

AGENDA Regular Council Meeting

April 14, 2020 6:00 pm Council Chambers, Town Hall 175 Queen Street East, St. Marys

Pages

1. COVID-19 SCREENING

All persons wishing to attend the meeting will be asked to complete a questionnaire prior to entering Council Chambers. Answering yes to any of the following questions will result in refusal of access to the building:

- 1. Do you have any of the following symptoms: fever / feverish, new or existing cough, or difficulty breathing?
- 2. Have you traveled internationally within the last 14 days (outside Canada) OR attended a gathering of more than 5 people in the last 14 days?
- 3. Have you had close contact with a confirmed or probable COVID-19 case?
- 4. Have you had close contact with a person with acute respiratory illness who has been outside Canada in the last 14 days?
- 2. CALL TO ORDER
- 3. DECLARATIONS OF PECUNIARY INTEREST
- 4. AMENDMENTS AND APPROVAL OF AGENDA

RECOMMENDATION

THAT the April 14, 2020 regular Council meeting agenda be accepted as presented.

5. 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. Public input will be received by formal submission to the Clerk's Department until 5:55 pm on the day of the meeting or in-person at Council Chambers during the meeting.)

6. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

6.1 St. Marys Business Improvement Area re: 2020 BIA budget

RECOMMENDATION

THAT the delegation from the St. Marys Business Improvement Area regarding the 2020 BIA Levy be received; and

THAT Council approve the 2020 BIA Levy; and

THAT the 2020 BIA Levy summarized in Schedule A to By-law 39-2020 be approved.

7. ACCEPTANCE OF MINUTES

7.1 Regular Council - March 24, 2020

RECOMMENDATION

THAT the March 24, 2020 regular Council meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

7.2 Special Council - April 7, 2020

RECOMMENDATION

THAT the April 7, 2020 special Council meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

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8. CORRESPONDENCE

8.1	Randy Pettapiece, MPP re: Communication to Minister of Environment, Conservation and Parks							
	RECOMMENDATION							

THAT the correspondence from Randy Pettapiece, MPP, regarding communication with the Minister of Environment, Conservation and Parks be received.

8.2 Town of Midland re: Financial Aid Plan

36

RECOMMENDATION

THAT the correspondence from the Town of Midland regarding direct payment of federal funds to municipalities be received.

8.3 Upper Thames River Conservation Authority re: 2020 Municipal Levy

38

RECOMMENDATION

THAT the correspondence from Upper Thames River Conservation Authority regarding the 2020 municipal levy be received; and

THAT further to the Town's resolution passed on December 3, 2019 that the 2020 UTRCA total municipal levy include no increases as directed by Minister Yurek on August 16, 2019; and

THAT the Town of St. Marys commence an appeal of the 2020 UTRCA levy to the Mining and Lands Tribunal as provided for in Section 27(8) of the *Conservation Authorities Act*.

9. STAFF REPORTS

9.1 Building and Development Services

	9.1.1	DEV 21-2020 Site Plan Agreement - 188 Queen Street West (Brahmani Inc.)	40
		RECOMMENDATION THAT DEV 21-2020 Site Plan Agreement – 188 Queen Street West (Brahmani Inc.) report be received; and	
		THAT Council approve By-Law 40-2020 authorizing the Mayor and Clerk to sign a Site Plan Agreement between the Town of St. Marys and Brahmani Inc.	
9.2	Commu	nity Services	
	9.2.1	DCS 13-2020 National Volunteer Week	60
		RECOMMENDATION THAT DCS 13-2020 National Volunteer Week report be received for information; and	
		THAT Council proclaim the week of April 19 to 25 th as National Volunteer Week in the Town of St. Marys.	
9.3	Finance		
	9.3.1	FIN 11-2020 Mobility Service One-Time Funding Request	63
		RECOMMENDATION THAT FIN 11-2020 Mobility Service One-Time Funding Request report be received; and	
		THAT Council approve up to \$10,000, from the Provincial Gas Tax reserve fund, of one-time funding to St. Marys and Area Mobility Service for the purchase of a new accessible mini-bus.	

	9.3.2	FIN 12-2020 COVID-19 Community Financial Relief Options	66					
		RECOMMENDATION THAT FIN 12-2020 COVID-19 Community Financial Relief Options report be received; and						
		THAT Council defer the May 28, 2020 interim tax due date to June 30, 2020 for those unable to pay due to financial challenges caused by COVID-19; and						
		THAT Council eliminate the April 1, 2020 fee increases for childcare fees, ice rentals, and animal tags; and						
		THAT Council approve \$300,000 from the Tax Equalization reserve allocated to COVID-19 financial relief programs with a final report outlining the recommended incentives to be delivered on April 28, 2020.						
9.4	CAO and Clerks							
	9.4.1	CAO 21-2020 COVID-19 Pandemic Response: Service Delivery Update and Enforcement Discussion	74					
		RECOMMENDATION THAT CAO 21-2020 COVID-19 Pandemic Response update be received for information; and						
		THAT Council not appoint municipal law enforcement officers to enforce Provincial Emergency Orders.						
COU	NCILLOR	REPORTS						
10.1	10.1 Operational and Board Reports							
	Operat	tional and Board Reports						
	RECO	tional and Board Reports MMENDATION agenda items 9.1.1 to 9.1.6 and 9.2.1 to 9.2.15 be received.						
	RECO	MMENDATION	102					

Municipal Shared Services Committee - Mayor Strathdee,

10.

10.1.3

Coun. Luna

	10.1.4	Huron Perth Public Health - Coun. Luna	
	10.1.5	Spruce Lodge Board - Coun. Luna, Pridham	
	10.1.6	Upper Thames River Conservation Authority	
10.2	Advisory	y and Ad-Hoc Committee Reports	
	10.2.1	Accessibility Advisory Committee - Coun. Hainer	
	10.2.2	Business Improvement Area - Coun. Winter	
	10.2.3	CBHFM - Coun. Edney	119
		February 28, 2020 Minutes	
	10.2.4	Committee of Adjustment	
	10.2.5	Community Policing Advisory Committee - Coun. Winter, Mayor Strathdee	
	10.2.6	Green Committee - Coun. Craigmile	
	10.2.7	Heritage Advisory Committee - Coun. Pridham	
	10.2.8	Huron Perth Healthcare Local Advisory Committee - Coun. Luna	
	10.2.9	Museum Advisory Committee - Coun. Hainer	123
		March 11 Minutes	
		FYI to Council - Recommendation regarding Community Policy and Exhibition Policy to be considered at a future Council meeting when all policies are in final draft form	
	10.2.10	Planning Advisory Committee - Coun. Craigmile, Hainer	
	10.2.11	Recreation and Leisure Advisory Committee - Coun. Pridham	
	10.2.12	Senior Services Advisory Committee - Coun. Winter	
	10.2.13	St. Marys Lincolns Board - Coun. Craigmile	

	10.2.15 Youth Council - Coun. Edney	
11.	EMERGENT OR UNFINISHED BUSINESS	
12.	NOTICES OF MOTION	
13.	BY-LAWS	
	RECOMMENDATION THAT By-Laws 39-2020 and 40-4040 be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.	
	13.1 By-Law 39-2020 BIA Tax Levy	127
	13.2 By-Law 40-2020 Site Plan Agreement with Brahmani Inc.	130
14.	UPCOMING MEETINGS	
	April 21, 2020 - 9:00 am, Strategic Priorities Committee, Council Chambers	
	April 28, 2020 - 6:00 pm, Regular Council, Council Chambers	
15.	CONFIRMATORY BY-LAW	131
	RECOMMENDATION	
	THAT By-Law 41-2020, being a by-law to confirm the proceedings of April 14, 2020 regular Council meeting be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.	
16.	ADJOURNMENT	
	RECOMMENDATION THAT this regular meeting of Council adjourn at pm.	

St. Marys Cement Community Liaison Committee - Coun. Craigmile, Winter

10.2.14

April 8th, 2020

Your Worship and Members of Council,

We trust that this correspondence finds you all well and staying safe during these tumultuous times that we are encountering. Throughout the months of November 2019 to February 2020, inclusive, the BIA Board, with the input of the membership, determined how the 2020 BIA Budget would be presented at the March 6th, 2020 Annual General Meeting. Subsequently, the BIA Board and the membership made a firm resolution to approve the budget as presented at the Annual General Meeting.

In response to recent and immediate economic impact of COVID-19, the BIA held their regular meeting on April 6th. The primary focus was a detailed discussion on whether to impose the 2020 levy for operating purposes. The intent of these discussions was to provide funds in relief of the economic impact that COVID-19 has had on the downtown businesses.

After much consideration with input not only from the Board, but also the membership, a resolution was made that the BIA Board would continue to collect the 2020 levy. However, the 2019 levy would be reimbursed to the building owners using surplus funds from the BIA Bank account to reimburse \$45,000 to downtown businesses. This would be a one-time refund established under the 'COVID-19 Relief Fund' and is evidenced in Appendix B of this package.

At the onset, it was acknowledged that the BIA currently held approximately \$22,000 in surplus funds in the Bank that had not been allocated for operating expenses or capital reserves/projects. Therefore, and to accumulate the necessary \$45,000 for refund under the COVID-19 Relief Fund, the following revisions were made to the 2020 BIA Budget:

Add: Capital Reserve allocation 'COVID-19 Relief Fund', value of \$45,000

Revise: Capital Reserve allocation 'Proposed Projects', value changed from \$15,000 to \$5,000

Remove: Capital Reserve allocation 'Public Art', value of \$20,000

Upon approval of the revised 2020 BIA Budget herein enclosed, the BIA Chair and BIA Treasurer will draft a letter that would go out with these reimbursement cheques requesting, in good faith, that the building owners pass this relief onto their merchant tenants to help reinvigorate the downtown businesses. We as a BIA Board request that His Worship, Mayor Al Strathdee, would also pen his name to this document, and be a contributor to its message.

Stay safe and healthy!

Respectfully,

Landon Hoare – Chair of the BIA

Kyle Burnside – Treasure of the BIA

BIA BUDGET 2020							EMAINING	
			BUDGET		ACTUAL	Un	der Budget	
			2020		2020		ver Budget)	
_	ITEM					10.	er Budget,	Details
_	Revenues			_				
	BIA Levy	\$	45,000.00	\$	-	\$	45,000.00	
	HST Rebate	\$	3,268.00	\$	-	\$	3,268.00	
	Miscellaneous	\$	-	\$	-	\$	-	
	SUBTOTAL:	\$	48,268.00	\$	-	\$	48,268.00	
_	Expenses							
Α	MEMBER SUPPORT & ENGAGEMENT							
	Membership							
	Member Recognition	\$	500.00	\$	-	\$	500.00	
	Member Welcome	\$	500.00	\$	-	\$	500.00	
	Networking Socials	\$	1,000.00	\$		\$	1,000.00	
_	Training & Education							
_	Training & Education	\$	3,000.00	\$	-	\$	3,000.00	
	Social Media	\$	-				·	
	Organizational Capacity	-						
	OBIAA Conference							
	OBIAA Membership	\$	220.00	\$	_	\$	220.00	
	Policies & Procedures	Υ		_		7	220.00	
	Miscellaneous							
_	SUBTOTAL Member Support and Engagement:	\$	5,220.00	\$	_	\$	5,220.00	
	SOBIO IN E INCINSCI SUPPOR UNA ENGAGEMENT	Y	3)223.00	Y		7	3,220.00	
В	IMPROVING PUBLIC SPACE & BEAUTIFICATION	\$	-	\$	_	\$		
_	Flower Baskets		4,500.00	\$	-	\$	4,500.00	
	Christmas Lights Maintenance	_	1,000.00	\$	-	\$	1,000.00	
	Lions Club Flag Replacement		200.00	\$	-	\$	200.00	
_	Public Art Maintenance		3,900.00	\$	-	<i>\$</i>	3,900.00	
_	Banner	_	2,500.00	\$	-	<i>\$</i>	2,500.00	
	Downtown Bench Project	\$	5,000.00	\$	-	\$	5,000.00	
_	SUBTOTAL Improving Public Space and		-					
	Beautification:	\$	17,100.00	\$	-	\$	17,100.00	
_								
С	BRINGING PEOPLE DOWNTOWN							
	Ambassador Program	\$	500.00	\$	-	\$	500.00	
	Marketing & Promotion							
	Advertising	\$	4,000.00	\$	-	\$	4,000.00	
_	Events		-	\$	_	\$	-	
	Meet Me in St. Marys		-	\$	-	\$	_	
_	August 2020 Event		1,865.00	\$	-	\$	1,865.00	
	Christmas Event		6,000.00	\$	-	\$	6,000.00	
_	Hindsight is 2020 (Homecoming)/Heritage Festival		3,000.00	\$	-	\$	3,000.00	
	Tilliusight is 2020 (Homecoming)/Heritage Festival	\$	3,000.00					Ī
_			-		_	5	1.000 00	
	Santa Claus Parade - Sponsorship to Kinsman		1,000.00	\$	-	\$	1,000.00	
		\$	-		-	\$	1,000.00	

	ITEM		BUDGET 2020		ACTUAL 2020		nder Budget ver Budget)	Details
	SUBTOTAL Bringing People Downtown:	\$	16,765.00	Ç	-	\$	16,765.00	
D	RUNNING THE ST. MARYS BIA							
	Running the BIA					,		
	Admin Support		5,000.00			\$	5,000.00	
	Annual General Meeting		605.00			\$	605.00	
	Audit		1,000.00			\$	1,000.00	
	Email/Quadro		300.00			\$	300.00	
	Bank Fees	_	50.00			\$	50.00	
	Office Supplies		400.00			\$	400.00	
	Miscellaneous	\$	300.00			\$	300.00	
	GST/HST	\$	3,300.00			\$	3,300.00	
	SUBTOTAL Running the BIA:	\$	10,955.00	Ç	-	\$	10,955.00	
	GRAND TOTALS:	\$	50,040.00	ζ,	-	\$	50,040.00	_
	Total Levy (Income)	\$	48,268.00	Ş	-	\$	48,268.00	
	Total Expenses	\$	50,040.00	Ş	-	\$	50,040.00	
	Reserve Funds:							
	Remaining in Bank December 2019	\$	87,961.13					
	COVID-19 Relief Fund	\$	(45,000.00)					
	Streetscape Plan (Assets)	\$	(20,000.00)					
	Proposed Project (s)	\$	(5,000.00)		_		_	
	Christmas Lights	\$	(5,000.00)					
	Constitution	\$	(1,000.00)				_	
	Remaining	\$	11,961.13					



MINUTES Regular Council

March 24, 2020 6:00pm Town Hall, Council Chambers

Council Present: Mayor Strathdee (in-person)

Councillor Craigmile (conference line)
Councillor Edney (conference line)
Councillor Luna (conference line)
Councillor Hainer (conference line)
Councillor Pridham (conference line)

Councillor Winter (in-person)

Staff Present: In-Person

Brent Kittmer, CAO / Clerk

Conference Line

Andy Anderson, Director of Emergency Services / Fire Chief

Grant Brouwer, Director of Planning and Development

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. COVID-19 SCREENING

All present in Council Chambers completed the COVID-19 screening and replied no to all questions.

2. CALL TO ORDER

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

3. EMERGENT AMENDMENT TO PROCEDURE BY-LAW

Resolution 2020-03-24-01

Moved By Councillor Winter

Seconded By Councillor Edney

THAT By-Law 36-2020, being a by-law to amend By-Law 20 of 2016, 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

4. DECLARATIONS OF PECUNIARY INTEREST

None.

Mayor Strathdee asked for a moment of silence for those that have lost their lives to COVID-19 virus and those that are fighting to protect citizens from the virus.

5. AMENDMENTS AND APPROVAL OF AGENDA

Councillor Winter withdrew the notice of motion regarding the scattering gardens until further notice.

Councillor Hainer requested that an item be added under emergent business regarding BIA levy and the COVID-19 impact to local business.

Resolution 2020-03-24-02

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT the March 24, 2020 regular Council meeting agenda be accepted as amended.

CARRIED

6. PUBLIC INPUT PERIOD

Mayor Strathdee provided thanks to the staff for their work on the COVID-19 virus and explained the purpose of the Town's declaration of a state of emergency.

Brent Kittmer provided an update on the Town of St. Marys' response to the COVID-19 pandemic.

7. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

7.1 Ontario Clean Water Agency re: Water and Wastewater Reporting

Speaking to Council through the conference system, Renee Hornick and Jackie Mueller presented the fourth quarter water and wastewater report.

Resolution 2020-03-24-03
Moved By Councillor Winter
Seconded By Councillor Luna

THAT the presentation from Ontario Clean Water Agency regarding the fourth quarter water and wastewater reports be received.

CARRIED

8. ACCEPTANCE OF MINUTES

8.1 Regular Council - March 10, 2020

Resolution 2020-03-24-04
Moved By Councillor Pridham
Seconded By Councillor Craigmile

THAT the March 10, 2020 regular Council meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

CARRIED

8.2 Special Council - March 14, 2020

Resolution 2020-03-24-05
Moved By Councillor Edney
Seconded By Councillor Luna

THAT the March 14, 2020 special Council meeting minutes be approved by Council, and signed and sealed by the Mayor and the Clerk.

CARRIED

9. CORRESPONDENCE

9.1 Ministry of Environment, Conservation and Park re: Provincial Day of Action on Litter

Resolution 2020-03-24-06

Moved By Councillor Craigmile
Seconded By Councillor Edney

THAT the Provincial Day of Action on Litter be supported; and

THAT Public Works complete the form identifying the staff contact and the plan be developed with assistance through the Green Committee.

CARRIED

9.2 Kristine Fink re: Latex Allergy

Resolution 2020-03-24-07

Moved By Councillor Luna

Seconded By Councillor Edney

THAT the Town implement a Town wide ban on latex balloons at all future programs and events.

WITHDRAWN

Resolution 2020-03-24-08

Moved By Councillor Luna

Seconded By Councillor Edney

THAT staff investigate the recommendation to ban latex at all Town events.

Resolution 2020-03-24-09

Moved By Councillor Hainer

Seconded By Councillor Luna

THAT resolution 2020-03-24-08 be tabled until staff resources are freed up from the COVID-19 pandemic response.

CARRIED

Resolution 2020-03-24-08

Moved By Councillor Luna

Seconded By Councillor Edney

THAT staff investigate the recommendation to ban latex at all Town events.

TABLED

10. STAFF REPORTS

10.4 Public Works

10.4.4 PW 25-2020 Water System Summary Report for 2019

Mayor Strathdee moved forward this agenda item.

Jed Kelly and Renee Hornick presented PW 25-2020 report and responded to questions to Council.

Resolution 2020-03-24-10

Moved By Councillor Craigmile

Seconded By Councillor Winter

THAT Council receive report PW 25-2020, Water System Summary Report for 2019 as information; and,

THAT Council acknowledge receipt of the 2019 annual summary report for the Town of St. Marys Water Supply and Distribution System.

CARRIED

10.1 Building and Development Services

10.1.1 DEV 12-2020 Site Plan Agreement and Holding Symbol Removal (Z03-2019), 100 Water Street South (McLean Taylor Construction Limited)

Grant Brouwer spoke to DEV 12-2020 report and responded to questions from Council.

Resolution 2020-03-24-11 Moved By Councillor Pridham Seconded By Councillor Luna

THAT DEV 12-2020 report regarding the Applications for Site Plan Approval and Holding Symbol Removal for 100 Water Street South be received; and

THAT Council approve By-Law 33-2020 to authorize the Mayor and Clerk to sign a Site Plan Agreement between the Town of St. Marys and McLean Taylor Construction Limited; and

THAT Council enact Zoning By-law Z135-2020 to remove the Holding "-H" symbols from the property known as 100 Water Street South.

CARRIED

10.2 Corporate Services

10.2.1 COR 05-2020 Intent to Designate 345 Wellington Street S.

Trisha McKibbin spoke to COR 05-2020 report and responded to questions from Council.

Resolution 2020-03-24-12

Moved By Councillor Edney

Seconded By Councillor Pridham

THAT Council proceed to designate the property at 345 Wellington Street South as a place of architectural and historical value in accordance with Section 29, Part IV of the *Ontario Heritage Act*; and

THAT a Notice of Intention to designate the property at 345 Wellington Street South be published and also sent to the owners of the property and to the Ontario Heritage Trust.

CARRIED

10.1 Building and Development Services

10.1.2 DEV 16-2020 - Application for Part Lot Control Lot 32, Registered Plan 44M-70 Meadowridge Subdivision (Phase 2), Town of St. Marys

Grant Brouwer spoke to DEV 16-2020 report and responded to question from Council.

Resolution 2020-03-24-13
Moved By Councillor Craigmile
Seconded By Councillor Luna

THAT DEV 16-2020 regarding the Application for Part Lot Control for Lot 32 of the Meadowridge subdivision (Phase 2) be received; and,

THAT Council approve By-law 32-2020 affecting Lot 32, Registered Plan No. 44M-70 for a one-year period, ending March 24, 2021.

CARRIED

10.3 Finance

10.3.1 FIN 10-2020 Finance Annual Reports

André Morin spoke to FIN 10-2020 report and responded to questions from Council.

Resolution 2020-03-24-14

Moved By Councillor Pridham

Seconded By Councillor Luna

THAT FIN 10-2020 Finance Annual Reports report be received for information.

CARRIED

10.4 Public Works

10.4.1 PW 04-2020 Concrete Contract Renewal

Jed Kelly spoke to PW 04-2020 report and responded to questions from Council.

Resolution 2020-03-24-15
Moved By Councillor Craigmile
Seconded By Councillor Edney

THAT PW 04-2020 Concrete Contract Renewal report be received; and,

THAT Council approve a one year contract extension with 465929 Ontario Ltd. O/A Nicholson Concrete for the Town's various concrete sidewalk and curb works in 2020; and,

THAT By-Law 34-2020 authorizing the Mayor and Clerk to sign the associated agreement be approved.

CARRIED

10.4.2 PW 08-2020 Asphalt Patch Contract Renewal

Jed Kelly spoke to PW 08-2020 report and responded to questions from Council.

