



## **AGENDA**

### **Regular Council Meeting**

March 9, 2021

6:00 pm

Video Conference

Click the following link:

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

**Pages**

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

#### **RECOMMENDATION**

**THAT** the March 9, 2021 regular Council meeting agenda be accepted as presented.

4. **PUBLIC INPUT PERIOD**

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

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

## **5.1. #StrongAsStone Recognition**

### **Recognition of February Nominees**

Missy Little and Gunther

Monica, Dayna and Alice Hinz

Julie Docker - Johnson

The Widder Street Noisemakers (Julie Docker - Johnson, Jo-Anne and Alan Lounds, Dianne and Casey Downing, Brian Boyd, Deb Fletcher, Harold Levy and Tim O'Connor)

Ted Mahoney

Christa Royal

## **6. ACCEPTANCE OF MINUTES**

### **6.1. Strategic Priorities Committee - February 16, 2021**

11

#### **RECOMMENDATION**

**THAT** the February 16, 2021 Strategic Priorities Committee meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

#### **6.1.1. Developer Roundtable**

##### **RECOMMENDATION**

**THAT** staff report back to Council with solutions for the gaps identified during the Developer Round Table with Council.

#### **6.1.2. Business Grant Reconsiderations**

##### **RECOMMENDATION**

**THAT** a further \$4,400 be allocated to the Town business grant program (intake 1), for a total of \$54,400.

### **6.2. Regular Council - February 23, 2021**

16

#### **RECOMMENDATION**

**THAT** the February 23, 2021 Regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

## **7. CORRESPONDENCE**

- 7.1. Township of Perth South re: Working Groups to Better Focus Conservation Authorities 27**

### **RECOMMENDATION**

**THAT** the correspondence from the Township of Perth South regarding working groups to better focus conservation authorities be received.

- 7.2. Minister of Municipal Affairs and Housing re: 2021 COVID-19 Recovery Funding for Municipalities program 31**

### **RECOMMENDATION**

**THAT** the correspondence from the Minister of Municipal Affairs and Housing regarding the 2021 COVID-19 Recovery Funding for Municipalities program be received; and

**THAT** Council authorize the Treasurer to sign and return the correspondence to the applicable ministry.

- 7.3. Minister of Transportation re: Safe Restart Agreement Funding Phase 3 34**

### **RECOMMENDATION**

**THAT** the correspondence from the Minister of Transportation regarding the Safe Restart Agreement Funding Phase 3 be received; and

**THAT** Council authorize the Treasurer to sign and return the correspondence to the applicable ministry.

- 7.4. Fire Marshal re: Fire Training 39**

### **RECOMMENDATION**

**THAT** the correspondence from the Fire Marshal regarding fire training be received.

**7.5. Rob Staffen re: Pyramid Recreation Centre Sports Wall of Fame**

46

**RECOMMENDATION**

**THAT** the correspondence from Rob Staffen regarding the Pyramid Recreation Centre Sports Wall of Fame be received; and

**THAT** Council refer the proposal for a Pyramid Recreation Centre “Wall of Fame” to the Recreation and Leisure Advisory Committee for review and recommendation to Council.

**8. STAFF REPORTS**

**8.1. Administration**

**8.1.1. ADMIN 08-2021 Youth Council Terms of Reference**

56

**RECOMMENDATION**

**THAT** ADMIN 08-2021 Youth Council Terms of Reference report be received; and

**THAT** Council consider By-Law 23-2021 for the establishment of the Youth Council for the Town of St. Marys.

**8.2. Community Services**

**8.2.1. DCS 07-2021 Municipal Register of Non-Designated Heritage Properties Update**

65

**RECOMMENDATION**

**THAT** DCS 07-2021 Municipal Register of Non-Designated Heritage Properties Update be received; and

**THAT** Council direct staff to add the following properties to the Municipal Register of Non-Designated Heritage Properties:

- 524 Elgin Street West
- 99 Water Street North
- 100 Wellington Street North
- 145 Church Street North
- 158 King Street North
- 202 Widder Street East
- 24 Robinson Street
- 140 Emily Street
- 81 Wellington Street North
- 338 Elizabeth Street
- 403 Queen Street East
- 164 Wellington Street South; and

**THAT** Council consider By-law 27-2021, being a by-law to amend 13-2018 that established the list of non-designated properties of cultural heritage value.

**8.3. Corporate Services**

**RECOMMENDATION**

**THAT** COR 15-2021 Business Grants – Phase 2 report be received; and

**THAT** Council confirm the following members of the selection committee for the Business Grant – Phase 2:

Councillor Tony Winter

Andre Morin, Director of Corporate Services

Kelly Deeks-Johnson, Tourism and Economic Development Manager

Amy Cubberley, Cultural Services Supervisor

Councillor \_\_\_\_\_

**8.4. Public Works**

**8.4.1. PW 17-2021 Flower Watering Contract for 2021**

**RECOMMENDATION**

**THAT** PW 17-2021 Flower Watering Contract for 2021 be received; and

**THAT** Council approve a one-year contract extension with St. Marys Landscaping Ltd. to water Town flower beds, urns and hanging baskets for 2021 as per Attachment A; and,

**THAT** Council consider By-law 25-2021 for the contract extension and authorize the Mayor and Clerk to sign the associated agreement.

**9. COUNCILLOR REPORTS**

**9.1. Operational and Board Reports**

**RECOMMENDATION**

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

9.1.1.	<b>Bluewater Recycling Association - Coun. Craigmile</b>	84
	February 18, 2021 Highlights	
9.1.2.	<b>Library Board - Coun. Craigmile, Edney, Mayor Strathdee</b>	94
	February 4, 2021 Minutes	
9.1.3.	<b>Municipal Shared Services Committee - Mayor Strathdee, Coun. Luna</b>	
9.1.4.	<b>Huron Perth Public Health - Coun. Luna</b>	
9.1.5.	<b>Spruce Lodge Board - Coun. Luna, Pridham</b>	97
	January 20, 2021 Minutes	
9.1.6.	<b>Upper Thames River Conservation Authority</b>	100
	January 15, 2021 Minutes	
	January 26, 2021 Minutes	
9.2.	<b>Advisory and Ad-Hoc Committee Reports</b>	
9.2.1.	<b>Accessibility Advisory Committee - Coun. Hainer</b>	
9.2.2.	<b>Business Economic Support and Recovery Task Force - Mayor Strathdee, Coun. Edney</b>	111
	February 10, 2021 Minutes	
9.2.3.	<b>Business Improvement Area - Coun. Winter</b>	114
	February 8, 2021 Minutes	
9.2.4.	<b>CBHFM - Coun. Edney</b>	
9.2.5.	<b>Committee of Adjustment</b>	121
	February 3, 2021 Minutes	
9.2.6.	<b>Community Policing Advisory Committee - Coun. Winter, Mayor Strathdee</b>	125
	February 17, 2021 Minutes	

9.2.7.	Green Committee - Coun. Pridham	
9.2.8.	Heritage Advisory Committee - Coun. Pridham	129
	February 8, 2021 Minutes	
9.2.9.	Huron Perth Healthcare Local Advisory Committee - Coun. Luna	
9.2.10.	Museum Advisory Committee - Coun. Hainer	
9.2.11.	Planning Advisory Committee - Coun. Craigmile, Hainer	
9.2.12.	Recreation and Leisure Advisory Committee - Coun. Pridham	
9.2.13.	Senior Services Advisory Committee - Coun. Winter	
9.2.14.	St. Marys Lincolns Board - Coun. Craigmile	
9.2.15.	St. Marys Cement Community Liaison Committee - Coun. Craigmile, Winter	
9.2.16.	Youth Council - Coun. Edney	133
	February 5, 2021 Minutes	

**10. EMERGENT OR UNFINISHED BUSINESS**

**11. NOTICES OF MOTION**

**12. BY-LAWS**

**RECOMMENDATION**

**THAT** By-Laws 23-2021, 25-2021, 26-2021 and 27-2021 be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.

12.1.	By-Law 23-2021 Amend By-Law 72-2019 Establishing Boards and Committees of Council	136
12.2.	By-Law 25-2021 Agreement with St. Marys Landscaping Ltd.	140



- 12.3. **By-Law 26-2021 Authorize Restrictive Covenant and Option to Purchase for 481 Water Street South** 141

This By-Law is presented to Council as a housekeeping matter in the proposed land sale disposition for 481 Water Street South in an effort to bring the Agreement of Purchase and Sale into its final form.

- 12.4. **By-Law 27-2021 To amend 13-2018 that established the non-designated heritage properties** 158

**13. UPCOMING MEETINGS**

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

March 16, 2021 - 9:00 am, Strategic Priorities Committee

March 23, 2021 - 6:00 pm, Regular Council

**14. CLOSED SESSION**

**RECOMMENDATION**

**THAT** Council move into a session that is closed to the public at \_\_\_\_pm as authorized under the *Municipal Act*, Section 239(2)(a) the security of the property of the municipality or local board, (b) personal matters about an identifiable individual, including municipal or local board employees, and (c) a proposed or pending acquisition or disposition of land by the municipality or local board.

**14.1. Minutes - CLOSED SESSION**

**14.2. Correspondence**

**14.2.1. City of Stratford re: Dispatch Services**

**14.3. ADMIN 09-2021 CONFIDENTIAL Appointment to Committee of Council**

**14.4. ADMIN 10-2021 CONFIDENTIAL Request to Purchase Town Owned Land**

**15. RISE AND REPORT**

**RECOMMENDATION**

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

**15.1. By-Law 24-2021 Appointment to the Youth Council**

168

**RECOMMENDATION**

**THAT** By-Law 24-2021 be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.

**16. CONFIRMATORY BY-LAW**

169

**RECOMMENDATION**

**THAT** By-Law 28-2021, being a by-law to confirm the proceedings of March 9, 2021 regular Council meeting be read a first, second and third time; and be finally passed by Council and signed and sealed by the Mayor and the Clerk.

**17. ADJOURNMENT**

**RECOMMENDATION**

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



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

February 16, 2021  
9:00 am  
Town Hall, Council Chambers

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

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

**Conference Line**  
Grant Brouwer, Director of Building and Development  
André Morin, Director of Finance / Treasurer  
Kelly Deeks – Johnson, Tourism and Economic Development  
Manager

**1. CALL TO ORDER**

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

**2. DECLARATIONS OF PECUNIARY INTEREST**

None.

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

**Resolution 2021-02-16-01**

**Moved By:** Councillor Edney

**Seconded By:** Councillor Craigmile

**THAT** the February 16, 2021 Strategic Priorities Committee agenda be accepted as presented.

**CARRIED**

#### **4. STRATEGIC PRIORITIES REVIEW**

##### **4.1 COR 09-2021 Tourism Website Update**

Kelly Deeks - Johnson presented COR 09-2021 report. Ms. Deeks - Johnson introduced Karen Mayfield of eSolutions.

Ms. Mayfield provided a demonstration of the tourism website to the Committee.

##### **Resolution 2021-02-16-02**

**Moved By:** Councillor Hainer

**Seconded By:** Councillor Luna

**THAT** COR 09-2021 Tourism Website Update report be received.

**CARRIED**

##### **4.2 COR 10-2021 Business Grant Program Options**

André Morin presented COR 10-2021 report.

##### **Resolution 2021-02-16-03**

**Moved By:** Councillor Luna

**Seconded By:** Councillor Hainer

**THAT** COR 10-2021 Business Grant Program Options report be received;  
and

**THAT** the Strategic Priorities Committee provide staff with direction relating to a second round of Business Grant funding at the end of the meeting.

**CARRIED**

##### **4.3 DEV 05-2021 Developer Round Table**

Grant Brouwer presented DEV 05-2021 report and highlighted the areas that staff are proposing further investigation.

##### **Resolution 2021-02-16-04**

**Moved By:** Councillor Pridham

**Seconded By:** Councillor Luna

**THAT** DEV 05-2021 Routh Table with Council Follow Up report be received; and

**THAT** staff report back to Council with solutions for the gaps identified during the Developer Round Table with Council.

**CARRIED**

**4.4 ADMIN 06 2021 Proposed Service Levels for the Return to the Safe Restart Framework**

Brent Kittmer presented ADMIN 06-2021 report.

**Resolution 2021-02-16-05**

**Moved By:** Councillor Winter

**Seconded By:** Councillor Luna

**THAT** ADMIN 06 2021 Proposed Service Levels for the Return to the Safe Restart Framework be received for discussion and direction to staff.

**CARRIED**

**5. NEXT MEETING**

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

Council took a brief break at 11:04 am.

Mayor Strathdee called the meeting back to order at 11:10 am.

**6. CLOSED SESSION**

**Resolution 2021-02-16-06**

**Moved By:** Councillor Winter

**Seconded By:** Councillor Luna

**THAT** Council move into a session that is closed to the public at 11:10 am as authorized under the *Municipal Act*, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees.

**CARRIED**

**6.1 COR 11-2021 CONFIDENTIAL Business Grant Reconsiderations**

**7. RISE AND REPORT**

**Resolution 2021-02-16-07**

**Moved By:** Councillor Luna

**Seconded By:** Councillor Hainer

**THAT** the Strategic Priorities Committee rise from a closed session at 11:58 am.

**CARRIED**

Mayor Strathdee reported that a closed session was held with one matter discussed. The Committee will now consider a resolution related to the matter.

## **7.1 Business Grant Reconsiderations**

Councillor Hainer requested a recorded vote for resolution 2021-02-16-08.

### **Resolution 2021-02-16-08**

**Moved By:** Councillor Edney

**Seconded By:** Councillor Craigmile

**THAT** a further \$4,400 be allocated to the Town business grant program (intake 1), for a total of \$54,400.

Support (4): Mayor Strathdee, Councillor Craigmile, Councillor Edney, and Councillor Winter

Oppose (3): Councillor Luna, Councillor Hainer, and Councillor Pridham

**CARRIED**

Mr. Morin presented the Committee with the options as outlined in staff report COR 10-2021.

