



AGENDA

Regular Council Meeting

May 11, 2021

6:00 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-dOYKteFQ>

Pages

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

RECOMMENDATION

THAT the May 11, 2021 regular Council meeting agenda be accepted as presented.

4. **PUBLIC INPUT PERIOD**

(Public input received by the Clerks Department prior to 4:30 pm on the day of the meeting will be read aloud by the Mayor during this portion of the agenda. Submissions will be accepted via email at clerksoffice@town.stmarys.on.ca or in the drop box at Town Hall, 175 Queen Street East, lower level.)

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

5.1. #Strong As Stone Nominees

Recognition of April Nominees

Lyle Fisher

Yaz Lachporia

Carey Pope

Todd Sleeper

Jaxon Steffler

Tony Weir

5.2. Public Meeting - 347 James Street South

Register in advance of the meeting to participate as an "attendee" and observe or participate in the meeting. Upon registering, the attendee will be provided a meeting link to join by computer or alternatively by telephone.

Copy and paste the Zoom Webinar link below into your web browser to register now.

https://zoom.us/webinar/register/WN_0nh9yiq1TaWcJ5pqQSpyuQ

RECOMMENDATION

THAT the May 11, 2021 regular Council meeting be adjourned at _____ pm to hold a statutory public meeting as required under the *Planning Act*; and

THAT a Public Meeting to consider a planning application for 347 James Street South be opened at _____ pm.

RECOMMENDATION

THAT this Public Meeting be adjourned at _____ pm; and

THAT the May 11, 2021 regular Council meeting reconvene at _____ pm.

6. ACCEPTANCE OF MINUTES

6.1. Regular Council - April 27, 2021

8

RECOMMENDATION

THAT the April 27, 2021 regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

7. CORRESPONDENCE

None

8. STAFF REPORTS

8.1. Building and Development Services

- 8.1.1. DEV 21-2021 Application for Zoning By-law Amendment (Z01-2021) by BDS Construction c/o Adriano Paola for 347 James Street South**

19

RECOMMENDATION

THAT DEV 21-2021 Application for Zoning By-law Amendment (Z01-2021) by BDS Construction c/o Adriano Paola for 347 James Street South be received;

THAT Council approve the Zoning By-law Amendment application for 347 James Street South provided no significant concerns are raised by the public or members of Council at the statutory public meeting; and,

THAT Council consider Zoning By-law Amendment No. Z143-2021.

8.2. Corporate Services

8.2.1. COR 22-2021 Final 2021 Property Tax Rates and Ratios

61

RECOMMENDATION

THAT COR 22-2021 Final 2021 Property Tax Rates and Ratios report be received; and

THAT Council consider approving By-law 46-2021, a by-law to set Tax Ratios for prescribed property classes for municipal purposes for the year 2021; and

THAT Council consider approving By-law 47-2021, a by-law to levy the rates of taxation for the year 2021.

8.3. Public Works

8.3.1. PW 38-2021 Electronic Waste Management Agreement

63

RECOMMENDATION

THAT report PW 38-2021, Electronic Waste Management Agreement, be received; and

THAT Council consider By-Law 48-2021 authorizing the Mayor and the Clerk to sign a service agreement with Greentec International Inc. for recycling and disposal of electronic materials collected at the St. Marys Landfill Site.

8.3.2. PW 40-2021 Agreement for Air Monitoring Equipment

80

RECOMMENDATION

THAT report PW 40-2021, Agreement for Air Monitoring Equipment, be received; and

THAT Council consider By-Law 49-2021 authorizing the Mayor and the Clerk to sign the associated agreement with St. Marys Cement Inc. to facilitate an air monitoring location on Town owned lands.

9. COUNCILLOR REPORTS

9.1. Operational and Board Reports

RECOMMENDATION

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

9.1.1.	Bluewater Recycling Association - Coun. Craigmile	87
	April 15, 2021 Highlights	
	2020 Annual Report	
9.1.2.	Library Board - Coun. Craigmile, Edney, Mayor Strathdee	133
	April 8, 2021 Minutes	
9.1.3.	Municipal Shared Services Committee - Mayor Strathdee, Coun. Luna	
9.1.4.	Huron Perth Public Health - Coun. Luna	
9.1.5.	Spruce Lodge Board - Coun. Luna, Pridham	136
	March 17, 2021 Minutes	
9.1.6.	Upper Thames River Conservation Authority	139
	February 18, 2021 AGM Minutes	
	March 23, 2021 Minutes	
9.2.	Advisory and Ad-Hoc Committee Reports	
9.2.1.	Accessibility Advisory Committee - Coun. Hainer	153
	April 19, 2021 Minutes	
	*Councillor Hainer will speak to the recommendation noted in item 4.1 of the April 19, 2021 Accessibility Advisory Committee minutes.	
	RECOMMENDATION	
	THAT at the time facility upgrades are considered for Town Hall, Council consider increasing the second-floor washroom at Town Hall to a barrier-free door entry system.	
9.2.2.	Business Economic Support and Recovery Task Force - Mayor Strathdee, Coun. Edney	
9.2.3.	Business Improvement Area - Coun. Winter	156
	April 12, 2021 Draft Minutes	

9.2.4.	CBHFM - Coun. Edney	
9.2.5.	Committee of Adjustment	
9.2.6.	Community Policing Advisory Committee - Coun. Winter, Mayor Strathdee	161
	April 21, 2021 Minutes	
9.2.7.	Green Committee - Coun. Pridham	166
	April 28, 2021 Minutes	
	*Recommendation in minute item 7.2 to be considered by Council at a later date.	
9.2.8.	Heritage Advisory Committee - Coun. Pridham	170
	April 12, 2021 Minutes	
9.2.9.	Huron Perth Healthcare Local Advisory Committee - Coun. Luna	
9.2.10.	Museum Advisory Committee - Coun. Hainer	
9.2.11.	Planning Advisory Committee - Coun. Craigmile, Hainer	
9.2.12.	Recreation and Leisure Advisory Committee - Coun. Pridham	
9.2.13.	Senior Services Advisory Committee - Coun. Winter	174
	February 22, 2021 Minutes	
	March 29, 2021 Minutes	
9.2.14.	St. Marys Lincolns Board - Coun. Craigmile	
9.2.15.	St. Marys Cement Community Liaison Committee - Coun. Craigmile, Winter	
9.2.16.	Youth Council - Coun. Edney	181
	April 9, 2021 Minutes	

10. EMERGENT OR UNFINISHED BUSINESS

11. NOTICES OF MOTION

12. BY-LAWS

RECOMMENDATION

THAT By-Laws Z143-2021, 46-2021, 47-2021, 48-2021 and 49-2021 be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.

12.1.	Z143-2021 347 James Street South	184
12.2.	By-Law 46-2021 Tax Ratio for 2021	187
12.3.	By-Law 47-2021 Taxy Levy for 2021	189
12.4.	By-Law 48-2021 Agreement with Greentec International Inc. for electronic waste diversion	192
12.5.	By-Law 49-2021 Agreement with St. Marys Cement Inc. (Canada) for installation of ambient air monitoring system	193

13. UPCOMING MEETINGS

* All meetings are held virtually and live streamed to the Town's YouTube channel.

May 18, 2021 - 9:00 am, Strategic Priorities Committee

May 25, 2021 - 6:00 pm, Regular Council

14. CONFIRMATORY BY-LAW **194**

RECOMMENDATION

THAT By-Law 50-2021, being a by-law to confirm the proceedings of May 11, 2021 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.

15. ADJOURNMENT

RECOMMENDATION

THAT this regular meeting of Council adjourns at _____ pm.



MINUTES Regular Council

April 27, 2021

6:00pm

Town Hall, Council Chambers

Council Present: Mayor Strathdee (in-person)
Councillor Craigmile (videoconference)
Councillor Edney (videoconference)
Councillor Hainer (videoconference)
Councillor Luna (videoconference)
Councillor Pridham (videoconference)
Councillor Winter (in-person)

Staff Present: **In-Person**
Brent Kittmer, Chief Administrative Officer
Jenna McCartney, Clerk

Conference Line
Richard Anderson, Director of Emergency Services / Fire Chief
Sarah Andrews, Library CEO
Grant Brouwer, Director of Building and Development
Stephanie Ische, Director of Community Services
Jed Kelly, Director of Public Works
André Morin, Director of Corporate Services / Treasurer

1. CALL TO ORDER

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

3. AMENDMENTS AND APPROVAL OF AGENDA

Mayor Strathdee requested that a closed session agenda item be added as 13.3 "Update on Huron Perth Public Health Financial Matter".

Resolution 2021-04-27-01

Moved By Councillor Craigmile

Seconded By Councillor Edney

THAT the April 27, 2021 regular Council meeting agenda be accepted as amended.

4. PUBLIC INPUT PERIOD

Tom Osgerby, resident of St. Marys, provided the following question in advance of the meeting.

Now that the bridges and the dam have been repaired, wouldn't it be nice to see "our swans" back on the river again? Many of our residents enjoy seeing these graceful birds cruising on the river. I don't know what happened from the time when we owned two swans, to borrowing two from Stratford or Mitchell and now not having any. Can you enlighten me on this?

In response to the question, Brent Kittmer stated that the Town reviewed the swan program during the core services review and the decision was made to not continue with the program.

In advance of the meeting, Frank Doyle of St. Marys Independent newspaper provided the following questions.

1. *How many of the Town's elected officials have received the vaccine.*
2. *Is there any word on the Service Ontario office?*

In response to Mr. Doyle's first question, Council raised their hands to show who has received the vaccine.

In response to the second question, Mr. Kittmer stated that the Town has been in contact with the Service Ontario representatives regarding the opportunity to provide services in St. Marys. The Town is currently negotiating a service agreement and will be able to provide a public report in the coming months.

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

5.1 Adult Learning Programs of Perth re: 2020/21 Program Review

Sarah Andrews, Library CEO, introduced Adam Stapleton and Cole Atlin.

Mr. Stapleton presented the Adult Learning 2020 / 21 program review and responded to questions from Council.

Resolution 2021-04-27-02

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT the Adult Learning Programs of Perth presentation regarding the 2020 / 21 Program Review be received.

CARRIED

5.2 St. Marys Business Improvement Area Board re: 2021 Budget

Lanny Hoare and Kyle Burnside of the St. Marys Business Improvement Area presented the 2021 budget on behalf of the Board.

Resolution 2021-04-27-03

Moved By Councillor Pridham

Seconded By Councillor Edney

THAT the delegation from the St. Marys Business Improvement Area Board regarding the 2021 BIA Levy be received; and

THAT Council approve the 2021 BIA Levy; and

THAT the 2021 BIA Levy summarized in Schedule A to By-law 42-2021 be considered.

CARRIED

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - April 13, 2021

Resolution 2021-04-27-04

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT the April 13, 2021 regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

CARRIED

6.2 Strategic Priorities Committee - April 20, 2021

Resolution 2021-04-27-05

Moved By Councillor Luna

Seconded By Councillor Edney

THAT the April 20, 2021 Strategic Priorities Committee meeting minutes be accepted by Council and signed and sealed by the Mayor and the Clerk; and

THAT item 5.1 from the minutes, Widder Street Secondary Access, be raised for discussion.

CARRIED

6.2.1 Widder Street Secondary Access

Resolution 2021-04-27-06

Moved By Councillor Craigmile

Seconded By Councillor Edney

THAT staff be directed to pursue an easement agreement to create an emergency egress for Widder Street East, east of the CN railway.

CARRIED

7. CORRESPONDENCE

7.1 Perth County Federation of Agriculture re: Perth Municipal Infrastructure and Maintenance

Resolution 2021-04-27-07

Moved By Councillor Craigmile

Seconded By Councillor Winter

THAT the correspondence from Perth County Federation of Agriculture regarding Perth municipal infrastructure and maintenance be received; and

THAT staff respond to the correspondence.

CARRIED

8. STAFF REPORTS

8.1 Administration

8.1.1 ADMIN 16-2021 April Monthly Report (Administration)

Brent Kittmer and Jenna McCartney presented ADMIN 16-2021 report.

Resolution 2021-04-27-08

Moved By Councillor Pridham

Seconded By Councillor Luna

THAT ADMIN 16-2021 April Monthly Report (Administration) be received for information.

CARRIED

8.2 Building and Development Services

8.2.1 DEV 16-2021 April Monthly Report (Building & Development Services)

Grant Brouwer presented DEV 16-2021 report.

Resolution 2021-04-27-09

Moved By Councillor Edney

Seconded By Councillor Pridham

THAT DEV 16-2021 April Monthly Report (Building & Development Services) be received for information.

CARRIED

8.2.2 DEV 15-2021 172 James St S. (Fire Hall) Breathing Air Compressor

Grant Brouwer presented DEV 15-2021 report.

Resolution 2021-04-27-10

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT DEV 15-2021 172 James St. S. (Fire Hall) Breathing Air Compressor report be received; and,

THAT the procurement for Breathing Air Compressor be awarded to AJ Stone Company Ltd. for the procured price of \$84,575.98, inclusive of all taxes and contingencies; and,

THAT Council consider By-Law 43-2021 and authorize the Mayor and the Clerk to sign the associated agreement.

CARRIED

8.2.3 DEV 18-2021 201 Queen St. E. Sign Variance

Grant Brouwer presented DEV 18-2021 report.

Resolution 2021-04-27-11

Moved By Councillor Pridham

Seconded By Councillor Craigmile

THAT DEV 18-2021 201 Queen St. E. Sign Variance report be received; and

THAT Council approves the sign variance at 201 Queen St. E.

CARRIED

8.2.4 DEV 19-2021 752 Queen St. E. Sign Variance

Grant Brouwer presented DEV 19-2021 report.

Resolution 2021-04-27-12

Moved By Councillor Luna

Seconded By Councillor Edney

THAT DEV 19-2021 752 Queen St. E. Sign Variance report be received; and

THAT Council approves the sign variance at 752 Queen St. E.

CARRIED

8.2.5 DEV 20-2021 Proposed Regulation Changes for Accessory Apartment Units in St. Marys

Grant Brouwer presented DEV 20-2021 report.

Resolution 2021-04-27-13

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT DEV 20-2021 Proposed Regulation Changes for Accessory Apartment Units in St. Marys be received; and

THAT Council proceed with a public meeting to consider amendments to the Town's Zoning By-law regulations related to accessory apartments as outlined in DEV 20-2021.

CARRIED

8.3 Community Services

8.3.1 DCS 15-2021 April Monthly Report (Community Services)

Stephanie Ische presented DCS 15-2021 report.

Resolution 2021-04-27-14

Moved By Councillor Pridham

Seconded By Councillor Winter

THAT DCS 15-2021 April Monthly Report (Community Services) be received for information.

CARRIED

8.4 Corporate Services

8.4.1 COR 21-2021 April Monthly Report (Corporate Services)

André Morin presented COR 21-2021 report.

Resolution 2021-04-27-15

Moved By Councillor Craigmile

Seconded By Councillor Edney

THAT COR 21-2021 April Monthly Report (Corporate Services) be received for information.

CARRIED

8.5 Fire and Emergency Services

8.5.1 FD 05-2021 April Monthly Report (Emergency Services)

Chief Anderson presented FD 05-2021 report.

Resolution 2021-04-27-16

Moved By Councillor Winter

Seconded By Councillor Luna

THAT FD 05-2021 April Monthly Report (Emergency Services) be received for information.

CARRIED

8.6 Human Resources

8.6.1 HR 04-2021 April Monthly Report (Human Resources)

Lisa Lawrence presented HR 04-2021 report.

Resolution 2021-04-27-17

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT HR 04-2021 April Monthly Report (Human Resources) be received for information.

CARRIED

8.7 Public Works

8.7.1 PW 35-2021 April Monthly Report (Public Works)

Jed Kelly presented PW 35-2021 report.

Resolution 2021-04-27-18

Moved By Councillor Winter

Seconded By Councillor Craigmile

THAT PW 35-2021 April Monthly Report (Public Works) be received for information.

CARRIED

8.7.2 PW 33-2021 Establish a Naturalized Area Adjacent to Meadowridge Park

Jed Kelly presented PW 33-2021 report.

Resolution 2021-04-27-19

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT PW 33-2021 Establish a Naturalized Area Adjacent to Meadowridge Park be received; and

THAT Council approve the recommendation from the Green Committee to establish a naturalized area adjacent to Meadowridge Park.

CARRIED

8.7.3 PW 36-2021 Procurement Award for RFQ-PW-05-2021 Catch Basin Cleaning

Jed Kelly presented PW 36-2021 report.

Resolution 2021-04-27-20

Moved By Councillor Craigmile

Seconded By Councillor Pridham

THAT PW 36-2021 Procurement Award for RFQ-PW-05-2021 Catch Basin Cleaning report be received; and,

THAT the procurement for RFQ-PW-05-2021 Catch Basin Cleaning be awarded to B. Edwards Transfer Ltd. for the procured price of \$61, 573.14, inclusive of all taxes and contingencies; and,

THAT Council consider By-Law 44-2021 and authorize the Mayor and the Clerk to sign the associated agreement.

CARRIED

8.7.4 PW 37-2021 Landfill Annual Report for 2020

Brent Kittmer presented PW 37-2021 report.

Resolution 2021-04-27-21

Moved By Councillor Craigmile

Seconded By Councillor Luna

THAT report PW 37-2021 Landfill Annual Report for 2020 be received for information.

CARRIED

9. EMERGENT OR UNFINISHED BUSINESS

None.

10. NOTICES OF MOTION

None.

11. BY-LAWS

Resolution 2021-04-27-22

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT By-Laws 42-2021, 43-2021 and 44-2021 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

11.1 By-Law 42-2021 BIA Tax Levy 2021

11.2 By-Law 43-2021 Agreement with AJ Stone Company Ltd. for Breathing Air Compressor

11.3 By-Law 44-2021 Agreement with B. Edward Transfer Ltd. for Catch Basin Cleaning

12. UPCOMING MEETINGS

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

Council took a brief break at 7:52 pm.

Mayor Strathdee called the meeting back to order at 8:05 pm.

13. CLOSED SESSION

Resolution 2021-04-27-23

Moved By Councillor Edney

Seconded By Councillor Luna

THAT Council move into a session that is closed to the public at 8:05 pm as authorized under the *Municipal Act*, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees, and (d) labour relations or employee negotiations; and (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board

CARRIED

13.1 Minutes CLOSED SESSION

13.2 HR-05-2021 CONFIDENTIAL - Job Evaluation – Compensation Review project update

13.3 Update on HPPH Financial Matter

14. RISE AND REPORT

Resolution 2021-04-27-24

Moved By Councillor Luna

Seconded By Councillor Craigmile

THAT Council rise from a closed session at 9:44 pm.

CARRIED

Mayor Strathdee reported that a closed session was held with two matters being discussed.

Staff were given direction regarding the job evaluation and compensation review project. There is nothing further to report regarding the HPPH financial matter.

15. CONFIRMATORY BY-LAW

Resolution 2021-04-27-25

Moved By Councillor Edney

Seconded By Councillor Luna

THAT By-Law 45-2021, being a by-law to confirm the proceedings of April 27, 2021 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

16. ADJOURNMENT

Resolution 2021-04-27-26

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT this regular meeting of Council adjourns at 9:47 pm.

CARRIED

Al Strathdee, Mayor

Jenna McCartney, Clerk

FORMAL REPORT

To: Mayor Stratthdee and Members of Council

Prepared by: Mark Stone, Planner

Date of Meeting: 11 May 2021

Subject: **DEV 21-2021 Application for Zoning By-law Amendment (Z01-2021) by BDS Construction c/o Adriano Paola for 347 James Street South**

PURPOSE

The purpose of this report is to: review the Application; consider information and comments provided by the Applicant, Town staff and the public; and consider recommendation(s) to Council with respect to the further processing of this Application.

RECOMMENDATION

THAT DEV 21-2021 Application for Zoning By-law Amendment (Z01-2021) by BDS Construction c/o Adriano Paola for 347 James Street South be received;

THAT Council approve the Zoning By-law Amendment application for 347 James Street South provided no significant concerns are raised by the public or members of Council at the statutory public meeting; and,

THAT Council consider Zoning By-law Amendment No. Z143-2021.

BACKGROUND

The 0.13 hectare (0.32 acre) subject property has 30.48 metres of frontage along the east side of James Street South as shown on the General Location Map provided in Attachment 1 of the report. The property is vacant with manicured lawn and existing trees (2 along rear/east property line and 1 along the north property line).

Land uses surrounding the subject property are summarized as follows:

North: Low density residential

South: Low density residential

East: Pyramid Recreation Centre

West: James Street South and industrial (Cascades) on the west side of James Street South

The owner has submitted the Application to amend the Town's Zoning By-law to permit the development of three single storey street townhouse dwelling units in one building on this lot facing James Street South. Each townhouse unit will have a separate driveway and garage parking space, providing a minimum of two parking spaces per dwelling unit.

In support of the Application, a planning justification report has been submitted (copy provided as Attachment 3 of this report). The planning justification report included a concept site plan and front elevation/floor plan (extracted and provided as Attachment 2 of this report). The concept site plan shows a five-metre-wide road widening to be conveyed to the Town through a future site plan application.

A functional servicing letter was also submitted in support of the Application and is provided in Attachment 4 of this report.

At the April 6, 2021 meeting, the Planning Advisory Committee (PAC) passed a motion endorsing, in principle, the Application for Zoning By-law Amendment and recommended that Council proceed to a public meeting to consider the Application.

REPORT

PLANNING CONTEXT

Provincial Policy Statement

Section 3 of the *Planning Act* requires that decisions affecting planning matters shall be consistent with policy statements issued under the Act. The Provincial Policy Statement (PPS) was issued under the authority of Section 3 of the Act. The PPS provides policy direction on matters of provincial interest related to land use planning and development, including the protection of resources of provincial interest, public health and safety, and the quality of the natural and built environment. The purpose of this section is to identify policies in the PPS relevant to this Application.

Section 1.1.1 of the PPS states that healthy, liveable and safe communities are sustained by:

- promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term
- accommodating an appropriate range and mix of residential, employment, institutional, recreation, park and open space, and other uses to meet long-term needs
- promoting cost-effective development patterns and standards to minimize land consumption and servicing costs

Section 1.1.2 of the PPS states, in part, that sufficient land shall be made available in settlement areas through intensification and redevelopment and, if necessary, designated growth areas. Section 1.1.3.2 states that land use patterns within settlement areas shall be based on densities and a mix of land uses which: efficiently use land, resources, infrastructure, and public service facilities; minimize negative impacts to air quality and climate change, and promote energy efficiency; and support active transportation. Section 1.1.3.4 states that “appropriate development standards should be promoted which facilitate intensification, redevelopment and compact form, while avoiding or mitigating risks to public health and safety”.

Section 1.4.3 of the PPS states, in part, that planning authorities shall provide for an appropriate range and mix of housing types and densities to meet projected requirements of current and future residents by:

- permitting and facilitating all forms of housing required to meet the social, health and well-being requirements of current and future residents, including special needs requirements, and all forms of residential intensification, including second units, and redevelopment

- directing the development of new housing towards locations where appropriate levels of infrastructure and public service facilities are or will be available to support current and projected needs
- promoting densities for new housing which efficiently use land, resources, infrastructure and public service facilities, and support the use of active transportation and transit in areas where it exists or is to be developed
- establishing development standards for residential intensification, redevelopment and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety

Sections 1.6.3 and 1.6.6.1 promote the efficient use and optimization of existing infrastructure and public service facilities.

The planning justification report submitted in support of this application concludes that the Zoning By-law Amendment Application and proposed development demonstrates consistency with the PPS by:

- minimizing the need to expand the built boundary and remove land from agricultural production by providing new housing supply within the built-up area
- addressing climate change by supporting alternative transportation modes and minimizing further consumption of agricultural land
- providing for street townhouse dwellings within an existing area, thus providing for modest intensification within the built boundary that is within walking distance to parks, schools and area amenities
- providing residential intensification within the settlement area that has well established transportation connections and pedestrian amenities
- optimizing existing municipal infrastructure through the use of municipal water, storm and sanitary pipes, as well as the existing road network
- contributing to the long-term prosperity of the Province by providing new development that does not require the extension of infrastructure, or increased long-term maintenance responsibilities
- providing housing options for older persons that accommodate their specific needs for accessibility

The proposed intensification development represents a more efficient form of development than single detached dwellings, contributes to the provision of a range of housing forms, and utilizes existing infrastructure such as roads, and water and sanitary services.

Official Plan

The subject property is designated Residential in the Official Plan permitting the development of these lands for a range of residential dwelling types.

The following identifies and discusses relevant Official Plan policies.

SECTION	POLICY
Section 2 – Goals and General Principles	
2.1.1	Residential areas in St. Marys shall provide a range of housing accommodation suitable for all age groups and household incomes.
2.1.2	The Town will endeavour to provide stable, attractive residential areas for all its residents.

The proposed development would contribute to the supply and choice of available housing in the Town in terms of form and affordability.

SECTION	POLICY
Section 2.6 – Healthy Communities	
2.6	<p>Council encourages actions/initiatives that support a healthy community in the Town of St. Marys and healthy living by the residents of the Town. While the ability of an Official Plan document to achieve a healthy community and healthy living in the Town is limited, this Official Plan supports and encourages actions/initiative such as:</p> <p>a) the development of a compact development form in order to encourage and facilitate active transportation (i.e. walking, cycling, etc.);</p>

The proposed development does represent a more compact form of development.

SECTION	POLICY
Section 3.1.1 – Residential Objectives	
3.1.1.1	To encourage the provision of an adequate supply and choice of housing for the existing and future residents of St. Marys in terms of quality, type, location and cost.
3.1.1.2	To promote creativity and innovation in new residential development in accordance with current design and planning principles and constantly evolving energy-saving measures and construction techniques.
3.1.1.3	To maintain and improve the existing housing stock and character of residential areas.
3.1.1.4	To prevent the location of non-compatible land uses in residential areas.
3.1.1.5	To continue to provide an attractive and enjoyable living environment within the Town.
3.1.1.6	To promote housing for Senior Citizens; the handicapped and low income families.
3.1.1.7	To encourage and promote additional housing through intensification and redevelopment.
3.1.1.8	To encourage a diversification and inter mixing of different housing types and forms.

The proposed development would contribute to the supply and choice of housing through this intensification project.

SECTION	POLICY
Section 3.1.2 – Residential Policies	
3.1.2.2	Within the “Residential” designation on Schedule “A”, the primary use of land shall be for a range of dwelling types from single-detached dwellings to walk-up type apartments, parks and open spaces, as well as the institutional uses.
3.1.2.3	Residential infilling type development is generally permitted throughout the “Residential” designation where such development is in keeping with the attributes of the neighbourhood in terms of building type, building form, and spatial separation. When evaluating the attributes of the neighbourhood, regard shall be given to lot fabric (i.e., area, frontage, and depth), and built form (i.e., setbacks, massing, scale, and height). In cases where one or more of the existing zone provisions are not met, an amendment or a minor variance to the zone provisions may be considered to permit the proposed development provided that the spirit of this Section is maintained.
3.1.2.4	Council will favour residential intensification and redevelopment over new green land residential development as a means of providing affordability and efficiencies in infrastructure and public services.

SECTION	POLICY
3.1.2.5	<p>When reviewing development or redevelopment proposals, Council shall consider following density targets:</p> <ul style="list-style-type: none"> a) Single-detached dwellings 10-15 units per hectare; b) Semi-detached, duplex dwellings 15-25 units per hectare; c) Townhouse dwellings 25-40 units per hectare; d) Low rise apartments 40-75 units per hectare. <p>Council may moderately increase or decrease these densities dependent upon specific site circumstances, provision of on-site amenities, and capabilities of municipal servicing systems to accommodate any increase.</p> <p>Council will favour those developments with a mixture of lower and higher densities of development over those consisting of only low densities of development.</p>
3.1.2.7	<p>In reviewing proposals for residential development with a net density of more than 18 units per hectare, Council shall consider the impact on municipal capacity, hard services and utilities including sanitary sewer, municipal water supply, storm drainage, service utilities and roadways. Council shall take the following into account prior to enacting an amendment to the Zoning By-law:</p> <ul style="list-style-type: none"> a) That the development will not involve a building in excess of three full stories above average finished grade and designed to be in keeping with the general character of the area; c) That the net density of development shall not exceed 75 units per hectare; d) That the development is serviced by municipal water supply and sewage disposal facilities and that the design capacity of these services can accommodate such development; e) That the proposed development is within 100 metres of an arterial or collector road as defined in Schedule "B" of this Plan; and f) That sufficient on-site parking is provided and adequate buffering, screening or separation distance is provided to protect adjacent areas of lower density housing.
3.1.3.8	<p>Proponents of townhouse and apartment developments are encouraged to provide on-site recreational facilities in keeping with the proposed development.</p>
3.1.2.12	<p>Council intends to monitor the need and demand for various types of housing, including the need for additional senior citizen facilities and those with special needs through bi-annual review of relevant statistical information related to demographics, building permits and types of dwellings constructed.</p>
3.1.3.13	<p>If sufficient demand is demonstrated, Council may endeavour to encourage the provision of senior citizen and assisted family housing through participation in various programs of the senior governments.</p> <p>Council, seeking to provide a balanced mix of housing types, has established targets of 60% lower density single-detached dwellings, 20% medium density attached dwellings and 20% higher density dwellings. These targets are holistic to the Town and it is not Council's intention that every development will meet these objectives.</p>
3.1.2.14	<p>Council will encourage the development of affordable housing with 30% of the new housing units created being considered by Council as affordable to households with incomes in the lowest 60 per cent of income distribution for Perth County households.</p>
3.1.2.23	<p>The implementing Zoning By-law shall be the principle tool to execute the policies of this designation through the establishment of zones classification to regulate the development of the various forms of housing types. The Zoning By-law shall address matters such as types of uses, lot characteristic (i.e., lot size, lot area, and lot depth), building form (i.e. yard setbacks, floor area, and height).</p>

The proposed development will provide a range of housing types and densities, and will be in keeping with the attributes of residential neighbourhood in terms of building types and forms, spatial separations, setbacks, massing, scale and height. The density of the proposed development equates to 23.1 units per hectare, slightly under the density target for townhouse dwellings in Section 3.1.2.5 of the Official Plan.

With respect to development with net densities greater than 18 units per hectare (Section 3.1.2.7), the proposed development will not exceed a net density of 75 units per hectare, is serviced by municipal water and sewage services, is located along an arterial road, and sufficient parking, buffering, screening and separation distances will be provided.

In response to the Town's requirement for information to assess to what extent proposed development contributes to the provision of affordable and attainable housing, the applicant's planning justification report states that:

- the Owner is addressing a specific need in the Town to increase the supply of accessible housing to the older adult and mobility-restricted residents
- the alternate monthly rental rate approved by the Ministry of Municipal Affairs and Housing is \$1,351 for a 2-bedroom unit and the Owner is proposing that rental rates would start at \$1,500
- while the rental rate is above the established alternative monthly rate, the proposed dwelling unit provides enhanced amenities to the rental market in the Town, including a private internal garage with accessible access to the unit, a barrier-free washroom and a larger rear yard amenity area.

SECTION	POLICY
Section 5 – Transportation and Services	
5.3.1.1	Arterial Roads are the major routes in the road network that are designed to carry high volumes of traffic from one area of Town to another. (Schedule "B" illustrates the roads that are classified as Arterial Roads.) Arterial Roads connect to other Arterial Roads, Collector Roads, and some Local Roads. As a principal route in the road network, an Arterial Road has the capacity to carry the largest amounts of traffic and acts as a connector to the residential, industrial and commercial centres. All types of vehicles travel along Arterial roads with a larger amount of transports using these roads over Local or Collector. The right-of-way for Arterial Roads is generally 30 metres, with direct access limited and on street parking prohibited, except within the Downtown Core. Generally, sidewalks are provided on both sides of the road.
5.3.9	Access driveways should not create traffic hazards. The driveways should be limited in number and designed to minimize dangers to pedestrians and vehicles. Council may regulate the number of driveway access as a function of the road classification.
5.3.13	In consideration of pedestrian safety, Council had developed guidelines for sidewalk development in the Town. Generally, sidewalks are included on both sides of Arterial and Collector Streets and on one side for Local Streets and cul-de-sacs with higher lot/unit counts.

Direct access along this section of James Street South (an arterial road) is generally limited and on street parking is prohibited. Site plan approval will be required and requirements including sidewalks will be addressed at that point.

Zoning By-law

The subject property is currently zoned Residential Zone Two (R2) which permits one single detached dwelling per lot. The proposed amendment to the Zoning By-law would change the zoning of the property to Residential Zone Five (R5-15) to permit the proposed townhouse development with site specific regulations. The following chart summarizes the requirements of Section 12.2 of the R5 Zone and identifies regulations requiring an exception to facilitate the proposed development.

Regulation	Requirement	Proposed / Provided	Exception Required
Lot area minimum	1,017 m ² (1,017 m ² for each townhouse dwelling and shall not exceed a gross density of 50 units per ha)	+/- 1,300 m ² and 23.1 units/ha	
Lot frontage minimum	29 m (29.0 m for first 3 units + 6.0 m for each additional unit)	30.48 m	
Lot depth minimum	37.0 m	42.6 m	
Number of attached units maximum	8	3	
Front yard minimum	6.0 m	11.1 m	
Interior side yard minimum	4.5 m	1.6 m	✓
Exterior side yard minimum	6.0 m	n/a	
Rear yard minimum	7.5 m	11.16 m	
Building height maximum	10.5 m	4.6 m	
Lot coverage maximum	35%	40%	✓
Landscaped open space minimum	35%	44%	
Planting strip minimum	Required along interior side lot lines	Combination of landscaping and fencing	✓

All zoning regulations are based on the existing lot size and dimensions prior to the conveyance of any future road widening.

FUNCTIONAL SERVICING LETTER

The Functional Servicing Letter submitted in support of the Application includes a servicing sketch and provides the following main findings:

1. The proposed development may be adequately serviced through the connection to the Town of St. Marys existing gravity sanitary sewers and watermain.
2. The site development is expected to utilize the existing 125mm diameter PVC sanitary service provided by an existing outlet connection on James Street South. The capacity of the downstream sewers will need to be confirmed by the Town of St. Marys.
3. The site development is expected to remove and decommission the existing 25mm diameter water service and to be serviced by a new 38mm diameter water service connection to the existing Town of St. Marys 300mm diameter watermain on James Street South.
4. The site is not expected to require a private storm drainage connection to the existing Town of St. Marys storm infrastructure or be required to provide Stormwater management quality and quantity controls.

5. Overall site grading will provide for “major” overland flow conveyance towards a proposed outlet weir, provide adequate cover over municipal services and generally match existing road and boundary grades with appropriate slopes.

COMMUNICATIONS

Notice of Public Meeting for the Zoning By-law Amendment Application was circulated by first class mail to all land owners within 120 metres of the subject properties, to those agencies as prescribed by Regulation and notice signage was also posted on the property. Information, notices and other documents related to this Application has been provided on the Town’s Current Planning / Development Applications webpage throughout the review process.

At the time of preparing this report, the Town had not received any formal comments from Town departments or external agencies in response to the Notice circulation.

The owner of the property to the immediate north, 331 James Street South, provided comments on the Application indicating no objection to three townhouse units, provided the units are limited to one storey in height and a privacy fence (6 ft height) is installed by the applicant along the shared property line.

PLANNING COMMENTS

The proposed intensification development represents a more efficient and compact form of development than single detached dwellings, contributes to the provision of a range of housing forms, and utilizes existing infrastructure such as roads, and water and sanitary services. The proposed form of development is permitted in the Residential designation and will be in keeping with the attributes of residential neighbourhood in terms of building types and forms, spatial separations, setbacks, massing, scale and height.

Zoning By-law Amendment

The proposed zoning by-law amendment would change the zoning from “Residential Zone Two (R2)” to “Residential Zone Five (R5-15)” limiting permitted uses to row or townhouse dwellings, and accessory uses, buildings and structures, and applying the following site specific regulations:

- a) Side Yard, Minimum (interior lot) 1.6 metres
- b) Building Height, Maximum 6.8 metres (to highest point)
- c) Lot Coverage, Maximum 40 percent (or up to 44 percent
- d) A minimum of two parking spaces per dwelling unit shall be provided and can be provided in tandem;
- e) A maximum of three driveways shall be permitted serving one lot with three row or townhouse dwellings;
- f) The minimum distance between driveway ramps where access to a lot is by means of more than one driveway shall be 2.4 metres;
- g) A required planting strip along the side lot lines may consist of a combination of solid wood fencing and landscaping, with a solid wood fence with a minimum height of 1.5 metres along the north property line;
- h) A maximum of three dwelling units shall be permitted on one lot; and,
- i) All regulations in Section 12.4 shall be based on the size and dimensions of the lot at the timing of enactment of this By-law.

The proposed reduced interior side yards are appropriate for the scale and form of development and allows for maintenance and access from the front of the building to the rear. No negative impacts are anticipated on stormwater management or the provision of adequate open space and amenity area with the proposed increase to the maximum lot coverage.

In response to the comments from the owner of the property to the north, the applicant has agreed to limit the height of the proposed townhouse building to one storey as shown in the concept elevation plan. A maximum height of 6.8 metres to the highest point is proposed based on the proposed concept elevation plan. The applicant has also agreed to the installation of privacy fencing with a minimum height of 1.5 metres.

The proposed zoning by-law amendment also makes it clear that a minimum of two parking spaces are required for each townhouse unit.

With respect to the minimum distance between driveway ramps where access to a lot is via more than one driveway, the following is suggested in the planning justification report:

The proposed site-specific regulation meets the intent of the provision in Section 5.21.3 a) of the Zoning By-law to limit the number of driveways to a municipal road from an individual dwelling unit on a lot. The intent to not permit multiple driveway entrances to a single lot with a dwelling unit, unless the lot is of a sufficient frontage.

With the requested relief, the proposed development will continue to be limited to one driveway per dwelling unit. As the proposed development is a rental project and the Site will remain as one legal lot, the development is inadvertently in non-compliance with this regulation. As such, relief is sought to allow the proposed development to proceed as a rental project.

A copy of proposed Zoning By-law Z143-2021 is provided in the May 11, 2021 Council agenda.

FINANCIAL IMPLICATIONS

None known at this time.

SUMMARY

Based on the planning comments above, it is recommended that Council approve the proposed Zoning By-law Amendment if no significant concerns are raised by the public or members of Council at the statutory public meeting.

STRATEGIC PLAN

- ☑ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
 - Pillar #6 Housing:
 - Outcome: In order to get the 'right demographic mix' for St. Marys, it will be essential to ensure housing stock is flexible and attractive for youth, workers, immigrants and persons of all abilities.

