



AGENDA

Regular Council Meeting

May 9, 2023

6:00 pm

Council Chambers, Town Hall

175 Queen Street East, St. Marys

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

Pages

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

RECOMMENDATION

THAT the May 9, 2023 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 or in the drop box at Town Hall, 175 Queen Street East, lower level.

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

- 5.1 **Ontario Clean Water Agency - 1st Quarter Reporting**

8

RECOMMENDATION

THAT the delegation from Ontario Clean Water Agency regarding the first quarter 2023 water and wastewater reporting be received.

5.2 St. Marys Business Improvement Area re: 2023 Levy Request

Sue Hyatt-Griffiths, Treasurer

See staff report COR 33-2023 for further information

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - April 25, 2023

35

RECOMMENDATION

THAT the April 25, 2023 regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and Clerk.

7. CORRESPONDENCE

None

8. STAFF REPORTS

8.1 Administration

8.1.1 ADMIN 27-2023 Park Patrol Law Enforcement Officer Appointment for 2023

45

RECOMMENDATION

THAT ADMIN 27-2023 Park Patrol Law Enforcement Officer Appointment for 2023 report be received; and

THAT Council consider By-law 46-2023, being a by-law to appoint park patrol employees as law enforcement officers in the Town of St. Marys.

8.1.2 ADMIN 28-2023 Business Improvement Area Governance Constitution

47

RECOMMENDATION

THAT ADMIN 28-2023 Business Improvement Area Governance Constitution report be received; and

THAT Council consider By-law 49-2023, being a by-law to establish the governance constitution for the St. Marys Business Improvement Area.

8.1.3	ADMIN 29-2023 Request to Proclaim June 18, 2023 as Longest Day of Smiles	52
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RECOMMENDATION

THAT ADMIN 29-2023 Request to Proclaim June 18, 2023 as the Longest Day of Smiles report be received.

8.2 Community Services

8.2.1	DCS 25-2023 MAU-1 and ACS-2 HVAC Unit Replacements (Pyramid Recreation Centre)	55
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RECOMMENDATION

THAT DCS 25-2023 MAU-1 and ACS-2 HVAC Unit Replacements report be received; and,

THAT the procurement for the replacement of the HVAC units identified as MAU-1 and ACS-2, which service the Friendship Centre's kitchen and multipurpose rooms be awarded to CIMCO Refrigeration a division of Toromont Industries Ltd. for the procured price of \$259,537.27, inclusive of all taxes and contingencies; and,

THAT Council consider By-Law 48-2023 to authorize the Mayor and the Clerk to sign the associated agreement.

8.3 Corporate Services

8.3.1	COR 33-2023 BIA Levy Approval for 2023	58
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RECOMMENDATION

THAT COR 33-2023 BIA Levy Approval for 2023 report be received; and

THAT Council approve the BIA 2023 Levy; and

THAT Council consider By-law 50-2023, being a by-law to summarize the 2023 BIA Levy.

8.4 Public Works

8.4.1 PW 32-2023 Municipal Class Environmental Assessment for the Water Pollution Control Plant

60

RECOMMENDATION

THAT report PW 32-2023, Municipal Class Environmental Assessment for the Water Pollution Control Plant be received; and

THAT Council approves a sole source for a municipal class environmental assessment to B. M. Ross and Associates Ltd. for a cost up to \$300,000.00, inclusive of HST and Contingency.

THAT Council consider By-law 47-2023, being a by-law to authorize the Mayor and the Clerk to sign a professional services agreement with B.M. Ross and Associates Ltd.

8.4.2 PW 33-2023 Traffic, Parking and Boulevard Maintenance By-law

63

RECOMMENDATION

THAT PW 33-2023 Traffic, Parking and Boulevard Maintenance By-law report be received; and

THAT Council consider By-law 51-2023, being a by-law for the purpose of regulating traffic, parking and boulevard maintenance in St. Marys.

9. COUNCILLOR REPORTS

9.1 Operational and Board Reports

RECOMMENDATION

THAT Committee and Board minutes listed under agenda items 9.1.1 to 9.1.7 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.

9.1.1 Bluewater Recycling Association - Coun. Craigmile

9.1.2	Business Improvement Area - Coun. Aylward	127
	April 17, 2023 Draft Minutes	
	April 24, 2023 Annual General Meeting Draft Minutes	
	*Recommendations from minute items 7.4 and 8.1 to be considered by Council through staff reports COR 33-2023 and ADMIN 28-2023.	
9.1.3	Huron Perth Public Health - Coun. Luna	
9.1.4	Library Board - Mayor Strathdee, Couns. Aylward and Pridham	138
	April 6, 2023 Draft Minutes	
9.1.5	Municipal Shared Services Committee - Mayor Strathdee, Coun. Edney	
9.1.6	Spruce Lodge Board - Couns. Lucas, Luna	143
	March 15, 2023 Minutes	
9.1.7	Upper Thames River Conservation Authority - Coun. Craigmile	
9.2	Advisory and Ad-Hoc Committee Reports	
9.2.1	Canadian Baseball Hall of Fame and Museum - Coun. Edney	
9.2.2	Committee of Adjustment	
9.2.3	Community Policing Advisory Committee - Couns. Edney and Luna	146
	April 19, 2023 Draft Minutes	
9.2.4	Downtown Service Location Review Committee - Mayor Strathdee, Coun. Pridham	
9.2.5	Flats Revitalization Committee - Coun. Edney	
9.2.6	Green Advisory Committee - Coun. Aylward	

9.2.7	Heritage and Culture Advisory Committee - Coun. Lucas	150
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April 12, 2023 Draft Minutes

*Recommendation from minute item 8.3.1 to be considered by Council at a future meeting.

9.2.8	Huron Perth Healthcare Local Advisory Committee - Coun. Luna
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9.2.9	Planning Advisory Committee - Couns. Craigmile, Lucas
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9.2.10	Recreation and Leisure Advisory Committee - Coun. Pridham
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9.2.11	St. Marys Lincolns Board - Coun. Craigmile
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9.2.12	St. Marys Minor Hockey Association Board - Coun. Craigmile
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9.2.13	St. Marys Cement Community Liaison Committee - Couns. Craigmile, Edney
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9.2.14	Stratford Perth Chamber of Commerce - Coun. Lucas
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9.2.15	Town Hall Renovation Committee - Couns. Luna and Pridham
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10. EMERGENT OR UNFINISHED BUSINESS

11. NOTICES OF MOTION

12. BY-LAWS

RECOMMENDATION

THAT By-Laws 46-2023, 47-2023, 48-2023, 49-2023, 50-2023 and 51-2023 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 46-2023 To Appoint Municipal By-law Enforcement Officers	155
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12.2	By-Law 47-2023 Agreement with BM Ross and Associates Ltd	157
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12.3	By-Law 48-2023 Agreement with Cimco Refrigeration A Division of Toromont Ltd.	158
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12.4	By-Law 49-2023 Establish Business Improvement Area Governance Constitution	159
12.5	By-Law 50-2023 BIA Tax Levy	171
12.6	By-Law 51-2023 Traffic, Parking and Boulevard Maintenance	175

13. UPCOMING MEETINGS

*All meetings are open to the public to attend in person and will be live streamed to the Town's YouTube channel

May 16, 2023 - 9:00 am, Strategic Priorities Committee

May 23, 2023 - 6:00 pm, Regular Council

14. CONFIRMATORY BY-LAW 229

RECOMMENDATION

THAT By-Law 52-2023, being a by-law to confirm the proceedings of May 9, 2023 regular Council meeting be read a first, second and third time; and be finally passed by Council and signed and sealed by the Mayor and the Clerk.

15. ADJOURNMENT

RECOMMENDATION

THAT this regular meeting of Council be adjourned at _____ pm.



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

St. Marys Drinking Water System
Client Operations Report
First Quarter 2023

Mark Bouw, Senior Operations Manager
Renee Hornick, Regional Hub Manager
Susan Budden, Business Development Manager

Issue Date: Apr. 21, 2023

Compliance Summary

The St. Marys Drinking Water System (DWS) performed well over the last quarter. There were no non-compliances and adverse water quality incidents (AWQIs) to report for the first quarter.

DWQMS Summary

The Drinking Water Quality Management Standard (DWQMS) is required to be implemented for all municipal drinking water systems in Ontario. To meet the requirements of the DWQMS OCWA has a Quality and Environmental Management System (QEMS) in place. This QEMS includes an Operational Plan which identifies procedures OCWA has that follows the DWQMS.

The system involves continual improvement which action items are generated from performing annual audits of the system. The last internal audit conducted by OCWA occurred on August 19, 2022. The external audit, which is required to be completed by a third party was completed on September 30, 2022. The Management Review which reviews the system procedures and action items was completed on August 26, 2022. The 2023 audits and management review will be scheduled for the third quarter.

There were no non-compliances or AWQIs during the first quarter. The operations staff collected 52 microbiological samples in the distribution and obtained 91 distribution free chlorine residuals.

	Q1	Q2	Q3	Q4
# Non-compliances	0			
# AWQIs	0			
# DW Microbiological Samples	52			
# DW Free Chlorine Residuals	91			

Maintenance and Capital Activities

# Work Orders Completed	Q1	Q2	Q3	Q4
Preventative Maintenance	169			
Operational	21			
Corrective	5			
Capital	1			

	# of Locates	# of Water Service On/Off	# of Water Service Repairs	# of Watermain Repairs
January	13	0	0	2
February	6	3	1	1
March	9	2	1	0
April				
May				
June				
July				
August				
September				
October				
November				
December				
TOTALS	28	5	2	3

The following major repairs and maintenance have been completed:

Well #1

- Variable Speed Drive pump relay replacement (Mar. 10)

Well #2A

- SCADA data communication repaired (Mar. 22)

Well #3

- Pipe supports replaced (Jan. 6)

Booster Station

- Nothing to Report

Reservoir

- Nothing to Report

Water Tower

The following repairs and maintenance have been completed:

- Water Tower Inspection by Landmark (Feb. 27)

Distribution Work

Location	Date
Watermain Break – 315 Elgin St. East	Jan. 3, 2023
Watermain Break – 587 Queen St. East	Jan. 13, 2023
Fire Flow Testing – 20 Thames Road (Perth County Ingredients)	Jan. 17, 2023
Water Service Shut-off – 238 Church St.	Feb. 4, 2023
Watermain Break – 28 Cain St.	Feb. 12, 2023
Water Service Repair – 94 Church St. North	Feb. 26, 2023

Summary of Complaints

There were no complaints received in the first quarter.

Summary of Health and Safety

There were no action items identified in the first quarter.

Location	# Action Items Identified	# Action Items Completed
Well 1	0	n/a
Well 2A	0	n/a
Well 3	0	n/a
Reservoir	0	n/a

Alarm/Call Back Summary

	# Alarms/Call Backs
Q1	7
Q2	
Q3	
Q4	
TOTAL	7

Alarms/Call-Ins

1. Watermain Break – 315 Elgin St. East (Jan. 3)
2. Watermain Break – 587 Queen St. East (Jan. 13)
3. Water Service Shut-off -238 Church St. (Feb. 4)
4. Watermain Break – 28 Cain St. (Feb. 12)
5. Water Service Repair – 94 Church St. (Feb. 26)
6. Well 1 – UV Alarm (Feb. 23)
7. Well 3 – Low Chlorine Alarm (Mar. 9)

Appendix A: Performance Assessment Report

Facility Name:	St. Marys Drinking Water System
Classification:	Class 2 Water Distribution and Supply
System Type:	Large Municipal Residential
DWS #	220000521
Population Served:	7,600
Facilities:	Well 1 & Reservoir (55 George St) Well 2A (20 Wellington St. S.) Well 3 (209 Thomas St.) Tower (280 Victoria St.) Booster (317 James St. S.)

Flow Monitoring

The St. Marys DWS pumps water from its three wells located at different locations in the Town of St. Marys. Each well can pump no more than 60L/s in accordance with Permit to take Water (PTTW). Refer to Figure 1 for a comparison of the maximum daily flow taken from each of three wells. The maximum total water taken in a day combined from all three wells is 10,368m³, in accordance with the PTTW. Refer to Figure 2 for the maximum total daily flow taken and the average daily flow taken from all three wells combined. There have been no non-compliances for flow rates and quantities in the first quarter.

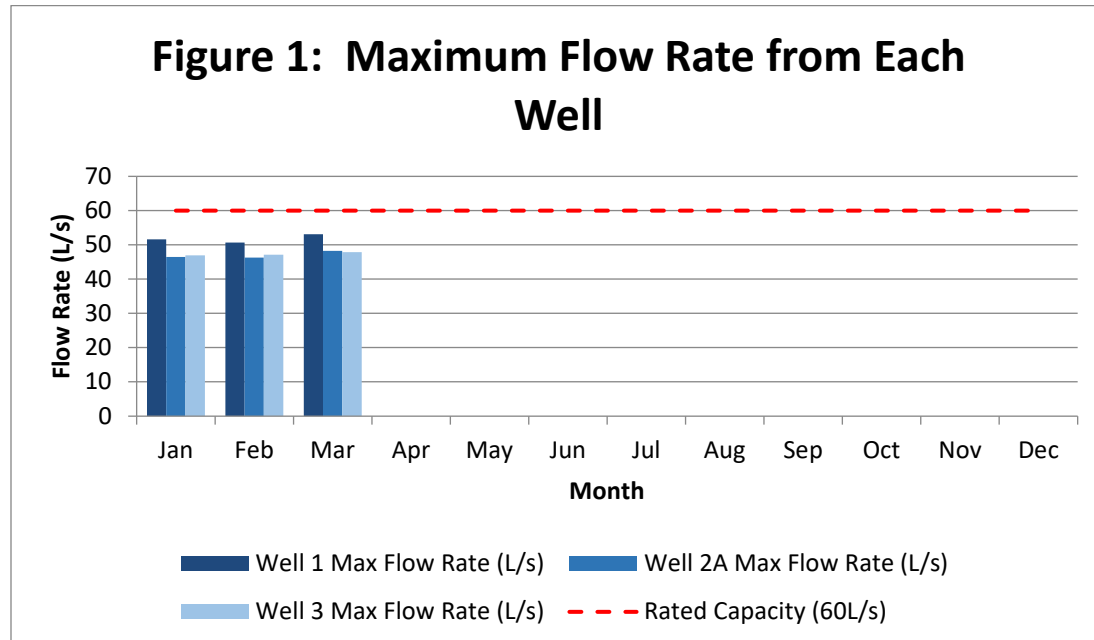
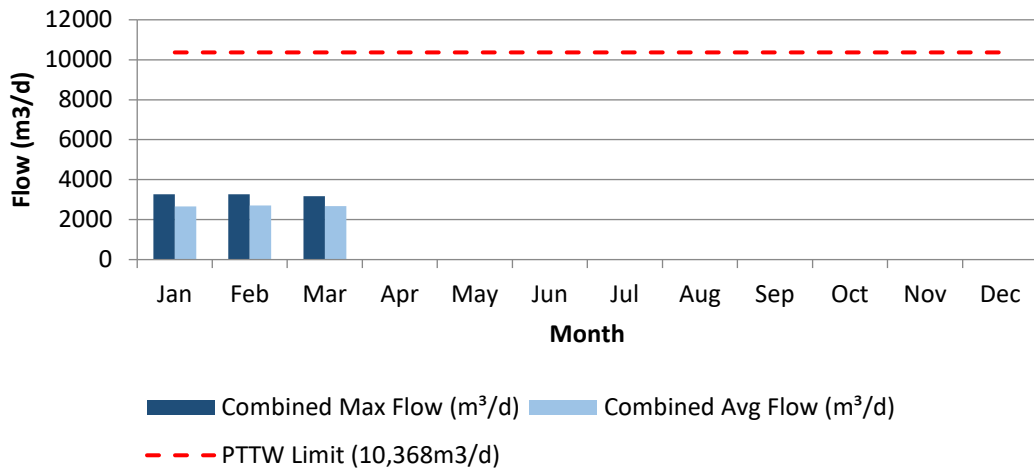
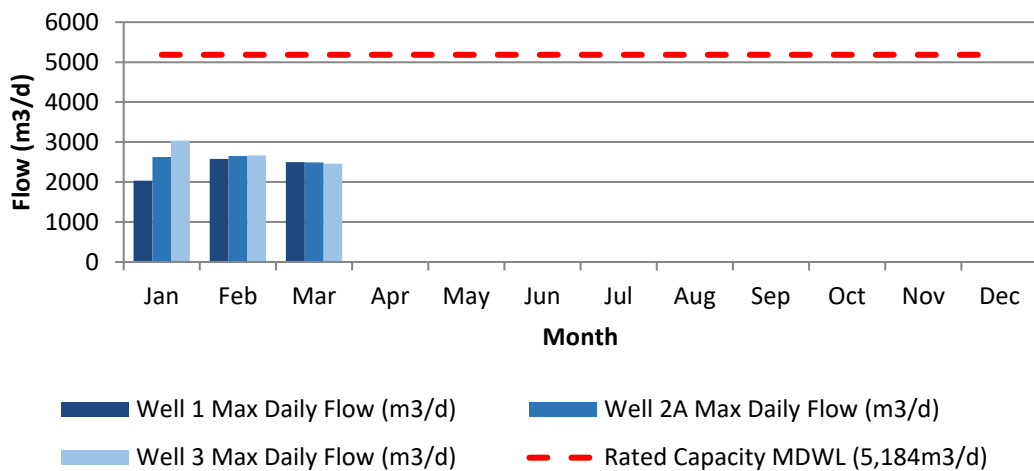


Figure 2: Maximum (PTTW) and Average Total Flow for All Wells



The Municipal Drinking Water Licence (MDWL) stipulates a maximum of 5,184m³ can be treated in a day at each well, refer to Figure 3 for the total volume of water treated at each well. There have been no non-compliances with the total daily volume of flow treated at each well in the first quarter.

Figure 3: Maximum Daily Flow (MDWL) from Each Well



Raw Water Monitoring

The raw water from each well is sampled on a weekly basis and tested for E. coli and Total Coliforms to meet regulatory requirements. There is no regulatory limit for raw water samples. The St. Marys DWS uses ground water that is under the influence of surface water and therefore concentrations of total coliform and E. coli are common. Table 1 identifies the number of samples taken each quarter along with the range of results.

Table 1: Raw Microbiological Results

		Well 1		Well 2A		Well 3	
	Total # of samples taken	Total Coliform Range (cfu/100mL)	E. coli Range (cfu/100mL)	Total Coliform Range (cfu/100mL)	E. coli Range (cfu/100mL)	Total Coliform Range (cfu/100mL)	E. coli Range (cfu/100mL)
Q1	39	0-196	0-1	0-0	0-0	0-29	0-0
Q2							
Q3							
Q4							

The PTTW requires weekly levels of the well to be taken at either static level or dynamic level (i.e. while the well is pumping). Figures 4-6 identifies the static and dynamic water levels in each well compared against at the total volume of water taken each month.

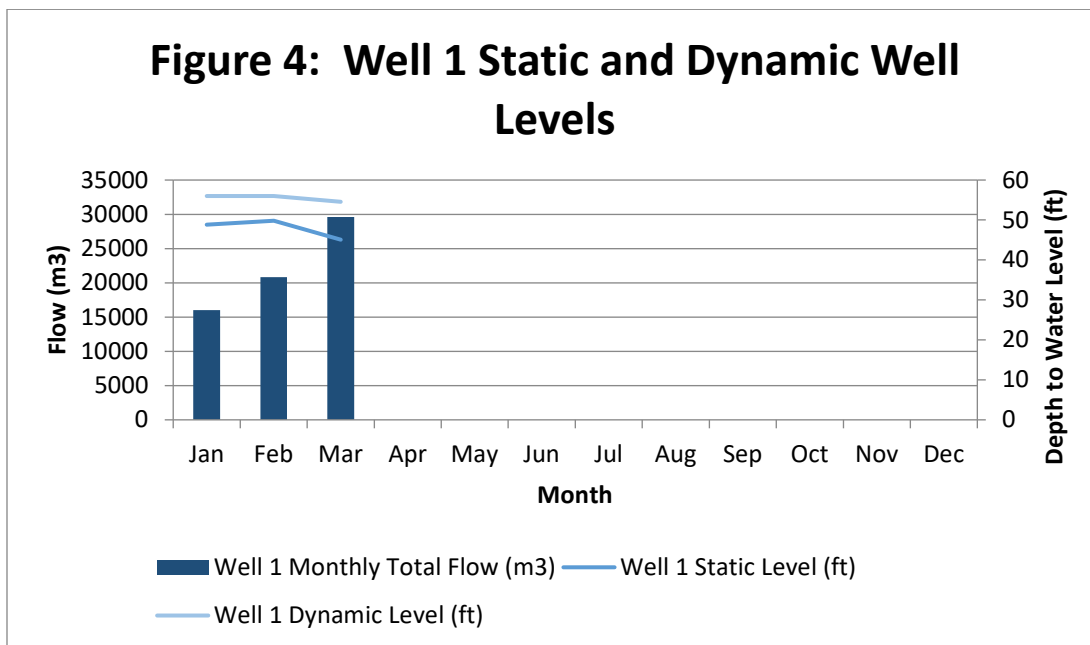


Figure 5: Well 2A Static and Dynamic Well Levels

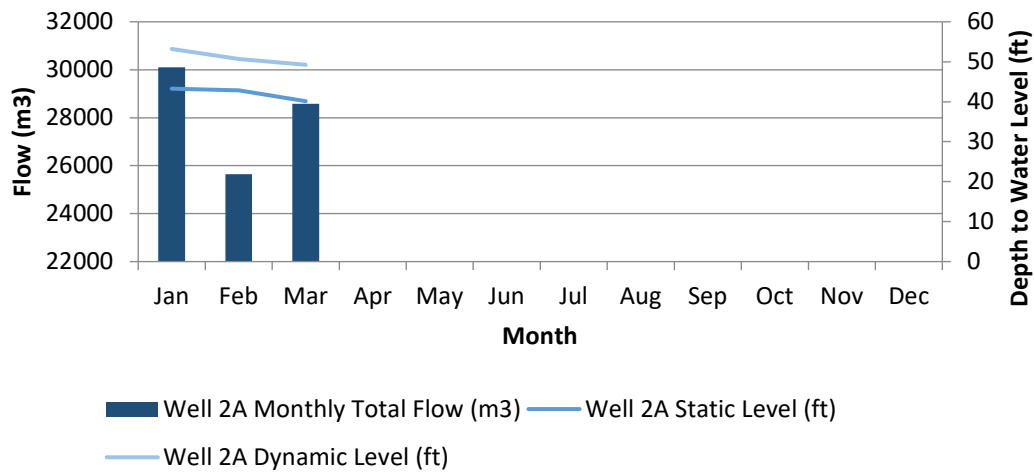
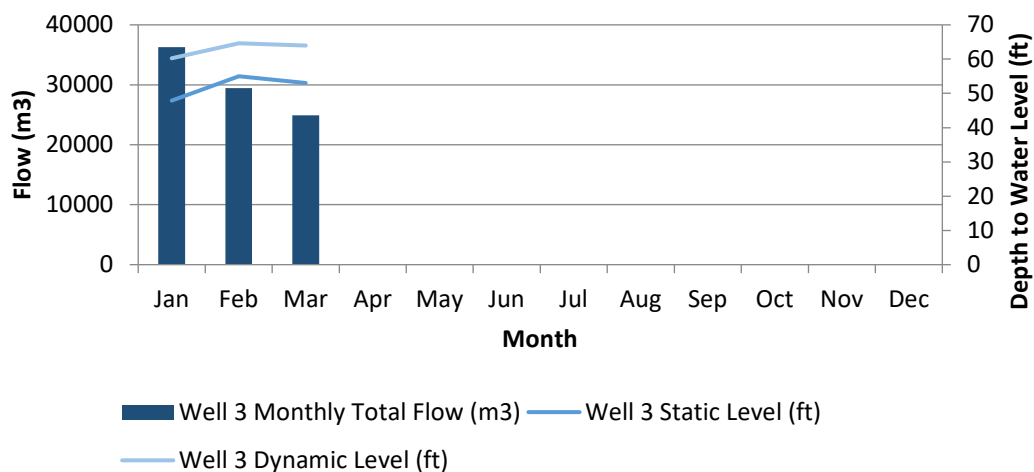


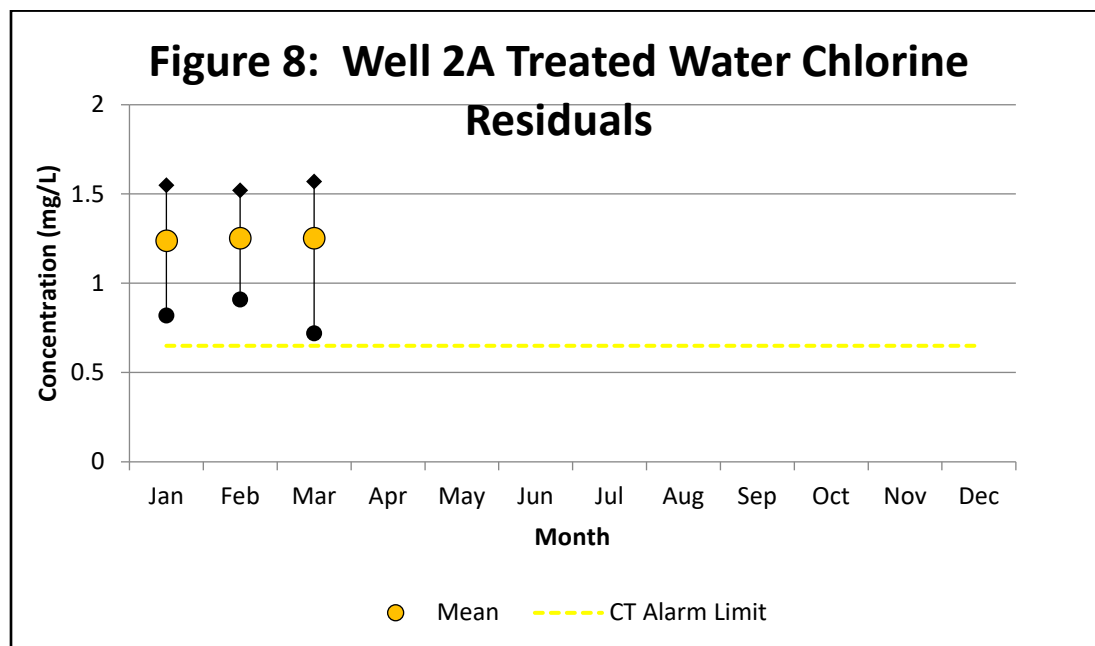
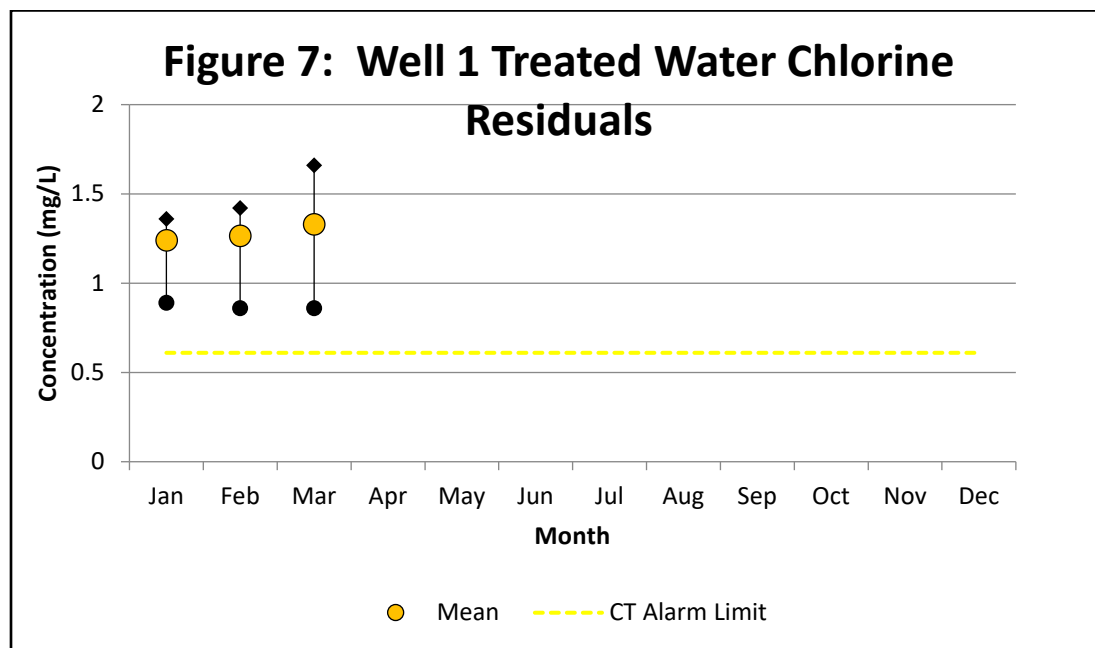
Figure 6: Well 3 Static and Dynamic Well Levels

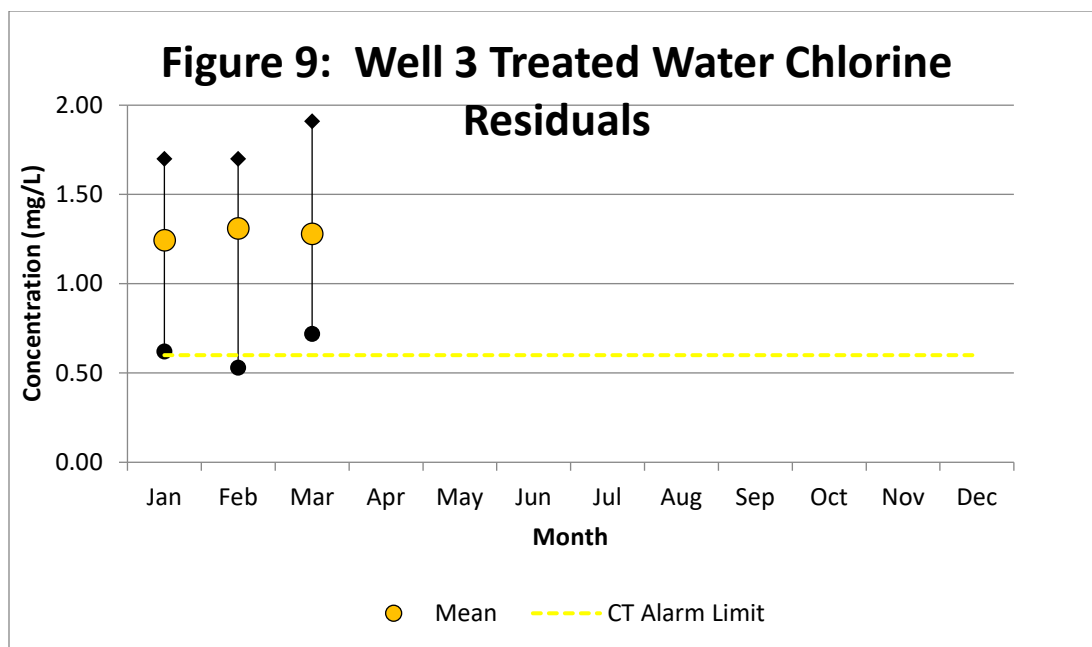


Treated Water Monitoring

The treated water is analyzed for free chlorine residual in order to meet primary disinfection requirements. Each well has a different requirement minimum free chlorine residual at the maximum flow of 60L/s as a worst case scenario. This residual is continuously monitored by a chlorine analyzer at a minimum frequency of every 5 minutes. The minimum, maximum and average values for each well are identified in Figures 7-9. Alarms are initiated when the residuals drop below a set point for operator response. The operator then confirms whether

primary disinfection requirements have been met or whether an adverse water quality incident has occurred. This is done through a calculation using the conditions at the time of the incident for chlorine residual and flow rate. As identified in Figure 9, there were minimum residuals that did not meet the worst case scenario limit, however, once calculations were completed at the time of the incidents, it was determined that primary disinfection requirements were met and no adverse water quality occurred.





On a quarterly basis the treated water is tested for nitrates and nitrites, which has a limit of 10mg/L. All sample results met regulatory requirements, refer to Table 2.

Table 2: Nitrate and Nitrite Results

	Nitrate (mg/L)				Nitrite (mg/L)			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Well 1	2.980				0.006			
Well 2A	0.343				<0.003			
Well 3	0.290				<0.003			

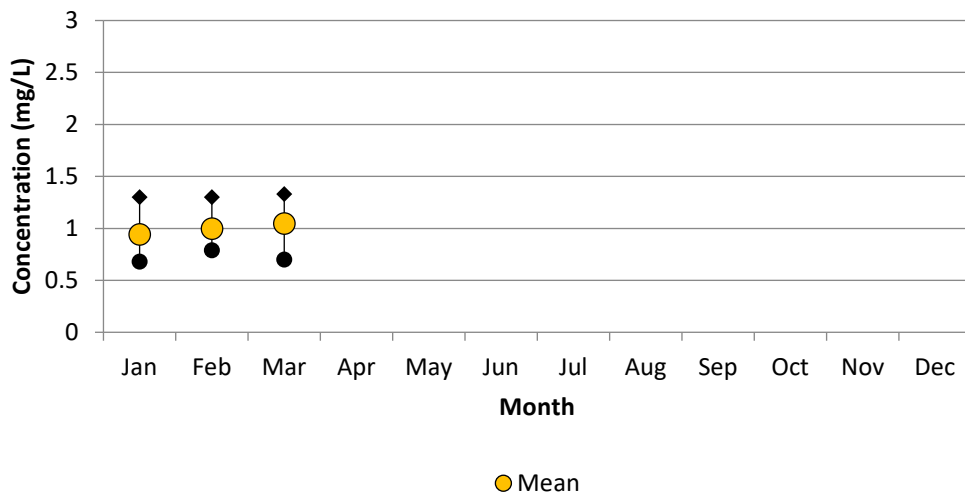
Each 60 month period, sodium and fluoride is required to be sampled. The last samples were taken in January of 2020, all fluoride sample results from each of the wells met the maximum acceptable concentrations. Sodium results are above 20mg/L, these results are reported to the Medical Officer of Health so that this information may be communicated to local physicians for their use with patients on sodium restricted diets.

53 organic and inorganic parameters are sampled for on an annual basis. All sample results met regulatory limits.

Distribution System Monitoring

Free chlorine residuals are monitored throughout the distribution system in order to ensure adequate secondary disinfection is provided. Figure 10 provides the minimum, maximum and average readings of free chlorine residuals taken as grab samples throughout the distribution system. All results have met regulatory requirements.

Figure 10: Distribution Free Chlorine Residuals



The distribution system is sampled on a weekly basis at various locations for E. coli, Total Coliforms and heterotrophic plate count (HPC) to meet regulatory requirements. The regulatory limit for Total Coliform and E. coli is zero, heterotrophic plate count (HPC) does not have a limit. This is an operational guide to initiate an action plan if HPC results are continuously high. Table 3 identifies the number of samples taken each month along with the range of results.

Table 3: Microbiological Sample Results

		Total Coliform		E. coli		HPC	
	# Samples	Range (cfu/100mL)	# AWQI	Range (cfu/100mL)	# AWQI	# Samples	Range (cfu/100mL)
January	20	0-0	0	0-0	0	5	0-0
February	16	0-0	0	0-0	0	4	0-1
March	16	0-0	0	0-0	0	4	0-0
April							
May							
June							
July							
August							
September							
October							
November							
December							

On a quarterly basis disinfection by-products are tested for, the parameters tested are trihalomethanes (THMs) and Haloacetic Acids (HAAs). Table 4 provides the running average quarterly results compared against the running average limits. All results are within regulatory requirements.

Table 4: Disinfection By-product Results

	THM Limit (µg/L)	THM Result (µg/L)	HAA Limit (µg/L)	HAA Results (µg/L)
January 2023		8.5		5.3
April 2022		7.9		5.4
July 2022		11.0		5.9
October 2022		26.0		5.3
Running Average	100	13.4	80	5.5

Schedule 15.1 in O. Reg. 170/03 requires sampling for lead, alkalinity and pH. This is required twice per year. The St. Marys DWS is currently in reduced sampling which requires distribution sampling only and lead sampling only every third year. Table 5 shows the results for 2023 Schedule 15.1 sampling. All sample results met regulatory limits for lead (10ug/L) and objective guideline for pH (6.5-8.5) and alkalinity (30-500mg/L).

Table 5: Schedule 15.1 Results

Date	# Samples	pH result range	Alkalinity result range (mg/L)	Lead result range (µg/L)
March 2023	3	7.6-7.63	249-266	0.04-0.73

Ontario Clean Water Agency
Performance Assessment Report Water

Report extracted 05/01/2023 10:31

From: 01/01/2023 to 31/12/2023

Facility: [1262] ST MARYS DRINKING WATER SYSTEM

Works: [220000521]

	01/2023	02/2023	03/2023	04/2023	05/2023	06/2023	07/2023	08/2023	09/2023	10/2023	11/2023	12/2023	<--Total-->	<--Avg.-->	<--Max.-->	<--Min.-->	<--Criteria-->
Flows:																	
Raw Flow: Monthly Total - Well #1 (m³)	16009.61	20848.27	29614.81										66472.69				
Raw Flow: Monthly Total - Well #2 (m³)	30106.91	25646.64	28585.25										84338.8				
Raw Flow: Monthly Total - Well #3 (m³)	36255.62	29471.8	24906.7										90634.12				
Raw Flow: Monthly Avg - Well #1 (m³/d)	516.44	744.58	1184.59											815.2			
Raw Flow: Monthly Avg - Well #2 (m³/d)	971.19	915.95	1299.33											1062.16			
Raw Flow: Monthly Avg - Well #3 (m³/d)	1169.54	1052.56	1082.9											1101.67			
Raw Flow: Monthly Max - Well #1 (m³/d)	2036.06	2581.47	2496.96												2581.47		5184
Raw Flow: Monthly Max - Well #2 (m³/d)	2624.88	2647.83	2488.99												2647.83		5184
Raw Flow: Monthly Max - Well #3 (m³/d)	3036.93	2670.63	2454.91												3036.93		5184
Raw Flow: Monthly Total - Total Raw Flow (m³)	82372.14	75966.71	83106.76										241445.61				
Raw Flow: Monthly Avg - Total Raw Flow (m³/d)	2657.17	2713.1	2680.86											2683.71			
Raw Flow: Monthly Max - Total Raw Flow (m³/d)	3274.76	3264.13	3175.85												3274.76		10368
Turbidity:																	
Raw: Max Turbidity - Well #1 (NTU)	0.31	0.16	0.17												0.31		
Raw: Max Turbidity - Well #2 (NTU)	0.22	0.16	0.12												0.22		
Raw: Max Turbidity - Well #3 (NTU)	0.28	0.23	0.42												0.42		
Chemical Parameters:																	
Treated: Max Nitrite - Treated Water #1 (mg/L)	0.006			< 0.003											0.006		
Treated: Max Nitrite - Treated Water #2 (mg/L)	< 0.003			< 0.003											< 0.003		
Treated: Max Nitrite - Treated Water #3 (mg/L)	< 0.003			< 0.003											< 0.003		
Treated: Max Nitrate - Treated Water #1 (mg/L)	2.98			4.4											4.4		
Treated: Max Nitrate - Treated Water #2 (mg/L)	0.343			1.08											1.08		
Treated: Max Nitrate - Treated Water #3 (mg/L)	0.29			0.753											0.753		
Distribution: Max THM - Distribution System (µg/l)	8.5			9											9		
Chlorine Residuals:																	
Treated: Min Free Cl2 Resid - Treated Water #1 (mg/L)	0.87	1.04															
Treated: Min Free Cl2 Resid - Treated Water #2 (mg/L)	0.88	0.95															
Treated: Min Free Cl2 Resid - Treated Water #3 (mg/L)	0.82	1.04															
Treated: Max Free Cl2 Resid - Treated Water #1 (mg/L)	1.35	1.43													1.43		
Treated: Max Free Cl2 Resid - Treated Water #2 (mg/L)	1.37	1.31													1.37		
Treated: Max Free Cl2 Resid - Treated Water #3 (mg/L)	1.33	1.64													1.64		
Dist: Min Free Cl2 Resid - Distribution System (mg/L)	0.68	0.79	0.7														
Dist: Max Free Cl2 Resid - Distribution System (mg/L)	1.3	1.3	1.33												1.33		
Bacti Samples Collected:																	
Raw Bacti: # of samples - Well #1	5	4	4	3									16				
Raw Bacti: # of samples - Well #2	5	4	4	3									16				
Raw Bacti: # of samples - Well #3	5	4	4	3									16				
Treated Bacti: # of samples - Treated Water #1	5	4	4	3									16				
Treated Bacti: # of samples - Treated Water #2	5	4	4	3									16				
Treated Bacti: # of samples - Treated Water #3	5	4	4	3									16				
Dist Bacti: # of samples - Distribution System	20	16	16	12									64				
Treated Bacti: # of TC exceedances - Treated Water #1	0	0	0	0									0				
Treated Bacti: # of TC exceedances - Treated Water #2	0	0	0	0									0				
Treated Bacti: # of TC exceedances - Treated Water #3	0	0	0	0									0				
Treated Bacti: # of EC exceedances - Treated Water #1	0	0	0	0									0				
Treated Bacti: # of EC exceedances - Treated Water #2	0	0	0	0									0				
Treated Bacti: # of EC exceedances - Treated Water #3	0	0	0	0									0				
Dist Bacti: # of TC exceedances - Distribution System	0	0	0	0									0				
Dist Bacti: # of EC exceedances - Distribution System	0	0	0	0									0				



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

St. Marys Wastewater Treatment Plant and
Collection System
Client Operations Report
First Quarter 2023

Mark Bouw, Senior Operations Manager
Renee Hornick, Regional Operations Manager
Susan Budden, Business Development Manager

Issue Date: April 20, 2023

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Effluent Monitoring	7

Compliance Summary

The St. Marys Wastewater Treatment Plant (WWTP) and Wastewater Collection System (WWC) performed well over the last quarter. There was one non-compliance reported in the first quarter. This was for total phosphorus (TP), this was a single sample limit exceedance and was attributed to industrial waste loading (refer to Appendix A Effluent Monitoring).

Monitoring Results

The WWTP is currently at 93.3% of its rated capacity in the first quarter. It is expected that this value will be lower in the next quarter once the snow melt and rain subsides. All samples were obtained as required by the Environmental Compliance Approval (ECA). There were two effluent objective exceedances and one that resulted in a single sample exceedance as identified above.