In response to the question whether home-based business are eligible for business grant funds, the Committee was of the consensus that home-based business are not eligible.

In response to the question whether a business needs to have been in operation in St. Marys for a period of time prior to the funding opportunity, the Committee was of the consensus that the grant program is for businesses that are currently in operation, and that the grant is not intended to be used to fund business start ups

In response to the question whether successful applicants from the first round of funding be eligible for the second round, the Committee was of the consensus that a business would be eligible if they can demonstrate a clear need for the additional funding.

In response to the question whether specific funding topics be imposed on the second round of funding, the Committee was of the consensus that the criteria should be general and not specific.

Councillor Edney departed the meeting at 12:10 pm.

In response to the question whether consideration should be given to the minimum or maximum number of employees within the applicant's organization, the Committee was of the consensus that there should be no limit. The Committee suggested that criteria should be provided regarding the permitted use of the funding.

Councillor Luna departed the meeting at 12:14 pm.

In response to the question whether not-for-profits and service clubs should be eligible, the Committee was of the consensus that neither should be eligible.

In response to the final question whether franchisees should be eligible to apply for funding, the Committee was of the consensus that they should be eligible with the caveat that additional questions may be asked.

The Committee will discuss at a future meeting the structure of the selection committee.

Mr. Morin suggested the funding budget could be between \$50,000 and \$100,000. Staff will bring back a report at the beginning of March to finalize the funding program.

The Committee would like messaging associated with the second round of funding that first round successful applicants are not disqualified.

## **8. ADJOURNMENT**

**Resolution 2021-02-16-09**

**Moved By:** Councillor Pridham

**Seconded By:** Councillor Craigmile

**THAT** this meeting of the Strategic Priorities Committee adjourns at 12:23 pm.

**CARRIED**

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Al Stratthdee, Mayor

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Jenna McCartney, Clerk



## **MINUTES Regular Council**

February 23, 2021

6:00pm

Town Hall, Council Chambers

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

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

**Conference Line**  
Andy Anderson, Director of Emergency Services / Fire Chief  
Sarah Andrews, Library CEO  
Grant Brouwer, Director of Building and Development  
Stephanie Ische, Director of Community Services  
Jed Kelly, Director of Public Works  
Lisa Lawrence, Director of Human Resources  
André Morin, Director of Corporate Services / Treasurer  
Doug LaPointe, Operations Supervisor

### **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**

Councillor Hainer requested that agenda item 7.1 regarding correspondence from the Township of Baldwin be moved to follow agenda item 8.5.1 so that the Fire Chief may speak to the subject.



**Resolution 2021-02-23-01**

**Moved By** Councillor Edney

**Seconded By** Councillor Hainer

**THAT** the February 23, 2021 regular Council meeting agenda be accepted as amended.

**CARRIED**

**4. PUBLIC INPUT PERIOD**

Spencer Seymour of the St. Marys Independent provided the following question in advance of the meeting.

1. The Federal government recently unveiled a string of new gun control measures, including a promise to back up municipalities that introduced by-laws on the possession, storage, or transportation of firearms. Does the Town have any plans to consider such legislation?

Mayor Strathdee replied that as the legislation is new there has been no plan to bring the subject forward at the current time. Mayor Strathdee noted that the Town has an existing by-law on the books that prohibits the use of firearms in the Town.

Frank Doyle of the St. Marys Independent provided two questions in advance of the meeting.

1. How does this year's budget amount for policing compare to the last year the Town had the OPP?

Brent Kittmer stated that the final cost for policing in 2020 was \$1,060,902 which included the introduction of the park patrol program. In 2021 the budgeted cost of policing is \$1,088,294 including park patrol. In 2017, the final cost for policing with the Ontario Provincial Police was \$1,155,089.

2. What amount for legal fees has been budgeted for LPAT hearings this year?

Mr. Kittmer stated that the Town has not increased the budget for legal fees in 2021 as staff's position is to maintain the budget year to year and to fund any large variances for appeals from reserve. Mr. Kittmer stated staff's expectation for legal fees to be incurred for the LPAT appeal for 151 Water Street South will be between \$75,000 and \$100,000.

Mr. Kittmer stated that staff's expectation for legal fees related to the 665 James Street North LPAT appeal will be between \$40,000 and \$75,000.

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

None.

**6. ACCEPTANCE OF MINUTES**

**6.1 Regular Council - February 9, 2021**

**Resolution 2021-02-23-02**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pridham

**THAT** the February 9, 2021 regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**8. STAFF REPORTS**

**8.1 Administration**

**8.1.1 ADMIN 07-2021 February Monthly Report (Administration)**

Jenna McCartney and Brent Kittmer presented ADMIN 07-2021 report. In addition to the prepared staff report, Mr. Kittmer presented Council with information regarding confirmed user needs for ice and explained the timeline in which staff can have ice ready should Council approve the installation of such.

**Resolution 2021-02-23-03**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Edney

**THAT** Council direct staff to begin the installation of both ice pads at the Pyramid Recreation Centre as soon as possible.

**CARRIED**

**Resolution 2021-02-23-04**

**Moved By** Councillor Luna

**Seconded By** Councillor Pridham

**THAT** ADMIN 07-2021 February Monthly Report (Administration) be received for information.

**CARRIED**

**8.2 Building and Development Services**

**8.2.1 DEV 06-2021 February Monthly Report (Building and Development Services)**

Grant Brouwer presented DEV 06-2021 report.

**Resolution 2021-02-23-05**

**Moved By** Councillor Winter

**Seconded By** Councillor Edney

**THAT** DEV 06-2021 February Monthly Report (Building and Development Services) be received for information.

**CARRIED**

**8.2.2 DEV 07-2021 - Application for Part Lot Control - Lot 10, Registered Plan 44M-70 Meadowridge Subdivision (Phase 2), Town of St. Marys**

Grant Brouwer presented DEV 07-2021 report.

**Resolution 2021-02-23-06**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pridham

**THAT** DEV 07-2021 regarding the Application for Part Lot Control for Lot 10 of the Meadowridge subdivision (Phase 2) be received; and,

**THAT** Council consider By-law 19-2021 affecting Lot 10, Registered Plan No. 44M-70 for a one-year period, ending February 23, 2022.

**CARRIED**

**8.2.3 DEV 08-2021 - Application for Part Lot Control - Lot 20, Registered Plan 44M-70 Meadowridge Subdivision (Phase 2), Town of St. Marys**

Grant Brouwer presented DEV 08-2021 report.

**Resolution 2021-02-23-07**

**Moved By** Councillor Edney

**Seconded By** Councillor Luna

**THAT** DEV 08-2021 regarding the Application for Part Lot Control for Lot 20 of the Meadowridge subdivision (Phase 2) be received; and,

**THAT** Council consider By-law 21-2021 affecting Lot 20, Registered Plan No. 44M-70 for a one-year period, ending February 23, 2022.

**CARRIED**

### **8.3 Community Services**

#### **8.3.1 DCS 05-2021 February Monthly Report (Community Services)**

Stephanie Ische presented DCS 05-2021 report.

**Resolution 2021-02-23-08**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Luna

**THAT** DCS 05-2021 February Monthly Report (Community Services) be received for information.

**CARRIED**

#### **8.3.2 DCS 06-2021 PRC Lighting Upgrade**

Doug LaPointe presented DCS 06-2021 report.

**Resolution 2021-02-23-09**

**Moved By** Councillor Edney

**Seconded By** Councillor Luna

**THAT** DCS 06-2021 PRC Lighting Upgrade report be received; and

**THAT** Council approve a sole source procurement to Douglas Electric to complete the PRC lighting upgrades project carried over from 2020.

**CARRIED**

### **8.4 Corporate Services**

#### **8.4.1 COR 12-2021 February Monthly Report (Corporate Services)**

André Morin presented COR 12-2021 report.

**Resolution 2021-02-23-10**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pridham

**THAT** COR 12-2021 February Monthly Report (Corporate Services) be received for information.

**CARRIED**

**8.4.2 COR 13-2021 Adoption of 2021 Budget**

André Morin presented COR 13-2021 report.

Councillor Winter requested a recorded vote for resolution 2021-02-23-11

**Resolution 2021-02-23-11**

**Moved By** Councillor Winter

**Seconded By** Councillor Craigmile

**THAT** COR 13-2021 Adoption of 2021 Budget report be received; and

**THAT** the 2021 Operating and Capital budget, representing a total 2021 tax levy of \$12,799,710, be approved; and

**THAT** Council consider By-law 16-2021, being a by-law to approve the 2021 Capital and Operating Budget.

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

**CARRIED**

**8.4.3 COR 14-2021 Municipal Transit Enhanced Cleaning Agreement**

André Morin presented COR 14-2021 report.

**Resolution 2021-02-23-12**

**Moved By** Councillor Pridham

**Seconded By** Councillor Luna

**THAT** COR 14-2021 Municipal Transit Enhanced Cleaning Agreement report be received; and

**THAT** consider By-law 17-2021 and approve the Mayor and Clerk to sign the Transfer Payment Agreement for Municipal Transit Enhanced Cleaning funding.

**CARRIED**

## **8.5 Fire and Emergency Services**

### **8.5.1 FD 02-2021 February Monthly Report (Emergency Services)**

Chief Anderson presented FD 02-2021 report.

During Chief Anderson's report, he addressed the correspondence provided in the agenda related to the Township of Baldwin's request for the Province of Ontario to reconsider closing the Ontario Fire College.

**Resolution 2021-02-23-13**

**Moved By** Councillor Winter

**Seconded By** Councillor Luna

**THAT** FD 02-2021 February Monthly Report (Emergency Services) be received for information.

**CARRIED**

## **7. CORRESPONDENCE**

### **7.1 Township of Baldwin re: Request to Province of Ontario to Reconsider Closing Ontario Fire College**

**Resolution 2021-02-23-14**

**Moved By** Councillor Pridham

**Seconded By** Councillor Luna

**THAT** the correspondence from the Township of Baldwin regarding a request to the Province of Ontario to reconsider closing Ontario Fire College be received; and

**THAT** Council support the resolution from the Township of Baldwin regarding the closure of Ontario Fire College.

**CARRIED**

## **8.6 Human Resources**

### **8.6.1 HR 03-2021 February Monthly Report (Human Resources)**

Lisa Lawrence presented HR 03-2021 report.

**Resolution 2021-02-23-15**

**Moved By** Councillor Pridham

**Seconded By** Councillor Craigmile

**THAT** HR 03-2021 February Monthly Report (Human Resources) be received for information.

**CARRIED**

**8.7 Public Works**

**8.7.1 PW 14-2021 February Monthly Report (Public Works)**

Jed Kelly presented PW 14-2021 report.

**Resolution 2021-02-23-16**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** PW 14-2021 February Monthly Report (Public Works) be received for information.

**CARRIED**

**8.7.2 PW 10-2021 Downtown Street Patios and Sidewalk Displays**

Jed Kelly presented PW 10-2021 report.

**Resolution 2021-02-23-17**

**Moved By** Councillor Hainer

**Seconded By** Councillor Pridham

**THAT** PW 10-2021 Downtown Street Patios and Sidewalk Displays report be received; and

**THAT** Council delegate the authority to the Public Works Department to review and approve applications for downtown street patios using the criteria outlined in PW 10-2021; and

**THAT** staff bring forward a policy for permitting downtown street patios & sidewalk displays for the 2022 season.

**CARRIED**

**8.7.3 PW 11-2021 Source Water Protection Services Agreement**

Jed Kelly presented PW 11-2021 report.

**Resolution 2021-02-23-18**

**Moved By** Councillor Hainer

**Seconded By** Councillor Craigmile

**THAT** report PW 11-2021, Source Water Protection Services Agreement, be received; and

**THAT** Council consider By-law 20-2021 authorizing the Mayor and Clerk to sign the associated agreement amendments for continued source water protection services with the Upper Thames River Conservation Authority through December 31, 2023.

**CARRIED**

**8.7.4 PW 12-2021 Tender Award for Well Inspection and Maintenance Program**

Jed Kelly presented PW 12-2021 report.

**Resolution 2021-02-23-19**

**Moved By** Councillor Winter

**Seconded By** Councillor Edney

**THAT** Report PW 12-2021, Tender Award for Well Inspection and Maintenance Program, be received; and,

**THAT** the procurement for the well inspection services be awarded to International Water Supply Ltd. for the procured price of \$63,573.80, inclusive of all taxes; and,

**THAT** Council consider By-Law 18-2021 and authorize the Mayor and the Clerk to sign the associated agreement.

**CARRIED**

**9. EMERGENT OR UNFINISHED BUSINESS**

None.

**10. NOTICES OF MOTION**

None.

