards and Committees	371
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RECOMMENDATION

THAT By-law 73-2019 be read a first, second and third time; and be finally passed and signed and sealed by the Mayor and the Clerk.

16.	CONFIRMATORY BY-LAW	372
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RECOMMENDATION

THAT By-Law 77-2019, being a by-law to confirm the proceedings of August 27, 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.

17. ADJOURNMENT

RECOMMENDATION

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



MINUTES Regular Council

July 23, 2019

6:00pm

Town Hall, Council Chambers

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

Staff Present: Brent Kittmer, CAO / Clerk
Richard Anderson, Director of Emergency Services / Fire Chief
Grant Brouwer, Director of Building and Development
Matthew Corbett, Library CEO
Stephanie Ische, Director of Community Services
Jed Kelly, Director of Public Works
Lisa Lawrence, Director of Human Resources
Trisha McKibbin, Director of Corporate Services
André Morin, Director of Finance / Treasurer
Jenna McCartney, Deputy Clerk

1. CALL TO ORDER

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

2. DECLARATIONS OF PECUNIARY INTEREST

Councillor Pridham declared a pecuniary interest on agenda item 5.3 *Public Meeting – Thames Crest Farms*. Councillor Pridham stated that she will participate in discussions on topics having an interest in common with electors generally and will vote to those including: infrastructure, roads, safety, trails, parkland, traffic and any other interest in common with the electors.

3. AMENDMENTS AND APPROVAL OF AGENDA

Mayor Strathdee stated that an addendum to the agenda was distributed to Council on Monday, July 22. The purpose of the addendum was consideration of

a Public Works staff report added as agenda item 8.6.4 *James Street South Pedestrian Crossing Award*.

Additionally, it was noted that Councillor Hainer has requested the Notice of Motion be amended which will be further discussed during agenda item 11.

Resolution 2019-07-23-01

Moved By Councillor Hainer

Seconded By Councillor Luna

THAT the July 23, 2019 regular Council meeting agenda be accepted as amended.

CARRIED

4. PUBLIC INPUT PERIOD

None.

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

5.1 Retirement Presentation to Carol Sproat and Yvonne Thompson

Matthew Corbett brought forward congratulations on behalf of the Library Board and Library staff to Carol Sproat and Yvonne Thompson on their retirement.

Mayor Strathdee, on behalf of Council, thanked Carol Sproat and Yvonne Thompson for their years of service to the Town of St. Marys

5.2 Seebach & Company re: 2018 Audited Financial Statements

André Morin introduced Paul Seebach of Seebach & Company to speak to the 2018 Audited Financial Statements.

Mr. Seebach spoke to the 2018 audited financial statements presentation and responded to questions from Council.

Resolution 2019-07-23-02

Moved By Councillor Craigmile

Seconded By Councillor Edney

THAT the Seebach & Company presentation regarding the 2018 audited financial statements be received.

CARRIED

5.3 Public Meeting - Thames Crest Farms

Councillor Pridham declared a conflict on this item.

Resolution 2019-07-23-03

Moved By Councillor Winter

Seconded By Councillor Pridham

THAT the July 23, 2019 regular Council meeting be adjourned at 6:23 pm to hold a statutory public meeting as required under the *Planning Act*; and

THAT a Public Meeting to consider a planning application for Thames Crest Farms be opened at 6:23 pm.

CARRIED

Mayor Strathdee stated "*This Public Meeting is being held in accordance with Sections 34 and 51 of the Planning Act, RSO 1990.*

The purpose of the Public Meeting is to solicit the public's comments with respect to applications for plan of subdivision and zoning by-law amendment by Thames Crest Farms Limited.

The proposed plan of subdivision consists of 170 single-detached residential lots, 3 medium density blocks for approximately 55 street townhouse units, 3 park blocks, 3 storm water management blocks and new roads on approximately 19.8 hectares.

The purpose of the zoning by-law amendment application is to amend the Town's Zoning By-law No. Z1-1997 to change the zoning of the subject lands to implement the proposed plan of subdivision.

Tonight's meeting is the mandatory Public Meeting held under the Planning Act. Council will make a decision regarding these matters at a future Council meeting. If you wish to be notified of Council's decision, please leave your name and address with our CAO/Clerk Brent Kittmer.

I will now ask Mr. Kittmer to advise how notice was given and provide a summary of the comments received regarding this Applications."

Brent Kittmer stated "*Notice was given by first class mail to all land owners within 120 metres (400 feet) of the subject property, to those agencies as prescribed by Regulation, and signage advertising tonight's meeting was posted on the property.*

Written comments received regarding this Application are as follows:

May 22 and June 20, 2019	<ul style="list-style-type: none"> Hydro One Networks has no comments or concerns.
May 23, 2019	<ul style="list-style-type: none"> The Upper Thames River Conservation Authority has provided technical comments on the Preliminary Stormwater Management and Servicing Report and has also identified requirements at the detailed design stage.
June 20, 2019	<ul style="list-style-type: none"> The following resolution was passed by County Council: "That the Manager of Planning be directed to advise the Town of St. Marys that the County of Perth has concerns with respect to the level of affordability within the proposed Plan of Subdivision STM 01-2019 and no concerns with the proposed Zoning By-law Amendment Z02-2019 located at Part Lots 15 and 16, Concession 17 and Part Lot Thames Crest Farms Ltd."

Copies of submissions received since the Town's receipt of these Applications and up to early July are included in the Planner's Report which is on tonight's agenda as DEV 43-2019. To summarize, comments received include:

- concerns with respect to the need for Wellington Street North extension and suggestion that the crossing of the Grand Trunk Trail should only be for emergency access*
- suggestion that the traffic studies do not reflect full build out and ultimate population of the north ward*
- concerns with increased traffic currently on Emily Street and associated safety risks*
- suggestion that there is the need for traffic calming measures and reduced speed limits along the Wellington Street extension*
- concerns with potential erosion or flooding impacts*
- concerns with the impact on natural heritage and trees in the area*
- concerns that the proposed development is too dense*

- *concerns that insufficient affordable housing is being provided*
- *concerns that insufficient parkland is being provided*

The following correspondence was received more recently and not included in the Planner's Report:

- *Paul King (dated July 2019) – Mr. King had a number of specific questions regarding the traffic studies prepared in support of the proposed development."*

Mayor Strathdee asked Councillor Hainer to provide comments on behalf of the Planning Advisory Committee.

Councillor Hainer stated *"At the June 3, 2019 meeting, the Town's Planning Advisory Committee:*

- *endorsed the Applications in principle;*
- *recommended to St. Marys Town Council that it proceed with a public meeting to consider the Applications, following an open house to be held by the applicant; and*
- *recommended to Council that a traffic study be commissioned to inform the future of Emily, Wellington and James Street North traffic loads and options for traffic patterns when all proposed development – Thames Crest Farms, Arthur Meighen and Egan Street developments in the north area of the Town of St. Marys are fully built out."*

Mayor Strathdee stated *"I should note that at the June 11, 2019 meeting, Council considered the Planning Advisory Committee recommendation with respect to the commissioning of a traffic study and passed a resolution stating that "Council feels the current study commissioned in 2004 and subsequently updated three times is more than sufficient for information and a further study is redundant and creates unnecessary costs".*

I will call upon the Town's Planner to provide additional information regarding the proposed Application.

Mark Stone stated *"According to the Town's Official Plan, the subject property is currently designated Residential and Recreational, and is zoned Development (RD) and Open Space (OS) in the Town's Zoning By-law Z1-1997.*

As noted by the Mayor, the purpose of the zoning by-law amendment application is to amend the Town's Zoning By-law No. Z1-1997 to change the zoning of the subject lands to implement the proposed plan of subdivision.

The plan on the screen shows the proposed zones to be applied to the plan of subdivision and provides area specific exceptions where required in relation to the base R3, R4 and R5 Zones in the Zoning By-law. The proposed zoning:

- implements the lot areas, frontages and depths of the proposed lots*
- reduces interior side yards and increases maximum lot coverages to reflect contemporary development standards*
- reduces front and exterior side yard requirements to bring houses closer to the street*

Mayor Strathdee invited the applicant Craig Linton to speak to the planning application.

Craig Linton presented an overview of the planning applications to Council.

Mayor Strathdee invited members of the public to provide input on the applications.

None were presented.

Mayor Strathdee asked members of Council if there were any questions for the applicant.

Councillor Winter asked if storm water will be directed to the south side of the trail.

Mr. Linton stated that post development will direct all storm water to the storm water management ponds which will transition water to the Thames River.

Councillor Pridham asked what the parkland will look like upon completion.

Mr. Linton stated that it is up to the municipality's discretion however, conditions will be provided to the applicant within the draft plan of subdivision.

Mr. Kittmer reiterated that formal development of these parks is the municipality's responsibility. The Recreation & Leisure Master Plan outlines the type of amenities that should be provided in future parks.

Mr. Brouwer stated that the Town typically requires developers to install barriers such as fencing between storm water management ponds and residential properties.

Councillor Winter asked who selects the design of the residential development.

Mr. Linton stated that the design will be determined by the builders and reviewed by the developer to ensure it fits a common theme.

Councillor Luna inquired if there is a possibility of a commercial zoned area within or close to the development.

Mr. Linton has spoken with Mr. Stone regarding the possibility. Mr. Linton reviewed the opportunity with commercial developers and was led to believe that in a community this size, traffic should be directed to the downtown core for commercial needs.

Councillor Hainer asked if the developer employs a building standard within the subject properties.

Mr. Linton stated that a conveyance is applied to the development that speaks to the exterior design of the dwellings.

Councillor Luna wanted to reiterate her point about housing affordability and sought clarification that smaller lots would be set at a lower price point than a larger lot.

Mr. Linton agreed that smaller lots would house small dwelling units which will offer lower price points than larger lots.

Councillor Pridham inquired if a residential lot could be transitioned to parkland near the Wellington Street trailhead so that additional parking is available for trail users.

Mr. Kittmer stated that this inquiry is being investigated by staff presently to determine the best way to accommodate trail user parking within the area.

Mayor Strathdee thanked Mr. Linton for the presentation. Mayor Strathdee stated *"I would like to thank those in attendance for their comments."*

Should Council proceed with the draft approval of the plan of subdivision and passage of the Zoning By-law Amendment, notices will be provided as prescribed by the Planning Act and an appeal period to the Local Planning Appeal Tribunal applies."

Resolution 2019-07-23-04

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT this Public Meeting be adjourned at 7:08 pm; and

THAT the July 23, 2019 regular Council meeting reconvene at 7:08 pm.

CARRIED

6. ACCEPTANCE OF MINUTES

6.1 Joint Meeting with Council and St. Marys Library Board - May 28, 2019

Resolution 2019-07-23-05

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT the May 28, 2019 Joint Meeting with Council and the St. Marys Library Board meeting minutes be received by Council, and signed and sealed by the Mayor and the Clerk.

CARRIED

6.2 Regular Council - June 25, 2019

Resolution 2019-07-23-06

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT the June 25, 2019 regular Council meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

CARRIED

6.3 Strategic Priorities Committee - July 16, 2019

Resolution 2019-07-23-07

Moved By Councillor Winter

Seconded By Councillor Edney

THAT the July 16, 2019 Strategic Priorities Committee meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

CARRIED

6.4 ADHOC CAO Performance Appraisal - July 16, 2019

Resolution 2019-07-23-08

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT the July 16, 2019 ADHOC CAO Performance Appraisal meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

CARRIED

7. CORRESPONDENCE

7.1 St. Marys Public Library Board re: Library Space and Service Needs Study Resolution

Resolution 2019-07-23-09

Moved By Councillor Winter

Seconded By Councillor Luna

THAT the correspondence from the St. Marys Public Library Board regarding the Library Space and Needs Study resolution be received.

CARRIED

Council discussed the status of the Library space and service needs study.

Councillor Hainer requested a recorded vote for resolution 2019-07-23-10.

Resolution 2019-07-23-10

Moved By Councillor Hainer

Seconded By Councillor Luna

THAT Council does not support the Library Space and Service Needs study as presented; and

THAT Council recommends the Library Board continues to work with Town staff for alternatives for their needs.

Support (7): Mayor Strathdee, Councillor Craigmile, Councillor Edney, Councillor Luna, Councillor Hainer, Councillor Pridham, and Councillor Winter

CARRIED

8. STAFF REPORTS

8.1 Finance

8.1.1 FIN 13-2019 July Monthly Report (Finance)

André Morin spoke to FIN 13-2019 report and responded to questions from Council.

Resolution 2019-07-23-11

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT FIN 13-2019 July Monthly Report (Finance) be received for information.

CARRIED

8.1.2 FIN 14-2019 Audited Financial Statements for the Year Ended December 31, 2018

André Morin spoke to FIN 14-2019 report and responded to questions from Council.

Resolution 2019-07-23-12

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT FIN 14-2019 Audited Financial Statements for the Year Ended December 31, 2018 be received; and

THAT the 2018 Surplus of \$305,960 be transferred to the Working Reserve; and

THAT the Audited Financial Statements for the Year Ended December 31, 2018 be approved.

CARRIED

8.2 Building and Development Services

8.2.1 DEV 42-2019 July Monthly Report (Building and Development)

Grant Brouwer spoke to DEV 42-2019 report and responded to questions from Council.

Resolution 2019-07-23-13

Moved By Councillor Edney

Seconded By Councillor Pridham

THAT DEV 42-2019 July Monthly Report (Building and Development) be received for information.

CARRIED

8.2.2 DEV 43-2019 Applications for Plan of Subdivision (STM 01-2019) and Zoning By-law Amendment (Z03-2019) by Thames Crest Farms Limited, Part Lots 15 and 16, Concession 17 and Part Lot 15, Thames Concession, Town of St. Marys

Mark Stone spoke to DEV 43-2019 report and responded to questions from Council.

Resolution 2019-07-23-14

Moved By Councillor Hainer

Seconded By Councillor Luna

THAT DEV 43-2019 Applications for Plan of Subdivision (STM 01-2019) and Zoning By-law Amendment (Z02-2019) by Thames Crest Farms Limited be received; and

THAT the comments received at the Public Meeting be addressed in a report presented at a subsequent Council meeting outlining staff recommendations on the disposition of these Applications.

CARRIED

Council took a brief recess at 8:06 pm.

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

8.3 Corporate Services

8.3.1 COR 21-2019 July Monthly Report (Corporate Services)

Trisha McKibbin spoke to COR 21-2019 report and responded to questions from Council.

Resolution 2019-07-23-15

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT COR 21-2019 July Monthly Report (Corporate Services) be received for information.

CARRIED

**8.3.2 COR 22-2019 Stratford & District Chamber of Commerce
Request for Permission to Hold Licensed Event on Municipal
Property**

Kelly Deeks - Johnson spoke to COR 22-2019 report and responded to questions from Council.

Resolution 2019-07-23-16

Moved By Councillor Pridham

Seconded By Councillor Hainer

THAT COR 22-2019 Stratford & District Chamber of Commerce Request for Permission to Hold Licensed Event on Municipal Property be received; and

THAT Council approve the request from Stratford & District Chamber of Commerce to hold an alcohol related event on the Trestle for Wednesday, August 21, 2019 from 5:00 pm until 7:00 pm with the following conditions placed on the permission:

- Notice of the event be circulated to all property owners within a 150 m radius of the Trestle
- Notice provided to the public that the Trestle will be closed to public access between 4:30 pm and 7:00pm on the date of the event (service disruption posted on the municipal website and notice be posted at both entrances to the Trestle)
- The conditions of the Municipal Alcohol Policy be met including obtaining liability insurance that lists the Corporation of the Town of St. Marys as an additional insured for \$5,000,000 and indemnifies and saves harmless the Town
- The conditions of the Special Occasion Permit be met

CARRIED

8.4 Fire and Emergency Services

8.4.1 FD 15-2019 July Monthly Report (Emergency Services)

Fire Chief Anderson spoke to FD 15-2019 report and responded to questions from Council.

Resolution 2019-07-23-17

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT FD 15-2019 July Monthly Report (Emergency Services) be received for information.

CARRIED

8.5 Community Services

8.5.1 DCS 19-2019 July Monthly Report (Community Services)

Stephanie Ische spoke to DCS 19-2019 report and responded to questions from Council.

Resolution 2019-07-23-18

Moved By Councillor Pridham

Seconded By Councillor Luna

THAT DCS 19-2019 July Monthly Report (Community Services) be received for information.

CARRIED

8.6 Public Works

8.6.1 PW 44-2019 July Monthly Report (Public Works)

Jed Kelly spoke to PW 44-2019 report and responded to questions from Council.

Resolution 2019-07-23-19

Moved By Councillor Craigmile

Seconded By Councillor Edney

THAT PW 40-2019 July Monthly Report (Public Works) be received for information.

CARRIED

8.6.2 PW 41-2019 Award for RFT-PW-13-2019 James Street Watermain Alteration

Jed Kelly spoke to PW 41-2019 report and responded to questions from Council.

Resolution 2019-07-23-20

Moved By Councillor Edney

Seconded By Councillor Pridham

THAT PW 41-2019 Award for RFT-PW-13-2019 James Street Watermain Alteration be received; and,

THAT the procurement for RFT-PW-13-2019 James Street Watermain Alteration be awarded to 598424 Ontario Ltd. O/A Russell Construction for the tender price of \$65,069.86, inclusive of all taxes and contingencies; and,

THAT By-Law 67-2019 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

8.6.3 PW 43-2019 Textile Recycling Program (Waste Diversion)

Jed Kelly spoke to PW 43-2019 report and responded to questions from Council.

Resolution 2019-07-23-21

Moved By Councillor Edney

Seconded By Councillor Pridham

THAT PW 43-2019 Textile Recycling Program (Waste Diversion) be received; and

THAT Council authorize staff to proceed with a waste reduction and diversion program for textiles at the St. Marys Landfill Site; and

THAT Council directs Staff to complete a Request for Proposal for textile recycling at the St. Marys Landfill Site in accordance with Municipal By-law 36 of 2012.

CARRIED

8.6.4 PW 45-2019 James St. S. Pedestrian Crossing Award

Jed Kelly spoke to PW 45-2019 report which was provided in an addendum to the original Council agenda. Mr. Kelly responded to questions from Council.

Resolution 2019-07-23-22

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT PW 45-2019 James St. S. Pedestrian Crossing Award be received; and,

THAT the procurement for the James St. S. Pedestrian Crossing be awarded to Guild Electric Ltd. for the quoted price of \$42,179.51, inclusive of all taxes and contingencies; and,

THAT Council approve the unbudgeted amount as identified in PW 45-2019 James St. S. Pedestrian Crossing Award report; and,

THAT By-Law 70-2019 authorizing the Mayor and the Clerk to sign the associated agreement be approved.

CARRIED

8.7 Administration and Human Resources

8.7.1 CAO 45-2019 July Monthly Report (Administration and Human Resources)

Brent Kittmer and Lisa Lawrence spoke to CAO 45-2019 report and responded to questions from Council.

Resolution 2019-07-23-23

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT CAO 45-2019 July Monthly Report (Administration and Human Resources) be received for information.

CARRIED

8.7.2 CAO 46-2019 Adoption of Committee Terms of Reference

Jenna McCartney spoke to CAO 46-2019 report and responded to questions from Council.

Resolution 2019-07-23-24

Moved By Councillor Luna

Seconded By Councillor Hainer

THAT CAO 46-2019 Adoption of Committee Terms of Reference be received;

THAT Council approve the amalgamation of the Heritage Conservation District Advisory Committee and the Heritage Advisory Committee;

THAT Council approve the disbandment of the St. Marys Museum Board and the instatement of the Museum Advisory Committee;

THAT Council approve the disbandment of the Senior Services Board and the instatement of the Senior Services Advisory Committee;

THAT Council approve the disbandment of the Youth Centre Advisory Board; and

THAT Council direct staff to prepare the necessary by-law to constitute all committees of Council and return it to a subsequent meeting for consideration.

CARRIED

8.7.3 CAO 47-2019 Open Public Highway for Parcel on Maxwell Street

Jenna McCartney spoke to CAO 47-2019 report and responded to questions from Council.

Resolution 2019-07-23-25

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT CAO 47-2019 Open Public Highway for Parcel on Maxwell Street be received; and

THAT Council approve By-law 68-2019 for the purpose of opening, establishing and assuming a parcel on Maxwell Street as public highway.

CARRIED

9. COUNCILLOR REPORTS

Each Councillor provided a report on their recent Committee and Board meetings attended.

Resolution 2019-07-23-26

Moved By Councillor Hainer

Seconded By Councillor Edney

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

CARRIED

9.1 Operational and Board Reports

9.1.1 Bluewater Recycling Association - Coun. Craigmile

9.1.2 Library Board - Coun. Craigmile, Edney, 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. Craigmile, Hainer

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, Winter**

9.2.15 Youth Centre Advisory Committee - Coun. Edney

9.2.16 Youth Council - Coun. Edney

10. EMERGENT OR UNFINISHED BUSINESS

None.

11. NOTICES OF MOTION

11.1 Councillor Hainer re: Provincial Legislation of 40 km/h Speed Limit

Councillor Hainer provided an overview to the proposed notice of motion. The notice of motion will be considered at the August 27, 2019 regular Council meeting.

Resolution 2019-07-23-

THAT staff research and report on the new provincial rules regarding 40 km/h speed limits in urban areas; and

THAT staff research and report on adopting 60 km / h for the following:

- James Street South at Given Road to 80 km / h zone
- Water Street South at 585 Water Street South to 80 km / h zone

THAT the report be shared with Community Policing Advisory Committee for a recommendation back to Council on areas in St. Marys where a 40 km/h speed limit may be appropriate.

12. BY-LAWS

Resolution 2019-07-23-27

Moved By Councillor Hainer

Seconded By Councillor Luna

THAT By-Laws 67-2019, 68-2019 and 70-2019 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 By-Law 67-2019 Authorize an Agreement with 598424 Ontario Ltd.
O/A Russell Construction**

**12.2 By-law 68-2019 Open, Establish and Assume Parcel as Public
Highway**

12.3 By-law 70-2019 Authorize an Agreement with Guild Electric Ltd.

13. UPCOMING MEETINGS

Mayor Strathdee reviewed the upcoming meetings as presented on the agenda and made note of the recently added August 6 Special Meeting of Council at 9:00am.

14. CLOSED SESSION

None.

15. CONFIRMATORY BY-LAW

Resolution 2019-07-23-28

Moved By Councillor Hainer

Seconded By Councillor Luna

THAT By-Law 69-2019, being a by-law to confirm the proceedings of July 23, 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

16. ADJOURNMENT

Resolution 2019-07-23-29

Moved By Councillor Winter

Seconded By Councillor Edney

THAT this regular meeting of Council adjourn at 9:42 pm.

CARRIED

Al Strathdee, Mayor

Brent Kittmer, CAO / Clerk



MINUTES
Special Meeting of Council

August 6, 2019
9:00 am
Town Hall, Council Chambers

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

Council Regrets: Councillor Hainer

Staff Present: Brent Kittmer, CAO / Clerk
Lisa Lawrence, Director of Human Resources (delegated Clerk
until Mr. Kittmer's arrival at 9:20 am)

1. CALL TO ORDER

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

2. DECLARATION OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Resolution 2019-08-06-01

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT the August 6, 2019 special meeting of Council agenda be accepted as presented.

CARRIED

4. CLOSED SESSION

Resolution 2019-08-06-02

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT Council move into a session that is closed to the public at 9:02 am as authorized under the *Municipal Act*, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees, and (d) labour relations or employee negotiations.

CARRIED

5. RISE AND REPORT

Resolution 2019-08-06-03

Moved By Councillor Craigmile

Seconded By Councillor Edney

THAT Council rise from a closed session at 11:07 am.

CARRIED

Mayor Strathdee reported that a closed session was held with one item being considered regarding the CAO performance review. The Mayor reported that staff were given direction in closed session on employee relations matters.

The Mayor further reported that Council would hold an additional meeting on September 3, 2019 from 9:00 am - 2:00 pm for the purposes of reviewing the corporate service delivery review.

6. BY-LAWS

Resolution 2019-08-06-04

Moved By Councillor Craigmile

Seconded By Councillor Edney

THAT By-law 70-2019, being a by-law to confirm the proceedings of August 6, 2019 special meeting of Council, be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.

CARRIED

7. ADJOURNMENT

Resolution 2019-08-06-05

Moved By Councillor Luna

Seconded By Councillor Winter

THAT this special meeting of Council adjourn at 11:08 am.

CARRIED

Al Stratthdee, Mayor

Brent Kittmer, CAO / Clerk



MINUTES
Strategic Priorities Committee

August 13, 2019
9:00 am
Council Chambers, Town Hall

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

Staff Present: Brent Kittmer, CAO / Clerk
Matthew Corbett, Library CEO
Jed Kelly, Director of Public Works
Lisa Lawrence, Director of Human Resources
Trisha McKibbin, Director of Corporate Services
André Morin, Director of Finance / Treasurer
Stephanie Ische, Director of Community Services
Jenna McCartney, Deputy Clerk

1. CALL TO ORDER

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

2. DECLARATIONS OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF THE AGENDA

Resolution 2019-08-13-01

Moved By: Councillor Luna

Seconded By: Councillor Hainer

THAT the August 13, 2019 Strategic Priorities Committee agenda be accepted as presented.

CARRIED

4. CLOSED SESSION

Resolution 2019-08-13-02

Moved By: Councillor Luna

Seconded By: Councillor Craigmile

THAT the Strategic Priorities Committee move into a session that is closed to the public at 9:01 am as authorized under the *Municipal Act*, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees, and (d) labour relations or employee negotiations.

CARRIED

4.1 CAO 48-2019 CONFIDENTIAL Corporate Review of Services, Budgets, and Efficiencies

4.1.1 Corporate Review

4.1.1.1 Adult Learning

4.1.1.2 Community Services (excepting recreation & leisure related services)

4.1.1.3 Corporate Services (excepting the Museum)

4.1.1.4 Finance (partially completed)

5. RISE AND REPORT

Resolution 2019-08-13-03

Moved By: Councillor Luna

Seconded By: Councillor Edney

THAT the Committee rise from a closed session at 11:59 am.

CARRIED

Mayor Strathdee reported that a closed session was held and the matter of the corporate review of services, budgets, and efficiencies was partially considered. Council will reconvene on the matter at the August 20, 2019 meeting date.

6. NEXT MEETING

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

7. ADJOURNMENT

Resolution 2019-08-13-04

Moved By: Councillor Hainer

Seconded By: Councillor Winter

THAT this meeting of the Strategic Priorities Committee adjourn at 12:00 pm.

CARRIED

Al Stratthdee, Mayor

Brent Kittmer, CAO / Clerk



MINUTES
Strategic Priorities Committee

August 20, 2019
9:00 am
Council Chambers, Town Hall

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

Staff Present: Brent Kittmer, CAO / Clerk
Richard Anderson, Director of Emergency Services / Fire Chief
Grant Brouwer, Director of Building and Development
Matthew Corbett, Library CEO
Jed Kelly, Director of Public Works
Lisa Lawrence, Director of Human Resources
Trisha McKibbin, Director of Corporate Services
André Morin, Director of Finance / Treasurer
Stephanie Ische, Director of Community Services
Jenna McCartney, Deputy Clerk

1. CALL TO ORDER

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

2. DECLARATIONS OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF THE AGENDA

Resolution 2019-08-20-01

Moved By: Councillor Pridham

Seconded By: Councillor Luna

THAT the August 20, 2019 Strategic Priorities Committee agenda be accepted as presented.

CARRIED

4. CLOSED SESSION

Resolution 2019-08-20-02

Moved By: Councillor Luna

Seconded By: Councillor Edney

THAT the Strategic Priorities Committee move into a session that is closed to the public at 9:01 am as authorized under the Municipal Act, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees, and (d) labour relations or employee negotiations.

CARRIED

4.1 CAO 48-2019 CONFIDENTIAL Corporate Review of Services, Budgets, and Efficiencies

4.1.1 Corporate Review

4.1.1.1 Finance

4.1.1.2 Fire

4.1.1.3 Human Resources

4.1.1.4 Public Works

4.1.1.5 Building and Development

4.1.2 Museum Strategic Plan and Review of Programs and Services (partially completed)

5. RISE AND REPORT

Resolution 2019-08-20-03

Moved By: Councillor Pridham

Seconded By: Councillor Edney

THAT the Strategic Priorities Committee rise from a closed session at 2:05 pm.

CARRIED

Chair Stratthdee reported that a closed session was held and the matter of the corporate review of services, budgets, and efficiencies was continued but not completed. The Committee will reconvene on the matter at the September 3, 2019 meeting date.

6. NEXT MEETING

Chair Stratthdee reviewed the upcoming meeting as presented on the agenda and stated that the Committee would be adding the following dates to continue the discussion of corporate review:

- September 24, 2019 - 9:00 am, Council Chambers
- October 1, 2019 - 9:00 am, Council Chambers

7. ADJOURNMENT

Resolution 2019-08-20-04

Moved By: Councillor Craigmile

Seconded By: Councillor Pridham

THAT this meeting of the Strategic Priorities Committee adjourn at 2:06 pm.

CARRIED

Al Stratthdee, Mayor

Brent Kittmer, CAO / Clerk

Mayor Al Stratthdee
175 Queen Street East
St Marys Ontario, NAX 1B6

July 11 2019

Dear Mayor Stratthdee,

RE: Municipal Proclamation for May is Museum Month – Thank you!

On behalf of the Ontario Museum Association (OMA), and the 700+ museums, art galleries, and heritage sites across the province, thank you for proclaiming May is Museum Month/ Mai, Mois des Musées in St. Marys.

May is Museum Month was a wonderful opportunity to celebrate your local museums, and a great success this year, marked by a message from the Lieutenant Governor of Ontario, Her Honour the Honourable Elizabeth Dowdeswell on International Museum Day on May 18th, and your proclamation alongside 12 other Municipalities.

May is Museum Month also reached over 2.4 million people on social media, encouraging Ontarians and visitors alike to explore and experience our unique shared identity and history in every region of Ontario. The Ministry of Tourism, Culture, and Sport tourism website, Destination Ontario (ontariotravel.net), featured museums in the month of May, and also promoted May is Museum Month through their tourism ambassadors, Regional Tourism Organizations, and social media. The online success of May is Museum Month is a great example of how Ontario museums reach out to the world through their digital presence and engage visitors wherever they are.

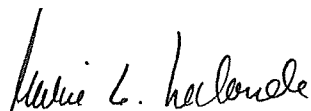
Did you know?

- Museum websites across Ontario receive **93.5 million visits** each year!
- Ontario museums saw a **15% increased-in person visits** over the past five years, faster than population growth, and a **52% increase in online visits to plan for in-person visits**.
- Two thirds of museums focus primarily on local community and history;
- Ontario's museums showcase the unique identities and communities within each region throughout our province and welcome **19.4 million visits** per year!

Join us at AMO!

The Ontario Museum Association invites you to join us at the Association of Municipalities of Ontario (AMO) Conference Tradeshow in Ottawa, August 18 and 19; come by booth 526 to say hello! If you have any questions, contact me any time by email at mlalonde@museumsontario.ca

Sincerely,

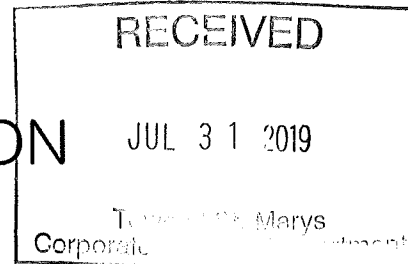


Marie Lalonde
Executive Director

Cc: Amy Cubberly, Curator & Archivist, St Marys Museum, Huron-Perth-Middlesex Museum Network



St. Marys HEALTHCARE FOUNDATION



July 5, 2019

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

Dear The Corporation of the Town of St. Marys,

We are grateful for your gift of \$50,000.00 to Recruitment & Retention to the St. Marys Healthcare Foundation.

Your generous donation allows the *St. Marys Medical Clinic* to stay current in their education to give our community the best possible care.

Our Strategic priorities for the coming 5 years are:

- Supporting the needs of the St. Marys Memorial Hospital
- Expanding primary care at the Tradition Mutual Centre for Wellness
- Raising awareness of opportunities for local healthcare
- Establishing quality end-of-life care for St. Marys and area
- Bringing resources to our community for mental healthcare

Without the continued support of generous donors like you, it would be a challenge to ensure these needs are met.

Thank you again for your support, it greatly impacts how we can care about health in St. Marys.

Sincerely,



Pat Craigmile

Pat Craigmile
Board Chair



Thank You

We truly value
your support of
local healthcare
here in our
awesome town!



Krista Linklater
Executive Director

August 15, 2019

Re: Resolution Regarding Perth County Municipal Association

Please be advised that the Council of the Municipality of West Perth passed the following resolution at their August 12th Regular Meeting of Council:

Moved by: Councillor Herold

Seconded by: Councillor Trentowsky

Whereas the Council for the Corporation of the Municipality of West Perth recognizes and respects the historical significance of the Perth County Municipal Association; and

Whereas municipalities have been asked by the provincial government to review their current spending and search for efficiencies; and

Whereas the purpose the General and Annual Meeting as identified in the Constitution shall be:

- for education;
- to promote co-operation among the various municipalities within the geographical County of Perth;
- to consider matters of general interest to municipalities; and
- the transaction of annual business of the association;

Now therefore be it resolved that the Council for the Corporation of the Municipality of West Perth recommends to members of the Association that the Perth County Municipal Association Committee be dissolved, and the General and Annual meeting be discontinued in an effort to reduce spending as the objectives of shared education and collaboration are being met in other ways in our modern organizations; and

Be it further resolved that this motion be circulated to the members of the Association

being the County of Perth, Township of Perth East, Township of Perth South, Municipality of North Perth, City of Stratford and the Town of St. Marys.

If you require further information, please do not hesitate to contact the Clerk's Department. We look forward to receiving any updated on this matter.

Sincerely,

A handwritten signature in black ink that reads "Carla Preston".

Carla Preston
Clerk
Municipality of West Perth
cpreston@westperth.com

cc: County of Perth
Township of Perth East
Township of Perth South
Municipality of North Perth
City of Stratford
Town of St. Marys



July 22, 2019

Dear Head of Council:

RE: Provincial Policy Statement Review – Draft Policies

I am writing today to announce that my ministry is launching a consultation on proposed policy changes to the **Provincial Policy Statement (PPS)**. The PPS is an important part of Ontario's land use planning system, setting out the provincial land use policy direction.

Municipalities play a key role in implementing these policies through local official plans, zoning by-laws and other planning decisions. The Planning Act requires that decisions on land use planning matters be "consistent with" the Provincial Policy Statement policies.

The government is consulting on draft policy changes to:

- Encourage the development of an increased mix and supply of housing
- Protect the environment and public safety
- Reduce barriers and costs for development and provide greater predictability
- Support rural, northern and Indigenous communities
- Support the economy and job creation

The proposed PPS policy changes support the implementation of [More Homes, More Choice: Ontario's Housing Supply Action Plan](#). The Action Plan includes a series of distinct but coordinated initiatives to address housing supply, including a review of the Provincial Policy Statement. The proposed PPS changes work together with other recent changes to the land use planning system – including to the Planning Act through [Bill 108, More Homes, More Choice Act, 2019](#) (once proclaimed) and [A Place to Grow: Growth Plan for the Greater Golden Horseshoe](#).

For more information about the consultation, please visit <http://www.mah.gov.on.ca/Page215.aspx> where you will find:

- A link to the posting on the Environment Registry of Ontario (ERO #019-0279), including the proposed Provincial Policy Statement and questions to consider
- Information on how to provide comments

The consultation is open for 90 days and closes on October 21, 2019.

I look forward to hearing your ideas on the proposed changes to the Provincial Policy Statement.

If you have any questions about the consultation, please contact the ministry at planningconsultation@ontario.ca or by calling 1-877-711-8208.

Sincerely,



Steve Clark
Minister

c: Planning Head and/or Clerks

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

Office of the Minister

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: 416-326-3074
www.ontario.ca/OMAFRA

**Ministère de l'Agriculture, de
l'Alimentation et des Affaires rurales**

Bureau du ministre

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : 416 326-3074
www.ontario.ca/MAARO



July 29, 2019

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

Dear Mayor Strathdee:

On behalf of the Ontario Government, I am pleased to announce the launch of the revitalized Rural Economic Development (RED) program.

Our government is committed to supporting economic growth in rural communities and ensuring that Ontario is open for business. That's why we've updated the RED program – to focus on projects that will bring real benefits to communities and help attract investment and create jobs, while also providing greater value for taxpayer dollars.

The updated program will continue to support projects that diversify and grow local economies and will now target more impactful projects with tangible community benefits. It will also reduce the burden for applicants, create efficiencies in program delivery, and better align with the government's priorities of creating jobs and removing barriers to investment and growth in Ontario's rural communities.

The program will offer two new project categories:

- Economic Diversification and Competitiveness Stream: will support projects that remove barriers to business and job growth, attract investment, attract or retain a skilled workforce or strengthen sector and regional partnerships and diversify regional economies.
- Strategic Economic Infrastructure Stream: will support minor capital projects that advance economic development and investment opportunities.

.../2

The first application intake for eligible applicants will take place from July 29 to September 9, 2019. All program details including the program guide and application form will be available online on July 29, 2019, on the ministry [website](#).

Sincerely,

A handwritten signature in black ink, appearing to read 'Ernie Hardeman', with a large, stylized initial 'E'.

Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs



7th Floor, Frost Building South
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Telephone: 416-314-6331

7^e étage, Édifice Frost Sud
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Téléphone: 416-314-6331

August 13, 2019

Dear Head of Council:

I am writing to provide you with an update on the Ontario Cannabis Legalization Implementation Fund (OCLIF).

As you know, OCLIF was announced in 2018 as a \$40 million initiative over two years to help municipalities with the implementation costs of recreational cannabis legalization. In early 2019, the government provided municipalities with \$30 million in OCLIF funding, and \$10 million was set aside to address costs from unforeseen circumstances related to the legalization of recreational cannabis, for which priority would be given to municipalities that did not opt-out of hosting cannabis retail stores.

Ontario's objectives are to protect our youth and communities and to combat the illegal cannabis market. To support these objectives, the government has made an investment of \$3.26 million to support enhanced enforcement against illegal cannabis operations. An investment of \$3.06 million this year is enabling enhanced enforcement through provincial joint forces cannabis enforcement teams, led by the Ontario Provincial Police, and a targeted investment of \$200,000 to the Toronto Police Service is supporting their efforts to combat illegal cannabis operations in the City of Toronto.

This investment directly benefits municipalities. The enforcement teams work on a regional basis and are available to all municipalities and First Nations. This collaborative approach enables law enforcement to efficiently target crime in an organized way that is coordinated and consistent across the province.

The government will distribute the remaining \$6.74 million in OCLIF funding this month as follows:

- Funding will be provided on a per household basis to municipalities that did not opt-out of hosting retail stores as of January 22, 2019, adjusted so that each recipient municipality will receive at least \$5,000.
- Lower-tier and upper-tier municipalities will receive funding based on 50% of their households. Upper-tier municipalities will receive funding in relation to opt-out decisions made by the lower-tier municipality. If a lower tier municipality opted-

.../cont'd

out, the upper tier municipality will not receive funding on a per household basis in relation to that municipality.

The government is providing this funding now to municipalities in a manner similar to past payments. This means municipalities will have the funds on hand to use for the same implementation costs the fund was designed to support.

The Deputy Minister of Finance will write shortly to the Treasurers of recipient municipalities with details about the administration of this funding and attach each municipality's specific allocation notice. Payments will also be processed at that time.

The province also committed that, if Ontario's portion of the federal excise duty on recreational cannabis over the first two years of legalization exceeds \$100 million, the province will provide 50 per cent of the surplus to those municipalities that did not opt out as of January 22, 2019. Provinces receive excise duty from the federal government over time, and it is early in the two year legalization period. The Ministry of Finance will connect with AMO and the City of Toronto on this commitment after the first two years of legalization are completed in 2020.

Municipalities have been important partners in the successful implementation of the federal government's legalization of recreational cannabis. We look forward to continuing to work together in this regard.

Sincerely,

Original signed by

Rod Phillips
Minister of Finance

c: The Honourable Doug Downey, Attorney General
The Honourable Steve Clark, Minister of Municipal Affairs and Housing
Dan Miles, Chief of Staff, Ministry of Finance
Paul Boniferno, Deputy Attorney General
Greg Orenacsak, Deputy Minister of Finance
Laurie LeBlanc, Deputy Minister of Municipal Affairs and Housing
Renu Kulendran, Executive Director, Ontario Legalization of Cannabis
Secretariat, Ministry of Attorney General
Nicole Stewart, Executive Lead, Cannabis Retail Implementation Project, Ministry of Finance
Kate Manson-Smith, Assistant Deputy Minister, Local Government and Planning Policy Division, Ministry of Municipal Affairs and Housing



August 16, 2019

To whom it may concern:

As you know, on June 6, 2019, our government passed the *More Homes, More Choice Act, 2019*, which updated the *Conservation Authorities Act*. We made these legislative changes to improve public transparency, consistency, and accountability in conservation authority operations. These changes will give greater control to individual municipalities on conservation authority programs and budgets. These changes will also require conservation authorities to re-focus their efforts on the delivery of programs and services related to their core mandate, such as those related to:

- Risk of natural hazards;
- Conservation and management of CA owned or controlled lands;
- Drinking water source protection;
- Protection of the Lake Simcoe watershed;
- Other programs or services, as prescribed by regulation.

Furthermore, over the coming months, I will be reviewing all of the relevant legislation and regulations that govern Ontario's conservation authorities to explore even more opportunities to re-focus their efforts and to ensure they are best serving the interests of the people of Ontario.

In the meantime, I request that you review and consider your own conservation authority's activities and begin preparations and planning to wind down those activities that fall outside the scope of your core mandate. I also encourage you to refrain from developing new policies that are not aligned with your mandate or with provincial policies. Finally, I ask that while we are undergoing this review and updating the legislation and regulations that you do not proceed with any increases to your fees or levies.

I appreciate the work of conservation authorities and the feedback that was provided on the legislative changes. I look forward to receiving further input and recommendations as we move forward with upcoming regulatory and policy proposals.

Sincerely,

Jeff Yurek

Minister of the Environment, Conservation and Parks

UTRCA 2020 Municipal Levy Outlook

St. Marys Floodwall

Introduction

Recent changes to the Conservation Authorities Act, authorized through Bill 108, have created significant uncertainty in terms of the UTRCA's 2020 draft budget, including the municipal levy. The changes include:

- new (undefined) categories of mandatory vs. non-mandatory programs,
- a proposed reduction in levying powers,
- a requirement for individual municipal agreements regarding non-mandatory work,
- the potential downloading of hazard management (flood and erosion control) and drinking water source protection costs to municipalities, and
- the potential loss of water and erosion control infrastructure subsidies for municipalities.

These changes have the potential to significantly impact our shared responsibility for protecting life and property from flooding and erosion, improving water quality, protecting and expanding natural cover, and providing local residents with outdoor experiences in the natural environment.

These changes will also significantly affect the next four year budget cycle. For the most part, changes have been approved at a high level but uncertainty remains as definitions and enabling regulations still need to be developed, as well as a timetable for implementation.

The UTRCA's 2020 levy projection is based on the best available information but is likely to change as details regarding legislative amendments are clarified. **This levy projection has been developed based solely on the priorities of the UTRCA and is being shared with member municipalities as context for preliminary budget discussions.**

Save the Date!

What: Budget Workshop

Who: Municipal Councillors and Senior Staff

When: Friday, September 6th, 9:30-11:30 am

Where: UTRCA Watershed Conservation Centre (Fanshawe Conservation Area)

A light lunch will be provided.

The UTRCA's Board of Directors is aware that recent and anticipated provincial decisions will greatly impact municipal budgets, and information sharing with the UTRCA will be critical as we all consider our 2020 Draft Budgets. **At this point, municipal pressures have not been factored into our 2020 levy rate.** However, a UTRCA/ Municipal Budget Workshop has been scheduled for the morning of September 6th with a goal of sharing budget priorities to better inform our financial decisions for 2020. Please save this date; further details will be provided closer to that time.

The UTRCA's 2020 levy projection assumes additional (unconfirmed) provincial funding reductions and/or downloading of program costs from the provincial to municipal level. The projected 2020 levy is therefore presented here as a "worst case scenario." This is a preferred starting point for budget development but revisions are fully expected as legislative changes and funding levels are clarified.



West London Dyke

2020 Municipal Levy Influences

1. Provincial Downloading of Conservation Authority Program Costs

Provincial decisions that will download significant expenses for mandatory Conservation Authority programs to member municipalities, are anticipated starting in 2020. Projections are summarized below:

• Hazard Management Program Transfer Payment Reduction (Flood and Erosion Control)

- o This program protects life and property from flood and erosion hazards and includes flood forecasting and warning, the operation of dams, reservoirs and dykes, floodplain development regulations, planning input, and education programs.
- o Bill 108 has stipulated that Hazard Management is a mandatory program.
- o The province cut funding by 50% in 2019 (\$170K). This cut was absorbed by the UTRCA in 2019 with no increase to municipal funding. This expense will be included as municipal levy starting in 2020.
- o Worst Case: Anticipate remaining provincial transfer payment funding will be eliminated in 2020. Total municipal levy impact will equal a \$351,020 increase.

• Drinking Water Source Protection Program

- o This program supports the identification of risks to municipal drinking water supplies through the development and maintenance of a Drinking Water Source Protection Plan, and includes a range of policies and practices to work with individual landowners and businesses to mitigate or eliminate that risk.

- o Bill 108 has stipulated that Drinking Water Source Protection is a mandatory program.
- o Bill 108 has authorized Conservation Authorities to apply municipal levy to Source Protection expenditures (e.g., Committee functions, staff wages) which were 100% provincially funded until now.
- o Worst Case: Anticipate that provincial funding will be eliminated in 2020 and funding responsibilities shifted to member municipalities. Total municipal levy impact will equal a \$293,000 increase.

• Water and Erosion Control Infrastructure Program Funding

- o This 50% provincial cost share program helps offset municipal costs for the on-going assessment and maintenance for flood control infrastructure (dams and dykes).
- o Bill 108 identified flood control as a mandatory program.
- o The 50% provincial grant for flood control capital repairs is expected to be reduced or eliminated in 2020.
- o Worst Case: Anticipate 100% of costs for future flood control capital maintenance and repairs would be assumed by benefiting municipalities. The financial impact for any one municipality would be highly variable and dependent upon the benefit received from that specific piece of infrastructure.



Fanshawe Dam

2. Bill 108 Legislative Changes to the Conservation Authorities Act

• A statement has been added to the Act regarding the role of Conservation Authority Board Members:

- o Section 14.1 Every member of an authority shall act honestly and in good faith with a view to furthering the objects of the authority.
- o In other words, members serve the best interests of the Conservation Authority.



Tree Planting

• Mandatory vs. Non-Mandatory Programs:

- o Bill 108 has identified the following Conservation Authority programs as Mandatory, meaning programs are required to be delivered and are eligible to be funded through municipal levy:
 1. Hazard Management (Flood and Erosion Control programs)
 2. Drinking Water Source Protection (cross referenced with the Clean Water Act and now eligible for municipal levy)
 3. Conservation and Management of Conservation Lands (refers to land ownership/ management by the Conservation Authority)
- o An “other” category has been added to capture programs overlooked that should be included as mandatory. These inclusions have not yet been determined. This last minute addition is strongly supported by Conservation Authorities but creates uncertainty regarding the distinction between mandatory and non-mandatory programs.
- o Non-Mandatory programs may still be pursued by the UTRCA at the direction of the Board of Directors, and are an accepted and supported level of programming by the Province. The only distinction is that no transfer payment funding will be provided and municipal funding can only be secured through individual agreements.

• Investigations:

- o The Minister is now authorized to appoint one or more investigators to conduct an investigation of an Authority’s operations.
- o This change was prompted by past accusations of mismanagement by the Niagara Peninsula Conservation Authority’s Board of Directors and senior staff that required a provincial audit.

3. 2020 UTRCA Board of Directors Budget Priorities

- **Environmental Targets Strategic Plan**

- o Continued implementation of the UTRCA's Environmental Targets Strategic Plan.
- o Local benefits include: improved protection from flood hazards, greater certainty and faster reviews of development applications, visible improvements in water quality and stream health, expanded green spaces with increased resilience to climate change, more opportunities for outdoor recreation, local economic benefits through increased visitation.
- o The Environmental Targets Strategic Plan supports municipal environmental priorities as noted in the Provincial Policy Statement, Official Plans, strategic plans and zoning by-laws.
- o Municipal costs are shared among 17 municipalities and capped at 28% of total expenses, as originally planned. Leveraged funding will support the plan's remaining costs.
- o 2020 will be the final year of new municipal investment.
- o <http://thamesriver.on.ca/wp-content/uploads//Targets/EnvironmentalTargets-June2016.pdf>

- **Inflation**

- o UTRCA uses the Ontario April-April CPI as a guide for annual inflationary increases. The rate for 2018-2019 is 1.9%.



UTRCA Potential (Worst Case) 2020 Municipal Levy Increases

MUNICIPAL INVESTMENT	DETAIL	2020
Provincially Instigated Costs (Downloads)		
1. Hazard Management Transfer Payment (Flood and Erosion Control)	<u>Anticipate</u> full cost transfer from the Province to municipalities for 2020 (\$170K confirmed reduction as of April 2019)	\$351,020 (6.6%)
2. Drinking Water Source Protection	<u>Anticipate</u> full cost transfer from the Province to municipalities for 2020	\$293,000 (5.5%)
3. Water and Erosion Control Infrastructure Funding	<u>Anticipate</u> a reduction or cancellation of this provincial 50% cost-sharing program in 2020	Varies per municipality
UTRCA Initiatives		
4. Environmental Targets Strategic Plan	2020 is final year of new investment, no new funding required thereafter	\$306,544 (5.8%)
5. Inflation	Tied to April-April Ontario CPI Source: CPI Ontario 1.9% year over year (Inflation Calculator)	\$100,372 (1.9%)

Note: Levy increases are apportioned to member municipalities proportionally using Municipal Property Assessment Corporation (MPAC) data, modified by the province, and typically provided to Conservation Authorities in September of each year.

Summary:

The information provided here is intended as early notice of the potential (worst case) municipal levy increases for 2020. Clarity regarding provincial funding and downloading intentions is necessary for budget certainty. Discussion with member municipalities will be critical to allow the UTRCA's Board of Directors to make informed budget decisions. There will be several opportunities for these discussions through the fall and early winter, including a planned budget workshop for the morning of Friday, September 6th (9:30-11:30 am).

Contact Information:

If you have questions or comments in the interim, please contact:

Ian Wilcox, General Manager
Upper Thames River Conservation Authority
519 451-2800 ext. 259
wilcoxi@thamesriver.on.ca

MONTHLY REPORT

To:	Mayor Stratthdee and Members of Council
From:	Building and Development
Date of Meeting:	27 August 2019
Subject:	DEV 43-2019 August Monthly Report (Building and Development)

RECOMMENDATION

THAT DEV 43-2019 August Monthly Report (Building and Development) be received for information.

DEPARTMENTAL HIGHLIGHTS

Building

- A total of 11 permits were issued in July 2019 compared to 22 the previous year.
- There were 2 dwelling units issued this month compared to 2 the previous year.
- The total construction values were \$954,000 compared to \$1,984,300 the previous year.
- The total permit fees were \$5,553.41 compared to \$11, 673.11
- A total of 58 appointments were provided by the Building Department for this time period.
- There were no Heritage permits issued for this period.

Facilities Operational

- Quarry – open for the season.
- PRC Diamond – burnt out lights have been replaced
- Quarry – a second staircase into the water has been installed
- Cadzow Park – Mulch has been added to the playground area
- Teddy's Field – burnt out lights have been replaced
- Via Station – a new address sign has been ordered for the building

Facilities Capital

- 20 Year Capital Plan – working on document
- Library & Town Hall Window Replacement Project –project has been completed awaiting minor deficiencies to be completed
- Fire Hall Design Project – preliminary drawing has been received, being reviewed by staff. Design team meeting scheduled for August 20, with plans for full Council review on September 17 at SPC.
- Library Circulation Desk Project – Accessibility recommendations have been incorporated in the design, installation to take place in September
- Accessibility Advisory Committee recommendations have been incorporated into the Cadzow walkways, and Lind Sportsplex washroom projects
- Town Hall Service Desk Project – adjusted desk top to be installed mid-August. This will complete the project.

- Cemetery Washroom Project – drawings of layout are being designed
- Lind Sportsplex Washroom Renovation – new bathroom stalls have been ordered, new toilets and urinals have been ordered. Installation to take place in September.

PRC Operations

- Equipment is ordered and waiting for arrival to convert pool disinfectant system to UV. Likely late August or during the annual pool maintenance shutdown
- Blue Rink ice installation complete, refrigeration plant was started up August 1st. Install went very smooth and efficient
- Found roof to be leaking over Blue rink during installation preparation – repaired
- Obtaining pricing to replace cooling equipment in kitchen – walk-in fridge and freezer have been experiencing regular breakdowns.

SPENDING AND VARIANCE ANALYSIS

None to report.

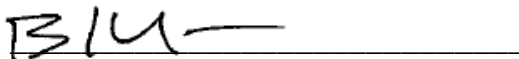
REVIEWED BY

Recommended by the Department



Grant Brouwer
Director of Building and Development

Recommended by the CAO



Brent Kittmer
CAO / Clerk

FORMAL REPORT

To:	Mayor Stratthdee and Members of Council
Prepared by:	Mark Stone, Planner
Date of Meeting:	27 August 2019
Subject:	DEV 43-2019 Applications for Plan of Subdivision (STM 01-2019) and Zoning By-law Amendment (Z02-2019) by Thames Crest Farms Limited, Part Lots 15 and 16, Concession 17 and Part Lot 15, Thames Concession, Town of St. Marys

PURPOSE

This report describes the proposed Applications and supporting information, discusses relevant issues and provides recommended direction for Council's consideration.

RECOMMENDATION

THAT DEV 45-2019 Applications for Plan of Subdivision (STM 01-2019) and Zoning By-law Amendment (Z02-2019) by Thames Crest Farms Limited be received;

THAT Council approve the Draft Plan of Subdivision (STM 01-2019) by Thames Crest Farms Limited as shown in Attachment 3 and subject to the conditions shown in Attachment 10 of Town Formal Report to Council DEV 45-2019;

THAT Council determine that no further public notice and/or public meeting is required for the Application for Zoning By-law Amendment (Z02-2019) in accordance with Section 34(17) of the Planning Act since a public meeting was held in accordance with the *Planning Act* and the modifications to the proposed By-law are minor in nature; and,

THAT Council enact Zoning By-law Z134-2019 for Thames Crest Farms Limited (Z02-2019).

BACKGROUND

The lands subject to these Applications are approximately 19.8 hectares in size. Additional lands owned by the applicant, located north and south of Glass Street, are not being considered as part of these Applications. The proposed draft plan of subdivision is provided as Attachment 3 of this report and is summarized below. Since the submission of the Applications in April 2019, there have been some minor changes to the proposed plan of subdivision, as noted in the following summary:

- 168 single detached residential lots (with frontages generally ranging from 10.7 to 20.1 metres). Two single detached residential lots have been removed from the original submitted plan. A lot was removed from along the north side of Glass Street, just west of James Street North, to allow for the widening of the frontages of two lots from 12.3 to 15.2 metres to accommodate required overland storm flow from future development to the north. The other lot removed was along the west side of proposed Carter Street to correct lotting irregularities and to ensure there is sufficient areas for proposed lots.

- 3 medium density blocks for approximately 55 street townhouse units (Block 171 – 0.77 ha, Block 172 – 0.41 ha and Block 173 – 0.41 ha). The depths of these medium density blocks have narrowed slightly to accommodate required road widenings along James Street North.
- 2 blocks for conveyance to adjacent residential lots on Emily Street (Blocks 169 and 170). Thames Crest Farms Limited has informal agreements to convey these two blocks to the owners of two existing lots abutting the subject lands (297 Emily Street and 275 Emily Street).
- Park Block 174 (0.64 ha) located north of the proposed townhouse blocks with partial frontage onto James Street North.
- Park Block 175 (0.29 ha) is a proposed parking area for trail users with access from James Street North.
- Park Block 176 (0.65 ha) located northeast of where Wellington Street will extend into the subject lands.
- 3 blocks for stormwater management purposes (Blocks 177, 178 and 179).
- 3 blocks for 0.3 metre reserves (Blocks 180, 181 and 182).
- Roads including the Wellington Street North extension and new local roads.

The net residential density of the proposed plan is approximately 19.6 units per hectare.

The purpose and intent of the proposed Zoning By-law Amendment Application is to amend the Town's Zoning By-law No. Z1-1997 to change the zoning of the subject property to permit the proposed plan of subdivision.

The following reports were submitted in support of the Plan of Subdivision and Zoning By-law Amendment Applications and are available on the Town's Current Planning / Development Applications webpage for review:

1. Planning Justification Report prepared by Thamescrest Farms received April 3, 2019;
2. Scoped Environmental Impact Study by BioLogic Incorporated dated March 21, 2019;
3. Preliminary Stormwater Management and Servicing Report by MTE Consultants Inc. dated March 11, 2019; and,
4. Review of 2004 Traffic Impact Study by F.R. Berry & Associates dated April 1, 2019.

A copy of the Planning Justification Report is provided as Attachment 4 to this report. An overall master concept plan is provided in the Planning Justification Report with the proposed phasing approach (see Phasing Plan).

At the June 3, 2019 meeting, the Planning Advisory Committee (PAC) considered a Town Information Report regarding these Applications. Approximately 50 residents attended the meeting and the PAC provided the opportunity to attendees to identify concerns and pose questions to the applicant and Town staff. The PAC passed a resolution:

- endorsing the Applications in principle;
- recommending to St. Marys Town Council that it proceed with a public meeting to consider the Applications, following an open house to be held by the applicant; and
- recommending to Council that a traffic study be commissioned to inform the future of Emily, Wellington and James Street North traffic loads and options for traffic patterns when all proposed development – Thames Crest Farms, Arthur Meighen and Egan Street developments in the north area of the Town of St. Marys are fully built out.

At the June 11, 2019 meeting, Council considered the PAC recommendation with respect to the commissioning of a traffic study and passed a resolution stating that “Council feels the current study commissioned in 2004 and subsequently updated three times is more than sufficient for information and a further study is redundant and creates unnecessary costs”.

On June 26, 2019, an informal public open house was held at the Town’s Municipal Operations Centre from 6:00 to 8:00 p.m. The applicant was in attendance along with staff from various Town departments. There were approximately 10 attendees at the open house.

On July 23, 2019, the Town conducted the statutory public meeting for the Applications for Plan of Subdivision and Zoning By-law Amendment. There were no additional public comments or submissions made at the public meeting. Council directed staff to prepare a report for a future meeting with recommendations on the disposition of these Applications.

REPORT

PLANNING CONTEXT

Provincial Policy Statement

The Provincial Policy Statement (PPS) provides policy direction on matters of provincial interest related to land use planning and development, including the protection of resources of provincial interest, public health and safety, and the quality of the natural and built environment. The following is a summary of PPS policies relevant to these applications.

Section 1.1.1 of the PPS states that healthy, liveable and safe communities are sustained by: avoiding development and land use patterns which may cause environmental or public health and safety concerns; promoting cost-effective development patterns and standards to minimize land consumption and servicing costs; and promoting development and land use patterns that conserve biodiversity and consider the impacts of a changing climate.

Section 1.5.1 of the PPS states that healthy, active communities should be promoted by: planning public streets, spaces and facilities to be safe, meet the needs of pedestrians, foster social interaction and facilitate active transportation and community connectivity; and planning and providing for a full range and equitable distribution of publicly-accessible built and natural settings for recreation, including facilities, parklands, public spaces, open space areas, trails and linkages, and, where practical, water-based resources.

Infrastructure, which includes transportation corridors and sewage and water systems, shall be provided in a coordinated, efficient and cost-effective manner that considers impacts from climate change while accommodating projected needs (Section 1.6.1). In addition, planning for infrastructure shall be coordinated and integrated so that they are available to meet current and projected needs. Section 1.6.4 states that “infrastructure and public service facilities should be strategically located to support the effective and efficient delivery of emergency management services”.

Section 1.6.7.1 states that “transportation systems should be provided which are safe, energy efficient, facilitate the movement of people and goods, and are appropriate to address projected needs” and section 1.6.7.2 states that efficient use shall be made of existing and planned infrastructure, where feasible.

The proposed development appears to be generally consistent with the PPS.

Official Plan

The Thames Crest Farms lands are designated Residential and Recreational in the Official Plan permitting the development of these lands for a range of residential dwelling types, and recreational uses such as parks and trails. Relevant excerpts from the Residential (3.1), Recreational (3.7), Plans of Subdivision (4.1), and Roads (5.3) sections of the Official Plan are provided as Attachment 5 of this report.

The objectives of the Residential designation include encouraging the provision of an adequate supply and choice of housing for residents in terms of quality, type, location and cost (3.1.1.1) and encouraging a diversification and inter mixing of different housing types and forms (3.1.1.8).

Section 3.1.2.5 of the Official Plan states that “when reviewing development or redevelopment proposals, Council shall consider following density targets:

- a) Single-detached dwellings 10-15 units per hectare
- b) Semi-detached, duplex dwellings 15-25 units per hectare
- c) Townhouse dwellings 25-40 units per hectare
- d) Low rise apartments 40-75 units per hectare

Council may moderately increase or decrease these densities dependent upon specific site circumstances, provision of on-site amenities, and capabilities of municipal servicing systems to accommodate any increase. Council will favour those developments with a mixture of lower and higher densities of development over those consisting of only low densities of development”.

The residential density of the proposed single detached dwellings is 17.2 units per net hectare and 34.2 units per net hectare for the proposed townhouses.

Section 3.1.2.7 states that “in reviewing proposals for residential development with a net density of more than 18 units per hectare, Council shall consider the impact on municipal capacity, hard services and utilities including sanitary sewer, municipal water supply, storm drainage, service utilities and roadways. Council shall take the following into account prior to enacting an amendment to the Zoning By-law:

- a) That the development will not involve a building in excess of three full stories above average finished grade and designed to be in keeping with the general character of the area;
- b) That the net density of development shall not exceed 75 units per hectare;
- c) That the development is serviced by municipal water supply and sewage disposal facilities and that the design capacity of these services can accommodate such development;
- d) That the proposed development is within 100 metres of an arterial or collector road as defined in Schedule “B” of this Plan; and
- e) That sufficient on-site parking is provided and adequate buffering, screening or separation distance is provided to protect adjacent areas of lower density housing.

Section 3.1.3.8 of the Official Plan states that “proponents of townhouse and apartment developments are encouraged to provide on-site recreational facilities in keeping with the proposed development”.

Schedule B of the Town's Official Plan identifies a proposed collector road to extend from the current terminus of Wellington Street at the Grand Trunk Trail, northward to the east-west Glass Street collector road connecting Emily Street and James Street North.

Section 3.7.2.3 – Park Classification of the Official Plan sets out the Town's current hierarchy of service levels for the park system in the Town. The Recreation and Leisure Services Master Plan (RLSMP) provides a summary of the current and recommended park classification system to be implemented through the Official Plan update (refer to RLSMP excerpts in Attachment 5).

Section 3.9 of the Official Plan sets out natural heritage policies to "assist in identifying environmentally significant features, functions, and linkages within the Town". The Official Plan contains policies respecting fish habitats, woodlands and significant woodlands.

Schedule C of the Town Official Plan identifies a Natural Hazards Constraint Area along part of the Grand Trunk Trail. The Natural Hazards Constraint Area is an overlay that applies to "those lands and watercourses which have been flooded, are susceptible to flooding under severe conditions, or are subject to erosion and which have not been designated as Natural Hazards" in the Official Plan. As an overlay, the policies related to the Natural Hazards Constraint Area apply in addition to the policies of the underlying designation and the boundaries are considered general in nature.

The proposed plan of subdivision, consisting of single detached and townhouse development, parks and roads, conforms with the Official Plan. No dwellings will exceed three storeys in height and the Town's Public Works Department has not identified any issues with respect to the servicing of this plan of subdivision. The proposed higher density townhouse blocks are located within 100 metres of arterial and collector roads (James Street North and Glass Street), in very close proximity to a proposed park and within walking distance of the Grand Trunk Trail.

Zoning By-law

The subject lands are currently zoned Development (RD) and Open Space (OS), with a very small portion along the southern boundary of the subject lands identified as Upper Thames River Conservation Authority Regulation Limit.

According to Section 28.3 of the Town's Zoning By-law, only existing uses are permitted on lands zoned RD and the RD symbol "indicates that some form of residential development is contemplated in the future" but that "timing for development and development standards (i.e. housing type and density) have yet to be determined".

The Upper Thames River Conservation Authority Regulation Limit is not a Zone but is shown on the Town's Zoning By-law maps for information purposes, representing the approximate location of the boundaries of those lands that may be subject to flooding, erosion and unstable slopes. The provisions of the Regulation Limit are applied in conjunction with the zone provisions for underlying zones.

The purpose and intent of the proposed Zoning By-law Amendment Application is to amend the Town's Zoning By-law No. Z1-1997 to change the zoning of the subject property to permit the proposed plan of subdivision. A copy of the proposed Zoning By-law is provided as Attachment 6. To address the reduced depths of the townhouse blocks and to apply appropriate zoning to the two blocks to be conveyed and merged with existing lots on Emily Street, the following minor modifications have been made to the proposed zoning presented at the public meeting:

- further reduction to the requested relief from the minimum lot depth for townhouse blocks and lots in the R5 Zone (37.0 m) from 30.0 metres to 29.3 metres; and,

- proposed zoning of Blocks 169 and 170 as “Residential Zone One (R1)”

COMMUNICATIONS

On June 14, 2019, Notice of Public Meeting was circulated by first class mail to all land owners within 120 metres of the subject lands and any agencies as prescribed. Sign notices were also posted on the property.

The following table provides a summary of comments received from Town Departments and agencies (also refer to Attachment 7).

Department / Agency	Date	Summary of Comments
Town Public Works Department	May 7, 2019	<ul style="list-style-type: none"> • The Public Works Department has provided technical comments on the submission (refer to memorandum).
Hydro One Networks	May 22 and June 20, 2019	<ul style="list-style-type: none"> • No comments or concerns.
Upper Thames River Conservation Authority	May 23, 2019	<ul style="list-style-type: none"> • The UTRCA has provided technical comments on the Preliminary Stormwater Management and Servicing Report and has also identified requirements at the detailed design stage (refer to letter).
Perth County	June 20, 2019	<ul style="list-style-type: none"> • Resolution of County Council: “That the Manager of Planning be directed to advise the Town of St. Marys that the County of Perth has concerns with respect to the level of affordability within the proposed Plan of Subdivision STM 01-2019 and no concerns with the proposed Zoning By-law Amendment Z02-2019 located at Part Lots 15 and 16, Concession 17 and Part Lot Thames Crest Farms Ltd.”
Chippewas of the Thames First Nation	July 24, 2019	<ul style="list-style-type: none"> • Minimal concerns identified with project

The Upper Thames River Conservation Authority has also reviewed the Scoped Environmental Impact Study and is satisfied with the submission.

Prior to passing the above referenced resolution, a Planning Department report to County Council was considered (copy provided in Attachment 7). In the report, there is reference to the estimated selling prices provided by the applicant (i.e. \$340,000 to \$650,000 for single detached dwellings and \$290,000 to \$325,000 for townhouses) and the estimated affordable freehold housing threshold of \$265,650 in the draft St. Marys Official Plan Review Residential Paper. Based on the above, County staff is concerned that “none of the proposed single-detached or townhouse residential units possess an estimated selling price range which meets the economically attainable housing target”. Notwithstanding the above, County staff have no concerns with the Application for Zoning By-law Amendment and “are of the opinion that the proposed Plan of Subdivision is consistent with St. Marys’ Official Plan”.

Copies of public submissions received to date are provided in Attachment 9 of this report.

COMMENTS

The following is a summary of comments and issues identified through the consultation process, with staff responses.

Roads and Traffic

1. Concern with respect to the need for Wellington Street North extension and suggestion that the crossing of the Grand Trunk Trail should only be for emergency access.

Staff response: *The Town's Official Plan has identified future development in this area and the extension of Wellington Street North for many years. The Wellington Street North extension was identified in the 2005 update of the Official Plan. See Item 2 below for discussion regarding need.*

The Wellington Street extension will provide an important additional access point for emergency services. Time trials have shown emergency response times to the proposed development via Wellington Street to be 1:51 – 2:13 minutes faster than alternative routes. The Fire Chief qualifies this difference as “significant”.

2. Traffic studies do not reflect full build out and ultimate population of the north ward

Staff response: *The 2004 traffic study captures a representative to conservatively high estimate of future build out traffic volumes and included full build in areas north of Grant Trunk Trail between Emily Street and James Street, including 40 units East of James Street (Milson St.). The study also considered traffic from an operational school (Arthur Meighen) and an active industrial factory (Dresden Industries). These previous uses would have historically generated comparable traffic to the proposed and future residential developments on the same properties (Egan Ave and 151 Water St.).*

The F.R. Berry & Associates 2019 report submitted in support of the current applications included a review of the 2004 traffic study stating that “the comparison [of 2017 actual counts to 2004 traffic projections] suggests the projections made in 2004 are still valid and thus the assessment of traffic impacts are still valid...The 2004 report contained an assessment of the impact of the proposed subdivision on a number of key intersections in the Town. A brief comparison was made of the performance of these intersections in light of 2017 and 2018 traffic data supplied by the Town. In all cases, it was found that the conclusions of the 2004 report were still valid”.

3. Concerns with increased traffic currently on Emily Street and associated safety risks

Staff response: *The Wellington Street extension will assist with current and future traffic on Emily Street, provide for more direct access and quicker response times for emergency services, and provide for a more direct connection to the south.*

4. Need for traffic calming measures and reduced speed limits along Wellington Street extension

Staff response: *Current design includes pedestrian refuge island for traffic calming. The applicant provided a proposed design for the Wellington Street North / Grand Trunk Trail crossing as part of the original applications submission and a revised design based on comments from the community and Town staff (refer to Attachment 8).*

Proposed Condition #20 will require the owner to submit detailed design drawings for the Grand Trunk Trail pedestrian crossing at Wellington Street North to the satisfaction of the Town's Director of Public Works, and to also agree in the subdivision agreement to complete any required works including but not limited to signage, road or pathway markings/treatments, lighting and barriers.

Council will have opportunity to review speed limits as required with future traffic by-law amendments post construction and observation of crossing use / operation.

Erosion/Flooding Impacts

5. Concern that the development will worsen existing erosion and flooding issues along the Grand Trunk Trail and to the south

Staff response: *The development will result in less water being directed to the ravine on the south side of the Grand Trunk Trail, especially during heavy rain events. Based on submitted calculations, the ravine would receive 8 to 21 times (depending on the size of storm) more water from the site in the pre-development conditions compared to the post development conditions. Condition #4 will require the owner to enter into a subdivision agreement with the Town to satisfy all servicing, financial and other requirements including the installation of stormwater retention systems and drainage systems prior to final approval. Condition #13 will require the owner to submit a stormwater management plan for the review and approval of the Town and Upper Thames River Conservation Authority prior to final approval.*

Natural Heritage

6. Concerns with the impact on natural heritage in the area

Staff response: *The Upper Thames River Conservation Authority has reviewed the Scoped Environmental Impact Study and is satisfied with the submission. Clearance from the Ministry of Natural Resources and Forestry has been obtained with recommendations that tree removal occur outside of the bat activity period from April 1 to September 30. BioLogic also notes that it will be conducting spring and summer plant and breeding bird surveys to support the completion of draft plan conditions with respect to planting plans, habitat features and tree preservation.*

Condition #16 requires the owner to agree in the subdivision agreement to implement all recommendations outlined in the Scoped Environmental Impact Study to the satisfaction of the Town's Director of Building and Development, and the Upper Thames River Conservation Authority.

7. There should be an animal crossing under Wellington Street North

Staff response: *No specific habitat or corridor has been identified in this area.*

8. How will trees that are to remain be protected?

Staff response: *A tree inventory and preservation report/plan will be required for review, approval and implementation. Condition #15 states that the owner shall not remove trees without written approval by the Town. This condition also requires that the owner submit a natural features and vegetation plan to provide an inventory of all existing trees and vegetation, the location and species health of all proposed trees and vegetation plantings, and to indicate methods prepared to minimize the loss of trees and natural vegetation.*

Density of Development

9. Concerns that the proposed development is too dense

Staff response: *The Town is required to meet certain minimum density standards and ensure that new development is compact and uses infrastructure efficiently. The first phases of development are considered low density, consisting of a range of lots sizes for single detached*

dwelling and three townhouse blocks, with a net density of approximately 19.6 units per net hectare.

Affordable Housing

10. Concern that insufficient affordable housing is being provided

Staff response: The draft Residential Paper referenced by the County was prepared in March of 2018 and based on available data from 2015-2016. Town staff periodically reviews the affordability threshold for St. Marys based on new income data, posted bank rates, etc. Based on estimated household income levels to 2019 and recent posted mortgage rates, staff estimates that there has been an increase of at least 2.7 percent in the affordability threshold for St. Marys for 2019 (as compared to the figure in the latest draft Residential Paper). In addition, the proposed townhouses will not be occupied until 2020 when it is estimated there could be another 1.8 percent increase in the affordability threshold for freehold housing in St. Marys. It is noted that these estimates are based on posted closed 5-year fixed term mortgage rates and mortgages are often provided to customers below these posted rates.

It is also noted that this area in the north part of Town will represent the main supply of new single detached lots in the Town for the next few years. There are a number of other approved or anticipated development projects in the Town that will increase the supply of housing options in terms of form, tenure and price points in the new future (e.g. apartments at 121 Water, Meadowridge Phase 2 towns and semis, Paola towns - 275 James, Lang towns and semis - 187 Wellington). Also, the Town is moving forward with policies to allow for intensification on Highway Commercial properties in the form of apartment units, and accessory apartments are now permitted as-of-right Town wide.

In addition, Town staff is engaged in discussions with the applicant about future phases and the Town's desire to see a continuation of a mix of housing types and a focus on providing affordable housing opportunities. As part of the Official Plan review, staff is discussing policy options with the applicant to ensure that there is the provision of housing on the higher end of the density spectrum. Options being discussed include applying a special residential designation to certain lands that would limit permitted building forms to low to mid rise apartments, stacked or back-to-back townhouses and similar medium density development.

Lastly, the applicant has indicated that there has been a notable amount of interest by builders to include as-built accessory apartments in new single detached dwellings in this development, providing additional affordable housing opportunities in the Town.

Parkland

11. Concern that insufficient parkland is being provided

Staff response: The parkland provided in this plan of subdivision is intended to satisfy the five percent requirement under the Planning Act and the Town's Official Plan. The parkland provided in this subdivision is also intended to satisfy the five percent requirement for the Emily Street plan of subdivision (44M-64) registered in 2017.

The total applicable land area for the calculation of park land requirement for this plan of subdivision and the Emily Street plan is 23.1 hectares (19.8 + 3.3 hectares). Based on the five percent requirement, 1.2 hectares of land is required for parkland dedication. A total of 1.58 hectares of parkland is provided in this plan of subdivision and therefore represents an over-dedication that can be applied to future plan(s) of subdivision on these lands.