OTHERS CONSULTED

N/A

ATTACHMENTS

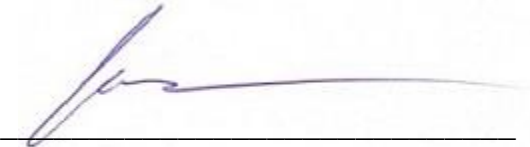
- 1) General and Specific Location Maps
- 2) Concept Site Plan, and Front Elevation / Floor Plan
- 3) Planning Justification Report
- 4) Functional Servicing Letter

REVIEWED BY

Recommended by the Department

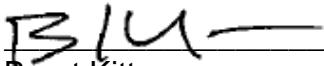


Mark Stone
Planner



Grant Brouwer
Director of Building and Development

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer

GENERAL LOCATION MAP

347 James Street South
Town of St. Marys



SPECIFIC LOCATION MAP AND AERIAL

347 James Street South
Town of St. Marys



Subject Lands



March 29, 2021

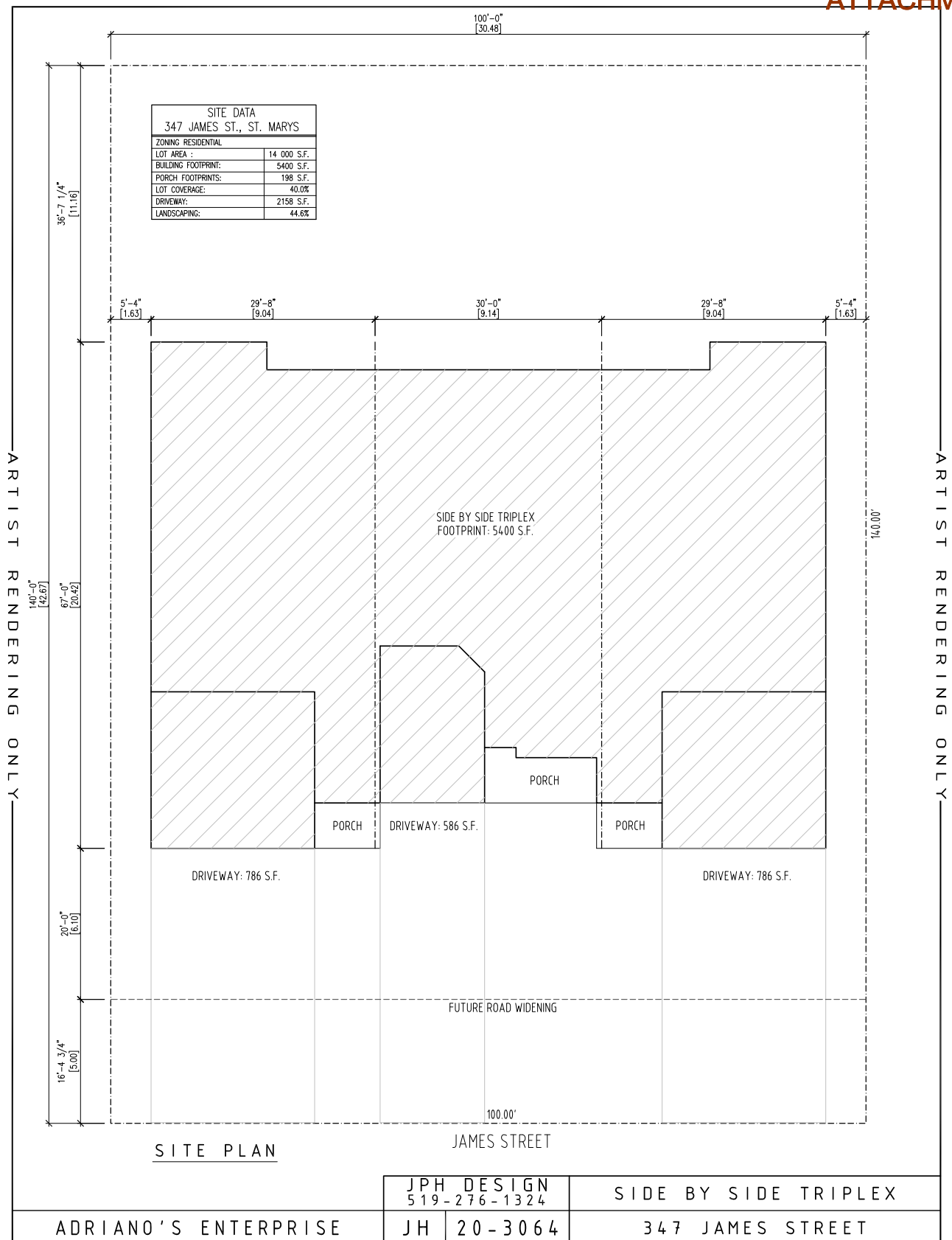


Figure:

2A

PROPOSED DEVELOPMENT SITE PLAN

Site Location: 347 James Street South, St. Marys, ON



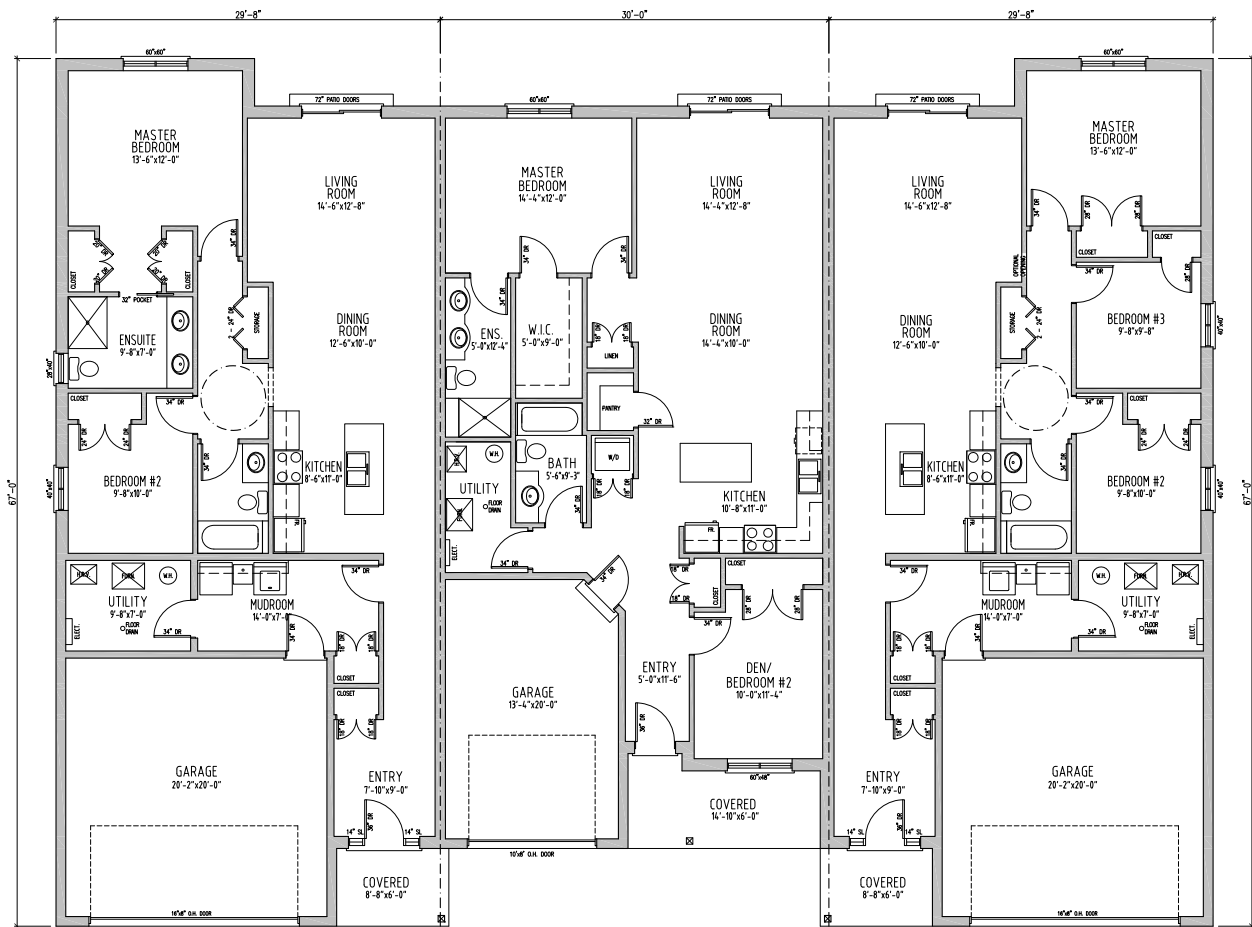
BAKER

Planning Group

Page 31 of 194



FRONT ELEVATION



MAIN FLOOR PLAN
EXTERIOR OPTION '1' 2 BEDROOM
1354 S.F.

MAIN FLOOR PLAN
EXTERIOR OPTION '1'
1266 S.F.

MAIN FLOOR PLAN
EXTERIOR OPTION '2' 3 BEDROOM
1354 S.F.

Figure:

2B

PROPOSED DEVELOPMENT FLOOR PLAN

Site Location: 347 James Street South, St. Marys, ON



BAKER
Engineering Group



Planning Justification Report

Zoning By-law Amendment Application

347 James Street South, St. Marys

February 2021

Prepared For:
BDS Construction

485 Romeo Street South
Stratford, ON
N5A 4V3

Prepared By:
Baker Planning Group

PO Box 23002 Stratford
Stratford, ON
N5A 7V8

TABLE OF CONTENTS

1	Introduction	1
1-1	Proposed Development	1
1-2	Affordability	
1-3	Zoning By-law Amendment Application	2
2	Planning Policy Framework	4
2-1	Planning Act, R.S.O. 1990, CHAPTER P.13	4
2-2	Provincial Policy Statement	6
2-3	Thames-Sydenham & Region Source Protection Plan	9
2-4	Town of St. Marys Official Plan, 1987	9
2-5	Town of St. Marys Official Plan Review, 2020	11
2-6	Town of St. Marys Zoning By-law, 1997	11
3	Summary	14

1 INTRODUCTION

On behalf of BDS Construction ("Owner"), Baker Planning Group is submitting a Zoning By-law Amendment Application for land known municipally as 347 St. James Street South, St. Marys ("Site")(Figure 1).

The Site is 1,300.6 square metres in size with 30.48 metres of frontage on James Street South. The Site is vacant with manicured lawn areas. There are two (2) trees along the rear property line and one (1) tree on the northern property line. The Site is relatively flat.

The area surrounding the Site includes a mix of land uses, including:

North and south: low density residential
East: St. Marys Arena and Pyramid Recreation Centre
West: Cascades – St. Marys

Within walking distance of the Site is St. Marys District Collegiate and Institute and Little Falls Public School.

The Site is designated as "Residential" in the Town of St. Marys Official Plan ("OP") and James Street is identified as an arterial road. In keeping with the OP, the Site is zoned "Residential Zone Two (R2)" in the St. Marys Zoning By-law.

1-1 PROPOSED DEVELOPMENT

The Owner is proposing a residential development, comprising of three (3) street townhouse dwelling units ("Proposed Development")(Figure 2a and 2b). The dwellings are proposed to be 1-storey in height and geared to older adults, seniors and those requiring accessible units. The proposed dwellings will all have access on James Street South, with connection to municipal sanitary, storm and water services. Each proposed lot will have a separate driveway and garage parking space, providing a minimum of two (2) parking spaces per dwelling unit.

The building elevations illustrate a complementary mix of building materials, including brick and siding. Varying roof lines provide interest and articulation and the inclusion of a covered front porch add an active element to the building design.

At this time, the Owner is anticipating that the rental rates for the proposed dwelling units will range between \$1,500 and \$2,500. The range in rental rates is based on the interior versus exterior dwelling units and the ultimate price of building materials related to the COVID-19 pandemic.

The Concept Plan illustrates a future five (5) metre road widening on James Street South. The development has been designed to accommodate the road widening at a future date, either through Site Plan Approval or Consent. A sufficient front yard has been provided to accommodate one (1) exterior parking space and the 5.0 metre road widening.

The Functional Servicing Letter, prepared by MTE Consultants Inc., confirms that:



Figure:

1

SITE & SURROUNDING AREA

Site Location: 347 James Street South, St. Marys, ON



BAKER
Planning Group

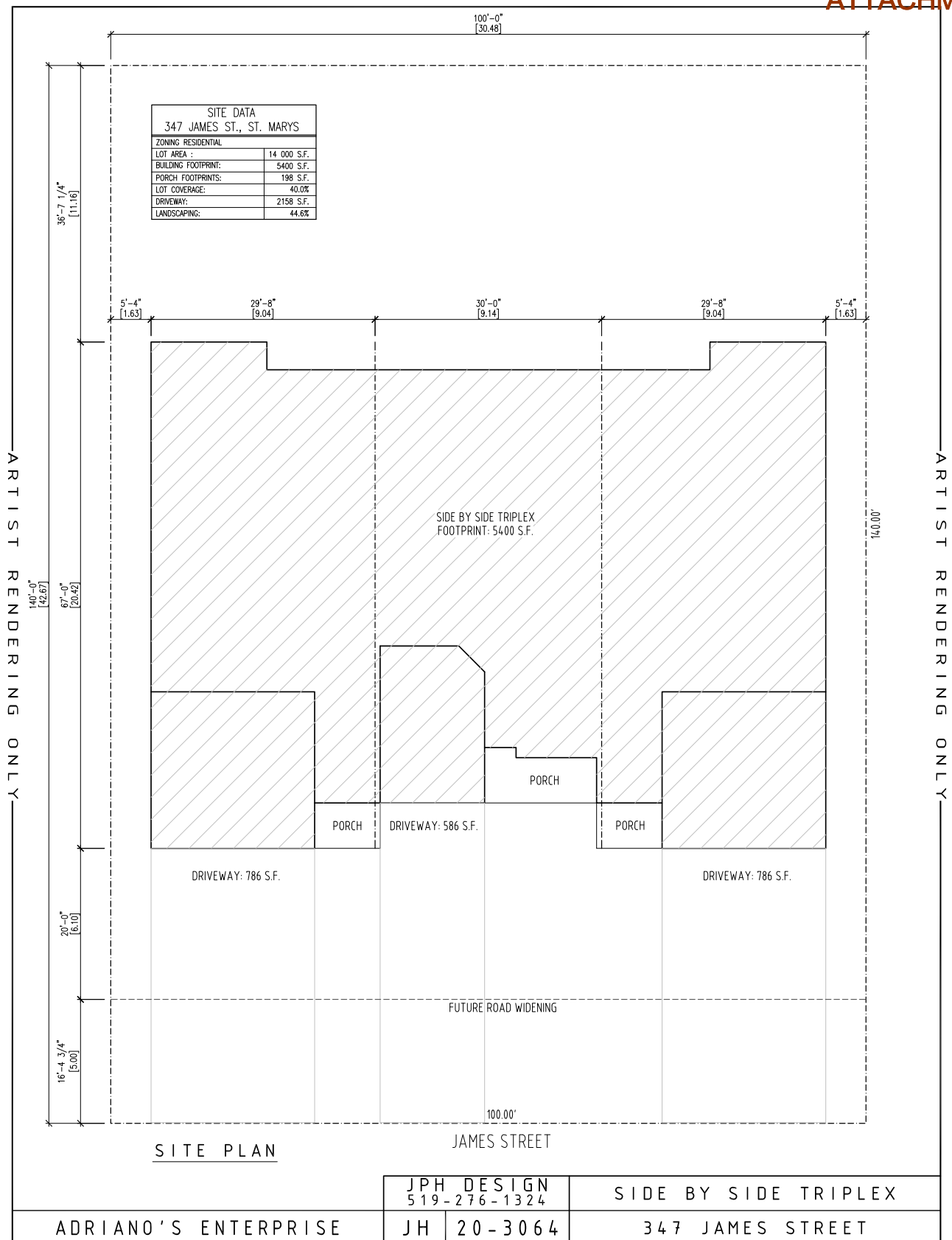


Figure:

2A

PROPOSED DEVELOPMENT SITE PLAN

Site Location: 347 James Street South, St. Marys, ON



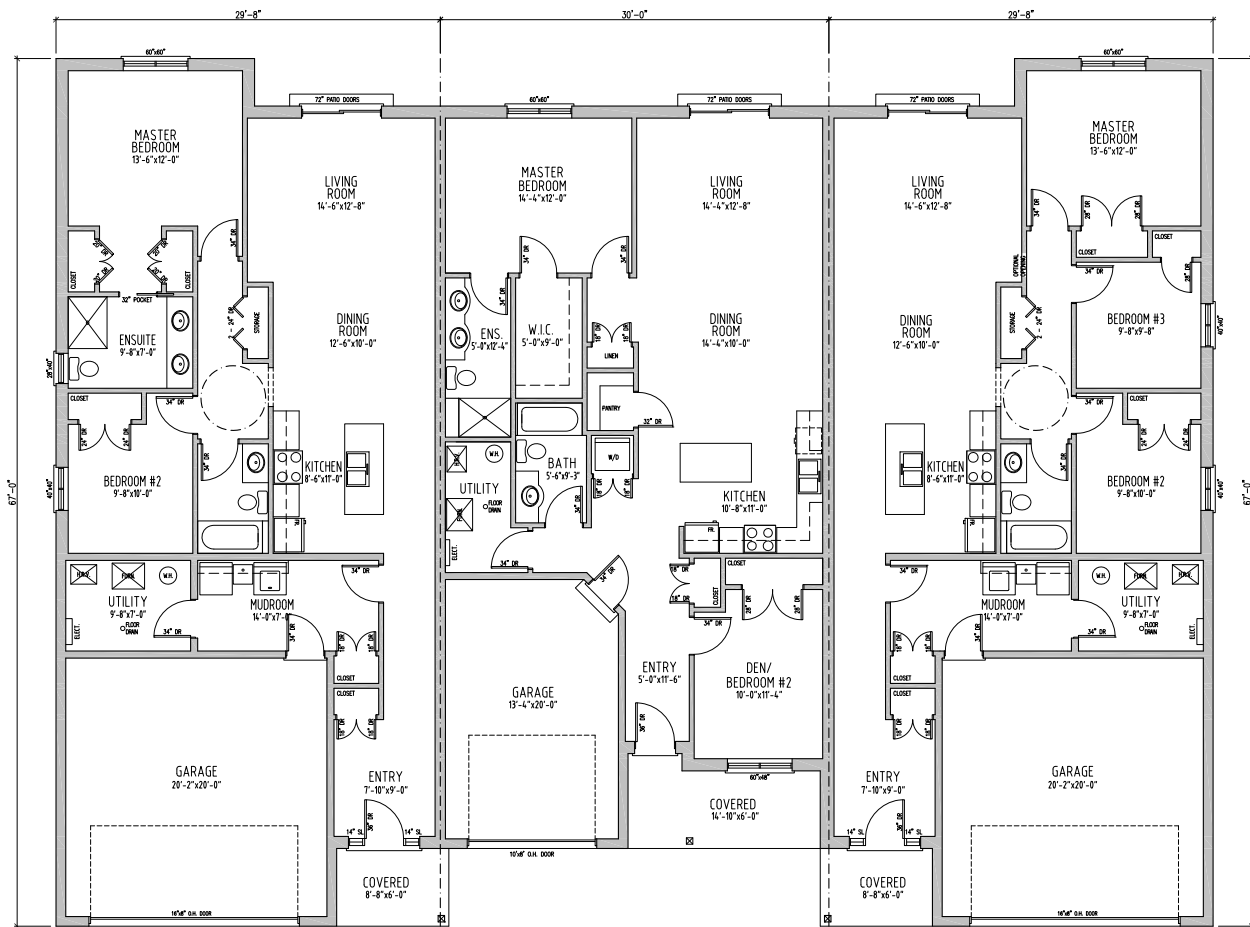
BAKER

Planning Group

Page 37 of 194



FRONT ELEVATION



MAIN FLOOR PLAN
EXTERIOR OPTION '1' 2 BEDROOM
1354 S.F.

MAIN FLOOR PLAN
EXTERIOR OPTION '1'
1266 S.F.

MAIN FLOOR PLAN
EXTERIOR OPTION '2' 3 BEDROOM
1354 S.F.

Figure:

2B

PROPOSED DEVELOPMENT FLOOR PLAN

Site Location: 347 James Street South, St. Marys, ON



BAKER
Engineering Group

1. The proposed development will outlet to the existing 250mm diameter sanitary sewer on James Street South, via gravity sewers
2. An upgraded water service to the proposed development, with a 38mm diameter is recommended
3. James Street South should account for the post development flows

1-2 AFFORDABILITY

As part of the Formal Submission requirements and consistent with Provincial Policy, the Town of St. Marys has requested consideration of providing affordable housing within the proposed development. The Town of St. Marys prepared a Affordable/Attainable Housing in St. Marys Report on October 27, 2020 that outlined the issues surrounding affordable and attainable housing as well as a recommended action plan. The Report provides direction that all land use planning applications provide an assessment of the developments contribution to affordable housing.

The Report notes that "housing options not only need to be affordable to the income level of the household, but must also be available at the time, appropriate to the circumstances of the individual or family (including of suitable quality), and an option that the household is able to put into action." Through the proposed development, the Owner is addressing a specific need in the Town to increase the supply of accessible housing. The proposed development provides for an increase in accessible housing units to the older adult and mobility-restricted residents, but proposes to include potentially one (1) attainable unit.

The alternate monthly rental rate approved by the Ministry of Municipal Affairs and Housing is \$1,351 for a 2-bedroom unit. The Owner is proposing that rental rates would start at \$1,500. While the rental rate is above the established alternative monthly rate, the proposed dwelling unit provides enhanced amenities to the rental market in the Town. The amenities include a private internal garage with accessible access to the unit, a barrier-free washroom and a larger rear yard amenity area.

While the proposed development does not represent an affordable housing project, there is the potential for an attainable unit and more specifically, the development provides for a specific housing need that is required by the Provincial Policy Statement.

1-3 ZONING BY-LAW AMENDMENT APPLICATION

To permit the Proposed Development, a Zoning By-law Amendment is required to rezone the Site from "Residential Zone Two (R2)" to "Residential Zone Five (R5)" with the following site-specific regulations:

- To permit a minimum side yard setback of 1.6 metres, whereas a minimum of 4.5 metres is required;
- To permit a maximum lot coverage of 40%, whereas a maximum of 35% is permitted;
- To permit the required planting strip required along the side lot lines as being a combination of solid wood fencing and landscaping;

- To permit a minimum distance between driveway ramps where access to a lot is by means of more than 1 driveway of 2.4 metres, whereas a minimum of 7.5 metres is required.

The Planning Justification Report ("Report") is being prepared to fulfill the submission requirements set-out by the Town of St. Marys. The Report provides a summary of the proposed land uses as well as the applicable land use policies and will address the appropriateness of the application and if it constitutes good land use planning.

2 PLANNING POLICY FRAMEWORK

This section of the Planning Justification Report provides an overview of the relevant planning policies to the Proposed Development and the Zoning By-law Amendment Application.

2-1 PLANNING ACT

The *Planning Act, R.S.O. 1990, CHAPTER P.13*, provides provincial legislation that “sets out the ground rules for land use planning in Ontario. It describes how land uses may be controlled, and who may control them.”

Section 2 of the Planning Act outlines the matters of provincial interest that the council of a municipality, a planning board and the Local Planning Appeal Tribunal shall have regard to in carrying out their responsibilities under the Act. The following table provides a summary of the provincial interests, along with an analysis as it relates to the Proposed Development and the subject Zoning By-law Amendment Application.

Table 2-1: Summary of Provincial Interest

Section	Provincial Interest	Analysis
a)	the protection of ecological systems, including natural areas, features and functions	The Site does not contain any defined natural areas. Where possible, the owners will seek to maintain existing healthy trees, particularly along the rear property line.
b)	the protection of the agricultural resources of the Province	The Site is not identified as being an area with known agricultural resources and the land was developed for previous residential uses.
c)	the conservation and management of natural resources and the mineral resource base	The Site does not contain any natural resources or mineral resources, as set out in the Town planning documents.
d)	the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest	There are no known significant features on the Site, per the mapping to the Town Official Plan.
e)	the supply, efficient use and conservation of energy and water	Full municipal water service is available for the proposed residential uses, as outlined by MTE Consultants Inc.
f)	the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems	<ul style="list-style-type: none"> • Communication services are available. • Sanitary services are available on James Street South.
g)	the minimization of waste	The Owners will explore opportunities to minimize waste through the construction process, should the application be approved.

Section	Provincial Interest	Analysis
h)	the orderly development of safe and healthy communities	The Site is located within a built-up area of the St. Marys and will contribute to providing residential development in the urban area with the provision of services and municipal roads. The proposed dwelling units will provide housing for the older adult segment of the population, ensuring an adequate supply of accessible units to age in place.
h.1)	the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies	The Owner is proposing 1-storey dwelling units that are fully accessible.
i)	the adequate provision and distribution of educational, health, social, cultural and recreational facilities	The Site is located within the urban area, in close proximity to schools, employment and recreation opportunities.
j)	the adequate provision of a full range of housing, including affordable housing	The development will contribute to the range of housing types in the immediate area, with the inclusion of townhouse dwellings geared to older adults. The internal dwelling unit, subject to material costs may be considered an attainable dwelling unit in the Town of St. Marys.
k)	the adequate provision of employment opportunities	N/A
l)	the protection of the financial and economic well-being of the Province and its municipalities	The efficient use of land with existing and planned municipal infrastructure, provides for long-term financial stability and cost-effective development.
m)	the co-ordination of planning activities of public bodies	To be addressed through the circulation of the planning applications to applicable public bodies.
n)	the resolution of planning conflicts involving public and private interests	Planning conflicts involving public and private interests have not been identified through the pre-consultation review.
o)	the protection of public health and safety	The proposed urban residential uses will be fully serviced on municipal water and sanitary, providing for the protection of public health and safety.
p)	the appropriate location of growth and development	The Site is located within a built-up area of St. Marys and will contribute to providing residential development in the urban area with the provision of services and municipal roads

Section	Provincial Interest	Analysis
q)	the promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians	The Site has frontage on municipal roads with a pedestrian sidewalk, connecting to the community at-large.
r)	the promotion of built form that:	
r.i)	is well-designed	The development provides for a modest intensification of an existing residential property that is located in a mixed-use area.
r.ii)	encourages a sense of place	
r.iii)	provides for public spaces that are of high quality, safe, accessible, attractive and vibrant	Area parks and recreation facilities are available within walking distance to the Site.
s)	the mitigation of greenhouse gas emissions and adaptation to a changing climate	The use of land within an urban area that is designated and zoned for residential uses and minimizes the consumption of agricultural land

In summary, the proposed development and the implementing Zoning By-law Amendment Application have regards for matters of public interest.

2-2 PROVINCIAL POLICY STATEMENT, 2020

The Provincial Policy Statement ("PPS"), 2020 is a province-wide policy document that sets the foundation for regulating development and the use of land. The PPS is issued under Section 3 of the *Planning Act*. The PPS "provides for appropriate development while protecting resources of provincial interest, public health and safety, and the quality of the natural and built environment." The document is to be read in its entirety and all relevant policies are to be considered. Municipal official plans are the most important vehicle for implementing the PPS and for achieving comprehensive, integrated and long-term planning.

The following section provides a summary of the policy directives that are relevant to proposed development of the Site for residential uses and the implementing Zoning By-law Amendment Application.

Directive #1 – Efficient and Resilient Growth

Section 1.1 of the PPS outlines the general policies for the the development of efficient and resilient land use patterns and growth. Specifically, Section 1.1.1 outlines the policies to create sustainable, healthy, liveable and safe communities, including:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
- b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;

- c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;
- d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;
- e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs;
- f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society;
- g) ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs;
- h) promoting development and land use patterns that conserve biodiversity; and
- i) preparing for the regional and local impacts of a changing climate.

Section 1.1.2 states that sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years. Section 1.1.3.1 and 1.1.3.2 states that growth and development shall be focused to settlement areas and that land use patterns in these areas shall be based on densities and a mix of land uses which:

- a) efficiently use land and resources;
- b) are appropriate for, and efficiently use, the *infrastructure* and *public service facilities* which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;
- c) minimize negative impacts to air quality and climate change, and promote energy efficiency;
- d) prepare for the impacts of a changing climate;
- e) support *active transportation*;
- f) are *transit-supportive*, where transit is planned, exists or may be developed; and
- g) are *freight-supportive*.

Section 1.1.3.6 states that new development taking place in designated growth areas should occur adjacent to the existing built-up area and shall have a compact form, mix of uses and densities that allow for the efficient use of land, infrastructure and public service facilities.

Section 1.1.3.7 b) of the PPS addresses the phasing of growth, stating that development should proceed in an orderly progression, in keeping with the provision of the necessary public services and infrastructure.

Directive #2 – Housing

Section 1.1 of the PPS provides general policies regarding growth and land use patterns. Section 1.4 of the PPS more specifically speaks to residential growth and the provision of an appropriate range and mix of housing types and densities. Section 1.4.3 states that planning authorities shall provide for a mix of housing types and densities by:

- a) establishing and implementing minimum targets for the provision of housing which is *affordable to low and moderate income households* and which aligns with applicable housing and homelessness plans. However, where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with the lower-tier municipalities may identify a higher target(s) which shall represent the minimum target(s) for these lower-tier municipalities;
- b) permitting and facilitating:
 - 1. all housing options required to meet the social, health, economic and well-being requirements of current and future residents, including special needs requirements and needs arising from demographic changes and employment opportunities; and
 - 2. all types of *residential intensification*, including additional residential units, and *redevelopment* in accordance with policy 1.1.3.3;
- c) directing the development of new housing towards locations where appropriate levels of *infrastructure* and *public service facilities* are or will be available to support current and projected needs;
- d) promoting densities for new housing which efficiently use land, resources, *infrastructure* and *public service facilities*, and support the use of *active transportation* and transit in areas where it exists or is to be developed;
- e) requiring *transit-supportive* development and prioritizing *intensification*, including potential air rights development, in proximity to transit, including corridors and stations; and
- f) establishing development standards for *residential intensification*, *redevelopment* and new residential development which minimize the cost of housing and facilitate compact form, while maintaining appropriate levels of public health and safety.

Directive #3 – Supporting Existing Transportation Infrastructure

Section 1.6.7.2 of the PPS states that “efficient use shall be made of existing and planned infrastructure, including through the use of transportation demand management strategies, where feasible.”

Directive #4 – Supporting Long-Term Economic Prosperity

Section 1.7 of the PPS provides a detailed list of policies to support long-term economic prosperity in the Province, including the optimization of land, resources and infrastructure.

Planning Analysis

It is our opinion, the Zoning By-law Amendment Application is consistent with the PPS. As outlined in the preamble to the PPS, the policy-led planning systems in Ontario seeks to address the complex inter-relationships between the pillars that contribute to good land use planning. This includes agricultural protection, range and mix of housing supply, housing for older persons, barrier-free building design, long-term economic prosperity and the mitigation of climate change.

The Application has demonstrated consistency to these key directives, or pillars, by:

- Minimizing the need to expand the built boundary and remove land from agricultural production by providing new housing supply within the built-up area (Section 1.1.1).
- Addressing climate change by supporting alternative transportation modes and minimizing further consumption of agricultural land (Section 1.1.1).
- Providing for street townhouse dwellings within an existing area, thus providing for modest intensification within the built boundary that is within walking distance to parks, schools and area amenities of (Section 1.1.1).
- Providing residential intensification within the settlement area that has well established transportation connections and pedestrian amenities (Section 1.1.2 and 1.4).
- Optimizing existing municipal infrastructure through the use of municipal water, storm and sanitary pipes, as well as the existing road network (Section 1.6.6.1 and 1.6.7.2).
- Contributing to the long-term prosperity of the Province by providing new development that does not require the extension of infrastructure, or increased long-term maintenance responsibilities (Section 1.7).
- Providing housing options for older persons that accommodate their specific needs for accessibility (Section 1.1 b) and i)).

2-3 THAMES-SYDENHAM & REGION SOURCE PROTECTION PLAN

The Province of Ontario passed the Clean Water Act in 2006 to ensure clean, safe and sustainable drinking water is available for Ontarians. The intent is to protect water before it enters the municipal drinking water system. All planning decisions shall be in conformity with the policies that address significant drinking water threats as per Section 39 (1) (a) of the Clean Water Act.

The Act established 22 source water protection areas and source protection regions to manage existing and future risks to municipal drinking water sources. The Site is located within the Thames - Sydenham Source Protection Region and is subject to the policies of the Thames - Sydenham Region Source Protection Area (2015).

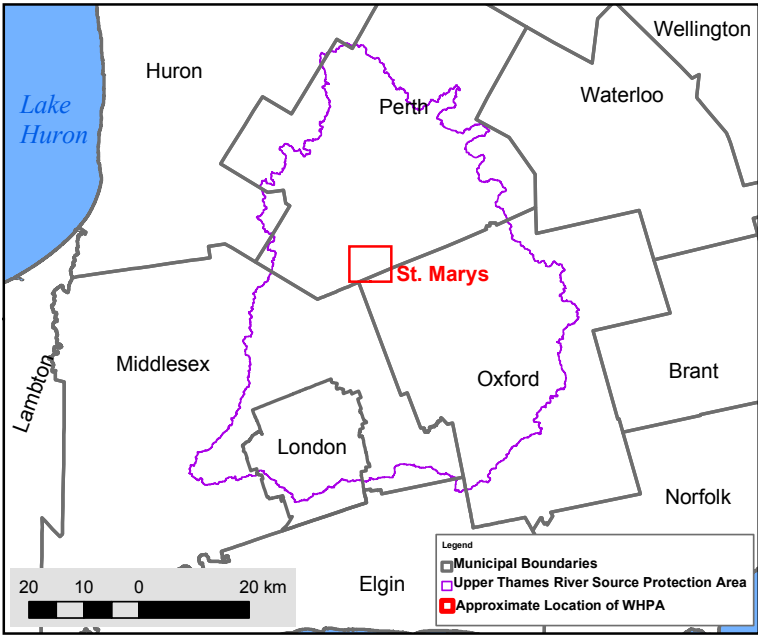
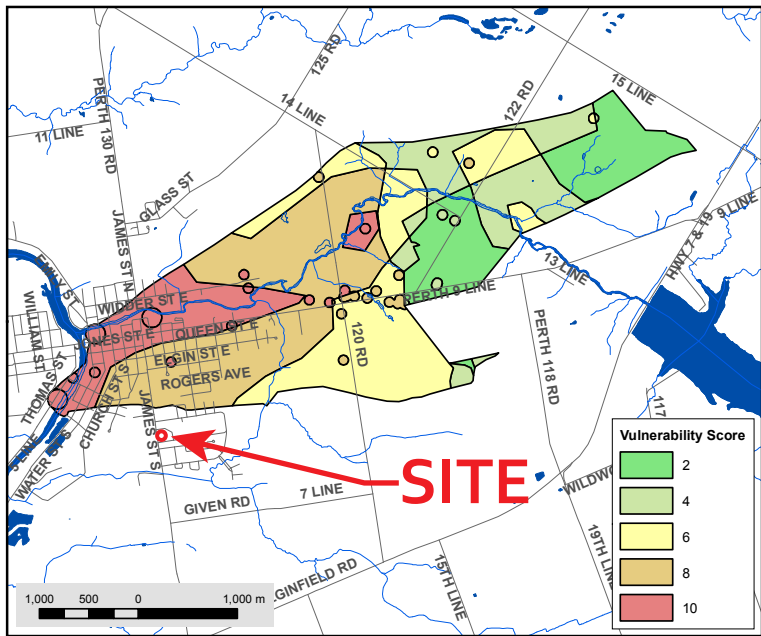
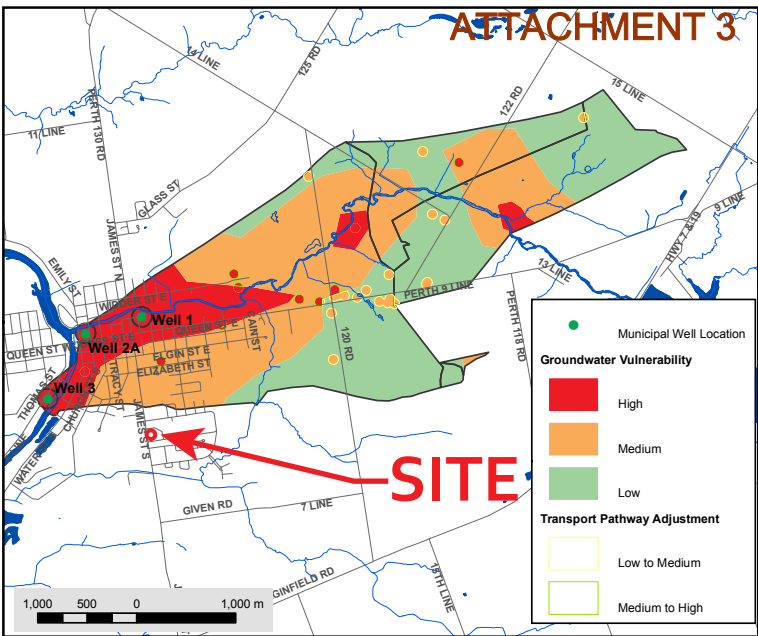
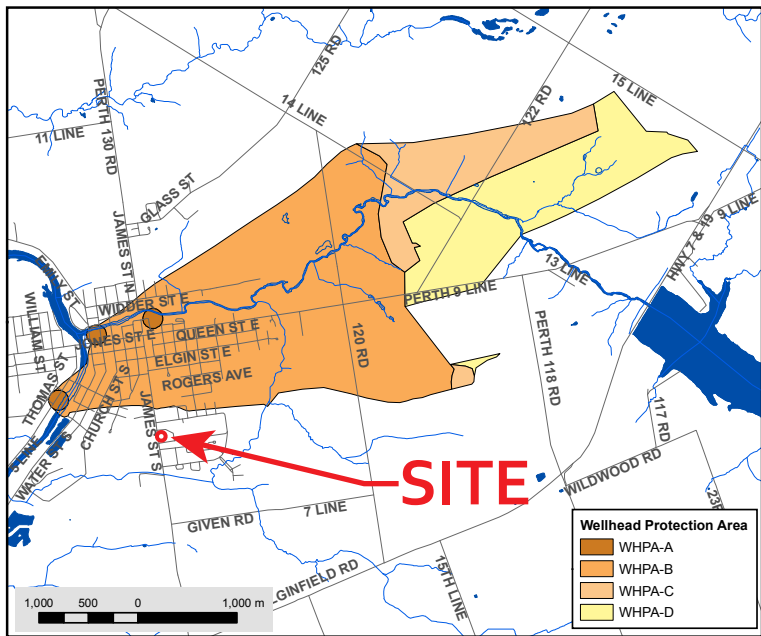
Map 4-1-21 (St. Marys) to the Source Protection Plan identifies that the Site is outside any sourcewater protection area (Figure 3).

2-4 TOWN OF ST. MARYS OFFICIAL PLAN, 1987

The Town of St. Marys Official Plan (OP), adopted in 1987, provides a series of policies to “ensure that St. Marys continued to attract new development in balance with preserving the Town’s character and charm.”

The Site is designated “Residential” on Schedule A to the OP (Figure 4). General goals and principles (Section 2.1), applicable to the Proposed Development include:

- 2.1.1 Residential areas in St. Marys shall provide a range of housing accommodation suitable for all age groups and household incomes.
- 2.1.2 The Town will endeavour to provide stable, attractive residential areas for all its residents.



Map created by UTRCA, August 18, 2010.

Base mapping produced under license with the Ontario Ministry of Natural Resources. © 2010.

Wellhead Protection Areas and Vulnerability Assessment - as per Part V and VII of the Technical Rules: Assessment Report (MOE, proposed amendments August 2009).

Wellhead and Vulnerability - Draft St. Marys Wellhead Protection Area Modelling, Schlumberger Water Service (Canada) Inc. July 2010.