Resolution 2020-03-24-16

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT PW 08-2020 Asphalt Patch Contract Renewal report be received; and,

THAT Council approve a one year contract extension with Fraser Asphalt Paving Inc. for the Town's various asphalt patch works in 2020.

10.4.3 PW 22-2020 Award for RFP-PW-01-2020 Vacuum Street Sweeper

Jed Kelly spoke to PW 22-2020 report and responded to questions from Council.

Resolution 2020-03-24-17

Moved By Councillor Winter

Seconded By Councillor Luna

THAT PW 22-2020 Award for RFP-PW-01-2020 Vacuum Street Sweeper report be received; and,

THAT the procurement for one (1) Vacuum Street Sweeper be awarded to Cubex Ltd. for the procured price of \$316,355.43 inclusive of all taxes and contingencies; and,

THAT Council approve By-Law 35-2020 and authorize to send a Purchase Order.

CARRIED

10.5 CAO and Clerks

10.5.1 CAO 20-2020 Pandemic Response and Business Continuity Update

Brent Kittmer spoke to CAO 20-2020 report and responded to questions from Council.

Resolution 2020-03-24-18

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT CAO 20-2020 Pandemic Response and Business Continuity Update report be received; and

THAT, in the event that Council is unable to meet to award a procurement, or in the event a procurement is time sensitive, that the following alternative procurement award approaches be approved:

 Consistent with the procurement by-law, the Director of Finance and/or CAO are authorized to approve up to a \$50,000 sole source, if the budget allocation has been approved in the 2020 budget.

 For purchases in excess of \$50,000, the CAO will have the authority to approve bids/tenders/RFPs when total quoted price is within 10% of allocated budget, provided the method of procurement has followed the purchasing policy.

CARRIED

Resolution 2020-03-24-19
Moved By Councillor Luna
Seconded By Councillor Pridham

THAT effectively immediately, all penalty and interest charges for the Town of St. Marys accounts, including property taxes and water / wastewater charges, will be waived for 30 days; and

THAT staff are directed to prepare a municipal payment deferral program that would be available to those community members who are able to demonstrate financial hardship and impact resulting from the COVID-19 Pandemic.

CARRIED

11. CONSENT AGENDA

Resolution 2020-03-24-20
Moved By Councillor Winter
Seconded By Councillor Luna

THAT agenda items 11.1 to 11.8 be received for information; and

THAT agenda item 11.6 be raised for consideration.

CARRIED

- 11.1 COR 04-2020 March Monthly Report (Corporate Services)
- 11.2 DCS 07-2020 March Monthly Report (Community Services)
- 11.3 DCS 09-2020 Agreement with Huron Perth Lakers AAA Minor Hockey Association
- 11.4 DEV 18-2020 Building and Development Monthly Report (Building and Development)

11.5 FIN 09-2020 - March Monthly Report (Finance)

11.6 HR-03-2020 March Monthly Report (Human Resources)

Resolution 2020-03-24-21

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT Council approves hiring a total of four firefighters which brings the total firefighter complement up to 16 instead of the regular complement of 15.

CARRIED

11.7 PW 26-2020 March Monthly Report (Public Works)

11.8 PW 24-2020 Wastewater Annual Report for 2019

12. NEW BUSINESS

12.1 Notice of Motion - Scattering Garden

Withdrawn by Councillor Winter at this time.

13. EMERGENT OR UNFINISHED BUSINESS

13.1 BIA Levy and the COVID-19 Impacts to Local Businesses

Councillor Winter stated that there was discussion within member of the BIA about various ways the BIA levy could be distributed or amended in 2020 to support businesses.

Councillor Hainer noted that through the discussion of the proposed payment deferral program her concerns had been addressed, and asked staff to include options for businesses in the forthcoming report.

14. NOTICES OF MOTION

None.

15. BY-LAWS

Resolution 2020-03-24-22

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT By-Laws 32-2020, 33-2020, 34-2020, 35-2020 and Z135-2020 be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.

- 15.1 By-Law 32-2020 Part Lot Control Exemption Lot 32 44M-70 Plan Meadowridge (Otten)
- 15.2 By-Law 33-2020 Site Plan Agreement with McLean Taylor Construction Ltd.
- 15.3 By-Law 34-2020 Authorize an Agreement with 465929 Ontario Inc. (Nicholson Concrete) and Amend By-Law 41-2018
- 15.4 By-Law 35-2020 Authorize an Agreement with Cubex Ltd.
- 15.5 Z135-2020 Removal of Holding Symbol 100 Water Street South

16. UPCOMING MEETINGS

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

17. CONFIRMATORY BY-LAW

Resolution 2020-03-24-23

Moved By Councillor Luna

Seconded By Councillor Edney

THAT By-Law 37-2020, being a by-law to confirm the proceedings of March 24, 2020 regular Council meeting 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

18. ADJOURNMENT

Resolution 2020-03-24-24

Moved By Councillor Winter

Seconded By Councillor Pridham

THAT this regular meeting of Council adjourn at 8:20 pm.

		CARRIED
Al Strathdee, Mayor	_	
Brent Kittmer, CAO / Clerk	_	



MINUTES Special Meeting of Council

April 7, 2020 9:00 am Town Hall, Council Chambers

Council Present: Mayor Strathdee (video conference)

Councillor Craigmile (video conference)
Councillor Edney (video conference)
Councillor Luna (teleconference)
Councillor Hainer (video conference)
Councillor Pridham (video conference)

Council Absent: Councillor Winter

Staff Present: Brent Kittmer, CAO / Clerk (in-person)

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 2020-04-07-01

Moved By Councillor Pridham

Seconded By Councillor Luna

THAT the April 7, 2020 special meeting of Council agenda be accepted as presented.

CARRIED

4. CLOSED SESSION

Resolution 2020-04-07-02

Moved By Councillor Craigmile
Seconded By Councillor Edney

THAT Council 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 and employee negotiations.

CARRIED

5. RISE AND REPORT

Resolution 2020-04-07-03

Moved By Councillor Craigmile
Seconded By Councillor Hainer

THAT Council rise from a closed session at 10:10 am.

CARRIED

Mayor Strathdee reported that a closed session was held and one matter was discussed with the KPMG consultant related to municipal modernization interview.

6. UPCOMING MEETINGS

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

7. BY-LAWS

Resolution 2020-04-07-04

Moved By Councillor Hainer

Seconded By Councillor Craigmile

THAT By-Law 38-2020, being a by-law to confirm the proceedings of April 7, 2020 special Council meeting, 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

8. ADJOURNMENT

Resolution 2020-04-07-05

Moved By Councillor Pridham

Seconded By Councillor Hainer

THAT this special meeting of Council adjourn at 10:11 am.

CARRIED

Al Strathdee, Mayor

Brent Kittmer, CAO / Clerk



Queen's Park Toronto, Ontario

March 12, 2020

Hon. Jeff Yurek, MPP
Minister of Environment, Conservation and Parks
College Park 5th Floor
777 Bay St
Toronto, ON M7A 2J3

Dear Minister:

On Wednesday, February 26, I spoke with Mayor Al Strathdee of the Town of St. Marys about his ongoing concerns with the Upper Thames River Conservation Authority (UTRCA).

I want to share the mayor's comments, which he delivered at the UTRCA AGM on February 20. The mayor makes a very compelling case that the UTRCA is not acting in the best interests of the Town of St. Marys or the environment.

Again, we appreciated your time in meeting with Mayor Strathdee and other municipal representatives from our riding on January 27. You will also find enclosed a copy of my email to you following that meeting.

Thank you for your attention to our concerns.

Sincerely,

Randy Pettapiece, MPP Perth-Wellington

Enclosure

c. Brent Kittmer, CAO/Clerk, Town of St. Marys

Good Morning Chair Levin, members of the board, General Manager Wilcox, UTRCA staff, and other stakeholders.

I want to start by speaking to the history of the UTRCA and its relationship with the town of St. Marys. In 1946, the Conservation Authorities Act was passed as an initiative to deal with flooding resulting from decades of deforestation and soil loss on the Province's large watersheds.

After a great deal of discussion, a meeting between representatives of municipalities in the Thames River watershed was held in the upstairs public auditorium of the St. Marys Townhall on August 14th, 1947. This led to the creation of the UTRCA by order-incouncil on Sept. 18th, 1947. The Canada of 1947 was a very different country, with a

population of just over 12million. Today, Canada is a country that has rapidly urbanized and now has a population of almost 38 million.

Historically, there has always been large rural support for the UTRCA. It is my belief that members of the rural community are some of the greatest stewards of the environment. However, my feeling is that the authority of the UTRCA has overgrown its original mandate and its jurisdiction is far too broad.

I sat through the budget meeting last year and was disappointed by the reception given to Mayor Wilhelm of Perth South and felt that his message was misunderstood and patronized. The directors passed off valid concerns. Our concerns were brushed off by one director as an example of how and I quote "people love to dump on conservation authorities". This troubling statement illustrates how the UTRCA is failing to acknowledge the concerns of taxpayers. Remarks like these are unfair and do not lead to positive engagement.

With a ballooning budget comes the need for greater responsibility and transparency. It was clear to me by some of the statements made during the 2019 budget meeting that some of the directors did not understand the full extent of UTRCA operations, the large pool of reserves and assets, and our warning against aggressive growth when relying on precarious provincial funding. This proved to be an unwise decision.

In 2016, the UTRCA budget was \$13,650,000. The proposed 2020 budget pegs it at approximately \$21.5 million. That is an increase of 57 % in 5 budget years. The proposal under the strategic plan is to push that amount to \$24 million. The reality is that this Conservation Authority is growing at a rate of 2 to 3X its peer organizations and has downloaded the cost of this growth to municipalities at several times the rate of inflation. With growth comes a duty of transparency and fiscal responsibility.

I have here a set of business cards I would like to give to you Mr. Chair, with my contact information. I sent an email to each of you, the sitting members of the current UTRCA board of directors, on September 19th, 2019 regarding the treatment of a local

business, concerns our Council has with the operation of the Wildwood Dam and the conduct of your chair. I also personally delivered hard copies for each of you to the front desk of this office. I have not heard a response or explanation from ANY member. This is greatly disappointing, and quite frankly unacceptable. This lack of response does not build trust and illustrates some of the many transparency issues plaguing your organization. Just to be clear, this is a taxpayer funded organization that does not report to the auditor general, is not subject to review by the Ombudsman of Ontario, to my knowledge has no external program audits or performance tests, and does not seem to want to respond to me, the Head of a founding municipal member.

So lets talk about our watershed and the infrastructure squeeze felt by municipalities. Canada's infrastructure deficit is estimated to be over \$150 Billion dollars at present. The Canadian Federation of Municipalities estimates that \$50 Billion alone is required for aging municipal wastewater and water facilities. Municipalities are facing a lack of funding to address critical infrastructure issues. Why is this lack of funding such an important issue?

I'd like to draw your attention to the London Free Press front page article of February 8th 2020. It is reported that in the month of January 2020, 68 million litres of untreated and unfiltered sewage was released into the Thames River. Enough to fill 30 Olympic sized swimming pools. This is not a one-

time event. The average bypass for the City of London has been 165 million litres annually over the last several years. It was announced recently that London is the second fastest growing city in the country. This will put even more pressure on infrastructure deficits.

How will we ever get London to stop using the Thames as its "toilet" during rain events?

The city of London will require \$285 million over the next 20 years to address this problem. How can environmental targets ever be achieved with such serious infrastructure deficits in our communities? Shouldn't municipalities allocate money to the source of many of the infrastructure issues causing pollution problems as

opposed to expensive levies to overgrown conservation authorities? I would gladly support the notion of the Town of St Marys future levy increases being directed to solving the sewage pollution problems of the City of London.

Finally, I would like to reiterate the points laid out in the letter forwarded to you from the Town of St Marys.

- 1) Council agrees that clarity is required from the Province in terms of funding and mandate of the Conservation Authorities.
- 2) Our Council is of the belief that proactive budget management is necessary in today's current political environment. We do not believe that the UTRCA Board has contemplated

- any meaningful level of service level adjustments or budget reductions to prepare for the future.
- 3) Our Council does not agree that the UTRCA is providing a "status quo" budget. The Board is increasing its budget and capacity in order to achieve strategic objectives.
- 4) Finally, Council believes that any levy increase is contrary to the directive of Minister Yurek dated August 16th, 2019. The Town of St Marys is prepared to remit payment of its 2020 levy under this understanding.

Mr. Chairman, I thank you for the opportunity to address the Board this morning.

Hon. Jeff Yurek, MPP Minister of the Environment, Conservation and Parks

Dear Minister:

Thank you for meeting with me and the Mayors and CAOs from Perth South, Perth East, West Perth and St. Marys on January 27.

Municipal representatives did an outstanding job in expressing their concerns about the Upper Thames River Conservation Authority (UTRCA). These concerns included: unsustainable levy increases not based on population growth; delays in approvals for routine municipal responsibilities such municipal drain projects; downloading of funding cuts onto member municipalities; and a general lack of transparency/accountability in UTRCA budget decisions. Taxpayers, inevitably, pay the costs.

Mayor Al Strathdee and Tony Jackson representing St. Marys further outlined their frustration with the UTRCA's increased levys in that they are sitting on millions of dollars of assets. We appreciate your interest in learning more about this.

We appreciate your commitment to hold CAs accountable.

The Mayors, CAOs and representatives attending last week's meeting have shown that they are accountable to their constituents. I am proud to work with them and proud to support his collective action.

Again, thank you for your time and openness to our concerns.

Sincerely,

Randy Pettapiece, MPP

Perth-Wellington Phone: 519-272-0660 Toll-free: 1-800-461-9701 www.pettapiece.ca



The Corporation of the Town of Midland

575 Dominion Avenue Midland, ON L4R 1R2 Phone: 705-526-4275

Fax: 705-526-9971 www.midland.ca

March 23, 2020

By Fax to: 613.941.6900 & Twitter @CanadianPM, @JustinTrudeau

The Right Honourable Justin Trudeau Prime Minister of Canada Langevin Block, Ottawa, Ontario, K1A 0A2

Dear Prime Minister:

Re: Direct Payment of Federal Funds to Municipalities to Waive Property Taxes for the Year 2020 - Financial help to alleviate the suffering from COVID-19 Pandemic

It is trite to repeat the human and financial toll of the COVID-19 Pandemic. Similarly, the commitment of the federal, provincial and municipal governments toward alleviating the suffering of Canadians does not require repeating.

We, at the Town of Midland, in the Province of Ontario, are proposing what we believe to be a simple but effective solution to facilitate the delivery of our common and shared commitment to the financial and psychological well-being of all Canadians.

Proposal:

1. Residential Properties (primary residence only)

- Waive 100% of the 2020 property taxes for all residential properties currently assessed at or below \$ 500,000.00 by each governing provincial property assessment body; and
- b. Waive 50% of the 2020 property taxes for all residential properties currently assessed below \$ 1,000,000.00; and
- c. Waive 25% of the 2020 property taxes for all residential properties currently assessed above \$1,000,000,00.

2. Industrial, Commercial and Farm Properties

- a. Waive 100% of the 2020 property taxes for all; industrial, commercial and farm properties currently assessed at under \$ 10,000,000.00; and
- b. Waive 50% of the property taxes for the year 2020 for all industrial, commercial and farm properties currently assessed between \$10,000,000.00 and \$50,000,000.00; and
- c. Waive 25% of the property taxes for the year 2020 for all industrial, commercial and farm properties assessed above \$50,000,000.00.

3. Federal Transfer Payment to Canadian Municipalities

a. In lieu of the annual municipal property taxes, the Federal Government transfers funds to municipalities across Canada, as a one-time grant.

Advantages of the Proposal:

- 1. Quick and timely relief;
- 2. Direct relief to all Canadian homeowners and the business community;
- 3. Directly protects Canadians who although may be solvent, are unable to easily meet the financial pressures beyond their personal capacity due to COVID-19;
- 4. No additional resources required to assess individual need and delivery of the relief;
- 5. Negligible overhead costs for the disbursement of the relief. In fact, it may cut-down on some of the work for municipal staff; and
- 6. The financial stimulus received from the federal government will come into circulation immediately and will stay in the community.

There are a multitude of other direct and indirect financial and non-financial benefits that will result from the implementation of this proposal. The biggest non-financial impact is that Canadians will see an immediate financial relief respecting the pressures to make their property tax payments and be better positioned to address other essential needs. In turn, removing this added stress will provide some relief to the already strained financial and health systems.

As you are aware, Canadians are entering this time of crisis with a very high amount of house-hold debt and a great deal of financial fragility. Taking this simple step should alleviate some of those pressures. At the same time, it will keep your municipal governments, and school boards primed for continued productivity and forward momentum to address the fallout from COVID-19.

Thanking you in anticipation of a favourable response.

Sincerely,

The Corporation of the Town of Midland

Stewart Strathearn,

Mayor

sstrathearn@midland.ca

Amanpreet Singh Sidhu, Chief Administrative Officer

A. Sidhu

asidhu@midland.ca

C: Town of Midland Council Association of Municipalities of Ontario Province of Ontario



Thames
Canadian Heritage River

"Inspiring a Healthy Environment"

March 26, 2020

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

Attention: Brent Kittmer, CAO/Clerk

Dear Mr. Kittmer:

The Upper Thames River Conservation Authority (UTRCA) hosted its Annual General Meeting on February 20, 2020. As part of this meeting the Board of Directors approved the 2020 Budget which includes revenue generated from municipal levy as authorized under the *Conservation Authorities Act*. This notice and levy invoice is being provided via registered mail to the Clerk of each member municipality and stipulates the amount of levy owing for 2020 along with the basis for levy apportionment.

Conservation Authority levies are apportioned to their member municipalities based on relative benefits received. Apportionment of the municipal levy for 2020 has been established in accordance with the formula set forth in Ontario Regulation 670/00 which assesses benefit pursuant to the modified current value assessment of each municipality. A second method of apportionment is used for much of the flood control section of the levy which considers benefits received from the flood control structure itself (e.g., Wildwood Dam) rather than using current value assessment. Apportionment values are detailed in the 2020 UTRCA Municipal Levy table at the back of the budget document.

The UTRCA's Board of Directors approved two resolutions regarding the budget (see below). The first approves an overall operating budget of \$15.8 million. The second approves capital expenditures of approximately \$6 million. Note that municipal levy is only a proportion of these total amounts:

1. That the UTRCA Board of Directors approve the 2020 Draft Operating Budget under Section 27 of the Conservation Authorities Act in the amount of \$15,890,487 and that staff be directed to circulate the Approved Budget to member municipalities as part of the required 30 day review period. Please note the 2020 new levy component of the operating budget of \$5,608,688 will be apportioned to member municipalities based on a general levy formula as developed by the Ontario Ministry of Natural Resources and Forestry using Current Value Assessment data from the Municipal Property Assessment Corporation and by Special Benefitting Percentages for structure operations.

UPPER THAMES RIVER

London, Ontario N5V 5B9 Canada Phone: (519) 451-2800 Fax: (519) 451-1188

1424 Clarke Road

Date
Mar 26, 2020
Document Number
IN0006807

CONSERVATION AUTHORITY

Invoice

Sold TOWN OF ST. MARYS

o: BOX 998

175 QUEEN STREET ST. MARYS, ON N4X 1B6

Attn: BRENT KITTMER, CAO/CLERK

Customer No.	Ordered by	HST#	Terms
STMARY		108163361 RT0001	NET30

Account No.	Description/Comme	ents	Am	ount
2362	RE: GENERAL & OPERATING LEVY			58,556.00
2362	RE: DAM & FLOOD CONTROL LEVY		1	28,160.00
2362	RE: PROVINCIAL TRANSFER PAYMENT RECOVER	Υ		3,451.00
2362	RE: ENVIRONMENTAL TARGETS - YEAR 4			1,132.00
2362	RE: CAPITAL MAINTENANCE LEVY			2,586.00
2362	RE: FLOOD CONTROL CAPITAL LEVY - WILDWOOI	D DAM, ST. MARYS FLOODWALL		50,000.00
ž.				
8				
		0.14.4.11.5		440.005.00
A service charge	of 2% per month will be added to overdue	Subtotal before taxes H.S.T.		143,885.00 0.00
the address at the top transfers. Please co	all your cheque, noting your invoice number, to of the invoice. We also accept EFT and email ontact Denise Quick at extension 231 for more ation on those payment options.	Amount due		143,885.00
			Pag	je 39 of 13



FORMAL REPORT

To: Mayor Strathdee and Members of Council

Prepared by: Grant Brouwer, Director of Building and Development

Date of Meeting: 14 April 2020

Subject: DEV 21-2020 Site Plan Agreement – 188 Queen Street West (C.)

PURPOSE

The purpose of this report is to present a Site Plan Application for 188 Queen Street West and provide a recommendation to Council to approve a Site Plan Agreement.

RECOMMENDATION

THAT DEV 21-2020 Site Plan Agreement – 188 Queen Street West (Brahmani Inc.) report be received; and

THAT Council approve By-Law 40-2020 authorizing the Mayor and Clerk to sign a Site Plan Agreement between the Town of St. Marys and Brahmani Inc.

BACKGROUND

Section 41 of the *Planning Act* provides municipalities with the authority to require and approve plans and other supporting information / studies prior to development proceeding. In accordance with Section 41(2) of the *Act*, the Town passed By-law 111-2019 to designate all of St. Marys as a site plan control area.

Brahmani Inc. (Owner) submitted a pre-consultation request to the Town in late 2019 to develop 188 Queen Street West. Since the pre-consultation request, Town staff have followed the Town's site plan review process as detailed in DEV 61-2019 – Site Plan Approval Process Review. During the review process the Owners have consulted with staff and have drafted a site plan for Council's consideration.

REPORT

The subject property is located on the south side of Queen Street West, between Salina Street South to the west and Ontario Street South to the east. The property is approximately 0.099 hectares in size, with 21.69 metres of frontage along Queen Street West.