	Q1	Q2	Q3	Q4
% Rated Capacity	93.3			
# Average Daily Raw Flow Exceedances	28			
# of Effluent Objective Exceedances	2			
# of Effluent Limit Exceedances	1			

Maintenance and Capital Activities

# Work Orders Completed	Q1	Q2	Q3	Q4
Preventative Maintenance	107			
Operational	29			
Corrective	4			
Capital	3			

The following major repairs and maintenance were completed:

Water Pollution Control Plant

- Gas Boiler igniter repaired (Jan.5)
- Steam boiler actuator repair. (Jan. 11)
- Return activated sludge pump replaced (Jan. 27)
- Bar screen drain line replaced (Jan. 31)
- Steam boiler replacement (Feb. 7 – 10)
- Lystek bridge breaker repair (Feb. 7 – 9)

Wastewater Collection System

- 23 Wellington St. N. sanitary blockage (Jan. 11)
- 41 Warner St. check sanitary for blockage (Mar. 14)

Alarm Summary

There was one alarm received during the first quarter, this was for a high level alarm on sewer bypass chamber, which occurred on Jan. 25. The alarm was responded to by an OCWA operator and the alarm was due to weather conditions which effected the level sensor reading.

	# Alarms Received
Q1	1
Q2	
Q3	
Q4	
TOTAL	1

Complaints

There were no complaints during the first quarter of 2023.

Health and Safety

There were 3 action items identified during the monthly workplace inspections, of which 2 have been completed:

- Light bulb replacement in the muffin monster room
- Leak on alum line #1 found and repaired
- Gas detector sensor in Lystek building is faulty, parts have been ordered and waiting on delivery (utilizing portable unit until replacement)

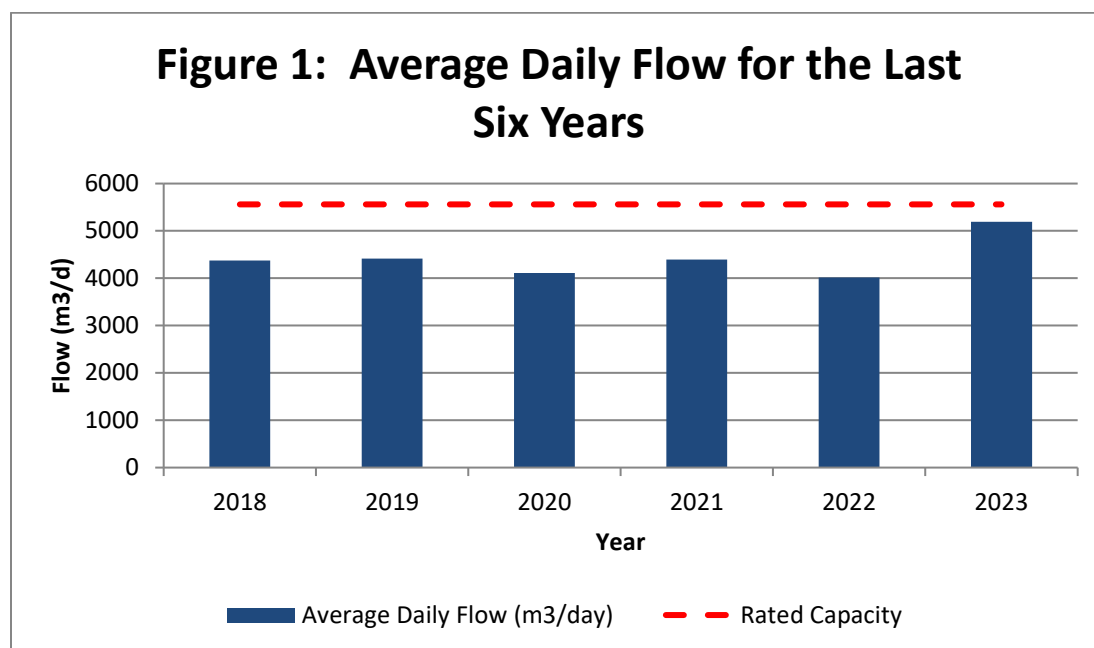
	# Action Items Identified	# Action Items Completed
Q1	3	2
Q2		
Q3		
Q4		

Appendix A: Performance Assessment Report for St. Marys Wastewater Treatment Plant and Collection System

Classification:	Class 3 WWT; Class 2 WWC
Environmental Compliance Approval:	6378-CB3M2T; issued July 27, 2022
Treatment Type:	Biological Nutrient Removal (BNR)
Population Served:	7,600
Rated Capacity:	5,560m ³ /d
Effluent Discharges to:	North Thames River
Facilities:	WWTP (309 Thomas St.) Emily St. Pumping Station (550 Emily St.) Robinson St. Pumping Station (108 Robinson St.) Queen St. Pumping Station (728 Queen St. E.)

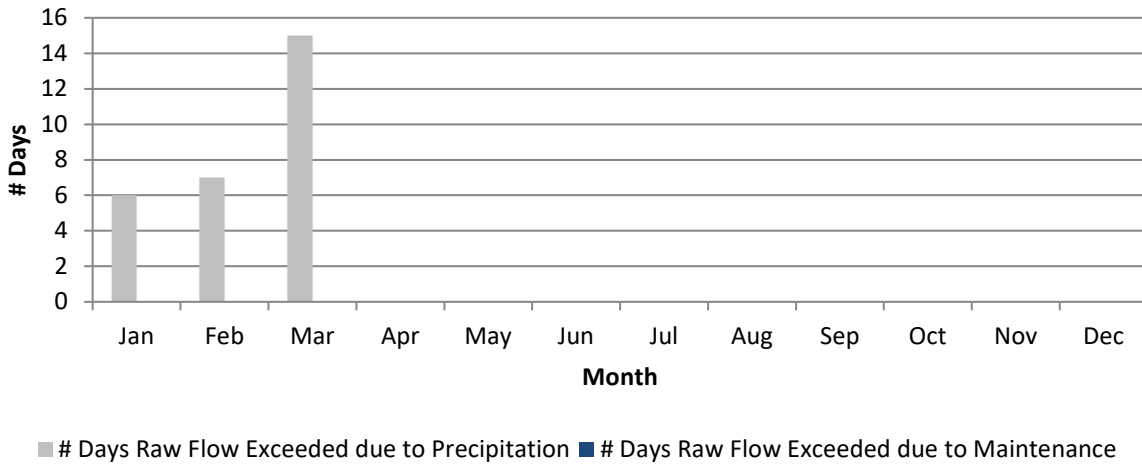
Flow Summary

The St. Marys WWTP is rated to treat an average daily flow of 5,560m³. Refer to Figure 1 for a comparison of the average daily flow for the last six years against the rated capacity of the plant.



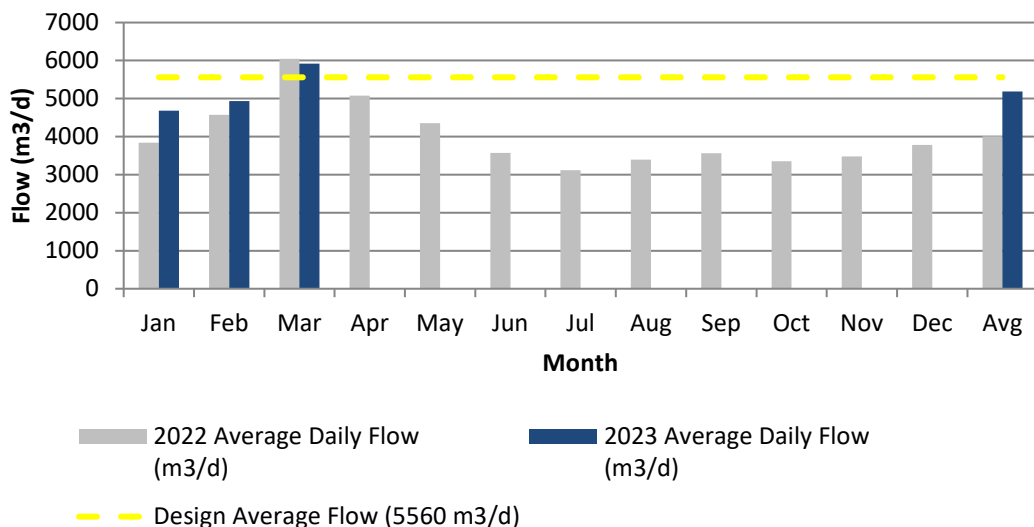
The ECA requires additional daily sampling for the WWTP when the plant is operated outside of normal operating conditions. This can occur when the raw flow exceeds the rated capacity or if a treatment component is out of service for repairs and the flow of the operating treatment unit exceeds its rated capacity. Refer to Figure 2 for the number of days the WWTP operated outside its normal operating conditions, all were due to precipitation (snow melt) events.

Figure 2: # Days Outside Normal Operating Conditions



The raw sewage average daily flow to end of the first quarter for 2023 was 5,190m³/d. The average daily flow for 2022 was 4,013m³/d. Currently the annual average daily flow is at 93.3% of the rated capacity of the plant. Refer to Figure 3 for average daily flow each month and the overall annual average daily flow. Average daily flow is up for the first quarter due to precipitation and snow melt.

Figure 3: Raw Average Daily Flow



Final Effluent Monitoring

Effluent from the St. Marys WWTP is sampled for on a weekly basis by a composite sample in accordance with ECA requirements.

CBOD5

St. Marys WWTP average monthly effluent Carbonaceous Biochemical Oxygen Demand (CBOD5) concentration for the first quarter of 2023 is 3.5mg/L, which is a 2.8% decrease from the annual average in 2022. There were no objective or limit exceedance so far in 2023. Refer to Figure 4 for a comparison of 2023 monthly effluent CBOD5 concentrations to 2022 concentrations. Refer to Figure 5 for the single sample concentrations compared to the exceedance limit.

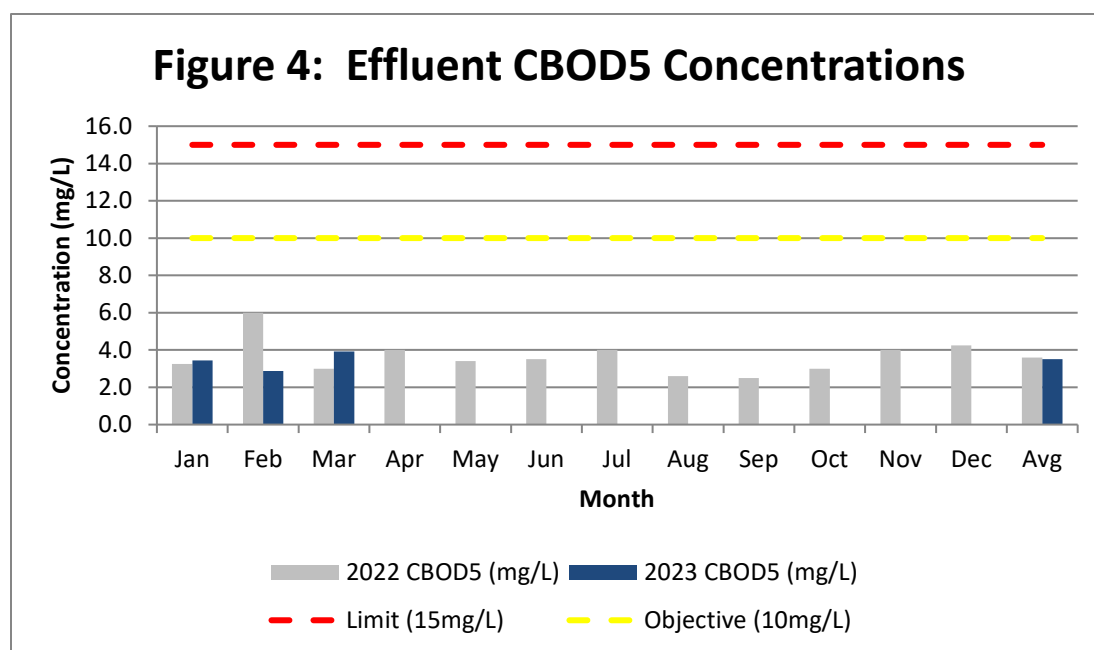
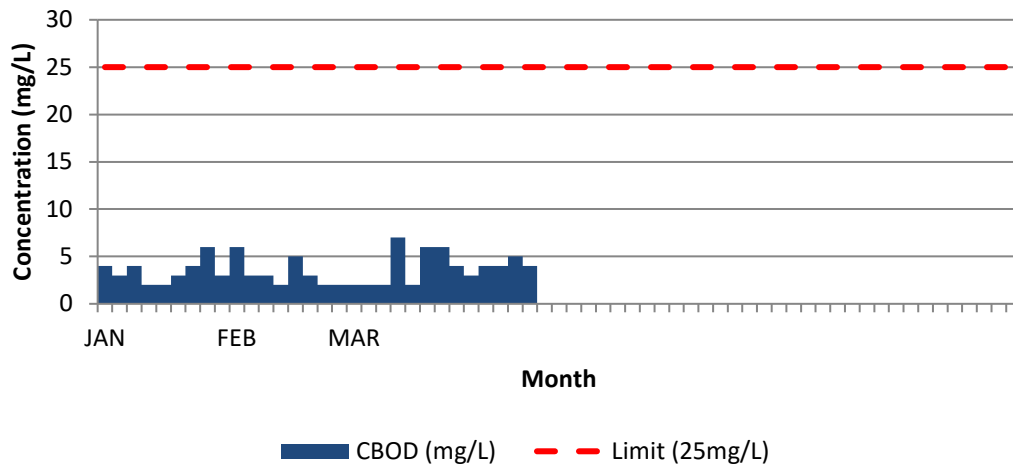


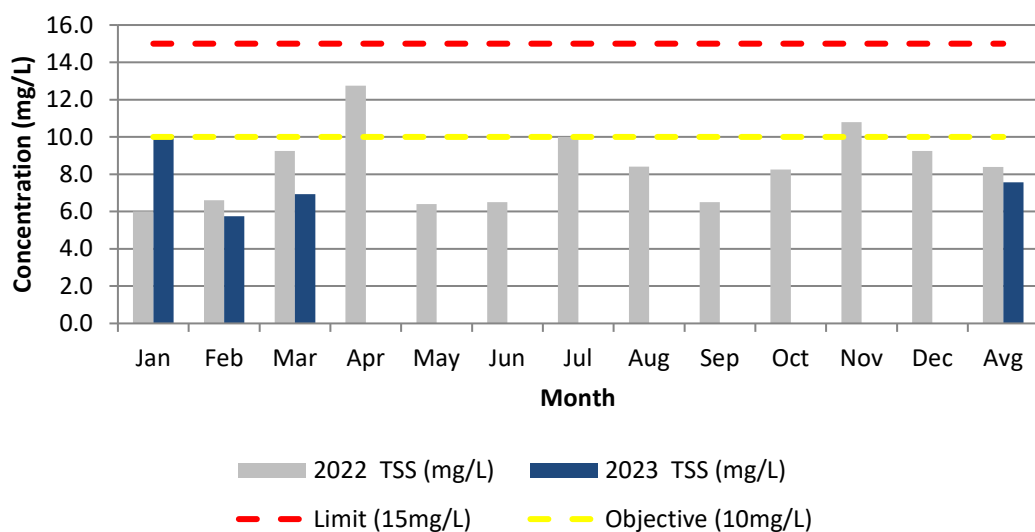
Figure 5: Effluent CBOD5 Daily Concentrations



Total Suspended Solids

St. Marys WWTP average monthly effluent Total Suspended Solids (TSS) concentration for the first quarter of 2023 is 7.6mg/L, which is a 9.8% decrease from the annual average in 2022. There was one month where the monthly average did not meet the objectives, which did not result in any limit exceedances. This exceedance is being attributed to high flows to the plant as a result of rain and snowmelt in early January. Refer to Figure 6 for a comparison of 2023 monthly effluent TSS concentrations to 2022 concentrations. Refer to Figure 7 for the single sample concentrations compared to the exceedance limit.

Figure 6: Effluent TSS Concentrations



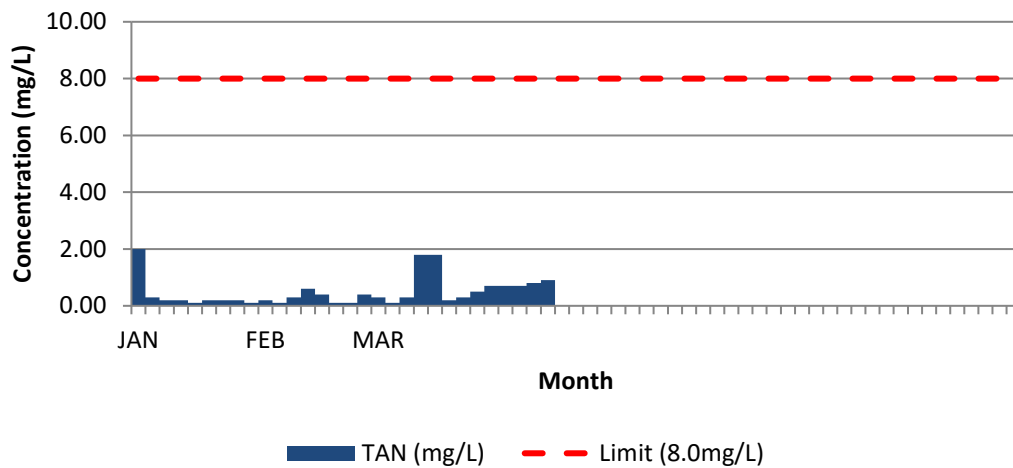
[illegible]

St. Marys WWTP average monthly effluent Total Ammonia Nitrogen (TAN) concentration for the first quarter of 2023 is 0.49mg/L, which is a 57.1% decrease from the annual average in 2022. There were no objective or limit exceedance so far in 2023. Refer to Figure 10 for a comparison of 2023 monthly effluent TAN concentrations to 2022 concentrations. Refer to Figure 11 for the single sample concentrations compared to the exceedance limit.

This bar chart displays the monthly TAN concentrations for the years 2022 and 2023. The y-axis represents the concentration in mg/L, ranging from 0.00 to 7.00. The x-axis lists the months from January to December, along with an average (Avg) value. Two horizontal dashed lines indicate the Limit (6.0 mg/L) and the Objective (2.5 mg/L). The legend shows that grey bars represent 2022 TAN (mg/L) and blue bars represent 2023 TAN (mg/L).

Month	2022 TAN (mg/L)	2023 TAN (mg/L)
Jan	0.60	0.35
Feb	5.50	0.25
Mar	5.50	0.70
Apr	0.90	0.00
May	0.40	0.00
Jun	0.05	0.00
Jul	0.10	0.00
Aug	0.10	0.00
Sep	0.05	0.00
Oct	0.05	0.00
Nov	0.25	0.00
Dec	0.05	0.00
Avg	1.10	0.45

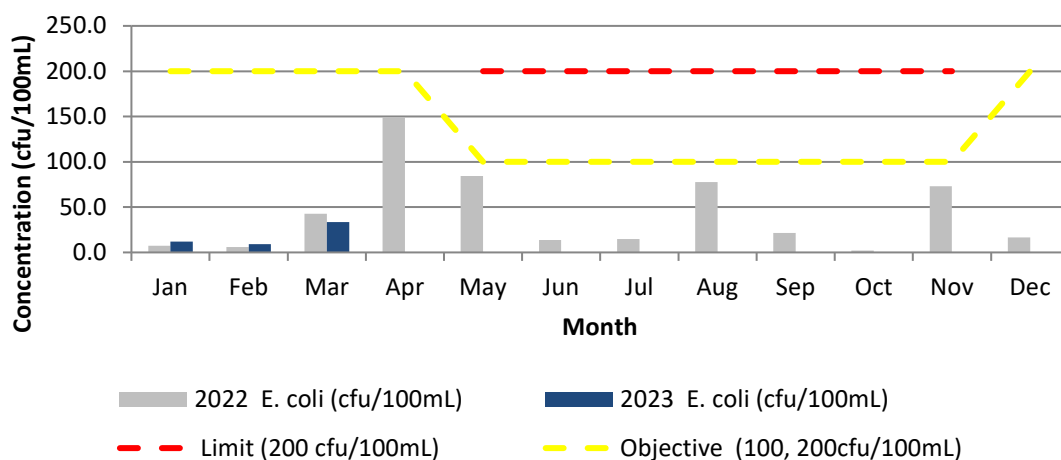
Figure 11: Effluent TAN Daily Concentrations



E-coli

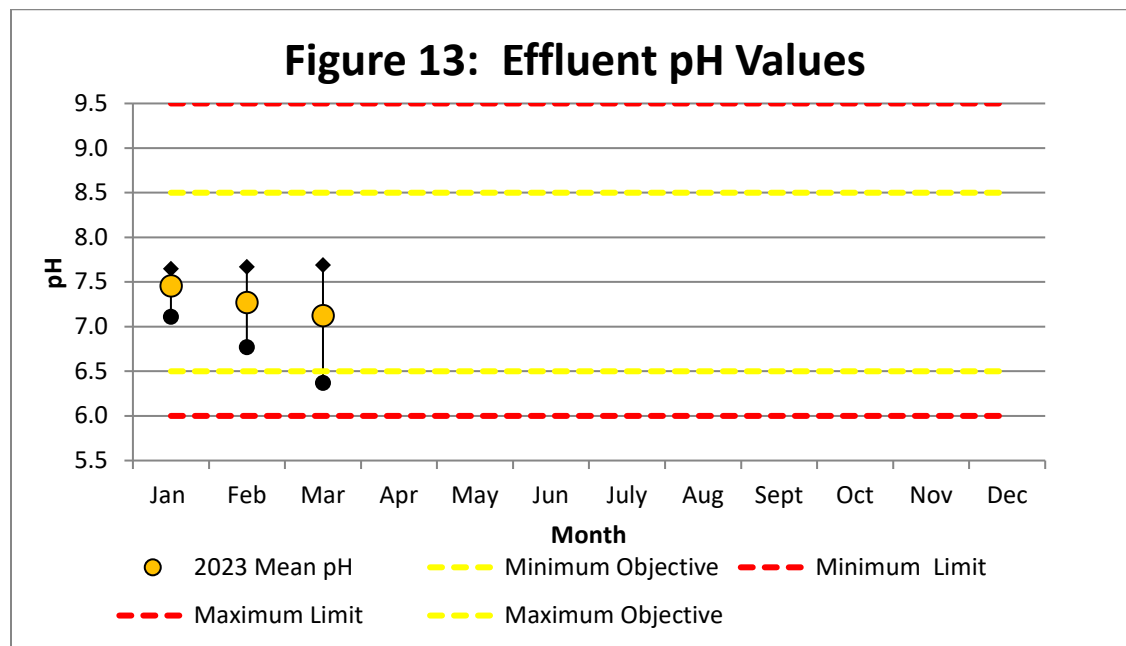
St. Marys WWTP monthly geometric mean effluent E. coli concentration for the first quarter of 2023 were well below the objectives identified in the ECA. Refer to Figure 12 for a comparison of 2023 monthly effluent E. coli concentrations to 2022 concentrations.

Figure 12: Effluent E. coli Concentrations



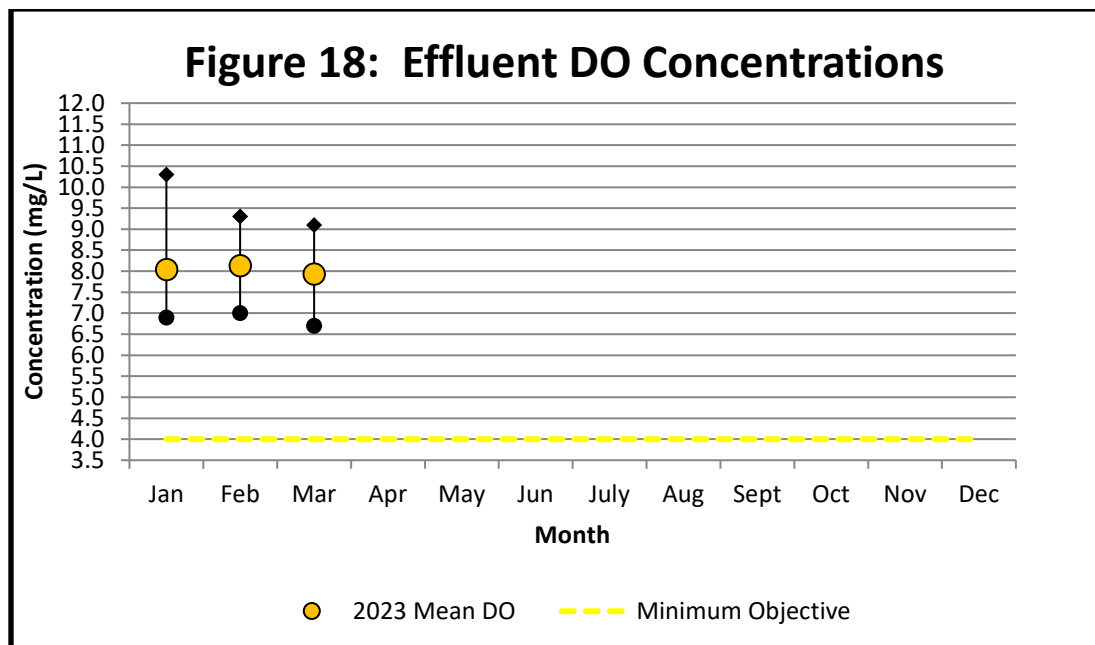
pH

St. Marys WWTP monthly average pH value for the first quarter of 2023 is 7.3. There was one monthly minimum objective exceedance so far in 2023. This value did not result in a non-compliance and it returned to a normal value the next reading, chemical dosing may have been too high. Refer to Figure 13 for a comparison of 2023 monthly effluent pH values to the objectives and limits.



Dissolved Oxygen

St. Marys WWTP monthly average Dissolved Oxygen (DO) concentration for the first quarter of 2023 is 8.0mg/L. There were no concentrations below the objective so far in 2023. Refer to Figure 14 for a comparison of 2023 monthly effluent DO concentrations to the objective.



5520 ST MARYS WASTEWATER TREATMENT FACILITY 110001275																	
	1/ 2023	2/ 2023	3/ 2023	4/ 2023	5/ 2023	6/ 2023	7/ 2023	8/ 2023	9/ 2023	10/ 2023	11/ 2023	12/ 2023	<--Total-->	<--Avg-->	<--Max-->	<-Criteria-->	
Flows																	
Raw Flow: Total - Raw Sewage m³/d	145,265.00	138,241.00	183,614.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	467,120.00			0.00	
Raw Flow: Avg - Raw Sewage m³/d	4,685.97	4,937.18	5,923.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		5,190.22			
Raw Flow: Max - Raw Sewage m³/d	7,130.00	8,842.00	9,119.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			9,119.00	0.00	
Raw Flow: Count - Raw Sewage m³/d	31.00	28.00	31.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90.00			0.00	
Eff. Flow: Total - Final Effluent m³/d	103,147.00	109,253.00	147,467.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	359,867.00			0.00	
Eff. Flow: Avg - Final Effluent m³/d	3,327.32	3,901.89	4,757.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		3,998.52			
Eff. Flow: Max - Final Effluent m³/d	4,831.00	8,799.00	8,963.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00			8,963.00	0.00	
Eff Flow: Count - Final Effluent m³/d	31.00	28.00	31.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	90.00			0.00	
Carbonaceous Biochemical Oxygen Demand: CBOD																	
Eff: Avg cBOD5 - Final Effluent mg/L	3.44	< 2.88	< 3.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		3.37	3.92		
Eff: # of samples of cBOD5 - Final Effluent	9.00	8.00	13.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00			0.00	
Loading: cBOD5 - Final Effluent kg/d	11.461	< 11.218	< 18.662	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		13.78	18.66		
Biochemical Oxygen Demand: BOD5																	
Raw: Avg BOD5 - Raw Sewage mg/L	390.00	312.75	322.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		341.58	390.00	0.00	
Raw: # of samples of BOD5 - Raw Sewage	4.00	4.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13.00			0.00	
Total Suspended Solids: TSS																	
Raw: Avg TSS - Raw Sewage mg/L	289.00	285.25	269.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		281.08	289.00	0.00	
Raw: # of samples of TSS - Raw Sewage	4.00	4.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13.00			0.00	
Eff: Avg TSS - Final Effluent mg/L	10.11	5.75	6.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		7.33	10.11	15.00	
Eff: # of samples of TSS - Final Effluent	9.00	8.00	13.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00			0.00	
Loading: TSS - Final Effluent kg/d	33.643	22.436	32.933	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		29.67	33.64		
Percent Removal: TSS - Raw Sewage %	96.50	97.98	97.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		97.30	97.98	0.00	
Total Phosphorus: TP																	
Raw: Avg TP - Raw Sewage mg/L	5.04	5.69	4.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		5.06	5.69	0.00	
Raw: # of samples of TP - Raw Sewage	4.00	4.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13.00			0.00	
Eff: Avg TP - Final Effluent mg/L	0.25	0.08	0.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.13	0.25	1.00	
Eff: # of samples of TP - Final Effluent	9.00	8.00	13.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00			0.00	
Loading: TP - Final Effluent kg/d	0.824	0.302	0.454	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		0.53	0.82		
Percent Removal: TP - Raw Sewage %	95.08	98.64	97.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		97.19	98.64	0.00	
Nitrogen Series																	
Raw: Avg TKN - Raw Sewage mg/L	28.83	26.60	22.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		26.07	28.83	0.00	
Raw: # of samples of TKN - Raw Sewage	4.00	4.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13.00			0.00	
Eff: Avg TAN - Final Effluent mg/L	0.39	< 0.28	0.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.46	0.70		
Eff: # of samples of TAN - Final Effluent	9.00	8.00	13.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00			0.00	
Loading: TAN - Final Effluent kg/d	1.294	< 1.073	3.330	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000		1.90	3.33		
Eff: Avg NO3-N - Final Effluent mg/L	4.89	3.38	4.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		4.18	4.89	0.00	
Eff: # of samples of NO3-N - Final Effluent	9.00	8.00	13.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00			0.00	
Eff: Avg NO2-N - Final Effluent mg/L	< 0.23	< 0.27	< 0.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		< 0.20	< 0.27	0.00	
Eff: # of samples of NO2-N - Final Effluent	9.00	8.00	13.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00			0.00	
Disinfection																	
Eff: GMD E. Coli - Final Effluent cfu/100mL	11.93	9.12	33.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				200.00	
Eff: # of samples of E. Coli - Final Effluent	4.00	4.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13.00			0.00	



MINUTES Regular Council

April 25, 2023
6:00pm
Town Hall, Council Chambers

Council Present: Mayor Strathdee
Councillor Aylward
Councillor Craigmile
Councillor Edney
Councillor Lucas
Councillor Luna
Councillor Pridham

Staff Present: **In-Person**
Brent Kittmer, Chief Administrative Officer
Jenna McCartney, Clerk
Brittany Petrie, Community Outreach Worker
Conference Line
Richard Anderson, Director of Emergency Services / Fire Chief
Grant Brouwer, Director of Building and Development
Stephanie Ische, Director of Community Services
Jed Kelly, Director of Public Works
André Morin, Director of Corporate Services / Treasurer

1. CALL TO ORDER

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

2. DECLARATIONS OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Resolution 2023-04-25-01

Moved By Councillor Craigmile

Seconded By Councillor Aylward

THAT the April 25, 2023 regular Council meeting agenda be accepted as presented.

CARRIED

4. PUBLIC INPUT PERIOD

None.

5. DELEGATIONS, PRESENTATIONS, AND PUBLIC MEETINGS

5.1 Huron Perth Public Health and United Way Perth Huron re: Food Insecurity

Candace Cunningham of Huron Perth Public Health and Kristin Crane of United Way Perth Huron presented information regarding food insecurity to Council.

During Council's discussion, Councillor Luna requested to place a motion on the floor regarding becoming a living wage employer. Mayor Stratthdee ruled that the motion would be considered under section 9.1 as an emergent item.

Resolution 2023-04-25-02

Moved By Councillor Edney

Seconded By Councillor Pridham

THAT the delegation from the Huron Perth Public Health, United Way Perth Huron and Social Research and Planning Council regarding food insecurity be received.

CARRIED

5.2 United Way Perth Huron re: St. Marys Food Insecurity

Ryan Erb of United Way Perth Huron presented information about the food insecurity concerns in St. Marys.

Resolution 2023-04-25-03

Moved By Councillor Luna

Seconded By Councillor Lucas

THAT the delegation from the United Way Perth Huron regarding food insecurity in St. Marys be received.

CARRIED

6. ACCEPTANCE OF MINUTES

6.1 Regular Council - April 11, 2023

Regular Council - April 25, 2023

2

Resolution 2023-04-25-04

Moved By Councillor Craigmile

Seconded By Councillor Pridham

THAT the April 11, 2023 regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and Clerk.

CARRIED

6.2 Strategic Priorities Committee - April 18, 2023

Resolution 2023-04-25-05

Moved By Councillor Edney

Seconded By Councillor Luna

THAT the April 18, 2023 Strategic Priorities Committee meeting minutes be received by Council and signed and sealed by the Mayor and Clerk;
and

THAT minute items 4.1 and 6 be raised for consideration.

CARRIED

6.2.1 Flats Conceptual Designs for Public Engagement

Resolution 2023-04-25-06

Moved By Councillor Aylward

Seconded By Councillor Lucas

THAT Staff be directed to begin public consultation process as described within report COR 32-2023.

CARRIED

6.2.2 James Street Water Booster Station Assessment and Operational Considerations

Resolution 2023-04-25-07

Moved By Councillor Edney

Seconded By Councillor Pridham

THAT the Strategic Priorities Committee recommend to Council:

THAT staff be directed to research the facility capital needs of the James Street South Booster Pumping Station and funding

strategies and sources for the station upgrades; ensuring consideration be given to the future industrial development potential in that area; and

THAT the existing benefitting properties, and future benefitting properties of the station be consulted for their future needs.

CARRIED

7. CORRESPONDENCE

7.1 Women of Ontario Say No regarding Support of Bill 5, Stopping Harassment and Abuse By Local Leaders Act

Resolution 2023-04-25-08

Moved By Councillor Aylward

Seconded By Councillor Edney

Whereas municipally elected leaders do not have an appropriate accountability structure when it comes to perpetrating violence and harassment in the workplace; and

Whereas a fundamental, underlying principle of broadening diversity, equity and inclusion in politics rests on the assumption that the workplace is safe; and

Whereas Bill 5, the *Stopping Harassment and Abuse by Local Leaders Act* would require Councillors to comply with the workplace violence and harassment policies of the municipality they represent, permit municipalities to direct the Integrity Commissioner to apply to the court to vacate a member's seat for failing to comply with the municipality's workplace violence and harassment policies as well as restrict officials whose seat has been vacated from seeking immediate subsequent re-election; and

Whereas over 20 municipalities have formally endorsed and communicated public support for Bill 5; and

Whereas Bill 5 would both hold accountable and protect all municipal officials;

Now Therefore Be It Resolved that St. Marys Council express its support for Bill 5, *Stopping Harassment and Abuse by Local Leaders Act*;

Further that this resolution be circulated to the Hon. Doug Ford, Premier of Ontario, Matthew Rae, MPP for Perth-Wellington, and the Association of Municipalities of Ontario.

CARRIED

8. STAFF REPORTS

8.1 Administration

8.1.1 ADMIN 24-2023 April Monthly Report (Administration)

Resolution 2023-04-25-09

Moved By Councillor Luna

Seconded By Councillor Lucas

THAT ADMIN 24-2023 April Monthly Report (Administration) be received for information.

CARRIED

8.1.2 ADMIN 25-2023 Community Outreach Worker Annual Report

Resolution 2023-04-25-10

Moved By Councillor Pridham

Seconded By Councillor Aylward

THAT ADMIN 25-2023 Community Outreach Worker Annual Report be received.

CARRIED

8.1.3 ADMIN 26-2023 Noise By-Law Exemption Request for Army, Navy and Air Force for 2023

Resolution 2023-04-25-11

Moved By Councillor Edney

Seconded By Councillor Craigmile

THAT ADMIN 26-2023 Noise By-Law Exemption Request for Army, Navy and Air Force for 2023 report be received; and

THAT Council provide an exemption to the Noise By-law on July 14, 2023 from 11:00 pm to 12:00 am and July 15, 2023 from 11:00 pm to 12:00 am, to the Army, Navy and Air Force Branch #265,

subject to the condition of notifying all property owners within a 150m radius.

CARRIED

8.2 Building and Development Services

8.2.1 DEV 20-2023 April Monthly Report (Building and Development)

Resolution 2023-04-25-12

Moved By Councillor Lucas

Seconded By Councillor Pridham

THAT DEV 20-2023 April Monthly Report (Building and Development) be received for information.

CARRIED

8.2.2 DEV 21-2023 Repeal By-law 47-15 a Site Plan Agreement for 20 Thames Rd. North

Resolution 2023-04-25-13

Moved By Councillor Aylward

Seconded By Councillor Luna

THAT DEV 21-2023 Repeal By-law 47-20 a Site Plan Agreement for 20 Thames Rd. North report be received; and

THAT Council consider By-law 44-2023, being a By-law to repeal By-law 47-15 which authorized a site plan agreement between The Corporation of the Town of St. Marys and Perth County Ingredients Inc. for land described as Part Lot 19, Concession Thames, Blanshard as in R341246 in the Town of St. Marys in the County of Perth.

CARRIED

8.2.3 DEV 22-2023 - Part Lot Control Application, Lot 2, Registered Plan 44M-86 – 203778 Ontario Inc.

Resolution 2023-04-25-14

Moved By Councillor Craigmile

Seconded By Councillor Lucas

THAT DEV 22-2023 regarding the Application for Part Lot Control for Lot 2 of Registered Plan 44M-86 be received; and

THAT Council consider By-law 43-2023, being a part lot control affecting Lot 2, Registered Plan 44M-86 for a one-year period, ending April 25, 2024.

CARRIED

8.3 Community Services

8.3.1 DCS 22-2023 April Monthly Report (Community Services)

Resolution 2023-04-25-15

Moved By Councillor Pridham

Seconded By Councillor Luna

THAT DCS 22-2023 April Monthly Report (Community Services) be received for information.

CARRIED

8.4 Corporate Services

8.4.1 COR 33-2023 April Monthly Report (Corporate Services)

Resolution 2023-04-25-16

Moved By Councillor Edney

Seconded By Councillor Lucas

THAT COR 33-2023 April Monthly Report (Corporate Services) be received for information.

CARRIED

8.5 Fire and Emergency Services

8.5.1 FD 05-2023 April Monthly Report (Emergency Services)

Resolution 2023-04-25-17

Moved By Councillor Aylward

Seconded By Councillor Luna

THAT FD 05-2023 April Monthly Report (Emergency Services) be received for information.

CARRIED

8.6 Human Resources

8.6.1 HR 04-2023 April Monthly Report (Human Resources)

Resolution 2023-04-25-18

Moved By Councillor Craigmile

Seconded By Councillor Edney

THAT HR 04-2023 April Monthly Report (Human Resources) be received for information.

CARRIED

8.7 Public Works

8.7.1 PW 31-2023 April Monthly Report (Public Works)

Resolution 2023-04-25-19

Moved By Councillor Pridham

Seconded By Councillor Edney

THAT PW 31-2023 April Monthly Report (Public Works) be received for information.

CARRIED

9. EMERGENT OR UNFINISHED BUSINESS

9.1 Recommendations from United Way Huron Perth Regarding Living Wage Employer

Resolution 2023-04-25-20

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT staff be directed to explore the process for becoming a living wage employer aligned with the standards set by United Way Perth Huron; and

THAT the Town prepare correspondence outlining the Town's request to the Federal Government to approve basic income for income security.

CARRIED

10. NOTICES OF MOTION

None.

11. BY-LAWS

Resolution 2023-04-25-21

Moved By Councillor Pridham

Seconded By Councillor Lucas

THAT By-Laws 43-2023 and 44-2023 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 43-2023 Part Lot Control Exemption for Lot 2 44M-86

11.2 By-Law 44-2023 Repeal By-law 47-15, Site Plan Agreement for 20 Thames Road

12. UPCOMING MEETINGS

May 9, 2023 - 6:00 pm, Regular Council

May 16, 2023 - 9:00 am, Strategic Priorities Committee

May 23, 2023 - 6:00 pm, Regular Council

13. CONFIRMATORY BY-LAW

Resolution 2023-04-25-22

Moved By Councillor Edney

Seconded By Councillor Luna

THAT By-Law 45-2023, being a by-law to confirm the proceedings of April 25, 2023 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 2023-04-25-23

Moved By Councillor Luna

Seconded By Councillor Pridham

THAT this regular meeting of Council be adjourned at 8:26 pm.

CARRIED

Al Strathdee, Mayor

Jenna McCartney, Clerk



FORMAL REPORT

To: Mayor Strathdee and Members of Council

Prepared by: Jenna McCartney, Clerk

Date of Meeting: 9 May 2023

Subject: **ADMIN 27-2023 Park Patrol Law Enforcement Officer Appointment for 2023**

PURPOSE

The purpose of this report is to present information regarding the summer park patrol program, administered by the Stratford Police Service. Council is being asked to consider the appointment of five individuals as municipal law enforcement officers for the purpose of enforcing municipal by-laws in the Town of St. Marys.

RECOMMENDATION

THAT ADMIN 27-2023 Park Patrol Law Enforcement Officer Appointment for 2023 report be received; and

THAT Council consider By-law 46-2023, being a by-law to appoint park patrol employees as law enforcement officers in the Town of St. Marys.

BACKGROUND

Since the summer of 2020, the Stratford Police Service has provided summer park patrol employees to the Town of St. Marys between May and September each year. The park patrol employees are appointed as municipal law enforcement officers for the purpose of enforcing municipal by-laws.

Some of the other key tasks of the employees are:

- Ensure compliance with specific municipal by-laws, in accordance with appropriate legislation and procedures;
- Patrol parks, green areas, riverbanks, streets, alleys, jogging trails, and other areas normally inaccessible to vehicular patrol units while utilizing a police bicycle; and
- Provide a visible and accessible presence on behalf of both the Town and the Service at special events and functions organized by community groups.

REPORT

The park patrol employees are hired by Stratford Police Service (the “SPS”) to fill a role specific to either the community of Stratford or St. Marys. Once employed for a specific municipality, the employees have not alternated between locations unless unexpected scheduling conflicts arise.

SPS will be training the park patrol employees the week of May 15 – 19 with the expectation that the team will commence in St. Marys by May 23, 2023.

As the role involves being a visible and accessible presence during special events and functions in St. Marys, the hours of employment will often include evening and weekend support with a flexible schedule to accommodate specific requests from the Town's administration.

FINANCIAL IMPLICATIONS

The budget for this year's hiring of two (2) park patrol in St. Marys has been included in the municipal 2023 budget.

SUMMARY

Stratford Police Service has hired five park patrol employees for 2023. To ensure accommodations to employee scheduling, the draft appointment by-law for 2023 lists all employees although there will be two consistent employees supporting St. Marys.

Council is being asked to consider appointing the employees so that they may provide law enforcement in St. Marys specific to the Town's by-laws.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

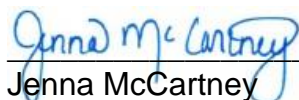
None.