**11. BY-LAWS**

**Resolution 2021-02-23-20**

**Moved By** Councillor Hainer

**Seconded By** Councillor Pridham



**THAT** By-Laws 16-2021, 17-2021, 18-2021, 19-2021, 20-2021 and 21-2021 be read a first, second and third time; and be finally passed by Council and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**11.1 By-Law 16-2021 Adopt 2021 Tax Levy**

**11.2 By-Law 17-2021 Agreement with the Minister of Transportation**

**11.3 By-Law 18-2021 Agreement with International Water Supply Ltd.**

**11.4 By-Law 19-2021 Part Lot Control Exemption Lot 10 Plan 44M-70 (Otten)**

**11.5 By-Law 20-2021 Agreement Amendment with Upper Thames River Conservation Authority**

**11.6 By-Law 21-2021 Part Lot Control Exemption Lot 20 Plan 44M-70 (Bickell)**

**12. UPCOMING MEETINGS**

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

**13. CONFIRMATORY BY-LAW**

**Resolution 2021-02-23-21**

**Moved By** Councillor Luna

**Seconded By** Councillor Edney

**THAT** By-Law 22-2021, being a by-law to confirm the proceedings of February 23, 2021 regular Council meeting be read a first, second and third time; and be finally passed by Council and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**14. ADJOURNMENT**

**Resolution 2021-02-23-22**

**Moved By** Councillor Hainer

**Seconded By** Councillor Luna

**THAT** this regular meeting of Council adjourns at 8:04 pm.

**CARRIED**

Al Strathdee, Mayor

---

Jenna McCartney, Clerk



**Corporation of the Township of Perth South**

3191 Road 122  
St. Pauls, ON N0K 1V0  
Telephone 519-271-0619  
Fax 519-271-0647  
[mayor@perthsouth.ca](mailto:mayor@perthsouth.ca)

February 2, 2021

**Via Email:** [minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca)

Honourable Jeff Yurek  
Minister of Environment, Conservation, and Parks  
777 Bay Street  
College Park - 5th Floor  
Toronto, ON M7A 2J3

**Re: ONTARIO ANNOUNCES WORKING GROUP TO BETTER FOCUS  
CONSERVATION AUTHORITIES**

Dear Minister,

The Municipality of Perth South ("Perth South") is pleased to see your Ministry's development of regulations for the *Conservation Authorities Act*, 1990 R.S.O. 1990, c. C.27 (the "Act"). Perth South supports the proposed changes your government passed respecting conservation authorities in schedule 6 of Bill 229, the *Protect, Support and Recover from COVID-19 Act* (Budget Measures), 2020 ("Bill 229"). I expressed this support in my email to you on November 5, 2020.

Our municipality, like many others across Ontario, has encountered longstanding conflicts regarding operational scope and costs with our principal conservation authority the Upper Thames River Conservation Authority ("UTRCA"). Despite requests made in writing and through delegations at annual Board Budget meetings no resolution has been found. It is for this reason that Perth South was pleased to see the changes made through Bill 229; however, we were disappointed when the Working Group composition was announced as it is dominated by conservation authorities who are tasked with recommending the very regulations that govern them. I am sure you can agree that the initial optics of the governed designing the governance of themselves is concerning. Conservation authorities, most of whom opposed your reforms, should not be relied upon to develop fair and objective recommendations on their own.

Further to my email of January 12, 2021, I am writing to you to confirm and clarify your full intent and scope for the Working Group your Ministry announced on December 16, 2020 to develop updated regulations. We are hopeful that you will direct this Working Group with clear, limited, and specific instructions that will focus on the intent of changes included in Bill 229.

Perth South seeks your clarity that this Working Group's tasks will be built on the following principles in the areas of focus highlighted:

1. *Mandatory core programs and services conservation authorities would be required to provide.*
  - (a) That 'mandatory' core programs are limited to the changes included in schedule 6 of Bill 229: conservation lands solely owned by conservation authorities, flood-control, erosion, and natural hazards;
  - (b) That conservation authorities are not permitted any discretion via regulations to exit those defined and strict categories; and
  - (c) That 'services' must be concise, limited, and have obvious direct need to fulfil core mandates not merely 'link' or 'complement' the same.
2. *The agreements between municipalities and conservation authorities and the transition period associated with non-mandatory programs and services*
  - (a) That the regulations establish a clear, consistent, and template pro-forma for these agreements that includes at a minimum:
    - i. a specified time limitation to prevent perpetuity;
    - ii. clear intent and objectives;
    - iii. clear definitions, terms, and conditions;
    - iv. the identified necessity for it/them;
    - v. accurate, evidence-supported budget forecasting;
    - vi. the impact of items (i-iv) on each participating municipality;
    - vii. supporting science-based evidence that meets or exceeds the standard(s)/threshold(s) applied to any third party deemed an applicant and/or subject to an

agreement's provisions including on any items requiring peer review;

- viii. municipal and public input mechanisms and timelines;
- ix. dispute resolution processes that adhere to the legislation and the timelines proscribed therein; and
- x. municipal refusal/opt-out clause(s) where proposals do not have the support of the participating municipality and/or do not reasonably benefit a participating municipality or municipalities given their geographical extent or limit within the watershed of the conservation authority in question.

- (b) That the "transition period," associated cannot be greater than one (1) fiscal year from the date of Bill 229's passage in the case of any pre-existing agreement and no more than two (2) years from the date of Bill 229's passage; and
- (c) That the Working Group must understand the principle that one "cannot do by regulation what one cannot do in law."

3. *How local members of the community can participate in their conservation authorities through community advisory boards*

- (a) That these advisory boards and the conservation authorities that they 'advise' are not delegated responsibilities or tasks that are a normative function of a conservation authority's operations and not delegation(s) or devolution(s) of a conservation authority's board and its committees' obligations and normal work;
- (b) That voluntarily submitted proposals for programs, projects, and services cannot be for activities either not contemplated or permitted under either conservation authorities' mandated functions or approved non-mandatory agreements;
- (c) That advisory committee's recommendations and work are neither binding nor required under a conservation authority's administrative by-laws;
- (d) That any aspect of an advisory committee's work that requires public consultation becomes a function of the conservation authority's board or its approved board-fulfilled committees not the advisory committee/group;
- (e) That membership on any advisory committee or group must be balanced and reflect its composition to watershed citizens who are

resident and contributing ratepayers in participant municipalities of the conservation authority in question;

- (f) That conservation authorities' obligations to conduct deliberate, regular, thorough, and transparent public consultation on matters of policies, programs, and services cannot be delegated to an 'advisory' committee or group. That such functions remain a core and mandatory function of a conservation authority's board; and
- (g) That community advisory boards neither relieve nor substitute a conservation authority's obligation to incorporate citizens into consultative and/or input processes that are board-led or directed.

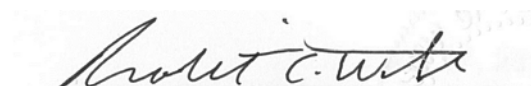
We understand and agree that partnerships and collaboration are critical but want to ensure that there is balance in the parties that will represent the Working Group.

Perth South also looks forward to greater clarity from the Ministry with respect to conservation authority budget and levy processes in the regulation updates. We are very pleased with the avenues of appeal Bill 229 will now provide, after recently exploring the costly and difficult appeal process that previously existed.

As you work to reach the final outcome on these long overdue changes, Perth South and its residents are relying on you to ensure that the development of regulations will align with the spirit of the changes requested by Perth South and other municipalities across the province during the consultations that occurred in early 2020.

I thank you for the work you are undertaking and trust our comments will be received and conveyed with your support to this Working Group. I am confident many more municipalities in this province would echo our points of view.

Yours sincerely,



Robert Wilhelm  
Mayor  
Township of Perth South

cc: All municipalities in Ontario

Ministry of Environment, Conservation, and Parks Working Group members on  
Proposed Regulations under the Conservation Authorities Act.

Randy Pettapiece, MPP Perth-Wellington

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre  
777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



234-2021-1005

March 4, 2021

Mayor Al Stratthdee  
Town of St. Marys  
175 Queen Street East, P.O. Box 998  
St. Marys ON N4X 1B6

Dear Mayor Stratthdee:

Ontario has heard directly from the municipal sector that operating impacts due to the pandemic will continue in 2021. In order to respond to municipal need and to further strengthen our communities, we are now investing an additional \$500 million to help municipalities respond to ongoing and unprecedented 2021 COVID-19 operating pressures. While the actual extent of municipal impacts for 2021 are uncertain at this time, the province expects that this funding will help municipalities continue to deliver the high-quality local services that residents and business rely on, as well as help municipalities proceed with planned capital projects in 2021.

I am pleased to inform you that the Government of Ontario has committed financial support to the **Town of St. Marys** through the 2021 COVID-19 Recovery Funding for Municipalities program in order to support your COVID-19 operating costs and pressures. All municipalities in Ontario are eligible for this program and the level of funding is based on the proportion of COVID-19 cases in the Public Health Unit for your respective municipality during the period of January 1, 2021 to February 18, 2021. I have reviewed the eligibility criteria for provincial assistance under the program and have determined that accordingly, your municipality will receive **\$99,494.00**, subject to your municipality returning a copy of this letter, signed by your municipal treasurer, to the ministry by March 31, 2021. You will receive these funds in two equal instalments – one instalment on or before May 1, 2021 and the other on or before November 1, 2021.

Please note that your municipality is accountable for using this funding for the purpose of addressing your priority COVID-19 operating costs and pressures. If the amount of the funding your municipality receives exceeds your 2021 COVID-19 operating costs and pressures, the province's expectation is that your municipality will place the excess

funding into a reserve fund to be accessed to support any future COVID-19 operating costs and pressures.

The province realizes that municipalities are facing financial impacts due to the COVID-19 pandemic and that in some instances, this provincial funding will not be sufficient to cover all municipal operating impacts due to COVID-19. The province expects municipalities to do their part by continuing to find efficiencies in their operating services and using existing reserves and reserve funds that have been specifically put aside for such unforeseen circumstances.

Your municipality will be expected to provide two report backs on your COVID-19 operating impacts and the use of these funds as follows:

1. An interim report in June 2021, which will include:
  - a) Use of funds provided last year under the Safe Restart Agreement – Operating funding stream; and
  - b) 2021 estimated COVID-19 operating impacts and how your municipality plans to use the funding under the 2021 program.
2. A final report back in Spring 2022.

We had previously indicated that Safe Restart Agreement reporting would be expected in March 2021. However, we have decided to streamline this reporting and the new 2021 COVID-19 Recovery Funding for Municipalities program. The template for this report back will be provided by the ministry with more details to follow in the coming months. While the province expects your municipality to complete this report, your second instalment under the 2021 COVID-19 Recovery Funding for Municipalities program is not contingent on the province receiving your interim report.

**At this time, I am requesting that your municipal treasurer sign the acknowledgement below and return the signed copy to the ministry by email to: [Municipal.Programs@ontario.ca](mailto:Municipal.Programs@ontario.ca). If the province has not received your letter on or before March 31, 2021, you will not be eligible for this program and your municipality's allocation will not be paid. In order to allow for processing time, please provide your signed letter to the ministry on or before March 24, 2021.**

Our government continues to stand with our municipal partners as we have throughout the pandemic, advocating for funding for communities from the federal government to support local economic recovery. Communities may need more COVID-19 related operating funding in the coming year, and we will continue to advocate on your behalf to the federal government. I encourage you to contact your local Member of Parliament to seek further federal support in order to help municipalities deal with their operating impacts due to COVID-19.



The government thanks all 444 Ontario municipal heads of council for their support throughout the pandemic and our ongoing partnership in Ontario's economic recovery.

Sincerely,



Steve Clark  
Minister of Municipal Affairs and Housing

c. Municipal Treasurer and Municipal CAO

By signing below, I acknowledge that the allocation of **\$99,494.00** is provided to the **Town of St. Marys** for the expected purpose of assisting with COVID-19 costs and pressures and that the province expects any funds not required for this purpose in 2021 will be put into a reserve fund to support potential COVID-19 costs and pressures in 2022. I further acknowledge that the **Town of St. Marys** is expected to report back to the province on 2021 COVID-19 costs and pressures and the use of this funding.

Name:

Title:

Signature:

Date:



March 3, 2021

107-2021-681

Mayor Al Strathdee  
Town of St. Marys  
175 Queen Street East, PO Box 998  
St. Marys ON N4X 1B6

Dear Mayor Strathdee:

The COVID-19 pandemic has created an unprecedented need for financial support for municipal transit. Through the Safe Restart Agreement (SRA), the province of Ontario ("Province") and the federal government are responding to municipalities' needs for transit support.

The Province has heard from municipalities about the ongoing need for financial support beyond the end of the SRA program on March 31, 2021. To respond to the ongoing need, the Province has updated the SRA program. This letter describes the revisions made to the program and provides further details on their implementation, including the provision of the funding amounts outlined in the Dec. 15, 2020, letter ("Letter") sent to the **Town of St. Marys** (the "Municipality") and the additional funding from the Province.

I am pleased to advise you that the Province has approved an additional \$150 million of provincial funding to support COVID-19 financial impacts on transit. This brings the total SRA funding envelope to \$2.15 billion, which will now consist of three phases:

- **Phase 1:** \$700 million, including needs-based top-ups, for COVID-19 related financial impacts between April 1 and Sept. 30, 2020;
- **Phase 2:** \$800 million for COVID-19 related financial impacts between Oct. 1, 2020, and March 31, 2021; and
- **Phase 3:** \$650 million for COVID-19 related financial impacts and costs related to transit initiatives, including fare and service integration, on-demand microtransit, and transformation of transit structures/governance, as detailed below, between April 1 and Dec. 31, 2021.

Municipal funding allocations under the program continue to be based on a formula of transit ridership, plus a base amount of \$40,000 applied to each total program allocation.

As was noted in the Letter, the **Town of St. Marys** will be eligible to receive up to **\$37,070** to support the Municipality's COVID-19 municipal transit financial impacts between Oct. 1, 2020 and March 31, 2021. This Phase 2 funding will be provided to the Municipality pursuant to the transfer payment agreement (TPA) with the Ministry of Transportation ("Ministry") that will be shared with the Municipality. The TPA sets out the details of the funding, including a description of the expenditures that are eligible under the TPA and for which the Municipality may submit one claim for payment.

The Letter also referred to a \$500 million funding stream to be made available to municipalities for additional transit needs. This amount, referred to as the "Phase 3 funding," will now include an additional \$150 million, for a total of \$650 million. This funding is being provided upfront to be applied to COVID-19 transit related financial impacts and costs incurred between April 1 and Dec. 31, 2021, related to transit initiatives, including the costs for fare and service integration, on-demand microtransit and transformation of transit structures/governance (see Appendix A to this letter for further details). The Province may also, at its sole discretion and on a case-by-case basis, grant extensions to the Phase 3 eligibility period for costs incurred after Dec. 31, 2021, but prior to Jan. 1, 2023.

I am pleased to confirm that, based on the revised Phase 3 funding amount, the **Town of St. Marys's** revised allocation to address additional COVID-19 related financial impacts is up to **\$9,808**.