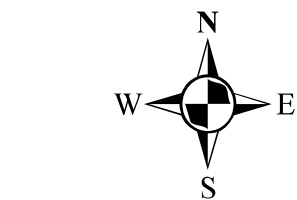


Figure: 3 WELLHEAD PROTECTION AREA MAP 4-1-21

Site Location: 347 James Street South, St. Marys, ON

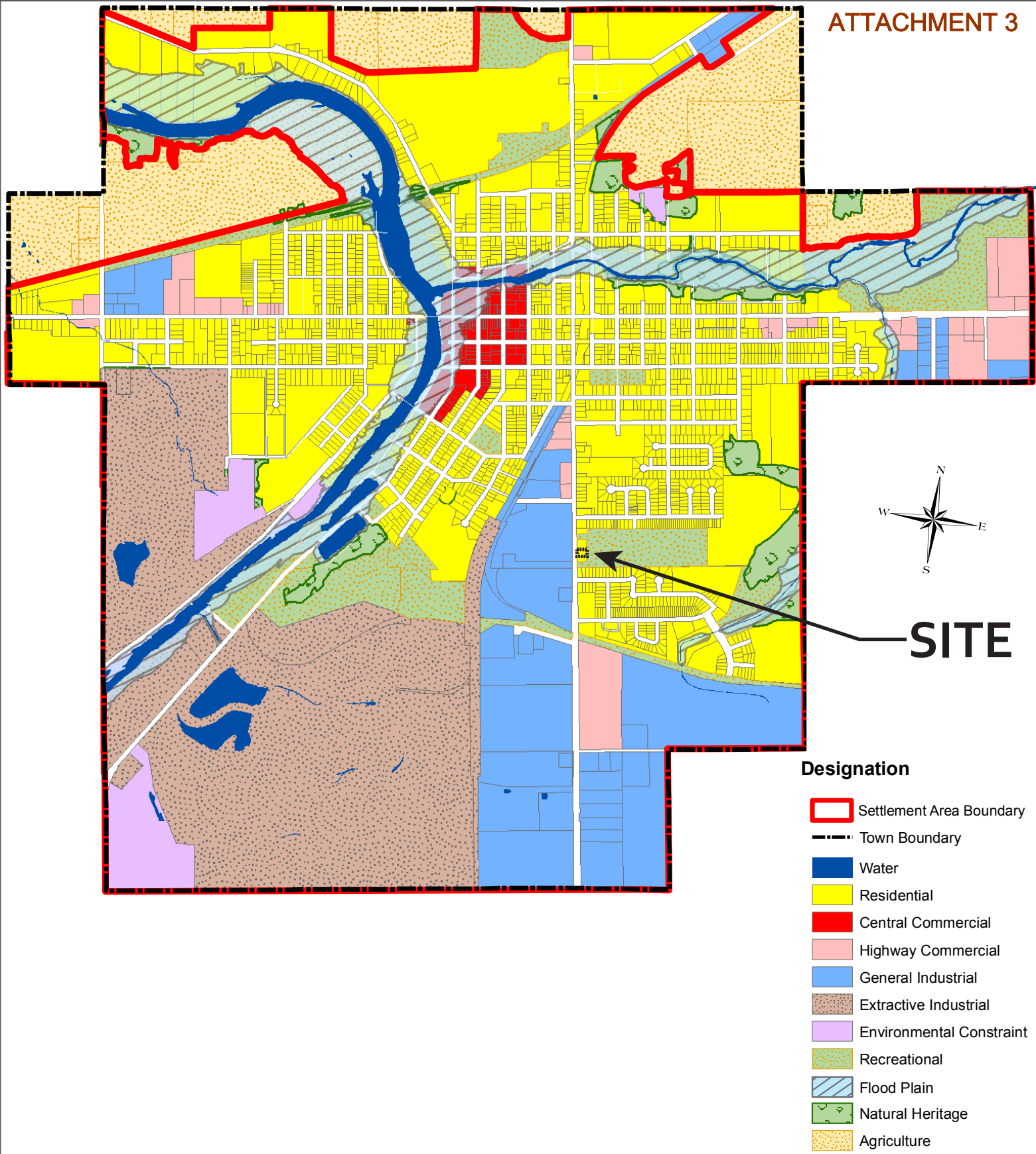


Figure:

4

ST.MARYS OFFICIAL PLAN SCHEDULE 'A' LAND USE PLAN

Site Location: 347 James Street South, St.Marys, ON



BAKER
Planning Group

Page 48 of 194

Residential policies are provided in Section 3.1 of the OP and outline a number of objectives including the provision of a range in housing types, the promotion creativity in new residential development, the promotion of housing for senior citizens and the handicapped and the encouragement of additional housing through intensification. The primary use of land shall be residential, from single-detached dwellings to walk-up apartments.

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

Density ranges for townhouse dwellings is suggested to be between 25 and 40 units per hectare. Council may moderately increase or decrease these densities dependent upon specific site circumstances, provision of on-site amenities, and capabilities of municipal servicing systems to accommodate any increase.

Section 3.1.2.7 shall be considered as the Proposed Development provides a density of 20 units per hectare. Where development projects are 18 units per hectare or greater, Council shall consider impact on municipal services and infrastructure, access to an arterial or collector road and the provision of off-street parking and adequate buffering. For townhouse developments, on-site recreation facilities are encouraged.

Planning Analysis

It is our opinion that the Application conforms to the OP as it is a permitted use within a reasonable tolerance of suggested densities for townhouses that has access to full municipal infrastructure, is located on an arterial road and that is within walking distance to a range of community services and facilities.

The character of the area surrounding the Site is diverse in its use, built form and lotting fabric. To the immediate north and south are two older residential lots with frontage on James Street South, while land to the west is primarily large industrial lots. To the east is the Town’s recreation complex, comprising of buildings and a parking lot. Through the Proposed Development, the Owner has sought to integrate the new residential dwellings with a building setback that balances providing sufficient depth for parking with the desire for a consistent streetwall on James Street South. Increased rear yard setbacks are proposed to provide amenity area for the future residents, to maintain separation to the recreation complex and where feasible, protect the existing tree line.

The proposed building design addresses policies in the OP that support a range of housing types to support the continuum of housing requirements as individuals age and promoting accessibility. The proposed density at 20 units per hectare is below the target set-out in the OP for townhouses at 25

units per hectare; however, it is a target and not a minimum requirement. In our opinion, the proposed density conforms to the OP as the additional land area required to accommodate 1-storey housing for older persons results in the lower density of 20 units per hectare.

2-5 TOWN OF ST. MARYS OFFICIAL PLAN REVIEW, 2020

The Town of St. Marys Official Plan (OP), adopted in 1987, provides a series of policies to “ensure that St. Marys continued to attract new development in balance with preserving the Town’s character and charm.”

The Site is designated “Residential” on Schedule A to the OP (Figure 5). General goals and principles (Section 2.1), applicable to the Proposed Development include:

2-6 TOWN OF ST. MARYS ZONING BY-LAW, 1997

The Town of St. Marys Zoning By-law (By-law), adopted in 1997, zones the Site as “Residential Two Zone” (Figure 6). The R2 Zone permits one single detached dwelling on a lot, bed and breakfast, home occupation and a public park. The required side yard setback for a single detached dwelling with an attached garage is 1.2 metres.

Through the Zoning By-law Amendment Application, it is requested that the Site be rezoned to “Residential Five Zone (R5)” with the following site-specific regulations (Figure 7):

- To permit a 1.6 metre side yard setback, whereas the Zoning By-law requires a minimum of 4.5 metres;
- To permit a maximum lot coverage of 40%, whereas the Zoning By-law permits a maximum lot coverage of 35%;
- To permit the required planting strip required along the side lot lines as being a combination of solid wood fencing and landscaping;
- To permit a minimum distance between driveway ramps where access to a lot is by means of more than 1 driveway of 2.4 metres, whereas a minimum of 7.5 metres is required.

The following table provides a zoning analysis of the Proposed Development in relation to the R5 regulations.

Regulation	R5	Proposed Development	Complies?
Minimum Lot Area	1017.5 sq.m	1,300 sq.m.	Yes
Maximum Density	50 units per hectare	20 units per hectare	Yes
Minimum Lot Frontage	27.5 m	30.48	Yes
Maximum Number of Attached Dwelling Units	8	3	Yes
Minimum Lot Depth	37.0m	42.67m	Yes
Minimum Front Yard	6.0m	6.1m	Yes
Minimum Side Yard	4.5m	1.6m	NO

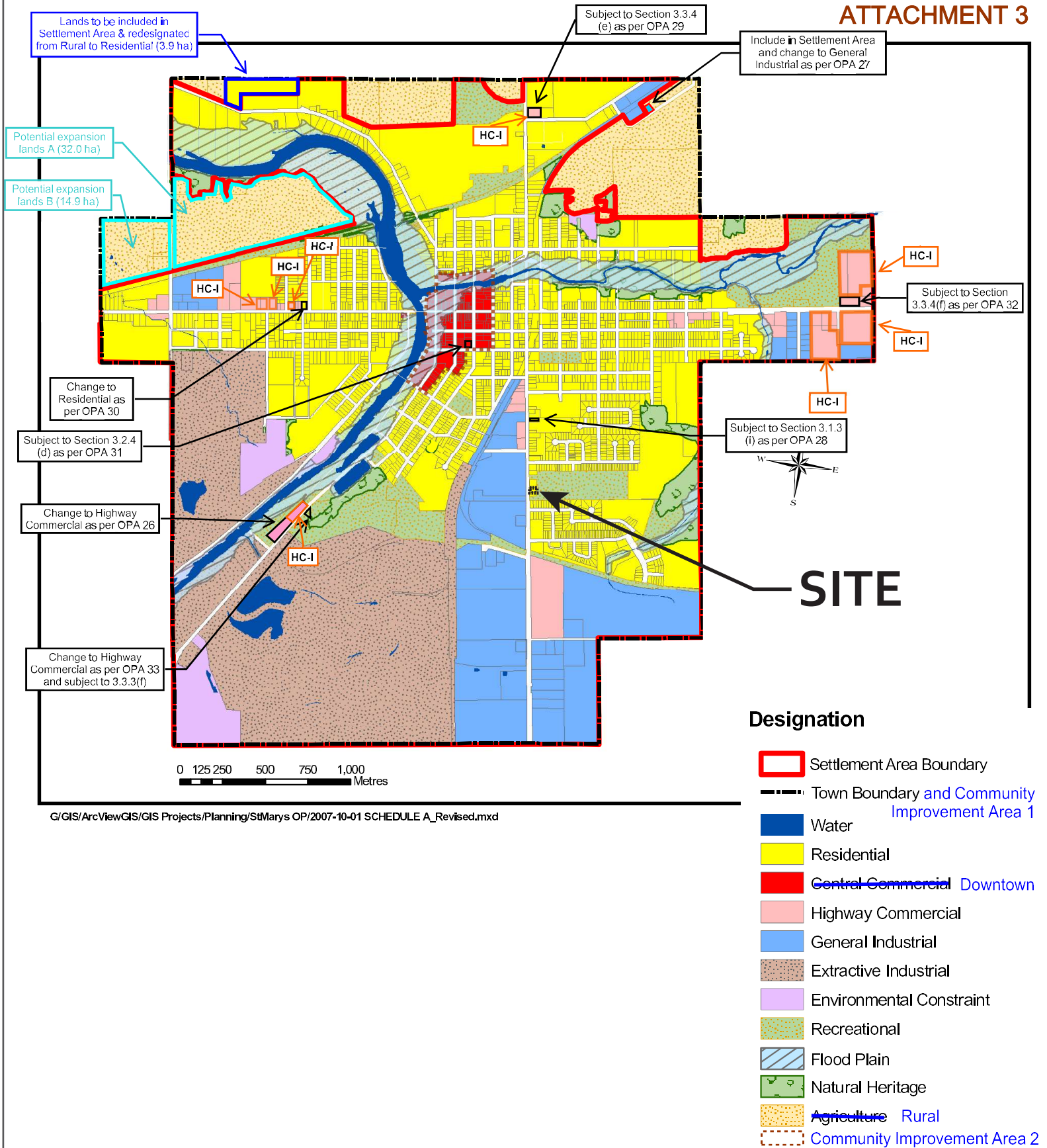


Figure:

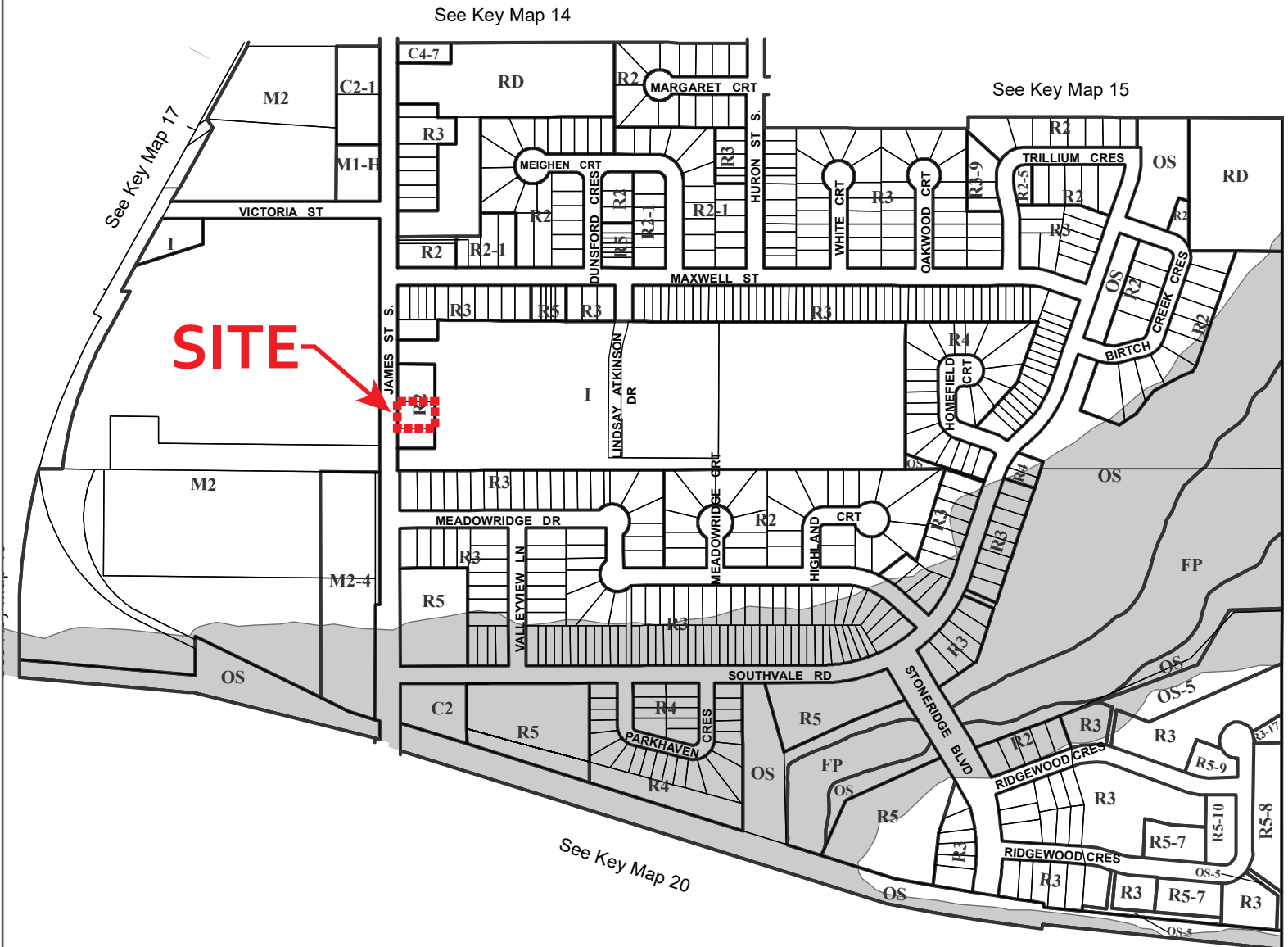
5

ST.MARYS DRAFT OFFICIAL PLAN

Site Location: 347 James Street South, St.Marys, ON



BAKER
Planning Group






-  Parcels
-  Zoning By-law Boundaries
-  UTRCA Regulation Limit

Figure:

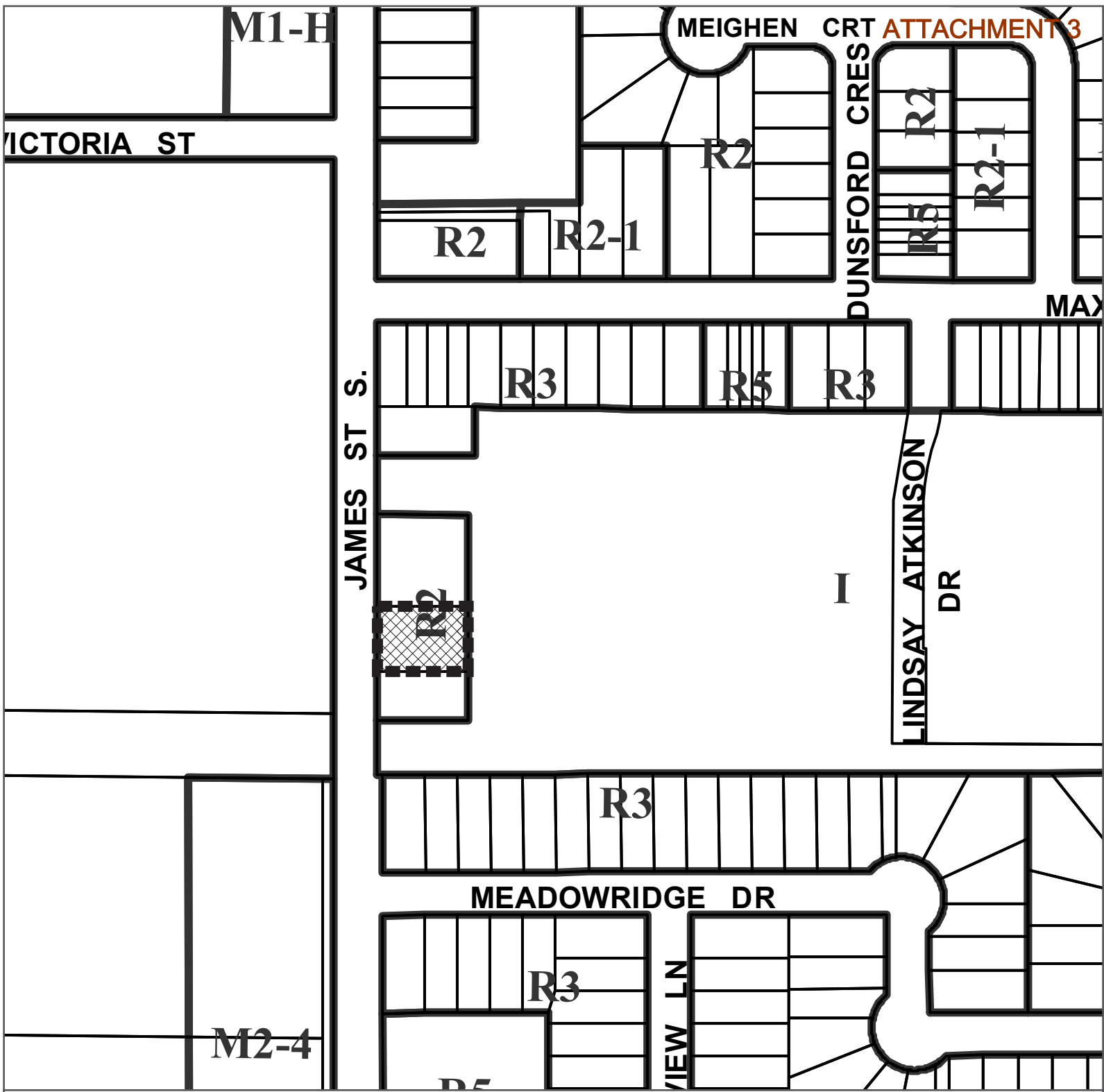
6

ST.MARYS ZONING BY-LAW

Site Location: 347 James Street South, St.Marys, ON



BAKER
Engineering Group



FROM RESIDENTIAL ZONE TWO (R2) TO
SITE SPECIFIC RESIDENTIAL ZONE FIVE (R5)

Figure:
7

DRAFT AMENDMENT BY-LAW SCHEDULE

Site Location: 347 James Street South, St.Marys, ON

Regulation	R5	Proposed Development	Complies?
Minimum Rear Yard	7.5m	11.16m	Yes
Maximum Building Height	10.5m	<10.5m	Yes
Maximum Lot Coverage	35%	40%	NO
Minimum Dwelling Floor Area (3-bedroom)	75.0 sq.m.	117.0 sq.m.	Yes
Minimum Landscaped Open Space	35%	47.1%	Yes
Required Planting Strip	Minimum width of 1.5m with vegetation	Combination of fencing and vegetation	No
Off-Street Parking	1.5 spaces/unit (tandem permitted)	Minimum 2 spaces per unit	Yes
Off-Street Parking Space Size	2.7m by 5.5m	Minimum of 2.7m by 5.5m	Yes

The proposed development complies with all regulations in the R5 Zone, except for the maximum lot coverage and the minimum side yard setback. In our opinion, the proposed site-specific regulations are appropriate and conform to the Official Plan for the following reasons:

1. To permit a maximum lot coverage of 40%, whereas the Zoning By-law permits a maximum lot coverage of 35%:

In our opinion the proposed lot coverage is appropriate for the development of the Site as the lots comply with the required minimum landscaped open space and addresses matters related to overlook and privacy through the 1-storey building height, increased rear yard setback and the introduction of fencing. The lot coverage naturally increases with the proposal for a 1-storey dwelling, as the floor area is all at-grade. In our opinion, the minor increase is appropriate as it provides the ability to introduce accessible dwelling units to the residents of St. Marys.

2. To permit an interior side yard setback of 1.6 metres, whereas a minimum of 3.0 metres is required:

From a functional perspective, the 1.6 metre side yard setback is of a sufficient size to provide a connection from the front yard and garage to the rear yard and the width to move lawn maintenance equipment (i.e. lawnmower, snowblower, etc.).

From a design perspective, the side building elevations on the north and south will appear to the adjacent residential properties as a single-detached dwelling (with only one unit abutting a side yard). In combination with the proposed fencing, privacy will be maintained to the existing residential properties.

3. Notwithstanding Section 12.4.13 and 5.25.1, a planting strip may consist of a solid wood fence or landscaping, or a combination of the two.

The intent of the planting strip requirement is to provide screening between residential properties, particularly when a higher residential density is proposed. The screening enhances privacy and minimizes overlook. In our opinion, a solid wood fence can achieve a comparable level of screening to maintain privacy. The proposed development is one-storey in height, and a solid fence will prevent any overlook from the new units to the two adjacent residential properties.

4. To permit a minimum distance between driveway ramps where access to a lot is by means of more than 1 driveway of 2.4 metres, whereas a minimum of 7.5 metres is required.

The proposed site-specific regulation meets the intent of the provision in Section 5.21.3 a) of the Zoning By-law to limit the number of driveways to a municipal road from an individual dwelling unit on a lot. The intent to not permit multiple driveway entrances to a single lot with a dwelling unit, unless the lot is of a sufficient frontage.

With the requested relief, the proposed development will continue to be limited to one driveway per dwelling unit. As the proposed development is a rental project and the Site will remain as one legal lot, the development is inadvertently in non-compliance with this regulation. As such, relief is sought to allow the proposed development to proceed as a rental project.

3 SUMMARY

On behalf of BDS Construction is proposing an infill project in the urban area of St. Marys, consisting of three (3) accessible street townhouse dwellings. To permit the proposed development, the Owner is seeking an amendment to the Town of St. Marys Zoning By-law.

Based on the foregoing analysis, it is our opinion that the proposed development and the implementing Zoning By-law Amendment Application is appropriate, is in the public interest and represents good land use planning. This opinion is supported by the following:

- The Application is consistent with provincial policy, by providing for the efficient and effective use of land within the built-up area and that addresses a specific housing need within the community
- Conforms to both the OP, with the continuation of low density residential development along the east side of James Street South
- Provides housing intended for older adults that is in close proximity to community recreation resources
- The proposed dwelling units have access to an existing municipal road, municipal infrastructure and are in walking distances to area parks and schools
- The proposed zoning regulations address matters related to privacy and overlook with the siting of the buildings in relation to adjacent development and the proposed building heights
- Appropriate municipal servicing is available to support the proposed development



MTE Consultants
365 Home St., Stratford, ON N5A 2A5

February 5, 2021

MTE File No.: C48531-100

Grant Brouwer
Director of Building & Development
Town of St. Marys
408 James Street South
St. Marys, Ontario
N4X 1B6

Re: 347 James Street South Functional Servicing Letter
347 James Street South, St. Marys, ON

1.0 Introduction

MTE Consultants Inc. was retained by Adriano Paola to complete a Functional Servicing Letter in support of the rezoning application submission. The subject lands are approximately 0.13 hectares in size, zoned Residential Zone 2 (R2) and municipally known as 347 James Street South Street, St. Marys.

It is proposed to develop the property with one 3-unit residential single storey, slab on grade building with individual driveways. A Servicing sketch (SK1) has been prepared by MTE (Appended) which forms the basis for this letter.

2.0 Municipal Servicing

SANITARY SERVICING

The proposed development is serviced with an existing sanitary service from the existing residential dwelling. The size, depth and location of the existing service is unknown and is to be located at property line prior to detailed design to determine if it can be utilized or required to be decommissioned.

The sanitary sewage from the proposed development will outlet to the existing 250mm diameter sanitary sewer on James Street South. The existing sewer should allow the proposed building to be serviced by gravity sewers. The private drain connection for the development should be a minimum 125mm diameter PVC service installed at a minimum slope of 2.0%.

The existing 250mm diameter sewer and downstream sewers are confirmed by the Town of St. Marys for capacity constraints.

WATER DISTRIBUTION

The proposed development is serviced with an existing 25mm diameter water service from the existing residential building. The existing 25mm diameter water service is recommended to be decommissioned at the existing 300mm diameter watermain and a new 38mm diameter water service is to be installed to service the 3-unit development.

The proposed 38mm diameter water service connection will be serviced by the existing 300mm diameter watermain located on James Street South and should be confirmed and analyzed by the Town of St. Marys for capacity constraints.

STORMWATER MANAGEMENT AND STORM SERVICING

Under existing conditions, the property is vacant and comprises of grassed and vegetated areas. The proposed 3-unit residential building is slab-on-grade construction and does not require a private storm sewer connection.

It is expected that quantity and quality controls will not be required for this development as the proposed development is zoned residential. This e-unit development should not require site plan approval and existing storm infrastructure within James St. S should account for the post development flows from this site.

3.0 Grading

Utilizing the proposed development layout; lot grading will be designed to generally meet the following criteria:

- Match existing road grades at residential driveway access points;
- Match existing boundary grades around the perimeter of the site;
- Ensure adequate cover is provided over Town of St. Marys and private services;
- Ensure “major” overland flow routes are directed to the downstream outlets; and,
- Comply with OBC, Accessibility for Ontarians with Disabilities Act, 2005 (AODA), and the Town of St. Marys Engineering Design Guidelines and Supplemental Specifications for Municipal Services for minimum driveway and lot grades.

A geotechnical investigation for the proposed development is recommended in order to confirm the pavement structure, the water table elevation and the foundation loading requirements.

4.0 Utility Servicing

Utility servicing of the proposed development will be through the connection to existing services along James Street South. Electrical, gas, telephone and cable TV are all located on James Street South and therefore should be suitable.

5.0 Summary

The main findings of the Functional Servicing Letter for the proposed residential development are:

1. The proposed development may be adequately serviced through the connection to the Town of St. Marys existing gravity sanitary sewers and watermain.
2. The site development is expected to utilize the existing 125mm diameter PVC sanitary service provided by an existing outlet connection on James Street South. The capacity of the downstream sewers will need to be confirmed by the Town of St. Marys.

3. The site development is expected to remove and decommission the existing 25mm diameter water service and to be serviced by a new 38mm diameter water service connection to the existing Town of St. Marys 300mm diameter watermain on James Street South.
4. The site is not expected to require a private storm drainage connection to the existing Town of St. Marys storm infrastructure or be required to provide Stormwater management quality and quantity controls.
5. Overall site grading will provide for “major” overland flow conveyance towards a proposed outlet weir, provide adequate cover over municipal services and generally match existing road and boundary grades with appropriate slopes.

If you have any questions, please do not hesitate to contact the undersigned.

MTE CONSULTANTS INC.



Nick Preikschas, C.E.T.

Project Manager

519-271-7952 ext. 2333

npreikschas@mte85.com

Jamie Dick, P. Eng.

Manager, Civil Engineering

519-271-7952 ext. 2337

jdick@mte85.com

LIST OF ATTACHMENTS

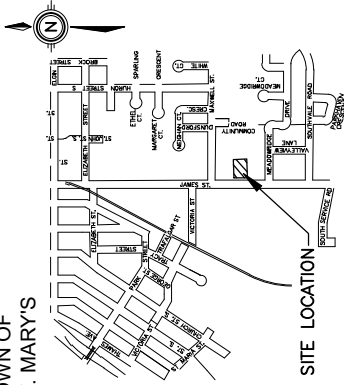
1. MTE Drawing SK1 – Site Plan Sketch

Cc: Adriano Paola

Caroline Baker, Baker Planning Group

M:\48531\100\Reports\48531-100_Functional Servicing Letter_Rev 0.docx

TOWN OF
ST. MARY'S



SITE LOCATION

LEGEND

- SITE BOUNDARY
- EXISTING CONTOURS
- SANITARY SERVICE
- WATER SERVICE
- SANITARY CLEAN OUT
- WATER VALVE
- PROPOSED BUILDING

SK1

Date: JAN 18/21
Scale: 1:200

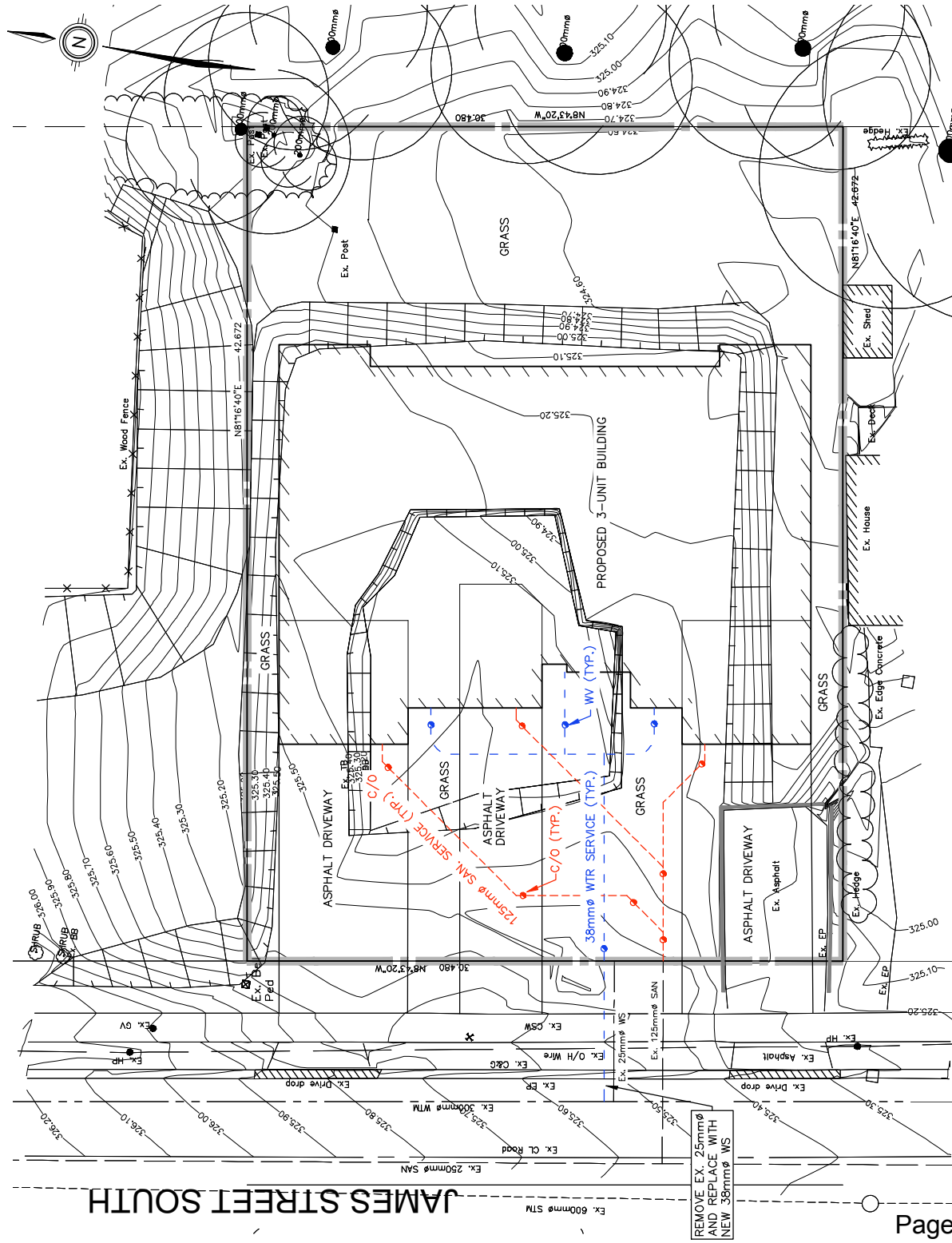
SITE PLAN SKETCH



Engineers, Scientists, Surveyors

Project No: 48531-100

P: P:\48531\100\48531-100-SK1.dwg



REMOVE EX. 25mm ϕ AND REPLACE WITH NEW 38mm ϕ WS

FORMAL REPORT

To: Mayor Stratthdee and Members of Council

Prepared by: André Morin, Director of Corporate Services / Treasurer

Date of Meeting: 11 May 2021

Subject: **COR 22-2021 Final 2021 Property Tax Rates and Ratios**

PURPOSE

To present the final calculations for the 2021 property tax rates and ratios for Council to consider adopting the appropriate by-laws.

RECOMMENDATION

THAT COR 22-2021 Final 2021 Property Tax Rates and Ratios report be received; and

THAT Council consider approving By-law 46-2021, a by-law to set Tax Ratios for prescribed property classes for municipal purposes for the year 2021; and

THAT Council consider approving By-law 47-2021, a by-law to levy the rates of taxation for the year 2021.

BACKGROUND

The 2021 budget was adopted by Council on February 23, 2021. The tax levy required for 2021 is \$12,799,710.

Once the budget is approved, the calculation of the property tax “ratios” is completed; followed by the calculation of the property tax “rates”.

REPORT

The Tax Ratios for 2020 and 2021 are listed below:

	2020 Tax Ratios	2021 Tax Ratios
Residential	1.000000	1.000000
Multi-residential	1.113405	1.113405
Commercial - Broad	1.541721	1.541721
Industrial - Broad	2.499700	2.499700
Landfills	1.581519	1.581519
Pipelines	1.813811	1.813811
Farm	0.250000	0.250000
Managed Forests	0.250000	0.250000

The residential ratio is always set at 1.0. All other ratios represent the ratio (apportionment) of tax in comparison to the residential property tax. In 2021, as there were no assessment related equity changes, there was no shift in tax burden from one class to another class. As such, no changes to tax ratios are being recommended. There are regulated rules on changing tax ratios. In most cases ratios can be reduced but only under special circumstances can they be increased. A reduction in one tax ratio will lead to a shift in property tax to another tax class.

Tax Rates are set by using the tax levy required, 2021 returned assessment roll from MPAC, and property tax ratios. The tax rates for 2021 are provided in the attached Schedule "A" from the draft by-law.

The final tax bills will be produced and mailed in July, with the first installment due on August 31st and the second installment due on October 29th.

FINANCIAL IMPLICATIONS

The total tax levy for 2021 will be \$12,799,710.

SUMMARY

With the 2021 budget passed in February 2021, the by-laws for the property tax ratios and the property tax rates need to be finalized.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

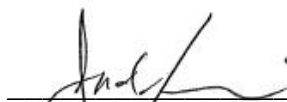
None

ATTACHMENTS

By-Law 46-2021 and 47-2021 are appended to the agenda within the By-law section.

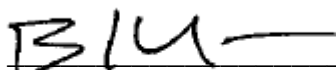
REVIEWED BY

Recommended by the Department



André Morin
Director of Corporate Services / Treasurer

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer



FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Dave Blake, Environmental Services Supervisor
Date of Meeting:	11 May 2021
Subject:	PW 38-2021 Electronic Waste Management Agreement

PURPOSE

This report presents information to Council regarding an updated service agreement with Greentec International Inc. for continued material recycling and incentive funding for municipally collected electronic waste from the St. Marys landfill site under a producer responsibility framework.

RECOMMENDATION

THAT report PW 38-2021, Electronic Waste Management Agreement, be received; and

THAT Council consider By-Law 48-2021 authorizing the Mayor and the Clerk to sign a service agreement with Greentec International Inc. for recycling and disposal of electronic materials collected at the St. Marys Landfill Site.

BACKGROUND

In circa 2005, the Town of St. Marys expanded solid waste diversion efforts and incorporated an Electronic Waste (E-Waste) depot at the St. Marys landfill site. The depot collects, handles and ships waste electronics through a third-party recycling company for final processing.

At the beginning of 2021, electronic waste streams transitioned to the producer responsibility framework where producers became responsible for the costs associated with end of life care for electronics. The new service agreement would update and finalize this program transition for the Town.

REPORT

As of January 1, 2021, immediately following the wind up of the Waste Electrical and Electronic Equipment (WEEE) program operated by Ontario Electronic Stewardship (OES), producers became individually accountable and financially responsible for collecting, reusing, refurbishing or recycling their products once they are discarded.

Electronic waste is the third material stream to transition to the producer responsible framework in Ontario after tires and batteries.

Greentec has been the Town's Electronic Waste disposal service provider for at least ten (10) years and has provided exceptional service and guidance to the Town in managing this waste stream. The new agreement will transition from a relationship between the Town of St. Marys and Ontario Electronic Stewardship to the Town and Greentec International Inc. The agreement will reflect the new program reality under the resource productivity and recovery authority and would migrate the Town's program to the producer responsible framework, while continuing to see the Town handle and manage electronic waste in an environmentally responsible way.

It has been noted that, to date, there has been a slower than anticipated transition for producers to the new framework. As the transition continues and more material streams are being captured, it is anticipated that the value for materials will increase.

FINANCIAL IMPLICATIONS

There are no costs to the Town in the execution of the service agreement with Greentec International Inc.

The collection, handling, sorting and shipping of E-Waste material through the service agreement is anticipated to result in approximately \$1,000.00 – \$2,000.00 in annual incentive funding for the Town.

SUMMARY

Based on the information detailed within this report, staff recommend that Council approve By-Law 48-2021 authorizing the service agreement between the Town of St. Marys and Greentec International Inc. The execution of the agreement will allow the Town to continue to receive incentive funding related to the collection, handling and disposal of electronic waste from the St. Marys landfill site while also ensuring suitable and proper end of life services for the materials collected.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

Not Applicable

ATTACHMENTS

Attachment No. 1 – Service Agreement with Greentec International Inc.

