



## **AGENDA**

### **Regular Council Meeting**

July 26, 2022

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 July 26, 2022 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 during this portion of the agenda.

Submissions will be accepted via email at [clerksoffice@town.stmarys.on.ca](mailto: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. HG Media Events Team re: Request for September 3 Event**

9

**RECOMMENDATION**

**THAT** the delegation from HG Media Events Team regarding a request for an event on September 3, 2022 be received;

**THAT** Council deems the St. Marys End of Summer Bash event on September 3, 2022 as an event of municipal significance for the purpose of the event organizer obtaining a special occasion permit related to the sale of alcohol at St. Marys Milt Dunnell Park, subject to the condition of notifying all property owners with a 150m radius;

**THAT** Council approve the placement of a refreshment vehicle at St. Marys Milt Dunnell Park on September 3, 2022 provided that the event organizer provide confirmation of a St. Marys Fire Department certificate and a Huron Perth Public Health certificate in accordance with the operation of a refreshment vehicle; and

**THAT** Council grants the exclusive use of the St. Marys Milt Dunnell Park on September 3, 2022 to the event organizer with the exception of the St. Marys Farmers' Market's use of the Park.

**6. ACCEPTANCE OF MINUTES**

**6.1. Strategic Priorities Committee - June 21, 2022**

11

**RECOMMENDATION**

**THAT** the June 21, 2022 Strategic Priorities Committee meeting minutes be approved by Council and signed and sealed by the Mayor and Clerk.

**6.2. Special Council - June 28, 2022**

15

**RECOMMENDATION**

**THAT** the June 28, 2022 special Council meeting minutes be approved by Council and signed and sealed by the Mayor and Clerk.

**6.3. Regular Council - June 28, 2022**

18

**RECOMMENDATION**

**THAT** the June 28, 2022 regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and Clerk.

## **7. CORRESPONDENCE**

## **8. STAFF REPORTS**

### **8.1. Administration**

#### **8.1.1. ADMIN July Monthly Report - Verbal Update**

##### **RECOMMENDATION**

**THAT** the ADMIN July Monthly verbal report be received.

### **8.2. Building and Development Services**

#### **8.2.1. DEV 56-2022 July Monthly Report (Building and Development) 34**

##### **RECOMMENDATION**

**THAT** DEV 56-2022 July Monthly Report (Building and Development) be received for information.

#### **8.2.2. DEV 51-2022 - Part Lot Control Application, Block 48, Registered Plan 44M-79, Thames Crest Farms Subdivision – Bickell Built Homes 48**

##### **RECOMMENDATION**

**THAT** DEV 51-2022 regarding the Application for Part Lot Control for Block 48 of the Thames Crest Farms subdivision be received; and

**THAT** Council approve By-law 78-2022 affecting Block 48, Registered Plan No. 44M-79 for a one-year period, ending July 26, 2023.

#### **8.2.3. DEV 54-2022 Contract By-law Enforcement Provider Update 54**

##### **RECOMMENDATION**

**THAT** DEV 54-2022 Contract By-law Enforcement Provider Update report be received; and

**THAT** Council consider By-Law 79-2022 for the purpose of appointing municipal law enforcement officers for the Town of St. Marys, employed by Tenet Security Group.

### **8.3. Community Services**

8.3.1.	DCS 40-2022 July Monthly Report (Community Services)	60
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**RECOMMENDATION**

**THAT** DCS 40-2022 July Monthly Report (Community Services) be received for information.

**8.4. Corporate Services**

8.4.1.	COR 34-2022 July Monthly Report (Corporate Services)	63
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**RECOMMENDATION**

**THAT** COR 34-2022 July Monthly Report (Corporate Services) be received for information.

**8.5. Fire and Emergency Services**

8.5.1.	FD 09-2022 July Monthly Report (Emergency Services)	69
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**RECOMMENDATION**

**THAT** FD 09-2022 July Monthly Report (Emergency Services) be received for information.

**8.6. Public Works**

8.6.1.	PW 56-2022 July Monthly Report (Public Works)	71
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**RECOMMENDATION**

**THAT** PW 56-2022 July Monthly Report (Public Works) be received for information.

8.6.2.	PW 57-2022 Robinson Street Sanitary Sewer	75
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**RECOMMENDATION**

**THAT** report PW 57-2022, Robinson Street Sanitary Sewer be received; and

**THAT** Council authorize staff to incur a 2022 budget variance up to \$50,000.00 to procure design engineering services from B.M. Ross and Associates Limited for the replacement of the Robinson Street sanitary sewer should the in-situ rehabilitation of the pipe be determined to not be a suitable option.

**9. COUNCILLOR REPORTS**



## **9.1. Operational and Board Reports**

### **RECOMMENDATION**

**THAT Committee and Board minutes listed under agenda items 9.1.1 to 9.1.6 and 9.2.1 to 9.2.15 be received; and,**

**THAT the verbal updates provided by Council representatives on those Committee and Board meetings be received.**

<b>9.1.1.</b>	<b>Bluewater Recycling Association - Coun. Craigmile</b>	<b>78</b>
	June 16, 2022 Highlights	
<b>9.1.2.</b>	<b>Library Board - Coun. Craigmile, Edney, Mayor Strathdee</b>	<b>86</b>
	June 2, 2022 Minutes	
<b>9.1.3.</b>	<b>Municipal Shared Services Committee - Mayor Strathdee, Coun. Luna</b>	
<b>9.1.4.</b>	<b>Huron Perth Public Health - Coun. Luna</b>	
<b>9.1.5.</b>	<b>Spruce Lodge Board - Coun. Luna, Pridham</b>	<b>90</b>
	May 18, 2022 Minutes	
<b>9.1.6.</b>	<b>Upper Thames River Conservation Authority</b>	<b>94</b>
	May 24, 2022 Draft Minutes	

## **9.2. Advisory and Ad-Hoc Committee Reports**

<b>9.2.1.</b>	<b>Accessibility Advisory Committee - Coun. Hainer</b>	
<b>9.2.2.</b>	<b>Business Improvement Area - Coun. Winter</b>	<b>101</b>
	June 13, 2022 Minutes	
<b>9.2.3.</b>	<b>CBHFM - Coun. Edney</b>	
<b>9.2.4.</b>	<b>Committee of Adjustment</b>	
<b>9.2.5.</b>	<b>Community Policing Advisory Committee - Coun. Winter, Mayor Strathdee</b>	
	June 15, 2022 Minutes	

<b>9.2.6.</b>	<b>Green Committee - Coun. Pridham</b>	<b>105</b>
	May 25, 2022 Minutes	
	June 22,2022 Minutes	
	*Recommendation from minute item 7.1, June 22 2022 meeting, to be considered at a later date.	
<b>9.2.7.</b>	<b>Heritage Advisory Committee - Coun. Pridham</b>	<b>116</b>
	June 13, 2022 Minutes	
	July 11, 2022 Minutes	
<b>9.2.8.</b>	<b>Huron Perth Healthcare Local Advisory Committee - Coun. Luna</b>	
<b>9.2.9.</b>	<b>Museum Advisory Committee - Coun. Hainer</b>	<b>126</b>
	June 8, 2022 Minutes	
<b>9.2.10.</b>	<b>Planning Advisory Committee - Coun. Craigmile, Hainer</b>	
<b>9.2.11.</b>	<b>Recreation and Leisure Advisory Committee - Coun. Pridham</b>	<b>129</b>
	June 9, 2022 Minutes	
	*Recommendation from minute item 5.2 was discussed at the June 28th regular Council meeting.	
<b>9.2.12.</b>	<b>Senior Services Advisory Committee - Coun. Winter</b>	
<b>9.2.13.</b>	<b>St. Marys Lincolns Board - Coun. Craigmile</b>	
<b>9.2.14.</b>	<b>St. Marys Cement Community Liaison Committee - Coun. Craigmile, Winter</b>	
<b>9.2.15.</b>	<b>Youth Council - Coun. Edney</b>	<b>133</b>
	June 3, 2022 Minutes	

**10. EMERGENT OR UNFINISHED BUSINESS**

**11. NOTICES OF MOTION**

**12. BY-LAWS**

**RECOMMENDATION**

**THAT** By-Laws 78-2022 and 79-2022 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. By-Law 78-2022 Part Lot Control Exemption Block 48 (Bickell Built Homes) 135**

**12.2. By-Law 79-2022 Appointment of Municipal Law Enforcement Officials 136**

**13. UPCOMING MEETINGS**

\*All meetings will be live streamed to the Town's YouTube channel

August 16, 2022 - 6:00 pm, Regular Council

August 23, 2022 - 9:00 am, Strategic Priorities Committee

**14. CLOSED SESSION**

**RECOMMENDATION**

**THAT** Council move into a session that is closed to the public at \_\_\_\_\_ pm as authorized under the *Municipal Act*, Section 239(2)(f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

**14.1. Verbal Update Legal Advice**

**15. RISE AND REPORT**

**RECOMMENDATION**

**THAT** Council rise from a closed session at \_\_\_\_\_ pm.

**16. CONFIRMATORY BY-LAW 139**

**RECOMMENDATION**

**THAT** By-Law 80-2022, being a by-law to confirm the proceedings of July 26, 2022 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.

**17. ADJOURNMENT**

**RECOMMENDATION**

**THAT** this regular meeting of Council adjourns at \_\_\_\_\_ pm.

## St.Marys End of Summer Bash - Designation as Event of Municipal Significance

To whom it may concern,

HG Media is pleased to bring forth the opportunity for a community celebration in the Town of St.Marys at Milt Dunnel Field on Saturday, September 3, 2022 from 12pm-7pm. It is highly recommended that this event be deemed of Municipal Significance in the Town of St.Marys. This event will bring the community together with a local classic car show, live entertainment, craft vendor market, beer garden, food truck and kids entertainment.

HG Media is a multi-marketing company who has partnered with a client who is passionate about the Town of St.Marys and celebrating the small town community. Through this partnership and event we hope to bring forth a fun, free event for all ages. If COVID-19 has taught us anything, it is the importance of community and spending time with the ones we love. Therefore, this end of summer event will draw those close together.

HG Media has partnered with this client in the past and together have brought similar festivals to surrounding communities. Some previous festival experience includes StratBeerfest (multiple years of a highly successful event), Lucan & Bayfield Musicfest, many local food truck community events and concerts of all sizes. All events were run successfully without any incidents and received in a positive way by the community. All events are always planned, managed and executed by a qualified team with a keen eye for detail and mind for safety.

Safety is always a top priority when hosting festivals like the proposed 'St.Marys End of Summer Bash'. To ensure the safety of all attendees, St. John's Ambulance will be on-site for the duration of the event day along with certified Smart Serve bartenders. St.Marys Hospital is closely located 1km from the event site (Milt Dunnel Field) in case of an emergency.

It is requested that council deems this event as Municipal Significance and, if required, grant a Noise By-law (live music being played from 12-7pm) exemption, exemption of the Parks By-law, and exemption of the Traffic and Parking By-law. If approved, HG media will notify St.Marys residents of this event who reside within a 150m radius to ensure all residents are fully informed. To successfully host this event it is requested that the entire Milt Dunnel Field be exclusively utilized by event organizers to host all of the event's festivities.

Event organizers will be solely responsible for event set-up, tear down and coordinating garbage and recycling. This event is strategically planned to run from 12-7pm to create as minimal of a disturbance to the surrounding properties as possible.

HG media appreciates the council's consideration for hosting this event and celebrating the amazing town that St.Marys is. For any further information regarding this event please contact Lauren Thomson or Emma Macneil.

Thank you for your consideration,

Lauren Thomson

C: 519-272-3839

E: [lauren@hgmedia.ca](mailto:lauren@hgmedia.ca)

Emma Macneil

C: [emma@hgmedia.ca](mailto:emma@hgmedia.ca)

E: 519-200-2839



**MINUTES**  
**Strategic Priorities Committee**

June 21, 2022

9:00 am

Town Hall, Council Chambers

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

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

**Conference Line**  
Grant Brouwer, Director of Building and Development  
Jed Kelly, Director of Public Works  
André Morin, Director of Corporate Services / Treasurer  
Jeff Wolfe, Infrastructure Services Manager

**1. CALL TO ORDER**

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

**2. DECLARATIONS OF PECUNIARY INTEREST**

None.

**3. AMENDMENTS AND APPROVAL OF THE AGENDA**

**Resolution 2022-06-21-01**

**Moved By:** Councillor Craigmile

**Seconded By:** Councillor Winter

**THAT** the June 21, 2022 Strategic Priorities Committee agenda be accepted as presented.

**CARRIED**

## **4. STRATEGIC PRIORITIES REVIEW**

### **4.1 COR 30-2022 Flats Project Update**

Andre Morin presented COR 30-2022 report.

The Committee discussed various suggestions for either further public consultation or public amenities, including:

- Installation of wifi within the park.
- Reviewing the need for Indigenous peoples consultations. developing a place for “Placekeeping”.
- Consulting with Friends of the Thames and Thames River Clean-Up organizers.
- Installation of water bottle filling stations.
- Developing more storage on the periphery of the park.
- Using the project as an opportunity to expand and improve the WinterLights program.
- Upgrade the boat launch.
- Formalizing parking around the ring road.
- Ensuring that any naturalized seating or picnic areas are accessible.
- Consulting with the over-40 softball users.
- Developing an outdoor rink or skating path.
- Constructing a dock for the YakShak.

#### **Resolution 2022-06-21-02**

**Moved By:** Councillor Pridham

**Seconded By:** Councillor Edney

**THAT** COR 30-2022 Flats Project Update report be received for information.

**CARRIED**

### **4.2 ADMIN 32-2022 Review of 2018 Draft Refreshment Vehicle By-Law**

Brent Kittmer presented ADMIN 32-2022 report.

The Committee discussed the practicality of implementation. The Committee was of the consensus that the following topics be reviewed and reported back to Council at a future date:



- grandfathering option for existing businesses
- term of the licence (ie: length of licence, renewal period)
- fee for licence

**Resolution 2022-06-21-03**

**Moved By:** Councillor Edney

**Seconded By:** Councillor Winter

**THAT** ADMIN 32-2022 Review of 2018 Draft Refreshment Vehicle By-Law be received; and

**THAT** the Strategic Priorities Committee directs staff to report back to Council with a final draft Refreshment Vehicle By-Law.

**CARRIED**

**5. CLOSED SESSION**

**Resolution 2022-06-21-04**

**Moved By:** Councillor Pridham

**Seconded By:** Councillor Edney

**THAT** the Strategic Priorities Committee move into a session that is closed to the public at 10:20 am as authorized under the Municipal Act, Section 239(2)(c) a proposed or pending acquisition or disposition of land by the municipality or local board.

**CARRIED**

**5.1 PW 37-2022 CONFIDENTIAL Widder Street East Access Update**

**5.2 PW 38-2022 CONFIDENTIAL Orphaned Parcel on James Street N.**

**6. RISE AND REPORT**

**Resolution 2022-06-21-05**

**Moved By:** Councillor Winter

**Seconded By:** Councillor Luna

**THAT** the Strategic Priorities Committee rise from a closed session at 11:31 am

**CARRIED**

Chair Stratthdee reported that a closed session was held with two matters being discussed. Staff were given direction in closed session. There is nothing further to report at this time.

**7. NEXT MEETING**

July 19, 2022 - 9:00 am, live streamed to the Town's YouTube channel

**8. ADJOURNMENT**

**Resolution 2022-06-21-06**

**Moved By:** Councillor Craigmile

**Seconded By:** Councillor Luna

**THAT** this meeting of the Strategic Priorities Committee adjourns at 11:32 pm.

**CARRIED**

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Al Stratthdee, Mayor

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Jenna McCartney, Clerk



## **MINUTES Special Council**

June 28, 2022

9:00 am

Town Hall, Council Chambers

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

Council Regrets: Councillor Luna  
Councillor Hainer

Staff Present: **In-Person**  
Brent Kittmer, Chief Administrative Officer (at 9:21 am)  
Jenna McCartney, Clerk

### **1. CALL TO ORDER**

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

### **2. DECLARATION OF PECUNIARY INTEREST**

None.

### **3. AMENDMENTS AND APPROVAL OF AGENDA**

#### **Resolution 2022-SC-06-28-01**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Edney

**THAT** the June 28, 2022 special meeting of Council agenda be accepted as presented.

**CARRIED**

### **4. CLOSED SESSION**

#### **Resolution 2022-SC-06-28-02**

**Moved By** Councillor Pridham  
**Seconded By** Councillor Craigmile

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

**4.1 ADMIN 33-2022 CAO Performance Review**

**4.2 PW 35-2022 CONFIDENTIAL Stoneridge Phase 2 Stormwater Complaint**

**5. RISE AND REPORT**

**Resolution 2022-SC-06-28-03**

**Moved By** Councillor Pridham  
**Seconded By** Councillor Winter

**THAT** Council rise from a closed session at 11:28 am.

**CARRIED**

Mayor Strathdee reported that a closed session was held with two matters being discussed. There is nothing further to report at this time.

**6. BY-LAWS**

**Resolution 2022-SC-06-28-04**

**Moved By** Councillor Pridham  
**Seconded By** Councillor Edney

**THAT** By-Law 63-2022, being a by-law to confirm the proceedings of the June 28, 2022 special meeting of Council, be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**7. ADJOURNMENT**

**Resolution 2022-SC-06-28-05**

**Moved By** Councillor Craigmile  
**Seconded By** Councillor Winter

**THAT** this special meeting of Council adjourns at 11:30 am.

**CARRIED**

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Al Strathee, Mayor

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Jenna McCartney, Clerk



## **MINUTES Regular Council**

June 28, 2022

6:00pm

Town Hall, Council Chambers

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

Council Regrets: Councillor Hainer

Staff Present: **In-Person**  
Brent Kittmer, Chief Administrative Officer  
Jenna McCartney, Clerk  
**Conference Line**  
Sarah Andrews, Library CEO  
Grant Brouwer, Director of Community Services  
Stephanie Ische, Director of Community Services  
Jed Kelly, Director of Public Works  
André Morin, Director of Corporate Services / Treasurer  
Dave Blake, Environment Services Manager  
Ray Cousineau, Facilities Manager  
Jeff Wolfe, Infrastructure Services Manager

### **1. CALL TO ORDER**

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

### **2. DECLARATIONS OF PECUNIARY INTEREST**

Councillor Edney declared a conflict of interest for agenda item 8.5.1.

### **3. AMENDMENTS AND APPROVAL OF AGENDA**

#### **Resolution 2022-06-28-01**

**Moved By** Councillor Pridham

**Seconded By** Councillor Edney

**THAT** the June 28, 2022 regular Council meeting agenda be accepted as presented.

**CARRIED**

#### **4. PUBLIC INPUT PERIOD**

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

1. Would Council confirm their intentions for the upcoming election?
2. In the latest census, it was recorded that there are no residents in St. Marys over 100 years of age. Apparently there are or were 2 or 3 residents at a local nursing home over that age. Would the Town comment?

In response to the first question, Council stated whether they are preparing to run in the 2022 municipal election or if they have not decided at this time.

In response to the second question, Mayor Strathdee stated that staff are working with Stats Can staff to review the numbers and update as necessary.

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

##### **5.1 Statutory Public Meeting - 178 Queen Street West**

###### **5.1.1 Procedural Comments**

Mayor Strathdee opened the public meeting and informed the public that if they wished to be notified of Council's decision related to the planning application, to contact the Clerk.

Jenna McCartney, Clerk, advised how notice was provided to the public.

Councillor Craigmile advised that at the May 30, 2022 meeting, the Planning Advisory Committee considered the Application and public comments, and recommended that Council proceed with the statutory public meeting.

###### **5.1.2 Presentation (Town Planner)**

Mark Stone, Planner for the Town of St. Marys, presented an overview of the planning application.

###### **5.1.3 Presentation (Applicant and Agent)**

Caroline Baker, Agent for the Applicant, presented an overview of the planning application.

#### **5.1.4 Public Comments**

John and Terri Thomson, 20 Ontario St. S., provided correspondence prior to the meeting. The summary of their comments includes:

- the driveway does not meet side yard setbacks
- concern about a retention dry well that causes water on the Thomson's driveway

There were no further comments from the public.

#### **5.1.5 Council Questions**

There were no questions from Council.

Mayor Strathdee thanked those who participated in the meeting and included that, should Council proceed with passage of the Zoning By-law Amendment, notice will be provided as prescribed by the Planning Act and a 20-day appeal period to the Ontario Land Tribunal applies.

### **5.2 Statutory Public Meeting - Zoning By-law Housekeeping Amendment**

#### **5.2.1 Procedural Comments**

Mayor Strathdee opened the public meeting and informed the public that if they wished to be notified of Council's decision related to the proposed amendments, to contact the Clerk.

Jenna McCartney, Clerk, advised how notice was provided to the public.

Councillor Craigmile advised that at the May 30, 2022 meeting, the Planning Advisory Committee considered the proposed amendments to the Zoning By-law and public comments, and recommended that Council proceed with the statutory public meeting.

#### **5.2.2 Presentation (Town Planner)**

Mark Stone provided additional information regarding the proposed zoning amendments.



### **5.2.3 Presentation (Applicant and Agent)**

There were no comments from Town staff.

### **5.2.4 Public Comments**

Mr. King provided correspondence prior to the meeting. He had questions regarding Section 3.25 of the current By-law and suggested minor wording changes to Section 5.1.3A.

There were no further questions or comments from the public.

### **5.2.5 Council Questions**

Councillor Luna inquired about the use of terminology related to nursing homes and homes for the aged. Mr. Stone stated that the concerns have been noted but not changed to ensure a conflict between current zoning and amended terminology does not present itself.

Mayor Strathdee thanked those who participated in the meeting and included that, should Council proceed with passage of the Zoning By-law Amendment, notice will be provided as prescribed by the Planning Act and a 20-day appeal period to the Ontario Land Tribunal applies.

## **6. ACCEPTANCE OF MINUTES**

### **6.1 Special Council - June 13, 2022**

#### **Resolution 2022-06-28-02**

**Moved By** Councillor Pridham

**Seconded By** Councillor Luna

**THAT** the June 13, 2022 Special Meeting of Council meeting minutes be approved by Council and signed and sealed by the Mayor and Clerk.

**CARRIED**

### **6.2 ADHOC CAO Performance Review Committee - June 14, 2022**

#### **Resolution 2022-06-28-03**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Luna

**THAT** the June 14, 2022 ADHOC CAO Performance Review Committee meeting minutes be approved by Council and signed and sealed by the Mayor and Clerk.

**CARRIED**

**6.3 Regular Council - June 14, 2022**

**Resolution 2022-06-28-04**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** the June 14, 2022 regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**7. CORRESPONDENCE**

None.

**8. STAFF REPORTS**

**8.1 Administration**

**8.1.1 ADMIN 35-2022 Council Calendar Proposed Revisions**

**Resolution 2022-06-28-05**

**Moved By** Councillor Winter

**Seconded By** Councillor Pridham

**THAT** ADMIN 35-2022 Council Calendar Proposed Revisions report be received; and

**THAT** Council approve the revised 2022 Council calendar; and

**THAT** meetings of committees of Council end by October 21, 2022 unless the committee or board is legislated in nature and has a matter requiring review by the members; and

**THAT** Council direct staff to provide public notice of the revisions.

**CARRIED**

**8.1.2 ADMIN 36-2022 Delegation of Authority Related to Municipal Freedom of Information and Protection of Privacy Act**

**Resolution 2022-06-28-06**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Edney

**THAT** ADMIN 36-2022 Delegation of Authority Related to *Municipal Freedom of Information and Protection of Privacy Act* be received; and

**THAT** in accordance with Section 3 and Section 49(1) of the *Municipal Freedom of Information and Protection of Privacy Act*, Council delegates all its powers and duties as “Head” under the Act to the Clerk; and

**THAT** Council consider By-Law 70-2022, to delegate authority to the Clerk for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act*; and

**THAT** staff report back to Council with an amendment to By-law 20 of 2016 regarding the delegation to the Mayor as the Head of the institution for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act*.

**CARRIED**

**8.1.4 ADMIN 38-2022 Noise By-Law Exemption Request for Army, Navy and Air Force #265**

**Resolution 2022-06-28-07**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** ADMIN 38-2022 Noise By-law Exemption Request for Army, Navy & Air Force #265 report be received; and

**THAT** Council provide an exemption to the Noise By-law on July 8, 2022 from 11:00 pm to 12:00 am and July 9, 2022 from 11:00 pm to 12:00 am, to Army, Navy & Air Force #265, subject to the condition of notifying all property owners within a 150m radius.

**CARRIED**

**8.1.3 ADMIN 37-2022 Downtown Service Location Review Consulting Services RFP Award**

**Resolution 2022-06-28-08**

**Moved By** Councillor Pridham

**Seconded By** Councillor Luna

**THAT** ADMIN 37-2022 Downtown Service Location Review Consulting Services RFP Award be received; and

**THAT** the procurement for the Downtown Service Location Review be awarded to a+Link Architecture Inc. for the procured price of \$72,400.00, inclusive of all taxes and contingencies; and

**THAT** Council approves that the balance of the project costs not funded by the Municipal Modernization Phase 3 grant be funded from the 2019 Provincial One-Time Modernization Grant; and

**THAT** Council consider By-Law 71-2021, authorizing the Mayor and the Clerk to sign a professional services agreement with a+Link Architecture Inc.

**CARRIED**

## **8.2 Building and Development Services**

### **8.2.1 DEV 47-2022 175 Queen St. E. (Town Hall) Mould Abatement**

**Resolution 2022-06-28-09**

**Moved By** Councillor Pridham

**Seconded By** Councillor Craigmile

**THAT** DEV 47-2022 Town Hall Mould Abatement report be received; and

**THAT** the procurement for mould abatement at Town Hall be awarded to JFM Environmental for the unbudgeted amount of \$19,900.00, exclusive of all taxes and contingencies; and,

**THAT** Council approve a project contingency of \$7,700; and

**THAT** Council approve the unbudgeted project costs to be funded from the Facilities Reserve; and

**THAT** Council consider By-Law 74-2022, authorizing the Mayor and the Clerk to sign a professional services agreement with JFM Environmental.