ATTACHMENTS

Draft 46-2023 By-law has been attached to the By-law section of the agenda

REVIEWED BY

Recommended by:



Jenna McCartney
Clerk

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer



FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Jenna McCartney, Clerk
Date of Meeting:	9 May 2023
Subject:	ADMIN 28-2023 Business Improvement Area Governance Constitution

PURPOSE

To seek Council's approval of the draft governance constitution for the St. Marys Business Improvement Area.

RECOMMENDATION

THAT ADMIN 28-2023 Business Improvement Area Governance Constitution report be received; and

THAT Council consider By-law 49-2023, being a by-law to establish the governance constitution for the St. Marys Business Improvement Area.

BACKGROUND

The St. Marys Business Improvement Area (the "BIA") was designated as such by Town By-law 06-2019, which provides some basic requirements of the structure of the Board of Management (the Board) but does not govern most aspects of BIA.

As per the *Municipal Act 2001* (the "Act"), local boards such as the BIA Board are designated by the municipality, and the municipality is also responsible for setting the governance framework for such boards.

Town staff have worked to draft a constitution for the BIA based on feedback received from a sub-committee of the BIA specifically struck to support the drafting of a constitution. Town staff presented the draft to the BIA Board and the membership for feedback. At the annual general meeting of the BIA on April 26, 2023, the following resolution was passed:

THAT ADMIN 23-2023 Business Improvement Area Constitution Draft report be received; and

THAT the St. Marys Business Improvement Area Board of Management recommends to Council:

THAT Council approve the St. Marys Business Improvement Area Constitution.

REPORT

The purpose of setting a constitution for the BIA is to establish clear rules for the governance of the Board, to provide direction on how Board and general membership meetings shall be presided over, and to regulate the basic requirements under which the operations of the BIA and the Board must be conducted.

The draft constitution is provided under the By-law section of the May 9, 2023 regular Council agenda. It consists of eleven (11) sections, fulfilling a variety of practical needs and legislative requirements for the BIA's governance.

Section 1.0 “Definitions” serves to define the key terms and abbreviations used repeatedly within the constitution, and those that are crucial to its interpretation. This section consolidates these definitions in a single location for ease of reference.

Section 2.0 “Purpose” serves to outline the official roles which the BIA is established to fulfill within the municipality, as laid out in section 204(1) of the Act. Subsection 2.2 further establishes that fulfilling this mandate is the duty of the BIA's Board of Management being the Directors of the BIA.

Section 3.0 “Membership and Voting” outlines the criteria for membership in the BIA, the voting rights of members, and the role of the municipal clerk (the “Clerk”) in maintaining the membership list of the BIA. The membership criteria and voting rights of members as outlined here are a restatement of those outlined in section 204 of the Act. The provisions setting the Clerk's responsibilities in maintaining the membership list establish that the keeping of this important record will be in the hands of the Clerk to ensure its security. This section also restates the power given to the Clerk under section 204(5) of the Act to accept evidence of eligibility and determine the membership status of tenants to ensure the maintenance of a complete list.

Section 4.0 “Board of Management Composition” governs the composition, appointment process and terms of the Board and its Directors, in alignment with the general requirements laid out in the Act. This section:

- Requires that one (1) Director be a Council Member appointed directly by Council, and the remainder be elected by the membership and appointed by Council as required by section 204(3)(a) of the Act, while setting the overall number of Directors at five (5) to eight (8);
- Outlines Council's power to refuse to appoint an elected Director if necessary, and its available courses of action should it so refuse to appoint, as set in section 204(9) of the Act;
- States the duration of each term of the Board as set in section 204(10) & 204(11) of the Act and sets a flexible limit of two (2) terms for Directors. This term limit is recommended to encourage a turnover among those sitting on the Board, but to permit Directors the flexibility to potentially serve longer if deemed desirable by Council and the membership;
- Includes provisions governing vacancies of Directors, setting that a Director's seat at the Board table shall be treated as vacant after three (3) consecutive months' unauthorized absence. This is intended to provide a reasonable allowance for unexpected or unavoidable absences, while also ensuring that long absences are not taken without the approval of Council. In addition, this section notes the power granted to Council in section 204(12) of the Act to appoint a replacement to fill a vacancy on the Board.

Section 5.0 “Board of Management Election Procedures” sets the procedures for the calling of elections to the Board, the nomination process, the conduct of elections and the selection of the Directors for positions on the Board. This includes regulating the timeline for the nomination and election processes, the requirements governing the submission of nominations, the basic framework governing the election itself, and establishing the Clerk's responsibility for administering the nomination and election processes in order to ensure an orderly and efficient election. In addition, this section sets the requirement that the Board select the positions its Directors will hold as soon as possible after the Board's appointment, to ensure that the Board's operational structure be fully established as soon as possible after appointment.

Section 6.0 “Responsibilities of the Board” establishes the collective requirements which the Board must fulfill in the course of its operations. These include the keeping of minutes for all meetings, making appropriate financial arrangements, and properly submitting budgets to the Town. These provisions are

set to fulfill the legislative requirements that the Board's affairs be conducted in a transparent manner, including that the records of the Board be kept by the municipality in "a secure and accessible manner" as required under sections 253 and 254 of the Act, and that the budget of the BIA shall be proposed and set in accordance with the requirements laid down in sections 205 and 206 of the Act.

Section 7.0 "Powers of the Board" explicitly sets out the powers which the board may exercise in the course of fulfilling the BIA's purpose and administering its affairs. These are expressly defined in order to provide the Directors a clear understanding of the powers the Board may make use of in fulfilling its purpose, and what options are legally available for conducting the affairs of the BIA.

Section 8.0 "Working Groups" sets the terms under which the Board may strike working groups to assist in carrying out the purposes and administering the programs of the BIA. These are intended to fulfill the same role that sub-committees formerly fulfilled, but do not have any decision-making authority and thus must submit their recommendations to the Board for approval. Working groups are not, however, required to meet the requirements around record-keeping and providing public notice of meetings which the Board and sub-committees must, thus providing a greater level of flexibility to the members. It should also be noted that the public would still have the opportunity to give input on the recommendations produced by these working groups, at the time when their recommendations are presented to the Board.

Section 9.0 "Directors Duties" sets the formal duties and obligations of each of the positions on the Board. This includes the Chair, Vice Chair, Secretary, Treasurer, Council Representative and Town Staff Liaison. The duties required of each position are laid out explicitly within their respective subsection, as well as the authority of Directors holding certain positions to sign cheques and execute documents and agreements for the BIA. The list of each role's responsibilities is included to give Directors a clear understanding of the duties and obligations of their positions, as well as an understanding of who within the organization possesses legal signing authority for the Board.

Section 10.0 "Meetings" defines the procedures by which the calling and conduct of meetings of the Board and the General Membership shall be governed, in keeping with the general requirements set for meetings in sections 239 to 246 of the Act. In addition to clearly laying out the basic procedures for meetings for the benefit of the membership and Directors, including voting procedure, the declaring of resolutions, minuting and quorum, this section also includes several other important matters. These include a new schedule for the posting of notice for meetings, in order to give members & Directors more time to thoroughly prepare. This consists of:

- Providing notice of the Annual General Meeting to members at least three (3) weeks in advance;
- Providing notice of a special membership meeting at least ten (10) days in advance;
- Providing notice of a Board meeting to the Directors at least ten (10) days in advance; and,
- Providing notice of the posting of the agendas for all meetings seven (7) days in advance.

The required number of Board meetings per year has also been altered from previous practice, reducing the minimum number per year to nine (9). This alteration allows the Board a greater level of flexibility to schedule meetings throughout the year as needed, while placing no limit on the maximum number the Board may hold as desired during the year. In addition, it is noted that meetings shall be governed by the provisions in the Act and by Robert's Rules of Order in the absence of direction within the constitution, in order to maintain unity with the Town's desired approach of adopting Robert's Rules for all committees and local boards.

Section 11.0 "Financial Policy" outlines the process which the Board must follow in setting the annual budget, and also sets the financial and auditing requirements which the Board must follow in the course of its operations. This includes requiring two-director signing authority for the Board's financial accounts, the following of Town procurement and hiring policies, restrictions on the establishment of a

reserve fund, and the limitations placed on the financial powers of the Board. These provisions are set to ensure that the Board operates in compliance with all applicable financial regulations placed on municipalities and local boards, including those under Part VII of the Act, and in keeping with standard practices for public sector accounting.

Other Matters Not Included

Proxy voting was considered initially but has not been included in the draft constitution based on a recommendation from the BIA sub-committee. Proxy voting provisions would permit a member or Director to appoint an individual to attend a meeting and vote on questions arising at said meeting on the member or Director's behalf. While proxy voting would provide some flexibility to members or Directors wishing to vote but unable to attend a meeting, such a system would require a great deal of practical work to implement. This includes determining how notice of a proxy should be filed, determining what paperwork would need to be submitted to appoint a proxy, and how far in advance of a meeting the paperwork appointing a proxy would need to be submitted. Considering the practical difficulties of implementing such a system, the Sub-committee and Board recommended that proxy voting not be adopted in the constitution at this time.

Associate membership provisions were also considered for implementation, and likewise have not been included in this draft constitution. Such provisions permit individuals, corporations and partnerships otherwise ineligible for membership to request to join a BIA, and upon approval of the Board to be permitted to attend meetings of the Board and membership though not permitted to vote, as well as to volunteer with the BIA and take part in BIA discussions. Such provisions would require the development of an application for potential applicants to submit to the Board, as well as the setting of an application fee, which ranges in other municipalities anywhere from \$100 to \$500 annually. The Sub-committee and the Board considered these practical concerns around implementing such a system, as well as the potential benefits associate members might offer to the BIA and recommended against including such provisions in the Constitution.

The drafting of a provision permitting sublet tenants in business and commercial properties to become voting members of the BIA was considered. After due consideration, the Sub-committee decided that such provisions were not recommended at this time but may be revisited as the Board evaluates its practices over the course of their term.

Next Steps

The final step for consideration of the BIA's constitution is the review and subsequent approval of Town Council by way of by-law. The draft by-law has been included in the agenda package for Council's review and staff will be asking Council to consider approving the budget so that the BIA has established rules in place for the governance of the BIA for the remainder of the term and into the future.

FINANCIAL IMPLICATIONS

None

SUMMARY

As per the *Municipal Act 2001*, local boards such as the BIA Board are designated by municipal council, and the municipal council is further responsible for setting the governance framework for the board. Following consultation with the BIA Board and membership, Council is asked to consider approving the draft governance constitution by-law as presented.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

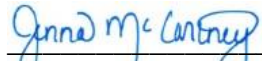
St. Marys Business Improvement Governance Sub-committee, Board of Management and General Membership

ATTACHMENTS

Draft By-law 49-2023 listed in the By-law section of the agenda

REVIEWED BY

Recommended by:



Jenna McCartney
Clerk

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer



FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	Jenna McCartney, Clerk
Date of Meeting:	9 May 2023
Subject:	ADMIN 29-2023 Request to Proclaim June 18, 2023 as Longest Day of Smiles

PURPOSE

To seek Council's proclamation to make June 18, 2023 the Longest Day of Smiles in St. Marys in accordance with Operation Smile Canada initiative.

RECOMMENDATION

THAT ADMIN 29-2023 Request to Proclaim June 18, 2023 as the Longest Day of Smiles report be received.

BACKGROUND

Operation Smile believes every child suffering from cleft lip or cleft palate deserves exceptional surgical care. It envisions a future where health and dignity are improved through safe surgery.

Operation Smile raises funds that support the creation of solutions that deliver safe surgery to people where it's needed most.

REPORT

Operation Smile holds a global campaign on June 18 of each year to raise awareness and funds to help a child born with a cleft condition smile and change their life.

As was the case in 2022, Operation Smile is once again requesting that St. Marys Town Council consider proclaiming June 18, 2023 as the Longest Day of Smiles.

If Council approves the request, staff will provide notice to Operation Smile of the Town's commitment.

FINANCIAL IMPLICATIONS

None.

SUMMARY

Operation Smile Canada has requested that Council consider proclaiming June 18, 2023 as the Longest Day of Smiles in St. Marys.

If Council is supportive of this proclamation, then the organization has requested that the following resolution be enacted:

WHEREAS Operation Smile Canada is a global medical charity providing free, life-changing surgeries and medical care to children born with cleft conditions around the world; and

WHEREAS Every 3 minutes, a child is born with a cleft condition, and lack of access to safe, effective surgery means that easily treatable conditions like cleft lip and cleft palate can become fatal; and

WHEREAS Operation Smile Canada believes every child born with a cleft condition deserves exceptional surgical care; and

WHEREAS The Longest Day of SMILES® will unite Canadians from coast to coast to coast as they raise awareness and funds; and

WHEREAS On June 18th, 2023, the citizens of St. Marys are encouraged to learn more about how to support this worthy cause by visiting www.longestdayofsmiles.ca; and

WHEREAS Our community can help celebrate the Longest Day of SMILES® by posting #longestdayofsmiles on social media; and

THEREFORE Council for the Town of St. Marys does hereby proclaim June 18th, 2023 as “Longest Day of SMILES®” in St. Marys and commend its thoughtful observance to all citizens of our municipality.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

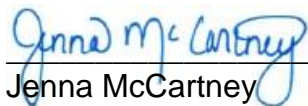
None.

ATTACHMENTS

Operation Smile Canada Request Letter

REVIEWED BY

Recommended by:



Jenna McCartney
Clerk

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer

Dear Mayor Al Strathdee,

Operation Smile Canada would appreciate your support once again by proclaiming June 18th, 2023 as the Longest Day of SMILES® in your community.

The Longest Day of SMILES® encourages community ambassadors to raise awareness and funds to help a child born with a cleft condition smile and change their life with free, safe, cleft surgery and comprehensive care. From sun-up to sun-down, from coast to coast to coast, Canadians are dedicating June 18th, 2023, and the time leading up to it, to helping children SMILE.

Operation Smile Canada is a volunteer-delivered global medical charity that exists to ensure everyone has access to safe, effective surgery that they need wherever they live in the world. Surgery that will change a child's life forever... help families, communities, countries, regions and yes, the world.

By proclaiming June 18th, 2023, as the Longest Day of SMILES® in St. Marys and challenging other communities to do the same, you can provide waiting children with comprehensive cleft care and a hopeful future with a new smile.

Our Community Engagement & Fundraising team is happy to support you and your community should you choose to participate with us.

To submit your proclamation or to request more info, please email Candy Keillor, Community Engagement Specialist candy.keillor@operationsmile.org

To learn more about the transformational impact of Operation Smile Canada, visit: operationsmile.ca

We look forward to collaborating with you and your team to make this the best Longest Day of SMILES® yet! Together we can make a difference one smile at a time!

Keep Smiling,

A handwritten signature in black ink that reads "Candy Keillor". The script is fluid and cursive.

Candy Keillor (she/her)
Community Engagement Specialist

PROCUREMENT AWARD

To:	Mayor Stratthdee and Members of Council
Prepared by:	Doug LaPointe, Recreation Operations Manager
Date of Meeting:	9 May 2023
Subject:	DCS 25-2023 MAU-1 and ACS-2 HVAC Unit Replacements (Pyramid Recreation Centre)

PROJECT DETAILS

The project components of the MAU-1 and ACS-2 HVAC Replacement include the removal of two HVAC units on the roof above the Friendship Centre and replacing them with new units of similar size and scope. These units service the kitchen and Multipurpose room in the Centre.

The units being replaced were identified and due for replacement in the Asset Management Plan and were approved in the 2023 capital budget, of which \$275,000 was earmarked for this project. If awarded, the project is expected to be complete in fall 2023 or spring of 2024 dependent on manufacturing and delivery. A contingency plan is in place to maintain the existing level of service until the units are replaced.

RECOMMENDATION

THAT DCS 25-2023 MAU-1 and ACS-2 HVAC Unit Replacements report be received; and,

THAT the procurement for the replacement of the HVAC units identified as MAU-1 and ACS-2, which service the Friendship Centre's kitchen and multipurpose rooms be awarded to CIMCO Refrigeration a division of Toromont Industries Ltd. for the procured price of \$259,537.27, inclusive of all taxes and contingencies; and,

THAT Council consider By-Law 48-2023 to authorize the Mayor and the Clerk to sign the associated agreement.

PROCUREMENT SUMMARY

A procurement document was administered for the above noted project. The following is a summary of the procurement results, as well as a recommendation for a successful proponent:

Procurement Information	Details and Results
Procurement Title:	RFT-DCS-10-2023
Tender Closing Date:	Wednesday, April 19, 2023
Number of Bids Received:	Twelve (12)
Successful Proponent:	CIMCO Refrigeration, a division of Toromont Industries Ltd.
Approved Project Budget:	\$275,000.00
Cost Result – Successful Bid (Inclusive of HST):	\$259,537.27.00
Cost Result – Successful Bid (Inc. Net of HST rebate):	\$229,679.00
Project Over-budget (Net of HST)	\$0

The procurement document submitted by CIMCO Refrigeration a division of Toromont Industries Ltd. was found to be complete, contractually acceptable, and ultimately provided the best value for the municipality. As such, staff recommends award of the project to CIMCO Refrigeration a division of Toromont Industries Ltd.

Below is the bid summary for this project:

Company Name (Contact)	Value/Notes	Display to Public	Unseal Price	Unseal Submission	Submission Status
Cimco Refrigeration, a Division of Toromont Industries Ltd.	\$259,531.27	TRUE	TRUE	TRUE	Hard Copy Only
Black & McDonald Limited	DNQ	TRUE	TRUE	TRUE	Hard Copy Only
Temperature Control Solutions	\$305,100.00	TRUE	TRUE	TRUE	Hard Copy Only
ECO HVAC SOLUTIONS INC.	\$277,750.04	TRUE	TRUE	TRUE	Hard Copy Only
JTS Mechanical Systems Inc.	DNQ	TRUE	TRUE	TRUE	Hard Copy Only
Ainsworth Inc.	\$279,901.00	TRUE	TRUE	TRUE	Hard Copy Only
Ken Robinson Refrigeration Inc.	\$269,900.00	TRUE	TRUE	TRUE	Hard Copy Only
Superior Air Systems Ltd.	\$301,625.25	TRUE	TRUE	TRUE	Hard Copy Only
Meeco Technologies Inc	DNQ	TRUE	TRUE	TRUE	Hard Copy Only
ProTemp Refrigeration Inc	\$265,342.08	TRUE	TRUE	TRUE	Hard Copy Only
9079653 Canada Corporation o/a Combustion Techs	\$264,533.00	TRUE	TRUE	TRUE	Hard Copy Only

FINANCIAL IMPLICATIONS

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

General Capital Reserve (budgeted)	\$229,679.00
Tender over-budget (if needed)	\$0
Total	\$229,679.00
Transfer from TYPE account (if over-budget)	\$0

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.

OTHERS CONSULTED

André Morin, Director of Corporate Services / Treasurer

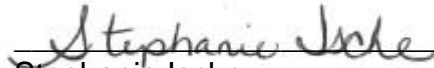
ATTACHMENTS

REVIEWED BY

Recommended by the Department

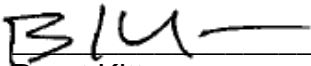


Doug LaPointe
Recreation Operations Manager



Stephanie Ische
Director of Community Services

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer



FORMAL REPORT

To:	Mayor Strathdee and Members of Council
Prepared by:	André Morin, Director of Corporate Services / Treasurer
Date of Meeting:	9 May 2023
Subject:	COR 33-2023 BIA Levy Approval for 2023

PURPOSE

The St. Marys BIA has passed their 2023 budget and seeks Council approval on the proposed levy request.

RECOMMENDATION

THAT COR 33-2023 BIA Levy Approval for 2023 report be received; and

THAT Council approve the BIA 2023 Levy; and

THAT Council consider By-law 50-2023, being a by-law to summarize the 2023 BIA Levy.

BACKGROUND

The BIA held their AGM on April 24, 2023 where the Board put forward the draft budget and opened the meeting to the membership for input. The meeting was held in person, and the Board passed the budget with an amendment. The Board now seeks Council approval to proceed with the budget.

REPORT

The BIA 2023 Levy request remains the same as 2022 with a total levy of \$45,000. The BIA Board is not seeking to make any other changes to the by-law at this time. The BIA seeks Council approval of the Levy.

Town staff calculate the levy based on the commercial assessments within the BIA boundary, taking into account the minimum levy of \$100 and maximum levy of \$761.25 for single unit and \$971.25 for multi-unit properties. The Board has discussed reviewing the minimums and maximums for future budgets.

The BIA Board will present Council with Budget at the May 9th Council meeting.

FINANCIAL IMPLICATIONS

The Town of St. Marys collects the BIA levy through the final property tax bill. The Town sends a quarterly payment to the BIA of \$11,250. The final payment is adjusted for any assessment related adjustments.

SUMMARY

The new BIA Board is recommending Council approve their 2023 budget with a total levy of \$45,000. This budget represents a status quo budget for their first year, with the BIA Board putting emphasis on

rejuvenating the BIA membership and providing the membership with enhanced value over the next 4 years.

STRATEGIC PLAN

- ☑ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
 - Economic Development
 - Marketing & Promotion
 - Downtown Revitalization
 - Leadership and Collaboration

OTHERS CONSULTED

BIA Board

Kelly Deeks-Johnson, Tourism and Economic Development Manager

ATTACHMENTS

None.

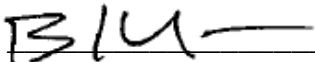
REVIEWED BY

Recommended by:



André Morin
Director of Corporate Services/Treasurer

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer



FORMAL REPORT

To:	Mayor Stratthdee and Members of Council
Prepared by:	Dave Blake, Environmental Services Manager
Date of Meeting:	9 May 2023
Subject:	PW 32-2023 Municipal Class Environmental Assessment for the Water Pollution Control Plant

PURPOSE

This report presents Council with information related to consulting services associated with a Municipal Class Environmental Assessment for the Water Pollution Control Plant (WPCP).

Staff are requesting approval for sole source procurement of consulting services.

RECOMMENDATION

THAT report PW 32-2023, Municipal Class Environmental Assessment for the Water Pollution Control Plant be received; and

THAT Council approves a sole source for a municipal class environmental assessment to B. M. Ross and Associates Ltd. for a cost up to \$300,000.00, inclusive of HST and Contingency.

THAT Council consider By-law 47-2023, being a by-law to authorize the Mayor and the Clerk to sign a professional services agreement with B.M. Ross and Associates Ltd.

BACKGROUND

In circa 2012, the Town identified an increase in flows being received at the WPCP to the point where flows received exceeded more than 80% of the design rated capacity. As such, the Town began the process of a Municipal Class Environmental Assessment (the "Municipal Class EA") to re-rate and expand the facility. The project activities were facilitated at the time by B.M. Ross and Associates Ltd. Concurrently, the Town also developed and began completing various inflow and infiltration activities to reduce contributing flows to the WPCP.

As work progressed, and modest flow decreases were recorded in subsequent years, it was determined that an expansion of the WPCP would not be required over the useful life of the Environmental Assessment that was underway. As a result, efforts were refocused to an optimization study of the WPCP along with continuing I&I related efforts. The Municipal Class EA was stopped in 2014, and BM Ross and Associates Ltd. completed the optimization study for the Town.

Over the years since, the WPCP has continued to receive fluctuating annual flows while absorbing growth within the community. However, as development has continued, higher density coupled with higher growth targets and industrial customers have reduced the remaining hydraulic reserve capacity at the WPCP where expansion activities are now forecasted to be required. As such, the 2023 capital budget includes an approved project to complete a Municipal Class EA for the WPCP to properly position the Town to accommodate future needs within the community.

REPORT

The Municipal Class EA that is required for the WPCP is a Schedule C process under the Municipal Class EA document (March 2023) which will include four (4) phases of the EA process which will conclude with an Environmental Study Report that will document the findings of the process and investigate alternative design concepts. The tasks are forecast to take up to 18-months to complete with a target completion date of December 2024.

Staff recommends sole sourcing the required works to B.M. Ross and Associates Ltd as the firm is familiar with the site's conditions, existing design aspects, capacity considerations of the system and future expansion plans at the facility. This is based on the firm's involvement with the facility on the initial Municipal Class EA that was stopped in 2014, Optimization Study of the facility in 2016, condition assessments in 2017 and capital expansion estimates in 2022.

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 to the Town. The rationale for this is that B.M. Ross and Associates Ltd. has a very strong and detailed history of the facility, its capital considerations and capital maintenance and replacement planning that will facilitate an economical delivery of services resulting in a cost-effective task delivery for the Town.

FINANCIAL IMPLICATIONS

The proposed consulting services have been estimated at \$225,000.00 + HST for this project however the exact requirements surrounding biological studies and consultation efforts are not known at this time. Based on more recent experience's related to similar initiatives, staff are proposing to carry a larger contingency allowance related to this project to accommodate unknown costs which can arise during the EA process through these consultation efforts. As such, staff propose a budget allowance up to \$300,000.00, inclusive of HST and contingency that will allow staff to pivot and address questions, concerns or out of scope work as they may arise.

This project is projected to be completed within budget and will be funded through wastewater reserves.

SUMMARY

Based on information within this report, Staff recommends that B.M. Ross and Associates Ltd. be retained by the Town to complete the Municipal Class EA for the Water Pollution Control Plant. This recommendation is made based on the firm's detailed historical knowledge of the Town's WPCP through recent condition assessments, completion of the Optimization Study at the facility, Capital Replacement projects and considerations as well as prior work on a previous Municipal Class EA that was stopped in 2014 that will provide benefit to the Town through this project.

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 infrastructure needs of today and tomorrow. This will require balance between building an regular maintenance.
 - Tactic(s): Identify immediate needs of the community.

OTHERS CONSULTED

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

ATTACHMENTS

None.

REVIEWED BY

Recommended by:

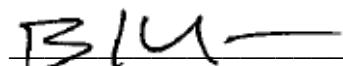


Dave Blake, C.E.T.
Environmental Services Manager



Jed Kelly
Director of Public Works

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer

FORMAL REPORT

To:	Mayor Stratthdee and Members of Council
Prepared by:	Jed Kelly, Director of Public Works
Date of Meeting:	9 May 2023
Subject:	PW 33-2023 Traffic, Parking and Boulevard Maintenance By-law

PURPOSE

To seek Council's approval to repeal the existing Traffic, Parking, Boulevard Maintenance By-law and its associated amendments and replace with the draft by-law proposed in this report.

Key changes include:

- Addition of "Municipal Facility Parking Lot" definition and distinguishing them from a "Public Parking Lot".
- Transition to the *Highway Traffic Act* framework and permit the use of off-road vehicles on the municipal right of way.
- Convert yield signs to stop signs where applicable.
- Address safety concerns along Water Street South and James Street North by establishing community safety zones, reduced speed areas, and electronic signal pedestrian crossovers.

RECOMMENDATION

THAT PW 33-2023 Traffic, Parking and Boulevard Maintenance By-law report be received; and

THAT Council consider By-law 51-2023, being a by-law for the purpose of regulating traffic, parking and boulevard maintenance in St. Marys.

BACKGROUND

The *Highway Traffic Act* (HTA) and Part III of the *Municipal Act* are the governing pieces of legislation that regulate traffic on roadways. The HTA delegates authority to municipalities to pass by-laws to regulate various traffic related matters throughout the municipal road allowance. Between 2017 and 2018, Town staff completed an extensive review of the existing traffic by-law, By-law 6 of 2014.

In June 2018, a new Traffic, Parking and Boulevard Maintenance By-law was presented to and approved by Council. The new By-law addressed the following:

- Re-organized the By-law into three parts to improve readability, (1) Traffic, (2) Parking, and (3) Boulevard Maintenance
- Consolidation of existing by-laws that pertain to related items in the new by-law.
- Allowed on-street overnight parking between May 1 and October 31 except for the Downtown Core and existing 'no parking' areas, while continuing to monitor for conflicts.

- Regulated municipal parking lots and implemented parking permits in public parking lots.
- Boulevard maintenance standards to provide residents with guidelines to comply with Minimum Maintenance Standards for Municipal Highways O. Reg. 366/18: (MMS) – Section 16.2.

In May 2019, Town staff brought forward an amendment to By-law 58-2018, the amendment addressed the following:

- Amendments to Section 3.1(3) Parking Regulations and Restrictions as it relates to enforcement challenges.
- Addition of Level II Type C pedestrian crossover on James Street South.
- Edits to Schedule 10: No parking to address a changing road network (schools moving etc.), no parking area overlaps, and move Stratford Police parking to Queen Street East.

In November 2021, Town staff brought forward a second amendment to By-law 58-2018, the amendment addressed the following:

- Updates to the Public Parking Lot regulations, and Designated Parking Program to reflect operational activities.
- Replace Yield Signs with Stop Signs at locations where sidewalks have been installed to improve pedestrian linkages and safety, and areas that have increased average daily traffic.
- Updates to Schedule 10: No Parking to address sightline concerns related to on-street parking.

REPORT

When a significant by-law, like the Traffic, Parking and Boulevard Maintenance By-law, has several amendments, there can be confusion among staff and members of the public. It is in staff's opinion that after two amendments, the Town should endeavour to consolidate and replace the by-law with a current version. This report seeks to a) replace By-law 58-2018 and consolidate amending by-laws 59-2019 and 105-2021, and b) make any additional changes, as required.

The report section will detail the proposed changes and includes comments to illustrate the reason for the amendment, addition, or removal. Please note that small changes like word choice or improving readability of a section have not been included in the discussion.

To view the by-law consolidation and see what has been changed **please see Attachment A: Proposed By-law and Changes**, noting that the colour of font for new changes is in blue.

Section 1.0 Definitions

The existing by-law provides only one definition for a parking lot, being "Public Parking Lot", but provides reference to municipal facility parking lot. The associated schedule, Schedule 13, incorporated some Town parking lots but not all.

The intention is to establish two types of parking lots, a "Public Parking Lot" which is typically located within the Downtown and helps support economic and tourism activities but also has the ability for parking permits to be issued for dedicated spaces to accommodate residential dwellings in the Downtown. Whereas a "Municipal Facility Parking Lot" is considered to be accessory to the principal use of the facility or municipal feature serves (i.e. parking lot at PRC or trail parking at St. Maria Street). Schedule 18 – Municipal Facility Parking Lots has been added to the by-law, the schedule demonstrates all Town-owned parking lots. To accommodate the addition of the new definition, a series of changes have been made throughout the proposed by-law.

SECTION	BY-LAW 58-2018 AND AMENDMENTS	PROPOSED BY-LAW
Section 1.0 Definitions		“Municipal Facility Parking Lot” means an off-street parking lot or parking facility, owned or leased by the Town that is accessory to the principal use of the facility or municipal feature it serves.
	Comment: Municipal Facility Parking Lot was used as a term in the existing by-law but had no definition. Definition has been added and to be distinguished from a Public Parking Lot.	

Section 2.0 Traffic

The most significant change proposed under Section 2.0 Traffic is permitting the use of off-road vehicles within the municipal right of way.

For the most part, municipalities have been given the option to either (a) authorize or (b) not authorize the use of off-road vehicles (such as all-terrain vehicles) on the municipal right of way. If permitted, the municipality is responsible for establishing a framework regarding the use of those vehicles. Historically, the Town of St. Marys has selected to not authorize the use of off-road vehicles on the municipal right of way as the framework and definitions were too complex to effectively manage.

The above changed when, in 2019, the Province passed Bill 107, *Getting Ontario Moving Act*, which amended parts of the *Highway Traffic Act* (HTA). The Bill established definitions for off-road vehicles, and a set of standard regulations regarding use, but also providing discretion to municipalities to continue to choose to authorize or not authorize use and make additional regulations regarding use. For example, a municipal council may now restrict the travel speed, time of day, specific roads and areas where use is permitted or not permitted, as well as a usage schedule throughout the year.

If permitted, mandatory provincial HTA requirements as established by Bill 107 include:

- The driver must be at least 16 years old.
- The driver must have at least a valid G2 or M2 licence.
- Users must wear a motorcycle helmet, fastened with a chin strap.
- Obey the speed limit guidelines
 - Operate at a 20 km/h maximum speed in a 50 km/h or less zone; and,
 - Operate at a 50 km/h maximum speed in a 50 km/h or greater zone.
- An off-road vehicle licence plate must be displayed and not obstructed on the rear of the off-road vehicle.
- Be insured under a motor vehicle insurance policy.
- Meet the motor vehicle safety standards prescribed for restricted-use motorcycles in the motor vehicle insurance policy.
- Headlights and taillights must be on at all times.
- The operator must follow all the rules of the road, such as signaling all movements.
- Brake lights are required on all off-road vehicles manufactured after 1998.
- ATV's must have four wheels and steering handlebars.
- ATV's can only be operated on the shoulder of APPROVED ROADS and may only use the traveled portion of the road if the shoulder is not there or obstructed. It is the operator's responsibility to know the laws and bylaws of the area in which they are riding.

Please see **Attachment B: Off Road Vehicle Guidance Document** for additional detail regarding what constitutes an Off-Road Vehicle.

As described, the Town does not currently permit the use of off-road vehicles within the municipal right of way but does permit the use of motorized snow vehicles. The use of motorized snow vehicles in the municipal right of way has been in place for over 20 years, and in staff's opinion, the majority of users comply with the by-law. Occasionally as with many by-laws, education and enforcement is sometimes required to increase compliance.

Town staff regularly receive requests from residents who wish to access the municipal right of way with their off-road vehicles. The purpose of the request varies, but include business / commercial use, snow removal activities, an alternative transportation method (lower cost), and recreational use. There have been instances, where the by-law is violated, and the municipal right of way or trails have been illegally used.

In discussion with the former Stratford Police Community Resources Officer, the assumption is that safe use of the municipal right of way can be achieved if the Town authorizes the use of off-road vehicles on the municipal right of way. The regulations enacted by the Town would mimic neighbouring municipality, the Township of Perth South, and the existing framework for motorized snow vehicles in addition to the Province's requirements for use would be in effect. Staff hypothesize that by permitting off-road vehicles it would deter the use of such vehicles in parks, trails or naturalized areas, meaning, riders who are already compliant with the HTA will be less inclined to use clandestine accesses throughout Town. If approved, Public Works and Corporate Communications will need to collaborate to create a robust information campaign to educate members of the public regarding permitted uses.

Essentially, the proposed by-law permits the operation of off-road vehicles within the municipal right of way while relying on the HTA for regulation, and establishes St. Marys specific restrictions to mirror how motorized snow vehicles may be used.

SECTION	BY-LAW 58-2018 AND AMENDMENTS	PROPOSED BY-LAW
Section 2.1 Traffic Control Devices	2.1(8) All way stops are authorized and shall be installed at the Intersections set out in Schedule 1 hereto.	Removed.
	Comment: Duplication of content captured in Section 2.1(7) regarding stop signs provided in Schedule 1.	
Section 2.7 Operation of Vehicles	2.7(1) No person operating a Vehicle shall use engine brakes in the Town, except to avoid or reduce the impact of a collision or in the case of such other emergency.	Removed.
	Comment: Removed at the request of the Attorney General's office. Town staff believe that most complaints regarding vehicle noise stem from vehicles that do not have a properly-functioning muffler, not engine brakes.	
Section 2.9 Off Road Vehicles		(1) The Town authorizes the use of Off-Road Vehicles on its Highways. (2) Further to Section 2.9(1). No person shall operate an Off-Road Vehicle: (a) On the Sidewalks or Boulevards.

SECTION	BY-LAW 58-2018 AND AMENDMENTS	PROPOSED BY-LAW
		(b) After 10:00 pm and before 7:00 am. (c) Within the boundaries of the St. Marys Cemetery. (d) On the Town's parklands, trail network or within naturalized areas. (e) In a manner that contravenes the Off-Road Vehicles Act.
	Comment: As described in the pre-amble, the proposed by-law seeks to authorize the use of Off Road Vehicles. In addition to following the regulations provided in the HTA and the <i>Off Road Vehicles Act</i> , users will need to comply with the above. The above matches the restrictions applied to Motorized Snow Vehicles.	

Section 3.0

SECTION	BY-LAW 58-2018 AND AMENDMENTS	PROPOSED BY-LAW
3.1 Parking Regulations and Restrictions	(6) No person shall occupy any Vehicle or holiday trailer as a dwelling or sleeping place at any time while it is Parked on a Highway, Public Parking Lot.	(6) No person shall occupy any Vehicle or holiday trailer as a dwelling or sleeping place at any time while it is Parked on a Highway, Public Parking Lot or Municipal Facility Parking Lot.
	Comment: As described in definitions, Municipal Facility Parking Lot has been added.	
3.3 Parking Restrictions for Heavy Vehicles	(2) No person shall Park a Heavy Vehicle in a municipal facility parking lot other than for the purpose of delivery of goods.	(2) No person shall Park a Heavy Vehicle in a Municipal Facility Parking Lot other than for the purpose of delivery of goods, unless a Designated Parking Permit has been issued as set out in Section 3.6(2)
	Comment: Edited to account for the term becoming a definition. In addition, the previous Council had allowed the use of a municipal facility parking lot (the PRC), to be used as parking for Heavy Vehicles. This decision was never formally incorporated into the by-law. The direction has now been formally included.	
3.6 Designated Parking Permit		(2) At the discretion of the Director of Clerk a Designated Parking Permit for a Heavy Vehicle may be issued for a Municipal Facility Parking Lot (a) Long-term Designated Parking Permits shall be for a maximum term of one year, from November 1 until October 31 of the next calendar year. A renewal Designated Parking Permit

SECTION	BY-LAW 58-2018 AND AMENDMENTS	PROPOSED BY-LAW
		may be applied for from the Town in advance of the expiry of the permit. (b) Short-term Designated Parking Permits shall be for a maximum term of seven (7) days.
	Comment: Parking Permit policies for motor vehicles applied to heavy vehicles. Worded the same for consistency purposes.	

Schedules:

A number of changes have been made to the schedules, most specifically:

- Transition of yield signs to stop signs where applicable. The Town has been undertaking a phased approach to replace yield signs with stops signs. Changes are typically made due to pedestrian concerns, irregular intersections, and an increase in traffic.
- Schedule 13 – Public Parking Lot amended, to remove the municipal facility parking lots, and Schedule 18 – Municipal Facility Parking Lot created to account for municipally owned parking lots (noting that leased parking lots are not included).
- Establishment of community safety zones, reduced speed areas, and electronic signal pedestrian crossovers. Additional information provided below on community safety zones.

Community Safety Zones:

Community Safety Zones (CSZ) are designated areas within the municipal road network that have been identified where public safety is of a special concern, when there is an infraction in that zone, such as speeding, the fines are doubled. CSZ's are created by municipal by-law and must identify area limits, which in application are delineated via additional signage indicating the start and end of a zone.

The Province does not have specific warrants for the establishment of a community safety zones. Typically, municipalities have created an internal framework to establish warrants for creating a CSZ, in most cases, CSZ's are usually established when one or two of the following conditions exist:

- connecting links between school areas
- the presence of recreational facilities, such as community centers, and playgrounds
- areas where there are hospitals or senior living facilities
- existing and non-conforming conditions within the road network.

In St. Marys, with a relatively small road network, CSZ decisions have been made based on observed conditions, or known physical limitations in the road network that cannot be easily overcome. The Town has already established three (3) CSZ's:

1. James St. S from Elgin St. E to southerly entrance to the Pyramid Recreation Centre
2. Thomas St. from Town limits to Queen St. West
3. Wellington St. S from Park St. to Jones St. E

A CSZ is typically accompanied by a reduced speed limit.

During the 2023 Budget process, Council identified and expressed concerns regarding safety due to high speeds along James Street North, and Water Street South. The Town's collection of speed data via the radar signs, and focused enforcement with the Stratford Police corroborated the concerns

expressed by Council. The locations of the concerns are in close proximity to either schools or recreational facilities, which makes them suitable locations for a CSZ.

As such, at the January 17, 2023 Special Meeting of Council, Council passed the following resolution:

Resolution 2023-01-17-08

Moved By Councillor Aylward

Seconded By Councillor Craigmile

THAT PW 05-2023 Budget Report Back on Capital Project #61, Automated Pedestrian Crossings, Water St / James St report be received; and

THAT Council direct staff to modify the Traffic and Parking By-law to include a 40km/hr community safety zone on Water Street S. and James St. N.; and

THAT Council direct staff to proceed with Level 2 Type C pedestrian crossings as proposed in the draft 2023 Capital Plan.

CARRIED

The proposed by-law seeks to incorporate Council's resolution into the by-law. Noting that the automated pedestrian crossings cannot be installed until the by-law is in effect.

SECTION	BY-LAW 58-2018 AND AMENDMENTS	PROPOSED BY-LAW
Schedule 1: Stop Sign		(1) Ardmore Ave & Wilson Crt – Southbound on Wilson Crt.
	Comment: Subdivision has been assumed by the Town, the existing signage has been added to the By-law.	
	Schedule II – Yield Sign	(9) Carrall St. & Elgin St. W – Northbound and Southbound on Carrall St
	Comment: Yield sign to be removed and replaced with a stop sign to address pedestrian safety concerns in the area, and increased traffic counts due to the Ardmore / Westover developmen	
	Schedule II – Yield Sign	(29) Ingersoll St. & Widder St W. – Westbound on Widder St W
	Comment: Yield sign to be removed and replaced with a stop sign to address pedestrian safety concerns in the area, specifically due to pedestrians from Wildwood Care Centre seeking to access the Grand Trunk Trail.	
	Schedule II – Yield Sign	(59) Meighen Crt. & Dunsford Cres. – Eastbound on Meighen Crt.
	Comment: Yield sign to be removed and replaced with a stop sign to address pedestrian safety concerns in the area.	
	Schedule II – Yield Sign	(69) Peel St. S & King St – Southbound on Peel St.
	Comment: Yield sign to be removed and replaced with a stop sign. Town staff have noted the irregularly shaped intersection, and believe a stop sign should improve safety concerns at the intersection.	
	Schedule II – Yield Sign	(72) Pelissier & Elgin St W – Southbound on Pelissier

SECTION	BY-LAW 58-2018 AND AMENDMENTS	PROPOSED BY-LAW
	Comment: Yield sign to be removed and replaced with a stop sign to address pedestrian safety concerns in the area, and increased traffic counts due to the Ardmore / Westover development.	
	Schedule II – Yield Sign	(73) Pelissier & Grahlyn Ave – Eastbound on Grahlyn Ave
	Comment: Yield sign to be removed and replaced with a stop sign to address pedestrian safety concerns in the area, and increased traffic counts due to the Ardmore / Westover development.	
	Schedule II – Yield Sign	(97) Ridgewood Cres. & Hawthorn Crt. – Southbound on Ridgewood Cres.
	Comment: Yield sign to be removed and replaced with a stop sign to address intersection concerns.	
	Schedule II – Yield Sign	(113) Warner St. & Jones St W – Eastbound & westbound on Jones St. W
	Comment: Yield sign to be removed and replaced with a stop sign to address pedestrian safety concerns in the area.	
Schedule 3: Electronic Traffic Control Devices		
Schedule 7: Reduced Speed Limit		
Schedule 8:		

SECTION	BY-LAW 58-2018 AND AMENDMENTS	PROPOSED BY-LAW
Community Safety Zone	Comment: As per Council Resolution 2023-01-17-08	
		(4) Water St. S from Front St. to St. Maria St.
	Comment: As per Council Resolution 2023-01-17-08	
Schedule 10: No Parking		(23) Jones St E – Northside from St George St to St. John St North
	Comment: At the March 15, 2023, the Community Policing Advisory Committee identified a parking concern at Jones Street East, and St. George Street South. Residents in the area are finding it difficult to travel down the street as well as driveways being blocked. Town staff and the Stratford Police will continue to monitor this area to determine if further action is required.	
Schedule 13: Public Parking Lot	(1) Station and Peel Street North, southeast corner (2) Water Street North and Trout Creek, southwest corner (3) Queen Street East and Water Street South, southwest corner along Thames River (4) Jones Street East between Water Street South and Wellington Street South, south side of Jones Street East (5) Elgin Street East between Water Street South and Wellington Street South, north side of Elgin Street East (6) St. Maria Street, west of Water Street South (7) Water Street South, across from Lind Sportsplex north of tennis courts (8) Water Street South, across from Lind Sportsplex south of tennis courts	(1) Water St. N. and Trout Creek, southwest corner (2) Queen St. E. and Water St. S., southwest corner along Thames River (3) Jones St. E. between Water St. S. and Wellington St. S., south side of Jones St. E. (4) Elgin St. E. between Water St. S. and Wellington St. S., north side of Elgin St. E.
	Comment: All municipal facility parking lots have been moved to the Schedule 18 – Municipal Facility Parking Lot.	
Schedule 14: Fire Route	(6) A part of that part of 505 James St S., being known as Solis Mexican Foods	(6) A part of that part of 505 James St S., being known as E&E McLaughlin Ltd
	Comment: Change of property ownership title.	
	(11) A part of that part of 780 Queen St. E, being known as Loblaw Properties Ltd.,	(11) A part of that part of 780 Queen St. E, being known as Choice Properties Ltd.
	Comment: Change of property ownership title.	