REVIEWED BY

Recommended by the Department

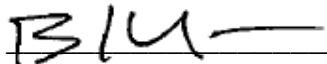


Dave Blake, C.E.T.
Environmental Services Supervisor



Jed Kelly
Director of Public Works

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer

GREENTEC SERVICES AGREEMENT

THIS AGREEMENT dated March 17th, 2021 (the “**Effective Date**”),

BETWEEN:

THE CORPORATION OF THE TOWN OF ST MARYS ., a corporation (the “**Customer**”)

-and-

GREENTEC INTERNATIONAL INC ., a corporation amalgamated pursuant to the laws of Canada (“**Greentec**”)

WHEREAS Greentec collects, handles, repurposes and recycles electronic waste in a responsible manner, consistent with all applicable laws, regulations and industry standards, with the goal of reducing environmental impacts and providing repurposed electronic devices to other organizations in need; and

AND WHEREAS the Customer has agreed to provide and Greentec has agreed to accept Electronic Devices from the Customer, subject to the terms and conditions in this Agreement.

NOW THEREFORE in consideration of the premises and the mutual covenants and obligations herein and other good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties agree as follows:

INTERPRETATION

In this Agreement, unless something in the subject matter or context is inconsistent therewith:

“**Agreement**” means this agreement, including its recitals and schedules, as amended from time to time.

“**Applicable Law**” means:

- (a) any applicable domestic or foreign law including any statute, subordinate legislation, or treaty, and
- (b) any applicable guideline, directive, rule, standard, requirement, policy, order, judgment, injunction, award, or decree of a Governmental Authority having the force of law.

“**Effective Date**” means the date noted above.

“**Electronic Devices**” means storage, servers, networking equipment, communications and telecom system, hubs, switches, modems, routers, desktop and laptop computers, tablets, cell phones, mobile devices, monitors, printers, projectors and peripherals including, but not limited to the items set out on Schedule A, as may be modified by Greentec in writing from time to time.

“Governmental Authority” means any domestic or foreign legislative, executive, judicial or administrative body or person having or purporting to have jurisdiction in the relevant circumstances.

“Hazardous Materials” means any substance or material that is prohibited, controlled or regulated by any Governmental Authority pursuant to Environmental Laws including pollutants, contaminants, dangerous goods or substances, toxic or hazardous substances or materials, wastes (including solid non-hazardous wastes and subject wastes), petroleum and its derivatives and by-products and other hydrocarbons, all as defined in or pursuant to any Applicable Law, including but not limited to the items set out on Schedule B, as may be modified by Greentec in writing from time to time.

“Party” means either Greentec or the Customer. **“Parties”** means Greentec and the Customer.

“Secure Destruction” means using advanced technology to wipe or physically destroy data, hard drives, and electronics. Either in the form of Certified Data Erasure or Certified Shred.

“Services” means the services to be provided by Greentec to the Customer under this Agreement and as more particularly described in Schedule C.

1. SCOPE OF SERVICES.

Greentec shall provide and perform the Services as specified in Schedule “A”.

PRICE AND PAYMENT.

Greentec agrees to pay the Customer recovery pricing as specified in Schedule D. The Customer agrees to pay Greentec the amounts when due for the Services in accordance with the pricing provisions specified in Schedule D (the **“Pricing”**).

Greentec retains the right to set off the payment due to the Customer against any fees owed to Greentec for the Services.

Greentec will issue a Settlement Report upon completion of Services in respect of the Electronic Devices retrieved by Greentec.

Payment shall be made by Greentec to the Customer net thirty (30) days from delivery of Settlement Report to the Customer and if the Settlement Report is in a negative position, Greentec will invoice the Customer for the negative amount and the Customer shall make payment to Greentec within 30 days.

Invoices shall be prepared in a format acceptable to the Customer, acting reasonably, and shall show:

- (a) the Customer's Purchase Order Number;
- (b) the Customer's Contract Number;
- (c) date;
- (d) period covered by the invoice;
- (e) invoice number;
- (f) percent complete or completed quantities, as applicable, for each pay item or fixed price breakdown item;
- (g) contract price;
- (h) invoice amount;
- (i) Greentec's HST Number;
- (j) applicable HST as a separate calculation; and
- (k) total amount to be paid.

Late payments of Greentec invoices are subject to interest at a rate of two percent (2%) per month commencing 30 days after delivery of an Invoice to the Customer. Greentec retains the right to suspend its services to the Customer for non-payment of any Invoice.

GREENTEC COVENANTS AND REPRESENTATIONS.

Greentec will:

- (a) furnish all labour, materials, tools, equipment and other necessary components necessary to perform and provide the Services, unless otherwise provided herein;
- (b) comply with Applicable Laws; and
- (c) will perform the Services in a good and workmanlike manner and in compliance with the standard of care, skill, competence and diligence normally exercised by an experienced and prudent contractor performing services in Canada of a similar nature to those being performed under this Agreement.

Greentec represents and warrants to the Customer that it has all the required authority, skills, expertise, resources, permits and capacity to carry out the Services and to perform its obligations in accordance with the terms of this Agreement.

CUSTOMER COVENANTS AND REPRESENTATIONS.

1.1 The Customer will:

- (a) transfer title to any Electronic Devices to be retrieved by Greentec pursuant to the terms of this Agreement to Greentec immediately upon any such Electronic Devices being loaded for transfer from the Customer's designated site;
- (b) unless otherwise requested by the Customer, transport all Electronic Devices to a Greentec facility at its own cost and expense using a secure mode of transport (bonded, verified) as required to meet the requirements of Government regulations as may be amended from time to time;

- (c) if transport of Electronic Devices is requested by Customer of Greentec, provide safe access to Greentec's designated drivers for the collection and removal of Electronic Devices from the Customer's designated sites;
- (d) ensure all Electronic Devices are securely packed and not place any Hazardous Materials in the Greentec collection containers. Greentec may refuse Services for Hazardous Materials and/or charge the Customer additional fees for the handling of such Hazardous Materials; and
- (e) while in the Customer's possession, keep all Greentec containers, equipment and personal property secure to prevent unauthorized access or removal of Electronic Devices and damage.

The Customer represents and warrants to Greentec that:

it has all the required right and authority to transfer the Electronic Devices to Greentec free and clear of any and all encumbrances or rights of any third party;

title to any Electronic Devices retrieved by Greentec pursuant to the terms of this Agreement will pass to Greentec immediately upon such Electronic Devices being loaded for transport from the Customer's designated site; and

it has all necessary right power and authority to perform its obligations in accordance with the terms of this Agreement.

INDEMNITY

Claim. In this Agreement, "Claim" means any and all liabilities, loss, damages, injuries, judgments, settlements, awards, expenses, legal fees on a solicitor-client basis, claims, demands, actions, suits, remedies, debts, proceedings and causes of action whatsoever, without limitation, whether based upon breach of contract, breach of warranty, failure to meet performance guarantees, tort (including negligence), strict liability, equity or any other legal theory.

Indemnity. Each Party shall defend, indemnify and hold harmless (the "**Indemnifier**") the other Party and any parent, subsidiary or affiliated corporation of the other Party and their respective directors, officers, employees and agents (together, the "**Indemnified Party**") , from and against any and all Claims, whether in respect to Claims suffered by the Indemnified Party or to Claims against the Indemnified Party by third parties, that directly or indirectly arise out of or are attributable to the performance of or the failure to perform the obligations of the Indemnifier, its subcontractors, employees, agents or any other person or entity for whom the Indemnifier is responsible under this Agreement or otherwise at law, except to the extent that such Claims are caused by the negligence or wilful misconduct of the Indemnified Party or its directors, officers, employees or agents.

Limit of Liability. Notwithstanding anything else herein contained or in law, Greentec's aggregate liability to the Customer is limited to, at the sole discretion of Greentec, direct damages not to exceed value of contract and/or to the specific performance of any Services to be

performed by Greentec under this Agreement, and specifically excludes any claim against Greentec for indirect, consequential or punitive damages, including, without limitation, loss of use or loss of profits.

INSURANCE

Greentec shall maintain Commercial General Liability insurance with limits of \$2,000,000 per occurrence for bodily injury, death, and property damage including loss of use thereof.

INTELLECTUAL PROPERTY

Any trademarks, brands, logos or other branding, packaging, trade dress, domain names, trade names or business names used in either Party's business ("**IP**") shall remain the exclusive property of the Party and shall not be used by the other Party for any purpose except with prior written authorization and only as necessary for the provision of the Services. Upon termination of this Agreement, each Party shall immediately cease use of the other's IP and return or destroy, as directed, all items or materials bearing the IP of the other Party.

DATA PRIVACY AND SECURITY

Use. The Customer data contained on any Electronic Devices ("**Customer Data**") will not be utilized by Greentec or its subcontractors for any purpose and will not be sold, assigned, leased or otherwise transferred, disposed of or provided to third parties by Greentec or commercially exploited by or on behalf of Greentec.

Customer Data Protection and Security. In addition to other safety and security obligations set forth in this Agreement, Greentec will maintain physical facility procedures, technical and administrative data security procedures and other safeguards for the destruction of and against the loss or theft of or unauthorized access to any of the Customer Data in the possession of Greentec.

CONFIDENTIALITY

Greentec and the Customer (as to information disclosed, the "**Disclosing Party**") may each provide the other Party (as to information received, the "**Receiving Party**") with information about the Electronic Devices or Services and all information related to the business or products of the Disclosing Party not generally known to the public ("**Confidential Information**") as may required for the performance of this Agreement.

The obligations of this Article 10 shall not apply to any portion of Confidential Information which:

- (a) is or becomes generally available to the public other than as a result of disclosure by the Receiving Party,
- (b) is or becomes available to the Receiving Party on a nonconfidential basis from a source other than the Disclosing Party,

- (c) has been or is subsequently independently developed by the Receiving Party without reference to the Confidential Information, or
- (d) which the Receiving Party is required to disclose by law or by a regulatory body with regulatory authority over the Receiving Party.

The Receiving Party agrees to:

- (a) use the Confidential Information only in connection with this Agreement and permitted uses associated with the Services;
- (b) not use, reveal, release, disclose or divulge the Confidential Information in any form whatsoever to any person or publish in any manner whatsoever, other than as permitted hereby, without the prior written consent of the Disclosing Party; and
- (c) to safeguard the Confidential Information from unauthorized disclosure.

These confidentiality obligations shall govern the exchange of Confidential Information between Greentec and the Customer and shall remain in full force and effect for the duration of this Agreement and thereafter for a period of three (3) years from the date of expiry or termination of this Agreement.

2 TERMINATION

Term. This Agreement may be terminated by either Party, in whole or in part, for any reason and at any time by providing thirty (30) days prior written notice to the other Party.

Obligations on Termination. On termination of this Agreement:

each Party will cease to use the IP and confidential information of the other Party; and
the Customer will return to Greentec any and all Greentec equipment and personal property located on the premises of the Customer.

NOTIFICATIONS

All notices to be given to either Party under this Agreement shall be written and addressed to the Customer and to Greentec as follows:

To the Customer:

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

Attention: Dave Blake
Phone #: 519-284-2340 x 209
Email: dblake@town.stmarys.on.ca

To Greentec:

Greentec International Inc.
95 Struck Court
Cambridge, ON N1R 8L2
Attention: Liz Irwin
Facsimile: (519) 624-3300
Email: lirwin@greentec.com

All Invoices, payments of Invoices or Recovery Shares or reports to be provided in connection with this Agreement shall be written and addressed to the Customer and to Greentec as follows:

To the Customer:

The Corporation of the Town of St Marys
Bill to / Pay to Street Address: 175 Queen Street East, PO BOX 998
City: St. Marys
Province: Ontario
Postal Code: N4X 1B6
Phone: (519) 284-2340

Contact Name: Dave Blake
Phone #: 519-284-2340 x 209
Email: dblake@town.stmarys.on.ca

To Greentec:

Contract No:
Account Rep:
Mobile: 519 624 3300
Email: clientservices@greentec.com

Customer Service: Linda Braga
Direct Line: 519.624.3300 x 261
Email: lbaga@greentec.com

Either Party may modify its addresses for notices as set out above by advance written notice to the other Party.

DISPUTE RESOLUTION

Any dispute or disagreement (a “**Dispute**”) between the Parties arising out of or relating to the validity, construction, meaning or performance of the terms of this Agreement shall be resolved

by arbitration, governed by the provisions of the *Arbitrations Act*, 1991 (Ontario) and will take place before a single arbitrator in Toronto, Ontario.

The Parties agree that any Dispute will be conducted in strict confidence and that there will be no disclosure to any person of the existence of the Dispute or any respect of the Dispute except as is necessary for the resolution of the Dispute or as required by applicable laws.

GENERAL

This Agreement shall extend to, be binding upon and endure to the benefit of the respective successors and permitted assigns of the Parties hereto.

Neither Party shall be entitled to assign all or any portion of this Agreement without the prior written consent of the other Party, which consent may be unreasonably withheld.

This Agreement shall be deemed to have been made in and shall be governed by, construed and interpreted in accordance with the laws of the Province of Ontario and the federal laws of Canada, as applicable therein and the parties attorn to the exclusive jurisdiction of the courts of the Province of Ontario.

This Agreement is the entire agreement between the Parties with respect to the subject matter hereto and shall not be modified, varied or amended except as agreed in writing signed by the Parties. Notwithstanding the foregoing, in the event of any change of Applicable Law, Greentec may, on 15 days prior written notice to the Customer, modify the terms of this Agreement (including fees, recovery pricing, collection options, acceptable materials or any other component) to ensure compliance with any such changes in Applicable Law.

If any part of this Agreement is held to be invalid, illegal or unenforceable, then such part shall be deemed to be deleted from this Agreement and the remainder of this Agreement that is not invalid, illegal or unenforceable shall continue in full force and effect.

This Agreement and all related documents shall be in English.

This Agreement may be executed by the Parties in counterparts, each of which when so executed and delivered shall be deemed to be an original and when taken together shall be deemed to be one and the same instrument. Transmission of a copy of the executed signature page of this Agreement by one Party to the other Party by facsimile transmission or e-mail in PDF format, shall be as effective as delivery to such other Party of an original manually executed counterpart hereof.

SURVIVAL

All provisions of this Agreement which by their express terms or nature are continuing shall survive the expiration or termination of this Agreement, including, without limitation, this provision, and the provisions relating to Sections 3 (Pricing and Payment), 4 and 0 (Warranties and Covenants), 0 (Indemnity), 0 (Intellectual Property), 0 (Confidentiality) and 0 - Notification as well as any provisions which are required to determine, or which exclude or limit, any liability

or which are otherwise required to give effect to or interpret any such provisions which are continuing.

The Parties have duly executed this Agreement on the date set forth below with effect as of the Effective Date.

**THE CORPORATION OF THE TOWN
OF ST MARYS**

Per: _____

Name:

Title:

Date Signed:

GREENTEC INTERNATIONAL INC.

Per: _____

Name:

Title:

Date Signed:

SCHEDULE A
ACCEPTED ELECTRONIC DEVICES

Accepted Electronic Devices:

- (a) **IT Data Center and Networking Equipment** Hubs, Switches, Routers, Modems, Access Points, Servers, and Printed Circuit Boards, Programmable Logic Controllers, Relays, Controllers, Spectro-Tracers, etc
- (b) **IT/AV End-Point Devices:** Desktop Computers, Laptops, Tablets, Mobile Phones, Printers, Copiers, Scanners, MFPs, Keyboards, Mice, Cables, Peripherals, Circuit Boards, Memory, Mother Boards, Monitors, TVs, Cable Box, Satellite Box
- (c) **Data and Digital Media Storage,** Hard Drives, SSDs and USB drives
- (d) **Batteries:** Alkaline, Lithium-ion, Sealed Lead, UPS
- (e) **Printer Cartridges** Ink and Toner.

SCHEDULE B

HAZARDOUS MATERIALS

Ontario Hazardous Waste Management Materials

<https://www.ontario.ca/page/hazardous-waste-management-business-and-industry>

SCHEDULE C

SERVICES

Services:

Electronic Device Recovery: At Customer's request, Greentec will manage retrieval of "end of life" Electronic Devices from the Customers designated sites to Greentec's facilities.

Refurbishing: Greentec will refurbish Electronic Devices for reuse where possible. Before reuse of any Electronic Devices, all asset tags, Customer information or identification will be removed from the Electronic Device and all Customer Data will be deleted from the Electronic Device.

Recycling: If an Electronic Device is not to be refurbished for reuse, Greentec will destroy and recycle the Electronic Device in an environmentally safe and responsible manner.

Reporting: Within 30 days of receipt of a Shipment, Greentec will provide to the Customer a report as to the make, model, serial number and any other identifying asset tag of each Electronic Device received and whether it has been refurbished for resale or destroyed for recycling.

Retrieval/Shipping:

Retrieval Scheduling: To schedule a retrieval of Electronic Devices (a "Shipment"), the Customer will contact Greentec and provide:

the location of retrieval of the Shipment,

a date for retrieval;

the time for retrieval.

The Customer will ensure that all Electronic Devices to be retrieved by Greentec are securely sealed in cardboard boxes or on wrapped pallets, ready for shipping, at the Customer's designated address at the time agreed upon between the Customer and Greentec for retrieval of the Electronic Devices.

If Customer request that Greentec provide for retrieval and shipping of a Shipment, Greentec will, or will notify the Customer as to any third party retained by Greentec to, retrieve the Customer's Electronic Devices.

On request, Greentec will provide the Customer with shipment tracking information for the Shipment.

Confirmation of Receipt of Shipment: On delivery of a Shipment to a Greentec Facility, Greentec will promptly:

- (a) store and process the Electronic Devices in a safe and secure manner, in accordance with Applicable Law, and in accordance with any other requirements as may be agreed to between the Customer and Greentec, each acting reasonably; and

SCHEDULE D

PRICING

PRICING OFFERED TO CUSTOMER

Material Description		Type	Price lb	Unit	Price MT
Data Bearing Devices	Servers	Rebate	\$0.05	lb	\$ 110
	Networking Equipment, Switches, Routers, Modems, Hubs	Rebate	\$0.05	lb	\$ 110
	Desktop PCs	Rebate	\$0.05	lb	\$ 110
	Laptops	Rebate	\$0.05	lb	\$ 110
	Tablets iPad	Rebate	\$0.05	lb	\$ 110
	Mobile Phones	Rebate	\$0.05	lb	\$ 110
	Cable and Satellite Boxes	Rebate	\$0.05	lb	\$ 110
	Gaming Consoles	Rebate	\$0.05	lb	\$ 110
	Modems, Routers, Switches and Hubs	Rebate	\$0.05	lb	\$ 110
	Hard Drives	Rebate	\$0.05	lb	\$ 110
Non Data Bearing Devices	Circuit Boards	Rebate	\$0.05	lb	\$ 110
	Cables and Wires	Rebate	\$0.05	lb	\$ 110
	Flat Screen Monitors and TVs	Fee	\$0.00	lb	\$ -
	Desktop Printers and Peripherals	Fee	\$0.00	lb	\$ -
	Printer Cartridges	Fee	\$0.00	lb	\$ -
	CRT Monitors and TVs	Fee	\$0.00	lb	\$ -
	Wooden Consoles, Rear Projection	Fee	\$0.00	lb	\$ -
	Mixed Material Sorting	Fee	\$0.00	lb	\$ -

**Products must be separated in the following 4 categories: Data bearing devices (line 1-10) and high-grade material, flat screen monitors and TVs, CRT monitors and TVs including rear projection, printers and peripherals, low grade items*

BATTERY RECYCLING

SKU	Batteries	Rebate/Fee	Price	U/M
34-HZ-BLI	Lithium ion (laptop batteries tap ends)	Rebate	\$0.15	lb
34-HZ-BLIC	Lithium Ion (Cell Phone batteries tap ends)	Rebate	\$0.15	lb
34-HZ-BMISC	Alkaline less than 10lbs each	Rebate	\$0.00	lb
34-HZ-BLEAD	Lead Acid (Sealed)	Rebate	\$0.05	lb
34-HZ-BNC	Ni-Cd less than 10lbs each	NA	NC	lb
34-HZ-BNMH	Ni-MH less than 10lbs each	NA	NC	lb
34-HZ-BLP	Lithium primary (Button Cell)	Fee	\$2.50	lb
60-SE-SORT	Battery Sorting	Fee	\$0.25	lb

SERVICES AVAILABLE TO CUSTOMER

Service	Cost	Unit of Measure
Transportation	Included	Hour
Bin Rental	Not Applicable	Month

**Client will use their own Container for high grade separation. Greentec Bin will be used for CRT's and Monitors only.*

***Note:** Market commodity prices may fluctuate. If such fluctuation occur, Greentec reserves the unilateral right, at its sole discretion, on 30 days written notice to the Customer to modify the above-noted pricing of Services and the commodities retrieved from the Electronic Devices as a result of their destruction and recycling.



FORMAL REPORT

To:	Mayor Stratthdee and Members of Council
Prepared by:	Dave Blake, Environmental Services Supervisor
Date of Meeting:	11 May 2021
Subject:	PW 40-2021 Agreement for Air Monitoring Equipment

PURPOSE

This report is presented to Council regarding a proposed agreement between the Town of St. Marys and St. Marys Cement Inc. to facilitate an ambient air monitoring point on Town owned lands.

RECOMMENDATION

THAT report PW 40-2021, Agreement for Air Monitoring Equipment, be received; and

THAT Council consider By-Law 49-2021 authorizing the Mayor and the Clerk to sign the associated agreement with St. Marys Cement Inc. to facilitate an air monitoring location on Town owned lands.

BACKGROUND

In late April 2021, the Town was contacted by St. Marys Cement Inc. (SMC) regarding the possibility of assistance in an ambient air monitoring program that they are working on and whether Town owned lands could be used as a location for one of their monitoring stations.

This report presents the agreement to Council for consideration.

REPORT

The monitoring station(s) take ambient air readings of odour and other compounds which can then be correlated to the emissions from the stack at the SMC facility. This, along with other data and inputs, can be used to validate the dispersion of the emissions plume from the facility. The location of the monitor on Town lands will help facilitate this new initiative.

Through discussions with SMC, the Town identified several Town owned lands that would meet SMC target locations. It was ultimately determined that the water works facility located at 55 St. George Street North would be the desired location for the ambient air monitoring station.

The agreement would see SMC take sole responsibility for the ambient air monitoring station while the Town permitting SMC agents access to the external site for the purpose of installation, repairing, replacing, maintaining and removing the sensor.

The agreement term would be for a duration of one (1) year.

FINANCIAL IMPLICATIONS

There are no financial implications.

SUMMARY

Based on information detailed within this report, it is staff's recommendation to facilitate the air monitoring equipment on Town lands to assist a local industry in completing environmental monitoring related to their facility operations.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

Kara Terpstra – Environmental Manager, St. Marys Cement Inc.

ATTACHMENTS

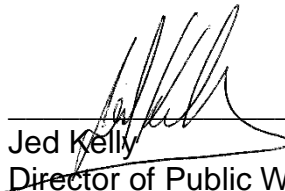
Attachment No. 1 - Agreement

REVIEWED BY

Recommended by the Department

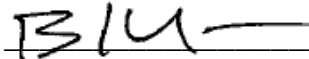


Dave Blake, C.E.T.
Environmental Services Supervisor



Jed Kelly
Director of Public Works

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer

PERMISSION TO ENTER

B E T W E E N:

The Town of St Marys
("The Town")

- and -

ST. MARYS CEMENT INC. (CANADA)
("St. Marys")

WHEREAS The Town is the owner of property municipally described as the Waterworks Building located at 55 St. George St. N St. Marys ON (the "Lands");

AND WHEREAS St. Marys has requested to enter onto portions of the Lands for the purpose of installing an ambient air monitoring station sensor ("Sensor") on the Land;

NOW THEREFORE in consideration of the sum of TWO (\$2.00) DOLLARS and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

Permission

1. The Town hereby grants to St. Marys together with its officers, employees, servants, contractors, contractor's workers, agents and consultants with all necessary materials, equipment, machinery and vehicles, permission to enter upon the Lands for the purposes of installing, repairing, replacing, maintaining, and removing the Sensor in the approximate location shown on Schedule "A" to this Agreement.
2. St. Marys shall provide The Town with not less than 3 days' written notice of its intention to install the Sensor.

Term

3. The term of this Agreement shall be 1 year, commencing on April 30th, 2021 and ending on April 30th, 2022.
4. Either party may terminate this Agreement before the conclusion of the term for any reason upon 30 days written notice.

Emergency

5. St. Marys agrees to remove the Sensor from the Lands immediately upon verbal or written notice from The Town that in The Town's sole discretion such removal is required for emergency purposes. St. Marys acknowledges and agrees that should it not remove the Sensor within a reasonable period of time following a request, The Town may remove the Sensor, and any damage to the Sensor will be the responsibility of St. Marys.

Costs

6. All costs related to the Sensor shall be the responsibility of St. Marys.

Restoration

7. St. Marys shall restore the Land back to its original condition or as near as practical at the termination of this Agreement.

Indemnity and Insurance

8. St. Marys shall fully indemnify and save harmless The Town from any kind of liability, loss, suit, claim, demand, fine, action or proceeding of any kind or nature whatsoever for which The Town may become liable or suffer directly or indirectly by reason of the exercise by St. Marys of the rights granted under this Agreement, save and except where same results from any negligent or wilful action or omission by The Town.
9. St. Marys agrees to carry not less than \$5 million commercial general liability insurance, naming The Town as an additional insured, as evidenced by a certificate of insurance. Such insurance shall include a cross liability clause as well as a minimum 30 days' notice of cancellation. St. Marys is responsible for insuring any of their equipment on the Lands, if it so chooses.

Assignment

10. Neither party may assign its rights or responsibilities under this Agreement.

Notice

11. Any notice that is required to be or may be given under this Agreement shall be in writing and shall be sufficiently given or made if: (a) delivered personally, (b) sent by prepaid courier service, (c) sent by prepaid registered mail, or (d) sent by e-mail to the parties at their respective addresses and coordinates set out below.

St. Marys Cement Inc. (Canada)
 585 Water Street
 St. Marys, ON N4X 1B6
 Attn: Kara Terpstra

Tel: 519-284-1020 ext. 235
 Email: kara.terpstra@vcimentos.com

And to:

The Town of St Marys

175 Queen St E, St. Marys, ON N4X 1C5
 Attn: Dave Blake, C.E.T. Environmental Services Supervisor
 Tel: 519-284-2340 x 209
 Email: dblake@town.stmarys.on.ca

Any notice delivered or sent (other than by registered mail) by 5:00 p.m. on a business day shall be deemed to have been validly and effectively given and received on the date of such delivery or sending, and, if delivered or sent after 5:00 p.m. on a business day or if delivered or sent on a day that is not a business day, shall be deemed to have been validly and effectively given and received on the next following business day. Any notice sent by prepaid registered mail shall be deemed to have been validly and effectively given and received on the third day following the sending thereof, if such third day is a business day and, if not, on the next following business day. Either party may change its address for notice by giving notice to the other party in accordance with this Section. The term "business day" means any day this is not a Saturday, Sunday, or Statutory Holiday in the Province of Ontario.

12. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Any signature delivered by electronic transmission shall be binding to the same extent as an original signature page.

[Signatures appear on next page]

The Town has executed this Agreement by the signature of its duly authorized signing officer on this ____ day of _____, 2021.

The Town of St Marys, Waterworks Building

Per: _____

Name:

Title:

I have authority to bind the corporation

St. Marys has executed this Agreement by the signature of its duly authorized signing officer on this ____ day of _____, 2021.

ST. MARYS CEMENT INC. (CANADA)

Per: _____

Name:

Title:

I have authority to bind the corporation

Schedule "A"
Location of the Works



**Board of Directors Meeting Highlights
Held on April 15, 2021 at 8:30 AM
as a Virtual Meeting**



Proposed Producer Responsibility Regulation For Hazardous And Special Products (HSP)

The Association does not support the government's proposed HSP regulation as currently drafted. The proposed regulation fails to establish an EPR regulatory framework that recognizes the significant environmental and human health & safety risk associated with hazardous waste and a regulatory framework that will support increased waste diversion.

The proposed regulation will result in a reduction from current MHSW program performance in both the number of products and the volume of hazardous and special wastes managed. The opportunity to expand the management of HSP materials and increase diversion volumes under the new regulation has been rejected in the draft regulation.

The Association has recommended that the regulation be amended to establish aggressive collection and management targets, address materials that are required to be managed under the requirements of Regulation 347 and would not be managed through the collection network requirements of the regulation, and include rigorous requirements for transparent and accountable reporting and auditing.

Amendments to the Operating Agreement Between the Minister and RPRA

Accountability and transparency must be upheld in the province's administrative authorities. However, independent enforcement authority, such as that provided by the Resource Productivity & Recovery Authority (RPRA), is also a necessary pillar to ensure business competitiveness and investment confidence. RPRA's activities to-date have shown it to be an effective regulator that is providing value to industry, consumers and municipalities who participate in regulated recycling programs. The Association is concerned that some of the proposed amendments may hinder RPRA's ability to independently fulfill its functions and mandate.

COVID-19 Vaccinations for Frontline Waste Workers Anticipated for 2nd-Half of June

The second group of essential occupations who cannot work from home will be invited to make appointments for shots in the second half of June. This includes waste management workers, staff at Service Ontario outlets and passport offices, and workers in manufacturing industries related to COVID-19 products and oil, natural gas and propane workers and miners.

When the eligibility period arrives, information on how to book an appointment for a vaccination will be available at: <https://covid-19.ontario.ca/book-vaccine/>

People in occupations deemed essential will have to sign forms attesting to their jobs and bring proof of employment to the vaccination site, such as an identification card from work, a letter from their employer or any kind of professional ID or registration card.

Ministry of Environment Reviewing Tires and Batteries EPR Regulations

The Ministry of the Environment, Conservation & Parks is seeking input on potential amendments to the Tires and Batteries Regulations. Overall, the Association fundamentally disagrees with the ministry's proposed approach of modelling the Tires regulation after the Batteries and EEE regulations by reducing or removing requirements for producers and service providers. In the case of materials such as tires and batteries, the regulatory requirements for the collection, management, reporting and auditing to ensure proper waste diversion of these materials – which pose a health and environmental risk if improperly disposed of – should not be viewed as an administrative burden, or “red tape”. These requirements enable producers to have full operational and financial responsibility for tire and battery recovery in Ontario, while ensuring ongoing waste diversion and investment in the end-of-life management of these materials.

UK Plastic Plant Is ‘World-First’ Commercial-Scale Chemical Recycler

A new facility being built in the UK is said to be the world's first commercial-scale chemical plant for converting all types of plastic waste into oil and gas for use in new plastic products.

Construction has started on Mura Technology's operation on Teesside in the north-east of England and it is due to be operational in 2022 and capable of processing 80 000 tonnes of plastic waste per year. It anticipates a rapid global rollout that will see one million tonnes of capacity in development worldwide by 2025. Sites are planned in Germany, the US and Asia.

The company's patented Hydrothermal Plastic Recycling Solution (HydroPRS), using Cat-HTR technology developed and owned by Licella Holdings, breaks down plastic using supercritical steam (water at elevated pressure and temperature). The steam cuts longer-chain hydrocarbon bonds in the plastics to produce the chemicals and oils from which the material was originally made.

The process is claimed to deliver 80-100% more value than energy from waste treatment of plastic waste with nearly half the CO2 remissions. Cat-HTR produces a yield of around 85% oil and 15% gas – which can power the reactor. Mura believes new products may be suitable for use in food-contact packaging.

Ceo Steve Mahon says: ‘HydroPRS represents a win-win for the environment, economy and society. We need to act now and that's why we're taking a global-first approach – to scale fast and meet the challenge head on. We're working with global partners to deploy our unique HydroPRS process where it's needed, today, to create a sustainable future and eliminate plastic pollution.’

Apple Patent Describes Recycled-Content Aluminum It Used

A patent applied for by electronics maker Apple shows it used recycled-content aluminum made with used beverage cans (UBCs) layered with another aluminum alloy to create the all-aluminum cladding it offers for some of its MacBook laptop computers.

One of the two patents focuses on a heat-treating process, according to PatentlyApple, while the other is titled “Cosmetic Aluminum Alloys made from Recycled Aluminum Scrap.”

That second patent indicates UBC-content can sheet was used as a substrate in the MacBook cladding. The substrate was then layered over with a custom-designed alloy consisting of aluminum and several other metals.

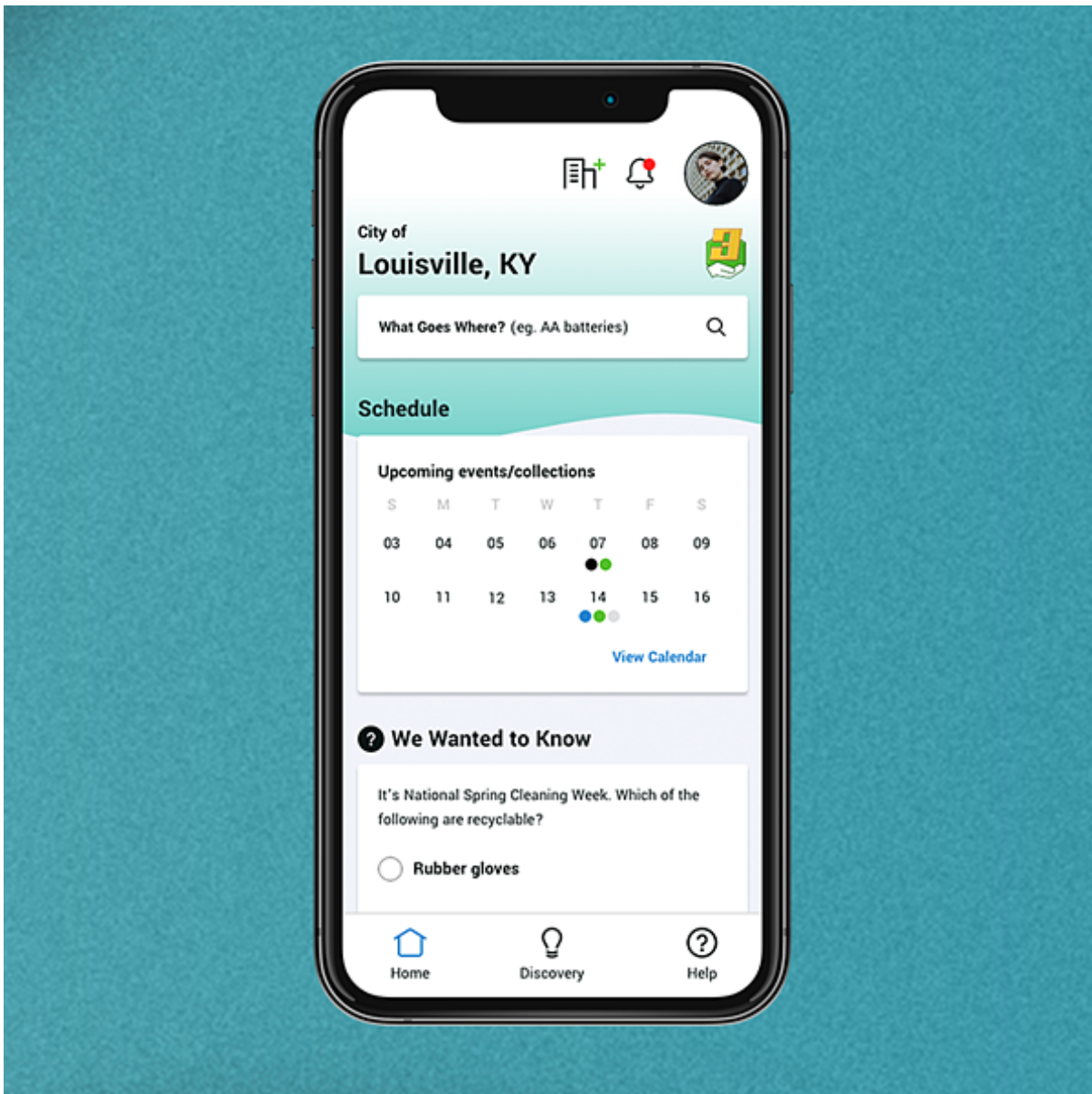
According to writer Jack Purcher, the visible or surface alloy consists of material including aluminum alloys “made from market scrap” plus copper, manganese, chromium, zinc, iron, titanium, silicon, magnesium and “additional nonaluminum elements.”

New Mobile App Update

The Recycle Coach app will sport a new look, feel, and features in early April.

Exciting new features include:

- New Design
- We Wanted to Know (WWtK): Weekly poll or quiz questions that gathers information about your residents knowledge and attitudes (to be reported in the Admin Portal as a new report)
- The new WWtK feature is powered by "Smart Betty", our content algorithm that ensures information that your residents receive is consistent with your local "What Goes Where" database
- Gamification is coming: We all want more educated residents. With the launch of the new mobile app, we're prioritizing getting more users and engaging them so they spend more time on recycling education activities



Truck Driving Jobs Take A Toll On Health

Dale Holman is feeling each of his 45 years as a truck driver. The veteran owner-operator is back on the road after being sidelined for five weeks because of a nagging rotator cuff injury linked to years of work around heavy equipment. A cortisone shot helped him return to work this time. But his wrist still aches from decades of wear caused by vibrating gearshifts. Then there's the back that recently locked up while he was completing paperwork in the bunk.

The years will wear down every body. Truck drivers are no different than anyone else in that regard. But those who work behind the wheel face a long list of job-related health challenges – and they go beyond collisions, slips, trips and falls.

The fact is as clear as the lines on Bill McElligott's face. Photos circulated over the internet highlighted the web of lines carving into the lifelong trucker's cheek and up to his eye. The skin sags as it slumps to the jawline.

That's on the side of his face exposed to the window on the driver's side of the cab – the one that he tended to roll open during decades of deliveries in and around Chicago, Illinois. If you focus attention on the other cheek, the 69-year-old looks years younger, maybe decades younger, thanks to a lower exposure to the UVA rays.

Many other threats to driver health are limited from view, though. The World Health Organization (WHO) officially classified diesel engine exhaust as a carcinogen in 2012. And the American Cancer Society points directly at truck drivers when identifying people with some. It's not all bad news. Driver health is better protected than it was in days gone by. The diesel exhaust is of the highest work-related exposures now scrubbed as it passes through diesel particulate filters, rather than allowing black soot to spew from the stacks. Holman himself points to improvements such as today's spring mattresses in sleepers, the better driver seats, the smoother-running cabs, and many of the other equipment advances that help to prevent physical wear over the years.

But the Canadian Centre for Occupational Health and Safety also highlights many remaining factors that contribute to long-term health problems for truck drivers, such as irregular schedules, long hours, limited access to healthy food on the road, stress, and limited physical activity.

Remember hearing that sitting is the new smoking? Think about the hours that truck drivers spend sitting behind the wheel.

Perhaps we shouldn't be surprised by the health challenges that emerge from such risk factors. A 2010 National Institute for Occupational Safety and Health survey determined that seven in 10 longhaul drivers are obese, which is double the average for typical Americans. That contributes to issues like Type 2 diabetes, sleep apnea, and heart disease.

Solving such challenges is no easy feat. Healthy meal options can be limited at some truck stops. Even when they're available, it takes some added will to opt for a salad rather than a side of fries and gravy. Exercise will help, but Holman says there's always the danger that a truck can be towed if you leave it for a jog. He's half kidding.

As the average age of Canada's truck drivers creeps ever higher, fleets would be well served to support the workplace wellness programs that give employees some of the tools to care for themselves. Ongoing commitments to safe workplace practices will make a difference too.