**CARRIED**

**8.2.2 DEV 48-2022 Application for Zoning By-law Amendment (Z03-2022) for 178 Queen Street West by A. and N.D. Brooke**

**Resolution 2022-06-28-10**

**Moved By** Councillor Edney

**Seconded By** Councillor Luna

**THAT** DEV 48-2022 Application for Zoning By-law Amendment (Z03-2022) by A. and N.D. Brooke for 178 Queen Street West be received;

**THAT** Council approve the Application for Zoning By-law Amendment (Z03-2022) for 178 Queen Street West; and,

**THAT** Council consider Zoning By-law Z152-2022 for 178 Queen Street West.

**CARRIED**

**8.2.3 DEV 49-2022 Town of St. Marys Zoning By-law – Housekeeping Amendment**

**Resolution 2022-06-28-11**

**Moved By** Councillor Pridham

**Seconded By** Councillor Craigmile

**THAT** DEV 49-2022 Town of St. Marys Zoning By-law – Housekeeping Amendment report be received; and

**THAT** Council consider Zoning By-law Z153-2022 for housekeeping amendments to the Town's Zoning By-law.

**CARRIED**

**8.3 Community Services**

**8.3.1 DCS 31 –2022 Huron Perth and Area Ontario Health Team Partnership Agreement**

**Resolution 2022-06-28-12**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pridham

**THAT** DCS 31-2022 Huron Perth and Area Ontario Health Team Partnership Agreement report be received; and

**THAT** Council approves partnership Option #1, to have the Town of St. Marys become a Formal Partner with the Huron Perth and Area Ontario Health Team; and,

**THAT** Councillor Luna be appointed to represent the Town of St. Marys on the Huron Perth and Area Ontario Health Team Board-to-Board Reference Group as required: and,

**THAT** Council consider By-law 72- 2022, authorizing the Mayor and the Clerk to sign Schedule B OHT Member Enrollment Form of the Huron Perth and Area Ontario Health Team Collaboration Agreement; and

**THAT** Council consider By-law 73-2022, amending By-law 95-2018, to appoint a member of Council to the Huron Perth and Area Ontario Health Team.

**CARRIED**

### **8.3.2 DCS 32-2022 Racket Courts**

#### **Resolution 2022-06-28-13**

**Moved By** Councillor Pridham

**Seconded By** Councillor Edney

**THAT** DCS 32-2022 Racket Courts be received;

**THAT** Council approve moving to a cost recovery approach for the racket court operations through the implementation of “exclusive use” fees while maintaining free of charge public drop-in opportunities; and

**THAT** Council direct staff to work with the two local racket clubs to review possible fee structures and to develop a usage schedule that balances the need for “exclusive use” time and public use time; and

**THAT** staff report back to Council with a fee recommendation during the annual Fee By-law review.

**CARRIED**

### **8.3.3 DCS 33-2022 Teddy’s Field Lights Replacement**

#### **Resolution 2022-06-28-14**

**Moved By** Councillor Edney  
**Seconded By** Councillor Luna

**THAT** DCS 33-2022 Teddy's Field Light Replacement report be received; and,

**THAT** the procurement for the replacement of the lights and stands at Teddy's Field be awarded to Forman Electric Ltd. for the procured price of \$162,856.53, inclusive of a taxes and contingencies; and,

**THAT** Council consider By-Law 69-2022, authorizing the Mayor and the Clerk to sign the associated agreement.

**CARRIED**

#### **8.3.4 DCS 34-2022 Ice Allocation Policy**

**Resolution 2022-06-28-15**

**Moved By** Councillor Craigmile  
**Seconded By** Councillor Pridham

**THAT** DCS 34-2022 Ice Allocation Policy report be received; and,

**THAT** the amended Ice Allocation Policy be approved, and the operating changes take effect for the 2022-2023 ice season.

**CARRIED**

#### **8.3.5 DCS 35-2022 Declaration of Compliance**

**Resolution 2022-06-28-16**

**Moved By** Councillor Winter  
**Seconded By** Councillor Craigmile

**THAT** DCS 35-2022 Declaration of Compliance report be received; and

**THAT** Council authorize the Mayor to sign the Ontario Health Form of Declaration of Compliance Schedule F for the reporting period of April 1, 2021 to March 31, 2022

**CARRIED**

### **8.4 Corporate Services**

#### **8.4.1 COR 32-2022 Town Insurance Renewal**

**Resolution 2022-06-28-17**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** COR 32-2022 Town Insurance Renewal report be received;  
and

**THAT** the Town of St. Marys renew its 2022 insurance contract with  
Intact Public Entities for the term June 30, 2022 – June 30, 2023;  
and

**THAT** the surplus of any insurance expense in 2021 be placed in  
the Insurance Reserve for future use.

**CARRIED**

**8.5 Public Works**

Council took a brief break at 8:11 am.

Mayor Strathdee called the meeting back to order at 8:22 pm.

**8.5.1 PW 36-2022 Temporary Access Agreements for Wellington  
Street Reconstruction Project**

Councillor Edney declared a conflict of interest.

**Resolution 2022-06-28-18**

**Moved By** Councillor Pridham

**Seconded By** Councillor Luna

**THAT** PW 36-2022 Temporary Access Agreements for Wellington  
Street Reconstruction Project report be received; and

**THAT** Council consider By-law 76-2022, authorizing the Mayor and  
Clerk to enter temporary access agreements for the Wellington  
Street reconstruction process with downtown property owners as  
necessary to create temporary accesses for businesses and  
residents during the Wellington Street construction project; and

**THAT** Council delegate authority to the Chief Administrative Officer  
to add property owners to Schedule A of By-law 76-2022 should the  
need arise throughout the term of the Wellington Street project and  
to execute the appropriate right of way agreement with said  
property owner



**CARRIED**

**8.5.2 PW 40-2022 Vacant Lot Lease Agreement – Park Street**

**Resolution 2022-06-28-19**

**Moved By** Councillor Winter

**Seconded By** Councillor Luna

**THAT** PW 40-2022 Vacant Lot Lease Agreement - Park Street report be received; and

**THAT** Council consider By-law 64-2022, authorizing the Mayor and Clerk to sign the necessary lease agreement with Forman Electric Ltd. for the use of a vacant lot on Park Street.

**CARRIED**

**8.5.3 PW 41-2022 Vacant Lot on Water Street Lease Agreement**

**Resolution 2022-06-28-20**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** PW 41-2022 Vacant Lot on Water Street Lease Agreement report be received; and

**THAT** Council consider By-law 75-2022, authorizing the Mayor and Clerk to sign the associated lease agreement with Forman Electric Ltd. for the use of a vacant lot on Water Street South during the summer of 2022 to support summer operations at the Quarry.

**CARRIED**

**8.5.4 PW 42-2022 Blue Box Program Transition**

**Resolution 2022-06-28-21**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pridham

**THAT** report PW 42-2022, Blue Box Program Transition be received; and

**THAT** Council endorses Option 2 as recommended within PW 42-2022 report and directs staff to defer any formal procurement of waste and / or recycling services until more information is known

regarding the blue box program's transition to producer responsibility; and

**THAT** Council authorize staff to negotiate changes to waste collection contracts as may be necessary through the blue box program transition period; and

**THAT** staff report back as necessary regarding any amendments to the existing municipal waste co-collection agreements.

**CARRIED**

#### **8.5.5 PW 43-2022 Transition of Industrial Waste Surcharge Program**

##### **Resolution 2022-06-28-22**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** report PW 43-2022, Transition of Industrial Waste Surcharge Program be received; and

**THAT** Council approve the transition of the Industrial Waste Surcharge Program, effective July 1, 2022; and,

**THAT** Council consider By-law 65-2022, authorizing the Mayor and Clerk to enter into the Industrial Waste Surcharge Agreement with Cascades Containerboard Packaging St. Marys, A Division of Cascades Canada ULC; and,

**THAT** Council consider By-law 66-2022, authorizing the Mayor and Clerk to enter into the Industrial Waste Surcharge Agreement with Saputo Dairy Products Canada G.P.; and,

**THAT** Council consider By-law 67-2022, authorizing the Mayor and Clerk to enter into the Industrial Waste Surcharge Agreement with Perth County Ingredients; and,

**THAT** Council consider By-law 68-2022, authorizing the Mayor and Clerk to enter into the Industrial Waste Surcharge Agreements with Delmar Foods; and,

**THAT** By-laws 63-2006 and 76-2017 being by-laws authorizing Agreements with existing program users be repealed in their entirety; and,

**THAT** the Agreement between the Town of St. Marys and Shepherd Gourmet Dairy dated March 29, 2012 be repealed in its entirety; and,

**THAT** the Agreement between the Town of St. Marys and Perth County Ingredients dated May 20, 2011 be repealed in its entirety.

**CARRIED**

**8.6 Consent Agenda - Monthly Reports**

**Resolution 2022-06-28-23**

**Moved By** Councillor Edney

**Seconded By** Councillor Pridham

**THAT** consent agenda items 8.6.1 to 8.6.6 be received for information.

**CARRIED**

**8.6.1 ADMIN 34-2022 June Monthly Report (Administration)**

**8.6.2 DEV 50-2022 June Monthly Report (Building and Development)**

**8.6.3 DCS 26-2022 June Monthly Report (Community Services)**

**8.6.4 COR 31-2022 June Monthly Report (Corporate Services)**

**8.6.5 FD 07-2022 June Monthly Report (Emergency Services)**

**8.6.6 PW 55-2022 June Monthly Report (Public Works)**

**9. EMERGENT OR UNFINISHED BUSINESS**

None.

**10. NOTICES OF MOTION**

None.

**11. BY-LAWS**

**Resolution 2022-06-28-24**

**Moved By** Councillor Luna

**Seconded By** Councillor Edney

**THAT** By-Laws 64-2022, 65-2022, 66-2022, 67-2022, 68-2022, 69-2022, 70-2022, 71-2022, 72-2022, 73-2022, 74-2022, 75-2022, 76-2022, Z152-2022 and

Z153-2022 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 64-2022 Agreement with Forman Electric Ltd for land lease of a parcel on Park Street**
- 11.2 By-Law 65-2022 Industrial Waste Agreement with Cascades Containerboard Packaging St. Marys, A Division of Cascades Canada ULC for 304 James Street South and to repeal By-Law 63 of 2006**
- 11.3 By-Law 66-2022 Industrial Water Surcharge Agreement with Saputo Dairy Products Canada G.P for 38 Enterprise Drive**
- 11.4 By-Law 67-2022 Industrial Waste Surcharge with Perth County Ingredients for 20 Thames Road North**
- 11.5 By-Law 68-2022 Industrial Waste Surcharge Agreement with Delmar Foods for 25 South Service Road and repeal By-Law 76 of 2017**
- 11.6 By-Law 69-2022 Agreement with Forman Electric Ltd for Teddy's Field lighting**
- 11.7 By-Law 70-2022 Delegating to the Clerk the authority provided within the Municipal Freedom of Information and Protection of Privacy Act**
- 11.8 By-Law 71-2022 Agreement with a+ Link Architecture Inc for consulting services of downtown service location review**
- 11.9 By-Law 72-2022 Collaborative Agreement within Huron Perth and Area Ontario Health Team and become a Formal Member**
- 11.10 By-Law 73-2022 Amend By-Law 95 of 2018 to appoint a member to a committee or board**
- 11.11 By-Law 74-2022 Agreement with JFM Environmental Ltd for mould abatement at Town Hall**
- 11.12 By-Law 75-2022 Agreement with Forman Electric Ltd for land lease at 478 Water Street South**
- 11.13 By-Law 76-2022 Temporary Access Agreement with various property owners during Wellington Street reconstruction**
- 11.14 Z152-2022 Zoning By-Law Amendment 178 Queen Street West**
- 11.15 Z153-2022 General Housekeeping**

**12. UPCOMING MEETINGS**

July 19, 2022 - 9:00 am, Strategic Priorities Committee

July 26, 2022 - 6:00 pm, Regular Council

**13. CONFIRMATORY BY-LAW**

**Resolution 2022-06-28-25**

**Moved By** Councillor Pridham

**Seconded By** Councillor Craigmile

**THAT** By-Law 77-2022, being a by-law to confirm the proceedings of June 28, 2022 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**

**14. ADJOURNMENT**

**Resolution 2022-06-28-26**

**Moved By** Councillor Luna

**Seconded By** Councillor Edney

**THAT** this regular meeting of Council adjourns at 8:55 pm.

**CARRIED**

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Al Stratthdee, Mayor

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Jenna McCartney, Clerk

# MONTHLY REPORT

<b>To:</b>	<b>Mayor Stratthdee and Members of Council</b>
<b>From:</b>	<b>Building and Development</b>
<b>Date of Meeting:</b>	<b>26 July 2022</b>
<b>Subject:</b>	<b>DEV 56-2022 July Monthly Report (Building and Development)</b>

## RECOMMENDATION

THAT DEV 56-2022 July Monthly Report (Building and Development) be received for information.

## DEPARTMENTAL HIGHLIGHTS

### Building

- Please see Attachment B – Building Statistics

### Planning – Applications

Miscellaneous	
Pre-Consultation for Planning Applications	<ul style="list-style-type: none"> <li>• Four (4) pre-consultation meetings held between June 18, 2022, and July 13, 2022. A total of eighteen (18) pre-consultation meetings have been facilitated by the Department.</li> <li>• Significant support being provided to several applicants who have completed the pre-consultation process and are working towards submitting a planning application.</li> </ul>
Zoning Compliance Letters	<ul style="list-style-type: none"> <li>• Four (4) Zoning and Compliances letters issued between June 18, 2022, and July 13, 2022. A total of eleven (11) Zoning Compliance Letters have been issued in 2022.</li> </ul>
Minor Variances	
469 Queen Street West (A02-2022)	<ul style="list-style-type: none"> <li>• Minor Variance approved by the Committee of Adjustment on June 1, 2022.</li> <li>• Appeal period has closed, Applicant has one year from the date of the decision to meet the requirements set out in the approval.</li> </ul>
33-35 Wellington Street North (A03-2022)	<ul style="list-style-type: none"> <li>• Request for Minor Variance received, working with Applicant to bring the file to completeness.</li> <li>• Aiming for an August 3, 2022 Committee of Adjustment meeting.</li> </ul>
Severances	

None.	None.
<b>Official Plan (OPA) and Zoning By-law (ZBLA) Amendments</b>	
752 Queen Street East (Z05-2021)	<ul style="list-style-type: none"> <li>• Application to permit an additional use “Pet retail”</li> <li>• Planning Advisory Committee (PAC) on April 4, 2022</li> <li>• Zoning By-law Amendment approved by Council on May 24, 2022.</li> <li>• Appeal period closed – no appeals received.</li> </ul>
478 Water Street South (Z02-2022)	<ul style="list-style-type: none"> <li>• Application to permit an additional use “contractor’s yard / shop”</li> <li>• Planning Advisory Committee (PAC) on May 2, 2022; PAC endorsed the Application in principle</li> <li>• Zoning By-law Amendment approved by Council on May 24, 2022.</li> <li>• Appeal period closed – no appeals received.</li> </ul>
178 Queen Street West (Z03-2022)	<ul style="list-style-type: none"> <li>• Application to add an additional dwelling unit (from two to three dwelling units)</li> <li>• Application deemed complete</li> <li>• Planning Advisory Committee (PAC) on May 30, 2022; PAC endorsed the Application in principle.</li> <li>• Zoning By-law Amendment approved by Council</li> <li>• Appeal period closes on Tuesday, July 26, 2022.</li> </ul>
<b>Site Plan Agreement</b>	
665 James Street North (Apartment Building)	<ul style="list-style-type: none"> <li>• Application for Site Plan Agreement received on September 21, 2021; Town Staff distributed comments to the Applicant on October 13, 2021.</li> <li>• Second submission received on June 6, 2022, Town staff comments returned to the Applicant the week of July 11, 2022.</li> </ul>
925 Queen Street East (Storage Building)	<ul style="list-style-type: none"> <li>• Application for Site Plan Agreement received.</li> <li>• Comments returned to the Applicant the week of February 14, 2022.</li> </ul>
347 James Street South (Townhouse)	<ul style="list-style-type: none"> <li>• Application received on May 5, 2022; Town staff returned comments to the Applicant on June 10, 2022.</li> </ul>
20 Thames Road (Building Expansion)	<ul style="list-style-type: none"> <li>• Application for Site Plan Agreement received on June 1, 2022, Town staff comments to be returned to the Applicant the week of June 20<sup>th</sup> or 27<sup>th</sup>.</li> </ul>
<b>Subdivision Agreements</b>	
187 Wellington Street North	<ul style="list-style-type: none"> <li>• Subdivision Agreement brought forward to Council on May 10, 2022.</li> <li>• Working with the Developer to execute the Subdivision Agreement requirements.</li> </ul>
<b>Community Improvement Plan (CIP)</b>	

Pre-Consultations for Community Improvement Plan:	<ul style="list-style-type: none"> <li>Two (2) pre-consultation meetings held between June 18, 2022, and July 13, 2022.</li> </ul>
Submission Checklists Issued (and applications not yet received):	<ul style="list-style-type: none"> <li>King Street (Eligible for Building and Site Improvement Grant, and Design and Study Grant)</li> <li>Queen Street East (Eligible for Sidewalk and Outdoor Patio Grant, ineligible for Façade and Signage Improvement Grant, Building and Site Improvement Grant, Planning Application and Building Permit Fee Rebate Grant)</li> <li>Queen Street East (Downtown Rental Housing Unit Grant, and Building and Site Improvement Grant)</li> <li>Queen Street East (Façade and Signage Improvement Grant)</li> <li>Queen Street East (Sidewalk Café and Outdoor Patio Grant)</li> <li>Queen Street East (Façade and Signage Improvement Grant)</li> <li>Queen Street East (Downtown Rental Housing Grant)</li> <li>Water Street South (Downtown Rental Housing Grant and Building and Site Improvement Grant)</li> <li>Park Street (Accessory Dwelling Unit Grant)</li> <li>Peel Street (Accessory Dwelling Unit Grant)</li> <li>Water Street South (Façade and Signage Improvement Grant)</li> <li>Queen Street East (Downtown Rental Housing Grant)</li> </ul>
Approved CIP Applications:	<p>47 Water Street South (CIP-01-2022)</p> <ul style="list-style-type: none"> <li>Grant request approved for (a) Building and Site Improvement Grant, (b) Commercial Conversion and Expansion Grant and (c) Design and Study Grant</li> </ul> <p>145 Queen Street East (CIP-02-2022) - COMPLETE</p> <ul style="list-style-type: none"> <li>Grant request approved for Sidewalk Café and Outdoor Patio Grant</li> <li>Grant funds distributed to Applicant week of July 4, 2022</li> </ul> <p>84 Water Street South (CIP-03-2022)</p> <ul style="list-style-type: none"> <li>Grant request approved for Building and Site Improvement Grant</li> </ul> <p>163-167 Queen Street East (CIP-04-2022)</p> <ul style="list-style-type: none"> <li>Grant request approved for Façade and Signage Improvement Grant</li> </ul> <p>130 James Street North (CIP-05-2022)</p> <ul style="list-style-type: none"> <li>Grant request approved Accessory Dwelling Unit Grant</li> </ul>
Allotment	As of June 17, 2022, \$39,677.49 of \$50,000 (\$10,323 remaining) has been allotted to CIP and Heritage projects, and \$3,328.88 been issued.

## Planning – Strategic Projects

- Official Plan



- Staff have forwarded the notice and package to the Province. There is no appeal period related to the Town's adoption; the appeal period will follow Provincial approval. Staff is expecting comments back mid-summer.
- Affordable Housing Strategies
  - As per Council's direction on June 13, 2022, Town staff are:
    - Proceeding to retain experts/consultants to provide housing advice and assistance and prepare urban design guidelines for the Town
    - Re-evaluating the CIP as it relates to affordable/attainable housing with recommendations related to necessary funding levels. Anticipate follow up to Council August.
    - Review mobile homes and how they may fit into the housing strategy.
- Property File Digitization Project
  - Two (2) File Clerks are currently completing the project, progress is slower than originally anticipated, however efficiencies have already been realized on completed files.
  - Support from staff required as File Clerks encounter larger planning files
- Housekeeping Zoning By-law Amendment
  - Last By-law Consolidation completed in December 2018. Town staff are compiling all Zoning By-law amendments that have been approved since January 2019. This will also include the zoning maps to be updated as well.
  - Amendment approved on June 28, 2022. Amendments include:
    - Incorporation of revised parking rates as per the Parking Study, permitted uses for properties zoned "Residential Development (RD)".
    - Various housekeeping matters including formatting, and word clarification
- Bill 109, More Homes for Everyone Act, 2022
  - Link to Bill 109: [Bill 109, More Homes for Everyone Act, 2022 - Legislative Assembly of Ontario \(ola.org\)](https://ola.org/bills/109)
  - Site Plan Agreement By-law, By-law 11-2019 repealed and replaced with By-law 59-2022 at the June 13<sup>th</sup>, 2022, Special Council Meeting to comply with July 1, 2022, legislative requirements.
    - CAO will transition to approving Site Plan Agreements (information will continue to be provided to Council via monthly reports)
    - Town staff are revising the site plan control guide to reflect the changes made as per By-law 59-2022
    - Town website to be updated to reflect current processes
  - Town staff continue to map out the planning processes for all other planning applications. Anticipate bringing forward possible recommendations at a later date.
- Community Improvement Plan – Promotional Campaign
  - Buck slips promoting the CIP Programs will be inserted into the July tax bills, anticipate this will continue to grow interest in the program.

## **Facilities – Operational**

- Town Hall – a Designated Substance Survey was completed at Town Hall. Report has been delivered by JFM and is being approved by staff. Awaiting scheduling of remediation.
- Museum – Technology Room floor. Work to commence on July 28<sup>th</sup>.
- St. Maria Pumphouse Exterior painting – staff to paint this summer.
- Town Hall Queen Street Steps – repairs to front steps scheduled for early July
- Town Hall – Roof Tile Management will be onsite to repoint the stonework outside the second-floor window (Northern most Human Resources window). More work than anticipated. Pricing has been approved.

- Milt Dunnell Field - Grit Engineering Inc. was onsite to perform a topographic survey. Survey received and being reviewed by Town Staff
- Town Hall – door frames are being painted by staff to match new flooring
- Town Hall – basement lobby has been painted to match new flooring and door frames
- Lind Sportsplex – Super Splash would like to install a sign. Town staff will install the sign to the south of the entrance walkway once the sign has been supplied. No sign has been supplied by Super Splash at this time.
- Kin Pavilion – a porta-pottie has been installed to allow for the washrooms to be locked between the hours of 5:00pm and 9:00am due to vandalism
- Cadzow Pavilion – a porta-pottie has been installed to allow for the washrooms to be locked between the hours of 5:00pm and 9:00am due to vandalism
- Lawn Bowling washrooms – a porta-pottie has been installed to allow for the washrooms to be locked between the hours of 5:00pm and 9:00am due to vandalism
- Museum – front and back porch to be refinished in July
- Town Hall – replaced compressor on lower-level HVAC unit
- Museum – replaced compressor on HVAC unit for original house at Museum
- Library – staff are removing garbage accumulated by the Friends of the Library book sale from the basement

### **Facilities – Capital**

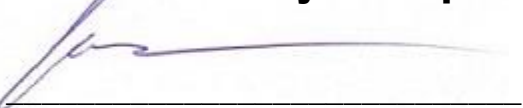
- Museum Retaining Wall RFQ – project has commenced on July 11.
- Library Southside Exit Door Replacement - RFQ released, three (3) site tours completed, closed April 6. There were 2 bids on the project. Professional Service Agreement is completed. Heritage Committee Report to be submitted and approved. Scheduling of work estimated for September
- Lind Sportsplex Canteen Upgrades - RFQ released, three (3) site tours completed, closed April 6. There were 2 bids on the project. Professional Service Agreement is completed. Project scheduled September
- Library Church Street Door refinishing – Professional Service Agreement is completed. Heritage Committee Report to be submitted and approved. Scheduling of work estimated for September
- Town Hall First Floor Renovation – staff have met with Architects to acquire pricing for design drawings. Staff have developed three (3) committees to help with the design phase of the project. Council Committee to review Council's needs, Staff Committee to review staff's needs and the Technical Committee to review technical requirements for the project. The rough layout and design have been established by the Committees. R. Ritz Architect has been chosen. The rough layout and design elements have been sent to R. Ritz Architect for first draft of drawings.

### **SPENDING AND VARIANCE ANALYSIS**

- Mold testing and remediation, costing received. Council Report approved budget for remediation.

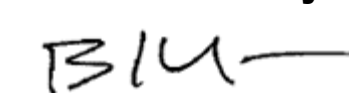
### **REVIEWED BY**

#### **Recommended by the Department**



Grant Brouwer  
Director of Building and Development

#### **Recommended by the CAO**



Brent Kittmer  
Chief Administrative Officer



Attachment A: Complaints and Issues Matrix

Building and Development Services Department

Last Updated: July 12, 2022

#	Street	Starting Date	Subdepartment	Issues	Action	Status
1	Southvale Rd.	10-Dec-20	Property Standards	Complaints received regarding the dumpster located on the property (foul odours and pests), and the stability of the perimeter fencing.	Letter created on December 10 2020 and delivered to property owner on December 11 2020. Property owner emailed on December 14 2020 letting Staff know that they are working on solutions. Staff and property owner have emailed back and forth regarding fence and garbage. Summer of 2021 emails and meetings discussing options for dumpster. The Building Department sent an email on April 22, 2022 asking for an update and property owner is still waiting on funds and a company to do back flow testing. Director of Building and Development met with 2 board members and maintenance person to figure out a solution on May 3, 2022 in person at the property. They are going to figure out a plan and touch base with the Building Department on May 20 2022. The Board had a meeting and approved work to be completed, the meeting happened around May 13 2022 and work to be started in the Summer of 2022. Building Department drove by on June 4 2022 and the work was not complete yet. An email was received from the Property Manager on June 30, 2022 and they have obtained a quote for the work and estimated start date of the project is August/September.	Ongoing due to lack of funding to complete in a timely manner.