Fire Services

12. Will the new development result in the need for a second fire hall?

Staff response: A 5-year historical study was completed by the Fire Chief to determine the best location for the Fire Hall. After review it was determined that the existing property was the preferred location. With an average emergency response time of 6 minutes and 24 seconds to anywhere in St. Marys and Perth South the Fire Department meets and, in some instances, exceeds the standards as determined by the National Fire Protection Association. Based on this information, the construction of a second Fire Hall in the North End is unnecessary. However, Council has approved the renovation of the current Fire Hall to address the numerous upgrades and repairs that were previously identified. Tendering will be finalised in November 2019 with a Spring 2020 construction start.

Grand Trunk Trail Parking

13. Concern that there is insufficient parking provided for users of the Grand Trunk Trail

Staff response: With the development of this plan of subdivision, additional public parking will be provided near the intersection of the Grand Trunk Trail and James Street North (approximately 8 spaces on Block 175). In addition, opportunities for additional on-street parking in close proximity to the Grand Trunk Trail will be provided with the completion of this plan of subdivision (e.g. on Allen Street next to Park Block 176).

With the addition of these new opportunities for parking, staff completed an analysis of available parking along this section of the trail and calculated estimated walking distances (see map in Attachment 11). It appears that there will be a number of opportunities for public parking at regular intervals along this section of the trail, with reasonable walking distances. On this basis, it is not recommended that the Town require the conversion of proposed residential lot(s) for additional trail-related parking.

FINANCIAL IMPLICATIONS

Not known at this time.

SUMMARY

The proposed plan of subdivision and Zoning By-law Amendment are generally consistent with the Provincial Policy Statement, and conform with the Town's Official Plan. There is adequate water and wastewater servicing, transportation infrastructure, school capacity and parks to serve the proposed plan of subdivision. A number of public utilities were circulated the Applications and no objections have been identified. Conditions of draft approval have been included to ensure the requirements of relevant utilities will be addressed prior to final approval of the plan of subdivision.

It is recommended that Council grant draft approval to the proposed plan of subdivision shown in Attachment 3 and subject to the conditions shown in Attachment 10.

It is also recommended that Council determine that no further public notice and/or public meeting is required for the Application for Zoning By-law Amendment since a public meeting was held in accordance with the Planning Act and the modifications to the proposed amendments to the By-law are minor in nature. Further, it is recommended that Council enact Zoning By-law Z134-2019 as it is consistent with the Provincial Policy Statement and conforms with the Town's Official Plan.

STRATEGIC PLAN

- ☐ Not applicable to this report.
- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
 - Pillar #6 Housing:
 - Outcome: In order to get the 'right demographic mix' for St. Marys, it will be essential to ensure housing stock is flexible and attractive for youth, workers, immigrants and persons of all abilities.

OTHERS CONSULTED

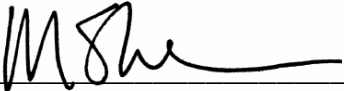
Jed Kelly, Director, Public Works; Jeff Wolfe, Engineering and Asset Management Specialist; Dave Blake, Environmental Services Supervisor; Richard Anderson, Director, Emergency Services/Fire Chief; Brian Leverton, Fire Prevention Officer.

ATTACHMENTS

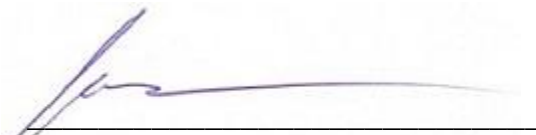
- 1) Applications for Plan of Subdivision and Zoning By-law Amendment
- 2) General Location Map
- 3) Proposed Draft Plan of Subdivision
- 4) Planning Justification Report
- 5) Official Plan and Recreation and Leisure Services Master Plan excerpts
- 6) Proposed Zoning By-law No. Z134-2019
- 7) Agency and department comments
- 8) Proposed design for the Wellington Street North / Grand Trunk Trail crossing
- 9) Public comments and submissions
- 10) Proposed Conditions of Draft Approval
- 11) Parking Locations along Grand Trunk Trail

REVIEWED BY

Recommended by the Department




Mark Stone
Planner



Grant Brouwer
Director of Building and Planning

Recommended by the CAO



Brent Kittmer
CAO / Clerk



Corporation
of the Town of St. Marys



Application for Approval of a Plan of
Subdivision

(Under Section 51 of the Planning Act)



Condominium Description

(Under Section 50 of the Condominium Act)

Note to Applicants: This form is to be used if the Town of St. Marys is the approval authority for the proposed plan of subdivision or condominium description. In this form, the term "subject land" means the land that is the subject of this application.

Instructions

Become familiar with the Provincial Policy Statement before completing this form and submitting the application.

Table B (Significant Features Checklist) is intended to assist the Town to determine whether significant provincial features or circumstances may be affected by a plan amendment which proposes to change the use of a specific site. It describes potential information needs.

Completeness of the Application

The information in this form that must be provided by the applicant is indicated by black arrows (➔) on the left side of the section numbers. This information is prescribed in the Schedule to Ontario Regulation 196/96 made under the Planning Act. The mandatory information must be provided with the appropriate fee and draft plan. If the mandatory information, including the draft plan and fee are not provided, the Town will return the application or refuse to further consider the application.

The application form also sets out other information (eg. technical information or reports) that will assist the Town and others in their planning evaluation of the development proposal. To ensure the quickest and most complete review, this information should be submitted at the time of application.

In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

Submission of the Application

The Town of St. Marys needs:

- 5 copies of the completed application form, and
- 20 copies of the draft plan, and
- 2 copies of the draft plan on 8½" x 11" paper, and
- 5 copies of the information/reports if indicated as needed when completing the relevant sections of this form. The nature of the information/reports varies with the type of land uses proposed and the existing land use and topographic features,
- **Digital Mapping Information** - Submit 1 computer disk containing the digital plotting of the draft plan, including the textual description of file format, map standards used, scale, contact person and location information such as Lot & Registered Plan No. (AutoCAD .dxf format);
- The applicable fee as indicated on the Town's Fee Schedule; and
- The required plan review fee payable to the Upper Thames River Conservation Authority.

For Help

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

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

1. Application Information

➔ 1.1 Name of Owner(s) An owner's authorization is required in Section 11.1 if applicant is not the owner

Name of Owner(s) THAMES GUEST FARMS LIMITED	Home Telephone No. 519 673 1421	Business Telephone No. 519 672 4011
Address 14361 MEDWAY ROAD P.O. Box 199 ARLVA, ON	NOMICO	Fax No.

1.2 Agent/Applicant - Name of the person who is to be contacted about the application, if different than the owner.
(This may be a person or firm acting on behalf of the owner.)

Name of Contact Person CRAIG LINTON, VORWAY DEVELOPMENTS LIMITED	Home Telephone No.	Business Telephone No. 519 672 4011
Address 301-100 WEXLINGTON ST. LONDON ON	Postal Code N6B 2K6	Fax No. 519 672 1150

2. Location of the Subject Land (Complete applicable boxes in section 2.1)

➔ 2.1 Street No. **TOWN OF ST. MARYS, COUNTY OF KENT** Street/Road **(FORMERLY BLANSHARD TWP)**

Concession Number(s) 17	Lot Number(s) 15	Registered Plan No.	Lot(s)/Block(s)
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➔ 2.2 Are there any easements or restrictive covenants affecting the subject land? ☐ Yes ☒ No If yes, describe the easement or covenant and its effect.

2.3 Is a copy of the deed or the PIN description for the subject land attached? ☐ Yes ☒ No

3. Proposed and Current Land Use

➔ 3.1 Check whether this application is for approval of: ☒ A plan of subdivision or, ☐ A condominium description

➔ 3.2 Complete Table A on Proposed Land Use

Table A - Proposed Land Use

Proposed Land Use	Number of Units	Number of Lots and/or Blocks on the Draft Plan	Area (ha)	Density (Units/Dwellings per ha)	Number of Parking Spaces
Residential Single-Detached	dwelling units	170	9.78	17.4	2+ / unit ⁽¹⁾
Semi-Detached	dwelling units	—			(1)
Multiple Attached	dwelling units	55(max)	1.62	34.0	2+ / unit
Apartment	dwelling units	—			
Seasonal	dwelling units	—			
Mobile Home	dwelling units	—			

Other (specify)	dwelling units				
Proposed Land Use	Number of Units	Number of Lots and/or Blocks on the Draft Plan	Area (ha)	Density (Units/Dwellings per ha)	Number of Parking Spaces
Commercial	—				
Industrial	—				
Park, Open Space		3	1.58		
Institutional (specify)					
Roads			5.04		
Other (specify) <i>SUMPS</i>		2	2.86		
Totals					

(1) Complete only if for approval of condominium description

3.3 What is the current use of the subject land? *AGRICULTURAL FARM FIELD*➤ 3.4 How is the subject land currently designated in the official plan? *RESIDENTIAL AND RECREATIONAL*3.5 Has there been an industrial or commercial use, or an orchard on the subject land or adjacent land? ☐ Yes ☒ No If Yes, specify the uses.

3.6 Has the grading of the subject land been changed by adding earth or other material? ☐ Yes ☒ No ☐ Unknown

3.7 Has a gas station been located on the subject land or adjacent land at any time? ☐ Yes ☒ No ☐ Unknown

3.8 Has there been petroleum or other fuel stored on the subject land or adjacent land? ☐ Yes ☒ No ☐ Unknown

3.9 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites? ☐ Yes ☒ No ☐ Unknown

3.10 What information did you use to determine the answers to the above questions? *DISCUSSIONS WITH OWNERS, AERIAL PHOTOS*3.11 If Yes, to (3.5), (3.6), (3.7), (3.8) or (3.9), a previous use inventory showing all former uses of the subject land, or if appropriate, the adjacent land, is needed. Is the previous use inventory attached? ☐ Yes ☒ No

4. Additional Information for Condominium Applications Only

➤ 4.1 Has a site plan for the proposed condominium been approved? ☐ Yes ☒ No

➤ 4.2 Has a site plan agreement been entered into? ☐ Yes ☒ No

➤ 4.3 Has a building permit for the proposed condominium been issued? ☐ Yes ☒ No

➤ 4.4 Has construction of the development started? ☐ Yes ☒ No

➤ 4.5 If construction is completed, indicate the date of completion: _____

➤ 4.6 Is this a conversion of a building containing rental residential units? ☐ Yes ☒ No

If Yes, indicate the number of units to be converted: _____ units. (If the building to be converted includes one or more rental residential units, this application must be submitted to the Town, as required by the Rental Housing Protection Act.)

5. Status of Other Applications under the Planning Act

➤ 5.1 Has the subject land ever been the subject of a previous application for approval of a plan of subdivision or a consent? ☐ Yes ☐ No ☒ Unknown If Yes and If Known, indicate the application file number and the decision made on the application.➤ 5.2 Is the subject land also the subject of a proposed official plan or plan amendment that has been submitted for approval? ☐ Yes ☒ No ☐ Unknown If Yes and If Known, indicate the file number and the status of the application➤ 5.3 Is the subject land also the subject of an application for a consent, approval of a site plan, minor variance, zoning by-law or zoning order amendment? ☒ Yes ☐ No ☐ Unknown If Yes and If Known, indicate the type of application, the file number and the status of the application.➤ 5.4 If the subject land is covered by a Minister's zoning order, what is the Ontario Regulation Number? *ZBA FILED CONCURRENTLY*➤ 5.5 Are the water, sewage or road works associated with the proposed development subject to the provisions of the Environmental Assessment Act? ☐ Yes ☒ NoIf Yes, will the notice of public meeting for this application be modified to state that the public meeting will address the requirements of both the Planning Act and the Environmental Assessment Act? ☐ Yes ☒ No

6. Provincial Policy

6.1 Briefly explain how this proposal has regard to the principles of the Provincial Policy Statement issued under the Planning Act. (Attach separate sheet)

PLEASE SEE ATTACHED PLANNING JUSTIFICATION REPORT

6.2 Table B below lists the features or development circumstances of interest to the Province. Complete Table B and be advised of the potential information requirements in noted section.

Table B - Significant Features Checklist

Features or Development Circumstances	(a) If a feature, is it on site or within 500 metres OR (b) If a development circumstance, does it apply?		If a feature, specify distance in metres	Potential Information Needs
	YES (✓)	NO (✓)		
Non-farm development near designated urban areas or rural settlement area		✓		Demonstrate sufficient need within 20-year projections and that proposed development will not hinder efficient expansion of urban or rural settlements
Class 1 Industry ¹		✓	_____ m	Assess development for residential and other sensitive uses within 70 metres
Class 2 Industry ²		✓	_____ m	Assess development for residential and other sensitive uses within 300 metres
Class 3 Industry ³		✓	_____ m	Assess development for residential and other sensitive uses within 1000 metres
Land Fill Site		✓	_____ m	Address possible leachate, odour, vermin and other impacts
Sewage Treatment Plant		✓	_____ m	Assess the need for a feasibility study for residential and other sensitive uses
Waste Stabilization pond		✓	_____ m	Assess the need for a feasibility study for residential and other sensitive uses
Active railway line		✓	_____ m	Evaluate impacts within 100 metres
Controlled access highways including designated future ones		✓	_____ m	Evaluate impacts within 100 metres
Operating mine site		✓	_____ m	Will development hinder continuation or expansion of operations?
Non-operating mine site within 1000 metres		✓	_____ m	Have potential impacts been addressed? Has mine been rehabilitated so there will be no adverse effects?
Airports where noise exposure forecast (NEF) or noise exposure projection (NEP) is 28 or greater		✓		Demonstrate feasibility of development above 28 NEF for sensitive land uses. Above the 35 NEF/NEP contour, development of sensitive land uses is not permitted
Electric transformer station		✓	_____ m	Determine possible impacts within 200 metres
High voltage electric transmission Line		✓	_____ m	Consult the appropriate electric power service
Transportation and Infrastructure corridors		✓		Will the corridor be protected?
Prime agricultural Land	✓			Demonstrate need for use other than agricultural and indicate how impacts are to be mitigated
Agricultural operations	✓		_____ m	Development to comply with the Minimum Distance Separation Formulae
Mineral aggregate resource areas		✓		Will development hinder access to the resource or the establishment of new resource operations?
Mineral aggregate operations		✓	_____ m	Will development hinder continuation of extraction?
Mineral and petroleum resource areas		✓		Will development hinder access to the resource or the establishment of new resource operations
Existing pits and quarries		✓	_____ m	Will development hinder continued operation or expansion?
Significant wetlands south and east of the Canadian Shield		✓	_____ m	Development is not permitted
Significant portions of habitat of endangered and threatened species		✓	_____ m	Development is not permitted
Significant: fish habitat, woodlands south and east of the Canadian Shield, valley lands, areas of natural and scientific interest, wildlife habitat		✓	_____ m	Demonstrate no negative impacts
Sensitive groundwater recharge areas, headwaters and aquifers		✓		Demonstrate that groundwater recharge areas, headwaters and aquifers will be protected
Significant built heritage resources and cultural heritage landscapes		✓		Development should conserve significant built heritage resources and cultural heritage landscapes
Significant archaeological resources		✓		Assess development proposed in areas of medium and high potential for significant archaeological resources. These resources are to be studied and preserved, or where appropriate, removed, catalogued and analysed prior to development
Erosion hazards		✓		Determine feasibility within the 1:100 year erosion limits of ravines, river valleys and streams
Floodplains		✓		Where one-zone flood plain management is in effect, development is not permitted within the flood plain Where two-zone flood plain management is in effect, development is not permitted within the floodway Where a Special Policy Area (SPA) is in effect, development must meet the official plan policies for the SPA
Hazardous sites ⁴		✓		Demonstrate that hazards can be addressed
Rehabilitated mine sites		✓		Application for approval from Ministry of Northern Development and Mines should be made concurrently
Contaminated Sites		✓		Assess an inventory or previous uses in areas of possible soil contamination

1. Class 1 Industry - small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only.
2. Class 2 Industry - medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.
3. Class 3 Industry - indicate if within 1000 metres - processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.
4. Hazardous sites - property or lands that could be unsafe for development or alteration due to naturally occurring hazard. These hazards may include unstable soils (sensitive marine clays (Leda), organic soils) or unstable bedrock (Karst topography).

6.3 For applications that include permanent housing complete Table C - Housing Affordability. For each type of housing and unit size, complete the rest of the row. If lots are to be sold as vacant lots, indicate the lot frontage. If additional space is needed, attach on a separate page.

Table C - Housing Affordability

For example: Semi-detached - 10 dwelling units; 93 metres²/6.5 metres, \$119,900

Housing Type	# of dwelling units	Unit Size (m ²) and/or Lot Frontage	Estimated Selling Price/Rent
Single-Detached	46	35 - 40' Lot Frontage	\$340,000 - 400,000
	124	40' - 65' Lot Frontage	\$380,000 - 650,000
Semi Detached			
Row or Townhouse	50 (approx)	1400 sq. ft. / unit	\$290,000 - 325,000
Apartment Block			
Other Types or Multiples			

6.4 Is there any other information which may relate to the Affordability of the proposed housing, or the type of housing needs served by the proposal

☒ Yes ☐ No

If Yes, explain in Section 8.1 or attach on a separate page.

7. Servicing

7.1 Indicate in a) and b) the proposed servicing type for the subject land. Select the appropriate servicing type from Table D. Attach and provide the name of the servicing information/reports as indicated in Table D.

a) Indicate the proposed sewage disposal system

PUBLIC PIPED SEWAGE SYSTEM

b) Indicate the proposed water supply system

PUBLIC PIPED WATER SYSTEM

c) Name of servicing information/reports

PRELIMINARY SERVICING REPORT, MTE LTD.

Table D - Sewage Disposal and Water Supply

Sewage Disposal	a) Public piped sewage system	Municipality should confirm that capacity will be available to service the development at the time of lot creation or rezoning
	b) Public or private communal septic	Communal systems for the development of more than 5 lots/units: servicing options statement ¹ , hydrogeological report ² , and indication whether a public body is willing to own and operate the system ³ Communal systems for the development of 5 or less lots/units and generating less than 4500 litres per day effluent: hydrogeological report ²
	c) Individual septic system(s)	Individual septic systems for the development of more than 5 lots/units: servicing options statement ¹ and hydrogeological report ² . Individual septic systems for the development of 5 or less lots/units and generating less than 4500 litres per day effluent: hydrogeological report ²
	d) Other	To be described by applicant
Water Supply	a) Public piped water system	Municipality should confirm that capacity will be available to service development at the time of lot creation or rezoning
	b) Public or private communal well(s)	Communal well systems for the development of more than 5 lots/units: servicing options statement ¹ , hydrogeological report ² and indication whether a public body is willing to own and operate the system ³ Communal well systems for non-residential development where water will be used for human consumption: hydrogeological report ²
	c) Individual well(s)	Individual wells for the development of more than 5 lots/units: servicing options statement ¹ , hydrogeological report ² Individual wells for non-residential development where water will be used for human consumption: hydrogeological report ²
	d) Communal surface water	A "water taking permit" under Section 34 of the Ontario Water Resources Act is necessary for this type of servicing
	e) Individual surface water	Servicing options report
	f) Other	To be described by applicant

Notes: 1. Confirmation that the Town concurs with the servicing options statement will facilitate the review of the proposal

2. Consult with the Town about the type of hydrogeological assessment that is expected given the nature and location of the proposal

3. Where communal services are proposed (water and/or sewage), these services must be owned by the Town

Table E - Storm Drainage, Road Access and Water Access

Storm Drainage	a) Sewers	A preliminary stormwater management report is recommended, and should be prepared concurrent with any hydrogeological reports for submission with the amendment. A storm water management plan will be needed prior to final approval of a plan of subdivision or as a requirement of site plan approval
	b) Ditches or swales	
	c) Other	
Road Access	a) Arterial Road	Detailed road alignment and access will be confirmed when the development application is made
	b) Collector Road	Detailed road alignment and access will be confirmed when the development application is made
	c) Local Road	Subdivision or condominium development is not usually permitted on seasonally maintained roads
	d) Right-of-way	Access by right of ways on private roads are not usually permitted, except as part of condominium

7.2 Indicate in a) and b) the proposed type of storm drainage and access for the subject land. Select the appropriate type from Table E. Attach and provide the servicing information as indicated in Table E.

- a) Indicate the proposed storm drainage system SEWERS
- b) Indicate the proposed road access COLLECTOR AND LOCAL ROADS
- c) Is the preliminary stormwater management report attached? ☐ Yes ☐ No If not attached as a separate report, in what report can it be found?

8. Other Information

8.1 Is there any other information that may be useful to the Town in reviewing this development proposal (e.g. efforts made to resolve outstanding objections or concerns)? If so, explain below or attach on a separate page.


PLEASE SEE PLANNING JUSTIFICATION REPORT

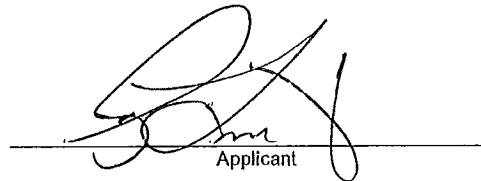
9. Affidavit or Sworn Declaration

- I, Craig Linton of the City of London in the County of Middlesex make oath and say (or solemnly declare) that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me

at the City of London
in the County of Middlesex
this 29th day of March, 2019


Commissioner of Oaths
Barbara + Solicitor


Applicant

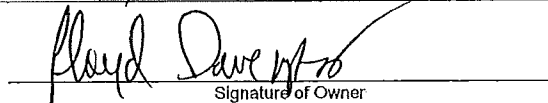
10. Authorizations

10.1 If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner that the applicant is authorized to make the application must be included with this form or the authorization set out below must be completed

► Authorization of Owner for Agent to Make the Application

- I, Lloyd Davenport am the owner of the land that is the subject of this application for approval of a plan of subdivision (or condominium description) and I authorize CRAIG LINTON to make this application on my behalf.

March 28, 2019
Date

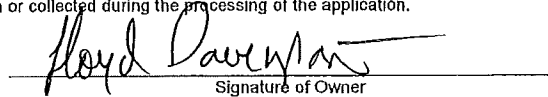

Signature of Owner

10.2 If the applicant is not the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below

Authorization of Owner for Agent to Provide Personal Information

- I, Lloyd Davenport am the owner of the land that is the subject of this application for approval of a plan of subdivision (or condominium description) and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize CRAIG LINTON, as my agent for this application, to provide any of my personal information that will be included in this application or collected during the processing of the application.

March 28, 2019
Date


Signature of Owner

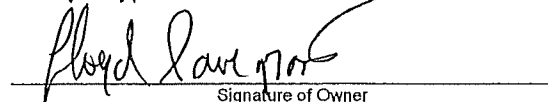
11. Consent of the Owner

11.1 Complete the consent of the owner concerning personal information set out below.

Consent of the Owner to the Use and Disclosure of Personal Information

- I, Lloyd Davenport, am the owner of the land that is the subject of this application for approval of a plan of subdivision (or condominium description) and for the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application.

March 28, 2019
Date


Signature of Owner

12. Acknowledgement

12.1 Complete the acknowledgement concerning third party appeal costs.

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

Dated at the City of LondonIn the County/Region of MIDDLESEXthis 29th day of March, 2019


Signature of Applicant

The Town will assign a File Number for complete applications and this should be used in all communications with the Town.

Applicant's Checklist: Have you remembered to attach:

- | | Yes | | Yes |
|--|-------------------------------------|--|-------------------------------------|
| • 5 copies of the completed application form?
(Ensure you have a copy for yourself) | <input checked="" type="checkbox"/> | • 5 copies of the information/reports as
Indicated in the application form? | <input checked="" type="checkbox"/> |
| • 20 copies, at a minimum, of the draft plan? | <input checked="" type="checkbox"/> | • The required fee, either as a certified cheque or money
order, payable to the Corporation of the Town of St. Marys? | <input checked="" type="checkbox"/> |
| • 2 copies of the draft plan on 8½" by 11" paper? | <input checked="" type="checkbox"/> | • The required plan review fee payable to the Upper Thames
River Conservation Authority. | <input checked="" type="checkbox"/> |
| • <u>Digital Mapping Information</u> - Submit 1 computer disk containing the digital plotting of the draft plan, including the textual description of file
format, map standards used, scale, contact person and location information such as Lot & Registered Plan No. (Autocad .dxf). <input checked="" type="checkbox"/> | | | |

St. Marys Town Hall
175 Queen Street East
PO Box 998
St. Marys, Ontario N54X 1B6
Telephone (519) 284-2340 FAX (519) 284-2881



Corporation
of the Town of St. Marys

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

Instructions

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

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

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

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

Completeness of the Application

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

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

Approval Process

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

For Help

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

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

1.0 Application Information

➤ 1.1 Name of Owner(s) An owner's authorization is required if applicant is not the owner (See Section 12.0)		
Name of Owner(s) THAMES GUEST FARMS LIMITED	Home Telephone No. 519 673 1421	Business Telephone No. 519-672-4011
Address 141361 MIDWAY ROAD P.O. Box 199 ARUA ON	Postal Code N8M 1C0	Fax No.
➤ 1.2 Agent/Applicant - Name of the person who is to be contacted about the application, if different than the owner. (This may be a person or firm acting on behalf of the owner.)		
Name of Contact Person (and Firm) CRAIG LINTON, NORQUAY DEVELOPMENTS LIMITED	Home Telephone No.	Business Telephone No. 519 672 4011
Address 301-100 WELLINGTON ST. LONDON ON	Postal Code N6B 2K6	Fax No. 519 672 1150

➤ 2.0 Location and Size of the Subject Land TOWN OF ST. MARY, COUNTY OF PETER, FORMERLY BLANSHARD TWP			
Street No.	Name of Street/Road	Registered Plan No.	Lot(s)/Block(s)
Reference Plan No.	Part Number(s)	Concession Number(s) 17	Lot Number(s) 15
Lot Frontage	Average Width	Average Depth	Lot Area

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

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

➤ 2.3 When were the subject lands acquired by the current owner? **20 + YEARS AGO**

➤ 3.0 Proposed and Current Land Use

➤ 3.1 What is the proposed use of the subject land? **RESIDENTIAL PLAN OF SUBDIVISION**

➤ 3.2 What is the current use of the subject land? **AGRICULTURAL**

➤ 3.3 How is the subject land currently designated in the Official Plan? **RESIDENTIAL AND RECREATIONAL**

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

R0 - RESIDENTIAL

OS - OPEN SPACE

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

	Existing Buildings	Proposed Buildings		Existing Buildings	Proposed Buildings
3.5.1 Front yard	—	4.5 m	3.5.5 Height	—	12.0 m
3.5.2 Rear yard	—	6.0 m	3.5.6 Dimensions	—	VARIES
3.5.3 Side Yard	—	1.2 m	3.5.7 Gross Floor Area	—	130m ² +
3.5.4 Side Yard	—	1.2 m	3.5.8 Date Constructed	—	—

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

4.1 Does the Proposed Official Plan Amendment:	Yes	No
4.1.1 Add a Land Use designation to the Official Plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4.1.2 Change a land use designation in the Official Plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4.1.3 Replace a policy in the Official Plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4.1.4 Delete a policy from the Official Plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4.1.5 Add a policy to the Official Plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

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

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

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

5.1 Does the Proposed Zoning By-law Amendment:	Yes	No
5.1.1 Add a Zone Category to the Zoning By-law?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5.1.2 Change a Zone Category in the Zoning By-law?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5.1.3 Replace a zoning provision in the Zoning By-law?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5.1.4 Delete a zoning provision from the Zoning By-law?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5.1.5 Add a zoning provision to the Zoning By-law?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

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

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

TO ENSURE ZONING IS CONSISTENT WITH SIZES OF LOTS PROPOSED IN CONCURRENT DRAFT PLAN APPLICATION

6.0 Previous Industrial or Commercial Uses

6.1 Has there previously been an industrial or commercial use on the subject land or adjacent land? If Yes, specify the uses and dates. ☐ Yes ☒ No

6.2 Is there reason to believe the subject land may have been contaminated by former uses on the site or adjacent sites? ☐ Yes ☒ No

6.3 What information did you use to determine the answers to the above questions? DISCUSSIONS IN OWNERS, REVIEW OF AERIAL PHOTOS

6.4 If Yes, to (6.1), (6.2) or (6.3), a previous use inventory showing all former uses of the subject land, or if appropriate, the adjacent land, is needed. Is the previous use inventory attached? ☐ Yes ☒ No

➤ 7.0 Status of Other Applications under the Planning Act

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

CONCURRENTLY FILED DRAFT PLAN APPLICATION

➤ 8.0 Servicing

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

Sewage Disposal	Existing	Proposed	Water Supply	Existing	Proposed
a) Public piped sewage system	—	<input checked="" type="checkbox"/>	a) Public piped water system	—	<input checked="" type="checkbox"/>
b) Public or private communal septic	—		b) Public or private communal well(s)	—	
c) Individual septic system(s)	—		c) Individual well(s)	—	
d) Other	—		d) Other	—	

Storm Drainage	Existing	Proposed	Road Access	Existing	Proposed
a) Sewers	—	✓	a) Arterial Road	—	—
b) Ditches or swales	—	—	b) Collector Road	—	✓
c) Other	—	—	c) Local Road	—	✓

9.0 Justification

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

PLEASE SEE DRAFT PLAN APPLICATION SUPPORTING DOCUMENTATION AND DOCUMENT ATTACHED TO THIS APPLICATION

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

SURROUNDING LAND USES ARE RECREATIONAL (GTI) AND LOW DENSITY RESIDENTIAL HOUSING. ZBA CONTEMPLATES SIMILAR USES

10.0 Other Information

11.0 Application Drawing

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

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

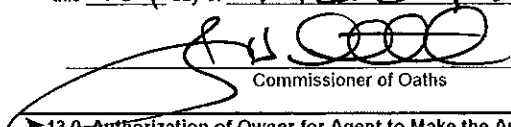
12.0 Affidavit or Sworn Declaration

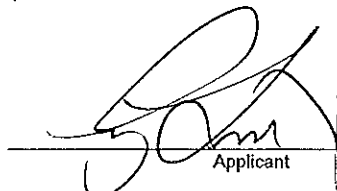
I, Craig Hinton of the City of London in the County/Region of Middlesex make oath and say (or solemnly declare) that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me at the City of London

in the County/Region of Middlesex

this 29 day of March, 2019


Commissioner of Oaths


Applicant

13.0 Authorization of Owner for Agent to Make the Application

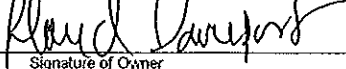
I (we), Lloyd Davenport of the City of London in the County/Region of MIDDLESEX

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

authorize CRAG HINTON

March 28, 2019
Date

act as my agent in the application.


Signature of Owner

14.0 Acknowledgement

ACKNOWLEDGEMENT

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

Dated at the CITY OF LONDON

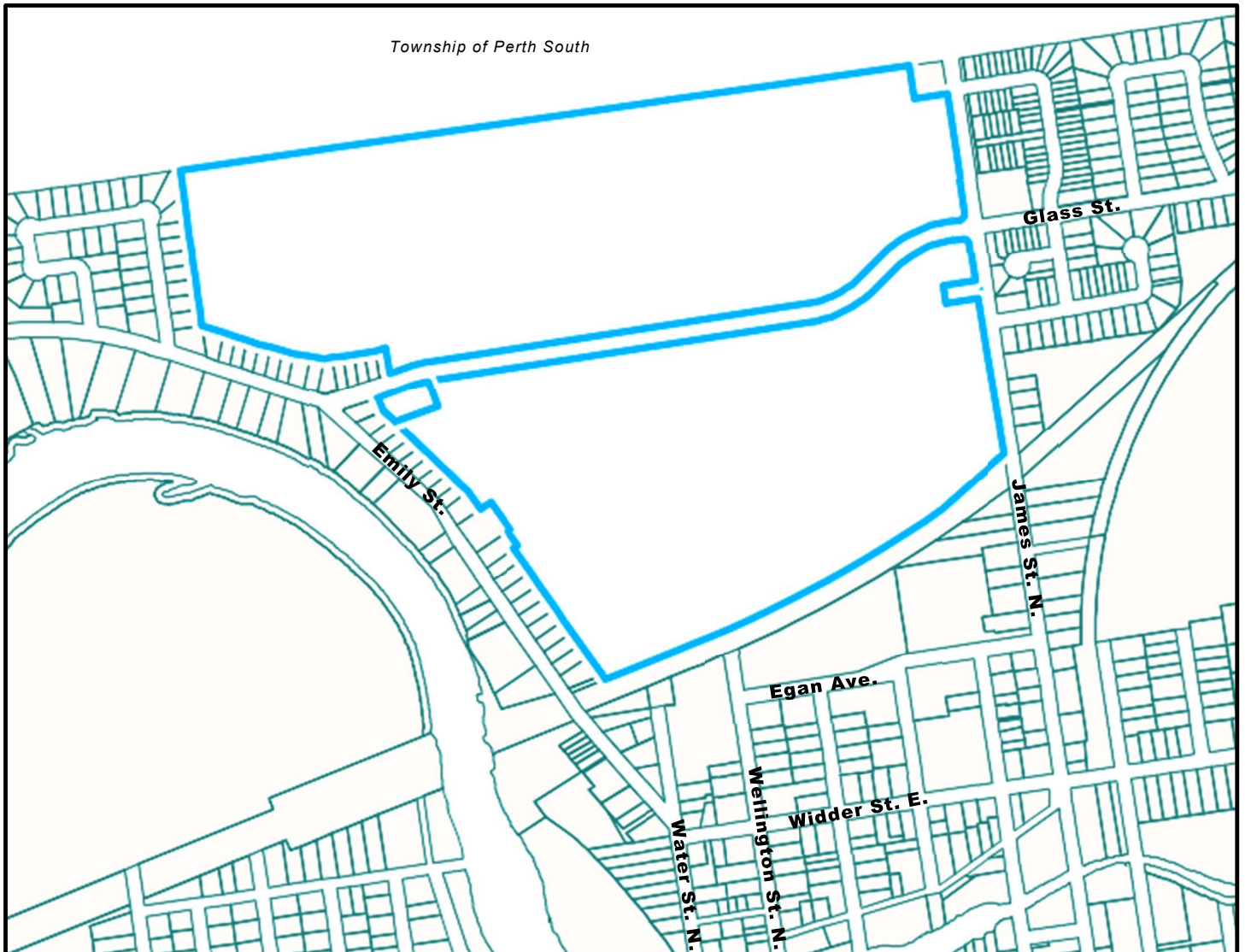
in the County/Region of MIDDLESEX

this 29th day of MARCH, 2019


Applicant

GENERAL LOCATION MAP

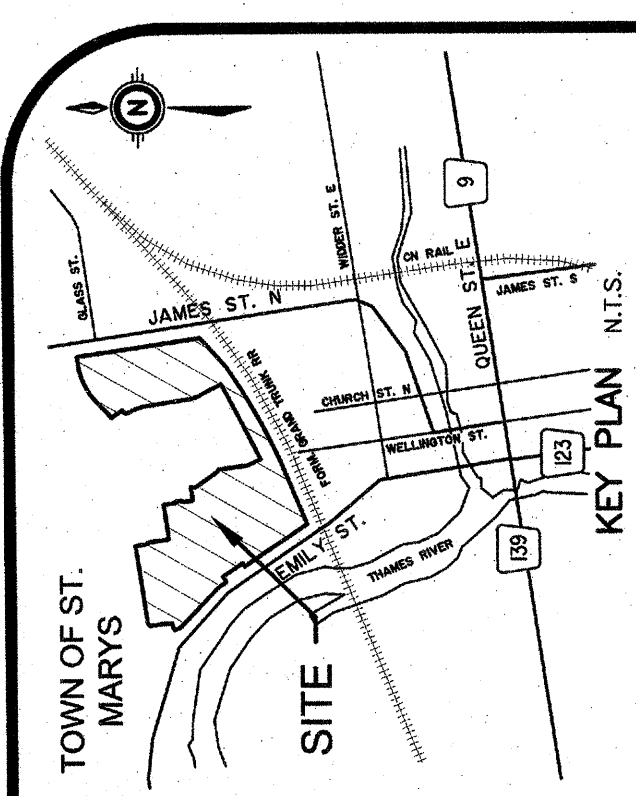
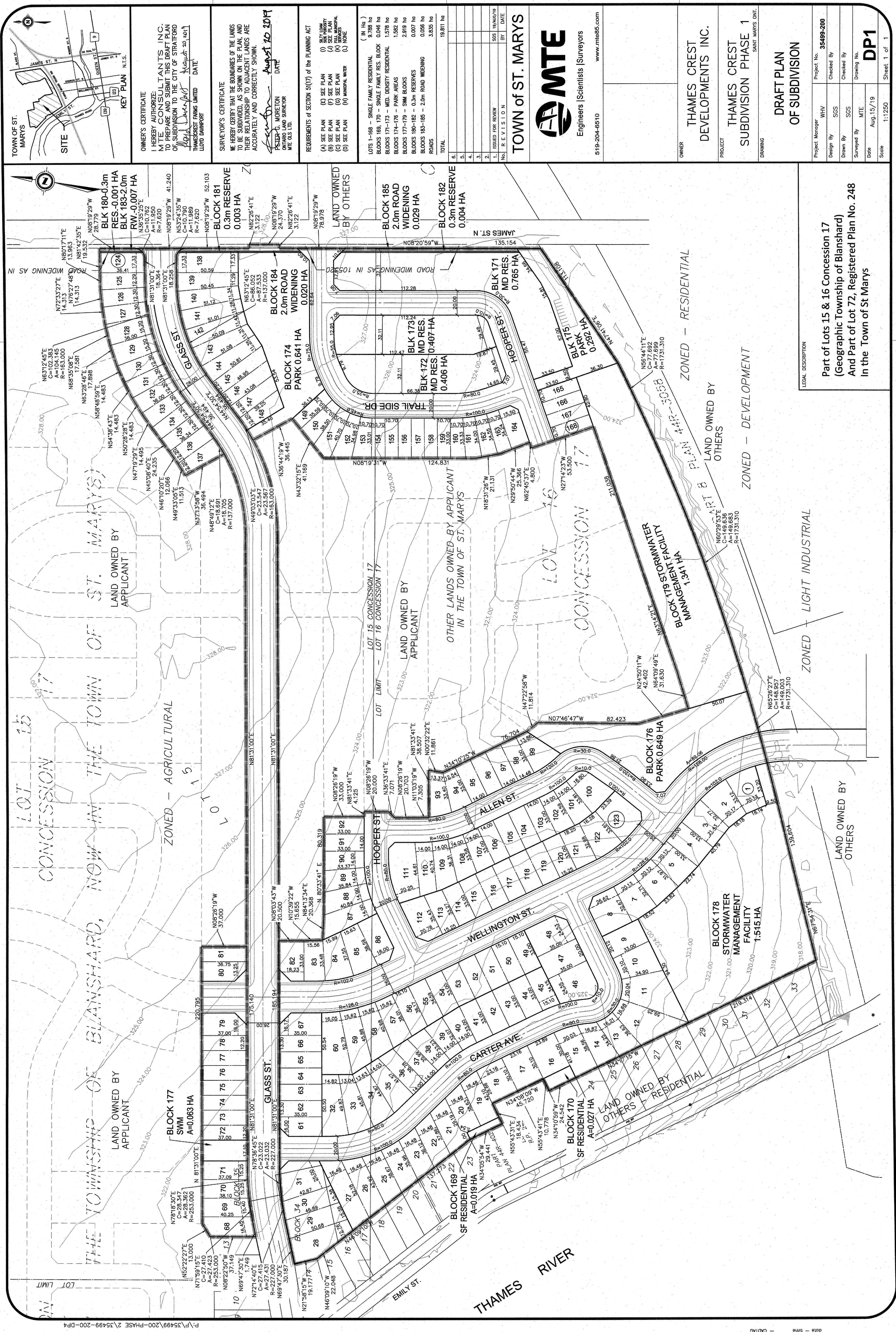
Part Lots 15 and 16, Concession 17
and Part Lot 15, Thames Concession
Town of St. Marys



Total Landholding



May 14, 2019



OWNER'S CERTIFICATE
I HEREBY AUTHORIZE
MTE CONSULTANTS INC.
TO PREPARE AND SUBMIT THIS DRAFT PLAN
OF SUBDIVISION TO THE CITY OF STRATFORD
ON BEHALF OF THE TOWN OF ST. MARYS
THAMES CREST DEVELOPMENTS INC.
LLOYD DUNFORD
DATE: August 10, 2019

SURVEYOR'S CERTIFICATE
WE HEREBY CERTIFY THAT THE BOUNDARIES OF THE LANDS
TO BE SUBDIVIDED, AS SHOWN ON THE PLAN, AND
THEIR RELATIONSHIP TO ADJACENT LANDS ARE
ACCURATELY AND CORRECTLY SHOWN.
August 10, 2019
DATE
PETER C. MORETON
ONARIO LAND SURVEYOR
MTE OLS LTD.

REQUIREMENTS OF SECTION 5(17) OF THE PLANNING ACT
(A) SEE PLAN (I) SEE PLAN
(B) SEE PLAN (J) SEE PLAN
(C) SEE PLAN (K) SEE PLAN
(D) SEE PLAN (L) NONE
(E) SEE PLAN (M) SEE PLAN
(F) SEE PLAN (N) SEE PLAN
(G) SEE PLAN (O) SEE PLAN
(H) SEE PLAN (P) NONE

LOTS	(IN HA.)
LOTS 1-168 - SINGLE FAMILY RESIDENTIAL	8.768 ha
BLOCKS 169, 170 - SINGLE FAMILY RES. BLOCK	0.046 ha
BLOCKS 171-173 - MED. DENSITY RESIDENTIAL	1.578 ha
BLOCKS 174-176 - PARK AREAS	1.582 ha
BLOCKS 177-179 - SWM BLOCKS	2.919 ha
BLOCKS 180-182 - 0.3m RESERVES	0.007 ha
BLOCKS 183-185 - 2.0m ROAD WIDENING	0.056 ha
ROADS	3.835 ha
TOTAL	19.811 ha

NO.	REVISION	DATE
1.	ISSUED FOR REVIEW	SSS 19/08/19
2.	REVISED	BT

MTE
Engineers | Scientists | Surveyors
519-204-6510
www.mte85.com

OWNER
THAMES CREST DEVELOPMENTS INC.

PROJECT
THAMES CREST SUBDIVISION PHASE 1
DRAWING
SAINT MARYS ONT.

DRAFT PLAN OF SUBDIVISION

Project Manager	WHV	Project No.	35499-200
Design By	SGS	Checked By	
Drawn By	SGS	Checked By	
Surveyed By	MTE	Drawing No.	DP1
Date	Aug. 15/19		
Scale	1:1250		Sheet 1 of 1

LEGAL DESCRIPTION
Part of Lots 15 & 16 Concession 17
(Geographic Township of Blanshard)
And Part of Lot 72, Registered Plan No. 248
In the Town of St Marys

**Thamescrest Farms – Phase 2 Draft Plan
Planning Justification Report**



Index

- 1.0 Introduction**
- 2.0 The Subject Lands**
- 3.0 Surrounding Land Uses**
- 4.0 Draft Plan Details**
- 5.0 Parkland Conceptual Plan Discussion**
- 6.0 Residential Market Discussion**
- 7.0 Zoning By-Law Details**
- 8.0 Upper Thames River Conservation Authority**
- 9.0 Provincial Policy Statement (PPS) Discussion**
- 10.0 Summary**

1.0 Introduction:

Thamescrest Farms Ltd, located in the “North Ward” of St. Marys owns nearly 200 acres of land, most of which is currently used for agricultural purposes. Much of this land is within the Settlement Boundary of St. Marys and is identified as “residential” or “recreational” in the St. Marys Official Plan Schedule ‘A’ Land use Plan.

The draft plan area is 20.9 hectares (51.6 acres), and contains a variety of residential housing forms, ranging from street fronting townhomes to single family lots up to 20 metres in width.

A zoning by-law amendment (ZBA) application is also being filed concurrently with the application for draft plan approval. The ZBA will assist the draft plan application process as it will provide clarity and detail with respect to all forms of residential housing proposed.

At this time, no Official Plan Amendment (OPA) is being filed, as the Town of St. Marys has initiated their own OP review, and as part of that process will be amending the land use designations to ensure consistency with this draft plan. Changes to existing land use designations will be relatively minor in nature, as the application generally conforms to the current recreational and residential land uses shown in the Official Plan.

2.0 The Subject Lands:

The subject lands are primarily used for agricultural purposes, as the land is cash-cropped as it has been for many years. The west side of the subject lands (generally the area of Block 185 SWMF) are not agricultural, as that area was the location of the previously existing house and barns related to the agricultural uses. The buildings have long since been removed, and there only remains a gravel driveway and some trees.

The existing topography is gently rolling with elevation falling generally from the north to the south. A gentle knoll is present on the west side of the subject lands. The new development minimizes the amount of earthwork required to adequately service the area and results in the SWMF's in the south and south west areas, along with adjacent parks to enhance the GTT, and attempt to preserve as many trees as possible.

3.0 Surrounding Land Uses:

The subject lands are bounded in the north west by the Settlement Area Boundary which identify lands outside of the boundary to be designated as agricultural in the OP and are currently farmed. Lands in the north east of this plan are bound by farm land inside the settlement boundary and are identified as recreational in the current OP.

To the east lies James Street North, which is identified as an arterial road in Schedule 'B' of the Official Plan (Road Classifications). To the immediate east of James Street are numerous existing residential homes (single family and semi-detached in form), some fronting onto James Street itself, while other homes back onto James Street. There is also one commercial property at the north east corner of Glass Street and James Street north.

Along the south side of the subject lands lies the Grand Trunk Trail (GTT). The GTT is a recreational trail that runs from Glass Street (near Millson Crescent) westerly across the Thames River and terminates at Thames Road. The GTT will be addressed in more detail in a subsequent section.

To the west of the subject lands are single family homes that front onto Emily Street. Four of the houses along this section of Emily Street are older homes (pre-dating the reconstruction of Emily Street), while the remaining houses were recently constructed as part of the first phase of development by Thames Crest Development Corp. There are some vacant lots remaining at this time.

4.0 Draft Plan Details:

The draft plan is effectively divided into two halves, connected by a linear storm water management facility (SWMF) which runs parallel to the Grand Trunk Trail (GTT). The westerly half sees Wellington Street connected from the existing north limit (at the GTT) to Glass Street which is consistent with the Town of St. Marys Official Plan, Schedule 'B' (Road Classifications). It is also consistent with a staff report to Council in June 2018 which provided Council and members of the public with clear justification for the northerly extension of Wellington Street.

The easterly half of the draft plan extends from the GTT northerly to Glass Street and provides for one additional road connection to James Street North at Trailside Court.

One hundred and seventy (170) single family lots are contemplated and range from 10.7 to 20 metres in width (35 – 66 feet). Three medium density blocks are also shown in the south east section of the plan and can accommodate approximately 50 multi-story townhomes. Also proposed are two storm water management facilities and three park blocks.

The largest single family lots are located in the south-west corner of the draft plan. As you move north easterly, we see the lot sizes gradually decrease in size. The differentiation in lot sizes provides a wide range of housing options for people. This is very important to ensure St. Marys is accommodating a wide variety of new housing forms which makes St. Marys an attractive place to call home.

In the south east corner of the draft plan, we have proposed street fronting multi-story townhomes and thirty-five-foot-wide single family detached lots. The provision for lots smaller than what has previously existed in St. Marys is part of a long-term strategy to provide new housing forms at a more affordable price point. It is generally felt by the local home builders that a small lot single family home would be a popular choice for those families who want a single-family home but are finding the larger 40+ foot wide lots out of their price range. In addition to the small lot single family homes, the smaller multi-story townhome units provide a lower cost alternative for families. It is anticipated that these units would be ultimately sold for prices close to what is calculated to be "affordable" as defined in the Provincial Policy Statement (2014) (PPS).

There are two SWMF's servicing the plan. The first is shown as Block 177 and is in the far south west corner of the subject lands. Its location provides for an enhancement to the GTT by ensuring no residential development is immediately adjacent to the GTT, and effectively allows for the natural environment to have a larger buffer to new development. Block 179 is a long linear SWMF servicing the easterly half of the subject lands. This linear facility was designed with the primary objective of separating the residential land uses from the GTT, again also providing a buffer for the existing trees along the GTT to the residential development.

5.0 Parkland Conceptual Plan Discussion

A total of three park blocks are also shown on the draft plan. Block 176 is located just north of the GTT on the east side of Wellington Street and is approximately 0.65 hectares in size. The seemingly odd shape to this park block is designed to accommodate the existing tree line and provides a natural entrance feature to the development for those travelling northerly on Wellington Street. This block is also large enough to accommodate a small playground structure, should the Town of St. Marys decide to incorporate an active use at this location. This park can also be extended into a future phase of development to enhance pedestrian connectivity.

The second park block shown on the plan is Block 175, located at the far south east corner of the subject lands and is 0.29 hectares in size. The Town of St. Marys indicated a small park block was required at this location to accommodate a small parking lot to serve as the “head of trails” for the GTT. The draft plan shows a conceptual parking lot layout. Additionally, it is thought the most logical vehicular access to the SWMF located on Block 179 is through this park block rather than through the local street network.

The third park block is in the north east section of the subject lands. Block 174 is approximately 0.64 hectares in size. This size of park block is such that it is considered a “neighbourhood” park providing an active use park for the surrounding residents, typically within 500 metres. This block will have an asphalt pathway connecting Glass Street to Street ‘D’. This will enhance pedestrian connectivity and serve as a maintenance access as sewers and a watermain will have to run through this block.

6.0 Residential Market Discussion:

Section 1.4.3 of the PPS requires that planning authorities provide an appropriate range of housing types and densities to meet requirements of current and future residents by establishing minimum targets for provision of housing which is affordable to low- and moderate-income households.

In Discussion Paper #4 of the Town of St. Marys presented to the Town of St. Marys PAC on March 19, 2018, it was calculated that the price of an affordable house is approximately \$265,000. It was also noted that the average residential sale price was approximately \$280,000 between 2015 and 2017. By the time this draft plan of subdivision is approved, and residential units are actually available for sale or rent, it is assumed that the affordability calculation would result in a higher value than what is noted above.

When talking about “affordability” we must consider all of the existing housing stock and its “value” along with the projected values of housing being contemplated in any application. It should be noted that recent searches (October 2018, January 2019) of real estate listings in St. Marys reveal there are typically several single-family homes for sale in the range of \$280,000 to \$325,000, and some semi-detached homes many of which are listing for less than \$300,000. These re-sale homes must also be factored into the discussion around affordability. Also, to be factored into this discussion is the availability of rental units and smaller condominium apartment units that may be for sale.

Given that new homes are constructed to higher standards than homes of the past (higher insulation values, new building codes etc.), it is increasingly more difficult to construct new residential units which meet the standard of “affordability”, regardless of form (i.e. single family, apartment building, townhome). However, by providing for a range of housing, we meet a wide variety of potential purchasers wishes, from the starter home (townhome and 35-foot-wide lot single) to the move-up home (think 40 – 46-foot-wide lot) to the larger lots accommodating larger well-established families and those seeking their retirement dream homes.

Within the context of new development, I would consider the two story townhomes and the thirty-five-foot-wide lots to generally meet the criteria set for “affordability”, as I would estimate the sale prices for a 1,200 square foot two story townhome to be less than \$300,000, and the price of a single family home on a 35 foot wide lot to be in the mid \$300,000 range. Out of a total of approximately 220 new homes proposed in this application, more than 70 of them (+30%) are “affordable”.

It should be noted also that 34 of the houses constructed here would be on lots larger than 50 feet in width. These homes would be in the highest price range (over \$550,000), and only comprise approximately 15% of the total residential homes in the proposed plan.

The remaining 55% of the homes in this plan are “mid-market” in terms of value with an estimated range in value of \$375,000 to \$550,000. Additionally, the future draft plan connecting the two halves of this plan can accommodate a wide variety of housing forms. We have ensured the road design provides for good connectivity and will ultimately work well in terms of grading and sewer designs.

Housing Market Summary:

- 30% “affordable”
- 55% “mid-range”
- 15% “high-end”

The “mid-range” price of housing in St. Marys appears to be \$375,000 - \$450,000, while what I consider to be the “high-end” of the St. Marys market is typically over \$550,000. From the summary above, we can see that the majority of our proposed housing units will be in the affordable and mid-range price points.

7.0 Zoning By-Law:

As noted previously, a concurrent zoning by-law amendment (ZBA) is required to ensure what is being contemplated in terms of housing forms can be constructed. Currently, the subject lands are zoned RD (Residential Development) and OS (Open Space).

The Official Plan of the Town of St. Marys provides a general guide for land uses and what forms of development are permitted in certain areas. Zoning By-Laws provide a higher level of detail than can be contemplated in an Official Plan and are much more prescriptive in nature. Detailed information such as building setbacks, maximum building coverage, minimum landscaped area, and maximum heights are all stipulated in the Zoning By-Law.

The current RD zoning "...indicates that some form of residential development is contemplated in the future for the lands...". The OS zone permits a wide variety of uses, including (but not limited to) dog parks, hiking trails, public park, passive recreation and multi-use trails.

Now that a draft plan is created, we can more definitively determine the exact delineation between OS and specific residential zones. It should be noted that the phase 1 development on Emily Street (lots in 44M-64) have the R3 zone, which permits single detached dwellings on a lot no less than 15 metres in width and 37 metres in depth. We are proposing to utilize the R3 zone provision for approximately 42 lots, albeit with reductions in the minimum rear yard depth, lot area and lot coverage. These lots are generally located on the westerly side of the subject lands and apply to our largest lots.

The R4 zone provision will be utilized for 108 lots ranging in width from 40 feet to 50 feet. These lots are generally located in the westerly half of the proposed draft plan, and the lots on Glass Street adjacent to James Street North.

Currently, the Zoning By-Law in St. Marys does not contemplate any single-family lot to be less than 12 metres (39 feet) in width. As noted in the Residential Market Discussion section of this report, requirements to accommodate more affordable housing forms dictate a move towards smaller single-family homes on lots as narrow as 32 feet. It is contemplated that we can utilize the R4 zone framework, albeit with changes to minimum lot widths (10 metres), setbacks (6 metres rear, 1.2 metres interior side yard for both 1 and 2 story homes) and coverage (45%). This new R4 zone would apply to the all 20 of the single-family home lots on the easterly side of the proposed draft plan, except the 40-foot-wide lots on Glass Street.

There are three medium density blocks shown on the proposed draft plan. In anticipation of modest two-story townhomes being constructed, the existing R5 framework is proposed to be utilized. Reductions to lot depth, setbacks are requested, along with increases to maximum lot coverage.

The modifications and additions to the existing Zoning By-Law framework are vital to facilitate creation of housing forms new to St. Marys.

8.0 Upper Thames River Conservation Authority (UTRCA):

The UTRCA mapping for the Town of St. Marys indicates the subject lands are not within the regulated area, except for a very small area in the south west limit of the subject lands, where the Block 185 SWMF is located. The UTRCA regulation limit is consistent with the drainage feature located on the south side of the GTT, west of Wellington Street.

Currently, the subject lands do drain through this drainage feature via a series of farm tile drains leading to twin CSP's (corrugated steel pipe) which convey storm water flow under the GTT. The post development condition contemplates diverting this uncontrolled pre-development flow to the SWMF's. Detailed engineering designs will determine what (if any) flow will continue to the existing drainage feature on the south side of the GTT. It may be that some portion of base water flow should continue to outlet to the south side of the GTT to maintain any ecological functions that exist there. In general, the post development storm water flows to this feature will be more regulated and will not contribute to an accelerated rate of erosion.

While there may be virtually no UTRCA regulated lands within most of the subject lands, we do however have a duty to consult with the UTRCA pertaining to the ecological functions of the wooded areas surrounding the GTT. To that end, we did convene a site meeting with a UTRCA planner (Spencer McDonald, Land Use Planner), and an appropriate course of action was followed to provide an inventory of the existing conditions in the area to ensure existing ecological functions are maintained in the post development condition.

We have supplied a Stage One Information Request to the MNRF (in Alymer) related to the UTRCA consultation process as part of the draft plan application submission requirements. Numerous site visits were undertaken to make note of man-made structures, natural vegetation, wildlife features and aquatic features. Environmental Land Classifications were applied based upon the field visits. In short, there are no suitable habitats for Species At Risk (SAR).

9.0 Provincial Policy Statement (PPS)

The PPS provides the policy foundation that guides land use and development in Ontario. All municipal planning documentation (such as the Official Plan) must be consistent with the PPS, and all development applications must be consistent with both Official Plans and the PPS. The following provides a brief example of how this application is consistent with the PPS.

Section 1.1.1

- a) Promotes efficient development and land use patterns by creating lots which are reasonable in size for a green field development that allows gross densities to be at a level which is sustainable over the longer term.
- b) Provides a range and mix of housing ranging from entry level street fronting townhomes to larger single-family lots.
- c) The draft plan does not cause environmental or public health concerns
- d) Proposed draft plan allows for and contemplates expansion of settlement boundary
- e) The proposed draft plan makes good use of available lands by creating smaller lots and ensuring overall density is acceptable
- f) Connection to and celebration of the Grand Trunk Trail provides active recreational opportunities for everyone in the community
- g) All infrastructure is designed to accommodate current and future needs
- h) Biodiversity is conserved and enhanced by the strategic location of park blocks and storm water management facilities that are also designed to accommodate changing climate.

Section 1.1.3.6

The proposed draft plan is adjacent to existing built up areas and provides for a variety of housing forms promoting the efficient use of land and existing infrastructure.

Section 1.5

The proposed draft plan supports healthy active communities by ensuring pedestrian access to public spaces and existing active transportation activities are viable and numerous.

Section 2.0

Natural Heritage features are identified and protected and enhanced along the Grand Trunk Trail. Development is not contemplated in (or adjacent to) any significant wetland, woodland, wildlife habitat and is not in general a detriment to any ecological functions of the area.

10.0 Summary

This draft plan represents one of the largest development applications in the Town of St. Marys. Typically, development plans are smaller in nature primarily because land parcels are smaller, and previous applications likely did not have the wide variety of housing forms contemplated. We strongly feel this draft plan will provide for much-needed new forms of housing which has currently not been constructed – that being single family lots smaller than 40 feet in width, and street fronting entry-level two-story townhomes.

The Grand Trunk Trail (GTT) is a wonderful east west pedestrian corridor through the North Ward which is celebrated and strengthened by this draft plan. No residential development is planned to be immediately adjacent to the GTT. We have located the Storm Water Management Facilities (SWMF's) and two of the three park blocks adjacent to the GTT, which will not only enhance the natural state of the GTT, but provide for more passive recreational opportunities adjacent to the GTT.

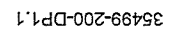
The northerly extension of Wellington Street where it crosses the GTT will have enhanced design features (pedestrian island, extra street lights, reduced pavement width and pavement markings) to ensure users of the GTT will have a safe Wellington Street crossing.

From an engineering perspective, this development makes use of existing sanitary sewer capacity on James Street North, and on Emily Street. Storm water management has been thoughtfully considered and designed to act as a natural heritage enhancement to the existing vegetation on the north side of the GTT. Modern standards require both quality and quantity control for all development related storm run-off, so the storm water flowing into the Thames River will mimic the pre-development condition.

Water servicing to this site will also provide additional benefits to the Town of St. Marys, primarily by connecting the existing watermains on both Glass Street and Wellington Street. This provides a “looped” system which is more resilient to failures. Water can be routed more effectively in the event of required maintenance and minimizes disturbances to existing users.

Appendices:

- **Proposed Draft Plan**
- **Proposed Phasing/Master Concept Plan**
- **Proposed Zoning By-Law Amendment Details**
- **Proposed Zoning Map**
- **Thames Crest Preliminary Storm Water Management and Servicing Report (MTE)**
- **Stage 1 Information Request (Biologic Incorporated)**






Scale: 1:4000 Date: MAR 2018

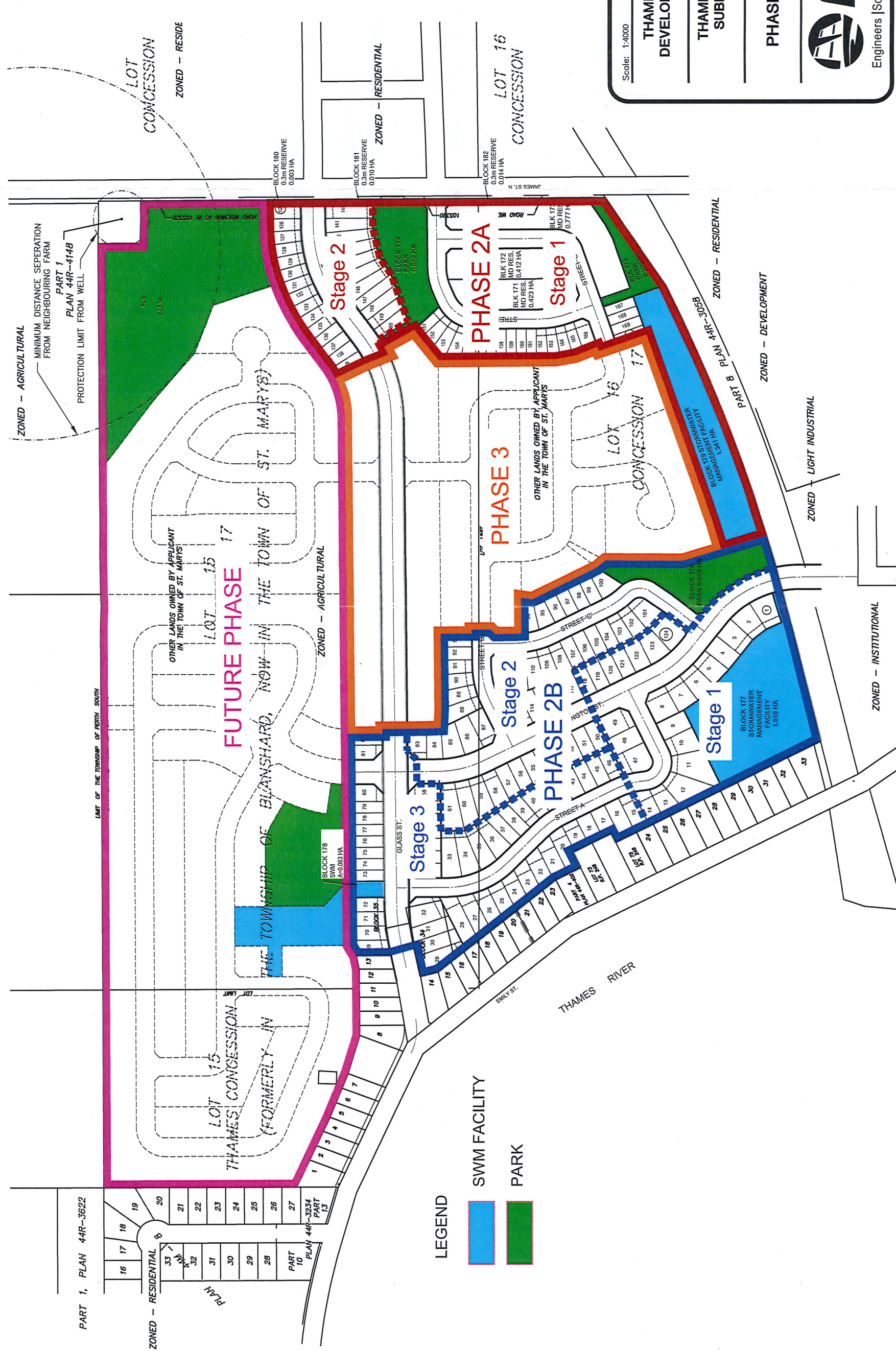
THAMES CREST DEVELOPMENTS INC.
London ON

THAMES CREST SUBDIVISION
St. Marys ON

PHASING PLAN

**MTE**
Engineers | Scientists | Surveyors

Project No.: 35499-200



Zoning By-Law Amendment Details

Zone parameters for lots where frontage is 9.7m - 12.0m:

Permitted Uses, Buildings, Structures

- One single detached dwelling on one lot
- Accessory uses, buildings and structures

Requirements for single detached dwelling on one lot:

- Lot area (interior lot) 290m² (9.7 by 30)
- Lot area (corner lot) 390m² (13.0 by 30)
- Lot Frontage (interior lot) 9.7m
- Lot Frontage (corner lot) 13.0m
- Lot depth 30 m
- Front Yard 6.0m to garage, 4.5m to main house/front porch
- Interior side yard 1.2m for 1 and 2 stories, both sides
- Exterior side yard 4.5m
- Rear yard 6m
- Building height 10.5m
- Lot coverage 45%
- GFAR 80%
- GFA 65m²
- Landscaped open space 25%
- Parking as per 5.21 (2 per unit)

R3-18 (as per R3, except for the following)

Permitted Uses, Buildings, Structures

- One single detached dwelling on one lot
- Accessory uses, buildings and structures

Requirements for single detached dwelling on one lot:

- Front Yard setback (to garage) 6.0m
- Front Yard setback (to main house) 4.5m
- Exterior Side Yard setback 4.5m
- Interior Side Yard setback 1.2m for one story, 1.8m for two story
- Rear Yard setback 6.0m
- Lot coverage 45%

R4-11 (as per R4, except for the following)

Permitted Uses, Buildings, Structures

- One single detached dwelling on one lot
- Accessory uses, buildings and structures

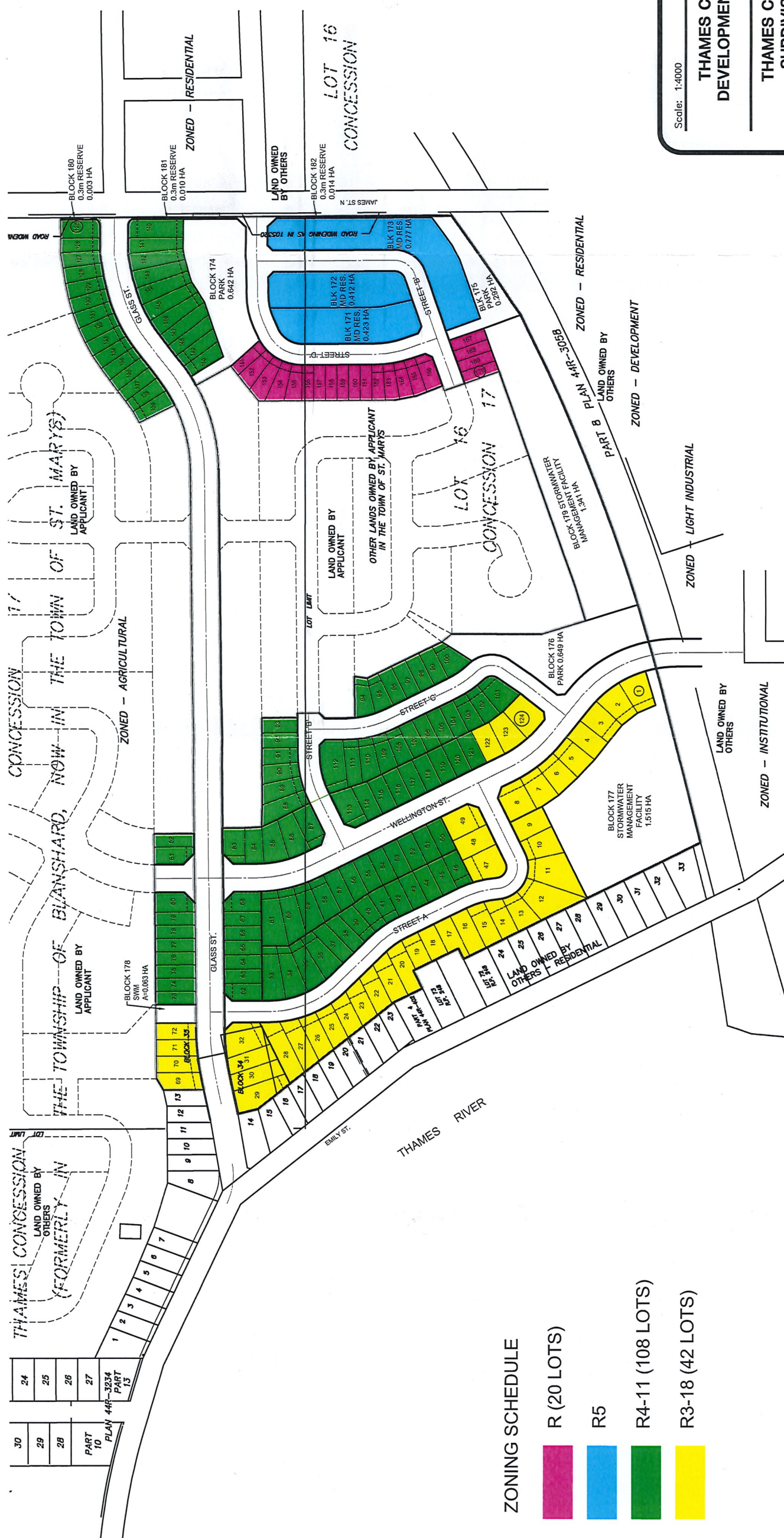
Requirements for single detached dwelling on one lot:

- Front Yard setback (to garage) 6.0m
- Front Yard setback (to main house) 6.0m
- Exterior Side Yard setback 4.5m
- Interior Side Yard setback 1.2m for one and two story
- Rear Yard setback 6.0m
- Lot coverage 43%

R5 per 12.4, except for the following:

Requirements for street fronting row or townhouse dwellings:

- Front Yard setback (to garage) 6.0m
- Front Yard setback (to main house) 4.5m
- Exterior Side Yard setback 3.5m
- Interior Side Yard setback 2.5m
- Rear Yard setback 6.0m
- Lot coverage 45%
- Height 12.0m
- Lot Depth Minimum 30.0m
- Lot Coverage Maximum 45%



Scale: 1:4000 Date: MAR 2018

**THAMES CREST
DEVELOPMENTS INC.**

London ON

**THAMES CREST
SUBDIVISION**

. Marys ON

ZONING SCHEDULE



Engineers | Scientists | Surveyors

Project No.: 35499-200

3.0 SECTION 3 – LAND USE POLICIES

The following chapter provides the detailed requirements for each of the following land use categories: Residential, Central Commercial, Highway Commercial, General Industrial, Extractive Industrial, Environmental Constraint, Recreational, Natural Hazards, Natural Heritage, and Agricultural. The policies are intended to be read in conjunction with Schedules “A”, “B” “C” and “D” attached to the Official Plan. Schedule “A” delineates the land use areas, Schedule “B” identifies road classification, Schedule “C” delineates the Natural Hazards (Flood Plain Areas) and Natural Hazard Constraint Areas, and Schedule “D” delineates the Community Improvement Areas and Heritage Conservation Sites. The permitted uses and matters to be considered by Council are contained in the text of this Plan.

3.1 RESIDENTIAL

Historically, St. Marys developed as a rural service centre augmented by the quarry industry. St. Marys has been successful in attracting additional industry to broaden the economic base. In addition, existing industries have been successful in expanding their own operations, thereby adding to the overall stability of the Town.

Over the last 50 years, the Town has experienced a steady increase in population in spite of fluctuations in the annual growth rates. Continued growth at a moderate rate of 1.0 % per annum is expected. The Official Plan must be able to guide development effectively during both normal and high growth levels. Within the overall population a higher than normal (Provincially) percentage is made up of Senior Citizens, less than normal percentage of in school age population and a higher percentage of working age people. These trends will be important to monitor in the future to ensure that the planning policies are adequate to achieve fulfillment of the needs of the entire population.

St. Marys continues to thrive as a community. Development activities averaging only 11 dwelling units per year in the mid 1980's has swelled to over 40 dwelling units per year over the last 15 years. Council has also been successful in providing a mixture of dwelling types with the number of single-detached dwellings accounting for less than 50% of the new dwelling units created and the number of semi-detached dwelling units and apartment dwelling units each accounting for 20% of the new stock.

The residential areas of the Town are well maintained and relatively free from conflicting land uses. Intensive livestock operations that previously hindered the expansion of urban type uses have, for the most part, ceased; providing opportunities to release the development potential for many areas in the Town.

The following goals and policies are designed to encourage development and redevelopment in keeping with the character of St. Marys and which will guide public and private sector activities.

3.1.1 OBJECTIVES

- 3.1.1.1 To encourage the provision of an adequate supply and choice of housing for the existing and future residents of St. Marys in terms of quality, type, location and cost.
- 3.1.1.2 To promote creativity and innovation in new residential development in accordance with current design and planning principles and constantly evolving energy-saving measures and construction techniques.
- 3.1.1.3 To maintain and improve the existing housing stock and character of residential areas.
- 3.1.1.4 To prevent the location of non-compatible land uses in residential areas.
- 3.1.1.5 To continue to provide an attractive and enjoyable living environment within the Town.
- 3.1.1.6 To promote housing for Senior Citizens; the handicapped and low income families.
- 3.1.1.7 To encourage and promote additional housing through intensification and redevelopment.
- 3.1.1.8 To encourage a diversification and inter mixing of different housing types and forms.
- 3.1.1.9 To maintain at least a 10 year supply of land that is designated and available for residential uses and land with servicing capacity to provide a 3 year supply of residential units zoned to facilitate residential intensification and redevelopment, and in draft and registered plans.

3.1.3 POLICIES

- 3.1.2.1 Council shall designate sufficient land within the “Residential” designation to meet the housing needs of the community for up to 20 years. Council will encourage residential development and redevelopment by designating sufficient land to provide the marketplace with sufficient alternatives to accommodate growth for a minimum of 10 years and Council will make available sufficient servicing to provide at least a 3 year supply of residential units.
- 3.1.2.2 Within the “Residential” designation on Schedule “A”, the primary use of land shall be for a range of dwelling types from single-detached dwellings to walk-up type apartments, parks and open spaces, as well as the institutional uses

provided for in Section 3.1.2.17 of this Plan. The various types of residential uses shall be controlled through the application of the Town's implementing Zoning By-law.

3.1.2.3 Residential infilling type development is generally permitted throughout the "Residential" designation where such development is in keeping with the attributes of the neighbourhood in terms of building type, building form, and spatial separation. When evaluating the attributes of the neighbourhood, regard shall be given to lot fabric (i.e., area, frontage, and depth), and built form (i.e., setbacks, massing, scale, and height). In cases where one or more of the existing zone provisions are not met, an amendment or a minor variance to the zone provisions may be considered to permit the proposed development provided that the spirit of this Section is maintained.

3.1.2.4 Council will favour residential intensification and redevelopment over new green land residential development as a means of providing affordability and efficiencies in infrastructure and public services.

3.1.2.5 When reviewing development or redevelopment proposals, Council shall consider following density targets:

- | | |
|------------------------------------|--------------------------|
| a) Single-detached dwellings | 10-15 units per hectare; |
| b) Semi-detached, duplex dwellings | 15-25 units per hectare; |
| c) Townhouse dwellings | 25-40 units per hectare; |
| d) Low rise apartments | 40-75 units per hectare. |

Council may moderately increase or decrease these densities dependent upon specific site circumstances, provision of on-site amenities, and capabilities of municipal servicing systems to accommodate any increase. Council will favour those developments with a mixture of lower and higher densities of development over those consisting of only low densities of development.

3.1.2.6 Proposals involving mixed densities of residential types shall also be reviewed under the policies of Section 3.1.2.7.