**For the Municipality to receive its Phase 3 funding, I am requesting that the municipal treasurer for the Municipality sign the acknowledgement below, and return the signed copy to the Ministry by email on or before March 12, 2021 to [MTO-COVID\\_Transit\\_Funding@ontario.ca](mailto:MTO-COVID_Transit_Funding@ontario.ca).**

Once received, the Municipality must place its Phase 3 funding in an interest-bearing account in the name of the Municipality at a Canadian financial institution.

### **Eligible Expenditures and Reporting**

Eligible expenditures under Phase 2 and Phase 3 of the program will continue to include COVID-19 transit financial impacts. Financial impacts refer to the net revenue losses and additional net operating and capital costs the Municipality has incurred in respect of the Municipality's municipal transit system as a result of the COVID-19 pandemic. The losses and new expenditures will have to be incurred in the respective eligibility period corresponding to the Municipality's Phase 2 and Phase 3 allocations.

The Municipality will also have to consider savings associated with COVID-19 (e.g., reduced service levels, lower maintenance costs, etc.) as these savings will need to be included as part of the Municipality's reporting submission. The Province will only provide funding for net municipal expenditures (i.e., net COVID-19 related financial impacts above pre-COVID budgeted expenditures). The SRA funding is not to replace the budgeted municipal funding that the Municipality provides for transit operations.

The eligible expenditures which the Province, at its sole discretion, may consider for Phase 3 funding are described in Appendix A to this letter.

Please note that these eligible expenditures will also include the costs incurred by the Municipality, up to 50 per cent of the total costs, of the following:

1. Initiatives (including short-term foundational actions) that support a long-term vision for regional fare and service integration;
2. On-Demand Microtransit (ODMT) studies and pilot initiatives, including capital expenses incurred; and
3. Expenses to support the transformation of transit structures/governance between neighboring municipal governments, where the Province has been engaged in discussions.

The Municipality must use any interest earned on Phase 3 funding towards eligible expenditures under the program. The Municipality will be required to return any Phase 3 funding, including interest on the funding, that remain unspent at the end of the eligibility period.

For Phase 3 funding, municipal transit systems are required to provide two reports to the Ministry with details of the financial impacts that are being offset by Phase 3 funding and outcomes on the use of the funds. The first report is due to the Ministry on or before Oct. 26, 2021 and consists of actual impacts between April 1 and Sept. 30, 2021 and forecasted impacts between October 1 and Dec. 31, 2021. This report is intended to provide the Ministry with an interim estimate of financial impacts.

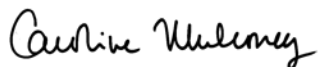
The second report is due to the Ministry on or before Jan. 31, 2022, and will consist of actual financial impacts between April 1 and Dec. 31, 2021. This reporting will confirm the actual amount of Eligible Expenditures incurred during the eligibility period.

Should the Municipality request an extension to the Phase 3 eligibility period, a third report will have to be submitted to confirm the actual amount of Eligible Expenditures incurred during the extended eligibility period.

At the end of the eligibility period, the Ministry will review the municipal reporting and provide direction for the return of any unused funds, including interest earned, to the Province. The Ministry reserves the right to conduct an audit to assess the Municipality's compliance with the terms and conditions outlined in this letter.

The funding commitment made as part of the SRA demonstrates the Province's continued action to support municipal transit and ensure transit systems play a role in the Province's economic recovery from COVID-19.

Sincerely,



Caroline Mulroney  
Minister of Transportation

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By signing below, I acknowledge that the amount of **\$9,808** is provided to the **Town of St. Marys**, for the purpose of assisting with COVID-19 municipal transit pressures and costs related to transit initiatives, including fare and service integration, on-demand microtransit, and transformation of transit structures/governance as described in this letter, incurred during the eligibility period of April 1, 2021 to Dec. 31, 2021. I further acknowledge that the Municipality is expected to report back to the Province on COVID-19 municipal transit pressures and the use of this funding.

**Name:**\_\_\_\_\_ **Title:**\_\_\_\_\_

**Signature:**\_\_\_\_\_ **Date:**\_\_\_\_\_

## **Appendix A – Eligible Expenditures for SRA Funding**

<b>Applicable SRA Phase</b>	<b>Eligibility Details</b>
<b>For Phase 1, Phase 2, and Phase 3 funding</b>	<p>Eligible expenditures will include, at the Province's sole discretion, the following:</p> <p><b>a. Revenue Losses:</b></p> <ul style="list-style-type: none"> <li>• farebox revenue losses;</li> <li>• advertising revenue losses;</li> <li>• parking revenue losses;</li> <li>• contract revenue losses; and</li> <li>• any other revenue loss the Recipient incurred as a result of the COVID-19 pandemic that, in the opinion of the Province, is considered eligible.</li> </ul> <p><b>b. Operating Costs:</b></p> <ul style="list-style-type: none"> <li>• costs associated with vehicle cleaning, except for those for which MTEC funds have been provided or claimed;</li> <li>• costs associated with changes in fuel consumption (e.g., increases due to running additional buses or savings in consumption relating to lower service levels than budgeted, or both);</li> <li>• costs associated with vehicle maintenance;</li> <li>• costs associated with transit facilities;</li> <li>• costs resulting from existing contracts with expanded scope/new contracts;</li> <li>• employee related costs (i.e., salaries, wages, benefits);</li> <li>• costs for employee personal protection equipment (e.g., face masks, gloves, sanitizer);</li> <li>• costs for signage and other means of communications related to COVID-19 pandemic (e.g., social distance guidance); and</li> <li>• any other operating cost the Recipient incurred as a result of the COVID-19 pandemic that, in the opinion of the Province, is considered eligible.</li> </ul> <p><b>c. Capital Costs:</b></p> <ul style="list-style-type: none"> <li>• costs associated with installing driver protection barriers and other protection measures for transit drivers;</li> <li>• costs associated with providing passenger protection equipment and other passenger safety measures; and</li> <li>• any other capital cost the Recipient incurred as a result of the COVID-19 pandemic that, in the opinion of the Province, is considered eligible.</li> </ul>
<b>For Phase 3 funding only</b>	<ol style="list-style-type: none"> <li>1. A provincial/municipal 50%/50% cost share of initiatives that support a long-term vision for regional fare and service integration.</li> <li>2. A provincial/municipal 50%/50% cost share for On-Demand Microtransit (ODMT) studies and pilot initiatives.</li> <li>3. A provincial/municipal 50%/50% cost share of expenses to support the transformation of transit structures/governance between neighboring municipal governments, where the province has been engaged in discussions.</li> </ol>

# COMMUNIQUE

du commissaire des incendies

March 4, 2021

**No.** 2021-02

## ONTARIO FIRE COLLEGE TRAINING MODERNIZATION

This Fire Marshal's Communiqué is issued as a follow up to the January 13, 2021 announcement regarding the decommissioning of the Ontario Fire College (OFC) and the modernization of fire safety training in Ontario.

This Communiqué provides an overview of OFC training modernization through several modes, including online and blended courses, Regional Training Centres (RTCs) and Learning Contracts.

A fire department's training program should be designed to meet its set level of fire protection service, based on its needs and circumstances, and guided by the advice of the fire chief. A training program can include a combination of different OFC training modes as well as local in-house training.

While the decommissioning of the OFC campus in Gravenhurst is set for March 31, 2021, staff will continue to play a leading role in developing training courses. This will include curriculum design and development, registration services, online training development and maintenance, training development to build capacity in RTCs, and monitoring performance and quality assurance of programs at the local level.

As part of this plan, OFC instructors will be assigned regionally so that fire departments have a central point of contact for all training inquiries within their region. Instructors will work collaboratively to ensure the availability of training across Ontario.

Available options for OFC training are outlined below:

1. Online and Blended Courses
2. Learning Contracts
3. Regional Training Centres (RTC)
4. Mobile Live Fire Training Units (MLFTUs)

Inquiries on any of the options available, or how to contact the instructor assigned to your region can be directed to Guy Degagne, Assistant Deputy Fire Marshal, Training and Certification (Guy.Degagne@ontario.ca).

## 1. Online and Blended Courses

Online courses are generally self-paced, which allows for greater flexibility in completing coursework.

Blended courses have a portion of the course online, combined with specific in-person training sessions. The purpose of blended learning is to focus in-person training to elements that cannot be taught online. Blended courses are offered through RTCs or Learning Contracts.

The following courses are available in either an online and/or blended format:

Course	Online	Blended
Legislation	X	
NFPA 1521	X	
NFPA 1031 – Level 1	X	
NFPA 1035 – PIO	X	
NFPA 1035 – Level 1	X	
NFPA 1021 – Level 1	X	X
NFPA 1021 – Level 2		X
NFPA 1021 – Level 3		X
NFPA 1021 – Level 4		X
NFPA 1041 – Level 1	X	X
NFPA 1041 – Level 2		X
Fire Code – Part 2	X	
Fire Code – Part 6	X	
Fire Code – Part 9	X	
NFPA 1001 – Level 1		X
NFPA 1001 – Level 2		X
NFPA 1002		X
NFPA 1006 – Ice/Water Rescue		X
NFPA 1033 – Fire Investigator		X

The remaining National Fire Protection Association (NFPA) courses are scheduled to be upgraded to online and/or blended by the 2022-23 OFC calendar year. These include:

Course	Online	Blended
NFPA 1031 – Level 1	X	
Fire Code – Part 3	X	
Fire Code – Part 4	X	
Fire Code – Part 5	X	
Courtroom Procedures	X	X
NFPA 1072 Haz Mat Operations		X



## **2. Learning Contracts**

Learning contracts provide access to OFC programs through in-house training that is affordable and scalable, and they are provided at the local fire department at their pace. Learning contracts are set up within one fire department, but there is an opportunity for smaller departments to share in the training.

The OFC supports learning contracts with full OFC course delivery including full registration in the OFC database; OFC course numbers; OFC course material; OFC assistance with arranging ASE testing; OFC support in case of Ministry of Labour investigations; and OFC certificates of completion for each student.

Course delivery costs \$65 per student. Training can occur during working hours to reduce overtime costs and can be provided by fire departments' training staff.

## **3. Regional Training Centres (RTC)**

RTCs are operated by municipalities, community colleges, or associations. They are strategically located across the province and provide access to training for career, composite, volunteer, Northern Fire Protection Program (NFPP), and First Nations fire departments.

RTCs are capable of delivering all NFPA programs, including certification testing, and courses meet professional qualification standards including classroom and outdoor fire ground training. It is important to note that course availability across Ontario will be based on a needs analysis that must support local fire departments and the RTC's infrastructure and capacity to deliver.

A number of factors may result in cost savings or avoidance for fire departments that train at RTCs including mileage to and from the home location, costs to backfill fire department personnel, meal reimbursement, banked time and overtime costs.

The interest to open and operate a new RTC has grown significantly since the announcement in January. A map of current RTC locations is provided below, along with some additional locations being considered. Please note that potential locations are continually being updated and not all locations are reflected in the attached map.

## **4. Mobile Live Fire Training Units (MLFTUs)**

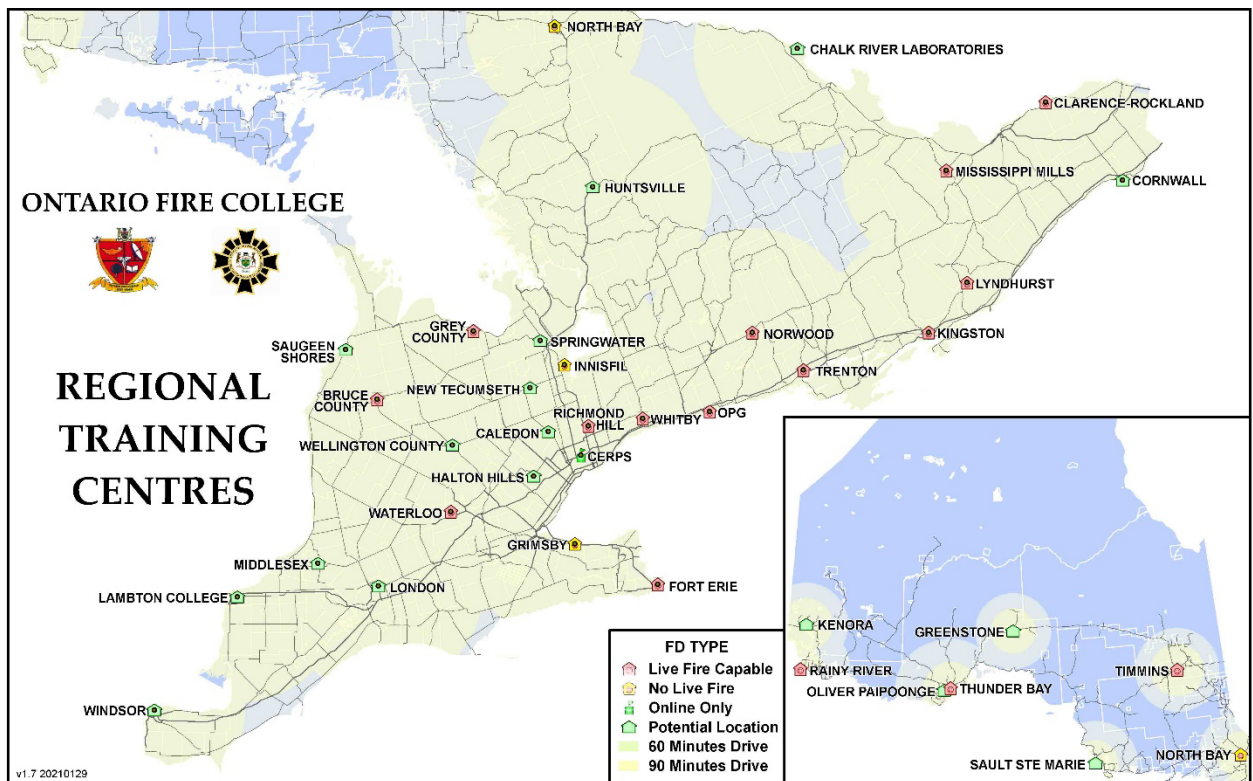
The OFM has purchased two mobile live fire training units that will be available to fire departments across Ontario. In order to support training across the province, one unit will be deployed in northern Ontario and one in southern Ontario. However, this will be continually reviewed to assess where there is the greatest need.