#	Street	Starting Date	Subdepartment	Issues	Action	Status
2	Queen St. E.	06-Jun-21	Planning	37 trees were removed from a property under site plan control that were not to be removed	Site Plan Agreement Amendment approved by Council on February 8, 2022. Agreement has been signed and securities have been retained for tree replacement. Property Owner emailed on April 26, 2022 that they will get a landscaping work schedule and will send to the Building Department so they are aware of the plan. Recieved an update on June 30, 2022 that a contractor is going to start re-planting on July 18, 2022.	Ongoing
3	Warner St.	15-Sep-21	Property Standards	Complaint received regarding vehicles being parked on front lawn and care of the front yard.	Property Standards letter delivered to property owner on October 6, 2021, conversations with the property owner have taken place in person and via phone. Site inspection completed on October 20, 2021; property standards contraventions not resolved. On November 1, 2021 an Order to Remedy letter was sent by registered by mail and received on November 2, 2021. On November 30, 2021 Property Owner requested an extension. Site inspection on December 15, 2021, follow up with Property Owner regarding outstanding contraventions. The file remains open until Spring 2022 when the outstanding items can be completed (i.e., levelling of ruts in front yard).	The Town will contact the Property Owner.

#	Street	Starting Date	Subdepartment	Issues	Action	Status
4	Queen St. E	08-Nov-21	Building	Outdoor porch canopy built without a building permit.	On December 14 2021, Town staff presented the Owner with two options under the Ontario Building Code: Option #1 – 3.1.16 of the Ontario Building Code applies to your situation. The material the is used in your application is required to meet CAN/ULC-S109. If you are going for a three season structure, you will need to be designed under Part 4 of the OBC for all items around that. (Roof Loading, Uplift etc.). Option #2 – 3.1.16 of the Ontario Building Code still applies, Material needs to meet Can/ULC-S109. The Structure requirements are to be designed under Part 4 of the OBC (Snow load, roof loading, up lift etc.). Property Owner provided documentation on June 16, 2022 to the Building Department and Staff currently reviewing documentation. Staff has reviewed the information provided and there are still outstanding items that need to be resolved.	Ongoing
5	Edison St.	12-Nov-21	Property Standards	Property owner of Edison St. emailed about the water behind her property pooling in one spot.	Town Staff performed a site inspection on November 15, 2021. Property is adjacent to a Perth South property. Meeting held between St. Marys and Perth South staff on January 5/2022 to discuss possible solutions regarding standing water and drainage along the municipal boundary. A follow up meeting is being scheduled. Information has been provided to the complainant regarding the status of this file. As of June 6 2022 the Building Department is still working with Perth South on a solutuion for this issue. Staff came up with a solution aggreable to both parties, property owner to install drainage tile. Staff to set up meeting with abutting property owner to discuss next steps.	Ongoing

#	Street	Starting Date	Subdepartment	Issues	Action	Status
6	St. Andrew St. S	30-Mar-22	Property Standards	Complaint received regarding 7 non running vehicles stored on property and on lawn. Engine motor hanging from a tree by a chain.	Letter created and dropped off to property owner on April 12, 2022. No response to the letter so Order to Remedy Letter created and taken to post office as registered mail on April 29 2022. Clean up to be done by May 13, 2022 or Appeal by May 18, 2022 as per letter. Property Owner did not contact Building Department so inspection done on May 24 2022 and nothing cleaned up. Building Department went to go talk to property owner on May 31 2022 and the owner left abruptly during conversation. The Building Department visited on June 2 2022 to start the clean up with a local contractor and the majority of the property had already been cleaned up. Most of the items have been resolved there are two outstanding items.	Ongoing
7	Queen St E	04-Mar-22	Planning	Head lights being cast on abutting properties from commercial business	Informed property owner. Screening has been installed. Further discussion with the abutting owner, the screen has not been installed in the proper location and lights are still geeing through. Staff will disccus with peopretry owner and have the screening adjusted. The Building Department emailed the property owner regarding another complaint about the screening and location of it. The property owner responded on April 26, 2022 with they are going to further extend the fence along the drive-thru curb. As of June 17, 2022 the screen has not been installed. As of July 12, 2022 the screen has not been installed.	Ongoing
8	Elgin St W	22-Mar-22	Building	Complaint about a lot of surface water onto their property since the Wilson Subdivision went in.	Setting up a meeting with abbuting property owner and developer to discuss options. Building Department is dealing with it through Subdivision close out.	Ongoing

#	Street	Starting Date	Subdepartment	Issues	Action	Status
9	Waterloo St. S	11-Apr-22	Property Standards	Complaint about animal feces on property.	Letter created and dropped off to property owner on April 12, 2022. Owner called on April 14th, 2022, letting staff know that the animal feces has been picked up. Inspection was done on Friday, April 22, 2022 and all animal feces was picked up so property standards issue now closed. Complainant emailed on April 29, 2022 stating that the issue was not fully dealt with and there was still animal feces. The building department determined that they would re-open the property standards and delivered another letter in person on May 6 2022. The building department met with the property owner on site on May 6 2022 and discussed the complaint. Inspections were done by the building department on May 19th, May 24 and May 27th. Complainant send another email on June 6 2022 with more pictures; Building Department responded on June 8 2022 letting complainant know they recieved the pictures and have added it to the file and will do an inspection. Building Department recieved a complaint by email on June 16 2022 from original complainant with further information. Registered letters were sent to complainant and property owner on July 6 2022. Tracking numbers for the letters was checked on July 12, 2022. The complainant letter was picked up on July 8, 2022 and the property owner had not picked up the letter as of yet.	Completed/ Re-opened
10	James St. S	09-May-22	Property Standards	Uncontrolled weeds/Long Grass	The complaint contained pictures from last year (2021) so the Building Department went and inspected the property on May 24, 2022 and took pictures. Mailed Letter on June 9 2022 to property owner to cut the grass. No response to the letter so Building Department is laying an order to remedy on the property. Letter of Order to Remedy in registered mail on June 27 2022. Talked to property owner on July 11, 2022 and he did not recieve the first letter and recieved the second letter. He requested an extension for clean up to be done by August 15, 2022 and not August 5, 2022 and that request was denied by Town Staff.	Ongoing

#	Street	Starting Date	Subdepartment	Issues	Action	Status
11	Glass St/Emily St.	24-May-22	Property Standards	Uncontrolled weeds	Received 2 complaints regarding long grass. Building Department emailed the letter on June 13 2022. The property owner responded by email on June 13 2022 and they are working on getting the grass cut. Follow up email was sent to the property owner on July 11 2022 asking for update as there have still been complaints.	Ongoing
12	Wellington St. N	31-May-22	Property Standards	Long grass and water on abutting property	Complaint came into Building department regarding long grass and water being directed on abutting property. Building Department took pictures and did inspection on May 31 2022. It was determined to create a letter and send to property owner to resolve. Letter sent on June 9 2022 about water and grass needing to be cut. The Building Department recieved a response on June 23 2022 and the property owner was working on the issues. An inspection was done on July 4, 2022 and the issues were resolved.	Completed



#	Street	Starting Date	Subdepartment	Issues	Action	Status
13	Ann St.	Jan-22	Building	Property Owner contacted Building Department beginning of 2022 for advice regarding mold in her house	<p>Early 2022- Building Department received a phone call from property owner asking for advice on mold in their home.</p> <p>June 2 2022- Building Department went onsite to discuss concerns about mold with property owner.</p> <p>June 15 2022- Order to Remedy unsafe building letter was issued. Property owner advised Jason that Insurance Adjuster would be on site June 16 2022.</p> <p>June 16 2022- Order prohibiting occupancy of an unsafe building issued on property. June 21 2022- Property owner called Building Department to let them know that the Insurance Company approved funds to inspect roof and attic. Belform to confirm dates of inspection.</p> <p>June 23 2022- Property owner called to confirm inspections will be completed in the next couple of days.</p> <p>July 12 2022- Building Department contacted property owner and there was an insepction done by the insurance company on June 28, 2022 and they are still waiting to hear back.</p>	Ongoing
14	Wellington St. N	June 27 2022	Property Standards	Complaint received regarding overgrown weeds at the LCBO (East side yard)	Building Department touching base with LCBO managager and having them have a Landscaping company come in and clean up the weeds. Received a phone call from the original complaintant on July 5 2022 and the grass is being cut.	Completed

#	Street	Starting Date	Subdepartment	Issues	Action	Status
15	Queen St. E	June 30 2022	Building	Complaint received regarding construction in an apartment	Complainant from resident was questioning the work that was being done at a property and was looking for zoning information to confirm the permitted uses of construction. The concern from the resident was short term versus long term rentals and possible establishment of a Bed and Breakfast. Emails from the complainant started on June 30 2022. The owner of the apartment reached out to the Building on July 5 2022 to look for information on Building Permits as they are doing more work then they originally thought. The Building Department is working with the Property Owner on the Building Permit.	Ongoing
16	Church St. S	July 5 2022	Planning	Complaint received by phone regarding neighbour building a fence	The complainant is concerned as the fence that the neighbour is installing will be blocking an exit from their house. After speaking with the complainant the newighbour is installing the fence on the property line. Town Staff directed the complainnat to reach out to their solicitor to deal with the property line issue. The Building Department forward the complaint to the Fire Department.	Completed



## Attachment B: Building Department Monthly Summary

*Building and Development Services Department*

**Table 1. Monthly Totals** (as of July 1 2022)

**Yearly Dwelling Unit Break Down**

Year	Building Permits	Year to Date	Dwelling Units for the Month	Year to Date	Single Family Dwelling	Semi Detached	Townhouse Unit	Accessory Dwelling Units	Apartment unit
2022	15	86	6	40	12	2	21	2	3
2021	162	162	0	72	20	4	42	6	0

**Table 2. Annual Totals**

Year	Building Permits	Dwelling Units	Construction Value
2022	86	40	\$ 18,793,713.00
2021	162	72	\$ 42,174,405.00
2020	166	72	\$ 38,801,203.00
2019	134	52	\$ 16,751,000.00
2018	172	53	\$ 22,875,651.00
2017	168	36	\$ 18,825,719.00
2016	120	38	\$ 14,244,002.00

There were **65** appointments made this month from the Building Department.

The Building Department presently has **2** permits waiting for payment.

The Building Department presently has **4** permits under review.

The Building Department presently has **8** new permit applications waiting to be transferred to "in review" (Permits in this section have outstanding documentation)

## FORMAL REPORT

<b>To:</b>	Mayor Stratthdee and Members of Council
<b>Prepared by:</b>	Mark Stone, Planner
<b>Date of Meeting:</b>	26 July 2022
<b>Subject:</b>	<b>DEV 51-2022 - Part Lot Control Application, Block 48, Registered Plan 44M-79, Thames Crest Farms Subdivision – Bickell Built Homes</b>

### PURPOSE

The purpose of this report is to provide Council with a summary and recommendations as it pertains to the Application for Part Lot Control for Block 48 of the Thames Crest Farms subdivision.

### RECOMMENDATION

**THAT** DEV 51-2022 regarding the Application for Part Lot Control for Block 48 of the Thames Crest Farms subdivision be received; and

**THAT** Council approve By-law 78-2022 affecting Block 48, Registered Plan No. 44M-79 for a one-year period, ending July 26, 2023.

### BACKGROUND

Part lot control is a power used by public authorities to prohibit a property owner from conveying a part of a lot from a registered plan of subdivision without approval from the appropriate authority. Section 50(7) of the *Planning Act* provides Council with the authority to exempt or suspend part lot control on parcel(s) of land to allow for further land division by passing a by-law which is registered on title. Exemptions from part lot control are typically requested for semi-detached and townhouse lots due to the difficulty in building common walls between dwelling units precisely along property lines. An exemption from part lot control allows for lot lines to be fixed along the common walls of built foundations/walls.

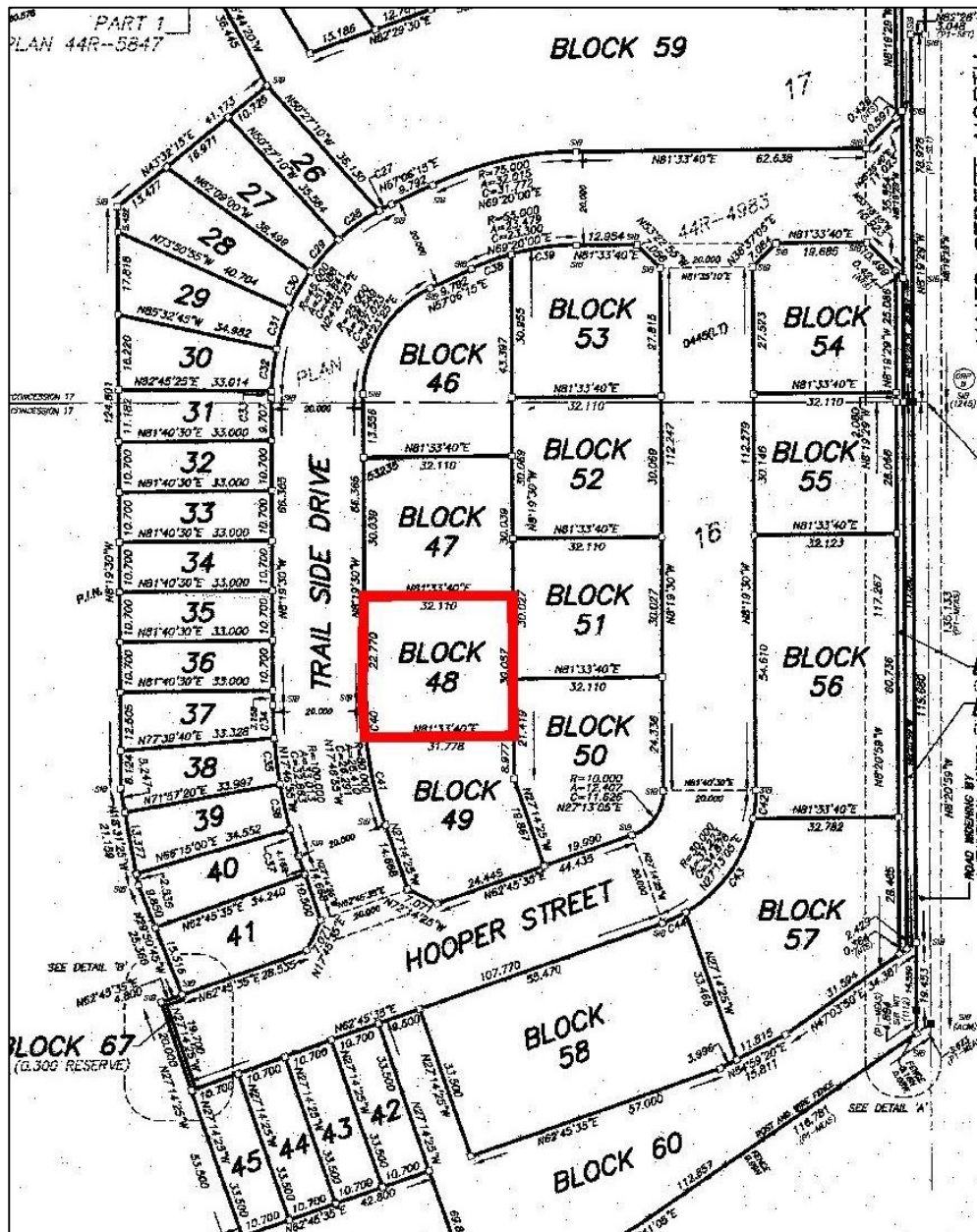
Council has approved policies for the implementation of exemption from part lot control under certain circumstances, including the creation of parcels for townhouse dwellings. Each by-law must include a lapse date to ensure part lot control is re-instated on the properties.

On June 23, 2021, Plan of Subdivision 44M-79 was registered to create 45 single-detached residential lots, 13 townhouse blocks, two park blocks (one for parking) and a storm water management block.

### REPORT

An Application for Part Lot Control have been received seeking to subdivide this block for the purposes of building townhouse units along common party walls. The Application is for Block 48 in Plan 44M-79 as shown on Figure 1 for the creation of a total of four townhouse lots.

Figure 1 – Block 48 on 44M-79



Block 48 is designated Residential in the Official Plan and zoned “Residential Zone Five (R5-11)” according to the Town’s Zoning By-law which permits townhouse dwellings.

Provincial and local policies were considered and implemented through the registration of the plan of subdivision and approval of zoning. An exemption to part lot control allows for orderly and appropriate development of this plan of subdivision. The requests are consistent with Council’s procedures and part lot control implementation guidelines.

## FINANCIAL IMPLICATIONS

\$1,000 Part Lot Control Fee per Application

## SUMMARY

An exemption from part lot control does not involve a public process under the *Planning Act* and as such, public notification is not required.

As the Application meets the requirements for part lot control exemption and constitute good planning, it is recommended that Council approve By-law No. 78-2022 to exempt part lot control for Block 48 of Registered Plan 44M-79, for a period of one year.

## **STRATEGIC PLAN**

☒ Not applicable to this report.

## **OTHERS CONSULTED**

N/A

## **ATTACHMENTS**

- 1) General Location Map
- 2) Registered Plan 44M-79
- 3) Plan 44R-5996 for Block 48

## **REVIEWED BY**

### **Recommended by the Department**

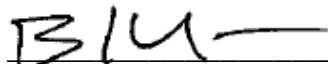


Mark Stone  
Planner



Grant Brouwer  
Director of Building and Planning

### **Recommended by the CAO**

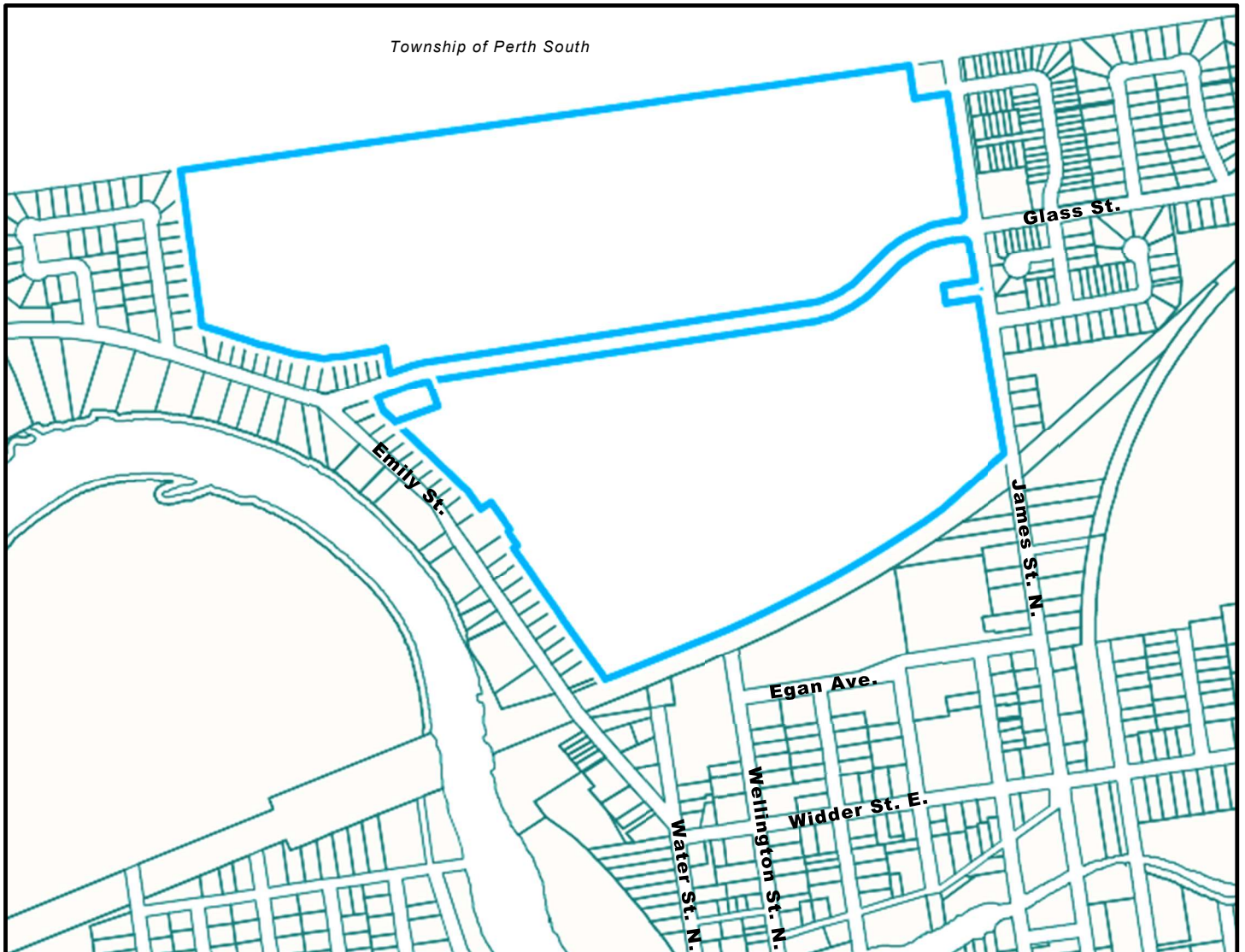


Brent Kittmer  
Chief Administrative Officer



# GENERAL LOCATION MAP

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



Total Landholding



May 14, 2019

I CERTIFY THAT THIS PLAN IS REGISTERED IN THE LAND  
REGISTRY OFFICE FOR THE LAND TITLES DIVISION OF  
PERTH (No. 44) AT 14:37 O'CLOCK ON  
23<sup>rd</sup> DAY OF JUNE, 2021 AND  
ENTERED IN THE REGISTER(S) FOR P.I.N.s 53235-0443(LT),  
AND 53235-0443(LT) AND THE REQUIRED CONSENTS  
ARE REGISTERED AS PLAN DOCUMENT No.  
PC192063

*M. J. Sullivan*  
 REPRESENTATIVE FOR THE LAND REGISTRATION DIVISION OF PERTH (No. 44)  
 THIS PLAN COMPRESES PART OF P.I.N.s 53235-0443(L/T) 53235-0445(L/T).  
 LOTS/BLOCK/STREET: COMPRISE PART/ALL OF:  
 ALL OF LOTS 1 TO 14 (INCLUSIVE)  
 AND ALL OF BLOCKS 83 AND 84 PART OF P.I.N. 53235-0443 (L/T)  
 ALL OF LOTS 15 TO 14 (AS INCLUSIVE),  
 ALL OF BLOCKS 85 TO 81 (INCLUSIVE), ALL OF  
 BLOCKS 82, 86, 87, 88, 89, 90, 91, AND 92, AND 93, AND 94, AND 95, AND 96, AND 97, AND 98, AND 99, AND 100, AND 101, AND 102, AND 103, AND 104, AND 105, AND 106, AND 107, AND 108, AND 109, AND 110, AND 111, AND 112, AND 113, AND 114, AND 115, AND 116, AND 117, AND 118, AND 119, AND 120, AND 121, AND 122, AND 123, AND 124, AND 125, AND 126, AND 127, AND 128, AND 129, AND 130, AND 131, AND 132, AND 133, AND 134, AND 135, AND 136, AND 137, AND 138, AND 139, AND 140, AND 141, AND 142, AND 143, AND 144, AND 145, AND 146, AND 147, AND 148, AND 149, AND 150, AND 151, AND 152, AND 153, AND 154, AND 155, AND 156, AND 157, AND 158, AND 159, AND 160, AND 161, AND 162, AND 163, AND 164, AND 165, AND 166, AND 167, AND 168, AND 169, AND 170, AND 171, AND 172, AND 173, AND 174, AND 175, AND 176, AND 177, AND 178, AND 179, AND 180, AND 181, AND 182, AND 183, AND 184, AND 185, AND 186, AND 187, AND 188, AND 189, AND 190, AND 191, AND 192, AND 193, AND 194, AND 195, AND 196, AND 197, AND 198, AND 199, 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PLAN OF SUBDIVISION  
OF  
**PART OF LOTS 15 AND 16  
CONCESSION 17**  
(GEOGRAPHIC TOWNSHIP OF BLANSHARD)  
IN THE  
**TOWN OF ST. MARYS**  
COUNTY OF PERTH

SCALE 1:750

1" = 1' 10"

0 10 20 40 METRES

MTE OLS LTD.  
ONTARIO LAND SURVEYORS

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

**LEGEND:**

D	DETONATES PLANTED AMMUNITION
M	DETONATES FOUNDED MONUMENT
SB	DETONATES STANDARD IRON BAR
IB	DETONATES IRON BAR
OU	DETONATES ORIGIN UNKNOWN
NTS	DETONATES NOT TO SCALE
WT	DETONATES WITNESS
MEAS	DETONATES MEASURED
1112	DETONATES A.M. MCKENZIE, O.L.S.
1245	DETONATES DONALD W.H. MCKENEL LIMITED, O.L.S.
1840	DETONATES MCKENEL SURVEYING LIMITED, O.L.S.
	DETONATES ARCHIBALD, GRAF & MCKAY, O.L.S.
MTE	DETONATES MTE OLS LTD.
P1	DETONATES PLAN 44R-4983

**NOTES:**  
ALL PLANTED BARS ARE IRON BARS UNLESS OTHERWISE NOTED

**NOTES:**

REMARKS ARE UTM GRID, DERIVED FROM SPECIFIED CONTROL POINTS (UTM14E UTM ZONE 17, MAG30 (ORIGINAL), UTM ZONE 17, MAG30 (ORIGINAL), UTM ZONE 17, MAG30 (ORIGINAL)).

DISTANCES ON THIS PLAN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.9999955061.

SPECIFIED CONTROL POINTS (SCPs) AND OBSERVED REFERENCE POINTS (ORPs): UTM ZONE 17, MAG30 (ORIGINAL) COORDINATES TO URBAN ACCURACY PER SEC 14 (2) OF THE UTM 216/10

POINT ID	EASTING
SCP 0017488040	4791643.33
SCP 0017488040	4790366.32
SCP 0017488040	4790366.32
ORP 4	4790366.32
ORP 6	4790366.32

COORDINATES CANNOT BE THENSELVE, BE USED TO

COORDINATES CANNOT BE THENSELVE, BE USED TO

**OWNER'S CERTIFICATE:**

1. LOTS 1 TO 45 BOTH INCLUSIVE, BLOCKS 46 TO 61 BOTH INCLUSIVE, TH STREET, NAMELY HOOPER STREET AND TRAIL SIDE DRIVE, STREET WIDENINGS, NAMELY BLOCKS 62 AND 63, AND RESTRICTIONS, NAMELY BLOCK 64 TO 67 BOTH INCLUSIVE HAVE BEEN LAID OUT IN ACCORDANCE WITH MY INSTRUCTIONS.
2. THE STREETS AND STREET WIDENINGS ARE DEDICATED AS PUBLIC HIGHWAYS TO THE CORPORATION OF THE TOWN OF ST. MARTS.