The long-term health of our industry depends on it.

Truck Driver Shortage A Worldwide Phenomenon

Fleets are struggling to hire the truck drivers they need despite economic slowdowns associated with Covid-19, and not just in Canada. The IRU — an international supply chain group that counts members such as the Canadian Trucking Alliance and American Trucking Associations — is reporting driver shortages around the world. Some countries are struggling with even bigger shortages than those experienced in Canada.

A recent survey of almost 800 road transportation companies from 23 countries found the truck driver shortage was most severe in Eurasia last year, when 20% of truck driving jobs went unfilled. In contrast, a mere 4% of truck driving jobs went unfilled in China.

The organization also cited recruiting challenges such as an aging workforce, a lack of safe and secure truck parking, and struggles to attract youth and women alike.

Trucking HR Canada data identified 20,000 unfilled truck driving jobs in 2020, and it projects 23,000 vacancies by 2023. Based on about 300,000 truck driving jobs last year, that puts the Canadian vacancy rate at more than 6%.

Europe's truck driver shortage eased somewhat in the face of pandemic-dampened demand, with the IRU reporting that openings plunged from 24% in 2019 to 7% in 2020.

This year, surveyed European companies are forecasting a 17% shortfall, compared to 18% in Mexico, 20% in Turkey, 24% in Russia, and almost 33% in Uzbekistan.

Thirty-eight percent of those who participated in the survey said a lack of trained drivers was the main cause of the shortage. But challenging work conditions made worse by the pandemic, and trouble attracting women and young people to the job, were also identified as barriers.

A mere 2% of the world's truck drivers are women, the IRU reports.

About 3.5% of Canada's truck drivers are women, Trucking HR Canada previously reported. South of the border, the U.S. Department of Labor says that 7.8% of truck drivers are women.

As for youth, the share of truck drivers under 25 reached as low as 5% in Europe and Russia, 6% in Mexico, and 7% in Turkey.

That situation is more acute in Canada. A mere 3.4% of truck drivers here are under the age of 25, while 31% are 55 or older, Trucking HR Canada says.

The average age of the world's truck drivers has now reached 50, and continues to grow older each year, the IRU survey finds. And it adds the "demographic time bomb will only get worse without action to reduce minimum driver age."

"The minimum age for professional drivers is 21 or higher in many places, creating a large gap between leaving school and taking the wheel. Governments should set the minimum age for trained drivers at 18, with training starting from 17, in order to unlock the full potential of the profession as a global job engine," it says.

The IRU is promoting strategies such as lowering the minimum driving age to 18, and investing in safe and secure truck parking areas to fix the current massive global shortfall. It also adds that working conditions will improve when drivers are treated with more respect.

Quebec recently announced that it is continuing a program that allows 18-year-old truck driver trainees with the support of a related internship.

Supreme Court Backs Federal Carbon Tax

The Supreme Court of Canada has ruled that Canada's national carbon pricing is constitutional, dealing a blow to several provinces that had mounted a challenge against the so-called "carbon tax".

Under the Greenhouse Gas Pollution Pricing Act, provinces and territories had to implement carbon pricing on fuels before Jan. 1, 2019, or adopt prices imposed by the federal government.



(Photo: istock)

Alberta, Ontario and Saskatchewan had argued the Act was unconstitutional. While Alberta's Court of Appeal agreed with that position, Saskatchewan and Ontario courts sided with the federal government.

In a 6-3 decision, the Supreme Court of Canada noted the danger of climate change justifies a coordinated, national approach.

"Climate change is real. It is caused by greenhouse gas emissions resulting from human activities, and it poses a grave threat to humanity's future," Chief Justice Richard Wagner wrote in the majority decision.

The movement of goods accounts for more than 40% of transportation-related GHG emissions in Canada, and freight-hauling trucks account for the fastest-growing share of those emissions, the Pembina Institute reports.

The GHG emissions from trucks doubled between 1990 and 2015, thanks to factors including a growing vehicle pool and more vehicle kilometers traveled, it adds.

The Canadian Trucking Alliance calculates that the nation's truckers will pay \$538 million in carbon pricing this year, rising to \$1.2 billion by 2023, and \$3 billion by 2030.

The federal carbon price that applies to diesel is set to increase \$0.1073 per liter on April 1.

Purolator Deploys Electric Trucks, Cargo Bikes In Vancouver

Purolator has deployed electric delivery trucks and cargo bikes in Vancouver, claiming to be the first national courier to deploy fully electric delivery vehicles.

The 18-foot delivery trucks are Ford F-59 models electrified by Motiv Power Systems' electric power intelligent chassis.

Purolator says it has seen residential deliveries surge by about 50% since the onset of the pandemic. Its electric trucks will reduce greenhouse gas emissions by 24 metric tons per year, per vehicle.



Purolator aims to produce net-zero emissions by 2050, and plans to roll out more e-bikes, low-speed electric vehicles and 18-foot all-electric delivery trucks to get there.

First Mack LR Electric Waste Collection Vehicle Begins Service With DSNY

The DSNY Mack LR Electric demonstration model will be based at DSNY's Brooklyn North 1 garage.

Mack Trucks has turned over the keys to its Mack LR Electric demonstration model to New York City Department of Sanitation (DSNY) officials, who will put it through rigorous, real-world trials.

DSNY is the world's largest municipal sanitation department, with roughly 12,000 tons of refuse and recyclables collected each day by more than 6,000 vehicles. Their collection fleet is comprised predominantly of Mack vehicles.



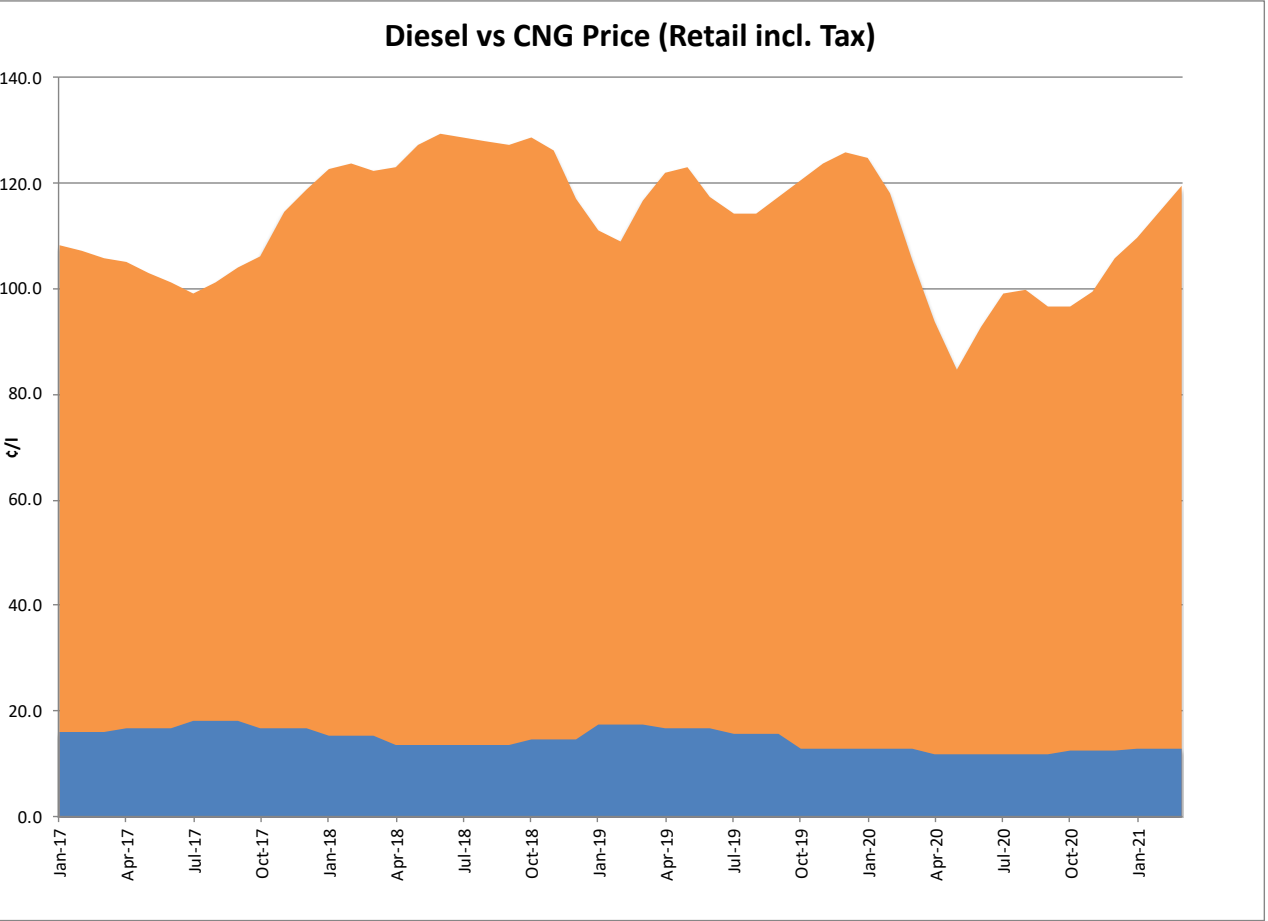
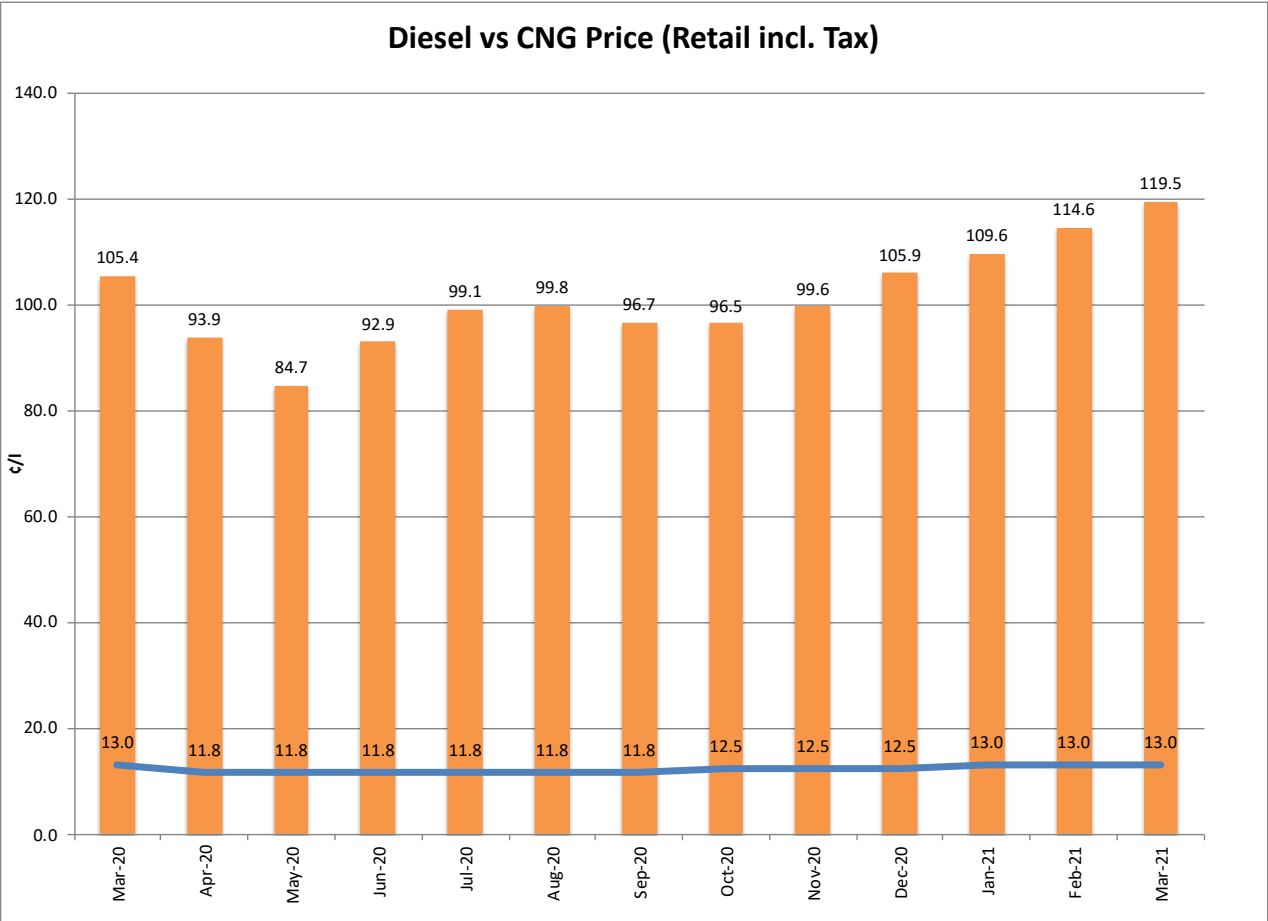
DSNY will base the Mack LR Electric demonstration model at its Brooklyn North 1 garage and conduct an in-service trial on local collection routes, evaluating operating range, payload capacity, regenerative braking and overall functionality of the electric refuse vehicle in their operations.

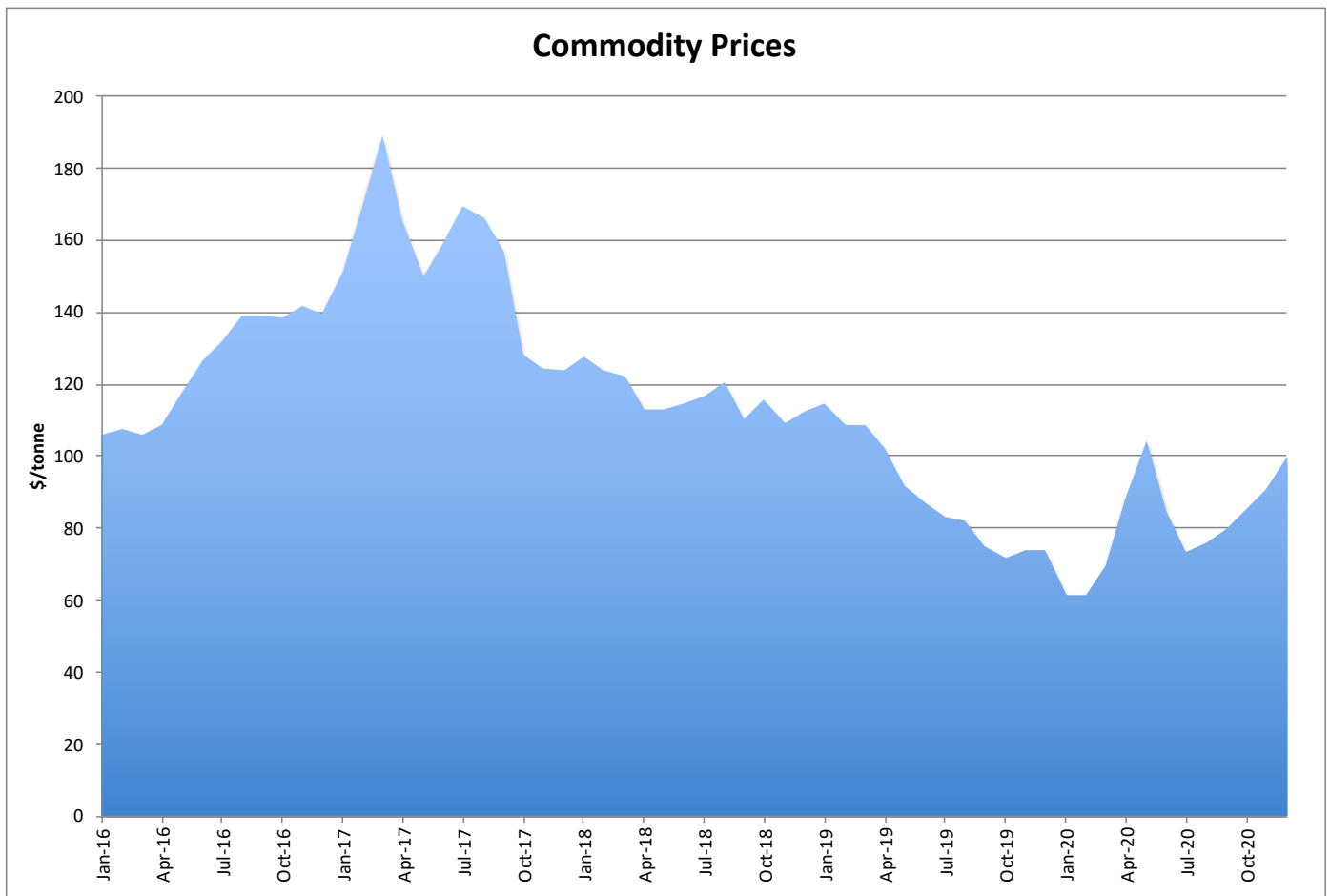
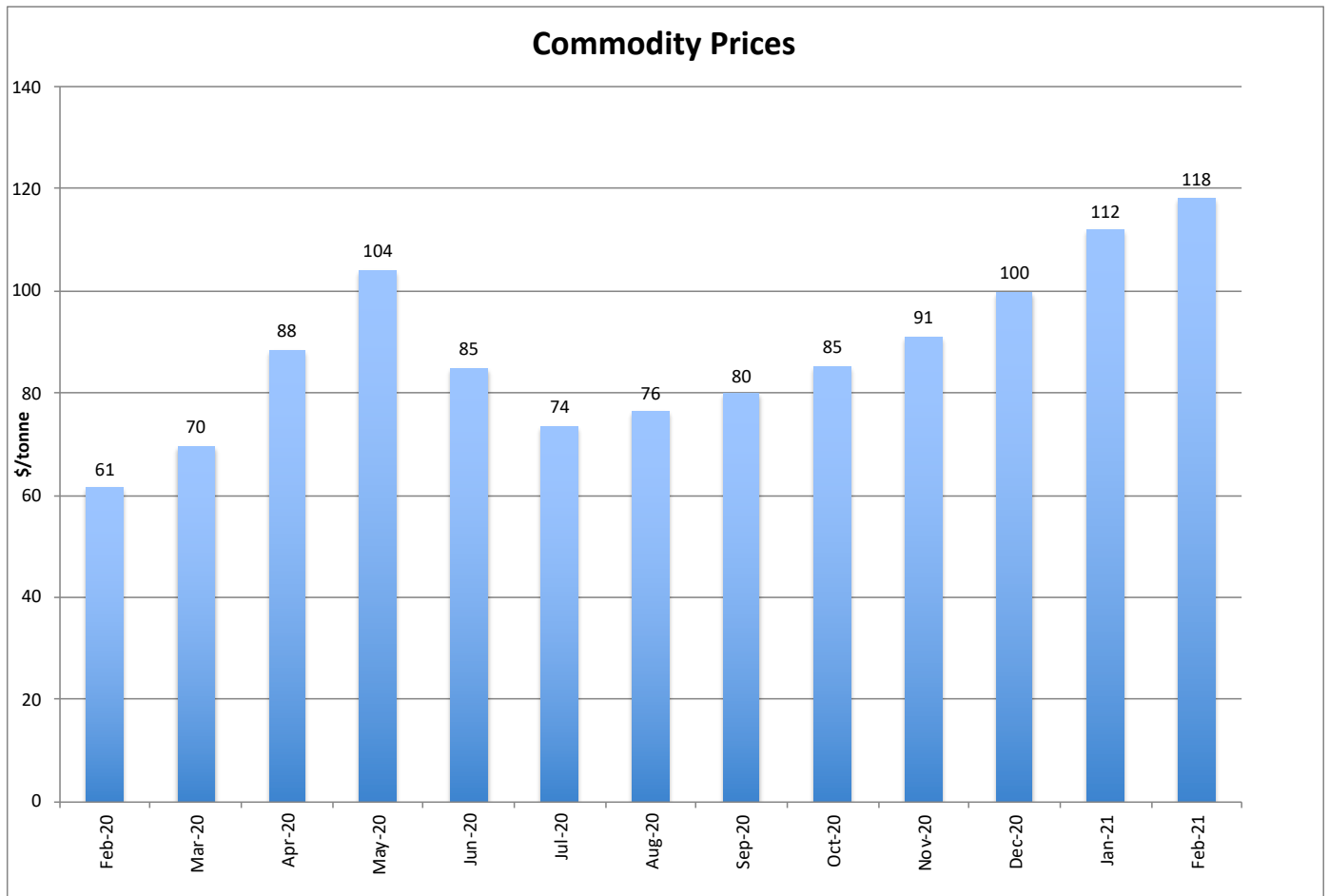
"Electric trucks will be a key component to helping New York City meet its ambitious goal of reducing GHG emissions by 80 percent by the year 2035."

Mack announced earlier this month its plans to commercialize the LR Electric model in 2021, enabling customers to collect refuse in a more environmentally friendly way.

Featuring a copper-colored Bulldog hood ornament to represent the fully electric drivetrain, DSNY's Mack LR Electric demonstrator features two 167-kW motors, offering a combined 536 peak horsepower and 4,051 lb.-ft. of torque available from zero RPM.

The vehicle is equipped with a two-speed Mack Powershift transmission and Mack proprietary S522R 52,000-lb. rear axles. The truck features four NMC lithium-ion batteries (Lithium Nickel Manganese Cobalt Oxide) that are charged via a 150kW, SAE J1772-compliant charging system. All accessories on the Mack LR Electric model, including the hydraulic system for the Heil Durapack 5000 refuse body, are electrically driven through 12V, 24V and 600V circuits.







2020 Annual Report



Table of Contents

Corporate Profile	3
Highlights	4
Regulatory Update	13
Property, Plant and Equipment	13
Employees	21
Operations	22
Service Area	24
Auditor's Report	25
Statement of Financial Position	27
Statement of Fund Operations and Changes in Fund Balances	28
Statement of Cash Flow	29
Notes to the Financial Statements (December 31, 2020)	30
Membership	36
Corporate Directory	37

Corporate Profile

The Bluewater Recycling Association, located in Huron Industrial Park in the Municipality of South Huron, near Exeter, provides a wide variety of reliable, dependable, and affordable resource management based products and services.

The Association is one of the largest multi-municipal resource management organizations in Canada, which provides integrated waste reduction and environmental services ranging from collection and processing to marketing superior quality products and services.

The 83 people employed by the Association handle over 56,000 tonnes of material yearly, which represents a substantial portion of the overall waste stream. Although the Association's fleet of 43 vehicles collect most of the material, the Association also processes contractor-collected material.

"Our mission is to provide ethical, innovative, effective, quality resource management services. We will carry out our mission efficiently, safely, and in an environmentally responsible manner, ultimately enabling our members to meet their environmental commitments."

The logo depicts the Association's acronym at the roots of a white oak tree strategically placed above our recognizable Bluewater wave. The white oak, native to the area, standing tall above the waters of Lake Huron is notorious for its stability and long life, which the Association mirrors. The root system of the oak is as dispersed as the branches above, reflecting the Association's unique relationship between its owners and customers.



The roots of the oak tree flow into BRA, the acronym for the Bluewater Recycling Association, signifying that the Association is at the root of providing solutions to environmental issues. The letters are intertwined, representing the cooperative nature of the organization that involves more than 20 individual municipalities. The bold, stylish letters symbolize the strength, creativity, and proactiveness of the organization. The wave is representative of the blue water found on Lake Huron which most of our members have an opportunity to view regularly.

Each colour used in the logo also carries special significance for the Association. Green is synonymous with the environment in general. Blue is representative of the blue water of Lake Huron and is a colour that is widely associated with recycling. White is representative of the cleanliness and purity of the environment which we strive to achieve.

The Bluewater Recycling Association is much more than a recycling company, it's

"Your Environmental Alternative"

Highlights

A New Reality: Solid Waste Management Practices Pivot Amid Pandemic

It is hard to report on 2020 without COVID stealing the show and perhaps this is to be expected since this is the type of event that happens once in a lifetime and about once per century. The virus, its consequences and the measures taken to control it have redefined normal everyday life.

Like everyone else, the Association has not been immune, and we have adapted as necessary to survive and thrive. Our services were deemed essential from the very beginning and our people have stepped up to the challenge to maintain services without missing a beat. The lack of information at the beginning and the flurry of misinformation online made it difficult to convince everyone that it was safe to operate, and that fear was justified. Cooler heads prevailed and we made it through together without a single incident of the virus recorded in our workplace to date.

It brought about new contamination challenges. In the past, a common issue was VCR tapes that would find their way wrapped around shafts, pulleys, and wheels throughout our processing facility and they would hang everywhere like garland. They have given way to medical masks disposed haphazardly by their owners causing us the same issues with the added biohazard. Who know we would have to advertise to curb such indiscretion?



Experts say the risk of catching coronavirus from a discarded mask is minimal, but the litter is causing concern for other reasons: Used masks and gloves, which cannot be recycled, pose a problem for the environment.

The coronavirus pandemic has sent ripple effects across every industry, as the situation changes each day. For us, this crisis is leading to operational changes, service disruptions, and volume shifts. We are adapting daily to continue providing their essential services and protecting the health and safety of our employees and the communities we serve. We are focused on navigating these key areas for the foreseeable future:

We have developed and maintain a continuity of operations plan for a broad range of circumstances, such as evolving resources or staffing levels. These plans help address as many unknowns as possible, especially in a time of great uncertainty. With health and safety a top priority, continuity of operations plans outline scenarios that promote safety in changing conditions and accommodate various levels of staffing.

These continuities of operations plans prompt innovative approaches for adjusting business. Stay-at-home orders are resulting in a major uptick in residential waste set out for collection and a reduction in the amount of commercial and business waste being generated. This shift requires operational changes. We are strengthening our workforce by cross-training teams so that employees have a range of capabilities to fill staffing gaps or meet new demands.

Safety remains a top priority, and everyone has a hand in creating a safe environment. In our Material Recovery Facility we accommodate social distancing. This requires significant innovation and adaptation for everyday practices. For example, our managers have staggered shifts and require breaks to be taken in smaller groups. Employees who can work from home have been equipped with the resources to do so.

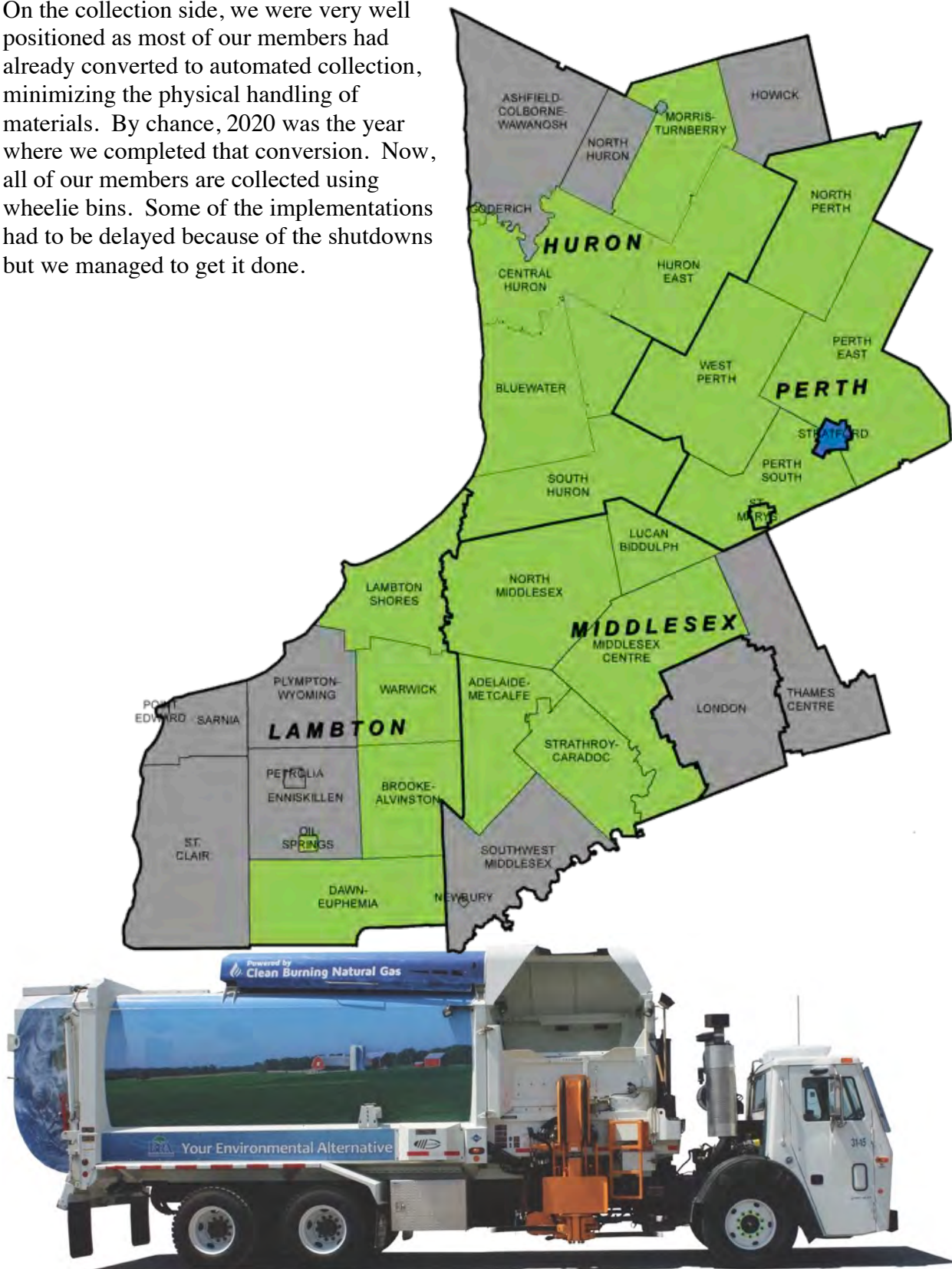
Necessary personal protective equipment (PPE) is continuously evaluated and supplied to employees. If there is not enough PPE available for certain services, operations may need to be adjusted. New cleaning protocols have been incorporated, whether it's cleaning an employee's workspace, changing transaction procedures, disinfecting break rooms or regularly sterilizing fleet vehicles.

These efforts to support health and safety contribute significantly to staff morale. We must demonstrate preparedness and address the concerns of our staff. In a time of global anxiety, staff needs to have trust in their leadership. High staff morale can result in a consistent workforce available to keep operations moving forward safely and to continue to meet our customer service needs.

We decided early on that we needed to manage risk, and we started with our people. We employed measures inside our physical assets to provide services within our communities, all while making sure we got materials picked up in a manner that wouldn't cause additional problems.



On the collection side, we were very well positioned as most of our members had already converted to automated collection, minimizing the physical handling of materials. By chance, 2020 was the year where we completed that conversion. Now, all of our members are collected using wheelie bins. Some of the implementations had to be delayed because of the shutdowns but we managed to get it done.



One of the biggest challenges of working during the pandemic is that the industry is very labour intensive, with employees often working in close proximity to each other. In an effort to maintain social distancing, the Association, staggered start times and breaks for workers, provided employees with additional PPE and more. The Association continues to follow these best practices in an effort to maintain safe working environments.

These requirements accelerated our implementation of robotic technology and the use of artificial intelligence in our Material Recovery Facility (MRF). In the fall of 2020 the needed vision systems were installed and in the new year six robots were placed into service. They replaced 10 positions in the MRF and are performing like 20 employees per shift. They are still part of a learning process that we expect will continue into the summer before they are fully optimized. We are very satisfied with the results so far.



Whether services are being maintained, modified or discontinued, the public needs to know. We have leveraged social media, website assets, specialized apps and local news sources to communicate with and educate our customers.

As an essential public service that impacts every single community, changes to solid waste



Responsible dog owners don't try to recycle their pooch's poop. It really stinks when people don't recycle properly and some materials get dumped.



This ad is provided through a partnership between industry and Ontario municipalities to support waste diversion programs.

customer service and program operations are a necessity during this pandemic. We must strive to meet today's demand safely while planning for long-term transformation that fit your community's evolving needs.

COVID 19 Waste Generation Report

Work continues on developing a better understanding on possible impacts as a result of COVID-19 of residential waste generation and management. It is important to understand that waste management flows are impacted by a number of factors from year to year (e.g., economic and population change, weather related events, changes to waste management programming, waste composition, etc.). COVID-19 is not the only influence that might be influencing waste generation and flows. There is likely some impact in the residential numbers below as municipal governments often collect wastes from some small businesses on their residential routes.

Compared to the same relevant week in 2019, Ontario municipalities surveyed to date are generally experiencing an increase in total residential waste generated.

	Garbage	Green Bin	Blue Box	Total
2020 (tonnes)	176,692.75	74,444.37	84,485.39	342,138.76
2019 (tonnes)	169,370.62	66,321.54	83,594.96	324,891.53
Difference	+4.32%	+12.25%	+1.07%	+5.31%

Yard waste was excluded from the totals given many municipalities have suspended services and that yearly totals vary significantly based on weather conditions.

To date, data has been received from four rural Ontario municipalities (See Figure 1). They are experiencing similar trends to the larger municipalities with overall increases in waste generation of almost 12% for garbage, but no real change in blue box materials. While waste generation increases, compared to 2019, were trending down it started to increase again at the end of April.

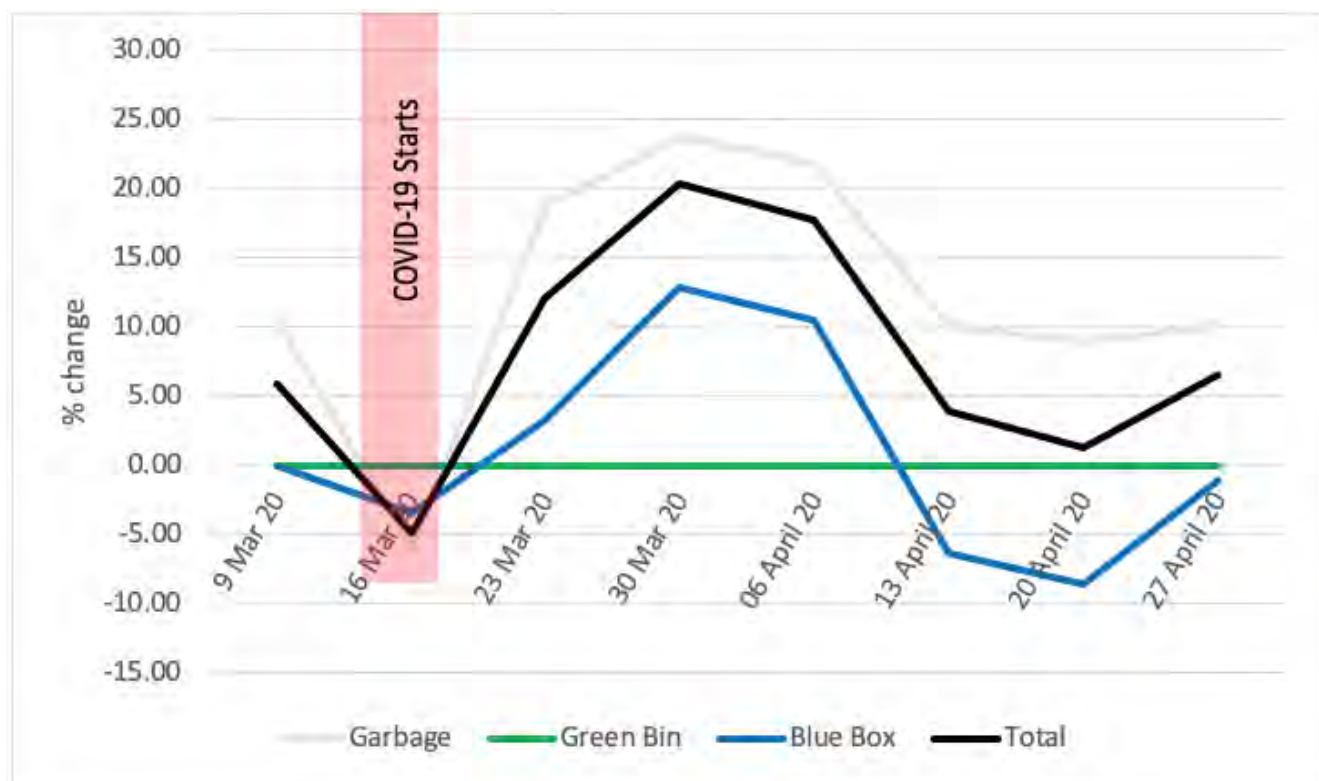


Figure 1 – Ontario Rural Municipalities - Average 2020 vs 2019 % Change per Week

Markets

The way exports of OCC flow out of North America have shifted considerably in the last four years. In 2016, about 3 out of every 4 tons of exported OCC would be shipped to China. In 2019, only 4 out of every 10 tons of exported OCC were shipped to China. Next year, that number likely will be zero, and about 4 to 5 million tons of North American OCC that were exported to China this year will need to find new homes.



The overall demand for packaging and tissue papers is growing, but printing and writing paper demand has gone down substantially in the last decade.

- Newsprint demand declined 47 percent between 2010 and 2019.
- Printing and writing paper demand declined 21 percent between 2010 and 2019.
- Containerboard demand increased by 17 percent between 2010 and 2019.
- Boxboard demand increased 5 percent between 2010 and 2019.
- Tissue demand increased 34 percent between 2010 and 2019.

Much of the containerboard and boxboard demand growth has been driven by packaging and hygiene products. The global paper industry is being fed by about 60 percent recycled fiber.

E-commerce has benefited from the pandemic, which has increased demand for corrugated boxes. Despite this growth, residential recovery of old corrugated containers (OCC) has been unable to make up for the reduction in commercial and institutional recovery during the pandemic.

Old newspapers (ONP) generation in the U.S. has been declining since 2005, as has ONP demand. We expect newsprint demand to decline nearly 18 percent this year compared with last year, adding that ONP largely has become an export grade.

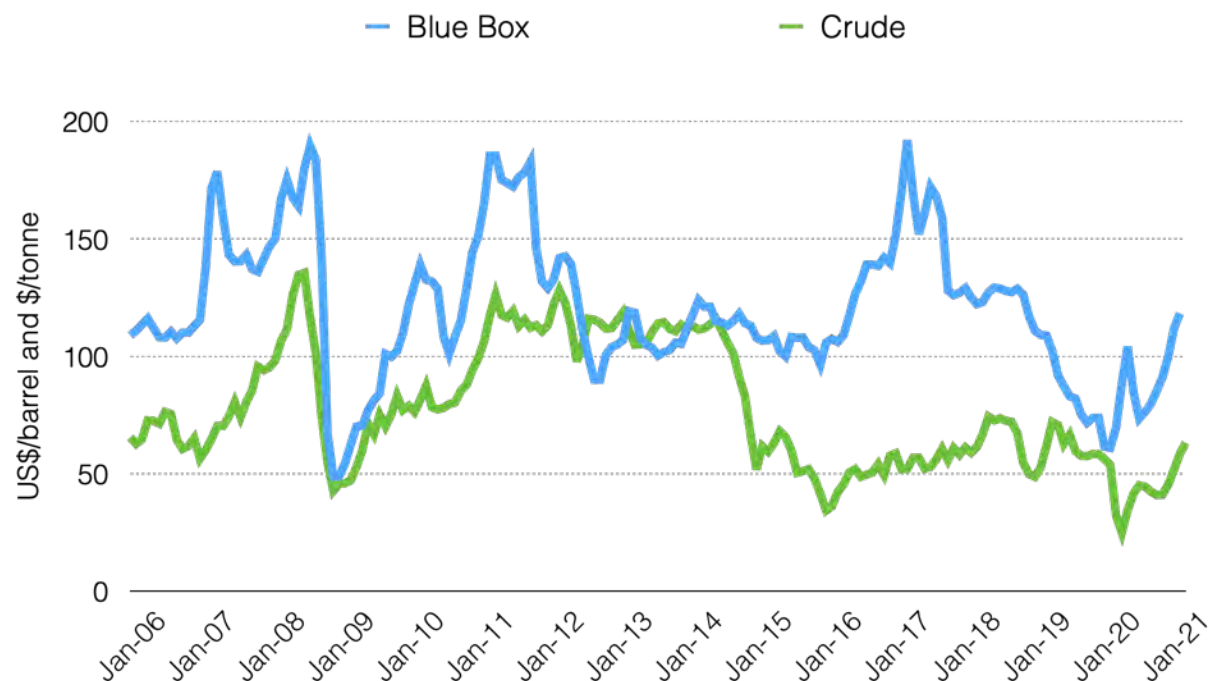
Demand for natural HDPE bales has increased during the pandemic. Mixed color HDPE, however, is sold into the automotive sector, which was affected by the pause in manufacturing. That activity resumed earlier in the summer and that demand is expected to be back to where it was prelockdown.