The subject property is zoned "Special Commercial Zone Four – C4-1" in the Town of St. Marys Zoning By-law Z1-1997, as amended. The current zoning permits commercial units in the lower level of the building, and residential units to the rear of the building and in the upper portion of the building.

The Owner is proposing a development that complies with the C4-1 zoning. The proposed building is two-storeys, with one commercial unit and two residential units on the lower floor, and four residential units on the upper portion of the building. Each residential unit includes two bedrooms, with a washroom facility for each bedroom. The proposed site plan includes 10 parking spaces including an accessible parking spot (8 for residential use, and 2 for commercial use).

The Site Plan Application was reviewed by relevant Town staff and a Site Plan Agreement has been prepared to ensure the development is completed and maintained in accordance with the proposed plans and other Town requirements. The Owner has agreed to the terms and conditions of the Site Plan Agreement (copy attached to this report).

FINANCIAL IMPLICATIONS

Not applicable.

SUMMARY

It is recommended that Council authorize the Mayor and Clerk to enter into the proposed Site Plan Agreement with the Owner of the subject property.

STRATEGIC PLAN

- □ Not applicable to this report.
- This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
 - Pillar #6 Housing Attainable Housing & mixed-use 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.
 - Tactic(s): Encourage businesses to convert second-storey spaces into rentals.
 - Tactic(s): Investigate the prospect of medium density housing in the downtown and surrounding areas (infill and new development spaces: "building in and building up").

OTHERS CONSULTED

Town of St. Marys Development Team

ATTACHMENTS

Attachment 1 – Proposed Site Plan Attachment 2 – Site Plan Agreement

REVIEWED BY

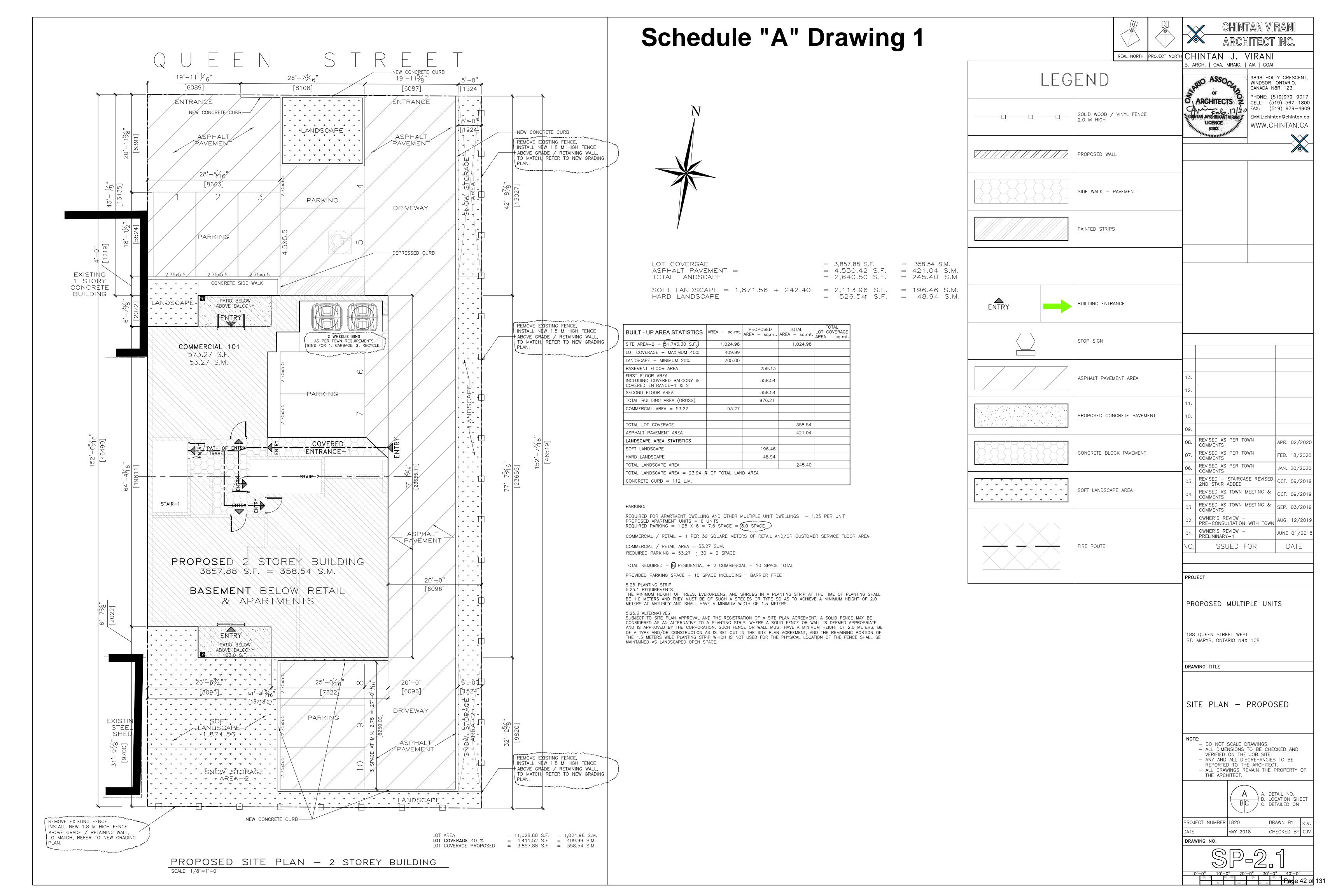
Recommended by the Department

Grant Brouwer

Director of Building and Development

Recommended by the CAO

Brent Kittmer CAO / Clerk



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

THIS AGREEMENT made this	day of	, 2020.

BETWEEN:

THE CORPORATION OF THE TOWN OF ST. MARYS

(Hereinafter called the "Town")

OF THE FIRST PART AND:

BRAHMANI INC.

(Hereinafter called the "Owner")

OF THE SECOND PART

WHEREAS the Owner is the owner of the lands described as Lot 14, Plan 207 St.

Marys, Part Lot 15 South side Queen St. Plan 207 St. Marys, hereto being PIN 532410052 (LT) all in the Registry Office for the Land Titles Division of Perth (No. 44)

(hereinafter referred to as the "Lands").

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

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

AND WHEREAS this Agreement shall be registered against "the lands" to this Agreement and the Town is entitled to enforce the provisions thereof against the

Owner and, subject to the provisions of the Registry Act and the Land Titles Act, any and all subsequent owners of the land, in accordance with subsection 10 of Section 41 of the Planning Act, R.S.O. 1990;

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

1. The Owner Agrees:

- a. That all buildings and structures to be erected on the Lands shall be located in accordance with the building locations as shown on the Site
 Plan attached hereto as part of Schedule "A";
- b. That if required, private utilities utility services including sanitary sewers and appurtenances, storm sewers and approved storm water management, and water main and appurtenances, as shown on the drawings attached hereto as part of Schedule "A", shall be maintained by the Owner at its expense on an ongoing basis;
- c. That, if required, all municipal utility services to the property line including sanitary sewers and appurtenances, storm sewers and approved storm water management, and water main and appurtenances shall be installed under the authority and supervision of the Town of St. Marys. Utility service installations shall be facilitated by the Town, at the request of the proponent. The proponent shall be

- responsible for any and all costs associated with the required utility services. Utility services shall be installed and maintained in accordance with the drawings attached hereto as part of Schedule "A";
- d. That all necessary provisions for any service connections of the Lands shall be made to the satisfaction of the Town;
- e. That access to and from the Lands shall be designed and constructed at the sole risk and expense of the Owner and shall be located and constructed as shown on the drawings attached hereto as Schedule "A";
- f. That the internal driveways, vehicle parking areas, vehicle maneuvering areas and pedestrian walkways shall be designed and constructed at the sole risk and expense of the Owner and shall be located and constructed as shown on the drawings attached hereto as part of Schedule "A";
- g. That landscaping shall be provided in accordance with the drawings attached hereto as part of Schedule "A". All landscape materials shall be maintained by the Owner on an ongoing basis;
- h. That erosion and sediment controls shall be provided for the site during construction to the satisfaction of the Town;
- That final grades and elevations shall be established to the satisfaction of the Town and shall be in accordance with the drawings attached hereto as part of Schedule "A";
- j. That all lighting facilities to be used and/or provided shall be as shown on the drawings attached hereto as part of Schedule "A" and shall be of

- a type, location, height, intensity and design to ensure illumination shall not flare onto any adjacent or abutting properties and further to this shall be suitably located and deflected in order to prevent negative impacts on abutting or adjacent properties;
- k. That all hydro cables be located underground on the Lands;
- That snow storage shall be on the property as shown on the drawings attached hereto as part of Schedule "A";
- m. That the development on the Lands including but limited to driveways, buildings, structures, paved areas, landscaping and lot grading shall be maintained at the sole risk and expense of the Owner on an ongoing basis;
- n. That any and all development on the Lands shall be to Town standards and the provisions of the Town's Zoning By-law in effect at the time of development;
- o. That all uses on the Lands and within the buildings on the Lands shall be in accordance with the provisions of the Town's Zoning By-law Z1-1997, as amended.
- 2. Schedule "A" consists of the following drawings:
 - a. Site Plan (SP-2.1) prepared by Chintan Virani Architect Inc. dated June1, 2018 and revised on April 2, 2020;
 - b. Landscape Plan (LA-1) prepared by Bezaire Partners dated April 2020;
 - c. Sediment and Erosion, Site Servicing and Lot Grading Plans (C1.1)
 prepared by D.C. McCloskey Engineering Ltd. dated March 12, 2020
 and revised on April 2, 2020;

- Schedule "A", as described in paragraph 2 above and attached hereto shall form part of this Agreement.
- 4. The Owner shall enter into a separate agreement for electricity with Festival Hydro Inc.
- 5. Entrances to buildings shall be kept clear of any obstructions including snow accumulation at the responsibility of the Owner.
- 6. The Owner shall be responsible for the cost of any signage and the installation of said signage required for this site.
- 7. The Owner agrees that the abutting street to be used for access during construction shall be kept in good and usable condition during the said construction and all necessary care will be taken to see that mud and soil is not tracked or pulled onto any public street or sidewalks. If damaged or muddied, such streets or sidewalks shall be restored and/or cleaned up by the Owner at his own expense. The Owner acknowledges that they have the responsibility to correct or clean muddied streets used for access during construction. If the Owner fails to complete said work, then the provision of paragraph 10 of this Agreement shall apply.
- 8. Minor adjustments to the requirements of this Site Plan Agreement may be made subject to the approval of the Town provided that the spirit and intent of the Agreement is maintained. Such minor adjustments shall not require an amendment to this Agreement; however, the written approval of the Town is required before such minor adjustments can be made.
- Nothing in this Agreement constitutes a wavier of the obligation of the Owner to comply with the Zoning By-law of the Town, Ontario Building Code or any

- other By-laws of the Town or any restrictions or regulations lawfully imposed by any other authorities having jurisdiction in connection therewith.
- 10. In the event of the failure by the Owner to comply with any of the provisions of this Agreement, the Town, its servants or agents, on seven (7) days' notice in writing to the Owner of its intention and forthwith if the failure is deemed an emergency, or poses a risk to the safety of the public or environment, the Town shall rectify the issue without seven (7) days notice and shall recover the expense incurred by the Town in a like manner as municipal taxes.
- 11. The Owner agrees to deposit with the Town a refundable security deposit in the amount of Fifteen Thousand Dollars (\$15,000.00) at the time of application for a building permit so as to ensure due performance of the requirements of this Agreement and to repair damaged public services including curb, road and sidewalk. The security deposit shall be refunded without interest or penalty when the Owner's architect provides a certificate to the Town that the conditions of this Agreement have been completed and any damaged public services have been repaired to the satisfaction of the Town.

Furthermore, the Owner agrees to deposit with the Town, at the time of application for building permit, a refundable security deposit in the amount of Five Thousand Dollars (\$5,000.00) for landscaping as outlined in this Agreement and as shown on the drawings attached hereto as Schedule "A". The security deposit shall be refunded without interest or penalty when the Owner's landscape architect or engineer provides a certificate to the Town that the landscaping, for which the deposit covered, has been completed in accordance with this agreement.

12. If any notice is required to be given by the Town to the Owner in respect to this Agreement, such notice shall be sent by registered mail, registered courier or delivered personally by the Town employee or its agent to:

Brahmani Inc.

599 Erie Stree

Stratford, ON N5A 2N9

Attn: Babubhai Patel & Jagdishbhai Patel

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

- 13. Any provision of this Agreement which is prohibited or unenforceable shall be ineffective to the extent of such prohibition or unenforceability and shall be severed from the balance of this Agreement, all without affecting the remaining provisions of this Agreement.
- 14. This Agreement shall be registered against the Lands by the Town and all costs associated with the said registration shall be the responsibility of the Owner. The covenants, agreements, conditions, and understandings herein contained on the part of the Owner shall run with the Lands and shall ensure to the benefit of and be binding upon the parties hereto and their respective successors, heirs, executors, administrators and assigns.
- 15. Execution of this Agreement shall be deemed to be authorization by all Parties to legal counsel for the Town to register same in the appropriate Land Titles

 Office without further written authorization.

- 16. The failure of a Party at any time to require performance by the other Party of any obligation under this Agreement shall in no way affect the first Party's right thereafter to enforce such obligation, nor shall any such waiver be taken or held to be a waiver of the performance of the same or any other obligation hereunder at any later time.
- 17. The Parties hereto covenant and agree that at all times and from time to time hereafter upon every reasonable written request so to do, they shall make, execute, deliver or cause to be made, done, executed and delivered, all such further, acts, deeds, assurances and things as may be required for more effectively implementing and carrying out the true intent and meaning of this Agreement including any amendments to this Agreement required to effect the registration of this Agreement.
- 18. The Parties here to acknowledge and agree that this Agreement is further to and does not remove any of the Owner's obligations under any prior Agreements.
- 19. The Owner agrees on behalf of itself and its heirs, executors, administrators, successors and assigns to indemnify the Town from all losses damages, costs, changes and expenses which may be claimed or recovered against the Town by any person or persons arising either directly or indirectly as a result of any action taken by the Owner pursuant to this Agreement.
- 20. The Owner hereby covenants and agrees to save harmless the Town from any loss whatsoever arising out of or pursuant to the execution of this Agreement and the issuing of a building permit whether final or conditional for any construction on the Lands. This indemnification shall apply to all claims,

- demands, costs and expenses in respect to the development of the Lands as set out in this Agreement.
- 21. The Owner hereby covenants and agrees to save harmless the Town from any loss whatsoever arising out of or pursuant to the execution of this Agreement and the issuing of a building permit whether final or conditional for any construction on the Lands. This indemnification shall apply to all claims, demands, costs and expenses in respect to the development of the Lands as set out in this Agreement.

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

BRAHMANI INC.

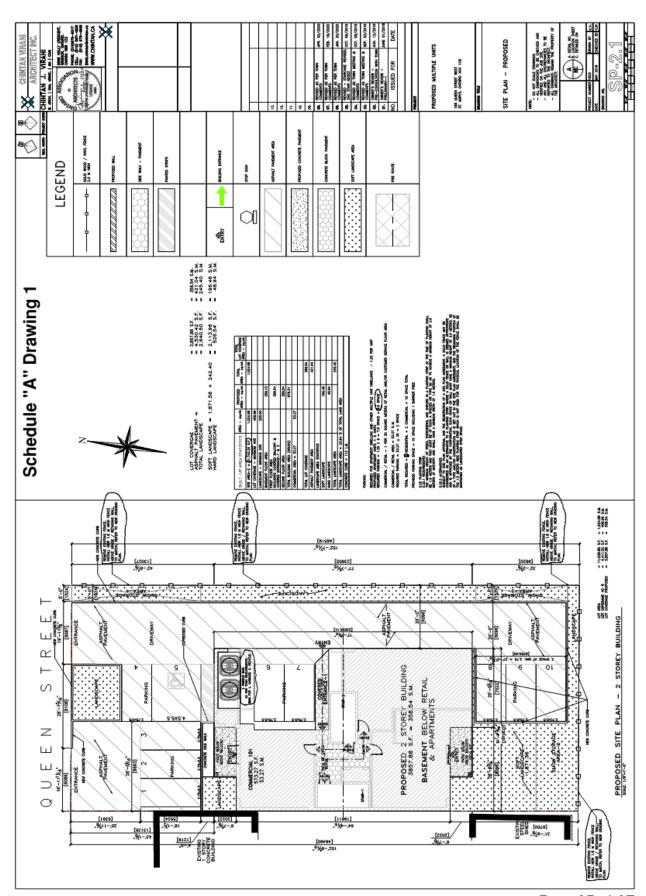
Per:	
	Babubhai Patel
Per·	
	Jagdishbhai Patel
	(We have the authority to bind the Corporation)
	THE CORPORATION OF THE TOWN OF ST. MARYS
Per:	
	Mayor: Al Strathdee
Per:	
	CAO/Clerk: Brent Kittmer
	(We have the authority to bind the Corporation)

NOTES TO SPA

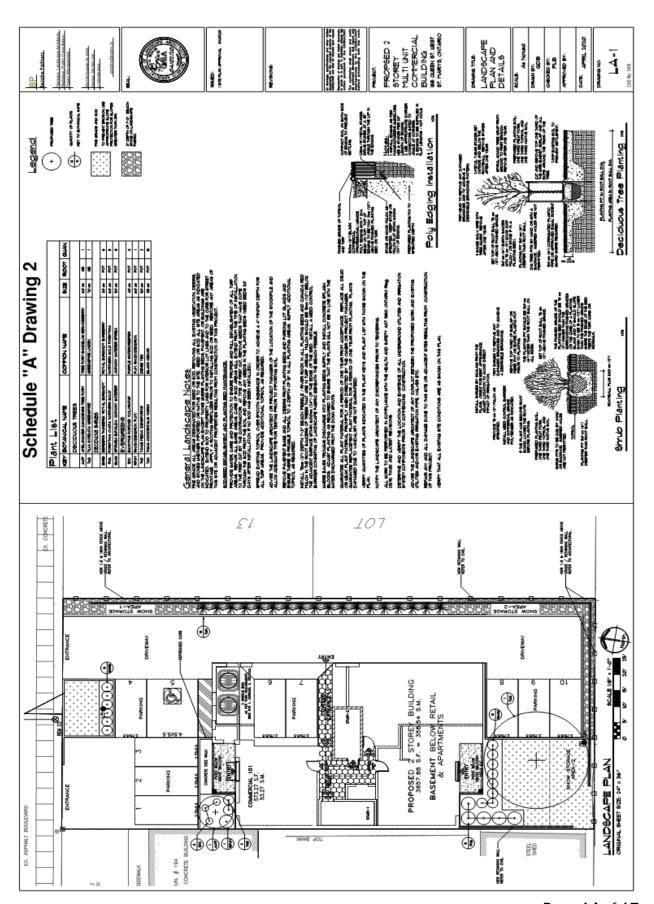
- It is the Owner's responsibility to fulfill the obligations contained in this Site
 Plan Agreement. It is also the Owner's responsibility to submit a request for the
 refund of deposits in writing when all the work has been completed to the
 standards of this Site Plan Agreement.
- The Owner shall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

Schedule "A" - Drawings

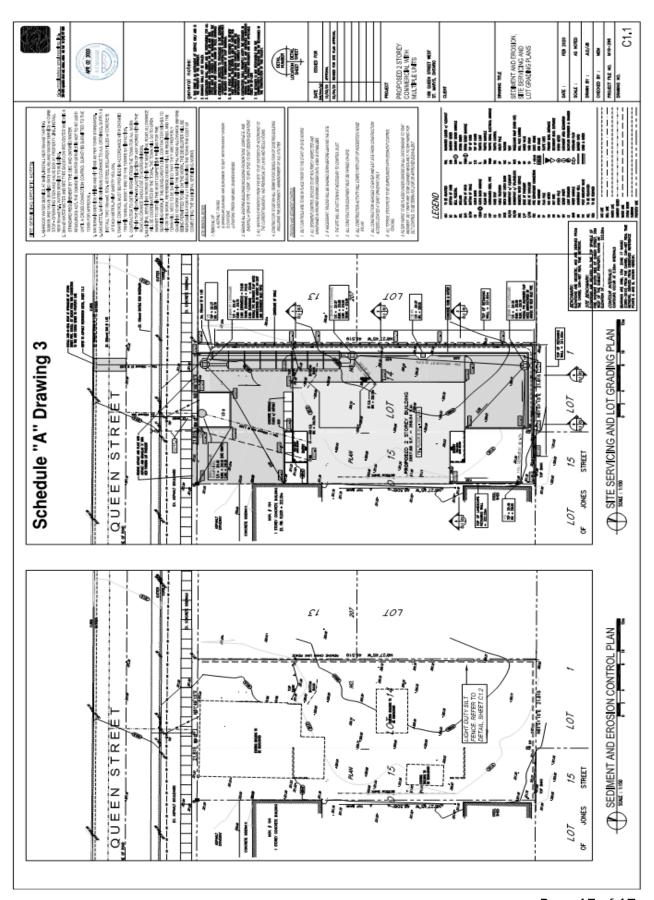
Attach Drawings 1,2,3,4,5



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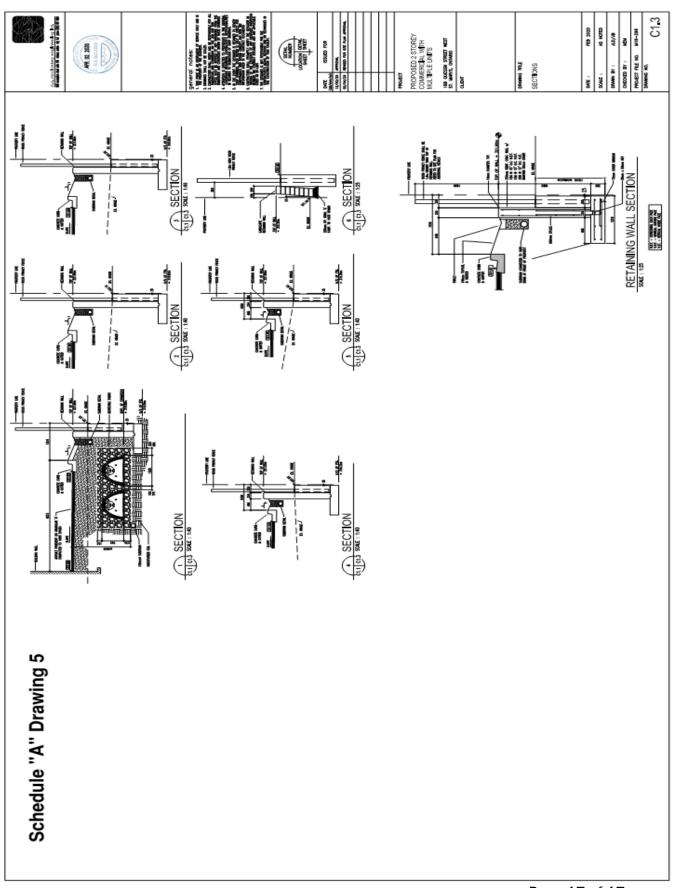


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FORMAL REPORT

To: Mayor Strathdee and Members of Council

Prepared by: Jenny Mikita, Senior Services Supervisor

Date of Meeting: 14 April 2020

Subject: DCS 13-2020 National Volunteer Week

PURPOSE

National volunteer week offers the opportunity to celebrate the vibrancy and impact of volunteerism in our community and across the entire country. This report presents to Council information on National Volunteer week in Canada and offers an outlet to formally recognize the contributions of volunteers in the Town of St. Marys.