SECTION	BY-LAW 58-2018 AND AMENDMENTS	PROPOSED BY-LAW
	(14) A part of that part of 201 James St. S., being owned by Adriano Paola	(14) A part of that part of 201 James St. S., being owned by Adriano's Enterprises Ltd.
	Comment: Change of property ownership title.	
	(17) A part of that part of 93 Ann St, being owned by Heybolt Ontario Ltd.	(17) A part of that part of 93 Ann St, being owned by Jason Martin.
	Comment: Change of property ownership title.	
	(18) A part of that part of 20 Thames St. N, being known as Vanderpol Enterprises Inc.	(18) A part of that part of 20 Thames Rd. N, being known as Perth County Ingredients Inc.
Comment: Change of property ownership title.		
Schedule 18: Municipal Facility Parking Lot		(1) Water St. N., Milt Dunnell Field "The Flats" north of Veterans Circle (2) Station St. and Peel St. N., southeast corner (3) 172 James St. S., St. Marys Fire Hall (4) 180 James St. S., St. Marys Skatepark (5) 177 Church St. S., St. Marys Museum (6) 217 Tracy St., Cadzow Park (7) St. Maria St., west of Water St. S. (8) 317 James St. S., St. Marys Pyramid Recreation Centre (9) Meadowridge Park, Southvale Road between Meadowridge Drive and Homefield Court (10) 408 James St. S., Municipal Operations Centre (11) Water St. S., across from the Lind Sportsplex north of the tennis courts (12) Water St. S., across from the Lind Sportsplex south of the tennis courts (13) 386 Church St. S., Canadian Baseball Hall of Fame, Rotary Field (14) 386 Church St. S., Canadian Baseball Hall of Fame, Cement Field (15) 5 James St S, St. Marys Train Station

SECTION	BY-LAW 58-2018 AND AMENDMENTS	PROPOSED BY-LAW
	Comment: Includes all Town-owned parking lots. Some of the locations used to be included in Schedule 13. No leased parking lots are included in the Schedule given their likelihood to change.	

Penalties

The Town of St. Marys currently offers an early payment opportunity for Part II *Provincial Offences Act* violations, as listed on Schedule B of the draft by-law. These infractions are specific to traffic violations. The early payment fee is set at \$20.00 if paid within five (5) days of the infraction being issued. After five (5) days, the set fine is applied at \$30.00.

Part I *Provincial Offences Act* violations are not eligible for early payment. The set fine for most infractions is \$30.00.

Currently there are a few exceptions to the set fines being parking in an accessible parking stall as that fine amount is set by the Provincial government. The Town has increased the set fine for parking in fire routes due to the significant impact such violation may have on fire response times. All existing early payment fees and set fine fees have remained consistent since 2018. From 2014 to 2018 the early payment fee was \$15.00 and set fine was \$25.00.

While drafting the changes to this by-law, staff became aware of other municipalities that reconsidered their set fines to ensure that they are recovering the costs of administering the fine and penalty system. As a best practice, staff completed a focused fiscal review of the administrative costs to the Town for issuing and processing parking infractions under Part II *Provincial Offences Act* being the most frequently issued. Through this review, staff determined the following:

- The projected total cost to issue and process a single parking infraction is approximately \$46 in circumstances of an early voluntary payment. Presently the early voluntary payment fine is \$20.00 for this infraction.
- Tickets that are not processed in the early payment window, increase in administrative costs due to increased processing time for municipal staff such as internal database updates, searching for vehicle ownership through the Ministry of Transportation's database and issuance of notices. The administrative cost for processing now increases to \$63. Presently the set fine for this infraction is \$30.00.

Effectively, staff have found that the Town is not recovering its costs to administer parking infractions and is recommending an increase to set fines to the level of cost recovery. Staff are recommending that parking fines be increased to:

- \$50.00 for early voluntary payment.
- \$70.00 for set fine after seven (7) days (this is an increased amount of time to give every opportunity for a person to pay their ticket before a mandatory increase and helps the Town avoid the increased administrative time of increasing it to the set fine).

Staff have consulted with municipal counterparts in the City of Stratford and received confirmation that a number of traffic and parking violations have increased to \$60 for an early voluntary payment or \$80 for set fine (after 7 days) based on a similar financial assessment completed by the City.

Education & Enforcement Campaign

Town staff are aware that some of the changes proposed in this by-law, specifically, the installation of the new community safety zones, crossovers and reduced speed limits, permitted use of off-road vehicles, and increase to violation fees will require a comprehensive education campaign. Public Works

staff are working with Communications staff for print and social media. This will also require support from the Stratford Police with respect to enforcement.

Additional communication will be needed to notify the public of the transition to stop signs at specific locations. Similar to the changeovers in 2022, a media release will be issued, and a highly visible warning sign will be added to the new stop signs for 30 days to alert motorists to the change. Stop bars will also be painted on the pavement as an additional visual cue.

FINANCIAL IMPLICATIONS

The Town of St. Marys 2023 Capital Plan includes a project to install pedestrian crossings in two separate locations for \$55,000, see report PW 15-2023. The budget also is sufficient to install solar powered beacon light to augment the new required Community Safety Zone signage.

	Costs	Funding Source
PED Crossovers Type 2 – Level C	\$30,740.00	2023 Capital
Community Safety Zone Amber Beacons	\$12,000.00	2023 Capital
PED Crossover Paint & Misc Hardware	\$3,000	2023 Capital
General Posts & Signage	\$2,500	2023 Operating
Education Campaign	\$500	2023 Operating

At the time of writing the report, all required new hardware and signage installations are provisioned within existing capital and operational budgets.

SUMMARY

The current traffic by-law was passed in 2018 by-law but has required two amendments to correct identified issues. The proposed draft includes minor improvements to several schedules as outlined above with more notable larger alterations Including:

- Addition of two new Community Safety Zones couple with 40kmh speed reduction areas
 - Located on James St. North Widder St. East to Grand Truck Trail and Water St. South, from St. Maria to Front St.
- Addition of two new Pedestrian Crossover (PXO) Type 2 Level C flasher style
 - Located on Water St. South, between Tennis Courts and Lind Sportsplex and James St. North at the Grand Trunk Trail crossing.
- Allowing All Terrain Vehicles to access the Town's road network following the HTA restrictions, coupled with a town wide schedule mirroring the current snowmobile provisions.
- Updated penalties for parking violations to ensure the Town is recovering its costs.

Moving forward staff will endeavour to keep by-law amendments to one only and then preparing a consolidated by-law when further alterations are required.

STRATEGIC PLAN

☒ Not applicable to this report.

OTHERS CONSULTED

Jenna McCartney, Clerk

Constable Aaron Mounfield, Stratford Police Services Community Resource Officer

Todd Thibodeau, Public Works Supervisor

Jeff Wolfe, Infrastructure Services Manager

ATTACHMENTS

Attachment A: Proposed By-law with Changes

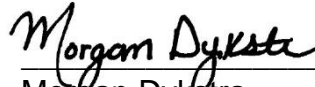
Attachment B: Off Road Vehicle Guidance Document

REVIEWED BY

Recommended by:



Jed Kelly
Director of Public Works



Morgan Dykstra
Public Works and Planning Coordinator

Recommended by the CAO



Brent Kittmer
Chief Administrative Officer

BY-LAW XX-2023

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to regulate traffic, parking and boulevard maintenance within the Town of St. Marys.

- WHEREAS:** The *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, Section 10 gives The Corporation of the Town of St. Marys the power to pass by-laws respecting its highways, including parking and traffic on highways;
- AND WHEREAS:** O. Reg. 366/18 of The *Municipal Act, 2001*, S.O. 2001, c. 25, sets out minimum standards for road and highway maintenance for all municipalities in Ontario including but not limited to sidewalk trip and encroachment hazards;
- AND WHEREAS:** The *Motorized Snow Vehicles Act*, R.S.O. 1990, c.M.44, as amended, Section 7 provides that the municipality may by by-law regulate, govern and prohibit the operation of motorized snow vehicles within the municipality including any highways therein or on part or parts thereof;
- AND WHEREAS:** The *Highway Traffic Act*, R.S.O. 1990, C.H.8, as amended, Section 191.8(3)(c) provides that the municipality may by by-law prescribe a lower rate of speed for off-road vehicles than that prescribed for off-road vehicles by regulation on any highway within the municipality;
- AND WHEREAS:** The *Highway Traffic Act*, R.S.O. 1990, C.H. 8, as amended, Section 123(2) provides that the municipality may by by-law limit the gross vehicle weight of any vehicle or any class thereof passing over the bridge;
- AND WHEREAS:** The *Fire Protection and Prevention Act, 1997*, S.O. 1997, c.4, as amended, Section 7.1(1)(c) provides that a council of a municipality may pass by-laws designating private roads as fire routes along which no parking of vehicles shall be permitted and providing for the removal and impounding of any vehicle parked or left along any of the fire routes at the expense of the owner of the vehicle;
- AND WHEREAS:** The *Fire Protection and Prevention Act, 1997*, S.O. 1997, c.4, as amended, Section 7.1(4) provides that a municipality may appoint an officer to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether by-laws enacted in accordance with this section are being complied with;

NOW THEREFORE: The Council of the Corporation of the Town of St. Marys hereby enacts as follows;

1.0. DEFINITIONS

1.1. For the purpose of this By-law:

“Accessible Parking Stall” means a parking space designed under this By-law for the exclusive use of a Motor Vehicle displaying a Minister of Transportation issued accessible parking permit;

“Authorized Sign” means any Traffic Control Device that has been erected on a Highway under the authority of this By-law for the purpose of regulating, warning or guiding Traffic;

“Boulevard” means that part of the Highway situated between the Curb and the nearest lateral property line of the lot abutting the Highway, including a driveway, but does not include a Sidewalk or Shoulder or multi-use trail;

“Clerk” means the Clerk of the Town of St. Marys, or designate, as appointed by Council;

“Community Safety Zone” means a part of a Highway which is designated by the Council as an area where public safety is of special concern, and where fines imposed upon conviction of a moving violation, are increased;

"Council" means the Council of The Corporation of the Town of St. Marys;

“Crosswalk” means:

- (a) that part of a Highway at an Intersection that is included within the connections of the lateral lines of the Sidewalks on opposite sides of the Highway measured from the Curbs or, in the absence of Curbs, from the edges of the Roadway, or
- (b) any portion of a Roadway at an Intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or other markings on the surface;

“Curb” includes the edge of the traveled portion of a Roadway;

“Designated Parking Permit” means a permit issued by the Town of St. Marys in accordance with this by-law for the designation of a parking stall in a Public Parking Lot for the exclusive use of a Motor Vehicle approved by the Town;

“Designated Parking Permit Stall” means a parking stall that is designated by Authorized Signage, for the exclusive use of a Motor Vehicle approved by the Town and issued a Designated Parking Permit;

“Director” means the Director of Public Works for the Town or any successor position, or his or her appointed designate;

“Fire Route” means an access route required for the use by the Fire Department provided by means of a Private Roadway or yard;

"Gross Weight" means the combined weight of Vehicle and load;

“Heavy Vehicle” means any Motor Vehicle designated as commercial for which Gross Weight as shown on the registration permit issued under the *Highway Traffic Act*, R.S.O. 1990, Chapter H.8 exceeds 5 tonnes and 6.5 meters in length but does not include:

- (a) ambulances, police or fire department vehicles,
- (b) school buses;
- (c) emergency motor vehicles;
- (d) public utility motor vehicles;
- (e) motor vehicles owned or operated by the Town;
- (f) motor vehicles of the Ministry of Transportation of the Province of Ontario.

“Highway” includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of Vehicles and includes the area between the lateral property lines thereof;

“Inoperative Vehicle” means any Vehicle that is, dismantled, broken or incomplete, decayed or dilapidated by the reason of missing or damaged part(s), tire(s), engine, drive train or body components or window(s) or, the removal or damage of other parts or equipment necessary for the Vehicle’s operation or, being in an unsightly state of disrepair, or being wrecked and incapable of use as a means of lawful transportation;

"Intersection" means the area embraced within the prolongation or connection of the lateral Curb lines or, if none, then of the lateral boundary lines of two or more Highways that join one another at an angle, whether or not one Highway crosses the other;

“Motor Assisted Bicycle” includes a motor-assisted bicycle or any other motor-assisted transportation device that weighs not more than 55 kilograms and that does not have sufficient power to enable the transportation device to attain a speed greater than 50 kilometres per hour on level ground within a distance of 2 kilometres from a standing start, but does not include a wheelchair;

"Motor Vehicle" includes an automobile, motorcycle, motor-assisted bicycle and any other vehicle propelled or driven other than by muscular power, but does not include a street car or other motor vehicle running only upon rails, a motorized snow vehicle, a traction engine, a farm tractor, power-assisted bikes, a self-propelled implement of husbandry or a road-building machine;

“Municipal Facility Parking Lot” means an off-street parking lot or parking facility, owned or leased by the Town that is accessory to the principal use of the facility or municipal feature it serves.

“Municipal Law Enforcement Officer” means a by-law enforcement officer appointed by Council;

"Park" or "Parking", when prohibited, means the Standing of a Vehicle, whether occupied or not, except when Standing temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers;

"Police Officer" means a current member of the Town of St. Marys police services contractor or a person authorized by the police services contractor thereof;

"Private Roadway" means a Roadway other than municipal or government property, and includes privately owned roads, driveways and laneways;

"Public Parking Lot" means an off-street parking lot or other parking facility, owned or leased by the municipality and bearing Authorized Signage identifying as such, to which the public has access whether on payment of a fee or otherwise;

"Roadway" means the part of the Highway that is improved, designed or ordinarily used for vehicular Traffic, but does not include the Shoulder, and, where a Highway includes two or more separate Roadways, the term "Roadway" refers to any one Roadway separately and not to all of the Roadways collectively;

"Shoulder" means that portion of a Highway lying adjacent to the Roadway that is improved with granular or paved surface and is not intended for the passage of Motor Vehicles;

"Sidewalk" means any municipal walkway, or that portion of a Road between the curb line or the lateral line of a Roadway and the adjacent property line, primarily intended for the use of pedestrians;

"Stand" or "Standing" means the halting of a Motor Vehicle, whether occupied or not, except for the purpose of and while actually engaged in receiving or discharging passengers;

"Stop" or "Stopping" when prohibited, means the halting of a Motor Vehicle, even momentarily, whether occupied or not, except when necessary to avoid conflict with other Traffic or in compliance with the directions of a Police Officer or of a Traffic Control Device;

"Town" means The Corporation of the Town of St. Marys;

"Traffic Control Device" means any sign or other device erected or placed for the purpose of guiding, directing or regulating Traffic;

"Traffic" includes pedestrians, ridden or herded animals, Vehicles and other conveyances either singly or together while using any Highway for the purpose of travel;

"Vehicle" includes a Motor Vehicle, trailer, traction engine, farm tractor, road-building machine, bicycle and any vehicle drawn, propelled or driven by any kind of power, including muscular power, but does not include a motorized snow vehicle or a street car.

For the purpose of this By-law, where no definition is made herein and a definition is required, the applicable definition shall be as set forth in the *Highway Traffic Act*, R.S.O. 1990, Chapter H.8 as amended.

2.0. TRAFFIC

2.1. Traffic Control Devices

- (1) Traffic Control Devices for the purpose of guiding, directing or regulating Traffic shall be erected as authorized by Council.
- (2) Pavement markings for the purpose of guiding, directing or regulating Traffic and the Parking of Motor Vehicles shall be marked as authorized by the Director.
- (3) No person shall display any unauthorized device, sign or marking upon any Highway attempting or purporting to regulate, warn or guide Traffic or the Parking of Vehicles on a Highway.
- (4) Any unauthorized sign, signal marking or device so erected shall be removed by the Director, Police Officer or Municipal Law Enforcement Officer.
- (5) No unauthorized person shall remove a sign, signal marking or device.
- (6) No unauthorized person shall give any signal or direction attempting or purporting to direct Traffic unless in an emergency to direct Traffic around the scene of an accident or obstacle.
- (7) Stop signs are authorized and shall be installed at the Intersections set out in Schedule 1 hereto.
- (8) Yield signs are authorized and shall be installed at the Intersections set out in Schedule 2 hereto.
- (9) Electronic Traffic Control Devices, comprising red, amber and green lights, are authorized and shall be installed at the Intersections or area as set out in Schedule 3 hereto.

2.2. Use of Sidewalk

- (1) No person shall use any Sidewalk for any purpose other than pedestrian Traffic, except as specifically permitted in this or any other by-law.
- (2) A person may use the Sidewalk for the purpose of walking a bicycle or Motor Assisted Bicycle.
- (3) Within the downtown area, identified on Schedule 11, no person shall ride a bicycle on a Sidewalk.

- (4) Persons under the age of 14 are permitted to ride a bicycle or Motor Assisted Bicycle upon a Sidewalk, with the exception of the area within the area identified on Schedule 11.
- (5) No person shall at any time use or operate skateboards, roller skates, in-line skates or other similar devices on municipal Sidewalks in the area identified on Schedule 11.

2.3. Prohibited Turn

- (1) Streets where turns are prohibited are set out in Schedule 4 hereto.
- (2) No person shall make a prohibited turn when a prohibited turn sign is on display.

2.4. No Stopping

- (1) No Stopping areas are set out in Schedule 5 hereto.
- (2) No person shall Stop a Vehicle in an area that has been designated as a No Stopping area when a sign is on display except for mobility assisted transport services and the delivery of goods to local addresses.

2.5. Obstructing Traffic

- (1) No person shall obstruct a Highway with a Motor Vehicle which becomes stalled or for any reason cannot be moved by its ordinary motive power.
- (2) Any Vehicle stopped on any Highway shall be moved away by the owner or operator thereof at the direction of a Police Officer or Municipal Law Enforcement Officer when Traffic congestion, proximity to a fire or any other condition renders the removal of such Vehicle expedient.

2.6. One-Way Streets

- (1) Streets that are designated as one-way streets are set out in Schedule 6 hereto.

2.7. Operation of Vehicles

- (1) No person shall drive a Vehicle, except an emergency Vehicle or a Vehicle authorized by the Director or by a Police Officer, on any Highway that is roped, barricaded or marked by an Authorized Sign prohibiting its use.
- (2) No person shall drive or operate a Vehicle or equipment of any nature or kind in such a manner as to track mud or debris upon a Highway.
- (3) Any person who tracks mud or debris upon a Highway contrary to subsection 2.7(3) of this By-law, in addition to any other penalty, shall be liable to the Town for costs of clean up or removal of the mud or debris.

- (4) No person shall, while driving a Vehicle, allow such Vehicle to be reversed or backed before it is first ascertained by observation that such movement can be safely made.
- (5) No person shall while driving a Vehicle allow such Vehicle to be reversed or backed before there is given an unmistakable warning signal to Pedestrians and approaching Vehicles of such movement.
- (6) No person operating a Vehicle shall drive on any Highway in the Town other than in a single file formation in one direction.
- (7) No person while driving a Vehicle shall turn such a Vehicle so as to proceed in the opposite direction in the areas set out in Schedule 4 hereto.

2.8. Motorized Snow Vehicle

- (1) The Town authorizes the use of Motorized Snow Vehicles on its Highways.
- (2) Further to Section 2.8(1), no person shall operate a Motorized Snow Vehicle:
 - a) on the Sidewalks or Boulevards;
 - b) after 10:00pm and before 7:00am;
 - c) within the boundaries of the St. Marys Cemetery;
 - d) on the Town's parklands, trail network, or within naturalized areas; or
 - e) In a manner that contravenes the Motorized Snow Vehicles Act.

2.9. Off Road Vehicles

- (1) The Town authorizes the use of Off-Road Vehicles on its Highways.
- (2) Further to Section 2.9(1), no person shall operate an Off-Road Vehicle:
 - a) on the Sidewalks or Boulevards;
 - b) After 10:00 pm and before 7:00am;
 - c) Within the boundaries of the St. Marys Cemetery;
 - d) On the Town's parklands, trail network, or within naturalized areas; or
 - e) In a manner that contravenes the Off-Road Vehicles Act.

2.10. Speed Limits

- (1) The maximum speed limit on a municipal Highway is 50 kilometres per hour unless otherwise posted.

- (2) Reduced speed limits are set out in Schedule 7 hereto.
- (3) Reduced speed limits within a school zone are set out in Schedule 7 hereto.
- (4) No person shall operate a Vehicle in excess of the posted speed limit.

2.11. Community Safety Zones

- (1) Community Safety Zones as designated by the *Highway Traffic Act* are set out in Schedule 8 hereto.

2.12. Heavy Vehicles

- (1) No person shall operate a Heavy Vehicle on any Highway except on the Highways or parts of Highways described in Schedule 9.
- (2) Notwithstanding subsection 2.12(1), a Heavy Vehicle may be driven to make a delivery to, or collection from a premise or premises that cannot be reached by any route other than the Highway where Heavy Vehicles are prohibited within this By-law, provided that when making such a delivery or collection the same Highway is travelled only as far as is unavoidable in getting to and from such premise or premises.
- (3) Engine brakes are not permitted in the Town, except to avoid or reduce the impact of a collision or in the case of such other emergency.
- (4) No person shall operate a Heavy Vehicle on the Highways during specific time periods as set out in Schedule 9 under the heading "Time Limitations".

2.13. Temporary Highway Closing

- (1) No person shall block or close off a Highway without first:
 - a) Submitting a Road Closure Application to the Town at least 30 days in advance; and,
 - b) Receiving written consent from the Town.

2.14. Oversize or Overweight Load Permits

- (1) The Director is hereby authorized to grant or refuse permits for the moving of Heavy Vehicles, loads, objects or structures in excess of the otherwise lawful limits, pursuant of the *Highway Traffic Act*.
- (2) No Vehicle shall be operated on a Highway that exceeds the prescribed size and weight limits of the Highway Traffic Act, as amended without a valid permit.

2.15. Reduced Load Limit

- (1) No Vehicle shall be operated over the bridge known as Water Street Bridge at Trout Creek on Water Street North where:
 - a) In the case of a single Vehicle the Gross Weight exceeds five (5) tonnes, and
 - b) In the case of a combination of two or more Vehicles the Gross Weight exceeds five (5) tonnes

3.0. PARKING

3.1. Parking Regulations and Restrictions

- (1) All Parking in the Town on a Highway, shall be parallel Parking.
- (2) No person shall Park a Vehicle on any Highway except upon the right-hand side of the Roadway, having regard for the direction in which the Vehicle is required to proceed, and when Parked on a Highway, the right front and rear wheels or runners of the Vehicle shall be parallel to and distant not more than 0.3 metres from the right-hand edge of the Highway adjacent to which such Vehicle is Parked.
- (3) No person shall Park a Vehicle in any of the following places during the specified times:
 - a) at any time in such a manner so that any part of the Vehicle is situated upon or over a Sidewalk;
 - b) at any time between a Sidewalk and the adjacent Roadway where the shortest distance between the Sidewalk and the Roadway is less than 5.5 metres;
 - c) on any Boulevard at any time;
 - d) on a Roadway or Shoulder in front of a public or private driveway access or lane at any time;
 - e) within an Intersection at any time;
 - f) on a Crosswalk at any time;
 - g) within six (6) metres of the nearest Crosswalk at an Intersection at any time, except within the area identified on Schedule 11;
 - h) within three (3) metres of a point on the Curb or edge of the Roadway adjacent to any fire hydrant except within the areas identified in Schedule 11;
 - i) within ten (10) metres of any Intersection at any time, except within the area identified on Schedule 11;

- j) within nine (9) metres of any bridge or curve at any time, except within the area identified on Schedule 11;
 - k) within sixteen (16) metres of an overpass at any time;
 - l) within four (4) metres of railway tracks at any time;
 - m) on a Highway in a manner which obstructs Traffic at any time;
 - n) in a position which will prevent the convenient removal of any other Vehicle previously parked at any time;
 - o) on a Highway between 2:00am and 6:00am from November 1 until April 30;
 - p) on a Highway for a duration longer than 72 hours from May 1 until October 31;
 - q) in a Municipal Facility Parking Lot between the hours of 2:00am and 5:00am as identified on Schedule 18;
 - r) on a Highway when a trailer is attached to a Motor Vehicle between 9:00 pm and 6:00 am;
 - s) for the purpose of repairs, oiling and greasing;
 - t) for the purpose of advertising, or pricing for sale; or
 - u) except within the limits defined by pavement markings where pavement markings exist.
- (4) No person shall operate or Park any Vehicle upon any land owned by the Town which includes but is not limited to: playgrounds, trails, Boulevard, recreation or public park, or any utility right-of-way, except on such part thereof as the Town may designate by a sign or signs for vehicular use or Parking, or by exemption through the Town.
 - (5) No Inoperative Vehicle's shall be parked on Town Highways.
 - (6) No person shall occupy any Vehicle or holiday trailer as a dwelling or sleeping place at any time while it is Parked on a Highway, Public Parking Lot, or [Municipal Facility Parking Lot](#).

3.2. Parking Restrictions on Specified Highways

- (1) No Parking areas are set out in Schedule 10 hereto.
- (2) No person shall Park a Vehicle on any of the Highways or portions designated no parking areas.

- (3) On-street parking areas with a three (3) hour parking limit are set out in Schedule 11 hereto.
- (4) No person shall Park a Vehicle for longer than three hours in designated areas.
- (5) No person shall Park a Vehicle in the downtown boundaries as identified in Schedule 4 between 2:00am and 6:00am, year round.

3.3. Parking Restrictions for Heavy Vehicles

- (1) No person shall Park a Heavy Vehicle in a Public Parking Lot.
- (2) No person shall Park a Heavy Vehicle in a Municipal Facility Parking Lot other than for the purpose of delivery of goods, [unless a Designated Parking Permit has been issued as set out in Section 3.6\(2\)](#).
- (3) No person shall Park a Heavy Vehicle on a Highway except for the purpose of delivery of goods or construction activities within the areas set out on Schedule 4.

3.4. Accessible Parking Stall

- (1) On-Street Accessible Parking Stalls are set out in Schedule 12 hereto.
- (2) No person shall Park, Stand or Stop a Motor Vehicle in any designated Accessible Parking Stall except a Motor Vehicle,
 - a) that is operated by or carries a person with a disability, and
 - b) that is identified by a current original identifying marker, and
 - c) that is parked entirely within a designated parking stall.
- (3) An identifying marker shall be displayed on,
 - a) an inner surface of the windshield, as close as practicable to the lower left-hand corner and as close as practicable to the left-hand side of the Motor Vehicle, or
 - b) the outer surface of the sun visor on the left-hand side of the Motor Vehicle so as to be visible through the windshield from the exterior of the car when the sun visor is in a lowered position.

3.5. Public Parking Lot

- (1) Public Parking Lots are set out in Schedule 13 hereto.
- (2) No person shall permit a Vehicle to be parked in a Public Parking Lot between 2:00am and 6:00am unless assigned a valid Designated Parking Permit by the Town.

- (3) No person shall permit a Vehicle to be parked in a Public Parking Lot for more than twelve (12) hours at any time unless assigned a Designated Parking Permit.
- (4) No person shall permit a Heavy Vehicle to be parked in a Public Parking Lot.
- (5) No person shall park a Vehicle in a Public Parking Lot for the purpose of repairs, oiling and greasing.
- (6) No person shall park an Inoperative Vehicle or detached trailer in a Public Parking Lot.
- (7) No person shall park in the area identified in Schedule 17 unless assigned a valid Designated Parking Permit.
- (8) No person shall park a Motor Vehicle in a Designated Parking Stall unless that Motor Vehicle has been assigned to the Designated Parking Stall by a valid Designated Parking Permit.

3.6. Designated Parking Permit

- (1) Designated Parking Permits for the parking of Motor Vehicles in Public Parking Lots are hereby authorized and assigned by the Director of Clerk.
 - a) Long-term Designated Parking Permits shall be for a maximum term of one year, from November 1 until October 31 of the next calendar year. A renewal Designated Parking Permit may be applied for from the Town in advance of the expiry of the permit.
 - b) Short-term Designated Parking Permits shall be for a maximum term of seven (7) days.
- (2) [At the discretion of the Director or Clerk a Designated Parking Permit for a Heavy Vehicle may be issued for a Municipal Facility Parking Lot.](#)
 - a) [Long-term Designated Parking Permits shall be for a maximum term of one year, from November 1 until October 31 of the next calendar year. A renewal Designated Parking Permit may be applied for from the Town in advance of the expiry of the permit.](#)
 - b) [Short-term Designated Parking Permits shall be for a maximum term of seven \(7\) days.](#)
- (3) The allocation of the Designated Parking Permit shall be based on need and capacity.
- (4) No person shall use the Designated Parking Permit for any location other than the location approved by the Town and listed on the permit, unless otherwise directed by the Town.

- (5) The Director or Clerk may request that the Designated Parking Permit holder move their Motor Vehicle at any time.
- (6) The Town may revoke any permit issued at any time.

3.7. Fire Routes

- (1) The Town may require a Private Roadway to be established as a Fire Route.
- (2) Where a Fire Route has been designated under this by-law, the Town may issue an order requiring the property owner;
 - a) to establish the Fire Route in accordance with the provisions of this by-law; and
 - b) erect and maintain an Authorized Sign at locations on the Fire Route.
- (3) Where a property owner fails to erect or to maintain an Authorized Sign under this by-law, the Fire Chief or designate may enter on the property owner's land and may erect an Authorized Sign at the expense of the property owner and the costs incurred as a result thereof may be added to the tax roll and collected by the Town in the same manner as municipal taxes.
- (4) Where a Fire Route has been designated, constructed and signed in accordance with this by-law, if the Fire Chief deems it to be in the interest of the life safety requirements under the *Fire Code*, the Fire Chief may issue an order for any change to the designated Fire Route deemed necessary and the property owner shall carry out whatever construction or changes to an unauthorized sign as may be necessary.
- (5) No person shall Park or Stand a vehicle along, in, or over, any properly signed Fire Route designated in Schedule 14.
- (6) No person shall move, remove or interfere with a Fire Route sign along a Fire Route or obstruct a view of the Fire Route sign along a Fire Route.
- (7) No person shall erect or maintain along a Fire Route any sign which may conflict or be confused with a Fire Route sign.
- (8) No person shall erect or maintain a facsimile of a Fire Route sign along any Private Roadway, whether a Fire Route or not.

3.8. Parking During Emergencies and Special Events

- (1) Notwithstanding any other provisions of this by-law to the contrary, in case of fire, a parade, an assembly of persons, a congestion of traffic, a construction project or an emergency, parking may be restricted or prohibited by the Director or Police Officer, and no person shall Park a Vehicle in contravention of such restrictions and prohibition.

- (2) For the purposes of this section, “emergency” includes a snow fall or other act of God which hinders, restricts or prohibits movement of Vehicles or pedestrians on a Highway.

3.9. Loading and Unloading

- (1) Loading Zone areas are set out in Schedule 15 hereto.
- (2) No person shall Stop or Stand a Vehicle in an area designated as a No Loading Zone.
- (3) No person shall Park a Vehicle in an area designated as a Loading Zone.

3.10. School Bus Loading Zones

- (1) School bus loading zone areas are set out in Schedule 16 hereto.
- (2) No person shall Park a school bus or a school vehicle or any part of a school bus or a school vehicle except entirely in a School Bus Loading Zone that has been established in this by-law.
- (3) No person shall Park a Vehicle other than a school bus in a School Bus Loading Zone.

3.11. Emergency Vehicles

- (1) Nothing in this By-law prohibits Municipal Law Enforcement, emergency services or municipal vehicles from being parked on the Highway.

3.12. Recreation Vehicles

- (1) No person shall Park a recreation vehicle, motorhome, or camping trailer as a dwelling or sleeping place at any time in a [Municipal Facility Parking Lot](#), Public Parking Lot or municipal park.

4.0. BOULEVARD MAINTENANCE

4.1. Property Owner Prohibitions

- (1) No person shall permit any garbage, debris or discarded materials to accumulate on the Boulevard.
- (2) No person shall place any encroachment within 45 centimeters of the edge of the Sidewalk, such as sporting equipment, rocks, gravel, landscape features, ties, rails, asphalt, bricks, concrete structures or figurines.

4.2. Property Owner Obligations

- (1) In regards to the Boulevard immediately fronting an owner’s property:

- a) No property owner shall permit grass on the Boulevard to grow more than 10 centimeters within 45 centimeters adjacent to Sidewalk edge;
 - b) No property owner shall permit brush or noxious weeds to grow within the boulevard:
 - c) Prune and trim hedges, trees and shrubs in the Boulevard, except for those planted by the Town, as part of a development requirement, so that a minimum vertical clearance of 3.0 metres above the sidewalk and 4.5 metres above the Roadway, is maintained and there is no encroachment on:
 - i. A Sidewalk; or
 - ii. A Roadway, where there is no Sidewalk
 - d) Ensure that sight lines to Intersections, driveways, Sidewalk, walkways, travel lanes, and visibility to all traffic control devices is not restricted by modifications to the Boulevard which the property owner may undertake;
 - e) Maintain any shrubbery, landscaping, and flower beds on the Boulevard below a maximum permitted height of 0.5 metres from the Boulevard level; and maintain a 2 meter clearance for shrubbery, hedges and trees from any fire hydrant or fire hydrant valve;
 - f) A property owner may add flower beds, plant shrubbery, and ground cover in a Boulevard provided such additions match existing grade of Sidewalk edge with no more than 2 centimetres deviation of surface continuity and comply with the requirements above.
- (2) The obligation to maintain the Boulevard as specified in Section 4.2(1) does not apply where in the opinion of the Director the property owner is unable to directly access the Boulevard due to steep grades, walls, fences or other obstructions.

4.3. Authority of the Director of Public Works

- (1) The Director may require an owner of real property to:
- a) Remove any flower beds, plant shrubbery, and landscaping located in a Boulevard in accordance with section 4.1(1), to facilitate work that the Town will have to undertake in the vicinity;
 - b) Remove any addition to the Boulevard undertaken by the property;
 - c) Remove or trim any trees, shrubs, hedges or bushes growing or standing on property adjacent to a Highway, where in their opinion:
 - i. The safety or convenience of the public so requires;

- ii. Where any such trees, shrubs, hedges or bushes become encroaching to the Roadway or Sidewalk.
- d) The Town has the authority to assume ownership of any tree, hedge or shrubbery in a Boulevard for the purpose of being the sole maintainer of such tree, hedge or shrubbery.

4.4. Restoration of Boulevard After Construction

- (1) Upon completion of any work by the Town, which required the removal of any flower beds, plant shrubbery and landscaping, the property owner may replace such vegetation with the permission of the Director.

4.5. Order to Discontinue Activity

- (1) If the Director determines that this Boulevard Maintenance portion of the by-law has been contravened, the Director may issue an Order to Discontinue Activity requiring the person contravening the by-law to immediately discontinue the contravention.
- (2) No person shall contravene an Order to Discontinue Activity.

5.0. CONFLICT WITH HIGHWAY TRAFFIC ACT

- (1) In the event of a conflict between the provisions of this by-law and the *Highway Traffic Act*, the provisions of the *Highway Traffic Act* prevail.

6.0. VALIDITY

- (1) If a court of competent jurisdiction declares any subsection, section or part of this By-law invalid, it is the intention of Council that the remainder of the By-law shall continue to be in force.

7.0. SCHEDULES

- (1) The following schedules shall constitute and form part of this by-law:
 - Schedule 1 – Stop Sign
 - Schedule 2 – Yield Sign
 - Schedule 3 – Electronic Traffic Control Devices
 - Schedule 4 – Downtown Boundaries & Prohibited U-Turn Areas and Prohibited Heavy Vehicle Parking Areas
 - Schedule 5 – No Stopping
 - Schedule 6 – One-Way Traffic
 - Schedule 7 – Reduced Speed Limit
 - Schedule 8 –Community Safety Zone

Schedule 9 – Heavy Vehicle Route

Schedule 10 – No Parking

Schedule 11 – Use of Sidewalk, Intersection and Three Hour Parking

Schedule 12 – On-Street Accessible Parking

Schedule 13 – Public Parking Lot

Schedule 14 – Fire Route

Schedule 15 – Loading Zone

Schedule 16 – School Bus Loading Zone

Schedule 17 – Designated Permit Only Parking Lots

[Schedule 18 – Municipal Facility Parking Lots](#)

Schedule A – Part I Short Form Wording

Schedule B – Part II Short Form Wording

8.0. ENFORCEMENT

- (1) This by-law may be enforced by a Police Officer or a Municipal Law Enforcement Officer appointed by Council.

9.0. PENALTIES

9.1. General

- (1) Except where otherwise expressly provided by this by-law or the *Highway Traffic Act*, every person who
 - a) contravenes any provision of this by-law; or
 - b) is the owner of a Vehicle that is parked or stopped in contravention of any provision of this by-law, is guilty of an offence and upon conviction is liable to a fine as provided for by the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33, as amended.
- (2) Despite subsection (1), any person who contravenes section 3.4(2) of this by-law is guilty of an offence and on conviction is liable to a fine of not less than \$300.00.
- (3) Despite subsection (1), any person who contravenes section 2.8 of this by-law is guilty of an offence and on conviction is liable to a fine of not less than \$125.00.
- (4) Despite subsection (1), any person who contravenes sections 3.7.(5), 3.7.(6), 3.7.(7) and 3.7.(8) of this by-law is guilty of an offence and on conviction is liable to a fine of not less than \$75.00.

9.2. Illegally Parked Vehicles

- (1) Where a Vehicle has been stopped or left Standing in contravention, the owner of the Vehicle, notwithstanding that he was not the driver of the Vehicle at the time of the contravention of the by-law, is guilty of an offence and is liable to the fine prescribed for the offence unless, at the time of the offence, the Vehicle was in the possession of some person other than the owner without the owner's consent.
- (2) No person shall permit a vehicle to be parked or left on Corporation-owned or occupied land without the authorization of the Corporation.
- (3) A Vehicle parked or left contrary to this By-law may be removed or impounded at the Vehicle Owner's expense. The costs and charges incurred for removing, taking away and storing a Vehicle pursuant to the provisions in this By-law, shall be a lien against the Vehicle, which shall be enforced in the manner prescribed by the *Repair and Storage Liens Act*, R.S.O. 1990, c. R.25, as amended.
- (4) Notwithstanding all other provisions of this by-law, in respect of penalties for violations of the Parking and Stopping provisions of this by-law, any person may, upon presentation of a Parking infraction notice issued by a Police Officer or Municipal Law Enforcement Officer alleging the commission of any of the offences under this by-law, pay out of Court within five (5) days from the date of said notice and penalty set out opposite such offence. Upon such payment no further proceedings shall be taken under this by-law in respect to the said alleged offence.

10.0. SHORT TITLE

This By-law may be referred to as the "Traffic, Parking and Boulevard Maintenance By-law".