3.1.2.7 In reviewing proposals for residential development with a net density of more than 18 units per hectare, Council shall consider the impact on municipal capacity, hard services and utilities including sanitary sewer, municipal water supply, storm drainage, service utilities and roadways. Council shall take the following into account prior to enacting an amendment to the Zoning By-law:

- a) That the development will not involve a building in excess of three full stories above average finished grade and designed to be in keeping with the general character of the area;

- b) That the physical condition of land proposed for development will not present a hazard to buildings structures and residents;
 - c) That the net density of development shall not exceed 75 units per hectare;
 - d) That the development is serviced by municipal water supply and sewage disposal facilities and that the design capacity of these services can accommodate such development;
 - e) That the proposed development is within 100 metres of an arterial or collector road as defined in Schedule “B” of this Plan; and
 - f) That sufficient on-site parking is provided and adequate buffering, screening or separation distance is provided to protect adjacent areas of lower density housing.
- 3.1.3.8 Proponents of townhouse and apartment developments are encouraged to provide on-site recreational facilities in keeping with the proposed development.
- 3.1.3.9 Proposals for apartment development shall not be considered by Council unless a proposed site plan has been submitted with the application addressing the matters contained in Section 41 of the Planning Act, RSO1990.
- 3.1.3.10 The conversion of older single-detached residences to multiple residential use may be permitted through an amendment to the Zoning By-law. In considering an amendment to convert a single-detached residence to multiple residential use, Council may consider the following:
- a) the conversion would be in keeping with the adjacent residential area;
 - b) the conversion would not result in changes to the existing exterior of the building proposed for conversion;
 - c) the site can accommodate adequate parking for the proposed dwelling units so as not to detract unduly from adjacent single detached residential development, or alternatively, such required parking area can be effectively buffered;
 - d) the municipal services are adequate in the immediate area to accommodate the proposed conversion; and
 - e) conversions which propose basement residential units will generally be discouraged.
- 3.1.3.11 Mobile Homes and Mobile Home Parks are not permitted within the municipality. Mobile Homes are defined as a “single wide” factory built single-detached dwelling unit which is designed to be transported on its own wheels,

whether later removed or not, and connected to service utilities so as to be suitable for long-term occupancy. The preceding definition excludes prefabricated “double wide” single-detached residential units where each half of the unit is transported separately to the site and subsequently joined.

3.1.2.12 Council intends to monitor the need and demand for various types of housing, including the need for additional senior citizen facilities and those with special needs through bi-annual review of relevant statistical information related to demographics, building permits and types of dwellings constructed.

3.1.3.13 If sufficient demand is demonstrated, Council may endeavour to encourage the provision of senior citizen and assisted family housing through participation in various programs of the senior governments.

Council, seeking to provide a balanced mix of housing types, has established targets of 60% lower density single-detached dwellings, 20% medium density attached dwellings and 20% higher density dwellings. These targets are holistic to the Town and it is not Council’s intention that every development will meet these objectives.

3.1.2.14 Council will encourage the development of affordable housing with 30% of the new housing units created being considered by Council as affordable to households with incomes in the lowest 60 per cent of income distribution for Perth County households.

3.1.2.15 Council shall encourage the maintenance, conservation, and rehabilitation of the existing building stock by maintaining existing community infrastructures, assisting residents with Federal and Provincial funding programmes, and the development and enforcement of a Property Standards By-law, Demolishing Control By-law, Signage By-law, and Noise By-law.

3.1.3.16 Group Homes

a) Group Homes shall be considered a normal residential use of land and shall be permitted only within the “Residential” designation of this plan. Following types of Group Homes shall be permitted as a matter of right within any residential Zone in the Zoning By-law:

- accommodation services for the developmentally handicapped
- satellite residence for seniors
- homes for physically disable adults.

The following types of Group Homes may be permitted based on the merits of each application and subject to an amendment to the Zoning By-law:

- approved homes (psychiatric care)

- homes for special care (psychiatric care)
- supportive housing programmes, adult community mental health programme (psychiatric care)
- children's residences.

Any other type of Group Home shall only be considered based on the merits of each application and shall require an amendment to the Zoning By-law and Official Plan.

- b) A Group Home is defined as a single housekeeping unit in a residential dwelling in which three to ten persons (excluding supervisory staff or receiving family) live as a family under responsible supervision consistent with the particular needs of its residents. The Home is licensed or approved under Provincial Statutes and in compliance with Municipal By-laws. The Zoning By-law may further restrict the maximum number of residents in any Group Home.
- c) The following policies also apply to group homes:
 - i) The establishment of a group home must be based on local need for the particular type of group home to serve the population of the Town and the immediate surrounding rural area. In determining the need and suitability of each type of group home and the number of residents per group home, the size and general character of the Town together with the merits of each specific application must be given consideration.
 - ii) Existing group homes which do not comply with the provisions of the Zoning By-law will be allowed to continue in operation and may only be permitted to expand by amendments to the Zoning By-law, based on the merits of each application.
 - iii) Group homes may only operate subject to the provisions of this section, the provisions of the implementing Zoning By-law, and all necessary provincial approvals. All group homes must be registered with the Town pursuant to Section 236 of the Municipal Act, RSO 1980.
 - iv) No group home shall be located within 450 metres of another group home.
 - v) All group home applications shall be reviewed by the local municipality and Provincial agencies, and any locally based monitoring agency as may be established.

3.1.2.17 Institutional uses

Institutional uses of land such as hospitals, churches, schools, parks, senior citizen homes etc. are permitted in the “Residential” designation on Schedule “A” of this Plan except where prohibited by the policies of Section 3.8 of this Official Plan.



3.1.2.18 Home occupations

Home occupations that comprise a secondary use carried on entirely within a single-detached dwelling or a semi-detached dwelling only by the person or persons residing in the dwelling may be permitted. Such home occupation shall be clearly secondary to the main use of the dwelling as a private residence such that it does not change the character of the dwelling as a private residence. The implementing Zoning By-law shall contain provisions to regulate matters such as the scale of use, the types of activities to be permitted, parking, and signage.

3.1.2.19 Garden Suites

Garden Suite development consists of a one-unit detached residential structure containing bathroom and kitchen facilities that is ancillary to an existing residential structure and is used for the temporary housing of individuals associated with the host dwelling. Council will permit the establishment of garden suites in all residential areas subject to the following:

- a) The host lot needs to be sufficiently large enough to accommodate the garden suite uses. Provisions for on-site amenity areas, parking, and buffering for abutting property shall be considered factors to determine the appropriateness of the use;
- b) The use must be serviced with full municipal services, including water and sanitary services;
- c) Council shall require a temporary use By-law be adopted to permit the use. Such By-law may be for any period of time as determined by Council but initially not exceed ten years. Any subsequent temporary use By-law may be for any period of time as determined by Council but shall not exceed three years; and
- d) The owner of the subject property and the occupant(s) of the garden suite shall enter into an Occupancy Agreement and a Site Plan Agreement with the Town.

3.1.2.20 Bed and Breakfast Establishments

Bed and breakfast establishments carried on entirely within a single-detached dwelling may be permitted. Where permitted, the bed and breakfast establishment must be clearly secondary to the main use of the dwelling as a private residence and not change the character of the dwelling as a private residence. The implementing Zoning By-law shall contain provisions to regulate matters such as the scale of use, parking, and signage.

3.1.2.21 Brownfield Redevelopment

Applications to re-develop existing or previously used industrial lands for residential uses shall include best available information about the present and past uses of the property sufficient to identify the likelihood of site contamination. Where this preliminary information indicates the likelihood of contamination, further investigation will be required to determine the extent of contamination and any measures necessary to clean up the site in accordance with Ministry of Environment requirements. The proponent's professional engineer shall affirm that the necessary remedial/clean-up measures have been fully carried out and that the site is suitable for the proposed use prior to Council permitting any such redevelopment.

3.1.2.22 Neighbourhood Commercial Uses

Neighbourhood commercial type uses may be permitted in the "Residential" designation provided that such uses service the immediate neighbourhood, are located and have access on an Arterial or Collector Road, are small scale in nature, and take a form which is compatible to the character of the areas. An Amendment to the implementing Zoning By-law that shall regulate matters such as scale of use, parking, and building locations shall be required along

with a Site Plan Agreement pursuant to Section 41 of the Planning Act, RSO 1990 prior to any neighbourhood commercial uses being established.

3.1.2.23 Zoning By-law

The implementing Zoning By-law shall be the principle tool to execute the policies of this designation through the establishment of zones classification to regulate the development of the various forms of housing types. The Zoning By-law shall address matters such as types of uses, lot characteristic (i.e., lot size, lot area, and lot depth), building form (i.e. yard setbacks, floor area, and height).

3.1.3 EXCEPTIONS

- a) The 15.8 acre parcel being part of Lot 20, Concession 10, also described as part of Lots 9, 22 and 27, Registered Plan No. 210, north side of Queen St. West, part of which is designated “Residential”, shall be provided street access for residential development from Queen Street West through that portion of the lands designated “Highway Commercial”.
- b) In addition to the uses permitted within the “Residential” designation, the permitted uses on the lands described as:
 - i) Lots 4, 5 and 6 and part of Lot 3, south side of Queen Street, Registered Plan No. 209;
 - ii) Lot 14 and part of Lot 15, south side of Queen Street, Registered Plan No. 207;
 - iii) Lot 16 and part of Lot 15, south side of Queen Street, Registered Plan No. 207;
 - iv) part of Lot 15, south side of Queen Street, Registered Plan No. 207 and Lot 23 and part of Lots 21 and 22, south side of Queen Street, Registered Plan No. 211;
 - v) part of Lot 15, south side of Queen Street, Registered Plan No. 235; and
 - vi) part of Lots 3, 4 and 5, south side of Queen Street, Registered Plan No. 217.

shall include those uses legally existing on this land on the date of adoption of this Official Plan and a limited range of uses permitted by the Town’s implementing Zoning By-law. (Explanatory Note: The Town’s implementing Zoning By-law No. Z1-1997 has zoned these parcels “C4-1”.)

3.7 RECREATIONAL

The Recreational land use designation shown on Schedule “A” includes land used or intended for active and/or passive recreation uses

3.7.1 OBJECTIVES

- 3.7.1.1 To promote a healthy, active community by providing a range of recreational activities.
- 3.7.1.2 To recognize and promote existing recreational facilities and the establishment of new facilities.
- 3.7.1.3 To integrate recreational uses with all designations within the Town.
- 3.7.1.4 To promote community festivals, celebrations, and gatherings.
- 3.7.1.5 To recognize the Town’s “Recreational” areas as an instrument to promote economic development, tourism, and education/awareness programmes.

3.7.2 POLICIES

- 3.7.2.1 The Town completed a Community Services Master Plan in 1994 to identify important long term planning needs for the community. Council will continue to implement its recommendations and, from time to time, initiate updates to this Master Plan.
- 3.7.2.2 Council will encourage the development of an open space system to extend throughout the Town. Where possible, existing recreational uses, parks and open spaces will be connected to the overall open space system. In the “Central Commercial” area, an integrated system of walkways along the riverfront will be developed to serve pedestrian traffic.
- 3.7.2.3 **Park Classification**
The Town has established a hierarchy of service levels for the park system in the Town. The system is based on the park’s purpose, its size, its service area, and its intended use and not on the park’s importance to the Town. In some cases, the parks described below may be located in other land use designation (i.e., “Residential”, “Natural Hazards”).
 - a) **Town Park**
These uses are generally designed to primarily serve the Town population and on a more limited basis the surrounding rural areas. They generally consist of large lighted sports fields, ball diamonds, arenas, golf courses, and community centres. Ancillary uses including

concession stands, washrooms and bleachers are also common to these type of facilities. Organized sports teams and community programmes are also common. These uses are often serviced with water, sanitary sewers, and electricity.

These facilities range from 10 ha to 50 ha in size, service 1,500 to 10,000 people and attract people from across the community.

b) Neighbourhood Parks

These uses are generally smaller than Community Facilities as they are designed to provide recreational areas and open space to serve that nearby neighbourhood community. Playground equipment, benches, green spaces are generally found in these parks. A water fountain may be the only type of service to these uses.

These facilities range from 0.5 ha to 4.0 ha in size, service 1,000 to 2,000 people who are generally located within 2 kilometres of the site.

c) Parkette/Tot Lots

These facilities are generally the smallest form of open space in the community, being 1 to 2 building lots in size. They are designed to serve the population in immediate proximity to the facility. Passive recreation uses with little or no playground equipment and no infrastructure are common.

These facilities service 50 to 100 people who are generally located within 500 metres of the site. Due the type of user (younger children), physical barriers such as busy roadways and train tracks often define the service boundary.

d) Other Open Spaces

Passive open spaces and parks including, walking, and biking trails, natural areas, gardens, storm water management area, cemeteries, elementary and secondary school open space areas also function as community facilities. Although the Town does not have direct influence over these uses, they are important as an open space resource.

These facilities are not directly driven by population demand.

e) Canadian Baseball Hall of Fame and Museum

The Canadian Baseball Hall of Fame and Museum is located toward the south end of Church Street, east of the Quarry. The Hall of Fame and Museum provides a unique recreational experience including active baseballs fields, a museum housing some of Canada's great baseball artefacts and memorabilia, and passive open spaces. The Hall of Fame and Museum is permitted in the "Recreational" designation and other

3.7.2.4 Trails

Council recognizes that need for the establishment of a new Town Wide park in the north Ward. Opportunities to develop such a facility, in conjunction with private land developers, will be explored when considering any new development applications.

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due consideration by Council. Any proposal or application for redevelopment shall conform with the policies and intent of this Plan.

- 3.7.2.8 While public ownership is a satisfactory way of maintaining “Recreational” areas, the “Recreational” designation shall not be construed to imply that all lands thus designated will be purchased by public authorities.

3.7.2.9 Implementation

It is intended that the creation and/or improvement of parks within the Town shall be guided by the policies of Section 7.15 of this Official Plan.

3.7.2.10 Zoning By-law

The implementing Zoning By-law shall be the principle tool to execute the policies of this designation through the establishment of zones classification to regulate the development of the various types of recreational uses. The Zoning By-law shall address matters such as types of uses, lot characteristic (i.e., lot size, lot area, and lot depth), building form (i.e. yard setbacks, floor area, and height).

4.0 SECTION 4 – POLICY FOR THE DIVISION OF LAND

Policy for the division of land in the Town of St. Marys is contained in this section of the Plan. These policies shall be adhered to by the Town Council, the St. Marys Committee of Adjustment and any other agency that may be involved with the creation of new lots in the Town.

The division of land within the Town will occur by either plan of subdivision or individual applications for consent (severance applications). The method of division employed will depend upon the circumstances of each individual situation.

Council will encourage all forms of condominiums including, Standard Condominiums, Amalgamated Condominiums, Phased Condominiums, Vacant Land Condominiums, and Leasehold Condominiums.

4.1 PLANS OF SUBDIVISION

4.1.1 Policy for Plans of Subdivision

In cases where consents are considered to be unacceptable as a means of dividing land for the purposes of future development within the Town, the plan of subdivision process shall be used to create parcels of land. It is anticipated that the plan of subdivision process will be used in newly developing areas of the Town where the extension of the municipal water, sewage, storm sewer and road systems will be required.

Council and any other reviewing agency when reviewing development proposals involving the division of land by plan of subdivision shall consider the following policies:

- 4.1.1.1 All information required under the Planning Act, RSO 1990 or the Condominium Act 1998, in connection with draft plans of subdivision shall be submitted by the developer.
- 4.1.1.2 All proposed plans of subdivision will be carefully examined as to whether they will preclude the satisfactory use, development, or redevelopment of surrounding lands. Any plan of subdivision which precludes the satisfactory use, development, or redevelopment of surrounding lands shall not be approved.
- 4.1.1.3 All proposed plans of subdivision will be carefully examined as to whether or not they will adversely affect existing amenities and the predominant character of the area in which such proposed subdivision is located. Where there is a potential for conflict between adjoining land uses, adequate

landscaping, screening, and buffering provisions may be required in order to alleviate and/or eliminate any conflict.

- 4.1.1.4 The social aspects of residential development, including the mix of housing types and the density of the development, shall be reviewed.
- 4.1.1.5 All proposed plans of subdivision will be carefully examined as to their suitability for the intended purposes and their effect on public facilities, utilities, and services.
- 4.1.1.6 All proposed plans of subdivision shall be designed in a manner which is sensitive to the contour of the land.
- 4.1.1.7 All unique natural assets, including topographic features of vegetation such as groves of trees, and mature individual trees, should be preserved to the greatest extent possible.
- 4.1.1.8 The Town shall enter into subdivision agreements with proponents of plans of subdivision or the owner of the lands as a condition of the approval of the plan of subdivision, and these agreements shall pertain to the internal and external services that must be provided by the proponent or owner to the specifications established by the Town as well as any other items of construction or development which may not be regulated by the Zoning By-law.
- 4.1.1.9 Council shall require that the developer pay a development charge fee for each lot created to offset the capital cost of trunk services such as sanitary sewer lines and sewage treatment plant, water lines and water treatment plant, storm sewers, roadways, recreational, and administrative facilities.
- 4.1.1.10 Before approving a plan of subdivision/condominium, Council shall be satisfied that adequate services such as schools, municipal recreation facilities, fire protection, water supply, sewage disposal, storm drainage facilities, solid waste disposal facilities, and road maintenance are or can be supplied and that the provision of these services will not adversely affect the financial position of the Town. Consideration will also be given to all matters outlined in Section 51(4) of the Planning Act, RSO 1990.
- 4.1.1.11 Council should consider energy related factors in its review of proposed plans of subdivision.
- 4.1.1.12 Council will approve only plans of subdivision/condominium that conform to the policies and land use designation of this Plan. Before making a decision, Council may seek professional planning advice regarding the various aspects of the proposed subdivision.

4.1.2 STAGING OF PLANS OF SUBDIVISION

It is the intent of this Plan that development by plan of subdivision in the Town be phased in accordance with the provision of full municipal services. Council shall assess the measured capacity of the municipal service system and take into account general conditions and financial implications when determining the number of new residential units to be permitted in each phase of a plan of subdivision. The same factors shall be considered by Council when deciding on the general phasing of plans of subdivision for residential development in the Town as a whole.

Proponents of plans of subdivision shall indicate their proposed staging and the facilities to be provided with each stage, when required by Council. If for some reason the first stage of any plan of subdivision approved by Council is not satisfactorily completed with respect to the facilities to be provided, the condition of the development or the maintenance of the open or landscaped areas, the next stage may not be allowed to proceed until the suitable conditions or works have been completed to the satisfaction of Council.

As part of a subdivision agreement, proponents may be required to stipulate the time in which each stage will be completed, in conjunction with the cost of the services. The Subdivision Agreement will also address the issue of sewage capacity and will require the subdivider to relinquish allocated sewage capacity if the subdivision is not completed within certain specified time periods as may be determined appropriate by Council.

4.2 CONSENTS

Consents will generally be discouraged and will be recommended to the Committee of Adjustment only when it is clear that a plan of subdivision is not necessary in the public interest. Where a consent is deemed to be appropriate, the following criteria shall be adhered to, as well as the other applicable policies of this Plan when the application for consent is reviewed.

4.2.1 GENERAL CONSENT POLICIES

4.2.1.1 Application

An applicant must submit an application form that is completed to the satisfaction of the Committee of Adjustment. The plan or sketch accompanying the application must show the location of existing and proposed buildings on the subject lands and adjacent lands and applicable yard distances (i.e. front, side, and rear yards) to enable the reviewing agencies to determine whether the application complies with the policies of this Plan, and with the Zoning By-law.

5.0 SECTION 5 – TRANSPORTATION & SERVICES

This section contains the transportation and servicing policies for St. Marys. Policies are included with regard to roads, water supply, sanitary waste disposal, storm drainage, solid waste, and electric power. The policies are established within the framework provided by the following goals.

5.1 OBJECTIVES

- 5.1.1 To establish a transportation system capable of providing for the safe and efficient movement of people, goods, and services including the collection of garbage, the removal of snow, and the movement of emergency vehicles.
- 5.1.2 To provide a system of municipal services and public utilities capable of satisfying the various needs of the community while at the same time taking into consideration the Municipality's financial capacity, the avoidance of any adverse environmental impacts, and the use of innovative techniques and efficiency in design.

5.2 POLICIES

- 5.2.1 Buildings and structures related to the provision of public utilities and services are permitted in any designation in this Plan.
- 5.2.2 Existing and future pipelines above the ground, or at grade, will be permitted in all zones in the Town's Zoning By-law.

5.3 ROADS

The Road policies are to be read in conjunction to the information shown on Schedule "B" to this Official Plan.

5.3.1 ROAD CLASSIFICATIONS

Each road classification has different functions and as a result will have different characteristics. The importance of classifying roads accurately is to keep the movement of traffic within the Town efficient and safe for pedestrians and vehicular traffic. Any changes to traffic patterns may require new road developments to occur and/or updates to existing roads to meet the demands and pressures that the traffic will place on the road network. In the Town of St. Marys there are three relevant road classifications: Arterial Roads, Collector Roads, and Local Roads.

5.3.1.1 Arterial Roads

Arterial Roads are the major routes in the road network that are designed to carry high volumes of traffic from one area of Town to another. (Schedule “B” illustrates the roads that are classified as Arterial Roads.)

Arterial Roads connect to other Arterial Roads, Collector Roads, and some Local Roads. As a principal route in the road network, an Arterial Road has the capacity to carry the largest amounts of traffic and acts as a connector to the residential, industrial and commercial centres. All types of vehicles travel along Arterial roads with a larger amount of transports using these roads over Local or Collector. The right-of-way for Arterial Roads is generally 30 metres, with direct access limited and on street parking prohibited, except within the Downtown Core. Generally, sidewalks are provided on both sides of the road.

5.3.1.2 Collector Roads

The Collector Roads collect traffic from the Local Roads and distribute it to the other Local Roads and to the Arterial Roads. (Schedule “B” of the Official Plan illustrates the roads that are currently classed as Collector Roads.)

Collector roads connect to all other roads. All types of traffic utilize these roads although trucks are typically service types. Traffic flow is interrupted by stop conditions and turning at land access points. The right-of-way for Collector Roads is generally 26 metres, with direct access and on street parking regulated. Generally, sidewalks are provided on both sides of the road.

5.3.1.3 Local Roads

The Local Roads collect traffic from lands that are adjacent to the roads. They carry low volumes of traffic (with not set standard) since most of the traffic on a local road will have its origin or destination to be to the lands that lie alongside the road. (Schedule “B” of the Official Plan illustrates the roads that are currently classed as the Local Roads.)

Local roads connect primarily Collector roads and other local roads. The traffic flow is interrupted frequently as vehicles are turning into driveways. The right-of-way for Local Roads is generally 20 metres with direct access and on street parking both being permitted. Generally, sidewalks are provided on one side of the road.

- 5.3.2 The Municipality will continue to improve and upgrade the existing road network in accordance with a five-year program. Priority for road improvements may be given where local residents are prepared to assist the Municipality under The Local Improvement Act, or where it is desirable to undertake improvements in conjunction with other public works projects.

- 5.3.3 Road alignments, widths, layout and construction standards will be appropriate to the functional classification of the road, projected traffic volumes, and emerging design guidelines and safety standards. Restrictions to on-street parking and access may be imposed on roads to protect their primary traffic function and to increase their traffic carrying capacity.
- 5.3.4 The Municipality may establish standards and regulations with respect to minimum setbacks from roads, off-street parking, off-street loading, and driveways in its Zoning By-law.
- 5.3.5 Development on private roads shall not be permitted unless such roads meet the requirements of the Municipality and satisfy Provincial Policy and are registered as private roads under the provisions of the Condominium Act, R.S.O. 1998.
- 5.3.6 Development of new roads will generally occur through plan of subdivision/condominium with new roads created as a result of a plan of subdivision/condominium or land severance being constructed to the standards of the Municipality prior to their assumption by the Municipality. Any new Local, Collector or Arterial Roads must meet the applicable minimum road standards, except when permitted by Council.
- 5.3.7 When a road allowance does not meet minimum Town's standards, it may, through plan of subdivision/condominium, consent, site plan agreement or other legislative means, be improved. Where additional land is required for roadway widenings, extensions or Right of Ways such land will be obtained through Plan of subdivision/condominium, Consents, and/or Site Plan Agreements.
- 5.3.8 All new developments must front on and have access to a public road, which is constructed to meet the minimum standards established by Council. New development or redevelopment proposals of more than thirty (30) dwelling units shall incorporate at least two points of public road access. Council will not approve infilling development in areas served by only one public road if those areas currently exceed thirty (30) dwelling units or where such infilling development will increase the number of dwelling units beyond thirty (30) dwelling units.
- 5.3.9 Access driveways should not create traffic hazards. The driveways should be limited in number and designed to minimize dangers to pedestrians and vehicles. Council may regulate the number of driveway access as a function of the road classification.

5.3.10 Bridge Improvements

It is intended that as traffic and safety conditions warrant, improvements shall be made to existing bridges requiring upgrades and that these improvements will meet the appropriate current or forecasted road classification. Any Bridge that is in need of repair may be subject to studies to evaluate the cost to improve or replace. Decisions will be made in the public best interests.

In those cases where a bridge has been designated under the Ontario Heritage Act or is subject to an easement agreement with the Ontario Heritage Trust, a heritage impact study may be required to be completed prior to the commencement of any bridge improvement project.

5.3.11 Intersection Improvements

Road widening in excess of road allowance may be necessary at major intersections, for any planned road realignments, future road corridors, regulation of turning movements, signage, and marking of travelling lanes or where other physical conditions necessitate, will be undertaken at those intersections that require these improvements.

5.3.12 Future Roads

To meet the needs for the growing community, Council may need to extend existing roads or construct new roads or bridges. The location of new or extended roads and proposed roads are shown on Schedule "B". The locations shown on Schedule "B" are to be considered as approximate and not absolute.

5.3.13 Sidewalks

In consideration of pedestrian safety, Council had developed guidelines for sidewalk development in the Town. Generally, sidewalks are included on both sides of Arterial and Collector Streets and on one side for Local Streets and cul-de-sacs with higher lot/unit counts.

5.3.14 Trails

As an alternative to motorized conveyance, opportunities to integrate walking, hiking and cycling trails with the road network is encouraged.

5.3.15 Wayside Pits

Wayside pits and quarries, portable asphalt plants, and portable concrete plants used on public authority contracts shall be permitted, without the need for an official plan amendment, rezoning, or development permit under the Planning Act, RSO 1990 in all areas, except those areas of existing development or particular environmental sensitivity which have been determined to be incompatible with extraction and associated activities.

Recreation and Leisure Services Master Plan Excerpts

Table 11: Existing and Recommended Parkland Classification System, Town of St. Marys

Existing	Recommended
Town Park	
<ul style="list-style-type: none"> Designed to serve the Town and surrounding areas (1,500 to 10,000 residents). Permitted recreation uses include lit sports fields, golf courses, community centres, concessions, washrooms, seating, and more. May be serviced by water, sanitary, and hydro. Size generally ranges between 10 hectares to 50 hectares in area. 	<ul style="list-style-type: none"> Designed to serve the Town and surrounding areas. Generally drive to parks that are accessible by motorized and non-motorized forms of transportation. Located along an arterial or collector road. Permitted recreation uses may include lit sports fields, community centres, playgrounds, and more. Supporting amenities may include pavilions, parking, concessions, washrooms, seating, and more. May include unique natural and physical features and support special events and sports tournaments. May be serviced by water, sanitary, and hydro. Varies in size depending on its intended function. Town Parks may have the largest land area of parkland, although they can be much smaller if, for example, a cenotaph is the main focus.
Neighbourhood Park	
<ul style="list-style-type: none"> Designed to provide recreational areas and open space to serve residents within a 2 kilometre service area (or 1,000 to 2,000 residents). Permitted recreation uses includes playground equipment, seating, green space, and water fountain. Size generally ranges between 0.5 hectares to 4 hectares in area. 	<ul style="list-style-type: none"> Intended to serve local residential areas within a larger settlement area. Designed to provide recreational areas and open space to serve residents within a 10 minute walking distance (approximately 800 metre service radius), without obstruction of physical boundaries, preferably on the corner of two intersecting local roads. Permitted recreation uses include unlit sports fields, hard surface courts, playgrounds, and other neighbourhood-level recreation facilities. Supporting amenities may include seating and open space. Size generally ranges between 0.5 hectares to 4 hectares in area. Larger park sizes are also acceptable.
Existing	Recommended
Parkette / Tot Lot	
<ul style="list-style-type: none"> The smallest form of open space to serve residents within 500 metres (or 50 to 100 residents), without obstruction of physical boundaries. Permitted recreation uses include a playground Smaller than 0.5 hectares in area 	<ul style="list-style-type: none"> The smallest form of open space to serve residents within 500 metres (or 50 to 100 residents), without obstruction of physical boundaries. Permitted recreation uses include a playground. Supporting amenities include seating and open space. Smaller than 0.5 hectares in area. The development of parkettes/tot lots smaller than 0.5 hectares should be discouraged, except in instances that may be advantageous to the Town to reconcile gap areas and to address shortages in parkland.
Open Space	
<ul style="list-style-type: none"> Passive open spaces and parks, including walking and biking trails, natural areas, gardens, storm water management area, cemeteries, elementary and secondary school open space. 	<ul style="list-style-type: none"> Passive open spaces and parks, including walking and biking trails, natural areas, gardens, storm water management area, cemeteries, elementary and secondary school open space. (NO CHANGE)

THE CORPORATION OF THE TOWN OF ST. MARYS

BY-LAW NO. Z134-2019

BEING a By-law pursuant to the provisions of Section 34 of the Planning Act, to amend By-law No. Z1-1997, as amended, which may be cited as “The Zoning By-law of the Town of St. Marys” affecting land located on Part of Lots 15 and 16, Concession 17, in the Town of St. Marys.

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

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

1. The areas shown in green on the attached map, Schedule “A”, and described as Part of Lots 15 and 16, Concession 17 in the Town of St. Marys shall be removed from the “Development Zone (RD)” of By-law No. Z1-1997 and shall be placed in the “Residential Zone One (R1)” of By-law No. Z1-1997. The zoning of this land shall be shown as “R1” on Key Map 2 of Schedule “A” to By-law No. Z1-1997, as amended.
2. The areas shown in red on the attached map, Schedule “A”, and described as Part of Lots 15 and 16, Concession 17 in the Town of St. Marys shall be removed from the “Development Zone (RD)” and “Open Space (OS)” of By-law No. Z1-1997 and shall be placed in the “Residential Zone Three (R3-18)” of By-law No. Z1-1997. The zoning of this land shall be shown as “R3-18” on Key Map 2 of Schedule “A” to By-law No. Z1-1997, as amended.
3. That Section 10.10 of By-law No. Z1-1997 is hereby amended by adding the following special provision:

10.10.18 R3-18

- (a) Location: Part of Lots 15 and 16, Concession 17, Key Map 2
- (b) Notwithstanding the provisions of Section 10.1, permitted uses are limited to one **single-detached dwelling** on one lot, a **home occupation**, and **accessory uses, buildings and structures** on those lands zoned “R3-18”.
- (c) Notwithstanding the provisions of Sections 10.2.1, 10.2.2, 10.2.3, 10.2.4, 10.2.5, 10.2.6, 10.2.7, 10.2.9, 10.2.10 and 10.2.12, the following provisions shall apply to those lands zoned “R3-18”:
 - i. **Lot Area** Minimum

Interior Lots	315 square metres
Corner Lots	450 square metres
 - ii. **Lot Frontage** Minimum

Interior Lots	10.5 metres
Corner Lots	15.0 metres
 - iii. **Lot Depth** Minimum

	30.0 metres
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 - iv. **Front Yard** Minimum

	6.0 metres to garage and 4.5 metres to dwelling or front porch
--	--
 - v. **Interior Side Yard** Minimum

	1.2 metres on both sides
--	--------------------------
 - vi. **Exterior Side Yard** Minimum

	4.5 metres
--	------------
 - vii. **Rear Yard** Minimum

	6.0 metres
--	------------

- viii. **Lot Coverage** Maximum 45 percent
- ix. **Gross Floor Area Ratio** Maximum 80 percent
- x. **Landscaped Open Space** Minimum 25 percent

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

4. The area shown in yellow on the attached map, Schedule “A”, and described as Part of Lots 15 and 16, Concession 17 in the Town of St. Marys shall be removed from the “Residential Zone Three (R3)” and “Development Zone (RD)” of By-law No. Z1-1997 and shall be placed in the “Residential Zone Three (R3-19)” of By-law No. Z1-1997. The zoning of this land shall be shown as “R3-19” on Key Map 2 of Schedule “A” to By-law No. Z1-1997, as amended.

5. That Section 10.10 of By-law No. Z1-1997 is hereby amended by adding the following special provision:

10.10.19 R3-19

- (a) Location: Part of Lots 15 and 16, Concession 17, Key Map 2
- (b) Notwithstanding the provisions of Section 10.1, permitted uses are limited to one **single-detached dwelling** on one lot, a **home occupation**, and **accessory uses, buildings and structures** on those lands zoned “R3-18”.
- (c) Notwithstanding the provisions of Sections 10.2.3, 10.2.4, 10.2.5, 10.2.6, 10.2.7 and 10.2.9, the following provisions shall apply to those lands zoned “R3-18”:
 - i. **Lot Depth** Minimum 29.5 metres
 - ii. **Front Yard** Minimum 4.5 metres to dwelling or front porch
 - iii. **Interior Side Yard** Minimum 1.2 metres for one storey and 1.8 metres for two storeys
 - iv. **Exterior Side Yard** Minimum 4.5 metres
 - v. **Rear Yard** Minimum 6.0 metres for lots with depths less than 35 metres
 - vi. **Lot Coverage** Maximum 45 percent
- (d) All other provisions of this By-law, as amended, shall apply.

6. The area shown in brown on the attached map, Schedule “A”, and described as Part of Lots 15 and 16, Concession 17 in the Town of St. Marys shall be removed from the “Development Zone (RD)” and “Open Space (OS)” of By-law No. Z1-1997 and shall be placed in the “Residential Zone Four (R4-11)” of By-law No. Z1-1997. The zoning of this land shall be shown as “R4-11” on Key Map 2 of Schedule “A” to By-law No. Z1-1997, as amended.

7. That Section 11.13 of By-law No. Z1-1997 is hereby amended by adding the following special provision:

11.13.11 R4-11

- (a) Location: Part of Lots 15 and 16, Concession 17, Key Map 2
- (b) Notwithstanding the provisions of Section 11.1, permitted uses are limited to one **single-detached dwelling** on one lot, a **home occupation**, and **accessory uses, buildings and structures** on those lands zoned “R4-11”.

- (c) Notwithstanding the provisions of Sections 11.2.2, 11.2.5, 11.2.6, 11.2.7 and 11.2.9, the following provisions shall apply to those lands zoned “R4-11”:
- | | | |
|------|-----------------------------------|---|
| i. | Lot Frontage Minimum | |
| | Corner Lots | 13.0 metres |
| ii. | Interior Side Yard Minimum | 1.2 metres on both sides |
| iii. | Exterior Side Yard Minimum | 4.5 metres |
| iv. | Rear Yard Minimum | 6.0 metres for lots with depths less than 35 metres |
| v. | Lot Coverage Maximum | 45 percent |
- (d) All other provisions of this By-law, as amended, shall apply.
8. The area shown in blue on the attached map, Schedule “A”, and described as Part of Lots 15 and 16, Concession 17 in the Town of St. Marys shall be removed from the “Development Zone (RD)” and “Open Space (OS)” of By-law No. Z1-1997 and shall be placed in the “Residential Zone Five (R5-11)” of By-law No. Z1-1997. The zoning of this land shall be shown as “R5-11” on Key Map 2 of Schedule “A” to By-law No. Z1-1997, as amended.
9. That Section 12.9 of By-law No. Z1-1997 is hereby amended by adding the following special provision:
- 12.9.11 R5-11**
- (a) Location: Part of Lots 15 and 16, Concession 17, Key Map 2
- (b) Notwithstanding the provisions of Section 12.1, permitted uses are limited to **row or townhouse dwellings**, and **accessory uses, buildings and structures** on those lands zoned “R5-11”.
- (c) Notwithstanding the provisions of Sections 12.4.4, 12.4.5, 12.4.6, 12.4.7, 12.4.8, 11.4.9 and 12.4.10 the following provisions shall apply to those lands zoned “R4-11”:
- | | | |
|------|-----------------------------------|---|
| i. | Lot Depth Minimum | 29.3 metres |
| ii. | Front Yard Minimum | 6.0 metres to garage and 4.5 metres to dwelling |
| iii. | Interior Side Yard Minimum | 2.5 metres |
| iv. | Exterior Side Yard Minimum | 3.5 metres |
| v. | Rear Yard Minimum | 6.0 metres |
| vi. | Building Height Maximum | 12.0 metres |
| vii. | Lot Coverage Maximum | 50 percent |
- (d) Notwithstanding the provisions of Sections 12.5.1, 12.5.2, 12.5.3, 12.5.5, 12.5.6, 12.5.7, 12.5.8 and 12.5.9 the following provisions shall apply to those lands zoned “R4-11”:
- | | | |
|-----|-----------------------------|-------------------|
| i. | Lot Area Minimum | |
| | Interior Lots | 180 square metres |
| | End Units | 255 square metres |
| | Corner Lots | 285 square metres |
| ii. | Lot Frontage Minimum | |
| | End Units | 8.5 metres |

	Corner Lots	9.5 metres
iii.	Lot Depth Minimum	30.0 metres
iv.	Interior Side Yard Minimum	2.5 metres
v.	Exterior Side Yard Minimum	3.5 metres
vi.	Rear Yard Minimum	6.0 metres
vii.	Building Height Maximum	12.0 metres
viii.	Lot Coverage Maximum	N/A

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

10. The area shown in green pattern on the attached map, Schedule "A", and described as Part of Lots 15 and 16, Concession 17 in the Town of St. Marys shall be removed from the "Development Zone (RD)" and "Open Space (OS)" of By-law No. Z1-1997 and shall be placed in the "Open Space Zone (OS-6)" of By-law No. Z1-1997. The zoning of this land shall be shown as "OS-6" on Key Map 2 of Schedule "A" to By-law No. Z1-1997, as amended.
11. That Section 24.4 of By-law No. Z1-1997 is hereby amended by adding the following special provision:
 - 24.4.6 OS-6
 - (a) Location: Part of Lots 15 and 16, Concession 17, Key Map 2
 - (b) Notwithstanding the provisions of Section 24.2.2, the minimum lot frontage requirement shall not apply to those lands zoned "OS-6".
 - (c) All other provisions of By-law No. Z1-1997, as amended, shall apply.
12. Schedule "A", attached hereto, shall form part of this By-law.
13. All other provisions of By-law No. Z1-1997, as amended, shall apply.
14. The Clerk is hereby authorized and directed to proceed with the giving of notice of the passing of this By-law in accordance with the Planning Act, as amended, and to Regulations thereunder.
15. This By-law shall come into force on the day it was passed pursuant to the Planning Act, and to the Regulations thereunder.

Read a first and second time this 27th day of August, 2019.

Read a third and final time this 27th day of August, 2019.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk

THIS IS SCHEDULE "A"
TO BY-LAW NO. Z134-2019
OF THE CORPORATION OF THE TOWN OF ST. MARYS
PASSED THIS 27th DAY OF AUGUST, 2019

Al Strathdee, Mayor

Brent Kittmer, CAO-Clerk

AREA AFFECTED BY THIS BY-LAW



R1	Removed from "Development Zone (RD)" and placed in "Residential Zone One (R1)"	R4-11	Removed from "Development Zone (RD)" and "Open Space (OS)" and placed in "Residential Zone Four (R4-11)"
R3-18	Removed from "Development Zone (RD)" and "Open Space (OS)" and placed in "Residential Zone Three (R3-18)"	R5-11	Removed from "Development Zone (RD)" and "Open Space (OS)" and placed in "Residential Zone Five (R5-11)"
R3-19	Removed from "Residential Zone Three (R3)" and "Development Zone (RD)" and placed in "Residential Zone Three (R3-19)"	OS-6	Removed from "Development Zone (RD)" and "Open Space (OS)" and placed in "Open Space Zone (OS-6)"



MEMO

Engineering & Public Works

To: Mark Stone

From: Jeff Wolfe

Date: May 7, 2019

File:

☐ For Your Information

☐ For Your Approval

☐ For Your Review

☒ As Requested

Subject: Thames Crest Farms Phase 2 – Draft Plan Application Comments

Public Works has reviewed the draft plan submission for the above subdivision and provide the following comments:

Planning Justification Report

- Section 6 “Residential Market Discussion” there should be some sort of estimate on the time to full build out so that the Town can properly manage its sewage treatment capacity allocations and prepare for timely upgrades in the future, as required.

Functional Services Report

General

- Report provides verbal description but should include a visual representation of the General Servicing Plan showing proposed municipal servicing and their connection to existing systems with direction of flow indicated for sewers.
- Report needs to include a Conceptual Grading Plan for the subdivision.
- The FSR needs to confirm that the proponent has held preliminary discussions with the various utility providers to confirm that sufficient infrastructure and capacity is available to service the development.
- James Street North is an arterial road and the Town’s Official Plan calls for arterial roads to be 30m wide. The Town’s policy is to split the widening between both sides of the road, which requires a widening of 5m along each side of James Street North. An instrument was previously registered on the property that appears to have widened the road by 3m from the subject property. An additional 2m widening is required. A full 5m is required from the frontage where the 382 James St. N parcel used to exist.
- The west side of James Street North adjacent to the subject property is constructed to a rural cross section with granular shoulder. The section of road adjacent to the development will need to be improved to an urban cross section with curb and sidewalk improvements.
- The phasing plan naming convention will over-complicate the verbiage in the subdivision agreement. The phasing should be modified to eliminate the stage

MEMOThames Crest Farms Phase 2 – Draft Plan Application Comments

hierarchy. For example, rather than having phase 2A, stage 1,2,3 and phase 2B, stage 1,2, use a phasing naming convention such as: Phase 2 A,B,C,D,E,F

Drinking Water

- The FSR uses the 2012 Burnside report for review of water system impact. The size of the current phase of development application (Phase 2) is not consistent with the phasing in that 2012 study. This will suffice for the review of the overall impact of Phases 2 & 3 but the proponent needs to identify the anticipated water consumption from the development for the proposed Phase 2.
- The proponent will need to carry out hydrant flow testing and update water system modelling during the detailed design phase and should consult with the Town on any planned water system upgrades in the vicinity of the proposed development that may impact the overall modelling.
- Development along Glass Street is subject to the front-ending agreement between the proponent and the Town where the developer will be responsible for paying back the proportionate share of the original capital cost of the watermain.
- The FSR did not contain a conceptual servicing drawing for the proposed development. The Developer should ensure that the water system is to be constructed in such a way during phased build-up to prevent or limit any dead-ends within the water system and ensure that the system is sufficiently looped to existing service locations.

Sanitary Sewer

- The proposed development requires a large portion of the Town's uncommitted reserve capacity at the Town's sewage treatment facility. Based on the development's proposed size and the Town's historical and desired growth rates, it will take several years to build out and the full committed sewage capacity will sit underutilized. As a result the development could impact other development in Town if the sewage capacity allocations are not properly managed. The proponent shall identify the anticipated wastewater generated from the development. This should be broken down into the different phases/stages of development. The developer shall also identify the order in which the phases will be constructed and how many phases will be constructed concurrently. The subdivision agreement is to include criteria for the developer to move on to the next phase. For example, 70% of units are to be built out in Phase 2A prior to starting phase 2B. Sewage capacity for subsequent phases shall be released as these criteria are met.

Storm Water Management***Initial Comments:***

- In some locations the pond side slopes are less than the preferred 5:1. This should be reviewed as the preferred flatter slopes may impact the area required for the SWM facility.
- Water budget calculations have not been provided. The requirement for this review is referenced in the St. Marys Guidelines and should be a consideration.

MEMO

Thames Crest Farms Phase 2 – Draft Plan Application Comments

We understand that the nature of the underlying soil is “tight” but we suspect that the UTRCA will be interested in seeing the calculation.

- Comment should be provided related to the ability to drain the ponds without pumping.
- Further discussion on phasing/staging should be provided (i.e., will the storm sewer outlet from Pond 2 to Emily Street be installed as part of the pond construction).
- Consideration should also be given as how the undeveloped lands will be conveyed to their outlet location (i.e., how will the future phase continue to be drained and will it be directed to Pond 1). The Town does not want ponding issues created as development proceeds to the north.
- Consideration should be given to how the interim hydrographs will develop during the phasing (i.e., will the net hydrograph impact the existing outlets). The primary concern with this relates to outlet capacity and downstream erosion impacts.

Comments for Future Submissions:

- In preparation of the above a cursory review of the technical modelling was undertaken. It would be appropriate to review the models again as part of the detailed design submission to confirm that the final grading corresponds to the modelling assumptions.
- Full sediment and erosion control plans will be required. Consideration for temporary sediment ponds in the upper portions of the development should be given in preparing the plans.
- A full O&M report for the SWM facilities will need to be submitted prior to acceptance of the final design.

Wellington Street/Grand Trunk Trail Pedestrian Crossing

- Town Council has previously discussed the various Level 2 crossings from Book 15 and they were not supportive of the Class D. Suggest to use a minimum of Class C.

Environmental Impact Study

- The scoped EIS does not include a Tree Inventory and Preservation Report. The reports alludes to this being completed in 2019. An updated EIS with a Tree Inventory and Preservation Report is necessary.

Traffic Impact Study

- The traffic study memo confirms that the original traffic study completed for the development is still valid and that there are no external improvements such as lane additions or improved traffic control devices are required to accommodate the development.

MEMO

Thames Crest Farms Phase 2 – Draft Plan Application Comments

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. Wolfe", is positioned above a horizontal line.

Jeff Wolfe, C.Tech.
Asset Management/Engineering Specialist



"Inspiring a Healthy Environment"



May 23, 2019

Town of St. Marys
408 James Street South
P.O. Box 998,
St. Marys, ON, N4Z 1B6

Attention: Mark Stone, RPP, Planner
(via e-mail: mark@mlsplanning.ca)

Dear Mr. Stone:

Re: Thames Crest Farms - Draft Plan of Subdivision - Stormwater Management Review
Property Description: Lot 15, Thames Concession and Lots 15 & 16, Concession 17,
Town of St. Marys, County of Perth

The Upper Thames River Conservation Authority (UTRCA) has reviewed the following submission to support the above noted plan of subdivision:

- The Preliminary Stormwater Management and Servicing Report, dated March 11, 2019, *Thames Crest Phases 2 & 3*, by MTE Consultants Inc.

Based on our review of the above noted submission, we offer the following comments:

1. Please ensure no sediment from the "undeveloped" future phases in the north end of the site will be received into the proposed pond (Pond 1). At the detailed design stage of this development, sediment and erosion control drawings, complete with staging, will be required;
2. Please provide details outlining how the major flows (under major storm events) will be conveyed from the North side of Glass street to the south, and into the proposed stormwater facility, without causing any localized flooding;
3. Please submit conveyance capacity calculations of the existing 1400 CSP culvert;
4. Please clarify how the time to peak ratio (assumed to be 0.4) was determined;
5. Please ensure the most recent IDF parameters from the City of Stratford are being used. Those referenced in the report are not representative of the most recent IDF parameters from the City;
6. The groundwater level reported suggests that groundwater was only measured in the month of December. Given that groundwater levels will fluctuate seasonally, this range (0.4m to 3m) may not be entirely representative;
7. Please provide a cross section of the existing ditch under the post-development conditions showing both the 100 and 250 year storm event water surface elevations;
8. The UTRCA requires that the 24 hour, 250 year storm be used for the volumetric assessment of the ponds to ensure the ponds have sufficient volume;
9. The report mentioned that future lands to the north will be controlled by pond 3 (draining area 300) while the supporting drawing shows this same area as being 203. Please confirm which is accurate;

10. Please provide inlet and outlet hydrographs for the proposed facilities 1 and 3 to confirm that routing will not cause any flooding issues when the two facilities are operating simultaneously and that Pond 1 has enough capacity to accommodate all flows eventually being received by Pond 3;
11. The UTRCA recommends assessing the conveyance capacity of the Grand Trunk Ditch system to prevent sediment, erosion and conveyance problems (if any) will result from point source control flows from the pond outlet;
12. Please check the unit area storage volume of $241.7\text{m}^3/\text{ha}$ as per the MECP 2003 SWM manual for a total area of 22.9ha and 60% imperviousness for Pond 1. Further, please check the calculations (unit area storage volume) of $91.6\text{m}^3/\text{ha}$ as per the MECP 2003 SWM manual for total area of 12.5ha and 44% imperviousness for the wet pond.

DETAILED DESIGN COMMENTS

- Detailed Sediment and Erosion Control drawings, complete with details and notes (and a staged, multi-barrier approach) will be required;
- A landscaping plan for SWM Pond 1 and the proposed man-made wetland feature (SWM 2) will be required;
- Design drawings including cross sections for the pond, pond inlets and outlets will be required to they match the modeling and design sheets provided;
- Please submit cleaning frequency calculations for the proposed pond

SUMMARY

Thank you for the opportunity to comment on this technical submission. In an effort to provide greater clarity, comments have been separated into those required to be addressed at this stage, and those which are to be addressed at the detailed design stage. We trust this is beneficial to those addressing the above noted comments.

If you have any questions, please do not hesitate to contact the undersigned at ext. 228. If your comments are specific to Stormwater Management, please contact Imtiaz Shah, at shahi@thamesriver.on.ca or at ext. 287.

UTRCA REVIEW FEES

The UTRCA's Board of Directors approved the fee schedule for the *Environmental Planning Policy Manual for the Upper Thames River Conservation Authority* which authorizes Authority Staff to collect fees for the review of technical submissions, including Stormwater Management Reports. The fee for review of technical submissions is \$1075.00 per report. An invoice in the amount of **\$1075.00** will be invoiced directly to the applicant under separate cover.

Yours truly,
 UPPER THAMES RIVER CONSERVATION AUTHORITY



Spencer McDonald, MCIP, RPP
 Land Use Planner
 SM/sm

c.c. UTRCA, Imtiaz Shah (via e-mail: shahi@thamesriver.on.ca)
 MTE, Bill Veitch (via e-mail: bveitch@mte85.com)
 Norquay Developments Ltd, Craig Linton (via e-mail: Clinton@ndev.ca)

From: lwona.Lipowski@HydroOne.com [mailto:lwona.Lipowski@HydroOne.com]
Sent: May 22, 2019 2:08 PM
To: Brent Kittmer <bkittmer@town.stmarys.on.ca>
Subject: St.Marys, STM 01-2019

Hello,

We are in receipt of your Plan of Subdivision application, STM 01-2019 dated May 17th, 2019. We have reviewed the documents concerning the noted Plan and have no comments or concerns at this time. [Our preliminary review considers issues affecting Hydro One's 'High Voltage Facilities and Corridor Lands' only.](#)

For proposals affecting 'Low Voltage Distribution Facilities' the Owner/Applicant should consult their local area Distribution Supplier. Where Hydro One is the local supplier the Owner/Applicant must contact the Hydro subdivision group at subdivision@Hydroone.com or 1-866-272-3330.

To confirm if Hydro One is your local distributor please follow the following link:

<http://www.hydroone.com/StormCenter3/>

Please select "Service Territory Overlay" and locate address in question by entering the address or by zooming in and out of the map



If you have any further questions or inquiries, please contact Customer Service at 1-888-664-9376 or e-mail CustomerCommunications@HydroOne.com to be connected to your Local Operations Centre

If you have any questions please feel free to contact myself.

Thank you,

Iwona Lipowski

Real Estate Clerk - Real Estate Services

Hydro One Networks Inc.

185 Clegg Road

Markham, ON L6G 1B7

Iwona.Lipowski@HydroOne.com

On behalf of,

Dennis De Rango

Specialized Services Team Lead, Real Estate Department

Hydro One Networks Inc.

Tel: (905)946-6237

Email: Dennis.DeRango@HydroOne.com

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----- Original message -----

From: Iwona.Lipowski@HydroOne.com
 Date: 2019-06-20 12:56 PM (GMT-05:00)
 To: Brent Kittmer <bkittmer@town.stmarys.on.ca>
 Subject: Town of St. Marys, STM-01-2019

Hello,

We are in receipt of your Plan of Subdivision application, STM-01-2019 dated June 14th, 2019. We have reviewed the documents concerning the noted Plan and have no comments or concerns at this time. **Our preliminary review considers issues affecting Hydro One's 'High Voltage Facilities and Corridor Lands' only.**

For proposals affecting 'Low Voltage Distribution Facilities' the Owner/Applicant should consult their local area Distribution Supplier. Where Hydro One is the local supplier the Owner/Applicant must contact the Hydro subdivision group at subdivision@hydroone.com or 1-866-272-3330.

To confirm if Hydro One is your local distributor please follow the following link:

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Please select "Service Territory Overlay" and locate address in question by entering the address or by zooming in and out of the map



If you have any further questions or inquiries, please contact Customer Service at 1-888-664-9376 or e-mail CustomerCommunications@HydroOne.com to be connected to your Local Operations Centre

If you have any questions please feel free to contact myself.

Thank you,

Iwona Lipowski

Real Estate Clerk - Real Estate Services

Hydro One Networks Inc.

185 Clegg Road

Markham, ON L6G 1B7

Iwona.Lipowski@HydroOne.com

On behalf of,

Dennis De Rango

Specialized Services Team Lead, Real Estate Department

Hydro One Networks Inc.

Tel: (905)946-6237

Email: Dennis.DeRango@HydroOne.com

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Report to Council

To: Warden McKenzie and Members of Council
 Date: Thursday, June 20, 2019
 Prepared By: Mark Swallow, Manager of Planning;
 Hanna Holman, Planning Student
 Subject: Town of St. Marys Proposed Plan of Subdivision
 STM 01-2019 and Zoning By-law Amendment Z02-
 2019: Part Lots 15 and 16, Concession 17 and Part
 Lot 15, Thames Concession (PL-06-2019) by
 Thames Crest Farms Ltd.

Recommended Action:

THAT County Council receives “Town of St. Marys Proposed Plan of Subdivision STM 01-2019 and Zoning By-law Amendment Z02-2019: Part Lots 15 and 16, Concession 17 and Part Lot 15, Thames Concession (PL-06-2019) by Thames Crest Farms Ltd.” report; and

THAT the Manager of Planning be directed to advise the Town of St. Marys that the County of Perth has concerns with respect to the level of affordability within the proposed Plan of Subdivision STM 01-2019 and no concerns with the proposed Zoning By-law Amendment Z02-2019 located at Part Lots 15 and 16, Concession 17 and Part Lot Thames Crest Farms Ltd.

Background Information:

As part of the regular planning process, the Town of St. Marys has circulated the proposed Plan of Subdivision and Zoning By-Law Amendment (ZBA) to various persons and agencies, including the County of Perth, for comment. The Town's Planning Advisory meeting has passed but St. Marys Town Council has yet to deal with the matter and the comment period is still open. The Town's Planning Advisory meeting has passed but St. Marys Town Council has yet to deal with the matter and the comment period is still open.

Comments:

The proposed Plan of Subdivision is a residential development with a total of 225 residential units: 170 single-detached residential units and 55 townhouse residential units. Of the 170 single-detached residential units, 46 units will have lot frontages ranging from 10.6 metres to 12.2 metres and 124 units will have lot frontages ranging from 12.2 metres to 19.8 metres. The proposed Plan of Subdivision also includes 3 park blocks, 3 storm water management blocks, and new roads. The subject property is designated as ‘Residential’ and ‘Recreational’ in the Town of St. Marys Official Plan.

With respect to the proposed Plan of Subdivision the net residential density is 17.2 units per net hectare for the proposed residential single-detached residential lots and 34.7 units per net

This document is available in alternate formats, upon request.

hectare for the proposed residential townhouses. Both of these densities are within the respective mid-range density targets contained within the Town's Official Plan for single-detached dwelling and townhouse dwellings.

With respect to the proposed Plan of Subdivision application the estimated selling prices of the units are as follows. The 46 single-detached residential units with lot frontages ranging from 10.6 metres to 12.2 metres have an estimated selling price range of \$340,000 to \$400,000. The 124 single-detached residential units with lot frontages ranging from 12.2 metres to 19.8 metres have an estimated selling price range of \$380,000 to \$650,000. The 55 townhouse residential units have an estimated selling price range of \$290,000 to \$325,000.

A 2018 Discussion Paper draft report prepared as part of the Official Plan Review for the Town of St. Marys outlined that the economically attainable housing target for St. Mary's is \$265,650. As demonstrated, none of the proposed single-detached or townhouse residential units possess an estimated selling price range which meets the economically attainable housing target.

The ZBA will regulate the uses and physical location of dwelling units on the lots and as such the County should have no interest in the particulars of the ZBA.

Planning staff are of the opinion that the proposed Plan of Subdivision is consistent with St. Marys' Official Plan (as amended). However, planning staff have concerns about the estimated selling price of the proposed units as none of the proposed residential units meet the aforementioned economically attainable housing target. Planning staff recommend that the Council advise the Town of St. Marys that the County of Perth has concerns regarding the affordability with the proposed Plan of Subdivision and that the County of Perth has no concerns regarding the proposed ZBA.

Financial Implications: None.

Connection to Strategic Plan:

Mission Statement: The County of Perth, in partnership with its lower tiers, provides efficient, effective quality services to its residents, businesses and visitors, fostering strong communities and development across the County.

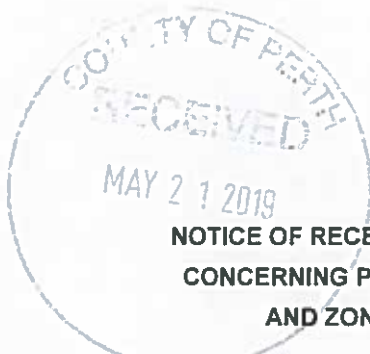
GOAL 1: Ensure residents are being served by an efficient, cohesive, accessible and comprehensive service delivery model.

Attachments: Notice of Public Meeting.

Reviewed by:

Renato Pullia, Chief Administrative Officer

This document is available in alternate formats, upon request.



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

**NOTICE OF RECEIPT OF COMPLETE APPLICATIONS
CONCERNING PROPOSED PLAN OF SUBDIVISION
AND ZONING BY-LAW AMENDMENT**

TAKE NOTICE that the Corporation of the Town of St. Marys has received Applications for Plan of Subdivision and Zoning By-law Amendment (by Thames Crest Farms Limited, Files STM 01-2019 and Z02-2019) pursuant to Sections 34 and 51 of the Planning Act R.S.O. 1990 and have deemed same to be complete pursuant to the provisions of the Planning Act R.S.O. 1990.

The Town's Planning Advisory Committee (PAC) will be reviewing the Applications at its regular meeting scheduled on **Monday, June 3, 2019 at 6:00 p.m.** in the Municipal Operations Centre (408 James Street South) and you are invited to attend this meeting. The Applications affect lands generally described as Part Lots 15 and 16, Concession 17 and Part Lot 15, Thames Concession in the Town of St. Marys, and as shown on the General Location Map provided with this Notice. Please note that the PAC meeting is not the required public meeting under the Planning Act. At this meeting, the PAC will: review the Applications; consider information and comments provided by the applicant, Town staff and the public; and make recommendation(s) to Council with respect to the further processing of the Applications.

A copy of the proposed Plan of Subdivision is also provided with this Notice and shows 170 single-detached residential lots (with frontages generally ranging from 10.7 to 20.1 metres), 3 medium density blocks for approximately 55 street townhouse units, 3 park blocks, 3 storm water management blocks and new roads on approximately 19.8 hectares of the subject lands. The purpose and intent of the proposed Zoning By-law Amendment Application is to amend the Town's Zoning By-law No. Z1-1997 to change the zoning of the subject property to permit the proposed Plan of Subdivision.

ANY PERSON may attend a public meeting and/or make written or verbal representation either in support of or in opposition to the proposed plan of subdivision or zoning by-law amendment.

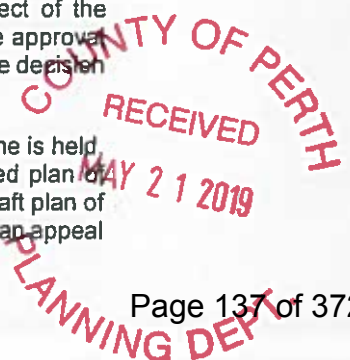
Please note: Comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report and will be included in the Council agenda and minutes. Council agenda and minutes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

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Corporation of the Town of St. Marys to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Town of St. Marys before the proposed by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Council of the Town of St. Marys before the proposed by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to add the person or public body as a party.

If a person or public body does not make oral submissions at a public meeting, if one is held, or make written submissions to the Council of the Town of St. Marys in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision, the person or public body is not entitled to appeal the decision of the Town of St. Marys to the Local Planning Appeal Tribunal.

If a person or public body does not make oral submissions at a public meeting, if one is held, or make written submissions to the Town of St. Marys in respect of the proposed plan of subdivision before the approval authority gives or refuses to give approval to the draft plan of subdivision, the person or public body may not be added as a party to the hearing of an appeal



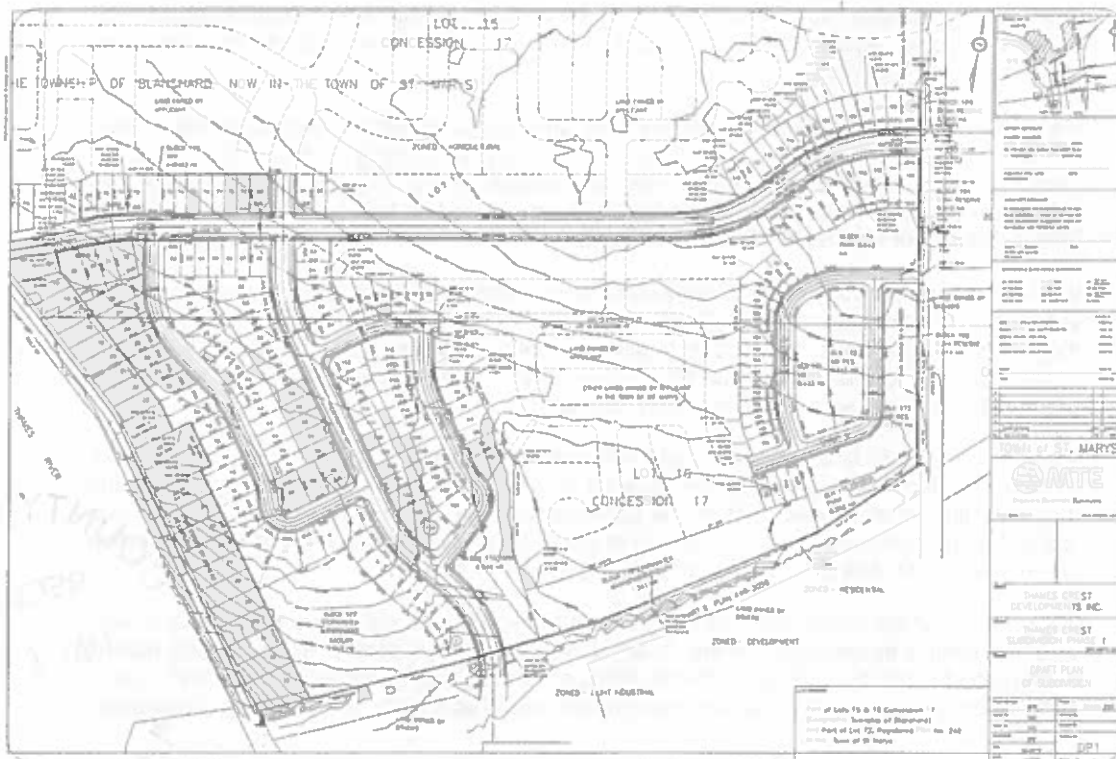
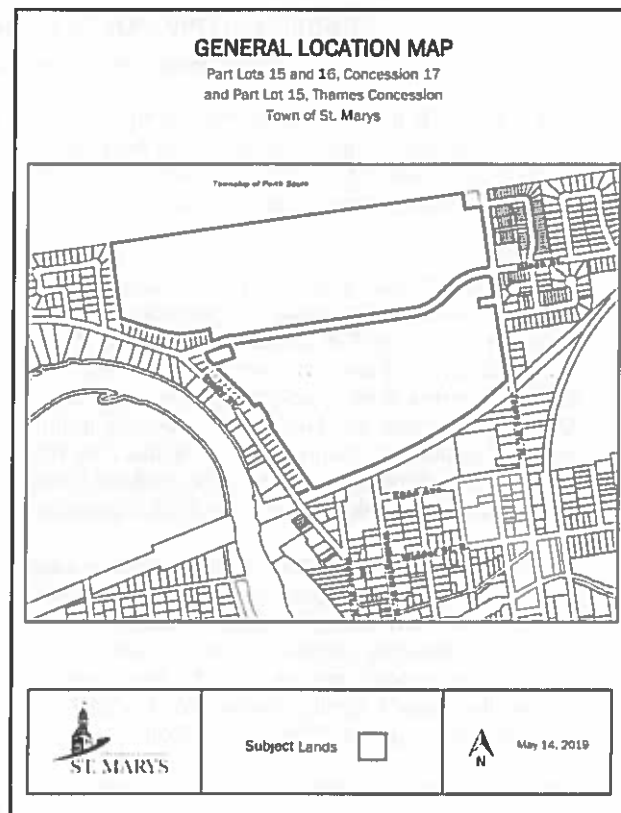
If you wish to be notified of the decision of the Town of St. Marys in respect of the proposed plan of subdivision and/or zoning by-law amendment, you must make a written request to Brent Kittmer, CAO-Clerk of the Town of St. Marys (175 Queen Street East, PO Box 998, St. Marys, Ontario N4X 1B6 Telephone: 519-284-2340; Fax: 519-284-3881; Email: bkittmer@town.stmarys.on.ca).

FOR ADDITIONAL INFORMATION about this matter, including information about preserving your appeal rights and how to review materials relating to the proposed plan of subdivision and zoning by-law amendment, please contact Grant Brouwer (see contact information below) or visit the Town of St. Marys Municipal Operations Centre (408 James Street South) during office business hours. Note that information can be provided in an accessible format upon request.

DATED AT THE TOWN OF ST.
MARYS THIS 17th DAY OF MAY,
2019.

Grant Brouwer, Director of Building
and Development, Town of St. Marys,
408 James Street South, P.O. Box
998, St. Marys, ON, N4X 1B6.

Telephone: 519-284-2340 ext. 215;
Fax: 519-284-0902.
(gbrouwer@town.stmarys.on.ca)





CHIPPEWAS OF THE THAMES FIRST NATION

July 24, 2019

VIA EMAIL

Brent Kittmer
Clerk/CAO
175 Queen Street East
P.O. Box 998
St. Marys, ON N4X 1B6

Subject: APPLICATIONS FOR APPROVAL OF PROPOSED PLAN OF SUBDIVISION AND ZONING BY-LAW AMENDMENT

Dear Mr. Kittmer,

We are in receipt of correspondence of the aforementioned project, dated June 14, 2019. The proposed project is located within Chippewas of the Thames First Nation (COTTfN) Big Bear Creek Additions to Reserve Land selection area, as well as COTTfN's Traditional Territory.

In our screening of your correspondence, we have identified minimal concern with your project or the information that you have presented to us at this time. We ask that if there are any changes to your project that are of a substantive nature that you keep us informed.

I look forward to continuing this open line of communication. We look forward to continuing this open line of communication. To implement meaningful consultation, COTTfN has developed its own protocol — a document and a process that will guide positive working relationships. We would be happy to review COTTfN's Consultation Protocol with you.

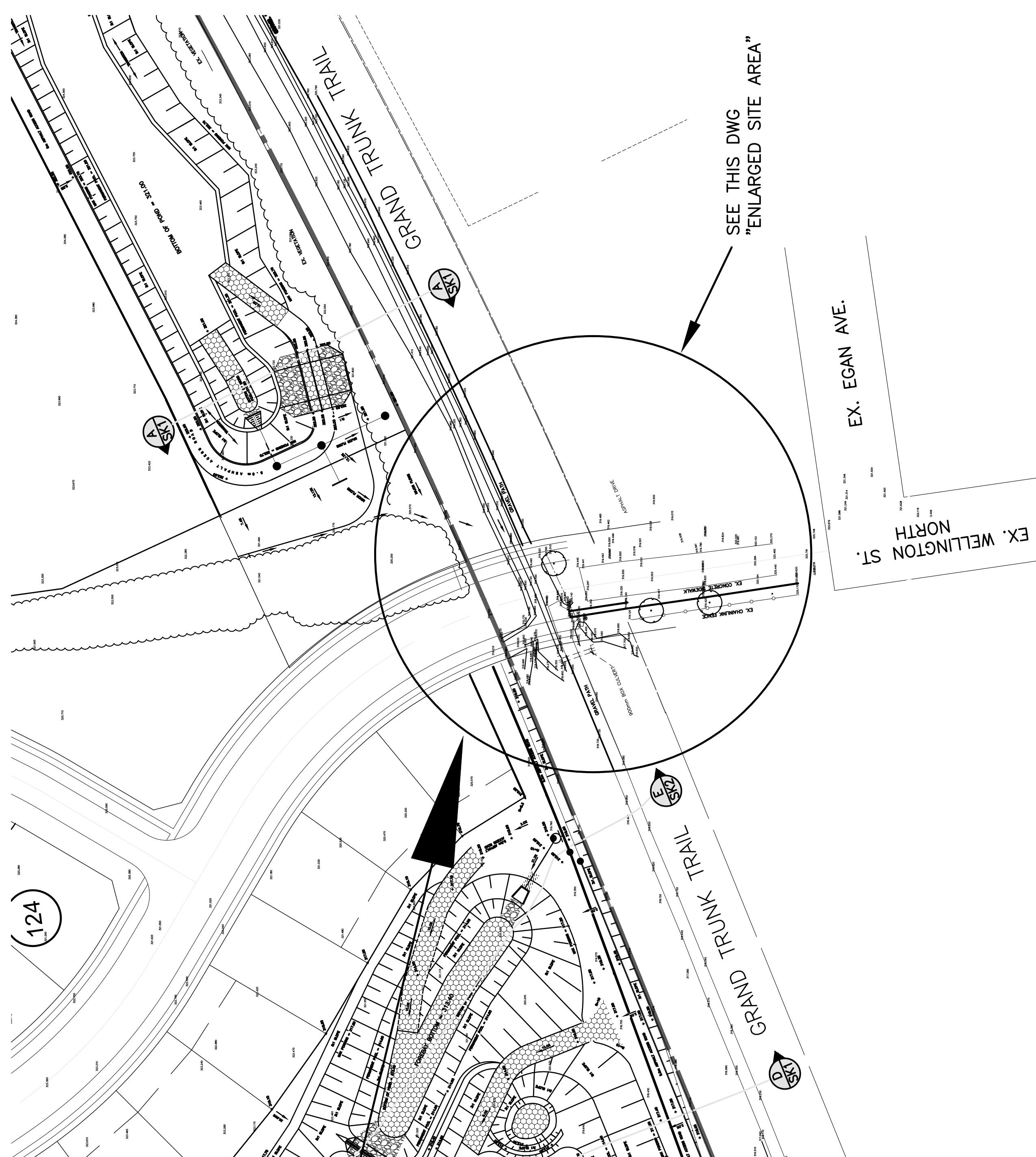
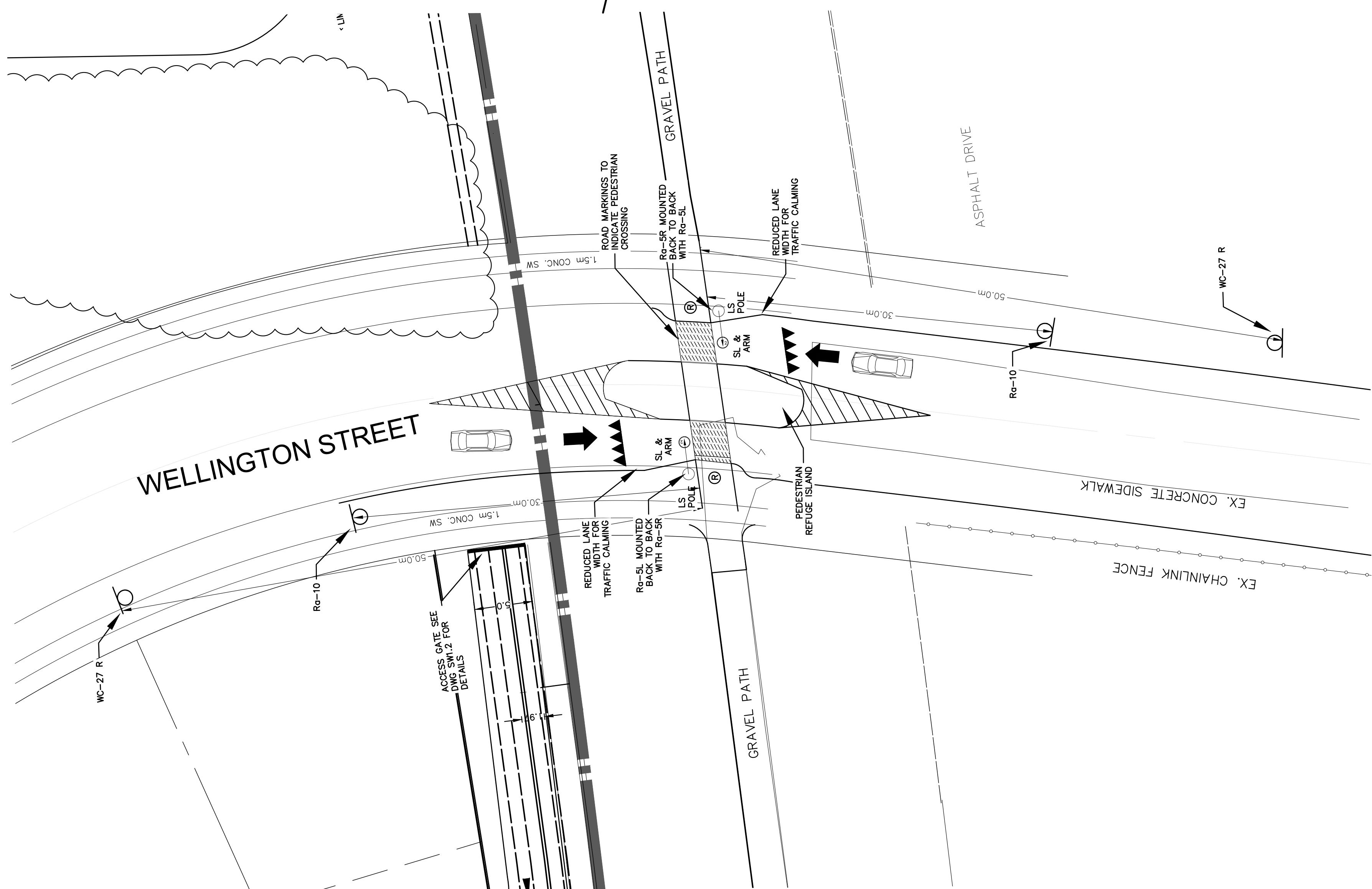
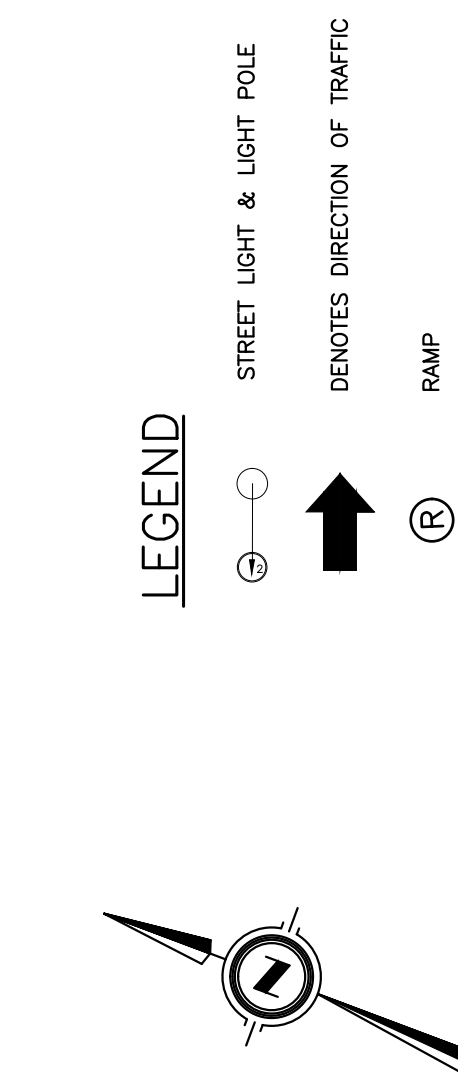
Thank you for notifying Chippewas of the Thames First Nation.