DATED THE 10<sup>th</sup> DAY OF June, 2021.  
THAMES CREST FARMS LIMITED  
I HAVE THE AUTHORITY TO  
SIGN THE CORPORATION *Floral Davis*

**SURVEYOR'S CERTIFICATE:**

1. I CERTIFY THAT:  
1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYORS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.  
2. THE SURVEY WAS COMPLETED ON THE 18TH DAY OF MAY, 2021.

June 10 2021  
DATE

  
PETER G. MORETON  
ONTARIO LAND SURVEYOR

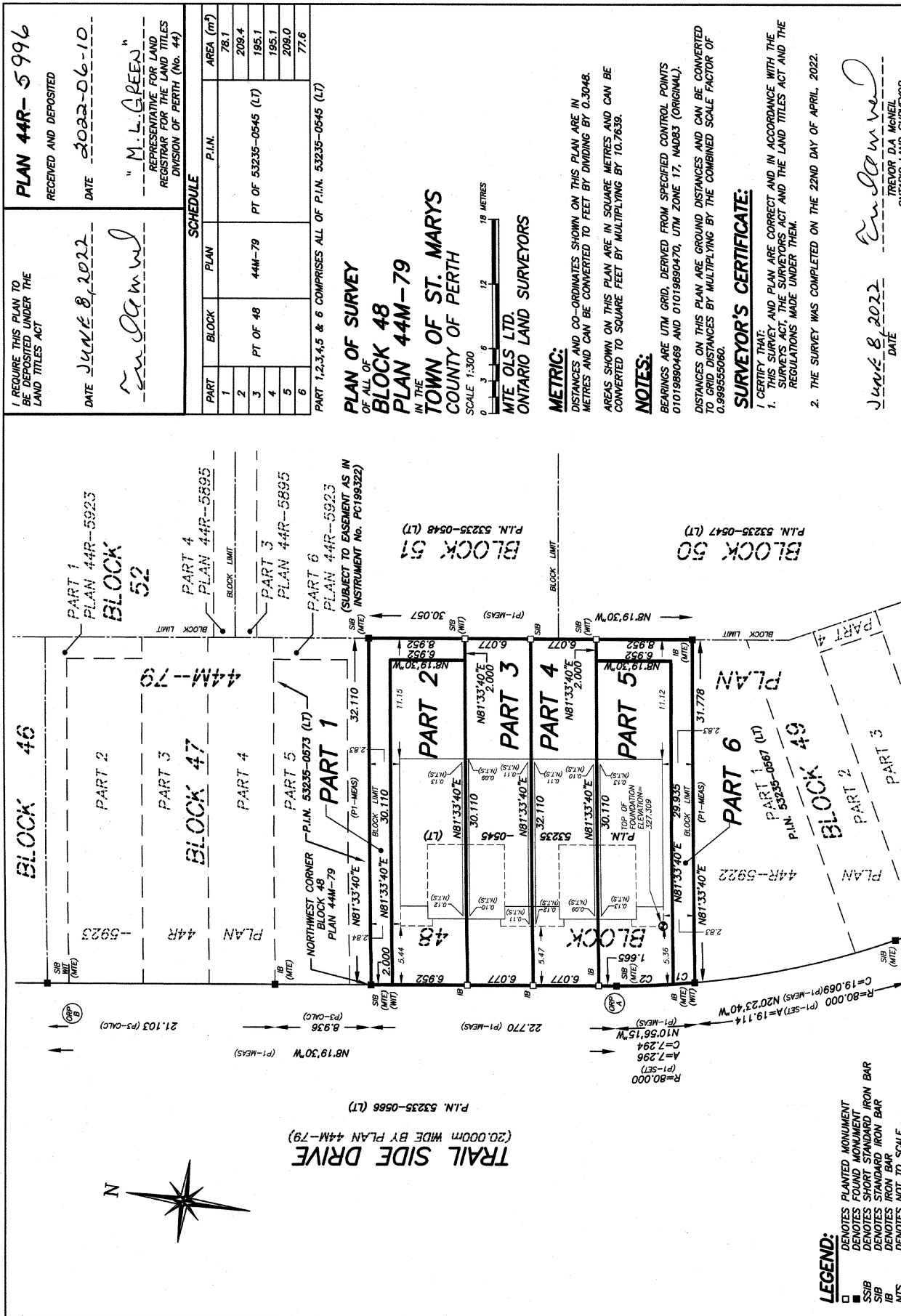
**MTE** MTE ONTARIO LAND SURVEYORS LTD.  
520 BRIMCOMBES CENTRE DRIVE  
KITCHENER, ONTARIO, N2B 3G9  
TEL: 519-746-5550


Page 52 of 139

The: J LPL326691244325499-214-SB(1)

Drawn by: K.F.D. Checked by: P. MORETON, OLS The No: 35490-214-07(MSDR)A32





<p>THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER V-28011</p>		<p><b>MTE ONTARIO LAND SURVEYORS LTD.</b></p>	
		<p>365 HOME STREET STRAITFORD, ONTARIO, N5A 2A5 TEL: 519-271-7952</p>	
<p>Cod File P: V\35499-512-R1.DWG</p>	<p>Checked By: T. MCNEIL, OLS</p>	<p>C000 : 35499-512.cav</p>	<p>File No : 35499-512-R1</p>
<p>Drawn By: J. LOURENS</p>			



# FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Grant Brouwer, Director of Building and Development
<b>Date of Meeting:</b>	25 July 2022
<b>Subject:</b>	<b>DEV 54-2022 Contract By-law Enforcement Provider Update</b>

## PURPOSE

To provide Council with an update on the situation of a by-law enforcement provider and to seek Council's approval to appoint various individuals as municipal law enforcement officers until February 01, 2024 (18 months).

## RECOMMENDATION

**THAT** DEV 54-2022 Contract By-law Enforcement Provider Update report be received; and

**THAT** Council consider By-Law 79-2022 for the purpose of appointing municipal law enforcement officers for the Town of St. Marys, employed by Tenet Security Group.

## BACKGROUND

In June 2020 Staff reviewed the current approach for by-law enforcement of property standards in St. Marys. Staff identified that there were some gaps in the current approach as far as staff capacity and dealing with complaints in a timely manner. At the July 20, 2021, Special Meeting of Council, a resolution was passed approving staff move forward with finding a firm to help staff fill the gap, and to budget for this initiative in the 2022 budget.

### Resolution 2021-07-20-03

THAT ADMIN 30-2021 Annual Review of the Strategic Priorities be received for discussion; and

THAT staff report on the following initiatives as part of the 2022 budget process:

- Hiring a firm to help administer by-law enforcement.

Staff allocated \$10,000 in the 2022 budget to finically support tis resolution.

## REPORT

Since the passing of the budget staff have had challenges finding a company that would fulfill this role. After searching for roughly four months, Staff was able to locate one provider from Sarnia that was working as far away as Woodstock but was currently working at capacity. Continuing the search, Staff discovered a newspaper article from Listowel and noticed that North Perth recently retained Tenet Security Group to supplement their current by-law enforcement compliment. After speaking with Tenet Security Group, they appear to have similar philosophy as Town Staff with communication and education being key their success. Through further discussion, staff and Tenet officials expressed a mutual intered in having the company serve St. Marys as they are based out of Lucan ON and they have capacity to take on the work. Currently, Tenet Security Group provides services to North Perth, West Perth (with good reviews), and have has interest from other municipalities in the area.

Initially, staff plan to use Tenet for property standard complaints. If the firm is successful in their service to the Town, the plan will be to expand their enforcement responsibilities to other by-laws. The enforcement process that Tenet Security Group uses with its current municipalities is that property standards complaints go directly to the company via email or phone call. Tenet will handle all aspects of the property standards complaint from when it is received to when it has been completed. They have a cloud-based reporting system that allows Town Staff to view and export data as needed. Tenet Security Group has uniformed staff and drive a marked vehicle (pictures are included in the attachment). They will also carry a picture identification and a copy of the by-law appointing them, along with my business cards if they need to hand them out.

Moving forward, Town Staff plan to issue a media campaign letting the public and residents know what Tenet Security Group's role is in Town. As outlined in the attached "Quote and Bio", Tenet has allocated 10 hours per week for property standards on an as needed basis. Staff is planning to retain Tenet for an 18-month (February 01, 2024) contract.

## **FINANCIAL IMPLICATIONS**

\$10,000.00 has been allocated in the 2022 budget.

## **SUMMARY**

At the June 2020 Staff reviewed the current approach for by-law enforcement of property standards in St. Marys. Staff identified that there were some gaps in the current approach as far as staff capacity and dealing with complaints in a timely manner. Staff discovered Tenet Security Group as a service provider to help support the enforcement of the Town's property standards bylaw. Initially, staff plan to use Tenet for property standard complaints. If the firm is successful in their service to the Town, the plan will be to expand their enforcement responsibilities to other by-laws. Staff is planning to retain Tenet for an 18-month (February 01, 2024) contract.

## **STRATEGIC PLAN**

☒ Not applicable to this report.

## **OTHERS CONSULTED**

1-Brent Kittmer – CAO

2- Jenna McCartney-Clerk

## **ATTACHMENTS**

1-Tenet Quote and Bio

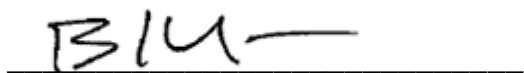
## **REVIEWED BY**

### **Recommended by the Department**



Grant Brouwer  
Director of Building and Development

### **Recommended by the CAO**



Brent Kittmer  
Chief Administrative Officer

Date: July 5, 2022

Mr. Grant Brouwer

Director of Building & Development  
Town of St. Marys

Dear: Mr. Brouwer,

The following is a high-level overview based upon our recent discussion. I am pleased to provide you with an hourly rate of **\$75.00 (HST excluded)** for bylaw support services. If required, statutory holiday pay will be applicable according to the Employment Standards Act of Ontario. The rate provided is **all encompassing** that will include the services of uniformed bylaw enforcement officer, use of a marked patrol vehicle, and a mountain bike, which will also assist with the monitoring of pathways, parks and trails, if required. We strongly believe the use of a mountain bike will promote positive community interactions.

We discussed 10 hours per week for service, dates and times for service to be fluid in nature, unless directed otherwise. A term contract to this effect would be preferred. For ease, I can provide a sample contract that we have currently in use for you to alter.

As mentioned in our conversation, we are willing to provide any level of service - to the extent possible, and become a steward of community safety on behalf of St. Marys.

I also attached a small company bio including information on staff resources, along with images of our patrol vehicle and uniform.

I have included my WSIB Certificate as well as current proof of liability insurance to which we will also list the town as insured.

It should be noted that if this agreement is to move forward, Tenet Security Group be appointed as by-law enforcement officers. (See attachment – example)

If you have any questions, please do not hesitate to reach out.

Kind Regards,



Ed Pimentel,  
President and Managing Director  
Tenet Security Group  
[www.tenetsecuritygroup.ca](http://www.tenetsecuritygroup.ca)

### Company Profile

- Incorporated in Feb 2021
- Small but growing company, currently 4 employees, all of whom have great experience and training, along with great people skills conducive to a community-oriented service.
- Currently undertaking by-law enforcement services for two other nearby municipalities.
- Staff are experienced in a variety of related topics, such as investigations, interviewing, statement taking, provincial legislation and federal statutes, crisis intervention skills, mental health awareness and intervention. Recently, completed by-law enforcement and provincial offences officer courses. See below for information on the primary service providers for this contract

### **Employee Information: (Relative to this contract)**

#### **Mary**

- Currently employed as a by-law enforcement officer
- Lucan resident 20+ years
- Business owner, horse racing stables/livestock, and agriculture farming – 15 years
- Developmental Support Worker – high behavioural home – 9 years
- Trained in mental health awareness/intervention and mitigation strategies
- Non Violent Intervention Training
- Trauma Informed Victim Interviewing
- Security Guard – 5 years
- College Campus incident responder
- Special Constable – 5 years
- Trained in mental health First Responder
- Emergency Medical First Responder
- Use of Force/in-service training London Police
- Crime Prevention Through Environmental Design trained
- Incident/report documentation
- Investigation/interviewing/enforcement of provincial, federal, and municipal by-laws
- By-law and Provincial Offences Officer trained

#### **James**

- Currently employed as a By-law enforcement officer
- Lucan born and raised
- Dairy Farmer
- Correctional Youth Care Worker (Ministry of Correctional Services) – 10 years
- Shift Supervisor
- Monitor youth behaviour, complete both incident and serious occurrence reports
- Rehabilitation Therapist (Acquired Brain Injury) – 3 years
- Support to both youth and adults with Acquired Brain Injuries
- Security Guard, College Security Services – 3 years
- Emergency First Responder
- Campus patrol for building and property securement



Con't.

- Enforce regulations and protect welfare for staff and students
- Youth Care Worker - 9 years
- Respond skillfully to issues and concerns of high-risk youth
- Assist in effective service delivery of youth's daily needs
- Developmental Service Worker – 8 years
- Assist the supported person in developing skills to promote participation in community/home
- Handle behavioural challenges in a calm and professional manner
- By-law and Provincial Offences Officer experience and training.



Figure 1 Patrol Vehicle



*Figure 2 Patrol Uniform*

# MONTHLY REPORT

<b>To:</b>	<b>Mayor Stratthdee and Members of Council</b>
<b>From:</b>	<b>Community Services</b>
<b>Date of Meeting:</b>	<b>26 July 2022</b>
<b>Subject:</b>	<b>DCS 40-2022 July Monthly Report (Community Services)</b>

## RECOMMENDATION

THAT DCS 40-2022 July Monthly Report (Community Services) be received for information.

## DEPARTMENTAL HIGHLIGHTS

### Grant Funding:

- Museum was successful with its Young Canada Works Building Careers in Heritage internship grant. Recruitment for this 5-month contract position is underway with an anticipated start date of early September.
- Museum staff have submitted a grant to the federal Museum Assistance Program to help cover covid recovery costs and lost revenue experienced by museums.
- Senior Services has received funding to support hiring an 8-week summer position to assist with the Municipal volunteer program. This work includes updating website content, role descriptions, as well as streamline volunteer administration.
- Senior Services has received an additional \$8,500 in base funding for the Community Support and Supportive Housing program from Ontario Health.
- Senior Services has submitted the Active Living Centre Grant to the Ministry of Senior Affairs. Included in the grant request is a special grant request for the purchase of new tables to support programming.
- Senior Services was successful in receiving \$5,800 through the Ontario Community Support Program. This funding will once again be used to support the costs of meal subsidy and meal delivery.

### Programming/Wellness:

- Child care centre continues to operate 3 summer camp programs as well regular care at the main centre. Camp programs are full, and feedback so far has been very positive.
- Child Care summer camp programs are enjoying their weekly collaboration with the Library.
- The Child Care Centre had a successful Open House in June. Parents were very excited to tour the centre and get to know the educators a little more.
- EarlyON has majority of their weekly programs outdoors in various locations around the Town for the summer months.
- Change tables were ordered and installed in the PRC washrooms (both female & male) which is very much appreciated by our EarlyON patrons.
- EarlyON is working on collaborating with the Museum for some programming opportunities.



- Heritage kayak tours continue to be successful and typically sell out within hours of new dates being added. Staff will continue to offer them throughout the summer as capacity allows.
- Museum hosted the Friendship Force group from the USA on June 20.
- The Lind Sportsplex shuffleboard program re-opened for the first time since 2019. This program has moved to 1 day weekly from 9:30-11:30am. The time of the program was changed to ensure parking was available for participants with no conflict with Quarry operations parking.
- The Senior Services Jamboree program continues to be successful, drawing approximately 80 participants weekly.
- The Senior Services Camp Fire program has returned for the summer months.
- Home alone and babysitting courses are full, and the courses will be offered again in September.
- Recreation summer camp is rebounding since COVID and there are 267 children registered to date with children still registering.
- Filming took place at the Quarry and PRC Aquatics Centre for 'All-Round Champion' for a week in July. Details about when the show will air to come at a later date.
- Quarry opening has gone smoothly with numbers remaining steady. For the first 20 days of operations the statistics are as follows:
  - Quarry –total visitors to date 5,031
  - Inflatable – total visitors to date 3,090
    - Average 155 per day
    - Most in one day 303
    - Least in one day 33

#### Facility Projects:

- Stone wall repair at Museum. Working on signage to mitigate any losses in foot traffic while the sidewalk is closed.

#### Community Partnerships:

- 27 businesses displayed a historic photo of their business, supplied by the Museum, for homecoming weekend.
- Supported the All-Years Reunion at DCVI and Homecoming Dance at PRC with 30 mounted historic photos and a PowerPoint of historic postcards. All five mobility bus heritage tours, led by Heritage volunteers, were full on Saturday, July 2.
- Both of Ken Telfer's "Set em up, Barkeep!" seminars were full on July 1 and July 2.
- Museum staff and volunteers have selected, edited and submitted all photos for the 2023 Rotary Calendar.
- Museum had over 100 visitors during the Canada Day event in Cadzow Park on July 1.

#### Impact/Feedback:

- A parent after attending Child Care Open House - "Thank you so much! It was so nice to come in and see my child in their room with their friends. You guys are truly amazing at your jobs and make my child's experiences so great"
- A new family attending Child Care Open House - "Great to meet everyone last night, it was such a wonderful night for my child and me. I think I'm feeling much more comfortable now with the big change of my child starting soon and everyone was extremely welcoming, we look forward to him attending"
- "My wife and her mom can't stop raving about how good the heritage bus tour was today. Let Larry know as well please. They loved it! Thanks for running them."

- “This morning at the Broken Rail was the second time I heard this talk about past drinking and hotel establishments in 1800's St. Marys and surrounding area. It was well researched and presented with wit and humor by Ken Telfer, dedicated researcher at St. Marys Museum.”

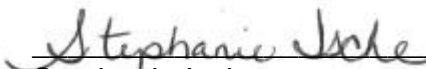
Program Statistics:

Friendship Centre Program Stats				
Program	April Units of Services 2021	April Clients Serviced 2021	April Unit of Services 2022	April Clients Served 2022
<b>Group Fitness</b>	622 classes attended	71 unique individuals served	601 classes attended	118 unique individuals served
<b>Meals on Wheels</b>	366 meals delivered	18 unique individuals served	251 meals delivered	18 unique individuals served
<b>Telephone Check in Calls</b>	291 calls made	22 unique clients served	103 calls made	16 unique clients served
<b>Grocery Shopping</b>	23 Shopping trips provided	12 unique clients served	48 Shopping trips provided	18 unique clients served
<b>Community Dining</b>	318 Meals served (1 meal weekly)	76 unique people fed	244 meals served (2 meals monthly)	132 unique people fed

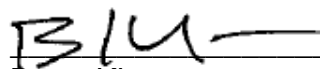
- The St. Marys Museum has brought in \$153 more so far in 2022 using its admission by donation policy than it would have charging set admission fees.

## REVIEWED BY

### Recommended by the Department

  
Stephanie Ische  
Director of Community Services

### Recommended by the CAO

  
Brent Kittmer  
Chief Administrative Officer

# MONTHLY REPORT

**To:** Mayor Stratthdee and Members of Council

**From:** Corporate Services

**Date of Meeting:** 26 July 2022

**Subject:** COR 34-2022 July Monthly Report (Corporate Services)

## RECOMMENDATION

THAT COR 34-2022 July Monthly Report (Corporate Services) be received for information.

## DEPARTMENTAL HIGHLIGHTS

### Strategic Projects:

#### **ERP Project:**

- First 3 pillars of the project have all kick-off – Finance, GIS/Asset Management, Payroll/HR
- Project team is holding weekly meetings and task are being assigned and completed

#### **Wayfinding Project:**

- Staff are working to finalize GIS locations and identify replacement or new sign locations
- Fast Signs are beginning the design of signage to be ready for final list and will proceed with locates

#### **Heritage Festival Revisioning:**

- Finalized the scope of work and critical path with Bannikin Travel and Tourism
- Consultant attended Heritage Festival

#### **Flats Master Plan:**

- Continued with stakeholder meetings
- Launched RFP for architectural firm to project conceptual drawings

### Finance:

- Finance Clerk position vacancy posted
- New folder inserter machine used to send out property tax bills with Community Improvement Plan buck slips and voterlookup.ca stickers
- Property tax bills sent to mortgage companies for payment.
- 123 properties now receiving email tax bills
- Processed two severances for Town House blocks, Hooper St. and Trailside Drive.
- As per KPMG recommendation, post-dated cheques process developed with Town Hall staff
- Service Ontario statistics remain consistent:

Month		MTC #	DRV #	OPC #	HEALTH #	Total	Avg/day
1	Oct 2021	276	63	6		345	25
2	Nov 2021	872	128	11		1011	48
3	Dec 2021	744	199	7		950	50
4	Jan 2022	711	146	3		860	45
5	Feb 2022	586	121	4		711	37
6	Mar 2022	735	160	16		911	40
7	Apr 2022	863	150	7		1020	54
8	May 2022	894	183	3		1080	51
9	June 2022	918	227	8		1153	52

#### Information Technology:

- Updated mail certificate for internal mail server to reflect current status
- Replaced UPS battery at Water Well
- Attended Municipal security conference in London

#### Communications:

#### **Media Relations**

Total # of Media Releases (Stories sent to news outlets)	Total # of Media Mentions (Stories, photos, etc. published by news outlets)	Total # of Media Outlets (Newspapers, radio and television stations, websites, etc., that covered St. Marys stories)
13	20	7
<ul style="list-style-type: none"> <li>• Topics included: SuperSplash Water Park installation and opening; road, facility and washroom closures; heritage kayak tours; Stonetown Crier e-newsletter</li> </ul>		

#### **Traditional Advertising**

Total # of Print Ads/Publications	Total # of Radio Ads
9	-
<ul style="list-style-type: none"> <li>• Continued Weekly Stonetown Crier column</li> <li>• Other ads: <ul style="list-style-type: none"> <li>○ Camp PRC</li> <li>○ Recruitment</li> <li>○ Public meeting notice</li> </ul> </li> </ul>	

#### **Digital Advertising**

Total # of Digital Ads (Facebook, Instagram, Google, etc.)	Total # of Users Reached by Ads (Number of users that saw the ad at least once)	Total # of Engagements/Outcomes (Likes, comments, link clicks, direct messages etc.)
2		
Stonetown Crier e-newsletter* (Facebook) *Ad still in progress; running until July 12	10,534	145 link clicks

Volunteer Coordinator recruitment (Facebook)	8,392	303 link clicks
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### Website (townofstmarys.com)

Total # Website Visits	Most Visited Pages*
145,834	<ol style="list-style-type: none"> <li>1. Swimming Quarry</li> <li>2. Library</li> <li>3. Aquatics Centre</li> <li>4. Homecoming-Heritage</li> <li>5. Current Opportunities (Jobs)</li> </ol>
*Excludes home page	

### Social Media

Platform - Owner	Total # of New Followers	Total Followers
Facebook – Town of St. Marys	50	6,342
Facebook – Pyramid Rec Centre	124	3,554
Facebook – Friendship Centre	48	629
Twitter – Town of St. Marys	13	2,387
LinkedIn – Town of St. Marys	23	279
Instagram – Town of St. Marys	44	2,004
Instagram – Youth Centre	-1	293

### Current/Ongoing Communications Campaigns

Topic	Tactics								Publication
	Web updates	News release	Social media	Print ads	Digital ads	Posters	Newsletter	Signage	
Huron Street sanitary sewer replacement	✓	✓	✓				✓		
Community Improvement Plan									✓
Facility closures	✓	✓	✓					✓	
Pride Month			✓						
Election	✓		✓						
Skate Park expansion	✓								
Recruitment			✓	✓	✓				
Heritage kayak tours		✓	✓						
Youth programs			✓	✓					
SuperSplash/Quarry opening	✓	✓	✓				✓		
Stonetown Crier launch	✓	✓	✓	✓	✓	✓	✓		

### Additional Departmental Highlights

- Corporate e-newsletter:

- e-Newsletter was formally launched on June 27; communications included:
  - News release (published in the Independent on June 6 and July 6)
  - Social media posts (both paid and non-paid)
  - Print ad (published in July 6 edition of the Independent)
  - New webpage (townofstmarys.com/enews)
  - Poster for Town facilities
  - Messaging on electronic signs
- The first edition was delivered on July 5 (67.3% open rate)
- Current subscribers: 230
- Commemoration policy:
  - A first draft of the Commemoration Policy has been drafted; it will be circulated to the appropriate departments for review and approval

#### Tourism, Economic Development and Events:

- Homecoming / Heritage weekend and Canada Day celebrations held.
- Contributed a post to Ontario by Bike blog to highlight cycling in St. Marys.
- Welcomed the addition of our new Tourism Coordinator.
- Received a donation of a new kayak and paddle for the Yak Shack.
- Met with the Library staff to review the booking system for kayaks and any issues that have come up with the new season. Staff discussed with emergency services what actions to put in place for any late kayak returns. Staff also developed a schedule and staffing plan for Sunday through July and August.
- Developed a Happy Moments with the Mayor to highlight the new Quarry inflatable park.