11.0. REPEALED

[By-law No. 58 Of 2018 and all amendments thereto, including 59 of 2019 and 105 of 2021, are hereby repealed on the day which this By-law comes into force and effect.](#)

12.0. ENACTMENT

This By-Law comes into force and takes effect on

Read a first and second time this

Read a third and final time and passed this

Mayor Al Strathdee

Jenna McCartney, Clerk

Schedule 1

STOP SIGN

	INTERSECTION	FACING TRAFFIC
1	Ardmore Ave & Wilson Crt.	Southbound on Wilson Crt.
2	Brock St & Elgin St E	Northbound on Brock
3	Brock St. & Elgin St. E	Southbound on Brock
4	Brock St. & Elizabeth St.	Northbound & Southbound on Brock St.
5	Brock St. & Jones St. E	Northbound & Southbound on Brock St.
6	Brock St. & Rogers Ave.	Southbound on Brock St.
7	Cain St. & Elgin St. E	Eastbound & westbound on Elgin St. E
8	Cain St. & Jones St. E	Eastbound on Jones St. E
9	Carrall St. & Elgin St. W	Northbound and Southbound on Carrall St
10	Charles St. & Elgin St. E	Northbound and Southbound on Charles St.
11	Charles St. & Jones St. E	Northbound and Southbound on Charles St
12	Church St. S & Elgin St. E	Westbound on Elgin St. E
13	Church St. S & Elizabeth St.	Westbound on Elizabeth St.
14	Church St. S & Jones St. E	Westbound on Jones St. E
15	Church St. S & Park St.	Northbound & southbound on Church St. S
16	Church St. N & Station St.	Eastbound & westbound on Station St.
17	Church St. S & Victoria St.	Westbound on Victoria St.
18	Church St. N & Widder St. E	Eastbound & westbound on Widder St. E
19	George St. & Park St.	Northbound on George St.
20	Glass St. & Edison St.	Northbound on Edison St.
21	Glass St. & Samuel St.	Northbound on Samuel St.
22	Glass St. & Emily St.	Northbound on Emily St.
23	Guest Crt.	Southbound on Glass St.
24	Guest Court & Glass St.	Southbound on Guest Court
25	Huron St. S & Elgin St. E	Eastbound and westbound on Elgin St. E
26	Huron St. S & Jones St. E	Eastbound & westbound on Jones St. E
27	Huron St. S & Maxwell St.	Southbound on Huron St. S
28	Huron St. S & Rogers Ave.	Eastbound & westbound on Rogers Ave
29	Ingersoll St. & Widder St. W	Westbound on Widder St. W

	INTERSECTION	FACING TRAFFIC
30	James St. S & both exits Pyramid Recreation Centre	Westbound on both exits to James St. S
31	James St. S 230 metres southerly	Eastbound from Skate Park
32	James St. S & Edison St.	Westbound on Edison St.
33	James St. S & Egan Ave.	Eastbound on Egan Ave.
34	James St. S & Enterprise Dr.	Eastbound on Enterprise Dr.
35	James St. S & Given Rd.	Westbound on Given Rd.
36	James St. N & Glass St.	Westbound on Glass St.
37	James St. S & Jones St. E	Eastbound on Jones St. E
38	James St. S & Maxwell St.	Westbound on Maxwell St.
39	James St. S & Meadowridge Dr.	Westbound on Meadowridge Dr.
40	James St. S & South Service Rd.	Eastbound on South Service Rd.
41	James St. S & Southvale Rd.	Westbound on Southvale Rd.
42	James St. N & Trailside Crt.	Westbound on Trailside Crt.
43	James St. S & Victoria St.	Eastbound on Victoria St.
44	James St. N & Widder St. E	Eastbound & westbound on Widder St. E
45	King St. and Egan Ave.	Northbound on King St.
46	King St. and Elgin St. E	Eastbound & westbound on Elgin St. E
47	King St. & Elizabeth St.	Northbound & southbound on King St.
48	King St. & Jones St. E	Eastbound & westbound on Jones St. E
49	King St. & Station St.	Southbound on King St.
50	King St. & Widder St. E	Eastbound & westbound on Widder St.
51	Lindsay Atkinson Drive & Little Falls Public School	Northbound & Southbound on Lindsay Atkinson Dr. 150 metres southerly of Maxwell St.
52	Lindsay Atkinson Dr. & Maxwell St.	Northbound on Lindsay Atkinson Dr.
53	Maiden Lane & Ingersoll St.	Westbound on Maiden Lane
54	Maiden Lane & Ontario St. N	Eastbound & westbound on Maiden Lane
55	Maiden Lane & Robinson St.	Eastbound on Maiden Lane
56	Maiden Lane & Salina St. N	Eastbound & westbound on Maiden Lane
57	Maiden Lane & William St.	Eastbound & westbound on Maiden Lane
58	Maxwell St. & Dunsford Cres.	Southbound at both exits

	INTERSECTION	FACING TRAFFIC
59	Meighen Crt. & Dunsford Cres.	Eastbound on Meighen Crt.
60	Millson Cres. (both legs) & Glass St	Southbound on Millson Cres.
61	Ontario St. S & Elgin St. W	Eastbound on Elgin St. W
62	Ontario St. S & Jones St. W	Northbound & southbound on Ontario St. S
63	Ontario St. & Westover St.	Northbound & southbound on Ontario St. S
64	Park Lane & Ontario St. S	Westbound on Park Lane
65	Park Lane & Thomas St.	Eastbound on Park Lane
66	Peel St. N & Egan Ave	Northbound on Peel St. N
67	Peel St. S & Elgin St. E	Northbound and Southbound on Peel St. S
68	Peel St. S & Jones St. E	Eastbound & westbound on Jones St. E
69	Peel St. S & King St.	Southbound on Peel St.
70	Peel St. N & Station St.	Southbound on Peel St.
71	Peel St. N & Widder St. E	Eastbound & westbound on Widder St. E
72	Pelissier & Elgin St. W	Southbound on Pelissier
73	Pelissier & Grahlyn Ave	Eastbound on Grahlyn Ave
74	Queen St. W & Ann St.	Southbound on Ann St.
75	Queen St. E & Brock St.	Northbound & southbound on Brock St.
76	Queen St. E & Cain St.	Northbound on Cain St.
77	Queen St W. & Carrall St.	Northbound on Carrall St.
78	Queen St. E & Charles St.	Northbound & southbound on Charles St.
79	Queen St. E & Huron St.	Northbound & southbound on Huron St.
80	Queen St. E & Industrial Rd.	Northbound on Industrial Rd.
81	Queen St. W & Ingersoll St.	Southbound on Ingersoll St.
82	Queen St. E & James St.	Northbound & southbound on James St.
83	Queen St. E & King St.	Northbound & southbound on King St.
84	Queen St. W & Ontario St.	Northbound & southbound on Ontario St.
85	Queen St. E & Peel St.	Northbound & southbound on Peel St.
86	Queen St. W & Pelissier St.	Northbound on Pelissier St.
87	Queen St. W & Robinson St.	Southbound on Robinson St.
88	Queen St. E & St. Andrew St.	Northbound & southbound on St. Andrew St.
89	Queen St. E & St. George St.	Southbound on St. George St.
90	Queen St. E & St. John St.	Northbound & southbound on St. John St.

	INTERSECTION	FACING TRAFFIC
91	Queen St. W & Salina St	Northbound & southbound on Salina St.
92	Queen St. W & Thames Rd.	Southbound on Thames Rd.
93	Queen St. W & Thomas St.	Northbound on Thomas St.
94	Queen St. W & Warner St.	Northbound on Warner St.
95	Queen St. E & Waterloo St.	Northbound & southbound on Waterloo St.
96	Queen St. W & William St.	Southbound on William St.
97	Ridgewood Cres. & Hawthorn Crt.	Southbound on Ridgewood Cres.
98	Southvale Rd & Meadowridge Dr.	Eastbound on Meadowridge Dr.
99	Southvale Rd & Stoneridge Blvd.	Northbound on Stoneridge Blvd.
100	Spring St. & Waterloo St.	Westbound on Spring St.
101	St. John St. S & Elgin St.	Southbound on St. John St. S
102	St. John St. S & Elizabeth St.	Northbound on St. John St. S.
103	St. John St. S & Jones St. E	Eastbound & westbound on Jones St
104	Stoneridge Blvd & Ridgewood Cres	Westbound at both exits
105	Thames Ave. & Park St.	Northbound on Thames Ave.
106	Thomas St. & Jones St. W	Eastbound on Jones St. W
107	Thomas St. & Park Lane	Eastbound on Park Lane
108	Thomas St. & Park St.	Westbound on Park St.
109	Thomas St. & Westover St.	Eastbound on Westover St.
110	Tracy St. & Elizabeth St.	Northbound on Tracy St.
111	Tracy St. & Park St.	Northbound & southbound on Tracy St.
112	Valleyview Lane & Southvale Rd.	Southbound on Valleyview Lane
113	Warner St. & Jones St. W	Eastbound & westbound on Jones St.W
114	Water St. S & Elgin St.	Westbound on Elgin St.
115	Water St. N & Emily St.	Southbound on Water St.
116	Water St. N & Jardine St.	Westbound on Jardine St.
117	Water St. S & Jones St. E	Eastbound & westbound on Jones
118	Water St. S & Park St.	Eastbound & westbound on Park St.
119	Water St. N & Parkview Dr.	Westbound on Parkview Dr.
120	Water St. S & St. Maria St.	Eastbound & westbound on St. Maria St.
121	Water St. S & Victoria St.	Eastbound & westbound on Victoria St.
122	Water St. S & Washington St.	Westbound on Washington St.

	INTERSECTION	FACING TRAFFIC
123	Water St. N & Widder St. E	Westbound on Widder St. E
124	Waterloo St. S & Elizabeth St.	Eastbound on Elizabeth St.
125	Waterloo St. S & Jones St. E	Eastbound & westbound on Jones St E
126	Waterloo St. S & Rogers Ave	Eastbound on Rogers Ave.
127	Wellington St. N & Egan Ave.	Westbound on Egan Ave.
128	Wellington St. S & Elgin St. E	Eastbound & westbound on Elgin St. E
129	Wellington St. S & Jones St. E	Eastbound & westbound on Jones St. E
130	Wellington St. S & Park St.	Southbound & northbound on Wellington St. S
131	Wellington St. N & Parkview Dr.	Eastbound on Parkview Dr.
132	Wellington St. S & St. Maria St.	Northbound & southbound on Wellington St. S
133	Wellington St. S & Station St.	Westbound on Station St.
134	Wellington St. N & Widder St. E	Eastbound & westbound on Widder St.

4- WAY STOP SIGNS

	INTERSECTION	FACING TRAFFIC
1	Elgin St., Warner St. & Willard Crt.	All ways
2	Elgin St. & Huron St.	All ways
3	Huron St. & Elizabeth St.	All ways
4	Peel St. & Elizabeth St.	All ways
5	Waterloo St. & Elgin St. E	All ways

3- WAY STOP SIGNS

	INTERSECTION	FACING TRAFFIC
1	Maxwell St. & Huron St.	All ways

Schedule 2

YIELD SIGN

INTERSECTION

Church St. N & Egan Ave.
Church St. S & Jones St. E
Church St. S & St. Maria St.
Elgin St. E & Hillside Crt
Emily St. & Thamesview Cres.
Emily St.
George St. & Victoria St.
Huron St. S & Ethel Crt.
Huron St. S & Margaret Crt.
Huron St. S & Sparling Cres.
Huron St. N & Widder St.
James St. & Timms Lane
King St. & Timms Lane
Lady Crt. at Edison St.
Markham St. & Maiden Lane
Markham St. & Widder St. W
Maxwell St. & Oakwood Crt.
Maxwell St. & White Crt.
Maxwell St. & Trillium Cres.
Meadowridge Dr. & Meadowridge Crt.
Meadowridge Dr & Highland Ct.
Parkhaven Cres & Southvale Rd
Peel St. N & Timms Lane
Salina St. S & Elgin St. W
Salina St. S & Jones St. W
Salina St. N & Widder St. W
St. Andrew St. S & Elgin St. E
St. Andrew St. S & Jones St. E
St. Andrew St. S & Widder St. E

FACING TRAFFIC

Northbound on Church St. N
Eastbound and on Jones St. E
Eastbound & Westbound on St. Maria St.
Southbound & northbound on Hillside Crt.
Southbound at both legs
Southbound at Overpass
Southbound on George St.
Eastbound on Ethel Crt.
Eastbound on Margaret Crt.
Westbound on both exits
Southbound on Huron St. N
Northbound on James St.
Eastbound on Timms Lane
Eastbound on Lady Crt.
Southbound on Markham St.
Northbound on Markham St.
Southbound on Oakwood Crt.
Southbound on White Crt.
Southbound on Trillium Cres.
Southbound on Meadowridge Crt.
Southbound on Highland Ct.
Northbound both legs
Westbound on Timms Lane
Southbound on Salina St. S
Eastbound & westbound on Jones St. W
Northbound on Salina St. N
Southbound on St. Andrew St. S
Southbound & northbound on St. Andrew St. S
Southbound & northbound on St. Andrew St. N

INTERSECTION

St. George St. S & Elgin St. E
St. George St. S & Jones St. E
St. George St. N & Timms Ln.
St. George St. N & Widder St.
St. John St. N & Widder St. E
St. Maria St & Diamondridge Crt.
Southvale Rd & Homefield Crt.
Southvale Rd & Bitchcreek Cres.
Tracy St. & Trafalgar St.
Tracy St. & Victoria St.
Tracy St. & St. Maria St.
Trailside Crt. & Edison St.
Valleyview Ln. & Meadowridge Dr.
Water St. S & Front St.
Waterloo St. S & Rogers Ave.
Wellington St. S & Victoria St.
Widder St. E & Albert St.
William St. & Widder St. W

FACING TRAFFIC

Southbound on St. George St. S
Westbound on Jones St. E
Eastbound on Timms Ln.
Southbound on St. George St. N
Southbound on St. John St. N
Southbound on Diamondridge Crt.
Eastbound on Homefield Crt.
Westbound both legs
Westbound on Trafalgar St.
Eastbound & westbound on Victoria St.
Eastbound on St. Maria St.
Southbound on Edison St.
Northbound on Valleyview Lane
Eastbound on Front St.
Eastbound on Rogers Ave.
Westbound & eastbound on Victoria St.
Northbound off Albert St.
Northbound on William St.

Schedule 3

ELECTRONIC TRAFFIC CONTROL SIGNAL LIGHT

1. Queen St. E & Water St., intersection
2. Queen St. E & Wellington St., intersection
3. Queen St. E & Church St., intersection

ELECTRONIC TRAFFIC WARNING LIGHTS, RE: DANGEROUS AREA

Yellow caution light - Queen St. E - at James St. S, facing east and west

Red flashing light – James St. S – at Queen St. E, facing south

ELECTRONIC PEDESTRIAN SIGNAL CROSS OVERS

1. Queen St. E, just west of St. John St.
2. James St. S, between Elizabeth St. and Victoria St.
3. James St. N, between Egan Ave and Trailside Dr. and Trailside Crt.
4. Water St. S, between Front St. and St. Maria St.

Schedule 4

DOWNTOWN BOUNDARIES & PROHIBITED U-TURN AREAS & PROHIBITED HEAVY VEHICLE PARKING AREAS

	STREET	DESCRIPTION
1	Queen St.	Between James St. and Thomas St.
2	Water St.	Between Parkview Dr. and Elgin St.
3	Wellington St.	Between Parkview Dr. and Elgin St.
4	Church St.	Between Station St. and Elizabeth St.

Schedule 5

NO STOPPING AREA

	STREET	DESCRIPTION
1	Egan Ave.	Southside from Peel Street 65 metres easterly, from 8:00am to 4:00pm, Monday to Friday, inclusive, September to June, School buses excepted.
2	Egan Ave.	Southside between King St. and James St. N
3	Park St.	Both sides from Water St. S to Thomas St.
4	Park St.	Both sides from Church St. S to Peel St. S
5	Lindsay Atkinson Dr.	Northbound and southbound from Maxwell St. to the south end of Lindsay Atkinson Dr.
6	Maxwell St.	North side of Maxwell St. from James St. South to Huron St. from 8:00am to 4:00pm, Monday to Friday, inclusive, September to June.
7	Maxwell St.	Southside of Maxwell St. from 70 m westerly of Lindsay Atkinson Dr. to the eastern entrance to Dunsford Cres. from 8:00 a.m. to 4:00 p.m., Monday to Friday, inclusive, September to June
8	Peel St. N	East side from Egan Ave. to 55 metres south, from 8:00am to 4:00pm, Monday to Friday inclusive, September to June, except school buses.

Schedule 6

ONE-WAY TRAFFIC

1. One-way Traffic only on path commonly known as Veterans Circle (Milt Dunnell Field - "The Flats").
2. One-way Traffic only on Jardine St. – westbound from Wellington St. to Water St.
3. One-way Traffic Southbound only on west side of Stoneridge Blvd. median from Southvale Rd. to a point 190 metres south easterly.
4. One-way Traffic Northbound only on east side of Stoneridge Blvd. median from Southvale Rd. to a point 190 metres south easterly.

Schedule 7

REDUCED SPEED LIMIT

1. All speed limits within the Corporation of the Town of St. Marys shall be 50 km/hr, with the exception of the following:
 - a. Speed limit along Egan Ave from James St. N to Wellington St. N shall be 40 km/hr;
 - b. Speed limit along Maxwell St. from James St. S to Huron St. shall be 40 km/hr;
 - c. Speed limit along Thomas St. from Town Limits to Queen St. W shall be 40 km/hr;
 - d. Speed limit along Wellington St. S from Park St. to Jones St. E shall be 40 km/hr;
 - e. Speed limit along Emily St. from Glass St. to Water St. N shall be 40 km/hr;
 - f. Speed limit within any park or playground including Veterans Circle (Milt Dunnell Field) shall be 20 km/hr.
 - g. Speed limit along James St N, between Egan Ave and Trailside Dr. shall be 40 km/hr
 - h. Speed limit along Water St S, between Front St. and St. Maria St. shall be 40 km/hr

School Zones

- a. Speed limit along James St. S at the northerly entrance /exit of the school to 150 metres north, and at the southerly entrance / exit of the school to 150 metres south shall be 40 km/h Monday to Friday, between 8:00am to 4:00pm, from September to June.

Schedule 8

COMMUNITY SAFETY ZONE

1. James St. S from Elgin St. E to southerly entrance to the Pyramid Recreation Centre
2. James St. N from Widder St. E to Trailside Dr. and Trailside Crt.
3. Thomas St. from Town limits to Queen St. West
4. Water St. S from Front St. to St. Maria St.
5. Wellington St. S from Park St. to Jones St. E

Schedule 9

HEAVY VEHICLE ROUTE

No person shall operate a Heavy Vehicle on any Highway within the Municipality, other than:

Carling St.

Church St. N between Queen St. and Station St.

Church St. S between Queen St. & Jones St.

Elizabeth St. between James St. & King St.

Emily St.

Glass St.

Industrial Rd.

James St. N between Station St. & Town Limits

James St. S

King St. S between Elizabeth St. & Park St.

Park St. between King St. & Thomas St.

Parkview Dr.

Queen St.

Samuel St.

South Service Rd.

Station St.

Thames Rd.

Thomas St.

Victoria St. between James St. & C.N. Railway

Water St. North between Emily St. & Parkview Dr.

Water St. South

Wellington St. North between Queen St. & Station St.

Wellington St. South between Park St. & Queen St.

TIME LIMITATIONS

Thomas Street from 44 metres north of the St. Marys Cement conveyor belt to Queen St. We – except during the hours of 6:00pm to 7:00am, seven days a week and every month of the year.

Schedule 10

NO PARKING

	STREET	NO PARKING
1	Ann St.	Westside from Queen St. to 75 metres north.
2	Church St. N.	Eastside from Widder St. to Egan Ave.
3	Church St. N.	Eastside from Queen St. to 30 metres northerly to permit police services and approved transit.
4	Church St. N.	Both sides between Widder St. E. and to a point 3 meters south of the Church St. Bridge
5	Church St. S.	Westside from Queen St. to Elizabeth St.
6	Church St. S.	Eastside from Elizabeth St. to Cement Plant Property
7	Church St. S.	East side from Jones St. to 16.5 metres southerly
8	Egan Ave.	Northside & Southside, from 8:00 a.m. to 4:00 p.m., Monday to Friday, inclusive, September to June from James St. N. to Wellington St. N.
9	Elgin St. E.	Southside between Church St. S. and James St. S.
10	Emily St.	East and Westside for 30 metres each side of the Emily St. Overpass
11	Emily St.	East & Westside for 40m within Emily St. sewage lift station frontage on Emily St.
12	Glass St.	Northside Glass St. from 160 metres east of James Street North to Guest Court.
13	Huron St. S.	Eastside of Huron St. S. from the north curb line of Maxwell St. to 50 metres northward.
14	Huron St. S.	Westside from Queen St. to Maxwell St. & eastside from Queen St. to Sparling Cres.
15	Ingersoll St.	Eastside from Queen St. to Maiden Lane
16	James St. N.	Eastside & Westside from Widder St. to Northly Limits
17	James St. S.	Eastside & Westside from Queen St. to southerly limits.
18	Jardine St.	Southside
19	Jones St. E.	Southside from Wellington St. to Church St.

	STREET	NO PARKING
20	Jones St. E.	Northside from Peel St. to Wellington St. except for two parking spaces, Wellington St. to Post Office exit.
21	Jones St. E.	Northside from Water St. to 14 metres west.
22	Jones St. E.	Northside from St. George St to St. John St South
23	Jones St. E.	Northside from St. George St to St. John St North
24	Jones St. W.	Southside from Warner St. to Salina St. S.
25	King St. S.	Westside from Queen St. to Jones St.
26	King St. N.	Westside from Queen St. to Timms Lane
27	Lindsay Atkinson Dr.	Northbound and southbound from Maxwell St. to the south end of Lindsay Atkinson Dr.
28	Maxwell St.	Northside of Maxwell St. from James St. S. to Southvale Rd.,
29	Maxwell St.	Southside of Maxwell St. from the west curb line of Huron St. south to the easterly entrance of Dunsford Cres.
30	Maxwell St.	Southside of Maxwell St. from 70 m westerly of Lindsay Atkinson Dr. to the eastern entrance to Dunsford Cres. from 8:00 a.m. to 4:00 p.m., Monday to Friday, inclusive, September to June
31	Maiden Lane	North and Southside between Salina St. & Ingersoll St.
32	Ontario St.	Eastside from Park Lane to Elgin St.
33	Park Lane	Northside & Southside
34	Park St.	Southside & Northside from Thomas St. to Elizabeth.
35	Parkview Dr.	Northside & Southside
36	Peel St. S.	Westside from Queen St. to Jones St.
37	Peel St. S.	Eastside from Queen St. to 25m southerly
38	Peel St. N.	Westside from Queen St. to Timms Lane.
39	Peel St N.	Eastside from Widder St. to Catholic Church.

	STREET	NO PARKING
40	Peel St. North	Eastside from Egan Ave. to 55 metres south, from 8:00 a.m. to 4:00 p.m., Monday to Friday, inclusive, September to June.
41	Queen St.	Northside & Southside from easterly limits to westerly limits. Except as allowed by Designated Parking Stalls and approved transit pick up locations
42	Queen St. E.	Northside, from east of Tim Hortons entrance/exit to 7m easterly
43	Robinson St.	Westside from Maiden Lane to Queen St.
44	Rogers Ave.	North side Huron Street westerly to end at DCVI Parking lot, from 8:00 a.m. to 4:00 p.m., Monday to Friday, inclusive, September to June.
45	Salina St. N.	Westside from entrance to St. Marys Memorial Hospital to Queen St.
46	Southvale Rd.	Northside from a point 77 metres east of James St. S. to Trillium Cres.
47	St. Andrew St. N.	Westside from Queen St. to 45 metres north.
48	St. George St. S.	Westside between Jones St. E. and Elgin St. E.
49	St. George St. N.	East & Westside from Timms Ln. to Walking bridge for emergency operating authority access to Well #1
50	St. John St N.	Westside from Queen St East to Trout Creek
51	Station St.	North side & Southside from Widder St. to Wellington St.
52	Thomas St.	Westside from Queen St. to Park St.
53	Thomas St.	Eastside from Park St. to 30 metres north.
54	Thomas St.	East & Westside for 180m within Waste Water Treatment Plant frontage on Thomas St.
55	Timms Lane	Northside and Southside from King St. to Peel St.
56	Trafalgar St.	Southside of Trafalgar St. between Tracy St. and the GEXR railway lands.
57	Victoria St.	South side of Victoria St. between George St. and the GEXR railway lands.

	STREET	NO PARKING
58	Victoria St	East & Westside from GEXR railway lanes to 30m easterly for operating authority access to Water Tower.
59	Water St. S.	East & Westside from Jones St. to southerly limit.
60	Water St. N.	Eastside from Parkview Dr. to 17 metres north
61	Wellington St. N.	Eastside from Station St. to Egan Ave.
62	Wellington St. N.	Westside from Parkview Dr. to Station St.
63	Wellington St. S.	Eastside from Elgin St. to St. Maria St.
64	Wellington St. S.	Eastside from Jones St. to 12 metres north.
65	Widder St. E.	Northside from Peel St. north to Water St. N. Exemption applies to funeral hearse only.

Schedule 11

ON-STREET THREE-HOUR PARKING

1. Queen St. E. from Peel St. to Water St.
2. Water St. from Water St. Bridge at Trout Creek to Jones St. E.
3. Church St. from Church St. Bridge at Trout Creek to Jones St. E.
4. Jones St. E. from Wellington St. S. to Water St. S.
5. Wellington St. from Wellington St. Bridge at Trout Creek to Elgin St. E.

Schedule 12

ON-STREET ACCESSIBLE PARKING

	STREET	INTERSECTION	SIDE	LOCATION
1	Queen St.	Queen St. & Church St.	North	The fifth parking space from the north-east corner of this intersection
2	Church St.	Church St. & Queen St.	West	The first parking space on the north-west corner of this intersection
3	Wellington St.	Wellington St. & Queen St.	West	The first parking space on the south-west corner of this intersection
4	Water St.	Water St. & Queen St.	East	The third parking space on the south-east corner of this intersection
5	Wellington St.	Wellington St. & Jones St.	East	The first parking space on the north-east corner of this intersection
6	Water St.	Water St. & Queen St.	East	The first parking space on the north-east corner of this intersection

Schedule 13
PUBLIC PARKING LOT



1. Water St. N. and Trout Creek, southwest corner
2. Queen St. E. and Water St. S., southwest corner along Thames River
3. Jones St. E. between Water St. S. and Wellington St. S., south side of Jones St. E.
4. Elgin St. E. between Water St. S. and Wellington St. S., north side of Elgin St. E.

Schedule 14

FIRE ROUTE

1. A part of that part of 267 Queen St. W., being known as St. Marys Memorial Hospital, described as follows:

A driveway having the following characteristics:

- a. Commencing at the most easterly entrance drive from Queen St., measuring 6.09 metres in uniform width, and running northerly 27.1 metres, then easterly for 23.7 metres.

2. A part of that part of 940 Queen St. E., known as Stone Willow Inn, described as follows:

A driveway having the following characteristics:

- a. Commencing at the most northerly entrance from Queen St., measuring 6.09 metres in uniform width, and running southerly 73.3 metres where it splits;
- b. From the point of the split, going east 32.6 metres and 6.09 metres wide ending at the edge of the pavement at the front entrance to the Inn;
- c. Back to the split where it goes east, continuing south 48.2 metres and 6.09 metres wide where it ends at the fenced in area for waste storage.

3. A part of that part of 300 Thomas St., being known as Westover Inn, described as follows:

A driveway having the following characteristics:

- a. Commencing at the most easterly entrance from Thomas St., measuring 4.4 metres in uniform width and running southeast 84 metres where it begins to head in a southerly direction;
- b. From the point where it starts south measuring 4.4 metres in uniform width and running 40 metres to the southeast corner of the Westover Manor;
- c. From the southeast corner of the Manor measuring 4.4 metres in uniform width and running in a southwest direction for 88 metres where it splits and continues on for 33.7 metres;
- d. From the split it continues 88.1 metres and 4.4 metres in uniform width, to completely circle the Inn and stops at the originating northeast corner of the Manor.

4. A part of that part of 20 Southvale Rd., described as follows:

A driveway having the following characteristics:

- a. Commencing from the most westerly entrance from Southvale Rd., measuring 6.4 metres in uniform width and running easterly 133.6 metres to the east exit back onto Southvale Rd.

5. A part of that part of 772 Queen St. E., being known as McKinley Hatchery, described as follows:

A driveway having the following characteristics:

- a. Commencing at the most westerly entrance from Industrial Rd., measuring 6.096 metres in uniform width and running southeast 17 metres to the southwest corner of the building;
 - b. From the southwest corner of the building measuring 6.096 metres in uniform width and running east 39.5 metres to the southeast corner of the building.
6. A part of that part of 505 James St. S., being known as [E&E McLaughlin Ltd.](#), described as follows:
 A driveway having the following characteristics:
 - a. Commencing from the south entrance off James St, measuring 6 metres in uniform width running 146 metres;
 - b. From this point at the east side of the lot measuring 6 metres in uniform width running north 80 metres to the north side of the lot;
 - c. From this point at the north side of the lot measuring 6 metres in uniform width running west 146 metres back to the north exit to James St.
7. A part of that part of 555 Queen St. W., being known as St. Marys Ford Sales Ltd., described as follows:
 A driveway having the following characteristics:
 - a. Commencing from the east entrance off of Thames Rd., measuring 6 metres in uniform width and running east 68 metres;
 - b. From this point at the west side of the lot measuring 6 metres in uniform width it runs south 70 metres to the edge of Queen St.
8. A part of that part of 515 James St. S., being known as Easy Lift Doors Limited, described as follows:
 A driveway having the following characteristics:
 - a. Commencing from the north entrance off of James St., measuring 6 metres in uniform width and running east 127.6 metres to the fire hydrant;
 - b. From the originating point off James St., measuring 6 metres in uniform width running eastward 66.8 metres;
 - c. From this point measuring 6 metres in uniform width running south 20.3 metres into the main lot of Easy Lift Doors.
9. A part of that part of 25 South Service Rd., being known as E. & E. McLaughlin Ltd., described as follows:
 A driveway having the following characteristics:
 - a. Commencing at the west entrance off of South Service Rd. measuring 6.01 metres in width and running southwest 53.5 metres to the northwest corner of the building;
 - b. From this point it runs south, measuring 6.01 metres in width for a distance of 55 metres;

- c. From this point it runs east, measuring 6.01 metres in width for a distance of 240.2 metres;
- d. From this point it runs north, measuring 6.01 metres in width for a distance of 169.7 metres to the east entrance off of South Service Rd.

10. A part of that part of the 317 James St. S., being known as Pyramid Recreation Centre, described as follows:

A driveway having the following characteristics:

- a. Commencing at the most northerly entrance from James St., measuring 7.1 metres in uniform width and running east 61.1 metres where it splits;
- b. From the point of the split, going northeast 51.1 metres and encompassing the whole paved portion of the Roadway for Motor Vehicle use, ending at the west end vehicle entrance to the arena;
- c. Back to the point of the split it runs southeast, measuring 7.1 metres in uniform width for a distance of 68 metres;
- d. From this distance it runs east, measuring 7.1 metres in uniform width for a distance of 59.3 metres;
- e. From this point it runs south, measuring 7.1 metres in uniform width for a distance of 29 metres;
- f. From this point it runs east, measuring 7.1 metres in uniform width for a distance of 60 metres;
- g. From this point it runs north, measuring 7.1 metres in uniform width for a distance of 56.7 metres;
- h. From this point it runs northeast, measuring 7.1 metres in uniform width for a distance of 52.7 metres;
- i. From this point it runs north, measuring 7.1 metres in uniform width for a distance of 99.5 metres where it exits onto Maxwell St.

11. A part of that part of 780 Queen St. E., being known as [Choice Properties Ltd.](#), described as follows:

A driveway having the following characteristics:

- a. Commencing at the west entrance; exit off Queen St., measuring 6.9 metres in width and running south 203.8 metres;
- b. From this point it runs east measuring 6.9 metres in width for a distance of 105.8 metres;
- c. From this point it runs north measuring 6.9 metres in width for a distance of 75 metres;
- d. From this point it runs west as well as north, measuring 6.9 metres in width it runs west for a distance of 100 metres where it intersects with the west entrance/exit off Queen St.;

- e. From the originating point in Clause (d) it runs north measuring 6.9 metres in width for a distance of 131.2 metres where it exits onto Queen St. at the eastern entrance/exit.
12. A part of that part of 925 Queen St. E., being known as St. Marys Building Centre Inc., described as follows:
- A driveway having the following characteristics:
- a. Commencing at the east gate on Perth South Rd. 120, measuring 6.0 metres in width and running west 76 metres;
 - b. From this point measuring 6.0 metres in width it runs south for a distance of 85 metres where it exits onto Queen St.
13. A part of that part of 475 Water St. S., being known as Canadian Baseball Hall of Fame and Museum, described as follows:
- A driveway having the following characteristics:
- a. Commencing at the Church St. entrance, measuring 6.0 metres in width and running southwest 48 metres.
14. A part of that part of 201 James St. S., being owned by [Adriano's Enterprises Ltd.](#), described as follows:
- A driveway having the following characteristics:
- a. Commencing at the James St. entrance, measuring 6.0 metres in width and running east 28 metres, ending at most eastern point of 201 James St. S.
15. A part of that part of 304 James St. S., being known as Cascades Canada Inc., described as follows:
- A driveway having the following characteristics:
- a. Commencing at the James St. entrance, measuring 6.0 metres in width and running west 38 metres,
 - b. From this point measuring 6.0 metres in width it runs north for a distance of 112 metres, ending at the fire department standpipe near front entrance.
16. A part of that part of 769 Queen St. E., being known as St. Marys Golf and Country Club, described as follows:
- A driveway having the following characteristics:
- a. Commencing at the most easterly entrance from Queen St. E., measuring 6.0 metres in width and running north 7 metres,
 - b. From this point, measuring 6.0 metres it runs west 90 metres, ending at the most westerly point of the building,
 - c. From 7 metres north of Queen St. E., measuring 6.0 metres it runs east 60 metres, ending at the most easterly point of the building.
17. A part of that part of 93 Ann St, being owned by Jason Martin., described as follows:
- A driveway having the following characteristics:

- a. Commencing at the Ann St. entrance, measuring 6.0 metres in width and running east 47 metres, ending at the most easterly point of the building.

18. A part of that part of 20 Thames Rd. N., being known as [Perth County Ingredients Inc.](#), described as follows:

A driveway having the following characteristics:

- a. Commencing at the Thames St. entrance, measuring 6.0 metres in width and running north 20 metres,
- b. From the Thames St. entrance, measuring 6.0 metres in width and running east 50 metres ending at the fire department standpipe.

19. A part of that part of 485 James St. S., being owned by South Ridge Holdings, described as follows:

A driveway having the following characteristics:

- a. Commencing at the James St. entrance, measuring 6.0 metres in width on the south side of the building, heading east 82 metres, ending at most eastern point of the building.

20. A part of that part of 74 Edison St., being owned by Lang Contracting Company, described as follows:

A driveway having the following characteristics:

- a. Commencing at the Edison St. entrance, measuring 6.0 metres in width and running west 100 metres ending at the James St. entrance.

Schedule 15

LOADING ZONE

	STREET	DESCRIPTION
1	Peel Street South	Eastside, 20 metres from curb at Queen St. E., to 25m southerly

Schedule 16

SCHOOL BUS LOADING ZONE

Egan Ave., Southside from Peel St. 65 metres easterly

Lindsay Atkinson Blvd., East side at 60m south of Maxwell St. for 10m southerly

Schedule 17
DESIGNATED PERMIT ONLY PARKING LOTS



1. Water St. N. for residents of Water St. N by permit only

Schedule 18

MUNICIPAL FACILITY PARKING LOT









1. Water St. N., Milt Dunnell Field “The Flats” north of Veterans Circle
2. Station St. and Peel St. N., southeast corner

3. 172 James St. S., St. Marys Fire Hall
4. 180 James St. S., St. Marys Skatepark
5. 177 Church St. S., St. Marys Museum
6. 217 Tracy St., Cadzow Park
7. St. Maria St., west of Water St. S.
8. 317 James St. S., St. Marys Pyramid Recreation Centre
9. Meadowridge Park, Southvale Road between Meadowridge Drive and Homefield Court
10. 408 James St. S., Municipal Operations Centre
11. Water St. S., across from the Lind Sportsplex north of the tennis courts
12. Water St. S., across from the Lind Sportsplex south of the tennis courts
13. 386 Church St. S., Canadian Baseball Hall of Fame, Rotary Field
14. 386 Church St. S., Canadian Baseball Hall of Fame, Cement Field
15. 5 James St S, St. Marys Train Station

Additional Off-road Vehicles Allowed On-road

Effective July 1, 2020, the Ministry of Transportation (MTO) is making changes to add off-road motorcycles (ORM) and extreme terrain vehicles (XTV) to the existing list of off-road vehicles (ORV) permitted on-road. These two new ORV types will be in addition to the currently permitted 4 wheeled ORV types.

Municipal Considerations	<p>Municipalities will continue to have the authority and make decisions about ORVs by way of by-law to:</p> <ul style="list-style-type: none">▶ Permit ORVs▶ Only allow specific ORVs on road▶ Only allow ORVs at specific hours of the day▶ Impose additional speed limits <p>ORV is a general term used to capture several different vehicles designed for off-road, however, only certain off-road vehicles that meet the requirements in Ontario Regulation 316/03 are permitted on-road:</p>	
All-Terrain Vehicles	<p>“A “single-rider” all-terrain vehicle (ATV) is designed to travel on four low-pressure tires, having a seat designed to be straddled by the operator, handlebars for steering control and it must be designed by the manufacturer to carry a driver only and no passengers.</p> <p>A two-up ATV is designed and intended for use by an operator or an operator and a passenger. It is equipped with straddle-style seating and designed to carry only one passenger.</p>	 
Side-by-Sides	<p>A recreational off-highway vehicle (ROV) has two abreast seats, typically built with a hood, and uses a steering wheel instead of a motorcycle steering handlebar.</p> <p>A utility terrain vehicle (UTV) has similar characteristics to an ROV but typically also features a box bed. UTVs are generally designed for utility rather than for recreational purposes.</p>	 
New Off-Road Vehicle Types	<p>Extreme Terrain Vehicles (XTVs), commonly referred to as Argos are 6+ wheeled off-road vehicles capable of riding in multiple terrains, including through water. These vehicles sometimes come with tracks, however, tracked versions are not being permitted on road and are restricted to off-road use only.</p> <p>Off-Road Motorcycles (ORMs) are 2 wheeled off-road vehicles that come in varying configurations such as, but not limited to: Recreational ORM, Trail ORM, Competition ORM, Dual sport ORM.</p>	 
July 1, 2020	<p>Vehicles permitted on any municipal road where a by-law is created to enable their use will continue to be permitted.</p> <p>MUNICIPAL BY-LAWS: Effective July 1, 2020, additional types of ORVs can be permitted on municipal roads and provincial roadways where local municipalities create new by-laws to enable their use (existing ORV by-laws granting access will not automatically permit new types; a new by-law will need to be passed after July 1, 2020).</p> <p>LICENCE REQUIREMENT: These new vehicle types will require at least a G2 or M2 licence, the same as other off-road vehicles. These vehicles do not come with lights so they are restricted from operating at night or when the weather is poor unless equipped with proper aftermarket lighting. Also, no passengers are allowed on ORMs.</p>	
Proposed for January 1, 2021	<p>Proposed for January 1, 2021, in municipalities listed in Regulation 8/03, all ORV vehicle types, including new vehicle types, will be permitted on municipal roads. Municipalities must create a by-law to restrict or prohibit their use.</p>	
More Information	<p>With respect to the enforcement of these laws, the police act independently when carrying out their duties. Any issues with the day-to-day operations of police services and the actions of its officers should be raised with the local chief of police or his/her representative. All set fines can be found on the Ontario Court of Justice website.</p> <p>This document is a guide only. For official purposes, please refer to the <i>Highway Traffic Act</i> and regulations. For more information, please visit Ontario.ca/ATV.</p>	

Additional Off-road Vehicles Allowed On-road (continued)



Existing Types permitted:
ATVs, Two-Up ATVs,
ROVs, UTVs



New Types:
ORMs and XTVs

Operator
Requirements

- Existing rider safety requirements:
- ▶ Must be at least 16 years old
 - ▶ Must hold at least a valid G2 or M2 licence
 - ▶ Wear an approved motorcycle helmet
 - ▶ Wear a seat belt, where provided
 - ▶ Travel at speeds less than the posted speed limit
 - ▶ Travel only on shoulder, and where unavailable, right most portion of the roadway
 - ▶ Be driven in the same direction as traffic
 - ▶ Carry the ATV/ORV's registration permit

- Rider safety requirements:
- ▶ Must hold at least a valid G2 or M2 licence (same as existing ORV types)
 - ▶ Must be at least 16 years old
 - ▶ Wear an approved motorcycle helmet
 - ▶ Wear a seat belt, where provided
 - ▶ Travel at speeds less than the posted speed limit
 - ▶ Travel only on shoulder, and where unavailable, right most portion of the
 - ▶ Be driven in the same direction as traffic
 - ▶ Carry the ATV/ORV's registration permit

Passenger
Safety
Requirements

- Existing passenger safety requirements:
- ▶ If the vehicle was manufactured with seat belts, everyone must buckle up
 - ▶ If the vehicle has passenger foot rests, the passenger must be able to reach these foot rests
 - ▶ The number of occupants is limited to the number of available seating positions
 - ▶ No passengers under the age of 8 are allowed and additional passenger restrictions apply if the driver is a young and novice driver with a minimum G2 or M2 licence
 - ▶ All riders – drivers and passengers – must wear an approved motorcycle helmet

- Passenger safety requirements
- ▶ **NEW** No passengers are permitted on ORM's while operating on-road
 - ▶ If the vehicle was manufactured with seat belts, everyone must buckle up
 - ▶ If the vehicle has passenger foot rests, the passenger must be able to reach these foot rests
 - ▶ The number of occupants is limited to the number of available seating positions
 - ▶ No passengers under the age of 8 are allowed and additional passenger restrictions apply if the driver is a young and novice driver with a minimum G2 or M2 licence
 - ▶ All riders – drivers and passengers – must wear an approved motorcycle helmet

Vehicle
Requirements

- ▶ Be registered and plated
- ▶ Be insured
- ▶ Must have wheels in contact with the ground
- ▶ Be compliant with one of the ANSI/COHV standards listed in s.10 of Ontario Regulation 316/03 (certification label commonly found near footrest)
- ▶ Have headlights and taillights on at all times

- ▶ **NEW** Exempted from the standards listed in s.10
- ▶ **NEW** As an alternative to the standards listed in s.10 of Ontario Regulation 316/03 XTVs must comply with sections 7.2, 7.3, 7.4, 7.5 (other than section 7.5.1), 7.6, 7.7, 7.8 and 7.9 of the Society of Automotive Engineers Standard J2258, entitled "Light Utility Vehicles" (braking ability, lighting, rollover protection)
- ▶ **NEW** XTVs that are tracked are not permitted on-road
- ▶ **NEW** Have headlights and taillights on between sunset and sunrise (nighttime riding) or when the weather is unfavourable
- ▶ **NEW** ORM's must have a minimum wheel rim diameter of 250 mm, and has a minimum wheelbase of 1 016 mm (to prevent pocket bikes)
- ▶ **NEW** ORM's may meet federal definition for Restricted Use Motorcycles, and would need to meet federal standards, or may be Competition Vehicles, for which no federal standards apply
- ▶ Be registered and plated
- ▶ Be insured
- ▶ Must have wheels in contact with the ground

Minutes
St. Marys Business Improvement Area Committee
Regular Meeting

April 17, 2023

6:00 pm

Municipal Operations Centre

408 James Street South, St. Marys

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

Member Present Councillor Aylward, Claire Chapple, Megan Feeney, Lisa
Fewster, Sue Griffiths, Alexandra Pritchard O'Shea, Jan Scott,
Dan Troyer

1. CALL TO ORDER

The Chair called the meeting to order at 6:03 pm.

2. DECLARATION OF PECUNIARY INTEREST / CONFLICT OF INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Lisa Fewster

Seconded By Jan Scott

THAT the April 17, 2023 St. Marys Business Improvement Area Board agenda be approved.

Carried

4. ACCEPTANCE OF MINUTES

Moved By Claire Chapple

Seconded By Alexandra Pritchard O'Shea

THAT the March 13, 2023 St. Marys Business Improvement Area Board meeting minutes be approved by the Board and signed by the Chair and the Secretary.

5. DELEGATIONS

5.1 Rotary All Wheels Park - Julie Johnson

Julie Johnson presented for the Rotary All Wheels Park expansion project. The sponsorship process was explained with a request for financial support from the St. Marys BIA Board.

Board discussed potential for any financial contributions to go to beautification. Possibility for local businesses to collaborate.