Sincerely,

A handwritten signature in blue ink, appearing to read "Fallon Burch".

Fallon Burch
Chippewa of the Thames
Consultation Coordinator
(519) 289-5555 Ext. 251
consultation@cottfn.com

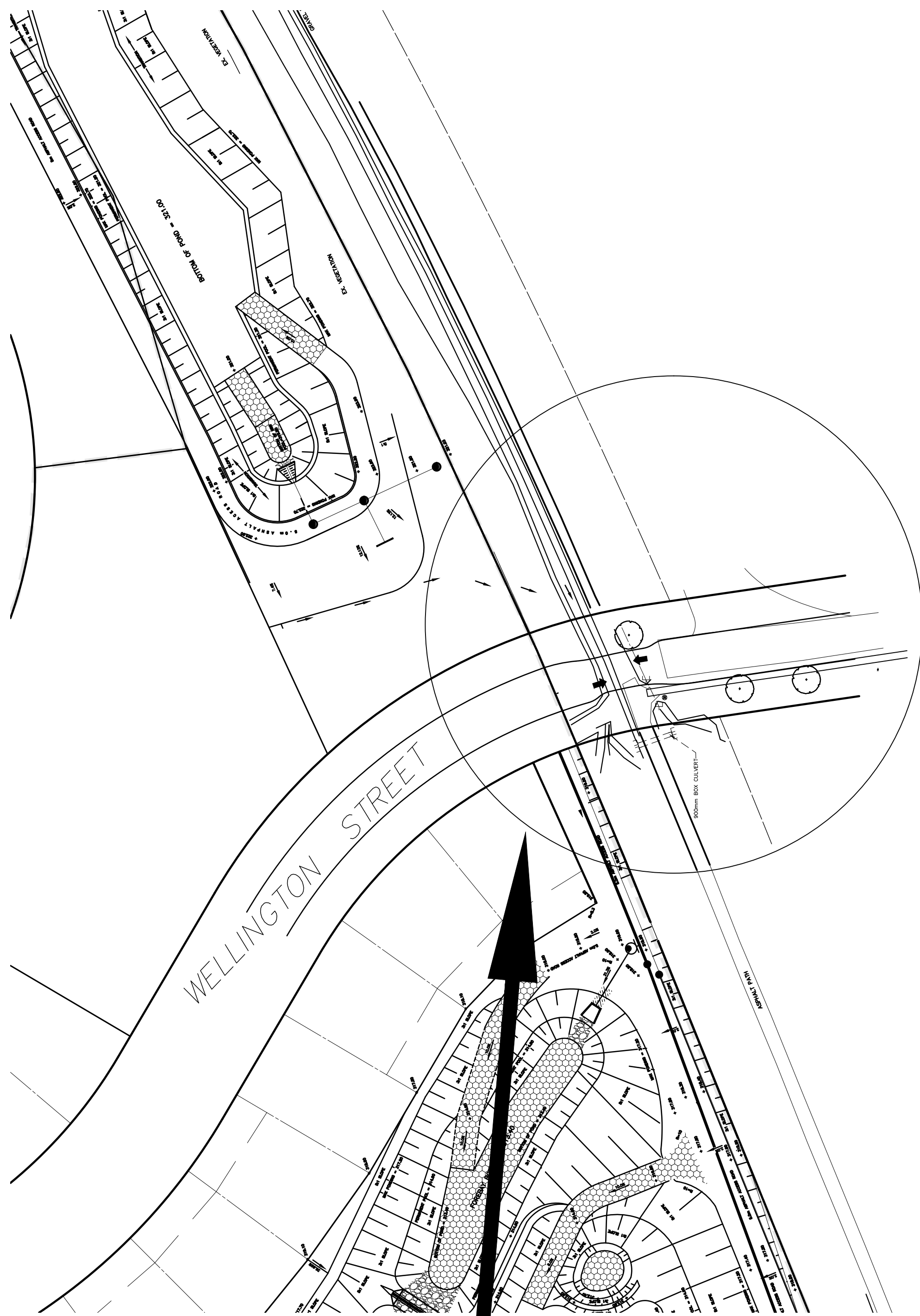
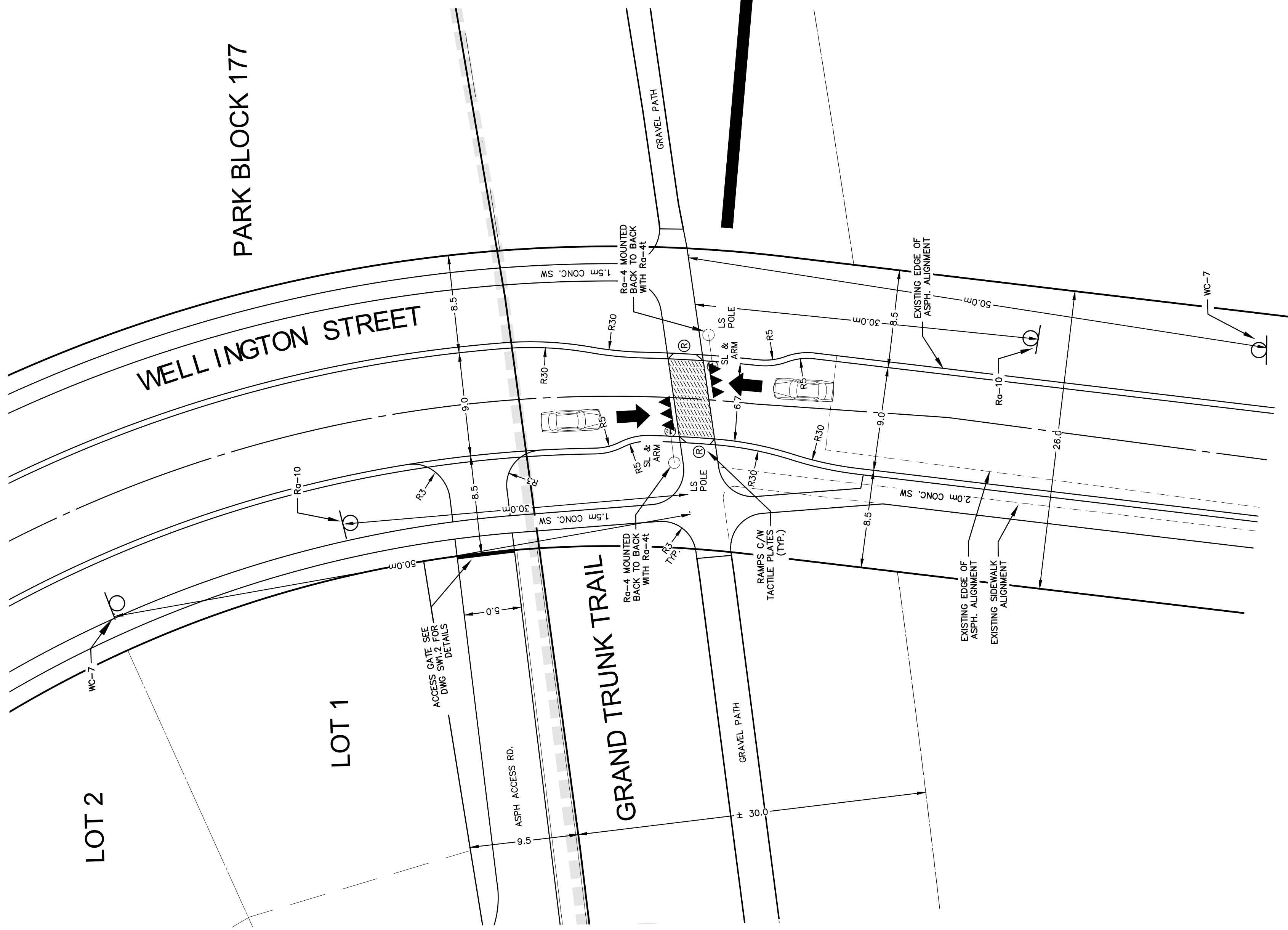
320 Chippewa Road, Muncey, ON, N0L 1Y0
Ph. 519-289-5555 Fax. 519-289-2230
info@cottfn.com www.cottfn.com



KEY PLAN N.T.S

ENLARGED SITE AREA N.T.S

[illegible]



KEY PLAN



WC-7



Ra-10



Ra-4

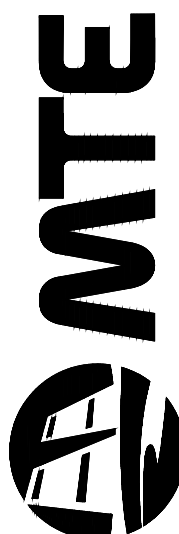


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KEY PLAN		N.T.S.
GEODETIC BM	ELEV. =	m
SITE BENCHMARK	ELEV. =	m

[illegible]

TOWN of ST. MARYS



Engineers | Scientists | Surveyors
44-6510 www.mte85.com

OWNER
THAMES CREST
FARMS LIMITED

PROJECT THAMES CREST
SUBDIVISION

DRAWING

GRAND TRUNK TRAIL
CROSSING SKETCHES

Project Manager	WHV	Project No.	35499.200
Design By		Checked By	
Drawn By		Checked By	
Surveyed By	MTE	Drawing No.	SK5
Date	Jun.19/19		
Scale		Sheet	of



CROSSING IMAGE #1



CROSSING IMAGE #2



CROSSING IMAGE #3

[illegible]

From: Nancy Vermond
Sent: May 28, 2019 5:52 AM
Subject: Protect St. Marys' natural beauty

Dear Mr. Kittmer and Mr. Brouwer,

I am concerned about the new development application for the north end of town and its impact on the Grand Trunk Trail. Please consider the preservation of the natural beauty of special areas of this town in reviewing this application.

Thank you,

Nancy Vermond

On May 29, 2019, at 6:07 PM, Ione Grover wrote:

Dear Mr Brouwer:?? I was disturbed to learn of the proposed plan for a subdivision in the land north of the Grand Trunk Trail.?? My friends and those visiting me have enjoying walking, hiking and bird watching on the trail.?? It is what makes St Marys very unique and distinguishes it from other towns of the same size.?? My concern is that the subdivision proposal will destroy much of the wild life and many of the trees that make the trail such a beautiful place to visit.?? It is the natural beauty of St Marys including the trail that attracts people to this town.?? It is important that the town adopt a vision for the town which includes the inhabitant of this green space and the many people that want to preserve it.?? I hope you will re-consider this plan.?? Yours sincerely???????? Ione Grover

-----Original Message-----

From: Ione Grover

Sent: May 29, 2019 5:55 PM

To: Brent Kittmer

Subject: Proposed plan for subdivision neighbouring the Grand Trunk Trail

Dear Mr Kittmer:?? It has come to my attention that there is a proposed plan of subdivision for the land neighbouring the Grand Trunk Trail on the north between Emily St. and James St. N.?? This is very concerning since this development cannot help but have a destructive impact on the trail, its trees and its wild life. What drew me to St Marys in the first place when I moved here in 2003 was the natural beauty of the town which includes the trail. The trail is a distinctive landmark of St Marys, a place where many people love to stroll, hike, bicycle and bird watch.?? It would be a grave mistake to destroy something so beautiful and unique, one of the things that has made St Marys the town worth living in. Without it, I fear it will be just like any other town.?? I hope you will re-consider such a plan.?? Yours sincerely???????????????????? Ione Grover

June 3, 2019

Memo to the Planning Advisory Board

Memo from Henry Monteith

The following are my comments in respect of Application for Plan of Subdivision (STM 01-2019).

Buffer set-back from Grand Trunk Trail: I believe there should be a sufficient buffer set-back from the Grand Trunk Trail to preserve the enjoyment of the hikers, and the general width of Block 179 would appear to be appropriate. Given this case, Lots 1 and 2 of Stage 1, Phase 2B should be removed and that land become part of Block 177, and Block 175 should be widened somewhat at the east end.

Seniors Apartments: There should be provision now in these Phases for seniors apartments. Over the Census Period 2011 to 2016, the St. Marys population, 55 and over, grew by an average of 4% per year (2,240 to 2,705). As this group ages, there will be significant demand for appropriate accommodation, which, to a large part, would include independent-living, apartment-style residences.

Affordable/Attainable Housing: There is an abundance of literature supporting the creation of affordable housing, from the Planning Act (Inclusionary Zoning), Provincial Planning Statement (1.1.1 b), the St. Marys Official Plan, The St. Marys Strategic Plan, and the Planner's Report on Building Heights presented to the Strategic Priorities Committee meeting on May 21, 2019. In the Developer's Application, the bottom end of the townhouse price range is \$290,000. Town Council has established the affordable price point at \$265,000. It does not appear the Planner's contention that the proposal somehow satisfies affordability, is convincing. If the Planner is of the opinion that affordable/attainable housing does not need to be included in these Phases, I feel he should state his reasoning.

Regards,
Henry Monteith
111 Widder Street East

St. Marys

From: Henry MOntheith
Sent: June 3, 2019 4:24 PM
Subject: Comment on Thames Crest Development Proposal

After conversation with a neighbour on this proposed development, we would like to add our voices of strong opposition to the extension of Wellington Street across the Grand Trunk Trail (GTT). We are in agreement that the area needs two access roads, but suggest Emily Street, and not Wellington Street, should be the second street. The Emily Street underpass would have to be widened to two lanes, but we think that would be preferable to the disruption, and danger, to the hikers, by having Wellington Street cross the GTT. It may even be less costly. Traffic south along Emily Street now turns east on Widder Street East if it wishes to bypass the downtown area. This would not have to change as a result of developing the Thames Crest Farm lands.

Regards, Henry Monteith & Marilyn Cassels

From: Alexander Best
Sent: June 3, 2019 10:54 AM
Subject: Grand trunk trail & green space

To Whom it may concern

We are unable to attend the public meeting today as we are out of province.

We would have stated our strong objection to the over development of the proposed subdivision.

Its intrusion into the existing public way, trail and green space undermines the very reason people move to and buy property in St Marys. Such over development is always self-defeating.

It is the responsibility of the Town of St Marys to protect our town's unique and attractive quality. It seems the Town must also protect developers from themselves.

A new road has been created for access to the new development and this and this alone should be used for construction traffic. This will minimise disruption to the large historic residential neighbourhood around Wellington St North, the school and two churches.

And beyond that, the Town needs, I believe, to insist on a good setback of development from the Grand trunk public trail and resist the proposal to breach the trail at the top of Wellington. By doing so it will preserve this unique, beautiful and historic legacy not just for St Marys current residents but for those who come to live on this new development, and join us in enjoying this wonderful neighbourhood.

Many of the visitors to St Marys and its many retail businesses come precisely to enjoy this. Why risk the livelihoods of those depend on St Marys for the sake of a few extra metres of development?

Unless there is a determination to preserve natural beauty and shared public space, St Marys will be ruined for all.

Alexander & Lorraine

From: Heather Fenz
Sent: June 3, 2019 10:55 AM
Subject: Grand Trunk Trail

Hello,

I am unable to attend tonight's meeting but I wanted to submit my concern about the proposed subdivision of 170 single homes and 55 townhouses that is being discussed tonight.

I live on Church Street North and this will not add to our property value and it will make the neighborhood noisy with all the construction and increased traffic.

This project will go on for years.

I am concerned about the Grand Trunk Trail and do not want it to be destroyed for Wellington Road to be go thru it. I enjoy the trail and that will destroy the tranquility of it.

Heather Fenz

From: Kayla H
Sent: June 3, 2019 10:57 AM
Subject: A letter regarding the Grand Trunk Trail

Good morning Brent,

My name is Kayla Hotson, I have grown up within the town of St. Marys all my life. I am writing to you, as I unfortunately, am unable to attend the council meeting being held this evening, on June 3rd. Two years ago, there was a proposal that began talk of construction through the Grand Trunk Trail (reference "GTT" for the remaining email). I expressed my thoughts and concerns then, and would like to reiterate the same ones today.

I understand that our town is expanding, and from the new proposed plans, it is exciting to have not only new housing, but opportunity for low income housing, and for seniors as well. We need that; and being a small town, it's important everyone is able to work together and support one another, as we always have. I hope we are able to do the same still, as we discuss the fate of the proposed area. What makes St Marys unique? Many features, one would argue. From historic limestone buildings, to the quarry, to green space - the most popular being the GTT. I don't know the facts, but I would argue the GTT since it's initiation, has made St Marys an icon in southwestern Ontario, because it's simply unlike any other. It provides not only tranquility, but scenic views wherever you go, whether it's looking downtown, or beyond the river, into farm country, or even just being surrounded by the forestry; no matter what season, there is always something to marvel at on this trail.

To propose roads through this trail, would be the end of this serenity. You would be tearing down trees that have been there for years, disrupting the ecosystem of the area, and the continuity of the trail. I understand, over the years, the trail has expanded past James St N, and has functioned well in those new areas - but most people I talk to from town, walk the GTT beginning at either James St N, or beginning at Wellington and continue on through the trail, until Ingersoll St. Why? Because of the tree coverage, and how long the trail extends, with NO interruptions. It's a family safe environment, where you can walk, bike or run with your kids, and not be worried about traffic. I for one, have done all of these activities over the years, including training for DCVI sports along this trail.

If the floor was open for ways to improve the trail, it'd be to create a safer stairway down towards the Flats - I know it is very steep, and risky for many to walk. People choose not to enter at the Flats, because of how aggressive the hill is. I understand that's the way the hill is, but to provide easier stairs to climb, and support, may prove better. We have a growing seniors population, but also younger families. To try and scale that hill - with a stroller - is less than ideal.

All in all, I love the GTT; I think it makes our St. Marys unique. I am happy our town is growing, but lets not forget our roots, and what makes us the Stonetown. I do not wish to become like every other town that grows larger; forcing changes to abide by new subdivisions. To keep our trail, is the best way to attract new people - it is one of the main reasons people love our little town. Lets not become just like every other town, or city, that had to succumb to commercialism. You see other towns throughout Ontario, that grew beyond their means, and they simply do not

have that feeling of "home" anymore. The best way to preserve that, is to keep the GTT as it is. Thank you for your consideration, and the ability to express my thoughts freely. I sincerely hope you take these ideas into mind, when deciding the future of our town.

Wishing you all the best,

Kayla Hotson

From: melissa barton

Sent: June 3, 2019 12:01 PM

Subject: Thamescrest Farms Development - comments

Hi Brent and Grant:

I am unable to make tonight's meeting, but would like to register some comments about the plans.

Overall, it looks like the developers are taking great care to reflect back concerns that many town residents have about protecting the natural and heritage benefits of the GTT. However, there are a few adjustments that in my opinion could strengthen this.

1. In Section 4.0 of their plan, they speak of providing for "an enhancement to the GTT by ensuring no residential development is immediately adjacent to the GTT, and effectively allows for the natural environment to have a larger buffer to new development. Block 179 is a long linear SWMF servicing the easterly half of the subject lands. This linear facility was designed with the primary objective of separating the residential land uses from the GTT, again also providing a buffer for the existing trees along the GTT to the residential development." **However, they have identified lots 1 and 2 in Block 177 that in my opinion, do not provide an adequate buffer and are not in line with their own assertions.**
2. I would like to see more details of their plan to protect the tree line along the GTT while building the storm water facilities. The canopy over the GTT in that area is truly something that I think is worth protecting as it really adds to the user experience on the trail. In the City of Toronto, there are specifications for construction near protected trees that I think would be useful to consider. <https://www.toronto.ca/data/parks/pdf/trees/tree-protection-specs.pdf>

Thank you for your time,

Melissa Barton

From: George Allan Tucker
Sent: June 3, 2019 12:14 PM
Subject: Future of Grand Trunk Trail

Greetings: As a former resident of St Mary's, still a frequent visitor and one who continues to praise the quality of life offered by this unique Town, I am dismayed to learn that there is serious consideration being given to an extension of Wellington St. that would sever the Grand Trunk Trail.

It would only take an extra few minutes for residents in the proposed new subdivision to access the town centre via existing roadways to the West and East.

Giving new residents 'ACCESS' to the Trail would make far more sense and would perhaps be a POSITIVE & SAFER attraction to home buyers and their children.

In terms of the cost of such an accommodation to the developer, surely there is insufficient justification to expend so much money simply for the convenience of a handful of residential property owners. Traffic studies don't tell the whole story either.

Please leave the Grand Trunk Trail intact!

With genuine concern
G.A. (Al) Tucker

From: Alizon Sharun

Sent: June 3, 2019 12:24 PM

Subject: Thames Crest Farms proposed encroachment of Grand Trunk Trail

Dear Mr Brouwer,

I urge you to turn down Thames Crest Farms proposed plans for subdivision of land neighbouring the Grand Trunk Trail.

It makes no sense for this hard won and beautiful stretch of nature trail with stunning river view, to lead to what would be an urban sprawl, with irreparable damage to the trees, plants, animals and humans who use the area.

The infrastructure alone, to service this level of development - roads, sewers, water and power supply, would be devastating to the environment.

A high level of anxiety already exists for young people in their concerns for the environment. Please do not allow this free source of benefit in nature, be spoiled for their future.

Twenty years ago the Town Council had a vision for a beautiful natural trail, free to all. Please continue and develop this vision for this heritage town, not the vision of the For Profit developers.

We moved from Toronto to get away from such development.

Thank you for your attention,

Sincerely,

Alizon Sharun

From: Paul
Sent: June 3, 2019 3:04 PM
Subject: Thamescrest Development Proposal

Brent,

I have the following preliminary comments on the proposed development:

1. It is not totally clear about how much water will flow down the south side of the Grand Trunk Trail. With the potential development of the Arthur Meighen School site and the north side of Egan Street plus this Thamescrest development, will some form of stabilization be necessary (e.g. gabions, bury the stream)? This is not addressed in the Thamescrest proposal although an MTE engineer may be able to give a full explanation. It would be unfortunate if an appropriate and effective solution ended up being quite invasive and destructive along the south side of the Grand Trunk Trail. This needs to be analyzed properly taking into consideration all three development properties so that the problems experienced elsewhere in St. Marys with runoff, plus potential erosion, do not happen.
2. It would be useful to have a clear sketch showing the south boundary of the Thamescrest development plus the location of existing physical features, trees, etc. so that we can clearly see the effect of this development on the Grand Trunk Trail. This would assist in reviewing the developer's intent to have a buffer along the Grand Trunk Trail and to preserve as many trees as possible.
3. It appears that there are no proposed commercial buildings such as gas stations or variety stores for this development. This should be confirmed for all phases of the development. Commercial operations would potentially compete with and weaken downtown businesses.
4. Is the proposed parking at the southeast corner of the development adequate for visitors to the Grand Trunk Trail? Will there be any parking at the north end of Wellington Street North?
5. In spite of the discussion in Section 6.0 (Residential Market Discussion) of the Thamescrest Planning Justification Report about affordable housing, this development proposal does not include any affordable housing. This should be a concern for the Town.
6. The pedestrian crossing along the Grand Trunk Trail at Wellington Street North appears to be well designed. A presentation explaining the details would be helpful to the public.

Regards,

Paul King

From: Lauren O'Keefe
Sent: June 3, 2019 3:25 PM
Subject: Trail and tonight's meeting I cannot attend

Hi , I've lived in St.Marys my entire life and very few of our locations of solitude are quickly disappearing eg. (lovers lane).I care about the future of St.Marys and our lovely tressel trail walkway I feel that it the walkway should have no traffic crossing except were it already exists on James street N. The walkway is a safe, quiet, stress-free place for the people of St.Marys young and old to use and enjoy with out interference eg. (Traffic flow that crosses at James St.) I feel any access to the new building development, should be accessed off James st. only and therefore does not cross this peaceful trail and this quiet restful asset we have in St.Marys.

Thank you
Lauren O'Keefe
Sent from my iPad

From: Emily Wunder
 Date: 2019-06-03 4:46 PM (GMT-05:00)
 Subject: Grand Trunk Trail: Please Preserve It

Hi there,

I live at 196 Widder St East. My parents purchased an old home in 1990 that needed to be completely renovated. Over the past 29 years they have done just that and I feel they have added to the historical aesthetic of this town. Every year we have many tourists taking pictures and asking us about our house and the many other historical houses in my neighbourhood. I feel proud to live where I do and I have always thought that this truly is the town worth living in. However, I am sickened and disturbed to know that one of St Mary's most treasured landmarks is under threat due to the new subdivision proposed. It makes me very upset to know that this even needs to be discussed and that I have to write to you as another voice hoping to save this trail before it's too late.

The Grand Trunk trail is not just a trail, it is a historically important landmark of the town we know today. It is also a place for artists to paint and people to exercise and for some people who need some peace of mind in the depths of nature. I myself have taken many new friends to this trail and each one always comes away enjoying this hidden gem.

It saddens me to know that this new subdivision will take away what we all know and love about this trail. It has always held magic for me as a young girl to early adulthood and it holds so many great memories.

I know this subdivision will go through and that there is nothing that can be done to stop it, but I beg of you to think about the impact this will have on future generations and the people who currently live in this historic neighbourhood.

I fear the day that developers dictate how green space and historical places will be preserved, as we have seen time and time again that they have no interest in the town only to fill their own pockets.

As the years go on I fear that all the things that make our town unique will vanish, and then the question needs to be asked, will this still be the town worth living in? One that is focused on development instead of treasuring the things that make us so unique.

The health of our town should be based off of preserving our buildings and green spaces. No tourist comes to a town to visit a subdivision. They come to view beautiful spaces that they can photograph and enjoy for years to come.

I am asking you to reconsider the extension of Wellington Street through the Grand Trunk Trail and into the new subdivision. This new road will not only have a major environmental impact on the nature and animals that rely on the wetland located there but it will also become a busy thoroughfare that will ultimately cut my neighbourhood in half. The traffic will increase substantially and it saddens me that our quiet, peaceful and beautiful neighbourhood will turn into a busy and noisy space just so the people in the subdivision can easily access downtown.

Children play on these quiet streets and this busy road will completely change this.

I am writing to you as a young person, hoping to eventually set up roots in this town with my own family. I have always been proud of this town and the beauty it holds wherever you look. Please do not let developers dictate how our town will change. I can promise you it will not be in the best interest of the people who reside here. You have the ability to stop this and help keep

this town beautiful for now and future generations. Please just make the right choice and look at all the benefits that this trail holds for everyone.

Sincerely

Emily Wunder



Places to Live: Sustainable trailside development *is possible*

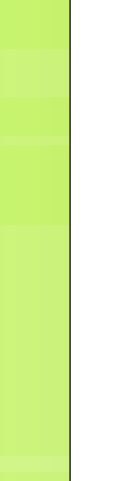
Presentation to St. Marys
Planning Advisory Committee
June 3 2019
Dr. Emily Kelly, MD, MSc

About Myself



- Lived in St. Marys for 7 years
- Coordinated a petition expressing concern about building roads over existing trail network.
- Passionate about encouraging healthy, active lifestyles.
- I work in the emergency room. I recharge in nature.

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The real thing



St. Marys cares about this trail

- o In June 2017, Council received a petition with **676 signatures**, asking that the Grand Trunk Trail not be bisected by an aggressively expanded Wellington St. North.
- o In June 2019, we still care.

From above



Putting it together



Prioritize Current Users: This plan affects public space

- All proposed plans of subdivision will be carefully examined as to whether or not they will adversely affect existing amenities and the predominant character of the area in which such proposed subdivision is located. Where there is a **potential for conflict between adjoining land uses, adequate landscaping, screening, and buffering provisions may be required** in order to alleviate and/or eliminate any conflict (**OP 4.1.1.3**)

Two steps to preserve current amenities

Any proposed plan of subdivision must include these **two elements** :

- An adequately **protected green space** protected from heavy equipment in order to preserve the stream and slope stability.
- **Appropriate road design** to enhance active transportation and ensure public safety

Protected Green Space

Not all m² of ground are created equal

The land in question is currently alive. It's grasses, trees and animal life constitute valuable natural heritage that cannot be replaced.

This is the groundwater recharge area for the stream running parallel to the trail.

No groundwater = No stream

Erosion is a major hazard that has not been addressed by the current plan of subdivision

Trees, Water, Birds, Frogs



The site where Wellington Street meets the Grand Trunk trail features:

- Twenty-five healthy, mature maples
- Dozens of young black walnuts
- Bird habitat, including golden flicker, song sparrow, and eastern bluebird
- Turtle and frog habitat in the pond and streams

From the Stormwater Management and Servicing Report



No Source = No Stream



Undeclared Significant Features

	on site or within 500 metres OR if a development circumstance, does it apply?		specify distance in metres	
	YES (✓)	NO (✓)		
Significant portions of habitat of endangered and threatened species	✓		_____ m	Development is not permitted
Significant fish habitat, woodlands south and east of the Canadian Shield, valley lands, areas of natural and scientific interest, wildlife habitat	✓		_____ m	Demonstrate no negative impacts
Sensitive groundwater recharge areas, headwaters and aquifers	✓			Demonstrate that groundwater recharge areas, headwaters and aquifers will be protected
Significant built heritage resources and cultural landscapes	✓			Development should conserve significant built heritage resources and cultural heritage landscapes
Significant archaeological resources	✓			Assess development proposed in areas of medium and high potential for significant archaeological resources. These resources are to be studied and preserved, or where appropriate, removed, catalogued and analysed prior to development
Erosion hazards	✓			Determine feasibility within the 1:100 year erosion levels of rivers, river valleys and streams
Floodplains	✓			Where one-zone flood plain management is in effect, development is not permitted within the flood plain Where two-zone flood plain management is in effect, development is not permitted within the floodway Where a Special Policy Area (SPA) is in effect, development must meet the

Undeclared Significant Features

	on site or within 500 metres OR (b) if a development circumstance, does it apply?		specify distance in metres	
	YES (✓)	NO (✓)		
Significant portions of habitat of endangered and threatened species	✓		_____m	Development is not permitted
Significant fish habitat, woodlands, open and meadowland, riparian wetland, areas of natural and scientific interest, wildlife habitat	✓		No wildlife habitat?	Demonstrate no negative impacts
Sensitive groundwater recharge areas, headwaters and aquifers	✓			Demonstrate that groundwater recharge areas, headwaters and aquifers will be protected
Significant built heritage resources and cultural heritage landscapes	✓			Development should conserve significant built heritage resources and cultural heritage landscapes
Significant archaeological resources	✓			Assess development proposed in areas of medium and high potential for significant archaeological resources. These resources are to be studied and preserved, or where appropriate, removed, catalogued and analysed prior to development
Erosion hazards	✓			Determine feasibility within the 1:100 year erosion limits of reviews, their valleys and streams
Floodplains	✓			Where one-zone flood plain management is in effect, development is not permitted within the flood plain Where two-zone flood plain management is in effect, development is not permitted within the floodway Where a Special Policy Area (SPA) is in effect, development must meet the

Undeclared Significant Features

	on site or within 500 metres OR if a development circumstance, does it apply?		specify distance in metres	
	YES (✓)	NO (✓)		
Significant portions of habitat of endangered and threatened species	✓		_____ m	Development is not permitted
Significant: fish habitat, woodlands, wetlands and east of the Canadian Shield, riparian lands, areas of natural and scientific interest, wildlife habitat	✓		No wildlife habitat?	Demonstrate no negative impacts
Specialty greenlander recharge areas, headwaters and aquifers	✓		No groundwater protection?	Demonstrate that groundwater recharge areas, headwaters and aquifers will be protected
Significant built heritage resources and cultural heritage landscapes	✓			Development should conserve significant built heritage resources and cultural heritage landscapes
Significant archaeological resources	✓			Assess development proposed in areas of medium and high potential for significant archaeological resources. These resources are to be studied and preserved, or where appropriate, removed, catalogued and analysed prior to development
Erosion hazards	✓			Determine feasibility within the 1-100 year erosion limits of ridges, their valleys and streams
Floodplains	✓			Where one-zone flood plain management is in effect, development is not permitted within the flood plain Where two-zone flood plain management is in effect, development is not permitted within the floodway Where a Special Policy Area (SPA) is in effect, development must meet the

Undeclared Significant Features

	on site or within 500 metres OR if a development circumstance, does it apply?		specify distance in metres	
	YES (✓)	NO (✓)		
Significant portions of habitat of endangered and threatened species	✓			Development is not permitted
Significant fish habitat, woodlands, wetlands and east of the Canadian Shield, wetland, areas of natural and scientific interest, wildlife habitat	✓		No wild life habitat?	Demonstrate no negative impacts
Sensitive groundwater recharge areas, headwaters and aquifers	✓		No ground water protection?	Demonstrate that good quality recharge areas, headwaters and aquifers will be protected
Significant built heritage resources and cultural heritage landscapes	✓			Development should conserve significant built heritage resources and cultural heritage landscapes
Significant archaeological resources	✓			Assess development proposed in areas of medium and high potential for significant archaeological resources. These resources are to be studied and preserved, or where appropriate, removed, catalogued and analyzed prior to development
Erosion hazards Floodplains	✓		No erosion hazard within 500m?	Determine feasibility within the 1-100 year recession levels of rivers, their valleys and floodplains Where one-zone flood plain management is in effect, development is not permitted within the flood plain Where two-zone flood plain management is in effect, development is not permitted within the floodplain Where a Special Policy Area (SPA) is in effect, development must meet the SPA requirements

The URTCA's voice

- No anticipated impacts to Natural Heritage functions ***that cannot be addressed though the draft plan development process***
- Notably silent on the impact on the ravine stream

Suggestions

- **Enlarge the proposed park block 176** to replace housing units 1, 2, and 3. This creates a welcoming, vital greenspace, and preserves the groundwater recharge function at the head of the stream.
- **Temporary barriers** around the proposed park blocks to ensure the natural heritage is protected from construction

Two steps to preserve current amenities

Any proposed plan of subdivision must include these **two elements** :


- An adequately **protected green space** protected from heavy equipment in order to preserve the stream and slope stability.
- **Appropriate road design** to enhance active transportation and ensure public safety

Appropriate Road Design

- This proposed plan of subdivision relies on an Official Plan that is not yet finalized.
- What is Wellington St. North going to be?

“A Collector Road”

- o All types of traffic utilize these roads although **trucks** are typically service types. Traffic flow is interrupted by stop conditions and turning at land access points. The right-of-way for Collector Roads is generally **26 metres**, with direct access and **on street parking** regulated. Generally, sidewalks are provided on both sides of the road. (OP 5.3.1.2)



Nobody needs that road

Nobody needs that road

- The proposed plan indicates a meandering throughfare through single detached residential lots...

Nobody needs that road

- The proposed plan indicates a meandering throughfare through single detached residential lots
- ...that already has the two points of public road access demanded by OP 5.3.8

Nobody needs that road

- The proposed plan indicates a meandering throughfare through single detached residential lots
- ...that already has the two points of public road access demanded by OP 5.3.8
- ...that connects to a heritage neighbourhood

Nobody needs that road

- The proposed plan indicates a meandering throughfare through single detached residential lots
- ...that already has the two points of public road access demanded by OP 5.3.8
- ...that connects to a heritage neighbourhood
- ...where downstream road design is inadequate to handle heavier traffic (especially at Wellington/Station/Parkview)

Pedestrians and cyclists are not part of the Transportation Assessment

E.R. Berry & Associates TRANSPORTATION PLANNING CONSULTANTS

660 Inverness Avenue
London, Ontario N6H 5H4
Tel: (519) 474-2327 Toll Free: 1 800 665-9152 Email: tyden@erberry.com

April 1, 2019

Our Ref: 1821

Thames Crest Development Corp.
100 Wellington Street
London ON
N6C 4M8

Attn: Mr. C. Linton

Dear Mr. Linton:

RE: THAMESCREST SUBDIVISION
JAMES STREET ACCESS

In November, 2018, I submitted an assessment of a proposed access to the Thamescrest Subdivision from James Street at a location just north of the Grand Trunk Trail. This assessment dealt primarily with the available sight distances to the north and south on James Street.

I understand that the draft plan has now been revised and the proposed access has been moved north to align with Trailside Court. The revised plan of subdivision is shown in Figure 1. I also understand that the Town of St. Mary's has asked for confirmation that the findings and conclusions of the traffic impact study carried out for the proposed subdivision in 2004 are still valid. It should be noted, however, that the 2004 study did not include an access opposite Trailside Court. All traffic accessing the subdivision from James Street was assigned to Glass Street.

In order to respond to the Town's request, I considered the peak hour traffic projections and the 2004 traffic study. Figure 2 summarizes the projected 2021 background and total traffic projections for the proposed access to James Street north of Trailside Court. The report contains referenced in Figure 1 are contained in Appendix A. The 2001 peak traffic projections show morning peak hour volumes of 144 vehicles southbound and 113 vehicles northbound on James Street south of Trailside Court. The corresponding afternoon peak hour volumes are 189 vehicles and 209 vehicles respectively. These projections would be applicable whether or not a subdivision access was available opposite Trailside Court.

Recipe for disaster

- A 26 meter wide road
- with truck traffic travelling at “50” kph
- intersecting with dozens of pedestrian and cyclist crossings every hour.

Consequences



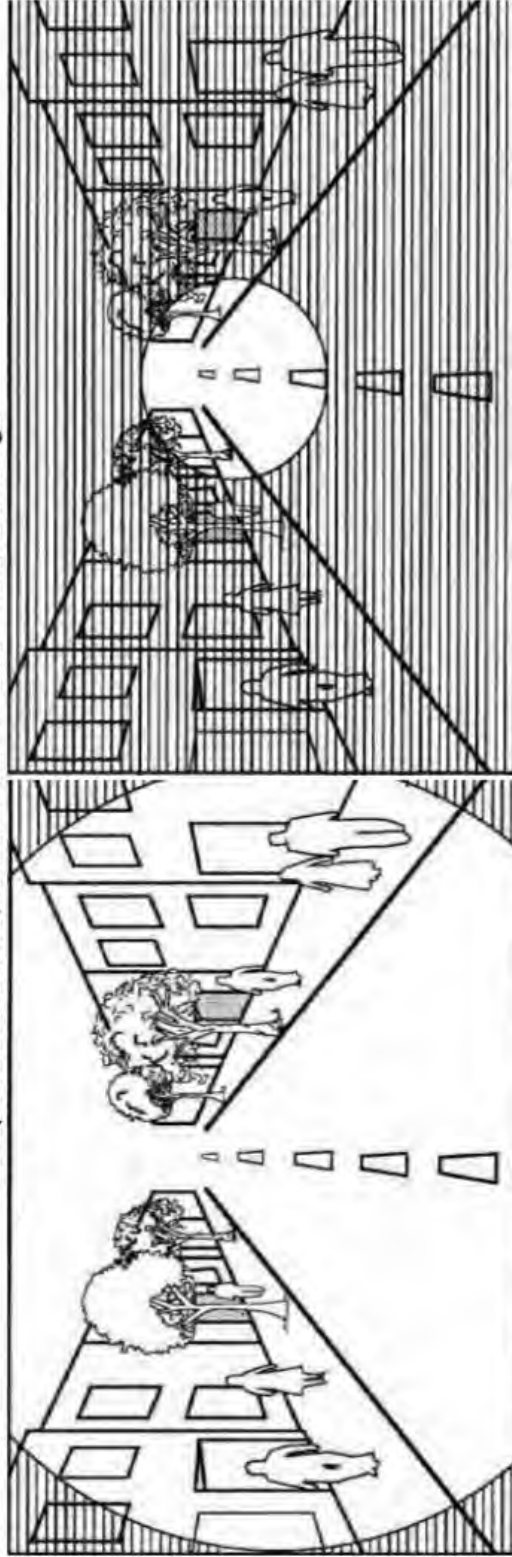
Suggestions

- Simplest: Create road access for emergency vehicles only
- Challenging: Implement appropriate traffic calming and crossing signage, with a max speed of 20 km/h. The pedestrian island is a mistake.
- Any plan **MUST** align with the Official Plan's emphasis on prioritizing Active Transportation and impact on current users

20 km/h? That's ridiculous!

Exhibit 6: Effect of Speed on Field of Vision

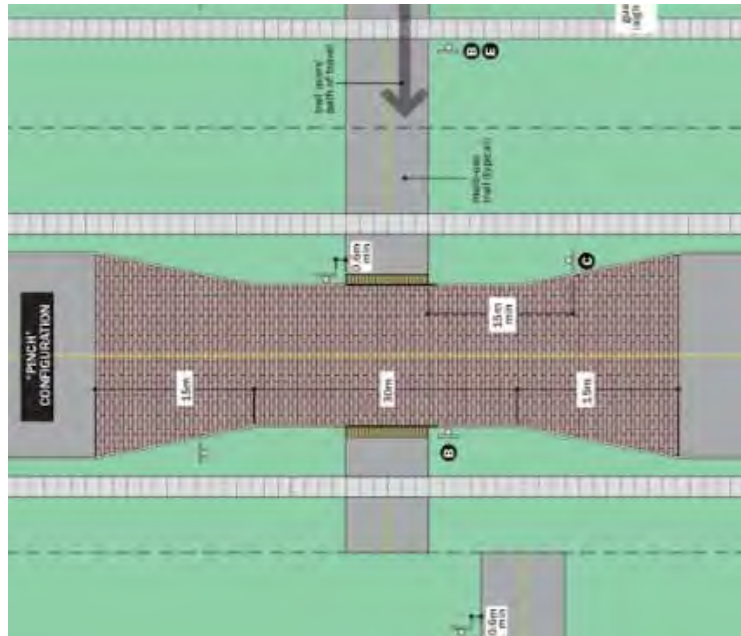
As speed increases, driver focuses less on surroundings



At 20 km/h nearby pedestrians are within field of vision

At 50 km/h nearby pedestrians are outside field of vision

Shaping the road to the space: the “pinch” option



Shaping the road to the
space: the “curve” option



Two steps to preserve current amenities

Any proposed plan of subdivision must include these **two elements** :

- An adequately **protected green space** protected from heavy equipment in order to preserve the stream and slope stability.
- **Appropriate road design** to enhance active transportation and ensure public safety

We can do better



We can do better



Thank you for listening!



Comment Form

Thames Crest Farms Limited Open House (June 26, 2019)
Applications for Plan of Subdivision (STM 01-2019) and Zoning By-law Amendment (Z02-2019)

The proposed plan and request for zoning includes 177 single detached houses and only 55 units for high density semi and townhouses. The town is already suffering from a crisis shortage of semi and townhouses and affordable housing. The planning committee should consider changing the zoning provided there are more high density units in the neighbourhood. The location is right next to the Holy name School which should ideally cater to young families and not retirees. The houses on Emily Street on stay is tasked to preserve the appeal of the neighbourhood but we really need more housing units and even multiunit apartment and condo unit should be considered by the planning committee before changing zoning.

Name: AKSHAY KUMAR Email: akumar@athina.com
Address: 52 EPISON STREET, ST. MARYS, ON N4X 0A8
Phone #: 647-533-5483 Date: June 26, 2019

Please submit this form to: Brent Kittmer Clerk/CAO, Town of St. Marys
Mailing address: 175 Queen Street East, PO Box 998, St. Marys, Ontario N4X 1B6
Telephone: (519) 284-2340; Fax: (519) 284-3881.
Email: bkittmer@town.stmarys.on.ca

From: George Allan Tucker
Sent: June 30, 2019 1:37 PM
To: Brent Kittmer
Cc: Grant Brouwer
Subject: Thames Crest Farms Development

Greetings Brent: First of all I wish to thank St Mary's for the invitation to attend the recent Open House related to the above subject development.

My attendance provided me the opportunity to discuss a number of concerns that I have for this development in its current form. I do appreciate the fact that such new developments come with restrictions and guidelines as laid out in the 'Official Plan'. Nevertheless, I would offer the opinion that such plans should never be "Cast in Stone". A lot has happened since the 2007 Consolidation.

My ties to Stonetown and future plans with respect to a return to St Marys have prompted my interest in the future of this unique town.

I differ with the utilization of this particular property in terms of its density, the type/cost of living accommodation and its accessibility to the downtown via the extension of Wellington Street. Sacrificing such valuable farm land to construct a Circa 1970's style subdivision just doesn't fit with the needs for affordable (not subsidized) housing for young families today. To attract new commercial enterprises to St Marys requires an assortment of reasonable living choices for employees. Prices of homes in the \$250-\$350,000+ range pretty much eliminates that choice for young working families. Trying to raise the 20% down payments is simply out of reach. Rentals in town are also in very short supply.

I don't want to continue my rant in a negative way at this point realizing that my concerns are most likely too little too late having moved out of town a few years ago. As one who tries to see the future that might already be here, I offer the following items that might help to demonstrate that other opportunities might still be available to make St Marys newest development a unique green environmental showplace in Ontario.

Drake Landing Solar Community

The Drake Landing Solar Community (DLSC) in Okotoks, Alberta is a planned community of 52 detached single-family houses that is also a global pioneer in heat storage technologies. An expansive and complex system of rooftop solar collectors and underground heat storage units supplies the community with over 90% of its space heating year-round – even during cold Alberta winters.^{Footnote 4} The DLSC was completed in 2007 and has received national and international recognition related to sustainable housing and solar thermal technology.

<https://www.thefifthestate.com.au/energy-lead/energy/hydrogen-heating-homes/>

<http://www.chapmanplumbers.com/heating-services/fuel-cell-technology-vitovator/>

I hope that my comments are received in good faith and solely for the purpose of supporting a vision that includes many 'Citizen Beneficial Innovations' that will continue to make St Marys "The Town Worth Living In"!

With Kindest regards

AI Tucker

QUESTIONS
RE TRAFFIC STUDIES
July 2019

FROM: Paul King
TO: Brent Kittmer, C.A.O.
CC: Town Council
CC: Planning Advisory Committee

I do not pretend to be a traffic expert. I have, however, a number of questions about the June 2004 Traffic Impact Study (the 2004 Study) prepared by Tranplan Associates plus the two page (plus charts) update prepared by F.R. Berry & Associates for the benefit of the developer. I understand that the Town did actual traffic counts in 2017 and 2018 but I have not seen the results.

Questions:

1. Are the results of the 2017 and 2018 actual traffic counts available to the public?
2. The property north of Egan Street and south of the Grand Trunk Trail is referred to as industrial land in the 2004 Study [see page 9], but that property will soon contain approximately 50 housing units (townhouses, semi-detached houses and low rise condominium units). Does the analysis in the studies and the traffic counts take this development into account?
3. The former Arthur Meighen School property may be developed in the near future likely as a seniors residence with traffic from residents, visitors, service vehicles and staff. The last proposal in November 2017 had 50 seniors apartments and 130 assisted living units. What is eventually developed on this property is still an open question but potential scenarios could be taken into account. In the 2004 Study, this property is referred to as a school property [see page 9]. Does the analysis in the studies and the traffic counts take this potential development into account?
4. The 2004 Study takes into account an additional 40 residential units east of James Street North [see pages 1 & 16] but there are now almost 170 additional residential units in that location. Does the analysis in the studies and the traffic counts take these additional residential units into account?
5. The 2004 Study takes into account 20 residential units to be built along Emily Street [see page 16]. In fact, the Thamescrest development includes 32 residential units along Emily Street. In addition, at least 14 other residential units (outside the Thamescrest development) have been built along Emily Street. Does the analysis in the studies and the traffic counts take these additional residential units into account?
6. Downtown St. Marys is plagued with heavy truck traffic passing through Town. Sometimes Queen Street from Church to Water Streets is completely backed up with traffic. Is this issue taken into account in the studies and the traffic counts?

- 2 -

7. The 2004 Study refers to improvements to Wellington Street North in order to make it into a collector road [see pages 6 & 8]. What are these “*improvements*”, which to my knowledge have never been made public? It may be the case that Town staff have not yet determined what these “*improvements*” will be.
 - Will this include widening the paved road surface?
 - Will this include the destruction of trees on the boulevard?
 - Will this include expropriation of adjoining properties?
 - Will this include adding a sidewalk on the east side of Wellington Street?
 - Will this eliminate parking along Wellington Street North and has there been an analysis of the need for parking along Wellington Street North?
 - What is proposed to deal with vehicles backing out of the Home Hardware parking lot onto a collector road?
 - What is proposed to deal with the intersections at Station Street and Parkview Drive just north of the Wellington Street bridge?
8. The intersection just north of the Church Street bridge at Station Street has a reputation for traffic accidents. What is the proposal to deal with improving the traffic flow and safety at this intersection once there is a substantial increase in the population north of Trout Creek?
9. The 2004 Study does not deal with the future development of most of the land north of Glass Street or other development sites north of Trout Creek. Shouldn't these be taken into account when considering appropriate improvements to the roads north of Trout Creek?
10. Is the current traffic information adequate to deal with all the potential developments north of Trout Creek? Town Council is proposing a 1.5% annual growth rate in the Town's population with amendments in the Town's Official Plan to reflect this growth. The 2004 Study plus the F.R. Berry & Associates update are addressed for the benefit of the Thamescrest development and do not appear to take into account all the current and potential developments north of Trout Creek. Would it not be appropriate at this time to have a more thorough traffic study prepared by and for the benefit of the Town?

Applicant	Thames Crest Farms Limited	Date of Decision	August 27, 2019
File No.	STM 01-2019	Date of Notice	Click or tap here to enter text.
Municipality	Town of St. Marys	Last Date of Appeal/Referral	Click or tap here to enter text.
Location	Part Lots 15 and 16, Concession 17, Town of St. Marys		

The Town of St. Marys' conditions and amendments to final plan approval for registration of this Plan of Subdivision are as follows:

No. Conditions

1. This approval applies to the draft plan prepared by MTE Consultants Inc. and signed by Peter Moreton, OLS on August 20, 2019, and signed by Lloyd Davenport, Thames Crest Farms Limited on August 20, 2019, consisting of the following:
 - a) 168 lots for single detached residential uses (Lots 1 – 168);
 - b) 2 blocks for conveyance to adjacent residential lots on Emily Street (Blocks 169 and 170);
 - c) 3 blocks for townhouse development (Blocks 171, 172 and 173);
 - d) 3 blocks for parkland purposes (Blocks 174, 175 and 176);
 - e) 3 blocks for stormwater management purposes (Blocks 177, 178 and 179);
 - f) 3 blocks for 0.3 metre reserves (Blocks 180, 181 and 182); and,
 - g) Public roads as noted on the draft plan.

on a total land area of approximately 19.8 hectares.
2. The road allowances included in the draft plan shall be dedicated to the Town as public highways.
3. Blocks 169 and 170 will not form part of the final M-plan however, arrangements shall be made to the satisfaction of the Town for the transfer of remnant Blocks 169 and 170 to the owners of 297 Emily Street (Part 4 of 44R-402) and 275 Emily Street (Part 2 of 44R-3863) upon registration of the plan of subdivision, free and clear of any and all encumbrances and a Certificate of Title shall be provided in a form satisfactory to the Town.
4. Prior to final approval, the owner shall enter into a subdivision agreement with the Town of St. Marys to satisfy all servicing, financial and other requirements of the Town. Such requirements include the provision of roads, the installation of sanitary and storm sewage systems, stormwater retention systems, drainage, water supply and distribution systems, sidewalks, street lighting and other development and/or financial requirements specified by the Town. This agreement shall also contain satisfactory provisions to address requirements as determined necessary by other review agencies.
5. The subdivision agreement between the owner and the Town shall contain phasing arrangements to the satisfaction of the Town to indicate the timing and sequence of the development of lots and blocks, site access to each phase, grading, road improvements, infrastructure, servicing capacity and allocation (water and sanitary), etc.
6. The owner shall not undertake any earthworks on the site until the Owner has entered into

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a site alteration agreement or subdivision agreement with the Town. Site alteration shall only occur in accordance with the Town's Site Alteration By-law.

7. Prior to final approval, such easements as may be required for utilities, including telephone, television cable, gas, electrical, drinking water, sanitary sewer and/or stormwater drainage purposes shall be granted gratuitously to the appropriate authorities. The owner shall enter into any agreements required by any utilities, including telephone, television cable, gas, electrical, drinking water, sanitary sewer and/or stormwater drainage purposes for the installation of these services.
8. Prior to final approval, the roads shown on the draft plan shall be named to the satisfaction of the Town of St. Marys.
9. Prior to final approval, the zoning of the subject lands shall be changed to permit the proposed residential development to the satisfaction of the Town of St. Marys
10. Prior to final approval, the owner shall prepare a detailed construction management plan and agree to implement the Plan's recommendations. The construction management plan shall address approaches to mitigate impacts on the adjacent existing neighbourhood, including a dust control program, interim drainage plan, controls on construction traffic and the period of day on which construction will occur. The construction management plan will also consider impacts to properties within the development itself during construction, especially if construction phasing is implemented. All construction access routes shall be clearly signed and controlled to the satisfaction of the Town of St. Marys. The construction management plan shall be approved by the Town of St. Marys prior to the commencement of any earth moving works.
11. The Owner shall coordinate the preparation of an overall utility distribution plan showing the location and the installation, timing, and phasing of all required utilities (on-grade, below-grade, or above-grade, including on-site drainage facilities and streetscaping) with such plan to be to the satisfaction of all affected authorities and shall consider their respective standards and specification manuals, where applicable.
12. Prior to final approval, the owner shall enter into an agreement with Festival Hydro regarding the adequate provision for electrical services for the plan of subdivision.
13. Prior to final approval, the owner shall submit for the review and approval of the Town of St. Marys and the Upper Thames River Conservation Authority, a final stormwater management plan, a final detailed servicing and grading plan, an operations manual and a landscaping plan for the stormwater management blocks.
14. That prior to final approval, the owner shall submit for the review and approval of the Town of St. Marys and the Upper Thames River Conservation Authority, a detailed sediment and erosion control plan. Erosion and sediment control measures should be in place prior to construction works being undertaken and maintained during all phases of construction, to

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the satisfaction of the Town of St. Marys and the Upper Thames River Conservation Authority.

15. The owner shall not remove trees without written approval by the Town. The owner shall submit a natural features and vegetation plan prepared by a practicing landscape designer. This plan shall include: an inventory of all existing trees and vegetation; existing elevations, drainage and swales; and, the location and species health of all proposed trees and vegetation plantings. The plan shall also demonstrate methods of preservation and how the lot grading plans have been prepared to minimize the loss of trees and natural vegetation.
16. The owner shall agree in the subdivision agreement to implement all recommendations outlined in the Scoped Environmental Impact Study by Biologic Incorporated dated March 21, 2019 to the satisfaction of the Town's Director of Building and Development, and the Upper Thames River Conservation Authority.
17. The owner shall agree in the subdivision agreement to erect permanent 1.2 m high galvanized chain link fencing or approved equivalent along the limits of the residential lots and blocks that abut walkways, stormwater management ponds and other public green space blocks.
18. The owner shall dedicate Park Blocks 174, 175 and 176 as fulfillment of the required parkland dedication for the proposed plan of subdivision.
19. The Owner shall construct a 1.5 metre sidewalk on one side of all local roads in the plan of subdivision, and both sides of the following streets:
 - a) Wellington Street North
 - b) Glass Street
20. The Owner shall submit detailed design drawings for the Grand Trunk Trail pedestrian crossing at Wellington Street North to the satisfaction of the Town's Director of Public Works and agree in the subdivision agreement to complete any required works including but not limited to signage, road or pathway markings/treatments, lighting and barriers.
21. Prior to final approval, the owner shall provide the necessary easements and/or agreements required by Enbridge Gas Inc. (Union Gas Limited).
22. Prior to final approval, the owner shall complete to the satisfaction of the Town of St. Marys and Canada Post, the installation of Community Mail Box(es): Such installation will detail the location of the Community Mail Box(es), the timing of their installation, notification to prospective purchaser of the location the Community Mail Box(es) and that the home/business mail delivery will be from a designated Centralized Mail Box(es) and that the owner/developer provide the centralized mail facility at its/their own expense.

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23. The owner shall enter into an agreement with the Town requiring the owner's completion of the following to the satisfaction of the Town of St. Marys and of Canada Post:
- that the owner include a statement in every offer of sale that will advise the prospective purchaser that the home/business mail delivery will be from a designated Centralized Mail Box(es) and that the owner/developer is responsible for officially notifying the purchasers of the exact Centralized Mail Box location(s) prior to the closing of any lot/home sales;
 - that the owner agrees to work with Canada Post to determine and provide a temporary suitable Centralized Mailbox location(s) which may be utilized by Canada Post until the curbs, boulevards, and sidewalks are in place in the remainder of the subdivision;
 - that the owner will install a concrete pad in accordance with the requirements of, and in locations approved by, Canada Post to facilitate the placement of Community Mailboxes. The concrete pad(s) will be identified on engineering servicing drawings. The pad(s) are to be poured at the time of the sidewalk and/or curb installation;
 - that the owner shall determine the location of all centralized mail receiving facilities in co-operation with Canada Post and to indicate the location of the centralized mail facilities on appropriate maps, information boards and plans. Maps are also to be prominently displayed in the sales office(s) showing specific centralized mail facility locations;
 - Canada Post's multi-unit policy, which requires that the owner provide the centralized mail facility at its/their own expense, will be in effect for buildings and complexes with a common lobby, common indoor or sheltered space.
- The above-noted requirements shall be incorporated into the subdivision agreement and registered against the land to which it applies.
24. That prior to final approval, the owner shall enter into an undertaking with the Town which stipulates that the subdivision agreement between the owner and the Town of St. Marys will be registered against the lands to which it applies once the plan of subdivision has been registered.
25. That the Town of St. Marys be advised in writing by the owner/developer how Conditions 1 through 24 inclusive, have been completed satisfactorily.
26. That prior to final approval, the Town of St. Marys be advised in writing by Festival Hydro that Condition 12 has been satisfied.
27. That prior to final approval, the Town of St. Marys be advised in writing by the Upper Thames River Conservation Authority how Condition(s) 13, 14 and 16 have been satisfied.
28. That prior to final approval, the Town of St. Marys be advised in writing by Enbridge Gas

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Inc. (Union Gas) how Condition 21 has been satisfied.

29. That prior to final approval, the Town of St. Marys be advised in writing by Canada Post how Condition(s) 22 and 23 have been satisfied.

NOTES TO DRAFT APPROVAL

- It is the owner responsibility to fulfill the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the Town of St. Marys quoting the File No. STM 01-2019.
- Clearance is required from the following agencies:
 - Goran Borovickic, Engineering Manager, Festival Hydro, 187 Erie Street, Stratford, Ontario N5A 2M6
519-271-4703
 - Upper Thames River Conservation Authority, 1424 Clarke Road, London, Ontario N5V 5B9, 519-451-2800
 - Brian Roberts, Sr. Analyst, Enbridge Gas Inc (Union Gas) 109 Commissioners Road W., London, Ontario, N6A 4P1
brobert@uniongas.com
 - Delivery Planning Officer, Delivery Planning, Canada Post Corporation, 955 Highbury Avenue, London, Ontario, N5Y 1A3, 226-927-1737
- We suggest you make yourself aware of the following subsections of the Land Titles Act:
 - subsection 144(1) requires all new plans to be registered in a Land Titles system if the land is situated in a lands titles division; and,
 - subsection 144(2) allows certain exceptions.
- All measurements in subdivision/condominium final plans must be presented in metric units.
That draft plan approval for this development is for a period of 5 years from the date of the decision. If final approval is not given to this plan within five years of the draft approval date, and no extensions have been granted, draft approval shall lapse under Subsection 51(32) of the Planning Act, RSO 1990, as amended. The owner shall apply for any extension at least 60 days prior to the lapsing date. There is no authority to reactivate the draft approval after the lapsing date. It is the applicant's responsibility to obtain a Council resolution for extension of draft approval if you wish the approval authority to grant an extension of draft approval prior to the lapsing date.
- We advise that the Upper Thames River Conservation Authority has a technical review fee for the peer review of the final stormwater management and sediment erosion plans. Please consult with the UTRCA to confirm applicable fee(s). We further advise a permit

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will be required from the UTRCA for any development or construction activity within Regulated areas.

Registration:

6. The final plan approved by the Town of St. Marys must be registered within (30) thirty days or the Town may withdraw the approval under section 51(59) of the Planning Act.



400 metres = 5 minute walk

FORMAL REPORT

To: Mayor Stratthdee and Members of Council

Prepared by: Mark Stone, Planner

Date of Meeting: 27 August 2019

Subject: **DEV 46-2019 - Application for Part Lot Control
Lot 33, Registered Plan 44M-70
Meadowridge Subdivision (Phase 2), Town of St. Marys**

PURPOSE

The purpose of this report is to provide Council with a summary and recommendations as it pertains to the Application for Part Lot Control for Lot 33 of the Meadowridge subdivision (Phase 2).

RECOMMENDATION

THAT DEV 46-2019 report regarding the Application for Part Lot Control for Lot 33 of the Meadowridge subdivision (Phase 2) be received; and,

THAT Council approve Part Lot Control By-law No. 74-2019 affecting Lot 33, Registered Plan No. 44M-70 for a one-year period, ending August 27, 2020.

BACKGROUND

Part lot control is a power used by public authorities to prohibit a property owner from conveying a part of a lot from a registered plan of subdivision without approval from the appropriate authority. Section 50(7) of the *Planning Act* provides Council with the authority to exempt or suspend part lot control on parcel(s) of land to allow for further land division by passing a by-law which is registered on title. Exemptions from part lot control are typically requested for semi-detached and townhouse lots due to the difficulty in building common walls between dwelling units precisely along property lines. An exemption from part lot control allows for lot lines to be fixed along the common walls of built foundations/walls.

Council has approved policies for the implementation of exemption from part lot control under certain circumstances, including the creation of parcels for semi-detached dwellings. Each by-law must include a lapse date to ensure part lot control is re-instated on the property.

On November 27, 2018, Plan of Subdivision 44M-70 was registered to create 30 single-detached residential lots, 5 lots to accommodate 10 semi-detached units, 6 lots to accommodate 34 townhouse units, and 6 storm water management/walkway/open space blocks.

REPORT

The Application for Part Lot Control was received by the Town from Bickell Built Homes Ltd. and deemed complete. Bickell Built Homes is seeking to subdivide Lot 33 for the purposes of building two semi-detached units along common party walls.

Lot 33 is designated Residential in the Official Plan and zoned “Residential Zone Three (R3)” according to the Town’s Zoning By-law which permits semi-detached dwellings.

Provincial and local policies were considered and implemented through the registration of the plan of subdivision and approval of zoning. An exemption to part lot control allows for orderly and appropriate development of this plan of subdivision. The request is consistent with Council’s procedures and part lot control implementation guidelines.

FINANCIAL IMPLICATIONS

None.

SUMMARY

An exemption from part lot control does not involve a public process under the *Planning Act* and as such, public notification is not required.

As the subject application meets the requirements for part lot control exemption and constitutes good planning, it is recommended that Council approve By-law No. 74-2019 to exempt part lot control for Lot 33 of Registered Plan 44M-70, for a period of one year.

STRATEGIC PLAN

Not applicable to this report.

OTHERS CONSULTED

N/A

ATTACHMENTS

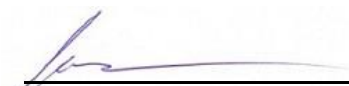
- 1) General Location Map
- 2) Registered Plan 44M-70
- 3) Lot Grading Sketch

REVIEWED BY

Recommended by the Department

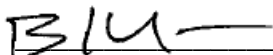


Mark Stone
Planner



Grant Brouwer
Director, Building and Development

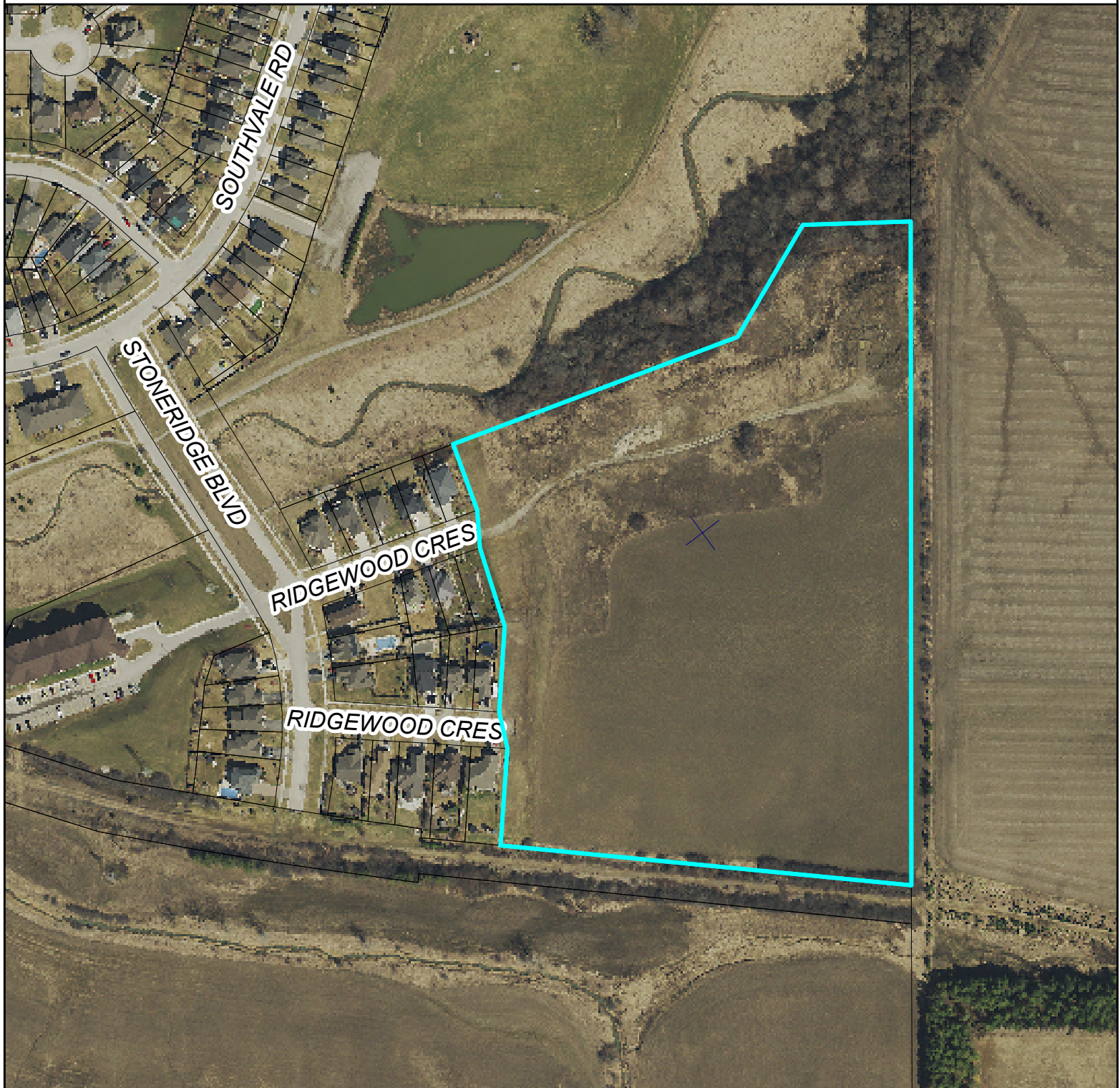
Recommended by the CAO



Brent Kittmer
CAO / Clerk

TOWN OF ST. MARYS
Part of Lots 21 and 22, Concession 18

ATTACHMENT 1



 Subject Lands

PHOTO DATE: April 2015



Meters
0 50 100
Feet
0 100 200

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APPROVED UNDER SECTION 51 OF THE PLANNING ACT,
R.S.O. 1990, c.P. 13 AS AMENDED, BY THE COUNCIL
OF THE CORPORATION OF TOWN OF ST. MARYS, THIS
23RD TH DAY OF OCTOBER, 2018.

AL STRATHOEE - MAYOR

BRENT KITTER - CAO/CLERK

WE HAVE THE AUTHORITY TO BIND THE CORPORATION

ID	RADIUS	ARC	CHORD	BEARING	DELTA	ID	RADIUS	ARC	CHORD	BEARING	DELTA
C1	100.117	14.467	14.454	N89°49'50"E	8°16'45"	C17	35.117	21.117	20.800	N89°29'55"E	34°27'13"
C2	100.117	14.942	14.929	N77°14'45"E	8°33'05"	C18	122.353	26.005	26.005	N88°20'55"E	1°12'50"
C3	100.117	14.859	14.855	N85°46'40"E	8°30'53"	C19	35.117	15.045	15.075	N44°39'35"E	24°47'22"
C4	100.117	14.879	14.885	N82°26'30"W	8°10'20"	C20	122.353	26.005	26.005	N87°31'10"E	0°26'42"
C5	80.000	28.246	28.100	N88°36'50"W	20°13'47"	C21	35.117	15.725	15.594	N89°53'00"E	25°39'25"
C6	21.000	24.114	22.811	N69°14'15"W	65°47'36"	C22	35.117	2.775	2.774	N84°59'30"E	4°37'38"
C7	21.000	11.958	11.797	N27°42'00"E	32°27'37"	C23	100.117	15.622	15.607	N85°03'50"W	8°56'28"
C8	21.000	11.895	11.733	N67°14'25"E	32°27'17"	C24	100.117	16.004	16.004	N89°07'05"E	10°59'27"
C9	21.000	12.568	12.381	N67°23'15"W	34°17'55"	C25	80.000	7.836	7.833	N83°56'05"W	5°36'44"
C10	21.000	12.235	12.063	N62°33'00"W	33°22'58"	C26	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C11	21.000	10.187	10.087	N21°57'45"W	27°47'34"	C27	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C12	21.000	10.187	10.087	N21°57'45"W	27°47'34"	C28	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C13	21.000	10.187	10.087	N21°57'45"W	27°47'34"	C29	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C14	21.000	10.187	10.087	N21°57'45"W	27°47'34"	C30	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C15	21.000	10.187	10.087	N21°57'45"W	27°47'34"	C31	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C16	21.000	10.187	10.087	N21°57'45"W	27°47'34"	C32	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C17	35.117	21.117	20.800	N89°29'55"E	34°27'13"	C33	35.117	21.117	20.800	N89°29'55"E	34°27'13"
C18	122.353	26.005	26.005	N88°20'55"E	1°12'50"	C34	122.353	26.005	26.005	N88°20'55"E	1°12'50"
C19	35.117	15.045	15.075	N44°39'35"E	24°47'22"	C35	35.117	15.045	15.075	N44°39'35"E	24°47'22"
C20	122.353	26.005	26.005	N87°31'10"E	0°26'42"	C36	122.353	26.005	26.005	N87°31'10"E	0°26'42"
C21	35.117	15.725	15.594	N89°53'00"E	25°39'25"	C37	35.117	15.725	15.594	N89°53'00"E	25°39'25"
C22	35.117	2.775	2.774	N84°59'30"E	4°37'38"	C38	35.117	2.775	2.774	N84°59'30"E	4°37'38"
C23	100.117	15.622	15.607	N85°03'50"W	8°56'28"	C39	100.117	15.622	15.607	N85°03'50"W	8°56'28"
C24	100.117	16.004	16.004	N89°07'05"E	10°59'27"	C40	100.117	16.004	16.004	N89°07'05"E	10°59'27"
C25	80.000	7.836	7.833	N83°56'05"W	5°36'44"	C41	80.000	7.836	7.833	N83°56'05"W	5°36'44"
C26	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C42	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C27	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C43	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C28	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C44	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C29	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C45	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C30	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C46	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C31	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C47	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C32	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C48	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C33	35.117	21.117	20.800	N89°29'55"E	34°27'13"	C49	35.117	21.117	20.800	N89°29'55"E	34°27'13"
C34	122.353	26.005	26.005	N88°20'55"E	1°12'50"	C50	122.353	26.005	26.005	N88°20'55"E	1°12'50"
C35	35.117	15.045	15.075	N44°39'35"E	24°47'22"	C51	35.117	15.045	15.075	N44°39'35"E	24°47'22"
C36	122.353	26.005	26.005	N87°31'10"E	0°26'42"	C52	122.353	26.005	26.005	N87°31'10"E	0°26'42"
C37	35.117	15.725	15.594	N89°53'00"E	25°39'25"	C53	35.117	15.725	15.594	N89°53'00"E	25°39'25"
C38	35.117	2.775	2.774	N84°59'30"E	4°37'38"	C54	35.117	2.775	2.774	N84°59'30"E	4°37'38"
C39	100.117	15.622	15.607	N85°03'50"W	8°56'28"	C55	100.117	15.622	15.607	N85°03'50"W	8°56'28"
C40	100.117	16.004	16.004	N89°07'05"E	10°59'27"	C56	100.117	16.004	16.004	N89°07'05"E	10°59'27"
C41	80.000	7.836	7.833	N83°56'05"W	5°36'44"	C57	80.000	7.836	7.833	N83°56'05"W	5°36'44"
C42	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C58	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C43	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C59	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C44	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C60	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C45	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C61	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C46	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C62	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C47	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C63	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C48	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C64	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C49	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C65	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C50	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C66	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C51	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C67	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C52	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C68	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C53	35.117	21.117	20.800	N89°29'55"E	34°27'13"	C69	35.117	21.117	20.800	N89°29'55"E	34°27'13"
C54	122.353	26.005	26.005	N88°20'55"E	1°12'50"	C70	122.353	26.005	26.005	N88°20'55"E	1°12'50"
C55	35.117	15.045	15.075	N44°39'35"E	24°47'22"	C71	35.117	15.045	15.075	N44°39'35"E	24°47'22"
C56	122.353	26.005	26.005	N87°31'10"E	0°26'42"	C72	122.353	26.005	26.005	N87°31'10"E	0°26'42"
C57	35.117	15.725	15.594	N89°53'00"E	25°39'25"	C73	35.117	15.725	15.594	N89°53'00"E	25°39'25"
C58	35.117	2.775	2.774	N84°59'30"E	4°37'38"	C74	35.117	2.775	2.774	N84°59'30"E	4°37'38"
C59	100.117	15.622	15.607	N85°03'50"W	8°56'28"	C75	100.117	15.622	15.607	N85°03'50"W	8°56'28"
C60	100.117	16.004	16.004	N89°07'05"E	10°59'27"	C76	100.117	16.004	16.004	N89°07'05"E	10°59'27"
C61	80.000	7.836	7.833	N83°56'05"W	5°36'44"	C77	80.000	7.836	7.833	N83°56'05"W	5°36'44"
C62	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C78	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C63	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C79	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C64	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C80	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C65	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C81	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C66	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C82	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C67	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C83	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C68	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C84	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C69	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C85	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C70	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C86	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C71	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C87	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C72	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C88	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C73	35.117	21.117	20.800	N89°29'55"E	34°27'13"	C89	35.117	21.117	20.800	N89°29'55"E	34°27'13"
C74	122.353	26.005	26.005	N88°20'55"E	1°12'50"	C90	122.353	26.005	26.005	N88°20'55"E	1°12'50"
C75	35.117	15.045	15.075	N44°39'35"E	24°47'22"	C91	35.117	15.045	15.075	N44°39'35"E	24°47'22"
C76	122.353	26.005	26.005	N87°31'10"E	0°26'42"	C92	122.353	26.005	26.005	N87°31'10"E	0°26'42"
C77	35.117	15.725	15.594	N89°53'00"E	25°39'25"	C93	35.117	15.725	15.594	N89°53'00"E	25°39'25"
C78	35.117	2.775	2.774	N84°59'30"E	4°37'38"	C94	35.117	2.775	2.774	N84°59'30"E	4°37'38"
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C80	100.117	16.004	16.004	N89°07'05"E	10°59'27"	C96	100.117	16.004	16.004	N89°07'05"E	10°59'27"
C81	80.000	7.836	7.833	N83°56'05"W	5°36'44"	C97	80.000	7.836	7.833	N83°56'05"W	5°36'44"
C82	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C98	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C83	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C99	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C84	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C100	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C85	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C101	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C86	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C102	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C87	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C103	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C88	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C104	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C89	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C105	80.000	7.713	7.710	N83°53'25"W	5°31'27"
C90	80.000	7.713	7.710	N83°53'25"W	5°31'27"	C106	80.000	7.713	7.710	N83°53'25"W	5°31'27"

OF
LOT 33
PLAN 44M-70

IN THE
TOWN OF ST. MARYS
COUNTY OF PERTH

SCALE 1:300



**MTE OLS LTD.
ONTARIO LAND SURVEYORS**

METRIC:

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

NOTES:

1. BEARINGS AND DISTANCES SHOWN HEREON WERE DERIVED FROM REGISTERED PLAN No. 44M-70.
2. GRADE PLAN INFORMATION WAS DERIVED FROM THE SUBDIVISION LOT GRADING PLAN PREPARED BY JOHNSON ENGINEERING CONSULTANTS INC.
3. LOT COVERAGE : 38.9% INCLUDING THE DECK AND PORCH.
4. DEPTH OF ALL UNDERSIDE OF FOOTINGS MUST MAINTAIN A MINIMUM OF 1.219m (4'-0") OF FROST COVER BELOW FINISHED GRADE.