#### VIA/GO Service:

Data for June 2022:


- Total Phone Calls / Travel Inquiries = 68
- Total GO passengers = 136 (50 departing / 86 arriving)
- Total GO tickets Sold / Printed = 6
- Total VIA passengers = 243 (122 departing / 121 arriving)
- Total VIA tickets Sold / Printed = 20

## **SPENDING AND VARIANCE ANALYSIS**

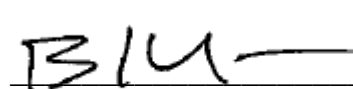
Attached 2022 Tender Variance report

### **REVIEWED BY**

#### **Recommended by the Department**

  
 André Morin  
 Director of Corporate Services/Treasurer

#### **Recommended by the CAO**

  
 Brent Kittmer  
 Chief Administrative Officer

**2022 PROJECT TENDERS AND RFPs**  
**Updated - July 15, 2022**

#	COUNCIL AWARD REPORT	PROJECT DESCRIPTION	STATUS	PROPONENT	APPROVED PROJECT BUDGET	COST (Net of HST Rebate)	VARIANCE \$	VARIANCE %	# of Bids	High Bid (Inclusive of HST)	COMMENTS
1		MOC Boiler Replacement	Awarded	Cubberly Plumbing, Heating & Air Conditioning	\$34,000.00	\$2,849.28	\$31,151 ▲	-91.62%	3	\$42,657.50	
2	PW-11-2022	Wellington St. Reconstruction	Awarded	Lavis Contracting Co. Ltd.	\$2,181,000.00	\$2,319,475.13	-\$138,475 ▼	6.35%	3	\$2,846,283.61	
3		Equipment Roster	Awarded					#DIV/0!			Various companies.
4		Road Condition Assessment	In Development					#DIV/0!			
5		Church Street Retaining Wall	In Development					#DIV/0!			
6		Wellington St. Engineering	In Development					#DIV/0!			
7		Water St. Bridge Repairs	In Development					#DIV/0!			
8	PW-12-2022	Queen St. E Guide Rail Replacement	Awarded	Royal Fence Ltd.	\$60,000.00	\$88,404.00	-\$28,404 ▼	47.34%	2	\$102,146.35	
9	PW-13-2022	Pavement Markings	Awarded	Provincial Road Marking Inc.	\$19,000.00	\$28,952.36	-\$9,952 ▼	52.38%	3	\$271,534.13	Total cost includes \$3,000 for separate centreline painting contract. Successful bid = \$25,952.36.
10	DEV-14-2022	Town Hall & MOC Floor Replacement	Awarded	Adias Impex Ltd. O/A Carpet Plus	\$57,000.00	\$59,204.99	-\$2,205 ▼	3.87%	6	\$139,450.91	
11	n/a	MOC Window Replacement	Awarded	Nirvana Interior Inc.	\$38,000.00	\$36,259.00	\$1,741 ▲	-4.58%	2	\$55,645.72	
12	PW-17-2022	Turf Maintenance Activities	Awarded	St. Marys Landscaping	\$100,000.00	\$148,609.27	-\$48,609 ▼	48.61%	3	\$3,445,493.60	2022 values only; total cost net of HST = \$478,491.42 over 3 years. Future budget amounts TBD later after service delivery review.
13		Single Axle Plow Truck	Awarded		\$35,000.00	\$36,271.66	-\$1,272 ▼	3.63%			
14	PW-18-2022	Grand Trunk Trail Staircase	Awarded	VanDriel Excavating Inc.	\$89,000.00	\$123,908.52	-\$34,909 ▼	39.22%	3	\$182,148.47	Expected Donations to assist with costs
15		ERP - Pre-Qualification	Awarded		\$250,000.00	\$250,000.00		0.00%	6		Original Scope increased, final scope to be finalized but will be under budget
15	n/a	Lind Sportsplex Retaining Wall	Awarded	Luckhardt Landworks Ltd.	\$15,000.00	\$18,243.53	-\$3,244 ▼	21.62%	2	\$21,162.64	
16		Lind Sportsplex Lobby Door	In Development		\$13,000.00	\$6,223.67	\$6,776 ▲	-52.13%	1		Originally \$8,000, added \$5,000 to budget for auto door opener for total of \$13,000.
17		Library Southside Exit Door Repl.	Awarded	JSB	\$5,000.00	\$1,864.50	\$3,136 ▲	-62.71%			
18		Pride Banners	Awarded		\$3,000.00	\$2,359.61	\$640 ▲	-21.35%			

**2022 PROJECT TENDERS AND RFPs**  
**Updated - July 15, 2022**

#	COUNCIL AWARD REPORT	PROJECT DESCRIPTION	STATUS	PROPONENT	APPROVED PROJECT BUDGET	COST (Net of HST Rebate)	VARIANCE \$	VARIANCE %	# of Bids	High Bid (Inclusive of HST)	COMMENTS
19		RTU-ACS-1 HVAC Replacement	Awarded	Black & McDonald Ltd.	\$200,000.00	\$159,850.00	\$40,150 ▲	-20.08%	5	\$189,333.79	
20	DCS 19-2022	Evaporative Condenser Replacement	Awarded	CIMCO	\$115,000.00	\$128,846.32	-\$13,846 ▼	12.04%	2		
21		Teddy's Field Light Replacement	Awarded	Forman Electric	\$175,000.00	\$146,657.35	\$28,343 ▲	-16.20%	2	\$2,000,010.00	
22		Friendship Centre Engineered Air HVAC Units (3) Repl.	In Development							#DIV/0!	
<del>23</del>		<del>Painting Lind Sportsplex</del>	<del>Open</del>							<del>#DIV/0!</del>	CANCELLED - Deferred
24		Skate Park Expansion	Awarded		\$15,000.00	\$16,281.60	-\$1,282 ▼	8.54%	2		RFP
25		Wayfinding Implementation	Closed		\$245,300.00	\$182,053.87	\$63,246 ▲	-25.78%	1		RFP
26		Lind Canteen Upgrades	Awarded	JSB	\$15,000.00	\$15,633.39	-\$633 ▼	4.22%			
27		Museum Retaining Wall	In Development		\$38,000.00	\$71,740.80	-\$33,741 ▼	88.79%			Budgetted amount was miscalculated
28		Library Retaining Wall	In Development		\$51,500.00	\$47,318.40	\$4,182 ▲	-8.12%			
29		Stonetown Heritage Festival Review	Closed	n/a						#DIV/0!	no bids, looking at alternative procurement
1		Vote Tabulators	Closed	n/a							no bids, looking at alternative procurement
30		Columbarium	In Development							#DIV/0!	
31		Downtown Service Location Review	Awarded	A-Link	\$50,880.00	\$65,198.44	-\$14,318 ▼	28.14%	1		
32		Milt Dunnell Park Master Plan	Closed							#DIV/0!	
33		Library Door	Awarded		\$6,000.00	\$2,849.28	\$3,151 ▲	-52.51%	1		
34		Town Hall Interior - Architect	Awarded	Ritz	\$10,000.00	\$28,492.80	-\$18,493 ▼	184.93%	2		Original budget \$80,000 - scope has been revised for project and final design will be brought forward for pre-budget approval
					\$1,605,680.00	\$1,665,223.36	-\$59,543 ▼	3.71%			





# MONTHLY REPORT

<b>To:</b>	<b>Mayor Stratthdee and Members of Council</b>
<b>From:</b>	<b>Emergency Services / Fire Department</b>
<b>Date of Meeting:</b>	<b>26 July 2022</b>
<b>Subject:</b>	<b>FD 09-2022 July Monthly Report (Emergency Services)</b>

## RECOMMENDATION

THAT FD 09-2022 July Monthly Report (Emergency Services) be received for information.

## DEPARTMENTAL HIGHLIGHTS

### Emergency Responses

During the month of May (17 June – 19 July 2022) the Fire Department responded to 15 emergency responses most notably:

- Automatic alarms – 4 St. Marys
- MVC – 4 – 1 St. Marys & 3 Perth South
- Medical/VSA – 3 St. Marys
- Unauthorized Open-Air Burning - 2 Perth South
- Fire – 1 St. Marys
- Rescue – 1 St. Marys

Average attendance of firefighters 17

Fire Chief attended 01 calls alone.

St. Marys Fire Department has responded to 76 calls for service (01 January – 19 July 2022) compared to 64 (01 January – 19 July 2021)

### Fire Prevention

During the month of July (01 January – 19 July 2021) the Chief Fire Prevention Officer accomplished the following:

### Inspections

- 15 -Routine
- 7-Follow up & ongoing
- 3-Requests
- 5-Site Visit
- 1-complaints
- 1-fire investigation

- Total-32

## Public Education

Open House – 02 July – The Fire Department hosted an open house that saw over 500 people attend.

Canada Day Parade – 5 vehicles

## Burn Ban

Perth County Fire Chiefs issued Open Air Fire Ban in Perth County. This means all open air fires are prohibited anywhere in Perth County, including the Town of St. Marys. Open air fires are defined as any fire outside of a building and include any fires that are *not* in a contained campfire pit, or any other fires set in open air.

Recreational campfires **will be permitted** in Perth County within the parameters of each Town/Municipality's *Open Air Burn By-Law*. Please visit your local Fire Department website to view the By-Law or reach out to the below contacts.

This fire ban is being imposed due to the extreme dryness of all vegetation in the area. ***This ban shall remain in effect until further notice.***

## Hazardous Materials Contractor

Staff is working with Perth County Fire Chiefs, including the City of Stratford to finalize an RFP to secure a Hazardous Materials Emergency Response Company.

## Training

- Shore Based Water Rescue
- Auto Extrication
- General meeting night – Annual policy review

## SPENDING AND VARIANCE ANALYSIS

- Extrication Gloves - \$1,265.60
- Gas Pressure Washer - \$1,559.39
- CVI Inspection – Tanker - \$1043.46
- Annual Bunker Gear Cleaning - \$3,099.59
- 4 Mustang Suits - \$3,000
- Rope rescue equipment (600' rope, pulleys, and carabiners) - \$1,913.41

### Recommended by the Department



Richard Anderson  
Director of Emergency Services / Fire Chief

### Recommended by the CAO



Brent Kittmer  
Chief Administrative Officer

# MONTHLY REPORT

**To:** Mayor Stratthdee and Members of Council

**From:** Public Works

**Date of Meeting:** 26 July 2022

**Subject:** PW 56-2022 June Monthly Report (Public Works)

## RECOMMENDATION

THAT PW 56-2022 June Monthly Report (Public Works) be received for information.

## DEPARTMENTAL HIGHLIGHTS

### General Administration

- Green Committee
  - At the June 22, 2022, meeting the Committee considered a report regarding home organics options, follow up report to Council to follow.
  - The Green Committee does not meet in July or August
  - First round of Green Initiative Recognition Program was launched in March – April, the program is also slated to launch in September – October. However, due to Committee meeting schedules because of the election period and staff capacity, Town staff are proposing to pause the program for the fall and launch again in April 2023.
- Traffic and Parking
  - Deployment of new stop signs (as approved in the Traffic By-law Amendment) will commence at the end of July.
    - The installations will be separated into three phases.
    - The location of the stop signs is primarily in the east ward, future by-law considerations will consider other wards.
    - The Ontario Traffic Manual (OTM) details a robust communications plan for new stop signs, that plan is being implemented. It is anticipated that the transition will take a minimum of 3.5 months.
    - The first Phase includes the establishment of a 4-way stop at Waterloo St. S and Elgin St. E
- St. Marys Transportation Network Safety Plan
  - Background work for the Safety Plan has restarted
  - Outline of the report drafted
  - Concept #3 Sightline Inventory is underway – Town staff will be reviewing each intersection to identify sightline obstructions and recommendations to remediate those obstructions. Staff anticipate this may take a minimum of two months to complete.
- Corporate Climate Change Action Plan (CCAP)
  - Next step is to create a second draft of CCAP that includes the identification of short-term, mid-term, and long-term initiatives to help mitigate and adapt to climate change. This project has been paused while staff respond to emergency infrastructure repairs and planning files.

- CCAP continues to be a priority for the Department. Town staff will work towards completing the second draft of CCAP.
- Road Occupancy Requests
  - Department is receiving an influx of occupancy requests for both constructions projects and events. Approximately 7 requests processed between June 24 and July 12, 2022.
- Procurement
  - Cemetery Columbarium Tender – to be issued
  - T-20 Replacement and Plow Tender– to be issued
  - Wood and Brush grinding Tender – to be issued
- Departmental Assistance
  - Provide both administration and operational assistance to various departments and organizations regarding various events (Homecoming/Heritage, Kinfest etc.)
  - Assisting Recreation Department with Skatepark Project
  - Assisting Corporate Services with Wayfinding Signage project
  - Continue to provide comments on various planning applications
  - Comments provided for Development Charges Background Study
- 2023 Budget
  - Starting to prepare both Capital and Operational Budgets

### **Environmental Services (Water, Wastewater, Solid Waste Collection, Management and Landfill)**

- One (1) watermain break – repaired
- One (1) lead water service replaced
- Sanitary Sewer replacement along Huron Street South ongoing
- WWTP Clarifier # 3 sand blasting and painting commenced
- Collaborative hydrant flow testing with private industry completed
- Landfill Interim ECA Application started – Due for submission July 31, 2022
- Landfill Environmental Assessment ongoing
  - EA process discussions ongoing with MECP reviewers
- Landfill earthworks movement completed to extent of budget availability

### **Public Works Operations**

- Continue to receive resident inquiries and requests that are being completed as time permits.
- PRIDE Banners switched to Strong as Stone Banners early July. One inclusion PRIDE banner left per block. These will all be changed out in November for the Legion Banners.
- Operators completed streetlight and sidewalk annual inspections (as required by MMS)
- Annual Sign inspections completed by third party and signs replaced/repared in-house as required.
- J-30 Loader sent to CAT for bearing repairs – anticipate variance with the repairs
- T-20, T-30, and T-40 all sent for service and safeties – no follow up required
- Ongoing cold mixing potholes around Town
- Parking and directional signs for quarry opening installed
- Hauling yard waste to the landfill
- Screening of topsoil, filling topsoil bunkers
- Cemetery stone move, tamper graves, and top up graves

### **Parks, Trails, Tree Management, Beautification**

- Garbage removed twice a week
- Splashpad inspections every day – yearly inspection of splashpads completed.
- Playground inspections weekly/monthly
- Grooming trails weekly

- Internal and contracted turf maintenance is ongoing
- Contracted services have planted all flower beds and urns, and downtown flower baskets have been hung
- When time permits, new trail to be installed at Meadowridge Park
- Pollinator Garden
  - In June with the assistance UTRCA and Little Falls Grade 5 classes planted over 960 plants
  - In late June, Town staff noted that there had been “weeding” in the Pollinator Garden, removing what Town estimate 500+ plants. The St. Marys Rotary Club offered to help fund additional plans to re-plant the areas that were removed.
  - Staff, UTRCA and Rotary are looking to create informational signage for the pollinator garden in 2023.
  - Operators will continue to water the plants to help ensure survival during the dry period.
- A second portable toilet has been deployed to the Tennis Court location; second toilet required due to increase use (expect it may be a result of Quarry usage). Will continue to monitor the need at this location.
- Cemetery Statistics (Jan 1 – June 30, 2022)
  - 16 Interment Rights Sold (5 in columbarium, 11 plots)

Month	Traditional Burial	Cremation Burial	Cremation Columbarium	Total
January	0	3	1	4
February	0	0	0	0
March	1	1	0	2
April	4	2	2	8
May	3	3	1	7
June	1	10	2	13
<b>TOTAL</b>	<b>9</b>	<b>19</b>	<b>6</b>	<b>34</b>

### Capital Projects, Engineering, Asset Management

- Asset Condition Updates are ongoing
- Asset management Workshop attended with local municipalities
- Huron Street Sanitary Replacement underground work complete. Asphalt paving anticipated late July. Topcoat asphalt to be installed this fall.
- Park Street Bridge Repairs are complete
- Wellington Street Reconstruction to start back up mid-July. Work being phased so north of Queen will not be started until south of Queen underground work is complete. Anticipate October completion.
- Asphalt Resurfacing of Queen St W, Waterloo St S, and Water St S planned for week of July 25. Concrete curb repairs completed earlier in July. Waterloo Street will be closed during paving. Queen Street and Water Street will remain open with single lane closures and flagging.
- Misc. concrete and asphalt repairs throughout Town expected to start throughout late July – early August.


## SPENDING AND VARIANCE ANALYSIS

### Fleet

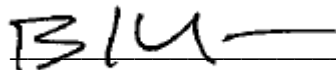
J60 Backhoe – front axle required significant repairs (approx. 6K), during repair technician discovered larger issue with main axle pivot / housing likely due to salt loading activities. Unit is operational again, but staff will be looking at advancing replacement date from 2024 to 2023 capital to avoid axle housing replacement costs estimated at \$25,000 - \$30,000.

### REVIEWED BY

#### Recommended by the Department

  
\_\_\_\_\_  
Jed Kelly  
Director of Public Works

#### Recommended by the CAO

  
\_\_\_\_\_  
Brent Kittmer  
Chief Administrative Officer



# FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Dave Blake, Environmental Services Manager
<b>Date of Meeting:</b>	26 July 2022
<b>Subject:</b>	<b>PW 57-2022 Robinson Street Sanitary Sewer</b>

## PURPOSE

This report provides information to Council on the findings of a condition assessment of the sanitary sewer pipe on Robinson Street and recommended next steps.

## RECOMMENDATION

**THAT** report PW 57-2022, Robinson Street Sanitary Sewer be received; and

**THAT** Council authorize staff to incur a 2022 budget variance up to \$50,000.00 to procure design engineering services from B.M. Ross and Associates Limited for the replacement of the Robinson Street sanitary sewer should the in-situ rehabilitation of the pipe be determined to not be a suitable option.

## BACKGROUND

The sanitary sewer system for the Town of St. Marys was largely installed over a short period in the early 1970's that coincided with the construction of the Water Pollution Control Plant (WPCP) on Thomas Street. A significant portion of the system is now approximately 50 years old, or roughly half way through its initial anticipated life expectancy.

As part of the Town's ongoing operations and maintenance efforts for the approximately 55 km of sanitary sewer system within the Town, the Town maintains a proactive program that flushes and cleans the sanitary sewer system. The Town also completes a passive inspection program that targets problem areas, or serves as due diligence for reconstruction projects.

In April 2022, a sanitary sewer blockage was reported on Huron Street South that was unable to be cleared through flushing activities. Subsequent investigations concluded that a pipe collapse had occurred and that a three block stretch of sanitary sewer between Queen Street East and Elizabeth Street was needing to be replaced. As a result of this event, staff reviewed the collection system and historically available CCTV inspection records to determine priority locations where other inspections should be undertaken proactively to identify other potential issues within the system.

This report presents that information to Council for consideration.

## REPORT

As a result of the experience and findings on Huron Street South in the Spring of 2022, staff commissioned the inspection of the following sanitary sewer sections:

1. Widder Street West [between Ingersoll Street and Ontario Street];
2. Robinson Street [SPS discharge location to Queen Street West];

3. Elizabeth Street [between James Street South and Huron Street South];
4. Water Street South [Trout Creek River Crossing]; and,
5. Victoria Street South [Original Thames River Crossing].

As a result of these targeted inspections, two (2) key findings were identified which are:

- a. The section of pipe on Robinson Street between the SPS discharge location and Queen Street West is in an advanced state of deterioration; and,
- b. The sanitary sewer pipe on Elizabeth Street is degrading and requires rehabilitation considerations.

There are two (2) options that staff is currently investigating to address these challenges. These options include (1) in-situ rehabilitation (i.e. structural lining) or (2) excavation and replacement. Staff are currently in discussions with a third-party contractor on the ability and suitability of structurally lining the pipe sections.

If the pipe sections are determined not to be a suitable candidate for structural lining, staff will need to retain engineering services for the design and replacement of the pipe sections. As a contingency if structural lining is determined not to be a suitable candidate, staff are recommending retaining B.M. Ross and Associates Limited for the design works as they are familiar with the site conditions, existing design aspects, capacity considerations of the system and planned maintenance works on the pumping station. This recommendation is based on their involvement with prior condition assessments for the three (3) sewage pumping stations, including Robinson Street and the design of the rehabilitation program for the pumping station. Furthermore, they have been involved with the replacement works on Huron Street South and the challenges and considerations on that project.

The sole source requirement is being requested in accordance with Section 9 of the Town's purchasing by-law (36-2012) where a single source is being recommended because it is more cost effective or beneficial for the Town. The rationale for this is that B.M. Ross and Associates Limited has a very strong and detailed history of the collection system and sewage pumping stations within the Town as well as their involvement with the inspection and replacement of sewers on Huron Street South and the challenges and considerations encountered on that project.

This approach would enable the required works to be investigated and determined in 2022 for inclusion in the 2023 budget for consideration.

## **FINANCIAL IMPLICATIONS**

None at this time.

Staff is currently in discussions with a third-party contractor regarding the suitability for in-situ structural lining of the pipe segments in question. If the pipe is suitable for a structural liner, costing would be determined and a subsequent report provided to Council for consideration.

In the event that the pipe segments are determined not to be suitable for in-situ restoration, up to \$50,000.00 would be allocated for the design and engineering services to replace the failing pipe sections.

## **SUMMARY**

Based on information detailed within this report, it is Staff's recommendation to approve funds to commission the design and tender preparation for the replacement of the section of sanitary sewer on Robinson Street from where the sanitary pumping station discharges to Queen Street West. This recommendation is made based on inspection evidence completed at the end of June 2022 that identified significant pipe degradation and deterioration that could result in a future pipe failure.



## STRATEGIC PLAN

- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
- Pillar # 1, Infrastructure – Developing a comprehensive and progressive infrastructure plan:
    - Outcome: St. Marys is committed to developing a progressive and sustainable infrastructure plan that meets the infrastructure needs of today and tomorrow. This will require a balance between building and regular maintenance.
    - Tactic(s): Identify immediate needs in the community.

## OTHERS CONSULTED

Jeff Wolfe, Infrastructure Services Manager – Town of St. Marys

Jed Kelly, Director of Public Works – Town of St. Marys

## ATTACHMENTS


None

## REVIEWED BY

### Recommended by the Department



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



Jed Kelly  
Director of Public Works

### Recommended by the CAO



Brent Kittmer  
Chief Administrative Officer

**Board of Directors Meeting Highlights  
Held on June 16th, 2022 at 8:30 AM  
as a Virtual Meeting**



**Kraft Heinz Partners With Pulpex To Develop And Test Recyclable Paper Condiment Bottle**



HEINZ is teaming up with Pulpex to develop a paper-based, renewable, and recyclable bottle made from 100 percent sustainably sourced wood pulp. HEINZ is using Pulpex's sustainable paper bottle packaging for its range of condiments.

For The Kraft Heinz Company, this collaboration is the latest step in its journey to reduce its environmental footprint. It progresses the company's sustainable packaging ambitions, in that it aligns with its goal to make all packaging globally recyclable, reusable, or compostable by 2025. It is also an innovation that will help Kraft Heinz achieve net-zero greenhouse gas emissions by 2050.

HEINZ and Pulpex are developing a prototype to test how the wood pulp bottle could be used for HEINZ tomato ketchup bottles and other packaging formats in years to come. Pulpex's current data indicates the carbon footprint of Pulpex bottles is materially less than glass and plastic on a bottle-by-bottle basis. Once used, they are also expected to be widely and readily recyclable in paper waste streams.

The next step in the process will involve prototype testing to assess performance before testing with consumers and bringing the bottle to market.

The pulp-based bottle would become the newest option available to HEINZ Tomato Ketchup fans, joining the recyclable HEINZ glass bottle and plastic bottle, as well as plastic squeeze bottles with their 30 percent recycled content (available only in the E.U.) and 100 percent recyclable caps.

## AMP Robotics Launches Automated Secondary Sorting Facilities In Atlanta And Cleveland



AMP Robotics Corp. has introduced two new high-diversion production facilities based on its infrastructure model for advanced secondary sortation. The company-owned facilities, located outside of Atlanta and Cleveland, are designed to process and aggregate low volumes of difficult-to-recycle mixed plastics, paper, and metals sourced from residue supplied by primary materials recovery facilities (MRFs) and other material providers.

AMP's AI makes secondary sortation technically and economically feasible. AMP's AI platform, AMP Neuron, recognizes 50 billion objects on an annual basis—a number that continues to increase as the company's install base expands. Through its secondary sortation model, AMP recovers mixed paper, metals, and a portfolio of #1 to #7 plastics in a variety of form factors and attributes with ideal precision and purity with a special focus on plastic blends uniquely enabled by AI. The company resells these commodities, including bespoke chemical and polymer blends needed by processors and manufacturers, to end-market buyers. AMP is continuing to update its AI capabilities to identify and recover film and flexible packaging, which create operational challenges for MRFs and historically have been complicated to recover and expensive to reprocess into raw materials.

AMP's secondary facilities drive down the cost of recovery while creating contamination-free bales of recycled material for resale. AMP's business model also introduces market certainty, lower disposal costs, and new revenue streams for established MRFs by creating a destination for residue that they would otherwise have to pay to landfill, as well as demand for mixed or impure plastic streams that may not have strong end markets.

AMP plans to introduce additional facilities in the second half of 2022. The company is seeking relationships with waste management companies to accept or buy residual or secondary materials as well as strategic partnerships with plastics reclaimers, chemical recyclers, and other plastics manufacturers for the offtake of recovered plastics.



### **NWRA, SWANA Seek Relief From CERCLA Liability For PFAS At Landfills**

Both organizations say they are concerned about significant unintended consequences if landfills were held liable under CERCLA for receiving per- and polyfluoroalkyl substances.

The National Waste & Recycling Association (NWRA) Arlington, Virginia, has joined with the Solid Waste Association of North America (SWANA) Silver Spring, Maryland, in urging Congress to provide the municipal solid waste industry with a narrow exemption from certain provisions of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA).

The NWRA and SWANA have sent a letter to the leadership of the Senate Environment and Public Works, House Transportation and Infrastructure and House Energy and Commerce committees addressing its issues with the law.

Both organizations say they are concerned that there would be significant unintended consequences if landfills were held liable under CERCLA for receiving per- and polyfluoroalkyl substances (PFAS). The association states the regulation under CERCLA would assign environmental cleanup liability to essential public services and their customers.

The result of the legislation would have three potential impacts. CERCLA regulation will impel landfills to restrict inbound wastes and/or increase disposal costs for media with elevated levels of PFAS, including filters, biosolids and impacted soils at Department of Defense facilities. The designation could result in communities diverting food waste from organics recycling programs because some food waste may contain PFAS due to the containers they are stored in. This will hinder federal, state and local climate and waste reduction goals.

Additionally, the NWRA says cost increases will likely have a significantly disproportionate impact on low-income households that rely on the affordability of services that the solid waste sector provides.

The organizations propose a narrow exemption from liability if certain PFAS are designated as hazardous substances under CERCLA. Doing so would keep CERCLA liability on the industries that originally created the pollution.