RECOMMENDATION

THAT DCS 13-2020 National Volunteer Week report be received for information; and

THAT Council proclaim the week of April 19 to 25th as National Volunteer Week in the Town of St. Marys.

BACKGROUND

The Town of St. Marys is fortunate to have great volunteers who strengthen the fabric of our community, making St. Marys a vibrant and booming, rich in heritage and full of service community. Every day community groups, volunteer associations and individuals give their time freely to make St. Marys a strong community. Recognizing the efforts of volunteers by proclaiming Volunteer Week validates the support the Town has for those that give of their time freely.

REPORT

Each year during the month of April communities across Canada set aside one week to celebrate the contributions of volunteers in Canada. National Volunteer Week is a time to celebrate and thank those that give so much. On a local level, National Volunteer Week gives municipalities the opportunity to formally recognize the support of those who give their time willingly for the betterment of the community.

Volunteering is often seen as a selfless act; a person gives their time, skills, experience and passion to help others, without expecting anything in return. Volunteers give countless hours; raising thousands of dollars to support the needs if the community, they care and support the independence of the aging, provide counselling and support services to many, and they act as youth leaders, program facilitators and coaches, to name only a few.

April 19 - 25, 2020 is National Volunteer Week. This year's theme is: "It's time to applaud this country's volunteers". No truer statement can be made as we witness the efforts of volunteers in our community and across the world as we work together to support the needs of family, friends, neighbours and complete strangers during trying times.

FINANCIAL IMPLICATIONS

None

SUMMARY

Every day, citizens of St. Marys voluntarily give their time and talents to various initiatives and organizations. They give their time freely and with no expectation of monetary rewards. By proclaiming April 19 - 25, 2020 as National Volunteer Week, St. Marys is paying tribute to the efforts put forth.

STRATEGIC PLAN

Not applicable to this report.

OTHERS CONSULTED

Volunteer Canada

ATTACHMENTS

Volunteer Proclamation

REVIEWED BY

Recommended by the Department

Jenny Mikita

Senior Services Supervisor

Stephanie Ische

Director of Community Services

Recommended by the CAO

Brent Kittmer

CAO / Clerk



Mayoral Proclamation Template

WHEREAS, 12.7 million Canadian volunteers give their time to help others, contributing close to 2 billion volunteer hours per year; and

WHEREAS, volunteers in *St. Marys* mentor our children, feed our hungry, comfort our lonely, beautify our green spaces, and fundraise for our charitable organizations; and

WHEREAS, *St. Marys* volunteers are young, old, families, workers, retirees, men and women of all ages and backgrounds; and

WHEREAS, the collective result of the work done by our town's volunteers is so that *St. Marys is* a more desirable place to live; and

WHEREAS, volunteer facilitate programs, mentor youth, provide support to seniors; and support our local events; and

WHEREAS, organizations in *St. Marys* that rely on volunteers include such fundamental organizations as our *Local Festivals and Market, Minor Sports, Community Health Services and local hospital to name only a few*; and

WHEREAS, volunteers play a critical role in the growth and sustainability of our community;

NOW, THEREFORE, I, Al Strathdee, Mayor of the Town of St. Marys, do hereby proclaim April 19 to 25, 2020, as National Volunteer Week, and urge my fellow citizens to recognize the crucial role played by volunteers in our community.





FORMAL REPORT

To: Mayor Strathdee and Members of Council

Prepared by: André Morin, Director of Finance / Treasurer

Date of Meeting: 14 April 2020

Subject: FIN 11-2020 Mobility Service One-Time Funding Request

PURPOSE

For Town Council to consider a request for one-time funding for the purchase of a new accessible minibus; the funding is being requested to come from the Provincial Gas Tax funding.

RECOMMENDATION

THAT FIN 11-2020 Mobility Service One-Time Funding Request report be received; and

THAT Council approve up to \$10,000, from the Provincial Gas Tax reserve fund, of one-time funding to St. Marys and Area Mobility Service for the purchase of a new accessible mini-bus.

BACKGROUND

The Town of St. Marys administers annual Provincial Gas Tax funding received on behalf of the Town of St. Marys, Municipality of Perth South, Municipality of Zorra, and Municipality of Thames Centre. Each Municipality provides annual operating funding to the mobility service; along with an \$80,000 operating transfer from the Provincial Gas Tax funding held by St. Marys.

2019 operating funds by Municipality;

\$16,521
\$ 2,600
\$ 1,000
\$ 1,000

In 2019, the Town of St. Marys received \$121,907 from Provincial Gas Tax and at the end of 2019, the Provincial Gas Tax reserve fund has a balance of approximately \$148,000. The excess Provincial Gas Tax funds have been historically dedicated to mobility capital purchases.

REPORT

The St. Marys and Area Mobility service has been approved for a grant of \$200,000 from the South West LHIN to purchase a new accessible mini-bus. The anticipated cost of the vehicle has increased recently due to current economic downturn and higher Canadian exchange rates; as such, it is expected to have a net cost of approximately \$210,000. In order to move forward, the St. Marys and Area Mobility service is requesting one-time funding not to exceed \$10,000 from the Provincial Gas Tax reserve fund.

The request is consistent with the intent of the reserve fund and the reserve fund has adequate funds available, with an increase in provincial funding expected in 2020. Staff recommends to support this request.

FINANCIAL IMPLICATIONS

Up to \$10,000 allocated from the Provincial Gas Tax reserve fund. The reserve fund has an approximate balance of \$148,000 at the end of 2019 and is expected to have a balance of \$230,000 by the end of 2020.

SUMMARY

The St. Marys and Area Mobility service has received \$200,000 in grant funding and is requesting up to \$10,000 from the Town's Provincial Gas Tax funding to cover the balance of the purchase for a new mobility bus.

STRATEGIC PLAN

Not applicable to this report.

OTHERS CONSULTED

Director of Community Service
St. Marys and Area Mobility Service

ATTACHMENTS

Request letter from St. Marys and Area Mobility Service

REVIEWED BY

Recommended by the Department

Andre Morin

Director of Finance / Treasurer

Recommended by the CAO

Brent Kittmer CAO / Clerk





317 James St. S., P.O. Box 2918, St. Marys, ON, N4X 1A6 Phone: 519-284-4010 Fax: 519-284-0261 mobility@town.stmarys.on.ca

Re: 2020 One-Time Funding Request

To Andre Morin (Town of St Marys Council),

I write to you today to formally request the support of the Town of St Marys in purchasing a new vehicle for St Marys and Area Mobility Service. We are requesting one-time financial support, through Gas Tax funding, totaling no more than \$10,000.

In March 2020, St Marys Mobility was notified by the South West LHIN that our request for one-time funding had been approved, and that \$200,000 would be allocated to our service for the purchase of a new accessible mini-bus. Due to the economic impact of COVID-19, the overall cost of this vehicle has increased beyond this amount since the time of our original application for LHIN funding in February 2020.

We ask at this time that the Town of St Marys Council consider approving the one-time use of Gas Tax funding (up to \$10,000) to cover the additional cost of adding to the St Marys Mobility fleet. This new addition will allow our growing operation to continue providing transportation support to individuals living in our community. In 2019 St Marys Mobility provided over 13000 trips for seniors and people with disabilities in our local area. Rides to medical appointments, Adult Day Programs, social events and shopping and errands all support the independence and wellbeing of our community.

I would like to thank St Marys Town Council for their generous support each year, and look forward to exploring the opportunity to continue working together to build a stronger, more accessible community for all who live here. Should you require any additional information, I encourage you to reach out to the mobility office via telephone or email. We look forward to discussing this opportunity further.

Regards,

Lauren Beer

Manager, St Marys & Area Mobility Service



FORMAL REPORT

To: Mayor Strathdee and Members of Council

Prepared by: André Morin, Director of Finance / Treasurer

Date of Meeting: 14 April 2020

Subject: FIN 12-2020 COVID-19 Community Financial Relief Options

PURPOSE

To provide Council with a list of options to consider in an effort to reduce the impact of the COVID-19 pandemic on community members and businesses. There are a few items that staff are recommending Council approve immediately below. For the remainder of the options listed at the end of this report, it is staff's goal that Council will discuss the options, but not provide final approval at this time, on April 14th to create a shortlist for final review. Further analysis will be conducted on the short-listed options with a final report to be presented for approval on April 28, 2020.

RECOMMENDATION

THAT FIN 12-2020 COVID-19 Community Financial Relief Options report be received; and

THAT Council defer the May 28, 2020 interim tax due date to June 30, 2020 for those unable to pay due to financial challenges caused by COVID-19; and

THAT Council eliminate the April 1, 2020 fee increases for childcare fees, ice rentals, and animal tags; and

THAT Council approve \$300,000 from the Tax Equalization reserve allocated to COVID-19 financial relief programs with a final report outlining the recommended incentives to be delivered on April 28, 2020.

BACKGROUND

On March 24, 2020, Council passed a motion to waive penalty and interest on all accounts for 30 days and directed staff to review options and prepare a payment deferral program.

The Federal and Provincial governments have been making almost daily announcements with how they are going to be assisting people and businesses through this pandemic. There have been a number of announcements to assist municipalities as well, for example:

- Deferral of the 2020 Assessment update therefore, 2021 assessments will be based on the same assessments as 2020
- Deferral of the June and September Education tax payments by 3 months
- Financial supports for Health units and Social Services

It is important for the Town to align its assistance with the programs available from other government agencies.

REPORT

The estimated costs of the COVID-19 pandemic based on an 8 week (May 10, 2020) planning period are summarized below. These costs are estimates only and will continue to be monitored and updated on a weekly basis as new information becomes available.

Estimated Operating cost reductions from closing programs and facilities	-\$222,650
Lost budgeted revenue	\$286,375
COVID-19 unbudgeted costs	\$46,000
Estimated COVID-19 Financial Relief	\$300,000
TOTAL Estimated Net Costs	\$409,725

^{*}This does not include any indirect 2021 cost implications

The financial impact from our partners (Huron Perth Public Health, Stratford Social Services, Spruce Lodge, and County Emergency Medical Services) are still unknown.

Several options have been produced for Council to consider in assisting the community through these difficult times. Staff have grouped the options in various categories below. Each option has been colour coded representing the following:

Green – already implemented or recommended to be implemented immediately

Yellow – recommended to be investigated and analyzed for consideration

Red – not recommended currently, may be considered in the future

It is important to note that we still do not truly understand the full impact and needs; therefore, we will have to remain flexible in developing the final programs to properly align with the needs of our residents and businesses.

Current action: Approved March 24, 2020

		ESTIM/	ATED COSTS	
		Total 2020		Outside
Tool/Option Description	Description	Costs -	2021	▼ Funding ▼
Cancel all panelty and interest for 20 days	Effectively defers due date, only helps tax accounts currently in	5.000		
Cancel all penalty and interest for 30 days	arrears	5,000		

Most municipalities in Ontario have taken this step which effectively defers municipal due dates for billings. The challenge with this option is that in some cases it rewards those that have outstanding balances in the past, unrelated to the current COVID-19 outbreak. Secondly, at some point, the amounts will be due and the high interest charges will be re-instated, creating a scenario whereby many people will never be able to climb out of the debts accrued.

A number of other options are presented below for consideration. The purpose of this report is to have Council discuss the options on April 14th and to create a shortlist for final review. Further analysis will be conducted with a final report to be tabled for approval on April 28, 2020.

Property Taxes:

					ESTIMA	TED COSTS	
	Main Target				Total 2020		Outside
~	Group -	Option Category 🛪	Tool/Option Description	Description	Costs -	2021 -	Funding -
2	All	Property Tax	Cancel penalty and interest on current billings	Effectively defers due date, does not reward past delinquent accounts; allows those who can pay to still pay	17,500		
3	All or by Property Class	Property Tax	Change Property Tax Due Dates by 1 month	New would be June, Sep, Nov; reduction in cash flow	n/a (cash flow)		
4	All	Property Tax	Freeze 2021 Tax levy to 2020 levy	Would provide comfort to citizens; would likely mean a large step back relating to asset management unless further efficiencies and service cuts can be found; could also be frozen at say 1%	0	250,000	
5	All or by Property Class	Property Tax	6 month deferral of current property tax bill	Ottawa model - this would create a problem in 6 months with a large amount due, and the interest/penalty switched on	17,500		
6	Residential Property Owners	Property Tax	COVID-19 Tax Deferral program	Create program based on merit; merit can include maximum family income, in receipt of federal aid during COVID-19, varying levels Deferral can be interest free or at prime; deferral length can be up to 5 years, or in some cases lifetime/sale of home Would work like a reverse mortgage	revenue, but will reduce cash flow; opportunity cost of interest		
7	Landlord/Tenant	Property Tax	COVID-19 Tax Deferral program	Similar to above, but would need a 3-party agreement in order to ensure the deferral assists both the landlord and tenant; this will be complicated	No lost revenue, but will reduce cash flow; opportunity cost of interest revenue		
8	Business	Property Tax	COVID-19 Tax Deferral program	Similar to Res; need to be more creative as Municipal Act is stricter for buisness; likely shorter deferral period - 1 - 5 years max	No lost revenue, but will reduce cash flow; opportunity cost of interest revenue		
9	Business	Property Tax	Reinstitute Vacancy Rebate program	Challenges with s. 364 (ie. 90 days, etc.) review option for similar program, but flexible; advantage of receiving education tax reduction as well; May be redundant with Heritage Tax Rebate	50,000		

Other Fees and Charges:

	ESTIMATED COSTS						
	Main Target				Total 2020		Outside
~	Group ▼	Option Category 🗷	Tool/Option Description	Description	Costs	2021	Funding 🔻
10	All or by Property Class	Water/Wastewater	Freeze Water/Wastewater for 2021	Would delay fully funded model by 1 year	0	76,500	
11	All or by Property Class	Water/ Wastewater	Cancel penalty and interest for a period of time	Effectively defers due date	7,500		
12	Residents	Other Fees	Eliminate Childcare fee increase - April 1	Various ELC increases ranging from 2 - 5% were approved to increase on April 1, 2020	16,500		n/a
13	Residents	Other Fees	Postpone Ice Rental Fee increase to Sep	Ice rental increae was approved to increase on April 1, 2020	5,000		n/a
14	Residents	Other Fees	Freeze fees for 2021	Will impact required tax levy in 2021; Will provide residents with stability of muncipal service fees through next year	0	TBD	n/a
15	Residents	Other Fees	Reduce fees for remainder of 2020	As the community need is determined, there may be some particular municpal fees that are posing a barrier to service	TBD		n/a

Other Programs:

					ESTIMA	TED COSTS	
~	Main Target Group	Option Category 🗔	Tool/Option Description	Description ▼	Total 2020 Costs	2021 🔽	Outside Funding 🕶
16	Residents	Grant	COVID-19 Grant program	Can provide a residential grant program - must understand needs in order to develop proper parameters An option is to set aside \$\$\$; have every apply by certain date, divide funding to all eligible applicants until the funding is gone	TBD		·
17	Business	Grant	Re-institute a portion of the Heritage rebate program - 20% rebate of municpal and education tax for commercial properties within Heritage District	154 Properties in Heritage District - Total support would be approximately \$87,000 - Cost to Town being \$57,000	57,000		
18	Non-Profit	Grant	Review Community Grant program, change strategy, potential increase funds	Will need to determine the need for our non-profit groups providing important services to the public. Donationa and events will be dramatically impoacted reducing their ability to support key projects	TBD		
19	Business	Tourism	Town funding Toursim/marketing campaign	Enhanced campaign to promote all businesses and tourism immediately when emergency is over; possible continued over 1-2 years	TBD		
20	Business	BIA Levy	Option 1: No levy for 2020 Option 2: Reduced levy for 2020	No direct cost to Town; Town may be leaned on to provide the gap	n/a		
21	Business	BIA Levy	Refund 2019 BIA Levy	No direct cost to Town; This achieves the same impact of eliminating the 2020 BIA levy, but allows the refund to get into the hands of the business owners/businesses quicker; approved by the BIA Board April 6, 2020	n/a		
22	Residents	Community Wellness	Grocery Program		5,000		UW, CF
23	All	Community Wellness	Supply Purchase for distribution (ie. Sanitizer)		18,000		Cost Recovery
24	Business	Business Wellness	Provide support for accessing Provincial and Federal support	Community Business Plan	ТВО		

FINANCIAL IMPLICATIONS

The current estimated costs are \$409,725; \$300,000 estimated to be dedicated to financial incentive programs. The Town is looking into possible outside funding through the United Way and Perth Community Futures. As well, the Town's Tax Stabilization reserve has a balance of approximately \$375,000. Other potential reserves or reserve funds include the working capital reserve (\$760,000) and the PUC reserve fund (\$3,460,000).

SUMMARY

The Director of Finance/Treasurer will provide a summary of the COVID-19 financial relief options to be considered by Council and finalized at the April 28, 2020 Council meeting.

STRATEGIC PLAN

Not applicable to this report.

OTHERS CONSULTED

Senior Management Team

ATTACHMENTS

Summary of Financial Relief Options

REVIEWED BY

Recommended by the Department

André Morin

Director of Finance / Treasurer

Recommended by the CAO

Brent Kittmer

CAO / Clerk

COVID-19 - Town of St. Marys Financial Relief Options

	,				ESTIM/	ATED COSTS	
	Main Target Group	Option Category	Tool/Option Description	Description	Total 2020	Total 2021	Outside Funding
1	All	Penalty & Interest	Cancel all penalty and interest for 30 days	Effectively defers due date, only helps tax accounts currently in arrears	5,000		
2	All	Property Tax	Cancel penalty and interest on current billings	Effectively defers due date, does not reward past delinquent accounts; allows those who can pay to still pay	17,500		
3	All or by Property Class	Property Tax	Change Property Tax Due Dates by 1 month	New would be June, Sep, Nov; reduction in cash flow	n/a (cash flow)		
4	All	Property Tax	Freeze 2021 Tax levy to 2020 levy	Would provide comfort to citizens; would likely mean a large step back relating to asset management unless further efficiencies and service cuts can be found; could also be frozen at say 1%	0	250,000	
5	All or by Property Class	Property Tax	6 month deferral of current property tax bill	Ottawa model - this would create a problem in 6 months with a large amount due, and the interest/penalty switched on	17,500		
6	Residential Property Owners	Property Tax	COVID-19 Tax Deferral program	Create program based on merit; merit can include maximum family income, in receipt of federal aid during COVID-19, varying levels Deferral can be interest free or at prime; deferral length can be up to 5 years, or in some cases lifetime/sale of home Would work like a reverse mortgage	No lost revenue, but will reduce cash flow; opportunity cost of interest revenue		
7	Landlord/Tenant	Property Tax	COVID-19 Tax Deferral program	Similar to above, but would need a 3-party agreement in order to ensure the deferral assists both the landlord and tenant; this will be complicated	No lost revenue, but will reduce cash flow; opportunity cost of interest revenue		
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13	Residents	Other Fees	Postpone Ice Rental Fee increase to Sep	Ice rental increae was approved to increase on April 1, 2020	5,000		n/a

COVID-19 - Town of St. Marys Financial Relief Options

					ESTIMATED COSTS		
	Main Target Group	Option Category	Tool/Option Description	Description	Total 2020	Total 2021	Outside Funding
14	Residents	Other Fees	Freeze fees for 2021	Will impact required tax levy in 2021; Will provide residents with stability of muncipal service fees through next year	0	TBD	n/a
15	Residents	Other Fees	Reduce fees for remainder of 2020	As the community need is determined, there may be some particular municpal fees that are posing a barrier to service	TBD		n/a
16	Residents	Grant	COVID-19 Grant program	Can provide a residential grant program - must understand needs in order to develop proper parameters An option is to set aside \$\$\$; have every apply by certain date, divide funding to all eligible applicants until the funding is gone	TBD		
17	Business	Grant	Re-institute a portion of the Heritage rebate program - 20% rebate of municpal and education tax for commercial properties within Heritage District	154 Properties in Heritage District - Total support would be approximately \$87,000 - Cost to Town being \$57,000	57,000		
18	Non-Profit	Grant	Review Community Grant program, change strategy, potential increase funds	Will need to determine the need for our non-profit groups providing important services to the public. Donationa and events will be dramatically impoacted reducing their ability to support key projects	TBD		
19	Business	Tourism	Town funding Toursim/marketing campaign	Enhanced campaign to promote all businesses and tourism immediately when emergency is over; possible continued over 1- 2 years	ТВО		
20	Business	BIA Levy	Option 1: No levy for 2020 Option 2: Reduced levy for 2020	No direct cost to Town; Town may be leaned on to provide the gap	n/a		
21	Business	BIA Levy	Refund 2019 BIA Levy	No direct cost to Town; This achieves the same impact of eliminating the 2020 BIA levy, but allows the refund to get into the hands of the business owners/businesses quicker; approved by the BIA Board April 6, 2020	n/a		
22	Residents	Community Wellness	Grocery Program		5,000		UW, CF
23	All	Community Wellness	Supply Purchase for distribution (ie. Sanitizer)		18,000		Cost Recovery
24	Business	Business Wellness	Provide support for accessing Provincial and Federal support	Community Business Plan	TBD		



FORMAL REPORT

To: Mayor Strathdee and Members of Council

Prepared by: Brent Kittmer, CAO/Clerk

Date of Meeting: 14 April 2020

Subject: CAO 21-2020 COVID-19 Pandemic Response: Service Delivery

Update and Enforcement Discussion

PURPOSE

The purpose of this report is to provide Council and the public with a situation update on the Town's COVID-19 Pandemic Response efforts. At this point in time, the Town has moved out of crisis mode and is in response mode. For the most part, a "new normal" to service delivery has been established and key updates are provided below. Through this report Council is also being asked to consider if it wishes to provide authority to existing Municipal Law Enforcement Officers to enforce various Provincial Orders.