CONSTRUCTION NOTES:

1. EXTEND SERVICES TO PROPOSED HOUSE LOCATION PRIOR TO EXCAVATION OF THE FOUNDATION.
2. ANY DISCREPANCIES IN ELEVATION OF STORM OR SANITARY CONNECTIONS MUST BE REPORTED TO THE DEVELOPER'S ENGINEER PRIOR TO BACKFILLING.
3. BUILDING DIMENSIONS AND UNPROTECTED OPENING REQUIREMENTS SHOULD BE CONFIRMED WITH THE ARCHITECTURAL PLANS PRIOR TO CONSTRUCTION.
4. PREVENTATIVE BASEMENT FLOODING REQUIREMENTS SHOULD BE CONFIRMED WITH THE MUNICIPALITY WHEN OBTAINING THE BUILDING PERMIT.
5. WEEPERS MUST BE EMPTY INTO A SUMP AND BE PUMPED.
6. UTILITIES SHOULD BE LOCATED PRIOR TO EXCAVATING.

LEGEND:

DENOTES EXISTING ELEVATION
 DENOTES PROPOSED ELEVATION
 DENOTES PROPOSED SURFACE DRAINAGE DIRECTION
 DENOTES PROPOSED SWALE
 DENOTES PORCH

CAUTION:

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

THIS SKETCH IS PREPARED FOR BICKELL BUILT HOMES © C
DATE : APRIL 24, 2019

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MTE OLS Ltd.

ONTARIO LAND SURVEYORS

365 HOME STREET

STRATFORD, ONTARIO, N5A 2A5

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

COGO : 39989-202.ASC

Drawn By : K. MEATH

Checked By : D. REAUME

File No : 39989-202-G1 (S)

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

105

PLATE

GRADE AND SERVICE INFORMATION DERIVED FROM PLAN PREPARED BY:

JOHNSON ENGINEERING CONSULTANTS

HURON STREET, STRATFORD, ONTARIO N5A 5T5
(519) 271-9923 FAX. (519) 271-5353

REVIEWED AND APPROVED TO AGREE WITH
THE INTENT OF THE DRAINAGE PLAN

DATE May 24/9

ДАТ

4 RISERS FROM GARAGE FLOOR TO TOP OF FINISHED FLOOR. SLOPE 0.10 METRES FROM BACK TO FRONT.

7'-10" WALL
0'-6" FOOTING

UPON COMPLETION OF FOUNDATION WALLS THE
BUILDER/CONTRACTOR MUST PROVIDE THE TOWN
OF ST. MARYS BUILDING DEPARTMENT A COPY
OF THE SURVEYOR'S REAL PROPERTY REPORT
INCLUDING TOP OF FOUNDATION ELEVATION
BEFORE PROCEEDING WITH FRAMING OF BUILDING.

UPON COMPLETION OF THE ON-SITE GRADING, A CERTIFICATE OF COMPLIANCE WILL BE REQUIRED FROM AN ENGINEER OR ONTARIO LAND SURVEYOR TO BE GIVEN TO THE TOWN OF ST. MARYS.

AS IN ANY SUBDIVISION, THE STORM SEWERS FROM TIME TO TIME WILL BECOME INUNDED WITH WATER AND FLOODING WILL OCCUR. THEREFORE SUMP PUMPS ARE REQUIRED ON THE WEEPING TILE SERVICE AND MUST EXTEND VERTICALLY WITHIN THE HOUSE TO AN ELEVATION ABOVE THE LOWEST EXTERIOR GROUND ELEVATION AT THE FOUNDATION BEFORE DROPPING AND EXITING THE HOME. BACKWATER VALVES ARE REQUIRED ON THE STORM SERVICES WHERE PROPER SUMP PUMP INSTALLATION HAS NOT BEEN PROVIDED AND ON SANITARY SERVICES. JOHNSON ENGINEERING CONSULTANTS DO NOT GUARANTEE THAT THE INCLUSION OF BACKWATER VALVES OR A SUMP PUMP WILL PREVENT THE FLOODING OF HOUSES UNDER ALL CIRCUMSTANCES.

GRADE AND SERVICE INFORMATION DERIVED FROM PLAN PREPARED BY:

JOHNSON ENGINEERING CONSULTANTS

HURON STREET, STRATFORD, ONTARIO N5A 5T5
(519) 271-9923 FAX. (519) 271-5353

REVIEWED AND APPROVED TO AGREE WITH
THE INTENT OF THE DRAINAGE PLAN

DATE May 24/9

ДАТ

FORMAL REPORT

To: Mayor Stratthdee and Members of Council

Prepared by: Mark Stone, Planner

Date of Meeting: 27 August 2019

Subject: **DEV 47-2019 - Application for Part Lot Control
Lot 17, Registered Plan 44M-70
Meadowridge Subdivision (Phase 2), Town of St. Marys**

PURPOSE

The purpose of this report is to provide Council with a summary and recommendations as it pertains to the Application for Part Lot Control for Lot 17 of the Meadowridge subdivision (Phase 2).

RECOMMENDATION

THAT DEV 47-2019 report regarding the Application for Part Lot Control for Lot 17 of the Meadowridge subdivision (Phase 2) be received; and,

THAT Council approve Part Lot Control By-law No. 75-2019 affecting Lot 17, Registered Plan No. 44M-70 for a one-year period, ending August 27, 2020.

BACKGROUND

Part lot control is a power used by public authorities to prohibit a property owner from conveying a part of a lot from a registered plan of subdivision without approval from the appropriate authority. Section 50(7) of the *Planning Act* provides Council with the authority to exempt or suspend part lot control on parcel(s) of land to allow for further land division by passing a by-law which is registered on title. Exemptions from part lot control are typically requested for semi-detached and townhouse lots due to the difficulty in building common walls between dwelling units precisely along property lines. An exemption from part lot control allows for lot lines to be fixed along the common walls of built foundations/walls.

Council has approved policies for the implementation of exemption from part lot control under certain circumstances, including the creation of parcels for townhouse dwellings. Each by-law must include a lapse date to ensure part lot control is re-instated on the property.

On November 27, 2018, Plan of Subdivision 44M-70 was registered to create 30 single-detached residential lots, 5 lots to accommodate 10 semi-detached units, 6 lots to accommodate 34 townhouse units, and 6 storm water management/walkway/open space blocks.

REPORT

The Application for Part Lot Control was received by the Town from Larry Otten Contracting Inc. and deemed complete. Larry Otten Contracting is seeking to subdivide Lot 17 for the purposes of building six townhouse units along common party walls.

Lot 17 is designated Residential in the Official Plan and zoned “Residential Zone Five (R5-8)” according to the Town’s Zoning By-law which permits townhouse dwellings.

Provincial and local policies were considered and implemented through the registration of the plan of subdivision and approval of zoning. An exemption to part lot control allows for orderly and appropriate development of this plan of subdivision. The request is consistent with Council’s procedures and part lot control implementation guidelines.

FINANCIAL IMPLICATIONS

None.

SUMMARY

An exemption from part lot control does not involve a public process under the *Planning Act* and as such, public notification is not required.

As the subject application meets the requirements for part lot control exemption and constitutes good planning, it is recommended that Council approve By-law No. 75-2019 to exempt part lot control for Lot 17 of Registered Plan 44M-70, for a period of one year.

STRATEGIC PLAN

Not applicable to this report.

OTHERS CONSULTED

N/A

ATTACHMENTS

- 1) General Location Map
- 2) Registered Plan 44M-70
- 3) Draft R-plan

REVIEWED BY

Recommended by the Department



Mark Stone
Planner



Grant Brouwer
Director of Building and Development

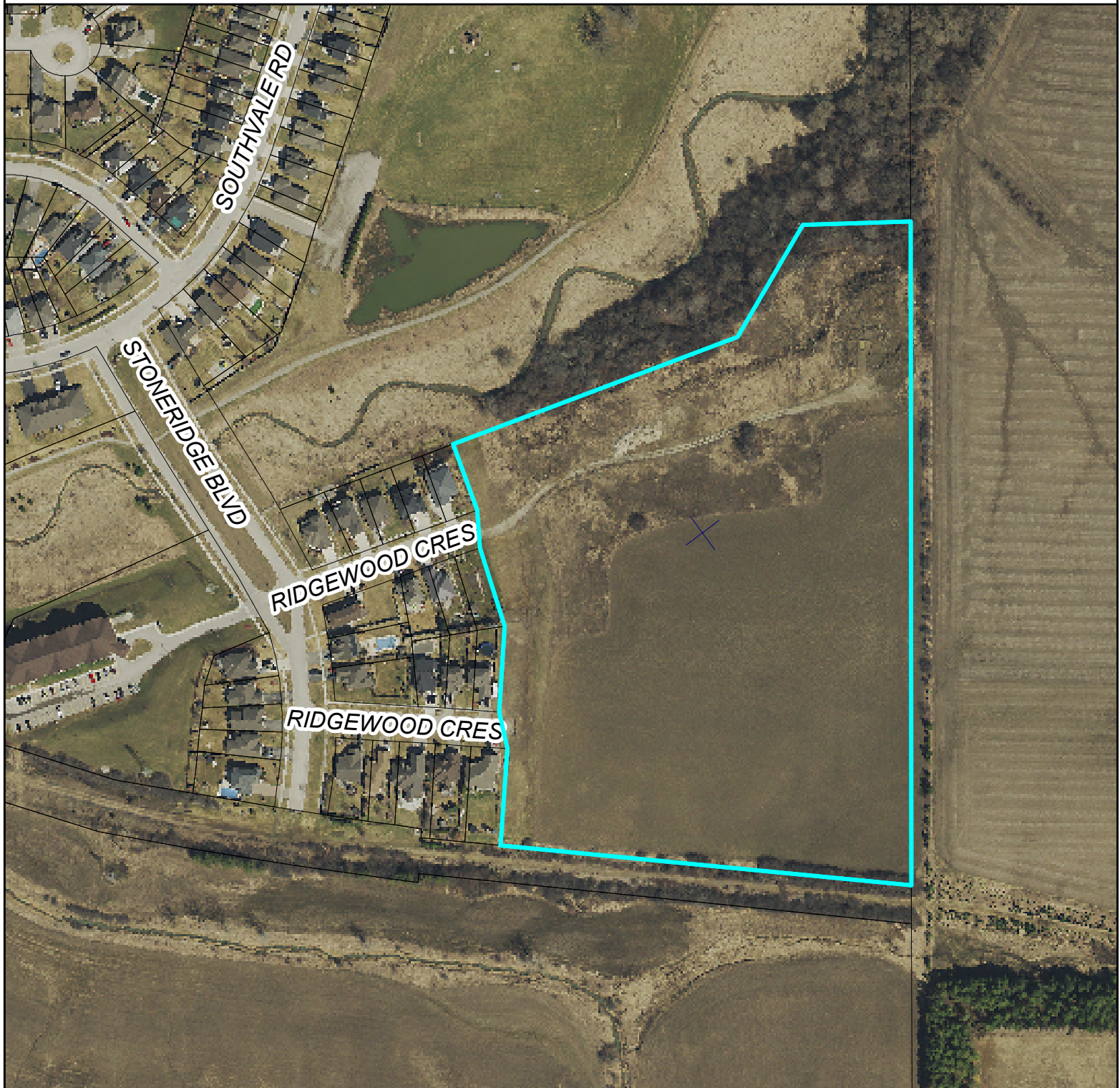
Recommended by the CAO



Brent Kittmer
CAO / Clerk

TOWN OF ST. MARYS
Part of Lots 21 and 22, Concession 18

ATTACHMENT 1



 Subject Lands

PHOTO DATE: April 2015



Meters
0 50 100
Feet
0 100 200

Page 214 of 372



FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Mark Stone, Planner
Date of Meeting:	27 August 2019
Subject:	DEV 48-2019 – Development Agreement 256 Church Street South, Town of St. Marys

PURPOSE

To provide information and seek Council authorization for the Mayor and the Clerk to enter into a Development Agreement on behalf of the Town of St. Marys with Marianne DeBrabandere for lands municipally numbered as 256 Church Street South and legally described as Part Lot 18 West Side Church Street, Plan 235, St. Marys as in R240515; St. Marys.

RECOMMENDATION

THAT DEV 48-2019 Development Agreement – 256 Church Street South be received;

THAT Council authorize the Mayor and the Clerk on behalf of the Town of St. Marys to enter into a Development Agreement between the Town of St. Marys and Marianne DeBrabandere; and

THAT Council approve By-law 76-2019 authorizing the Mayor and the Clerk to sign a development agreement.

BACKGROUND

The subject property is located at the northwest corner of Church Street South and Victoria Street (see location mapping provided as Attachment 1). The property is designated “Residential” in the Town’s Official Plan and is zoned “Residential Zone Four – R4” in the Zoning By-law Z1-1997, as amended.

The property is the site of a converted dwelling containing two dwelling units and the owner wishes to develop a third unit in the dwelling which is a permitted use under R4 zone provisions. The Committee of Adjustment approved Minor Variance Application A02-2017 on May 17, 2017 to provide relief from the minimum lot area and frontage requirements of the Zoning By-law for a 3-unit converted unit. Condition #8 of the 2017 approval required the owner to enter into a development agreement with the Town to ensure proper installation of works associated the proposed development including a parking area. On March 27, 2018, Council enacted By-law 31-2018 authorizing the Mayor and Clerk to enter into a development agreement with the property owner on behalf of the Town of St. Marys. However, the owner did not satisfy another condition of approval requiring the obtaining of a building permit within 1 year of the decision.

With the expiration of the 2017 approval, the owner submitted Minor Variance Application A02-2019 to allow for the conversion of the existing 2-unit converted dwelling into a 3-unit dwelling. The Committee of Adjustment approved Application A02-2019 on May 15, 2019 to provide relief from the Zoning By-law with respect to the minimum lot area, lot frontage and parking requirements for a 3-unit converted dwelling.

The owner submitted a landscape plan in support of this Application showing the creation of four parking spaces and access at the rear of the property (see Attachment 2).

REPORT

Condition #7 on the Notice of Decision for Minor Variance Application A02-2019 affecting 256 Church Street South states that “the property owner is required to enter into a development agreement with the Town to ensure proper installation of all works associated with the approved landscape/grading plan, and to ensure the owner (and subsequent owners) maintain these works accordingly”. The development agreement attached to this report has been drafted to the satisfaction of Town staff and the owner.

FINANCIAL IMPLICATIONS

Not known at this time.

SUMMARY

It is recommended that Council authorize the Mayor and Clerk to enter into the attached development agreement with the owner on behalf of the Town.

STRATEGIC PLAN

- ☐ Not applicable to this report.
- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
 - Pillar #6 Housing:
 - Outcome: In order to get the ‘right demographic mix’ for St. Marys, it will be essential to ensure housing stock is flexible and attractive for youth, workers, immigrants and persons of all abilities.

OTHERS CONSULTED

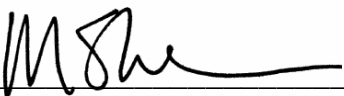
N/A

ATTACHMENTS

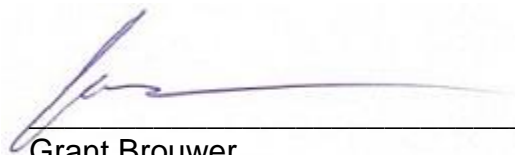
- 1) General and Specific Location Maps
- 2) Landscape Plan
- 3) Development Agreement

REVIEWED BY

Recommended by the Department

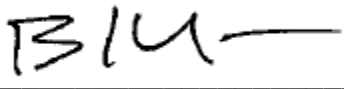


Mark Stone
Planner



Grant Brouwer
Director of Building and Planning

Recommended by the CAO



Brent Kittmer
CAO / Clerk

General Location Map

ATTACHMENT 1

Town of St. Marys

256 Church Street

Pt Lot 18 w/s Church n/s Victoria, Registered Plan No. 225



 Subject Lands



ONTARIO CANADA
ST. MARYS
Page 219 of 372
April 13, 2017

TOWN OF ST. MARYS
Part Lot 18, Plan 235
Application for Minor Variance
by Marianne DeBrabendere

ATTACHMENT 1




 AREA SUBJECT TO
PROPOSED MINOR VARIANCE

PHOTO DATE: April 2015



Meters
0 10 20
Feet
0 25 50

Page 220 of 372

GENERAL NOTES:

Contractor to verify all dimensions and site conditions, and report any discrepancies to the Landscape Architect.

All works are to be laid out and staked for review and approval by the Landscape Architect before proceeding with construction.

Construction shall be undertaken to prevent damage to adjacent property. The contractor is responsible for damages on public or private property due to his own forces.

Contractor is responsible to ensure that waterproofing protection, insulation, and drains are in position, undamaged and uncontaminated, and to protect membrane from damage during construction.

Drawings are not to be scaled.

It is the responsibility of the contractor to ensure that separate conduits, adequate for both irrigation and landscape lighting are installed and marked during landscape construction, allowing access to all soft landscape areas on site.

It is the responsibility of the contractor to ensure the cleanliness of the site and structures to the satisfaction of the of the consultant. Maintain work in a neat and orderly condition at all times.

GRADING NOTES

Existing grades are to remain unaltered at the base of all trees to be preserved.

All grading and landscape construction shall be undertaken to ensure positive drainage away from buildings. Slope rough grades and finished grades away from buildings at 2% minimum. Paved surfaces are not to exceed 4% unless otherwise indicated.

-Meet and watch all existing grades at property boundaries roadway and drainage ditches.

LEGEND

X 100.00 EXISTING GRADE

E 100.00 PROPOSED GRADE

LAWN

PLANT GROUPINGS

PLANTING BED

0 1 2 3 4 5

SCALE, METRIC

3 APR24/18 For Submission SDB SDB

2 MAR03/18 Stamped by engineer SDB KK

1 JAN 27/18 For Submission SDB SDB

No. Date Description By Chk.

Project:

256 CHURCH STREET

ST. MARYS, ON.

Title:

LANDSCAPE PLAN

Scale:

1:150 (11x17 sheet)

Date:

01/27/2018

Drawn/Chk:

sdb

Sheet:

L-1

LANDSCAPE ARCHITECTURE + DESIGN STUDIO

sylvie@acrestudio.ca | (647) 239.2571

www.acrestudio.ca

ACRESTUDIO

LANDSCAPE ARCHITECTURE + DESIGN STUDIO

sylvie@acrestudio.ca | (647) 239.2571

www.acrestudio.ca

The site plan illustrates the proposed landscape design for 256 Church Street. Key features include:

- Existing Structures:** An existing house and deck are shown with their footprints and existing grades.
- New Rain Garden:** A new rain garden is proposed, featuring a concrete walkway and steps, with a low point at +96.79.
- Parking Area:** A parking area is shown with a concrete landing and a parking pad to be removed and seeded.
- Driveway:** A driveway is shown with a concrete landing and a parking pad to be removed and seeded.
- Elevations and Slopes:** The plan includes numerous elevation points (e.g., +98.92, +97.78, +96.54) and slopes (e.g., 11% slope, 14% slope, 19% slope, 12% slope, 7% slope, 10% slope, 3% slope, 1% slope).
- Planting:** The plan shows various plantings, including rain garden planting, new evergreen planting, and existing cedar hedge.
- North Arrow:** A north arrow is located in the upper right corner of the plan.

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**AGREEMENT MADE UNDER SECTION 45 OF
THE PLANNING ACT, R.S.O. 1990**

THIS AGREEMENT made this _____ day of August, 2019

BETWEEN:

THE CORPORATION OF THE TOWN OF ST. MARYS
(hereinafter called the "Town")

of the FIRST PART

- and -

MARIANNE DEBRABANDERE
(hereinafter called the "Owner")

of the SECOND PART

WHEREAS the Owner represents that she is the owner of the lands municipally known as 256 Church Street South, St. Marys, Ontario, and legally described as Part Lot 18 West Side Church Street, Plan 235, St. Marys as in R240515; St. Marys, being all of PIN 53247-0075 (LT) all in the Registry Office for the Land Titles Division of Perth (No. 44) (hereinafter referred to as the "Lands");

AND WHEREAS the Owner has applied to the Committee of Adjustment for the Town of St. Marys for approval of a minor variance File Number A02-2019 and such approval dated May 15, 2019 has been

granted subject to certain conditions; the execution and registration on title to the Lands of a Development Agreement between the Owner and the Town;

AND WHEREAS the Committee of Adjustment has authority to impose such terms and conditions as the Committee considers advisable and as are set out in the decision, including requiring the Owner to enter into one or more agreement with the municipality dealing with some or all of the terms and conditions, pursuant to section 45 (9), (9.1) and (9.2) of the *Planning Act*, RSO 1990, c P.13, as amended (the "*Planning Act*"), and further provides that such an agreement may be registered against title to the lands to which it applies and enforced against all subsequent owners of the land;

AND WHEREAS this Agreement shall be registered against title to the Lands and the Town shall be entitled to enforce the provisions thereof against the Owner and, subject to the provisions of the *Registry Act* and the *Land Titles Act*, any and all subsequent owners of the land, in accordance with of Section 45 (9), (9.1) and (9.2) of the *Planning Act*;

NOW THEREFORE WITNESSETH that for the sum of TWO DOLLARS (\$2.00) paid by the Town to the Owner, and of other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto covenant, promise and agree with each other as follows:

1. The parties warrant that the above recitals are true.
2. In this Agreement,
 - a) "Director of Public Works" means the Town's Director of Public Works, including an acting Director of Public Works, and his or her delegate.
 - b) "Home occupation" means a home occupation as defined in the Town's Zoning By-law.

- c) "Work" means any and all of the work done in performance of the Owner's obligations pursuant to this Agreement.
- 3. The Owner agrees that, at the Owner's sole risk and expense:
 - a) A parking area on the Lands shall be installed and maintained in accordance with the approved landscape plan attached hereto as Schedule "A" and the Town's Zoning By-law;
 - b) A lot grading/drainage plan for the Lands shall be designed by an Engineer or an Ontario Land Surveyor to the satisfaction of the Town such that there is no impact on any other property, and that the Lands shall be constructed in accordance with the approved lot grading/drainage plan;
 - c) All landscaping shown on the approved landscape plan shall be maintained to the satisfaction of the Town. Barrier landscaping shall be installed on the Lands to the satisfaction of the Town at a location immediately south of proposed parking space number four on the approved landscape plan and shown on Schedule "A", so as to reduce the impact of headlights on adjacent properties. Drawings showing landscape details shall be provided to the Town prior to installation.
- 4. Prior to the Work commencing, the Owner shall take measures to protect the telecommunications panel located next to the existing hard surface driveway. Such measures shall be to the satisfaction of the Director of Public Works.
- 5. Nothing in this Agreement constitutes a waiver of the obligation of the Owner to comply with the Zoning By-law of the Town, Ontario Building Code or any other By-laws of the Town or any statutes, restrictions or regulations lawfully imposed by the provincial government or federal government or any other authorities having jurisdiction in connection therewith. For greater clarity, fulfilment of the terms of this Agreement does not exempt the

Owner from the requirements under the *Building Code Act* in obtaining a building permit for construction of the third unit.

6. The Owner agrees that the space subject to File A02-2019, being the third unit, shall not be used for a home occupation or any other business.
7. The Owner agrees that the abutting street to be used for access during construction shall be kept in good and usable condition during the said construction and all necessary care will be taken to see that mud and soil is not tracked or pulled onto any public street or sidewalks. If damaged or muddied, such streets or sidewalks shall be restored and/or cleaned up by the owner at his own expense. The owner acknowledges that she has the responsibility to correct or clean muddied streets used for access during construction. If the owner fails to complete said work, then the provision of paragraph 13 of this Agreement shall apply.
8. All works constructed or installed under this Agreement shall be maintained to the satisfaction of the Town at the expense of the Owner and/or subsequent owners of the lands subject to the Agreement.
9. All costs incurred to satisfy and maintain the requirements of the Agreement shall be at the expense of the Owner and/or subsequent owner of the lands.
10. Minor adjustments to the requirements of this Agreement may be made subject to the approval of the Town provided that the spirit and intent of the Agreement is maintained. Such minor adjustments shall not require an amendment to this Agreement; however, the written approval of the Town is required before such minor adjustments can be made.
11. In the event of the failure by the Owner to comply with any of the provisions of this Agreement, the Town, its servants or agents, on seven (7) days' notice in writing to the Owner of its intention and forthwith in the case of any emergency, shall at its sole discretion have the right to

rectify such failure to comply to its satisfaction and recover the expense incurred by the Town in a like manner as municipal taxes.

12. The Town shall require a refundable security deposit in the amount of Nine Thousand Dollars (\$9,000.00) at the time of signing of this Agreement, to be refunded at such time as all works have been installed on the Lands in accordance with the approved landscape plan shown on Schedule "A", to the satisfaction of the Town, including landscaping, completion of final lot grading of the rear yard and installation of required parking.
13. The Owner acknowledges that it is the Owner's responsibility to submit a request for the refund of deposits in writing when all of the work has been completed to the standards of this Agreement.
14. This Agreement shall be registered against the Lands by the Town and all costs associated with the said registration shall be the responsibility of the Owner. The covenants, agreements, conditions and understandings herein contained on the part of the Owner shall run with the Lands and shall enure to the benefit of and be binding upon the parties hereto and their respective successors, heirs, executors, administrators and assigns.
15. Execution of this Agreement shall be deemed to be authorization by all parties to legal counsel for the Town to register same in the appropriate Land Registry Office without further written authorization.
16. The failure of a Party at any time to require performance by the other Party of any obligation under this Agreement shall in no way affect the first Party's right thereafter to enforce such obligation, nor shall any such waiver be taken or held to be a waiver of the performance of the same or any other obligation hereunder at any later time.
17. The parties hereto covenant and agree that at all times and from time to time hereafter upon every reasonable written request so to do, they shall make, execute, deliver or cause to be

made, done, executed and delivered, all such further acts, deeds, assurances and things as may be required for more effectively implementing and carrying out the true intent and meaning of this Agreement including any amendments to this Agreement required to affect the registration of this Agreement.

18. The parties hereto acknowledge and agree that this agreement is further to and does not remove any of the Owner's obligations under any prior Agreements.
19. Any notice given to the Town pursuant to this Agreement shall be sufficiently given if sent by registered mail, registered courier or delivered personally by the Town's employee or its agent to:

Marianne DeBrabandere
1842 Perth Road 163
RR #1
St. Marys ON N4X 1C4

or to such other addresses of which the Owner has notified the Town in writing. Such notice shall be deemed to have been received on the date of its delivery or in the case of mailing, three (3) business days after it was delivered to the post office.

20. Any notice given to the Owner pursuant to this Agreement shall be sufficiently given if sent by registered mail, registered courier or delivered personally by the Owner or his or her agent to:

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

Attention: Clerk

or to such other addresses of which the Owner has notified the Town in writing. Such notice shall be deemed to have been received on the date of its delivery or in the case of mailing, three (3) business days after it was delivered to the post office.

21. The Owner agrees on behalf of itself and its heirs, executors, administrators, successors and assigns to indemnify the Town from all losses, damages, costs, changes and expenses which may be claimed or recovered against the Town by any person or persons arising either directly or indirectly as a result of any action taken by the Owner pursuant to this agreement.
22. The Owner hereby covenants and agrees to save harmless the Town from any loss whatsoever arising out of or pursuant to the execution of this Agreement and the issuing of a building permit whether final or conditional for any construction on the Lands. This indemnification shall apply to all claims, demands, costs and expenses in respect to the development of the Lands as set out in this Agreement.
23. Schedule "A", attached hereto and referred to herein, is hereby incorporated into and forms part of this Agreement.

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

MARIANNE DEBRABANDERE

Per: M DeBrabandere
Marianne DeBrabandere, Owner

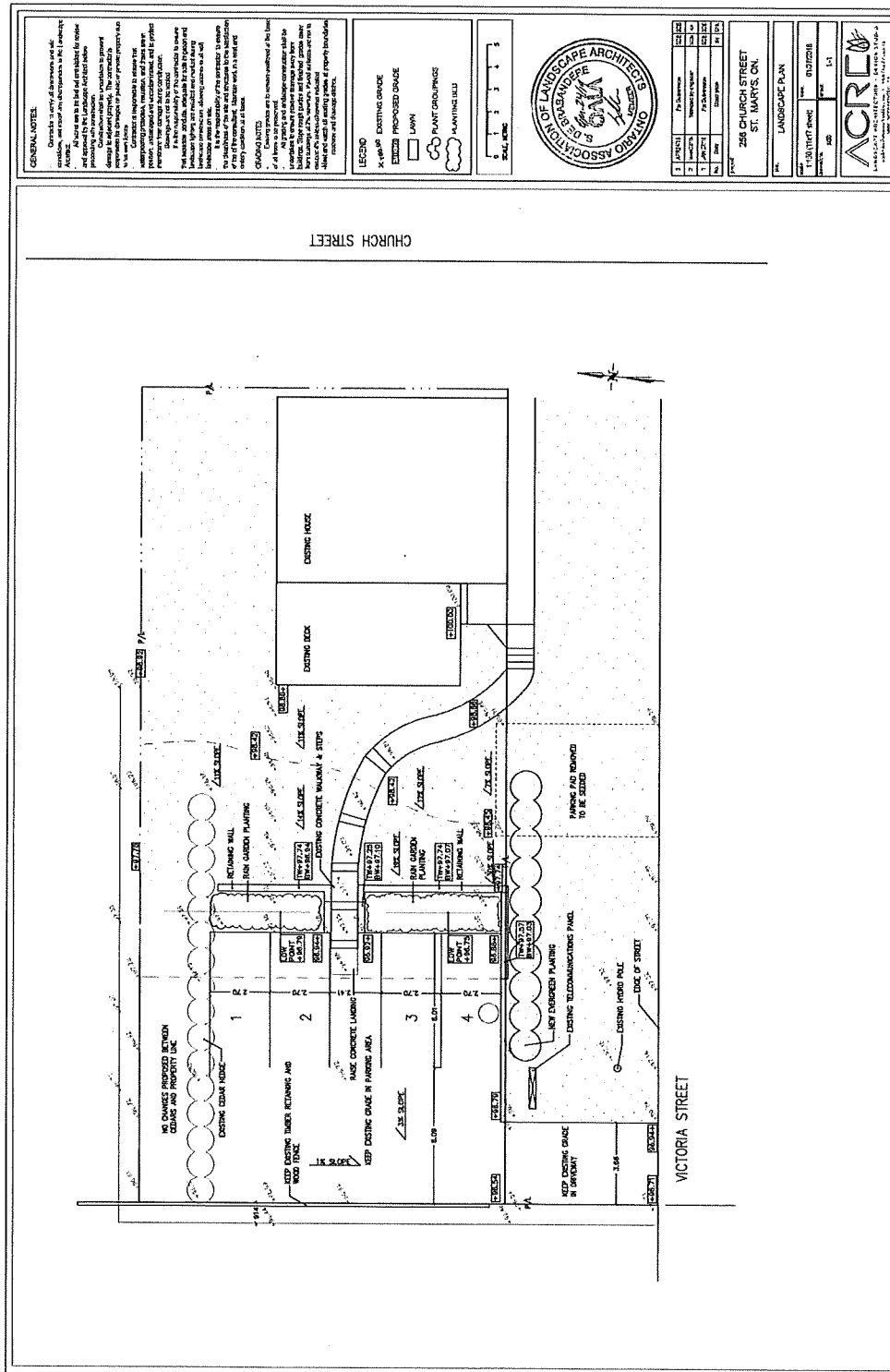
THE CORPORATION OF THE TOWN OF ST. MARYS

Per: _____
Mayor Al Strathdee

Per: _____
CAO/Clerk Brent Kittmer

(We have the authority to find the Corporation)

Schedule "A"





FORMAL REPORT

To:	Mayor Stratthdee and Members of Council
Prepared by:	Doug LaPointe, Pyramid Recreation Centre Operations Supervisor
Date of Meeting:	27 August 2019
Subject:	DEV 49-2019 Friendship Centre Walk-in Fridge and Freezer Repairs

PURPOSE

To seek an allocation of \$14,575.00 from the Reserve for Facility Repair and Maintenance for the purchase of a replacement walk-in freezer and the walk-in fridge at the Friendship Centre.

RECOMMENDATION

THAT DEV 49-2019 Friendship Centre Walk-in Fridge and Freezer Repairs be received; and

THAT Council approve the unbudgeted amount of \$14,575.00 from the Reserve for Facility Repair and Maintenance for the purchase of a walk-in freezer and the walk-in fridge at the Friendship Centre.

BACKGROUND

The current freezer was installed as part of the Friendship Centre build in 2004. The kitchen has in it one industrial sized walk-in fridge and one industrial sized walk-in freezer, both measuring approximately 100 square feet for safe food storage. Each uses a different type of refrigerant depending on what their target temperature is, with the freezer being kept well below minus 10 Celsius and the fridge between plus 2 and 4 degrees Celsius.

Since February 2019, multiple breakdowns resulting in costly repairs and food waste have occurred, resulting in recommendations from service mechanics to replace the units as they will continue to fail.

REPORT

Both the walk in fridge and walk in freezer are currently utilized by the Senior Services department to support the Community Dining Program and special events hosted within the Seniors Centre. The walk in freezer is an instrumental piece of equipment for the frozen Meals on Wheels program. Revenue is currently generated through each of these programs to help with funding.

The equipment in question is original to the build of the Friendship Centre, and is part of the PRC's Asset Management Plan. All mechanical components have reached the end of their life expectancy of 15 years. There are refrigerant lines running from the units to the roof, with two main components to each unit in order to complete the cooling process. One component called the cooling unit is mounted inside the fridge or freezer and supplies the cool air, with the other component, a condensing unit being located on the roof which rejects the heat to the atmosphere. The condition of the space including the insulated walls, floors and ceilings remain in good shape with no cause for concern, and are expected to last for as long as the lifetime of the building.

All aspects of the two systems have begun to fail with increasing frequency over the past six months, with issues such as refrigerant leaks, frost buildup, and starter failures, often resulting in the units being

shut down until repairs can be made which results in food loss. These repairs are becoming more frequent, making it imperative to replace the equipment. This has been recommended by the various service mechanics who have completed repairs, rather than continue to make repairs and budget for replacement in the future. Also, as a cost saving measure, it is more economical to replace both units at the same time as they are located next to each other, saving on duplicate labour and crane services to lift the necessary equipment onto and off the roof. We are currently seeking a grant from the Ministry of Senior Affairs and Accessibility, for this project, but we will not know the status of the grant until mid-September. This item is listed to be replaced on our 2020 AMP.

FINANCIAL IMPLICATIONS

The procurement process was followed, with three companies providing pricing. This price includes all necessary parts and labour to complete both repairs at once:

Company:	Price:
Air Design (lowest)	\$14,575.00
Cimco Refrigeration	\$18,275.00
Black and MacDonald	\$20,350.00

SUMMARY

It is staff's recommendation that necessary funding be secured to replace the equipment should another significant failure occur, or to be able to plan for replacement as soon as funding assistance is received. The equipment is currently running, however stock is being kept at a minimum due to the inherent unreliability, resulting in less efficient operation.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

André Morin, Director of Finance / Treasurer
Jenny Mikita, Senior Services Supervisor

ATTACHMENTS

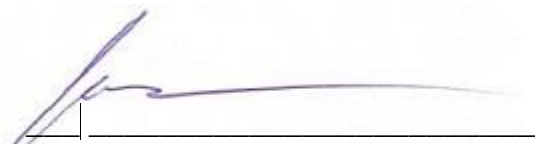
Nil

REVIEWED BY

Recommended by the Department



Doug LaPointe
Supervisor of Operations - PRC



Grant Brouwer
Director of Building and Development

Recommended by the CAO



Brent Kittmer



MONTHLY REPORT

To: Mayor Strathdee and Members of Council

From: Corporate Services

Date of Meeting: 27 August 2019

Subject: COR 23-2019 August Monthly Report (Corporate Services)

RECOMMENDATION

THAT COR 23-2019 August Monthly Report (Corporate Services) be received for information.

DEPARTMENTAL HIGHLIGHTS

Culture

- General
 - Filming – The CBC program Murdoch Mysteries filmed in Town for a week in June and July. St. Marys locations filmed for Episode 1307, "Toronto The Bad" will air on November 11 and episode 1308, "The Final Curtain" airs November 18.
 - The closing date for the Public Art RFP has been extended to Thursday, September 5, 2019. The RFP is publically available on Bids & Tenders and has been shared with art councils, artists and posted on Creative City Network of Canada.
 - Doors Open - Planning and promotion underway for Doors Open St. Marys on September 28. Volunteer recruitment to take place in August.

Museum

- Administrative/Funding
 - Most popular Facebook Post in July: July 1 post regarding Firefighters exhibit Canada Day opening with a reach of 2,484 and 93 reactions/comments/shares.
 - Curator and volunteers hosted a pancake brunch and butter tart sale in Cadzow Park on July 1. More than \$750 was raised for the Museum.
 - Secured a grant through the Canadian Space Agency to host a traveling exhibit from the Canadian Science and Technology Museum. The exhibit has been confirmed from January to May 2020.
 - Volunteers logged 45 on-site hours in July.
- Programming
 - Implementing Heritage on Wheels program following successful funding announcement on June 26.
 - Museum participated in Heritage Festival with a vendor booth downtown and by leading the heritage mobility bus tours. All but one of the five scheduled tours was at full capacity.
 - Museum was a stop on the Horticultural Society's Garden Tour on Sunday, July 14.
 - Museum was a stop on a mystery tour on July 17. 30 participants visited as part of the group tour.

- Melodies at the Museum summer concert series kicked off on July 17. The series expanded from August into three weeks in July due to popular demand. Sponsorship has been secured for all performers' honorariums.

Corporate Communications

- PRC Strategic Business Plan
 - Spring/Summer program feedback survey is ongoing (105 responses so far)
 - PRC/Friendship Centre Communications Survey closed on July 31, 2019 (119 responses); consolidating results into PRC Communications Audit
- Media Relations
 - Distributed eight public notices, 6 media releases, 5 service disruptions, and 1 road closure between July 11 and August 14. Topics included Expressions of Interest for heritage properties, 20 on the Trestle, and public art RFP.
 - There were 25 stories/mentions in local media between July 11 and August 14 (23 in the St. Marys Independent and 2 in the Stratford Beacon Herald). 7 of those stories (including Fire Department training, heritage Festival, public art RFP, and 20 on the Trestle) were the direct result of media releases by the Town.
- Social Media
 - The Town's Facebook page currently has 4,348 followers (74 new since July 11). The most popular post was about Heritage festival fireworks (7,146 users).
 - The Town's Twitter page currently has 1,881 followers (24 new since July 11). The most popular tweet was about photo sessions at the Quarry (1,518 impressions).
 - The Pyramid Recreation Centre's Facebook page currently has 2,425 followers (8 new since July 11). The most popular post was about the Friendship Centre's Sign Making Night (3,618 users).
- Website
 - 22,128 users and 116,156 page views since July 11. Top visited pages include Quarry (27,441 page views), Home (10,749) and Library (6,321).
 - Updates made to Fall Rec & Leisure Guide banner, Public Art RFP banner, employment page, animal control page, and creation of a new Accessory Apartments page.
- Publications
 - Fall & Winter Recreation & Leisure Program Guide now available at various municipal buildings and online; 3,800 copies also distributed by the Independent Newspaper the week of August 5.
- Advertising
 - 3 print ads: City of Stratford Activity Guide ad for PRC, Stratford Beacon Herald Recreation Guide ad for PRC, Financial Statements ad in Independent.
 - 3 boosted Facebook posts: Quarry photoshoot recruitment, Friendship Centre Sign Making Night and Kitchen Camp.
- Public Engagement
 - Spring/Summer Program feedback survey (Ongoing and open until September 30, 2019)
 - Fall/Winter Program feedback survey (Ongoing and open until March 6, 2020)
 - PRC/Friendship Centre Communications Survey closed on July 31, 2019 (119 responses)
 - Kitchen Camp Facebook poll (25 votes)
- Event promotions
 - Heritage Festival: Anecdotally, attendance seemed up from last year. The Canadian Raptor Conservancy show was a huge draw and the streets were busy until 4 p.m. The street dance seemed the busiest it has been in the last 15 years. Darcy John put on a terrific show and lead sponsor St. Marys Ford did an excellent job of promoting their generosity and making the night special. We are now analyzing the data received from

our Heritage Festival surveys (unique surveys were provided to the BIA, to vendors, and to the public for feedback).

- 20 on the Trestle: Early August was the peak of the celebration and event attendance reflected this. Approximately 60 attended the Civic Holiday picnic, and over 70 attended the Thorn and Roses concert. The rescheduled Astronomy Night had similar attendance to the original night – between 40 and 50. Working with Economic Development and Tourism Manager on Business after Five on the trestle on Wednesday, Aug. 21. Events continue into September, with more yoga classes, a Tai Chi demonstration, golf cart tours to nursing home residents, the Terry Fox run, and the closing ceremony on Oct. 5.
- Nuit Blanche (part of 20 on the Trestle): Estimated attendance is between 1,200 and 1,500. This event was fully funded by Thames Crest Farms and its partner builders. Thames Crest donated \$5,000, and the four builders matched it, for a total \$10,000 budget. The production company took many photos and videos that they will share with us. The sole paid advertising was a \$50 Facebook post that reached over 8,000 people within an hour's drive of St. Marys. People came from Kitchener, Stratford and London specifically for the night, plus extended family and friends of local residents from Toronto, Nova Scotia, and Sweden.

Tourism

- Along with the St. Marys Museum Curator, met with staff at the Stratford Festival Marketing Department to plan 2020 advertising opportunities for St. Marys. Annually the Museum and the Town have advertised in the Festival Guide on a small scale. The discussion focused around how to increase our profile with the Festival through advertising opportunities and how we can coordinate our efforts to best maximize our advertising spend with the Festival.
- Developed a plan with Lucid Musings Photography for a downtown experience photoshoot. Engaged the BIA to partner on the photoshoot. They agreed to pay for half of the cost.
- Met with Town staff to discuss future involvement with the Farmers Market to promote summer assets and events in St. Marys.
- Hosted a Saturday morning photo shoot with Sean Camp at the end of July to highlight the downtown experience. The last photo shoot was done in 2012, in the winter months. Photography to highlight our downtown shopping and dining was limited and in need of a refresh. We utilized the help of volunteers to show shopping, eating and overall enjoyment in downtown.
- Hosted a Town information table at Heritage Festival. We surveyed visitors at the table with only three questions: 1) Where is home for you? 2) What brings you to St. Marys? & 3) How did you hear about the festival? We had collected responses from 32 people and found of that group 25% came from 3.5 hours away, 9% from overseas & 19% from surrounding area (30 mins). When asked what brought them to St. Marys, 28% answered family/friends, 16% said they were camping nearby and 24% came simply for the festival. When asked how they heard about the festival 40% said they were repeat visitors, 20% said word of mouth while only 5% noted the website. Our hope with the survey is to help craft our advertising plans by finding information about where people come from.
- At Heritage Festival we hosted a writer for a Korean travel paper based in the GTA. He is writing about small towns in Ontario to encourage his readers to travel outside of the GTA. He took a bus tour, spoke with staff and volunteers about St. Marys and visited the Quarry while in St. Marys.
- In partnership with STA we hosted Adam Waxman of dinemagazine.com to write a story about St. Marys as a great daytrip from Stratford to explore as a family and food destination. Adam visited St. Marys with his 4 year old son. We developed an itinerary with STA. The itinerary included a picnic at Cadzow Park with a lunch packed by Towne & Country Cheese Shop, included a cheese tasting at the shop, a play in the splash pad, explored some of the shops

downtown, a drink at Snapping Turtle, a visit to the Quarry and a stop at Hearn's Ice Cream. He was introduced to the Baseball Hall of Fame as well. Feedback on the visit was extremely positive from both Adam and STA. We hope to increase these opportunities.

- Hosted Leigh Cove of RTO4 (Regional Tourism Organization 4) to discuss how the organization can assist St. Marys with tourism. The meeting was followed by a tour of St. Marys and lunch in the downtown. We discussed Destination Development & DNA, visitor surveys, Signage Implementation & Digital Storytelling.

Economic Development

- Toured Cascades with the General Manager to hear about new innovations and investments at the Plant we discussed employment, future plans and youth engagement in our workforce.
- Met with the Marketing Coordinator for Quadro to connect on the Fibre project, networking events and overall working together to enhance the profile in St. Marys.
- Secured Quadro as a supporter of the BA5 event in partnership with the Chamber of Commerce. Quadro is contributing towards the catering costs and donating our door prizes. The event will be on August 21st at 5:15 on the trestle as part of 20 on the Trestle event series.
- Connected with the agent working on selling the building that formally housed the Buck or Two. We discussed options on gaining a tenant or the possibility of a sale. The owners are open to either scenario. We will keep in touch going forward to work on filling the space.

VIA Services

	Boarding	Arriving	% Printed
January	286	262	75.9
February	253	242	69.2
March	280	306	74.3
April	277	277	74
May	226	266	75.7
June	262	325	71
July	320	306	76.6

- A 7% increase over July 2018, 11% more than 2017.

Information Technology

- Increased network quota for file storage
- Working on network switch testing/rollout
- Preparing/testing for redundant network layout based around the Water system
- Worked with Fiber splicers and Festival hydro to remediate new fiber link to water tower
- Replaced Failed PRC Network Switch. (1/2 day outage)
- Began roll out of new network appliances (quarry and waste water)

SPENDING AND VARIANCE ANALYSIS

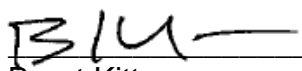
Nothing to report at this time.

REVIEWED BY

Recommended by the Department


Trisha McKibbin
Director of Corporate Services

Recommended by the CAO


Brent Kittmer
CAO / Clerk

MONTHLY REPORT

To:	Mayor Strathdee and Members of Council
From:	Community Services
Date of Meeting:	27 August 2019
Subject:	DCS 20-2019 August Monthly Report (Community Services)

RECOMMENDATION

THAT DCS 20-2019 Monthly Report (Community Services) be received for information.

DEPARTMENTAL HIGHLIGHTS

Customer Service Development:

- The Friendship Centre organized and hosted High Five Principals for Healthy Aging for Municipal programming staff and direct delivery volunteers. Senior Services staff will continue to monitor developments with the High Five program for Aging Adults as it continues to roll out from Parks and Recreation Ontario. This program was a recommendation that came out of the Recreation and Leisure Master Plan.

Legislative Requirement:

- Guest services coordinator attended legal awareness 2 training, information has been shared with the team.

Aquatics:

- Supervisor of Aquatics and Guest Services presented aquatic program information to Friends of the Library meeting and at the Front Porch Show.
- 3592 swimmers went through the PRC in July
- Attendance at the Quarry this summer has been a record breaking high. In June/July 2019 participant numbers: 9568. Last year during the same time attendance was 4868. The lifeguards and canteen staff have done a fantastic job in the heat with the large crowds. While the weather has been warm staff contribute some of this increase in numbers to the additional promotions provided by the Communications team.
- Drop in swimming lessons are popular this summer, July there were 192 swimmers that participated in this program. Feedback received from parents are that they like the flexibility of this program.
- Day lifeguard and Supervisor attended an Aquafit certificate course, this training will be shared at the next staff training with the team to strengthen the program
- Advanced summer courses have high attendance, 8 successfully passed the WSI course and 14 passed Bronze Medallion and Bronze Cross

Guest Services:

- Currently in the process of entering all internal fall/winter programs into Max
- Renewing and sourcing out new arena board advertisements
- Working with internal staff and external customers on events, Celebration of Life, 2 weddings, 2020 Homecoming, and Trestle events.

Child Care:

- The 3 summer camp programs offered are doing very well and the children and parents have made some nice comments in support of the program.
- The children have been exploring the Town this month by visiting Cadzow Park, Library, Grand Trunk Trail, many parks and have had special visitors like Scott from Baseball Hall of Fame and Thomson's Marital Arts.
- The child care centre has been busy as well with a variety of creative experiences with different sensory materials, cooking experiences and water play to keep cool.
- Office is busy hiring for all the school age programs for the fall and preparing for enrollment for September and the following months.

Recreation:

- Youth Recreation:
 - Camp PRC has been going very well and staff are experiencing that attendance continues to grow as the summer goes on.
 - Kitchen Camp has been received so well that staff have added additional weeks.
 - Tennis Camp has two upcoming sessions in August.
 - Staff are currently in negotiation with 'Sportball', this organization offers a variety of recreation opportunities for children and youth. It is anticipated that this company would begin programming in October/November. This would be a partnership with the Recreation Department and the Town will receive a portion of their revenue, the split is anticipated to be 75% to the company and 25% to the municipality.
- Adult Recreation:
 - Organizing the upcoming season of adult Volleyball and Badminton. Staff are also exploring additional activities such as soccer and basketball.

Youth Services:

- Youth Centre:
 - Planning for 2019-2020 season. Staff are developing new activities to keep the centre fresh with interesting programming for youth.
 - Planning to launch the new grant program, this program allows staff to offer the Red Cross Stay Safe and Cyber Security course
 - Organizing times to go into the schools to talk to youth and see what their interests are.
- Perth 4Youth:
 - The Youth Council has agreed to help create a new survey staff can administer through the schools in October. The purpose of the survey is to establish a baseline of what youth need and want in the community.

Senior Services:

Home Support Services:

- The Huron and Perth & Area Ontario Health Team have been approved to submit a formal application. Providers from across the region will be meeting on the following dates to support the completion of the application.

Meeting Date and Topic
August 20th – 9:00 am to 3:00 pm <i>Topic: Transforming Healthcare</i>
August 21st – 9:00 am to 1:00 pm <i>Topic: Governance</i>
September 3rd – 10:00 am to 1:00 pm <i>Topic: Governance</i>
September 3rd – 1:30 to 4:30 pm <i>Topic: Complex & Palliative Patients</i>

September 4th – 9:00 am to 3:00 pm <i>Topic: Mental Health & Addictions</i>
September 11th – 9:00 am to 12:00 pm <i>Review Application – Draft #1</i>
September 25th – 9:00 am to 12:00 pm <i>Review Application – Draft #2</i>
October 3rd – 1:00 to 4:00 pm- Final Approvals

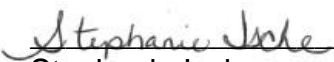
- Senior Services staff will prepare a formal report for Council prior to application submission.

Friendship Centre:

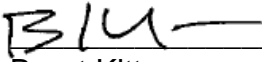
- The Friendship Centre year end reports have been submitted to the Ministry of Senior's Affairs.
- Senior Services staff have partnered with the Recreation Department and Social Pickleball Club to host a Learn to Play Pickleball.
- Senior Services staff have partnered with Corporate Communications to offer Group Fitness and Zumba for the community during the 20 on the Trestle celebration.

REVIEWED BY

Recommended by the Department


 Stephanie Ische
 Director of Community Services

Recommended by the CAO


 Brent Kittmer
 CAO / Clerk



MONTHLY REPORT

To: Mayor Strathdee and Members of Council

From: Finance

Date of Meeting: 27 August 2019

Subject: FIN 14-2019 August Monthly Report (Finance)

RECOMMENDATION

THAT FIN 14-2019 August Monthly Report (Finance) be received for information; and

THAT the following 2020 budget meeting dates be set:

- 2020 Capital Pre-Budget Approvals – November 19, 2019
- Budget Meeting #1 – December 3, 2019
- Budget Meeting #2 – January 7, 2020
- Budget Meeting #3 – January 21, 2019
- Budget Meeting #4 – February 4, 2020
- Budget Meeting #5 – February 18, 2019

DEPARTMENTAL HIGHLIGHTS

2020 Budget

- Draft 2020 budget schedule is attached
- Budget software training completed for staff
- Staff will complete preliminary budgets for CAO/Finance review by the end of August

PUC Reserve Fund

A request to receive an update on the status of the PUC Reserve fund was made on August 13th. The PUC Reserve Fund was created using the proceeds from the sale of the Town of St. Marys Public Utilities Commission (PUC) in 2000. This fund can be used at the discretion of Council. On an annual basis, the fund is used to finance the community grants program and the Town's portion of the Mobility bus service. On a periodic basis, this fund has been borrowed against for some capital purchases (landfill compactor and water well upgrades) and one-time special expenditures (hospital donation, industrial lands). As part of the 2020 budget process, Council will review the Town's full balance of reserves and reserve funds and decisions regarding their future funding levels and uses will be determined. Below is 2019 estimated budget and ending balance for the PUC Reserve Fund.

Reserves and Reserve Funds		JANUARY TO DECEMBER, 2019				
		Open Bal Projected	Transfer		Closing Balance	Other
			In Operating	Out Operating Capital		
Fund 51	PUC Fund Balance	3,536,625		(46,000)		
	Investment Income					75,000

Finance

- Reconciled July Childcare payments
- Reconciled 12 bank accounts for the month of July
- Mailed out Child Care arrear notices
- Issued 217 cheques and eft's in July
- Keystone (accounting software) training for PRC Team Lead and Childcare Supervisor
- Reviewed procedures at Quarry on cash deposits and security
- Attended webinar for *Construction Lien Act* changes effective October 2019 and a procedure put in place to implement changes

Procurement and Risk Management

- 11 Parking Tickets issued for the month of July
- Schedule E completed for the Monthly Report done for July for MTO Parking Tickets
- RFQ-IT-01-2019 Network Switches and Wi-Fi AP Replacement closed July 2 2019
- RFT-PW-13-2019 James Street Watermain Alteration closed July 9 2019
- RFP-COR-01-2019 Pubic Art Program uploaded to our Bids & Tenders website July 18 2019
- Mailed out accounts receivable past due statements
- Reviewing with Managers and revising Exhibit "A" Buildings and Structures and Exhibit "A" Other Property (excluding buildings) Estimate of Values from Frank Cowan Company

Property Taxation

- Final property tax bills mailed July 22, 2019, electronic files sent to mortgage companies
- Sent 2019 Tax Allocation by assessment type to Huron Perth Catholic School Board for their 2019 year-end financial reporting
- Monthly penalty & interest applied to property tax accounts.
- Fuel billing and internal allocations processed for July
- Monthly building permit information sent to MPAC
- Provided property tax status for Committee of Adjustment August 7th for several properties
- Festival Hydro water arrears transferred to property tax accounts
- Real estate requests, tax certificates, ownership changes continue to be higher than normal

2019 Property Tax Adjustments		
Month 2019	Supplementary Taxes *	Write-Offs *
February	nil	-6,696
March	nil	nil
April	nil	nil
May	176,600	-12,234
June	1,260	-14,883
July		-3687
August		
September		
October		
November		
December		

TOTAL	\$177,860	-\$37,500
2019 Annual Budget	\$277,625	-\$174,000


SPENDING AND VARIANCE ANALYSIS

Capital Status Report attached

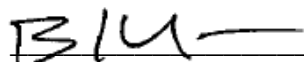
June 30th Operating Variance Report (Tax funded and Self funded) attached

REVIEWED BY

Recommended by the Department


 André Morin, CPA, CGA
 Director of Finance/Treasurer

Recommended by the CAO


 Brent Kittmer
 CAO / Clerk

Town of St. Marys Capital Projects 2019 August 12, 2019		Actual Net of Revenue	YTD Expense	Budgeted Expense	Variance Over (Under)	planning	tender writing	tender issued	awarded	work in process	completed	Comments
Corp	9002 - SERVICED INDUSTRIAL/COMMERCIAL LAND	-	-	50,000.00	(50,000)							
Corp	9050 - IT ANNUAL EQUIPMENT REPLACEMENT	6,337	6,337	15,000	(8,663)	X				X	X	Purchased through VOR. Completed
Corp	9056 - REPLACE NETWORK SWITCHES	-	-	191,000	(191,000)	X	X	X	X	X		Awarded, received half of product. Began implementation. Awaiting product release for specific hardware, second RFQ will be released.
Corp	9057 - WIRELESS MESH NETWORK PRC	-	-	21,000	(21,000)	X	X	X	X			Awarded, awaiting product
Fac	9108 - LIBRARY CARPET REPLACEMENT & PAINTING OF INTERIOR	-	-	-	-							Completed in September 2018
Fac	9120 - CAPITAL - FACILITIES (ENERGY UPGRADES)	5,779	5,779	-	5,779							
Fac	9158 - FIRE HALL DESIGN & COSTRUCT ADMIN	12,339	12,339	120,000	(107,661)	X	X	X	X	X		Design in progress
Fac	9159 - LIBRARY CIRCULATION DESK	(22,500)	-	25,000	(25,000)	X	X	X	X			Project to be completed in September
Fac	9160 - LIBRARY WALL RECONSTRUCTION	-	-	25,000	(25,000)	X						
Fac	9161 - QUARRY TRAMPOLINE REPLACE	7,327	7,327	8,000	(673)	X	X		X	X	X	Trampoline installed
Fac	9162 - QUARRY NEW INFLATABLE	-	-	15,000	(15,000)	X	X					pricing has been acquired awaiting Rec Committee approval
Fac	9163 - LIND BATHROOM RENOVATION	-	-	10,000	(10,000)	X	X					Pricing being acquired
Fac	9164 - CEMETERY WASHROOM	-	-	10,000	(10,000)	X	X					Drawings of project being acquired
Fac	9165 - MUSEUM SECURITY SYSTEM UPGRADE	-	-	8,000	(8,000)	X	X					Approval of camera locations pending
Fac	9166 - MUSEUM BARN WALKWAY	-	-	9,000	(9,000)	X	X		X			To be completed in the fall
Fac	9167 - CADZOW PATHWAYS	-	-	35,000	(35,000)	X	X		X			Pricing being acquired
Fac	9168 - LIQUID CHLORINE SYSTEM	-	-	6,000	(6,000)	X	X					Aquiring pricing
Fac	9169 - AUTO SCRUBBER	12,109	12,109	16,000	(3,891)	X	X		X	X	X	Scrubber has been purchased
Com Serv	9170 - RTAC 3 REPLACEMENT	-	-	45,000	(45,000)	X						
Com Serv	9171 - NEW PROJECTOR PRC	-	-	6,000	(6,000)	X	X		X			Project has been awarded
Fac	9172 - TINT PRC POOL WINDOWS	-	-	12,000	(12,000)	X						
PW	9173 - CENOTAPH WALKWAY	588	588	14,000	(13,412)	X	X		X		X	Completed
Fac	9174 - JUNCTION STATION	-	-	6,000	(6,000)	X						
Fac	9175 - PRC GENERATOR	-	-	25,000	(25,000)	X						
Fac	9176 - CHILDCARE CTR OUTDOOR TURF	8,549	8,549	15,000	(6,451)	X	X		X	X	X	Completed
FIRE	9211 - CAPITAL - FIRE MAJOR EQUIP	10,400	10,400	11,000	(600)	X	X	X	X	X	X	Completed
FIRE	9214 - FIRE LADDER TRUCK	-	-	875,000	(875,000)	X	X	X	X	X	X	Truck to be delivered by mid-September.
PW	9314 - CAPITAL - ANNUAL SIDEWALK/CURBING PROGRAM	53	53	85,000	(84,947)	X	X	X	X	X		Cont. 2018 contract, starting Approx 3rd week June
PW	9346 - SARINA GTT BRIDGE REPAIRS	-	-	15,000	(15,000)	X						Demo project testing new LED manufacture, potential for GTT Install
PW	9361 - J-50 WATER TANK ATTACHMENT	4,193	4,193	5,000	(807)	X	X	X	X	X	X	OEM Supplier - Completed and in service - Pending final Invoice
PW	9362 - T-40 DIRECTIONAL BLADE	-	-	10,000	(10,000)	X			X	X		OEM Supplier - Pending Delivery - Pending final Invoice
PW	9363 - T-60 DUMP TRUCK W PLOW	-	-	90,000	(90,000)	X	X	X	X			Awarded pending delivery
PW	9364 - ST. GEORGE ST. N. RECONSTRUCT	8,996	8,996	502,000	(493,004)	X	X	X	X			Awarded Awaiting verification of contractor start date - Aug start
PW	9365 - WATER ST. S. CULVERT REPAIRS	11,795	11,795	287,000	(275,205)	X	X					Waiting Union Gas to complete main works -schdled September
PW	9366 - EGAN AVE RECONSTRUCTION	8,625	18,770	35,000	(16,230)	X	X	X	X	X		Design in Progress
PW	9367 - PEDESTRIAN CROSS OVER JAMES ST S	-	-	26,000	(26,000)	X	X					Finalizing Design works
PW	9368 - ASSET MGMT LEVELS OF SERVICE	-	-	17,000	(17,000)	X						Wont issue RFP until Fall.
PW	9370 - MUNICIPAL TREE INVENTORY	-	-	7,500	(7,500)	X						
PW	9372 - DAM SPILLWAY REPAIRS	1,824	1,824	190,000	(188,176)	X	X					Test Area to ensure work can be completed with high water
PW	9373 - VICTORIA BRIDGE OUTLET REPAIRS	-	-	8,000	(8,000)	X	X	X				Waiting for receipt of quote
PW	9374 - PARKS ST.DRAIN REPAIR	-	-	9,000	(9,000)	X						Design in Progress
PW	9375 - BROCK ST. SIDEWALK	-	-	48,000	(48,000)	X						Design in Progress
PW	9378 - LANDFILL EA	-	-	204,000	(204,000)	X			X	X		
PW	9379 - LANDFILL EPA APPROVALS	-	-	200,000	(200,000)							Pending EA Completion
PW	9380 - WATER - VALVE REPAIRS	-	-	15,000	(15,000)	X						
PW	9381 - WATER - BOOSTER STN REHAB	-	-	20,000	(20,000)	X						
PW	9382 - JAMES ST. S. WM ALT.	-	-	70,000	(70,000)	X	X	X				Retendered. Award report to July Council Meeting.
PW	9390 - CAPITAL - ANNUAL RESURFACE PROGRAM	-	-	145,000	(145,000)	X	X	X				August Council Award
PW	9395 - STUMP GRINDER	13,738	13,738	15,000	(1,262)	X	X	X	X	X	X	
PW	9405 - WWTP SUPERNAT WELL	3,109	3,109	500,000	(496,891)	X	X	X	X			Awarded June 11th

Town of St. Marys Capital Projects 2019 August 12, 2019		Actual Net of Revenue	YTD Expense	Budgeted Expense	Variance Over (Under)	planning	tender writing	tender issued	awarded	work in process	completed	Comments
Dept.												
PW	9414 - CAPITAL - SANITARY PRE CONSTRUCTION	-	-	25,000	(25,000)							
PW	9421 - CAPITAL - STORMWATER MGMT/WATERCOURSE IMPROVE	102,000	102,000	102,000	-	X	X	X	X	X		WECI Funding received , UTRCA project, Starting mid July
LIB	9740 - CAPITAL - LIBRARY (MATERIALS)	27,375	27,375	58,000	(30,625)							
Prior Year Project Carryforward:												
Fac	9106 - TOWN HALL & LIBRARY WINDOWS	208,118	208,118	-	208,118	X	X	X	X	X	X	Project completed awaiting final inspection
PW	9411 - WWTP INLET WORKS , ODOR CONTROL DESIGN	13,626	13,626	-	13,626							
PW	9413 - CAPITAL - LANDFILL EA & IMPROVE	46,745	46,745	-	46,745							
Fac	9129 - CAPITAL - MUSEUM CONDITION ASSESSMT	8,090	8,090	-	8,090	X	X	X	X	X	X	project completed
Fac	9157 - OLD WATER TOWER STRUCTURAL UPGRADES	92,460	92,460	-	92,460	X	X	X	X	X	X	Awaiting final inspection
PW	9327 - WARNER/JONES RECONSTRUCTION	2,799	2,799	-	2,799						X	Holdback release
PW	9329 - EMILY ST. RECONSTRUCTION	10,834	10,834	-	10,834						X	Engineering invoice from 2018 work.
PW	9416 - CAPITAL - WWTP EMERGENCY STANDBY POWER	(3,209)	-	-	-							
PW	9435 - CAPITAL - ADD'L WATER STORAGE	454,113	454,113	-	454,113							
		1,056,211	1,092,065	4,261,500								

Prior Year Project Carryforward Cumulative Expense		Prior Year Expense	Total Expense *	Budgeted Expense	Variance Over (Under)
Fac	9106 - TOWN HALL & LIBRARY WINDOWS	351,361	559,479	503,233	56,246
PW	9411 - WWTP INLET WORKS , ODOR CONTROL DESIGN	117,835	131,461	230,000	(98,539)
PW	9413 - CAPITAL - LANDFILL EA & IMPROVE	38,825	85,570	220,000	(134,430)
Fac	9129 - CAPITAL - MUSEUM CONDITION ASSESSMT	-	8,090	15,000	(6,910)
Fac	9157 - OLD WATER TOWER STRUCTURAL UPGRADES	135,644	228,104	165,168	62,936
PW	9327 - WARNER/JONES RECONSTRUCTION	51,823	54,621	63,000	(8,379)
PW	9329 - EMILY ST. RECONSTRUCTION	173,070	183,904	100,000	83,904
PW	9416 - CAPITAL - WWTP EMERGENCY STANDBY POWER	261,088	261,088	307,000	(45,912)
PW	9435 - CAPITAL - ADD'L WATER STORAGE	2,421,378	2,875,491	2,857,042	18,449

Town of St. Marys
Operating Variance as at June 30, 2019

	2019 June YTD Actuals	2019 June YTD Budget	\$ Variance Fav (Unfav)	% of Annual Budget Used	2019 Budget	Comments
TAX LEVY						
TAX LEVY	-7,407,686	-7,496,607	-88,921	61%	-12,191,573	Timing - no variance expected at year end
TOTAL TAX LEVY	-7,407,686	-7,496,607	-88,921	61%	-12,191,573	
REVENUE						
DONATIONS	-15,095	-13,849	1,246	44%	-34,500	Slightly under budget
FEES, CHARGES & PROGRAM REVENUE	-973,475	-1,038,041	-64,566	41%	-2,365,205	Trending lower, partly due to timing of subsidy payments. Toddler program may be under, but Pre-School revenues expected to increase. Year end revenues expected to be close to budget
GRANTS	-1,327,846	-603,504	724,342	110%	-1,204,767	MMAH One - Time Grant rec'd - transferred to reserve for future use. Other grants expected to be on budget for year end
INTERNAL (REVENUE) EXPENSE	-72,900	-40,420	32,480	267%	-27,310	Will balance to budget at year end
INVESTMENT INCOME	-107,931	-26,930	81,001	82%	-131,000	Positive investment gains expected to continue through to next year
RENT ICE	-206,352	-222,017	-15,665	43%	-484,000	Expect to be very close to budget target by end of the year
RENT & LEASES	-65,794	-64,794	1,000	54%	-121,912	
REVENUE FROM MUNICIPALITIES	-232,378	-306,408	-74,030	38%	-612,075	Timing - expected to be on budget at year end
SALE OF LAND & EQUIPMENT	-242,740	-	242,740	#DIV/0!	-	Sale of Land not anticipated in budget
SALES	-108,067	-107,698	369	49%	-220,700	
TAXATION SUPPLEMENTAL REVENUE	-182,253	-143,003	39,250	67%	-272,625	Currently above of anticipated budget, slight surplus expected by end of year
TOTAL REVENUE	-3,534,831	-2,566,664	968,167	65%	-5,474,094	
EXPENSE						
ADVERTISING, MARKETING & PROMOTION	30,777	59,547	28,770	31%	99,900	
ASSESSMENT SERVICES (MPAC)	70,568	47,500	-23,068	74%	95,000	On target to be at budget for year end
COMMUNICATIONS	52,358	66,938	14,580	38%	136,000	
CONFERENCES, SEMINARS & TRAINING	41,200	46,582	5,382	43%	96,493	
CONTRACTED SERVICES	403,286	457,885	54,599	37%	1,084,094	
DEBENTURE PAYMENT	477,001	452,000	-25,001	50%	954,001	
FOOD COSTS	84,021	82,337	-1,684	44%	190,000	
FUEL/OIL	52,884	53,191	307	56%	95,100	
INSURANCE	207,714	4,205	-203,509	80%	259,269	Timing of payment - will be within budget by year end
MATERIALS & SERVICES	239,534	290,995	51,461	43%	551,630	
POLICING CONTRACT	496,963	206,955	-290,008	48%	1,037,634	Expected to be within budget for year end
OTHER TRANSFERS	784,038	911,894	127,856	47%	1,658,522	
PROFESSIONAL FEES	29,688	38,974	9,286	21%	139,700	Currently under budget due to timing of payments
PROGRAM EXPENSE	78,980	66,279	-12,701	46%	170,200	
RECYCLING CONTRACT	87,770	87,250	-520	50%	174,500	
REPAIRS & MAINTENANCE	207,426	178,717	-28,709	54%	384,404	
SALARIES, WAGES & BENEFITS	3,220,591	3,226,699	6,108	46%	6,936,959	Trending slightly under budget due to gapping
SAND & SALT	109,550	112,142	2,592	55%	199,500	
SUPPLIES	67,247	63,815	-3,432	44%	153,900	
TAXATION EXPENSE	66,107	-17,995	-84,102	39%	169,000	

Town of St. Marys						
Operating Variance as at June 30, 2019						
	2019 June YTD Actuals	2019 June YTD Budget	\$ Variance Fav (Unfav)	% of Annual Budget Used	2019 Budget	Comments
UTILITIES	188,057	271,136	83,079	31%	610,190	Trending under budget, expect to be under budget at year ending - pending any extreme weather
COST ALLOCATION	-	3,852	3,852		-	Internal cost allocations will balance out at year end
TOTAL EXPENSE	6,995,760	6,710,898	-284,862	46%	15,195,996	
RESERVE TRANSFERS						
TRANSFER TO (FROM) RESERVES	1,966,303	2,234,918	268,615	80%	2,469,671	Transfers to reserve will be higher than budgeted due to transfers of one-time revenue/funding - will be offset by higher revenues
TOTAL RESERVE TRANSFERS	1,966,303	2,234,918	268,615	80%	2,469,671	
TOTAL	-1,980,454	-1,117,455	862,999		-	
Adjustment for One-Time Grant			-400,000			
Adjustment for Land Sales - Transfer to Reserve			-242,740			
Estimated Surplus as at June 30, 2019			220,259			

Town of St. Marys
Operating Variance as at June 30, 2019
Self Funded

	2019 June YTD Actuals	2019 June YTD Budget	\$ Variance Fav (Unfav)	% of Annual Budget Used	2019 Budget	Comments
REVENUE						
FEES, CHARGES & PROGRAM REVENUE	-13,715	-	13,715		-	
GRANTS	-	-16,630	-16,630	-	-16,630	
INTERNAL (REVENUE) EXPENSE	71,155	71,155	-	261%	27,310	
LANDFILL & DIVERSION REVENUE	-162,425	-151,260	11,165	43%	-379,000	
WATER & SEWER REVENUE	-1,190,249	-1,069,241	121,008	35%	-3,363,478	Slightly lower due to timing of receipt of water/sewer revenue from Festival Hydro
TOTAL REVENUE	-1,295,234	-1,165,976	129,258	35%	-3,731,798	
EXPENSE						
ADVERTISING, MARKETING & PROMOTION	153	2,250	2,097	4%	4,000	
COMMUNICATIONS	-	2,000	2,000	-	2,000	
CONFERENCES, SEMINARS & TRAINING	1,508	7,250	5,742	20%	7,500	
CONTRACTED SERVICES	592,238	596,571	4,333	46%	1,284,398	Expenses expected to remain within the budget
DEBENTURE PAYMENT	206,876	206,437	-439	52%	400,240	
FUEL/OIL	8,806	7,100	-1,706	59%	15,000	
INSURANCE	20,372	-	-20,372	78%	26,000	
MATERIALS & SERVICES	39,244	16,676	-22,568	34%	116,200	
PROFESSIONAL FEES	26,016	21,912	-4,104	47%	55,500	
REPAIRS & MAINTENANCE	30,598	38,358	7,760	39%	78,000	
SALARIES, WAGES & BENEFITS	180,874	193,320	12,446	41%	440,976	
SUPPLIES	583	1,800	1,217	15%	3,800	
UTILITIES	128,804	143,758	14,954	36%	362,450	
TOTAL EXPENSE	1,236,072	1,237,432	1,360	44%	2,796,064	
RESERVE TRANSFERS						
TRANSFER TO (FROM) RESERVES	665,939	559,025	-106,914	71%	935,734	
TOTAL RESERVE TRANSFERS	665,939	559,025	-106,914	71%	935,734	
TOTAL	606,777	630,481	23,704		-	

DRAFT - 2020 Budget Timeline		Finance	SMT	CAO	Council	Public
2020 Budget Timeline approved	July 2019	X	X	X		
Operating and Capital Budget instructions and template to SMT	July 2019	X				
Operating Budgets due from Departments	August 31, 2019		X			
Capital Budget (Summary Only) due from Departments	August 31, 2019		X			
Capital Budget guidelines and revised Capital Budget Sheets	August 2019	X		X		
Capital Budget Review (SMT)	September	X	X	X		
Capital Budget Sheets due	September 30, 2019	X	X	X		
Operating Budget Review (by department)	September/October	X	X	X		
Pre-Budget Meeting/Workshop	October 15, 2019	X	X	X	X	X
Finalize Capital Pre-Budget project recommendations	October 2019	X	X	X		
Consolidated Budget review/refinement	November 2019	X	X	X		
Staff and/or SLT Budget presentation	tbd					
2020 Capital Pre-Budget Approvals	November 19, 2019	X	X	X	X	
Council Budget Meeting #1	December 3, 2019	X	X	X	X	X
Council Budget Meeting #2	January 7, 2020	X	X	X	X	X
Council Budget Meeting #3	January 21, 2020	X	X	X	X	X
Council Budget Meeting #4	February 4, 2020	X	X	X	X	X
Council Budget Meeting #5	February 18, 2020	X	X	X	X	X
Public Presentation	March 10, 2020	X	X	X	X	X
Budget Passed	March 24, 2020	X	X	X	X	X



MONTHLY REPORT

To: Mayor Strathdee and Members of Council

From: Emergency Services / Fire Department

Date of Meeting: 27 August 2019

Subject: FD 17-201 August Monthly Report (Emergency Services)

RECOMMENDATION

THAT FD 17-2019 August Monthly Report (Emergency Services) be received for information.