Before the pandemic, aluminum scrap in the U.S. was characterized by a supply imbalance that favored the consuming sector. While the availability of certain scrap grades has been affected by the pandemic, that appears to be matched by reduced demand in most cases. However, a number of factors are contributing to uncertainty that is clouding the outlook for the metal heading into the second half of the year, including the ongoing COVID-19 pandemic, geopolitics and tariffs.

Aluminum can production presented a bright spot during the depth of the pandemic, as consumption shifted from fountain drinks and draft beer at restaurants and bars to canned beverages at home. Aluminum can users ranging from craft breweries to global soft drink producers have experienced difficulties sourcing cans to meet increasing demand for their products in response to the pandemic. This is despite attempts by can manufacturers to meet the surging demand.

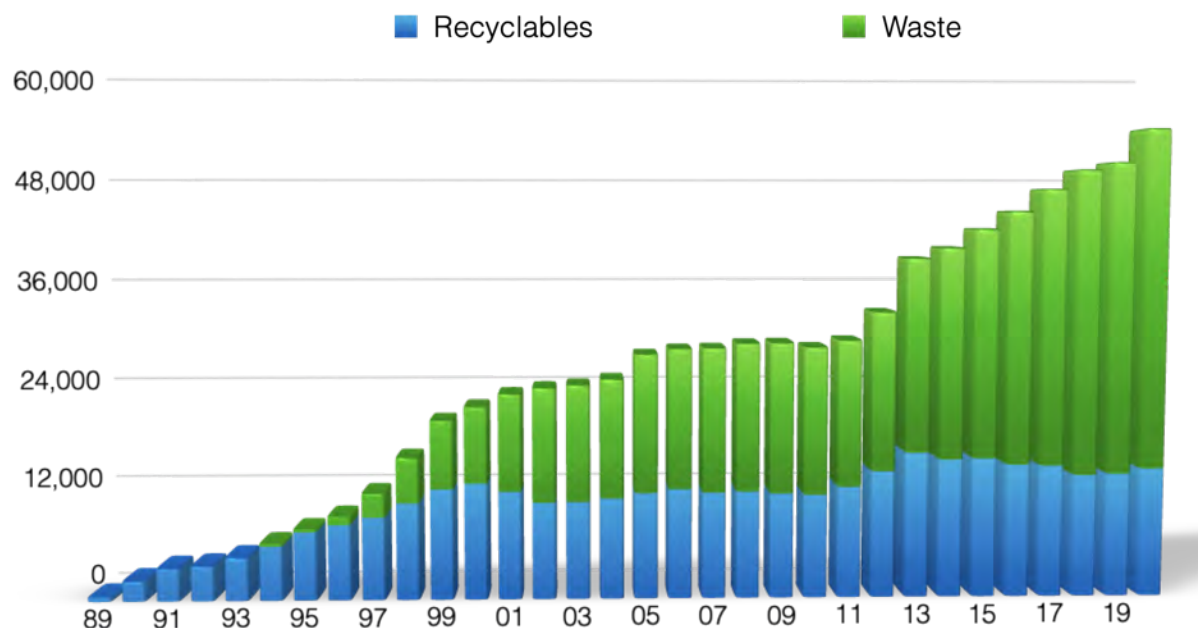
Commodities Update

Commodity prices have traditionally followed crude oil prices in the past in part because some of the materials are derived from crude oil while others are energy intensive to fabricate. That connection was lost for a while when commodities were heavily driven by Chinese demand. We are seeing a return to a closer correlation.



Tonnes Managed

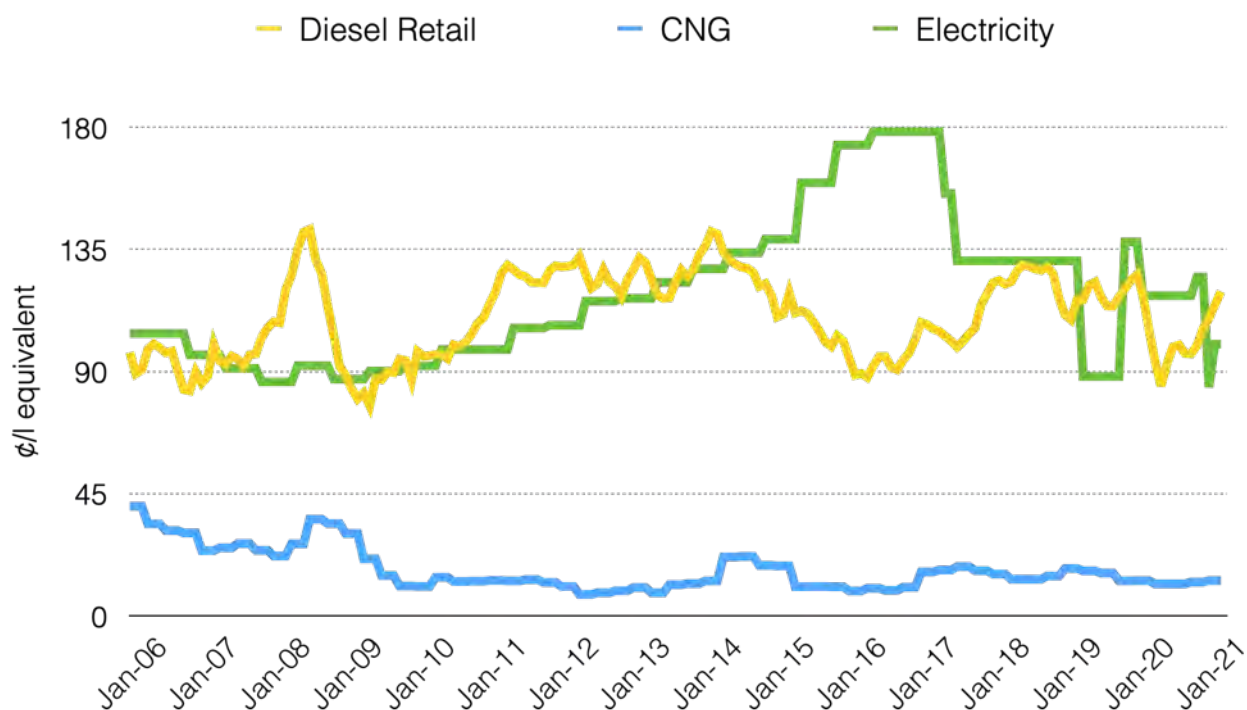
The Association continues to grow by managing more materials in the area. Despite a significant campaign to reduce contamination recently, we managed to maintain our recycling volumes while increasing our waste volumes with the pandemic.



Fuel Update

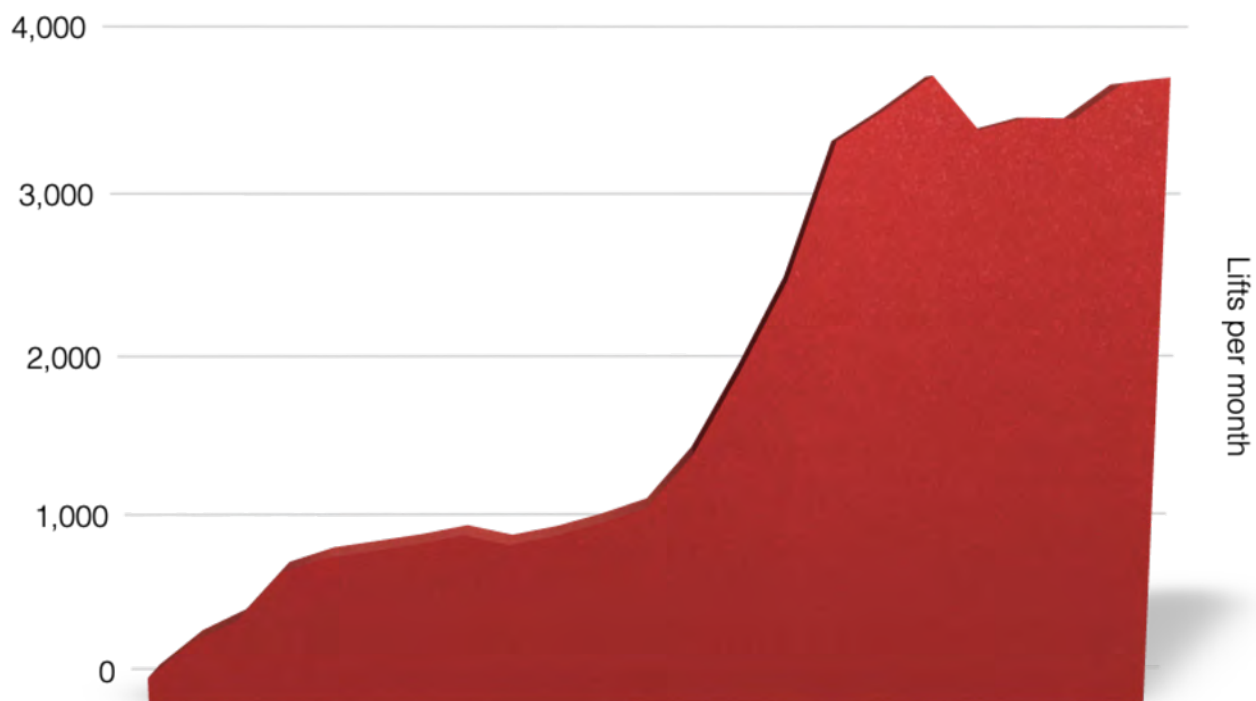
One of the benefits of low crude oil is generally lower diesel prices as well. While diesel prices did not go down as rapidly as the crude price, it did eventually fall to a reasonable price below \$1.00 per litre.

In the meantime, our conversion to natural gas continues with now half of our vehicles operating with this fuel. Despite the lower the diesel prices, natural gas remains significantly lower. Furthermore, it remains the best overall performer with lower emissions and low noise.



Mars Environmental

Our commercial division continues to perform well. One of the performance metrics used is the number of lifts provided to customer has increased by 1% in 2020 despite the pandemic that forced many commercial operations to shut down and/or curtail operations. At its peak in April of 2020, lifts were down 15%. Although our services had limited growth, we managed to increase revenues by 10% year over year.



Regulatory Update

The Authority has approved SO's Blue Box Program Transition and Stewardship Ontario Wind-Up Plan with six conditions.

The plan details how the Blue Box Program will be wound up by December 31, 2025 in order to transition it to Ontario's new extended or individual producer responsibility regulatory framework and outlines how SO itself will be dissolved soon after.

The Authority imposed the following six conditions as a stipulation of its approval of the plan:

Prior to the implementation of the Material Cost Differentiation (MCD) methodology, SO is required to:

1. develop a proposal, to the Authority's satisfaction, to further mitigate the increase of InKind funding to municipalities and First Nation communities as a result of the adoption of the methodology until the program winds up
2. develop a plan, to the Authority's satisfaction, to address stakeholder concerns about potential impacts of the methodology on competition in the market for resource recovery services under the Resource Recovery and Circular Economy Act, 2016
3. SO shall ensure its Code of Conduct applies to all SO staff and develop a plan by February 15, 2021, to the satisfaction of Authority staff, to ensure measures are in place at the staff level to further mitigate conflict of interest
4. SO is required to develop a plan by May 31, 2021, to the satisfaction of Authority staff, to ensure data retained outside of its enterprise resource planning system is managed in a secure manner and destroyed following wind-up of the Blue Box Program
5. SO is required to develop a plan by September 15, 2021, to the satisfaction of Authority staff, to maintain or minimize reduction in program performance during the wind-up process
6. SO is required to update the plan as required to address operational and implementation issues and as directed by Authority staff
7. SO shall provide any information identified by Authority staff that it requires to perform its mandated duties

The Authority has also approved the Continuous Improvement Fund's wind-up plan and changes to its governance structure, which was included, by reference, in SO's wind-up plan.

During the transition period, SO will continue to operate the Blue Box Program without disruption and the Authority will continue to oversee SO and its operation of the Blue Box Program and monitor the implementation of the approved wind-up plan and its conditions.

Arbitrator Clarifies Annual Blue Box Funding Obligation

A recent arbitrator's decision has resolved a dispute between Stewardship Ontario and the Resource Productivity and Recovery Authority (RPRA) about costs included in the Blue Box steward funding obligation.

The annual steward funding obligation is the total amount that Ontario stewards must pay to municipalities for operating the Blue Box program and is the most significant driver of steward fees.

Stewardship Ontario initiated arbitration in October 2018 after being unable to resolve its concerns about three costs included in the obligation and detailed below. The net result of the arbitration is the elimination of one of the cost items.

1. **In-kind:** In addition to the value of in-kind advertising provided by newspaper publishers, a cash contribution by stewards was first included in the 2015 steward obligation, resulting in approximately \$1.1 million annually in fees payable by all stewards. The arbitrator accepted Stewardship Ontario's position that RPRA did not have the legal authority to include this charge in setting the steward obligation and directed RPRA to remove this cost from the 2019 and subsequent obligations.
2. **Material Management:** Stewardship Ontario raised a concern that the annual obligation incorrectly included municipal costs for materials that did not fit the definition of Packaging and Printed Paper (PPP). The arbitrator determined that RPRA is entitled to continue including this cost in the obligation and recommended collaboration on a better methodology to identify material in the municipal blue box that can properly be removed from the steward funding obligation.
3. **Cost Containment:** Steward cost containment was introduced in the 2016 obligation in response to growing net municipal costs from a changing Blue Box material mix and to incentivize stewards to develop PPP that is easier and less costly to recycle. Stewardship Ontario questioned the legitimacy of a steward cost containment fee at the outset and again when the annual amount increased from \$2.1 million in 2016 to \$7.1 million in the 2019 obligation. The arbitrator's interpretation of the Blue Box Program Plan is that RPRA is entitled to include cost containment in the steward obligation. Further, RPRA's formula for calculating steward cost containment was not unreasonable because, among other things, RPRA is now in the course of reconsidering the methodology in setting the 2020 steward obligation and a forward-looking solution is more reasonable than going over old ground.



Ontario's Electrical and Electronic Equipment Regulation now in effect

On December 31, 2020, the Waste Electrical and Electronic Equipment Program operated by Ontario Electronic Stewardship ended. On January 1, 2021, Ontario's new Electrical and Electronic Equipment (EEE) Regulation came into effect. The regulation outlines a new framework where producers of information technology, telecommunications and audio-visual (ITT/AV) equipment are individually accountable and financially responsible for collecting and reusing, refurbishing or recycling their products when consumers are finished using them.



RPRA Finds Evidence that OES-Dedicated EPRA Staff in Contravention of Conflict-of-Interest Measures

On December 10, 2020, RPRA issued a statement regarding a recent inspection undertaken by the Authority of Ontario Electronic Stewardship (OES) and Electronic Products Recycling Association (EPRA).

As service providers to the Electrical and Electronic Equipment (EEE) Waste Program, municipalities may have received communications from persons identifying themselves as OES or EPRA personnel advising that OES is being rebranded as EPRA Ontario and that it would continue to operate Ontario's electronics recycling program. The communications may have also advised municipalities to sign a new contract with EPRA Ontario to ensure continuity in service. These communications are incorrect, contravene the conflict-of-interest guidelines that are part of the OES Wind-Up Plan, are inconsistent with the Minister's Directions and non-compliant with the requirements of the Waste Diversion Transition Act (WDTA) and the Resource Recovery and Circular Economy Act (RRCEA).

As a result of RPRA's findings, OES has agreed to cease using the wind-up trust fund to support activities promoting EPRA's commercial interests and has taken additional steps to ensure compliance.

Batteries Now Managed Under Individual Producer Responsibility Framework

On June 30, 2020, the waste recovery program for single-use batteries operated by Stewardship Ontario ended. As of July 1, 2020, both single-use and rechargeable batteries became the second material, after tires, to be managed under Ontario's individual producer responsibility regulatory framework. RPRA is the regulator mandated by the Ontario government to oversee the new framework.



Draft Hazardous Waste Regulation Released

The Ministry of the Environment, Conservation & Parks (MECP) released its proposed producer responsibility regulation for Hazardous and Special Products (HSP), now known as the MHSW program.

The current Municipal Hazardous or Special Waste (MHSW) Program is scheduled to end on June 30, 2021. The new regulation, once approved, is expected to be fully in effect on July 1, 2021, and will create a new Hazardous and Special Products (HSP) producer responsibility program. The Resource Productivity and Recovery Authority (RPRA) will be responsible for overseeing the program, including compliance and enforcement activities related to the proposed regulation.



Minister directs Stewardship Ontario to amend MHSW Wind-up Plan

On April 1, 2020 the Minister of the Environment, Conservation and Parks directed Stewardship Ontario (SO) to amend sections of the Municipal Hazardous or Special Waste (MHSW) Program Wind-up Plan that pertain to the disbursement of surplus funds. On April 29, the Minister extended SO's amendment submission deadline from April 30 to June 5, 2020.

Authority approves Surplus Fund Addendum to MHSW Program Wind-up Plan

The Authority has approved Stewardship Ontario's (SO) surplus fund transfer addendum to the MHSW Wind-up Plan with conditions. The addendum details how much of the surplus funds will be transferred to the Industry Stewardship Organizations (ISOs) as a lump sum, as well as how SO can recover unexpected expenses related to the materials managed by ISOs if there is a delay in the wind up.

HWIN Modernization

The Ministry of the Environment, Conservation and Parks is seeking feedback on the proposed changes to modernize and transition Hazardous Waste digital reporting services to the Resource Productivity & Recovery Authority (the Authority). These proposed changes will make reporting simpler, faster and more cost-effective for the regulated community, while creating better oversight of hazardous waste management in the province by providing more timely, accurate information to the ministry.

The feedback they receive will be used to inform regulatory and program changes that support the modernization and transition of digital reporting services to the Authority.

The discussion paper includes a number of questions for your consideration. For example, they are considering changes to registration and reporting that would remove some duplicative reporting and unnecessary data entry. We are looking for your advice on how we can best implement the proposed changes.

They would also like to better understand the impacts of modernizing hazardous waste digital reporting services on businesses, so that they can help make reporting as easy as possible. For example, they want to know how much making the change to digital reporting would cost your business and the types of supports you need to ensure a seamless transition to the new digital reporting service.

Ontarians In The Dark About Tire Recycling

Only a third (37 percent) of Ontarians know that tires are recycled in this province.

Nearly half (49 per cent) of Ontarians do not know whether they're recycled or thrown into landfills, and a surprising 14 per cent of residents – a whopping 1.5 million adults in Ontario– do not believe tires are recycled at all. In reality, tire manufacturers and automakers are responsible for recycling every tire they sell in Ontario, yet only 32 per cent know this is the case.

These are the findings of a recently released survey by eTracks Tire Management Systems.

The good news is 81 per cent agree that purchasing recycled products helps to combat climate change.

In order to fund the jobs and services in the tire recycling industry, a small fee of approximately \$4 per tire is added to the consumer's cost when purchasing new car tires. This is generally broken out as a separate fee, but can be included in the price of the new tire.

However, more than half of Ontarians (55 percent) do not know there's a fee. Only one in four (25 percent) of Ontario residents are aware of the fee and its purpose, while another 20 percent know of the fee but do not know what it is for.

When asked to choose between a variety of options as reasons for the fee, nearly half (46 percent) said they believe it is a government tax, and 14 percent presume the funds are collected to pay for landfill fees. Regardless, the majority of residents (78 percent) say they're happy to pay a small fee when purchasing tires if it helps the environment.

Once tires are recycled, they can be made into a variety of different products for both commercial and consumer use. Although 63 percent know that there are many products made from the scrap rubber collected from tires, their knowledge is mixed when asked what those products could be.

While a majority (70 percent) know that scrap tires can be used to make playgrounds and sports fields, fewer are aware that they can also be used for construction materials, athletic mats, asphalt and livestock mats. Surprisingly, only 18 percent know that garden mulch can be made from scrap tires.

Although a majority of respondents (83 percent) agree that recycling old tires into new products helps to combat climate change, and 69 percent believe products made from recycled tires are of high quality, only 28 percent agreed that they have intentionally purchased a product made from recycled tires – a missed opportunity for Ontarians.

More people could help combat climate change if they purchased recycled tire products after recognizing the high standards for recycling and knew more about the kind of products produced using recycled tires.

The survey was conducted between July 31 and Aug 4, 2020, on behalf of eTracks Tire Management System. For this survey, a sample of 1,000 Ontarians aged 18+ was interviewed online. Quotas and weighting were employed to ensure that the sample's composition reflects that of the Ontario population according to census parameters. The poll is accurate to within ± 3.5 percentage points, 19 times out of 20.

Minister issues new direction on Used Tires Program surplus funds

On April 21, 2020, the Minister of the Environment, Conservation and Parks issued a direction letter to Ontario Tire Stewardship (OTS) requiring surplus funds of the Used Tires Program be returned to stewards following the wind up of OTS. OTS must amend its wind-up plan to address the Minister's direction on surplus funds and submit it to the Authority for approval. It is the Minister's expectation that the amendment be approved by the Authority within 6 weeks of receiving the proposed amendments to the wind-up plan from OTS.

Ontario Proposes to Further Reduce Landfill Food Waste

The Ontario government is seeking public input on its proposal to reduce the amount of food and organic waste going to landfills. Proposed amendments to the Food and Organic Waste Policy Statement would clarify and expand the types of materials that should be collected by municipalities in green bins and encourage innovation in the processing of compostable products.

"Consumers and businesses want to cut down on the amount of waste they create by composting food and other organic materials, but with programs and services varying from community to community, there is a lot of inconsistency and confusion about how to do this," said Jeff Yurek, Minister of the Environment, Conservation and Parks. "Our proposal provides greater clarity and encourages innovative compostable products and packaging, so we can help businesses and the public make better decisions about packaging and food waste in order to keep it out of our landfills."

The Food and Organic Waste Policy Statement provides direction to municipalities, industrial and commercial businesses, and institutions on reducing and diverting food and organic waste.

Proposed changes to the policy statement would:

- Clarify and expand the types of materials that may be collected in municipal green bins and other collection systems, including certain compostable products and packaging such as certified compostable coffee pods.
- Support consumers and businesses in making better decisions about packaging and food waste and spur innovation in the management and processing of compostable products, for example, through technology updates, research, and piloting.
- Reduce waste from going to landfill.

Ontario Government delays commencement of O.Reg. 406/19 (New Excess Soil Regulation)

On June 12, 2020, the Ministry of Environment, Conservation, and Parks (MECP) notified members of the Excess Soil Engagement Group (ESEG) that because of the impact that the COVID-19 outbreak has had on the regulated community, it will delay the implementation of the first phase of requirements under the new Excess Soil Regulation by six months, from July 1, 2020 to January 1, 2021. MECP also amended O. Reg. 153/04 to exempt temporary health or residential facilities, such as temporary hospitals or shelters, from needing a Record of Site Condition (RSC) before being established in response to an emergency. This amendment will remain in place and apply to any future emergencies.

Transitional Operating Agreement Amendment

The Operating Agreement is a key government oversight measure under the Resource Recovery and Circular Economy Act, 2016 which clarifies the role, governance and operations of RPRA.

The proposed amendments to the Operating Agreement will help ensure a transparent and effective oversight regime for producer responsibility in Ontario by:

- increasing ministerial oversight
- increasing industry input
- improving financial transparency
- defining and limiting RPRA's functions
- ensuring data privacy

The proposal will also address necessary administrative changes, which include:

- removing out-of-date and transitional provisions
- adding clarification
- improving operational flexibility

New Waste Practitioners Group to Help Improve Approvals Process

In collaboration with OWMA; Municipal Engineers Association (MEA); Ontario Association of Sewage Industry Services (OASIS); Ontario Environment Industry Association (ONEIA); Canadian Biogas Association (CBA); as well as other external stakeholders, including municipalities, consultants, and waste sector proponents, the Ministry of the Environment, Conservation and Parks (MECP) is establishing a Waste Practitioner's Group (WPG) to create a forum for discussions on waste permissions.

Bill 197 (Landfill Approvals)

In 2020, the provincial government made it virtually impossible to build new landfills in Ontario with new approval requirements under Bill 197, The COVID-19 Economic Recovery Act. OWMA immediately denounced these changes and asked the government to eliminate the requirement for approval from adjacent municipalities, which infringes on municipal autonomy, increases waste, in October, forty-five municipalities representing over two million Ontarians have asked the Ontario government to amend Bill 197 and eliminate the development approval requirement provisions from adjacent municipalities. Former OWMA CEO Rob Cook has led outreach efforts to municipal councils, and OWMA has made lobbying the Ontario government for amendments to Bill 197 one of its strategic priorities for 2021.

New Analysis Shows Canada And U.S. Plastics Export Deal Violates Basel Convention

A new legal analysis published by the Center for International Environmental Law highlights major inconsistencies between Canada's legal obligations under the Basel Convention and an agreement the Canadian government has signed with the U.S.

The agreement allows plastic waste trade to continue without the transparency and accountability Canada agreed to under the Basel Convention — a global treaty that aims to protect human health and the environment from hazardous wastes.



Recent amendments to the Basel Convention allow exports of clean, sorted, uncontaminated and unmixed plastic waste without prior notification or consent requirements. Enhanced controls are required for other plastic waste exports. But because the U.S. has never ratified the Basel Convention and does not regulate plastic waste exports, environmental groups are concerned that contaminated Canadian waste exported to the U.S. could be shipped to other countries without environmental controls — the type of scenario Basel is designed to prevent.

Environmental groups are also calling on the government to implement the proposed ban on non-essential single-use plastic items by end of year, as promised, and to move ahead with further measures to address plastic pollution in Canada.

To bring Canada into compliance with its legal obligations under the Basel Convention and reduce plastic waste pollution, environmental groups are calling on the government to:

1. Amend its arrangement with the United States to specify that it exclusively applies to non-hazardous plastic waste as specified under Annex IX of the Basel Convention.
2. Ratify the Basel Ban amendment, to ensure that absolutely no plastic waste from Canada is exported to non-OECD countries.
3. Confirm listing of "manufactured plastics" on Schedule 1 of CEPA, as the government proposed in October 2020, to enable regulatory action, and ban non-essential single-use plastics.
4. Expand the proposed "integrated management approach to plastic products" to address plastic waste trade:
 - a. Restrict the export of plastic waste categorized under Annex II of the Basel Convention for recycling or recovery purposes.
 - b. Subject all exports of plastic waste categorized under Annex II of the Basel Convention to the procedure of prior informed consent.

Property, Plant and Equipment

As of December 31, 2020, the Association owned two facilities totalling approximately 90,000 ft² and its associated parcels of real estate property used in its operations. The Association owns its corporate headquarters, which also serves as the Material Recovery Facility in Huron Park, Ontario. The second facility is the Association's main repair shop for the fleet, which is located next door to our Material Recovery Facility.

As of December 31, 2020, the Association utilized approximately 43 waste collection vehicles and other support vehicles, all of which are owned. The majority of our vehicles are highly specialized automated co-collection vehicles to collect waste and recyclables at the same time.

The Association upgraded its Material Recovery Facility in 2009. It was the most advanced facility in the marketplace at the time and it remains so in our service area. It is a unique facility maximizing the use of technology to minimize manual sorting effectively reducing repetitive strain injuries.

The Material Recovery Facility is able to process single stream materials, which enables us to facilitate changes in our collection procedure and technology used to collect materials. The collection conversion began in 2008 with one vehicle. All of the fleet has been replaced with the most recent type of automated vehicles.

Employees



As of December 31, 2020, the Association employed approximately 83 full-time employees, including 7 persons classified as professionals or managers, 36 employees involved in collection, 32 in the material recovery operations, 6 maintenance staff, and 2 clerical, data processing or other administrative employees.

The Teamsters union with which the

Association has a collective bargaining agreement that expired December 1, 2020 represents approximately 73 employees at the Association's operating facilities. The Association typically negotiates a three to four year collective bargaining agreement in the last year of any current agreement. The Association is not aware of any other organizational efforts among its employees and believes that relations with its employees are very good.



Operations

As of December 31, 2020, the Association served approximately 92,000 customers, comprised of 87,000 residential clients and 5,000 commercial clients. The following table sets forth certain information regarding the Association's revenues by category of activity for the last three years.

Bluewater Recycling Association Revenue Summary

	2020	2019	2018
Residential Collection	\$10,526,459	\$9,588,868	\$9,130,272
Material Sales	1,564,711	1,347,877	1,786,589
Processing & Disposal	997,757	739,249	470,293
Commercial Collection	1,556,528	1,448,002	1,243,714
Other	160,386	87,104	96,405
TOTAL	\$14,805,841	\$13,211,100	\$12,727,273

Residential Collection Services

The Association's long-term solid waste collection contracts with municipalities typically contain a formula, generally based on a pre-determined published price index, for automatic adjustment to fees to cover increases in some, but not all, operating costs plus a pass-through of any disposal cost increases. Under the terms of each of these agreements, the Association has exclusive rights to provide certain services to the community. Most of these agreements were bid on a competitive basis, and rates for all services are set forth in the agreement.

Fees for recycling collection services are based primarily on a joint cooperative agreement reviewed annually while fees for residential solid waste collection services are based primarily on route density, the frequency and level of service, the distance to the disposal or processing facility, the cost of disposal or processing and prices charged in the Association's markets for similar services.



Processing and Disposal

The Association offers municipal, commercial and industrial customers services for a variety of recyclable materials, including newspaper, mixed paper, cardboard, office paper, plastic containers, glass bottles, and ferrous and aluminum metals. The Association owns and operates a Material Recovery Facility (MRF) in Huron Park, Ontario. The Association believes that recycling will continue to be an important component of local solid waste management plans due to the public's increasing environmental awareness and regulations that mandate or encourage recycling.

The Association disposes of the waste it collects in one of two ways:

- at municipally owned landfills; or
- at privately owned third party landfills.

The Association seeks to secure favourable long-term disposal arrangements with municipalities or private owners of landfills. The Association's ability to maintain competitive prices for its commercial waste collection services is generally dependent upon its ability to secure favourable disposal pricing.

Commercial Collection

The Association's commercial collection services are performed principally under service agreements. Fees are determined by a variety of factors, including collection frequency, level of service, route density, the type, volume and weight of the waste collected, type of equipment and containers furnished, the distance to the disposal or processing facility, the cost of disposal or processing and prices charged by competitors for similar services. Commercial collection vehicles normally require one operator. The Association provides 2 to 40 cubic yard containers to commercial customers. This area, while secondary to the Association's mandate, remains the fastest growing segment of our business because of the lack of serious competition in the immediate area.

Commodity Sales

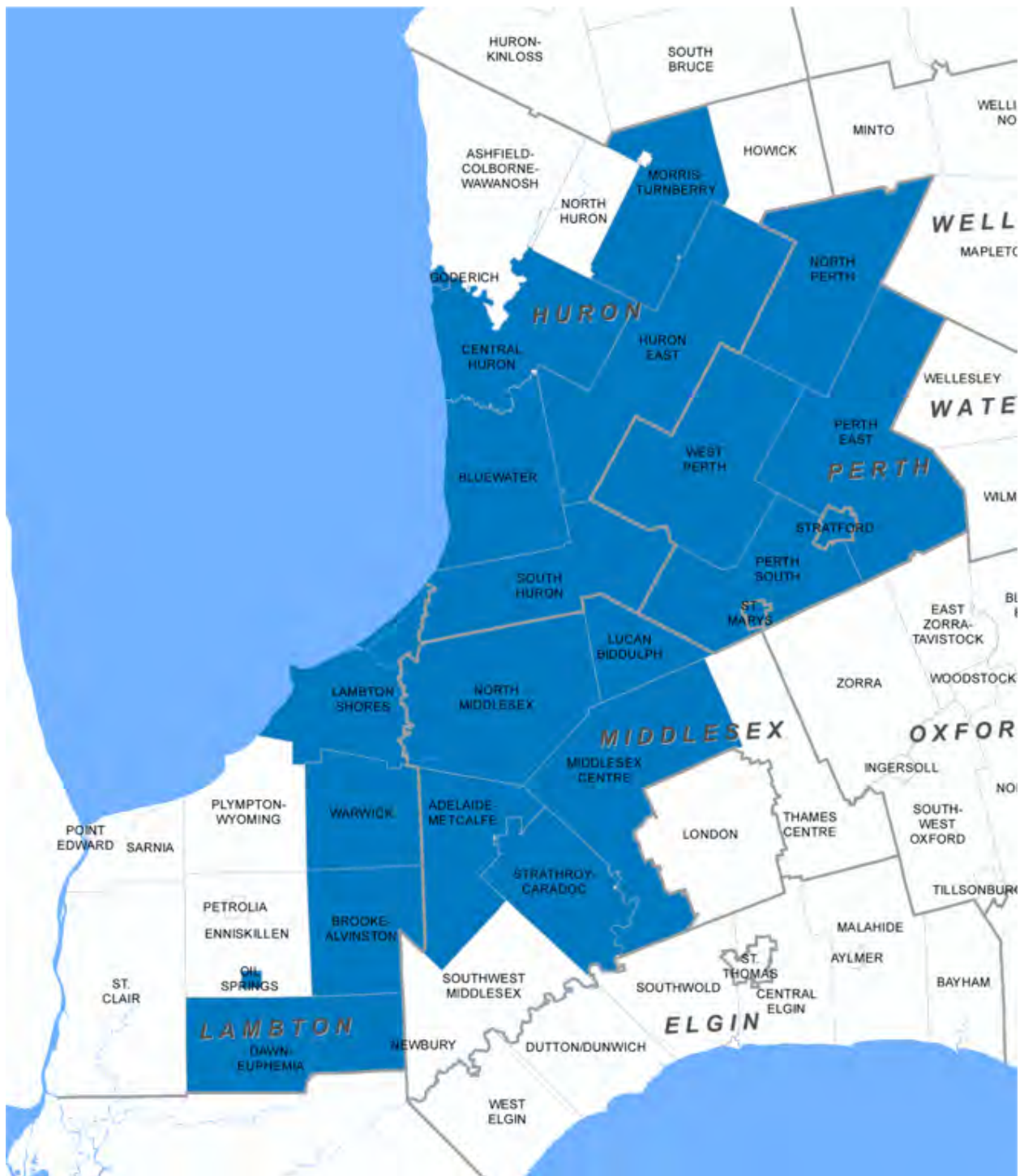
The Association sells all materials recovered through its operation of the Material Recovery Facility in Huron Park. The sale of those materials is subject to fluctuations in market prices affected by current global events and by the volume of materials that flows through the facility from our own collection operations and that of other collectors. The market prices during 2020 averaged \$82 per tonne, the lowest since 2009, which was lower than the previous year at \$90 per tonne as a result of excess global supply until the pandemic corrected that.

Sales and Marketing

The Association has a diverse customer base, with no single contract or customer accounting for more than 10% of revenues during the year ended December 31, 2020.



Service Area



Auditor's Report

To the Members of the Bluewater Recycling Association

Opinion

We have audited the financial statements of Bluewater Recycling Association, which comprise the balance sheet as at December 31, 2020, and the statements of fund operations, changes in fund balances and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the organization as at December 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for private enterprises.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Company in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for private enterprises, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Exeter, Ontario

PTMG LLP

March 18, 2021

Chartered Professional Accountants Licensed Public Accountants

Statement of Financial Position

Year ended December 31	Operating Fund	Capital Asset Fund	Capital Reserve Fund	Total 2020	Total 2019
ASSETS					
Current Assets					
Cash	\$ 1,304,631	\$ 19,843	\$ -	\$ 1,324,474	\$ 262,551
Accounts Receivable (Note 2)	1,223,560	-	-	1,223,560	1,165,571
Inventory (Note 3)	208,284	-	-	208,284	164,303
Prepaid expenses & deposits	98,119	-	-	98,119	243,286
	<u>2,834,594</u>	<u>19,843</u>	<u>-</u>	<u>2,854,437</u>	<u>1,835,711</u>
Capital Assets (Note 4)	-	11,030,016	-	11,030,016	11,016,518
	\$ 2,834,594	\$ 11,049,859	\$ -	\$ 13,884,453	\$ 12,852,229
LIABILITIES					
Current Liabilities					
Accounts Payable and accrued charges (Note 5)	\$ 935,984	\$ -	\$ -	\$ 935,984	\$ 898,021
Interfund loans (advances)	1,898,610	-	(1,898,610)	-	-
Current portion of long term debt (Note 6)	-	3,227,725	-	3,227,725	2,941,035
	<u>2,834,594</u>	<u>3,227,725</u>	<u>(1,898,610)</u>	<u>4,163,709</u>	<u>3,839,056</u>
Long Term Debt (Note 6)	-	1,984,108	-	1,984,108	2,057,736
	<u>2,834,594</u>	<u>5,211,833</u>	<u>(1,898,610)</u>	<u>6,147,817</u>	<u>5,896,792</u>
Commitments (Note 7)					
FUND BALANCES					
Invested in capital assets	\$ -	\$ 5,838,026	\$ -	\$ 5,838,026	\$ 6,025,886
Internally restricted	-	-	1,898,610	1,898,610	929,551
	<u>-</u>	<u>5,838,026</u>	<u>1,898,610</u>	<u>7,736,636</u>	<u>6,955,437</u>
	\$ 2,834,594	\$ 11,049,859	\$ -	\$ 13,884,453	\$ 12,852,229
On Behalf of the Board:	Chairman	President			
See accompanying notes to the financial statements.					