RECOMMENDATION

THAT CAO 21-2020 COVID-19 Pandemic Response update be received for information; and

THAT Council not appoint municipal law enforcement officers to enforce Provincial Emergency Orders.

BACKGROUND

The Ontario government has recently expanded the list of non-essential workplaces with the introduction of *Ontario Regulation 119/20: Order under Subsection 7.0.2(4) - Closure of Places of Non-Essential Businesses* which was declared into law at 3 pm on April 3, 2020. However, the regulation "does not preclude the operation or delivery of services of any publicly funded agency or organization that delivers or supports government operations and services, including operations and services of the health care sector."

Specific to the Town of St. Marys, the following service delivery updates are of interest:

Municipal Capital Projects and Construction Activities

- For day to day services, municipal operations and services may continue despite the regulation.
 However, if the Town's service delivery approach was to contract out operations we may have difficulty delivering the service.
- At this point in time, construction and maintenance related to municipal government services are explicitly included on the essential services list and activities related to their operation may continue. These include water, sewer, roads, bridges, dams, waste and environmental management, emergency management, justice and policing.
- If a municipality has declared an emergency it increases the flexibility of their interpretation. The
 regulation essentially puts the onus on a municipality to determine the criticality of an existing or
 proposed construction project during the pandemic.

The Fire Hall project has been impacted. Staff have received notice from the Contractor earlier
last week that they cannot guarantee the scheduling of their sub-trades due to COVID related
staffing shortages. As a result, they have put the Town on notice that the project will be delayed.
Staff are working with the contractor to understand the best case scenario for a start date, and
will provide information to Council when known.

Building Permits

- All other construction projects must be evaluated by the contractor and owner to determine if they can proceed.
- Specific to residential construction, work that can proceed includes work for permits already
 issued for foundations and full construction of single family/semi-detached/ townhomes and for
 above grade structural or full building construction of condominiums, mixed use and other
 buildings. Further, projects that involve renovations to residential properties are permitted to
 continue if construction work was legally commenced prior to April 4, 2020.
- To ensure that there is not a back log, the Town will continue to accept, review, and issue permits. All permits will be issued with explicit language advising contractors and owners that it is their responsibility to comply with Regulation 82/20 and to determine if they are permitted by any Emergency Orders to engage in construction.

Planning Applications

- At this point, the Town has advised all applicants that we have paused the planning approval process for 30 days, through to May 8.
- This period of pause is necessary to allow the Province time to provide direction on how the test
 of a "Statutory Meeting" can be met under the *Planning Act* during the pandemic.
- In an effort to eliminate any back log, Building and Development staff will continue to receive
 and review planning applications, and work through the technical pieces of the applications with
 developers. This approach will allow the Town to have staff reports ready to go for when the
 Province has provided clarity on how best to hold a meeting and collect public feedback.

Community Wellness Plan & Online Programming

- Attached is the Community Wellness Plan and the Online Programs Plan. Below is the summary
 of the programs.
- The Wellness program was rolled out to the community on March 26th. The goal of this program is to support the residents of St. Marys and Perth South providing resident wellbeing, access to food and nutrition, access to essential medication and social connectivity. Staff have worked to develop a comprehensive program that will support the needs of residents within our community and surrounding area. The current number of residents registered with the program is 69. These individuals receive a daily or weekly check in call, grocery shopping or meal delivery. As each week passes this number increases. On average staff have connected with 200 members or clients to ensure they have their basic needs covered and to provide them information on the services available.
- Once the Community Wellness program became operational the online programming was rolled out. The online programming is designed to assist with social isolation. The online portion of this program includes the following departments: Friendship Centre, Aquatics, Youth Services, EarlyON, Child Care, Museum and Library. Community uptake has been strong, with detailed analytics of the view provided below:

Week of March	30th			
Date	Program Name	View Count	Post Engagement	No. People Reached
31-Mar	Info talk about upcoming programs	2000	115	3000
1-Apr	Fitness Class	2300	277	2300
2-Apr	EarlyON (PRC PAGE)	939	81	1500
2-Apr	EarlyON (EarlyON PAGE)	435	61	616
2-Apr	EarlyON (ELC PAGE)	194	18	200
2-Apr	EarlyON Total	1568	160	2316
3-Apr	EarlyON (PRC PAGE)	323	2	560
3-Apr	EarlyON (EarlyON PAGE)	228	20	356
3-Apr	EarlyON (ELC PAGE)	138	26	200
3-Apr	EarlyON Total	689	48	1116
3-Apr	Fitness Class	1700	171	2000
	TOTAL OF EVERYTHING	8257	771	10732

• The next phase in the Community Wellness program will be to roll out interactive telecommunication programming for the community. This program will support those individuals that do not have access to online programming or supports.

Business Wellness Plan

- Attached is the Business Wellness Plan and below is the summary of the program.
- The Business Wellness Plan is a document that outlines how the Town of St. Marys will support the needs of its business owners during and following the COVID-19 pandemic. This plan identifies the business community, how the municipal, provincial and federal resources available to local businesses will be utilized, and the programs and services the municipality can provide to businesses during, and following, the pandemic. The Town has identified four priorities for directly supporting the business community.
 - Priority #1 The Municipality will be a source of reliable and easily accessible information on all programs (Federal, Provincial, Municipal) available to businesses in St. Marys.
 - Priority #2 The Municipality will provide consolidated and up to date information to the public on the operating hours and services offered by St. Marys' businesses.
 - Priority #3 Immediately following the pandemic, the Municipality will promote local businesses and the Town as a tourism destination through media campaigns, promotional material and marketing strategies.
 - Priority #4 The Municipality will provide support to the St. Marys Finance Department on the delivery and communication of municipal financial programs offered to local businesses/property owners.
- A Business Resource and Directory page has been created on the Town's website. The Resource section contains the latest Federal, Provincial and local financial programs available to Businesses. Direct links to program websites and application forms have been included to assist with accessing the programs. Also included on the webpage is a Business Directory containing up-to-date information on local businesses social media accounts/websites, contact information, hours of operation and delivery/pick-up options. The webpage and its resources are being marketed to residents and the business community. The current analytics on the website show 3,049 page views since inception.

Corporate and Community Events

- Homecoming Committee decided that the Homecoming & Heritage event scheduled for July 3, 4 & 5, 2020 will be postponed until July 2-4, 2021.
- Due to the combination of Homecoming and Heritage Festival in 2020, the plan is to cancel the Heritage Festival for 2020. From vendors to entertainment, the logistics of trying to start to plan for a new Heritage Festive that is three months away is a major challenge, but also trying to do this during pandemic conditions makes it even more difficult.
- Municipal staff continue to monitor the pandemic to inform decisions about other summer events, including Canada Day festivities, Melodies at the Museum and the new Highlight St. Marys in August.
- As summer approaches, these events will be confirmed, cancelled or redesigned as pandemic conditions permit.

Burn Permits

Burn permits for backyard fires are still being received and approved by the Fire Department.
The application and payment process are now fully online, and inspections of new permit
applications are being completed remotely with the applicant submitting pictures of their fire
area.

Yard Waste Pick-Up

- Curbside yard waste pick-up was scheduled to begin in May but has been suspended until the
 first week of July. The MOC yard waste depot will remain open to the public and will be the
 current service level offered. Public communications will be issued.
- The recommendation from the Solid Waste Association of North America is that curbside pickups can continue to occur only when proper PPE protocols are followed to eliminate personal exposure, and only when cross contamination protocols are followed.
- Given the live time of COVID-19 on surfaces, staff are concerned that continuing the service would unnecessarily expose the Town's contractor to risk of infection. Additionally, staff are concerned that if the virus is present on the containers from one home that it could be spread to the containers of the next home by the contractor.

Pandemic Recovery Process

- Recovery is the process of coming out of the emergency state back into normal operations and we are starting to turn our minds to the eventuality of emerging from the pandemic.
- At this point, best case scenario long range projections are stating that we could be back to normal sometime in June. The SMT are using that timeline as their planning period and are evaluating how and when we bring each of our various service offerings back to our normal level.
- As these plans become more mature we will share them with Council in the coming weeks.

REPORT

Emergency Management and Civil Protection Act Update

On March 28, the Ontario government issued a new order under the *Emergency Management and Civic Protection Act* to prohibit public events and social gatherings of more than five people.

Within the order, in addition to granting police the authority to enforce public safety and security orders, it also granted the authority to municipal law enforcement officers (MLEO). These powers are for use where persons or businesses are found to be violating emergency orders. Enforcement measures

would include public education measures or issuing tickets under the *Provincial Offences Act*. The authority does not include the ability to arrest individuals.

On March 31, the Stratford Police Service issued a news release regarding the new emergency orders, taking the opportunity to reinforce with the public what areas had been closed by the provincial government such as parks and other outdoor recreation areas, and educated the public on the risks of contravention to the orders. Stratford Police Service have confirmed that they will take steps to ensure public compliance with the emergency orders and have been active locally with patrolled promotion and enforcement by education approach.

Staff have confirmed with the Stratford Police that the service is likely not going to be running the Park Patrol program this summer. The issues have to do with the in-person training that is required for the patroller to do their work. The police have also suspended the Auxiliary training for the same reason of restricted access to the police facility.

At this time, Council is asked to consider whether it wishes to authorize the Town's MLEOs to enforce the emergency orders through the *Emergency Management and Civil Protection Act*.

FINANCIAL IMPLICATIONS

An update on the financial implications of the Pandemic Response is provided in staff report FIN 12-2020 included in this April 14, 2020 meeting agenda.

SUMMARY

It is the CAO's recommendation that the Town defer enforcement of the orders to the police service. Municipal law enforcement is an add-on to a number of staff positions. Because staff are not full time MLEOs, they do not have any formal training in de-escalation or other skills that would be required to enforce orders upon groups of people. Asking staff to proactively enforce the orders would take time away from their other duties and would be subjecting them to public contact situations that the Town does not necessarily have the proper PPE for.

STRATEGIC PLAN

Not applicable to this report.

OTHERS CONSULTED

Stratford Police Service

Senior Management Team

ATTACHMENTS

Community Wellness Plan, Online Program Plan, Business Wellness Plan, MLEO Information Documents

REVIEWED BY

Recommended by the CAO

Brent Kittmer CAO / Clerk



Coronaviruses and Related Community Wellness Plan

Town of St. Marys

Schedule (X) to Emergency Management Plan

Purpose

The Community Wellness Plan outlines how the Town of St. Marys will support the needs of its residents during the COVID-19 pandemic. This plan will identify at-risk residents and resources, and speak to the provision of essential services such as food delivery, medication support, social isolation and safety check-ins with these community members.

Background/Introduction

On January 30, 2020, the World Health Organization declared the 2019 Novel Coronavirus (COVID-19) a public health emergency of international concern and on March 11, 2020 declared the coronavirus outbreak a global pandemic.

Huron Perth District Health Unit confirmed the first case of COVID-19 in Huron and Perth on March 14, 2020 in the Town of St. Marys. Additional updated cases are updated on the Huron Perth District Health Unit website.

The Town of St. Marys is closely monitoring local hospitals, health care partners, the Ministry of Health, Public Health Ontario and national partners to stay abreast of the situation. The municipality is receiving regular updates and guidance from public health.

Overview

This Community Wellness Plan will explain how the Town of St. Marys will support the needs of residents in self-isolation, those under-housed as well as current community volunteer efforts and potential resources. It is the intent that this plan will be fluid and adaptive as the needs of the residents of the Town of St. Marys and Perth South change.

Supporting Residents in Self-isolation

The following areas are identified as needed supports for the residents of the Town of St. Marys and Perth South:

- Resident Wellbeing
- Access to Food and Nutrition
- Access to Essential Medication
- Social Connectivity

Resident Wellbeing - High to Moderate Risk

Current State

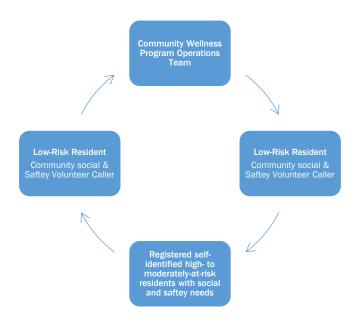
At present, the Town of St. Marys Home Support Services offers Telephone Reassurance check in calls through its Community Support Services program for St. Marys and Perth South. This service offers a reassurance check in call for the isolated individuals in our community.

Services are currently being sustained by volunteers and supported by staff. Senior Services volunteers are matched with a list of community members who identify as socially isolated. Volunteers contact community members in their home to provide social interaction. Emergency

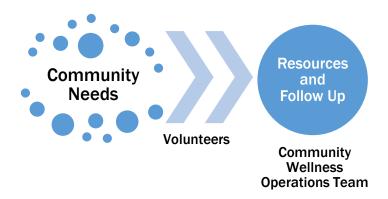
protocols are established if a community member does not answer their phone or expresses concerns for their personal wellbeing. Volunteers reach out to the Senior Services Department and staff initiate resources or emergency contact list.

Future State

This service will be utilized to meet the social and reassurance needs of residents, utilizing the community to support the community. High- to moderately-at-risk residents will be encouraged to register for the program to receive a daily or weekly check in call. Suitable lower-risk residents will be utilized to support the needs of the high- to moderately-at-risk residents.



Community volunteers will be utilized to provide these reassuring check in calls. They will also help to triage the basic needs of those they communicate with back to support staff who oversee the operations of the call centre and community wellbeing programs.



Isolated community members may express needs or concerns to reassurance volunteers during the check-in calls. Reassurance volunteers will be supplied with a toolkit of resources to support low-risk needs. High to moderate risk needs will be funnelled up to the Community Wellness Operations Team located in the Friendship Centre.

Access to Food/Nutrition/Essential Medication – High Risk

The Town of St. Marys Senior Services Department is the Community Support Services provider for the Town of St. Marys and Perth. At present, Town of St. Marys Home Support Services provides a hot and frozen Meals on Wheels program for the community. The Town purchases food preparation services from the Huron Perth Health Care Alliance for hot meals and Apetito for ready-made frozen meals.

Currently, the program has the capacity for both the hot and frozen Meals on Wheels programs to support the needs of high- to moderately high-risk residents within the community. Residents will be assessed and their need will be determined; the hot meals program will support those considered high risk and those identified as moderate risk will be supported through the frozen meal program. This plan will later speak to supporting the needs of lower risk residents.

Current State of Meals on Wheels

Volunteer-supported delivery was suspended on March 16, 2020 following the indefinite suspension of programs and services and until safe practices could be put in place to effectively serve the community and protect the staff and volunteers. Hot Meals on Wheels are currently available Monday through Friday for lunch. Frozen meals are available on an as-needed basis.

Current Delivery Practice of the Meals on Wheels Program

The hot and frozen Meals on Wheels program has, to the best of its ability, provided socially-distanced services with the following practices implemented:

- 1. Clients are registered through an intake process that includes the most recent Ministry of Health COVID-19 screener.
- 2. Volunteers/staff are screened daily for COVID-19. Individual who do not meet all of the criteria indicated do proceed.
- 3. Hot Meals on Wheels are prepared by staff at the Huron Perth Healthcare Alliance's St. Marys site. Huron Perth Public Health inspects the site and screens employees daily.

- 4. The prepared hot meals are picked up at the delivery entrance of St. Marys hospital to ensure social distancing. Volunteers/staff phone the hospital kitchen to notify them of their arrival.
- 5. Kitchen staff place the prepared meals in meal delivery bags outside the door of the site.
- 6. Volunteers/staff are asked to sanitize in and sanitize out before pick-up, after pick-up, before each delivery, after each delivery, before drop-off of meal delivery bags and after drop-off of meal delivery bags.
- 7. Each prepared meal is placed in a disposable plastic bag.
- 8. Each plastic bag is hung on the resident's door handle, when possible, or on a table placed inside the door.
- 9. Each resident is called to ensure the meal has been received and to check on their safety and wellbeing.
- 10. Apartment complex drop-offs are made at the main entrance following the same practices.
- 11. Meal delivery bags are returned to the delivery entrance of the hospital for hot meal delivery. Volunteers/staff call the hospital kitchen to notify of return.

Volunteers/staff are equipped with the protocol for delivery and hand sanitizer.

The local food bank has implemented procedures to support social distancing including pre-made hampers and appointment only pick up.

Local pharmacies have promoted/expanded their home delivery services.

Access to Food/Nutrition/Medication - Moderate- to Lower-Risk Residents

Current State

At present, residents appear to have access to food supplies or medications for self-preparation or access to delivery of prepared or raw materials and supplies. Many local restaurants and businesses have altered the levels of service to provide ready-to-go meals and medications with varied levels of socially-distanced service including delivery.

Local grocery stores have socially-distanced services in place, such as online ordering with lower-contact pick up, as well as delivery or over-the-phone ordering with limited-contact delivery. At this time, exact processes for the grocery stores' delivery systems are not yet known. Payment methods for these services range from no contact to direct contact such as payment by cheque.

Access to transportation for essential needs remains intact. St. Marys Mobility Services continues to operate in a low-contact manner. Volunteer services have been suspended and paid staff support residents' vital needs such as essential medical and grocery trips.

Access to Food/Nutrition/Medication - Moderate- to Lower-Risk Residents

Future Service Level

Hot Meals on Wheels will continue to be provided by Huron Perth Healthcare Alliance, unless it is deemed a risk. Huron Perth Healthcare Alliance has indicated that hot meal services will continue until they are directed to stop by Home Support Services or until they are no longer able to sustain their internal service level.

Staff spoke its frozen meals supplier (Apetito) to better understand its continuity of service. Apetito will continue to make weekly delivery as needed as long as they can sustain their work force. As meals begin to be dispersed, they will be replaced as needed.

Future State

As social isolation continues, residents with access to individual supports may become depleted. These residents will be directed through the call centre to access services that are still being offered by local businesses and grocery stores. If delivery is not an option of essential needs St. Marys Mobility Services depending on their current state will support with delivery as needed. Volunteers may also have to be accessible to ensure that support is provided should the delivery systems in the community diminish.

Staff and/or volunteers will follow the same social distancing procedures laid out in the Meals on Wheels delivery system. The municipality is currently working on a process to enable higher-risk residents who work with cash to be able to access credit-based services should this become a need in the future.

Residents' Social Wellbeing

At present, the municipality has identified residents' health and wellbeing as a priority. As outlined in this plan, implementation will be utilized and the stable centre will be the members of the Community Wellbeing Operations team with shift resources to support the resident's social wellbeing.

Staff will develop virtual and telecommunication programming that will support all demographic groups. The Town will leverage community resources that are already in place or being developed as well as initiatives that are supported by various government ministries. Socially-distanced community programming will be an essential service for residents' physical and mental wellbeing as the situation progresses.

Socially Housed/Homeless/Under Housed

The risk for homeless or under-housed residents appears low at present. Staff are in communication with Stratford Social Services to understand the need and assist with implementing tools to monitor homelessness or under housed residents.

At present, there are two social housing units in St. Marys that are supported by the Town and operated by Stratford Social Services. The Town will work with Stratford Social Service to identify and promote programs for those at risk living in the units they support.

Precautions and Potential Threats

Precautions

The municipality will continue to push Huron Perth District Health's available resources supporting social isolation, social distancing and practices that help control the spread of COVID-19

Potential Threats

At present, community members are supporting the needs of community members. Citizens appear to be reaching out to offer support to pick up and delivery essentials to those that may be isolated for safety or travel reasons. Currently, there is no way of tracking how individual community members are protecting each other and how they are compensating each other for the purchase and delivery of service or goods.

Municipal staff reached out to an individual that is currently volunteering his services to pick up goods to gauge the community's needs. The needs are coming from individuals that range in age from 50+, with the vast majority choosing to self-isolate, to those with autoimmune or compromised systems. The needs appear to be basic. This particular individual was directed to Huron Perth Public Health for up-to-date resources to help him answer any questions he receives and give suggestions on what socially-distanced service could be. He was also encouraged to sanitize in and sanitize out to ensure he is protecting himself and those he is interacting with.

At present, the current systems are operational and PPE such as hand sanitizer are available. However, it is expected that PPE will become diminished quickly. The municipality is working on a supply chain to ensure access to essential PPE is available for continuity.

The use of social media and online tools as the primary source of sharing information about COVID-19 has been identified as a threat to those who do not have internet access. The municipality will work with Huron Perth Public Health to ensure that information about COVID-19 is also being shared through traditional and community-based mediums.

Resources

The Town will continue to work with community partners and health service providers to develop or obtain resources that will support the needs of residents. Existing tools such as 211 and Healthline.ca will be promoted so that residents can self-support. The Town will continue to develop its resources and tool kits based on best practices supported by Huron Perth Public Health, Health Canada and other regulatory bodies.