DEPARTMENTAL HIGHLIGHTS

During the month of August (12 July – 16 August 2019) the Fire Department responded to 14 emergency responses most notably:

- Automatic Alarms –2 (St. Marys)
- Unauthorized Open Air Fire – 1 (St. Marys)
- Fire - 5 (St. Marys) Truck, Garbage Bin, Dumpster, Toaster Oven, Deck
- Pre-Fire (Others) – 2 - 1 (St. Marys), 1 (Perth South)
- MVC – 1 (Perth South)
- Lift Assist – 1 (St. Marys)
- CO Alarm – 2 (St. Marys)

Fire Chief attended 03 calls alone.

Average attendance of firefighters per emergency response call 17

St. Marys Fire Department have responded to 83 calls for service (1 January – 16 August 2019) compared to 96 emergency responses last year (12 July – 16 August 2018).

During the month of August (12 July – 16 August 2019) Brian Leverton (Chief Fire Prevention Officer) has completed the following:

- Complaints 0
- Requests 3
- Follow ups 10
- Routine 23
- Site visits 3 (request for clarification regarding Ontario Fire Code, lockbox installation location)
- Safety concerns 1
- Home Visits 1

Total 41

Public Education

Continuing lockbox location and installations for businesses and dwellings

To date 32 buildings have installed lockboxes

Training

St. Marys/Uniondale Mutual Aid Tanker Training Exercise (17 July)

Ambulance Orientation (24 Jul), Auto Extrication (31 Jul), Shore Based Water Rescue (14 Aug).

One Firefighter resigned. Fire Department now has a compliment of 24 Paid-On-Call Firefighters.

SPENDING AND VARIANCE ANALYSIS

Uniforms – Fisher's Regalia - \$648.97

Unit #4 repairs – D.R. Robinson Fabricating Ltd. - \$700.60

Ice/Water Rescue Equipment – APC - \$8,108.13 (Capital Budget)

Annual Bunker Gear Cleaning and Repair – Sani Gear - \$2,026.88

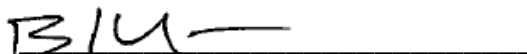
REVIEWED BY

Recommended by the Department



Richard Anderson
Director of Emergency Services/Fire Chief

Recommended by the CAO



Brent Kittmer
CAO / Clerk



FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Richard Anderson, Director of Emergency Services / Fire Chief
Date of Meeting:	27 August 2019
Subject:	FD 16-2019 By-law to establish and regulate the Town of St. Marys Fire Department

PURPOSE

To provide Council with a comprehensive understanding of how the current By-law to establish and regulate the Town of St. Marys a Fire Department, By-law 37-2001, needs to be revised to identify the types and levels of services to be delivered by the Fire Department. This report will explain the limitations of By-law 37-2001 and go further to detail how the proposed By-law would significantly aid the Department.

RECOMMENDATION

THAT FD 16-2019 Fire Department By-law report be received for discussion and direction to staff; and
THAT Council provides approval in principle a by-law to repeal and replace By-law 37-2001 - establish and regulate the Town of St. Marys Fire Department; and
THAT the final version of the bylaw be presented at a subsequent meeting for approval.

BACKGROUND

Fire protection in Ontario is mandated and is a municipal responsibility. It is the responsibility of municipal councils to be familiar with general fire protection requirements, practices and procedures (i.e. The Fire Protection Act, 1997). Where a municipality establishes and maintains a fire department, it is required that an "Establishing and Regulating By-law" be created. As such, the Town of St. Marys has an existing By-law to establish and regulate the Town of St. Marys a Fire Department, By-law 37-2001 but it needs to be amended to reflect current operational, legislative, and best practices.

REPORT

Since the last By-law 37-2001, there has been significant change in the management of the fire service as well as trends and issues that require the existing By-law to be renewed. Key changes include:

1. Changes in text, definition(s) and general wording to reflect changes to current affecting legislation such as amendments to the Fire Protection and Prevention act;
2. Addition of "Mission Statement", "Values", "Vision", "Goals" and Objectives in conjunction with current corporate and 2019 Fire Master Plan, as well as the listing of "Core Services"; and
3. Identification of three separate Core Services: Divisional functions within the Department i. Division of Fire Suppression, ii. Division of Fire Prevention, iii. Division of Training.

The attached draft bylaw is consistent with the recommendations of the Office of the Fire Marshal and is comparable with other municipal fire department establishing and regulating By-laws.

FINANCIAL IMPLICATIONS

There is no immediate financial impact with respect to this report.

SUMMARY

Staff suggests that upon Council's preliminary approval, the draft by-law will be returned for Council's approval, pending necessary edits, at a predetermined meeting of Council. At that time the proposed by-law to establish and regulate a fire department, repealing By-law 37-2001, will be approved.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

Jenna McCartney – Deputy Clerk

ATTACHMENTS

By-law XX-2019

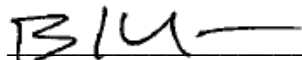
REVIEWED BY

Recommended by the Department



Richard Anderson
Director of Emergency Services/Fire Chief

Recommended by the CAO



Brent Kittmer
CAO / Clerk

BY-LAW XX-2019

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to establish and regulate the Town of St. Marys Fire Department and to repeal By-law 37-2001

- WHEREAS:** Section 2(1) of the *Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4*, as amended (the "FPPA") requires that every municipality establish a program which must include public education with respect to fire safety and certain components of fire prevention and to provide such other fire protection services as it determines may be necessary in accordance with its needs and circumstances;
- AND WHEREAS:** Section 2(2) of the FPPA states that, in discharging its responsibilities under section 2(1), a municipality shall appoint a community fire safety officer or a community fire safety team or establish a fire department;
- AND WHEREAS:** Section 2(5) of the FPPA states that a municipality may, under such conditions as may be specified in the agreement, enter into an agreement to provide such fire protection services as may be specified in the agreement to lands or premises that are situated outside the territorial limits of the municipality and receive such fire protection services as may be specified in the agreement from a fire department situated outside the territorial limits of the municipality;
- AND WHEREAS:** Section 5(0.1) of the FPPA states that a council of a municipality may establish, maintain and operate a fire department for all or any part of the municipality;
- AND WHEREAS:** Section 5(1) of the FPPA states that a fire department shall provide fire suppression services and may provide other fire protection services in a municipality;
- AND WHEREAS:** Section 6(1) of the FPPA states if a fire department is established for the whole or a part of a municipality or for more than one municipality, the council of the municipality or the councils of the municipalities, as the case may be, shall appoint a Fire Chief for the Fire Department;
- NOW THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows:

1.0 DEFINITIONS

In this by-law, unless the context otherwise requires:

- a. "Approved" means approved by the Council;
- b. "CAO" means the Chief Administrative Officer appointed by Council to act as the Chief Administrative Officer for the Corporation;

- c. "Captain" means an officer appointed by the Fire Chief, in command of an assigned Company of firefighters and/or equipment;
- d. "Company" means a complement of personnel operating one or more pieces of apparatus under the supervision of an Officer;
- e. "Confined Space" means any space that has limited or restricted means for entry or exit (i.e. tanks, vessels, silos, storage bins, hoppers, and vaults) and is not designed for human occupancy;
- f. "Corporation" means The Corporation of the Town of St. Marys;
- g. "Council" means the Council of the Corporation;
- h. "Department" means the Town of St. Marys Fire Department;
- i. "Deputy Fire Chief" means the person appointed by Council to act on behalf of the Fire Chief in the case of his absence or a vacancy in the office of the Fire Chief;
- j. "Fire Chief" means the one person appointed by Council to act as Fire Chief, or designate to act in accordance with the requirements of the *Fire Protection and Prevention Act*;
- k. "Fire Code" means the fire code established under Part IV of the *Fire Protection and Prevention Act*;
- l. "Chief Fire Prevention Officer" means an inspector appointed by the Fire Chief to apply the fire prevention policy and who is designated as an Assistant to the Fire Marshal under subsection 11 (1) (c) of the *Fire Protection and Prevention Act*;
- m. "FPPA" means the *Fire Protection and Prevention Act 1997, S.O. 1997, Chapter 4* as amended, revised, re-enacted and/or consolidated from time to time and any successor statute thereto;
- n. "Fire Protection Services" means a range of programs designed to protect the lives and property for the inhabitants, of the fire department response area, from the adverse effects of fires, sudden medical emergencies, exposure to dangerous conditions created by man or nature, and includes fire prevention, public education, rescue, and suppression services;
- o. "Firefighter" means the Fire Chief, Officer, Chief Fire Prevention Officer or Firefighter and any other person employed in, or appointed to the Fire Department and assigned to undertake Fire Protection Services;
- p. "Lieutenant" means an entry level fire Officer position;
- q. "Limited Services" means a variation of services significantly differentiating from the norm as a result of extenuating circumstances, such as environmental factors, obstructions, remote properties, private roadways, lanes and drives;
- r. "Mutual Aid" means a program to provide/receive assistance in the case of a major emergency in a municipality, community or area where resources in a municipality, community or area have been depleted, or plan to be depleted, and where similar services can be provided based on Operational Services as outlined in Appendix 'C'. This does not include Automatic Aid;

- s. "Officer" means any Firefighter with rank of Lieutenant or higher;
 - t. "Standard Operating Guidelines" (SOGs) are used as guidelines for personnel to perform common tasks in a preferred manner to promote continuity and reproduction of the end results.
 - u. "Volunteer Firefighter" means a person who voluntarily acts as a firefighter for a nominal consideration or honorarium.
1. For the purposes of this By-law, the Fire Department shall be deemed to have responded to a call for assistance or service where:
 - i. Any one or more vehicles, equipment or personnel of the Fire Department are dispatched or otherwise respond to that call or incident; and
 - ii. In determining whether the Fire Department has responded for a second or subsequent time, the first or proceeding times must have occurred within twelve months.

2.0 ESTABLISHMENT

1. The St. Marys Fire Department is hereby established for the Town of St. Marys.
2. The provisions of this by-law are subject to FPPA 1997 and all other applicable legislations and by-laws and to the provisions of any agreement and/or accord authorized by the Corporation, applicable to the Department.

3.0 DEPARTMENT PERSONNEL

1. The Fire Department shall be organized in accordance with the Organizational Chart Appendix 'B'. Job descriptions are available for each position and will be modified by the Fire Chief in conjunction with Human Resources as necessary.
2. The Fire Chief shall be appointed by By-law of the Council.
3. The Deputy Fire Chief shall be subject to and shall obey all orders of the Fire Chief and shall perform such duties as are assigned to him or her by the Fire Chief and shall act on behalf of the Fire Chief in case of vacancy in the office of the Fire Chief.
4. The Fire Chief may recommend to the CAO the appointment of any qualified person as a member of the department, subject to the Corporation's hiring policies.
5. Any person applying as a Volunteer Firefighter of the Fire Department is required to pass a medical examination prior to being appointed for firefighting duties. Costs affiliated with this examination shall be at the expense of the Corporation. In addition to the medical examination, Firefighters must successfully complete a St. Marys Fire Department Job Specific Physical Appraisal before being considered.
6. Should a physician indicate restrictions for a Volunteer Firefighter or Officer that render him/her unable to perform the essential physical duties of a Firefighter or Officer, and modified work cannot be identified, that Volunteer Firefighter or Officer may be offered a leave of absence until he/she is able to resume the essential duties of Firefighter or Officer or modified work has been identified by the Fire Chief.
7. If a Physician finds a Firefighter is physically unable to perform the essential duties and such condition is attributed to, and as a result of activities while serving on the

Fire Department, and such claim is approved by the Workplace Safety and Insurance Board, the provisions of the Workplace Safety and Insurance Act will apply, as well as any supplementary benefits that may be provided by the Corporation.

8. A person appointed as a member of the department for firefighting, shall be on probation for a period of two years. During this time the member shall take such special training and examination as may be required by the Fire Chief. Ongoing review of progress with regards to training and response will take place and will be documented. These reviews will take place according to the probation schedule as laid out in the Firefighter offer letter. Suggestions for improvement will be noted and communicated to the member.
9. If a probationary member appointed for firefighting or fire prevention duties fails any such examinations, or for any other justifiable reason during this period does not fill the department's expectations, the Fire Chief may recommend to Human Resources that the member be dismissed.
10. A person completing the probationary period will not be eligible to hold an Officer position.

4.0 MISSION STATEMENT, VALUES, VISION AND GOALS

1. The mission statement, values, visions and goals of the Fire Department, as approved by Council, shall be contained in Appendix 'A'
2. Nothing in this By-law will restrict the Fire Department to providing only core services or limit the provision of Fire Protection Services.

5.0 OPERATIONAL SERVICES

1. The operational services of the Fire Department are set out in Appendix "C" to this by-law and can be amended by the approval of Council.

6.0 LEVELS OF SERVICE

1. The Fire Department will provide all properties within the municipal boundaries of Corporation of the Town of St. Marys with an equal level of response, both in equipment and Firefighter personnel.
2. Limited Services may be provided by the Fire Department. Limited Services may also result from those conditions identified in Operational Services (Appendix 'C') such as; travel distance, trained personnel, water supply, environmental factors and structural integrity.
3. Due to the Fire Department's reliance upon Volunteer Firefighters, the topographic and geographic configuration of the Corporation, the level and amount of equipment at the department's disposal, and budgetary or other constraints, the services listed in Appendix 'C', although approved, may be provided as "Limited Services" as defined in this by-law.
4. Emergency responses to water ways accessed via private roads, private lanes or private driveways are subject to the following limitations;
 - a. Safe travel and environmental conditions

- b. If, in the opinion of the Fire Chief or his/her designate, unsafe environmental conditions exist, the Fire Chief or his/her designate shall have the discretion to determine if no services shall be provided. Fire Department vehicles shall not enter onto frozen bodies of water (i.e. lakes, rivers, streams) at any time.
- 5. Emergency Response to properties accessed via private roads, private lanes or private driveways may be limited by the condition of such road, lane or driveway including:
 - a. The ability of such road, lane or driveway to support and accommodate Fire Department equipment, vehicles and apparatus
 - b. The failure of the owner of the lands on which the road, laneway or driveway is located or the user of such road, lane or driveway to maintain such road, lane or driveway in a condition that is passable by Fire Department equipment, vehicles and apparatus.

7.0 DUTY

- 1. Every member of the Fire Department shall make every effort to report for duty at the time prescribed by the emergency paging system and shall remain on duty until relieved by the Officer in charge.
- 2. Should a Volunteer Firefighter's attendance at fire occurrences and/or fire practices fall below 50% for a period of 3 months, a meeting with the Fire Chief will be required to explain the attendance rationale.
- 3. No member:
 - a. Shall enter any premises where alcoholic beverages are sold or consumed while in provided station wear, except in the performance of his departmental duties;
 - b. Shall be permitted to remain on duty if his/her ability is impaired by the use of an intoxicating substance;
 - c. Shall consume any intoxicating substance while on duty (Refer to the Corporation's Fit for Duty Policy HRS-P-008).

8.0 DISCIPLINE AND EFFICIENCY

- 1. The Fire Chief will manage the performance and disciplinary requirements of the Fire Department as outlined in the Corporation's Performance Management Policy HRS-P-007.
- 2. The procedures for termination of employment prescribed in Part IX of the *Fire Protection and Prevention Act* shall apply to full time members of the Fire Department.

9.0 REMUNERATION

- 1. The remuneration of all members of the department shall be as determined by the Council.

10.0 RESPONSIBILITIES AND AUTHORITY OF FIRE CHIEF

1. The Fire Chief is responsible to the CAO for the proper administration and operation of the department.
2. The Fire Chief or designate shall exercise all powers and duties mandated by the FPPA and any applicable legislation. This will include making such general orders, policies, procedures, rules and regulations and to take such other measures as may be considered necessary for the proper administration and efficient operation of the Fire Department, including, but without limiting the generality of the foregoing:
 - a. The care and protection of all property belonging to the Fire Department
 - b. Arranging the provision and allotment of strategic staffing and proper facilities, apparatus, equipment, materials, services and supplies for the Fire Department
 - c. Arranging and implementing Mutual Aid and other negotiated fire protection and emergency service agreements within the Corporation's borders and/or within the municipal borders of adjoining municipalities
 - d. Determining and establishing the qualifications and criteria for employment or appointment and the duties of all Firefighters and staff of the Fire Department
 - e. Preparing, and upon approval by Council, implementing and maintaining core services and operational services (Appendix 'C') as identified in this by-law
 - f. Reporting to the appropriate crown attorney or other prosecutor or law enforcement officer or other officer the facts upon the evidence in any case in where there is reason to believe that a fire has been the result of criminal intent or negligence or in which there is reason to believe an offence has been committed under FPPA
 - g. Keeping an accurate record, in convenient form for reference, of all fires, rescues and emergencies responded to by the Fire Department and reporting of same to the Office of the Fire Marshal
 - h. Keeping such other records as may be required by Council, the Corporation, the FPPA, or the *Freedom of Information and Protection of Privacy Act* (FIPPA)
 - i. Preparing and presenting monthly reports to Council and one (1) annual report of the Fire Department, to Council as well as additional reports as deemed necessary
 - j. Preparing the departmental budget and exercise control of the budget. The Fire Chief shall be responsible for preparing and presenting the annual estimates of the Fire Department to Council and for exercising control over the budget approved by Council for the Fire Department. The Fire Chief shall prepare the payroll of the department and initiate requisitions for materials and services and certify all accounts of the department.
 - k. Developing and publishing such written standard operating guidelines (SOG) as may be necessary for the care and protection of the department, its equipment, apparatus, personnel, and generally for the efficient operation of the department, provided that such SOGs do not conflict with the provisions of any by-laws and/or policies of the municipality

- I. Reviewing periodically the SOGs, of the department and may establish a Committee consisting of Officers as may be determined from time to time to assist in these duties.
3. The Fire Chief shall be responsible for the administration and enforcement of this By-law and all policies, rules and regulations made under this By-law and for the enforcement of any other By-Laws, policies, or SOGs of the Corporation respecting Fire Protection Services, and shall review periodically such By-Laws, including this By-Law, recommend to Council such amendments as the Fire Chief considers appropriate.
4. The Fire Chief shall have all powers, rights and duties assigned to a Fire Chief under the FPPA including, without limitation, the authority to enforce compliance with the Fire Code and to delegate his/her powers or duties in accordance with Section 6(6) of FPPA to an Officer. Further, the Fire Chief shall be afforded the ability to take all proper measures for the prevention, control and extinguishment of fires and for the protection of life and property and shall be able to enforce all municipal By-laws respecting Fire Prevention.
5. The Fire Chief, or his delegate, will have authority over the following at fires and emergencies and the following general rules are established for fires and emergencies under the control of the Fire Chief, or his delegate:
 - a. To request any member of the Fire Department to suppress any fire by extinguishing it and may enter onto private property, if necessary to do so.
 - b. To guard the locality of the fire or emergency from entry or crowding by persons or vehicles the Fire Chief may place barriers or other markers across a street or public place or private property to indicate the area from which persons and vehicles are prohibited.
 - c. All firefighters will obey orders and directions given by the Fire Chief, a delegate, or any officer of the St. Marys Fire Department.
 - d. No person present at a fire or emergency shall refuse to leave the immediate vicinity of the fire or emergency if requested to do so by a member of the Fire Department.
 - e. No person or persons except members of the Fire Department, the Police or other authorized persons shall enter within the area marked off by barriers or other markers.
 - f. No person shall obstruct the Fire Chief or other member of the Fire Department in the performance of their duties at a fire or emergency.
6. The Fire Chief shall maintain the communication system of the department.
7. The Fire Chief may liaise with the Office of the Fire Marshal of Ontario and any other office or organization (local, regional, provincial or federal) as required by Council or as considered necessary or advisable by the Fire Chief for the proper administration and efficient operation of the Fire Department and the effective management of the Fire Protection Services for the Corporation.

8. The Fire Chief shall make accommodations for administration facilities for the Deputy Fire Chief and Captains of the department.
9. The Fire Chief shall maintain personnel records.
10. The Fire Chief shall arrange for the provisions of medical services.
11. The Fire Chief shall research and report on the requirements for the provision of new buildings.
12. The Fire Chief shall provide liaison with the County Fire Co-ordinator.
13. The Fire Chief shall assist the County Fire Co-ordinator in the preparation of a County Emergency Fire Service Plan and Program.
14. The Fire Chief may utilize Fire Department personnel, from time to time, to assist in the performance of his/her duties and/or perform the role as required of a designate in such a manner as to include, but not be limited to, the following:
 - a. Provide administrative support and customer assistance for facilities and services provided by the Fire Department.
 - b. Assist in the development of overall budgetary allocations.
 - c. Acquire materials at the direction of the Fire Chief.
 - d. Carry out the general administration duties of the Fire Department as directed by the Fire Chief.
 - e. Liaise with other emergency response and safety agencies when necessary in the absence of or at the request of the Fire Chief.
 - f. Liaise with other departments within the Corporation as required.
 - g. Provide emergency communications, firefighting and emergency response duties and/or assist at emergency or life supporting incidents as required by the Fire Chief to prevent, control, and extinguish fires, and further prevent fire and life safety tragedy.
 - h. Conduct investigations of fires in concert with investigators of the Ontario Fire Marshal's Office and Police Services.
 - i. Perform specialized emergency and/or rescue response as outlined in Appendix 'C' (Operational Services).
15. The Fire Chief shall be responsible for training of the Fire Department and its members:
 - a. The Fire Chief is responsible, or may delegate in total, or in part, to conduct, facilitate and participate in training at the fire hall or other approved sites and keep clear and concise records of said training.
 - b. All training will be related to NFPA guidelines where applicable and possible.
 - c. All training will take into consideration the *Improving Health and Safety in the Fire Service* guidance material prepared by The Ontario Fire Service Health and Safety Advisory Committee (Ministry of Labour Section 21).

- d. All training will comply with the *Occupational Health and Safety Act* and applicable provincial legislation and regulations.
 - e. The NFPA, International Fire Service Training Association (Essentials of Firefighting), and other related industry training standards and reference materials may be used as reference guides for the Fire Department training as approved by the Fire Chief.
16. The Fire Chief or designate shall be empowered to authorize Fire Department members to:
- a. Pull down or demolish any building or structure to prevent the spread of fire, to determine the origin, cause or circumstances of any fire or explosion.
 - b. When unable to contact the property owner, to take such necessary action which may include boarding up or barricading of buildings or property to guard against fire or other danger, risk or accident.
 - c. The Corporation may recover expenses incurred by such necessary actions as outlined in (a) and (b) of this section.
17. In accordance with the hiring policies of the Corporations, the Fire Chief shall appoint, from within the department, officers in command of the personnel.
18. The Fire Chief shall report all fires to the Ontario Fire Marshal as required by the *Fire Protection and Prevention Act, 1997*, as amended by Fire Marshal Directives.

11.0 CORE SERVICES

1. The Fire Chief, or his or her designate, is responsible for the management of all core services.

- a. Fire Suppression
- b. Fire Prevention
- c. Training

1) FIRE SUPPRESSION

- a) The Division of Fire Suppression is composed of such number of companies as the Fire Chief may determine.
- b) The Fire Chief and his or her designates are responsible for carrying out, or having carried out, the following duties pertaining to the function of Fire Suppression:
 - i.) Prevent, control and extinguish fires.
 - ii.) Conduct investigations of fire in order to determine cause, origin, and, where appropriate, to request the Office of the Fire Marshal to conduct an investigation.
 - iii.) Perform rescue and salvage operations and render first aid.
 - iv.) Respond and assist at such emergencies as may be required.
 - v.) Conduct pre-firefighting operations planning.

- vi.) Perform apparatus maintenance and cleaning duties at the Fire Hall.
- c) A Captain is in command of the Company, to which he/she is assigned by the Fire Chief or Deputy Fire Chief and is responsible for the proper operation of that Company to the Fire Chief.
- d) Where the Fire Chief designates a member to act in the place of an Officer in the department, such member, when so acting, has all the powers and shall perform all the duties of the Officer replaced.

2) FIRE PREVENTION

- a) The Chief Fire Prevention Officer is responsible for the following duties pertaining to the function of Fire Prevention, as outlined in the approved fire prevention policy (Appendix 'D').
 - i.) At a minimum, conduct fire prevention inspections of premises in accordance with the FPPA – complaint or request directive.
 - ii.) Ensure investigations completed are in accordance with the FPPA.
 - iii.) Review and approve fire safety plans as required by the Ontario Fire Code.
 - iv.) Enforce fire prevention by-laws of the Corporation.
 - v.) The Fire Code shall be enforced in accordance with the FPPA.
 - vi.) Provide fire prevention lectures.
 - vii.) Receive, process and review reports of fire prevention inspections conducted under Fire Suppression (Alarmed for Life/Fire Occurrences/TAPP-C).
 - viii.) Maintain a presence on the internet providing fire safety messages.
 - ix.) Distribution of fire and life safety information.
 - x.) Design and implement public education programs as required by the FPPA.
 - xi.) Provide Fire Extinguisher training.
 - xii.) Provide a residential smoke alarm program as required by the FPPA. Smoke alarms for residential occupancies shall be provided to those in need, or those that do not have any smoke alarm coverage upon review by the smoke alarm program. These may be provided on loan to the homeowner, at the discretion of Fire Department staff.
 - xiii.) A simplified risk assessment shall be maintained annually as required by the FPPA.
 - xiv.) Fire Loss statistics will be gathered, analysed and used in the development of future fire prevention/education programs.

3) TRAINING

- a) The Fire Chief is responsible for fire suppression and rescue related Training, including but not limited to:
 - i.) Establish a Fire Department training program, complete with written records, and conduct training for all personnel of the department in fire administration, fire prevention and firefighting.
 - ii.) Schedule training sessions.
 - iii.) Develop lesson plans.
 - iv.) Administer training programs.
 - v.) Prepare and conduct examinations of members as required.
 - vi.) Review industry training standards and reference materials as reference guides for training purposes.
 - vii.) Ensure all training will comply with the *Occupational Health and Safety Act*, applicable provincial legislation, NFPA guidelines, and Ministry of Labour Section 21 guidelines whenever possible.

12.0 FIRE CALL RESPONSE

1. The Fire Department shall not respond to a fire emergency outside the limits of the municipality with the exception of the following:
 - a. That, in the opinion of the Fire Chief threatens property in the municipality or property situated outside the municipality that is owned or occupied by the municipality.
 - b. In a municipality that an agreement has been entered into to provide fire protection.
 - c. On property that an agreement has been entered into with any person or corporation to provide fire protection.
 - d. At the discretion of the Fire Chief, to a municipality authorized to participate in the county emergency fire service plan and program or any other organized plan or program on a reciprocal basis.
 - e. On those highways that are under the jurisdiction of the Ministry of Transportation or within the County where the County has established a rescue system.
 - f. On property beyond the municipal boundary where the Fire Chief or his designate determines that immediate action is necessary to preserve and protect life and/or property and the correct department is notified and/or assumes command.
2. The Fire Department is authorized to participate in the County of Perth Mutual Aid and any other similar reciprocal plan or program.

13.0 REPEAL

1. By-law 37-2001 is hereby repealed.

14.0 ENACTMENT

1. This By-law shall come into force and effect immediately upon passing thereof

Read a first, second and third time and finally passed this 27th day of August, 2019.

Mayor Al Strathdee

Brent Kittmer, CAO / Clerk

APPENDIX ‘A’ to BY-LAW XX-2019

MISSION, VISION, VALUES, and OBJECTIVES

Mission of the Fire Department:

St. Marys Fire Department is a highly trained fire service, comprised of community ambassadors who have committed to serving the Town of St. Marys, focused on minimizing loss of life, property and the environment.

Vision of the Fire Department:

To provide the residents of the Town with pro-active, effective and efficient delivery of fire, rescue, public education and fire prevention services; through a unified, forward thinking organization with good morale and with the highest standards of personnel safety, fairness and professionalism.

Values of the Fire Department:

We value our trust of each other and loyalty to our fellow firefighters. We have strong respect of one another, our equipment and our residents and visitors.

Goals of the Fire Department:

The goal of the Fire Department is to provide Fire Protection Services through a range of programs designed to protect the lives and property of the inhabitants from the adverse effects of fires, sudden medical emergencies or exposure to dangerous conditions created by man or nature; first to their municipality; second, to those municipalities requiring assistance through authorized emergency fire service plan and program (Mutual Aid) activities; and third, to those municipalities which are provided fire protection by the fire department via authorized agreement.

Primary objectives of the Fire Department:

In order to achieve the goals of the Fire Department, necessary funding must be in place and the following objectives met:

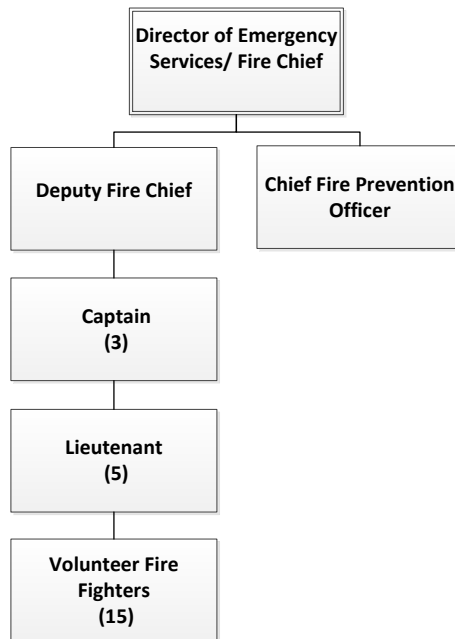
- a. Identify and review the fire services requirements of the Town.
- b. Provide an administrative process consistent with the needs of the department.
- c. Ensure that firefighting equipment and operating personnel are available within the municipality to provide response to a resident's call within a reasonable length of time.
- d. Provide departmental training to an accepted standard which will ensure the continuous upgrading of all personnel in the latest techniques of fire prevention, firefighting and control of emergency situations and to co-operate with other municipal departments with respect to management training and other programs.
- e. Provide a maintenance program to ensure all fire protection apparatus, including all equipment, is ready to respond to emergency calls.

- f. Provide an effective fire prevention program to:
 - i. Ensure, through plan examination and inspection that required fire protective equipment is installed and maintained within buildings.
 - ii. Reduce and/or eliminate fire hazards.
 - iii. Ensure compliance with applicable municipal, provincial and federal fire prevention legislation, statutes, codes and regulations in respect to fire safety.
- g. Develop and maintain an effective public information system and educational program, with particular emphasis on school fire safety programs.
- h. Ensure in the event of a major catastrophe in the municipality, assistance to cope with the situation is available from outside departments and other agencies.
- i. Develop and maintain a good working relationship with all federal, provincial and municipal departments, utilities and agencies, related to the protection of life and property.
- j. Interact with other municipal departments respecting the aspects of fire on any given program.
- k. Ensure these objectives are not in conflict with any other municipal department.

APPENDIX 'B' to BY-LAW XX-2019

ORGANIZATIONAL CHART

The Town of St. Marys Fire Department will consist of the following officers and members as from time to time may be deemed necessary by the Council.



APPENDIX 'C' to BY-LAW XX-2019

OPERATIONAL SERVICES

Operational services of the St. Marys Fire Department shall be identified under three (3) main categories including;

- Fire suppression
- Other emergency responses
- Services requiring outside agencies

These operational services will be completed in accordance with department approved training, operational guidelines and applicable standards.

Fire Suppression

The Fire Department shall respond to pre-fire conditions, and fire conditions including, but not limited to;

Structures (commercial, residential, industrial, agricultural), vacant Vehicles (highway, off road, commercial, industrial, recreational), Chimneys (commercial, residential, industrial, and agricultural), Outdoor areas (agricultural, grass, brush, and trash bins)

These services shall be performed utilizing self-contained breathing apparatus, personal protective equipment, apparatus, and a wide array of hand tools and other technical equipment by personnel trained to the National Fire Protection Association (NFPA) Standard. Services will include, but not limited to, forced entry, ventilation, exposure protection, salvage and overhaul.

1) Interior Suppression and Rescue

Performed with sufficient trained staff and building integrity permit entry
Performed with fire suppression support
Performed when sufficient water supply and conditions permit
Implemented to rescue trapped persons when the health and safety of firefighters is not placed in jeopardy

2) Offensive Operations

Performed with sufficient trained staff and building integrity permit entry
Performed with fire suppression support
Performed as water supply and conditions permit
Implemented to rescue trapped persons when the health and safety of firefighters is not placed in jeopardy

3) Defensive Operations

Performed when there is insufficient trained staff and/or structural instability
Performed as water supply permits
Implemented to reduce loss to surrounding areas

4) Factors Affecting the Effectiveness and Responses for Fire Suppression Operations

Areas without Municipal Water Supply

Municipal water supply in some urban areas does not have adequate flow volumes to supply fire department pumping apparatus

In areas without municipal water supply or in areas supplying limited water flow, fire department will utilize the use of water tankers to augment the water supply or produce the water supply in its entirety

Response times may be affected due to travel distance, road conditions and weather conditions

Fire suppression operations will be determined by Incident Command by accessibility to fire location, trained staff, appropriate equipment available, structural integrity and water supply

Other Emergency Response

The Fire Department will respond as requested to provide assistance to Stratford Police and Ontario Provincial Police, when staffing allows. An agreement with Paramedics will be separate from an agreement with police services.

1) Medical assistance

Respond to request of medical assistance, within the scope of members training

2) Motor Vehicle Accidents

Respond at request of Paramedics, Police, or 911

Assist with duties such as, but not limited to; Extrication activities, Traffic control, Patient care, Paramedic assistance, Spill or debris clean up, Fire suppression stand by

3) Vehicle Extrication

Gain access to patients trapped in vehicles, for removal by Paramedics or other agencies

Using hand tools, heavy hydraulics, air bags and any other tool or equipment required to facilitate rescue operations

Personnel trained to the NFPA standards

4) Remote Extrication

To assist police and/or Paramedics in the search/extrication of patients from remote locations

Typical patients include; hikers, bikers, snow mobilers, skiers, horseback riders

Response may be limited by terrain and weather conditions

5) Farm Accidents

Respond to possibly remote areas, roll overs, entanglements, Confined Space, and silos

Using hand tools, heavy hydraulics, air bags and any other tool or equipment required to facilitate rescue operations
Personnel trained to the NFPA standards

6) Industrial Accidents

Responding to entanglements, Confined Space, electrical hazards, and chemical hazards

Using hand tools, heavy hydraulics, air bags and any other tool or equipment required to facilitate rescue operations

Personnel trained to the NFPA standards

Fire Department trained to awareness level of Hazardous Materials. Should additional resources be required, contractor will be utilized to perform activities

7) Rope Rescue

Personnel are not trained to perform Rope Rescue using ropes, pulleys, tripods, and other relevant specialized equipment

Can include any of the following;

High Angle

Rescues over bluffs, escarpments, caves and structures

Personnel are not trained to the NFPA standards

Low Angle (steep slope)

Used to perform remote extrication such as vehicle accidents

Personnel are not trained to the NFPA standards

8) Confined Space

Personnel are not trained to perform rescues from areas not designed for human occupancy and having restricted means of entry or exit

Rescue would include using hand tools, ropes, tripod, Tower 2, Confined Space supplied air system, and any other equipment required

Personnel are not trained to the NFPA standards

9) Water Rescue

Shall be delivered in 4 methods dependant on the circumstances of the situation

Shall include search and rescue on water surface

Does not include recovery beyond depth of dive with full PPE

10) Static Water

Shore based methods using ropes and throw lines

Rapid Deployment Craft (RDC) based rescues utilizing ropes, stokes basket and various other tools

Swift Water (rivers – water travelling in excess of 1 Knot)

Shore based methods using ropes and throw lines. Boat based go rescues utilizing ropes, stokes basket and various other tools

Ice Water

Shore based methods using ropes and throw lines

Go Rescue operations based on shore or secure ice shelf when able
Surface Water
Rapid Deployment Craft (RDC), using ropes and any equipment necessary to attempt to facilitate successful rescue

Services Requiring Outside Agencies

1) Building Collapse

County Coordinator will be contacted
County Coordinator to arrange for Heavy Urban Search and Rescue team deployment
St. Marys Fire Department shall provide support and assistance to the responding agency

2) Trench Rescue

County Coordinator shall be contacted
County Coordinator to arrange for Heavy Urban Search and Rescue team deployment
St. Marys Fire Department shall provide support and assistance to the responding agency

3) Hazardous Materials

Shall include all hazardous material and fire incidents involving propane storage
Shall include all agricultural and industrial processes
Shall include any mixture of substances, or substances on their own that Incident Command considers hazardous to firefighters or the public
A contracted company to be contacted for assistance
St. Marys Fire Department shall provide support and assistance to the responding agency

4) Electrical Hazards

Includes responses involving any energized, or non-energized voltage equipment that has the capacity of re-energizing
This includes response to downed or arcing power lines
Hydro One or Festival Hydro to be contacted, depending on the location of the issue
Police may be called to assist with traffic re-routing
Fire Department will provide fire protection and assist responding agency

5) Carbon Monoxide

St. Marys Fire Department will use air monitoring devices to determine presence and level of carbon monoxide
Evacuation will be considered and conducted by St. Marys Fire Department depending on the significance of the readings
Notification of outside agencies will be completed as required to respond, locate and repair the source of the leak

6) Natural Gas Leaks

Union Gas shall be contacted
Police may be contacted to assist with evacuation or traffic

St. Marys Fire Department shall assist with scene security, traffic control, evacuation activities, and extinguishment of secondary fires caused by leak

MONTHLY REPORT

To: Mayor Stratthdee and Members of Council

From: Public Works

Date of Meeting: 27 August 2019

Subject: PW 48-2019 August Monthly Report (Public Works)

RECOMMENDATION

THAT PW 48-2019 August Monthly Report (Public Works) be received for information.

DEPARTMENTAL HIGHLIGHTS

General Administration

- No Green Committee meeting in August
- Review of current internal processes (electronic and paper records, forms etc.)
- Creation of 2020 Operator Timesheets
- Preliminary 2020 Operating Budget discussions
- Continue utilizing work order system
 - 138 work orders issued between July 9, 2019 to August 8, 2019

Environmental Services (Water & Wastewater)

- Robinson Street Sewage Pumping Station – emergency repairs
 - Collaboration repair between OCWA, Town and McLean Taylor forces
 - Isolation valves and external piping replaced and station returned to full system operation
- Leak Detection Survey
 - Completed on a portion of the Town's water system
 - Two leaks found in relation to hydrant valves – one corrected at the time of survey
- Fire hydrants selected for painting in 2019
 - Hydrants will be primed white prior to new yellow paint being applied
 - Area bounded by Queen to the North, Thames River to the West and James South to the East
- Wellington St. N – Water Service Repair
- Egan Ave – Watermain Repair
 - Repair completed in collaboration with OCWA and Town forces
- Curb Stop Repair to water service on James South
 - Insulated due to depth, and will be removed from the frozen service list
- Riverview Walkway
 - Fountain has been turned off the week of August 12, 2019
 - Contractor has been hired to complete repairs

Solid Waste Collection, Management & Landfill

- Hauling of clean fill from MOC stockpiles to the Landfill for fall and winter cover
 - 1785.63 tn of clean fill transferred in two days
- Interim Capacity Application submitted to MECP for continued landfill operation through Fall 2020
 - Currently under review by MECP
- RFP-PW-16-2019 Textile Diversion – closes September 3, 2019
- RFQ-PE-12-2019 Grinding of Brush & Wood Waste Materials – closes September 3, 2019

Public Works Operations (Roads & Sidewalks)

- Hot Patching Program – Ongoing
 - Patching placed on roads to receive FibreMat surface treatment, the patching to cover the cracks on the road and ensure the longevity of the surface treatment
 - Operators will continue to patch other locations where betterment is required
- Surface Treatment – Complete
 - NorJohn Contracting installed FibreMat on August 13, 2019 to 7 road sections in Town
 - Notices were handed out to houses adjacent to the roads being worked on
 - Loose granular material will be present for 2 weeks after application as the trap rock knits into the asphalt emulsions.
 - Town Operators to sweep any remaining float aggregate after two weeks
- Concrete repairs – Ongoing
- Radar signs moved to Queen St. E between James and Peel
- Installation of plastic bollards at Peel and Egan Ave intersection to help re-align
 - Low cost implementation due to pending reconstruction 2020
- Fleet maintenance

Parks, Trails, Cemetery and Tree Management

- Forestry Management: quadrant pruning, tree inspections, watering new trees, and stump removals
 - Davey Trees to return to complete pruning and removals in West Ward week of August 12 & 19
 - Town to begin stump grinding and removals upon final contractor removals
- Sparling Bush
 - Log seating installed in the Bush for local school and community groups
- Installation of donation bench on Grand Trunk Trail near Salina Street
- Ongoing refurbishment of benches and picnic tables
- Removal of weeds at fishing quarry
- String trimming at various locations
- Application of stone dust on trails
- Cemetery (August 1-15)
 - 1 cremation burial, & 1 traditional burial with vault

Engineering, Asset Management & Capital

- Floodwall Repairs
 - McLean Taylor pouring sidewalks the week of August 12
 - Anticipate late August completion date

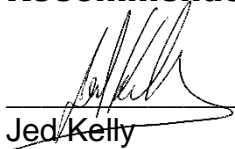
- Quadro Fibre Project
 - Progressing along Meadowridge Drive and the cul-de-sacs off it
 - Anticipate to being James St. S the week of August 19
- James St. Pedestrian Cross Over
 - Materials for installation have been ordered
 - Delivery has been expedited to meet end of August deadline
- Water St. Culvert
 - Tender released and closes August 27, 2019
 - Tender allows for 2019 or 2020 construction
 - Union Gas is planning to replace their gas main from September 3 to October 4, 2019
- St. George Street Reconstruction
 - Anticipate works to begin the first week of September
 - North/South pedestrians will be detoured to Timms Lane and James St.
- Dam Repairs
 - McLean Taylor to complete a small test area of the floodwall to have a better understanding of grout quantities required and whether patch work can be completed without lowering Rice Lake

SPENDING AND VARIANCE ANALYSIS

None to report.

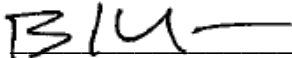
REVIEWED BY

Recommended by the Department



Jed Kelly
Director of Public Works

Recommended by the CAO



Brent Kittmer
CAO / Clerk

FORMAL REPORT

To:	Mayor Stratthdee and Members of Council
Prepared by:	Jed Kelly, Director of Public Works
Date of Meeting:	27 August 2019
Subject:	PW 46-2019 Sarnia Grand Trunk Trail Bridge (Trestle) Repairs

PURPOSE

Seek Council approval to expand the scope of the Sarnia Grand Trunk Trail Bridge (Trestle) 2019 capital repairs using donated funds from local community groups and businesses. The original scope of work approved in the 2019 capital plan was to clean and paint the light posts and refurbish existing units as much as possible. Due to the sourcing of more cost efficient light fixtures, and the fact that the Town has received unexpected donations towards this project, staff are now recommending that the light fixtures on the Sarnia Bridge be replaced.

RECOMMENDATION

THAT PW 46-2019 Sarnia Grand Trunk Trail Bridge (Trestle) Repairs be received; and

THAT Council authorize the expanded scope of the Sarnia Grand Trunk Trail Bridge (Trestle) Repairs to include the replacement of the lampshades and ballasts with the variance to be funded from donations received from Trestle Fitness, the St. Marys Kinsmen Club, and Forman Electric; and

THAT Council authorize sole sourcing the contract to Forman Electric Ltd..

BACKGROUND

The 2015 and 2017 Bridge Inspection Reports recommended that repairs be made to the Sarnia Grand Trunk Trail (Trestle) bridge. The recommended repairs include the cleaning and recoating of railings, repair of abutments, and the removal of vegetation.

To address the inspection report's recommendations, the 2018 capital plan allocated \$25,000 to repair the bridge's railings – removing the existing paint, and recoating the rails. The repainting of the railings was a tedious process, due to not ideal weather conditions and because special trays were built to prevent any materials from entering the water way.

The 2019 capital plan allocated \$15,000 to paint the remaining lampposts, and clean the lamp globes and ballasts. Brush removals from the piers and replacement of GTT signage will be included in the 2020 capital budget for consideration.

REPORT

Replacement of Lampshades and Ballasts:

The original capital project scope approved for 2019 noted the need to either clean or replace the existing lampshades and ballasts on the bridge. The current fixtures have some deficiencies, resulting in frequent resident calls and work orders for repair. Furthermore, shades have become yellowed in sections, thus reducing illumination levels.

Project Scope Development.

Although not directly related to this staff report, staff feel it is important to inform of a pending change to the Town's development engineering standards. This preamble discussion also helps to explain the type of lighting staff are recommending for this project.

At present the Town engineering design guidelines only name one vendor for decorative street light fixtures. Staff have had lengthy discussions with developers and electrical contractors about the performance of the existing fixtures, and if alternatives are possible.

Recently, Staff discovered an alternative vendor who offers similar fixtures at a lower cost. Through their work on the Stoneridge Phase II development, Forman Electric began researching alternative decorative fixtures during the quotation phase of the subdivision servicing project and worked to supply an alternative vendor for decorative LED streetlight fixtures.

In early July, staff launched a pilot project using new street lampshade fixtures within Homefield Court. The purpose of the project is to test the alternative LED decorative fixture. If the new fixtures are acceptable, the original units can be used as spare parts for existing fixture repairs where parts are not available.

Direct mailers were sent to Homefield Crt. residents, requesting their feedback regarding the lights – the only feedback received has been positive. Ultimately, the new fixtures appear brighter while consuming 2/3 less hydro, and the light temperature and dispersion patterns are acceptable - this can be attributed to the internal specifications determined with the alternate vendor.

Due to this success, the alternative decorative LED fixtures are being included in the Town's engineering design guidelines.

The original scope of work approved in the 2019 capital plan was to clean and paint the light posts and refurbish existing units as much as possible. Due to the sourcing of more cost efficient light fixtures, and the fact that the Town has received unexpected donations towards this project, staff are now recommending that the light fixtures on the Sarnia Bridge be replaced.

Staff are recommending installing the new pilot fixtures in consolidated areas to ensure consistency, the Sarnia Grand Trunk Trail Bridge is a prime location for testing the new fixtures. At this time, the Town does not have a sufficient stock of existing light fixtures to replace the entirety of the bridge, nor is sufficient capital project funding available to replace with the current decorative LED fixture standard. Therefore staff are recommending expanding the pilot Homefield court project and install the alternate decorative fixtures on the GTT.

Sole Source Works:

The Town's purchasing by-law, By-law 36-2012 permits the acquisition of goods and services via sole source under Section 9: Emergency Purchases and Sole Source Purchases. Section 9.1(b)(iv) states the Town may negotiate a sole source contract *"when a single source is being recommended because it is more cost effective or beneficial for the Town."*

Staff are recommending that the works be sole sourced to Forman Electric Ltd., for the following reasons:

1. Forman Electric completed the 2018 railing remediation, abiding by the guidelines presented by the Town and Upper Thames River Conservation Authority (UTRCA) to prevent materials from entering the waterway, using custom trays. The company has experience painting the railings and has ensured the waterways stay clean.
2. The Company works directly with the alternate lampshade fixture manufacturer and can procure the necessary materials for installation.

3. The Company also has knowledge of the deficient fixtures along the bridge as they perform the maintenance repairs, therefore determining which parts can be disposed of and sent to storage.

Therefore, it is staff's opinion that the repairs should be sole sourced to Forman Electric Ltd.

FINANCIAL IMPLICATIONS

The 2019 capital plan allocated \$15,000 to paint the remaining lampposts, and clean the lamp globes and ballasts. There is an increased cost for the complete replacement of the lampshades and ballasts and the painting of the lampposts, a variance of \$4232.64 as shown below.

There are a total of 18 poles and fixtures along the Sarnia Grand Trunk Trail (Trestle) Bridge, the cost to paint and replace the fixtures and poles is as follows:

Item	Cost
Labour	\$3,150.00
Materials & Supplies	\$15,750.00
Project Cost	\$18,900.00
Total (incl. HST)	\$21,357.00
Total (net HST)	\$19,232.64

The cost of the proposed project is \$19,232.41, which is \$4,232.64 over budget.

The Town has received various donations from local businesses and community groups for the trestle bridge that can be utilized for the recommended repairs. These donations include:

Donations	Donation Amount
20 on the Trestle Donation (Trestle Fitness)	\$1200.00
Forman Electric	\$400.00
St. Marys Kinsmen	\$2500.00
Total	\$4100.00

The Kinsmen and Forman donations are dependent on the approval of the expanded scope of the 2019 trestle bridge repairs including the installation of new fixtures.

If the donations are applied to this project in addition to the originally approved capital funding of \$15,000, the Town would incur a total variance of \$132.64.

SUMMARY

The 2015 and 2017 Bridge Inspection Reports recommended that repairs be made to the Sarnia Grand Trunk Trail (Trestle) bridge. Staff started with the railing in 2018, looking to complete the painting work in 2019. The proposed 2019 capital project approved funding is \$15,000.

In typical St. Marys fashion, a "Made in St. Marys" solution was developed in discussions with local vendors, business and a service club group. The combination of innovative product sourcing and donations received from Tresle Fitness, Forman Electric and St. Marys Kinsmen will allow the project scope to meet and exceed all 2019 expectations while remaining on budget.

As stated above pilot locations of new fixtures are consolidated to ensure area specific consistency, while utilizing legacy fixtures for future cost avoidance by harvesting hard to source parts. A central parts depot has been created for inventory and sorting. The Sarnia Grand Trunk Trail Bridge is a prime

location for testing the new fixtures due to the active use of the trail, hash conditions and limited impact to existing residential properties.

STRATEGIC PLAN

- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
 - Pillar # 1 Infrastructure:
 - Outcome: St. Marys is committed to developing a progressive and sustainable infrastructure plan that meets the infrastructure needs of today and tomorrow. This will require a balance between building and regular maintenance.
 - Tactic(s): When reviewing priorities of needs for maintenance investments in “discretionary” Town assets, the following Town icons will be considered of the most importance: historical Town Hall, historical water tower, Mill Race Dam and Spillway, Carnegie Library, museum, Water Street Bridge, Church Street Bridge, Grand Trunk Trail and Sarnia Bridge and Junction Station.

OTHERS CONSULTED

Jeff Wolfe, Asset Management/Engineering Specialist

Morgan Dykstra, Public Works Coordinator

Andrew Forman, Forman Electric – Owner

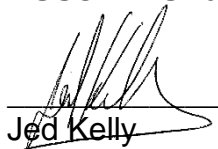
Kenny Hutton, St. Marys Kinsmen - Member

ATTACHMENTS

None

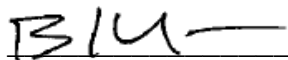
REVIEWED BY

Recommended by the Department



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: 27 August 2019

Subject: CAO 49-2019 August Monthly Report (Administration and Human Resources)

RECOMMENDATION

THAT CAO 49-2019 August Monthly Report (Administration and Human Resources) be received for information.

DEPARTMENTAL HIGHLIGHTS

CAO and Clerks

Municipal Efficiency and Modernization Review

- The Strategic Priorities Committee has completed two meetings regarding the corporate review. Next meeting scheduled for September 3 with two additional dates booked (September 24 and October 1).

Strategic Planning

- Serviced Land – project kick-off meeting completed August 12, 2019. BM Ross is projecting that a report could be considered by Council in late 2019 or early 2020.

Intergovernmental Relations

- Transportation Grant Funding
 - Inter-County Route (County Led) – no new update
 - Intra-Regional Route (Stratford Led)
 - Transfer payment documents have been received from the province.
 - Contract project coordinator will be approved by City Council on August 26, 2019.
 - Local partnership agreement is in draft stage, with an initial meeting held August 23, 2019 to discuss risk sharing.
 - City is targeting a service launch of May 2020.

Policy and Governance

- Updated Smoking By-Law – work on this project is in its preliminary stages. Reviewing best practices to determine legislative requirement for permissive municipal regulations.
- Staff preparing a report to Council on the by-law enforcement approach to downtown parking in the winter months.

Land Sales

- 481 Water Street South (McDonald House):
 - Staff report being presented in closed session at August 27, 2019 Council meeting

- Junction Station
 - Staff report being presented in closed session at August 27, 2019 Council meeting
- Jones Street Road Allowance
 - Awaiting appraisal. Council direction being implemented.
- 478 Water Street South
 - Former Town owned lands sold to McLean Taylor have now been listed for sale.
 - The CAO has met with the company and the prospective purchaser. A request to convey the lands will be coming forward September 10 or September 24, 2019.

Human Resources

Recruitment

- Working with the Senior Leadership Team to identify all seasonal staffing needs and ensuring recruitment needs are met.
- Completed the recruitment process for a Planning and Development Coordinator and five Fire Lieutenants.
- Currently recruiting for Educators, Educator Assistants, Program Assistants, Early Learning Services Supply staff, Crossing Guard, Curatorial & Programming Assistant.

Staff Engagement/STEAM Initiatives

- Planning the 2019 United Way workplace campaign with a kick off date of September 25, 2019.
- Initial planning for the 2019 Christmas party is underway.
- Completed the second edition of STEAM News to be released to staff on Monday, September 9, 2019.

HR Systems

- Working with the Senior Leadership Team to ensure performance appraisals and exit interviews for all departing seasonal contract staff are completed.
- Continuing to work on staffing/wage strategies for recruiting and retaining supply staff for the Early Learning Services.

Health and Safety

- Currently working with the Joint Health and Safety Steering Committee to review the Health and Safety Statement to meet our annual legislative requirement.
- Working with a sub-committee of the Joint Health and Safety Steering Committee to revise the Health and Safety policy which is the overarching document for our Health and Safety program.
- Continuing to follow up on the 2019 Workplace Violence Risk Assessment. Results are being compiled to be presented at the Joint Health and Safety Committees and the Senior Leadership Team at the September meeting.
- Continuing work on the Ministry of Labour Ergonomic Initiative as the final draft of the Musculoskeletal Prevention policy will be brought forward for approval at the October Joint Health and Safety Meetings.

Payroll/ Benefits

- Provided various department with assistance on 2020 Payroll budget spreadsheet
- Working with various departments, calculated cost savings analysis for the upcoming 2020 budget.
- Working with the Town's benefit consultant, reviewing and making administrative updates to the Employee Assistance Program as well as reviewing the current version of the benefits

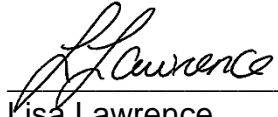
program's employee classification and booklets to ensure administrative consistency across employee classifications.

SPENDING AND VARIANCE ANALYSIS

None to report.

REVIEWED BY

Recommended by the Department



Lisa Lawrence
Director of Human Resources

Recommended by the CAO



Brent Kittmer
CAO / Clerk

**Board of Directors Meeting Highlights
Held on July 18, 2019 at 8:30 AM
at the Material Recovery Facility Board Room**



What's Happening in the Waste Management Industry?

The extract below summarizes the challenges our industry has been faced with from an Ottawa region 25 year old organization.

“I regret to inform you that as of Sunday, June 23rd, Beaumen Waste Management Systems Ltd is permanently closed. All blue box, garbage and ICI collection services and blue box MRF processing operations will stop as of Sunday June 23rd. The gates are locked and no new blue box material will be accepted.

The hostile market conditions that led to the Beaumen closure are as follows:

1. Acute driver shortage in the summer of 2017 resulted in total driver wage costs increasing 23.4%
2. Minimum wage increase on January 1, 2018 resulted in total plant worker wage costs increasing 28.5% including all payroll taxes and employee benefits
3. Acute used garbage and recycle truck shortage started in the spring of 2018. The order wait time for new garbage and recycling trucks ranges from 6 months to 13 months. Quality used garbage trucks have not been available for the last 18 months.
4. Building insurance costs double in summer of 2018. This increase in rates is attributed in part as a result of several Ontario MRFs suffering major fires over the past few years.
5. China phases out of purchasing blue box recyclables materials starting as of July 1, 2018, resulting in recycled paper dropping from \$96 per MT in January 2018 to -\$40 per MT as of June 24, 2019, cardboards also drops from \$170 per MT in January 2018 to \$79 per MT as of June 2019.
6. The final straw, Fleet truck insurance to increase a minimum of 150% starting July 1, 2019.”

Beaumen's experience is typical in our industry and the Association is not immune from those challenges. The decisions we make along the way have an impact on our ability to meet these challenges. For example, we chose to move to an automated collection system in 2008 to in part enable us to access a wider range of driver to alleviate the extreme shortage everyone is facing today. We have struggled but the strategy has worked for us. The Association was already paying above minimum wage so that impact was minimal on us other than affecting the pool of labour available.

We replace part of our fleet annually. As soon as we saw the order timeline extend beyond a year, we preordered our vehicles. Our last order was placed 22 months in advance.

The insurance costs did take us by surprise this year. When the largest broker in the world could not deliver affordable coverage, we have managed to secure a deal from an industry specialist we had nurtured for a rainy day.

Commodity markets as a result of China's policy changes remain difficult, but our quality material keeps moving at a higher price than other in our industry as a result of our timely investments.

Transition of the Blue Box Program to Full Producer Responsibility

Ontario is now well positioned to transfer the Blue Box Program to a full producer responsibility model, which would better allow producers to effectively and accountably promote waste diversion, better manage the handling of products and packaging at the end-of-life stage, and reduce the financial burden on taxpayers.

A timely and orderly transition within an open and competitive Producer (PRO) marketplace, should support open procurement and competitive pricing, which OWMA considers to be vital to ensuring transparency, oversight and accountability. Timely transition will also ensure producers have an effective incentive to affect positive environmental and economic outcomes through driving higher waste reduction and diversion outcomes.

We offer the following recommendations and principles for consideration in your final report:

1. Protecting and Enhancing Accessibility to the Blue Box Program

A key concern for the Blue Box Program transition is ensuring continued, seamless access to recycling services for Ontario residents who currently have access to the program. Currently, there is a robust blue box collection system in Ontario, delivered largely through service contracts between municipalities and private sector waste management companies. Following transition to full producer responsibility, it will be vital for the Regulation governing the Blue Box Program to require at least the same level of recycling services to Ontarians. This can be accomplished through:

- a) Sufficiently high recycling targets for producers to ensure that rural, remote and other underserved communities are provided access to the Blue box Program, beyond larger urban centres.
- b) Regulatory requirements that mandate all existing Blue Box programs be continued and financially supported by producers.
- c) Regulatory requirements to define approved diversion programs for designated materials, and to set and enforce diversion targets for recyclable materials. Regulation should also require producers to recover products from any communities or markets in Ontario that their products are sold or distributed.

To accomplish a seamless transition and continued Blue Box Program accessibility, the government could also, by regulation, establish an oversight function (example: a clearinghouse, or a facilitation role delivered through the Resource Productivity & Recovery Authority [RPRA]) to effectuate producer-service provider relationships and expedite the transfer of recycling collection, sorting and processing services to the new producer responsibility model across the province. This oversight function must also ensure compliance of producers with funding and providing Blue Box Program service to every customer who currently has access to this service across Ontario.

2. Verifying that Blue Box Materials are Recycled Another key concern for the program's transition is that customers requiring waste collection and recycling services are often unable to verify how their materials are being managed while governments continue to struggle with gathering and verifying the data needed to track the program's progress. Residents who have access to the Blue Box Program must be assured that collected and/or processed materials are being diverted from disposal.

To help address this issue, the OWMA worked with the Canadian Standards Association (CSA) to develop SPE-890: A Guideline for Accountable Management of End-of-Life Materials,

which was released in 2015 to improve the collection of data and ensure the sustainable management of recyclables.

Organizations that receive verification under this guideline must adhere to a common set of definitions, report performance rates and undergo third-party data audits to ensure accuracy. Meeting these requirements strengthens the reputation of verified businesses while giving them the ability to provide detailed information to their customers to assist in making more effective decisions on recycling and organics diversion. A copy of the guideline is available from CSA's website (<https://store.csagroup.org>).

OWMA recommends that the CSA Guideline be embedded in the new Regulation governing printed paper and packaging and the Blue Box Program. This will set a framework with standards for ensuring that Blue Box materials that are collected and processed are actually recycled, as the users of the Blue Box system expect.

3. Keeping Investment and Jobs in Ontario

There is significant need and potential to develop local economic markets for recycled materials here in Ontario. While Ontario benefits from jobs and economic opportunities associated with collection and processing of recyclable materials, there is little done to incent the use of these materials in manufacturing new products in our province. As a result, a large percent of these recycled commodities are exported, where foreign companies reap the economic opportunities that Ontarians, in effect, subsidize.

Under full producer responsibility model that sets accountability on an individual basis, a functioning open marketplace will result in competitive negotiations, lower costs, and innovation in better end-of life management of products. Fostering a supportive, Open-For-Business environment in Ontario will encourage an economic model where products are sold, consumed, collected and re-made into new products here in our province.

To harness the full economic value of recycling in Ontario, the following are recommended:

a) Mandatory Amount of Recycled Content Producers should be regulated to include a mandatory amount of recycled content into the products and packaging they generate. Recycled content requirements could be phased in over time from both an overall perspective and a material-specific perspective where factors may vary the feasibility of recycled content requirements. Manufacturing products with recycled content would result in additional investment in collection, sorting and processing infrastructure and employment.

b) Reducing Regulatory Barriers and Red Tape for Waste Service Providers Owners and operators of waste management collection, sorting and processing facilities current face regulatory requirements and financial barriers that often hinder efforts to promote recycling and resource recovery from waste. Requirements for these service providers, including the requirement to obtain Financial Assurance, and Environmental Compliance Approvals for waste management, including hauling, storage, processing, recycling, diversion and disposal, are set out in the Environmental Protection Act and its regulations. The following recommendations will help reduce these barriers:

- Restructure financial assurance in Ontario and move it to a risk-based pooled fund model. Currently, financial assurance is specific to a property, facility, or activity. Site-specific financial assurance does not provide the flexibility necessary to address the potential remediation risk within the waste sector.

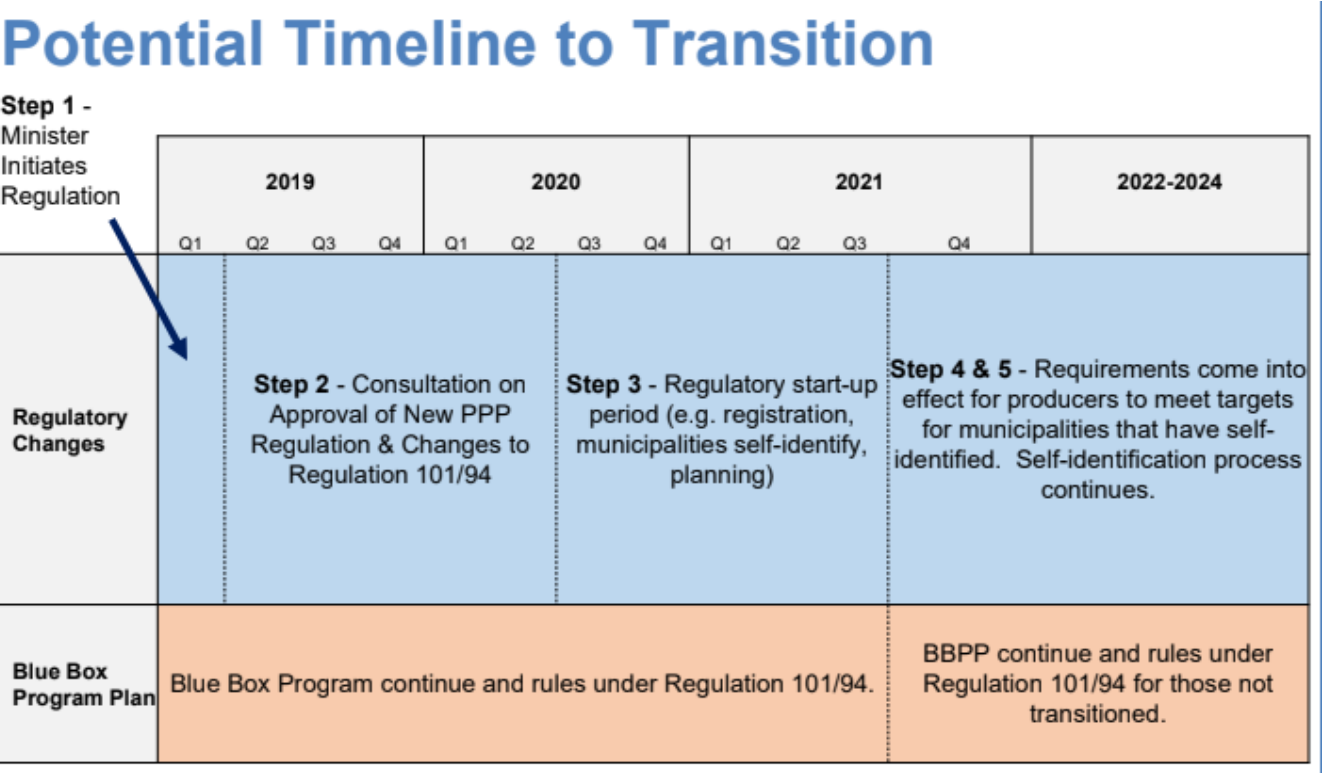
- Adhere to a one-year service standard for Environmental Compliance Approvals (ECAs) by setting consistent guidelines for submission materials, and reducing the time and setting maximum periods before which Ministry staff request comments and information from applicants, during the process.
- Expand use of the Environmental Activity and Sector Registry (EASR) system to deal with waste processing facilities approvals for printed paper and packaging material recovery facilities (MRFs), and transfer stations. These facilities are well understood by the government and the types of conditions placed on them are already relatively standardized. The EASR system, where deemed necessary, could allow for a simplified and lower cost range of assessment.

AMO Position on EPR

The Association of Municipalities of Ontario continues to advocate EPR with a set of issues that has remained fairly constant since the concept was first presented. These issues are primarily:

- 1) Possible Stranded Assets
- 2) Municipalities want fair opportunity to bid on processing services
- 3) Better for consumers / taxpayers to use existing collection bins, carts etc. especially initially
- 4) Materials designated should be inclusive (e.g., primary & secondary packaging, transport packaging delivered to residential sources, and packaging like products or single use items)
- 5) Concern would be to exclude certain materials such as compostable packaging which may create perverse outcomes
- 6) Goal is to build on where we are rather than regress
- 7) Ideally a regulation would accommodate for community buildings (community centres, sports facilities, public schools & parks) that are publicly owned, and the streetscape associated with Business Improvement Areas. Population and density should be considered as they are for the used tire regulation to establish accessibility
- 8) Believe this can be achieved through accessibility targets in a regulation accompanied with a high diversion targets. Producers should be afforded some flexibility in how they achieve
- 9) Goal should be to ensure greater inclusion of multi-unit residential and unique circumstance single family (e.g. on private roads) however understand consideration to build on current base during a transitional period
- 10) Understand may need to be a ramp up but ideally we are moving towards more material specific targets. EU has established categories that Ontario potentially could follow (e.g. A 90% separate collection target for plastic bottles by 2029 (77% by 2025) and the introduction of design requirements to connect caps to bottles, as well as target to incorporate 25% of recycled plastic in PET bottles as from 2025 and 30% in all
- 11) Definition of Recycling Broaden to allow composting to be acceptable
- 12) Chemical recycling –product vs fuel
- 13) Willing to consider allowance for some energy as long as it does not impact current markets

The municipal position on the timeline as been to have well planned but timely transition to avoid duplications of services, limit stranded assets, and make the user experience seamless. As such the approach promoted is a 5 year transition as outlined in the table below.



Provincial Organics Stakeholder Committee

The Province has formed this committee at the direction of the Minister to delve more deeply into technical issues on management of food and organic waste and to come up with recommendations and advice that can be implemented.

They are going to organize the work in three technical working groups and have asked each stakeholder group to nominate a max of 2 representatives as subject matter experts to the working groups. The technical working groups are:

Compostables - Recommendations on a path forward for compostable products and packaging in Ontario

Food and Organic Waste - Recommendations on priority areas for guidance to support implementation of the Food and Organic Waste Policy Statement

Modernization of Organic Waste Permissions – Identification of regulatory barriers preventing innovative solutions to the management of food and organic waste

The intent is to get a mix of folks who already operate programs as well as those who are going to be required to implement organics programs. As well as a mixture of those using composting, anaerobic digestion and windrow composting technologies.

As with everything right now on the waste file, the timing is extremely tight.

Cabinet Shuffle

Recently, Premier Ford announced a major cabinet shuffle. Jeff Yurek, MPP for London-Elgin-Middlesex, was appointed as Minister of Environment, Conservation and Parks. Former Environment Minister Rod Phillips was appointed as Minister of Finance.

Jeff Yurek is a pharmacist by profession, and was first elected as MPP in 2011. He has served in various roles in government including PC Health Critic, Natural Resources and Forestry Critic, and Transportation and Auto Insurance Reform Critic, Minister of Natural Resources and Forestry, and most recently as Minister of Transportation.

The new cabinet, is as follows:

- Premier and Minister of Intergovernmental Affairs - Doug Ford
- Deputy Premier and Minister of Health - Christine Elliott
- Associate Minister of Mental Health and Addictions - Michael Tibollo
- Minister of Long-Term Care - Merrilee Fullerton
- Minister of Finance - Rod Phillips
- Minister of Economic Development, Job Creation and Trade and Chair of Cabinet - Vic Fedeli
- Associate Minister of Small Business and Red Tape Reduction - Prabmeet Sarkaria
- Minister of Municipal Affairs and Housing - Steve Clark
- Solicitor General - Sylvia Jones
- Minister of Environment, Conservation and Parks - Jeff Yurek
- Minister of Children, Community and Social Services - Todd Smith
- Associate Minister of Children and Women's Issues - Jill Dunlop
- Minister of Labour - Monte McNaughton
- Attorney General - Doug Downey
- Minister of Transportation and Minister of Francophone Affairs - Caroline Mulroney
- Associate Minister of Transportation (GTA) - Kinga Surma
- Minister of Training, Colleges and Universities - Ross Romano
- Minister of Education - Stephen Lecce
- President of the Treasury Board - Peter Bethlenfalvy
- Minister of Natural Resources and Forestry - John Yakabuski
- Minister of Energy, Northern Development and Mines, and Minister of Indigenous Affairs - Greg Rickford
- Associate Minister of Energy - Bill Walker
- Minister for Seniors and Accessibility - Raymond Cho
- Minister of Agriculture, Food and Rural Affairs - Ernie Hardeman
- Minister of Infrastructure - Laurie Scott
- Minister of Tourism, Culture and Sport - Lisa MacLeod
- Minister of Government and Consumer Services - Lisa Thompson
- Government House Leader - Paul Calandra

Chinese Port Shuts Out Scrap Metal Imports 3 Days Before New Restrictions Take Effect

The Chinese port of Sanshan stopped accepting scrap metal imports three days before the tightened metal import regulations were set to take effect on July 1.

The shutdown appears to be due to considerable stockpiles of metal from importers attempting to beat the deadline, Joe Pickard, chief economist and director of commodities at the Institute of Scrap Recycling Industries (ISRI), told Waste Dive.



There is no indication of when the port will reopen to accept scrap metal under the new restrictions. Other Chinese ports do not appear to be affected.

Scrap metal exporters believed China would only restrict mixed metal imports, which can be lower quality due to higher contamination rates, but that it would continue accepting "furnace-ready" material that doesn't have to be hand sorted and processed.

That view changed when the Chinese government announced restrictions on eight category 6 items previously on the "unrestricted" materials list, drastically reducing the number of importing licenses or material volumes it would authorize.

In June, the government listed the reduced material quotas set to begin in the third quarter — 240,796 metric tons of copper, 54,256 metric tons of aluminum and 14,968 metric tons of ferrous scrap. Those numbers — understood by some industry participants to be the entire list — only applied to certain companies in northern China. The list for companies in the South, where much of the metal material flows through, likely will come soon, Pickard said.

Some predicted the regulatory measures would prompt an influx of scrap metal into China as recyclers rushed to beat the deadline (China's aluminum imports in May were up nearly 60% year-over-year). But the complete shutdown of Sanshan's port to scrap metal just days before the deadline took many by surprise.

Copper is expected to be the commodity hit hardest by the new regulations. U.S. exports of copper and copper alloy scrap to China already were down by about 80% this year as a residual effect of other material bans and stricter contamination standards.

It's too early to determine how far China will go with metal quotas or the potential market disruptions that could result. Likewise, it's too soon to predict the long-term effects of the port closure. Both factors, however, create market uncertainty, which often leads to commodity price volatility.

That uncertainty is further exacerbated by the Chinese government's stated intention to re-establish quota levels and require importers to reapply each quarter.

The time frame for shipping material to China and having it clear customs takes up to eight weeks — meaning metal markets could be subject to a series of purchasing bursts and lulls in the coming months, depending on how the Chinese government's quotas align with incoming shipments each quarter.

China's War on Trash Is the World's, Too

Shanghai's ambitious recycling program will be a critical test of whether the globe can handle a growing mountain of garbage.



A scrap collector in Shanghai.

Adam Minter is a Bloomberg Opinion columnist. He is the author of “Junkyard Planet: Travels in the Billion-Dollar Trash Trade” and the forthcoming “Secondhand: Travels in the New Global Garage Sale.”

Trash is the talk of Shanghai. Starting Monday, the city will require residents and businesses to sort their waste and recyclables into separate bins. The task is towering: Shanghai generates more than 9 million metric tons of garbage every year and -- like every other city, town and village in China -- it lacks even a rudimentary municipal recycling system.

And China isn't alone. As of 2018, humans were on track to generate waste at more than double the rate of population growth through 2050, with most of the growth coming in developing countries. Whether or not those nations can establish formal recycling systems will be crucial to managing the world's trash and minimizing its environmental consequences. China's experience will be a first, critical test.

In most of the world, profits rather than environmental concerns drive recycling, which is largely performed by self-employed waste pickers. It's a dirty job but highly efficient: In Nanjing, for example, a city of 9 million people located 200 miles from Shanghai, waste pickers recovered as much as 80% of the city's recyclables (around 500,000 metric tons) as recently as 2015.

Without those workers, as Beijing learned to its chagrin when it pushed out hundreds of thousands of waste pickers in advance of the 2008 Olympics, the trash simply piles up. (City officials quietly let

them return before the games even began.) Unfortunately, as countries become more affluent, waste picking as a profession is becoming less attractive. Better-paying job opportunities exist, while affluent homebuyers are naturally reluctant to have folks rummaging around in their garbage. Cities, too, are pushing out the small, unattractive recycling businesses that buy from waste pickers and sustain the informal industry.

As far back as 2000, the Chinese government foresaw this problem and designated eight cities, including Shanghai, to pilot municipal recycling programs. They all failed miserably. Not only did the cities lack the equipment and facilities to recycle, residents were given no incentives to sort their trash or education in why it was so important. This ignorance persists. A 2018 survey of 3,600 residents of major Chinese cities found that nearly three-quarters could not identify how to properly sort their trash for recycling.