Statement of Fund Operations and Changes in Fund Balances

Year ended December 31	Operating Fund		Capital Asset 2020	Restricted Funds		Total 2020	Total 2019
	2020	2019		Capital Reserve 2020			
Revenue							
Municipal services	\$ 7,984,048	\$ 7,173,237	\$ -	\$ -	\$ -	\$ -	\$ -
Commodity sales	1,564,711	1,347,877	-	-	-	-	-
Operating grants	2,542,411	2,415,631	-	-	-	-	-
Commerical operations	1,556,528	1,448,002	-	-	-	-	-
Other Income	1,158,143	826,353	-	-	-	-	-
	14,805,841	13,211,100	-	-	-	-	-
Expenses							
Cost of Sales - recyclables & freight	408,772	352,790	-	-	-	-	-
Disposal fees	1,468,709	1,454,205	-	-	-	-	-
Administrative expenses (Schedule)	972,129	917,351	-	-	-	-	-
Collection expenses (Schedule)	6,084,668	6,249,420	-	-	-	-	-
Processing expenses (Schedule)	2,611,819	2,646,827	-	-	-	-	-
Interest on long term debt	-	-	201,673	-	201,673	200,676	
Amortization of capital assets	-	-	2,342,173	-	2,342,173	2,296,005	
Loss (Gain) on disposal of capital asset	-	-	(65,301)	-	(65,301)	(244,828)	
	11,546,097	11,620,593	2,478,545	-	2,478,545	2,251,853	
Excess (Deficiency) of Revenue Over Expen	3,259,744	1,590,507	(2,478,545)	-	(2,478,545)	(2,251,853)	
Fund Balance, Beginning of Year	-	-	6,025,886	929,551	6,955,437	7,616,783	
Interfund transfers	(3,259,744)	(1,590,507)	2,101,154	969,059	3,070,213	1,590,507	
Fund Balance, End of Year	\$ -	\$ -	\$ 5,648,495	\$ 1,898,610	\$ 7,547,105	\$ 6,955,437	

See accompanying notes to the financial statements

Statement of Cash Flow

Year ended December 31	2020	2019
Cash Provided by (Used in)		
Operations		
Excess (Deficiency) of revenue over expenses		
Operating Fund	\$3,259,744	\$ 1,590,507
Capital Asset Fund	(2,478,545)	(2,251,853)
	781,199	(661,346)
Items not involving a cash payment		
Amortization	2,342,173	2,296,004
Loss (Gain) on disposal of capital assets	(65,301)	(244,828)
	3,058,071	1,389,830
Changes in non-cash working capital items:		
Decrease (Increase) in accounts receivable	(57,989)	56,196
Increase in inventory and prepaid expenses	101,186	29,938
Increase in accounts payable and accrued charges	37,963	20,546
	3,139,231	1,496,510
Financing		
Additional long term debt	2,055,881	2,028,400
Repayment of long term debt	(1,842,820)	(1,897,615)
	213,061	130,785
Investing		
Purchase of capital assets (Note 3)	(2,456,369)	(2,613,739)
Proceeds on disposal of capital assets	166,000	467,526
	(2,290,369)	(2,146,213)
Net Increase (Decrease) in cash	1,061,923	(518,918)
Cash, Beginning of Year	262,551	781,469
Cash, End of Year	\$1,324,474	\$ 262,551
See accompanying notes to the financial statements		

Notes to the Financial Statements (December 31, 2020)

1. Significant Accounting Policies

Purpose of The Organization

The Bluewater Recycling Association is a multi-municipal resource management organization providing integrated waste reduction and environmental services including the collection, processing and marketing of resource based products and services.

The corporation is a non-profit organization incorporated without share capital under the Laws of Ontario and is exempt from income taxes.

Accounting Estimates

Financial statements are based on representations that often require estimates to be made in anticipation of future transactions and events and include measurements that may, by their nature, be approximations.

Fund Accounting

The organization follows the restricted fund method of accounting for contributions.

The Operating Fund accounts for the organization's program delivery and administrative costs. This fund reports unrestricted resources and restricted operating grants.

The Capital Asset Fund reports the assets, liabilities, revenues and expenses related to the organization's capital assets.

The Capital Reserve Fund reports the assets, liabilities, revenues and expenses related to the organization's capital asset replacements. The annual Operating Fund surplus or deficit is transferred to this fund. Amounts are transferred from this fund to the Capital Asset Fund as funds are required to purchase capital assets.

Revenue Recognition

Restricted contributions related to general operations are recognized as revenue of the Operating Fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue during the course of the year as the budgeted amounts are invoiced. Revenue from recyclable products is recognized when the commodities are shipped. Revenue from services is recognized as the related services are performed. Operating grant revenue from the Resource Productivity and Recovery Authority (an Ontario non-crown corporation) is recognized in the period the organization becomes entitled to receive the grant.

Inventory

Inventory is comprised of recyclable materials and collection supplies. Recyclable materials are stated at their net realizable value. Collection supplies are stated at the lower of cost and replacement value. Cost is determined on a first in, first out basis.

Capital Assets and Amortization:

Capital assets are capitalized for financial statement purposes in the year of acquisition. The cost of repairs and maintenance of a routine nature are charged to operations while those expenditures that improve or extend the useful life of the assets are capitalized.

The corporation provides for amortization on its capital assets using the straight-line method at rates set out below, based upon management's estimates of the useful life of the respective assets.

Buildings	5%
Collection Supplies	10% - 20%
Office furniture and equipment	10% - 30%
Processing machinery and equipment	10% and 20%
Automotive equipment	10% and 30%

Foreign Currency Transactions

Transactions which are completed in United States dollars are translated into Canadian dollars by the use of the exchange rate in effect the day of the transaction. At the balance sheet date, monetary items denominated in foreign currency are adjusted to reflect the exchange rate in effect at that date.

2. Accounts Receivable

	2020	2019
Accounts Receivable	\$ 1,182,292	\$ 1,085,830
HST Receivable	41,268	79,741
	\$ 1,223,560	\$ 1,165,571

3. Inventory

	2020	2019
Recyclable Inventory	\$ 43,686	\$ 45,660
Collection Supplies	164,598	118,643
	\$ 208,284	\$ 164,303

4. Capital Assets

		2020		2019
Capital assets are classified as follows	Cost	Accumulated Depreciation	Net Book Value	Net Book Value
Land	\$ 124,830	\$ -	\$ 124,830	\$ 124,830
Buildings	2,511,070	1,406,435	1,104,635	1,066,412
Collection Supplies	7,984,201	5,003,674	2,980,527	2,398,770
Office Furniture and Equipment	166,983	154,572	12,411	17,580
Processing machinery and Equipment	7,538,941	5,545,613	1,993,328	2,390,918
Automotive Equipment	14,721,062	9,906,777	4,814,285	5,018,008
	\$ 33,047,087	\$ 22,017,071	\$ 11,030,016	\$ 11,016,518

Purchase of capital assets:	2020	2019
Land and Buildings	\$ 155,163	\$ 77,229
Collection supplies	1,249,456	222,381
Office furniture and equipment	20,185	12,290
Processing machinery and equipment	47,691	799,630
Automotive equipment	983,874	1,502,209
	\$ 2,456,369	\$ 2,613,739

5. Accounts Payable

	2020	2019
Accounts Payable	\$ 890,549	\$ 787,258
Government remittances payable	45,435	110,757
	\$ 935,984	\$ 898,015



6. Long Term Debt

Rate	Instalments	Due Date	2020	2019
Prime	\$ 7,932		\$ 904,326	\$ -
Prime	9,565	July 2027	746,087	860,870
4.25%	9,026	January 2025	405,379	-
4.25%	8,646	January 2025	388,321	-
4.10%	8,249	June 2024	322,280	406,265
4.10%	8,249	June 2024	322,279	406,265
4.15%	7,491	October 2024	318,075	452,004
3.90%	3,004	June 2024	303,438	339,490
Prime	4,167	August 2026	283,334	333,334
3.99%	14,403	April 2022	224,057	384,460
3.99%	7,875	April 2023	210,282	294,531
4.29%	7,024	July 2023	199,533	273,594
Prime	9,621	May 2022	163,555	279,006
Prime	1,631	January 2025	78,272	29,832
4.55%	2,331	October 2023	74,052	98,345
3.85%	1,390	August 2024	61,138	77,812
Prime	4,166	November 2021	45,833	95,833
Prime	3,916	November 2021	43,083	90,083
Prime	7,250	May 2021	36,250	123,250
Prime	2,306	April 2022	34,583	62,250
3.98%	2,835	August 2021	22,342	54,765
Prime	6,833	February 2021	13,667	95,667
Prime	5,833	February 2021	11,667	81,667
Prime	10,250	July 2020	-	61,500
5.05%	11,608	April 2020	-	46,041
5.09%	8,590	March 2020	-	25,673
Prime	5,833	February 2020	-	11,667
Prime	750	October 2020	-	7,500
Prime	883	September 2020	-	7,067
			5,211,833	4,998,771
Less amounts due within one year			3,227,725	2,941,035
			\$ 1,984,108	\$ 2,057,736

Long term debt repayments due over the next five years are as follows:

2021	\$ 3,227,725
2022	761,485
2023	621,068
2024	583,945
2025	17,610
	\$ 5,211,833

Although there are loans included in the long term debt that are due on demand or come due within the next fiscal year, management does not believe that the demand features of the loans will be exercised; the scheduled principal repayments on the long term debt for the next five years and thereafter are as follows:

2021	\$	1,436,312
2022		1,092,131
2023		896,694
2024		700,293
2025		329,278
2026 and future years		757,125
	\$	5,211,833

The bank loans are secured by a general security agreement covering all of the Association's assets, chattel mortgages over equipment financed and a first charge collateral mortgage of \$1,000,000 on real estate. The Association has an authorized operating loan line bearing interest at the bank's prime rate with a credit limit of \$200,000, an approved re-advanceable capital expenditure credit facility for equipment purchases of up to \$4,500,000 of which \$3,033,574 has not been used at December 31, 2020.

The bank has provided the Association with a \$170,000 letter of credit in favour of municipalities in lieu of performance binds and a \$750,000 settlement risk product to facilitate the utilization of wire or electronic funds transfers.

7. Commitments

Prior to December 31, 2020, the Association entered into an agreement with RBC to lease robots for sorting recycled materials from Machinex Recycling Services Inc. The total lease liability will be \$1,998,116 and the robots will be delivered in 2021.

8. Pension Agreements

The Association participates in the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer plan, on behalf of its employees. The plan is a contributory defined benefit plan, which specifies the amount of the retirement benefit to be received by employees based on length of service and rates of pay.

The amount contributed to OMERS for 2020 was \$331,624 (2019 - \$330,681) for current service. These payments are included as expenditure in the financial statements. OMERS sets the pension contribution rate annually to ensure that the plan remains fully funded. The pension contribution rate for 2020 was 9.0% of regular wages.

9. Financial Instruments

The company has interest rate risk due to having bank loans subject to floating interest rates and is exposed to fluctuations based on the bank's prime rate of interest. It is management's opinion that the Association is not exposed to significant currency or credit risks.

10. Comparative Figures

The presentation of certain amounts on the financial statements for the previous year have been changed where necessary to conform with the financial statement presentation adopted for 2020. The net operating results for the previous year are not affected by the reclassification.

2020 Management

Board of Directors

Chairman Brad Richards, *Strathroy Caradoc*

Vice-Chairman Jim Craigmile, *St. Marys*

Huron

Alwyn Vanden Berg, *Bluewater*

George Finch, *South Huron*

Lambton

Dan Sageman, *Lambton Shores*

Jackie Rombouts, *Warwick*

Middlesex

Dave Manders, *Lucan Biddulph*

Brad Richards, *Strathroy Caradoc*

Perth

Allan Rothwell, *North Perth*

Jim Craigmile, *St. Marys*

Management

President Francis Veilleux, *since inception*

Controller Michelle Courtney, *since December 2016*

Fleet Manager Adam Hebden, *since September 2018*

Operations Manager Terry Erb, *since February 2001*



Membership

Huron County

- Municipality of Bluewater
- Municipality of Central Huron
- Municipality of Huron East
- Municipality of South Huron
- Town of Goderich
- Township of Morris-Turnberry (Associate)

Lambton County

- Municipality of Lambton Shores
- Township of Brooke Alvington
- Township of Dawn-Euphemia
- Township of Warwick
- Village of Oil Springs

Middlesex County

- Municipality of Middlesex Centre
- Municipality of North Middlesex
- Township of Adelaide Metcalfe
- Township of Lucan-Biddulph
- Township of Strathroy-Caradoc

Perth County

- City of Stratford (Associate)
- Municipality of North Perth
- Municipality of West Perth
- Town of St. Marys
- Township of Perth East (Associate)
- Township of Perth South

The Association also services other communities under contracts and/or through subcontractors.

Associate Members have no voting rights.



Corporate Directory

Head Office

Bluewater Recycling Association
P.O. Box 547
415 Canada Avenue
Huron Park ON N0M 1Y0

Solicitors

McKenzie Lake
Barristers & Solicitors
140 Fullarton Street, Suite 1800
London ON N6A 5P2

Auditors

PTMG LLP
Chartered Accountants
71 Main Street, North
Exeter ON N0M 1S3

Financial Institution

Bank of Montreal
400 Main Street
Exeter ON N0M 1S3





Minutes

Library Board

April 8, 2021

6:45 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEl8OG-dOYKteFQ>

Member Present	Mayor Strathdee, Councillor Edney, Barbara Tuer, Cole Atlin, Lynda Hodgins, Melinda Zurbrigg, Reg Quinton, Joyce Vivian
Member Absent	Councillor Craigmile
Staff Present	Sarah Andrews, Library CEO, Rebecca Webb, Library Services Coordinator

1. CALL TO ORDER

The April 8th, 2021 Regular Meeting of the St. Marys Public Library Board was called to order at 6:45 pm by Board Chair C. Atlin.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Joyce Vivian

Seconded By Reg Quinton

That the agenda for the April 8, 2021 regular meeting of the St. Marys Public Library Board be approved as presented.

Carried

4. DELEGATIONS

None present.

5. CONSENT AGENDA

Moved By Lynda Hodgins

Seconded By Melinda Zurbrigg

That consent agenda items 5.1 though 5.5.1 be approved as presented.

Carried

5.1 Acceptance of Minutes

5.1.1 Minutes of the March 4, 2021 meeting

5.2 CEO Report

5.2.1 CEO Report- Library- April 2021

5.2.2 CEO Report- Adult Learning- April 2021

5.3 Library Statistics

5.3.1 Library statistics infographic- February 2021 in review

5.3.2 Library statistics graphs- February in review

5.4 Financial Report

5.4.1 YTD Budget Report- Library (April)

5.4.2 YTD Budget Report- ALPP (April)

5.5 Articles of Interest

5.5.1 CBC News- "Canadian libraries increasingly scrapping late fees to boost access to services"

6. ROUNDTABLE DISCUSSION

6.1 Friends of the Library Report

A verbal update was given about the activities of the Friends of the Library. The 2021 budget as been reviewed and the FOL has agreed to

once again sponsor the Summer Reading Program and the Movies in the Park (if feasible given COVID restrictions). The FOL has struck a subcommittee to consider new fundraising initiatives.

6.2 Ontario Library Service

CEO S. Andrews informed the Board that the Southern Ontario Library Service, and the Ontario Library Service North have amalgamated and are looking for an official representative (or rotating representatives) to participate in their provincial caucus.

6.3 Fine Free Libraries

A discussion about the Library going fine free will be scheduled for the next regular Board meeting.

7. UPCOMING MEETINGS

The next regular meeting of the St. Marys Public Library Board will take place on May 6th, 2021 at 6:45pm.

8. ADJOURNMENT

Moved By Reg Quinton

Seconded By Joyce Vivian

That the April 8th, 2021 regular meeting of the St. Marys Public Library Board be adjourned at 7:27pm.

Carried

Chair

Board Secretary

SPRUCE LODGE

Board of Management Meeting

March 17th, 2021

Present: *Peter Bolland, David Schlitt, and Jennifer Facey*
Councillors: *Jim Aitcheson, Rhonda Ehgoetz, Danielle Ingram, Marg Luna, Kathy Vassilakos*
Regrets: *Councillor Fern Pridham*
Guests:

Chairperson Councillor Kathy Vassilakos brought the meeting to order.

Moved by Councillor Ingram
Seconded by Councillor Ehgoetz

That the agenda for March 17th, 2021 be approved as presented.

CARRIED

➤ Declaration of pecuniary interest.

Approval of Minutes:

Moved by Councillor Aitcheson
Seconded by Councillor Luna

That the minutes of February 17th, 2021 be approved as presented.

CARRIED

Business Arising: *None noted.*

Insurance Presentation:

Drew Campbell from Zehr Insurance will not be presenting the Insurance renewal today.

New Business:

Ratification of Accounts:

Moved by Councillor Ingram
Seconded by Councillor Aitcheson

That the February 2021 accounts in the amount of \$281,346.02 to be ratified.

CARRIED

Financial Report:

The Business Manager presented the financial report for the period ending January 31st, 2021 for review and discussion. Occupancy is well below targets, but the province has waived the requirement due to the pandemic. The pandemic containment funding calculation for January and February has changed, with \$214,000 received.

Moved by Councillor Ehgoetz
Seconded by Councillor Luna

To accept the Spruce Lodge Revenue and Expenses for the period ending January 31st, 2021 prior to audit as presented.

CARRIED

SPRUCE LODGE - Continued

Board of Management Meeting

March 17th, 2021

Draft Audited Financial Statements:

The Business Manager reviewed portions of the draft financial statements for the year ended December 31, 2020. The sick leave reserve is funded to 79%.

Moved by Councillor Luna

Seconded by Councillor Aitcheson

To transfer \$30,000 of the 2020 surplus to the sick leave reserve and \$70,000 to the contingency fund.

CARRIED

Administrator's Report:

MSAA/LSAA Agreement:

Long Term Care Service Accountability Agreement (LSAA), and Multi-Sector Service Accountability Agreement (MSAA) have been extended by one year to March 21, 2022.

Community Support Services (CSS):

Because hospitals are concerned about alternate level of care beds, we have received extra funding from the Community Support Services program, and were allocated four (4) assisted living spots beginning in April 2021. We have been advocating to the association, as Community Support Services has not received funding to the same extent as long-term care.

Occupancy:

Spruce Lodge currently has 15 empty beds, which include the 3 ward rooms. These beds remain empty to house those on isolation, but plans are to start filling beds, first the semi-private, then private. The 2 short stay beds remain unfilled due to the pandemic.

COVID-19 Update:

Testing requirements will be changing to two (2) tests per week, one PCR test and one rapid antigen test.

Vaccination rates for the facility include Spruce Lodge residents at 94%, Woodland Towers at 93%, Hamlet Estates at 96%, essential visitors at 76%, and staff at 76%.

Case numbers continue to rise in the province for the 3rd wave.

The vaccine does seem to be having a significant impact in long term care with homes in outbreak at 72 including 30 residents and 123 staff infected, when 4 weeks ago there were 155 outbreaks with 210 residents and 333 staff. There is currently no outbreak in Ontario with any more than 5 residents who have tested positive.

Huron Perth has moved to the yellow zone, permitting 2 essential visitors and general visitors for residents. Spruce Lodge is working toward this gradually to accommodate the on-site COVID testing process.

Essential visitors currently don't have to be vaccinated, but we have put a policy in place that this must be the case if a resident is travelling in a car with an essential visitor.

Essential visitors can be vaccinated.

24% of Spruce Lodge staff are not vaccinated, which is slightly above the provincial average.

This is a concern, as there does seem to be an element of vaccine hesitancy. Those long term care home hit hard by the pandemic are seeing higher vaccination rates.

SPRUCE LODGE - Continued

Board of Management Meeting

March 17th, 2021

Although organizations do not have the ability to mandate vaccinations for staff, lawyers are confident that organizations could make a case. Staff are still encouraged to keep their distance, and it has been suggested that non vaccinated residents have to wear more personal protective equipment (PPE).

If staff vaccinated only had to be tested once per week, and non-vaccinated staff more frequently, that could raise vaccination rates.

Moved by Councillor Luna

Seconded by Councillor Ehgoetz

To enter closed session at 5:45 p.m. to discuss personnel.

CARRIED

Moved by Councillor Aitheson

Seconded by Councillor Luna

To enter open session at 5:48 p.m.

CARRIED

Surveys:

Surveys were deferred last year, but plans are to survey residents, families and staff in the coming months.

Moved by Councillor Ehgoetz

Seconded by Councillor Ingram

To accept the Administrator's report as presented.

CARRIED

Correspondence:

Dress Down Days:

Dress down days were deferred to next month's meeting.

Other Business: *None presented.*

Moved by Councillor Luna

That the meeting be adjourned.

CARRIED

Date & Time of Next Meeting:

Wednesday, April 21st, 2021 at 5:00 p.m. – Teleconference

Councillor Vassilakos

Chairperson

Jennifer Facey

Secretary

Date

MINUTES
UTRCA 74th ANNUAL GENERAL MEETING
THURSDAY, FEBRUARY 18, 2021

A.Dale, Chair of the Upper Thames River Conservation Authority called the 74th Annual General Meeting to order at 9:30 a.m. over Zoom due to the COVID-19 pandemic. The following members and staff were in attendance.

Members Present:	M.Blosh	P.Mitchell
	A.Dale – Chair	A.Murray
	A.Hopkins	B.Petrie
	T.Jackson	J.Reffle
	S.Levin	J.Salter
	N.Manning	M.Schadenberg
		A.Westman
Regrets:	H.McDermid	D.Edmiston
Solicitor:	G.Inglis	
Staff:	J.Allain	C.Saracino
	T.Annett	J.Schnaithmann
	D.Charles	A.Shivas
	C.Creighton	B.Verscheure
	C.Harrington	M.Viglianti – Recorder
	E.Heagy	S.Viglianti
	T.Hollingsworth	I.Wilcox
	J.Howley	

1. Approval of Agenda

The Chair confirmed the mover and seconder for approval of the agenda were willing to let their names stand.

Moved: S.Levin

Seconded: N.Manning

That the UTRCA Board of Directors approve the agenda as posted.

Carried.

2. Declaration of Conflicts of Interest

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

3. Minutes of the Previous Meetings: Friday January 15th, 2021 and Tuesday January 26, 2021

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: B.Petrie

Secunder: P.Mitchell

THAT that the UTRCA Board of Directors approve the Special Meeting of the Board of Directors' minutes dated January 15, 2021, as posted on the Members' web-site.

Carried.

Mover: A.Murray

Secunder: B.Petrie

THAT that the UTRCA Board of Directors approve the Board of Directors' minutes dated January 26, 2021, including any closed session minutes, as posted on the Members' web-site.

Carried.

4. Business Arising from the Minutes

Regarding agenda item 7.7 - 2021 Draft Budget: Municipal Feedback to Date from the January 26, 2021 minutes, a member requested clarification as to the absence of a revised budget showing a 0% levy increase based on a suggestion to see one at the previous meeting. It was clarified that as there was no formal motion or direction to staff to prepare a revised budget, no such budget was prepared.

A member requested an update on the most recent communication received from the Town of St.Marys, which asked the Chair to address their outstanding questions, feeling the matter need to be formally addressed by the Board. It was noted that the Chair, Past-Chair and General Manager would be meeting to discuss this matter and the Board would be notified when a response had been sent.

5. Delegations

There were no delegations.

6. Business for Approval

6.1 Review and Approval of the Factual Certificate
(Factual Certificate attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: J.Reffle

Secunder: J.Salter

THAT the Board of Directors approve the Factual Certificate as presented.
Carried.

6.2 Presentation & Approval of 2019 Draft Budgets
(Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

The Board members entered into discussions regarding the draft 2021 budget.

One member felt that given the financial circumstances of the watershed residents and member Municipalities due to the impacts of the COVID-19 pandemic, the budget should be revised with the goal of reducing the levy increase.

T.Jackson moved to defer the motions on the general operating budget and the non flood control capital budget (part b) to the next regular general meeting. The motion was lost due to the lack of a seconder.

Moved: M.Schadenberg

Seconded: A.Westman

That the UTRCA Board of Directors approve the 2021 Draft Operating Budget under Section 27 of the *Conservation Authorities Act* in the amount of \$16,054,952 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 2021 new levy component of the operating budget of \$5,779,537 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.

UTRCA Recorded Weighted Vote: 2021 Draft Operating Budget

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
County of Oxford	16.7232	23.37	5	4.67			
A.Dale					1		
D.Edmiston							1
P.Mitchell					1		
B.Petrie					1		
M.Schadenberg					1		
City of London	64.2138	50.00	4	12.50			
M.Blosh					1		
A.Hopkins					1		
S.Levin					1		
J.Reffle					1		

Lucan-Biddulph A.Westman	0.3434	0.48	1	0.48	1		
Thames Centre A.Westman	3.2227	4.50	1	4.50	1		
Middlesex Centre N.Manning	2.3789	3.32	1	3.32	1		
Stratford J.Salter	7.2867	10.18	1	10.18	1		
Perth East H.McDermid	1.4489	2.02	1	2.02			1
West Perth A.Murray	1.4898	2.08	1	2.08	1		
St. Marys T.Jackson	1.458	2.04	1	2.04		1	
Perth South T.Jackson	1.2295	1.72	1	1.72		1	
South Huron T.Jackson	0.205	0.29	1	0.29		1	
<p align="center">CARRIED WITH 95.33% SUPPORT OF THE WEIGHTED VOTE</p> <p>*Based on UTRCA share of assessment</p> <p>Notes: Voting weight is capped at 50% for any municipality unless the number of its representatives exceeds 50% of the total number of municipal appointees. The voting weight of the remaining municipalities is increased proportionally.</p>							

The motion carries with 95.33% of the weighted vote supporting the recommendation.

Adoption of 2021 Flood Control Capital Levy

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: M.Blosh

Secunder: A.Hopkins

That the UTRCA Board of Directors approve the 2021 Capital Budget under Section 26 of the *Conservation Authorities Act* in two parts:

a) The amount of \$736,851 to support the Authority's 20 year Flood Control Capital Plan. Apportionment of the flood control portion of the 2021 capital levy of \$537,879 is based on Special Benefiting Percentages, by structure, as presented in the 2021 Draft Budget. It is noted this levy amount has been set based on cooperative discussions with participating municipalities and assumes that the majority of the works will receive a matching funding contribution through the provincial Water and Erosion Control Infrastructure Program (WECI) or federal Disaster Mitigation and Adaptation Fund program (DMAF).

UTRCA Weighted Recorded Vote:

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
County of Oxford	16.7232	23.37	5	4.67			
A.Dale					1		
D.Edmiston							1
P.Mitchell					1		
B.Petrie					1		
M.Schadenberg					1		
City of London	64.2138	50.00	4	12.50			
M.Blosh					1		
A.Hopkins					1		
S.Levin					1		
J.Reffle					1		
Lucan- Biddulph A.Westman	0.3434	0.48	1	0.48	1		
Thames Centre A.Westman	3.2227	4.50	1	4.50	1		
Middlesex Centre N.Manning	2.3789	3.32	1	3.32	1		
Stratford J.Salter	7.2867	10.18	1	10.18	1		
Perth East H.McDermid	1.4489	2.02	1	2.02			1
West Perth A.Murray	1.4898	2.08	1	2.08	1		
St. Marys T.Jackson	1.458	2.04	1	2.04	1		
Perth South T.Jackson	1.2295	1.72	1	1.72	1		
South Huron T.Jackson	0.205	0.29	1	0.29	1		

CARRIED WITH 100% SUPPORT OF THE WEIGHTED VOTE

*Based on UTRCA share of assessment

Notes: Voting weight is capped at 50% for any municipality unless the number of its representatives exceeds 50% of the total number of municipal appointees. The voting weight of the remaining municipalities is increased proportionally.

The motion carries with 100% of the weighted vote supporting the recommendation.

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: A.Hopkins

Second: P.Mitchell

That the UTRCA Board of Directors approve the 2021 Capital Budget under Section 26 of the *Conservation Authorities Act* in two parts:

- b) The amount of \$391,000 to support the Authority's other (non-flood control) capital spending needs. The municipal levy share of this capital amount is \$178,626 and will be apportioned to member municipalities based on a general levy formula as developed by the Ontario Ministry of Natural Resources and Forestry using Current Value Assessment data from the Municipal Property Assessment Corporation.

UTRCA Recorded Weighted Vote:

Municipality	CVA Apportionment Percentage	Voting Weight	Number Of Members	Weight Per Member	For	Against	Absent
County of Oxford	16.7232	23.37	5	4.67			
A.Dale					1		
D.Edmiston							1
P.Mitchell					1		
B.Petrie					1		
M.Schadenberg					1		
City of London	64.2138	50.00	4	12.50			
M.Blosh					1		
A.Hopkins					1		
S.Levin					1		
J.Reffle					1		
Lucan- Biddulph A.Westman	0.3434	0.48	1	0.48	1		
Thames Centre A.Westman	3.2227	4.50	1	4.50	1		
Middlesex Centre N.Manning	2.3789	3.32	1	3.32	1		
Stratford J.Salter	7.2867	10.18	1	10.18	1		
Perth East H.McDermid	1.4489	2.02	1	2.02			1
West Perth A.Murray	1.4898	2.08	1	2.08	1		
St. Marys T.Jackson	1.458	2.04	1	2.04		1	
Perth South T.Jackson	1.2295	1.72	1	1.72		1	
South Huron	0.205	0.29	1	0.29		1	

T.Jackson							
<p style="text-align: center;">CARRIED WITH 95.33% SUPPORT OF THE WEIGHTED VOTE</p> <p>*Based on UTRCA share of assessment</p> <p>Notes: Voting weight is capped at 50% for any municipality unless the number of its representatives exceeds 50% of the total number of municipal appointees. The voting weight of the remaining municipalities is increased proportionally.</p>							

The motion carries with 95.33% of the weighted vote supporting the recommendation.

6.3 2020 Capital Water and Erosion Control Infrastructure (WECl) Projects
(Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

T.Jackson left the meeting at 10:25am.

Mover: S.Levin

Secunder: N.Manning

THAT the Board of Directors approve the recommendation as presented in the report.
Carried.

7. Business for Information

7.1 Section 28 Annual Report
(Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

Staff confirmed the information in the report would be available on the UTRCA website.

Mover: M.Blosh

Secunder: P.Mitchell

THAT the Board of Directors receives the report as presented.
Carried.

7.2 Conservation Authorities Act Proclamations
(Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

The Board reviewed and discussed the proclaimed changes to the Conservation Authorities Act.

Mover: A.Murray

Secunder: B.Petrie

THAT the Board of Directors receives the report as presented.
Carried.

7.3 2021 Service Award Recognition
 (Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

The Chair, on behalf of the Board, congratulated the following staff for their service:

10 Years of Service: Maranda MacKean, Community Education Specialist
 Karen Sockett, Conservation Area Clerk

15 Years of Service: Stewart Cahill, Fleet Management Technician
 Christine Creighton, Land Use Planner
 Debra Kirk, Source Protection Administrative Assistant
 Ian Rowbotham, Dam Maintenance Mechanic

20 Years of Service: Scott Gillingwater, Species at Risk Biologist
 Mike Knox, Land Management Technician
 Steven Musclow, Superintendent, Fanshawe C.A.

25 Years of Service: Terry Chapman, Geographic Information Systems Specialist
 Karen Maaskant, Water Quality Specialist
 Karen Wilkie, Land Management Technician

The Board directed the recording secretary to send an email of congratulations to staff receiving service awards on behalf of the Board.

Mover: J.Reffle

Secunder: J.Salter

THAT the Board of Directors receives the report as presented.
Carried.

7.4 UTRCA Administrative By-Law Review Deferral
 (Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: M.Schadenberg

Secunder: A.Westman

THAT the Board of Directors receives the report as presented.
Carried.

8. February For Your Information Report
(Report attached)

February FYI was presented to the Board for their information.

9. Presentation – Five Years of Source Protection Plan Implementation - What We've Accomplished and Where We're Going

J.Allain gave a presentation discussing the first five years of Source Protection Plan implementation. Staff clarified that the Province defines all drinking water threats, and the Source Protection Committee lobbies them regarding new and emerging threats. It was suggested that cyber security be added as a new and emerging threat.

10. Presentation – Recognition of Dr. Doug Bocking

At 11:30am the Board took a short break. The Chair reconvened the meeting at 11:38am.

A video was presented in memory of Dr. Douglas Bocking, recognizing his work during and after his time serving on the Board of Directors. Staff reported that a tree will be planted in the members grove in his memory and the canoe launch at Fanshawe Conservation Area will be re-named in his honour.

11. Other Business (Including Chair and General Manager's Concluding Remarks)

It was reported that Deloitte, the audit firm currently contracted by the UTRCA, had sold a part of their business. While there will be no impact to the 2020 audit, going forward Deloitte will no longer be able to handle the UTRCA audit. The Finance & Audit Committee will explore how to move forward and report back to the Board.

12. Closed Session – In Camera

There were no items dealt with in closed session.

13. Adjournment

The Chair confirmed the mover was willing to let their name stand. There being no further business, the meeting was adjourned at 11:54 am on a motion by M.Blosh.



I.Wilcox,
General Manager
Att.

MINUTES
BOARD OF DIRECTORS' MEETING
Virtual Meeting Due to COVID-19 Pandemic
TUESDAY, MARCH 23, 2021

Members Present:	M.Blosh	P.Mitchell
	A.Dale – Chair	A.Murray
	A.Hopkins	B.Petrie
	T.Jackson	J.Reffle
	S.Levin	J.Salter
	N.Manning	M.Schadenberg
	H.McDermid	A.Westman
Regrets:	D.Edmiston	
Solicitor:	G.Inglis	
Staff:	T.Annett	C.Saracino
	C.Harrington	J.Schnaithmann
	T.Hollingsworth	A.Shivas
	J.Howley	C.Tasker
	B.Mackie	M.Viglianti – Recorder
	C.Quinlan	S.Viglianti
		I.Wilcox

1. Approval of Agenda

The Chair confirmed the mover and seconder for approval of the agenda were willing to let their names stand.

Mover: N.Manning

Secunder: A.Hopkins

THAT the Board of Directors approve the Agenda as posted.

Carried.

2. Declaration of Conflicts of Interest

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

3. Minutes of the Previous Meeting
February 18, 2021

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: T.Jackson

Secunder: S.Levin

THAT that the UTRCA Board of Directors approve the Board of Directors' minutes dated February 18, 2021, including any closed session minutes, as posted on the Members' web-site.

Carried.

4. Business Arising from the Minutes
4.1 Response Letter to Mayor Strathdee of St. Marys

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: N.Manning

Secunder: H.McDermid

THAT the Board of Directors approve the recommendation as presented in the report.
Carried.

5. Delegations

There were no delegations.

6. Business for Approval

There was no business for approval.

7. Business for Information

7.1 Section 28 Status Report
(Report attached)

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: P.Mitchell

Seconded: A.Murray

THAT the Board of Directors receives the report as presented.

Carried.

7.2 2020 Health and Safety Summary

(Report attached)

The Chair confirmed the mover and seconded were willing to let their names stand.

Board members requested follow up information on the lost time incident.

Mover: B.Petrie

Seconded: J.Reffle

THAT the Board of Directors receives the report as presented.

Carried.

7.3 COVID-19 Programs and Services Response 2021

(Report attached)

The Chair confirmed the mover and seconded were willing to let their names stand.

The Board shared concerns regarding the potential loss of dedicated volunteers because of a second year of cancelled community events due to the pandemic. Staff will provide a follow up report on this subject, summarizing proposed ideas for involving volunteers and Friends Of groups safely in outdoor projects this spring and summer.

Mover: J.Salter

Seconded: M.Schadenberg

THAT the Board of Directors receives the report as presented.

Carried.

7.4 UTRCA Rental House/County of Perth OPA 193 Verbal Update

(Report attached)

Staff provided a verbal update regarding the official plan amendment application related to UTRCA properties within the County of Perth. County planning staff did not support the application, as the UTRCA did not fit the criteria required for surplus farm severances. After the

second time before Council, the application was approved. During the 20 day appeal period the UTRCA was made aware that the Ministry of Municipal Affairs and Housing had filed an appeal. The Board asked that staff further examine land disposition options and include feasible options when reporting back on matters related to the appeal.

Mover: S.Levin

Seconder: P.Mitchell

THAT the Board of Directors receive the verbal update and ask staff to come back with a further update regarding the severances and other options.

Carried.

7.5 Natural Cover Presentation

Staff provided a presentation on natural cover in the UTRCA watershed.

The Board discussed the presentation and the importance of sharing the presentation and data with member Municipalities and the public.

The Board asked staff to report back on the impact of the gypsy moth on UTRCA lands and the UTRCA watershed.

Mover: A.Hopkins

Seconder: J.Salter

THAT the Board of Directors receive the presentation.

Carried.

8. March 2021 For Your Information Report

The March FYI was presented for the Member's information.

9. Other Business (Including Chair and General Manager's Concluding Remarks)

The General Manager reported that UTRCA staff will be meeting with staff from the both the Ministry of Environment, Conservation and Parks, and Ministry of Natural Resources and Forestry on Thursday March 25th regarding the St. Marys Golf Course.

The General Manager informed the Board that Conservation Ontario is coordinating an appeal for all Conservation Authorities who received money from the Canada Emergency Wage Subsidy program but were later advised they did not qualify.

10. Closed Session – In Camera

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: A.Westman

Secunder: M.Blosh

THAT the Board of Directors adjourn to Closed Session – In Camera to Discuss a Personal Matter about an Identifiable Individual.

Carried.

10.1 Personal Matter about an Identifiable Individual – Selection Committee Recommendation for the Position of General Manager

The Chair confirmed the mover and seconder were willing to let their names stand.

Progress Reported

The Chair confirmed the mover and seconder were willing to let their names stand.

Mover: P.Mitchell

Secunder: A.Hopkins

THAT the Board of Directors approve the recommendation as presented in the Closed Session report.

Carried.

The Board rose from closed session and announced that Tracy Annett had been chosen to be the new General Manager of the Upper Thames River Conservation Authority.

11. Adjournment

The Chair confirmed the mover was willing to let their name stand. There being no further business, the meeting was adjourned at 11:41 am on a motion by N.Manning.



Ian Wilcox

General Manager

Att.



MINUTES
Accessibility Advisory Committee

April 19, 2021
1:00 pm
Video Conference

Committee Members Present: Marti Lindsay (Chair)
Donna Kurchak
Councillor Hainer
Mary Smith

Committee Members Absent: Marie Ballantyne

Staff Present: Brent Kittmer, Chief Administrative Officer
Jenna McCartney, Clerk

1. CALL TO ORDER

The Chair called the meeting to order at 1:04 pm.

2. DECLARATION OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Upon inquiring whether Mr. Cousineau could provide an update on all capital programs that the Town is implementing for 2021, it was determined that this update would be provided after the staff report.

Moved By Councillor Hainer

Seconded By Mary Smith

THAT the April 19, 2021 special meeting of the Accessibility Advisory Committee agenda be accepted as presented.

Carried

4. REPORTS

4.1 DEV 17-2021 Town Hall Outside Washroom and Cemetery Washroom Upgrades

Ray Cousineau presented DEV 17-2021 report and responded to questions from the Committee.

The Committee was of the consensus that the design of the Town Hall outside washroom and the Cemetery washroom is sufficient to the needs for accessibility.

Moved By Councillor Hainer

Seconded By Beverley Grant

THAT DEV 17-2021 Town Hall Outside Washroom and Cemetery Washroom Upgrades report be received for information and feedback on design.

Carried

Mr. Cousineau provided a brief review of all capital projects to be implemented in 2021.

Moved By Councillor Hainer

Seconded By Mary Smith

THAT the Committee recommend to Council:

THAT at the time that facility upgrades are considered for Town Hall, Council consider increasing the second-floor washroom at Town Hall to a barrier-free door entry system.

Carried

5. UPCOMING MEETINGS

To be called when the need arises.

6. ADJOURNMENT

Moved By Councillor Hainer

Seconded By Donna Kurchak

THAT this meeting adjourns at 1:40 pm.