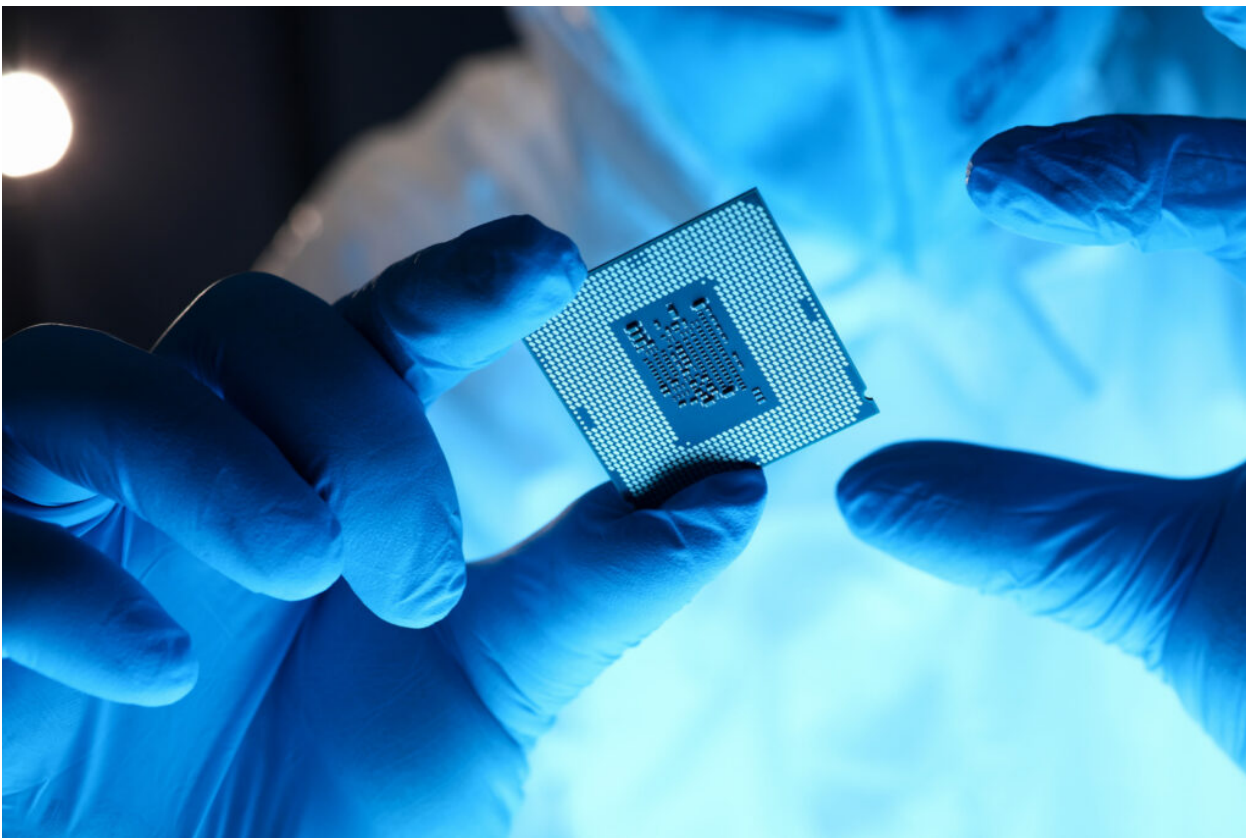


## Significant Chip Shortage Continues To Curtail Truck Production: ACT

The analysts at ACT Research are losing confidence that lingering supply chain issues will subside enough to enable manufacturers to ramp up commercial truck production anytime soon.

In its Commercial Vehicle Dealer Digest, ACT reports OEMs may not be able to fully meet customer demand this, or even next, year.

“Recent commentary from leaders in the semiconductor industry point to a more cautious outlook for longer. ASML, a key supplier of semiconductor production equipment, recently called out a ‘significant shortage of semiconductor manufacturing capacity this year and next,’” said Kenny Vieth, ACT’s president and senior analyst in a related release. “In light of this and other industry commentary, we believe lower-for-longer chip availability is likely to restrain the industry’s ability to meet otherwise strong customer demand.”



“Moreover, about half of the global supply of neon, critical for chipmaking, is concentrated in Odessa, Ukraine, where production has been down since February. The gases that were purified in Ukraine were generated by Russian steel manufacturers. A scramble to re-source is on and inventories are limited.”

However, ACT says demand for new trucks remains high. “Carrier profitability is robust, we expect any recession to be shallow and short-lived at this point, and our Class 8 models are indicating pent-up demand, as well as pre-buying potential in advance of CARB’s costly Clean Truck mandate.”

Truck manufacturers have been unable to keep up with customer demand due to a shortage of microchips and other vital components. They have reduced order intake to manage customer expectations and backlogs.

## **Toronto Launches Waste Reduction Program For Businesses**

The City of Toronto is taking a leadership role in addressing single-use waste with the launch of its latest ReduceWasteTO program - Reducing Single-Use. The new program is the first stage of the City's Single-Use and Takeaway Items Reduction Strategy.

Through this program, the City will provide businesses with examples of simple actions that they can take to eliminate the unnecessary use of single-use and takeaway items. The program will also recognize and showcase the leadership of businesses already taking action to eliminate waste from single-use and takeaway items, as well as service providers with innovative business solutions or a service that is helping businesses reduce single-use waste.

A single-use or takeaway item is any product designed to be used once, which is then disposed of in the garbage, Blue Bin (recycling) or Green Bin (organics). Typically, these items are not designed for durability or reuse. Single-use and takeaway items require valuable resources and energy to be produced, collected and disposed of. They often end up in landfill or as litter, which can pose risks to the environment, animals and people.

The Reducing Single-Use program supports the City's TransformTO Net Zero Strategy and Long Term Waste Management Strategy, which sets aspirational goals of a zero waste future and moving towards a circular economy in Toronto.

All Toronto businesses are encouraged to visit the City's Reducing Single-Use & Takeaway Items webpage to find out what they can do to help reduce the unnecessary use of single-use and takeaway items in their operations: [www.toronto.ca/services-payments/recycling-organics-garbage/long-term-waste-strategy/reducing-single-use-takeaway-items/](http://www.toronto.ca/services-payments/recycling-organics-garbage/long-term-waste-strategy/reducing-single-use-takeaway-items/).

## **Goodyear Launches New Waste Haul Tire Made With Soybean Oil Tread Compound**

Goodyear has launched a new formulation of its Endurance WHA waste haul tire made with a renewable soybean oil compound. The Endurance WHA is now made with soybean oil, which replaces a portion of the petroleum-based materials used in its production. The soybean oil in the tire is a bio-based material currently sourced from surplus left over from food applications. The substitution is a step in Goodyear's goal to fully replace petroleum-derived oils by 2040.

In each new Endurance WHA tire, soybean oil will replace almost 16 liquid ounces of free-flowing petroleum oil – almost as much as a 16-ounce red plastic party cup. When you multiply that by a moderately-sized regional waste haul fleet of around 500 trucks, it could decrease petroleum-based products by the equivalent of almost 15 barrels of oil.

Endurance WHA tire models made with soybean oil are now available for order and will head into production in Q3 of 2022.

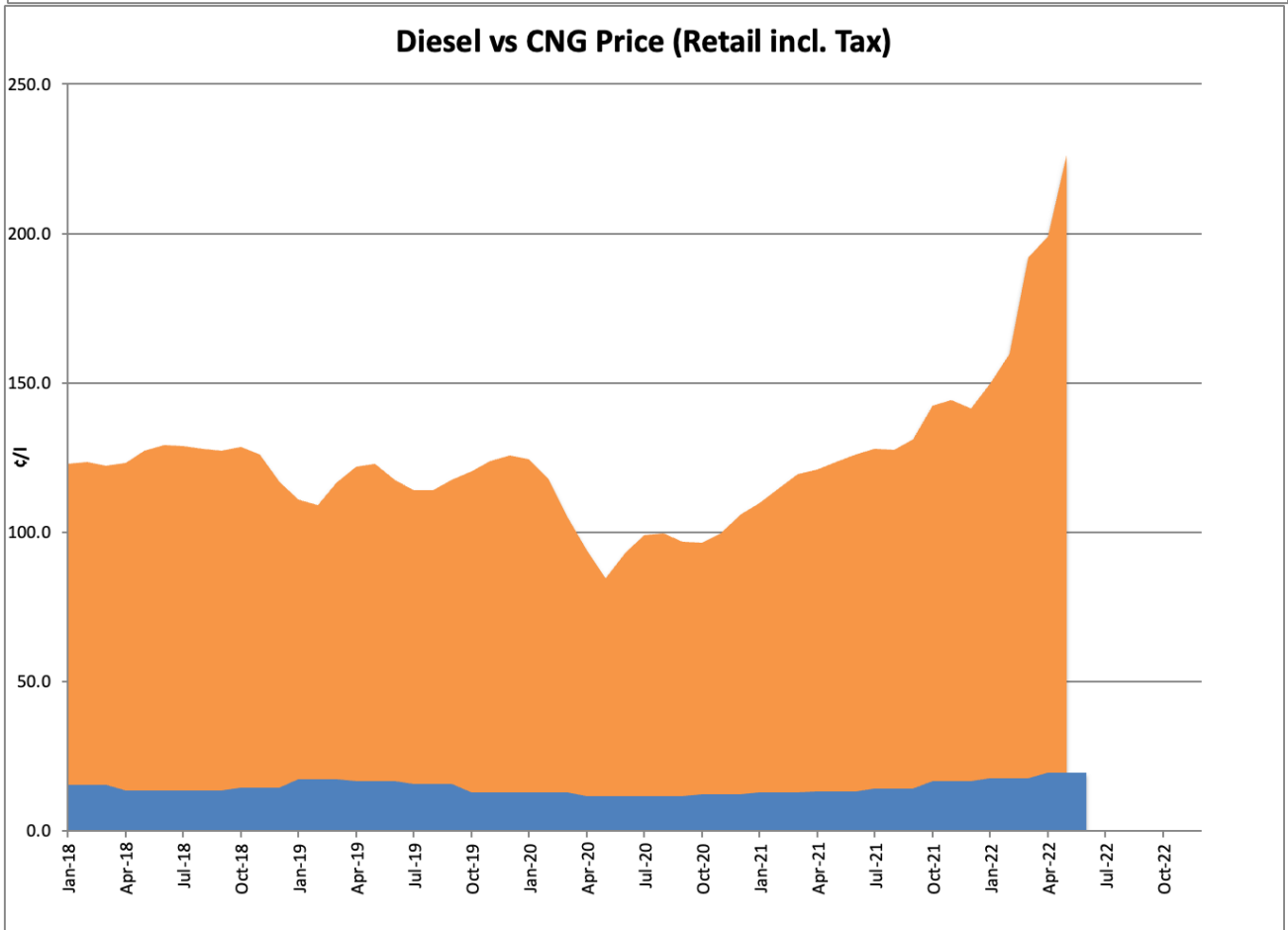
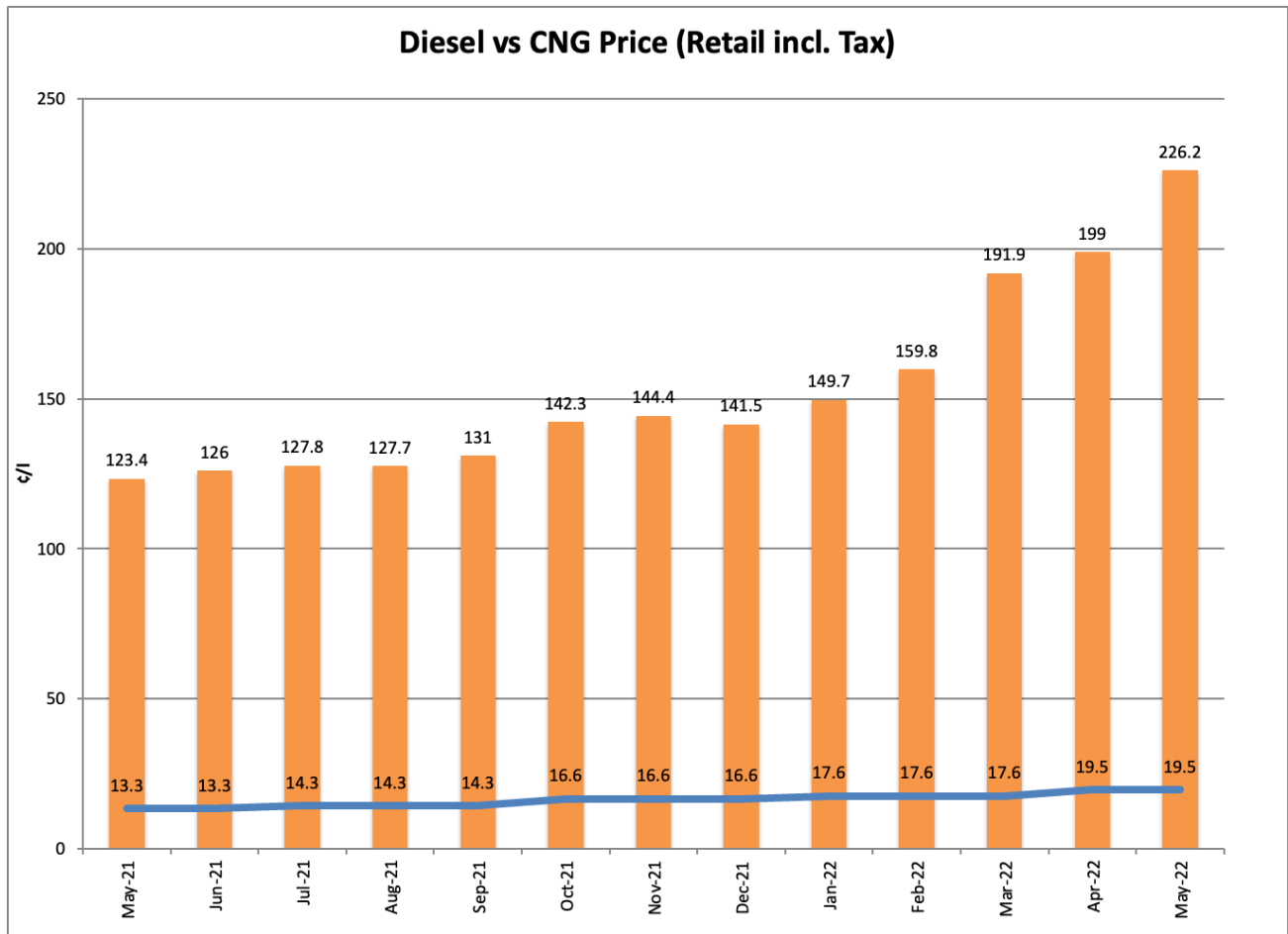
The Endurance WHA tire is designed to keep waste haul fleets on the road longer with a dual-layer tread compound that helps optimize treadwear. Add to that, rolling resistance and a deep 24/32" skid depth for long tread life in waste haul applications. Additionally, the Endurance WHA comes with optional built-in DuraSeal Technology that instantly seals tread punctures to help fleets reduce downtime, costly repairs, and premature removal of a tire.

The Endurance WHA with soybean is part of Goodyear's Total Mobility platform of providing products, a service network, and tire management to customers.

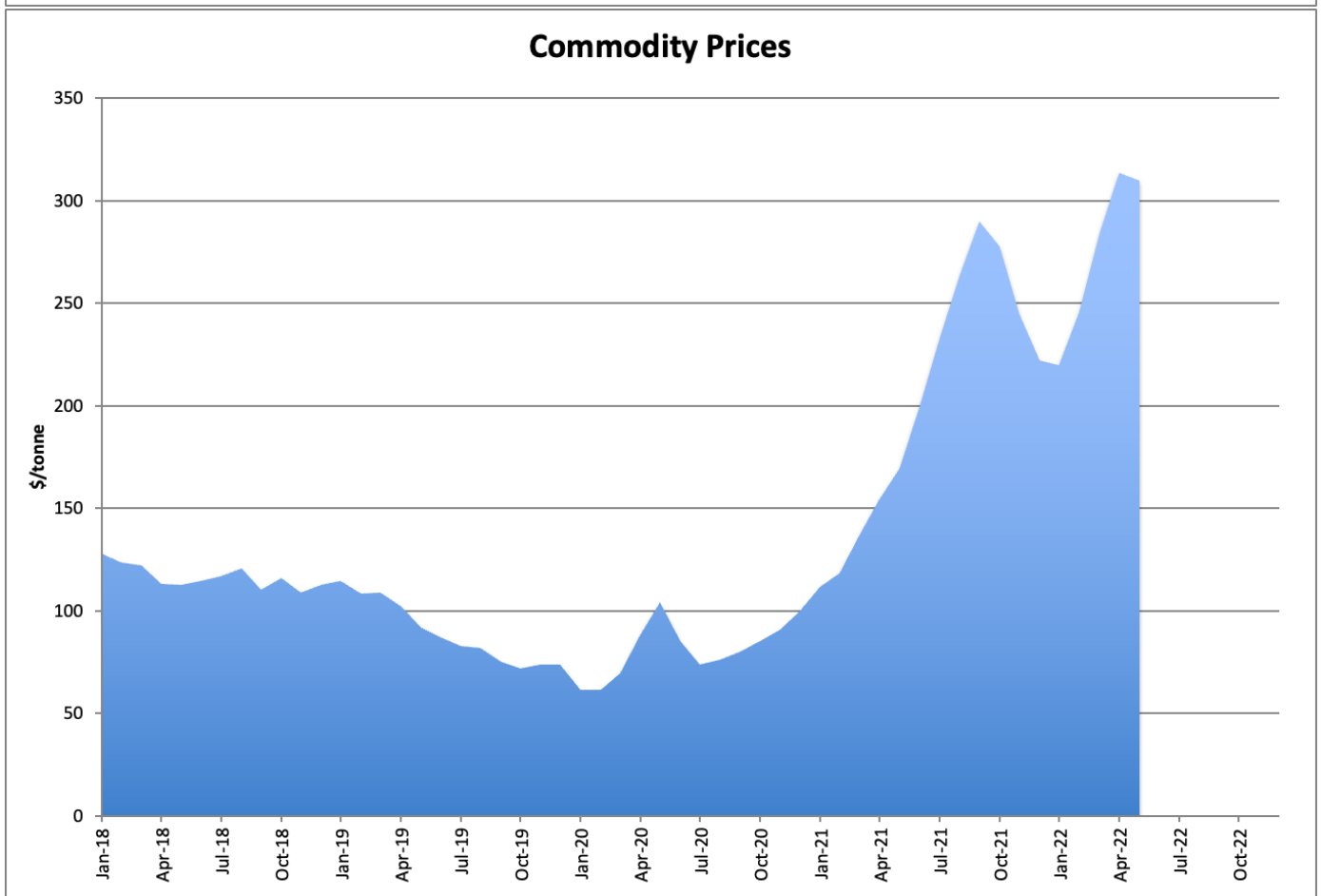
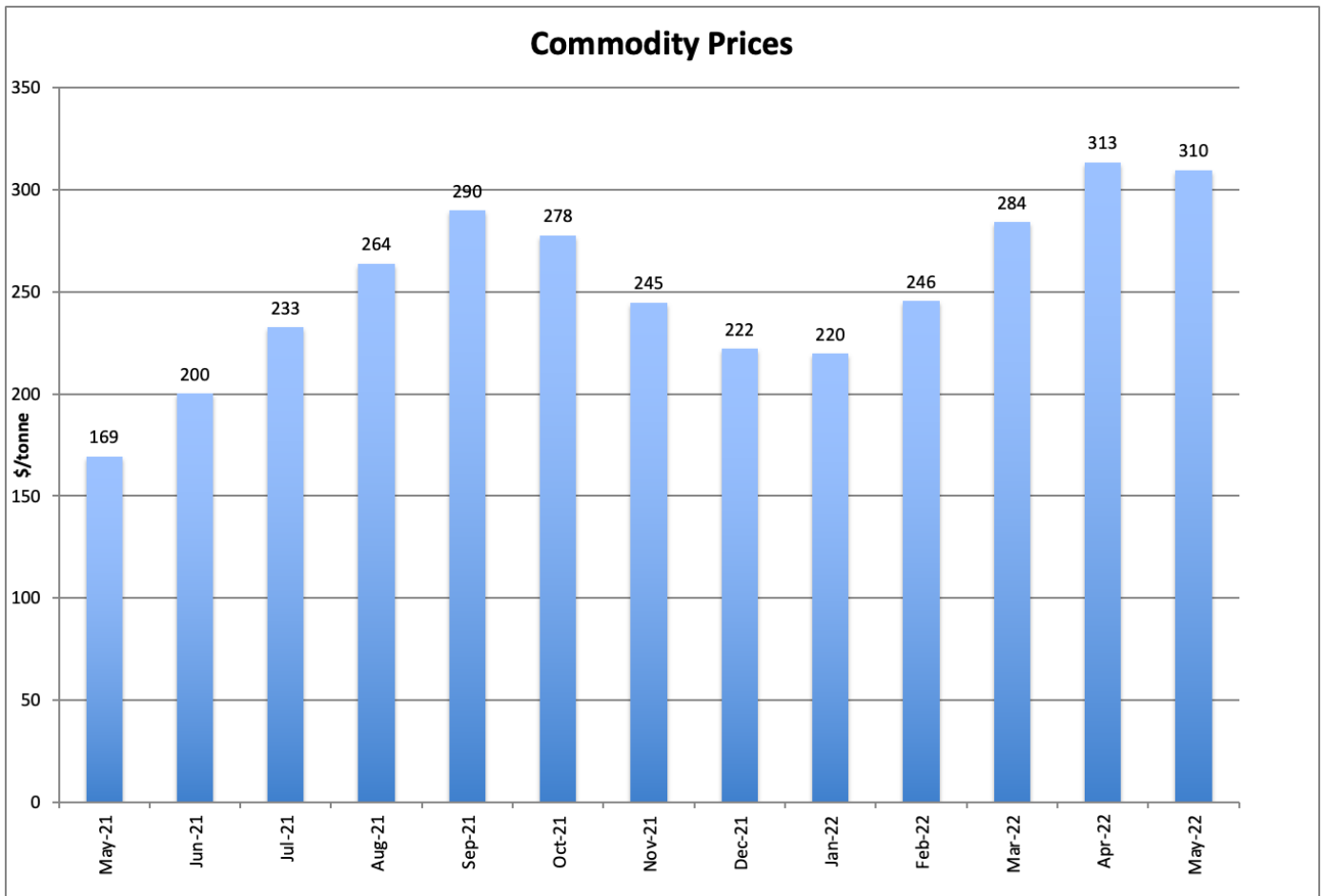
## Earth In A Bottle

In 1960, David Latimer planted a tiny garden inside of a large glass bottle and sealed it shut. He opened the bottle 12 years later in 1972 to add some water and then sealed it for good. The self contained ecosystem has flourished for nearly 60 years. For those who are wondering how this is even possible: the garden is a perfectly balanced and self-sufficient ecosystem. The bacteria in the compost eats the dead plants and breaks down the oxygen that is released by the plants, turning it into carbon dioxide, which is needed for photosynthesis. The bottle is essentially a microcosm of earth.”











## **Minutes**

### **Library Board**

June 2, 2022

6:45 pm

Video Conference

Click the following link:

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

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

#### **1. CALL TO ORDER**

The June 2, 2022 Regular Meeting of the St. Marys Public Library Board was called to order at 6:47pm by Board Chair C. Atlin.

#### **2. DECLARATION OF PECUNIARY INTEREST**

None declared.

#### **3. AMENDMENTS AND APPROVAL OF AGENDA**

**Moved By** Melinda Zurbrigg

**Seconded By** Councillor Edney

That the agenda for the June 2, 2022 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** Councillor Craigmile

That consent agenda items 5.1 through 5.4 be approved as presented.

**Carried**

5.1 Acceptance of Minutes

5.1.1 Minutes of the April 7, 2022 Regular Meeting of the Board

5.2 Monthly Reports

5.2.1 Library CEO Report- JUNE

5.2.2 Adult Learning Update- JUNE

5.3 Library Statistics

5.3.1 Library Statistics Graphs- March in Review

5.3.2 Library Statistics Infographic- March in Review

5.4 Financial Report

5.4.2 ALPP Financial Report

5.4.1 Library Financial Report

**6. NEW AND UNFINISHED BUSINESS**

6.1 PCIN Annual Report

6.2 Strategic Plan Draft

6.3 Library and Political Elections Policy

**Moved By** Councillor Craigmile

**Seconded By** Melinda Zurbrigg

THAT the Library and Elections policy be approved.

6.4 Adult Learning Training Policy

**Moved By** Barbara Tuer

**Seconded By** Councillor Edney

THAT the Board approve the use of \$900 from the Adult Learning reserve account for Literacy Training to be undertaken by the Adult Learning Coordinator.

**Carried**

**Moved By** Lynda Hodgins

**Seconded By** Councillor Edney

THAT the Adult Learning Training Policy be approved as presented.

**Carried**

6.5 Board Legacy Survey

6.6 Planning for Draft Library Budget 2023

**7. CLOSED SESSION**

**Moved By** Councillor Edney

**Seconded By** Lynda Hodgins

THAT the St. Marys Public Library Board move into a session that is closed to the public in accordance with the Public Libraries Act, Section 16.1(4)(b) personal matters about an identifiable individual, including municipal or local board employees, and Section 16.1(4)(d) labour relations or employee negotiations at 7:50pm.

**Carried**

**8. RISE AND REPORT**

Board Chair C. Atlin reported that one matter was discussed in closed session and that direction has been given.

**Moved By** Melinda Zurbrigg

**Seconded By** Councillor Edney

THAT the St. Marys Public Library Board rise from closed session at 8:27pm.

**Carried**

**9. ROUNDTABLE DISCUSSION**

9.1 Friends of the Library Report

**10. UPCOMING MEETINGS**

The next regular meeting of the St. Marys Public Library Board will take place on September 1, 2022 at 6:45pm.

**11. ADJOURNMENT**

**Moved By** Melinda Zurbrigg

**Seconded By** Barbara Tuer

That the June 2, 2022 regular meeting of the St. Marys Public Library Board be adjourned at 8:29pm.

**Carried**

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Chair

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Board Secretary

## SPRUCE LODGE

### Board of Management Meeting

May 18<sup>th</sup>, 2022

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

**Councillors:** *Jim Aitcheson, Ronda Ehgoetz, Danielle Ingram, Marg Luna, Fern Pridham, Kathy Vassilakos*

**Regrets:**

**Guests:**

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*Chairperson Councillor Kathy Vassilakos brought the meeting to order.*

Moved by Councillor Luna  
Seconded by Councillor Ingram

**That the agenda for May 18<sup>th</sup>, 2022 be approved as presented.**  
**CARRIED**

➤ Declaration of pecuniary interest.