Regardless, the government is trying again. In 2017, China's powerful policy-making State Council announced a plan to promote "garbage sorting" in China's major cities. Specifics were left to local officials and, over the last two years, several have embarked on modest pilot programs.

Shanghai's new program is the most visible and extensive municipal recycling initiative ever attempted in China. Under the plan, citizens are required to sort their trash into four separate categories: food waste, recyclables, hazardous wastes (such as batteries and light bulbs) and "residual wastes" (which include everything from floor sweepings to pottery).

Importantly, the system in Shanghai is uniquely public and punitive. Residents can only dispose of waste during certain hours, ensuring that neighbors will see who is and who isn't sorting properly. They must empty food waste into public bins without using bags, so everyone can also see what they're throwing away. Fines of up to 200 yuan, roughly \$30, await those who don't sort. And officials threaten to cut off garbage collection for whole communities if they don't abide by the rules.

At the same time, Shanghai has spent weeks using every possible propaganda tool at its disposal, from social media to local and even national newspapers, to explain how and why residents should recycle. On Sina Weibo, China's Twitter-like social media service, the subject has repeatedly trended, with reports that the new regulations apply to foreign tourists as well proving particularly popular. Younger Chinese seem to have favorable opinions of the program, though they fear it will be time-consuming.

Far more will be required. Shanghai and other cities have yet to build the infrastructure needed to manage even properly sorted waste. They require trucks designed to carry sorted recyclables; large, industrial-scale recycling facilities; and environmentally sound incineration and composting sites for the "residual" and organic wastes. This will require years and billions in investment.

Still, the fact that Shanghai has residents thinking and talking about waste on social media, in their compounds and at home is remarkable progress. It's also a lesson to other developing countries that the first step in creating a modern waste management system is to educate the public and foster a sense that recycling is a collective civic responsibility. If the world is going to clean up its trash heaps, Shanghai's new program could well be the model.

Image Recognition, Mini Apps, QR Codes: How China Uses Tech To Sort Its Waste

China's war on garbage is as digitally savvy as the country itself. Think QR codes attached to trash bags that allow a municipal government to trace exactly where its trash comes from.

On July 1, the world's most populated city (Shanghai) began a compulsory garbage-sorting program. Under the new regulations (in Chinese), households and companies must classify their wastes into four categories and dump them in designated places at certain times. Noncompliance can lead to fines. Companies and properties that don't comply risk having their credit rating lowered.

The strict regime became the talk of the city's more than 24 million residents, who criticized the program's inflexibility and confusing waste categorization. Gratefully, China's tech startups are here to help.



For instance, China's biggest internet companies responded with new search features that help people identify which wastes are "wet" (compostable), "dry," "toxic," or "recyclable." Not even the most environmentally conscious person can get all the answers right. Like, which bin does the newspaper you just used to pick up dog poop belong to? Simply pull up a mini app on WeChat, Baidu or Alipay and enter the keyword. The tech firms will give you the answer and why.

A WeChat mini program that lets users learn the category of trash

Alipay, Alibaba's electronics payment affiliate, claims its garbage-sorting mini app added one million users in just three days. The lite app, which is available without download inside the e-wallet with one billion users, has so far indexed more than 4,000 types of rubbish. Its database is still growing, and soon it will save people from typing by using image recognition to classify trash when they snap a photo of it. Alibaba's answer to Alexa Tmall Genie can already answer (in Chinese) the question "what kind of trash is a wet wipe?" and more.

If people are too busy or lazy to hit the collection schedule, well, startups are offering valet trash service at the doorstep. A third-party developer helped Alipay build a recycling mini app ("垃圾分类回收平台") and is now collecting garbage from 8,000 apartment complexes

across 11 cities. To date, two million people have sold recyclable material through its platform.

Ele.me, Alibaba's food delivery arm, added trash pickup to its list of valet services its fleets offer on top of "apologize to the girlfriend" and dog walking.

Besides helping households, companies are also building software to make property managers' lives easier. Some residential complexes in Shanghai began using QR codes to trace the origin of garbage, state-owned media outlet Xinhua reported. Each household is asked to attach a unique QR code to their trash bags, which will be scanned for sources and classification when they arrive at the waste management station.

This way, regulators in the region know exactly which family has produced the trash — although the city's current garbage regulations do not require real-name tracking — and those who correctly categorized receive a small reward of 0.1 yuan, or 1.45 cents, per day, according to another report (in Chinese) from Xinhua.



Pepsi to Ditch Plastic Water Bottles in Favor of Aluminum

Pepsi is ditching plastic bottles for some of its products in an attempt to reduce plastic waste. The drink company, which was founded in New Bern, North Carolina, announced the environmental plan Friday. As early as 2020, Pepsi's Aquafina water will be sold in aluminum cans at restaurants. The company is still working out the details of a rollout to retail stores.

Plastic waste is piling up. Experts have said there will be more plastic in the ocean than fish by 2050. "Tackling plastic waste is one of my top priorities and I take this challenge personally," PepsiCo CEO

Ramon Laguarta said in a statement. "We are doing our part to address the issue head on by reducing, recycling and reinventing our packaging."



Americans Love Their Trash and Hate to Recycle, Report Finds

The world has a trash problem, and a new report out reminds us just how much Americans contribute. Turns out that while we create the most waste in the world, we're one of the worst countries at recycling it.



The report—published by Verisk Maplecroft, a global risk analysis group—looks at the waste generation and recycling performance of 194 countries, including China, Australia, and Russia. Every year, we humans produce some 2.1 billion tons of solid waste. As the report notes, that's enough trash to fill 822,000 Olympic-sized swimming pools. In short, a lot of trash. We're recycling only 16 percent of this waste, with another 46 percent “disposed of unsustainably.”

The United States, in particular, has a lot of work to do: We each generate, on average, 1,704 pounds of trash a year. That amounts to 12 percent of the world's total waste, according to the report, even though the U.S. is home to a mere 4 percent of the world's population. In fact, individuals in the United States create more than three times as much trash as those in China.

And just 35 percent of our waste gets recycled. Germany, on the other hand, recycles 68 percent of its waste.

The issue of our outsized trash footprint has become even more relevant as countries struggle to figure out where to send all their plastic waste. China banned all plastic imports at the end of 2017, and since then loads of plastic trash has been ping-ponging around the world, some of it winding up in countries that struggle to manage their own waste. Malaysia is now stepping up to return mislabeled and contaminated plastics. Countries are starting to have enough of our privileged asses sending our trash their way.

Now, it isn't just an American problem. The Netherlands, Canada, Austria, Switzerland, Australia, and France are also bad when it comes to their per capita waste production, per the report.

But the U.S. stands out both in terms of the sheer amount of junk we produce and our inability to handle it all ourselves. As the report authors note, “The US is the only developed nation whose waste generation outstrips its ability to recycle, underscoring a shortage of political will and investment in infrastructure.”

They ain't wrong about the lack of political will. The money and resources are there, unlike in many of the world's developing countries. However, we Americans love to consume. We'll be reminded of that this holiday break when all the red solo cups and plastic cutlery come out during our Fourth of July celebrations.

Maybe skip the plastic and wash the damn dishes.

Cleveland's Recyclables Sent To Landfills

Approximately 90 percent of recyclables collected in Cleveland are being sent to landfills, Fox 8 reports.

Almost all of the recyclables that Cleveland residents spend time separating from their garbage end up being mixed in with the waste they dispose of in their garbage cans. This is because recyclable loads are contaminated, Mayor Frank Jackson claimed.

Video evidence, provided by Fox 8, shows Cleveland's recyclables being mixed with loads of waste. When a supervisor at the Ridge Road site was questioned about the mixing of materials, he responded that the load was already inspected, and it was contaminated. "One Cleveland truck came in, we inspected it, it was contaminated, we got rid of it," the supervisor said.

Fox 8's I-Team found that "We [the city] still continue to push 85 to 90 percent of the recycling from our residents into trash... ."

Jackson also remarked on the cost associated with recycling: "It costs us twice as much to get rid of recyclables as it would if we just put it in a landfill." However, Jackson said he still separates his recyclables from his trash.

Others do not see the point if almost all of the materials will end up in a landfill. "Why are we recycling? What's the sense," questioned Angelo Lisak, the owner of Mel's Café, Tremont, Ohio.

Both Jackson and Darnell Brown, Cleveland's chief operating officer, acknowledged the city is failing in this aspect. "It's not working," Jackson said.

Fox 8 reports that internal memos blame residents for not being educated and informed as to what are acceptable materials to recycle. Because of residents' lack of knowledge, items that should be placed in the garbage are now with recyclables, causing the contamination.

Jackson said he plans to hire a consultant to recommend how to deal with the issue, but there is no discernable timeline for action, Fox 8 reports.

GFL Environmental Inc. buying recycling processor Canada Fibers Ltd.

GFL Environmental Inc. has signed a deal to acquire recycling processor Canada Fibers Ltd.

Financial terms of the deal were not immediately available.

Canada Fibers provides recycling processing services to municipalities across Ontario, including Toronto.

It has also been awarded the contract to design, build and operate an advanced single-stream material recovery facility in Winnipeg.

The deal is expected to close in the third quarter of this year, subject to customary regulatory approvals.

GFL provides non-hazardous solid waste management, infrastructure and soil remediation and liquid waste management services in Canada and the United States.



Canadian Production Falls At Fastest Pace For Three-And-A-Half Years

The latest U.S.-China trade frictions are holding back the Canadian manufacturing sector.

The Canadian manufacturing sector was challenged by falling volumes of new work, contributing to the sharpest drop in production three-and-a-half years.

The IHS Markit Canada Manufacturing Purchasing Managers' Index (PMI) registered at 49.2 in June, picking up fractionally from May's 41-month low of 49.1. The latest reading checked in below the crucial 50.0 no-change value for the third month running, which marks the longest period of decline since 2015/16.

IHS Markit said the downturn in output accelerated since May, and was the fastest since December 2015. Manufacturers generally cited a lack of new work to replace completed orders at their plants. Reflecting this, the survey data revealed the steepest fall in backlogs of work since data collection began in October 2010, noted IHS Markit.

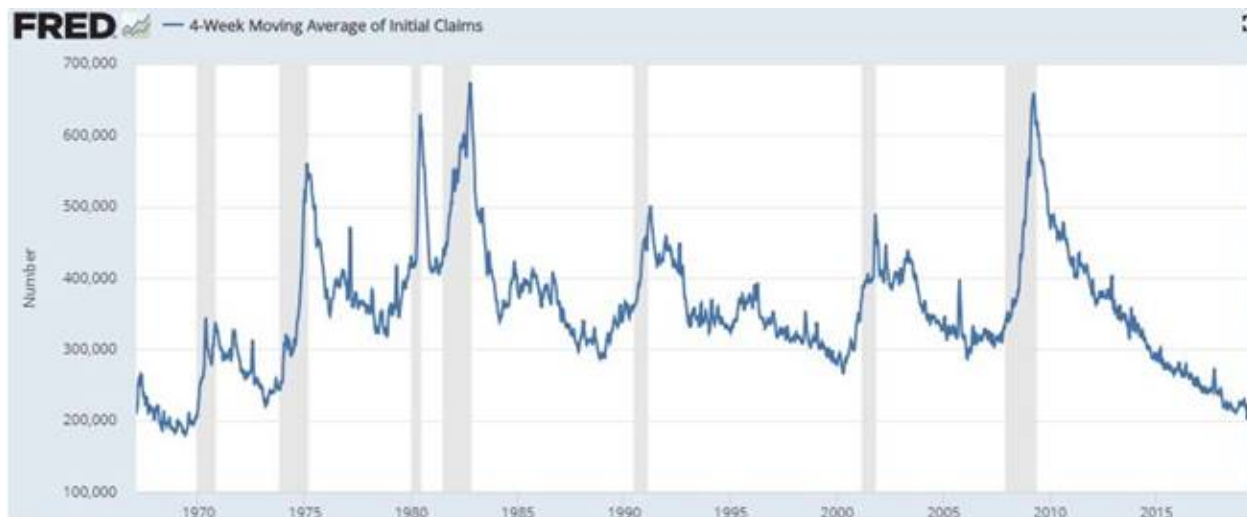
Export sales were unchanged in June, which ended a three-month period of decline. IHS Markit said some manufacturers reported a boost to export sales from the removal of U.S. trade tariffs on steel and aluminum. However, reports of softer underlying demand in U.S. markets and ongoing global trade frictions could have a dragging effect on total new orders from abroad.

On the flip side, the index saw a marginal rise in employment numbers for the second month running. A number of manufacturers suggested that softening client demand had encouraged more cautious staff hiring strategies, noted the IHS survey.

The data revealed a dip in business optimism towards the year-ahead outlook, which was partly attributed to concerns that global trade frictions would act as a brake on manufacturing sector performance.

Is a Recession Coming?

Economists look at employment as a key sign of economic health: so long as jobs are being added, growth can be expected to continue. That's why one of the most studied charts in the business is the one showing unemployment claims. The chart below is for the US. As you can see, the line trends upwards in the run-up to a recession (vertical grey bars), when it then dramatically spikes. For 10 years it's been drifting downward, and now stands at the lowest point in nearly 50 years. All eyes are on it, to see that it stays there.



Speaking Of The US, What's The Impact Of The Trade Dispute With China?

The slowdown in trade between China and the US is a well-documented concern. But if the US is importing less from China, that doesn't mean all trade is drying up. As you can see from the chart below, while imports from China have taken a dive, imports from Taiwan and South Korea have jumped. Other east Asian countries are stepping in to supply US demand, perhaps starting a longer-term trend.



RMDAS Shows Scrap Prices Fell Between \$32 To \$22 Per Ton In June Across The US.

Raw Material Data Aggregation Service (RMDAS) ferrous scrap pricing, as measured by mill purchases by Pittsburgh-based MSA Inc., shows scrap prices continue to decline across the country. The RMDAS prices, released June 20, cover a buying period that extends to the third week of each month. U.S. scrap prices dropped \$27 to \$271 per ton in June. A three-month buying period shows receding scrap prices from \$329 per ton in April to \$298 in May and \$271 in June. Prompt industrial composite grades also fell by \$28 to \$300 per ton and No. 1 heavy melting steel (HMS) declined by \$33 to an average \$242 per ton nationally.

Regionally, shredded scrap fell sharply in the North Midwest region, by \$29 per ton, compared with a \$28 per ton decline in the North Central/East and \$22 per ton drop in the South. Prompt grades fell by \$30 per ton in the North Central/ East and North Midwest regions and \$20 per ton in the South, where prompt grades retained their highest value at \$307 per ton compared with \$295 in the North Midwest and \$299 in the North Central/East.

In June, prices for No. 1 HMS fell between \$34 and \$30 per ton. Mills in the South paid an average \$248 per ton compared with \$247 per ton in the North Midwest and \$238 per ton in the North Central/ East region.

Safe Food for Canadians Regulations

On June 22, 2019, the Government of Canada published proposed changes to labeling requirements in the Food and Drug Regulations (FDR) and the Safe Food for Canadians Regulations (SFCR) in the Canada Gazette, Part I.

The Canadian Food Inspection Agency (CFIA) has launched a 75-day public consultation on proposed amendments to the FDR and the SFCR under the Food Labelling Modernization (FLM) initiative.

Objective: CFIA's FLM initiative is aimed at developing a more modern and innovative food labeling system that meets the needs of consumers and industry.

Select Highlights:

- Purpose - Promote innovation and trade in the food industry; clarifications to food safety and food quality duration information; enable more informed consumer decision-making
- Regulatory Impacts - Safe Food for Canadians Regulations; Food and Drug Regulations
- Implementation Period - Phased over six years
- Overview of Subjects -
- Standardization of container sizes/product amounts
- Alignment with international class names
- Date marking: "best before" and expiration
- Food company information
- Imported food information
- Food descriptions
- Presentation of information (legibility and location)
- Characterization of ingredients (e.g., proportionality)

Please note that the consultation period is open until September 4, 2019. For further information and to submit comments, please click on: [CFIA Consultation](#).

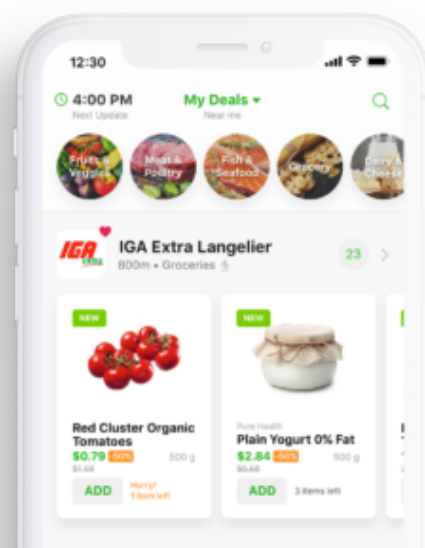
IGA And App Developer Aim To Curb Food Waste

After successfully launching a pilot project in its Langelier store in collaboration with Montréal-based start-up FoodHero, IGA is expanding its program to five other stores before ultimately rolling it out to all of its Québec supermarkets.

This program is a win-win for consumers and retailers: consumers get discounted food and grocers sell their products, avoiding the economic and environmental (CO2 emissions) costs generated by producing, transporting and sending to a landfill food that is never eaten.

The FoodHero app lets users locate the nearest participating grocery store, fill the in-app shopping cart as desired, and pick up the order from the selected store during business hours.

The app includes new deals every day, including meat and fish, fruits and vegetables, dairy, eggs, even prepared meals. Users and grocers can also track, in real time, their personal impact on food waste reduction, calculated as CO2 emissions and kilograms of products saved, as well as the money saved.



Hefty EnergyBag

An initiative that collects hard-to-recycle packaging from the curb in several cities could be extended to another 100,000 households by the end of this year, a plastics executive said.

The Hefty EnergyBag program was launched in Nebraska in 2016 and sends material for energy recovery. Resin producer Dow has partnered with Reynolds Consumer Products, Keep America Beautiful and others on the effort.

In an interview at the SPC Impact conference in Seattle earlier this month, Haley Lowry of Dow said the program has thus far been made available to 100,000 households in three metropolitan areas – Boise, Idaho; Cobb County, Ga. (which includes parts of metro Atlanta); and Omaha, Neb..

Lowry said project leaders hope to bring the collection program to a total of 200,000 households by the end of 2019. She said the growth would come by expanding the EnergyBag presence in the communities where it has already been established and by adding more municipalities to the mix. Dow and Keep America Beautiful are currently accepting applications for \$125,000 worth of grants associated with the project.

She noted the program has kept 245 tons of material out of the waste stream over the last three years.

Driving recovery – and controversy

The EnergyBag initiative shoots to provide a collection and recovery option for items such as multi-material pouches, chip bags and candy wrappers. But it has also raised objections from some corners of the municipal recycling sphere.

In participating areas, project partners distribute orange plastic bags to residents and instruct them to toss in a wide variety of plastic packaging that is not typically included in curbside recycling programs. The bags are placed at the curb and collected alongside recycling loads.

At area materials recovery facilities, the bags are separated by line workers and sent to alternative sites. According to a 2016 Dow press release, the Omaha material was at that time being sent to Systech Environmental Corporation, which converted the plastic packaging to a solid fuel burned at a cement kiln.

At least some Omaha material now goes to the Salt Lake City facility of pyrolysis startup Renewology, according to Renewology's website. Renewology uses the material to create a diesel fuel. The company also takes in the EnergyBag items collected in Boise.

The Atlanta-area material heads to Nexus Fuels, according to a report from last November in the Marietta (Ga.) Daily Journal. Nexus, located northwest of downtown Atlanta, uses a pyrolysis process to turn plastics to a variety of fuel products.

Some recycling and environmental groups have noted the EnergyBag initiative could be detrimental to human health and the viability of recycling programs moving forward.

A 2017 report from Global Alliance for Incinerator Alternatives (GAIA) noted that expansion of EnergyBag would “[spread] the dangerous notion that production and consumption of non-recyclable plastics is acceptable if they can just be sent to a cement kiln or other incinerating facility to be burned.”

A GAIA press release at that time also quoted Bob Gedert, who was president of the National Recycling Coalition, as saying the group did not consider the EnergyBag process “recycling.”

Is Burning Trash A Good Way To Handle It?

Waste incineration's emissions raise concerns

Burning trash has a long history in the United States, and municipal solid waste incinerators have sparked resistance in many places. As an environmental justice scholar who works directly with low-income and communities of colour, I see incineration as a poor waste management option.

Although these plants generate electricity from the heat created by burning trash, their primary purpose is waste disposal. Emissions from burning waste worsen environmental inequalities, create financial risks for host communities and reduce incentives to adopt more sustainable waste practices.

I recently co-authored a report that describes signs of decline in the U.S. waste incineration industry due to many factors. They include a volatile revenue model, aging plants, high operation and maintenance costs, and growing public interest in reducing waste, promoting environmental justice and combating climate change.

Nonetheless, 72 incinerators are still operating today in the U.S. Most of them – 58, or 80 percent – are sited in environmental justice communities, which we defined as areas where more than 25 percent of residents are low-income, people of color or both. Incinerators worsen cumulative impacts from multiple pollution sources on these overburdened neighborhoods.

Environmental justice flashpoints

Waste incinerators are heavily concentrated in northeast states and Florida – areas with high population densities and limited landfill space. Some of these states also provide favorable economic incentives, such as allowing incinerators to earn renewable energy credits for generating electricity.

In the past year environmental justice advocates have successfully shut down incinerators in Detroit, Michigan, and Commerce, California. The Detroit incinerator was built in the 1980s and received more than US\$1 billion in public investment borne by local taxpayers. Groups such as Breathe Free Detroit and Zero Waste Detroit rallied residents to oppose the public financing and health burdens that the facility imposed on surrounding environmental justice communities. The plant closed in March 2019.

The California plant closed in June 2018 after a yearlong campaign by two community-based organizations, East Yard Communities for Environmental Justice and Valley Improvement Projects, to prevent incineration from qualifying for state renewable energy subsidies. The facility ultimately closed when a 30-year power purchase agreement with the local utility expired, leaving it without a sufficient revenue stream.

Aging facilities

Incineration plants' average life expectancy is 30 years. Three-quarters of operating waste incinerators in the United States are at least 25 years old.

These facilities' revenues come primarily from tipping fees that waste haulers pay to dump trash, and secondarily from generating electricity. These revenue streams are volatile and can undermine the industry's financial stability. At least 31 incinerators have closed since 2000 due to issues such as insufficient revenue or inability to afford required upgrades.

Operations and maintenance costs typically increase as plants age and their performance decreases. Upgrades, such as installing new pollution control equipment, can cost tens of millions of dollars, and sometimes more than US\$100 million.

These large capital expenditures represent risks for host communities, which often provide public financing through bonds or tax increases. Such measures are risky because the waste service and

energy contracts that generate revenue are increasingly shorter term and vulnerable to fluctuating market and regulatory conditions. As plants age, their environmental performance may also degrade over time, posing increasing risks to the environment and public health.

What incinerators burn

The composition of municipal solid waste has changed over the past 50 years. Synthetic materials such as plastics have increased, while biogenic, compostable materials such as paper and yard trimmings have decreased.

Plastics are particularly problematic for waste handling because they are petroleum-based, nonbiogenic materials. They are difficult to decompose and release harmful pollutants such as dioxins and heavy metals when they are incinerated.

Waste management trends

Today, thanks to the evolution of waste handling options, a majority of the materials in municipal solid waste can be composted or recycled. This reduces impacts on the environment, including air, soil and water contamination and greenhouse gas emissions. As cities like New York and San Francisco adopt zero-waste policies that create incentives for diverting waste from landfills or incinerators, burning trash will increasingly become obsolete.

Many U.S. cities and states are adopting aggressive climate change and sustainability goals. Waste reduction and diversion will play a critical part in meeting these targets. The public is increasingly demanding more upstream solutions in the form of extended producer responsibility bills, plastic bans and less-toxic product redesign. There is also a growing movement for less-consumptive lifestyles that favors zero-waste goals.

Heavy polluters

Incinerators release many air pollutants, including nitrogen oxides, sulfur dioxides, particulate matter, lead, mercury, dioxins and furans. These substances are known to have serious public health effects, from increased cancer risk to respiratory illness, cardiac disease and reproductive, developmental and neurological problems. According to recent figures from the waste industry, incinerator plants emit more sulfur dioxide, nitrogen oxides and carbon dioxide per unit of electricity generated than power plants burning natural gas.

Research on direct health impacts of waste incineration in the United States is limited, but a handful of studies from Asia and Europe, where waste incinerators are prevalent, offer some insights. For example, a 2013 study in Italy analyzed the occurrence of miscarriages in women aged 15-49 years residing near seven incinerators in northern Italy's Emilia-Romagna region, and found that increased particulate emissions from the incinerators was associated with an increased risk of miscarriage.

A single incinerator may burn anywhere from a few hundred tons to several thousand tons of waste per day. Smaller incinerators typically have lower absolute emissions but can emit more hazardous pollutants for each ton of waste they burn. Plant emissions also can vary widely based on the heterogeneous composition of municipal waste, the age and type of emissions control equipment, and how well the plant is operated and maintained over time.

Alternative Fuel Vehicles

A new report highlights the environmental and cost benefits of using renewable natural gas to fuel heavy-duty truck fleets.

Following extensive consultations with the natural gas vehicle (NGV) industry and fleet users, The Canadian Natural Gas Vehicle Alliance (CNGVA) released Natural Gas Use in the Medium and Heavy-Duty Transportation Sector this month. The report was prepared with the participation of 22 government and industry organizations.

The report builds on the observations and recommendations of a 2010 report: Natural Gas Use in the Transportation Sector. It incorporates updated information on natural gas supply including: an extensive section on renewable natural gas (RNG); information on technical developments as well as codes and standards developments; and examples of significant fleet successes to date.

The report finds that the use of natural gas as a transportation fuel can offer significant emission reduction benefits, with up to 25 percent GHG emissions reduction potential depending on the vehicle and fuelling system being used. The emergence of renewable natural gas (RNG) provides added emission reduction benefits for the transportation industry.

Significant use of natural gas vehicles (NGVs) by refuse, transit and trucking firms, as well as the use of natural gas as a fuel option by marine carriers, illustrates the market's readiness for the technology in Canada and the potential for both cost and emissions' savings.

There is a strong business case for NGVs in Canada. Natural gas costs remain stable, and high fuel usage fleets can benefit from cost savings. Additional regulatory measures favour the emissions' reductions associated with NGVs accentuating the business case. As well, abundant supply of geological natural gas and the growing supply of RNG point to continued price stability and enhanced life-cycle emission reductions.

Extensive Original Equipment Manufacturer (OEM) engine offerings for the on-road market, as well as a growing number of specialty off-road and marine engines, are being used by Canadian transportation fleets.

"The Roadmap highlights this abundant, domestic fuel and its renewable options as a key resource for the betterment of Canada's economy and environment."

The report also suggests that more industry and government support is needed to help fleets defray risks, including:

- Up-front vehicle cost premiums;
- Greater access to re-fueling facilities to improve reach in the transportation sector;
- Maintenance facility upgrades for both fleets and vendors;
- Capital investment to enable production, processing, blending and connecting RNG supply to existing pipelines;
- Stronger outreach tuned to the needs and concerns of various fleet users; and
- Investments in R&D efforts, including collaborative partnerships with all levels of government, other countries, and research institutions.

The revised Deployment Roadmap provides a good point of departure for the industry and prospective fleet adopters to understand the opportunities that NGVs offer.

The Future Of Fuels

When it comes to fueling fleets, waste management companies need to weigh the pros and cons of diesel, CNG and electric power.

How waste management companies power their fleets affects everything from fuel efficiency and cost to emissions and maintenance needs. While diesel-powered trucks have long dominated the road, today's haulers are increasingly turning to alternative fuel technologies.

Although diesel trucks have been the de facto vehicle of choice for haulers for much of the past century, newer technologies have begun to change the landscape for collection vehicles.

Scott Barraclough, technology project manager at Greensboro, North Carolina-based Mack Trucks, said while compressed natural gas (CNG) was virtually nonexistent in hauler applications 10 or 15 years ago, it now makes up a significant portion of new equipment purchases.

Barraclough noted that while diesel is still king (making up roughly 60 percent of sales for Mack's collection trucks), CNG has closed the gap, currently comprising roughly 40 percent of the vehicles the company sells. In deciding which option is best, he says individual companies need to weigh a number of variables to find a solution that is right for them.

"Diesel is still the baseline that alternative fuels [need to be weighed against]," he said. "You have to make a business case financially for this to make sense. Diesel has been used for approximately 100 years now, so that's what alternative fuels have to compete against. The good things with diesel trucks are they have the lowest acquisition costs and high energy density per gallon; fuel distribution is well established—you can fill up at basically any street corner across the country; you have 100 years of experience with servicing these vehicles, so having your vehicle serviced is never really an issue; and these trucks can be used anywhere geographically because there aren't really any limitations on fuel sources."

Barraclough said the negatives compared with alternative fuel vehicles are that diesel vehicles have higher CO₂ emissions, noisier operation, they're not perceived as green as other vehicles, and they have complex after-treatment requirements for servicing the diesel engine.





Conversely, CNG has a lower fuel cost compared with diesel (especially at scale), is more immune to price fluctuations, is domestically sourced, enjoys a growing support infrastructure throughout the country, is greener than diesel, comes with simple after-treatment requirements, can be derived from renewable sources such as landfill, and often comes with financial incentives available on both the fuel and the vehicle itself.

The negatives with CNG vehicles are that the vehicle, its components, and its fuel system are initially more expensive than diesel; they are heavier; they don't offer the same power density as diesel; there are storage limitations on the vehicle for carrying CNG; and they require companies to find, or construct their own, fueling stations.

Harland Chadbourne, director of purchasing for Central Florida-based Waste Pro USA, said the benefits of natural gas are what attracted the company to make a large investment in CNG vehicles over the past decade. He notes that the company began switching from diesel to natural gas vehicles in 2012, and it currently has 462 CNG vehicles in operation across its territory with eight dedicated fueling stations.

Factoring in the incentives and operational considerations, he said the company is soon poised to pay off its investment in its fueling stations, which will lower the company's operational costs even further in the near future.

Beyond diesel and CNG, electric waste vehicles are beginning to come online and be used in real-world applications. BYD Co. Ltd., with U.S. headquarters in Los Angeles, recently delivered its BYD 8R Class 8 electric automated side loader (ASL) truck to Waste Resources Inc., a Gardena, California-based subsidiary of Waste Resource Technologies Inc. (WRT). The truck will make collections throughout Carson, California.

According to BYD, this vehicle represents the first all-electric refuse truck in residential collection operation in Southern California. The company previously delivered what it calls “the world’s first full-sized all-electric side-loading refuse truck” to GreenWaste of Palo Alto, California, in late 2017.

Beyond BYD and the California market, Mack Trucks made waves at WasteExpo 2019 when it announced that the New York Department of Sanitation (DSNY) will be testing its new electric hauler truck next year.



Although in their infancy in the waste sector, Barraclough said he thinks that electric vehicles will quickly gain favor amongst haulers.

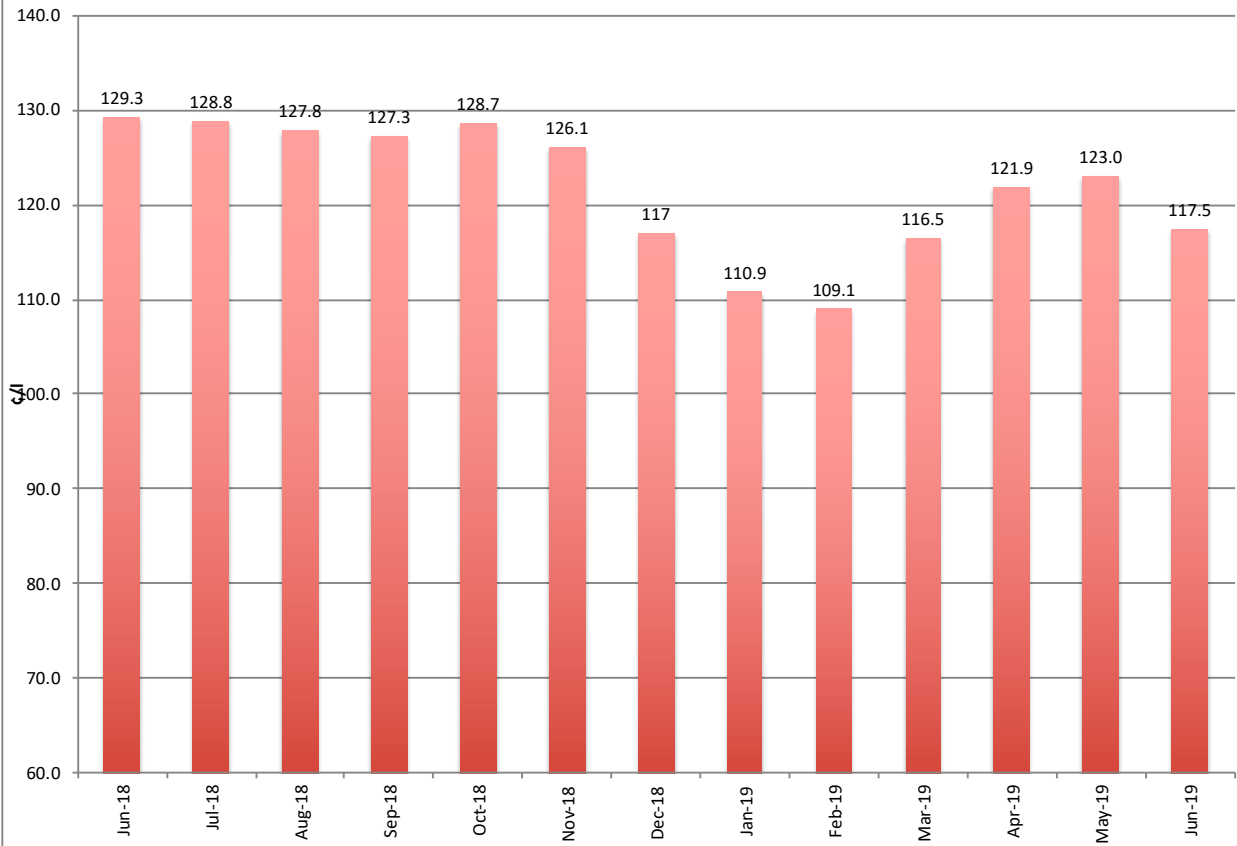
“Electric vehicles are going to be the future. We think [this technology] is really going to get its legs in the next five years,” Barraclough said.

He says that beyond zero emissions, these vehicles offer quiet operation, reduced maintenance costs, require inexpensive electricity (depending on the region), and can be backed by significant governmental incentives (also dependent on the region). The negatives with electric vehicles are that they are often significantly more expensive to purchase, are heavier, have a limited fuel range and charging infrastructure throughout the U.S., require technicians to be retrained to service a new kind of vehicle, and run the risk of unknown issues due to it being a newer technology.

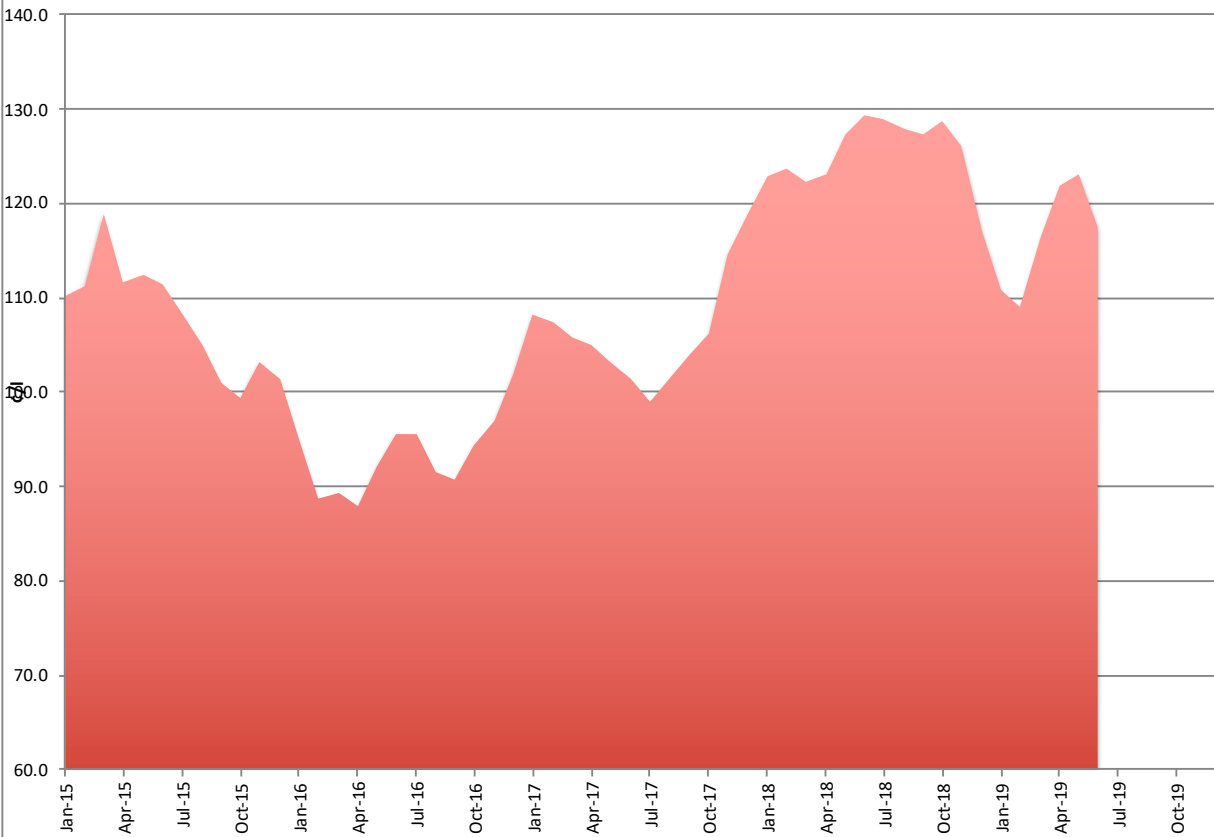
John Gerra, director of business development for BYD America, said that while municipalities are just beginning to consider electric waste vehicles for collections, there is a tremendous opportunity for growth.

“What I would say to fleet operators thinking of investing in electric vehicles would be to start with the states that have the best incentives and identify the top-priority states for this to leverage the money while it’s available,” he said. “Then you can get these new trucks into service and get everybody comfortable with the technology and get the maintenance teams up to speed on what’s required so that when emissions regulations tighten, your fleet is ready to roll out electric trucks on a larger scale. One thing is for sure: Emissions regulations aren’t going to get more lenient. And with electric trucks, the need to worry about emissions goes away.”

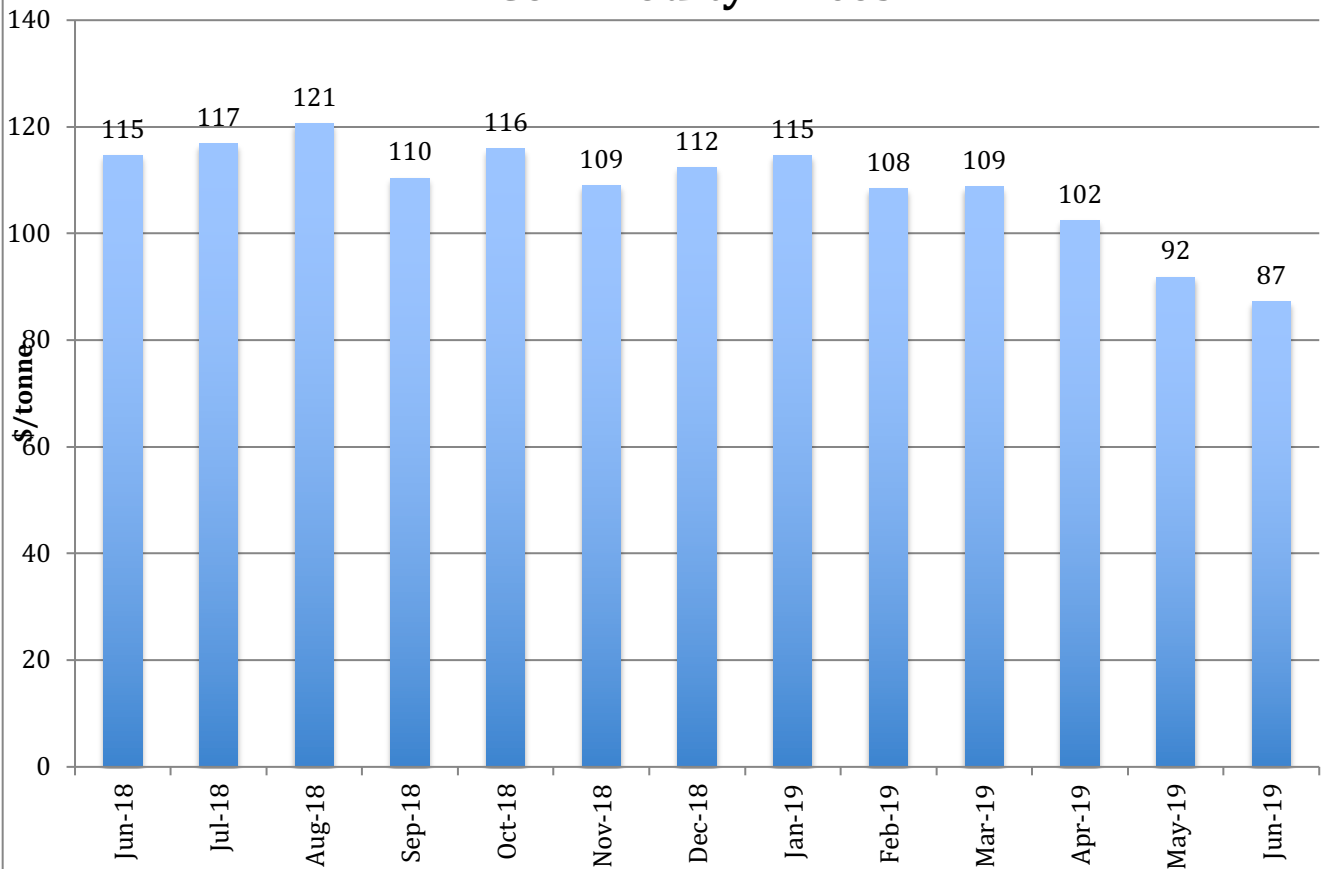
Diesel Price (Retail incl. Tax)



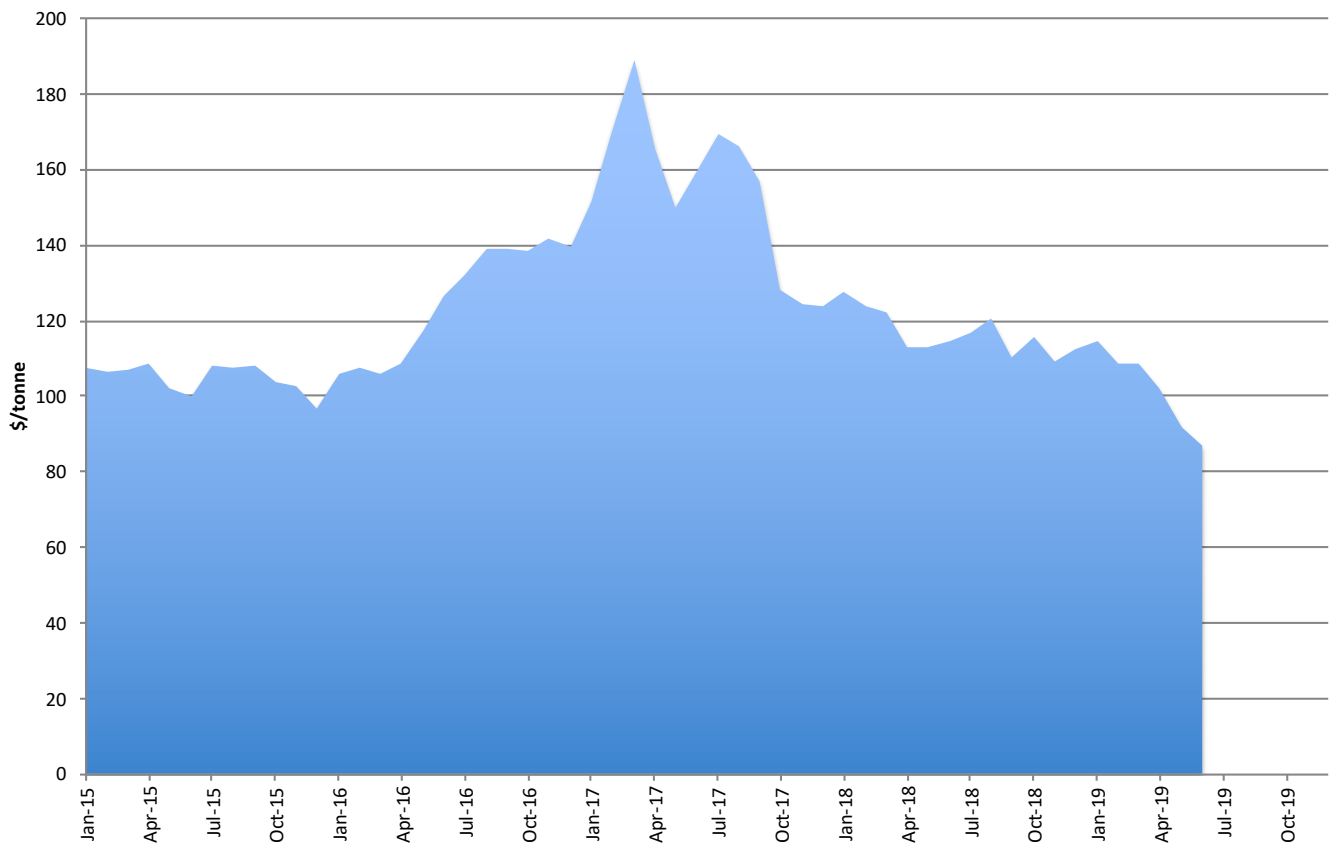
Diesel Price (Retail incl. Tax)



Commodity Prices



Commodity Prices





Municipal Shared Services Committee
Thursday, June 20, 2019 – 1:30 p.m.
Stratford City Hall – Auditorium, 1 Wellington Street, Stratford ON

REGULAR MINUTES

A meeting of the Municipal Shared Services Committee was held at
1:30 p.m. on June 20, 2019
Stratford City Hall – Auditorium, 1 Wellington Street, Stratford ON

Where appropriate, motions contained in the Municipal Shared Services Committee Minutes are considered recommendations to the affected municipalities.

Committee Members Present:

Deputy Mayor Martin Ritsma, City of Stratford (Chairperson)
Councillor Tom Clifford, City of Stratford
Councillor Bonnie Henderson, City of Stratford
Warden Walter McKenzie, County of Perth
Councillor Robert Wilhelm, County of Perth
Councillor Jim Aitcheson, County of Perth
Councillor Marg Luna, Town of St. Marys
Councillor Jim Craigmile – Town of St. Marys

Absent:

Mayor Al Strathdee, Town of St. Marys
Councillor Tony Winter, Town of St. Marys

Staff Present:

Rob Horne – CAO, City of Stratford
Michael Humble – Director of Corporate Services, City of Stratford
Kim McElroy – Director of Social Services, City of Stratford
Renato Pullia – CAO, County of Perth
Blaine Lucas – Director of EMS, County of Perth
Linda Becker – Provincial Offences Coordinator, County of Perth
Betty Jo Belton – Archivist – Stratford-Perth Archives, County of Perth
Andre Morin – Treasurer, Town of St. Marys

Kriss Snell – CAO, North Perth
Lizet Scott- Clerk, Perth South
*Theresa Campbell – Clerk/Acting CAO, Perth East
*Jeff Brick – CAO, West Perth

Also Present:

Dr. Miriam Klassen - Perth District Health Unit
Julie Pauli – Perth District Health Unit
Peter Bolland - Spruce Lodge Home for the Aged
John Kastner – General Manager, Stratford Perth Museum
Julia Merritt – CEO, Stratford Public Library

1.0 Call to Order

The Regular Meeting of the Municipal Shared Services Committee with quorum present was called to order by Committee Chair, Deputy Mayor Ritsma at 1:30 p.m.

Deputy Mayor Ritsma requested all attendees introduce themselves.

*Theresa Campbell and Jeff Brick now present (1:35 p.m.)

2.0 Disclosure of Pecuniary Interest and the General Nature Thereof

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the *Act*.

None disclosed.

3.0 Confirmation of Agenda

Moved by: Councillor Aitcheson
Seconded by: Councillor Wilhelm

That the Committee Agenda for the June 20, 2019 meeting be approved.
Carried.

4.0 Adoption of the Previous Minutes – March 21, 2019

Moved by: Councillor Wilhelm
Seconded by: Warden McKenzie

That the Municipal Shared Services Committee minutes dated March 21, 2019 be adopted as amended. Carried.

(changed seconder for adjournment from Councillor Wilhelm to Councillor Aitcheson)

5.0 Business Arising from the Previous Minutes

None identified.

6.0 Known/Expected Provincial Budget Impacts – Round Table Discussion

Rob Horne explained that the CAO's met to discuss the recent Provincial announcements. He would like to continue this informal discussion with attendees at this meeting to gain some additional insight on what is known and what might be coming. Renato Pullia circulated a spreadsheet listing all the known facts at this time. Mr. Pullia will continue to update this spreadsheet to act as an internal document moving forward to try and maintain a sense of potential impacts and areas of clarification. Please provide him with any information you receive and he will provide updated copies.

Peter Bolland – Spruce Lodge

Mr. Bolland outlined there has been one small increase, which is the annual level of care amount received; however they received only half of what they usually receive. Cuts have been made to the High Wage Transition funding, Structural compliance funding (capital reserve contribution) and Resident Assessment Instrument (RAI) funding. Mr. Bolland stated that Spruce Lodge will manage for the balance of 2019 and will need to figure out how to address reductions going into 2020.

Dr. Miriam Klassen & Julie Pauli – Perth District Health Unit

Dr. Klassen reported that in April, the Government announced the modernization of public health, including 10 new regional public health entities, down from 34. In May, the Government reversed its retroactive cuts to public health, childcare and land ambulance. In June, Dr. Klassen was at the Public Health Annual General Meeting and it was announced that the Ministry was currently undertaking consultation regarding public health modernization. Renata Pullia noted that with the possible merger of the counties, there are still many budget unknowns in terms of the relative down-stream impacts of these changes.

Paramedic Services – Blaine Lucas

Blaine Lucas reported that funding was frozen to the 2018/19 rates, which reflects what it cost to run the ambulances in 2017. It is unclear if next year they are still working on 2018 rates, or is it based on 2019 rates. They will continue to operate in 2019 on \$256,000.00 less than what the original budget was approved at. If they receive funds from the Province, they will use that money to offset operating costs for 2020. Renata Pullia added that they are still waiting to receive details in writing from the Ministry.

Stratford-Perth Public Library – Julia Merritt

Julia Merritt reported there was a 50% operating funding cut to the two library service agencies (Southern Ontario Library Service and Ontario Library Service North). These are the agencies responsible for the inter-library loan service. This is the courier service that made the Perth County Information Network function, and moved approximately 80,000 items between the five libraries. With the 50% cut, the delivery service program has been cut and the expectation from the Province was that the libraries would use the

Canada Post libraries materials rate, which unfortunately for Perth County, would mean an additional \$200,000.00 in postage and staffing time. The main area the library community is working on right now is the changes to Bill 108, as libraries have been written out of the legislation related to development charges. There is still an opportunity for libraries to be included in the community benefits charges portion.

Stratford-Perth Museum – John Kastner

John Kastner reported that the museum is impacted minimally. The provincial CMOD fund will still be in place for 2019. It will be re-visited for the 2020 budget. The grant represents 4% of the museum's annual operating expenses. At this time, they foresee the funding to remain the same. The museum was working on two capital projects, both of which would be almost fully grant supported. They feel the likelihood of being successful with a provincial grant are diminishing and are applying for federal grant funding instead.

Provincial Offences – Linda Becker

Linda Becker reported that they have not received any updates. They are still waiting on previous legislative changes to be implemented. Licence re-instatement fees are increasing and escalating rather quickly.

Social Services – Kim McElroy

Kim McElroy reported that Ontario Works has seen the reduction of addiction service initiatives, which affects 21 municipalities. The 2019 Ontario Works budget remained the same as 2018. There will be changes to the Employment Support Program, however will not directly have an impact in 2020. Housing will be re-allocating funds differently and may not necessarily change the overall budget. Ms. McElroy has not received any details on early-years and childcare programs, but anticipate they will be looking at cuts for 2020.

Stratford-Perth Archives – Betty-Jo Belton

Betty-Jo Belton reported that the Archives do not receive any direct provincial funding. They are waiting to see what impact all of the changes has on their municipal sponsors and how that will subsequently impact their budget. She noted that the Provincial Archives Advisor position is provincially funded and they are concerned that this service may be cut. She is also concerned that if there are fewer teachers in classrooms, that this will impact their ability to bring students to visit the archives and use them as consultants on preparing curriculum material. She also noted that the Conservation Authorities have lost 50% of their funding for the flood management program.

7.0 Social Services – First Quarter Update – Report Dated June 20, 2019

Kim McElroy - Director of Social Services, reviewed the report dated June 20, 2019 and was available for questions.

8.0 Stratford –Perth Archives – Report Dated June 20, 2019

Betty Jo Belton – Archivist, reviewed the report dated June 20, 2019 and was available for questions.

9.0 Provincial Offences Administration – Report Dated June 20, 2019

Linda Becker – Provincial Offences Coordinator, reviewed the report dated June 20, 2019 and was available for questions.

10.0 Paramedic Services – Report Dated June 20, 2019

Blaine Lucas – Director of EMS, reviewed the report dated June 20, 2019 and was available for questions.

Mr. Lucas updated the committee that in January 2019 they began an operational review of the paramedic service. It was brought to Council on May 2, 2019 with recommended changes for administrative support for education, professional standards, patient care/delivery and additional full-time paramedics, a community paramedic program focused on wellness for the agriculture community, emergency response vehicle, eight new administrative positions, 16 new jobs total. Staff is working on the difficult task of re-allocating funds and making internal decisions to work to the reduced budget.

Councillor Clifford inquired if the new positions being filled are sustainable in 2020 with the budget cut backs. Mr. Lucas explained that it will be, as there is approximately a 50/50 split between part-time and full-time positions in the paramedic services.

Rob Horne inquired if they needed to draw on reserves to make the current budget work? Mr. Lucas explained they used a combination of surplus from last year and

reduced a WSIB reserve contribution and funds for professional development. The goal was not to touch any funds dedicated to patient care or front-line service.

Mr. Lucas reported they have been working on cross-border billing and actively pursuing funding. They have secured approximately \$17,000.00 from Middlesex County for 2018. They are currently in active discussions with Waterloo, Huron and Oxford County. Renato Pullia added that the legislation states that they may enter into agreements, and are communicating with these municipalities to negotiate agreements.

**Motion by Councillor Henderson, seconded by Councillor Wilhelm
THAT all first quarter reports dated, June 20, 2019 be accepted as circulated;
Carried**

11.0 New Business

Warden Walter McKenzie thanked Rob Horne and expressed the committee's appreciation for Mr. Horne's commitment and contributions. The committee wishes him well in his retirement.

12.0 Next Meeting – Thursday, September 19, 2019 @ 1:30 p.m. – County of Perth

13.0 2019 Meeting Schedule

September 19 – County of Perth

November 21 – Budget Meeting, City of Stratford

December 19 – County of Perth

14.0 Adjournment

Motion by: Councillor Clifford

Seconded by: Warden McKenzie

That the meeting adjourn. Carried.

Time: 2:25 p.m.

DRAFT



MINUTES
Committee of Adjustment

August 7, 2019

6:00 pm

Boardroom, Municipal Operations Centre

Members Present: Chair Steve Cousins
Bill Galloway
Stephen Glover
Paul King
Jim Loucks

Staff Present: Mark Stone, Planner
Grant Brouwer, Chief Building Official
Jenna McCartney, Deputy Secretary - Treasurer

Others Present: Kipp Edwards, Applicant
Jen Habermehl, Applicant
Evan Habermehl, Applicant
Robin Fink, Applicant
Tara Porter, Agent for Robin Fink
Janet Edye, Applicant

1. CALL TO ORDER

Chair Cousins called the meeting to order at 6:00 pm.

2. DECLARATION OF PECUNIARY INTEREST

Stephen Glover declared a conflict of interest for agenda item 5.1 as he is employed by the applicant. Mr. Glover also declared a conflict of interest for agenda item 5.4 as he is the purchaser of the severed lot.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Bill Galloway

Seconded By Stephen Glover

THAT the August 7, 2019 Committee of Adjustment agenda be accepted as presented.

CARRIED

4. ACCEPTANCE OF MINUTES

Moved By Bill Galloway

Seconded By Jim Loucks

THAT the June 19, 2019 Committee of Adjustment minutes be approved and signed by the Chair and the Secretary / Treasurer.

CARRIED

5. REPORTS

5.1 Minor Variance Application (File A04-2019) by Kipp Edwards 10 Maxwell Street Part of Block C, Registered Plan 492, Being Part 4, Plan 44R-1517, Town of St. Marys

Having declared a conflict of interest, Stephen Glover vacated his seat at the Committee table.

Chair Cousins welcomed the applicant and asked the Planner, Mark Stone to speak to the application.

Mr. Stone provided an overview of the planning application to the Committee.

Chair Cousins asked the applicant if he wished to speak to the application.

Kipp Edwards had nothing further to add.

Chair Cousins asked if the Committee had any questions.

No questions were presented.

Moved By Bill Galloway

Seconded By Jim Loucks

THAT the Application for Minor Variance by Kipp Edwards (Application No. A04-2019) affecting a parcel of land described as 10 Maxwell Street, Part of Block C, Registered Plan 492, Being Part 4, Plan 44R-1517, in the Town of St. Marys to permit:

- a maximum total lot coverage of 6.7 percent for accessory buildings and structures whereas Section 5.1.5A(b) of Zoning By-law No. Z1-1997, as amended, permits a maximum total lot coverage of 5.0 percent,

be APPROVED as the request conforms to the general intent and purpose of the Official Plan and the Zoning By-law, is considered minor in nature, and is desirable for the appropriate development or use of the subject property, subject to the following conditions:

1. This approval is granted only to the nature and extent of this application being relief to permit a detached accessory garage with a maximum total lot coverage for accessory buildings and structures measuring a total of 88 m² or 6.7% of the lot area.
2. Required building permit(s) shall be obtained within one (1) year of the Committee's decision.
3. The space for the proposed detached accessory garage shall not be used for home occupation or any other business.

CARRIED

5.2 Minor Variance Application (File A05-2019) by Evan and Jen Habermehl 11 St. John Street North Plan 225, Part Lots 31 and 32 E/S St. John Block 0, Town of St. Marys

Stephen Glover returned to his seat at the Committee table.

Mark Stone provided an overview of the planning application to the Committee.

Chair Cousins asked the applicants if they wished to speak to the application.

Mr. and Mrs. Habermehl had nothing further to add.

Chair Cousins asked the Committee if there were any questions.

Bill Galloway asked the Planner the reason why the applicant cannot comply with the minimum set back requirements.

Mr. Stone stated that the minimum set back would move the addition back a considerable amount and would impact the design and available living space.

Stephen Glover inquired about the original proposed width of the garage door.

Tara Porter, not acting as an agent for the applicants but assisting with the process, stated that the original width was 16 feet (4.9m).

Mr. Stone stated that staff felt the ability to maneuver two vehicles into the garage at it's proposed width may be troublesome and therefore, the staff recommendation is for 5.4 metres in compliance with the minimum width requirement of the Zoning By-law.

Moved By Bill Galloway

Seconded By Stephen Glover

THAT the Application for Minor Variance by Evan and Jen Habermehl (Application No. A05-2019) affecting a parcel of land described as 11 St. John Street North, Plan 225, Part Lots 31 and 32 E/S, in the Town of St. Marys to permit:

- a minimum front yard setback of 1.6 metres for the proposed addition to the existing dwelling whereas Section 10.2.4 of Zoning By-law No. Z1-1997, as amended, requires a minimum front yard setback of 6.0 metres,

be APPROVED as the request conforms to the general intent and purpose of the Official Plan and the Zoning By-law, is considered minor in nature, and is desirable for the appropriate development or use of the subject property, subject to the following conditions:

1. This approval is granted only to the nature and extent of this application being relief to permit an addition onto the north side of the existing dwelling with a minimum front yard setback of 1.6 metres.
2. Required building permit(s) shall be obtained within one (1) year of the Committee's decision.
3. The owner of the lands at 11 John Street North shall enter into an encroachment agreement with the Town of St. Marys to recognize the attached porch, stairs and retaining wall partially encroaching onto the Town's road allowance.
4. The drawings/plans submitted with the required building permit application shall show a minimum width of 5.4 metres for the garage door.

CARRIED

5.3 Minor Variance Application (File A06-2019) by Robin Fink 151 Jones Street West Plan 207, Lot 8 N/S Jones, Town of St. Marys

Mr. Stone provided an overview of the planning application to the Committee.

Chair Cousins asked the applicant and the agent if they wished to speak to the application.

Tara Porter, agent for the applicant, had nothing further to add.

Ms. Fink, applicant, stated that she has difficulty shoveling snow over the existing retaining wall and railing in the winter and the carport would be helpful in reducing this work.

Chair Cousins asked the Committee if there were any questions.

Stephen Glover asked for an explanation of the proposed half wall of the carport.

Ms. Porter stated that the half wall is located at the back of the carport and further to the half wall are steps to the lower elevation.

Moved By Steve Glover

Seconded By Paul King

THAT the Application for Minor Variance by Robin Fink (Application No. A06-2019) affecting a parcel of land described as 151 Jones Street West, Plan 207, Lot 8 N/S Jones, in the Town of St. Marys to permit:

- a minimum front yard setback of 3.35 metres whereas Section 10.2.4 requires 6.0 metres, and,
- a minimum interior yard setback of 1.12 metres whereas Section 10.2.5 requires 1.5 metres,

be APPROVED as the request conforms to the general intent and purpose of the Official Plan and the Zoning By-law, is considered minor in nature, and is desirable for the appropriate development or use of the subject property, subject to the following conditions:

1. This approval is granted only to the nature and extent of this application being relief to permit a minimum front yard setback of 3.35 metres and a minimum interior yard setback of 1.12 metres for a proposed carport addition.
2. Required building permit(s) shall be obtained within one (1) year of the Committee's decision.

3. The owner of the lands at 151 Jones Street West shall enter into an encroachment agreement with the Town of St. Marys to recognize the attached porch and stairs partially encroaching onto the Town's road allowance.

CARRIED

5.4 Consent Application (File B03-2019) by Janet Edye 81 Huron Street North, Lots 21, 25, 26 and 27 and Part Lot

Having declared a conflict of interest, Stephen Glover vacated his seat at the Committee table.

Mark Stone provided an overview of the planning application to the Committee.

Chair Cousins asked the applicant if she wished to speak to the application.

Ms. Edye had nothing further to add.

Chair Cousins asked the Committee if there were any questions.

Nothing was presented.

Moved By Bill Galloway

Seconded By Paul King

THAT the Application for Consent by Janet Edye (Application No. B03-2019) affecting a parcel of land described as 81 Huron Street North, Lots 21, 25, 26 and 27, and Part Lot 22, Registered Plan 236, in the Town of St. Marys, for the purpose of conveying a portion of the property as a lot addition to the lot that abuts the subject property to the south and west (municipally known as 85 Huron Street North) be APPROVED as the severance proposal conforms to the policies of the Official Plan, subject to the following conditions:

1. The Certificate of the Official must be issued by the Secretary-Treasurer for Committee of Adjustment within a period of one year from the date of the mailing of the Notice of Decision;
2. Confirmation from the Town's Treasury Department that their financial requirements have been met;
3. The Committee must be provided with a description that is consistent with the application and equal to that required for registration of a

deed/transfer or other conveyance of interest in land under the provisions of the *Registry Act* or *Land Titles Act*;

4. Confirmation be received from the solicitor that the Certificate of the Official will be scanned and attached to the electronic registration of the Transfer;
5. Undertaking from the solicitor that the parcels will be consolidated under Land Titles onto one P.I.N.; and,
6. That the severed parcel be deeded as a lot addition only, to the property abutting in accordance with Section 50 (3 or 5) of the *Planning Act*, R.S.O. 1990.

CARRIED

6. UPCOMING MEETINGS

Stephen Glover returned to his seat at the Committee table.

Chair Cousins reviewed the upcoming meetings as presented on the agenda.

7. ADJOURNMENT

Moved By Bill Galloway

Seconded By Stephen Glover

THAT this Committee of Adjustment meeting adjourn at 6:40 pm.

CARRIED

Steve Cousins, Chair

Jenna McCartney, Deputy Secretary - Treasurer



MINUTES

Heritage Advisory Committee

July 29, 2019

6:15 p.m.

St. Marys Museum

177 Church Street South, St. Marys

Members Present: Al Strathdee
Clive Slade
Janis Fread
Dan Schneider
Paul King
Sherri Winter-Gropp
Stephen Habermehl
Michael Bolton
Michelle Stemmler
Councillor Fern Pridham

Members Absent: Barbara Tuer

Staff Present: Trisha McKibbin

1. CALL TO ORDER

The Chair called the meeting to order at 6:14 p.m.

2. DECLARATION OF PECUNIARY INTEREST

Stephen Habermehl declared an interest regarding 8.2.1 Application for Minor Variance - 11 St. John St. N., as the application is being submitted by his son.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Michelle Stemmler

Seconded By Dan Schneider

THAT the July 29, 2019 meeting agenda of the Heritage Committee be accepted as presented.

4. DELEGATIONS

None.

5. CORRESPONDENCE

None.

6. AMENDMENT AND ACCEPTANCE OF MINUTES

Moved By Clive Slade

Seconded By Sherri Gropp

THAT the Minutes of the June 10, 2019 Heritage Committee meeting be approved as presented.

CARRIED

7. BUSINESS ARISING FROM MINUTES

Staff provided an update regarding the heritage permit for 11 Wellington St. N. Staff have approved the permit for the application and have been informed that the applicant will be enlarging the size of the north window to balance the façade.

8. REGULAR BUSINESS

8.1 Heritage Conservation District Update

8.1.1 Heritage Permits

No applications at this time.

8.1.2 Sign Applications

Staff provided an update to the Committee that the damaged awning at 127 Queen Street East, has been removed.

8.1.3 Heritage Grant Applications

8.1.3.1 159 Queen Street East

Moved By Mike Bolton

Seconded By Michelle Stemmler

THAT the application for a Heritage Grant for 159 Queen Street East, to paint the trim located on the façade of the building, be approved.

CARRIED

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

8.2.1 Application for Minor Variance - 11 St. John St. N.

The Committee reviewed the Minor Variance Application for 11 St. John St. N. No concerns were expressed by the Heritage Committee.

8.2.2 Heritage Permits

8.2.2.1 5 James Street N - VIA Station

Moved By Dan Schneider

Seconded By Michelle Stemmler

THAT DEV 33-201 Via Station Address Sign be received;
and

THAT the Heritage Committee support a heritage permit for the installation of address sign at 5 James Street North.

CARRIED

8.2.3 Municipal Register, Part 1 Staff Report

Staff provided an update that the repointing and structure repairs at the Water Tower have been completed and the scaffolding removed.

8.3 Municipal Register, Part 2 - List of Significant properties

Nothing to report at this time.

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

8.4.1 Arthur Meighen House

8.4.2 McDonald House

Staff provided an update regarding the Expression of Interest process for the McDonald House. The submission deadline is Friday, August 2, 2019.

8.4.3 Junction Station

Staff provided an update regarding the Expression of Interest process for the McDonald House. The submission deadline is Friday, August 2, 2019.

8.4.4 St. Marys Cement Office Building

Staff provided an update to the Committee regarding a possible tour of the original Office Building. Town staff spoke with Cement Plant staff and were told that the building has been condemned and access is restricted. Staff will confirm this with the Building Department. Staff will circulate to the Committee photographs of the building shortly after construction was complete.

8.5 CHO Report

Paul King confirmed with Committee members that they had received the latest electronic copy of the CHO newsletter. He highlighted that Mary Smith received a provincial award for her work on the St. Marys Heritage Committee.

He updated the Committee on CHO's work to develop a webinar for the training of local Heritage Committee members on what it means to be on a committee.

8.6 Homeowner/Property owner letters

A suggestion was made that once the project was complete, a letter be sent to the Shaw's located on Elgin Street, regarding the use of reclaimed brick on their garage construction.

9. COUNCIL REPORT

Mayor Stratthdee provided an update on the 2020 budget process and the review that is being undertaken due to the provincial mandates that have recently been announced.

10. OTHER BUSINESS

10.1 Walking Tour App

Staff provided an update on the Driftscape App and the recent conversation with the Municipality of Bluewater staff regarding their involvement in the App for the provincial conference. Clive Slade and staff will be having a conference call with Driftscape to demonstrate the functions of the App.

10.2 Doors Open St. Marys - September 28, 2019

Staff provided an updated on the planning for the 2019 event. Doors Open will be crossed promoted as part of the provincial Culture Days event. The committee discussed best practices for signage, traffic flow and footwear at participating sites. Staff asked for volunteers from the Committee to assist with the day and Clive Slade and Mike Bolton volunteered their assistance.

10.3 Public Art RFP

Staff provided an update on the Public Art Project. The Request for Proposals has been released and the budget for the project is \$30,000. The RFP closed on August 15.

11. UPCOMING MEETINGS

The Committee discussed its current monthly schedule. There was consensus from the Committee that they would be pleased to hold a special meeting in order to review applications and keep projects moving forward in a timely manner. This has been an ongoing practice of the committee and they would continue forward in this manner.

The next regular meeting is scheduled for Monday, August 12, 2019 6:15pm at the St. Marys Museum.

12. ADJOURNMENT

Moved By Sherri Gropp

Seconded By Dan Schneider

THAT the meeting of the Heritage Committee adjourn at 7:17 p.m.

CARRIED

Chair

Committee Secretary



Minutes

Recreation & Leisure Advisory Committee

July 25, 2019

5:30 pm

Pyramid Recreation Centre

317 James Street South, St. Marys

Member Present	Chelsea Coghlin-Fewster, Darcy Drummond, Mike Morning, Scott Crawford, Councillor Pridham
Member Absent	Candice Harris
Staff Present	Stephanie Ische, Director of Community Services Grant Brouwer, Director of Building and Development Andrea Slade, Aquatics and Guest Services Supervisor

1. CALL TO ORDER

Chair Pridham called the meeting to order at 5:30 pm.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved by Darcy Drummond, seconded by Mike Morning

THAT the July 25, 2019 Recreation and Leisure Advisory Committee agenda be accepted as presented

CARRIED

5. ACCEPTANCE OF MINUTES

Moved by Chelsea Coghlin-Fewster, seconded by Darcy Drummond

THAT the June 20, 2019 Recreation and Leisure Advisory Committee meeting minutes be approved and signed and sealed by the Chair and Director of Community Services.

CARRIED

4. DELEGATIONS

None

6. BUSINESS ARISING FROM MINUTES

None.

7. REPORTS

Stephanie Ische reviewed the shoulder ice report, providing an overview of past ice revenue/expense, hours ice scheduled and unscheduled. The committee discussed the pros and cons of each option and the effects for the ice users, both regular season and tournaments.

Feedback from the committee to staff was the following:

Add two more options:

Option 6:

One pad starts mid August, second pad starts October 1, both pads end March 31, pending play off's.

Option 7:

One pad starts mid August, second pad starts October 1, remove one pad March 31, second pad stays in with a minimum guaranteed 30 hours per week, this request must be concurrent with the existing schedule.

Moved by Mike Morning, seconded by Chelsea Coglin-Fewster

THAT DCS 17-2019 Shoulder Ice report be received; and

THAT the Committee recommends the following options are added:

- Option 6: one pad starts mid-August, second pad starts October 1, both pads end March 31, pending playoffs.
- Option 7: one pad starts mid-August, second pad starts October 1, remove one pad March 31, second pad stays in with a minimum guaranteed 30 hours per week, this request must be concurrent with the existing schedule.

8. OTHER BUSINESS

Stephanie Ische updated the committee, the Youth Advisory committee has been dissolved, going forward the youth initiatives will funnel through the Recreation and Leisure Advisory Committee.

9. UPCOMING MEETINGS

Chair Pridham reviewed the upcoming meeting schedule as listed on the agenda.

10. ADJOURNMENT

Moved by Mike Morning, seconded by Darcy Drummond.

THAT the Recreation and Leisure Advisory Committee adjourn at 6:45 p.m.

Chair

Committee Secretary

BY-LAW 72-2019

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to establish Boards and Committees of Council.

- WHEREAS:** Section 5(3) of the *Municipal Act, 2001* S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;
- AND WHEREAS:** The Council for the Corporation of the Town of St. Marys passed resolution 2019-07-23-24 taking the following action:
- Amalgamation of the Heritage Conservation District Advisory Committee and the Heritage Advisory Committee;
 - Disbandment of the St. Marys Museum Board and the instatement of the Museum Advisory Committee;
 - Disbandment of the Senior Services Board and the instatement of the Senior Services Advisory Committee;
 - Disbandment of the Youth Centre Advisory Committee;
- AND WHEREAS:** For the 2018-2022 term of the Boards and Committees of the Council of the Town of St. Marys, By-laws 94-2018 and 95-2018, as amended, shall serve as the Appointment to the Boards and Committees By-law.
- NOW THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows:
1. That the following Terms of Reference as set out in the Schedules attached to this By-law shall be deemed to establish the applicable Boards and Committees:
 - a. Accessibility Advisory Committee
 - b. Committee of Adjustment
 - c. Community Policing Advisory Committee
 - d. Green Committee
 - e. Heritage Advisory Committee
 - f. Museum Advisory Committee
 - g. Planning Advisory Committee
 - h. Recreation and Leisure Advisory Committee
 - i. Senior Services Advisory Committee
 - j. Youth Council

2. That By-laws 11 of 1978, 52-83, 6 of 1984 and 32 of 2013 be repealed.
3. This by-law comes into force and takes effect on the final passing thereof.

Read a first, second and third time and finally passed this 27th day of August, 2019.

Mayor Al Strathee

Brent Kittmer, CAO / Clerk

Schedule 1: Accessibility Advisory Committee

Terms of Reference

MANDATE

The St. Marys Accessibility Advisory Committee (“the Committee”) recommends and advises Town Council on matters to improve opportunities for persons with disabilities and to provide for involvement in the identification, removal and prevention of barriers to full participation in the community.

The Committee will advise and may assist the Municipality in promoting and facilitating a barrier-free Municipality for citizens of all abilities including persons with disabilities. The Committee may promote accessibility within the community to increase education and awareness.