The MLFTUs offer diverse options for live fire training to meet the unique needs of training including: a confined space rescue hatch; main level training rooms; different attack options; multi-prop fire simulators; and portable props.

The OFM will be deploying these units in 2021 and can have them delivered to any location. The MLFTUs will need to be booked in advance and will be available seasonally between May and October. Please contact the OFC Registrar at [ApplyOFC@ontario.ca](mailto:ApplyOFC@ontario.ca) to reserve a unit.

## Appendix 1

### Map of Ontario's 20 Current Regional Training Centres



**Appendix 2**  
**Ontario Fire College – Geographic Coverage Areas**

<b>Andrew Blair – Eastern Ontario</b>	<ul style="list-style-type: none"> <li>• Northumberland</li> <li>• Peterborough</li> <li>• Hasting</li> <li>• Prince Edward</li> <li>• Lennox Addington</li> <li>• Frontenac</li> <li>• Lanark</li> <li>• Ottawa</li> <li>• Leeds and Grenville</li> <li>• Stormont, Dundas, and Glengarry</li> <li>• Prescott-Russell</li> </ul>
<b>Robert King – Central Ontario</b>	<ul style="list-style-type: none"> <li>• Kawartha Lakes</li> <li>• Haliburton</li> <li>• Muskoka</li> <li>• Simcoe</li> <li>• Grey</li> <li>• Bruce</li> <li>• Dufferin</li> </ul>
<b>Ken Benoit – GTA / Niagara</b>	<ul style="list-style-type: none"> <li>• Durham</li> <li>• York</li> <li>• Peel</li> <li>• Toronto</li> <li>• Halton</li> <li>• Hamilton</li> <li>• Niagara</li> </ul>
<b>Lyle Quan – Southwest Ontario</b>	<ul style="list-style-type: none"> <li>• Wellington</li> <li>• Waterloo</li> <li>• Brant</li> <li>• Haldimand</li> <li>• Norfolk</li> <li>• Oxford</li> <li>• Perth</li> <li>• Huron</li> <li>• Middlesex</li> <li>• Elgin</li> <li>• Lambton</li> <li>• Chatham-Kent</li> <li>• Essex</li> </ul>

<b>Grant Love – Northeast Ontario</b>	<ul style="list-style-type: none"> <li>• Renfrew</li> <li>• Nipissing</li> <li>• Parry Sound</li> <li>• North Bay</li> <li>• Temiskaming</li> </ul>
<b>Jamie Meyer – Rainbow / Algoma / Far Northeast</b>	<ul style="list-style-type: none"> <li>• Sudbury</li> <li>• Algoma (Wawa and East and South of Wawa)</li> <li>• Cochrane</li> <li>• Manitoulin</li> </ul>
<b>Jennifer Grigg – Northwest Ontario (Nipigon and East)</b>	<ul style="list-style-type: none"> <li>• Thunder Bay (Area East of Nipigon)</li> <li>• Algoma (Wawa and West and North of Wawa)</li> </ul>
<b>Tim Beebe – Northwest Ontario (Nipigon and West)</b>	<ul style="list-style-type: none"> <li>• Kenora</li> <li>• Rainy River</li> <li>• Thunder Bay (Area West of Nipigon)</li> </ul>

**From:** Rob Staffen

**Sent:** Monday, March 1, 2021 5:23 PM

**To:** Al Strathdee, Al Strathdee <[astrathdee@town.stmarys.on.ca](mailto:astrathdee@town.stmarys.on.ca)>; Brent Kittmer <[bkittmer@town.stmarys.on.ca](mailto:bkittmer@town.stmarys.on.ca)>

**Cc:** Jim Craigmile <[jcraigmile@town.stmarys.on.ca](mailto:jcraigmile@town.stmarys.on.ca)>; 'Newton, Doug'; 'Richard Kennedy'; Tom Robson

**Subject:** Pyramid Recreation Centre Sponsorship "Wall of Fame"

[EXTERNAL]

Attention: Mayor Al Strathdee and Town of St. Marys Council

Dear Mayor and Council

It has come to my attention that the sponsorship of a "Sports Wall of Fame" at the Pyramid Recreation Centre (PRC) has not been executed as promised.

In 2006/2007, under the direction of Kelly Deeks and a group of Volunteers led by Reid Dundas, our Community raised \$5M for the PRC.

One of the contributors to the fundraising campaign of the PRC was The P.P.A. (Playoff Payoff Association); with a commitment of \$10,000 (\$1,000/year for 10 years) to fund a "Sports Wall of Fame"; a sponsorship which has been fully paid.

The attached documents provide some background info/ideas behind the concept:

- (A) Asset List Confidential,
- (B) Asset List Sponsorships- reserved,
- (C) An template of a Nomination form 'Form wall of fame', and a
- (D) Sample Constitution,

The P.P.A. was recognized by the Hockey News as the oldest established hockey draft in North America (article attached) along with an articles written by Pat Payton. The P.P.A. logo is also included.

We would like to see this project brought to fruition and our group is willing to work with your Team, if required, as part of the process..

Thank you for everything you do in our Community.

In Appreciation

Rob Staffen,

P.P.A. Member

**Future Three Investments Inc.**  
**St.Marys Golf & Country Club**

BOX 789, St.MARYS, ON, N4X1B5  
519.857.7985 Cell [staffen@quadro.net](mailto:staffen@quadro.net)

**Robert Staffen, HBA '80, MBA '02**





### Pyramid Recreation Centre Asset List

(Updated 11/06/06)

	<b>Donation Amount</b>	<b>Availability</b>
Complex	\$1,000,000.00	Committed
Ice Pad 1 includes centre ice	\$500,000.00	
Park (entire parkland)	\$400,000.00	Committed
Pool	\$400,000.00	Committed
Ice Pad 2 includes centre ice	\$250,000.00	Committed
Multi Purpose Room	\$200,000.00	
Ball Complex (two fields)	\$200,000.00 (100,000.00 each) may include score clock	
Community Centre (stage/meeting room)	\$200,000.00	
Splash Pad	\$100,000.00	Committed
Soccer Pitches (two)	\$100,000.00 (50,000.00 each)	
Main Lobby	\$100,000.00	
Zamboni (existing main/new backup)	\$100,000.00	
Heated viewing area/Multi-purpose room	\$100,000.00	Tentatively reserved
Leisure park with playground equipment	\$75,000.00	
Donation Wall	\$50,000.00	Committed
2 score boards in arena	\$30,000.00 -Main \$20,000.00 – 2 <sup>nd</sup> Pad	Committed
Seats	\$25,000.00	
Canteen	\$25,000.00	
Arena Dressing Rooms (10)	\$25,000.00 each	
Floor logo 6ft X 6ft		
Pool Dressing Rooms (3)	\$25,000 each	
Floor logos		
Zamboni Room (2 doors)	\$25,000.00	
2 scoreboards in ball fields	\$20,000 - \$10m each	
Elevator inside wall	\$15,000.00	
Sound System New (3)	\$15,000.00 (\$5,000 each-2 rinks & pool)	
Hockey Wall of Fame	\$10,000	Committed P.P.A.
Officials Rooms	\$10,000.00	
Games area	\$10,000(pool table, big screen TV, Xboxes)	
Sauna	\$5,000.00	
Whirlpool	\$5,000.00	
Stair cases	\$5,000.00 per step	
No asset	\$500,000.00	Committed





<b>Friendship Centre</b>		
Naming Rights	\$250,000	
Main Hall – with fireplace used for social events	\$100,000	
Multi-purpose room – Exercise Room	\$75,0000	
Activity Room/Multi-purpose room	\$25,000	
Meeting Room/Multi-purpose room	\$25,000	
Hobby Room	\$15,000	
Kitchen – for cooking within Pyramid Centre	\$10,000	

Levels - \$1,000      \$9,999 - Donor wall recognition

Levels - \$10,000      \$99,999 - Donor wall recognition & sponsorship in the facility

Levels - \$100,000      + - Donor wall recognition, sponsorship and use of the facilities pool or ice rink for 4 hours once a year (negotiable) which could be used for a company/family function or donated to the public

\*This would be over a 10 year payment schedule. If the company ceases to exist before payment is complete, the advertising rights end 1 year from that date unless other arrangements are made. If the company/organization changes name, the cost of any new advertising/signage, would be the responsibility of the new company.



## **Minto Sports Wall of Fame Inc.**

### **Nomination Form**

Nomination is for: (Please check one)

Athlete \_\_\_\_\_ Team \_\_\_\_\_ Builder \_\_\_\_\_

A) NOMINEE:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: (Residence) \_\_\_\_\_ (Business) \_\_\_\_\_

Complete the following for athlete or builder:

DATE OF BIRTH: \_\_\_\_\_

PLACE OF BIRTH: \_\_\_\_\_

NAME OF SPOUSE: \_\_\_\_\_

CHILDREN: (Age in brackets) \_\_\_\_\_

OCCUPATION: \_\_\_\_\_

IF DECEASED, DATE: \_\_\_\_\_

NEXT OF KIN: \_\_\_\_\_ Relationship: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

B) Sport Achievement

Name of sport nomination is for: \_\_\_\_\_

Level of involvement: Local \_\_\_\_\_

Regional \_\_\_\_\_

Provincial \_\_\_\_\_

National \_\_\_\_\_

International \_\_\_\_\_

C) Awards: \_\_\_\_\_

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D) Please provide on separate paper a complete narrative describing the activities and achievements of the person or team being nominated. Feel free to include paper clippings, documentation, reference letters, etc as well as why you feel your nominee should be selected. All necessary proof to substantiate your information must accompany this application.

E) Please submit a clear 5"x7" head and shoulders photo for athlete and builder nominees. An 8"x10" photo must accompany team nominees. For a team nomination, please submit a list of team members including players, executives, trainers, etc.

F) NOMINATOR'S ENDORSEMENT:

I certify that, to the best of my knowledge, the above facts are true and I endorse this nomination for induction into the Minto Sports Wall of Fame.

NOMINATOR: \_\_\_\_\_ SIGNATURE \_\_\_\_\_

TELEPHONE: (Residence) \_\_\_\_\_ (Business) \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Please return this nomination form prior to Feb 15<sup>th</sup>, 2008 to:

Bob Deap  
Chairperson, Minto Sports Wall of Fame Inc.  
290 Scotchtown Road  
Scotchtown N.B. E4B 1W7  
Tel: (506) 385-2130 Fax: (506)385-1032  
Email: dda@nbnet.nb.ca

**\*PLEASE NOTE:**

- Incomplete nomination forms will be returned for further information and may not be eligible for this year's consideration.
- All nominees, who are eligible for induction but are not selected for this year's Minto Sports Wall of Fame, will be kept on file for future consideration for a period of five (5) years.
- The Minto Sports Wall of Fame Inc. constitution is available upon request.
- The Minto Sports Wall of Fame Induction Ceremony is a public event.

# **CONSTITUTION and BY-LAWS**

## **1. NAME**

The organization shall be identified as the Minto Sports “Wall of Fame” Inc.

## **2. PURPOSE**

- a) To honor individual athletes, coaches, sponsors and teams who through their athletic achievements, have brought pride to themselves and the Minto area.
- b) To promote interest in the history of sport.
- c) To construct and maintain a “Wall of Fame” to promote sport in the Minto area.

## **3. STRUCTURE**

- a) The organization shall consist of not more than 10 (ten) members,
- b) The Officers shall be elected annually and shall consist of a chairperson, vice chairperson, secretary and treasurer.
- c) The organization's members shall hold staggered terms of 1, 2, and 3 years to maintain continuity,
- d) These positions to be filled at the Annual Meeting which shall be held no later than December 31<sup>st</sup>.
- e) The organization's fiscal year will be November 30<sup>th</sup>.

## **4. SIGNING AUTHORITY**

Funds for the organization will be handled through a checking account. The four (4) officers of the organization shall be the signing officers with expenditures needing any two of the four authorized signatures.

## **5. MEETINGS**

The Chairperson will call all meetings of the organization. At the request of three (3) or more members, the Chairperson or designate shall call a “special meeting” within seven (7) days from the date of the request.

### **CHAIRPERSON**

Perform such duties that are normally conducive to the office.

#### **VICE -CHAIRPERSON**

Perform such duties as designated by the Chairperson, and in the event the Chairperson cannot perform his/her duties, the Vice-Chairperson will assume same.

#### **SECRETARY**

Keep minutes of meetings, handle all correspondence, and notify members of pending meetings.

#### **TREASURER**

Perform all duties related to the financial operation of the organization by keeping a record of revenue and expenses.

#### **BY-LAW 1**

##### **6. SELECTION CRITERIA FOR INDUCTEES TO THE MINTO "SPORTS WALL OF FAME" INC**

1. Nominees should have lived or worked in the Minto area of New Brunswick during the time they are being nominated for.
2. The Inductee Selection Committee shall consist of five (5) members of the Board of Directors of the Minto "Sports Wall of Fame" Inc.
3. All Applications for nomination must be submitted to the Board of Directors of the Minto Sports Wall of Fame. The Selection Inductee Committee shall make it's decision only from those applications duly received.
4. A maximum of five (5) inductees may be chosen each year. Selections may include deceased nominees.
5. From time to time, honorary memberships may be awarded at the sole discretion of the Board of Directors of the Minto Sports Wall of Fame. These inductions shall be made at the regular induction ceremonies.
6. (a) The "Application for Nomination" form for induction into the Minto Sports Wall of Fame must be received/or post marked not later than Feb.15<sup>th</sup> to receive consideration by the Board of Directors.  
  
(b) The "Application for Nomination" form is available upon request from any member of the Minto Sports Wall of Fame or the Village of Minto.  
  