**Approval of Minutes:**

Moved by Councillor Aitcheson  
Seconded by Councillor Pridham

**That the minutes of April 20<sup>th</sup>, 2022 be approved as presented.**  
**CARRIED**

**Business Arising:** *None noted.*

**New Business:**

**Ratification of Accounts:**

Moved by Councillor Luna  
Seconded by Councillor Ingram

**That the April 2022 accounts in the amount of \$621,141.76 to be ratified.**  
**CARRIED**

**Financial Report:**

The Business Manager presented the Spruce Lodge Home for the Aged Financial Statements for the period ending March 31<sup>st</sup>, 2022 for review and discussion. Funding announcements starting in May, July, and August. Will present in upcoming June meeting.

Moved by Councillor Aitcheson  
Seconded by Councillor Ehgoetz

**To accept the Spruce Lodge Home Financial Report for the period ending March 31<sup>st</sup>, 2022 as presented.**  
**CARRIED**

**Administrator's Report:**

**COVID Update:**

There have been two (2) outbreaks involving a total of 45 resident cases, with two (2) resident deaths, with the first March 17<sup>th</sup>, 2022 to April 25<sup>th</sup>, 2022. The secure units encountered the most

## **SPRUCE LODGE - Continued**

### **Board of Management Meeting**

**May 18<sup>th</sup>, 2022**

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spread, but the West and North units were never in outbreak. The South unit was in outbreak from April 26<sup>th</sup>, 2022 to May 12<sup>th</sup>, 2022 with only 4 residents, and no deaths.

There have been 28 staff cases, with new cases being identified every week.

#### **Vaccinations:**

The Administrator presented the Vaccines, Visitors, and testing (decision item) for review. 100% of Spruce Lodge staff, and essential visitors are triple vaccinated. The same staff off since November have expressed no interest in returning. Spruce Lodge maintains its vaccine and booster mandate for all those who have resident contact. General visits were paused during the outbreak, however continue for outside visits, and outings. There are currently only four (4) homes in outbreak.

The report recommends to allow unvaccinated visitors to pre-arranged visits in the fireplace lounge. Visitors would be screened, tested, and able to enter at the Spruce lodge entrance.

The hair stylist of twenty-three (23) years has not received her booster, and has had COVID. Individuals not boosted are permitted to visit if a resident is palliative. There are inconsistencies in the guidelines, as individuals not boosted are allowed to take residents out, but are not able to enter the building. Human resources is starting to experience potential new staff who are not prepared to be boosted. Testing remains a requirement, and although each home has a different requirement of rules, the testing team at Spruce lodge wishes to remain status quo. Activity staff have supervised visits in the past. It was suggested that a surgical mask could replace the N95 requirement in the recommendation.

Moved by Councillor Pridham

Seconded by Councillor Ehgoetz

**To accept the recommendation to authorize a modification to the Spruce Lodge visitor policy to enable those who are not vaccinated or boosted to pre-arranged visits in the Spruce Lodge fireside lounge.**

**CARRIED with 4 in favour and 2 opposed.**

#### **Quality Projects:**

The Avon Maitland District School Board (AMDSB) program have begun their program at Spruce Lodge.

Work Force Edge (WFE) has presented schedules. Approximately thirty (30) staff participated virtually yesterday for the presentation, Many were vocal, and upset about the changes, feeling that the new scheduled doesn't recognize seniority. The new schedule promotes equity to promote recruitment and retention. The WFE approach is to introduce relief lines to proactively cover staff shortage. C.U.P.E. is concerned in the potential drop of overtime for its members. The original thought was that the staff currently holding the Kitchen Resident Assistant (RA) positions transition to the Dietary Aide (DA) lines, but with the temporary wage enhancement (TWE) the difference is too great.

Management is confident that the schedules will be best practice, and are hoping to implement in the fall. The Administrator is sending a copy of the proposed schedule to staff for review.

Changes are also being made to Registered staff schedule, increasing staffing levels to remain compliant for dispensing medications. There will be extra RPN and RN coverage on days and evenings.

## **SPRUCE LODGE - Continued**

### **Board of Management Meeting**

**May 18<sup>th</sup>, 2022**

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#### **Pride Flag:**

A staff member requested the flying of the pride flag for the month of June. The flag pole can hold two (2) flags. The Board supports flying both flags for the month of June.

#### **Air Conditioning:**

The Ministry of Health has approved \$986,490.00 for the installation of a new air conditioning system. The new equipment is scheduled to arrive in September. \$130,000.00 has been approved to upgrade the air conditioning in the cottages, as the current system is not working well. It is scheduled to arrive in December. Funds from minor capital could be used to replace the systems in the dining rooms. A proposal will be presented at the next meeting.

Moved by Councillor Aitcheson

Seconded by Councillor Ingram

**To enter closed session at 5:44 p.m. to discuss identifiable individuals.**

**CARRIED**

Moved by Councillor Aitcheson

Seconded by Councillor Ingram

**To enter open session at 5:54 p.m.**

**CARRIED**

Moved by Councillor Luna

Seconded by Councillor Ingram

**That the Administrator's report be accepted as presented.**

**CARRIED**

Moved by Councillor Ingram

Seconded by Councillor Luna

**To enter closed session at 5:56 p.m. to discuss personal matters and identifiable individuals.**

**CARRIED**

Moved by Councillor Ehgoetz

Seconded by Councillor Luna

**To enter open session at 6:00 p.m.**

**CARRIED**

**Other Business:** None presented.

**Correspondence:** None presented.

**Dress Down Days:**

☺ *For April 2022, the lucky charitable receipt winner is **Jenn Facey!***

Moved by Councillor Ehgoetz

**That the meeting be adjourned.**

**CARRIED**



**SPRUCE LODGE - Continued**

**Board of Management Meeting**

**May 18<sup>th</sup>, 2022**

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**Date & Time of Next Meeting:**

***Wednesday, June 15<sup>th</sup>, 2022 @ 5:00 p.m.***

**Councillor Vassilakos**  
*Chairperson*



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**Jennifer Facey**  
*Secretary*



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**Date** **June 15, 2022**

**Minutes  
Upper Thames River Conservation Authority (UTRCA)  
Board of Directors Meeting  
Tuesday, May 24, 2022**

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Virtual Meeting Due to COVID-19 Pandemic.

Alan Dale, UTRCA Board Chair, called the meeting to order at 9:31am.

**Members Present:**

M.Blosh	H.McDermid
A.Dale – Chair	P.Mitchell
A.Hopkins	A.Murray
T.Jackson	J.Reffle
S.Levin	J.Salter
M.Lupton	M.Schadenberg
N.Manning	

**Regrets:**

B.Petrie  
A.Westman

Solicitor: G. Inglis

**Staff Present:**

J.Allain	T.Hollingsworth
T.Annett	C.Saracino
E.Chandler	C.Tasker
B.Dafoe	B.Verscheure
H.FitzGibbon	M.Viglianti – Recorder
M.Funk	S.Viglianti
B.Glasman	J.Welker

## **1. Territorial Acknowledgement**

The Chair read the territorial acknowledgement.

## **2. Modifications to the Agenda**

The Chair inquired whether the members had any proposed modifications to the agenda. There were none.

## **3. Declarations of Pecuniary Interest**

The Chair inquired whether the members had any Pecuniary Interests to declare. There were none.

## **4. Delegations/Presentations**

There were no delegations or presentations.

## **5. Administrative Business**

### **5.1. Approval of Minutes of Previous Meeting: April 26, 2022**

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

Mover: T.Jackson

Secunder: J.Reffle

THAT that the Upper Thames River Conservation Authority Board of Directors approve the Board of Directors' minutes dated April 26, 2022, including any closed session minutes, as posted on the Upper Thames River Conservation Authority web-site.

Carried.

### **5.2. Business Arising from the Minutes**

The Board asked for an update on agenda item 5.2.2 from the April 2022 minutes. It was confirmed that the rebate from the Workplace Safety Insurance Board (WSIB) was calculated using a standard process and was not related to the UTRCA claim history.

### **5.3. Correspondence**

There was no correspondence.

## **6. Reports – For Consideration**

### **6.1. Report from the Finance and Audit Committee - Approval of 2021 Audited Financial Statements**

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

It was clarified that the Auditors declined the offer to speak to the Committee without staff present because they were happy with how the Audit went and had no concerns to report directly to the Committee.

Mover: J.Salter

Secunder: M.Schadenberg

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

### **6.2. Provincial Offences Act Designation**

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

It was confirmed that both Mike Funk and Hailey FitzGibbon successfully passed the course.

Mover: A.Hopkins

Secunder: M.Blosh

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

## **7. Reports – For Information**

### **7.1. Administration and Enforcement – Section 28 Status Report** (Report attached)

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

It was noted that the higher than usual number of permits that did not comply with the timelines and added that most were completed within one week of the deadline lapse. Short turnaround times, significant staffing changes, and COVID illness of staff were given as the reasons behind the lapses.

## **DRAFT**

A proposed comprehensive review of the planning and regulations fees schedule will be presented at the June Board meeting, which will have more information about permits and plan review timelines. Additionally, staff will use the comments from the April Board meeting to try and revise the Section 28 report format.

Mover: A.Hopkins

Seconder: T.Jackson

THAT the Board of Directors receive the report for information.

Carried.

### **7.2. Bill 109 – More Homes for Everyone Act, 2022**

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

There was a discussion on the user fee to levy ratio for Planning and Regulations fees, with a suggestion for staff to look into changing the ratio to 100 percent cost recovery.

Concerns were raised on the increased development pressures on natural heritage features and hazard lands.

It was noted that Conservation Authorities and other commenting agencies have not received any additional funding support from the Province.

Concerns were raised around the removal of requirements for public commenting for the Municipal site plan approval process.

Mover: S.Levin

Seconder: M.Lupton

THAT the Board of Directors receive the report for information.

Carried.

### **7.3. Conservation Authorities Act Update – Phase 2 Regulations**

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

Staff gave a virtual tour of the Governance section of the Upper Thames website.

## **DRAFT**

Mover: N.Manning

Seconded: H.McDermid

THAT the Board of Directors receive the report for information.

Carried.

### **7.4. May For Your Information Report**

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

M.Schadenberg left the meeting at 10:43am.

Mover: P.Mitchell

Seconded: A.Murray

THAT the Board of Directors receive the report for information.

Carried.

## **8. Notices of Motion**

The Chair inquired whether any Board members had motions to bring to the floor for a future meeting. There were none.

## **9. Chair's Comments**

The Chair, along with staff and a few Board members attended the Conservation Authorities Program and Service Inventory Workshop webinar on May 2<sup>nd</sup> hosted by the Ministry of the Environment, Conservation and Parks.

Kim Gavin, General Manager of Conservation Ontario announced her retirement as of June 30<sup>th</sup>. The Conservation Ontario Board has selected a firm to hire a new General Manager.

## **10. Member's Comments**

There were none.

## **11. General Manager's Comments**

The General Manager informed the members that at the May 2<sup>nd</sup> webinar the Ministry confirmed all inventories of programs and services had been reviewed, offered high level comments and confirmed the UTRCA categorized programs accurately. It was noted that there is no approval process for the inventories, just opportunities for

## **DRAFT**

comments, and the Province will be looking for more specific details regarding existing category two and three agreements, identifying the municipality(ies) and how long the agreements have been in place.

### **12. Reports – In-Camera**

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

Mover: J.Reffle

Secunder: M.Lupton

THAT the Board of Directors adjourn to Closed Session – In Camera, in accordance with Section C.13 of the UTRCA Administrative By-Law, to discuss labour relations.  
Carried.

A.Murray left the meeting at 11:00am.

A.Hopkins left the meeting at 11:51am.

Moved by: M.Reffle

Seconded by: J.Salter

THAT the Board of Directors Rise and Report progress.  
Carried.

#### **12.1. Negotiations Labour Relations – Compensation Review Presentations**

Mover: S.Levin

Secunder: J.Salter

THAT the Board accept the recommended change in the salary structure.

Concerns were raised, with some members feeling additional information was required to understand the fully costed implications to implement the changes salary structure. A recorded vote was requested on the above motion. However, it was requested that the item be held for discussion at the next meeting since a number of members had left the meeting and further information from staff was requested.

Move: T.Jackson

Secunder: M.Lupton

THAT the Board refer the motion to the next meeting.  
Carried.

**DRAFT**

### 13. Adjournment

There being no further business, the meeting was adjourned at 1:03 pm on a motion by M.Blosh.

A handwritten signature in blue ink, appearing to read "Tracy Annett", with a long horizontal flourish extending to the right.

Tracy Annett, General Manager  
Att.



**Minutes**  
**St. Marys Business Improvement Area Board**  
**Regular Meeting**

June 13, 2022

6:00 pm

Video Conference

Click the following link:

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

**Member Present:** Councillor Tony Winter, Amie Rankin (Secretary),  
Megan Feeney (Treasurer), Gwendolen Boyle (Vice-Chair)

**Member Absent:** Lanny Hoare (Chair)

**Town Staff Present:** Kelly Deeks-Johnson (Tourism and Economic Development Manager), Stacey Frayne (Tourism Coordinator), André Morin (Director of Corporate Service/Treasurer)

**1. CALL TO ORDER**

The Vice-Chair called the meeting to order at 6:01 pm.

**2. DECLARATION OF PECUNIARY INTEREST / CONFLICT OF INTEREST**

None

**3. AMENDMENTS AND APPROVAL OF AGENDA**

**Moved By:** Amie Rankin

**Seconded By:** Megan Feeney

**THAT** the June 13, 2022 St. Marys Business Improvement Area Board agenda be approved.

**Carried**

**4. ACCEPTANCE OF MINUTES**

**Moved By:** Councillor Winter

**Seconded By:** Amie Rankin

**THAT** the May 9, 2022 St. Marys Business Improvement Area Board meeting minutes be approved by the Board and signed by the Chair and the Secretary.

**5. BUSINESS ARISING FROM MINUTES**

None

**6. DELEGATIONS**

**6.1 Janette MacDonald, Downtown Gift Cards**

Chantal Lynch introduced Janette MacDonald, Business Development Manager at Miconex Downtown Gift Cards.

Janette MacDonald provided a verbal presentation outlining the program.

Highlights included:

- International company and runs on a VISA platform providing gift cards for downtowns.
- This is a closed loop platform, all money spent is kept in its geographic area, it is used through existing point of sale terminals.
- Currently it is \$12,950 to sign up with a \$1,000 deduction for anyone who signs up prior to July.
- This includes 2500 cards and promotional material. Cards will cost around \$1 each.
- Recommended that they be sold at a trusted office such as a BIA office. Once launched the BIA involvement is minimal. Cost monthly is around \$535. Cards are not reloadable.

Councillor Winter asked Kelly Deeks-Johnson about the gift card program that was brought forward from the town two years ago. The program is very similar, there were challenges with including all businesses as some did not operate with a point-of-sale and the monthly cost was a challenge. The Town decided to launch St. Marys Money as an alternative which is town wide and not just focused on the downtown. Around 40 businesses signed up to receive St. Marys Money to-date.

The board requested that Deeks-Johnson bring the stats of the sale of the Money to the next meeting.

**Moved By:** Amie Rankin

**Seconded By:** Megan Feeney

**THAT** the delegation from Janette MacDonald be accepted as information.

**Carried**

## **7. CORRESPONDENCE**

### **7.1 Email from Tracey Pritchard, The Flour Mill**

The board discussed the request to make downtown dog friendly with areas to leave dogs outside of shops. Although many members appreciate dogs the consensus was that promoting this was risky. There are liability issues and not all customers are comfortable with dogs. The board will continue to explore options for this to accommodate shoppers.

**Moved By:** Amie Rankin

**Seconded By:** Councillor Winter

**THAT** the correspondence from Tracey Pritchard be accepted as information.

**Carried**

## **8. COUNCIL REPORT**

Councillor Winter provided a verbal update on council discussions.

Highlights included:

- Noted disappointment that the BIA did not follow through with a letter regarding the zoning change to accommodate Pet Value.
- The Town has hired a consultant to assist with the reimagining of Heritage Festival.
- Developed a Terms of Reference for the old Mercury Theatre.

**Moved By:** Councillor Winter

**Seconded By:** Amie Rankin

**THAT** the verbal Council report be received.

**Carried**

## **9. TREASURER'S REPORT**

Treasurer Megan Feeney informed the board that the signing authority has officially switched over. An updated report with expenditures will be brought forward for the next meeting.

**Moved By:** Amie Rankin  
**Seconded By:** Councillor Winter

**THAT** the Treasurer's report be accepted as presented.

**Carried**

## **10. OTHER BUSINESS**

### **10.1 The Flats Revitalization Project - André Morin**

André Morin, Director of Corporate Services/Treasurer, informed the board about the process for the revitalization with the flats and asked for feedback regarding the park itself. The board provided no comments.

### **10.2 Refreshment Truck By-Law - André Morin**

The Town is reviewing its refreshment truck by-law and is seeking feedback from the BIA. The by-law will be shared broadly in the coming weeks. The premise of the changes is that a limited number of food trucks will be allowed to operate under a licence, but exemptions will be made for events. 2017 was when the by-law was last reviewed. The board discussed the need for options to eat in St. Marys and supported expanding the network.

## **11. UPCOMING MEETINGS**

A date will be confirmed based on availability in Council Chambers. Looking at July 11 or 19, 2022.

## **12. ADJOURNMENT**

**Moved By:** Megan Feeney  
**Seconded By:** Councillor Winter

**THAT** this meeting of the St. Marys Business Improvement Area Board adjourns at 7:07 pm.

**Carried**

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Chair

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Secretary



## **Minutes**

### **Green Committee**

May 25, 2022

5:30 pm

Video Conference

Click the following link:

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

Members Present	Councillor Pridham, Vice-Chair Lynette Geddes Katherine Moffat Fred Stam John Stevens
Member Absent	David Vermeire, Chair
Staff Present	Jed Kelly, Director of Public Works Dave Blake, Environmental Services Manager Morgan Dykstra, Committee Secretary.

#### **1. CALL TO ORDER**

Vice Chair Councillor Pridham called the meeting to order at 5:31 p.m.

#### **2. DECLARATION OF PECUNIARY INTEREST**

None declared.

#### **3. AMENDMENTS AND APPROVAL OF AGENDA**

**Resolution: GC-2022-04-01**

**Moved By** Lynette Geddes

**Seconded By** Fred Stam

**THAT** the May 25, 2022 Green Committee Agenda be accepted as presented.

**Carried**

**4. DELEGATIONS**

None.

**5. ACCEPTANCE OF MINUTES**

**Resolution: GC-2022-04-02**

**Moved By** John Stevens

**Seconded By** Fred Stam

**THAT** the March 30, 2022 Green Committee minutes be approved and signed by the Chair and Committee Secretary.

**Carried**

**6. STRATEGIC PRIORITIES - STATUS UPDATE**

Morgan Dykstra spoke to the strategic priorities and responded to questions from the Committee.

**Resolution: GC-2022-04-03**

**Moved By** Lynette Geddes

**Seconded By** Katherine Moffat

**THAT** the May Green Committee Strategic Priorities Table be received for information.

**Carried**

**7. REPORTS**

**7.1 PW 33-2022 Community Feedback on Curbside Collection**

Dave Blake spoke to the report and responded to questions from the Committee.

Fred Stam inquired if the response rate of 124 is representative of the Town's population.

Dave Blake responded that the topic of the survey is determines the response rate, the response was good for the type of survey conducted, and noted the representation is questionable for accurate decision-making.

Lynette Geddes asked if the survey responses match actual use of available curbside programs.

Dave Blake responded that responses and results align with comments regularly received by staff, and observed usage trends.

Lynette Geddes noted that the Town has reduced the yard waste collection schedule and asked whether those reductions should be further considered.

Dave Blake responded that there is a trend towards decreasing volumes associated with the yard waste collection program, however, the program is seasonally and weather dependent.

Katherine Moffat asked the rationale for asking what people want to pay for the service, it appears there is an appetite for the service, but it has been negated by including costs.

Dave Blake responded that waste management program is user fee funded, to add a cost heavy diversion program will ultimately impact the revenue and trigger cost increases for program delivery.

Fern Pridham noted that 29% of respondents don't want any fees, and 37% of respondents selected \$0-30 as an appropriate fee, that is a significant number that don't want any cost or minimal costs for the delivery of an organics collection program.

Katherine Moffat commented that the question could have been structured differently.

The Committee made the following resolution:

**Resolution: GC-2022-04-04**

**Moved By** Fred Stam

**Seconded By** Lynette Geddes

**THAT** report PW 33-2022, Community Feedback on Organics Collection be received for information.

**Carried**

## 7.2 PW 39-2022 Organics Collection Consideration

Dave Blake spoke to the report and responded to questions from the Committee.

Lynette Geddes commented that the survey included a question surrounding whether the residents would want an opt-in organics program or a town-wide program and asked if the cost ranges included in report reflect those programs.

Dave Blake commented that Option 3 includes processing fees, and that is applied to a range of materials that may be accepted, the materials that are accepted will influence the cost of processing which is why there is a range, there is a base collection stream and then additional processing fees based on material type.

Lynette Geddes sought confirmation that the costs are based on a town-wide program rather than an opt-in program.

Dave Blake confirmed that Options 2 and Options 3 consider a town-wide program, town-wide programs offer efficiencies with respect to collection and processing.

Fred Stam noted that producer pay is consumer pay and sought clarification of the Town's definition of organic, and whether the Town has reviewed other municipal organics programs.

Dave explained that the report uses the term organics loosely, and the Town has only reviewed received organics proposals and has not yet investigated other municipal organics collection programs.

Fred Stam sought additional detail regarding the types of proposals that have been received by the Town.

Dave Blake commented that the Town has had conversations with recycling collection service providers but also product suppliers that were looking to gauge interest in the community for their specific methods for organics

Jed Kelly added that it can be difficult to complete an adequate comparison due to factors such as population size, geographic location, and volume of materials.

Dave Blake acknowledged that the area is unique due to the geographic area, and access to processing facilities, number of properties, number of residents and anticipated volumes.

Katherine Moffat inquired how a green bin program will align with the draft Climate Change Action Plan, since the organics in the landfill produce



greenhouse gases, and the transportation of organics will also produce greenhouse gases and asked how those two factors will be weighed.

Jed Kelly responded that the Town is continuing to draft a Climate Change Action Plan, and noted that this type of consideration is important, the Town needs to develop business case tools to evaluate project impact.

Fred Stam commented that he'd rather make a recommendation to proceed with Option 1, rather than defer any action for several years.

There was consensus among the Committee that the Town needs to better promote the Town's offering of green cone digester program and create informational tools for residents regarding how they can process organic materials at home.

Dave Blake commented that the Town currently has 25 to 30 green cone digesters that are sold at cost for \$150.00.

Katherine Moffat agreed that there should be more promotion of the green cone digester program while the Town works on a longer-term plan.

Lynette Geddes commented that the City of London was selling digesters for \$20 to encourage usage and asked if the Town would subsidize green cone digesters on a trial basis.

Councillor Pridham asked what a digester does and whether it eliminates the release of methane gas.

Dave Blake responded a digester similar to a backyard composter, the difference being a digester can process additional materials.

Lynette Geddes added that compost material can be reused, whereas the digester product is absorbed by the ground.

Councillor Pridham commented that this type of information should be shared with the public, and that the advantage is that less organics will be brought to the landfill, therefore saving landfill space.

Jed Kelly commented that staff should consider how much tonnage a digester program could divert from the landfill, and that a follow up report should be presented to the Committee.

The Committee was of the consensus that more information regarding a digester cone program should be brought forward for their consideration.

There was consensus among the Committee that the Town needs to better promote the Town's offering of green cone digester program and create informational tools for residents regarding how they can process organic materials at home.

The Committee made the following resolution:

**Resolution: GC-2022-04-05**

**Moved By** John Stevens

**Seconded By** Lynette Geddes

**THAT** report PW 39-2022, Organics Collection Consideration be received for information.

**Carried**

## **8. OTHER BUSINESS**

Members of the Committee attended a site visit at the St. Marys Cement Plant the week before.

## **9. UPCOMING MEETINGS**

June 22, 2022 at 5:30 p.m.

## **10. ADJOURNMENT**

**Resolution: GC-2022-04-06**

**Moved By** John Stevens

**Seconded By** Fred Stam

**THAT** this meeting of the Green Committee adjourn at 6:20 p.m.

**Carried**

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David Vermeire, Chair

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Morgan Dykstra, Committee Secretary



## **Minutes**

### **Green Committee**

June 22, 2022

5:30 pm

Video Conference

Click the following link:

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

Member Present	David Vermeire, Chair Lynette Geddes Councillor Pridham Katherine Moffat Fred Stam John Stevens
Staff Present	Jed Kelly, Director of Public Works Dave Blake, Environmental Services Manager Morgan Dykstra, Committee Secretary

#### **1. CALL TO ORDER**

Chair Vermeire called the meeting to order at 5:30 p.m.

#### **2. DECLARATION OF PECUNIARY INTEREST**

None declared.

#### **3. AMENDMENTS AND APPROVAL OF AGENDA**

**Resolution: GC-2022-05-01**

**Moved By** Councillor Pridham

**Seconded By** Fred Stam

**THAT** June 22, 2022 Green Committee Agenda be accepted as presented.

**Carried**

**4. DELEGATIONS**

None.

**5. ACCEPTANCE OF MINUTES**

**Resolution: GC-2022-05-02**

**Moved By** Lynette Geddes

**Seconded By** Fred Stam

**THAT** the May 25, 2022 Green Committee minutes be approved and signed by the Chair and Committee Secretary.

**Carried**

**6. STRATEGIC PRIORITIES - STATUS UPDATE**

Morgan Dykstra spoke to the Strategic Priorities Status Update.

Lynette Geddes noted that the Loop Trail at James Street South does not have any garbage cans and poop bags available for trail users, and the Town should consider placing some there.

Morgan Dykstra responded that it will be considered during the Active Transportation Master Plan process.

**Resolution: GC-2022-05-03**

**Moved By** John Stevens

**Seconded By** Fred Stam

**THAT** the June Green Committee Strategic Priorities Table be received for information.

**Carried**

**7. REPORTS**

**7.1 PW 44-2022 At home Organics Diversion**

Dave Blake spoke to the report and responded to questions from the Committee.

Katherine Moffat sought clarification regarding the size of the existing composters, and whether they are a suitable size for families of four.