The Committee’s responsibilities include:

1. Provide input on the Town’s Annual Accessibility Plan Update;
2. Advise Council on the accessibility for persons with disabilities to a building, structure or premises, or part of a building, structure or premises,
 - a. That Council purchases, constructs or significantly renovates;
 - b. For which Council enters into a new lease; or
 - c. That a person provides as municipal capital facilities under an agreement entered into with the Council in accordance with section 110 of the *Municipal Act*, 2001.
3. Conduct research on accessibility issues, including liaising with third party agencies and support groups for individuals with disabilities.
4. Perform functions that are specified in the Accessibility regulations
5. Review matters referred to the Committee by Council and make recommendations as appropriate
6. Review, at least every 3 years the Town’s Accessibility Plan and recommend changes. Changes require the approval of Council

The Committee will not be responsible for the following:

- Undertaking or directing the daily operations of the Town.
- Administrative matters including directions to staff.
- Reviewing staff structure, staff compensation, or other staffing related matters.
- Preparing, approving or delivering the annual budget and capital projects.
- Performing project and program implementation, unless assigned by Council.
- Reviewing any matter that may be subject to the Town’s closed meeting provisions.
- Acting as a forum to debate decided matters of Council, or a forum to organize political advocacy for Council to reconsider decided matters.

COMMITTEE STRUCTURE

- 1 Elected Official as appointed by Council.
- 5 members of the public appointed by Council.
- Eligible members of the public are those who are entitled to be an elector in the Town under section 17 of the Municipal Elections Act. For clarity, members do not

necessarily have to be Canadian Citizens, but must reside in St. Marys or be a property owner (personal or business).

- Employees of the Town of St. Marys are not eligible to serve on Town committees. Immediate family members of employees are eligible, but only for Committees where there is no potential for a conflict of interest.
- Eligible members of the public include youth (under 18 years of age) who reside in the Town of St. Marys.
- Eligible members of the public include parents or caregivers or a person with a disability.
- It is preferred that a majority of the members shall include persons with disabilities representing the interests of citizens with varying disabilities. These committee members shall reflect the cross disability nature of the Accessibility for Ontarians with Disabilities Act.

GENERAL RULES OF OPERATION

The Committee is subject to the control and direction of Council. The Committee is subject to the rules established in Council's Code of Conduct and Council's Procedure By-Law. All meetings of the Committee are open to the public, and rules governing the procedure for Council meetings shall be observed by the Committee insofar as they are applicable.

All appointed members will be voting members, and a quorum of the Committee shall be the majority of those appointed by Council as members of the Committee.

At the first meeting, the members shall determine the preferred day and time for Committee meetings.

If the Committee refuses or neglects to give due consideration to any matter assigned to it or before it, the Committee may, by Council resolution, be discharged of its responsibilities.

If a member is absent from meetings of the Committee for three successive months without being authorized to do so by a resolution of the Council, the position held by the member will consider to be vacated.

Should a vacancy exist on the Committee during the term, Council may appoint a person to fill the vacancy for the unexpired portion of the term.

ROLE OF COUNCIL REPRESENTATIVES

- The Council Representative is a participating voting member of the Committee
- The Mayor may attend and participate in Committee meetings as ex officio and shall have voting rights in accordance with the Town Procedure By-law

ROLE OF COMMITTEE CHAIR

A Committee Chair and Vice-Chair will be elected yearly from Committee members to preside over meetings and Committee business.

That Chair's role is to:

- In accordance with the Town's Procedure By-Law, preside at all meetings, and control proceedings and discussion to ensure smooth transition of the business as listed on the agenda.
- Vote on all matters requiring a formal motion.
- Report on the activities of the Committee to Council as required.

ROLE OF COMMITTEE MEMBERS

The Committee Members shall:

- Report to the Chair any issues that they feel should be addressed by the Committee.
- Attend and participate in Committee meetings.
- Contribute time, knowledge, skill and expertise during meetings in order to fulfill the Committee's mandate and report their concerns and issues to the Committee.
- Abide by the procedural decisions made by the Chair.
- Disclose any pecuniary interests and conflict of interest per the requirements of the *Municipal Conflict of Interest Act*.
- Actively participate in carrying out the responsibilities of the Committee.
- Be considered to be voting members of the Committee.

ROLE OF STAFF

- Corresponding with members of the Committee.
- Is without voting privileges.
- Act as the Committee Secretary and give notice of meetings and prepare all associated correspondence.
- Research reports and prepare meeting packages in co-operation with the Chair.
- Preserve all records and correspondence in accordance with the Town Records Retention By-law.
- Act as a resource personnel for Town policies and procedures.

REPORTING REQUIREMENTS

Committee minutes are to be provided to the CAO/Clerk for insertion on the Council agenda. Recommendations for Council's consideration are to be presented to Council in a report format under signature of the supervising Director.

FINANCIAL PLANNING

Members of the public serving on the Committee will receive remuneration in the amount of \$20.00 per meeting attended. There will be no remuneration for Council members serving on the Committee.

Reimbursement for travel and other expenses incurred in the performance of Committee duties will be paid in accordance with the Town's policies.

Any financial requirement of the Committee shall be approved by Council prior to expenditure.

FREQUENCY OF MEETINGS

The Committee will meet a minimum of quarterly, with the actual frequency to be determined by the Committee once it is seated.

TERM

The term of the Committee shall coincide with the term of the appointing Council.

Schedule 2: Committee of Adjustment

Terms of Reference

MANDATE

This Committee considers applications for minor variances from the Zoning By-law, applications for land division (consent to sever land), and variances to the fence by-law and any other specified by Council that implements the Official Plan. It is the responsibility of the Secretary-Treasurer to accept all applications for processing, upon submission by the applicant.

Applications to the Committee of Adjustment will be processed in accordance with the requirements of Sections 45 and 53 of the *Planning Act*, applicable regulations (O.Reg. 200/96 and 197/96 as amended) the *Statutory Powers Procedures Act* and Committee of Adjustment procedure.

The Committee is authorized by the *Planning Act* to consider applications for:

- Minor variances from the provisions of the Zoning By-law
- Extensions, enlargements or variations of existing legal non-conforming uses under the Zoning By-law
- Land division (severing a new lot from an existing lot, adding land to an existing lot, easements, mortgages or leases in excess of 21 years)
- Determine whether a particular use conforms with the provisions of the Zoning By-law where the uses of land, buildings or structures permitted in the by-law are defined in general terms

COMMITTEE STRUCTURE

- 5 members of the public appointed by Council.
- Eligible members of the public are those who are entitled to be an elector in the Town under section 17 of the *Municipal Elections Act*. For clarity, members do not necessarily have to be Canadian Citizens, but must reside in St. Marys or be a property owner (personal or business).
- Employees of the Town of St. Marys are not eligible to serve on Town committees. Immediate family members of employees are eligible, but only for Committees where there is no potential for a conflict of interest.

GENERAL RULES OF OPERATION

The Committee is subject to the rules established in Council's Code of Conduct and Council's Procedure By-Law. All meetings of the Committee are open to the public, and rules governing the procedure for Council meetings shall be observed by the Committee insofar as they are applicable.

All appointed members will be voting members, and a quorum of the Committee shall be the majority of those appointed by Council as members of the Committee.

At the first meeting, the members shall determine the preferred day and time for Committee meetings.

If a member is absent from meetings of the Committee for three successive months without being authorized to do so by a resolution of the Council, the position held by the member will consider to be vacated.

Should a vacancy exist on the Committee during the term, Council may appoint a person to fill the vacancy for the unexpired portion of the term.

ROLE OF COMMITTEE CHAIR

A committee Chair and Vice-Chair will be elected yearly from committee members to preside over meetings and committee business.

The Chair's role is to:

- In accordance with the Town's Procedure By-Law, preside at all meetings, and control proceedings and discussion to ensure smooth transition of the business as listed on the agenda.
- Vote on all matters requiring a formal motion.
- Report on the activities of the Committee to Council as required.

ROLE OF COMMITTEE MEMBERS

The Committee Members shall:

- Report to the Chair any issues that they feel should be addressed by the Committee.
- Attend and participate in Committee meetings.
- Contribute time, knowledge, skill and expertise during meetings in order to fulfill the Committee's mandate and report their concerns and issues to the Committee.
- Abide by the procedural decisions made by the Chair.
- Disclose any pecuniary interests and conflict of interest per the requirements of the *Municipal Conflict of Interest Act*.
- Actively participate in carrying out the responsibilities of the Committee.
- Be considered to be voting members of the Committee.

ROLE OF STAFF

- Corresponding with members of the Committee.
- Is without voting privileges.
- Act as the Secretary-Treasurer, including meeting package preparation.
- Research reports and prepare meeting packages in co-operation with the Chair.
- Give notice of meetings and prepare all associated correspondence.
- Preserve all records and correspondence in accordance with the Town Records Retention By-law.
- Act as a resource personnel for Town policies and procedures.

REPORTING REQUIREMENTS

Committee minutes are to be provided to the CAO/Clerk for insertion on the Council agenda.

FINANCIAL PLANNING

Members of the public serving on the Committee will receive remuneration in the amount of \$20.00 per meeting attended. There will be no remuneration for Council members serving on the Committee.

Reimbursement for travel and other expenses incurred in the performance of Committee duties will be paid in accordance with the Town's policies.

Any financial requirement of the Committee shall be approved by Council prior to expenditure.

FREQUENCY OF MEETINGS

The Committee will meet as applications for Consent to Server are marked complete by the Secretary / Treasurer. Meetings will generally be held at the Municipal Operations Centre, located at 408 James Street South, St. Marys.

TERM

The term of the Committee shall coincide with the term of the appointing Council.

Schedule 3: Community Policing Advisory Committee

Terms of Reference

MANDATE

The Community Policing Advisory Committee (“CPAC”) shall advise and assist Council and the citizens of the Town of St. Marys on matters relating to community policing.

The CPAC’s responsibilities will be analogous to Section 10(9) (b), (c), and (e) of the Police Services Act, including:

- Meeting on a monthly basis, or more frequently if necessary, to advise the Chief of police, or his/her designate, in regards to the needs, objectives and priorities for police services in the Town.
- Establishing, after consultation with the Chief of Police, or his/her designate, any local policies with respect to police services.
- Receiving monthly reports from the Chief of Police, or his/her designate.
- Monitoring the performance of the police services.
- Receiving regular reports from the Chief of Police, or his/her designate on disclosures and decisions made under Section 49 Police Services Act (secondary activities).
- Reviewing the Chief of Police’s administration of the complaints system under Part V of the Police Services Act and receive regular reports from the Detachment Commander or his or her designate on his or her administration of the complaints system.

Further, the responsibilities of the CPAC shall also include:

- Reviewing the annual policing budget submission and recommending to Council to adopt or dispute the annual budget. This includes working with the contract police service provider to resolve any budget concerns prior to making a recommendation to Council to proceed with formal dispute resolution.
- Conducting reviews of the state of the Town’s police service, on such terms of reference as the CPAC may adopt. The first such review shall be after the contract policing has been in effect for one (1) year, and periodically thereafter. The CPAC shall report its findings to Council. At a minimum, the purpose of the review(s) shall be:
 - To evaluate the success of the contract police services in providing adequate and effective police services to the Town;
 - To assess the cost impacts of this contract police services on the Town; and
 - To make any recommendations to the Town and the Police Services Board for the contract services provider as may be appropriate in light of the findings.
- Researching and making recommendations to Council on how best to improve police services in the Town. This includes, but is not limited to, making recommendations to Council in regards to any preferred amendments to the police services agreement when periodic reviews of the contract policing services are completed.
- Selecting one member to represent the Town of St. Marys during Police Service Board meetings of the contract policing service provider. Such attendance will be to advise the Board with respect to objectives and priorities for the police services in the Town. The representative of the CPAC shall be a non-voting attendee.

The CPAC will **not** be responsible for the following:

- In accordance with Section 31(4) of the Police Services Act, the CPAC cannot interfere with day-to-day operations of the police services. Neither the CPAC as a body, nor any individual member of the CPAC, shall give orders or directions to the Chief of Police, his/her designate, or any member of the police force including administrative or civilian staff.
- Undertaking, supervising, or directing the day to day operations of any Town department;
- Administrative matters including giving directions to any member of Town staff.
- Reviewing the Town's or the police services' staff structure, staff compensation, or other staffing related matters.
- Approving budgets and capital projects.
- Performing project and program implementation.
- Reviewing any matter that may be subject to the Town's closed meeting provisions that is not within the mandate of the CPAC.
- Acting as a forum to debate decided matters of Council, or a forum to organize political advocacy for Council to reconsider decided matters.

COMMITTEE STRUCTURE

The composition of the CPAC is designed to reflect Section 27 (6) of the *Police Services Act* and shall consist of:

- The Mayor, or if the Mayor chooses not to be a member of the CPAC, another member of the Council appointed by Council.
- One further member of the Council appointed by Council.
- 3 members of the public appointed by Council.
- Eligible members of the public are those who are entitled to be an elector in the Town under section 17 of the Municipal Elections Act. For clarity, members do not necessarily have to be Canadian Citizens, but must reside in St. Marys or be a property owner (personal or business).
- Employees of the Town of St. Marys and members of the police services are not eligible to serve on Town committees. Immediate family members of employees are eligible, but only for Committees where there is no potential for a conflict of interest.

GENERAL RULES OF OPERATION

The St. Marys Community Policing Advisory Committee is subject to the control and direction of Council. All meetings of the CPAC are open to the public, and the Procedure By-Law governing the procedures for Council meetings shall be observed by the CPAC. The closed meeting provisions of the *Municipal Act* and the *Police Services Act* apply to meetings of the CPAC.

All appointed CPAC members will be voting members, and a quorum of the CPAC shall be the majority of those appointed by Council as members of the CPAC.

At the first meeting, the members shall determine the preferred day and time for CPAC meetings.

If the CPAC refuses or neglects to give due consideration to any matter assigned to it or before it, it may, by Council resolution, be discharged of its responsibilities.

If a member is absent from meetings of the Committee for three successive months without being authorized to do so by a resolution of the Council, the position held by the member will consider to be vacated.

Should a vacancy exist on the Committee during the term, Council may appoint a person to fill the vacancy for the unexpired portion of the term.

APPOINTMENT OF CHAIR AND VICE CHAIR

The CPAC shall appoint a Chair and Vice Chair in accordance with the procedure set out in Section 28(1) and (2) of the *Police Services Act*. The members of the CPAC shall, at the first meeting held in January of each year, select from amongst its members, a Chair and Vice-Chair for a term of one year.

- The election of the Chair shall be conducted by the Town staff liaison to the CPAC.
- The election of the Vice-Chair shall be conducted by the Chair.
- Any votes required under this section shall be taken as described by the provision of Section 61(1) and (2) of the *Municipal Act*, which requires that each member of the CPAC present shall indicate his or her vote openly, and that no vote be taken by ballot or any other method of secret balloting.

ROLE OF CPAC CHAIR

- In accordance with the Town's Procedure By-Law, preside at all meetings, and control proceedings and discussion to ensure smooth transition of the business as listed on the agenda.
- Vote on all matters requiring a formal motion.
- Report on the activities of the CPAC and of the police services to Council as required.

ROLE OF CPAC MEMBERS

The CPAC members shall:

- Report to the Chair any issues that they feel should be addressed by the CPAC.
- Attend and participate in CPAC meetings.
- Contribute time, knowledge, skill and expertise during meetings in order to fulfill the CPAC's mandate and report their concerns and issues to the CPAC.
- Abide by the procedural decisions made by the Chair.
- Disclose any pecuniary interests and conflict of interest per the requirements of the *Municipal Conflict of Interest Act*.
- Actively participate in carrying out the responsibilities of the CPAC.
- Be considered to be voting members of the CPAC.

ROLE OF TOWN ADMINISTRATIVE STAFF

The CAO/Clerk, or his/her designate, shall be the staff liaison to the CPAC.

The staff liaison's responsibilities include:

- Corresponding with members of the CPAC.
- Acting as the CPAC Secretary and give notice of meetings and preparing all associated correspondence.

- Preserving all records and correspondence in accordance with the Town Records Retention By-law.
- Acting as a resource personnel for Town policies and procedures.

REPORTING REQUIREMENTS

CPAC minutes are to be provided to the CAO/Clerk for insertion on the Council agenda. Recommendations for Council's consideration are to be presented to Council in an appropriate format under signature of the CAO/Clerk.

FINANCIAL RESOURCES OF THE COMMITTEE

Members of the public serving on the CPAC will receive remuneration in the amount of \$20.00 per meeting attended. There will be no remuneration for Council members serving on the CPAC.

Reimbursement for travel and other expenses incurred in the performance of CPAC duties will be paid in accordance with the Town's policies.

Any financial requirement of the CPAC shall be approved by Council prior to expenditure.

FREQUENCY OF MEETINGS:

The CPAC will meet a minimum of monthly, with the exception of the months of July, August and December.

TERM

The term of the CPAC shall coincide with the term of the appointing Council.

Schedule 4: Green Committee

Terms of Reference

MANDATE

The Green Committee is committed to educating the residents of St. Marys, advising the municipality and researching issues of environmental importance to the community.

The Committee' focus will be strategic level projects assigned to it by Council. The role of the Committee is to assist in advancing Council's strategic priorities as outlined in the 2017 Strategic Plan and the Recreation and Leisure Master Plan.

Specific duties of the Committee may include:

1. Advise the Municipality of St. Marys on pertinent environmental issues that are within the jurisdiction of the Town, including trails and green spaces.
2. Support approved municipal initiatives with respect to the education of the citizens and to facilitate public perspective on how particular environmental and sustainability issues impact on the community.
3. To review, comment on and provide input during the preparation and implementation of environmental and sustainability plans, strategies and initiatives.
4. To advise on short-term, intermediate and long-term environmental and sustainability strategic initiatives.
5. To raise new, relevant, unexplored environmental/sustainability issues to be considered by the Town.
6. Undertake other environmental projects assigned by Council from time to time.

The Committee will not be responsible for the following:

- Undertaking or directing the daily operations of the Town.
- Administrative matters including directions to staff.
- Reviewing staff structure, staff compensation, or other staffing related matters.
- Preparing, approving or delivering the annual budget and capital projects.
- Performing project and program implementation, unless assigned by Council.
- Reviewing any matter that may be subject to the Town's closed meeting provisions.
- Acting as a forum to debate decided matters of Council, or a forum to organize political advocacy for Council to reconsider decided matters.

COMMITTEE STRUCTURE

- 1 Elected Official as appointed by Council.
- 5 members of the public appointed by Council.
- Eligible members of the public are those who are entitled to be an elector in the Town under section 17 of the Municipal Elections Act. For clarity, members do not necessarily have to be Canadian Citizens, but must reside in St. Marys or be a property owner (personal or business).
- Employees of the Town of St. Marys are not eligible to serve on Town committees. Immediate family members of employees are eligible, but only for Committees where there is no potential for a conflict of interest.
- Eligible members of the public include youth (under 18 years of age) who reside in the Town of St. Marys.

GENERAL RULES OF OPERATION

The Committee is subject to the control and direction of Council. The Committee is subject to the rules established in Council's Code of Conduct and Council's Procedure By-Law. All meetings of the Committee are open to the public, and rules governing the procedure for Council meetings shall be observed by the Committee insofar as they are applicable.

All appointed members will be voting members, and a quorum of the Committee shall be the majority of those appointed by Council as members of the Committee.

At the first meeting, the members shall determine the preferred day and time for Committee meetings.

If the Committee refuses or neglects to give due consideration to any matter assigned to it or before it, the Committee may, by Council resolution, be discharged of its responsibilities.

If a member is absent from meetings of the Committee for three successive months without being authorized to do so by a resolution of the Council, the position held by the member will consider to be vacated.

Should a vacancy exist on the Committee during the term, Council may appoint a person to fill the vacancy for the unexpired portion of the term.

ROLE OF COUNCIL REPRESENTATIVES

- The Council Representative is a participating voting member of the Committee
- The Mayor may attend and participate in Committee meetings as ex officio and shall have voting rights in accordance with the Town Procedure By-law.

ROLE OF COMMITTEE CHAIR

A committee Chair and Vice-Chair will be elected yearly from committee members to preside over meetings and committee business.

The Chair's role is to:

- In accordance with the Town's Procedure By-Law, preside at all meetings, and control proceedings and discussion to ensure smooth transition of the business as listed on the agenda.
- Vote on all matters requiring a formal motion.
- Report on the activities of the Committee to Council as required.

ROLE OF COMMITTEE MEMBERS

The Committee Members shall:

- Report to the Chair any issues that they feel should be addressed by the Committee.
- Attend and participate in Committee meetings.
- Contribute time, knowledge, skill and expertise during meetings in order to fulfill the Committee's mandate and report their concerns and issues to the Committee.
- Abide by the procedural decisions made by the Chair.
- Disclose any pecuniary interests and conflict of interest per the requirements of the *Municipal Conflict of Interest Act*.
- Actively participate in carrying out the responsibilities of the Committee.
- Be considered to be voting members of the Committee.

ROLE OF STAFF

- Corresponding with members of the Committee.
- Is without voting privileges.
- Act as the Committee Secretary and give notice of meetings and prepare all associated correspondence.
- Research reports and prepare meeting packages in co-operation with the Chair.
- Preserve all records and correspondence in accordance with the Town Records Retention By-law.
- Act as a resource personnel for Town policies and procedures.

REPORTING REQUIREMENTS

Committee minutes are to be provided to the CAO/Clerk for insertion on the Council agenda. Recommendations for Council's consideration are to be presented to Council in a report format under signature of the supervising Director.

FINANCIAL PLANNING

Members of the public serving on the Committee will receive remuneration in the amount of \$20.00 per meeting attended. There will be no remuneration for Council members serving on the Committee.

Reimbursement for travel and other expenses incurred in the performance of Committee duties will be paid in accordance with the Town's policies.

Any financial requirement of the Committee shall be approved by Council prior to expenditure.

FREQUENCY OF MEETINGS

The Committee will meet a minimum of monthly, with the actual frequency to be determined by the Committee once it is seated.

TERM

The term of the Committee shall coincide with the term of the appointing Council.

Schedule 5: Heritage Advisory Committee

Terms of Reference

MANDATE

Originally created in 1977 as the St. Marys Local Architectural Conservancy Advisory Committee (LACAC) under the authority of the Ontario Heritage Act, Section 28, this committee was renamed Heritage St. Marys following review and revisions of the Ontario Heritage Act in 2005. Town of St. Marys Official Plan 1987 (consolidated 2007) provides additional authority in Section 2.3.2: Policies including:

2.3.2.1 Council has established and will continue to maintain a citizen's heritage advisory committee known as "St. Marys Heritage Committee" to advise and assist Council on heritage matters. Council shall continue to consult with the St. Marys Heritage Committee on all matters and development application that pertain to heritage resources.

2.3.2.2 The "Heritage Conservation" policies shall apply throughout the Town, where applicable.

Heritage St. Marys is a committee appointed by Town Council to advise and make recommendations to Council about St. Marys' built heritage and other heritage features. The committee has a statutory role which is set out in legislation as the following:

- Designations under Part IV of the Ontario Heritage Act
- Repeals, Amendments of Designations
- Alterations or Demolition of heritage structures
- Easements or Covenants
- Heritage Conservation Districts under Part V of the Ontario Heritage Act
- Other heritage matters as directed by the Municipal Council

More specifically, the goals and responsibilities of the committee include:

1. To identify and record the community's significant heritage features including: built heritage resources, cultural heritage landscapes, heritage conservation districts, archaeological resources and/or areas of archaeological potential that have cultural heritage value or interest.
2. To recommend steps to preserve the local heritage features identified in 1.
3. To interpret this heritage to residents and to visitors to increase appreciation and understanding of these community assets.
4. To provide a pool of expertise to Town Council on all matters relating to built heritage and to the features identified in 1.
5. To maintain and expand reference materials – photographs, reference books, periodicals, catalogues, documents such as deeds, abstracts – that provide resource material for research into St. Marys' heritage.
6. Recommend properties for heritage designation to Town Council. This includes preparing and reviewing research of properties proposed for designation, statements of designation and text for heritage designation plaques.
7. To advise and consult with the applicant of a heritage permit of any applicable objectives, policies and guidelines set out in the HCD Plan which will ensure the maintenance of the cultural heritage value or interest of the HCD.

8. To review, provide comments, recommendation and any terms or conditions to the Chief Building Official, or successor or designate, within sixty (60 days) of receipt of heritage permit applications based on the objectives, policies and guidelines set out in the HCD Plan.
9. To refer the heritage permit application to the St. Marys Town Council where the Committee deems appropriate.
10. To review, provide comments, recommendation and any terms or conditions to the Chief Building Official, or successor or designate, of heritage permit applications for the renovation, restoration, alteration and demolition of Part IV designated properties as they concern external features of designated buildings and internal features if identified through designation.
11. To review, provide comments, recommendation and any terms or conditions to the Chief Building Official, or successor or designate, on development and site alterations on adjacent lands to protected heritage property to ensure that the heritage attributes of the protected heritage property are conserved.
12. Maintain the Municipal Register of Cultural Heritage Properties that includes all designated properties and a list of significant, non-designated heritage properties. This includes creating a digital photographic inventory of these properties, including historic photographs.
13. Undertake long term strategic planning, especially regarding the implications of the Heritage District.
14. Develop or support interpretive activities such as exhibits, newspaper articles and architectural walking tours on occasions such as Doors Open and the Heritage Festival.

The Committee will not be responsible for the following:

- Undertaking or directing the daily operations of the Town.
- Administrative matters including directions to staff.
- Reviewing staff structure, staff compensation, or other staffing related matters.
- Preparing, approving or delivering the annual budget and capital projects.
- Performing project and program implementation, unless assigned by Council.
- Reviewing any matter that may be subject to the Town's closed meeting provisions.
- Acting as a forum to debate decided matters of Council, or a forum to organize political advocacy for Council to reconsider decided matters.

COMMITTEE STRUCTURE

- 1 Elected Official as appointed by Council.
- Minimum 5 members of the public as per the *Heritage Act*, and up to 10 members of the public appointed by Council.
- Eligible members of the public are those who are entitled to be an elector in the Town under section 17 of the Municipal Elections Act. For clarity, members do not necessarily have to be Canadian Citizens, but must reside in St. Marys or be a property owner (personal or business).
- Employees of the Town of St. Marys are not eligible to serve on Town committees. Immediate family members of employees are eligible, but only for Committees where there is no potential for a conflict of interest.

GENERAL RULES OF OPERATION

The Committee is subject to the control and direction of Council. The Committee is subject to the rules established in Council's Code of Conduct and Council's Procedure By-Law. All meetings of the Committee are open to the public, and rules governing the procedure for Council meetings shall be observed by the Committee insofar as they are applicable.

All appointed members will be voting members, and a quorum of the Committee shall be the majority of those appointed by Council as members of the Committee.

At the first meeting, the members shall determine the preferred day and time for Committee meetings.

If the Committee refuses or neglects to give due consideration to any matter assigned to it or before it, the Committee may, by Council resolution, be discharged of its responsibilities.

If a member is absent from meetings of the Committee for three successive months without being authorized to do so by a resolution of the Council, the position held by the member will consider to be vacated.

Should a vacancy exist on the Committee during the term, Council may appoint a person to fill the vacancy for the unexpired portion of the term.

ROLE OF COUNCIL REPRESENTATIVES

- The Council Representative is a participating voting member of the Committee
- The Mayor may attend and participate in Committee meetings as ex officio and shall have voting rights in accordance with the Town Procedure By-law.

ROLE OF COMMITTEE CHAIR

A committee Chair and Vice-Chair will be elected yearly from committee members to preside over meetings and committee business.

The Chair's role is to:

- In accordance with the Town's Procedure By-Law, preside at all meetings, and control proceedings and discussion to ensure smooth transition of the business as listed on the agenda.
- Vote on all matters requiring a formal motion.
- Report on the activities of the Committee to Council as required.

ROLE OF COMMITTEE MEMBERS

The Committee Members shall:

- Report to the Chair any issues that they feel should be addressed by the Committee.
- Attend and participate in Committee meetings.
- Contribute time, knowledge, skill and expertise during meetings in order to fulfill the Committee's mandate and report their concerns and issues to the Committee.
- Abide by the procedural decisions made by the Chair.
- Disclose any pecuniary interests and conflict of interest per the requirements of the *Municipal Conflict of Interest Act*.
- Actively participate in carrying out the responsibilities of the Committee.
- Be considered to be voting members of the Committee.

ROLE OF STAFF

- Corresponding with members of the Committee.
- Is without voting privileges.
- Act as the Committee Secretary and give notice of meetings and prepare all associated correspondence.
- Research reports and prepare meeting packages in co-operation with the Chair.
- Preserve all records and correspondence in accordance with the Town Records Retention By-law.
- Act as a resource personnel for Town policies and procedures.

REPORTING REQUIREMENTS

Committee minutes are to be provided to the CAO/Clerk for insertion on the Council agenda. Recommendations for Council's consideration are to be presented to Council in a report format under signature of the supervising Director.

FINANCIAL PLANNING

Members of the public serving on the Committee will receive remuneration in the amount of \$20.00 per meeting attended. There will be no remuneration for Council members serving on the Committee.

Reimbursement for travel and other expenses incurred in the performance of the Committee's duties will be paid in accordance with the Town's policies.

Any financial requirement of the Committee shall be approved by Council prior to expenditure.

FREQUENCY OF MEETINGS

The Committee will meet a minimum of monthly, with the actual frequency to be determined by the Committee once it is seated.

TERM

The term of the Committee shall coincide with the term of the appointing Council.

Schedule 6: St. Marys Museum Advisory Committee

Terms of Reference

MANDATE

The St. Marys Museum Advisory Committee (“the Committee”) recommends and advises Council and the citizens of the Town of St. Marys on matters related to the St. Marys Museum.

The Museum Advisory Committee is established to advise St. Marys Town Council, leveraging volunteer input and expertise to address issues and opportunities for the St. Marys Museum. The Museum Advisory Committee is guided by the Mission, Vision, Values and Objectives of the St. Marys Museum, the Town of St. Marys Strategic Plan and the Ministry of Tourism, Culture and Sport Standards for Community Museums.

The Committee’s responsibilities include:

- Provide input into the museum’s strategic plan;
- Advise Council on any issues relating to the Museum or historical collections, and any other future Museum-related projects;
- Provide feedback on Museum policies relating to the Ministry of Tourism, Culture and Sport Standards for Community Museums;
- Encourage and support the Museum and Archives to meet or exceed recognized professional standards and ethical behavior in all operational areas, including administration, research and dissemination of information, collection acquisition, development and management, conservation/preservation, exhibition, education and programs, and visitor services;
- Liaise with the community including individuals, groups, and organizations to get input and encourage support for the Museum and Archives;
- Encourage the Museum and Archives to provide programs and services that are affordable, accessible, and inclusive;
- Advise on any significant artifact donations, as well as any artifact deaccessions as per the St. Marys Museum’s Collections Management Policy;
- Formation of, and participation in, sub-committees, such as event planning and collections management, when deemed necessary;
- Promoting public appreciation of the rich history of the Town of St. Marys;
- Undertake projects assigned to the Committee by Council from time to time.

The Committee will not be responsible for the following:

- Undertaking or directing the daily operations of the Museum or Town.
- Administrative matters including directions to staff.
- Reviewing staff structure, staff compensation, or other staffing related matters.
- Preparing, approving or delivering the annual budget and capital projects.
- Performing project and program implementation, unless assigned by Council.

- Reviewing any matter that may be subject to the Town's closed meeting provisions.
- Acting as a forum to debate decided matters of Council, or a forum to organize political advocacy for Council to reconsider decided matters.

COMMITTEE STRUCTURE

- 1 Elected Official as appointed by Council.
- 5 members of the public appointed by Council.
- Eligible members of the public are those who are entitled to be an elector in the Town under section 17 of the Municipal Elections Act. For clarity, members do not necessarily have to be Canadian Citizens, but must reside in St. Marys or be a property owner (personal or business).
- Employees of the Town of St. Marys are not eligible to serve on Town committees. Immediate family members of employees are eligible, but only for Committees where there is no potential for a conflict of interest.

GENERAL RULES OF OPERATION

The Committee is subject to the control and direction of Council. The Committee is subject to the rules established in Council's Code of Conduct and Council's Procedure By-Law. All meetings of the Committee are open to the public, and rules governing the procedure for Council meetings shall be observed by the Committee insofar as they are applicable.

All appointed members will be voting members, and a quorum of the Committee shall be the majority of those appointed by Council as members of the Committee.

At the first meeting, the members shall determine the preferred day and time for Committee meetings.

If the Committee refuses or neglects to give due consideration to any matter assigned to it or before it, the Committee may, by Council resolution, be discharged of its responsibilities.

If a member is absent from meetings of the Committee for three successive months without being authorized to do so by a resolution of the Council, the position held by the member will consider to be vacated.

Should a vacancy exist on the Committee during the term, Council may appoint a person to fill the vacancy for the unexpired portion of the term.

ROLE OF COUNCIL REPRESENTATIVES

- The Council Representative is a participating voting member of the Committee
- The Mayor may attend and participate in Committee meetings as ex officio and shall have voting rights in accordance with the Town Procedure By-law.

ROLE OF COMMITTEE CHAIR

A committee Chair and Vice-Chair will be elected yearly from committee members to preside over meetings and committee business.

That Chair's role is to:

- In accordance with the Town's Procedure By-Law, preside at all meetings, and control proceedings and discussion to ensure smooth transition of the business as listed on the agenda.
- Vote on all matters requiring a formal motion.

- Report on the activities of the Committee to Council as required.

ROLE OF COMMITTEE MEMBERS

The Committee Members shall:

- Report to the Chair any issues that they feel should be addressed by the Committee.
- Attend and participate in Committee meetings.
- Contribute time, knowledge, skill and expertise during meetings in order to fulfill the Committee's mandate and report their concerns and issues to the Committee.
- Abide by the procedural decisions made by the Chair.
- Disclose any pecuniary interests and conflict of interest per the requirements of the *Municipal Conflict of Interest Act*.
- Actively participate in carrying out the responsibilities of the Committee.
- Be considered to be voting members of the Committee.

ROLE OF STAFF

- Corresponding with members of the Committee.
- Is without voting privileges.
- Act as the Committee Secretary and give notice of meetings and prepare all associated correspondence.
- Research reports and prepare meeting packages in co-operation with the Chair.
- Preserve all records and correspondence in accordance with the Town Records Retention By-law.
- Act as a resource personnel for Town policies and procedures.

REPORTING REQUIREMENTS

Committee minutes are to be provided to the CAO/Clerk for insertion on the Council agenda. Recommendations for Council's consideration are to be presented to Council in a report format under signature of the supervising Director.

FINANCIAL PLANNING

Members of the public serving on the Committee will receive remuneration in the amount of \$20.00 per meeting attended. There will be no remuneration for Council members serving on the Committee.

Reimbursement for travel and other expenses incurred in the performance of Committee duties will be paid in accordance with the Town's policies.

Any financial requirement of the Committee shall be approved by Council prior to expenditure.

FREQUENCY OF MEETINGS

The Committee will meet at least every other month, with the actual frequency to be determined by the Committee once it is seated.

TERM

The term of the Committee shall coincide with the term of the appointing Council.

Schedule 7: Planning Advisory Committee

Terms of Reference

MANDATE

The Planning Advisory Committee is appointed by Council as required by Section 8(1) of the Planning Act, 1990 for the purposes of providing Council with recommendations specific to community planning matters, development and policies. The mandate of the Planning Advisory Committee (PAC) is to provide Council and staff with recommendations and guidance in areas related to land use planning.

The functions and duties of the Planning Advisory Committee are:

1. To review from time to time the provisions of the Official Plan and Zoning Bylaw and related municipal policies, and to recommend to Council amendments which would be in the best interests of the Town;
2. To review and provide Council with recommendations on applications for Official Plan Amendment;
3. To review and provide Council with recommendations on applications for Zoning Bylaw Amendment.
4. To review and provide Council with recommendations on applications for approval of Draft Plans of Subdivision.
5. To review and provide recommendation to Council on any other planning matters as requested by Council, the Director of Building and Development, or the CAO; and
6. Any other planning matters as requested by Council by resolution.

The Committee will not be responsible for the following:

- Undertaking or directing the daily operations of the Town.
- Administrative matters including directions to staff.
- Reviewing staff structure, staff compensation, or other staffing related matters.
- Preparing, approving or delivering the annual budget and capital projects.
- Performing project and program implementation, unless assigned by Council.
- Reviewing any matter that may be subject to the Town's closed meeting provisions.
- Acting as a forum to debate decided matters of Council, or a forum to organize political advocacy for Council to reconsider decided matters.

COMMITTEE STRUCTURE

- 2 Elected Officials as appointed by Council.
- 3 members of the public appointed by Council.
- Eligible members of the public are those who are entitled to be an elector in the Town under section 17 of the Municipal Elections Act. For clarity, members do not necessarily have to be Canadian Citizens, but must reside in St. Marys or be a property owner (personal or business).
- Employees of the Town of St. Marys are not eligible to serve on Town committees. Immediate family members of employees are eligible, but only for Committees where there is no potential for a conflict of interest.

GENERAL RULES OF OPERATION

The Committee is subject to the control and direction of Council. The Committee is subject to the rules established in Council's Code of Conduct and Council's Procedure By-Law. All meetings of the Committee are open to the public, and rules governing the procedure for Council meetings shall be observed by the Committee insofar as they are applicable.

All appointed members will be voting members, and a quorum of the Committee shall be the majority of those appointed by Council as members of the Committee.

At the first meeting, the members shall determine the preferred day and time for Committee meetings.

If the Committee refuses or neglects to give due consideration to any matter assigned to it or before it, the Committee may, by Council resolution, be discharged of its responsibilities.

If a member is absent from meetings of the Committee for three successive months without being authorized to do so by a resolution of the Council, the position held by the member will consider to be vacated.

Should a vacancy exist on the Committee during the term, Council may appoint a person to fill the vacancy for the unexpired portion of the term.

ROLE OF COUNCIL REPRESENTATIVES

- The Council Representatives are participating voting members of the Committee.
- The Mayor may attend and participate in Committee meetings as ex officio and shall have voting rights in accordance with the Town Procedure By-law.

ROLE OF COMMITTEE CHAIR

A committee Chair and Vice-Chair will be elected yearly from committee members to preside over meetings and committee business.

The Chair's role is to:

- In accordance with the Town's Procedure By-Law, preside at all meetings, and control proceedings and discussion to ensure smooth transition of the business as listed on the agenda.
- Vote on all matters requiring a formal motion.
- Report on the activities of the Committee to Council as required.

ROLE OF COMMITTEE MEMBERS

The Committee Members shall:

- Report to the Chair any issues that they feel should be addressed by the Committee.
- Attend and participate in Committee meetings.
- Contribute time, knowledge, skill and expertise during meetings in order to fulfill the Committee's mandate and report their concerns and issues to the Committee.
- Abide by the procedural decisions made by the Chair.
- Disclose any pecuniary interests and conflict of interest per the requirements of the *Municipal Conflict of Interest Act*.
- Actively participate in carrying out the responsibilities of the Committee.
- Be considered to be voting members of the Committee.

ROLE OF STAFF

- Corresponding with members of the Committee.
- Is without voting privileges.
- Act as the Committee Secretary and give notice of meetings and prepare all associated correspondence.
- Research reports and prepare meeting packages in co-operation with the Chair.
- Preserve all records and correspondence in accordance with the Town Records Retention By-law.
- Act as a resource personnel for Town policies and procedures.

REPORTING REQUIREMENTS

Committee minutes are to be provided to the CAO/Clerk for insertion on the Council agenda. Recommendations for Council's consideration are to be presented to Council in a report format under signature of the supervising Director.

FINANCIAL PLANNING

Members of the public serving on the Committee will receive remuneration in the amount of \$20.00 per meeting attended. There will be no remuneration for Council members serving on the Committee.

Reimbursement for travel and other expenses incurred in the performance of Committee duties will be paid in accordance with the Town's policies.

Any financial requirement of the Committee shall be approved by Council prior to expenditure.

FREQUENCY OF MEETINGS

The Committee will meet on an as required basis, determined upon the volume of planning applications received.

This Committee has traditionally met on the First and Third Monday of the month at 6:00 pm.

TERM

The term of the Committee shall run concurrent with the term of Council.

Schedule 8: Recreation and Leisure Advisory Committee

Terms of Reference

MANDATE

The Recreation Advisory Committee shall advise and assist Council and the citizens of the Town of St. Marys on matters relating to recreation and Leisure.

The Committee' focus will be strategic level projects assigned to it by Council. The role of the Committee is to assist in advancing Council's strategic priorities as outlined in the 2017 Strategic Plan, the Recreation and Leisure Master Plan, and the Pyramid Recreation Centre Strategic Business plan.

Specific duties of the Committee may include:

1. Review and understand the Town of St. Marys current inventory of recreation and leisure programs, including the costs to deliver the programs and the revenue generated from these programs;
2. Research and make recommendations to Council on strategies to maximize user participation in existing programs/services, increase usage of municipal recreation facilities, and increase overall participation in recreation and leisure programs;
3. Research and make recommendations to Council for new revenue generating strategies related to recreation and leisure;
4. Research and make recommendations to Council on how best to improve the overall user experience at the Town's recreation facilities;
5. Research and make recommendations to Council regarding how to increase existing partnerships and develop new recreation and Leisure partnerships.

The Committee will not be responsible for the following:

- Undertaking or directing the daily operations of the Town.
- Administrative matters including directions to staff.
- Reviewing staff structure, staff compensation, or other staffing related matters.
- Preparing, approving or delivering the annual budget and capital projects.
- Performing project and program implementation, unless assigned by Council.
- Reviewing any matter that may be subject to the Town's closed meeting provisions.
- Acting as a forum to debate decided matters of Council, or a forum to organize political advocacy for Council to reconsider decided matters.

COMMITTEE STRUCTURE

- 1 Elected Official as appointed by Council.
- 5 members of the public appointed by Council.
- Eligible members of the public are those who are entitled to be an elector in the Town under section 17 of the Municipal Elections Act. For clarity, members do not necessarily have to be Canadian Citizens, but must reside in St. Marys or be a property owner (personal or business).
- Employees of the Town of St. Marys are not eligible to serve on Town committees. Immediate family members of employees are eligible, but only for Committees where there is no potential for a conflict of interest.

- Eligible members of the public include youth (under 18 years of age) who reside in the Town of St. Marys.

GENERAL RULES OF OPERATION

The Committee is subject to the control and direction of Council. The Committee is subject to the rules established in Council's Code of Conduct and Council's Procedure By-Law. All meetings of the Committee are open to the public, and rules governing the procedure for Council meetings shall be observed by the Committee insofar as they are applicable.

All appointed members will be voting members, and a quorum of the Committee shall be the majority of those appointed by Council as members of the Committee.

At the first meeting, the members shall determine the preferred day and time for Committee meetings.

If the Committee refuses or neglects to give due consideration to any matter assigned to it or before it, the Committee may, by Council resolution, be discharged of its responsibilities.

If a member is absent from meetings of the Committee for three successive months without being authorized to do so by a resolution of the Council, the position held by the member will consider to be vacated.

Should a vacancy exist on the Committee during the term, Council may appoint a person to fill the vacancy for the unexpired portion of the term.

ROLE OF COUNCIL REPRESENTATIVES

- The Council Representative is a participating voting member of the Committee
- The Mayor may attend and participate in Committee meetings as ex officio and shall have voting rights in accordance with the Town Procedure By-law.

ROLE OF COMMITTEE CHAIR

A committee Chair and Vice-Chair will be elected yearly from committee members to preside over meetings and committee business.

The Chair's role is to:

- In accordance with the Town's Procedure By-Law, preside at all meetings, and control proceedings and discussion to ensure smooth transition of the business as listed on the agenda.
- Vote on all matters requiring a formal motion.
- Report on the activities of the Committee to Council as required.

ROLE OF COMMITTEE MEMBERS

The Committee Members shall:

- Report to the Chair any issues that they feel should be addressed by the Committee.
- Attend and participate in Committee meetings.
- Contribute time, knowledge, skill and expertise during meetings in order to fulfill the Committee's mandate and report their concerns and issues to the Committee.
- Abide by the procedural decisions made by the Chair.

- Disclose any pecuniary interests and conflict of interest per the requirements of the *Municipal Conflict of Interest Act*.
- Actively participate in carrying out the responsibilities of the Committee.
- Be considered to be voting members of the Committee.

ROLE OF STAFF

- Corresponding with members of the Committee.
- Is without voting privileges.
- Act as the Committee Secretary and give notice of meetings and prepare all associated correspondence.
- Research reports and prepare meeting packages in co-operation with the Chair.
- Preserve all records and correspondence in accordance with the Town Records Retention By-law.
- Act as a resource personnel for Town policies and procedures.

REPORTING REQUIREMENTS

Committee minutes are to be provided to the CAO/Clerk for insertion on the Council agenda. Recommendations for Council's consideration are to be presented to Council in a report format under signature of the supervising Director.

FINANCIAL PLANNING

Members of the public serving on the Committee will receive remuneration in the amount of \$20.00 per meeting attended. There will be no remuneration for Council members serving on the Committee.

Reimbursement for travel and other expenses incurred in the performance of Committee duties will be paid in accordance with the Town's policies.

Any financial requirement of the Committee shall be approved by Council prior to expenditure.

FREQUENCY OF MEETINGS

The Committee will meet a minimum of monthly, with the actual frequency to be determined by the Committee once it is seated.

TERM

The term of the Committee shall coincide with the term of the appointing Council.

Schedule 9: Senior Services Advisory Committee

Terms of Reference

MANDATE

The mandate of the Senior Services Advisory Committee is to advise on all aspects of the provision of senior services and programming in St. Marys, and to promote and maintain communication with the public on senior services' needs. It operates under the direction of the municipality of the Town of St. Marys.

The Senior Services Advisory Committee shall be responsible for:

1. Providing a conduit for citizens to raise issues and concerns regarding senior programs and services issues;
2. Providing feedback on matters pertaining to policies, practices and programs;
3. Conducting advocacy on behalf of senior services users in the Municipality;
4. Reviewing and advising on the senior services needs of the community;
5. Assist with the coordination of community efforts necessary for the development and implementation of senior services facilities and programs;
6. Becoming thoroughly acquainted with services, facilities and activities coordinated and funded by senior services;
7. To promote volunteerism and participation through supporting of projects, programs and services related to senior services programs.
8. Undertaking projects as assigned by Council from time to time.

The Committee will not be responsible for the following:

- Undertaking or directing the daily operations of the Town.
- Administrative matters including directions to staff.
- Reviewing staff structure, staff compensation, or other staffing related matters.
- Preparing, approving or delivering the annual budget and capital projects.
- Performing project and program implementation, unless assigned by Council.
- Reviewing any matter that may be subject to the Town's closed meeting provisions.
- Acting as a forum to debate decided matters of Council, or a forum to organize political advocacy for Council to reconsider decided matters.

COMMITTEE STRUCTURE

- 1 Elected Official as appointed by Council.
- 9 members of the public appointed by Council.
- Eligible members of the public are those who are entitled to be an elector in the Town under section 17 of the Municipal Elections Act. For clarity, members do not necessarily have to be Canadian Citizens, but must reside in St. Marys or be a property owner (personal or business).

- Employees of the Town of St. Marys are not eligible to serve on Town committees. Immediate family members of employees are eligible, but only for Committees where there is no potential for a conflict of interest.

GENERAL RULES OF OPERATION

The Committee is subject to the control and direction of Council. The Committee is subject to the rules established in Council's Code of Conduct and Council's Procedure By-Law. All meetings of the Committee are open to the public, and rules governing the procedure for Council meetings shall be observed by the Committee insofar as they are applicable.

All appointed members will be voting members, and a quorum of the Committee shall be the majority of those appointed by Council as members of the Committee.

At the first meeting, the members shall determine the preferred day and time for Committee meetings.

If the Committee refuses or neglects to give due consideration to any matter assigned to it or before it, the Committee may, by Council resolution, be discharged of its responsibilities.

If a member is absent from meetings of the Committee for three successive months without being authorized to do so by a resolution of the Council, the position held by the member will consider to be vacated.

Should a vacancy exist on the Committee during the term, Council may appoint a person to fill the vacancy for the unexpired portion of the term.

ROLE OF COUNCIL REPRESENTATIVES

- The Council Representative is a participating voting member of the Committee
- The Mayor may attend and participate in Committee meetings as ex officio and shall have voting rights in accordance with the Town Procedure By-law.

ROLE OF COMMITTEE CHAIR

A committee Chair and Vice-Chair will be elected yearly from committee members to preside over meetings and committee business.

The Chair's role is to:

- In accordance with the Town's Procedure By-Law, preside at all meetings, and control proceedings and discussion to ensure smooth transition of the business as listed on the agenda.
- Vote on all matters requiring a formal motion.
- Report on the activities of the Committee to Council as required.

ROLE OF COMMITTEE MEMBERS

The Committee Members shall:

- Report to the Chair any issues that they feel should be addressed by the Committee.
- Attend and participate in Committee meetings.
- Contribute time, knowledge, skill and expertise during meetings in order to fulfill the Committee's mandate and report their concerns and issues to the Committee.
- Abide by the procedural decisions made by the Chair.
- Disclose any pecuniary interests and conflict of interest per the requirements of the *Municipal Conflict of Interest Act*.

- Actively participate in carrying out the responsibilities of the Committee.
- Be considered to be voting members of the Committee.

ROLE OF STAFF

- Corresponding with members of the Committee.
- Is without voting privileges.
- Act as the Committee Secretary and give notice of meetings and prepare all associated correspondence.
- Research reports and prepare meeting packages in co-operation with the Chair.
- Preserve all records and correspondence in accordance with the Town Records Retention By-law.
- Act as a resource personnel for Town policies and procedures.

REPORTING REQUIREMENTS

Committee minutes are to be provided to the CAO/Clerk for insertion on the Council agenda. Recommendations for Council's consideration are to be presented to Council in a report format under signature of the supervising Director.

FINANCIAL PLANNING

Members of the public serving on the Committee will receive remuneration in the amount of \$20.00 per meeting attended. There will be no remuneration for Council members serving on the Committee.

Reimbursement for travel and other expenses incurred in the performance of Committee duties will be paid in accordance with the Town's policies.

Any financial requirement of the Committee shall be approved by Council prior to expenditure.

FREQUENCY OF MEETINGS:

The Committee will meet a minimum of monthly, with the actual frequency to be determined by the Committee once it is seated.

The traditional meeting time of this Committee is the third Tuesday of the month at 3:30 pm.

TERM

The term of the Committee shall coincide with the term of the appointing Council.

Schedule 10: Youth Council

Terms of Reference

MANDATE

The St. Marys Youth Council (the “Council”) recommends and advises Town Council on matters related to youth.

The Council’s responsibilities include:

- a) promoting public awareness of local youth issues;
- b) creating, organizing and putting on events they feel help the local community; and
- c) act as a local youth voice.

COUNCIL STRUCTURE

- 1 Elected Official as appointed by Town Council;
- 8 youth who live in or are associated with the community

GENERAL RULES OF OPERATION

The Council is subject to the control and direction of Town Council. All meetings of the Council are open to the public, and rules governing the procedure for Town Council meetings shall be observed by the Council insofar as they are applicable.

All appointed members will be voting members, and a quorum of the Council shall be the majority of those appointed by Town Council as members of the Council.

At the first meeting, the members shall determine the preferred day and time for Council meetings.

If a member is absent from meetings of the Committee for three successive months without being authorized to do so by a resolution of the Council, the position held by the member will consider to be vacated.

Should a vacancy exist on the Committee during the term, Council may appoint a person to fill the vacancy for the unexpired portion of the term.

ROLE OF TOWN COUNCIL REPRESENTATIVES

- The Town Council Representative is a participating voting member of the Committee
- The Mayor may attend and participate in Committee meetings as ex officio and shall have voting rights in accordance with the Town Procedure By-law.

ROLE OF YOUTH COUNCIL CHAIR

A Chair and Vice-Chair will be elected yearly by members to preside over meetings and business.

The Chairs’ role is to:

- Preside at all meetings in accordance with the Town Procedure By-law.
- Control proceedings and discussion to ensure smooth transition of the business as listed on the agenda
- Work co-operatively with staff representative in the preparation of the agenda.
- Vote on all matters requiring a formal motion.

ROLE OF YOUTH COUNCIL MEMBERS

The Youth Council Members shall:

- Report to the Chair any issues that they feel should be addressed by the Council;
- Attend and participate in Council meetings;
- Contribute time, knowledge, skill and expertise during meetings in order to fulfill the Council's mandate and report their concerns and issues to the Council;
- Abide by the procedural decisions made by the Chairperson;
- Agree to disclose any pecuniary interests and conflict of interest to the Chair in advance of a discussion on matters for which there may be financial gain for him/herself, partners or spouses or minor children.
- Shall actively participate in carrying out the responsibilities of the Council.

ROLE OF STAFF

- Corresponding with members of the Council.
- Is without voting privileges.
- Act as the Council Secretary and give Notice of Meetings and prepare all associated correspondence.
- Prepare meeting packages in co-operation with the Chair.
- Preserve all records and correspondence in accordance with the Town Records Retention By-law.
- Act as a resource personnel for Town policies and procedures.

REPORTING REQUIREMENTS

Council minutes are to be provided to the Clerk's Department for insertion on the Town Council agenda. Recommendations for Town Council's consideration are to be presented to Town Council by way of the minutes of the Council.

FINANCIAL PLANNING

Members of the public serving on the Council will receive remuneration in the amount of \$250.00 per year given they attend a minimum of 15 meetings in a calendar year. There will be no remuneration for Council members serving on the Committee.

Reimbursement for travel and other expenses incurred in the performance of the Council's duties will be paid in accordance with the Town's policies.

Any financial requirement of the Council shall be approved by Town Council prior to expenditure.

FREQUENCY OF MEETINGS

The Council will meet bi-monthly with added meetings as deemed necessary

TERM

The term of the Council shall be two years.

BY-LAW 74-2019

THE CORPORATION OF THE TOWN OF ST. MARYS

**Being a by-law to exempt from Part Lot Control
Lot 33, Registered Plan No. 44M-70 in the Town of St. Marys**

- WHEREAS:** Section 50(7) of the *Planning Act, R.S.O. 1990*, provides that the Council of a local municipality may, by By-law, provide that the Part Lot Control provisions contained in Section 50(5) of the *Planning Act, R.S.O. 1990*, do not apply to the lands designated in the By-law;
- AND WHEREAS:** The Council of the Corporation of the Town of St. Marys deems it expedient and in the public interest that Lot 33, Registered Plan No. 44M-70 in the Town of St. Marys, in the County of Perth, be exempted from the Part Lot Control provisions of the *Planning Act*.
- THEREFORE:** The Council of The Corporation of the Town of St. Marys hereby enacts as follows:
1. Lot 33 in Registered Plan 44M-70 in the Town of St. Marys, in the County of Perth is hereby exempted from Part Lot Control pursuant to Section 50(7) of the *Planning Act, R.S.O. 1990* which land is zoned to permit, among other things, semi-detached dwellings in conformity with By-law No. Z1-1997 as amended (the Town of St. Marys' Comprehensive Zoning By-law).
 2. This by-law comes into force on the final passing thereof.
 3. Enactment of this By-law shall be deemed to be authorization to the solicitor for the Town to register same in the appropriate Land Registry Office, without further written authorization.
 4. This By-law shall be in effect for one (1) year from the date of adoption of this By-law. Furthermore, this By-law may be repealed, extended, or may be amended to delete part of the lands described herein by the Council of The Corporation of the Town of St. Marys.
 5. This By-law shall be registered in the Registry Office for the County of Perth, pursuant to Section 50(28) of the *Planning Act, R.S.O. 1990*.
 6. That a copy of the registry is attached hereto and designated as Schedule "A" to this By-law.

Read a first, second and third time and finally passed this 27th day of August, 2019.

Mayor Al Strathdee

Brent Kittmer, CAO / Clerk

BY-LAW 75-2019

THE CORPORATION OF THE TOWN OF ST. MARYS

**Being a by-law to exempt from Part Lot Control
Lot 17, Registered Plan No. 44M-70 in the Town of St. Marys**

- WHEREAS:** Section 50(7) of the *Planning Act, R.S.O. 1990*, provides that the Council of a local municipality may, by By-law, provide that the Part Lot Control provisions contained in Section 50(5) of the *Planning Act, R.S.O. 1990*, do not apply to the lands designated in the By-law;
- AND WHEREAS:** The Council of the Corporation of the Town of St. Marys deems it expedient and in the public interest that Lot 17, Registered Plan No. 44M-70 in the Town of St. Marys, in the County of Perth, be exempted from the Part Lot Control provisions of the *Planning Act*.
- THEREFORE:** The Council of The Corporation of the Town of St. Marys hereby enacts as follows:
1. Lot 17 in Registered Plan 44M-70 in the Town of St. Marys, in the County of Perth is hereby exempted from Part Lot Control pursuant to Section 50(7) of the *Planning Act, R.S.O. 1990* which land is zoned to permit, among other things, townhouse dwellings in conformity with By-law No. Z1-1997 as amended (the Town of St. Marys' Comprehensive Zoning By-law).
 2. This by-law comes into force on the final passing thereof.
 3. Enactment of this By-law shall be deemed to be authorization to the solicitor for the Town to register same in the appropriate Land Registry Office, without further written authorization.
 4. This By-law shall be in effect for one (1) year from the date of adoption of this By-law. Furthermore, this By-law may be repealed, extended, or may be amended to delete part of the lands described herein by the Council of The Corporation of the Town of St. Marys.
 5. This By-law shall be registered in the Registry Office for the County of Perth, pursuant to Section 50(28) of the *Planning Act, R.S.O. 1990*.
 6. That a copy of the registry is attached hereto and designated as Schedule "A" to this By-law.

Read a first, second and third time and finally passed this 27th day of August, 2019.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk

BY-LAW 76-2019

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to authorize a development agreement between The Corporation of the Town of St. Marys and Marianne DeBrabandere for 256 Church Street South, St. Marys, and to authorize the Mayor and Clerk to execute the Agreement.

WHEREAS: Section 45(9) of the *Planning Act*, R.S.O. 1990, c.P.13, authorizes that a committee of adjustment may impose terms and conditions, and under Section 45(9.1) the committee may also require the owner of the land to enter into one or more agreements with the municipality dealing with some or all of the terms and conditions;

AND WHEREAS: Section 45(9.2) of the *Planning Act*, R.S.O. 1990, c.P.13, authorizes that an agreement entered into under Section 45(9.1) may be registered against the land to which it applies and the municipality is entitled to enforce the agreement against the owner and any and all subsequent owners of land;

AND WHEREAS: The Committee of Adjustment for The Corporation of the Town of St. Marys, at its May 17, 2017 meeting, approved Minor Variance Application A02-2017 for 256 Church Street South, legally described as Part Lot 18, w/s Church Street, Registered Plan No. 225, St. Marys to provide relief from the minimum lot area and frontage requirements of the Zoning By-law for a 3-unit converted unit, however, the owner did not satisfy a condition of the approval and therefore the development agreement as authorized by By-law 31-2018 was not executed;

AND WHEREAS: The Committee of Adjustment for The Corporation of the Town of St. Marys, at its May 15, 2019 meeting, approved Minor Variance Application A02-2019 affecting the same property to provide relief from the minimum lot area, frontage and parking requirements of the Zoning By-law for a 3-unit converted unit subject to conditions as provided on the Notice of Decision dated May 23, 2019;

AND WHEREAS: Condition #7 of the Notice of Decision for Minor Variance Application A02-2019 affecting 256 Church Street South states that "The owner is required to enter into a development agreement with the Town to ensure proper installation of all works associated with the approved landscaping / grading plan, and to ensure the owner (and subsequent owners) maintain these works accordingly.";

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 Marianne DeBrabandere.

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. Enactment of this By-law shall be deemed to be authorization to the solicitor for the Town to register same in the appropriate Land Registry Office, without further written authorization.
4. That By-law 31-2018 is hereby repealed.
5. This by-law comes into force and takes effect on the final passing thereof.

Read a first, second and third time and finally passed this 27th day of August, 2019.

Mayor Al Stratheedee

Brent Kittmer, CAO / Clerk

THE CORPORATION OF THE TOWN OF ST. MARYS

BY-LAW NO. Z134-2019

BEING a By-law pursuant to the provisions of Section 34 of the Planning Act, to amend By-law No. Z1-1997, as amended, which may be cited as “The Zoning By-law of the Town of St. Marys” affecting land located on Part of Lots 15 and 16, Concession 17, in the Town of St. Marys.

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

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

1. The areas shown in green on the attached map, Schedule “A”, and described as Part of Lots 15 and 16, Concession 17 in the Town of St. Marys shall be removed from the “Development Zone (RD)” of By-law No. Z1-1997 and shall be placed in the “Residential Zone One (R1)” of By-law No. Z1-1997. The zoning of this land shall be shown as “R1” on Key Map 2 of Schedule “A” to By-law No. Z1-1997, as amended.
2. The areas shown in red on the attached map, Schedule “A”, and described as Part of Lots 15 and 16, Concession 17 in the Town of St. Marys shall be removed from the “Development Zone (RD)” and “Open Space (OS)” of By-law No. Z1-1997 and shall be placed in the “Residential Zone Three (R3-18)” of By-law No. Z1-1997. The zoning of this land shall be shown as “R3-18” on Key Map 2 of Schedule “A” to By-law No. Z1-1997, as amended.
3. That Section 10.10 of By-law No. Z1-1997 is hereby amended by adding the following special provision:

10.10.18 R3-18

- (a) Location: Part of Lots 15 and 16, Concession 17, Key Map 2
- (b) Notwithstanding the provisions of Section 10.1, permitted uses are limited to one **single-detached dwelling** on one lot, a **home occupation**, and **accessory uses, buildings and structures** on those lands zoned “R3-18”.
- (c) Notwithstanding the provisions of Sections 10.2.1, 10.2.2, 10.2.3, 10.2.4, 10.2.5, 10.2.6, 10.2.7, 10.2.9, 10.2.10 and 10.2.12, the following provisions shall apply to those lands zoned “R3-18”:
 - i. **Lot Area Minimum**

Interior Lots	315 square metres
Corner Lots	450 square metres
 - ii. **Lot Frontage Minimum**

Interior Lots	10.5 metres
Corner Lots	15.0 metres
 - iii. **Lot Depth Minimum**

	30.0 metres
--	-------------
 - iv. **Front Yard Minimum**

	6.0 metres to garage and 4.5 metres to dwelling or front porch
--	--
 - v. **Interior Side Yard Minimum**

	1.2 metres on both sides
--	--------------------------
 - vi. **Exterior Side Yard Minimum**

	4.5 metres
--	------------
 - vii. **Rear Yard Minimum**

	6.0 metres
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- viii. **Lot Coverage** Maximum 45 percent
- ix. **Gross Floor Area Ratio** Maximum 80 percent
- x. **Landscaped Open Space** Minimum 25 percent

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

4. The area shown in yellow on the attached map, Schedule “A”, and described as Part of Lots 15 and 16, Concession 17 in the Town of St. Marys shall be removed from the “Residential Zone Three (R3)” and “Development Zone (RD)” of By-law No. Z1-1997 and shall be placed in the “Residential Zone Three (R3-19)” of By-law No. Z1-1997. The zoning of this land shall be shown as “R3-19” on Key Map 2 of Schedule “A” to By-law No. Z1-1997, as amended.

5. That Section 10.10 of By-law No. Z1-1997 is hereby amended by adding the following special provision:

10.10.19 R3-19

- (a) Location: Part of Lots 15 and 16, Concession 17, Key Map 2
- (b) Notwithstanding the provisions of Section 10.1, permitted uses are limited to one **single-detached dwelling** on one lot, a **home occupation**, and **accessory uses, buildings and structures** on those lands zoned “R3-18”.
- (c) Notwithstanding the provisions of Sections 10.2.3, 10.2.4, 10.2.5, 10.2.6, 10.2.7 and 10.2.9, the following provisions shall apply to those lands zoned “R3-18”:
 - i. **Lot Depth** Minimum 29.5 metres
 - ii. **Front Yard** Minimum 4.5 metres to dwelling or front porch
 - iii. **Interior Side Yard** Minimum 1.2 metres for one storey and 1.8 metres for two storeys
 - iv. **Exterior Side Yard** Minimum 4.5 metres
 - v. **Rear Yard** Minimum 6.0 metres for lots with depths less than 35 metres
 - vi. **Lot Coverage** Maximum 45 percent

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

6. The area shown in brown on the attached map, Schedule “A”, and described as Part of Lots 15 and 16, Concession 17 in the Town of St. Marys shall be removed from the “Development Zone (RD)” and “Open Space (OS)” of By-law No. Z1-1997 and shall be placed in the “Residential Zone Four (R4-11)” of By-law No. Z1-1997. The zoning of this land shall be shown as “R4-11” on Key Map 2 of Schedule “A” to By-law No. Z1-1997, as amended.

7. That Section 11.13 of By-law No. Z1-1997 is hereby amended by adding the following special provision:

11.13.11 R4-11

- (a) Location: Part of Lots 15 and 16, Concession 17, Key Map 2
- (b) Notwithstanding the provisions of Section 11.1, permitted uses are limited to one **single-detached dwelling** on one lot, a **home occupation**, and **accessory uses, buildings and structures** on those lands zoned “R4-11”.

- (c) Notwithstanding the provisions of Sections 11.2.2, 11.2.5, 11.2.6, 11.2.7 and 11.2.9, the following provisions shall apply to those lands zoned “R4-11”:
- | | | |
|------|-----------------------------------|---|
| i. | Lot Frontage Minimum | |
| | Corner Lots | 13.0 metres |
| ii. | Interior Side Yard Minimum | 1.2 metres on both sides |
| iii. | Exterior Side Yard Minimum | 4.5 metres |
| iv. | Rear Yard Minimum | 6.0 metres for lots with depths less than 35 metres |
| v. | Lot Coverage Maximum | 45 percent |
- (d) All other provisions of this By-law, as amended, shall apply.

8. The area shown in blue on the attached map, Schedule “A”, and described as Part of Lots 15 and 16, Concession 17 in the Town of St. Marys shall be removed from the “Development Zone (RD)” and “Open Space (OS)” of By-law No. Z1-1997 and shall be placed in the “Residential Zone Five (R5-11)” of By-law No. Z1-1997. The zoning of this land shall be shown as “R5-11” on Key Map 2 of Schedule “A” to By-law No. Z1-1997, as amended.

9. That Section 12.9 of By-law No. Z1-1997 is hereby amended by adding the following special provision:

12.9.11 R5-11

- (a) Location: Part of Lots 15 and 16, Concession 17, Key Map 2
- (b) Notwithstanding the provisions of Section 12.1, permitted uses are limited to **row or townhouse dwellings**, and **accessory uses, buildings and structures** on those lands zoned “R5-11”.
- (c) Notwithstanding the provisions of Sections 12.4.4, 12.4.5, 12.4.6, 12.4.7, 12.4.8, 11.4.9 and 12.4.10 the following provisions shall apply to those lands zoned “R4-11”:
- | | | |
|------|-----------------------------------|---|
| i. | Lot Depth Minimum | 29.3 metres |
| ii. | Front Yard Minimum | 6.0 metres to garage and 4.5 metres to dwelling |
| iii. | Interior Side Yard Minimum | 2.5 metres |
| iv. | Exterior Side Yard Minimum | 3.5 metres |
| v. | Rear Yard Minimum | 6.0 metres |
| vi. | Building Height Maximum | 12.0 metres |
| vii. | Lot Coverage Maximum | 50 percent |
- (d) Notwithstanding the provisions of Sections 12.5.1, 12.5.2, 12.5.3, 12.5.5, 12.5.6, 12.5.7, 12.5.8 and 12.5.9 the following provisions shall apply to those lands zoned “R4-11”:
- | | | |
|-----|-----------------------------|-------------------|
| i. | Lot Area Minimum | |
| | Interior Lots | 180 square metres |
| | End Units | 255 square metres |
| | Corner Lots | 285 square metres |
| ii. | Lot Frontage Minimum | |
| | End Units | 8.5 metres |

	Corner Lots	9.5 metres
iii.	Lot Depth Minimum	30.0 metres
iv.	Interior Side Yard Minimum	2.5 metres
v.	Exterior Side Yard Minimum	3.5 metres
vi.	Rear Yard Minimum	6.0 metres
vii.	Building Height Maximum	12.0 metres
viii.	Lot Coverage Maximum	N/A

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

10. The area shown in green pattern on the attached map, Schedule "A", and described as Part of Lots 15 and 16, Concession 17 in the Town of St. Marys shall be removed from the "Development Zone (RD)" and "Open Space (OS)" of By-law No. Z1-1997 and shall be placed in the "Open Space Zone (OS-6)" of By-law No. Z1-1997. The zoning of this land shall be shown as "OS-6" on Key Map 2 of Schedule "A" to By-law No. Z1-1997, as amended.
11. That Section 24.4 of By-law No. Z1-1997 is hereby amended by adding the following special provision:
 - 24.4.6 OS-6
 - (a) Location: Part of Lots 15 and 16, Concession 17, Key Map 2
 - (b) Notwithstanding the provisions of Section 24.2.2, the minimum lot frontage requirement shall not apply to those lands zoned "OS-6".
 - (c) All other provisions of By-law No. Z1-1997, as amended, shall apply.
12. Schedule "A", attached hereto, shall form part of this By-law.
13. All other provisions of By-law No. Z1-1997, as amended, shall apply.
14. The Clerk is hereby authorized and directed to proceed with the giving of notice of the passing of this By-law in accordance with the Planning Act, as amended, and to Regulations thereunder.
15. This By-law shall come into force on the day it was passed pursuant to the Planning Act, and to the Regulations thereunder.

Read a first and second time this 27th day of August, 2019.

Read a third and final time this 27th day of August, 2019.

Mayor Al Stratthdee

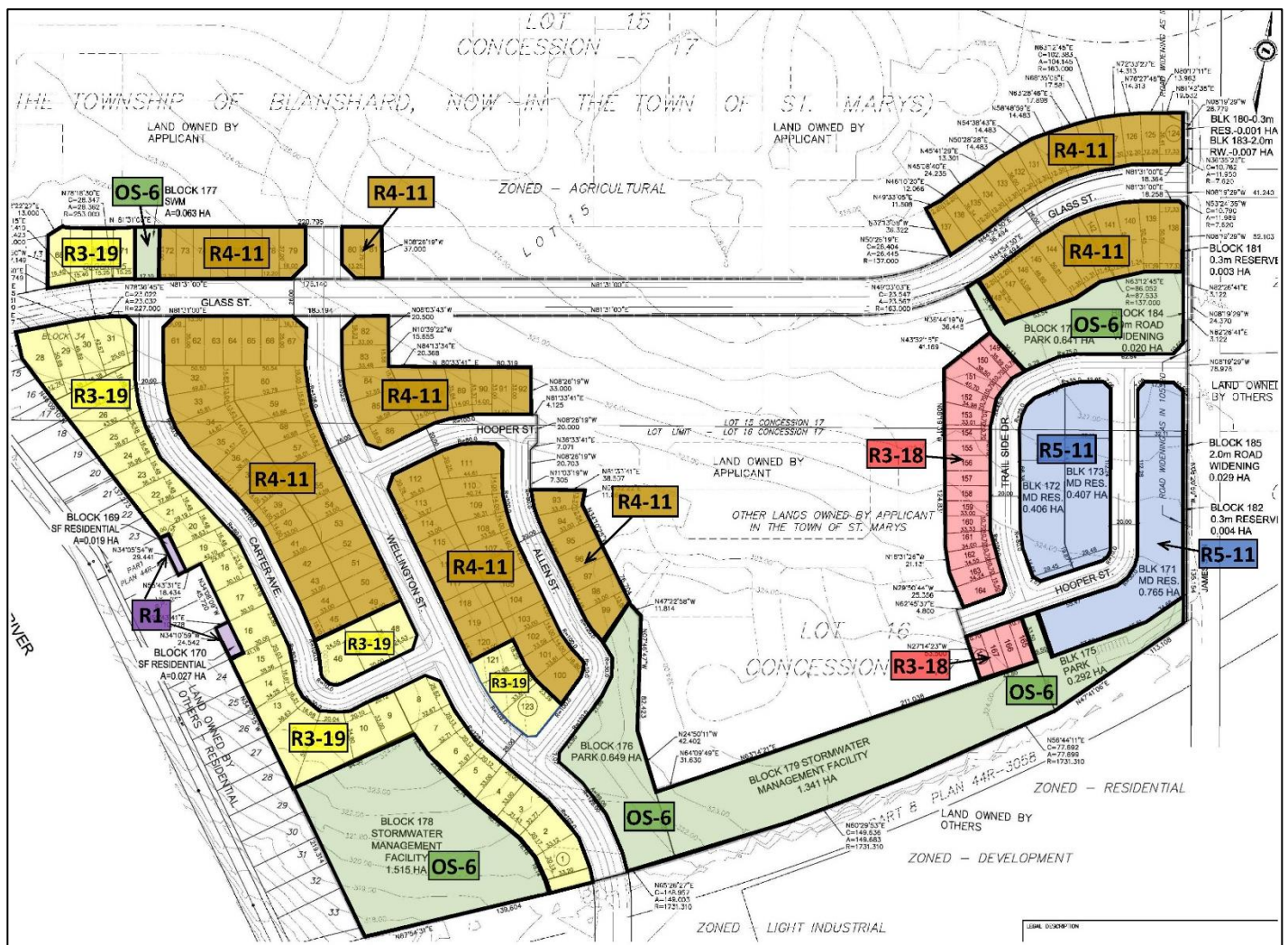
Brent Kittmer, CAO / Clerk

THIS IS SCHEDULE "A"
TO BY-LAW NO. Z134-2019
OF THE CORPORATION OF THE TOWN OF ST. MARYS
PASSED THIS 27th DAY OF AUGUST, 2019

Al Strathdee, Mayor

Brent Kittmer, CAO-Clerk

AREA AFFECTED BY THIS BY-LAW



R1	Removed from "Development Zone (RD)" and placed in "Residential Zone One (R1)"	R4-11	Removed from "Development Zone (RD)" and "Open Space (OS)" and placed in "Residential Zone Four (R4-11)"
R3-18	Removed from "Development Zone (RD)" and "Open Space (OS)" and placed in "Residential Zone Three (R3-18)"	R5-11	Removed from "Development Zone (RD)" and "Open Space (OS)" and placed in "Residential Zone Five (R5-11)"
R3-19	Removed from "Residential Zone Three (R3)" and "Development Zone (RD)" and placed in "Residential Zone Three (R3-19)"	OS-6	Removed from "Development Zone (RD)" and "Open Space (OS)" and placed in "Open Space Zone (OS-6)"

BY-LAW 73-2019

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to amend by-law 95-2018, appointing persons to committees, advisory committees, ad-hoc committees, special purpose committees, boards, commissions and other organizations.

- WHEREAS:** The Council of the Corporation of the Town of St. Marys has the authority under Section 238 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended and Procedure By-law 20 of 2016, to appoint members to advisory committees and boards as deemed appropriate;
- AND WHEREAS:** The Council of the Corporation of the Town of St. Marys deems it expedient to amend by-law 95-2018;
- NOW THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows:
1. That Schedule 4, St. Marys Museum Board, be amended to be known as Museum Advisory Committee and further, that Douglas Craig be removed and [REDACTED] be added.
 2. That Schedule 14, Planning Advisory Committee, be amended to remove Councillor Pridham and replace with Councillor Craigmile.
 3. That Schedule 17, Youth Centre Advisory Board, be repealed in its entirety.
 4. This by-law comes into force and takes effect on the final passing thereof.

Read a first, second and third time and finally passed this 27th day of August, 2019.

Mayor Al Stratthdee

Brent Kittmer, CAO / Clerk

BY-LAW 77-2019

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 August 27, 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;

NOW 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 27th day of August, 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, second and third time and finally passed this 27th day of August, 2019.

Mayor Al Stratheedee

Brent Kittmer, CAO / Clerk