Moved By Alexandra Pritchard O'Shea

Seconded By Claire Chapple

THAT the Rotary All Wheels Park delegation be received; and

THAT the St. Marys Business Improvement Area distribute material to the membership on behalf of the Rotary All Wheels Park Committee.

Carried

6. CORRESPONDENCE

6.1 Kinsmen Parade - Wayne Barber

Staff liaison, Kelly Deeks-Johnson gave brief history on the Merchant's Open House and Kinsmen Parade events in previous years.

Board discussed the attendance history of previous years for the Merchant's Open House weekend, and its changes during COVID.

Moved By Alexandra Pritchard O'Shea

Seconded By Sue Griffiths

THAT the Kinsmen Parade Correspondence be received; and

THAT the St. Marys BIA Board reach out to the Kinsmen to support their decision to have the parade on Saturday, November 18, 2023; and

THAT the Merchant's Open House weekend occur beginning on Friday, November 24, 2023.

Carried

Moved By Lisa Fewster

Seconded By Jan Scott

THAT the St. Marys BIA Board receive Chantal Lynch's suggestion for a beautification program; and

THAT a plan be created to present the program to the membership at the Annual General Meeting.

Carried

Moved By Lisa Fewster

Seconded By Alexandra Pritchard O'Shea

THAT a Beautification Working Group be developed to create a plan consisting of Jan Scott, Lisa Fewster, Claire Chapple and Chantal Lynch.

Carried

7. NEW BUSINESS

7.1 Heritage Festival Update

Dan Troyer provided an update on the Heritage Festival 2023, and the plan support the event.

Moved By Dan Troyer

Seconded By Alexandra Pritchard O'Shea

THAT the Heritage Festival update be received; and

THAT the St. Marys BIA Board supports the Heritage Festival by a sponsorship of \$2500.00 from the Heritage Festival budget line; and

THAT the purchase of the event tents and signage come from the Reserves budget line for the amount of \$1000.00; and

THAT the purchase of the save the date event cards for the Heritage Festival come from the Events or Advertising budget lines.

Carried

7.2 Community Engagement and Social Media Coordinator Job Description

Jan Scott presented the draft Community Engagement and Social Media Coordinator job description.

Board discussed that the draft job description meets their needs and provides clear expectations of the role by increasing the hours to 30-40 hours/month.

Moved By Claire Chapple

Seconded By Sue Griffiths

THAT the Community Engagement and Social Media Coordinator job description be received; and

THAT the St. Marys Business Improvement Area Board amends the job description; and

THAT the director Jan Scott make the final edits to the job description and send to the Administration Assistant to begin the hiring process.

Carried

8. TREASURER'S REPORT

Treasurer, Sue Griffiths gave report and overview of financials up until April 4, 2023. An invoice for tents and the 2023 Visitor's Guide were received.

Moved By Dan Troyer

Seconded By Jan Scott

THAT the April 2023 Treasurer's report be accepted as presented.

Carried

9. COUNCIL REPORT

Councillor Aylward discussed the potential for the Adult Learning Centre requesting to be a delegation in the future as there are hoping to provide information to the businesses on the services they offer.

Moved By Alexandra Pritchard O'Shea

Seconded By Sue Griffiths

THAT the verbal Council report be received.

Carried

10. UPCOMING MEETINGS

Annual General Meeting - April 24 - Riverwalk Commons @ 6:00 PM

Regular Meeting - May 8 @ 6:00 PM

11. CLOSED SESSION

Moved By Dan Troyer

Seconded By Alexandra Pritchard O'Shea

THAT the St. Marys Business Improvement Area Board moved into a session that is closed to the public at 7:23 pm as authorized under the Municipal Act, Section 239(2)(b) personal matters about an identifiable individual, including Municipal or local Board employees, and (d) labor relations or employee negotiations.

Carried

11.1 Minutes - CLOSED SESSION

11.2 CONFIDENTIAL - Administrative Assistant Resumes

12. RISE AND REPORT

The Board held a closed session to discuss the Administrative Assistant resumes with a resolution being provided. There is nothing further to report at this time.

Moved By Claire Chapple

Seconded By Jan Scott

THAT the St. Marys Business Improvement Area Board rise from closed session at 8:04 pm.

Carried

13. ADJOURNMENT

Moved By Lisa Fewster

Seconded By Dan Troyer

THAT this meeting of the St. Marys Business Improvement Area Board adjourns at 8:05 pm.

Carried

Chair

Committee Secretary

Minutes
St. Marys Business Improvement Area Committee
Annual General Meeting

April 24, 2023
6:00 pm
Riverwalk Commons
84 Water Street South, St. Marys

Member Present: Councillor Aylward, Claire Chapple, Megan Feeney, Lisa Fewster, Sue Griffiths, Alexandra Pritchard O'Shea, Jan Scott, Dan Troyer

Staff Present: Stacey Frayne (Administrative Assistant)

Staff Liaisons Present: Kelly Deeks-Johnson (Tourism and Economic Development Manager), Andre Morin (Director of Corporate Services/Treasurer), Jenna McCartney (Clerk), Ellyse Hodgson (Finance Clerk)

1. CALL TO ORDER

The Chair called the meeting to order at 6:08 pm.

2. DECLARATION OF PECUNIARY INTEREST / CONFLICT OF INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Lisa Fewster

Seconded By Dan Troyer

THAT the April 24, 2023 St. Marys Business Improvement Area Board Annual General Meeting agenda be approved.

Carried

4. ACCEPTANCE OF MINUTES

Moved By Claire Chapple

Seconded By Councillor Aylward

THAT the March 21, 2022 St. Marys Business Improvement Area Board Annual General Meeting minutes be approved by the Board and signed by the Chair and the Secretary.

Carried

5. WELCOME / BOARD INTRODUCTION

Chair welcomed the attending membership and introduced the Board.

6. ANNUAL ACTIVITY REVIEW

Chair briefed the membership on the achievements thus far into the year with the Board just starting this term and the importance of planning ahead for their term.

Moved By Alexandra Pritchard O'Shea

Seconded By Sue Griffiths

THAT the verbal Annual Activity Review be accepted.

Carried

7. TREASURER'S REPORT

7.1 2023 Proposed Budget Presentation

Treasurer presented the draft 2023 Budget brought forward by the Board.

7.2 C. Lynch Correspondence - 2023 Alternate Budget Ideas

Chantal Lynch presented correspondence 2023 Alternate Budget Ideas to the Board.

Moved By Alexandra Pritchard O'Shea

Seconded By Jan Scott

THAT correspondence from C. Lynch be received as information.

Carried

7.3 Membership Input on Proposed 2023 Budget

Membership provided their input and asked questions regarding the 2023 Draft Budget that was presented by the Treasurer.

Moved By Claire Chapple

Seconded By Dan Troyer

THAT membership input on the proposed 2023 Budget be received as information.

Carried

7.4 Board Consideration and 2023 Budget Approval

Moved By Dan Troyer

Seconded By Councillor Aylward

THAT the 2023 BIA Budget be accepted as presented; and

THAT the 2023 BIA Budget be amended to reduce the Admin Support budget line from \$25,000 to \$13,000; and

THAT the St. Marys Business Improvement Area Board of Management recommends to Town Council; and

THAT Council approve the St. Marys Business Improvement Area 2023 Levy as presented.

Carried

8. NEW BUSINESS

8.1 ADMIN 23-2023 Business Improvement Area Constitution Draft

Town of St, Marys Clerk, Jenna McCartney presented the Admin-23-2023 Business Improvement Area Constitution Draft.

Moved By Lisa Fewster

Seconded By Alexandra Pritchard O'Shea

THAT ADMIN 23-2023 Business Improvement Area Constitution Draft report be received; and

THAT the St. Marys Business Improvement Area Board of Management recommends to Council:

THAT Council approve the St. Marys Business Improvement Area Constitution.

Carried

8.2 Beautification Program Presentation

Beautification Working Group presented a program with a request for financial contribution from the St. Marys Business Improvement Area Board.

Moved By Claire Chapple

Seconded By Jan Scott

THAT the Beautification Program presentation be received as information; and

THAT the St. Marys BIA Board support the beautification program; and

THAT The St. Marys BIA Board designate \$5000 from the budget in the Beautification budget line for the program.

Carried

8.3 Working Group Discussion

The Board wants to invite and engage members to participate in Working Groups with the BIA

Moved By Dan Troyer

Seconded By Claire Chapple

THAT the Working Group Discussion be received as information.

Carried

9. UPCOMING MEETINGS

The next regular meeting will occur on May 8, 2023 at 6:00 pm.

10. ADJOURNMENT

Moved By Lisa Fewster

Seconded By Claire Chapple

THAT this meeting of the St. Marys Business Improvement Area Board adjourns at 7:49 pm.

Carried

Chair

Committee Secretary



Minutes

Library Board

April 6, 2023

6:45 pm

Municipal Operations Centre

408 James Street South, St. Marys

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

Member Present Mayor Strathdee, Barbara Tuer, Cole Atlin, Sylvain Robichaud,
Carol Robinson-Todd, Colin Coburn, Councillor Pridham,
Councillor Aylward, Sam Corriveau,

Members Absent Adrienne Tuling

Staff Present Sarah Andrews, Rebecca Webb

1. CALL TO ORDER

The April 6, 2023 Regular Meeting of the St. Marys Public Library Board was called to order at 6:48pm by Board Chair C. Atlin.

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Councillor Pridham

Seconded By Sylvain Robichaud

That the agenda for the April 6, 2023 regular meeting of the St. Marys Public Library Board be approved as presented.

Carried

4. DELEGATIONS

None present.

5. CONSENT AGENDA

Moved By Barbara Tuer

Seconded By Sam Corriveau

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 March 2, 2023 Regular Meeting

5.2 CEO Report

5.2.1 Library CEO Report (April)

5.3 Library Statistics

5.3.1 Library Programming Stats

5.3.2 Library Statistics- Infographic

5.3.3 Library Statistics- Graphs

5.4 Financial Report

5.4.1 Library Financial Report

5.4.2 ALPP Financial Report

6. NEW AND UNFINISHED BUSINESS

6.1 Revised Strategic Plan

Moved By Barbara Tuer

Seconded By Carol Robinson-Todd

THAT the Library Board accept this report, and;

THAT the Library Board approve the 2022-2026 Strategic Plan with the addition of additional references to diversity and inclusion

Carried

6.2 Library Logo

Moved By Colin Coburn

Seconded By Councillor Aylward

THAT the Library Board accept this report; and

THAT the Library Board approve the CEO to go forward with seeking three quotations for this service provided the quotations are valid for 12 months.

Carried

6.3 Performance Appraisal Form (Sarah Andrews)

Board Chair C. Atlin explained the performance review process for the Library CEO. Forms will be distributed to members of the Board soon.

6.4 Revised Constitution

Moved By Councillor Aylward

Seconded By Barbara Tuer

THAT the Library Board approve the [BL-01 Constitution and Terms of Reference](#) as presented.

Carried

6.5 Policy Review List

CEO S. Andrews made members of the Board aware of the Policy Review Schedule.

6.6 Recommendations for Downtown Service Project

6.6.1 Draft Space Calculations

Moved By Colin Coburn

Seconded By Sam Corriveau

THAT the Library Board accept this report for information, and;

THAT the subcommittee recommendation document be approved for presentation to the Downtown Service Location Review Committee as amended in the meeting.

Carried

6.7 Sub-Committee Reports & Meeting Minutes

Moved By Councillor Pridham

Seconded By Barbara Tuer

THAT the Library approve sub-committee meeting minutes included under item 6.7.

Carried

6.7.1 Adult Learning Program, Perth (ALPP)

6.7.2 Finance Committee

6.7.3 Friends of the Library

6.7.4 Ontario Library Board's Association (OLBA)

6.7.5 Ontario Library Service Board Assembly (OLSBA)

6.7.7 Personnel Committee

6.7.6 Perth County Information Network (PCIN) Board

6.7.8 Policy Committee

6.7.8.1 Committee Minutes, March 27, 2023

6.7.9 Property and Planning Committee

6.7.9.1 Minutes, March 23, 2023

7. ROUNDTABLE DISCUSSION

8. UPCOMING MEETINGS

The next regular meeting of the St. Marys Public Library Board will take place on May 4, 2023, at 6:45pm.

9. ADJOURNMENT

Moved By Sylvain Robichaud
Seconded By Councillor Aylward

That the April 6, 2023 regular meeting of the St. Marys Public Library Board be adjourned at 8:48pm.

Carried

Chair

Board Secretary

SPRUCE LODGE
Board of Management Meeting
March 15th, 2023

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

Councillors: *Lesley Biehn, Dave Lucas, Sue Orr, Jerry Smith*

Regrets: *Councillor Marg Luna, Councillor Geza Wordofa*

➤ *Councillor Orr brought the meeting to order.*

Moved by Councillor Orr
Seconded by Councillor Biehn

That the agenda for March 15th, 2023 be approved.

CARRIED

➤ Declaration of pecuniary interest. *(None noted.)*

Approval of Minutes:

Moved by Councillor Biehn
Seconded by Councillor Lucas

That the minutes of the February 15th, 2023 be approved as presented.

CARRIED

Business Arising: *None Noted.*

New Business:

Ratification of Accounts:

Moved by Councillor Biehn
Seconded by Councillor Lucas

That the February 2023 accounts in the amount of \$656,060.98 be ratified.

CARRIED

Financial Report:

The Business Manager distributed the Spruce Lodge Home for the Aged Financial Statement for the 1 month ending January 31, 2023 for review and discussion. We have modified the staffing plan for PSWs to lower costs, decreasing areas to 2 PSWs in each unit, with another staff member who will cohort in between 2 units.

Moved by Councillor Smith
Seconded by Councillor Lucas

**To accept the Spruce Lodge Home Financial Report for the 1 month ending
January 31st, 2023 as presented.**

CARRIED

SPRUCE LODGE - Continued
Board of Management Meeting
March 15th, 2023

The auditors were in last week to perform the field work for the 2022 audit. The Business Manager presented the statement of operations and fund balance for consideration.

Moved by Councillor Smith
Seconded by Councillor Lucas

To transfer \$170,000.00 from the sick leave reserve, and \$672,000.00 from the contingency reserve.

CARRIED

Administrator's Report:

Advocate Letter:

The Star published an article about the use of agency staff in LTC homes. The article indicated that some homes needed to obtain loans to fund agency costs, while others were expensing costs from COVID containment, which is not an approved use of these funds. The Ministry should consider eliminating claims-based funding and recognize the costs for agency staffing. The County be drafting a letter to the ministry. If COVID containment funding ends in March, this will affect homes, although a funding increase is anticipated in April 2023.

Risk Management:

An outbreak was declared on March 13th, 2023 of the Human Metapneumovirus in north wing. The outbreak will be over by the end of next week.

If COVID funding ends, screening and testing will also end, and 6 staff who are not vaccinated will be brought back.

Insurance:

The Administrator has learned that Intact Insurance may stop insuring LTC homes. Our broker has put out request for quotes. We approached Marsh as they do not insure LTC homes. International has been contacted for a quote.

Air Conditioning:

Air circulating fans were not sufficient for cooling in Spruce Lodge. Minor capital and IPAC capital dollars were used to fund the installation of air conditioning in the common areas in the cottages. All resident rooms are outstanding. \$1,000,000.00 has been approved-with a March 31, 2023 deadline to complete. The project is approaching completion with pressure testing to be performed in warmer weather. We have asked for extension, but will be invoiced by March end in order to meet the submission deadline.

Other capital project items included the Spruce Lodge elevator and north room roof parapet. Quotes are being obtained for options for the elevator .

Moved by Councillor Biehn
Seconded by Councillor Lucas

To enter closed session at 6:107 p.m. to discuss identifiable individuals.

CARRIED

Moved by Councillor Smith
Seconded by Councillor Lucas

To enter open session at 6:12 p.m.

CARRIED

SPRUCE LODGE - Continued
Board of Management Meeting
March 15th, 2023

Moved by Councillor Lucas
Seconded by Councillor Biehn

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

Other Business:

Correspondence: None presented.

Dress Down Days:

☺ *For February 2023, the lucky charitable receipt winner is **Jeanette Bender!***

Tour

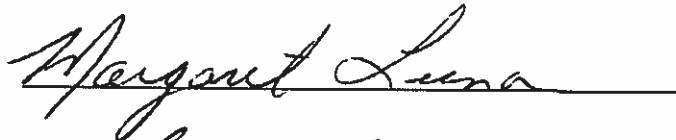
The Administrator will give Board members a tour of Spruce Lodge continuum.

Moved by Councillor Lucas
That the meeting be adjourned.
CARRIED

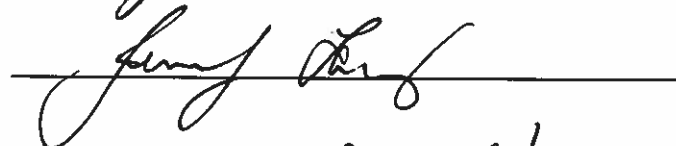
Date & Time of Next Meeting:

Wednesday, April 19th, 2023 @ 5:00 p.m.

Councillor Marg Luna
Chairperson



Jennifer Facey
Secretary



Date Apr 19/23



MINUTES
Community Policing Advisory Committee

April 19, 2023
9:00 am
Municipal Operations Centre
408 James Street South, St. Marys

Committee Members Present: Mayor Strathdee
Jacqueline Hibbert
Tony Winter
Robert Zensner
Councillor Edney
Councillor Luna

Stratford Police Services Present: Chief Greg Skinner
Deputy Chief Foster
Constable Aaron Mounfield
Constable Ian Siraj (video conference)

Staff Present: Jenna McCartney, Clerk

1. CALL TO ORDER

The Chair called the meeting to order at 9:04 am.

2. DECLARATION OF PECUNIARY INTEREST

None.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Mayor Strathdee

Seconded By Councillor Luna

THAT the April 19, 2023 Community Policing Advisory Committee agenda be accepted as presented.

CARRIED

Chief Skinner thanked Constable Mounfield for his service as the Community Resource Officer in the Town of St. Marys.

Chief Skinner introduced Constable Siraj to the Committee as the incoming Community Resource Officer in the Town of St. Marys.

4. ACCEPTANCE OF MINUTES

Councillor Luna noted that minute item 3 should be amended to replace Councillor Edney's name with Councillor Luna as the person requesting the amendment to the agenda.

Constable Mounfield provided an update on minute item 6.3 of the March 15, 2023 minutes and stated that he conducted a review of the area with the Town's Fire Chief and made a recommendation to Town staff regarding the ideal utilization of parking in the St. George Street area. Town staff will present a draft parking and traffic by-law to Council at a later date that captures this recommendation.

Moved By Councillor Edney

Seconded By Robert Zensner

THAT the March 15, 2023 Community Policing Advisory Committee meeting minutes be amended by the Committee and signed by the Chair and the Secretary.

CARRIED

5. DELEGATIONS

5.1 Victim Witness Assistance Program

Julia Wright from the Victim Witness Assistance Program (the "VWAP") provided an overview of the services provided throughout the Province.

In response to an inquiry about post conviction responsibilities of the VWAP, such as notification of release dates, Julia stated that the police notify the victim if an accused is released.

In response to an inquiry about the use of support dogs with VWAP, Julia confirmed dogs are not being used in the Stratford location, but are utilized in London in the child witness program. To date, no requests have been received in Stratford.

In response to an inquiry about the process for referrals to other agencies upon the closing of a case, Julia explained that referrals are made on a case specific basis.

In response to utilizing Canadian Mental Health Agency for the victims, Julia confirmed that resource along with additional resources are available depending on the situation.

6. REPORTS

6.1 CRIME STOPPERS REPORT

Not received at this time.

6.2 POLICE MONTHLY STATISTICS

Deputy Chief Foster presented a review of the March monthly statistic report.

In response to an inquiry regarding the park patrol program, Deputy Chief Foster confirmed training will begin around the May 24th weekend and in place in St. Marys the following week.

In response to an inquiry regarding proactive education in the schools related to fraud situations, it was stated that schools are resuming requests for in person presentations.

Moved By Robert Zensner

Seconded By Tony Winter

THAT the March 2023 Police Monthly Statistics report be received.

CARRIED

6.3 Stratford Police Service Board Liaison Report - Coun. Edney

Councillor Edney provided a review of the recent police services board meeting.

Moved By Councillor Luna

Seconded By Tony Winter

THAT the Stratford Police Services Board Liaison report from Councillor Edney be received.

CARRIED

7. OTHER BUSINESS

None.

8. UPCOMING MEETINGS

May 17, 2023 - 9:00 am, Municipal Operations Centre

9. ADJOURNMENT

Moved By Councillor Edney

Seconded By Robert Zensner

THAT this Community Policing Advisory Committee meeting be adjourned at 9:38 am.

CARRIED

Jacqueline Hibbert, Chair

Jenna McCartney, Clerk



MINUTES

Heritage and Culture Advisory Committee

April 12, 2023

6:00 pm

Municipal Operations Centre

408 James Street South, St. Marys

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

Members Present	Al Strathdee Councillor Lucas Karen Ballard Julian Francoeur Stephen Habermehl Andrea Macko Trevor Schram Sherri Winter-Gropp
Staff Present	Amy Cubberley, Cultural Services Manager Jason Silcox, Building Inspector

1. CALL TO ORDER

Stephen Habermehl called the meeting to order at 6:00pm

2. DECLARATION OF PECUNIARY INTEREST

None declared.

3. AMENDMENTS AND APPROVAL OF AGENDA

Moved By Al Strathdee

Seconded By Andrea Macko

THAT the April 12, 2023 Heritage and Culture Advisory Committee agenda be accepted as presented.

CARRIED

4. DELEGATIONS

4.1 Brent Kittmer- Downtown Service Review Project

Amy Cubberley presented ADMIN 22-2023 on behalf of Brent Kittmer.
Suggestions for 14 Church Street North were provided by the Committee and will be compiled and forwarded to Brent.

Moved By Karen Ballard

Seconded By Julian Francoeur

THAT ADMIN 22-2023 Downtown Service Location Review Project be received for information.

CARRIED

5. CORRESPONDENCE

None received.

6. ACCEPTANCE OF MINUTES

Moved By Clive Slade

Seconded By Karen Ballard

THAT the March 8, 2022 Heritage and Culture Advisory Committee minutes be approved by the Committee and signed by the Chair and the staff liaison.

CARRIED

7. BUSINESS ARISING FROM MINUTES

None.

8. REGULAR BUSINESS

8.1 Heritage Business

8.1.1 Heritage Permits

Jason Silcox spoke to DEV 19-2023 and responded to questions.

Moved By Clive Slade

Seconded By Julian Francoeur

THAT DEV 19-2023 36 Water St S heritage permit be received; and

THAT the Heritage and Culture Advisory Committee support the heritage permit for window replacement as presented in the report with a two over two configuration.

CARRIED

8.1.2 Sign Permits

None.

8.1.3 Heritage Grant Applications

Amy Cubberley spoke to DCS 18-2023 and responded to questions.

Moved By Sherri Gropp

Seconded By Andrea Macko

THAT DCS 18-2023 210 Thomas Street Heritage Grant be received; and

THAT the Heritage and Culture Advisory Committee recommends approval of a Heritage Grant for the application, as submitted, for 210 Thomas Steet in the amount no greater than \$5192.

CARRIED

8.1.4 Properties of Interest or At Risk

Amy Cubberley spoke to DCS 19-2023 and responded to questions.

Moved By Councillor Lucas

Seconded By Julian Francoeur

THAT DCS 19-2023 Prioritized Non-Designated Heritage Properties report be received as information, and;

THAT staff move forward with contacting property owners to gauge their interest in heritage designation.

CARRIED

8.1.5 Homeowner / Property Owner Letters

None identified.

8.2 Museum Business

Amy Cubberley spoke to DCS 20-2023 and responded to questions.

Moved By Karen Ballard

Seconded By Andrea Macko

THAT DCS 20-2023 April Monthly Report (Museum and Archives) be received for information.

CARRIED

8.3 Public Art Business

8.3.1 DCS 21-2023 Public Art and Monuments Policy

Amy Cubberley spoke to DCS 21-2023 and responded to questions. Suggestions for amendments included adding standard benches, headstones, and trees with markers to the list of excluded elements. Adding an education/interpretation element was also suggested.

Moved By Julian Francoeur

Seconded By Sherri Gropp

THAT DCS 23-2023 Public Art and Monuments Policy report be received; and

THAT the Heritage and Culture Advisory Committee recommends to Council that the Public Art and Monuments Policy be approved, as amended.

CARRIED

9. COUNCIL REPORT

Councilor Lucas reported on 14 Church Street North.

10. OTHER BUSINESS

10.1 Ontario Heritage Conference, June 15-17, 2023

Staff noted that the Ontario Heritage Conference is being held in London, June 15-17.

11. UPCOMING MEETINGS

May 10, 2023

12. ADJOURNMENT

Moved By Andrea Macko

Seconded By Trevor Schram

THAT this meeting be adjourned at 7:05 pm.

CARRIED

Chair

Committee Secretary

BY-LAW 46-2023

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to amend by-law 22-2020 and repeal by-law 49-2022 for the purpose of appointing municipal law enforcement officers in the Town of St. Marys

- 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 *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 *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 Council of the Corporation of the Town of St. Marys deems it expedient to amend by-law 22-2020 for the purpose of appointing 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 Schedule “A” of by-law 22-2020 shall be amended to include the following persons appointed as Municipal Law Enforcement Officers for the Town of St. Marys from May 23, 2023 to September 1, 2023 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:
 - Zoe Dietz
 - Liam Galloway
 - Spencer Palleschi
 - Regan Tracey

- Caleb Tweddle
2. That the officers whose names appear in the amended Schedule “A” of by-law 22-2020 shall be a peace officer for the purpose of enforcing said municipal by-laws.
 3. That the officers whose names appear in the amended Schedule “A” of by-law 22-2020 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. This by-law comes into force on the final passing thereof.

Read a first, second and third time and finally passed this 9th day of May 2023.

Al Stratheedee, Mayor

Jenna McCartney, Clerk

BY-LAW 47-2023

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to authorize an Agreement between The Corporation of the Town of St. Marys and BM Ross and Associates Ltd. to authorize the Mayor and Clerk to execute the Agreement.

- WHEREAS:** Section 5(3) of the *Municipal Act, 2001 S.O. 2001, c.25*, as amended, provides that a municipal power shall be exercised by by-law;
- AND WHEREAS:** The Corporation of the Town of St. Marys requires a municipal class environmental assessment of the Water Pollution Control Plant (the "Project") and Council for The Corporation of the Town of St. Marys has approved a soled source procurement as defined under Section 9 of the Procurement By-law as it is more cost effective or beneficial for the Town to retain B.M. Ross and Associates Ltd;
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into an agreement with BM Ross and Associates Ltd. (the "Agreement") for the purpose of clarifying and delineating the respective rights, obligations and of the delivery of the Project;
- AND WHEREAS:** It is appropriate to authorize the Mayor and the Clerk to execute the Agreement on behalf of the Town;
- NOW THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows:
1. That the Agreement between The Corporation of the Town of St. Marys and BM Ross and Associates Ltd., attached hereto as Appendix "A", is hereby authorized and approved.
 2. That the Mayor and the Clerk are hereby authorized to execute the Agreement on behalf of The Corporation of the Town of St. Marys.
 3. This by-law comes into force and takes effect on the final passing thereof.

Read a first, second and third time and finally passed this 9th day of May 2023.

Al Stratthdee, Mayor

Jenna McCartney, Clerk

BY-LAW 48-2023

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to authorize the signing of an agreement between The Corporation of the Town of St. Marys and Cimco Refrigeration, A Division of Toromont Ltd.

- WHEREAS:** The Corporation of the Town of St. Marys released RFT-DSC-10-2023 for the purpose of obtaining pricing for the replacement and installation of the MAU-1 and ACS-2 HVAC units at the Pyramid Recreation Centre (the “Project”);
- AND WHEREAS:** A tender for the Project was submitted by Cimco Refrigeration, A Division of Toromont Ltd. which was subsequently approved by Council on May 9, 2023;
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into an Agreement with Cimco Refrigeration, A Division of Toromont Ltd. for the purpose of clarifying and delineating the respective rights, obligations, payments and billing arrangements of and for the delivery of the Project;
- THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows:
- 1.** That the Mayor and Clerk are hereby authorized to execute an Agreement on behalf of The Corporation of the Town of St. Marys between The Corporation of the Town of St. Marys and Cimco Refrigeration, A Division of Toromont Ltd..
 - 2.** That a copy of the said Agreement is attached hereto this By-law, and to affix the corporate seal of the Corporation of the Town of St. Marys.
 - 3.** This by-law comes into force and takes effect on the final passing thereof.

Read a first, second and third time and finally passed this 9th day of May 2023.

Al Stratthdee, Mayor

Jenna McCartney, Clerk

BY-LAW 49-2023

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to establish and clarify rules of procedure for the governance of the St. Marys Business Improvement Area.

WHEREAS: Subsection 204(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, provides that the local municipality may designate a geographic area as a Business Improvement Area and may establish a Board of Management for the designated improvement area;

AND WHEREAS: Section 204(2.1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, provides that a Board of Management of a business improvement area is a local board of the Town of St. Marys for all purposes;

AND WHEREAS: Pursuant to By-law 06-2019 dated the 24th day of June, 2003, the Town of St. Marys designated an area to be known as the Business Improvement Area;

AND WHEREAS: Council now wishes to establish the rules of procedure for governance of the Business Improvement Area;

NOW THEREFORE: The Council of the Corporation of the Town of St. Marys hereby enacts as follows;

1.0. DEFINITIONS

1.1. For the purpose of this By-law:

"Business Improvement Area," or "The BIA," means the association of property owners and tenants within the area designated by Council in By-law 06-2019;

"Board of Management" or "The Board" means the group of Directors elected by the BIA membership and appointed by Council to control and oversee the business of the BIA;

"Constitution" means this document, being the primary governing document of the BIA, as passed by Council and as amended;

"Council" means the Council of the Corporation of the Town of St. Marys;

"Director" means an individual appointed to the Board of Management by Council;

"Member" means an individual, partnership or corporation that, on the last returned assessment roll, was assessed with respect to rateable property in the Business Improvement Area that is in a prescribed business property class;

"Notice" means notification of the date, time and location of an upcoming meeting;

“Tenant” means tenant of a property in a prescribed business property class within the designated BIA area, who is eligible to pay any portion of the property taxes on the same; and

“Town” means the Corporation of the Town of St. Marys.

2.0. PURPOSE

- 2.1. The purpose of the St. Marys BIA under the *Municipal Act*, 2001, as amended is:
 - a) To promote the commercial area of St. Marys as a business and shopping area;
 - b) To oversee the improvement, beautification and maintenance of municipally-owned land, buildings, and structures within the boundaries of the St. Marys BIA, beyond that provided at the expense of the Town generally.
- 2.2. The purpose of the St. Marys BIA is governed by the Board of Management which is a corporation consisting of its Directors.

3.0. MEMBERSHIP AND VOTING

- 3.1. Eligibility
 - a) Members of the St. Marys BIA as outlined in the *Municipal Act*, 2001, as amended, consist of:
 - i. Persons who are assessed, on the last returned assessment roll, with respect to rateable property in the area that is in a prescribed business property class and tenants of such properties.
 - ii. Tenant means the tenant of commercial or industrial property with a gross lease including a portion of taxes with respect to rateable property in the area.
 - b) Each Member has one vote, regardless of the number of properties that the Member may own or lease within the St. Marys BIA.
 - c) Where a Member is a partnership or corporation it may nominate in writing one individual to vote on behalf of the partnership or corporation.
 - d) A list of all commercial and industrial members in the designated area will be held by the Clerk. The Clerk at their discretion may request every property owner to provide tenant information for the purposes of maintaining an accurate list.
 - e) If necessary, the Clerk of the Municipality may accept a list provided under clause 210(2)(b) of the Act or the declaration of a person that the person is a tenant member of the St. Marys BIA. The determination by the Clerk is final.
 - f) The Membership list shall not be utilized by any member for any purpose whatsoever other than as may be specifically approved by the Clerk upon request or by use by a certified candidate during a board election. Any member who uses all or part of the Membership list for unauthorized purposes will receive a warning from the Clerk that includes, among other

things, a provision stipulating that any subsequent unauthorized use will result in:

- i. That member's email privileges being revoked such that all communication will thereafter be in writing and,
- ii. The Membership being advised of such revocation.

4.0. BOARD OF MANAGEMENT COMPOSITION

- 4.1. The Board is a local board of the Town as defined by the *Municipal Act*, 2001, as amended or its successor legislation.
- 4.2. The Board of Management shall consist of five (5) to eight (8) Directors as follows:
 - a) One (1) member of Council to be appointed by Council; and,
 - b) The remaining Directors selected by a vote of the membership of the BIA and appointed by Council.
 - c) The Mayor is a voting ex-officio member of the Board and retains all powers granted to all other Directors on the Board.
- 4.3. Council may refuse to appoint a Member selected under Section 4.2 in which case Council may:
 - a) Leave the position vacant,
 - b) Appoint an alternate choice; or
 - c) Direct the Clerk of the Town to hold an election.
- 4.4. Directors shall serve for a term that is the same as the term of the Council that appoints them, but until their successors are appointed.
- 4.5. Quorum for the Board shall be a majority of the Directors.
- 4.6. The seat of a Director on the Board shall become vacant if a Director is absent from the regular meeting(s) of the Board for any three (3) consecutive months without being authorized to do so by a resolution of Council.
- 4.7. If a seat of a Director becomes vacant for any reason, Council will follow Section 4.3 of this By-law.
- 4.8. A Director may be reappointed to the Board of Management for up to two (2) consecutive terms.
- 4.9. Directors shall serve without remuneration. Directors may be reimbursed for all reasonable expenses directly relating to their functions as Board members provided those expenses are approved in advance by resolution of the Board.

5.0. BOARD OF MANAGEMENT ELECTION PROCEDURES

- 5.1. Call of an Election

- a) An election will be conducted within four (4) months of a new term of Council commencing or as directed by Council. The Town Clerk shall conduct the election process.
- b) The date and location of the election shall be advertised to the membership by any or all of the following: email, direct mail, public advertisement and/or social media accounts. Notice will be provided for a minimum of three (3) weeks in advance of the election.

5.2. Nominations

- a) At the call of the election as specified in Section 5.1, the Clerk shall advertise the call for nominations and election by any or all of the following: email, direct mail, public advertisement and/or social media accounts. Notice shall be provided for a minimum of three (3) weeks to the membership.
- b) Nomination forms shall be made available on the Town's website and at any other location specified by the Clerk. These locations will be advertised in the call for nomination advertisements.
- c) Nominations shall be submitted on the prescribed nomination form and filed directly with the Clerk.
- d) Nominations filed by individuals not assessed commercially or industrially in the business improvement area shall be deemed by the Clerk as ineligible.
- e) Nomination period shall close three weeks prior to the date of the election.
- f) The due date of nominations must be advertised in the call for nominations advertisement.
- g) A person may withdraw his or her nomination by filing a written withdrawal with the Clerk before the close of nominations.
- h) If at 4:00 p.m. on the second business day following nomination day, the number of certified candidates for an office is the same as or less than the number to be elected, the Clerk shall immediately declare the candidate or candidates accepted to stand on recommendation to Council for appointment to the BIA Board.
- i) Subject to section 5.2(h), the Clerk shall extend the nomination period by one week from the date of acceptance for additional nominations for the remaining seats. If the number of certified candidates still does not exceed the remaining number of vacancies, the Clerk shall immediately declare the additional candidate or candidates accepted to stand on recommendation to Council for appointment to the BIA Board.
- j) Immediately following the close of nominations, the Clerk shall prepare a report to Council with respect to all nominations received and certified for the election or acceptance and seek Council's approval through By-law of the appointments to the Board.

5.3. Election

- a) The Clerk is the Returning Officer and is responsible for the election.

- b) The Business Improvement Area election shall be conducted by ballot and held at the date, time and location specified by the Clerk.
- c) Each member has one vote regardless of the number of properties that the member may own or lease in the Business Improvement Area.
- d) Every member that is a corporation or partnership has one vote regardless of the number of shareholders or partners that the member has.
- e) A candidate may appoint a scrutineer to represent him or her during voting and the counting of votes, including a recount.
- f) The Clerk shall place the results of the election on the Town's website and indicate that all appointments are subject to Council approval.

5.4. Board of Management Officers

- a) The Board, as soon as is practicable after its members are appointed, shall select a Chair, Vice-Chair, Secretary and Treasurer and such other officers as it may deem necessary and as are lawfully authorized to properly conduct the business of the Board.

6.0. RESPONSIBILITIES OF THE BOARD

6.1. The collective responsibilities of the Board shall include:

- a) Maintenance of records - the Board shall prepare and forward original minutes of every meeting of the Board to the Clerk. The Chair and Secretary must sign the minutes and forward copies to all Directors within thirty (30) days of the meeting;
- b) Maintaining appropriate banking arrangements - the Board shall adopt and maintain banking and accounting arrangements acceptable to the Treasurer of the Town and shall submit to an audit by the Treasurer of the Town, or their designate, upon request;
- c) Ensure proper budgeting - the Board shall prepare and submit to the Clerk of the Town a proposed annual budget and business plan, in a form approved by the Treasurer of the Town, on or before April 30 in each year. The fiscal year shall end on December 31 of each year. The proposed budget must include projected revenue and expenses. The proposed business plan must include a description of planned expenses. The proposed budget and business plan must be approved by the members of the BIA at the annual general meeting prior to submission of the budget to the Town. Council shall then either approve or modify the proposed annual budget and business plan;
- d) Submission of financial statements -which shall be submitted to the Clerk on or before May 31 of each year, and an audited financial statement for the prior year.

7.0. POWERS OF THE BOARD

7.1. The Board has and may legally exercise the following powers, in the absence of

other restrictions placed upon the Board by law or the membership, these being that the Board has the power to:

- a) Procure goods and services in line with the approved budget and adhering to the Town's procurement policies;
- b) Enter into contracts and agreements;
- c) Make banking and financial arrangements;
- d) Hire an employee of the Board as per the Town's hiring policies and in conjunction with approved funding in the budget;
- e) Direct the manner in which any other person or persons may enter into contracts or agreements on behalf of the BIA; and,
- f) Create working groups, either ad hoc or permanent, to assist the Board with its purpose and goals which must follow the governance set out in this By-law.

8.0. WORKING GROUPS

- 8.1. The Board may strike a working group during its term for the purpose of preparing recommendations on a specific topic(s) to the Board.
- 8.2. The Board shall strike a working group by resolution of the Board.
- 8.3. The working group shall consist of at least one (1) member of the Board and may consist of members of the BIA membership and shall not include a quorum of the Board.
- 8.4. A working group shall come to a consensus on a recommendation which shall be presented to the Board at a regular meeting for consideration.
- 8.5. A working group has none of the decision-making powers of the BIA or the Board.
- 8.6. A working group may be dissolved at any time by a decision of the Board.

9.0. DIRECTORS DUTIES

- 9.1. All Board of Management Directors are voting members. The duties of each of the Directors are as follows:
 - a) **The Chair shall:**
 - i. Chair all board of management meetings;
 - ii. Rule on all procedural matters and maintain decorum;
 - iii. Ensure motions and amendments are clearly expressed;
 - iv. Have general supervision of the affairs of the BIA;
 - v. Be one of the two (2) officers of the BIA authorized, who may be called upon to sign cheques, and to execute documents and agreements by way of a required two-signature system;
 - vi. Sit as an ex-officio voting member on all committees of the BIA;

- vii. Be the public representative of and spokesperson for the Board;
- viii. Perform any other duties which the Board may assign from time to time; and,
- ix. Work with staff of the Town to ensure all legislative obligations are met, including but not limited to those regarding all staff, volunteers, committees and Board Directors of the BIA.

b) The Vice Chair shall:

- i. Perform all of the duties of the Chair in the absence of the Chair or if the Chair is unable for any reason to perform those duties;
- ii. Along with the Chair, or Treasurer, have authority to co-sign all cheques and by-laws, and to execute any documents, contracts or agreements by way of a required two-signature system; and,
- iii. Perform any other duties that the Board may assign from time to time.

c) The Secretary shall:

- i. Give the required notice as per the Board's procedural rules contained within this document for every board and general meeting of the BIA.
- ii. Take minutes of each such meeting and shall record in the minutes the following: the place, time and date of meeting, the name of the person presiding, and the Board members present and absent, any correction to and the adoption of, the minutes of the previous meeting, and all resolutions. All minutes of every meeting shall be printed and signed by the Chair and the Secretary and provided to the Clerk for purposes of record keeping; and,
- iii. Perform any other duties that the Board may assign from time to time.
- iv. The Secretary may be an employee of the Board and if so, shall not be deemed a Director and therefore, is not entitled to vote.

d) The Treasurer shall:

- i. Keep and maintain the financial records and books of the BIA which shall include but not be limited to keeping of all receipts and disbursements in proper books of account, depositing all moneys or valuable effects in the name of the Board and to its credit in the bank designated by the Board from time to time;
- ii. Assist the Town Treasurer or their designate in the preparation of the financial statements of the BIA;
- iii. Maintain an inventory of all tangible and intangible assets owned or leased by the BIA;
- iv. Prepare and distribute the proposed annual budget in accordance with the requirements of the Town;

- v. Together with the Chair or Vice-Chair, have authority to co-sign all cheques and by-laws and execute any documents, contracts or agreements by way of a required two-signature system;
 - vi. Prepare written financial updates for the membership's review and consideration at each regular general meeting;
 - vii. Provide the Treasurer of the Town with all financial records for purposes of record keeping, once they are no longer current as determined by the Town's Treasurer; and
 - viii. Perform any other duties that the Board may assign from time to time.
- e) **The Council Representative shall:**
- i. Represent the interests of the BIA Board, including providing timely reports on BIA activities to Town Council.
 - ii. Report on regular Council activities to the BIA Board that may be of relevance to the day-to-day operations of the BIA; and,
 - iii. Act as a resource to the Board and the general BIA membership on matters pertaining to Town policies, by-laws and accountabilities to ensure BIA practices and procedures are aligned with those of the Town.
- f) **The Town Staff Liaison may be appointed by Council, and if so appointed shall:**
- i. Have the right to attend meetings of the Board and its committees and to participate in their deliberations, but is not entitled to vote, or to act as the presiding officer at the meeting.

10.0. MEETINGS

10.1. General Membership Meetings

- a) There shall be a meeting of the membership held at least once per year and to be known as the Annual General Meeting.
- b) The Board may also call a special meeting of the membership throughout the term of the Board.
- c) Notice to all Members of an annual general meeting shall be provided by either email, direct mail, public advertisement and further advertised through social media accounts at least three (3) weeks in advance of the meeting.
- d) Notice to all Members of a special meeting may be provided at least ten (10) days in advance of the meeting and utilize the distribution system outlined in Section 10.1(c).
- e) Notice of the agenda shall be made available to the Members at least seven (7) days in advance of an annual general meeting or a special meeting.
- f) New business may be received from the floor after the agenda has been approved.