Community Wellness Plan Online Programming

Town of St. Marys

Schedule (X) to Emergency Management Plan



Purpose

The Community Wellness Plan outlines how the Town of St. Marys will support the needs of its residents during the COVID-19 pandemic. The online programming aspect is developed to help bring some schedule and normality back to people's lives. As people are isolated at home this module will help tackle the second hand affects of this pandemic like loneliness, social isolation, anxiety and depression.

Overview

This Community Wellness Plan, Online Programming will explain how the Town of St. Marys will support the needs of residents as the current day 'new normal' of staying home starts to take effect. It is the intent that this plan will be fluid and adaptive as the needs of the residents of the Town of St. Marys and Perth South change.

What is Social Isolation?

Social isolation describes the absence of social contact and can lead to loneliness. It is a state of being cut off from normal social networks, which can be triggered by factors such as loss of mobility, unemployment, or health issues. To reduce or avoid feeling socially isolated you should:

- engage in a healthy diet
- exercise regularly
- create and maintain meaningful friendships
- join in social activities to meet new people
- learn something new
- find a hobby
- get a pet

Groups that are most commonly identified as being vulnerable to, or most at risk of, social isolation include:

- Seniors
- Youth
- People with a disability
- LGBTIQ people



Effects of Social Isolation

Numerous studies have documented a link between isolation, loneliness, and physical health issues. Loneliness may be as bad for a person's health as smoking 15 cigarettes a day. Some of the many health effects of isolation and loneliness include:

- Higher levels of stress hormones and inflammation.
- Heart disease, including high blood pressure and coronary artery disease.
- A heightened risk of developing a disability.
- Increased vulnerability to chronic illnesses such as Type 2 diabetes.

Social isolation may even increase one's risk of premature death. A 2015 study found social isolation increases a person's risk of death by about 30%.

Current State

At present, the Town of St. Marys has stopped all programming in facilities due to the closures to the public. Staff will be launching the online programming as an alternative option for community members to access to help people with social isolation, people's physical and mental health. Staff will be utilizing Facebook to push these programs for a few reasons:

- 1. Facebook is a safe platform
- 2. It is easily accessible for the community
- 3. It provides easy access for the community to engage with programmers
- 4. If someone does not have a Facebook account they DO NOT need to sign up for one in order to watch any of the videos or live programs
- 5. The PRC page is already well established in the community
- There is no additional cost incurred by utilizing Facebook as opposed to other alternatives

Future State

This service will increase with the needs and demands of the community. Currently we have programs developed for the PRC, Friendship Centre, Museum and EarlyON with more to come. Staff are also looking to host a variety of live talks in a Q & A format. This program will allow the community up to date information in a live format. Each Thursday the weekly schedule will be released with the next weeks schedule. Some videos will be pre-recorded and set for release at a certain time or day while others will be live programming with the video then saved afterwards so people can watch it at their leisure. By pre-recording videos,



we can create a database of material that can release to the community on an as needed basis as the timeline for this pandemic is unknown.

We are also reviewing different software packages to setup a telephone conference line to connect with community members who aren't comfortable using online resources. This telephone software will be run by a staff member as host and they would be able to see the number of people on a call and how long they spent too.

Current State of Online Programming

The first fitness class went live on Wednesday April 1st. It was a great success and at most had 116 people watching with over 50 comments for the community all saying how much they liked and appreciated the class.

Future State of Online Programming

From the week of April 6th staff will be releasing a full schedule of programs each week. Staff plan to work in the program times based on what programs ran previously. As an example, if people attended Gentle Fitness on a Friday morning at 10:15 a.m. that is when it will continue.

Staff are also looking at running online games like Euchre through Facebook and hosting open chat rooms. This gives us the ability to cater for all interests and abilities. Our Facebook page will be kept fully public so access to all of these programs is as easy as possible.

As there is no timeline on the pandemic, we are going forward with a 2 phased approach. For the next two weeks from April 6th – April 17th staff will be recording several videos but not releasing them. This will allow us to compile a database of footage we can release later if needed. Staff would tap into this database if additional staff layoffs occur, and the municipality wants to continue to offer some sort of programming service to the community.

The preferred delivery method over the next two weeks will be to run live classes as this gives the community a chance to interact and make requests. Community members can engage with a staff member and still get that social interaction which is so important. Real time games and chat rooms will also require a staff host to organize and act as the facilitator.

Staff have reached out to selected community members about helping with online programming. These community members would have special certified skills like cooking,



baking, painting, yoga etc. by bringing these programs on we can grow our database and cater to additional interests in the community.

Resource File

In order to cater to a variety of interest's staff will be creating a resource folder on the PRC Facebook page. Within this folder staff can post links to different sites offering a wider variety of service. By offering this staff can direct the community and help then without allocating any additional staff time. Within this file we will have some links to things such as:

- Online live zoo's
- Online virtual amusement parks
- Art and craft ideas
- Color competitions
- Online virtual concerts

Staff could also share information on resources like 211 if people need additional help.

Kids Help Phone, which is Canada's only 24/7 national support service. They offer professional counselling, information and referrals and volunteer-led, text-based support to young people in both English and French. Please visit their website: www.kidshelpphone.ca, call: 1-800-668-6868, or text CONNECT to 686868



Sample Timetable.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9am Group Fitness (live) 11am EarlyON (live) 1pm Hello from the Friendship Centre (video)	11am EarlyON (video) 1.30pm Chair Yoga (live)	9am Group Fitness (live) 11am EarlyON (live) 2pm Good News Stories (video)	10.15-10.45 Gentle Fitness (live) 11.30am EarlyON (video) 2pm Easter Greetings from the Friendship Centre	11.30am EarlyON (video) 1pm Museum Behind the Scene Tour (video)	Swimming resources (information)	

Sample Programs include:

- Fitness classes
- Virtual Museum Tours / Exhibit talks
- EarlyON Programs
- Euchre and online games through Facebook
- Online Facebook live / group chat
- Yoga Classes
- Children Circle Time

- Facebook live talks / Q and A session
- Adult Learning Session
- HR Session Resume and Interview tips
- _
- •



COVID-19 Community Business Plan

Purpose

The Business Wellness Plan outlines how the Town of St. Marys will support the needs of its business owners during and following the COVID-19 pandemic. This plan identifies the business community, the municipal, provincial and federal resources available to local businesses, and the programs and services the municipality can provide to businesses during, and following, the pandemic.

Background/Introduction

On January 30, 2020, the World Health Organization declared the 2019 Novel Coronavirus (COVID-19) a public health emergency of international concern and on March 11, 2020 declared the coronavirus outbreak a global pandemic.

Huron Perth District Health Unit confirmed the first case of COVID-19 in Huron and Perth on March 14, 2020 in the Town of St. Marys. Additional cases are updated on the Huron Perth District Health Unit website.

The Government of Ontario enacts a Declaration of Emergency to Protect the Public on Wednesday, March 17. This declaration, and its associated orders, required the following establishments to close immediately:

- All facilities providing indoor recreational programs;
- All public libraries;
- All private schools as defined in the Education Act;
- All licensed child care centres;
- All bars and restaurants, except to the extent that such facilities provide takeout food and delivery;
- All theatres including those offering live performances of music, dance, and other art forms, as well as cinemas that show movies; and
- Concert venues.

Following the lead of the Province, the Town of St. Marys made the decision to declare a State of Emergency, effective March 19, 2020 at 9:30 a.m.

On March 24, 2020 Ontario ordered the closure of all non-essential businesses for 14 days. This order was extended on March 30 for an additional two weeks.

Overview

This Business Wellness Plan will explain how the Town of St. Marys will support the needs of business and property owners during and immediately following the COVID-19 pandemic. It is the intent that this plan will be fluid and adaptive as the needs of the business community and residents change.

Supporting Businesses

The following priorities are identified as the municipal support to be provided to the businesses of the Town of St. Marys during and directly following the COVID-19 pandemic:

- Priority #1 The Municipality will be a source of reliable and easily accessible information on all programs (Federal, Provincial, Municipal) available to businesses in St. Marys.
- Priority #2 The Municipality will provide consolidated and up to date information to the public on the operating hours and services offered by St. Marys' businesses.
- Priority #3 Immediately following the pandemic, the Municipality will promote local businesses and the Town as a tourism destination through media campaigns, promotional material and marketing strategies.
- Priority #4 The Municipality will provide support to the St. Marys Finance Department on the delivery and communication of municipal financial programs offered to local businesses/property owners.

Business Community

The term Business or Business Community is used throughout this document and refers to individuals or organizations involved in commercial, industrial or professional activities. These businesses may be run by a sole proprietor or a large corporation, may have one employee or hundreds and may be operating from their original location or are now operating remotely from the owner's home.

Priorities for Supporting Community Businesses

Priority #1 – The Municipality will be a source of reliable and easily accessible information on all programs (Federal, Provincial, Municipal) available to businesses in St. Marys.

- Follow all Provincial and Federal announcements on financial programs established to support individuals, families and businesses. Monitor Federal and Provincial websites daily for: new announcements, the roll out of program specifics and applications, and updates to established programs.
- 2. Consolidate these government programs into an accessible and easily digestible format on the Town's website. Specifically, create a separate Business Resources subpage from the COVID-19 page which contains Federal, Provincial and local information. The format will provide a direct link to the specific program on the government website and/or contact information (telephone #) for the program. Content and links will be reviewed daily to ensure accuracy and that the most up to date information is presented.
- 3. Based on call volume and type of inquiries received by Town staff and the Community Wellness Program call line, determine if additional channels need to be established to provide information or answer questions from the Business Community. This may include website changes, direct telephone line or other modes of communication.
- 4. A communication campaign will be utilized to educate the business community on the website and initiatives and resources provided by the Town.

Priority #2 - The Municipality will provide consolidated and up to date information to the public on the operating hours and services offered by St. Marys' businesses.

- 1. Gather information from the business community to determine whether a business is still in operation, the hours of operation, and contact information for that business.
- 2. Consolidate that information into an accessible and easily digestible format on the Town's website. The format of the information on the website may change as the amount and type of information changes.
- 3. An internal staff strategy will need to be developed to ensure the daily monitoring and accuracy of the content.
- 4. A communication campaign will be utilized to educate the business community of this listing and how their information can be submitted for the website and initiatives. A separate campaign will be undertaken to educate the residents of St. Marys of the Directory and the information it contains.

Priority #3 - Immediately following the pandemic, the Municipality will promote local businesses and the Town as a tourism destination through media campaigns, promotional material and marketing strategies.

- 1. Determine theme of Tourism Campaign and key messaging.
 - a. Determine focus of campaign. i.e. Downtown, amenities, businesses, etc.
 - b. Establish the target market. i.e. day trippers, families, seniors, residents, etc.
- 2. Set budget for Tourism Campaign. Consider partnering with neighbouring municipalities, the BIA and other organizations on joint campaigns to leverage budgets and to expand reach and size of campaign.
- 3. Determine what print and web advertising/marketing pieces can be designed in-house and what needs to be sent to a graphic designer.
 - a. Provide graphic designer with photographs, messaging, themes, etc.
- 4. Determine channels which will be utilized in the campaign. i.e. radio ads, printed pieces, newspaper ads, social media content and print ads, etc.
- 5. Determine markets where Tourism Campaign will be directed. i.e. Windsor, London, Kitchener/Waterloo, Toronto, etc.
- 6. Have campaign completed (including design of all ads) and ready to launch upon lifting of State of Emergency by both the Province and the Municipality.

Priority #4 - The Municipality will provide support to the St. Marys Finance Department on the delivery and communication of municipal financial programs offered to local businesses/property owners.

- 1. Liaise with the Business Improvement Area Board and The Town Treasurer on:
 - a. The options available to the BIA Board regarding the 2020 BIA levy.
 - b. The options available to the BIA Board regarding reserve funds held by the BIA and how these funds can best be used to support the members of the BIA.
- 2. Survey the BIA membership as required by the Treasurer. Surveys will be used to determine the needs/wants of the membership regarding the creation and delivery of municipal financial support program(s).
- 3. Assist in the promotion, education and roll out of all municipal financial programs to the business community. This includes communication through mail lists, BIA membership, business e-newsletter and other resources.

Solicitor General

Office of the Solicitor General

25 Grosvenor Street, 18th Floor Toronto ON M7A 1Y6 Tel.: 416 325-0408 MCSCS.Feedback@Ontario.ca

Ministry of Municipal Affairs and Housing

Office of the Minister

777 Bay Street, 17th Floor Toronto ON M7A 2J3 Tel.: 416 585-7000

Solliciteur général

Bureau de la solliciteure générale

25, rue Grosvenor, 18º étage Toronto ON M7A 1Y6 Tél.: 416 325-0408 MCSCS.Feedback@Ontario.ca

Ministère des Affaires municipales et du Logement

Bureau du ministre

777, rue Bay, 17e étage Toronto ON M7A 2J3

Tél.: 416 585-7000



Dear Head of Council:

On March 17, 2020, our government declared a provincial emergency through the authority granted under the Emergency Management and Civil Protection Act (EMCPA). Since this declaration, several emergency orders have been made under the Act to contain the spread of COVID-19 and to ensure that essential services continue to be provided and Ontarians are supported. To view Emergency Orders made by the government in response to COVID-19, please visit our ministry's Emergency Information webpage at: ontario.ca/alert.

Previously, only police officers and constables who have been appointed under an Act have the ability to enforce orders made under the EMCPA. Due to COVID-19, police resources are being stretched and police services have made requests to have other enforcement personnel assist with enforcing the emergency orders being made by the province.

As a result, our government signed a ministerial designation under the *Provincial* Offences Act to authorize the following personnel to enforce EMCPA orders:

- All persons or classes of persons designated in writing by a minister of the Crown as provincial offences officers, notwithstanding the offence or class of offences of that designation;
- All municipal law enforcement officers referred to in subsection 101 (4) of the Municipal Act, 2001, or in subsection 79 (1) of the City of Toronto Act, 2006;
- All by-law enforcement officers of any municipality, or of any local board of any municipality; and
- All officers, employees or agents of any municipality or of any local board of any municipality whose responsibilities include the enforcement of a by-law, an Act or a regulation under an Act.



No further provincial approvals or authorizations are needed for municipal law enforcement officers to enforce orders under the EMCPA. Municipalities are not required to, but may wish to consider whether, and how, to provide direction to their municipal law enforcement officers about the exercise of these powers (e.g., policies or by-laws regarding which officers are best positioned to exercise these powers given their existing training, knowledge and resources).

Municipalities should continue to consider the severity of each infraction in relation to the potential risk to public health and the spread of COVID-19 when taking enforcement action. Consistent with existing enforcement approaches, consideration should continue to be given to taking a graduated approach to compliance. This could include providing educational messaging or warnings to members of the public around the emergency orders and, if compliance is not obtained, the issuance of a ticket under the *Provincial Offences Act* or a summons under Part 3 of the Act.

To assist enforcement personnel, we are also establishing a dedicated 1-800 line to respond to questions related to enforcing these orders. This telephone number will be available to enforcement personnel and will not be for the general public. We will follow up with more information once the dedicated line is established.

Finally, to further support the implementation of this change, please see enclosed Frequently Asked Questions that can be shared with your enforcement staff. As specific operational questions arise please contact Zinzi De Silva, Standards Research Analyst with the Public Safety Division of the Ministry of the Solicitor General at 416-314-3079 or Zinzi.DeSilva@ontario.ca for guidance as necessary.

Thank you for your continued cooperation on this matter.

Sincerely,

Sylvia Jones

Solicitor General Minister of Municipal Affairs and Housing

Steve Clark

Enclosure

c: Chief Administrative Officers

Municipal Clerks

Qs and As for Enforcement Personnel Updated March 30, 2020

General Questions

1. Are provincial offences officers and municipal law enforcement officers <u>required</u> to enforce emergency orders?

The changes we are making do not require the use of provincial offences or municipal law enforcement officers to enforce emergency orders. It does provide the flexibility should there be a provincial or local need to increase enforcement. Provincial offences and municipal law enforcement officers are encouraged to seek guidance from their respective employers on expectations in this regard.

2. What emergency orders are provincial offences officers and municipal law enforcement officers authorized to enforce?

Provincial offences officers and municipal law enforcement officers are now authorized to enforce all emergency orders made under the *Emergency Management and Civil Protection Act* (EMCPA).

Available Charges

3. Is It an offence to fail to comply with an emergency order?

Yes. It is an offence to fail to comply with an emergency order, or to obstruct any person acting pursuant to such an order.

Officers have discretion to enforce. Officers are encouraged to undertake a graduated approach to enforcement of the emergency orders; the approach should consider the severity of the specific situation and the Government of Ontario's public health intent to limit the spread of COVID-19.

The graduated approach to enforcement may include educational messaging to individual members of the public around the emergency orders, specific warnings to individuals, the issuance of a ticket under Part I of the *Provincial Offences Act* (POA) or a summons under Part III of that Act.

The following offences are available under the EMCPA for violations of Ontario's declaration of emergency.

- (1) Fail to comply with an order made during a declared emergency, contrary to section 7.0.11(1) of the EMCPA.
- (2) Obstruct any person exercising a power in accordance with an order made during a declared emergency, contrary to section 7.0.11(1) of the EMCPA.
- (3) Obstruct any person performing a duty in accordance with an order made during a declared emergency, contrary to section 7.0.11(1) of the EMCPA.

The Chief Justice of the Ontario Court of Justice has ordered and established set fines for offences under the EMCPA if charged under Part I of the POA, as follows:

- (1) Fail to comply with an order made during a declared emergency, 7.0.11 (1) (a), \$750.00.
- (2) Obstruct any person exercising a power in accordance with an order made during a declared emergency, section 7.0.11 (1) (a), \$1,000.00.
- (3) Obstruct any person performing a duty in accordance with an order made during a declared emergency, section 7.0.11 (1) (a), \$1,000.00.

If charged under Part III of the POA, the maximum punishment is one-year imprisonment or a fine of up to \$100,000 for an individual, \$500,000 for a director of a corporation, or \$10,000,000 for a corporation itself. If the defendant gained a financial benefit from their violation of an emergency order, the court may increase the maximum fine to match the benefit the defendant received.

Where violations occur on different dates, the Emergency Order allows for a separate charge to be laid for each day an offence occurs or continues.

You may wish to consult the POA and/or EMCPA for further details.

Bars and Other Public Establishments in Violation of the Declaration of Provincial Emergency

4. What can we do if a bar is open in contravention of Ontario Regulation 51/20?

The following potential charges are available:

- 1. An individual patron could be charged either under Part I or Part III of the POA, with the offence of Fail to Comply with an order made during a declared emergency contrary to section 7.0.11(1)(a) of the EMCPA:
 - If charged under Part I of the POA, a \$750.00 set fine applies
 - If charged under Part III of the POA, a fine of not more than \$100,000 and a term of imprisonment of not more than one year could be imposed
- 2. An individual who is a director or officer of the corporate entity could be charged under Part I or Part III of the POA, with the offence of Fail to Comply with an order made during a declared emergency contrary to section 7.0.11(1)(b) of the EMCPA:
 - If charged under Part I of the POA, a \$750.00 set fine applies
 - If charged under Part III of the POA, a fine of not more than \$500,000 and a term of imprisonment of not more than one year could be imposed
- 3. The corporate entity could be charged under Part I or Part III of the POA, with the offence of Fail to Comply with an order made during a declared emergency contrary to section 7.0.11(c) of the EMCPA:
 - If charged under Part I of the POA, a \$750.00 set fine applies
 - If charged under Part III of the POA, a fine of not more than \$10,000,000 applies

Under this scenario, an officer could proceed under Part I of the POA in respect of the "individual" (the patron) and Part III in respect of the "individual who is a director or officer of the corporate entity" and the corporate entity.

Powers of Arrest

5. Can provincial offences officers or municipal law enforcement officers arrest individuals for violations of the EMCPA?

No. The EMCPA does not include any arrest provisions for provincial offences officers or municipal law enforcement officers.

Powers under the Criminal Code

Additional relevant powers may be available to police officers under the *Criminal Code* and the common law. We recommend you contact your local police service for assistance in this regard.

6. Who will prosecute EMCPA charges?

The prosecution of all charges laid alleging violations of the EMCPA will fall to the Criminal Law Division of the Ministry of the Attorney General.

Board of Directors Meeting Highlights Held on March 26, 2020 at 8:30 AM at the Material Recovery Facility Board Room



COVID-19 Update

As of Friday March 20, 2020, the Association is still in the preparedness stage, the first stage of a four stages contingency plan. For the most part, it is business as usual.

Areas affected as a result of the pandemic are as follows:

1) We have temporarily stopped all waste auditing functions including bin inspections.

The situation remains very fluid with changes on a daily basis. We currently have 6 employees in self-isolation and none have exhibited any symptoms.

The New England Journal of Medicine has published research on the life of the virus on surfaces. It has determined that the virus is detectable in very low levels or completely undetectable after:

According to the U.S. Centers for Disease Control and Prevention (CDC), risk of catching COVID-19 is higher for people who are in close contact with someone who already has the disease. The virus is

		Low to
Material	Half Life	Undetectable
Cardboard	1.2 hours	24 hours
Stainless Steel	5.6 hours	48 hours
Copper	1.2 hours	4 hours
Plastic	6.8 hours	72 Hours

thought to spread mainly through respiratory droplets (not truly airborne) produced when an infected person coughs or sneezes. While it also may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, this is not thought to be the main way the virus spreads. OSHA states that without sustained human-to-human transmission, most American workers are not at significant risk of infection.

Management of waste that is suspected or known to contain or be contaminated with COVID-19 does not require additional precautions beyond those normally used to protect workers in the solid waste sector. Use typical engineering and administrative controls, safe work practices, and PPE, such as puncture-resistant gloves and face and eye protection, to prevent worker exposure.

Certain supplies such as masks and disinfectants are not available or running low.

Shipment of recyclables to end markets continues but getting haulers is becoming more difficult. Shipments over long distances is very difficult. Some drivers are concerned that if they cross the border they will not be allowed in or if they get sick they will have no coverage. Other issues affecting all haulers are lack of basic needs. With all the restaurants closed, haulers have no where to stop to eat as walk ups are being refused at the drive throughs. Even more basic is the lack of access to washroom facilities. This is affecting our drivers as well. Without getting into any details, our female drivers are especially affected by this problem. We would ask our members to point us to locations within their municipality where they may be accommodated.