(c) Names of the selected inductees shall receive final approval not later than Mar. 1<sup>st</sup>.
7. A quorum of six (6) members of the Board of Directors shall

constitute an official meeting.

8. Applications received for nomination shall remain on file for five (5) years. In the event of a nomination of a deceased person, this application shall remain on file indefinitely.

(a) After five (5) years, an update and current status shall be required in order to stay current;

(b) All information and material received is non returnable;

(c) Only those nominees selected for induction shall be notified;

**BY-LAW 2**

Nomination deadline Feb.15<sup>th</sup>

Selection deadline Mar.1<sup>st</sup>

Annual Induction Ceremony April

**BY-LAW 3**

**BOARD OF DIRECTORS**

Bob Deap  
Walter Williams  
Lorraine Gardiner  
Joanne Hartt  
GaryDiPaolo  
Paul Rollins(1943-2006)  
Mel MacKenzie  
John Fila  
Herb Thompson  
Mike McTiernan

**BY-LAW 4**

**OFFICERS**

<b><u>NAME</u></b>	<b><u>TITLE</u></b>
Bob Deap	Chairperson
Walter Williams	Vice-Chairperson
Lorraine Gardiner	Treasurer
Joanne Hartt	Secretary



# FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Jenna McCartney, Clerk
<b>Date of Meeting:</b>	9 March 2021
<b>Subject:</b>	<b>ADMIN 08-2021 Youth Council Terms of Reference</b>

## PURPOSE

To seek Council's approval of the proposed Youth Council Terms of Reference.

## RECOMMENDATION

**THAT** ADMIN 08-2021 Youth Council Terms of Reference report be received; and

**THAT** Council consider By-Law 23-2021 for the establishment of the Youth Council for the Town of St. Marys.

## BACKGROUND

At the inaugural meeting of this term of Council on December 4, 2018, Council approved the appointment of a number of citizens to Council's committees and boards including the Youth Council.

At the July 23, 2019 regular Council meeting, Council received draft Terms of Reference for the committees and boards that serve Council. Included in this mix was the Terms of Reference for the St. Marys Youth Council.

Since that time, the Youth Council has been assessing its role as youth leaders in St. Marys.

## REPORT

During this term of the Youth Council, the group has been planning and implementing events, education and initiatives that support the youth of St. Marys, and providing growth and learning opportunities.

The Youth Council has adapted well to a virtual presence and continues to meet on a regular basis during the pandemic. The Youth Council identified early in the pandemic different approaches it could develop to ensure it played a vital role in supporting the youth of St. Marys during the early days of youth navigating online learning and the lockdown.

With the departure of the Recreation Supervisor in the fall of 2020, the Cultural Services Supervisor stepped in for the interim as the staff liaison with assistance from the EarlyON Coordinator.

The interim staff reviewed the Youth Council composition and its Terms of Reference with the current members of the Council to ensure that it was accurate and applicable to the current situation.

It was identified that further parameters needed to be placed within the Terms of Reference (the "TOR") to bring it in line with other committee and board TORs and to support a clear definition of the expectations of Youth Council members should they be appointed to the Council.

For Council's reference, the previously approved TOR and a copy of the proposed TOR has been appended to this report. Below you will find an overview of the changes proposed in the new TOR.



Section	Change	Purpose
Mandate	Added content and elaborated on the objectives of the Council	To ensure a clearer description of Town Council's mandate and the Youth Council's objectives to assist with attraction and retention of members.
Council Structure	Included age specifics for membership and the roles within the Council.	To ensure a clear outline of the structure of the membership so that interested youth could understand who is able to join the Council and what positions exist.
General Rules of Operation	Include method of communication.	Guidance regarding communication amongst the members for day to day tasks.
Roles and Duties	Amalgamated the roles and duties of each member into a larger heading and elaborated on the role and duties of the Vice-Chair.	The Youth Council identified this as being helpful to outline the roles and duties for each member before they make the commitment of applying to Town Council for appointment.
Financial Planning	Changed from \$250 per year if they attend 15 meetings to remuneration of \$20 per meeting to a total of \$240 per year.	To be more in line with other committees of Council where the member receives \$20 per meeting.
Frequency of Meetings	Changed from bi-monthly meetings to once per month meeting with the option of calling additional meetings if called upon.	To reduce the workload of the Youth Council and to bring the TOR in line with other committees and boards.
Term	Changed from two years to the four-year term of Council.	Rather than setting a different term to this Committee, it was felt that the four-year term be the commitment and if a vacancy is realized due to eligibility requirements, the staff liaison will request that Town Council fill the vacancy.

## FINANCIAL IMPLICATIONS

None.

## SUMMARY

Staff and the Youth Council members have reviewed the Terms of Reference to determine whether content remains accurate and applicable to the current situation. The final version represents a Terms

of Reference that is more in line with other committees and boards of Town Council and it provides a clear definition of the expectations of Youth Council members should they be appointed to the Council.

Staff are asking Town Council to approve the amended Terms of Reference for the Youth Council effective immediately.

## **STRATEGIC PLAN**

☒ Not applicable to this report.

## **OTHERS CONSULTED**

Youth Council

Amy Cubberley, Cultural Services Supervisor

Brittany Petrie, EarlyON Coordinator

Stephanie Ische, Director of Community Services

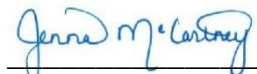
## **ATTACHMENTS**

Youth Council Terms of Reference – August 27, 2019

Youth Council Terms of Reference – 03 09 2021

## **REVIEWED BY**

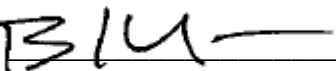
### **Recommended by the Department**



Jenna McCartney

Clerk

### **Recommended by the CAO**



Brent Kittmer

Chief Administrative Officer

## **Youth Council Terms of Reference**

### **MANDATE**

The St. Marys Youth Council (the “Council”) recommends and advises Town Council on matters related to youth.

The Council’s responsibilities include:

- a) promoting public awareness of local youth issues;
- b) creating, organizing and putting on events they feel help the local community; and
- c) act as a local youth voice.

### **COUNCIL STRUCTURE**

- 1 Elected Official as appointed by Town Council;
- 8 youth who live in or are associated with the community

### **GENERAL RULES OF OPERATION**

The Council is subject to the control and direction of Town Council. All meetings of the Council are open to the public, and rules governing the procedure for Town Council meetings shall be observed by the Council insofar as they are applicable.

All appointed members will be voting members, and a quorum of the Council shall be the majority of those appointed by Town Council as members of the Council.

At the first meeting, the members shall determine the preferred day and time for Council meetings.

If a member is absent from meetings of the Committee for three successive months without being authorized to do so by a resolution of the Council, the position held by the member will consider to be vacated.

Should a vacancy exist on the Committee during the term, Council may appoint a person to fill the vacancy for the unexpired portion of the term.

### **ROLE OF TOWN COUNCIL REPRESENTATIVES**

- The Town Council Representative is a participating voting member of the Committee
- The Mayor may attend and participate in Committee meetings as ex officio and shall have voting rights in accordance with the Town Procedure By-law.

### **ROLE OF YOUTH COUNCIL CHAIR**

A Chair and Vice-Chair will be elected yearly by members to preside over meetings and business.

The Chairs’ role is to:

- Preside at all meetings in accordance with the Town Procedure By-law.

- Control proceedings and discussion to ensure smooth transition of the business as listed on the agenda
- Work co-operatively with staff representative in the preparation of the agenda.
- Vote on all matters requiring a formal motion.

## **ROLE OF YOUTH COUNCIL MEMBERS**

The Youth Council Members shall:

- Report to the Chair any issues that they feel should be addressed by the Council;
- Attend and participate in Council meetings;
- Contribute time, knowledge, skill and expertise during meetings in order to fulfill the Council's mandate and report their concerns and issues to the Council;
- Abide by the procedural decisions made by the Chairperson;
- Agree to disclose any pecuniary interests and conflict of interest to the Chair in advance of a discussion on matters for which there may be financial gain for him/herself, partners or spouses or minor children.
- Shall actively participate in carrying out the responsibilities of the Council.

## **ROLE OF STAFF**

- Corresponding with members of the Council.
- Is without voting privileges.
- Act as the Council Secretary and give Notice of Meetings and prepare all associated correspondence.
- Prepare meeting packages in co-operation with the Chair.
- Preserve all records and correspondence in accordance with the Town Records Retention By-law.
- Act as a resource personnel for Town policies and procedures.

## **REPORTING REQUIREMENTS**

Council minutes are to be provided to the Clerk's Department for insertion on the Town Council agenda. Recommendations for Town Council's consideration are to be presented to Town Council by way of the minutes of the Council.

## **FINANCIAL PLANNING**

Members of the public serving on the Council will receive remuneration in the amount of \$250.00 per year given they attend a minimum of 15 meetings in a calendar year. There will be no remuneration for Council members serving on the Committee.

Reimbursement for travel and other expenses incurred in the performance of the Council's duties will be paid in accordance with the Town's policies.

Any financial requirement of the Council shall be approved by Town Council prior to expenditure.



## **FREQUENCY OF MEETINGS**

The Council will meet bi-monthly with added meetings as deemed necessary

## **TERM**

The term of the Council shall be two years.

## **St. Marys Youth Council Terms of Reference**

### **MANDATE**

The Youth Council shall advise and assist Council and the citizens of the Town of St. Marys on matters relating to you.

The St. Marys Youth Council shall identify and respond to the needs and interests of youth within the community. The Youth Council shall empower youth to be involved in the planning and decision-making process of activities and events occurring in St. Marys and surrounding areas.

The Council's objectives include:

- To give youth the opportunity to become more involved in the community
- To gain and build the following youth skills: leadership, communication, organization, problem-solving, team work, and initiative
- To ensure that youth's voices are being represented and heard

### **COUNCIL STRUCTURE**

- Eligible members include youth (ages 14 through 19 years old) who reside in the Town of St. Marys or in surrounding area
- 1 Elected Chair Official as appointed by Youth Council
- 1 Elected Vice-Chair Official as appointed by Youth Council
- 5 – 8 members of the public appointed by Town Council
- 1 Youth Council Staff Liaison

### **GENERAL RULES OF OPERATION**

All meetings of the Youth Council are open to the public. All appointed Members will be voting members. Main methods of communication will be done through email and a closed Instagram direct messaging group.

#### **Meetings**

- Official Council meetings will be held on the first Friday of the month at 4:00PM in an assigned meeting location. Depending on the workload, additional meetings of all Council member or sub-committees may be scheduled to meet their mandate and goals.

### **ROLE AND DUTIES**

#### **Council Chair**

A Council Chair will be elected yearly from Council members to preside over meetings and committee business.

It is the role of the Council Chair to,

- Preside at all meetings, and control proceedings and discussion to ensure smooth transition of the business as listed on the agenda
- Collaboratively work Youth Council Staff Liaison to ensure that goals and mandates are being met
- Positive role model for Council members and all youth in community
- Participate and assist in organizing events and activities
- Vote on all matters requiring a formal motion

### **Council Vice-Chair**

A Council Vice-Chair will be elected yearly from Council members.

It is the role of the Council Vice-Chair to,

- Preside at meetings if Chair is absent, and assist with controlling proceedings and discussion to ensure smooth transition of the business as listed on the agenda
- Collaboratively work with Youth Council Staff Facilitator and Council Chair to ensure that goals and mandates are being met
- Positive role model for Council members and all youth in community
- Active role in participating and assisting in organizing events and activities

### **Council Member**

Any youth (between ages of 14 and 19 years old) residing in St. Marys and/or surrounding area can join St. Marys Youth Council.

It is the role of Council Members to,

- Be an active and contributing member to Youth Council
- Represent the youth population and consider the well-being and interests of the Town
- Attend the official monthly Youth Council meetings; along with the scheduled unofficial meetings
- Contribute to the planning, organizing, implementation and evaluation of the activities/events that the Youth Council hosts
- Track own volunteer hours that can be used towards Secondary School Volunteer Hours
- Keep meeting spaces clean and organized as other services use the Youth Centre
- Annually assist with a minimum of three events/volunteer opportunities
- Notify the Youth Council staff liaison and/or Youth Council Chair via email if not able to attend a meeting and/or event

### **Youth Council Staff Liaison**

The Youth Council Staff Liaison is an employee with the Town of St. Marys.

The role of the Youth Council Staff Liaison is to,

- Assist Youth Council in meeting their goals and mandate

- Attend all meetings and empower Council to be involved in youth opportunities
- Act as a resource personnel for Town policies and procedures
- Be without voting privileges
- Develop reports and prepare meeting packages in co-operation with the Chair and/or Vice-Chair
- Give notice of meetings and prepare all associated correspondence

## **REPORTING REQUIREMENTS**

Youth Council Staff Liaison will take Council meeting minutes and provide them to the Clerk for insertion on the Council agenda.

## **FINANCIAL PLANNING**

Council members to receive remuneration in the amount of \$20.00 per official meeting to a maximum of \$240 annually. Volunteer hours will not be recognized when remuneration is received. Extra hours outside official Council meetings (ie. planning and events) does not qualify for remuneration, instead they can be used as volunteer hours.



## FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Amy Cubberley, Cultural Services Supervisor
<b>Date of Meeting:</b>	9 March 2021
<b>Subject:</b>	<b>DCS 07-2021 Municipal Register of Non-Designated Heritage Properties Update</b>

### PURPOSE

The purpose of this report is to update Council on the process of revising the Municipal Register of Non-Designated Heritage Properties since last meeting in January, and to obtain approval to add the 12 properties listed below to the Register.

### RECOMMENDATION

**THAT** DCS 07-2021 Municipal Register of Non-Designated Heritage Properties Update be received; and

**THAT** Council direct staff to add the following properties to the Municipal Register of Non-Designated Heritage Properties:

- 524 Elgin Street West
- 99 Water Street North
- 100 Wellington Street North
- 145 Church Street North
- 158 King Street North
- 202 Widder Street East
- 24 Robinson Street
- 140 Emily Street
- 81 Wellington Street North
- 338 Elizabeth Street
- 403 Queen Street East
- 164 Wellington Street South; and

**THAT** Council consider By-law 27-2021, being a by-law to amend 13-2018 that established the list of non-designated properties of cultural heritage value.