Dave Blake responded that the size of the backyard composter is somewhat standard, the appropriate size is dependent on the use of the composter.

Lynette Geddes advised that the City of London offers a variety of sizes, and that there are a variety of variables that contribute to the breakdown of the organics and therefore the appropriate size per household varies.

Lynette Geddes asked how fast the Town's stock of digester's sell.

Dave Blake responded that the uptake is very limited, the Town has received inquiries, but rarely proceeds to a sale.

Lynette Geddes proposed that if there is \$5,000 in the budget each year, and if at the end of the year the digesters have not sold, that the left-over stock be sold at a discounted price to encourage households to compost.

Dave Blake clarified that the \$5,000 was a one-time budgetary commitment to purchase the initial organic digesters, with the assumption that as the digesters are sold at cost the budget for purchasing additional organic digesters would replenish.

Lynette Geddes noted there is a benefit to getting rid of the existing stock via promotion.

Katherine Moffat asked whether it is an issue of communication and commented that people may not know that the organic digesters are available for purchase.

Dave Blake responded that he is unsure of the cause of the uptake hesitancy and noted that the organic digesters have been available to purchase at Town events.

Fred Stam commented that there is no indication of organics and composters on the Town's website, by adding this information public interest may be garnered.

Dave Blake responded that the Public Works Department will need to collaborate with the Communications Department to make the information more available.

Councillor Pridham commented that in 2008 the Town offered a discounted price for digesters and the program was successful and noted that if the goal is to reduce the amount of waste being transferred to the Landfill, then subsidizing the cost of digesters may be a good solution to reduce waste.

Councillor Pridham added that the Committee could ask Council to subsidize the remaining digesters to measure uptake.

The Committee was of the opinion that any organics program should be promoted to the public to improve awareness.

**Resolution: GC-2022-05-04**

**Moved By** Councillor Pridham

**Seconded By** Lynette Geddes

**THAT** report PW 44-2022, At Home Organics Diversion be received; and,

**THAT** the Green Committee recommends to Council:

**THAT** the remaining organics digesters be sold at 50% of cost;

**THAT** the staff report back on the uptake of the sales; and,

**THAT** Council consider including \$5,000 in the 2023 budget deliberations to subsidize at-home organics diversion.

**Carried**

**9. UPCOMING MEETINGS**

September 28, 2022 at 5:30 p.m. (Hybrid)

**8. OTHER BUSINESS**

None.

**10. ADJOURNMENT**

**Resolution: GC-2022-05-05**

**Moved By** Councillor Pridham

**Seconded By** Lynette Geddes

**THAT** this meeting of the Green Committee adjourns at 5:53 p.m.

**Carried**

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David Vermeire, Chair

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Morgan Dykstra, Committee Secretary



## MINUTES

### Heritage Advisory Committee

June 13, 2022

6:15 pm

Video Conference

Click the following link:

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

Members Present	Al Strathdee Councillor Pridham Barbara Tuer Clive Slade Janis Fread Michael Bolton Michelle Stemmler Sherri Winter-Gropp Stephen Habermehl
Staff Present	Amy Cubberley, Cultural Services Manager Grant Brouwer, Director of Building and Development
Members Absent	Paul King

#### 1. CALL TO ORDER

Chair Habermehl called the meeting to order at 6:18 pm

#### 2. DECLARATION OF PECUNIARY INTEREST

None declared

#### 3. AMENDMENTS AND APPROVAL OF AGENDA



**Moved By** Clive Slade

**Seconded By** Barbara Tuer

THAT the June 13, 2022 Heritage Advisory Committee agenda be accepted as presented.

**CARRIED**

**4. DELEGATIONS**

None.

**5. CORRESPONDENCE**

**5.1 Nancy Patrick: Re 78 Robinson Street**

The Heritage Advisory Committee acknowledged receipt of correspondence from Nancy Patrick re: 78 Robinson Street and further discussed under agenda item 7.1.

**6. AMENDMENT AND ACCEPTANCE OF MINUTES**

**Moved By** Michael Bolton

**Seconded By** Michelle Stemmler

THAT the April 11, 2022 Heritage Advisory Committee minutes be accepted as presented.

**CARRIED**

**7. BUSINESS ARISING FROM MINUTES**

**7.1 78 Robinson Street**

The correspondence between the Heritage Advisory Committee and the owners of 78 Robinson Street was reviewed. Staff was directed to send a follow up letter to the property owners, acknowledging their letter and expressing that the Committee looks forward to meeting once plans are further developed.

**8. REGULAR BUSINESS**

**8.1 Heritage Conservation District Update**

**8.1.1 Heritage Permits**

None

## 8.1.2 Sign Applications

### 8.1.2.1 6 Water Street South - Miss Jones

Grant Brouwer spoke to DEV 44-2022 and responded to questions.

**Moved By** Michael Bolton

**Seconded By** Sherri Gropp

**THAT** DEV 44-2022 6 Water St S Sign Permit be received; and

**THAT** ...the Heritage Committee support the façade sign permit

**CARRIED**

### 8.1.2.2 13 Water Street South - Cloud 9 Kids

Grant Brouwer spoke to DEV 43-2022 and responded to questions.

**Moved By** Clive Slade

**Seconded By** Janis Fread

**THAT** DEV 43-2022 13 Water St S Sign Permit report be received; and

**THAT** ...the Heritage Committee support the facade and projecting sign applications

**CARRIED**

## 8.1.3 Heritage Grant Applications

### 8.1.3.1 13 Water Street South

Amy Cubberley spoke to DCS 30-2022 and responded to questions.

**Moved By** Barbara Tuer

**Seconded By** Michael Bolton

**THAT** DCS 30-2022 13 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 13 Water Street South in the amount no greater than \$700.

**CARRIED**

**8.2 Municipal Register, Part 1 - Designations/designated property matters**

None discussed.

**8.3 Municipal Register, Part 2 - List of Significant properties**

None discussed.

**8.4 Properties of interest or at risk (not necessarily designated)**

None discussed.

**8.5 Homeowner/Property owner letters**

Staff explained there have been several phone calls from realtors and prospective buyers of heritage homes in the past few months. The list of recently sold heritage properties will be passed on to Paul King.

**9. COUNCIL REPORT**

Councillor Pridham and Mayor Strathdee updated the Committee on recently Council activity, including attainable housing, the inflatable water park at the Quarry, and Canadian Baseball Hall of Fame induction weekend.

**10. OTHER BUSINESS**

**10.1 Ontario Heritage Conference**

Amy Cubberley reported that the Ontario Heritage Conference is taking place in Brockville and Paul King is in attendance.

**10.2 Heritage/Homecoming 2022**

Amy Cubberley reported on Homecoming/Heritage festivities. All heritage bus tours have been covered by current and former Heritage Advisory Committee members.

**11. UPCOMING MEETINGS**

July 11, 2022 at 6:15pm

**12. ADJOURNMENT**

**Moved By** Councillor Pridham  
**Seconded By** Michelle Stemmler

THAT the June 13, 2022 Heritage Advisory Committee meeting adjourn at 6:40 pm.

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Chair

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Committee Secretary



## MINUTES

### Heritage Advisory Committee

July 11, 2022

6:15 pm

Video Conference

Click the following link:

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

Members Present	Mayor Strathdee Councillor Pridham Barbara Tuer Clive Slade Janis Fread Michelle Stemmler Paul King Sherri Winter-Gropp Stephen Habermehl
Staff Present	Amy Cubberley, Cultural Services Manager Grant Brouwer, Director of Building and Development Ray Cousineau, Facilities Manager
Members Absent	Michael Bolton

#### 1. CALL TO ORDER

Chair Habermehl called the meeting to order at 6:14pm

#### 2. DECLARATION OF PECUNIARY INTEREST

None declared.

#### 3. AMENDMENTS AND APPROVAL OF AGENDA

**Moved By** Clive Slade

**Seconded By** Michelle Stemmler

THAT the July 11, 2022 Heritage Advisory Committee agenda be accepted as presented.

**CARRIED**

**4. DELEGATIONS**

None.

**5. CORRESPONDENCE**

**6. AMENDMENT AND ACCEPTANCE OF MINUTES**

It was noted that under 10.2, one of the volunteers leading Heritage Bus Tours is a former Heritage Advisory Committee member.

**Moved By** Councillor Pridham

**Seconded By** Barbara Tuer

THAT the June 13, 2022 Heritage Advisory Committee meeting minutes be accepted as amended.

**CARRIED**

**7. BUSINESS ARISING FROM MINUTES**

**7.1 78 Robinson Street**

Staff reported that an email response has been sent to the owners of 78 Robinson Street, thanking them for their email and stating that the Committee looks forward to reviewing their plans in the future.

**8. REGULAR BUSINESS**

**8.1 Heritage Conservation District Update**

**8.1.1 Heritage Permits**

**8.1.1.1 DEV 45-2022 15 Church St. N. (Library) Southside Exit Door**

Ray Cousineau spoke to DEV 45-2022 and responded to questions.

**Moved By** Michelle Stemmler

**Seconded By** Clive Slade

**THAT** DEV 45-2022 15 Church St. N. (Library) Southside Exit door report be received; and

**THAT** the Heritage Committee support a heritage permit for the installation of a new door at 15 Church Street North.

**CARRIED**

**8.1.1.2 DEV 46-2022 Library Church Street Door Refurbishing**

Ray Cousineau spoke to DEV 46-2022 and responded to questions. He confirmed that the word "replacement" in the report was a typo, and the door is not being replaced.

**Moved By** Clive Slade

**Seconded By** Janis Fread

**THAT** DEV 46-2022 Library Church Street Door Refurbishing report be received; and

**THAT** the Heritage Committee support a heritage permit for the refurbishing of a Church Street door at 15 Church Street North

**CARRIED**

**8.1.2 Sign Applications**

**8.1.2.1 DEV 52-2022, 6 Water St S Sign Permit (Betty's Bookshelf)**

Grant Brouwer spoke to DEV 52-2022 and responded to questions.

**Moved By** Michelle Stemmler

**Seconded By** Janis Fread

**THAT** report be received; and

**THAT ... the Heritage Committee support the façade sign permit**

**CARRIED**

**8.1.2.2 DEV 53-2022, 159 Queen St E. Sign Permit (TUTT Co.)**

Grant Brouwer spoke to DEV 53-2022 and responded to questions.

**Moved By** Clive Slade

**Seconded By** Sherri Gropp

**THAT** DEV 53-2022, 159 Queen St E. Sign Permit (TUTT Co.) be received; and

**THAT ... The Heritage Committee support the sign permit.**

**CARRIED**

**8.2 Municipal Register, Part 1 - Designations/designated property matters**

None discussed.

**8.3 Municipal Register, Part 2 - List of Significant properties**

None discussed.

**8.4 Properties of interest or at risk (not necessarily designated)**

None discussed.

**8.5 Ontario Heritage Conference Report**

Paul King reported on the Ontario Heritage Conference in Brockville in June.

Some of the sessions are available to view online [Program \(ontarioheritageconference.ca\)](http://ontarioheritageconference.ca)

Next year's conference will be held in London.

**8.6 Homeowner/Property owner letters**

Staff will pass on the mailing addresses for 322 Emily Street (designated, sold), 232 Elgin Street East (listed, sold), 75 Water Street North (designated, sold) once the closing dates have passed.

The Committee noted that the owners of 252 Queen Street East take possession soon and are due for a welcome letter.



**9. COUNCIL REPORT**

Mayor Strathdee reported on recent Council activities, including housekeeping bylaws and construction projects.

**10. OTHER BUSINESS**

**10.1 Canada Day/Homecoming/Heritage Recap**

Staff reported on the Canada Day/Homecoming/Heritage weekend and asked for Committee feedback. There was a general consensus that heritage bus tours could be offered more frequently throughout the year. Staff will investigate this possibility with Mobility Services.

**11. UPCOMING MEETINGS**

Monday, August 8, 2022 at 6:15pm

**12. ADJOURNMENT**

**Moved By** Michelle Stemmler

**Seconded By** Clive Slade

THAT the July 11, 2022 Heritage Advisory Committee meeting adjourn at 6:38 pm.

**CARRIED**

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Chair

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Committee Secretary



## **Minutes**

### **Museum Advisory Committee**

June 8, 2022

6:15 pm

Video Conference

Click the following link:

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

Member Present	Councillor Hainer, Doug Fread, Scott Crawford, Karen Ballard, Peter McAsh
Member Absent	Krissy Nickle
Staff Present	Amy Cubberley, Cultural Services Manager

#### **1. CALL TO ORDER**

Chair McAsh called the meeting to order at 6:10pm.

#### **2. DECLARATION OF PECUNIARY INTEREST**

None declared.

#### **3. AMENDMENTS AND APPROVAL OF AGENDA**

**Moved By** Scott Crawford

**Seconded By** Councillor Hainer

THAT the June 8, 2022 Museum Advisory Committee agenda be accepted as presented.

**Carried**

#### **4. DELEGATIONS**

None.

#### **5. ACCEPTANCE OF MINUTES**

It was noted that the name of the Chair needs to be updated on the final page of the minutes.

**Moved By** Councillor Hainer

**Seconded By** Karen Ballard

THAT the April 13, 2022 Museum Advisory Committee meeting minutes be accepted as amended.

**Carried**

#### **6. BUSINESS ARISING FROM MINUTES**

##### **6.1 Friends of the Museum AGM**

Karen Ballard provided an update of the Friends of the Museum AGM on May 16.

#### **7. REPORTS**

##### **7.1 June 2022 Museum Update**

Amy Cubberley spoke to DCS 29-2022 and responded to questions.

**Moved By** Doug Fread

**Seconded By** Councillor Hainer

**THAT** DCS 29-2022 June Monthly Report (Museum and Archives) be received for information.

**Carried**

##### **7.2 Council Update**

Councillor Hainer updated the Committee on summer construction projects and Pride initiatives.

#### **8. OTHER BUSINESS**

None.

#### **9. UPCOMING MEETINGS**

September 14, 2022 at 6:15pm

**10. ADJOURNMENT**

**Moved By** Doug Fread

**Seconded By** Scott Crawford

THAT the June 8, 2022 Museum Advisory Committee meeting adjourn at 6:28 pm.

**Carried**

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Chair Peter McAsh

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Board Secretary Amy Cubberley



## **Minutes**

### **Recreation & Leisure Advisory Committee**

June 9, 2022

5:30 pm

Video Conference

Click the following link:

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

Member Present	Candice Harris, Chelsea Coghlin-Fewster, Mike Morning, Scott Crawford, Councillor Pridham
Staff Present	Stephanie Ische, Doug Lapointe, Vanessa Bisschop, Darcy Drummond
Staff Absent	Andrea Slade, Jenny Mikita

#### **1. CALL TO ORDER**

The chair called the meeting to order at 5:33pm.

#### **2. DECLARATION OF PECUNIARY INTEREST**

None declared.

#### **3. AMENDMENTS AND APPROVAL OF AGENDA**

**Moved by:** Fern Pridham

**Seconded by:** Scott Crawford

**THAT** the June 9, 2022, Recreation and Leisure Advisory Committee agenda be accepted as presented.

#### **4. ACCEPTANCE OF MINUTES**

The Committee requested that the minutes be amended in Section 7.1 Sports Wall of Fame to include who made the motion, Chelsea Coghlin, and who seconded it, Candice Harris.

## **Resolution**

**Moved by:** Scott Crawford

**Seconded by:** Fern Pridham

**THAT** the April 14, 2022, Recreation and Leisure Advisory Committee meeting minutes be approved, signed, and sealed by the chair and Director, Community Services.

## **5. REPORTS**

### **5.1 DCS 25-2022 Sports Wall of Fame Review**

Stephanie Ische spoke to DCS 25-2022 and the Committee provided the following feedback:

- A physical wall is the preferred choice of the committee; however, they recognize space may be limited. The committee would like a site visit at the Pyramid Recreation Centre (PRC) to assess the space available for a physical Sports Wall of Fame. The site visit will occur July 4, 2022, at 5:45pm.
- The committee requested staff connect with current trophy case user groups to see if they are willing to condense/relocate their case(s) for the purposes of the Sports Wall of Fame.
- The committee envisions the physical wall consisting of plaques with pictures and a small blurb about the inductee. The number of plaques on the wall will increase over time as more inductees get voted in.
- The committee believes having a trophy case dedicated to recognizing the most recent inductees would be beneficial. Pictures, articles, and/or clothing could be apart of the trophy case.
- The committee likes the idea of the online website, so that those who cannot attend the PRC can see and learn about the inductees. They suggested promoting the website through a QR code.

- Pending the decision around a physical Sports Wall of Fame, the committee is open to reviewing a virtual display in the form of a TV or interactive screen.

## **Resolutions**

**Moved by:** Chelsea Coghlin

**Seconded by:** Mike Morning

**THAT** DCS 25-2022 Sports Wall of Fame Review report be received; and

**THAT** the committee recommend staff approach user groups to condense/relocate their current trophy spaces for the purpose of the Sports Wall of Fame.

## **Resolution**

**Moved by:** Chelsea Coghlin

**Seconded by:** Scott Crawford

**THAT** the committee recommend staff investigate and proceed with developing a virtual website for the Sports Wall of Fame.

## 5.2 DCS 28-2022 Racket Courts

Darcy Drummond spoke to DCS 28-2022 and responded to questions:

- The cost recovery approach would align with the Recreation and Leisure Mater Plan and the Core vs non-Core pricing structure.
- Racket clubs are asking for more space and use a variety of time outside of their designated time.
- The Town would set the court fee for exclusive use, and the Clubs would have the responsibility of determining membership fees.

## **Resolution**

**Moved by:** Candice Harris

**Seconded by:** Chelsea Coghlin

**THAT** DCS 28-2022 Racquet Courts report be received; and

**THAT** the Recreation and Leisure Advisory Committee endorses the development of a cost recovery approach for the racket court operations through the implementation of exclusive use fees while maintaining free of charge public drop-in opportunities; and

**THAT** the committee recommend to Council that staff work with the two local racket clubs to review fee structure and allocated time to balance public use with club use.

**7. UPCOMING MEETINGS**

The next meeting is July 14, 2022.

**8. ADJOURNMENT**

**Moved by:** Scott Crawford

**Seconded by:** Chelsea Coghlin

**THAT** the Recreation and Leisure Advisory Committee adjourn at 7:01pm.

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Chair

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Committee Secretary





**Minutes**  
**Youth Council**

June 3, 2022

4:00 pm

Video Conference

Click the following link:

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

Member Present      Councillor Edney, Megan Richardson, Meghan Hymus, Cate Poulton, Kirsten Pabillano, Jordan Partridge

Staff Present      Darcy Drummond

**1. CALL TO ORDER**

The Chair called the meeting to order at 4:00pm.

**2. DECLARATION OF PECUNIARY INTEREST**

None declared.

**3. AMENDMENTS AND APPROVAL OF AGENDA**

**Moved by:** Megan Richardson

**Seconded by:** Cate Poulton

THAT the June 3, 2022 Youth Council meeting agenda be accepted as presented.

**4. ACCEPTANCE OF MINUTES**

**Moved by:** Meghan Hymus

**Seconded by:** Megan Richardson

THAT the May 6, 2022 Youth Council meeting minutes be approved by the Youth Council and be signed by the Chair and Staff Liaison.

## **5. BUSINESS ARISING FROM MINUTES**

### **5.1 Composting and Flowerpot Painting Event**

The Youth Council felt the event went well as they were able to hand out all seeds to the community.

Members suggest continuing on with eco events in the future and that the Farmers Market is a good location. They suggest larger signage for the future.

### **5.2 Pride Day Event**

The Youth Council determined that they would rather attend the Pride Day event individually to celebrate the day fully.

The event has many volunteers and members of the committee will take note of how they may be able to help in future years.

## **6. OTHER BUSINESS**

### **6.1 Summer Meetings**

The Youth Council will meet unofficially in the summer months to brainstorm future events and create their legacy statement.

## **7. UPCOMING MEETINGS**

The next meeting is scheduled for 4pm on September 9, 2022.

## **8. ADJOURNMENT**

**Moved by:** Megan Richardson

**Seconded by:** Meghan Hymus

THAT this meeting adjourn at 4:12pm.

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Chair

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Committee Secretary

**BY-LAW 78-2022**

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

**Being a by-law to exempt from Part Lot Control  
Block 48, Registered Plan No. 44M-79 in the Town of St. Marys**

- WHEREAS:** Section 50(7) of the Planning Act, R.S.O. 1990, provides that the Council of a local municipality may, by By-law, provide that the Part Lot Control provisions contained in Section 50(5) of the Planning Act, R.S.O. 1990, do not apply to the lands designated in the By-law;
- AND WHEREAS:** The Council of the Corporation of the Town of St. Marys deems it expedient and in the public interest that Block 48, Registered Plan No. 44M-79 in the Town of St. Marys, in the County of Perth, be exempted from the Part Lot Control provisions of the Planning Act.
- THEREFORE:** The Council of The Corporation of the Town of St. Marys hereby enacts as follows:
- 1.** Block 48 in Registered Plan 44M-79 in the Town of St. Marys, in the County of Perth is hereby exempted from Part Lot Control pursuant to Section 50(7) of the Planning Act, R.S.O. 1990 which land is zoned to permit, among other things, townhouse dwellings in conformity with By-law No. Z1-1997 as amended (the Town of St. Marys' Comprehensive Zoning By-law).
  - 2.** This by-law comes into force on the final passing thereof.
  - 3.** Enactment of this By-law shall be deemed to be authorization to the solicitor for the Town to register same in the appropriate Land Registry Office, without further written authorization.
  - 4.** This By-law shall be in effect for one (1) year from the date of adoption of this By-law. Furthermore, this By-law may be repealed, extended, or may be amended to delete part of the lands described herein by the Council of The Corporation of the Town of St. Marys.
  - 5.** This By-law shall be registered in the Registry Office for the County of Perth, pursuant to Section 50(28) of the Planning Act, R.S.O. 1990.

**Read a first, second and third time and finally passed this 26<sup>th</sup> day of July, 2022.**

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Mayor Al Stratthdee

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Jenna McCartney, Clerk

**BY-LAW 79-2022**

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

**Being a By-law to appoint municipal law enforcement officers.**

- WHEREAS:** The *Municipal Act, SO 2001, c25*, as amended, Section 11, provides that a single-tier municipality may pass by-laws for a broad range of matters including respecting the health, safety and well-being of persons and the protection of persons and property;
- AND WHEREAS:** The *Municipal Act, 2001, S.O. 2001, c. 25*, as amended, Section 23.1 (1) provides that Council may also delegate its powers and duties under this or any other Act;
- AND WHEREAS:** The *Police Services Act, R.S.O. 1990 Chapter P.15*, as amended, Section 15(1), provides that a municipal council may appoint persons to enforce the by-laws of the municipality;
- AND WHEREAS:** The *Police Services Act, R.S.O. 1990 Chapter P.15*, as amended, Section 15(2), provides that municipal law enforcement officers are peace officers for the purpose of enforcing municipal by-laws;
- AND WHEREAS:** The *Community Safety and Policing Act, 2019, SO 2019, c.1, Sch 1*, has received royal assent and is awaiting proclamation and will repeal and replace the *Police Services Act* and section 55 of the *Community Safety and Policing Act, 2019* permits a municipality to appoint persons to enforce the by-laws of the municipality and those persons are peace officers for the purpose of enforcing municipal by-laws;
- AND WHEREAS:** The *Provincial Offences Act, R.S.O. 1990, Chapter P.33*, as amended, Section 1, provides that the Attorney General of Ontario has designated municipal law enforcement officers as provincial offences officers to enforce the by-laws of the municipality under the *Provincial Offences Act*;
- AND WHEREAS:** The *Building Code Act, S.O. 2001, c. 23*, as amended, provides that the council of a municipality may appoint officers to be assigned the responsibility of administering and enforcing by-laws passed under Section 15.1 of the said *Building Code Act* with respect to property standards matters;
- AND WHEREAS:** The Corporation of the Town of St. Marys entered into an agreement with Tenet Security Group for the purpose of securing municipal law enforcement officers to enforce by-laws on behalf of The Corporation of the Town of St. Marys which was subsequently approved on July 26, 2022;
- AND WHEREAS:** The Council of the Corporation of the Town of St. Marys deems it expedient to appoint employees of Tenet Security Group as Municipal Law Enforcement Officers to enforce by-laws of the municipality;

**THEREFORE:**

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

1. That the persons set out in Schedule "A" of this by-law are hereby appointed as Municipal Law Enforcement Officers for the Town of St. Marys for the purpose of exercising all the powers and performing all the duties of a Municipal Law Enforcement Officer in the enforcement of the by-laws of the Town of St. Marys.
2. That the officers whose names appear in Schedule "A" of this by-law shall be a peace officer for the purpose of enforcing said municipal by-laws.
3. That the officers whose names appear in Schedule "A" of this by-law are hereby authorized at all reasonable times to enter on any property in the Town to ascertain whether a by-law is complied with, and to enforce or carry into effect any by-law respecting the property of the occupants thereof.
4. That Council delegates the authority to the Clerk of the Town of St. Marys to amend the names on Schedule "A" from time to time as may be required.
5. This by-law comes into force on the final passing thereof.

**Read a first, second and third time and finally passed this 26<sup>th</sup> day of July 2022.**

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Mayor Al Strathdee

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Jenna McCartney, Clerk

The Corporation of the Town of St. Marys  
Schedule A – By-law 79-2022  
Being a By-law to Appoint Law Enforcement Officers

1. That the following individuals be appointed as Municipal Law Enforcement Officers for the Town of St. Marys:

**a. Jim Watson**

Jim Watson is hereby appointed a Municipal Law Enforcement Officer for the Town of St. Marys.

**b. Mary Pavey**

Mary Pavey is hereby appointed a Municipal Law Enforcement Officer for the Town of St. Marys.

**c. Ed Pimentel**

Ed Pimentel is hereby appointed a Municipal Law Enforcement Officer for the Town of St. Marys.

**d. Tyler Dagg**

Tyler Dagg is hereby appointed a Municipal Law Enforcement Officer for the Town of St. Marys.

**BY-LAW 80-2022**

**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 July 26, 2022**

**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 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 26<sup>th</sup> day of July 2022 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 26<sup>th</sup> day of July 2022.**

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Mayor Al Stratthdee

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Jenna McCartney, Clerk