Stay safe and regardless of specific exposure risks, it is always a good practice to:

- Frequently wash your hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol. Always wash hands that are visibly soiled.
 - Avoid touching your eyes, nose, or mouth with unwashed hands.
 - Avoid close contact with people who are sick.

U.S.-Canada Land Border

Canada's federal Minister of Transport has stated that truck drivers, train and air crews and others whose professions require cross-border travel to the U.S. in order to maintain trade and deliver essential products will be exempted from the condition to self-isolate as the government attempts to limit the spread of coronavirus. OWMA is working with the Canadian Trucking Alliance, the Ontario Trucking Association and the Association of Canadian Manufacturers and Exporters on any cross-border issues arising from COVID-19.

Waste Disposal Contingency Plan

OWMA has recommended that the Government of Ontario present a **Provincial Contingency Plan** to respond to U.S. border disruptions or closures, which may prevent the export of solid waste for disposal in U.S. landfill sites. The contingency plan will provide for the temporary modification of Certificates of Approval governing the operation of Ontario waste management facilities.

If you are facing any waste management-related issues or challenges, please let us know and we will work with the Ministry of Environment and/or other agencies to resolve your concern. The government is still working during this crisis.

Ontario Enacts Declaration of Emergency to Protect the Public

As of March 17, 2020, the Government of Ontario has declared a state of emergency in the province.

Closures of the following will be legally required:

- Indoor recreation facilities
- Private schools

Public libraries

- Theatres
- Child care facilities
- Concert Venues
- All bars and restaurants, excepting those that provide takeout or delivery options

All organized public events of over 50 people are prohibited, including parades, events and communal services within places of worship.

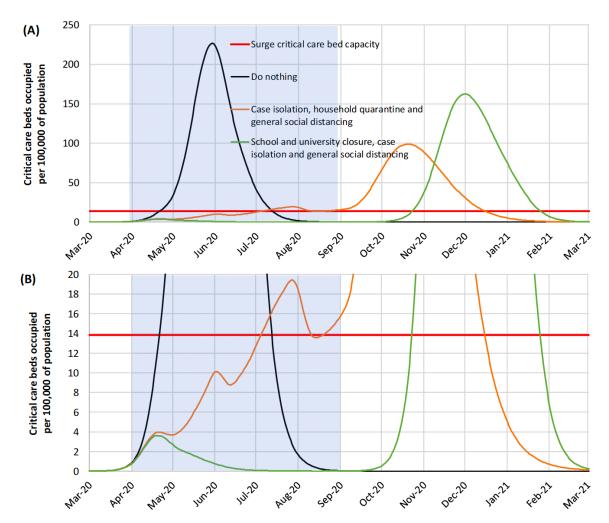
These measures will remain in place until March 31, 2020 unless terminated earlier.

Ontario.ca/coronavirus



Projecting Duration of the Pandemic

The Imperial College of LondonCOVID-19 Response Team has produced an exceptionally good model that suggests an August end to the 1st wave and a November start to a second wave.



Suppression strategy scenarios for US showing ICU bed requirements. The black line shows the unmitigated epidemic. Green shows a suppression strategy incorporating closure of schools and universities, case isolation and population-wide social distancing beginning in late March 2020. The orange line shows a containment strategy incorporating case isolation, household quarantine and population-wide social distancing. The red line is the estimated surge ICU bed capacity in US. The blue shading shows the 5-month period in which these interventions are assumed to remain in place. (B) shows the same data as in panel (A) but zoomed in on the lower levels of the graph.

Adding household quarantine to case isolation and social distancing is the next best option, although we predict that there is a risk that surge capacity may be exceeded under this policy option. Combining all four interventions (social distancing of the entire population, case isolation, household quarantine and school and university closure) is predicted to have the largest impact, short of a complete lockdown which additionally prevents people going to work.

Once interventions are relaxed (from September onwards), infections begin to rise, resulting in a predicted peak epidemic later in the year in the absence of vaccination, due to lesser build-up of herd immunity.

Status of the Outbreak at a Glance

On December 31, 2019, the World Health Organization was alerted to several cases of pneumonia in Wuhan, China. The virus did not match any other known virus.

On January 7, 2020, China confirmed COVID-19.

On January 25, 2020, Canada confirms its first case of COVID-19 related to travel in Wuhan, China.

On February 20, 2020, Canada confirms its first case related to travel outside mainland China.

On March 9, 2020, Canada confirms its first death related to COVID-19.

On March 11, 2020, the World Health Organization declares the global outbreak of COVID-19 a pandemic.

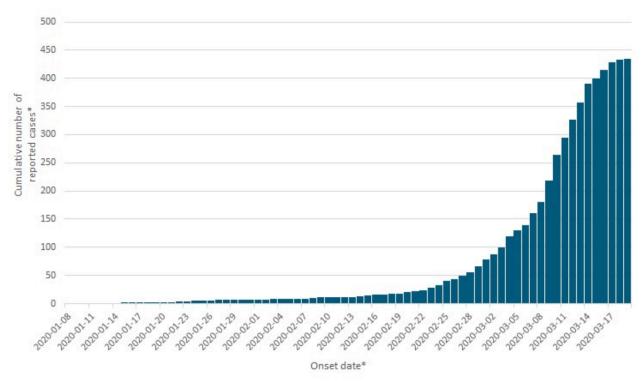
- 311 The number of confirmed cases in Ontario as of March 21.
- 2 The number of fatality in Ontario as of March 21.

64% of those infected travelled or were in close contact with a traveler.

National Microbiology Laboratory's summary of people tested in Canada as of March 20, 2020 at 7:00 pm EDT

Total number of patients tested in Canada	Total positive	Total negative
76,814	975	65,673

Figure 2. Cumulative COVID-19 cases (n=434 $\frac{1}{2}$) in Canada by date of symptom onset $\frac{2}{2}$ as of March 20, 2020, 8:30 AM EST.



Nutrient Management General Regulation Amendment Proposal

The province is committed to cutting red tape and reducing regulatory burden for all businesses, to lower business operating costs and improve Ontario's competitiveness while continuing to protect the environment. Reducing burden on farmers is a critical part of ensuring rural Ontario is economically vibrant and competitive. As part of this effort, the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and the Ministry of Environment, Conservation and Parks (MECP) are proposing changes to regulations under the Nutrient Management Act, 2002 to reduce burden and ensure requirements are outcome-focused and evidence-based.

In this proposal, the province is considering changes to the General Regulation (O. Reg. 267/03 – General) to create more opportunities for agricultural producers to process manure and other agricultural source materials in on-farm Regulated Mixed Anaerobic Digestion Facilities (RMADFs) and enable the production of renewable natural gas. These changes have the benefits of:

- Increased opportunities for management of food and organic waste in the circular food economy;
- Increased production of renewable natural gas in Ontario; and
- Increased economic development opportunities for the agri-food sector.

The proposed changes maintain environmental protections and provide more opportunities to process manure and other agricultural materials in anaerobic digesters on farms (RMADFs) and return nutrients and organic matter from the anaerobic digestion output (digestate) to the soil.

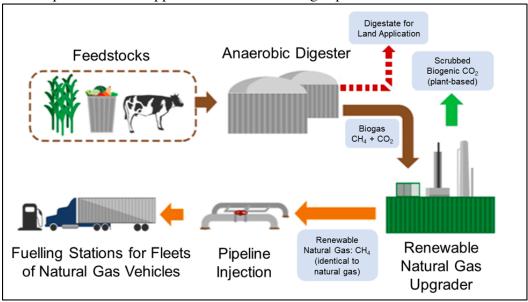
These proposals have been developed in part based on feedback and requests from farmers, the biogas sector, and from companies that generate or collect food and organic material that could be suitable feedstocks for anaerobic digesters. They also align with environmental goals in the Made-in-Ontario Environmental Plan.

Specifically, the proposed changes would:

1. Clarify design and construction requirements to support renewable natural gas production while

maintaining or enhancing environmental protections for neighbours and local communities.

2. Provide greater flexibility in the amount and type of on- and off-farm anaerobic digestion materials (feedstocks) permitted for use in RMADFs to make the generation of renewable natural gas more effective, efficient, and economical for farmers.



3. Simplify operational requirements regarding the sampling and analysis of received materials to reduce costs and enhance operational flexibility for farmers.

Canada short 25,000 truck drivers by 2023: report

Canada is expected to be short 25,000 truck drivers as early as 2023, representing a 25% increase over the unfilled vacancies in 2019, Trucking HR Canada reports.

The findings — outlined in The Road Ahead: Addressing Canada's trucking and logistics industry labor shortage, a study produced in a partnership with the Conference Board of Canada — are particularly troubling when compared to other business sectors.

Since 2016 alone, the number of truck driver vacancies has more than doubled.

Canada's trucking industry faced an average job vacancy rate of 6.8% last year – double the Canadian average of



3.3% and higher than all industries outside crop production. Longhaul truck driving jobs faced a 9.4% average vacancy rate. And while truck drivers represent 46% of the industry's overall employees, they accounted for 63% of the sector's job vacancies.

Sixty-one percent of the 352 employers surveyed by Trucking HR Canada last fall said they have had trouble filling truck driver vacancies in the last year.

The trucking and logistics sector employs 3.6% of Canada's workforce, translating to more than 650,000 workers. Truck drivers account for 300,000 employees, while 90,000 people are in shipping and receiving, 70,000 are courier service drivers, 38,000 are material handlers at warehouses and distribution staff. The remainder are managers, supervisors, administrative staff, and accounting personnel.

While the number of truck drivers has increased by more than 80,000 people in the past two decades, the rate of increase has slowed to an average of 4,100 drivers per year over the past decade, compared to 5,500 per year over the previous decade.

Identified factors behind the current labor shortage include an aging workforce, misconceptions about the industry among women and youth, and a high turnover rate.

"While 63% of prospective new hires have a high a school degree or less, many are not entering the trucking industry due to the perception that training costs and time are prohibitive. And, we are losing these young people to other occupations [e.g. construction], as they perceive the ability to start in other industries immediately," the report concludes.

While 12% of millennial-aged workers would consider a career in longhaul trucking, just 50% of surveyed employers have formal plans to recruit from the demographic group, Trucking HR Canada says. Misconceptions about training costs, the time to obtain credentials, and the industry's image were all seen as barriers here.

According to Statistics Canada's 2016 Census, 32% of truck drivers were 55 or older, compared to 21% of the labor pool as a whole.

In terms of compensation, close to ¾ of shorthaul drivers are paid by the hour, at an average of \$23.77 per hour. Roughly two-thirds of longhaul drivers are paid by the mile, averaging 0.53 per mile. Other forms of compensation range from flat rates to percentage of revenues, and annual salaries.

ISRI Offers a Way Forward for Residential Recycling During Congressional Testimony

Effective policy solutions aimed at rediscovering the value of successful recycling

Focused on solutions to the complex challenges facing the residential recycling stream, the Institute of Scrap Recycling Industries (ISRI) testified during a hearing in front of the House Subcommittee on Environment and Climate Change of the Committee on Energy and Commerce. In his testimony, ISRI Chief Lobbyist Billy Johnson



explained what makes for successful recycling, identified existing pressure points in the residential recycling stream, and provided a number of clear policy solutions.

"Recycling in the U.S. involves far more than what is placed in the blue bin, or cart, at the end of the driveway," Johnson testified. "The recycling infrastructure in the U.S. touches almost every part of our economy – from retail stores, office complexes, residential neighborhoods, schools, factories, and even military bases. And the vast majority of the recyclable material that flows through the recycling infrastructure does so without any problems, and is transformed by recyclers into clean, high quality, commodity-grade product used throughout the world as a substitute for virgin materials."

Serving as the Voice of the Recycling Industry TM, ISRI is in favor of several practical solutions and effective policies that will improve recycling in the United States, including Design for Recycling®; funding for recycling education; recycling-specific technical and financial assistance; affirmative Government Procurement policies demanding increased recycled content; and commitments to use recycled materials in state and local transportation and infrastructure projects.

In addition to highlighting these policy solutions, Johnson identified elements of successful recycling during the hearing on "Reduce, Reuse, Recycle, Reform: Addressing America's Plastic Waste Crisis":

"First, successful recycling requires market demand. If there is no end market to utilize the recyclable materials that are collected, they will not be recycled and used again in manufacturing, regardless of the volume of material collected. And collection without market consumption is not recycling.

"Whether called 'scrap,' 'recyclable materials,' or 'secondary materials,' these valuable commodities are sold and sought after in the global marketplace by industrial consumers – including steel mills, metal refiners, foundries, paper mills, plastic formulators, and others – for the manufacture of new consumer and industrial products. The Bureau of International Recycling (BIR) estimates that more than 40% of manufacturers' raw material needs around the world are met through the recycling of obsolete, off-spec, and end-of-life products and materials.

"Second, successful recycling requires minimal contamination as recyclables are products sold by specification-grade, with their corresponding value and marketability directly related to quality. Industry specifications developed by ISRI are derived from many sectors of the recycling industry including materials recovery facilities, metals, paper stock, plastics, glass, and electronics industries and are constructed to represent the quality or composition of the materials bought and sold in the industry. These specifications are internationally accepted and are used throughout the world to trade various commodities."



Photo courtesy of Dow Chemical Co.

Hefty diverts 1M pounds of hard-to-recycle plastics from landfills

The Hefty EnergyBag program provides collection service in participating markets for hard-to-recycle items.

Reynolds Consumer Products, Lake Forest, Illinois, has announced that the Hefty EnergyBag program has diverted over one million pounds of hard-to-recycle plastics from landfills. The program is designed to give consumers in participating markets the ability to collect these hard-to-recycle items and see them converted into what Reynolds calls valuable resources.

"We are really proud of surpassing our ambitious goal of diverting one million pounds in just three years," says Lindsey Walter, director of the Hefty EnergyBag program. "We are grateful to the many people and communities out there who have embraced this program as something we can all do together to make our world a little better."

In partnership with Dow, Midland, Michigan, and other community collaborators, the program was set up to complement existing recycling programs, allowing unfavorable plastics to be picked up at curbside.

Participants can place the plastics in the Hefty orange bag, tie the bag when full and place it in their curbside recycling cart or bin. Once collected, the plastics are converted into resources, including fuel and new plastic products like park benches, composite decking and concrete blocks. The bright orange bags used for collection make it easy for recycling facilities to separate and forward the materials they cannot process, says the company.

"We are grateful for Hefty's partnership and their ability to help galvanize people so that we all can do our part to help minimize hard-to-recycle waste by converting it into valuable resources," says Julie Zaniewski, Dow's North America sustainability director for packaging and special plastics. "We are encouraged by people's desire to be a part of the program and the impressive growth it has seen thus far."

Hydro One, OPG launch e-vehicle charging network



Hydro One and Ontario Power Generation have announced the launch of a new company, which will create the province's most connected electric vehicle fast-charger network.

Ivy Charging Network will have 160 level-3 fast-chargers at 73 locations across the province by the end of 2021.

The charging stations will help alleviate "electric vehicle range anxiety" as Ivy's locations will be less than 100 kilometres apart on average, they said.

Natural Resources Canada (NRCan), through its Electric Vehicle and Alternative Fuel Infrastructure Deployment Initiative (EVAFIDI), provided \$8 million in repayable contribution to Hydro One and OPG to help build the network.

Ivy has chosen Greenlots, a member of the Shell Group and leader in electric vehicle charging and management solutions as its service provider to operate and manage the network.

Ivy is a limited partnership with equal ownership between Hydro One and OPG. As an unregulated business, it can provide a new revenue stream for both companies while not affecting Ontario electricity rates.

The Humble Urban Garbage Truck Gets a High-Tech Battery Makeover

Volvo and Daimler are working on variants to replace diesel

Short routes, frequent stops make haulers suitable for upgrade



Volvo's FE electric garbage truck. Source: Volvo AB

Automakers from Tesla Inc. to Ford Motor Co. are developing ever-sleeker, futuristic-looking electric cars. Volvo AB has something a little chunkier in the race: the battery-powered garbage truck.

The Swedish company will start producing electric versions of its brawny trash haulers next month starting with Europe, with cities from Hamburg to Gothenburg to Zurich already signed up to buy. Volvo says it expects its two new electric models, which can be used for a variety of heavy-duty urban jobs, to do well because they're emissions-free and much quieter than diesels, whose engines fire up when they lift a dumpster.

Surprisingly, these hulking trucks offer some compelling advantages for electrification. Garbage vans typically follow regular daily routes that rarely exceed 60 miles (97 kilometers), easing range concerns. And with frequent stops, they return energy to the battery each time the driver hits the brakes.

City centers are becoming increasingly hostile environments for combustion vehicles. Paris, Madrid, and Hamburg have already introduced limited bans on older diesel cars, and Barcelona, London and Rome plan to keep them out altogether by the end of this decade.

Volvo is offering two versions, one weighing 16 tons and a larger model clocking in at 27 tons. The company wouldn't say how much they will cost, though estimates the sticker prices for the first generation of heavy-duty e-trucks will be about double their diesel equivalents. But by the middle of

this decade the total cost of ownership will be about the same due to their lower maintenance costs and fuel consumption, BNEF predicts.

It's not just the purchase price that operators need to consider. Buyers must also set up a charging infrastructure, adding to the already higher up-front investment. But Volvo says customers should also count incentives including tax breaks and lower toll fees in some regions, cutting the lifetime cost of the vehicle. Moreover, batteries are rapidly becoming more powerful and more affordable, meaning ranges and potential applications will multiply in coming years.

In Europe, the U.S., and China, Volvo faces growing competition from rivals also working on rigs ranging from long-distance freight haulers to urban vans to stop-and-go workhorses such as garbage trucks.

StreetScooter, a German startup bought by Deutsche Post AG in 2014, developed a no-frills electric delivery van that turned into a surprise hit. Tesla in 2017 unveiled the Semi, a long-haul e-truck that can accelerate from zero to 60 miles in 20 seconds (production hasn't started yet). And BYD Co., the Chinese electric-vehicle maker backed by Warren Buffett, has a range of e-trucks on offer for freight delivery and waste management.

Daimler AG, the No. 1 globally in conventional heavy trucks, this year plans to show customers an electric version of its popular Mercedes-Benz Econic truck.

The new variant can be adapted for a variety of jobs -- starting with one for quieter and cleaner garbage collection in cities. The company will begin testing the truck next year and expects to start serial production in 2022.





Electric collection vehicles, an increasingly common sight around the world, are on track to become more prevalent in the United States over the coming year than previously reported.

Truck manufacturers BYD and Lion Electric Company will be delivering new vehicles in multiple states. High-profile pilots from Mack are also underway in at least two states this year.

The companies touted big reductions in maintenance costs, along with the ability to drive progress toward corporate and government emissions reduction targets, as key factors. Still, charging

infrastructure and overall cost remain significant hurdles to overcome before the waste and recycling industry might see widespread adoption.

Despite those recognized hurdles, the session's presenters repeatedly highlighted electrification as the way of the future for fleets and passenger vehicles alike. Other sectors are further ahead in this area, but the waste industry's needs are particularly demanding according to panelists.

The agency has been eyeing alternative fleet technology for many years – including a more recent test with Chinese company BYD that didn't move ahead – and has decided against pursuing other options before due to infrastructure and cost factors. Compressed natural gas (CNG), biodiesel, dimethyl ether, hydrogen and other options have all been on the table at one time or another.

CNG in particular has caught on with the U.S. waste industry in recent years, but more and more signs point to the future being electric.

The Los Angeles Bureau of Sanitation recently pledged to make its whole fleet electric by 2035, following tests with various companies. Mack previously announced an LR pilot with Republic Services in North Carolina. Recology is now running two BYD trucks for commercial collection in Seattle following a previous test in San Francisco. GreenWaste is also running a BYD Generation 1 side-loader in Palo Alto, California and could convert its entire local fleet in the coming years.

BYD is considered ahead of the market due its multi-continent presence and battery expertise. The company has been testing refuse vehicles for years, including a past pilot with Casella Waste Systems in Maine, but until recently has largely focused on the West Coast. That's now changing, with a new location in the New York City metro area.



As of last fall, BYD had five of its first generation refuse models on the road in the U.S. and was working on the second generation. The company anticipates delivering new electric refuse vehicles to multiple new states throughout the country in the coming year, but declined to confirm where.



Lion8 sideloader refuse truck

Canada-based Lion is newer to the refuse market, but also has significant expansion plans. Lion8 Refuse trucks will be running in Alabama, California, Maine, New York, Washington and Montreal "by the end of 2020 or early 2021. This will include a mix of rear-loader, automated side loader and roll-off vehicles. White Plains, New York is the only publicly announced customer at this time.

One notable vehicle difference is the entire Lion8 truck body is electrified, meaning no heavy (or potentially leaky) hydraulic systems. While this feature does reduce range, Lion's trucks come with multiple batteries and charging options. The body is from Boivin Evolution, launched by the former owner of well-known manufacturer Labrie. Lion bills itself as an integrator, working with other companies to customize certain aspects of the vehicle for a "purpose built" truck.

The tone of the day was pro-electric, with multiple presenters speaking optimistically about its potential in a variety of industries.

"Twenty years from now it's going to be a very different landscape with respect to electric transportation," said Kyle Burak, director of energy storage at BYD.

Yet Burak and others recognized that some factors outside of their control could hinder that growth. Burak said he had seen scenarios where a truck was delivered within five months, but it took much longer for customers and utility companies to get the necessary charging infrastructure in place.

"The truck is going to show up and it's going to stay parked for another six months and that's not good for anybody," he said.

Lion echoed that concern, saying the company now waits to deliver vehicles if customers don't have the capability to charge them.

"Make sure that the energy companies are involved early in the conversation," said Gary Lalonde, Lion's director of sales, who suggested the possibility for simpler options like adding a utility pole or substation versus running cables underground in some cases. Otherwise, he said, "it becomes a really nice paperweight that cost you a lot of money."