### BACKGROUND

In January 2018 Council passed By-law 13-2018 establishing the Non-Designated List of Properties in the Municipal Register of properties that are of cultural heritage value or interest. It was expected that

the Heritage Advisory Committee would review the list and make recommendations for removals or additions on an annual basis. Since 2018, two properties owners have requested removal from the list and no new properties have been added.

At the November 9, 2020 Heritage Advisory Committee meeting, Committee members brought forward suggested additions for consideration to the non-designated list of heritage properties. Of the 98 properties brought to the November meeting for consideration, 58 were recommended for further research or consideration. The Curatorial and Programming Intern, along with a Museum volunteer researched the 58 properties being considered. At the December 2020 meeting, the Heritage Advisory Committee narrowed down this list from 58 to 13 properties to recommend to Council for addition to the Non-Designated Heritage Register.

At the January 12, 2021 Council meeting, staff were directed to proceed with notifying the thirteen property owners whose properties were being considered as additions to the Municipal Register of Non-Designated Heritage Properties.

## **REPORT**

Following the January 12 Council meeting, a property owner notification letter, FAQ sheet, and summary of the property's history were mailed to each of the thirteen property owners. After sending the thirteen notifications, one request to be removed from the proposed list was received. Six other recipients of the notifications contacted the Cultural Services Supervisor to either ask questions about the Non-Designated Register, learn more about the history of their property, or simply thank the St. Marys Heritage Committee for including their property on the list.

Once the finalized Register is passed by Council, property owners can still request to be removed from the Register by completing a Non-Designated Property Correct/Removal Application Form.

## **FINANCIAL IMPLICATIONS**

None.

## **SUMMARY**

In January 2018 Council passed By-law 13-2018 establishing the Non-Designated List of Properties in the Municipal Register of properties that are of cultural heritage value or interest. It was expected that the Heritage Advisory Committee would review the list and make recommendations for removals or additions on an annual basis. Since 2018, two properties owners have requested removal from the list and no new properties have been added.

In January 2021, Council gave staff direction to notify the owners of 13 properties that the Heritage Advisory Committee had identified for addition to the Municipal Register of Non-Designated Heritage Properties. One of the 13 property owners requested to not be included on this list and their property been removed from the recommendation above.

Once the finalized Register is passed by Council, property owners can still request to be removed from the Register by completing a Non-designated Property Correct/Removal Application Form.

## **STRATEGIC PLAN**

- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
  - Pillar #4 Culture and Recreation:
    - Outcome: Protecting St. Marys' unique heritage assets while planning for growth.

## **OTHERS CONSULTED**

- St. Marys Heritage Advisory Committee

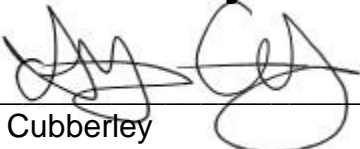
- Jenna Philbrick, Curatorial and Programming Intern
- Mary Smith, Volunteer Property Researcher
- Ministry of Heritage, Sport, Tourism, and Culture Industries guidance materials ([http://www.mtc.gov.on.ca/en/heritage/municipal\\_register.shtml](http://www.mtc.gov.on.ca/en/heritage/municipal_register.shtml))

## **ATTACHMENTS**

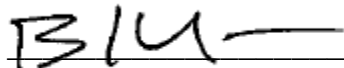
- Proposed additions to Municipal Register of Non-Designated Heritage Properties

## **REVIEWED BY**



### **Recommended by the Department**


  
\_\_\_\_\_  
Amy Cubberley  
Cultural Services Supervisor

### **Recommended by the CAO**



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




## North Ward

Address	Photograph	Description
145 Church Street North		<p><b>Architectural significance:</b> This property, a storey-and-a-half white brick house, was built ca 1880. It has two beautiful porches, different in style and imbrication for quoins, very common in the early 1880s. It has retained many of its original Gothic Revival-inspired elements, popular in house design between 1840 and 1890. These include pointed gables with long finials, including the one over the front porch. There is intricate bargeboard, some of it restored by the current owner.</p> <p><b>Historical significance:</b> In 1879, Daniel McLaren, a local merchant tailor, purchased Lot 13 on the east side of Church Street North, a vacant property. The house was built sometime soon after this date. The property remained in the McLaren family for more than five decades. After Daniel died in 1907, his wife, Adelaide, remained there. Before she died in 1927, she transferred the property to her son, James A. McLaren, who also was a merchant tailor. After James's death in 1932, his wife, Alice, sold the property to Joseph Gannon. Joseph was one of the youngest children in a very large family. His father, John, was a quarryman. When Joseph was old enough to leave school, he began working with one of his older brothers in a local barbershop. He died in 1971 and his widow, Ina D. Gannon, remained until 1992 in this comfortable home, close to her church, Holy Name of Mary, her garden and members of her family. She died in 1993.</p> <p><b>Reason for listing:</b> This property has been very well cared for by all its owners, past and present, and is associated with the history of two early St. Marys families.</p>
140 Emily Street		<p><b>Architectural significance:</b> This small limestone house was built ca 1862. It sits close to the road and so the special features, such as its even courses of stone, its soldier lintels and corner quoins, are very visible. It gives the appearance of a single-storey house but, set on a hillside, it has a spacious lower level, accessible from the back (west side). For many years, this house had an enclosed front porch or sunroom but the current owner has removed it, thus revealing the original features of the façade.</p> <p><b>Historical significance:</b> The house at 140 Emily Street is one of the oldest in St. Marys and, like all of the town's old homes, has a fascinating history and associations with some interesting former residents. The first name on the registry office records for this property is that of one of the town's leading early settlers, William Veal Hutton. Originally from England, Hutton decided to settle in St. Marys and invested in property here. On March 20, 1852, he purchased the mill at Trout Creek and the Thames River along with other properties on Concession 17, Lot 12, from James Ingersoll for \$1,300. The town lot that would become 140 Emily Street was part of this purchase. W. V. Hutton did not build here but subdivided and sold the lots separately.  The McLarens were the first people to live on Lot 20, West Side, Water Street North. Joseph McLaren purchased this property from W. V. Hutton on October 1, 1861 for \$500 and built the house soon after. Joseph McLaren was a baker. He worked at his trade in St.</p>

		<p>Marys, preparing all his goods at his home and selling them in a shop on Queen Street. The business evolved and when Joseph died in 1876, the store became known as Mrs. McLaren’s Candy Store, a popular local business. Joseph’s wife, Janet, and his stepson, John Barclay, (Janet’s son by a previous marriage) lived on Emily Street and ran the business downtown. After the death of his mother, John Barclay remained in the house.</p> <p>John, always a bachelor, eventually moved to Stratford where he died in 1941 at the age of 90. The house was left vacant and was claimed for back taxes by the Town of St. Marys in 1942. It was sold to Agnes Bier in 1944. She rented it to various tenants through the years and later turned the property over to her second husband, Harry Boyle, in 1950. It was later purchased by Bertha Conn in 1953 and was inherited by her three daughters.</p> <p><b>Reason for listing:</b></p> <p>This small house is one of the oldest limestone homes in St. Marys and is associated with an early downtown business.</p>
158 King Street North		<p><b>Architectural significance:</b></p> <p>This house, built in 1912 as a convent for a teaching order, the Sisters of St. Joseph, associated with Holy Name of Mary School, is a roomy, two-storey buff brick house. Constructed for utilitarian purposes, it still has some attractive architectural details, found in other substantial St. Marys homes of the period. These include ornamentation on the east-facing dormer and monolithic limestone lintels and sills. The building, now divided into apartments, retains its original fenestration.</p> <p><b>Historic significance:</b></p> <p>The history of this building is unique in St. Marys. It was a convent, the home for members of an order, who would play specific roles in the life of the parish. This notice from the St. Marys Journal, August 22, 1912, provides some background:</p> <p><i>A two storey brick residence is being erected on the R.C. Church grounds to serve as a home for the Sisters of St. Joseph who will take charge of the Separate School at the beginning of the new year. Two sisters will teach in the school, one will give lessons in music and a lay sister will act as housekeeper. Miss Angela Barry, daughter of Mr. John Barry, will have charge of the school during the fall term.</i></p> <p>For the next five decades, the sisters were part of St. Marys, although residents who were not members of the parish only saw them occasionally – always in pairs, dressed in their full habits, walking downtown on specific errands. They were, of course, greatly involved in the life of their school. But through the years, the order dwindled in size and meanwhile, the school population expanded and more lay teachers were hired to teach the classes. The order also modernized, replacing the long, black habit and white wimple with simple skirts and blouses. The last nun to teach at Holy Name was famous for conducting energetic physical education programs.</p> <p>The order finally withdrew from the school and the convent closed. Because it was now redundant, the building was sold in the 1980s and developed into apartment buildings. It is well-maintained and still fits comfortably into the neighbourhood.</p> <p><b>Reason for listing:</b></p> <p>This property’s relation to an interesting and unique part of St. Marys history gives it significance.</p>



99 Water Street North		<p><b>Architectural significance:</b> 99 Water Street North is a single-storey limestone cottage, built ca 1870, by designer/builder Robert Barbour. Its central entrance with two-over-two windows symmetrically placed on each side and its cottage roof are typical characteristics of an Ontario cottage. Barbour added his own features such as a full veranda across the facade, supported by six round pillars at the front and four half-pillars against the wall of the house. There was originally a stone wall separating this property from its neighbour to the north, 107 Water Street North, with steep steps leading down to the road. Jack Gorton, a long-time owner of 99 Water Street North, built the store retaining wall along Water Street, filled and leveled the front lawn. He also replaced the old, deteriorating veranda with the smaller one in place today. There have been considerable renovations to the interior of the house but the exterior has been well maintained and preserved through its long history.</p> <p><b>Historical significance:</b> Fanny Moore was born in Ireland in 1840 and immigrated with her family to Canada when she was a young girl. They settled in St. Marys where her father, John, had an early foundry. When she was still in her teens, she married John Adam, who owned and operated a hotel on Wellington Street. John died in 1866, leaving Fanny with a young son. She took over the management of the hotel until her son, John Moore Adam, was old enough to run the business. An astute businesswoman, Fanny also invested in real estate. By the early 1870s, she was the owner of four lots with houses in the north ward. Two (99 and 107) were on the east side of Water Street and they backed onto two (100 and 106) on the west side of Wellington Street. All were built by Robert Barbour and had similar features. Two were limestone and two were brick. Fanny lived at 100 Wellington Street and rented the other properties to relatives. The first tenants of 99 Water Street North were Robert Dickson and his family. He was a clerk and later a partner at A. Beattie &amp; Co., the large general store owned by Fanny’s brother-in-law, Alexander Beattie. His wife, Jenny, was related to Fanny.</p> <p><b>Reason for listing:</b> All four houses are significant, not only architecturally but also because they show the accomplishments of one of the town’s first successful women in business.</p>
81 Wellington Street North		<p><b>Architectural Significance:</b> This two-storey house, built in 1909, is a good example of utilitarian, box-shaped, balloon-framing house construction, common in St. Marys from approximately 1890 into the 1930s. Decorative features added to this house include a window in the attic dormer aligned with the windows on the first and second storey and a veranda across the façade. There was originally a door on the second storey leading to a small balcony over the veranda but this door has since been replaced by a window and the veranda roof modified to eliminate the balcony. There is a single-storey kitchen addition on the east side.</p> <p><b>Historic significance:</b> The property at this address had a number of owners through the years and records show there was a modest house with a very low assessment on it from the 1870s. However, in 1909, the property was owned by Alexander Treacy and there was a significant increase in assessed value, an indication that a more substantial house had been built on the lot. Alexander Treacy was an experienced, local carpenter and he probably built the house himself or at least played a major part in its construction. Treacy was born in 1855. He and his wife, Eliza, had a family who were adults by the time the Wellington Street house was built and mostly living away from St. Marys.</p>


		<p>Later owners of the property included Simon McDonald, Mary McLaren, Louisa Donald and Ambrose Walsh, all members of early St. Marys families.</p> <p><b>Reason for listing:</b> Among the many brick and stone houses that are included on the list, this stands out as a good example of a popular, turn-of-the-century style of frame-construction.</p>
100 Wellington Street North	 	<p><b>Architectural significance:</b> 100 Wellington Street North was originally a single-storey buff brick cottage, constructed by local designer/ builder Robert Barbour. It is one of a group of houses built ca 1870 that Barbour built for Fanny Moore Adam, a local businesswoman and it was similar in design to the other three in the group. Built into a hill, its full basement with limestone foundation walls originally was entered by a doorway on the west side. An early photograph shows the top of a basement window in a deep well at the front of the house. In the 1960s, the owners at that time made some dramatic renovations. The grade level was lowered, exposing the limestone foundation and the house effectively became a two-storey building. The main entrance with sidelights and transom was moved to the lower floor, replaced by a window on what was now the second storey. The new main floor became a living room, dining room and den while the upper floor became bedrooms and bath. An addition to the west contained the kitchen.</p> <p><b>Historic significance:</b> This cottage is one of four houses built by for Fanny Moore Adam, a local businesswoman by Robert Barbour. It was her own home and may have been built first in the late 1860s soon after the death of her husband in 1866. It should be noted that in that period of time, it was only because Fanny was a widow whose son was still a minor that she had control of the assets left to her by her husband. She had a good head for business and made the most of this opportunity, investing in real estate to establish her own source of income when her son grew old enough to take over the family business, a downtown hotel. The four houses sit on adjoining lots bounded by Wellington Street, Widder Street, and Water Street. While Fanny and her son lived in this house, she rented the other three to family members. When Fanny died, her son, John Moore Adam lived there until 1908 when the property was sold to James McLaren. The property changed hands a number of times after that, owners including Edmund and Estelle Ann Lappe, Cliff and Lois Baldwin and the Davies family.</p> <p><b>Reason for listing:</b> This house and the other three built for Fanny Adam by Robert Barbour are significant not only for their well-preserved architectural features but also for their association with this enterprising early St. Marys woman. 100 Wellington Street has the added interest of its 1960s renovation.</p>
202 Widder Street East		<p><b>Architectural significance:</b> This two-storey buff brick house was originally a single-storey Ontario cottage but had a second storey added in the early 1900s to become the two-storey house, with attic, that is on the southwest corner of Widder and Peel Streets today. Records indicate that the cottage was built ca 1886 for Daniel McLaren, a prosperous farmer, undoubtedly looking for a retirement property but it was first of all used as rental property. In 1910, there was a change of ownership and an increase in assessed value. It is a reasonable assumption that the second storey was added at that time. Today, the house has many attractive features including imbrication for quoins, an oriel window centred in the second storey of the Widder Street façade and a shallow attic dormer with small windows and decorative trim on the same façade. There are two entrance porches: the formal one on the Widder Street side and a back porch with steps off Peel Street. The current owners are dedicated</p>