Carried

Chair Lindsay

Jenna McCartney, Staff Liaison

Minutes
St. Marys Business Improvement Area Committee
Regular Meeting

April 12, 2021

6:00 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEl8OG-dOYKteFQ>

1. CALL TO ORDER

Members Present: Lanny Hoare (Chair), Amie Rankin (Secretary), Kyle Burnside (Treasurer), Councillor Tony Winter

Members Absent: Gwendolen Boyle (Vice-Chair)

Staff Present: Emily Taylor (Administrative Assistant)

Staff Liaisons Present: Kelly Deeks-Johnson (Tourism and Economic Development Manager)

The Chair called the meeting to order at 6:10 pm.

2. DECLARATION OF PECUNIARY INTEREST / CONFLICT OF INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By: Amie Rankin

Seconded By: Kyle Burnside

THAT the April 12, 2021 St. Marys Business Improvement Area Board agenda be approved.

Carried

5. ACCEPTANCE OF MINUTES

Moved By: Councillor Tony Winter

Seconded By: Kyle Burnside

THAT the February 8, 2021 St. Marys Business Improvement Area Board meeting minutes be approved by the Board and signed by the Chair and the Secretary.

Carried

6. BUSINESS ARISING FROM MINUTES

None.

7. DELEGATIONS

7.1 Cody Cunningham re: St. Marys Community Development and Support

Cody Cunningham presented information about his role as the Community Developer and Support Worker for the Town of St. Marys. Melissa Stevens, BSW, MSW Candidate observed the meeting as a social work placement student.

The Community Developer and Support Worker role was created as a response to the needs of the Town to help individuals navigate the mental health and addiction system. Cody Cunningham will serve as a point of connection for resources and meet with the community for supportive or referral conversations. Meetings can be held virtually or in-person and can be hosted at some Town facilities or in public outdoor spaces.

Cody Cunningham works out of Stratford at Family Services Perth-Huron and can be reached at 519-273-1020 ext. 110 for more information.

Moved By: Kyle Burnside

Seconded By: Amie Rankin

THAT the presentation by Cody Cunningham be accepted as information.

Carried

7.2 Andrea Macko re: Strong as Stone Sculpture Contest

Andrea Macko, Events Coordinator for the Town of St. Marys, presented on upcoming Town events. Due to COVID-19, no large events such as Heritage Festival or Homecoming will be happening this year. Outdoor gatherings will need contact tracing and will likely have a maximum of up to 100 participants.

Canada Day will have a virtual flag raising and may have a home and business decorating contest, along with a Canada Day parade. A sculpture and rock painting exhibit related to the Strong as Stone slogan may be hosted when restrictions lift. Local businesses may be invited to display submissions in their windows.

Kelly Deeks-Johnson added that the St. Marys Farmers Market will be relocating to Milt Dunnell Field. They will open for the season on May 22, 2021 and will operate on Saturday mornings until the last weekend of October 2021. This will help bring people into the downtown over the summer months.

Moved By: Amie Rankin

Seconded By: Kyle Burnside

THAT the presentation by Andrea Macko be accepted as information.

Carried

8. CORRESPONDENCE

None.

9. REPORTS

9.1 Council Report

Councillor Winter presented on highlights from Council meetings. This included an update on the allocation of funds from the Town of St. Marys Business Grant program.

Moved By: Councillor Winter

Seconded By: Amie Rankin

THAT the verbal Council Report be received.

Carried

9.2 Treasurer's Report

Moved By: Amie Rankin

Seconded By: Councillor Tony Winter

Moved By

THAT the February and March 2021 Treasurer's report be accepted as presented.

Carried

10. OTHER BUSINESS

10.1 Call for Nominations - Subcommittee Volunteers and Board Members

An official call for submissions for subcommittees will be put out to the membership in the near future. The information and application forms will be shared via email and reminders will be posted on social media.

11. UPCOMING MEETINGS

The next Board meeting will be held on Monday, May 10, 2021 at 6:00pm and will be livestreamed on the Town of St. Marys' YouTube page.

Agenda items for the upcoming meeting will include:

- Downtown Dollars program

12. ADJOURNMENT

Moved By: Amie Rankin

Seconded By: Kyle Burnside

THAT this meeting of the St. Marys Business Improvement Area Board adjourns at 7:01 pm.

Carried

Chair

Committee Secretary



MINUTES
Community Policing Advisory Committee

April 21, 2021
9:00 am
Video Conference

Committee Members Present: Mayor Strathdee
Councillor Winter
Doug Diplock
Jacqueline Hibbert
Paul Dunseith

Stratford Police Services Present: Chief Greg Skinner
Deputy Chief Foster
Community Resources Officer Aaron Mounfield

Staff Present: Brent Kittmer, Chief Administrative Officer
Jenna McCartney, Clerk

1. CALL TO ORDER

The Chair called the meeting to order at 9:03 am.

2. DECLARATION OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

The Committee wished to add the following agenda items:

6.1 COVID-19 response

6.2 On-street parking

6.3 Suspicious Person Identification

6.4 Park Patrol

Moved By Paul Dunseith

Seconded By Jacqui Hibbert

THAT the April 21, 2021 Community Policing Advisory Committee agenda be accepted as amended.

CARRIED

4. ACCEPTANCE OF MINUTES

Moved By Jacqui Hibbert

Seconded By Paul Dunseith

THAT the March 17, 2021 Community Policing Advisory Committee meeting minutes be approved by the Committee and signed by the Chair and the Secretary.

CARRIED

5. REPORTS

5.1 CRIME STOPPERS REPORT

Chief Skinner presented the March 2021 Crime Stoppers report and stated that page 9 of the agenda should have stated "March Tips by Type" rather than "February".

In response to an inquiry if specific locations of tips are known and could be shared, Chief Skinner stated that those details are not shared to ensure anonymity.

Moved By Councillor Winter

Seconded By Paul Dunseith

THAT the March 2021 Crime Stoppers report be received.

CARRIED

5.2 POLICE MONTHLY STATISTICS

Deputy Chief Foster presented the March police report.

Deputy Chief Foster confirmed that sexual offences reporting is broad in nature and includes all types of related offences.

Deputy Chief Foster was not able to confirm whether there were applicants to the Park Patrol program from St. Marys.

In response to an inquiry whether last year's Park Patrol staff indicated why they are not returning to employment this year, Deputy Chief Foster stated individuals were choosing alternative employment that aligned with different goals.

Moved By Jacqui Hibbert
Seconded By Mayor Strathdee

THAT the March 2021 Police Monthly Statistics report be received.

CARRIED

6. OTHER BUSINESS

6.1 COVID Response

Chief Skinner stated that the Stratford Police Service (the "SPS") are making all attempts throughout the pandemic to provide education first to permit the individual an opportunity to voluntarily comply with the orders and regulations.

A number of the concerns relate to persons not wearing face coverings. To date, SPS has not had to move towards enforcement by penalty.

Over the past weekend, direction was provided by the Province to all police services in Ontario regarding enhanced powers to respond to infractions related to the pandemic. Since that time, the direction has been rescinded although the police still retain provisions for enforcing orders and regulations during the pandemic.

In response to an inquiry of how the public should respond to any public gathering such as a protest, Chief Skinner stated that the public should adhere to public health restrictions related to gatherings. If there are situations that the public is concerned about, contact the police immediately.

Public events that are in contravention of the law will be met with consequences, typically with event organizers being held responsible.

6.2 Onstreet Parking

Paul Dunseith stated that the Waterloo Street South and Elizabeth Street reconstruction will result in less parking for properties and that residents in the area feel that on-street parking should be restricted after construction is completed.

Staff reported that the Traffic, Parking and Boulevard Maintenance by-law is being reviewed and amendments will be presented to Council in the coming months.

6.3 Suspicious Person Identification

Paul Dunseith inquired if Crime Stoppers would identify to the public if there were persons with court conditions in the community.

Chief Skinner stated that information about an identifiable individual would only be released to the public if charges had already been laid and the police had a warrant for the person's arrest.

Chief Skinner reiterated that concerns about suspicious persons should be directed to the police immediately.

6.4 Park Patrol

Deputy Chief Foster provided an overview of the Park Patrol program and stated that SPS is targeting the week after the May holiday weekend as a start date.

In response to a statement that vehicles have been noted on the walking path of the loop trail, it was confirmed that the Park Patrol staff could monitor this situation and respond as required.

In response to an inquiry whether the Community Developer and Support Worker would be available to meet members at a future Community Policing Advisory Committee meeting, staff confirmed that they will make arrangements.

6.5 Body Worn Camera Program

Chief Skinner asked Deputy Chief Foster to provide an update on the implementation of the body worn camera program.

Deputy Chief Foster provided an update on the deployment of body cameras within SPS and stated that the process is progressing as planned. The first phase particularly relates to development, such as policies. Three members of SPS will wear body worn cameras for a quarter and then evaluate the process. It is anticipated that by the fourth quarter, equipment will be deployed to all members.

7. UPCOMING MEETINGS

Chair Diplock reviewed the upcoming meeting as presented on the agenda.

8. ADJOURNMENT

Moved By Councillor Winter

Seconded By Mayor Strathdee

THAT this Community Policing Advisory Committee meeting adjourn at 9:52 am.

CARRIED

Chair Diplock

Brent Kittmer, Chief Administrative Officer



Minutes

Green Committee

April 28, 2021

5:30 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-dOYKteFQ>

Members Present	Lynette Geddes, Chair Councillor Pridham Fred Stam John Stevens
Members Absent	David Vermeire
Staff Present	Jed Kelly, Director of Public works Morgan Dykstra, Committee Secretary

1. CALL TO ORDER

The Chair called the meeting to order at 5:31 PM.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Resolution: GC-2021-04-01

Moved By Fred Stam

Seconded By Councillor Pridham

THAT the April 28, 2021 Green Committee agenda be accepted as presented.

Carried

4. DELEGATIONS

None.

5. ACCEPTANCE OF MINUTES

Resolution: GC-2021-04-02

Moved By John Stevens

Seconded By Fred Stam

THAT the March 24, 2021 Green Committee minutes be approved and signed by the Chair and Committee Secretary.

Carried

6. STRATEGIC ITEMS - PROGRESS UPDATE

Morgan Dykstra and Jed Kelly presented the April Progress Update and responded to the Committee.

The Committee advised that the request to CN for tunnel painting should be removed from the task list and considered during the Active Transportation Master Plan process.

Resolution: GC-2021-04-03

Moved By Fred Stam

Seconded By John Stevens

THAT the April Green Committee Strategic Priorities Table be received for information.

Carried

7. REPORTS

7.1 PW 39-2021 Proposing Timelines and Characteristics of a Green Initiative Recognition Program

Morgan Dykstra presented the staff report, highlighting the items for consideration.

The Committee discussed the questions posed in the staff report and determined that there is no consensus related to those questions.

The Committee was of the consensus that Committee Members should further review the staff report questions and provide comments to the

Committee Secretary no later than May 14, 2021, those comments shall be included in a follow up report at the May Green Committee meeting.

Resolution: GC-2021-04-04

Moved By Councillor Pridham

Seconded By John Stevens

THAT PW 39-2021 Proposing Timelines and Characteristics of a Green Recognition Program report be received;

THAT the matter be deferred to the Green Committee's May meeting; and,

THAT Committee Members shall provide written comments to the Committee Secretary by May 14, 2021.

Carried

7.2 PW 29-2021 Request to Amend the Tree Donation Policy

Morgan Dykstra and Jed Kelly presented the staff report and responded to questions from the Committee.

The Committee concurred that the policy be amended to direct all tree donations to the Meadowridge Park Naturalization Project.

The Committee further agreed that the Town should consider providing infrastructure near the donation area to acknowledge donations, and that prior to presenting the amendment to Council, Town staff consider options like a donation board or benches with plaques.

The Committee requested the bench acknowledgement in the proposed policy be removed, and that it include a blanket statement that donations will be physically acknowledged near the donation area.

The Committee made the following recommendation:

Resolution: GC-2021-04-05

Moved By Fred Stam

Seconded By Councillor Pridham

THAT PW 29-2021 Request to Amend the Tree Donation Policy report be received; and

THAT the Committee endorse the amended Tree Donation Policy; and,

THAT the Green Committee recommend to Council:

THAT Council amends the Tree Donation Policy as per the changes specified in Attachment A: Amended Tree Donation Policy.

Carried

8. OTHER BUSINESS

None.

9. UPCOMING MEETINGS

May 26, 2021 at 5:30 p.m. (Virtual)

June 23, 2021 at 5:30 p.m. (Virtual)

10. ADJOURNMENT

Resolution: GC-2021-04-06

Moved By Fred Stam

Seconded By John Stevens

THAT this meeting of the Green Committee adjourn at 6:34 p.m.

Carried

Lynette Geddes, Chair

Morgan Dykstra, Committee Secretary



MINUTES

Heritage Advisory Committee

April 12, 2021

6:15 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-d0YKteFQ>

Members Present

Mayor Al Strathdee
Councillor Pridham
Barbara Tuer
Clive Slade
Janis Fread
Michael Bolton
Michelle Stemmler
Paul King
Sherri Winter-Gropp
Stephen Habermehl

Staff Present

Amy Cubberley, Cultural Services Supervisor
Grant Brouwer, Director of Building and Development

1. CALL TO ORDER

Chair Habermehl called the meeting to order at 6:15pm.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Resolution

Moved By Clive Slade

Seconded By Janis Fread

THAT the April 12, 2021 Heritage Advisory Committee agenda be accepted as presented.

CARRIED

4. DELEGATIONS

Melissa Barton and Marianne DeBrabandere, owners of 84 Water Street South, were present in the Zoom waiting room in case there were questions about their property's Heritage Permit or Grant application.

5. CORRESPONDENCE

None.

6. AMENDMENT AND ACCEPTANCE OF MINUTES

Resolution

Moved By Michelle Stemmler

Seconded By Michael Bolton

THAT the March 15, 2021 Heritage Advisory Committee minutes be accepted as presented.

CARRIED

7. BUSINESS ARISING FROM MINUTES

None.

8. REGULAR BUSINESS

8.1 Heritage Conservation District Update

No updates.

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

8.2.1 Heritage Permits: 84 Water Street South

Grant Brouwer spoke to DEV 14-2021. Amy Cubberley responded to questions regarding future repointing of the limestone.

Resolution

Moved By Paul King

Seconded By Michael Bolton

THAT DEV 14-2021 Heritage Permit Application- 84 Water St S be received; and

THAT the Heritage Committee support a heritage permit for the installation of new windows and doors at 84 Water St S.

CARRIED

8.2.2 Heritage Grant Applications: 84 Water Street South

Amy Cubberley spoke to DCS 14-2021 and responded to questions.

Resolution

Moved By Barbara Tuer

Seconded By Councillor Pridham

THAT DCS 14-2021 84 Water Street South Heritage Grant report be received for information, and;

THAT the Heritage Advisory Committee recommends approval of a Heritage Grant for the application, as submitted, for 84 Water Street South in the amount of \$9250.

CARRIED

8.3 Municipal Register, Part 2 - List of Significant properties

No updates.

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

None identified.

8.5 Homeowner/Property owner letters

Paul King will send a letter to the new owners of 106 Wellington Street North. It was also suggested that the contractor for 118 Queen Street West be recognized.

9. COUNCIL REPORT

Councillor Pridham and Mayor Strathdee updated the Committee on a recent water report, as well as upcoming vaccine supply in local pharmacies.

10. OTHER BUSINESS

None.

11. UPCOMING MEETINGS

May 10, 2021 at 6:15pm

12. ADJOURNMENT

Resolution

Moved By Clive Slade

Seconded By Michelle Stemmler

THAT the April 12, 2021 Heritage Advisory Committee meeting adjourn at 6:31 pm.

CARRIED

Chair

Committee Secretary



MINUTES

Senior Services Advisory Committee

February 22, 2021

1:00 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-d0YKteFQ>

Member Present	Candice Harris
	Donna Kurchak
	Donna Simmons
	Joyce Vivian
	Marie Ballantyne
	Owen O'Brien
	Councillor Winter
	Richard Lyons

1. CALL TO ORDER

Chair Harris called the meeting to order at 1:00 p.m.

2. DECLARATION OF PECUNIARY INTEREST

None.

3. APPOINTMENT OF CHAIR AND VICE-CHAIR

Chair Harris vacated her seat for the purpose of appointments of Chair and Vice-Chair.

Jenny Mikita opened the floor for nominations for Chair of the Committee.

Rick Lyons nominated Marie Ballantyne. Marie Ballantyne accepted the nomination.

Jenny Mikita called for any further nominations. None were received and nominations for Chair were closed.

Jenny Mikita opened the floor for nominations for Vice-Chair of the Committee.

Rick Lyons nominated Candice Harris for the Vice-Chair of the Committee. Candice Harris accepted the nomination.

Jenny Mikita called for any further nominations. None were received and nominations for Vice Chair were closed.

Moved By Rick Lyons

Seconded By Owen O'Brien

THAT Marie Ballantyne be appointed as the Chair of the Senior Services Advisory Committee effective immediately until January 2022.

CARRIED

Moved By Rick Lyons

Seconded By Councillor Winter

THAT Candice Harris be appointed as the Vice Chair of the Senior Services Advisory Committee effective immediately until January 2022.

CARRIED

4. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Joyce Vivian

Seconded By Rick Lyons

That the February 22, 2021 Senior Services Advisory Committee meeting agenda be accepted as presented.

CARRIED

5. ACCEPTANCE OF MINUTES

Moved By Marie Ballantyne

Seconded By Donna Kurchak

That the November 23, 2020 Senior Services Advisory Committee meeting minutes be approved by the Committee and signed by the Chair and staff liaison.

CARRIED

6. BUSINESS ARISING FROM MINUTES

6.1 Ontario Health Update

The OHT continues to meet monthly. This OHT is currently working towards a common infection control policy supported through Infection Prevention Control Canada. The OHT members are also working with digital health consultants to support the development of a digital health strategy for the OHT.

7. REPORTS

7.1 Senior Services Program Report

Staff gave a status update on programs and service available during the recent shutdown. Staff reviewed the 2020 statistics and gave a brief overview of what will be available when reopening begins.

8. OTHER BUSINESS

8.1 Recreation Committee Update

The Recreation Advisory Committee has not formally met. Committee members continue to receive updates via email.

8.2 Town of St. Marys Council Update

Councillour Winter updated the committee of various Municipal initiatives.

9. UPCOMING MEETINGS

Monday March 22, 2021

1:00 p.m.

Virtual Meeting

10. ADJOURNMENT

Moved By Joyce Vivan

Seconded By Councillour Winter

That this Senior Services Advisory Committee meeting adjourn at 2:00 p.m.

CARRIED

Chair

Committee Secretary



MINUTES

Senior Services Advisory Committee

March 29, 2021

1:00 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-d0YKteFQ>

Member Present Donna Simmons
 Joyce Vivian
 Owen O'Brien
 Councillor Winter
 Richard Lyons

Member Absent Candice Harris
 Donna Kurchak
 Marie Ballantyne

1. **CALL TO ORDER**

In the absence of Chair Marie Ballantyne and Vice Chair Candice Harris, Rick Lyons called the meeting to order at 1:00 p.m.

2. **DECLARATION OF PECUNIARY INTEREST**

None

3. **AMENDMENTS AND APPROVAL OF AGENDA**

Moved By Councillor Winter

That the March 29, 2021 Senior Services Advisory Committee meeting agenda be accepted as presented.

4. ACCEPTANCE OF MINUTES

Moved By Councillor Winter

That the February 22, 2021 Senior Services Advisory Committee meeting minutes be approved by the Committee and signed by the Chair and staff liaison.

CARRIED

5. BUSINESS ARISING FROM MINUTES

5.1 Ontario Health Update

Staff gave an update on the on the Huron Perth Ontario Health Team. The OHT is hiring two support staff to aid with the operations of the Team. The Team is currently working on its Terms of Reference and have recently develop a logo to assist with branding the Huron Perth Ontario Health Team.

Staff answered question regarding local vaccine clinics.

6. REPORTS

6.1 DCS 12-2021 March Monthly Report

Staff gave an update on the programs and services.

Moved By

THAT Senior Services March Program Report be received for information.

7. OTHER BUSINESS

7.1 Recreation Committee Update

None. Staff updated the committee about the reopening of the pool and ice programs.

7.2 Town of St. Marys Council Update

Councillour Winter update the committee on various Municipal projects.

8. UPCOMING MEETINGS

Monday April 26, 2021

1:00 p.m.

9. ADJOURNMENT

Chair

Committee Secretary



Minutes

Youth Council

April 9, 2021

4:00 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-dOYKteFQ>

Member Present Lauren Partridge, Sam Truax, Councillor Edney, Allison Kennedy-Edney, Cate Poulton, Kirsten Pabillano, Jess Hammond, Megan Richardson

Member Absent Meghan Hymus

Staff Present Amy Cubberley, Cultural Services Supervisor
Brittany Petrie, EarlyON Coordinator

1. CALL TO ORDER

Chair Truax called the meeting to order at 4:05pm.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Lauren Partridge

Seconded By Allison Kennedy-Edney

THAT the April 9, 2021 Youth Council agenda be approved as presented.

Carried

4. DELEGATIONS

None.

5. ACCEPTANCE OF MINUTES

Moved By Lauren Partridge

Seconded By Jess Hammond

THAT the March 5, 2021 Youth Council minute be approved as presented.

Carried

6. BUSINESS ARISING FROM MINUTES

6.1 Mental Health Initiative- Mental Health Week May 3-9

Sam Truax informed the Council that Youth Week also falls in May. After the official Youth Council meeting, a working meeting will take place to work through planning details.

The mental health resource sheet is moving forward. A virtual Zoom rave is also being considered. All in-person event planning is put on hold due to the stay at home order. Take home self-care kits are also being considered.

7. OTHER BUSINESS

None.

8. UPCOMING MEETINGS

May 14, 2021 at 4:00pm

9. ADJOURNMENT

Moved By Allison Kennedy-Edney

Seconded By Cate Poulton

THAT the April 12, 2021 Youth Council meeting adjourn at 4:11 pm.

Carried

Chair

Committee Secretary

THE CORPORATION OF THE TOWN OF ST. MARYS

BY-LAW NO. Z143-2021

BEING a By-law pursuant to the provisions of Section 34 of the Planning Act, to amend By-law No. Z1-1997, as amended, which may be cited as “The Zoning By-law of the Town of St. Marys” affecting land located on lands municipally known as 347 James Street South in the Town of St. Marys.

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

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

1. The area shown on the attached map, Schedule “A”, and municipally known as 347 James Street South in the Town of St. Marys shall be removed from the “Residential Zone Two (R2)” of By-law No. Z1-1997 and shall be placed in the “Residential Zone Five (R5-15)” of By-law No. Z1-1997, in accordance with Key Map 18 of Schedule “A” to By-law No. Z1-1997, as amended.
2. That Section 12.9 of By-law No. Z1-1997 is hereby amended by adding the following special provisions:
 - 12.9.15 R5-15
 - (a) Location: 347 James Street South, Key Map 18
 - (b) Notwithstanding the provisions of Section 12.1, permitted uses are limited to **row or townhouse dwellings**, and **accessory uses, buildings and structures** on those lands zoned “R5-15”.
 - (c) Notwithstanding the provisions of Sections 3.118, 5.21.1.1B, 5.21.2, 5.21.3(a), 5.25.3, 12.4.6, 12.4.9, 12.4.10 and 12.4.13, the following provisions shall apply to those lands zoned “R5-15”:
 - i. **Side Yard**, Minimum (interior lot) 1.6 metres
 - ii. **Building Height**, Maximum 6.8 metres (to highest point)
 - iii. **Lot Coverage**, Maximum 40 percent
 - iv. A minimum of two **parking spaces** per **dwelling unit** shall be provided and can be provided in tandem;
 - v. A maximum of three **driveways** shall be permitted serving one **lot** with three **row or townhouse dwellings**;
 - vi. The minimum distance between **driveway** ramps where access to a **lot** is by means of more than one **driveway** shall be 2.4 metres;
 - vii. A required **planting strip** along the **side lot lines** may consist of a combination of solid wood fencing and landscaping, with a solid wood fence with a minimum height of 1.5 metres along the north property line;
 - viii. A maximum of three **dwelling units** shall be permitted on one **lot**; and,
 - ix. All regulations in Section 12.4 shall be based on the size and dimensions of the lot at the timing of enactment of this By-law.
3. Schedule “A”, attached hereto, shall form part of this By-law.

4. All other provisions of By-law No. Z1-1997, as amended, shall apply.
5. The Clerk is hereby authorized and directed to proceed with the giving of notice of the passing of this By-law in accordance with the Planning Act, as amended, and to Regulations thereunder.
6. This By-law shall come into force on the day it was passed pursuant to the Planning Act, and to the Regulations thereunder.

Read a first, second and third time this 11th day of May 2021.

Mayor Al Stratthdee

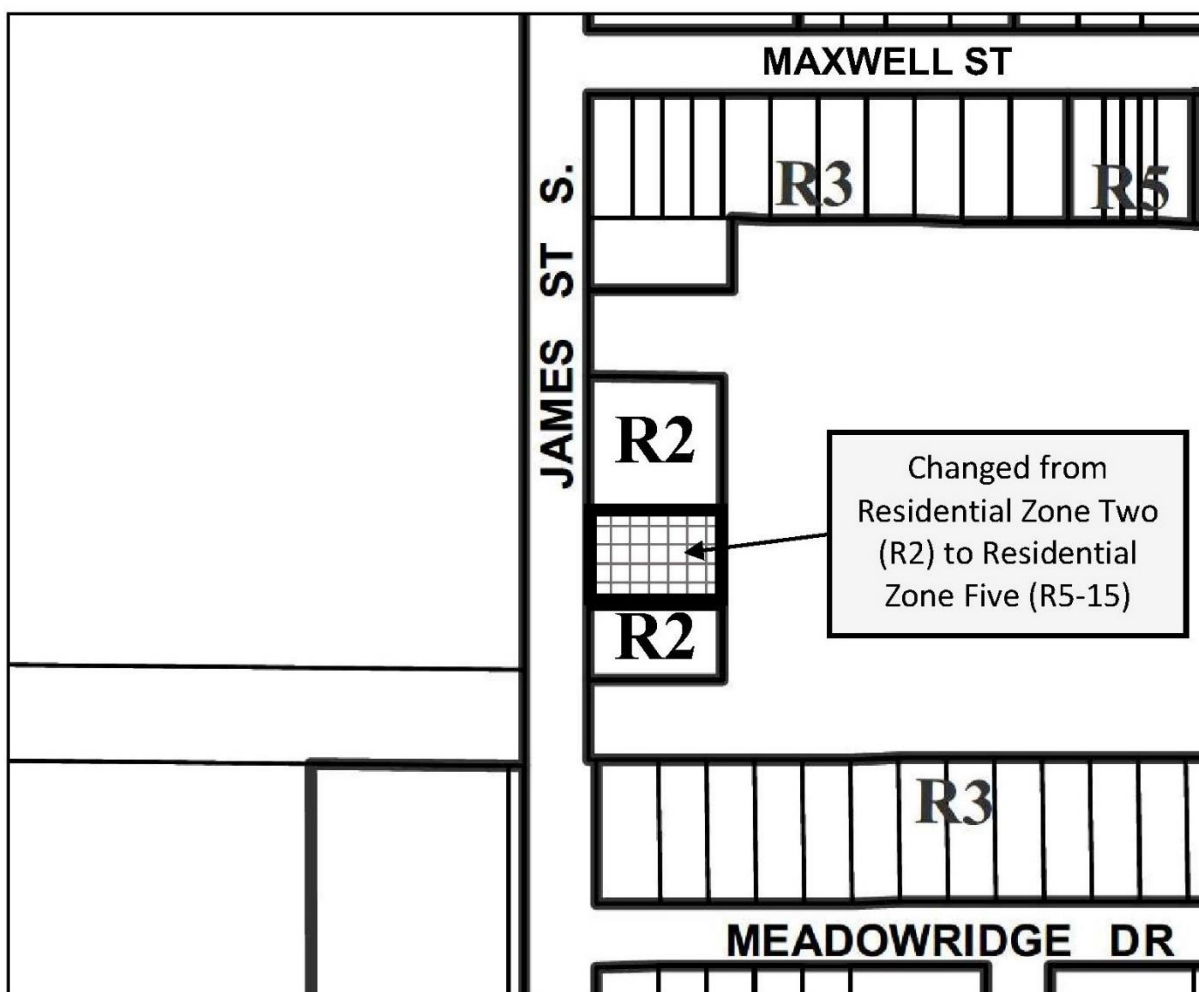
Jenna McCartney, Clerk

THIS IS SCHEDULE "A"
TO BY-LAW NO. Z143-2021
OF THE CORPORATION OF THE TOWN OF ST. MARYS
PASSED THIS 11th DAY OF MAY 2021

Al Stratthdee, Mayor

Jenna McCartney, Clerk

AREA AFFECTED BY THIS BY-LAW



BY-LAW 46-2021

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to set Tax Ratios for prescribed property classes for municipal purposes for the year 2021.

AUTHORITY: *Municipal Act* 2001, S.O. 2001, c.25, as amended, Section 308

WHEREAS: It is necessary for the Council of The Corporation of the Town of St. Marys, pursuant to Section 308 of the *Municipal Act*, 2001, as amended, to establish the tax ratios for the municipality;

AND WHEREAS: The tax ratios determine the relative amount of taxation to be borne by each property class;

AND WHEREAS: Section 308(6) of the *Municipal Act*, 2001, as amended, requires that the transition ratios be established prior to setting the tax ratio;

AND WHEREAS: Section 308(8) of the *Municipal Act*, 2001, as amended, requires that the tax ratio for a property must be within the allowable range prescribed in the regulations for the property class;

AND WHEREAS: The property subclasses for which tax rate reductions are to be established are in accordance with the *Assessment Act*;

AND WHEREAS: The tax rate reductions reduce the tax rates that would otherwise be levied for municipal purposes;

NOW THEREFORE: The Council of The Corporation of the Town of St. Marys hereby enacts as follows;

1. For the taxation year 2021 the tax ratio for property in:

- a. The Residential / Farm property class is 1.000000;
- b. The Multi-Residential property class is 1.113405;
- c. The Commercial property class is 1.541721;
- d. The Industrial property class is 2.499700;
- e. The Landfill property class is 1.581519;
- f. The Pipelines property class is 1.813811;
- g. The Farmlands property class is 0.250000;
- h. The Managed Forest property class is 0.250000;

2. That the tax reduction for;
 - a. The vacant land, vacant units and excess land subclasses in the Commercial property class has been fully phased out;
 - b. The vacant land, vacant units and excess land subclasses in the Industrial property class has been fully phased out;
 - c. The first class of Farmland awaiting development in the Residential / Farm, Multi-Residential, Commercial or Industrial property classes (R1) is 65%;
 - d. The second class of Farmland awaiting development in the Residential / Farm, Multi-Residential, Commercial or Industrial property classes (R2) is 0%.
3. For the purposes of this By-law;
 - a. The Commercial property class includes all commercial office property, shopping centre property and parking lot property;
 - b. The Industrial property class included all large industrial property.
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 11th day of May 2021.

Mayor Al Strathdee

Jenna McCartney, Clerk

BY-LAW 47-2021

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to levy the rates of taxation for the year 2021.

- WHEREAS:** It is necessary for the Council of The Corporation of the Town of St. Marys, pursuant to the *Municipal Act*, to raise the sum of \$12,799,710 for the 2021 property tax levy as set out in By-law 16-2021.
- AND WHEREAS:** All property assessment rolls on which the 2021 taxes are to be levied have been returned and revised pursuant to the provisions of the *Assessment Act* subject to appeals;
- AND WHEREAS:** The property assessment for each of the defined property classes has been determined on the basis of the aforementioned property assessment rolls;
- AND WHEREAS:** The tax ratios on the aforementioned property for the 2021 taxation year have been set out in By-Law 46-2021 of The Corporation of the Town of St. Marys;
- AND WHEREAS:** The sub-class tax rate reductions on prescribed sub-classes for the 2021 taxation year have been set out in By-law 46-2021 of The Corporation of the Town of St. Marys;
- AND WHEREAS:** The tax rates of the property classes and property sub-classes have been calculated pursuant to the provisions of the *Municipal Act* and the manner set out herein.
- NOW THEREFORE:** The Council of The Corporation of the Town of St. Marys hereby enacts as follows;
1. THAT for the year 2021 the Municipality shall levy upon the Residential / Farm Assessment, upon the Multi-Residential Assessment, upon the Commercial Assessment, upon the Industrial Assessment, upon the Large Industrial Assessment, upon the Landfill Assessment, upon the Pipeline Assessment, upon the Farmland Assessment, and upon the Managed Forest Assessment the rates of taxation per current value assessment for general purposes set out in Schedule "A" attached hereto and which forms part hereof.
 2. THAT the several sums or rates to be levied and collected shall be payable by the persons liable therefore at the Office of the Municipal Operations Centre of the Town of St. Marys. The realty tax shall be payable in two equal installments after the Interim Levy. The first of such installments on the Final Levy shall be

payable on or before August 31, 2021 and the second installment of the Final Levy shall be payable on or before October 29, 2021.

3. THAT a percentage of 1 ¼% shall be imposed as a penalty on non-payment and shall be added to each tax installment or part thereof remaining unpaid on the first day following the last day for payment of each installment. And therefore an additional charge of 1 ¼% shall be imposed and shall be added to each such tax installment or part thereof remaining unpaid on the first day of each calendar month on which default continues until a new by-law is established.
4. THAT the Treasurer is hereby authorized to mail or cause to be mailed the Notice of Taxes to the address of the residence or place of business of the person to whom such Notice is required to be given.
5. THAT the Treasurer are hereby empowered to accept part payment from time to time on account of any taxes due.
6. 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 11th day of May 2021.

Mayor Al Stratthdee

Jenna McCartney, Clerk

The Corporation of the Town of St. Marys
Schedule A to By-law Number 47-2021
A By-law to Levy the Rates of Taxation for the Year 2021

2021 Tax Rates				
TAX CODE	PROPERTY TAX CLASS	MUNICIPAL	EDUCATION	TOTAL
C/T	COMMERCIAL	0.01929598	0.00880000	0.02809598
X/T	COMMERCIAL NEW CONSTRUCTION	0.01929598	0.00880000	0.02809598
C/U	COMMERCIAL EXCESS LAND	0.01929598	0.00880000	0.02809598
X/U	COMMERCIAL NEW CONSTRUCTION EXCESS LAND	0.01929598	0.00880000	0.02809598
C/X	COMMERCIAL VACANT LAND	0.01929598	0.00880000	0.02809598
F/T	FARMLAND TAXABLE	0.00312897	0.00038250	0.00351147
H/F	LANDFILL	0.01979409	0.00980000	0.02959409
I/H	INDUSTRIAL PIL SHARED	0.03128592	0.00980000	0.04108592
I/T	INDUSTRIAL	0.03128592	0.00880000	0.04008592
I/U	INDUSTRIAL EXCESS LAND	0.03128592	0.00880000	0.04008592
I/X	INDUSTRIAL VACANT LAND	0.03128592	0.00880000	0.04008592
J/T	INDUSTRIAL NEW CONSTRUCTION	0.03128592	0.00880000	0.04008592
L/T	LARGE INDUSTRIAL	0.03128592	0.00880000	0.04008592
L/U	LARGE INDUSTRIAL EXCESS LAND	0.03128592	0.00880000	0.04008592
S/T	SHOPPING CENTRE	0.01929598	0.00880000	0.02809598
M/T	MULTI RESIDENTIAL TAXABLE	0.01393523	0.00153000	0.01546523
P/T	PIPELINE	0.02270142	0.00880000	0.03150142
R/T	RESIDENTIAL	0.01251587	0.00153000	0.01404587
R/1	RESIDENTIAL FARMLAND AWAITING DEVELOPMENT	0.00312897	0.00038250	0.00351147
C/F	COMMERCIAL PIL	0.01929598	0.00980000	0.02909598
C/G	COMMERCIAL PIL (NO SCHOOL RATE)	0.01929598	0.00000000	0.01929598
C/Y	COMMERCIAL VACANT LAND PIL	0.01929598	0.00980000	0.02909598

The Property Tax bill may also contain adjustments for the following:

- 1) Local Improvement charges, ie. Sanitary Sewer
- 2) Miscellaneous Charges, ie. BIA, Weed Cutting charges, Tipping Fee charges
- 3) Water arrears transferred from Festival Hydro
- 4) Waste Charges

BY-LAW 48-2021

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to authorize an Agreement between The Corporation of the Town of St. Marys and Greentec International Inc. and to authorize the Mayor and Clerk to execute the Agreement.

- WHEREAS:** Section 5(3) of the *Municipal Act, 2001 S.O. 2001, c.25*, as amended, provides that a municipal power shall be exercised by by-law;
- AND WHEREAS:** The Corporation of the Town of St. Marys operates an Electronic Waste (E-Waste) depot located at the St. Marys landfill for the purpose of collecting applicable e-waste;
- AND WHEREAS:** Under the producer responsibility framework set out by the Province of Ontario, the Corporation of the Town of St. Marys is committed to moving existing waste diversion programs to the producer responsibility model as offered by Greentec International Inc.:
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into an agreement with Greentec International Inc. (the "Agreement") for the purpose of clarifying and delineating the respective rights, obligations and of the delivery of the project;
- AND WHEREAS:** It is appropriate to authorize the Mayor and the Clerk to execute the Agreement on behalf of the Town;
- NOW THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows:
1. That the Agreement between The Corporation of the Town of St. Marys and Greentec International Inc., attached hereto as Appendix "A", is hereby authorized and approved.
 2. That the Mayor and Clerk are hereby authorized to execute the Agreement on behalf of The Corporation of the Town of St. Marys.
 3. This by-law comes into force and takes effect on the final passing thereof.

Read a first, second and third time and finally passed this 11th day of May 2021.

Mayor Al Stratthdee

Jenna McCartney, Clerk

BY-LAW 49-2021

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to authorize an Agreement between The Corporation of the Town of St. Marys and St. Marys Cement Inc. (Canada). and to authorize the Mayor and Clerk to execute the Agreement.

- WHEREAS:** Section 5(3) of the *Municipal Act, 2001 S.O. 2001, c.25*, as amended, provides that a municipal power shall be exercised by by-law;
- AND WHEREAS:** St. Marys Cement Inc. (Canada) has requested to enter onto portions of 55 George Street North, legal owned by The Corporation of the Town of St. Marys, for the purpose of installing an ambient air monitoring station sensor on the land (the “Project”);
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into an agreement with St. Marys Cement Inc. (Canada). (the “Agreement”) for the purpose of clarifying and delineating the respective rights, obligations and of the delivery of the Project;
- AND WHEREAS:** It is appropriate to authorize the Mayor and the Clerk to execute the Agreement on behalf of the Town;
- NOW THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows:
1. That the Agreement between The Corporation of the Town of St. Marys and St. Marys Cement Inc. (Canada)., attached hereto as Appendix “A”, is hereby authorized and approved.
 2. That the Mayor and Clerk are hereby authorized to execute the Agreement on behalf of The Corporation of the Town of St. Marys.
 3. This by-law comes into force and takes effect on the final passing thereof.

Read a first, second and third time and finally passed this 11th day of May 2021.

Mayor Al Stratthdee

Jenna McCartney, Clerk

BY-LAW 50-2021

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to confirm all actions and proceedings of the Council of The Corporation of the Town of St. Marys at its regular meeting held on May 11, 2021.

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 11th day of May 2021 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 11th day of May 2021.

Mayor Al Stratheed

Jenna McCartney, Clerk