For example, DSNY anticipates needing 480 volt charging capabilities and that currently only exists at a few of its 80 garages.

"The truck will probably get to where it needs to be, but then the infrastructure is going to pose a problem," said DiRico, who estimated it could potentially be a \$100 million proposition to upgrade all facilities. Following a decision not to pursue CNG due to logistical factors, DiRico said "similar infrastructure issues exist with the electric [alternative] because of the power."

While charging infrastructure may present a challenge for many service providers, some are uniquely well-positioned to deal with it. Portland's ecomaine, a nonprofit organization made up of member communities, already has access to 480 volt charging capabilities at its incinerator.

Factoring in the fuel savings for regular two-mile trips delivering ash to ecomaine's landfill, along with the occasional collection of roll-off containers, Roche estimates ecomaine could see the value of its energy output increase from 3 cents per kilowatt-hour to 18 cents.

DSNY anticipates applying for funding through the Congestion Mitigation and Air Quality Improvement Program – a common source for city projects – which covers 80% of the cost delta for new vehicles. DiRico roughly estimated each new truck may cost anywhere from \$500,000 to \$600,000, versus the current cost of around \$300,000 for diesel trucks, but he also foresees significant maintenance savings.

Lion's representatives have found maintenance costs can be reduced by at least 60% over diesel — a number that could actually be as high as 75% to 80% since expensive maintenance needs often arise later in a vehicle's lifespan and their electric trucks haven't been on the road that long yet.

Still, both Lion and BYD recognized cost remains a significant factor and they're well-versed in the limitations of current funding options. Among other things, the Volkswagen emissions settlement fund is starting to wind down and other new sources have yet to fully emerge. "We need to find a sustainable source for that," said BYD's Burak.

As more service providers look to make this move, they'll also need to consider factors such as battery lifespans and range capabilities in varying climates, adding noise generators to alert the public and training drivers on how to maximize regenerative braking systems.

Still, while CNG isn't likely going to be supplanted as the alternative fuel source of choice for many in the industry just yet, and the status quo of diesel remains cheap, electric vehicles are clearly generating more interest within the waste industry heading into the new decade.

"I don't think anything is more on the cutting edge than the electrification of fleets," said Roche.

Trudeau visits Lion Electric, calls electric vehicles 'economy of the future'



Lion Electric president Marc Bedard (left) discusses electric vehicles with Prime Minister Justin Trudeau and MP Stépahne Lauzon.

Prime Minister Justin Trudeau made a point of demonstrating his interest in electric vehicles, in a visit to Lion Electric's assembly plant in Saint-Jerome, Que., north of Montreal.

The visit is being described as a "courtesy call" by the company, which manufacturers battery-electric school buses and Class 8 trucks.

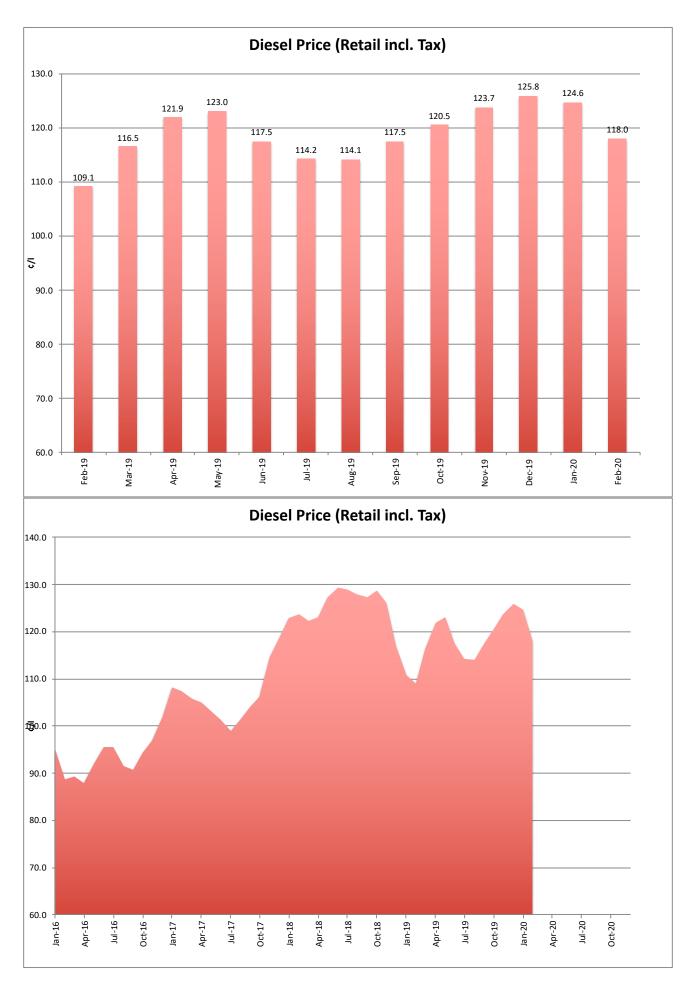
Trudeau met employees and senior management including Lion Electric president Marc Bedard.

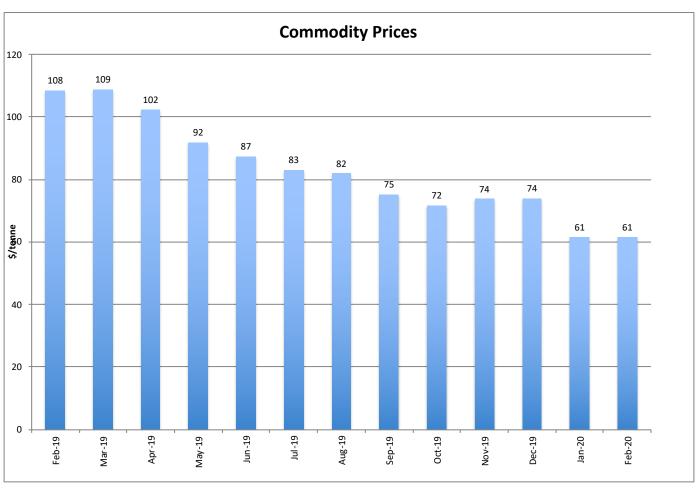
In 2018, the federal government invested \$50,000 in Lion Electric research and development activities. Trudeau said this kind of collaboration is part of a series of measures aimed at "achieving ambitious goals that will reduce our emissions, create good jobs and move faster towards a cleaner future."

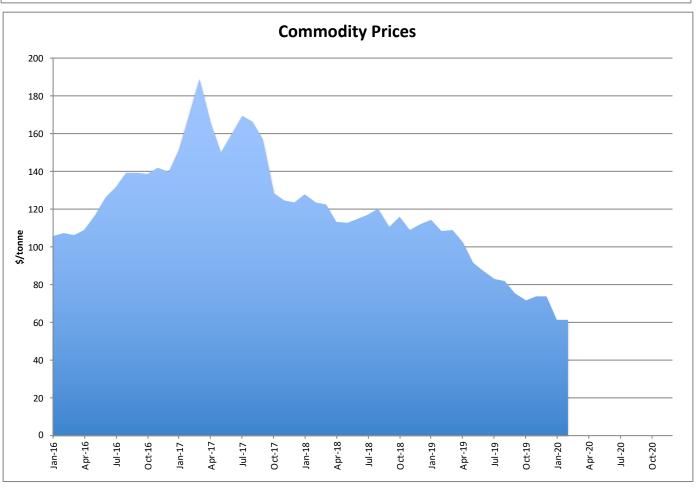
In a brief speech, Trudeau highlighted the contributions of Canada and Quebec into electric vehicles, which he called "the economy of the future".

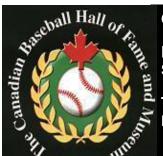
Two days earlier, the Prime Minister's Office announced that certain off-road electric trucks – particularly those used in the mining sector – would benefit from a zero-emission business tax write-off.

Businesses will be able to write off 100% of the related purchase prices on vehicles used before 2024. The support will drop to 75% in 2024, and 55% in 2025. Vehicles that won't be available until 2028 will not be eligible.









Canadian Baseball Hall of Fame & Museum

P.O. Box 1838 St. Marys, Ontario, Canada, N4X 1C2

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

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

MINUTES

CBHFM Board of Directors Meeting – 12:00pm, Friday February 28, 2020 386 Church St. S., St. Marys, ON

<u>Present</u>: Adam Stephens (Chair), Jeremy Diamond (Vice-Chair), Libby Walker, Liam Scott, Holly LaPierre, Chris Stamper

Ex-Officio: Al Strathdee (Mayor), Rob Edney

<u>Staff:</u> Scott Crawford, Director of Operations, Laurie Bannon, Finance & Administration Coordinator

<u>Regrets/Absences</u> Jordan Schofield (Treasurer), Mike Wilner, Scott Smith, Derek Aucoin Julie Docker-Johnson, Jody Hamade

Call to Order:

Adam Stephens (Chair), called the meeting to order

Declaration of any conflict of interest:

None

Additions to Agenda:

None

Approval of Agenda:

Moved Chris Stamper Seconded by Libby Walker:

THAT the CBHFM Board of Directors approves the agenda as circulated by email and distributed before this meeting February 28, 2020. **Carried.**

Approval of Minutes from January 24, 2020

Moved by Jeremy Diamond; **Seconded** by Holly LaPierre:

THAT the CBHFM Board of Directors approves the minutes of the board meeting held on January 24, 2020 as circulated by email and distributed before the meeting. **Carried.**

Business arising from the minutes January 24. 2020:

None

NEW BUSINESS

 Adam discussed the need to appoint a sub-committee to look at the historical approach for the selection of Inductees

Committee Reports:

a. Management

None.

b. Finance:

None.

c. Resource Development

 Jeremy reports that Left Field Brewery and the Hall of Fame have agreed to partner again in 2020. The plan is for the Thursday night induction event to be similar to last year's event and held at the same venue.

d. Outreach

• Scott Smith and Jeremy Diamond are planning to attend the Toronto Blue Jays Curve Ball Gala on April 8, 2020. Scott and Jeremy are in talks with the Blue Jays about setting up a possible display for that event.

e. Nominating

None

f. Governance

None

g. Museum

- Libby announced that the Tip O'Neill trophy will be on display at the Canadian Museum
 of History in Ottawa during May, 2020. A book launch for Dennis Thiessen's Tip O'Neill
 book will take place in May as well.
- Libby spoke about a television show done by CTV Kitchener's "In Your Backyard" series
 where they interviewed Scott Crawford, Christi Hudson and Andrew North at the CBHFM
 museum. Topics included what's new at the museum, the library and the archive centre.

Operations Report

Events/Induction

- Scott talked about the Inductee announcement and the resulting increase on social media
- The 24th annual Celebrity Golf Classic and Banquet will be announced Monday, March 2, 2020.
- The annual induction program promotion has gone out with follow-up coming next week.
- Membership drive is ongoing
- Expo Fest is March 22 (the Jays are playing the Yankees on March 23–24). Scott Crawford will be attending
- Scott Crawford will travel to Atlanta for the April 7th presentation of the Tip O'Neill Award to Mike Soroka

Site

- Summer student job postings are out with the goal to complete the hiring by March 13th
- John Rietsmeyer, Doug Goudy and Rod Betteridge will be back in their similar roles in terms of site maintenance.

Museum

- Wayne Murray will return to work in the museum this summer part time.
- Two events are scheduled in March in the Visitor Lounge
 - * March 10 United Way
 - * March 26 local Wine Tasting event
- The YCW, Canada Summer Jobs and Summer Experience program grants have been complete

Baseball News

• We acknowledged the passing of 2008 Inductee Tony Fernandez on Sunday, February 16 at the age of 57.

In Camera

None

Motion to Terminate – 12:50 pm by Chris Stamper

Next CBHFM 2020 Board Meeting dates:

386 Church Street S., St. Marys at 7 am ET

March 27, April 24, May 22, June 26, July 24, August 28, September 25, October 23, November 27, December 18, 2020



Minutes

Museum Advisory Committee

March 11, 2020 6:30 pm St. Marys Museum 177 Church Street South, St. Marys

Members Present: Councillor Hainer, Doug Fread, Krissy Nickle, Peter McAsh,

Scott Crawford, Karen Ballard

Staff Present: Amy Cubberley

1. CALL TO ORDER

The Chair called the meeting to order at 6:30pm.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Peter McAsh Seconded By Krissy Nickle

THAT the March 11, 2020 Museum Advisory Committee meeting agenda be accepted as presented.

Carried

4. **DELEGATIONS**

None.

5. ACCEPTANCE OF MINUTES

Moved By Scott Crawford Seconded By Karen Ballard

THAT the February 8, 2020 Museum Advisory Committee meeting minutes be accepted as presented.

Carried

6. BUSINESS ARISING FROM MINUTES

None.

7. REPORTS

7.1 Community Policy Update

The Committee reviewed the updated Community Policy and recommended that Board be changed to Committee and a statement about AODA compliance be added.

Moved By Councillor Hainer Seconded By Scott Crawford

THAT MUS 06-2020 Museum Community Policy Update be received for information and review and

THAT the St. Marys Museum Advisory Committee recommends to Council that the St. Marys Museum Community Policy be approved as amended.

Carried

7.2 Exhibition Policy Update

The Committee reviewed the Exhibition Policy and requested that staff investigate whether firearms includes explosive devices such as grenades under section 6.h of the policy.

Moved By Peter McAsh Seconded By Karen Ballard

THAT MUS 07-2020 Museum Exhibition Policy Update be received for information and review and

THAT the St. Marys Museum Advisory Committee recommends to Council that the St. Marys Museum Exhibition Policy be approved as amended.

Carried

7.3 March Monthly Report

Staff spoke to MUS 08-2020 and responded to questions.

Moved By Scott Crawford Seconded By Krissy Nickle

THAT MUS 08-2020 March Monthly Report (Museum and Archives) be received for information.

Carried

7.4 Council Report

Councillor Hainer provided an update on recent Council activities, including passing the 2020 budget and tourism opportunities with the Quarry Splash Park in 2020.

8. OTHER BUSINESS

None.

9. UPCOMING MEETINGS

Wednesday, April 8 at 6:30 pm.

10. ADJOURNMENT

Moved By Peter McAsh
Seconded By Krissy Nickle

THAT the March 11, 2020 Museum Advisory Committee Meeting adjourn at 7:16pm.

Chair Doug Fread	

Board Secretary Amy Cubberley

BY-LAW 39-2020

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to establish the 2020 St. Marys Business Improvement Area (BIA) Levy.

WHEREAS: The Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 8,

provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its

authority under this or any other Act;

AND WHEREAS: Business Improvement Areas (BIA), herein referred to as the "St.

Marys Business Improvement Area", allows local business people and

property owners to join together and with the support of the

municipality, to organize, finance and carry out physical improvement

and promote economic development within their district;

AND WHEREAS: The Municipal Act, 2001, S.O. 2001, c.25, as amended, Section 208

provides that the municipality shall annually raise the amount required for the purposes of a board of management, and may

establish a special charge for the amount to be raised;

NOW THEREFORE: The Council of the Corporation of the Town of St. Marys hereby

enacts:

- **1.** That Schedule "A" St. Marys Business Improvement Area 2020 Annual Budget attached hereto forms part of this by-law.
- 2. That for the purposes of the Board of Management of the St. Marys Business Improvement Area the sum of \$45,000 is raised for 2020 by applying the rate of .0028748300 against the commercial current value assessment within the designated area.
- 3. That the minimum levy shall be \$100.00 and the maximum levy shall be \$761.25 for single unit and \$971.25 for multi-properties within the Improvement Area.
- **4.** This By-law shall be deemed to have come into force and take effect on January 1, 2020.

Read a first, second and third time and finally passed this 14th day of April, 2020.

Mayor Al Strathdee
Brent Kittmer, CAO / Clerk

	BIA BUDGET 2020				R	EMAINING	
			BUDGET	ACTUAL	Ur	der Budget	
			2020	2020		ver Budget)	
	ITEM				, -		Details
	Revenues	_	47.000.00	•	_	45.000.00	
	BIA Levy	\$	45,000.00	\$ -	\$	45,000.00	
	HST Rebate Miscellaneous	\$	3,268.00	\$ -	\$	3,268.00	
-		\$	40.200.00	\$ -	\$	40.200.00	
	SUBTOTAL:	\$	48,268.00	\$ -	\$	48,268.00	
Α	Expenses MEMBER SUPPORT & ENGAGEMENT						
A	Membership						
	•	Ċ	F00 00	<u> </u>	۲ (500.00	
	Member Recognition	_	500.00	\$ -	\$	500.00	
	Member Welcome	\$	500.00	\$ - \$ -	\$ \$	500.00	
\vdash	Networking Socials Training & Education	Ş	1,000.00	э -	Ş	1,000.00	
-			2 000 00	*		2.000.00	
-	Training & Education		3,000.00	\$ -	\$	3,000.00	
-	Social Media	\$	-				
_	Organizational Capacity				ı		
	OBIAA Conference	_			_		
-	OBIAA Membership	\$	220.00	\$ -	\$	220.00	
	Policies & Procedures						
	Miscellaneous	<u> </u>	E 000 00	4	4	5 222 22	
	SUBTOTAL Member Support and Engagement:	\$	5,220.00	\$ -	\$	5,220.00	
Ļ	INADDOVING BURIES CRACE & REALITIESCATION	<u> </u>		A	۸		
R	IMPROVING PUBLIC SPACE & BEAUTIFICATION Flower Baskets	\$	4 500 00	\$ -	\$	4 500 00	
\vdash			4,500.00	\$ -	\$ \$	4,500.00	
-	Christmas Lights Maintenance Lions Club Flag Replacement		1,000.00 200.00	\$ - \$ -	\$ \$	1,000.00 200.00	
\vdash	Public Art Maintenance		3,900.00	\$ -	۶ \$	3,900.00	
-	Banner	-	2,500.00	\$ -	۶ \$	2,500.00	
	Downtown Bench Project		5,000.00	\$ -	\$	5,000.00	
-	SUBTOTAL Improving Public Space and	<u> </u>			٦	•	
	Beautification:	\$	17,100.00	\$ -	\$	17,100.00	
\vdash							
С	BRINGING PEOPLE DOWNTOWN						
٦	Ambassador Program	\$	500.00	\$ -	\$	500.00	
	Marketing & Promotion			-	Ĺ		
	Advertising	\$	4,000.00	\$ -	\$	4,000.00	
	Events	\$	-	\$ -	\$	-	
	Meet Me in St. Marys	\$	-	\$ -	\$		
	August 2020 Event	\$	1,865.00	\$ -	\$	1,865.00	
	Christmas Event	\$	6,000.00	\$ -	\$	6,000.00	
	Hindsight is 2020 (Homecoming)/Heritage Festival	\$	3,000.00	\$ -	\$	3,000.00	
	Santa Claus Parade - Sponsorship to Kinsman	\$	1,000.00	\$ -	\$	1,000.00	
Cor	Rentmerships				ļ .		100 (10)
	Stratford Tourism Alliance (STA) Membership	Ş	400.00		\$	400. b @g	e 128 of 131

ITEM	A	BUDGET 2020		ACTUAL 2020	(0	nder Budget ver Budget)	Details
CUPTOTAL Privates Preside President	\$	46.765.00	\$		\$	46.765.00	
SUBTOTAL Bringing People Downtown:	\$	16,765.00	-	Ş -	\$	16,765.00	
RUNNING THE ST. MARYS BIA							
Running the BIA							
Admin Support	\$	5,000.00			\$	5,000.00	
Annual General Meeting	_	605.00			\$	605.00	
Aimual General Weeting Audit		1,000.00			ب \$	1,000.00	
Email/Quadro	_	300.00			\$	300.00	
Bank Fees		50.00			\$	50.00	
Office Supplies		400.00			\$	400.00	
Miscellaneous	_	300.00			\$	300.00	
GST/HST	_	3,300.00			\$	3,300.00	
SUBTOTAL Running the BIA:		10,955.00	9	\$ -	\$	10,955.00	
GRAND TOTALS:	Ś	50,040.00		, \$ -	\$	50,040.00	
	_			T			
Total Levy (Income)	Ś	48,268.00	9	\$ -	\$	48,268.00	
Total Expenses	\$	50,040.00		\$ -	\$	50,040.00	
	T			r	7		
Reserve Funds:							
Remaining in Bank December 2019	\$	87,961.13					
COVID-19 Relief Fund	\$	(45,000.00)					
Streetscape Plan (Assets)		(20,000.00)					
Proposed Project (s)	\$	(5,000.00)					
Christmas Lights	\$	(5,000.00)					
Constitution	\$	(1,000.00)					
Remaining	\$	11,961.13					

BY-LAW 40-2020

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to authorize a site plan agreement between The Corporation of the Town of St. Marys and Brahmani Inc.

WHEREAS: Brahmani Inc. intends to develop, under site plan agreement, the

lands legally described as Lot 14, Plan 207 St. Marys, Part Lot 15 South side Queen St. Plan 207 St. Marys, hereto being PIN 53241-0052 (LT) all in the Registry Office for the Land Titles Division of Perth (No. 44) and having the municipal address of 188 Queen Street

West;

AND WHEREAS: The Corporation of the Town of St. Marys deems it expedient to enter

into a site plan agreement (the "Agreement") with Brahmani Inc. for the purpose of clarifying and delineating the respective rights,

obligations, payments and billing arrangements of and for the delivery

of the site plan development;

THEREFORE: The Council of The Corporation of the Town of St. Marys hereby enacts

as follows:

 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 Brahmani Inc.

- 2. That a copy of the said Agreement is attached hereto this By-law, and to affix the corporate seal of the Corporation of the Town of St. Marys.
- **3.** Enactment of this By-law shall be deemed to be authorized to the solicitor for the Town to register same in the appropriate Land Registry Office, without further written authorization.
- **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 14th day of April, 2020.

Mayor Al Strathdee
Brent Kittmer, CAO / Clerk

BY-LAW 41-2020

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 April 14, 2020.

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 14th day of April, 2020 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 14th day of April, 2020.

	Mayor Al Strathdee
-	Brent Kittmer, CAO / Clerk