- g) Quorum for any meeting of the Members shall be 10% of the Members or ten (10) members, whichever is less. No business shall be conducted unless a quorum of the Members has been achieved.
- h) No error or accidental omission in giving notice of any meeting of Members shall invalidate such meeting or make void any proceeding taken at such meeting.
- i) No omission to give any notice to any Member, Director, or the non-receipt of any notice by any Member or Director, nor error in any notice not affecting the substance thereof shall invalidate any action taken at any meeting held pursuant to such Notice or otherwise founded thereon.
- j) In the absence of rules in this By-law, the proceedings of the BIA shall be in accordance with the *Municipal Act, 2001* and shall be conducted as set out in Robert's Rules of Order.
- k) Motions arising at any meeting of Members shall be decided by a majority vote unless otherwise stated in these by-laws or as required by law.
- l) At all meetings, every question shall be decided by a show of hands unless a ballot on the question is required by the Chair or requested by a Member.
- m) The Chair shall declare that a resolution has been carried or not carried. The outcome of the motion will be entered into the minutes. It is not necessary to record the number or the proportion of votes, or the debate on the motion.
- n) The Secretary of the Board of Management shall keep minutes of any meeting of Members of the Board and submit a copy of those minutes to the Clerk within 30 days of the meeting.
- o) Draft minutes of the annual general meeting and special meeting shall be posted on the Town's website after each meeting.
- p) Direction for the management of delegations and correspondence is provided in the Town's Procedure By-law, as amended.

10.2. Board of Management Meetings

- a) The Board shall regularly meet to conduct the business of the BIA, not less than nine (9) times per year, as scheduled by the Board.
- b) The Secretary shall provide notice to all Members of the Board of Management meeting through either email, direct mail, public advertisement, and further advertisement through social media accounts at least ten (10) days in advance. Notwithstanding the foregoing, in the event of a special meeting of the Directors, the Secretary shall provide such notice as is reasonable in the circumstances, but always in writing.
- c) Notice of the agenda shall be made available to the Members at least seven (7) days in advance of the Board of Management meeting.
- d) At regularly scheduled Board meetings, any Member may attend, ask to be recognized by the Board Chair and speak on any items on the agenda or

request new business to be placed on a future agenda. However, they shall not vote on any items on the agenda.

- e) Upon written petition of any two (2) Directors, stating a cause or concern, which shall be considered as the agenda of the meeting, the Chair shall call a meeting of the Board, to deal with the cause or concern in question within fifteen (15) days of receipt of the petition by the Secretary of the Board.
- f) The Board may limit time for deputations or presentations prior to the commencement of any meeting.
- g) No error or accidental omission in giving notice of any meeting of Directors shall invalidate such meeting or make void any proceeding taken at such meeting.
- h) No omission to give any notice to any Member or Director, or the non-receipt of any notice by any Member or Director, nor error in any notice not affecting the substance thereof shall invalidate any action taken at any meeting held pursuant to such Notice or otherwise founded thereon.
- i) In the absence of rules in this By-law, the proceedings of the BIA shall be in accordance with the *Municipal Act, 2001* and shall be conducted as set out in Robert's Rules of Order.
- j) Motions arising at any meeting of the Board shall be decided by a majority vote unless otherwise stated in these by-laws or as required by law.
- k) At all meetings, every question shall be decided by a show of hands unless a ballot on the question is required by the Chair or requested by a Director.
- l) The Chair shall declare that a resolution has been carried or not carried. The outcome of the motion will be entered into the minutes. It is not necessary to record the number or the proportion of votes, or the debate on the motion.
- m) The Secretary of the Board shall keep minutes of any meeting of the Board and submit a copy of those minutes to the Clerk within 30 days of the meeting.
- n) Draft minutes of the Board shall be posted on the Town's website after each meeting.
- o) Direction for the management of delegations and correspondence is provided in the Town's Procedure By-law, as amended.

11.0. FINANCIAL POLICY

- 11.1. The fiscal year shall be January 1 to December 31.
- 11.2. Before being taken to Council for approval, the annual budget shall be presented to the membership for information prior to March 31.
- 11.3. At minimum, there shall be two Directors including the Chair and the Treasurer listed on a bank agreement as having signing authority on the Board's financial accounts.

- 11.4. The Board shall appoint a financial auditor at its annual general meeting. The auditor may be the same which the Town appoints for their needs.
- 11.5. The Board shall prepare and submit to the Clerk of the Town a proposed annual budget and business plan, in a form approved by the Treasurer of the Town, on or before April 30 in each year.
- 11.6. The proposed budget and business plan must be approved by the members of the BIA at the annual general meeting prior to submission of the budget to the Town. Council shall then either approve or modify the proposed annual budget and business plan.
- 11.7. The Board of Management shall follow all Town procurement policies. Should a question arise, the Town's Treasurer shall be consulted.
- 11.8. The Board of Management shall follow all Town hiring policies in the event of hiring an employee. Should a question arise, the Town's Director of Human Resources shall be consulted.
- 11.9. The Board may provide in its budget for the establishment and maintenance of a reserve fund for any purpose for which it has authority to spend money in accordance with subsection 417(1) of the *Municipal Act*, 2001, as amended.
- 11.10. Any establishment of a reserve fund shall be done with the assistance and consultation of the Treasurer of the Town to ensure compliance with financial reporting requirements.
- 11.11. The Board shall not:
 - a) Spend any money unless it is included in the overall budget approved by the municipality or in a reserve fund;
 - b) Incur any indebtedness extending beyond the current year without the prior approval of Council; or
 - c) Borrow money including bank account overdrafts, credit cards, lines of credit, private loans from members of the public or businesses or loans from board members or any other person, business, group or organization.
- 11.12. All new bank accounts, investment accounts (GICs, brokerage accounts, mutual funds and any other type of investment account) and any other accounts involving money (paypal, gofundme, or similar) must be approved by the St. Marys Town Treasurer prior to being opened.
- 11.13. Board members shall observe the laws, policies, and practices governing all matters related to confidentiality, privacy, and access to information. Should a question arise, the Clerk shall be consulted.

12.0. ENACTMENT

This By-Law comes into force and takes effect on the final passing thereof.

Read a first, second and third time this 9th day of May 2023.

Al Stratheedee, Mayor

Jenna McCartney, Clerk

BY-LAW NUMBER 50-2023
THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to establish the 2023 St. Marys Business Improvement Area (BIA)
Levy.

- WHEREAS:** The *Municipal Act, 2001, S.O. 2001, c.25*, as amended, Section 8, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;
- AND WHEREAS:** Business Improvement Areas (BIA), herein referred to as the “St. Marys Business Improvement Area”, allows local business people and property owners to join together and with the support of the municipality, to organize, finance and carry out physical improvement and promote economic development within their district;
- AND WHEREAS:** The *Municipal Act, 2001, S.O. 2001, c.25*, as amended, Section 208 provides that the municipality shall annually raise the amount required for the purposes of a board of management, and may establish a special charge for the amount to be raised;
- NOW THEREFORE:** The Council of The Corporation of the Town of St. Marys hereby enacts:
1. That Schedule “A” St. Marys Business Improvement Area 2023 Annual Budget attached hereto forms part of this by-law.
 2. That for the purposes of the Board of Management of the St. Marys Business Improvement Area the sum of \$45,000.00 is raised for 2023 by applying the rate of .0028729113 against the commercial current value assessment within the designated area.
 3. That the minimum levy shall be \$100.00 and the maximum levy shall be \$761.25 for single unit and \$971.25 for multi-unit properties within the Improvement Area.
 4. This By-law shall be deemed to have come into force and take effect on January 1, 2023.

Read a first, second and third time and finally passed this 9th day of May 2023.

Al Strathdee, Mayor

Jenna McCartney, Clerk

SCHEDULE A

BIA BUDGET 2023	
ITEM	BUDGET 2023
Revenues	
BIA Levy	\$ 45,000.00
HST Rebate	\$ 2,500.00
Miscellaneous	\$ -
SUBTOTAL:	\$ 47,500.00
Expenses	
MEMBER SUPPORT & ENGAGEMENT	
Membership	
Member Recognition	\$ 200.00
Member Welcome	\$ 500.00
Networking Socials	\$ 500.00
Training & Education	
Training & Education	\$ 1,000.00
	\$ -
Organizational Capacity	
OBIAA Conference	
OBIAA Membership	\$ 275.00
Policies & Procedures	\$ 1,500.00
SUBTOTAL Member Support and Engagement:	\$ 3,975.00
IMPROVING PUBLIC SPACE & BEAUTIFICATION (Misc)	
Flower Baskets	\$ 5,000.00

Lions Club Flag Replacement	
Beautification Initiatives	\$ 2,000.00
SUBTOTAL Improving Public Space and Beautification:	\$ 7,000.00
BRINGING PEOPLE DOWNTOWN	
Volunteer Recognition	\$ 200.00
Marketing & Promotion	
Marketing & Communication Sub Committee	\$ 12,000.00
Advertising	
Events	
Meet Me in St. Marys	\$ -
Event	\$ 2,000.00
Christmas Sub Committee	\$ 10,000.00
Heritage Festival	\$ 2,500.00
Partnerships	
SUBTOTAL Bringing People Downtown:	\$ 26,700.00
RUNNING THE ST. MARYS BIA	
Running the BIA	
Admin Support	\$ 13,000.00
Annual General Meeting	\$ 500.00
Audit	\$ 1,100.00
Email/Quadro	\$ 400.00
Bank Fees	\$ 50.00

Office Supplies	\$ -
Miscellaneous	\$ 500.00
GST/HST	
SUBTOTAL Running the BIA:	\$ 15,550.00
Total Expenses	\$ 53,225.00
NET OPERATING BUDGET	-\$ 5,725.00
Reserve Funds:	\$ 5,725.00
NET BUDGET	\$ -

BY-LAW 51-2023

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to regulate traffic, parking and boulevard maintenance within the Town of St. Marys.

- WHEREAS:** The *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, Section 10 gives The Corporation of the Town of St. Marys the power to pass by-laws respecting its highways, including parking and traffic on highways;
- AND WHEREAS:** O. Reg. 366/18 of The *Municipal Act, 2001*, S.O. 2001, c. 25, sets out minimum standards for road and highway maintenance for all municipalities in Ontario including but not limited to sidewalk trip and encroachment hazards;
- AND WHEREAS:** The *Motorized Snow Vehicles Act*, R.S.O. 1990, c.M.44, as amended, Section 7 provides that the municipality may by by-law regulate, govern and prohibit the operation of motorized snow vehicles within the municipality including any highways therein or on part or parts thereof;
- AND WHEREAS:** The *Highway Traffic Act*, R.S.O. 1990, C.H.8, as amended, Section 191.8(3)(c) provides that the municipality may by by-law prescribe a lower rate of speed for off-road vehicles than that prescribed for off-road vehicles by regulation on any highway within the municipality;
- AND WHEREAS:** The *Highway Traffic Act*, R.S.O. 1990, C.H. 8, as amended, Section 123(2) provides that the municipality may by by-law limit the gross vehicle weight of any vehicle or any class thereof passing over the bridge;
- AND WHEREAS:** The *Fire Protection and Prevention Act, 1997*, S.O. 1997, c.4, as amended, Section 7.1(1)(c) provides that a council of a municipality may pass by-laws designating private roads as fire routes along which no parking of vehicles shall be permitted and providing for the removal and impounding of any vehicle parked or left along any of the fire routes at the expense of the owner of the vehicle;
- AND WHEREAS:** The *Fire Protection and Prevention Act, 1997*, S.O. 1997, c.4, as amended, Section 7.1(4) provides that a municipality may appoint an officer to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether by-laws enacted in accordance with this section are being complied with;

NOW THEREFORE: The Council of the Corporation of the Town of St. Marys hereby enacts as follows;

1.0. DEFINITIONS

1.1. For the purpose of this By-law:

“Accessible Parking Stall” means a parking space designed under this By-law for the exclusive use of a Motor Vehicle displaying a Minister of Transportation issued accessible parking permit;

“Authorized Sign” means any Traffic Control Device that has been erected on a Highway under the authority of this By-law for the purpose of regulating, warning or guiding Traffic;

“Boulevard” means that part of the Highway situated between the Curb and the nearest lateral property line of the lot abutting the Highway, including a driveway, but does not include a Sidewalk or Shoulder or multi-use trail;

“Clerk” means the Clerk of the Town of St. Marys, or designate, as appointed by Council;

“Community Safety Zone” means a part of a Highway which is designated by the Council as an area where public safety is of special concern, and where fines imposed upon conviction of a moving violation, are increased;

"Council" means the Council of The Corporation of the Town of St. Marys;

“Crosswalk” means:

- (a) that part of a Highway at an Intersection that is included within the connections of the lateral lines of the Sidewalks on opposite sides of the Highway measured from the Curbs or, in the absence of Curbs, from the edges of the Roadway, or
- (b) any portion of a Roadway at an Intersection or elsewhere distinctly indicated for pedestrian crossing by signs or by lines or other markings on the surface;

“Curb” includes the edge of the traveled portion of a Roadway;

“Designated Parking Permit” means a permit issued by the Town of St. Marys in accordance with this by-law for the designation of a parking stall in a Public Parking Lot for the exclusive use of a Motor Vehicle approved by the Town;

“Designated Parking Permit Stall” means a parking stall that is designated by Authorized Signage, for the exclusive use of a Motor Vehicle approved by the Town and issued a Designated Parking Permit;

“Director” means the Director of Public Works for the Town or any successor position, or his or her appointed designate;

“Fire Route” means an access route required for the use by the Fire Department provided by means of a Private Roadway or yard;

"Gross Weight" means the combined weight of Vehicle and load;

“Heavy Vehicle” means any Motor Vehicle designated as commercial for which Gross Weight as shown on the registration permit issued under the *Highway Traffic Act*, R.S.O. 1990, Chapter H.8 exceeds 5 tonnes and 6.5 meters in length but does not include:

- (a) ambulances, police or fire department vehicles,
- (b) school buses;
- (c) emergency motor vehicles;
- (d) public utility motor vehicles;
- (e) motor vehicles owned or operated by the Town;
- (f) motor vehicles of the Ministry of Transportation of the Province of Ontario.

“Highway” includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of Vehicles and includes the area between the lateral property lines thereof;

“Inoperative Vehicle” means any Vehicle that is, dismantled, broken or incomplete, decayed or dilapidated by the reason of missing or damaged part(s), tire(s), engine, drive train or body components or window(s) or, the removal or damage of other parts or equipment necessary for the Vehicle’s operation or, being in an unsightly state of disrepair, or being wrecked and incapable of use as a means of lawful transportation;

"Intersection" means the area embraced within the prolongation or connection of the lateral Curb lines or, if none, then of the lateral boundary lines of two or more Highways that join one another at an angle, whether or not one Highway crosses the other;

“Motor Assisted Bicycle” includes a motor-assisted bicycle or any other motor-assisted transportation device that weighs not more than 55 kilograms and that does not have sufficient power to enable the transportation device to attain a speed greater than 50 kilometres per hour on level ground within a distance of 2 kilometres from a standing start, but does not include a wheelchair;

"Motor Vehicle" includes an automobile, motorcycle, motor-assisted bicycle and any other vehicle propelled or driven other than by muscular power, but does not include a street car or other motor vehicle running only upon rails, a motorized snow vehicle, a traction engine, a farm tractor, power-assisted bikes, a self-propelled implement of husbandry or a road-building machine;

“Municipal Facility Parking Lot” means an off-street parking lot or parking facility, owned by the Town that is accessory to the principal use of the facility or municipal feature it serves.

“Municipal Law Enforcement Officer” means a by-law enforcement officer appointed by Council;

"Park" or "Parking", when prohibited, means the Standing of a Vehicle, whether occupied or not, except when Standing temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers;

"Police Officer" means a current member of the Town of St. Marys police services contractor or a person authorized by the police services contractor thereof;

"Private Roadway" means a Roadway other than municipal or government property, and includes privately owned roads, driveways and laneways;

"Public Parking Lot" means an off-street parking lot or other parking facility, owned by the municipality and bearing Authorized Signage identifying as such, to which the public has access whether on payment of a fee or otherwise;

"Roadway" means the part of the Highway that is improved, designed or ordinarily used for vehicular Traffic, but does not include the Shoulder, and, where a Highway includes two or more separate Roadways, the term "Roadway" refers to any one Roadway separately and not to all of the Roadways collectively;

"Shoulder" means that portion of a Highway lying adjacent to the Roadway that is improved with granular or paved surface and is not intended for the passage of Motor Vehicles;

"Sidewalk" means any municipal walkway, or that portion of a Road between the curb line or the lateral line of a Roadway and the adjacent property line, primarily intended for the use of pedestrians;

"Stand" or "Standing" means the halting of a Motor Vehicle, whether occupied or not, except for the purpose of and while actually engaged in receiving or discharging passengers;

"Stop" or "Stopping" when prohibited, means the halting of a Motor Vehicle, even momentarily, whether occupied or not, except when necessary to avoid conflict with other Traffic or in compliance with the directions of a Police Officer or of a Traffic Control Device;

"Town" means The Corporation of the Town of St. Marys;

"Traffic Control Device" means any sign or other device erected or placed for the purpose of guiding, directing or regulating Traffic;

"Traffic" includes pedestrians, ridden or herded animals, Vehicles and other conveyances either singly or together while using any Highway for the purpose of travel;

"Vehicle" includes a Motor Vehicle, trailer, traction engine, farm tractor, road-building machine, bicycle and any vehicle drawn, propelled or driven by any kind of power, including muscular power, but does not include a motorized snow vehicle or a street car.

For the purpose of this By-law, where no definition is made herein and a definition is required, the applicable definition shall be as set forth in the *Highway Traffic Act*, R.S.O. 1990, Chapter H.8 as amended.

2.0. TRAFFIC

2.1. Traffic Control Devices

- (1) Traffic Control Devices for the purpose of guiding, directing or regulating Traffic shall be erected as authorized by Council.
- (2) Pavement markings for the purpose of guiding, directing or regulating Traffic and the Parking of Motor Vehicles shall be marked as authorized by the Director.
- (3) No person shall display any unauthorized device, sign or marking upon any Highway attempting or purporting to regulate, warn or guide Traffic or the Parking of Vehicles on a Highway.
- (4) Any unauthorized sign, signal marking or device so erected shall be removed by the Director, Police Officer or Municipal Law Enforcement Officer.
- (5) No unauthorized person shall remove a sign, signal marking or device.
- (6) No unauthorized person shall give any signal or direction attempting or purporting to direct Traffic unless in an emergency to direct Traffic around the scene of an accident or obstacle.
- (7) Stop signs are authorized and shall be installed at the Intersections set out in Schedule 1 hereto.
- (8) Yield signs are authorized and shall be installed at the Intersections set out in Schedule 2 hereto.
- (9) Electronic Traffic Control Devices, comprising red, amber and green lights, are authorized and shall be installed at the Intersections or area as set out in Schedule 3 hereto.

2.2. Use of Sidewalk

- (1) No person shall use any Sidewalk for any purpose other than pedestrian Traffic, except as specifically permitted in this or any other by-law.
- (2) A person may use the Sidewalk for the purpose of walking a bicycle or Motor Assisted Bicycle.
- (3) Within the downtown area, identified on Schedule 11, no person shall ride a bicycle on a Sidewalk.

- (4) Persons under the age of 14 are permitted to ride a bicycle or Motor Assisted Bicycle upon a Sidewalk, with the exception of the area within the area identified on Schedule 11.
- (5) No person shall at any time use or operate skateboards, roller skates, in-line skates or other similar devices on municipal Sidewalks in the area identified on Schedule 11.

2.3. Prohibited Turn

- (1) Streets where turns are prohibited are set out in Schedule 4 hereto.
- (2) No person shall make a prohibited turn when a prohibited turn sign is on display.

2.4. No Stopping

- (1) No Stopping areas are set out in Schedule 5 hereto.
- (2) No person shall Stop a Vehicle in an area that has been designated as a No Stopping area when a sign is on display except for mobility assisted transport services and the delivery of goods to local addresses.

2.5. Obstructing Traffic

- (1) No person shall obstruct a Highway with a Motor Vehicle which becomes stalled or for any reason cannot be moved by its ordinary motive power.
- (2) Any Vehicle stopped on any Highway shall be moved away by the owner or operator thereof at the direction of a Police Officer or Municipal Law Enforcement Officer when Traffic congestion, proximity to a fire or any other condition renders the removal of such Vehicle expedient.

2.6. One-Way Streets

- (1) Streets that are designated as one-way streets are set out in Schedule 6 hereto.

2.7. Operation of Vehicles

- (1) No person shall drive a Vehicle, except an emergency Vehicle or a Vehicle authorized by the Director or by a Police Officer, on any Highway that is roped, barricaded or marked by an Authorized Sign prohibiting its use.
- (2) No person shall drive or operate a Vehicle or equipment of any nature or kind in such a manner as to track mud or debris upon a Highway.
- (3) Any person who tracks mud or debris upon a Highway contrary to subsection 2.7(2) of this By-law, in addition to any other penalty, shall be liable to the Town for costs of clean up or removal of the mud or debris.

- (4) No person shall, while driving a Vehicle, allow such Vehicle to be reversed or backed before it is first ascertained by observation that such movement can be safely made.
- (5) No person shall while driving a Vehicle allow such Vehicle to be reversed or backed before there is given an unmistakable warning signal to Pedestrians and approaching Vehicles of such movement.
- (6) No person operating a Vehicle shall drive on any Highway in the Town other than in a single file formation in one direction.
- (7) No person while driving a Vehicle shall turn such a Vehicle so as to proceed in the opposite direction in the areas set out in Schedule 4 hereto.

2.8. Motorized Snow Vehicle

- (1) The Town authorizes the use of Motorized Snow Vehicles on its Highways.
- (2) Further to Section 2.8(1), no person shall operate a Motorized Snow Vehicle:
 - a) on the Sidewalks or Boulevards;
 - b) after 10:00pm and before 7:00am;
 - c) within the boundaries of the St. Marys Cemetery;
 - d) on the Town's parklands, trail network, or within naturalized areas; or
 - e) In a manner that contravenes the Motorized Snow Vehicles Act.

2.9. Off Road Vehicles

- (1) The Town authorizes the use of Off-Road Vehicles on its Highways.
- (2) Further to Section 2.9(1), no person shall operate an Off-Road Vehicle:
 - a) on the Sidewalks or Boulevards;
 - b) After 10:00 pm and before 7:00am;
 - c) Within the boundaries of the St. Marys Cemetery;
 - d) On the Town's parklands, trail network, or within naturalized areas; or
 - e) In a manner that contravenes the *Off-Road Vehicles Act*.

2.10. Speed Limits

- (1) The maximum speed limit on a municipal Highway is 50 kilometres per hour unless otherwise posted.

- (2) Reduced speed limits are set out in Schedule 7 hereto.
- (3) Reduced speed limits within a school zone are set out in Schedule 7 hereto.
- (4) No person shall operate a Vehicle in excess of the posted speed limit.

2.11. Community Safety Zones

- (1) Community Safety Zones as designated by the *Highway Traffic Act* are set out in Schedule 8 hereto.

2.12. Heavy Vehicles

- (1) No person shall operate a Heavy Vehicle on any Highway except on the Highways or parts of Highways described in Schedule 9.
- (2) Notwithstanding subsection 2.12(1), a Heavy Vehicle may be driven to make a delivery to, or collection from a premise or premises that cannot be reached by any route other than the Highway where Heavy Vehicles are prohibited within this By-law, provided that when making such a delivery or collection the same Highway is travelled only as far as is unavoidable in getting to and from such premise or premises.
- (3) No person shall operate a Heavy Vehicle on the Highways during specific time periods as set out in Schedule 9 under the heading "Time Limitations".

2.13. Temporary Highway Closing

- (1) No person shall block or close off a Highway without first:
 - a) Submitting a Road Closure Application to the Town at least 30 days in advance; and,
 - b) Receiving written consent from the Town.

2.14. Oversize or Overweight Load Permits

- (1) The Director is hereby authorized to grant or refuse permits for the moving of Heavy Vehicles, loads, objects or structures in excess of the otherwise lawful limits, pursuant of the *Highway Traffic Act*.
- (2) No Vehicle shall be operated on a Highway that exceeds the prescribed size and weight limits of the Highway Traffic Act, as amended without a valid permit.

2.15. Reduced Load Limit

- (1) No person shall operate a Vehicle over the bridge known as Water Street Bridge at Trout Creek on Water Street North where:

- a) In the case of a single Vehicle the Gross Weight exceeds five (5) tonnes, and
- b) In the case of a combination of two or more Vehicles the Gross Weight exceeds five (5) tonnes

3.0. PARKING

3.1. Parking Regulations and Restrictions

- (1) All Parking in the Town on a Highway, shall be parallel Parking.
- (2) No person shall Park a Vehicle on any Highway except upon the right-hand side of the Roadway, having regard for the direction in which the Vehicle is required to proceed, and when Parked on a Highway, the right front and rear wheels or runners of the Vehicle shall be parallel to and distant not more than 0.3 metres from the right-hand edge of the Highway adjacent to which such Vehicle is Parked.
- (3) No person shall Park a Vehicle in any of the following places during the specified times:
 - a) at any time in such a manner so that any part of the Vehicle is situated upon or over a Sidewalk;
 - b) at any time between a Sidewalk and the adjacent Roadway where the shortest distance between the Sidewalk and the Roadway is less than 5.5 metres;
 - c) on any Boulevard at any time;
 - d) on a Roadway or Shoulder in front of a public or private driveway access or lane at any time;
 - e) within an Intersection at any time;
 - f) on a Crosswalk at any time;
 - g) within six (6) metres of the nearest Crosswalk at an Intersection at any time, except within the area identified on Schedule 11;
 - h) within three (3) metres of a point on the Curb or edge of the Roadway adjacent to any fire hydrant except within the areas identified in Schedule 11;
 - i) within ten (10) metres of any Intersection at any time, except within the area identified on Schedule 11;
 - j) within nine (9) metres of any bridge or curve at any time, except within the area identified on Schedule 11;

- k) within sixteen (16) metres of an overpass at any time;
 - l) within four (4) metres of railway tracks at any time;
 - m) on a Highway in a manner which obstructs Traffic at any time;
 - n) in a position which will prevent the convenient removal of any other Vehicle previously parked at any time;
 - o) on a Highway between 2:00am and 6:00am from November 1 until April 30;
 - p) on a Highway for a duration longer than 72 hours from May 1 until October 31;
 - q) in a Municipal Facility Parking Lot between the hours of 2:00am and 5:00am as identified on Schedule 18;
 - r) on a Highway when a trailer is attached to a Motor Vehicle between 9:00 pm and 6:00 am;
 - s) for the purpose of repairs, oiling and greasing;
 - t) for the purpose of advertising, or pricing for sale; or
 - u) except within the limits defined by pavement markings where pavement markings exist.
- (4) No person shall operate or Park any Vehicle upon any land owned by the Town which includes but is not limited to: playgrounds, trails, Boulevard, recreation or public park, or any utility right-of-way, except on such part thereof as the Town may designate by a sign or signs for vehicular use or Parking, or by exemption through the Town.
- (5) No person shall park an inoperative Vehicle on Town Highways.
- (6) No person shall occupy any Vehicle or holiday trailer as a dwelling or sleeping place at any time while it is Parked on a Highway, Public Parking Lot, or Municipal Facility Parking Lot.

3.2. Parking Restrictions on Specified Highways

- (1) No Parking areas are set out in Schedule 10 hereto.
- (2) No person shall Park a Vehicle on any of the Highways or portions designated no parking areas.
- (3) On-street parking areas with a three (3) hour parking limit are set out in Schedule 11 hereto.

- (4) No person shall Park a Vehicle for longer than three hours in designated areas.
- (5) No person shall Park a Vehicle in the downtown boundaries as identified in Schedule 4 between 2:00am and 6:00am, year round.

3.3. Parking Restrictions for Heavy Vehicles

- (1) No person shall Park a Heavy Vehicle in a Public Parking Lot.
- (2) No person shall Park a Heavy Vehicle in a Municipal Facility Parking Lot other than for the purpose of delivery of goods, unless a Designated Parking Permit has been issued as set out in Section 3.6(2).
- (3) No person shall Park a Heavy Vehicle on a Highway except for the purpose of delivery of goods or construction activities within the areas set out on Schedule 4.

3.4. Accessible Parking Stall

- (1) On-Street Accessible Parking Stalls are set out in Schedule 12 hereto.
- (2) No person shall Park, Stand or Stop a Motor Vehicle in any designated Accessible Parking Stall except a Motor Vehicle,
 - a) that is operated by or carries a person with a disability, and
 - b) that is identified by a current original identifying marker, and
 - c) that is parked entirely within a designated parking stall.
- (3) An identifying marker shall be displayed on,
 - a) an inner surface of the windshield, as close as practicable to the lower left-hand corner and as close as practicable to the left-hand side of the Motor Vehicle, or
 - b) the outer surface of the sun visor on the left-hand side of the Motor Vehicle so as to be visible through the windshield from the exterior of the car when the sun visor is in a lowered position.

3.5. Public Parking Lot

- (1) Public Parking Lots are set out in Schedule 13 hereto.
- (2) No person shall park a Vehicle in a Public Parking Lot between 2:00am and 6:00am unless assigned a valid Designated Parking Permit by the Town.
- (3) No person shall permit a Vehicle to be parked in a Public Parking Lot for more than twelve (12) hours at any time unless assigned a Designated Parking Permit.

- (4) No person shall permit a Heavy Vehicle to be parked in a Public Parking Lot.
- (5) No person shall park a Vehicle in a Public Parking Lot for the purpose of repairs, oiling and greasing.
- (6) No person shall park an Inoperative Vehicle or detached trailer in a Public Parking Lot.
- (7) No person shall park in the area identified in Schedule 17 unless assigned a valid Designated Parking Permit.
- (8) No person shall park a Motor Vehicle in a Designated Parking Stall without a valid Designated Parking Permit and shall not park in a stall unless it has been specifically assigned to that Designated Parking Stall by the Permit.

3.6. Designated Parking Permit

- (1) Designated Parking Permits for the parking of Motor Vehicles in Public Parking Lots are hereby authorized and assigned by the Director of Clerk.
 - a) Long-term Designated Parking Permits shall be for a maximum term of one year, from November 1 until October 31 of the next calendar year. A renewal Designated Parking Permit may be applied for from the Town in advance of the expiry of the permit.
 - b) Short-term Designated Parking Permits shall be for a maximum term of seven (7) days.
- (2) At the discretion of the Director or Clerk a Designated Parking Permit for a Heavy Vehicle may be issued for a Municipal Facility Parking Lot.
 - a) Long-term Designated Parking Permits shall be for a maximum term of one year, from November 1 until October 31 of the next calendar year. A renewal Designated Parking Permit may be applied for from the Town in advance of the expiry of the permit.
 - b) Short-term Designated Parking Permits shall be for a maximum term of seven (7) days.
- (3) The allocation of the Designated Parking Permit shall be based on need and capacity.
- (4) No person shall use the Designated Parking Permit for any location other than the location approved by the Town and listed on the permit, unless otherwise directed by the Town.
- (5) The Director or Clerk may request that the Designated Parking Permit holder move their Motor Vehicle at any time.

- (6) The Town may revoke any permit issued at any time.

3.7. Fire Routes

- (1) The Town may require a Private Roadway to be established as a Fire Route.
- (2) Where a Fire Route has been designated under this by-law, the Town may issue an order requiring the property owner;
 - a) to establish the Fire Route in accordance with the provisions of this by-law; and
 - b) erect and maintain an Authorized Sign at locations on the Fire Route.
- (3) Where a property owner fails to erect or to maintain an Authorized Sign under this by-law, the Fire Chief or designate may enter on the property owner's land and may erect an Authorized Sign at the expense of the property owner and the costs incurred as a result thereof may be added to the tax roll and collected by the Town in the same manner as municipal taxes.
- (4) Where a Fire Route has been designated, constructed and signed in accordance with this by-law, if the Fire Chief deems it to be in the interest of the life safety requirements under the *Fire Code*, the Fire Chief may issue an order for any change to the designated Fire Route deemed necessary and the property owner shall carry out whatever construction or changes to an unauthorized sign as may be necessary.
- (5) No person shall Park or Stand a vehicle along, in, or over, any properly signed Fire Route designated in Schedule 14.
- (6) No person shall move, remove or interfere with a Fire Route sign along a Fire Route or obstruct a view of the Fire Route sign along a Fire Route.
- (7) No person shall erect or maintain along a Fire Route any sign which may conflict or be confused with a Fire Route sign.
- (8) No person shall erect or maintain a facsimile of a Fire Route sign along any Private Roadway, whether a Fire Route or not.

3.8. Parking During Emergencies and Special Events

- (1) Notwithstanding any other provisions of this by-law to the contrary, in case of fire, a parade, an assembly of persons, a congestion of traffic, a construction project or an emergency, parking may be restricted or prohibited by the Director or Police Officer, and no person shall Park a Vehicle in contravention of such restrictions and prohibition.

- (2) For the purposes of this section, “emergency” includes a snow fall or other act of God which hinders, restricts or prohibits movement of Vehicles or pedestrians on a Highway.

3.9. Loading and Unloading

- (1) Loading Zone areas are set out in Schedule 15 hereto.
- (2) No person shall Stop or Stand a Vehicle in an area designated as a No Loading Zone.
- (3) No person shall Park a Vehicle in an area designated as a Loading Zone.

3.10. School Bus Loading Zones

- (1) School bus loading zone areas are set out in Schedule 16 hereto.
- (2) No person shall Park a school bus or a school vehicle or any part of a school bus or a school vehicle except entirely in a School Bus Loading Zone that has been established in this by-law.
- (3) No person shall Park a Vehicle other than a school bus in a School Bus Loading Zone.

3.11. Emergency Vehicles

- (1) Nothing in this By-law prohibits Municipal Law Enforcement, emergency services or municipal vehicles from being parked on the Highway.

3.12. Recreation Vehicles

- (1) No person shall Park a recreation vehicle, motorhome, or camping trailer as a dwelling or sleeping place at any time in a Municipal Facility Parking Lot, Public Parking Lot or municipal park.

4.0. BOULEVARD MAINTENANCE

4.1. Property Owner Prohibitions

- (1) No person shall permit any garbage, debris or discarded materials to accumulate on the Boulevard.
- (2) No person shall place any encroachment within 45 centimeters of the edge of the Sidewalk, such as sporting equipment, rocks, gravel, landscape features, ties, rails, asphalt, bricks, concrete structures or figurines.

4.2. Property Owner Obligations

- (1) In regards to the Boulevard immediately fronting an owner’s property:

- a) No property owner shall permit grass on the Boulevard to grow more than 10 centimeters within 45 centimeters adjacent to Sidewalk edge;
 - b) No property owner shall permit brush or noxious weeds to grow within the boulevard:
 - c) Prune and trim hedges, trees and shrubs in the Boulevard, except for those planted by the Town, as part of a development requirement, so that a minimum vertical clearance of 3.0 metres above the sidewalk and 4.5 metres above the Roadway, is maintained and there is no encroachment on:
 - i. A Sidewalk; or
 - ii. A Roadway, where there is no Sidewalk
 - d) Ensure that sight lines to Intersections, driveways, Sidewalk, walkways, travel lanes, and visibility to all traffic control devices is not restricted by modifications to the Boulevard which the property owner may undertake;
 - e) Maintain any shrubbery, landscaping, and flower beds on the Boulevard below a maximum permitted height of 0.5 metres from the Boulevard level; and maintain a 2 meter clearance for shrubbery, hedges and trees from any fire hydrant or fire hydrant valve;
 - f) A property owner may add flower beds, plant shrubbery, and ground cover in a Boulevard provided such additions match existing grade of Sidewalk edge with no more than 2 centimetres deviation of surface continuity and comply with the requirements above.
- (2) The obligation to maintain the Boulevard as specified in Section 4.2(1) does not apply where in the opinion of the Director the property owner is unable to directly access the Boulevard due to steep grades, walls, fences or other obstructions.

4.3. Authority of the Director of Public Works

- (1) The Director may require an owner of real property to:
- a) Remove any flower beds, plant shrubbery, and landscaping located in a Boulevard in accordance with section 4.1(1), to facilitate work that the Town will have to undertake in the vicinity;
 - b) Remove any addition to the Boulevard undertaken by the property;
 - c) Remove or trim any trees, shrubs, hedges or bushes growing or standing on property adjacent to a Highway, where in their opinion:
 - i. The safety or convenience of the public so requires;

- ii. Where any such trees, shrubs, hedges or bushes become encroaching to the Roadway or Sidewalk.
- d) The Town has the authority to assume ownership of any tree, hedge or shrubbery in a Boulevard for the purpose of being the sole maintainer of such tree, hedge or shrubbery.

4.4. Restoration of Boulevard After Construction

- (1) Upon completion of any work by the Town, which required the removal of any flower beds, plant shrubbery and landscaping, the property owner may replace such vegetation with the permission of the Director.

4.5. Order to Discontinue Activity

- (1) If the Director determines that this Boulevard Maintenance portion of the by-law has been contravened, the Director may issue an Order to Discontinue Activity requiring the person contravening the by-law to immediately discontinue the contravention.
- (2) No person shall contravene an Order to Discontinue Activity.

5.0. CONFLICT WITH HIGHWAY TRAFFIC ACT

- (1) In the event of a conflict between the provisions of this by-law and the *Highway Traffic Act*, the provisions of the *Highway Traffic Act* prevail.

6.0. VALIDITY

- (1) If a court of competent jurisdiction declares any subsection, section or part of this By-law invalid, it is the intention of Council that the remainder of the By-law shall continue to be in force.

7.0. SCHEDULES

- (1) The following schedules shall constitute and form part of this by-law:
 - Schedule 1 – Stop Sign
 - Schedule 2 – Yield Sign
 - Schedule 3 – Electronic Traffic Control Devices
 - Schedule 4 – Downtown Boundaries & Prohibited U-Turn Areas and Prohibited Heavy Vehicle Parking Areas
 - Schedule 5 – No Stopping
 - Schedule 6 – One-Way Traffic
 - Schedule 7 – Reduced Speed Limit
 - Schedule 8 –Community Safety Zone

Schedule 9 – Heavy Vehicle Route
Schedule 10 – No Parking
Schedule 11 – Use of Sidewalk, Intersection and Three Hour Parking
Schedule 12 – On-Street Accessible Parking
Schedule 13 – Public Parking Lot
Schedule 14 – Fire Route
Schedule 15 – Loading Zone
Schedule 16 – School Bus Loading Zone
Schedule 17 – Designated Permit Only Parking Lots
Schedule 18 – Municipal Facility Parking Lots
Schedule A – Part I Short Form Wording
Schedule B – Part II Short Form Wording

8.0. ENFORCEMENT

- (1) This by-law may be enforced by a Police Officer or a Municipal Law Enforcement Officer appointed by Council.

9.0. PENALTIES

9.1. General

- (1) Except where otherwise expressly provided by this by-law or the *Highway Traffic Act*, every person who contravenes any provision of this by-law is guilty of an offence and upon conviction is liable to a fine as provided for by the *Provincial Offences Act*, R.S.O. 1990, Chapter P.33, as amended.
- (2) Despite subsection (1), any person who contravenes section 3.4(2) of this by-law is guilty of an offence and on conviction is liable to a fine of not less than \$300.00.

9.2. Illegally Parked Vehicles

- (1) Where a Vehicle has been stopped or left Standing in contravention, the owner of the Vehicle, notwithstanding that he was not the driver of the Vehicle at the time of the contravention of the by-law, is guilty of an offence and is liable to the fine prescribed for the offence unless, at the time of the offence, the Vehicle was in the possession of some person other than the owner without the owner's consent.
- (2) No person shall permit a vehicle to be parked or left on Corporation-owned or occupied land without the authorization of the Corporation.

- (3) A Vehicle parked or left contrary to this By-law may be removed or impounded at the Vehicle Owner's expense. The costs and charges incurred for removing, taking away and storing a Vehicle pursuant to the provisions in this By-law, shall be a lien against the Vehicle, which shall be enforced in the manner prescribed by the *Repair and Storage Liens Act*, R.S.O. 1990, c. R.25, as amended.
- (4) Notwithstanding all other provisions of this by-law, in respect of penalties for violations of the Parking and Stopping provisions of this by-law, any person may, upon presentation of a Parking infraction notice issued by a Police Officer or Municipal Law Enforcement Officer alleging the commission of any of the offences under this by-law, pay out of Court within seven (7) calendar days from the date of said notice and penalty set out opposite such offence. Upon such payment no further proceedings shall be taken under this by-law in respect to the said alleged offence.

10.0. SHORT TITLE

This By-law may be referred to as the "Traffic, Parking and Boulevard Maintenance By-law".

11.0. REPEALED

By-law No. 58 Of 2018 and all amendments thereto, including 59 of 2019 and 105 of 2021, are hereby repealed on the day which this By-law comes into force and effect.

12.0. ENACTMENT

Section 2.11, Community Safety Zones, and Schedule 3, of this By-law, shall be deemed to come into force and take effect upon the final passing thereof.

All other sections and schedules of this By-law shall be deemed to come into force and take effect on August 1, 2023.

Read a first, second and third time and finally passed this 9th day of May 2023.

Al Stratthdee, Mayor

Jenna McCartney, Clerk

Schedule 1

STOP SIGN

INTERSECTION

FACING TRAFFIC

Ardmore Ave & Wilson Crt.

Southbound on Wilson Crt.

Brock St & Elgin St E

Northbound on Brock

Brock St. & Elgin St. E

Southbound on Brock

Brock St. & Elizabeth St.

Northbound & Southbound on Brock St.

Brock St. & Jones St. E

Northbound & Southbound on Brock St.

Brock St. & Rogers Ave.

Southbound on Brock St.

Cain St. & Elgin St. E

Eastbound & westbound on Elgin St. E

Cain St. & Jones St. E

Eastbound on Jones St. E

Carrall St. & Elgin St. W

Northbound and Southbound on Carrall St

Charles St. & Elgin St. E

Northbound and Southbound on Charles St.

Charles St. & Jones St. E

Northbound and Southbound on Charles St

Church St. S & Elgin St. E

Westbound on Elgin St. E

Church St. S & Elizabeth St.

Westbound on Elizabeth St.

Church St. S & Jones St. E

Westbound on Jones St. E

Church St. S & Park St.

Northbound & southbound on Church St. S

Church St. N & Station St.

Eastbound & westbound on Station St.

Church St. S & Victoria St.

Westbound on Victoria St.

Church St. N & Widder St. E

Eastbound & westbound on Widder St. E

George St. & Park St.

Northbound on George St.

Glass St. & Edison St.

Northbound on Edison St.

Glass St. & Samuel St.

Northbound on Samuel St.

Glass St. & Emily St.

Northbound on Emily St.

Guest Crt.

Southbound on Glass St.

Guest Court & Glass St.

Southbound on Guest Court

Huron St. S & Elgin St. E

Eastbound and westbound on Elgin St. E

Huron St. S & Jones St. E

Eastbound & westbound on Jones St. E

Huron St. S & Maxwell St.

Southbound on Huron St. S

Huron St. S & Rogers Ave.

Eastbound & westbound on Rogers Ave

Ingersoll St. & Widder St. W

Westbound on Widder St. W

INTERSECTION

James St. S & both exits Pyramid
Recreation Centre
James St. S 230 metres southerly
James St. S & Edison St.
James St. S & Egan Ave.
James St. S & Enterprise Dr.
James St. S & Given Rd.
James St. N & Glass St.
James St. S & Jones St. E
James St. S & Maxwell St.
James St. S & Meadowridge Dr.
James St. S & South Service Rd.
James St. S & Southvale Rd.
James St. N & Trailside Crt.
James St. S & Victoria St.
James St. N & Widder St. E
King St. and Egan Ave.
King St. and Elgin St. E
King St. & Elizabeth St.
King St. & Jones St. E
King St. & Station St.
King St. & Widder St. E

Lindsay Atkinson Drive & Little Falls
Public School
Lindsay Atkinson Dr. & Maxwell St.
Maiden Lane & Ingersoll St.
Maiden Lane & Ontario St. N
Maiden Lane & Robinson St.
Maiden Lane & Salina St. N
Maiden Lane & William St.
Maxwell St. & Dunsford Cres.

FACING TRAFFIC

Westbound on both exits to James St. S
Eastbound from Skate Park
Westbound on Edison St.
Eastbound on Egan Ave.
Eastbound on Enterprise Dr.
Westbound on Given Rd.
Westbound on Glass St.
Eastbound on Jones St. E
Westbound on Maxwell St.
Westbound on Meadowridge Dr.
Eastbound on South Service Rd.
Westbound on Southvale Rd.
Westbound on Trailside Crt.
Eastbound on Victoria St.
Eastbound & westbound on Widder St. E
Northbound on King St.
Eastbound & westbound on Elgin St. E
Northbound & southbound on King St.
Eastbound & westbound on Jones St. E
Southbound on King St.
Eastbound & westbound on Widder St.
Northbound & Southbound on Lindsay
Atkinson Dr. 150 metres southerly of Maxwell
St.
Northbound on Lindsay Atkinson Dr.
Westbound on Maiden Lane
Eastbound & westbound on Maiden Lane
Eastbound on Maiden Lane
Eastbound & westbound on Maiden Lane
Eastbound & westbound on Maiden Lane
Southbound at both exits

INTERSECTION

Meighen Crt. & Dunsford Cres.
Millson Cres. (both legs) & Glass St
Ontario St. S & Elgin St. W
Ontario St. S & Jones St. W
Ontario St. & Westover St.
Park Lane & Ontario St. S
Park Lane & Thomas St.
Peel St. N & Egan Ave
Peel St. S & Elgin St. E
Peel St. S & Jones St. E
Peel St. S & King St.
Peel St. N & Station St.
Peel St. N & Widder St. E
Pelissier & Elgin St. W
Pelissier & Grahlyn Ave
Queen St. W & Ann St.
Queen St. E & Brock St.
Queen St. E & Cain St.
Queen St. W. & Carrall St.
Queen St. E & Charles St.
Queen St. E & Huron St.
Queen St. E & Industrial Rd.
Queen St. W & Ingersoll St.
Queen St. E & James St.
Queen St. E & King St.
Queen St. W & Ontario St.
Queen St. E & Peel St.
Queen St. W & Pelissier St.
Queen St. W & Robinson St.
Queen St. E & St. Andrew St.
Queen St. E & St. George St.
Queen St. E & St. John St.

FACING TRAFFIC

Eastbound on Meighen Crt.
Southbound on Millson Cres.
Eastbound on Elgin St. W
Northbound & southbound on Ontario St. S
Northbound & southbound on Ontario St. S
Westbound on Park Lane
Eastbound on Park Lane
Northbound on Peel St. N
Northbound and Southbound on Peel St. S
Eastbound & westbound on Jones St. E
Southbound on Peel St.
Southbound on Peel St.
Eastbound & westbound on Widder St. E
Southbound on Pelissier
Eastbound on Grahlyn Ave
Southbound on Ann St.
Northbound & southbound on Brock St.
Northbound on Cain St.
Northbound on Carrall St.
Northbound & southbound on Charles St.
Northbound & southbound on Huron St.
Northbound on Industrial Rd.
Southbound on Ingersoll St.
Northbound & southbound on James St.
Northbound & southbound on King St.
Northbound & southbound on Ontario St.
Northbound & southbound on Peel St.
Northbound on Pelissier St.
Southbound on Robinson St.
Northbound & southbound on St. Andrew St.
Southbound on St. George St.
Northbound & southbound on St. John St.

INTERSECTION

Queen St. W & Salina St
Queen St. W & Thames Rd.
Queen St. W & Thomas St.
Queen St. W & Warner St.
Queen St. E & Waterloo St.
Queen St. W & William St.
Ridgewood Cres. & Hawthorn Crt.
Southvale Rd & Meadowridge Dr.
Southvale Rd & Stoneridge Blvd.
Spring St. & Waterloo St.
St. John St. S & Elgin St.
St. John St. S & Elizabeth St.
St. John St. S & Jones St. E
Stoneridge Blvd & Ridgewood Cres
Thames Ave. & Park St.
Thomas St. & Jones St. W
Thomas St. & Park Lane
Thomas St. & Park St.
Thomas St. & Westover St.
Tracy St. & Elizabeth St.
Tracy St. & Park St.
Valleyview Lane & Southvale Rd.
Warner St. & Jones St. W
Water St. S & Elgin St.
Water St. N & Emily St.
Water St. N & Jardine St.
Water St. S & Jones St. E
Water St. S & Park St.
Water St. N & Parkview Dr.
Water St. S & St. Maria St.
Water St. S & Victoria St.
Water St. S & Washington St.

FACING TRAFFIC

Northbound & southbound on Salina St.
Southbound on Thames Rd.
Northbound on Thomas St.
Northbound on Warner St.
Northbound & southbound on Waterloo St.
Southbound on William St.
Southbound on Ridgewood Cres.
Eastbound on Meadowridge Dr.
Northbound on Stoneridge Blvd.
Westbound on Spring St.
Southbound on St. John St. S
Northbound on St. John St. S.
Eastbound & westbound on Jones St
Westbound at both exits
Northbound on Thames Ave.
Eastbound on Jones St. W
Eastbound on Park Lane
Westbound on Park St.
Eastbound on Westover St.
Northbound on Tracy St.
Northbound & southbound on Tracy St.
Southbound on Valleyview Lane
Eastbound & westbound on Jones St.W
Westbound on Elgin St.
Southbound on Water St.
Westbound on Jardine St.
Eastbound & westbound on Jones
Eastbound & westbound on Park St.
Westbound on Parkview Dr.
Eastbound & westbound on St. Maria St.
Eastbound & westbound on Victoria St.
Westbound on Washington St.

INTERSECTION

Water St. N & Widder St. E
 Waterloo St. S & Elizabeth St.
 Waterloo St. S & Jones St. E
 Waterloo St. S & Rogers Ave
 Wellington St. N & Egan Ave.
 Wellington St. S & Elgin St. E
 Wellington St. S & Jones St. E
 Wellington St. S & Park St.
 Wellington St. N & Parkview Dr.
 Wellington St. S & St. Maria St.
 Wellington St. S & Station St.
 Wellington St. N & Widder St. E

FACING TRAFFIC

Westbound on Widder St. E
 Eastbound on Elizabeth St.
 Eastbound & westbound on Jones St E
 Eastbound on Rogers Ave.
 Westbound on Egan Ave.
 Eastbound & westbound on Elgin St. E
 Eastbound & westbound on Jones St. E
 Southbound & northbound on Wellington St. S
 Eastbound on Parkview Dr.
 Northbound & southbound on Wellington St. S
 Westbound on Station St.
 Eastbound & westbound on Widder St.

4- WAY STOP SIGNS**INTERSECTION****FACING TRAFFIC**

- | | | |
|---|--------------------------------------|----------|
| 1 | Elgin St., Warner St. & Willard Crt. | All ways |
| 2 | Elgin St. & Huron St. | All ways |
| 3 | Huron St. & Elizabeth St. | All ways |
| 4 | Peel St. & Elizabeth St. | All ways |
| 5 | Waterloo St. & Elgin St. E | All ways |

3- WAY STOP SIGNS**INTERSECTION****FACING TRAFFIC**

- | | | |
|---|-------------------------|----------|
| 1 | Maxwell St. & Huron St. | All ways |
|---|-------------------------|----------|

Schedule 2

YIELD SIGN

INTERSECTION

Church St. N & Egan Ave.
Church St. S & Jones St. E
Church St. S & St. Maria St.
Elgin St. E & Hillside Crt
Emily St. & Thamesview Cres.
Emily St.
George St. & Victoria St.
Huron St. S & Ethel Crt.
Huron St. S & Margaret Crt.
Huron St. S & Sparling Cres.
Huron St. N & Widder St.
James St. & Timms Lane
King St. & Timms Lane
Lady Crt. at Edison St.
Markham St. & Maiden Lane
Markham St. & Widder St. W
Maxwell St. & Oakwood Crt.
Maxwell St. & White Crt.
Maxwell St. & Trillium Cres.
Meadowridge Dr. & Meadowridge Crt.
Meadowridge Dr & Highland Ct.
Parkhaven Cres & Southvale Rd
Peel St. N & Timms Lane
Salina St. S & Elgin St. W
Salina St. S & Jones St. W
Salina St. N & Widder St. W
St. Andrew St. S & Elgin St. E
St. Andrew St. S & Jones St. E
St. Andrew St. S & Widder St. E

FACING TRAFFIC

Northbound on Church St. N
Eastbound and on Jones St. E
Eastbound & Westbound on St. Maria St.
Southbound & northbound on Hillside Crt.
Southbound at both legs
Southbound at Overpass
Southbound on George St.
Eastbound on Ethel Crt.
Eastbound on Margaret Crt.
Westbound on both exits
Southbound on Huron St. N
Northbound on James St.
Eastbound on Timms Lane
Eastbound on Lady Crt.
Southbound on Markham St.
Northbound on Markham St.
Southbound on Oakwood Crt.
Southbound on White Crt.
Southbound on Trillium Cres.
Southbound on Meadowridge Crt.
Southbound on Highland Ct.
Northbound both legs
Westbound on Timms Lane
Southbound on Salina St. S
Eastbound & westbound on Jones St. W
Northbound on Salina St. N
Southbound on St. Andrew St. S
Southbound & northbound on St. Andrew St. S
Southbound & northbound on St. Andrew St. N

INTERSECTION

St. George St. S & Elgin St. E
St. George St. S & Jones St. E
St. George St. N & Timms Ln.
St. George St. N & Widder St.
St. John St. N & Widder St. E
St. Maria St & Diamondridge Crt.
Southvale Rd & Homefield Crt.
Southvale Rd & Bitchcreek Cres.
Tracy St. & Trafalgar St.
Tracy St. & Victoria St.
Tracy St. & St. Maria St.
Trailside Crt. & Edison St.
Valleyview Ln. & Meadowridge Dr.
Water St. S & Front St.
Waterloo St. S & Rogers Ave.
Wellington St. S & Victoria St.
Widder St. E & Albert St.
William St. & Widder St. W

FACING TRAFFIC

Southbound on St. George St. S
Westbound on Jones St. E
Eastbound on Timms Ln.
Southbound on St. George St. N
Southbound on St. John St. N
Southbound on Diamondridge Crt.
Eastbound on Homefield Crt.
Westbound both legs
Westbound on Trafalgar St.
Eastbound & westbound on Victoria St.
Eastbound on St. Maria St.
Southbound on Edison St.
Northbound on Valleyview Lane
Eastbound on Front St.
Eastbound on Rogers Ave.
Westbound & eastbound on Victoria St.
Northbound off Albert St.
Northbound on William St.

Schedule 3

ELECTRONIC TRAFFIC CONTROL SIGNAL LIGHT

1. Queen St. E & Water St., intersection
2. Queen St. E & Wellington St., intersection
3. Queen St. E & Church St., intersection

ELECTRONIC TRAFFIC WARNING LIGHTS, RE: DANGEROUS AREA

Yellow caution light - Queen St. E - at James St. S, facing east and west

Red flashing light – James St. S – at Queen St. E, facing south

ELECTRONIC PEDESTRIAN SIGNAL CROSS OVERS

1. Queen St. E, just west of St. John St.
2. James St. S, between Elizabeth St. and Victoria St.
3. James St. N, between Egan Ave and Trailside Dr. and Trailside Crt.
4. Water St. S, between Front St. and St. Maria St.

Schedule 4

DOWNTOWN BOUNDARIES & PROHIBITED U-TURN AREAS & PROHIBITED HEAVY VEHICLE PARKING AREAS

	STREET	DESCRIPTION
1	Queen St.	Between James St. and Thomas St.
2	Water St.	Between Parkview Dr. and Elgin St.
3	Wellington St.	Between Parkview Dr. and Elgin St.
4	Church St.	Between Station St. and Elizabeth St.

Schedule 5

NO STOPPING AREA

	STREET	DESCRIPTION
1	Egan Ave.	Southside from Peel Street 65 metres easterly, from 8:00am to 4:00pm, Monday to Friday, inclusive, September to June, School buses excepted.
2	Egan Ave.	Southside between King St. and James St. N
3	Park St.	Both sides from Water St. S to Thomas St.
4	Park St.	Both sides from Church St. S to Peel St. S
5	Lindsay Atkinson Dr.	Northbound and southbound from Maxwell St. to the south end of Lindsay Atkinson Dr.
6	Maxwell St.	North side of Maxwell St. from James St. South to Huron St. from 8:00am to 4:00pm, Monday to Friday, inclusive, September to June.
7	Maxwell St.	Southside of Maxwell St. from 70 m westerly of Lindsay Atkinson Dr. to the eastern entrance to Dunsford Cres. from 8:00 a.m. to 4:00 p.m., Monday to Friday, inclusive, September to June
8	Peel St. N	East side from Egan Ave. to 55 metres south, from 8:00am to 4:00pm, Monday to Friday inclusive, September to June, except school buses.

Schedule 6

ONE-WAY TRAFFIC

1. One-way Traffic only on path commonly known as Veterans Circle (Milt Dunnell Field - "The Flats").
2. One-way Traffic only on Jardine St. – westbound from Wellington St. to Water St.
3. One-way Traffic Southbound only on west side of Stoneridge Blvd. median from Southvale Rd. to a point 190 metres south easterly.
4. One-way Traffic Northbound only on east side of Stoneridge Blvd. median from Southvale Rd. to a point 190 metres south easterly.

Schedule 7

REDUCED SPEED LIMIT

1. All speed limits within the Corporation of the Town of St. Marys shall be 50 km/hr, with the exception of the following:
 - a. Speed limit along Egan Ave from James St. N to Wellington St. N shall be 40 km/hr;
 - b. Speed limit along Maxwell St. from James St. S to Huron St. shall be 40 km/hr;
 - c. Speed limit along Thomas St. from Town Limits to Queen St. W shall be 40 km/hr;
 - d. Speed limit along Wellington St. S from Park St. to Jones St. E shall be 40 km/hr;
 - e. Speed limit along Emily St. from Glass St. to Water St. N shall be 40 km/hr;
 - f. Speed limit within any park or playground including Veterans Circle (Milt Dunnell Field) shall be 20 km/hr.
 - g. Speed limit along James St N, between Egan Ave and Trailside Dr. shall be 40 km/hr.
 - h. Speed limit along Water St S, between Front St. and St. Maria St. shall be 40 km/hr.

School Zones

- a. Speed limit along James St. S at the northerly entrance /exit of the school to 150 metres north, and at the southerly entrance / exit of the school to 150 metres south shall be 40 km/h Monday to Friday, between 8:00am to 4:00pm, from September to June.

Schedule 8

COMMUNITY SAFETY ZONE

1. James St. S from Elgin St. E to southerly entrance to the Pyramid Recreation Centre
2. James St. N from Widder St. E to Trailside Dr. and Trailside Crt.
3. Thomas St. from Town limits to Queen St. West
4. Water St. S from Front St. to St. Maria St.
5. Wellington St. S from Park St. to Jones St. E

Schedule 9

HEAVY VEHICLE ROUTE

No person shall operate a Heavy Vehicle on any Highway within the Municipality, other than:

Carling St.

Church St. N between Queen St. and Station St.

Church St. S between Queen St. & Jones St.

Elizabeth St. between James St. & King St.

Emily St.

Glass St.

Industrial Rd.

James St. N between Station St. & Town Limits

James St. S

King St. S between Elizabeth St. & Park St.

Park St. between King St. & Thomas St.

Parkview Dr.

Queen St.

Samuel St.

South Service Rd.

Station St.

Thames Rd.

Thomas St.

Victoria St. between James St. & C.N. Railway

Water St. North between Emily St. & Parkview Dr.

Water St. South

Wellington St. North between Queen St. & Station St.

Wellington St. South between Park St. & Queen St.

TIME LIMITATIONS

Thomas Street from 44 metres north of the St. Marys Cement conveyor belt to Queen St. We – except during the hours of 6:00pm to 7:00am, seven days a week and every month of the year.

Schedule 10

NO PARKING

STREET	NO PARKING
Ann St.	Westside from Queen St. to 75 metres north.
Church St. N.	Eastside from Widder St. to Egan Ave.
Church St. N.	Eastside from Queen St. to 30 metres northerly to permit police services and approved transit.
Church St. N.	Both sides between Widder St. E. and to a point 3 meters south of the Church St. Bridge
Church St. S.	Westside from Queen St. to Elizabeth St.
Church St. S.	Eastside from Elizabeth St. to Cement Plant Property
Church St. S.	East side from Jones St. to 16.5 metres southerly
Egan Ave.	Northside & Southside, from 8:00 a.m. to 4:00 p.m., Monday to Friday, inclusive, September to June from James St. N. to Wellington St. N.
Elgin St. E.	Southside between Church St. S. and James St. S.
Emily St.	East and Westside for 30 metres each side of the Emily St. Overpass
Emily St.	East & Westside for 40m within Emily St. sewage lift station frontage on Emily St.
Glass St.	Northside Glass St. from 160 metres east of James Street North to Guest Court.
Huron St. S.	Eastside of Huron St. S. from the north curb line of Maxwell St. to 50 metres northward.
Huron St. S.	Westside from Queen St. to Maxwell St. & eastside from Queen St. to Sparling Cres.
Ingersoll St.	Eastside from Queen St. to Maiden Lane
James St. N.	Eastside & Westside from Widder St. to Northly Limits
James St. S.	Eastside & Westside from Queen St. to southerly limits.
Jardine St.	Southside
Jones St. E.	Southside from Wellington St. to Church St.

STREET**NO PARKING**

Jones St. E.	Northside from Peel St. to Wellington St. except for two parking spaces, Wellington St. to Post Office exit.
Jones St. E.	Northside from Water St. to 14 metres west.
Jones St. E.	Northside from St. George St to St. John St South
Jones St. E.	Northside from St. George St to St. John St North
Jones St. W.	Southside from Warner St. to Salina St. S.
King St. S.	Westside from Queen St. to Jones St.
King St. N.	Westside from Queen St. to Timms Lane
Lindsay Atkinson Dr.	Northbound and southbound from Maxwell St. to the south end of Lindsay Atkinson Dr.
Maxwell St.	Northside of Maxwell St. from James St. S. to Southvale Rd.,
Maxwell St.	Southside of Maxwell St. from the west curb line of Huron St. south to the easterly entrance of Dunsford Cres.
Maxwell St.	Southside of Maxwell St. from 70 m westerly of Lindsay Atkinson Dr. to the eastern entrance to Dunsford Cres. from 8:00 a.m. to 4:00 p.m., Monday to Friday, inclusive, September to June
Maiden Lane	North and Southside between Salina St. & Ingersoll St.
Ontario St.	Eastside from Park Lane to Elgin St.
Park Lane	Northside & Southside
Park St.	Southside & Northside from Thomas St. to Elizabeth.
Parkview Dr.	Northside & Southside
Peel St. S.	Westside from Queen St. to Jones St.
Peel St. S.	Eastside from Queen St. to 25m southerly
Peel St. N.	Westside from Queen St. to Timms Lane.
Peel St N.	Eastside from Widder St. to Catholic Church.

STREET**NO PARKING**

Peel St. North	Eastside from Egan Ave. to 55 metres south, from 8:00 a.m. to 4:00 p.m., Monday to Friday, inclusive, September to June.
Queen St.	Northside & Southside from easterly limits to westerly limits. Except as allowed by Designated Parking Stalls and approved transit pick up locations
Queen St. E.	Northside, from east of Tim Hortons entrance/exit to 7m easterly
Robinson St.	Westside from Maiden Lane to Queen St.
Rogers Ave.	North side Huron Street westerly to end at DCVI Parking lot, from 8:00 a.m. to 4:00 p.m., Monday to Friday, inclusive, September to June.
Salina St. N.	Westside from entrance to St. Marys Memorial Hospital to Queen St.
Southvale Rd.	Northside from a point 77 metres east of James St. S. to Trillium Cres.
St. Andrew St. N.	Westside from Queen St. to 45 metres north.
St. George St. S.	Westside between Jones St. E. and Elgin St. E.
St. George St. N.	East & Westside from Timms Ln. to Walking bridge for emergency operating authority access to Well #1
St. John St N.	Westside from Queen St East to Trout Creek
Station St.	North side & Southside from Widder St. to Wellington St.
Thomas St.	Westside from Queen St. to Park St.
Thomas St.	Eastside from Park St. to 30 metres north.
Thomas St.	East & Westside for 180m within Waste Water Treatment Plant frontage on Thomas St.
Timms Lane	Northside and Southside from King St. to Peel St.
Trafalgar St.	Southside of Trafalgar St. between Tracy St. and the GEXR railway lands.
Victoria St.	South side of Victoria St. between George St. and the GEXR railway lands.

STREET

Victoria St

Water St. S.

Water St. N.

Wellington St. N.

Wellington St. N.

Wellington St. S.

Wellington St. S.

Widder St. E.

NO PARKING

East & Westside from GEXR railway lanes to 30m easterly for operating authority access to Water Tower.

East & Westside from Jones St. to southerly limit.

Eastside from Parkview Dr. to 17 metres north

Eastside from Station St. to Egan Ave.

Westside from Parkview Dr. to Station St.

Eastside from Elgin St. to St. Maria St.

Eastside from Jones St. to 12 metres north.

Northside from Peel St. north to Water St. N.
Exemption applies to funeral hearse only.

Schedule 11

ON-STREET THREE-HOUR PARKING

1. Queen St. E. from Peel St. to Water St.
2. Water St. from Water St. Bridge at Trout Creek to Jones St. E.
3. Church St. from Church St. Bridge at Trout Creek to Jones St. E.
4. Jones St. E. from Wellington St. S. to Water St. S.
5. Wellington St. from Wellington St. Bridge at Trout Creek to Elgin St. E.

Schedule 12

ON-STREET ACCESSIBLE PARKING

	STREET	INTERSECTION	SIDE	LOCATION
1	Queen St.	Queen St. & Church St.	North	The fifth parking space from the north-east corner of this intersection
2	Church St.	Church St. & Queen St.	West	The first parking space on the north-west corner of this intersection
3	Wellington St.	Wellington St. & Queen St.	West	The first parking space on the south-west corner of this intersection
4	Water St.	Water St. & Queen St.	East	The third parking space on the south-east corner of this intersection
5	Wellington St.	Wellington St. & Jones St.	East	The first parking space on the north-east corner of this intersection
6	Water St.	Water St. & Queen St.	East	The first parking space on the north-east corner of this intersection

Schedule 13
PUBLIC PARKING LOT



1. Water St. N. and Trout Creek, southwest corner
2. Queen St. E. and Water St. S., southwest corner along Thames River
3. Jones St. E. between Water St. S. and Wellington St. S., south side of Jones St. E.
4. Elgin St. E. between Water St. S. and Wellington St. S., north side of Elgin St. E.

Schedule 14

FIRE ROUTE

1. A part of that part of 267 Queen St. W., being known as St. Marys Memorial Hospital, described as follows:

A driveway having the following characteristics:

- a. Commencing at the most easterly entrance drive from Queen St., measuring 6.09 metres in uniform width, and running northerly 27.1 metres, then easterly for 23.7 metres.

2. A part of that part of 940 Queen St. E., known as Stone Willow Inn, described as follows:

A driveway having the following characteristics:

- a. Commencing at the most northerly entrance from Queen St., measuring 6.09 metres in uniform width, and running southerly 73.3 metres where it splits;
- b. From the point of the split, going east 32.6 metres and 6.09 metres wide ending at the edge of the pavement at the front entrance to the Inn;
- c. Back to the split where it goes east, continuing south 48.2 metres and 6.09 metres wide where it ends at the fenced in area for waste storage.

3. A part of that part of 300 Thomas St., being known as Westover Inn, described as follows:

A driveway having the following characteristics:

- a. Commencing at the most easterly entrance from Thomas St., measuring 4.4 metres in uniform width and running southeast 84 metres where it begins to head in a southerly direction;
- b. From the point where it starts south measuring 4.4 metres in uniform width and running 40 metres to the southeast corner of the Westover Manor;
- c. From the southeast corner of the Manor measuring 4.4 metres in uniform width and running in a southwest direction for 88 metres where it splits and continues on for 33.7 metres;
- d. From the split it continues 88.1 metres and 4.4 metres in uniform width, to completely circle the Inn and stops at the originating northeast corner of the Manor.

4. A part of that part of 20 Southvale Rd., described as follows:

A driveway having the following characteristics:

- a. Commencing from the most westerly entrance from Southvale Rd., measuring 6.4 metres in uniform width and running easterly 133.6 metres to the east exit back onto Southvale Rd.

5. A part of that part of 772 Queen St. E., being known as McKinley Hatchery, described as follows:

A driveway having the following characteristics:

- a. Commencing at the most westerly entrance from Industrial Rd., measuring 6.096 metres in uniform width and running southeast 17 metres to the southwest corner of the building;
 - b. From the southwest corner of the building measuring 6.096 metres in uniform width and running east 39.5 metres to the southeast corner of the building.
6. A part of that part of 505 James St. S., being known as E&E McLaughlin Ltd., described as follows:

A driveway having the following characteristics:

- a. Commencing from the south entrance off James St, measuring 6 metres in uniform width running 146 metres;
 - b. From this point at the east side of the lot measuring 6 metres in uniform width running north 80 metres to the north side of the lot;
 - c. From this point at the north side of the lot measuring 6 metres in uniform width running west 146 metres back to the north exit to James St.
7. A part of that part of 555 Queen St. W., being known as St. Marys Ford Sales Ltd., described as follows:

A driveway having the following characteristics:

- a. Commencing from the east entrance off of Thames Rd., measuring 6 metres in uniform width and running east 68 metres;
 - b. From this point at the west side of the lot measuring 6 metres in uniform width it runs south 70 metres to the edge of Queen St.
8. A part of that part of 515 James St. S., being known as Easy Lift Doors Limited, described as follows:

A driveway having the following characteristics:

- a. Commencing from the north entrance off of James St., measuring 6 metres in uniform width and running east 127.6 metres to the fire hydrant;
 - b. From the originating point off James St., measuring 6 metres in uniform width running eastward 66.8 metres;
 - c. From this point measuring 6 metres in uniform width running south 20.3 metres into the main lot of Easy Lift Doors.
9. A part of that part of 25 South Service Rd., being known as E. & E. McLaughlin Ltd., described as follows:

A driveway having the following characteristics:

- a. Commencing at the west entrance off of South Service Rd. measuring 6.01 metres in width and running southwest 53.5 metres to the northwest corner of the building;
 - b. From this point it runs south, measuring 6.01 metres in width for a distance of 55 metres;

- c. From this point it runs east, measuring 6.01 metres in width for a distance of 240.2 metres;
- d. From this point it runs north, measuring 6.01 metres in width for a distance of 169.7 metres to the east entrance off of South Service Rd.

10. A part of that part of the 317 James St. S., being known as Pyramid Recreation Centre, described as follows:

A driveway having the following characteristics:

- a. Commencing at the most northerly entrance from James St., measuring 7.1 metres in uniform width and running east 61.1 metres where it splits;
- b. From the point of the split, going northeast 51.1 metres and encompassing the whole paved portion of the Roadway for Motor Vehicle use, ending at the west end vehicle entrance to the arena;
- c. Back to the point of the split it runs southeast, measuring 7.1 metres in uniform width for a distance of 68 metres;
- d. From this distance it runs east, measuring 7.1 metres in uniform width for a distance of 59.3 metres;
- e. From this point it runs south, measuring 7.1 metres in uniform width for a distance of 29 metres;
- f. From this point it runs east, measuring 7.1 metres in uniform width for a distance of 60 metres;
- g. From this point it runs north, measuring 7.1 metres in uniform width for a distance of 56.7 metres;
- h. From this point it runs northeast, measuring 7.1 metres in uniform width for a distance of 52.7 metres;
- i. From this point it runs north, measuring 7.1 metres in uniform width for a distance of 99.5 metres where it exits onto Maxwell St.

11. A part of that part of 780 Queen St. E., being known as Choice Properties Ltd., described as follows:

A driveway having the following characteristics:

- a. Commencing at the west entrance; exit off Queen St., measuring 6.9 metres in width and running south 203.8 metres;
- b. From this point it runs east measuring 6.9 metres in width for a distance of 105.8 metres;
- c. From this point it runs north measuring 6.9 metres in width for a distance of 75 metres;
- d. From this point it runs west as well as north, measuring 6.9 metres in width it runs west for a distance of 100 metres where it intersects with the west entrance/exit off Queen St.;

- e. From the originating point in Clause (d) it runs north measuring 6.9 metres in width for a distance of 131.2 metres where it exits onto Queen St. at the eastern entrance/exit.
12. A part of that part of 925 Queen St. E., being known as St. Marys Building Centre Inc., described as follows:
- A driveway having the following characteristics:
- a. Commencing at the east gate on Perth South Rd. 120, measuring 6.0 metres in width and running west 76 metres;
 - b. From this point measuring 6.0 metres in width it runs south for a distance of 85 metres where it exits onto Queen St.
13. A part of that part of 475 Water St. S., being known as Canadian Baseball Hall of Fame and Museum, described as follows:
- A driveway having the following characteristics:
- a. Commencing at the Church St. entrance, measuring 6.0 metres in width and running southwest 48 metres.
14. A part of that part of 201 James St. S., being owned by Adriano's Enterprises Ltd., described as follows:
- A driveway having the following characteristics:
- a. Commencing at the James St. entrance, measuring 6.0 metres in width and running east 28 metres, ending at most eastern point of 201 James St. S.
15. A part of that part of 304 James St. S., being known as Cascades Canada Inc., described as follows:
- A driveway having the following characteristics:
- a. Commencing at the James St. entrance, measuring 6.0 metres in width and running west 38 metres,
 - b. From this point measuring 6.0 metres in width it runs north for a distance of 112 metres, ending at the fire department standpipe near front entrance.
16. A part of that part of 769 Queen St. E., being known as St. Marys Golf and Country Club, described as follows:
- A driveway having the following characteristics:
- a. Commencing at the most easterly entrance from Queen St. E., measuring 6.0 metres in width and running north 7 metres,
 - b. From this point, measuring 6.0 metres it runs west 90 metres, ending at the most westerly point of the building,
 - c. From 7 metres north of Queen St. E., measuring 6.0 metres it runs east 60 metres, ending at the most easterly point of the building.
17. A part of that part of 93 Ann Street, being owned by Jason Martin., described as follows:
- A driveway having the following characteristics:

- a. Commencing at the Ann St. entrance, measuring 6.0 metres in width and running east 47 metres, ending at the most easterly point of the building.

18.A part of that part of 20 Thames St. N., being known as Perth County Ingredients Inc., described as follows:

A driveway having the following characteristics:

- a. Commencing at the Thames St. entrance, measuring 6.0 metres in width and running north 20 metres,
- b. From the Thames St. entrance, measuring 6.0 metres in width and running east 50 metres ending at the fire department standpipe.

19.A part of that part of 485 James St. S., being owned by South Ridge Holdings, described as follows:

A driveway having the following characteristics:

- a. Commencing at the James St. entrance, measuring 6.0 metres in width on the south side of the building, heading east 82 metres, ending at most eastern point of the building.

20.A part of that part of 74 Edison St., being owned by Lang Contracting Company, described as follows:

A driveway having the following characteristics:

- a. Commencing at the Edison St. entrance, measuring 6.0 metres in width and running west 100 metres ending at the James St. entrance.

Schedule 15

LOADING ZONE

	STREET	DESCRIPTION
1	Peel Street South	Eastside, 20 metres from curb at Queen St. E., to 25m southerly

Schedule 16

SCHOOL BUS LOADING ZONE

Egan Ave., Southside from Peel St. 65 metres easterly

Lindsay Atkinson Blvd., East side at 60m south of Maxwell St. for 10m southerly

Schedule 17
DESIGNATED PERMIT ONLY PARKING LOTS



1. Water St. N. for residents of Water St. N by permit only

Schedule 18

MUNICIPAL FACILITY PARKING LOT



1. Water St. N., Milt Dunnell Field “The Flats” north of Veterans Circle

2. Station St. and Peel St. N., southeast corner
3. 172 James St. S., St. Marys Fire Hall
4. 180 James St. S., St. Marys Skatepark
5. 177 Church St. S., St. Marys Museum
6. 217 Tracy St., Cadzow Park
7. St. Maria St., west of Water St. S.
8. 317 James St. S., St. Marys Pyramid Recreation Centre
9. Meadowridge Park, Southvale Road between Meadowridge Drive and Homefield Court
10. 408 James St. S., Municipal Operations Centre
11. Water St. S., across from the Lind Sportsplex north of the tennis courts
12. Water St. S., across from the Lind Sportsplex south of the tennis courts
13. 386 Church St. S., Canadian Baseball Hall of Fame, Rotary Field
14. 386 Church St. S., Canadian Baseball Hall of Fame, Cement Field
15. 5 James St S, St. Marys Train Station

Penalties of Infraction

Part I: Provincial Offences Act

Item	Short Form Wording	Provision creating or defining offence	Set Fine
1	Display unauthorized device, sign or marking upon any Highway	2.1.(3)	\$50.00
2	Unauthorized removal of sign, signal marking or device	2.1.(5)	\$50.00
3	Unauthorized attempt to direct traffic	2.1.(6)	\$50.00
4	Unauthorized use of sidewalk	2.2.(1)	\$50.00
5	Rode bicycle on sidewalk in unauthorized area	2.2.(3)	\$50.00
6	Used skateboard, roller skates or in-line skates in unauthorized area	2.2.(5)	\$50.00
7	Made a prohibited turn	2.3.(2)	\$50.00
8	Obstructed a highway	2.5.(1)	\$50.00
9	Fail to remove vehicle when requested to do so	2.5.(2)	\$50.00
10	Unauthorized use of highway when roped, barricaded or marked	2.7.(1)	\$50.00
11	Tracked mud or debris upon highway	2.7.(2)	\$50.00
13	Unauthorized use of sidewalk or boulevard by a motorized snow vehicle	2.8.(2)a)	\$50.00
14	Drove motorized snow vehicle between 10:00pm and 7:00am	2.8.(2)b)	\$50.00
15	Drove motorized snow vehicle in cemetery	2.8.(2)c)	\$50.00
16	Drove motorized snow vehicle on parkland, trail network or within naturalized areas	2.8.(2)d)	\$50.00
17	Unauthorized use of sidewalk or boulevard by an off-road vehicle	2.9.(2)a)	\$50.00
18	Drove off-road vehicle between 10:00pm and 7:00am	2.9(2)b)	\$50.00

The Corporation of the Town of St. Marys
Schedule A – By-law 51- 2023
Being a By-law to Regulate Traffic and Parking

19	Drove off-road vehicle in cemetery	2.9(2)c)	\$50.00
20	Drove off-road vehicle on parkland, trail network or within naturalized area	2.9(2)d)	\$50.00
21	Operated heavy vehicle on unauthorized highway	2.12.(1)	\$50.00
22	Operated heavy vehicle on highway when prohibited	2.12.(3)	\$50.00
23	Unauthorized blocking or closing of highway without consent	2.13.(1)	\$50.00
24	Operate vehicle in excess of posted load limit	2.15.(1)	\$50.00
25	Occupy vehicle as dwelling or sleeping place on highway or public parking lot	3.1.6	\$50.00
26	Move a fire route sign	3.7.(6)	\$75.00
27	Erect a non-approved fire route sign	3.7.(7)	\$75.00
28	Permit garbage, debris or discarded material to accumulate on the boulevard	4.1.(1)	\$50.00
29	Place an encroachment within 45 cm of edge of sidewalk	4.1.(2)	\$50.00
30	Permit grass to grow more than 10 cm	4.2.(1)(a)	\$50.00
31	Permit brush or noxious weeds	4.2.(1)(b)	\$50.00
32	Contravene an order to discontinue activity	4.5.(2)	\$300.00

NOTE: The penalty provisions for the offences listed above is Section 9.1 of by-law 51-2023, a certified copy of which has been filed.

Penalties of Infraction

Part II: Provincial Offences Act

Item	Short Form	Provision creating or defining offence	Voluntary payment within 7 days	Set Fine
1	Stopped in a no stopping area	2.4.(2)	\$50.00	\$70.00
2	Parked with left wheel to curb	3.1.(2)	\$50.00	\$70.00
3	Parked on a sidewalk	3.1.(3)a)	\$50.00	\$70.00
4	Parked between sidewalk and roadway	3.1.(3)b)	\$50.00	\$70.00
5	Parked on a boulevard	3.1.(3)c)	\$50.00	\$70.00
6	Parked in front of driveway	3.1.(3)d)	\$50.00	\$70.00
7	Parked in an intersection	3.1.(3)e)	\$50.00	\$70.00
8	Parked on a crosswalk	3.1.(3)f)	\$50.00	\$70.00
9	Parked within 6 metres of crosswalk	3.1.(3)g)	\$50.00	\$70.00
10	Parked within 3 metres of fire hydrant	3.1.(3)h)	\$50.00	\$70.00
11	Parked within 10 metres of an intersection	3.1.(3)i)	\$50.00	\$70.00
12	Parked within 9 metres of a bridge or curve	3.1.(3)j)	\$50.00	\$70.00
13	Parked within 16 metres of an overpass	3.1.(3)k)	\$50.00	\$70.00
14	Parked within 4 metres of railway tracks	3.1.(3)l)	\$50.00	\$70.00
15	Park – Obstruct traffic	3.1.(3)m)	N/A	\$300.00
16	Parked in a position preventing convenient removal of any other Vehicle	3.1.(3)n)	\$50.00	\$30.00

The Corporation of the Town of St. Marys
Schedule B – By-law 51-2023
Being a By-law to Regulate Traffic and Parking

17	Parked on highway between 2:00am and 6:00am from November 1 until April 30	3.1.(3)o)	\$50.00	\$70.00
18	Parked on Highway for more than 72hrs from May 1 until October 31	3.1.(3)p)	\$50.00	\$70.00
19	Parked 2:00am to 5:00am in a municipal parking lot	3.1.(3)q)	\$50.00	\$70.00
20	Parked with trailer attached between 9pm and 6am	3.1.(3)r)	\$50.00	\$70.00
21	Parked for the purpose of repairing vehicle on highway	3.1.(3)s)	\$50.00	\$70.00
22	Parked for purpose of advertising for sale	3.1.(3)t)	\$50.00	\$70.00
23	Parked outside of pavement marking limits	3.1.(3)u)	\$50.00	\$70.00
24	Parked on municipal property without authority	3.1.(4)	\$50.00	\$70.00
25	Parked Inoperative Vehicle without authority on highway	3.1.5	\$50.00	\$70.00
26	Parked in a no parking area	3.2.(2)	\$50.00	\$70.00
27	Parked more than 3 hours	3.2.(4)	\$50.00	\$70.00
28	Parked downtown between 2:00am and 6:00am	3.2.(5)	\$50.00	\$70.00
29	Parked in a public parking lot – heavy vehicle	3.3.(1)	\$50.00	\$70.00
30	Parked heavy vehicle in a municipal facility parking lot without permit	3.3.(2)	\$50.00	\$70.00
31	Parked on a highway – heavy vehicle	3.3.(3)	\$50.00	\$70.00
32	Parked in designated accessible parking	3.4.(2)	n/a	\$300.00
33	Stand in a designated accessible parking	3.4.(2)	n/a	\$300.00
34	Stopped in a designated accessible parking	3.4.(2)	n/a	\$300.00
35	Parked in parking lot between 2am and 6am without permit	3.5.(2)	\$50.00	\$70.00
36	Parked in parking lot for more than 12 hours without permit	3.5.(3)	\$50.00	\$70.00
37	Parked in public parking lot - heavy vehicle	3.5.(4)	\$50.00	\$70.00
38	Parked in municipal parking lot for the purposed of repairs, oiling or greasing	3.5.(5)	\$50.00	\$70.00

The Corporation of the Town of St. Marys
Schedule B – By-law 51-2023
Being a By-law to Regulate Traffic and Parking

39	Parked inoperative vehicle or detached trailer in public parking lot	3.5.(6)	\$50.00	\$70.00
40	Parked in municipal lot without valid permit	3.5.(7)	\$50.00	\$70.00
41	Parked without a permit	3.5.(8)	\$50.00	\$70.00
42	Parked in wrong stall with permit	3.6.(4)	\$50.00	\$70.00
43	Parked in a fire route	3.7.(5)	n/a	\$300.00
44	Stand in a fire route	3.7.(5)	n/a	\$300.00
45	Stopped in a no loading zone	3.9.(2)	\$50.00	\$70.00
46	Stand in a no loading zone	3.9.(2)	\$50.00	\$70.00
47	Parked in a loading zone	3.9.(3)	\$50.00	\$70.00
48	Parked in a school bus loading zone	3.10.(3)	\$50.00	\$70.00
49	Parked as a dwelling in a municipal facility parking lot	3.12.(1)	\$50.00	\$70.00
50	Parked as a dwelling in a public parking lot	3.12.(1)	\$50.00	\$70.00
51	Parked as a dwelling in a municipal park	3.12.(1)	\$50.00	\$70.00

NOTE: The general penalty provision for the offences listed above is Section 9.1 of by-law 51-2023, a certified copy of which has been filed.

BY-LAW 52-2023

THE CORPORATION OF THE TOWN OF ST. MARYS

Being a By-law to confirm all actions and proceedings of the Council of the Corporation of the Town of St. Marys at its regular meeting held on May 9, 2023

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 9th day of May 2023 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 9th day of May 2023.

Al Strathdee, Mayor

Jenna McCartney, Clerk