		<p>gardeners and have landscaped the property beautifully.</p> <p><b>Historic significance:</b> According to assessment records, in the 1870s, this property was one of three lots along the south side of Widder Street owned by David Craig, a contractor. He and his family lived in a frame house in the centre of these three lots, currently 196 Widder Street East. The Craig house has been meticulously preserved and is a municipally designated property. Records show that, by 1885, the corner lot had been sold to Daniel McLaren, a prosperous farmer, who probably intended it as a retirement property. By the late 1880s, there is a house on the property, assessed at \$1000, but Daniel McLaren died in 1888 and so Charlotte McLaren, Daniel’s widow rented the property out. Early tenants were Leonard Harstone, a young lawyer, and his widowed mother. Leonard was born in Baltimore, Ontario, and came with his family to St. Marys as a young boy. Robert, his father, was a local merchant. Leonard studied law at the University of Toronto before returning to St. Marys to practise, and by the late 1880s, was living at 202 Widder Street East, providing for his mother. Leonard did well, becoming the town solicitor and then town clerk. In 1898, he married Drucilla Beatrice Windsor of Toronto. He and his wife moved to a larger property on Water Street North the following year. Shortly after the Harstones left the property in 1899, Charlotte McLaren moved into her Widder Street cottage for a brief period. She died in 1902 and the property was sold to James Davidson, who lived there with his wife. In 1910, the property was purchased by their son-in-law, Dr. P. T. Coupland, a dentist and local politician, and there was a sudden jump in its assessed value. This indicates major improvements had been completed, most likely the addition of the current second storey to the original cottage. The house has had a succession of owners but many St. Marys residents associate it with Pat and Mary Atkinson and their large, talented family who lived at 202 Widder Street East through the last half of the 20th century.</p> <p><b>Reason for designation:</b> This is an attractive, well-maintained property that has had a number of occupants significant to the history of St. Marys. It has already been recognized with a plaque by the Architectural Conservancy of Ontario.</p>
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South Ward


Address	Photograph	Description
164 Wellington Street South		<p><b>Architectural significance:</b> The storey-and-a-half, buff brick house at 164 Wellington Street South was built between 1898 and 1899. It has many Queen Anne-style features, very popular with home-builders at that period. The most prominent is the impressive, two-storey turret in the north east corner, facing Wellington Street. The large front window with its segmented limestone arched lintel, fitted with semi-circular glass panels, and the embellishments on the pillars and roof of the portico at the southwest corner are other attractive elements. Limestone lintels and sills contrast with the brick, adding substance to the house.</p> <p><b>Historic significance:</b> Part of the original Tracy Survey of the south ward, this property is complex to research because it is in a large parcel, comprising a number of lots, that extends, on an angle, between the west side of Wellington Street and the east side of Water Street. These lots were divided and subdivided a number of times through the last decades of the 19th century before the neighbourhood took on its current configuration.</p>



		<p>Harley Dewey purchased this particular lot in 1897 from William Gibb. Gibb was a veterinarian whose home and practice were on Water Street. He owned property through to Wellington and severed this lot for sale. Dewey was responsible for the building of the house soon after he purchased the lot.</p> <p>Harley Dewey (1836-1905) was born in Cambridge, England, and came to Canada in 1880 with his wife, Harriet, his daughter Mary and his son Matthew, settling in St. Marys. Dewey was a machinist by trade and appears to have had a shop of his own. His son, Matthew, found work at the St. Marys Argus, starting a printer's devil, eventually becoming a qualified typesetter and printer. Although Harley built 164 Wellington, he and his family lived in another house across the street, closer to Park Street. The new house was built for rental income. Dewey's first tenant was Alexander Douglas, a gentleman.</p> <p>In 1905, Harley Dewey died and his son, Matthew Dewey inherited the property. Dewey was by this time an experience printer with his own shop on Water Street. He continued to own and rent out 164 Wellington until 1944 when he retired to Florida. Eventually, the house was purchased by Gordon Markle, manager of the Province of Ontario Savings Office, who had rented it since 1927. Markle remained in the house almost until his death in 1968. The house was then owned by Bob Mahaffy, a carpenter, and his wife, Margaret, from 1966 to 1988. Then it belonged for many years to their son, David, and his family. Recent owners, including the current ones, have conscientiously maintained this attractive home.</p> <p><b>Reason for listing:</b> 164 Wellington Street South is an excellent example of a brick and limestone rendering of a turn-of-the-century Queen Anne-style residence, designed as a comfortable family home.</p>
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West Ward

Address	Photograph	Description
524 Elgin Street West		<p><b>Architectural significance:</b> 524 Elgin Street West is a 19th century farmhouse, standing within the town limits of St. Marys. It was built for Robert White, a farmer, ca 1878, whose acreage was at the western edge of the town, south of Queen Street, extending towards the Thames River. In 1885, he sold his farm to Joseph Meighen.</p> <p>The house consists of a large, square, two-storey, front section with the main entrance facing east, complete with an ornately bracketed porch roof. The lane, a continuation of Elgin Street, circled in front of this entrance. There is also a back section, containing the kitchen. When this property was a working farm, this wing would also have included space for barn boots and clothing. This back wing has an east-facing veranda. Both porch and veranda feature decorative bargeboard and brackets. The windows on the façade have their original shutters. It is a spacious house, built to accommodate a large farm family.</p> <p><b>Historic significance:</b> The house at 524 Elgin Street West was the home of Arthur Meighen, the ninth Prime Minister of Canada, throughout his high school years. Meighen was born in 1874 on a farm in the northwest corner of Blanshard Township, the third generation on that property. He was the oldest child and had three sisters and two brothers. His father, Joseph, and his mother, Mary, were determined that their children would have more schooling than they had been able to achieve. In 1886, they moved from their homestead to a farm just within the western limits of St. Marys. Their new home was close enough for the children to walk to elementary school and, as they became old enough, to the St.</p>

		<p>Marys Collegiate. The Meighens could not have afforded to pay for their children to board in town. This way, they could live at home through their secondary school years.</p> <p>Also the children could still help with farm and house work. Joseph established a dairy business on his new farm and was soon delivering milk to town customers. This was very much a family enterprise and everyone was expected to help. Before he had finished high school, Arthur, an able mathematician, had taken over responsibility for the dairy’s accounts. He also solicited new customers and helped build up the milk route.</p> <p>This farm remained Arthur Meighen’s family home through his high school and university years. However, ca 1900 he moved west to Manitoba where he articulated with a law firm, became a lawyer and eventually a federal politician. He held many cabinet positions and served two brief terms as prime minister in 1920-1921 and again in 1926. By the early 1900s, his parents had moved from the Elgin Street farm to 162 Church Street South, closer to the downtown.</p> <p>The house at 524 Elgin Street West was associated for almost a century with the Ferguson family who farmed the property for many years. The last Fergusons to live there were Ron and Shirley who sold it ca 2005. (Because of the location of this property, portions of the original farm were sold to the cement company when it expanded its operations to the west side of the Thames River. As the area grew, other developers’ names appear on the abstract as owners of parts of the farm property.)</p> <p><b>Reason for listing:</b></p> <p>It is an honour for St. Marys to have been considered home by a prime minister of Canada and any property closely so associated with him deserves recognition. A Heritage Plaque is placed near the entrance to the property but is not easily viewed by casual passers-by.</p>
24 Robinson Street		<p><b>Architectural significance:</b></p> <p>This brick house is one of the best preserved of a series of houses, along the west side of Robinson Street, all constructed by Leon Clench in the early 1870s. Each of these houses has unique features. 24 Robinson Street is an adaptation of the Italianate style. It has an unusual floor plan: a three-bay façade with the front door opening from the veranda into a centre hall, itself opening into two rooms on either side. There are four bedrooms above, built right into the eaves. There is a big square double bay on main level and two projecting gables on the upper levels. Clench probably developed the floor plans and elevations from examples published in the Canada Farmer magazine, a common source of house designs in that period. This house is a variant on the L-shaped style and its facade is marked by several projecting bays of differing types. It also features a mottled colour of brick, not found elsewhere in the town.</p> <p><b>Historic significance:</b></p> <p>The property is part of the large acreage granted to the Ingersoll family ca 1839 at the core of St. Marys. This particular lot was purchased in 1866 by Leon Clench and his wife, Eunice Cruttenden Clench, the daughter of one of the town’s earliest settlers, Lauriston Cruttenden. Clench was a multi-talented man. He was a lawyer by profession and an accomplished musician. He was an inventor and submitted many prototypes for patent consideration. He was also a carpenter, and responsible for the construction of a number of homes along Robinson Street and nearby, including his own family home at 96 Robinson Street.</p> <p>The house at 24 Robinson Street was built for rental income. Leon died in 1884 and Eunice continued to rent out the property to successive tenants. In 1920, when Eunice decided to move to England to stay with her daughter, Mary, she finally sold this property to George Potter. Members of the Potter family lived there for the next 50 years. Since their time, it has had a number of different owners.</p> <p><b>Reason for listing:</b></p>

		Architecturally, this house is notable for its setting, design, colour of brick, and, most remarkably, for the fact that it retains so many of its original features which have been so carefully preserved. It is also significant for its association with the Cruttendens and Clenches, families influential in the history of St. Marys.
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East Ward

Address	Photograph	Description
338 Elizabeth Street		<p><b>Architectural significance:</b> St. Marys District Collegiate and Vocational Institute, at 338 Elizabeth Street, is this town’s example of the Ontario Ministry of Education’s choice of architectural style for educational institutions from post-World War II into the 1980s. Many schools were built across the province to accommodate the growing population following the war. Several decades later, this population growth slowed and, in some areas, tapered off. Few public schools were built in small communities after that time although many have been extensively renovated through the years. The school is set on spacious grounds and built with the universal choice of material – orange-brown brick. The windows are set in metal frames. The main entrance is enhanced by a concrete canopy and pillars.</p> <p><b>Historic significance:</b> After the Second World War, the school district expanded and there was the prospect of significant increases in student numbers due to postwar immigration. It was determined that the old school building, built in 1873, would be unable to support these new changes and in the early 1950s, the decision was made to build a new St. Marys Collegiate. St. Marys, as the largest partner, assumed 44% of the costs while the townships divided the other 56% according to numbers of students attending the school. Additionally, the Department of Education was offering grants for new construction projects. The board first considered building on the old school property. However an attractive alternative was a parcel of 9.9 acres just south of Elizabeth Street and east of James Street, owned partly by the Town of St. Marys and partly by a local businessman, Herb Sparling. By October 1951, a majority of the municipalities (six of seven) had ratified the agreement on shared costs and were ready to call debentures. By December 1951, the Department of Education gave permission to have architect Burwell Coon prepare preliminary sketches, but it wasn’t until 1952 that the tender was awarded to Thomas Construction of Galt and actual work on the site began. Most of the construction was done throughout the spring and summer of 1953. Interior work continued into the following autumn and winter months and in April 1954, the new school was ready for occupancy. Although students and staff moved into the new building at the end of 1953-54 school year, the official opening was not held until September 22, 1954. The Right Honourable Arthur Meighen, former Prime Minister of Canada and a graduate of the old St. Marys Collegiate, was guest of honour. The school was built with room for expansion which did happen. A technical wing and a large gymnasium/auditorium are now part of the school complex. When Little Falls Public School opened in 2010, Grades 7 and 8 from the public school moved into the east classroom wing, added in the 1960s.</p> <p><b>Reason for listing:</b> This building has been part of the town for almost 70 years and was significant in the teenage life of many current and former residents.</p>

<p>403 Queen Street East</p>		<p><b>Architectural significance:</b> This home at is an interesting example of a four-square house, built, ca 1912, using locally-manufactured concrete block. The four-square style was popular in the early years of the 20th century. It was a practical reaction to the ornamentation and fussiness of Gothic Revival houses that had been so very popular at the end of the 19th century. Its characteristics include a basic square design, two-and-one-half stories high, usually with four large rooms to a floor, a centre dormer, and a large front porch with wide stairs. The square shape provides a maximum amount of interior room space. Other common features included a hipped roof and a front porch, sometimes covering the entire front of the house. The house at 403 Queen has a smaller, but still spacious, porch. Frequently, this style of house was frame and so the concrete block construction of 403 Queen is of extra interest.</p> <p><b>Historic significance:</b> This property is an example of how residences developed along Queen Street East, a main thoroughfare leading to downtown St. Marys. Part of the original Ingersoll acreage, granted to that family by the Canada Company in 1839, this lot at the northwest corner of Queen and Huron Streets shows up in early official surveys. Assessment records indicate that there was a modest, frame house with a low assessment in this location by the late 1870s. This property had a series of owners but there were no major changes in the assessed value until 1912. In March 1911, William S. Durward, a retired farmer, purchased Lot 42, Queen Street East for \$575. This new owner was significant because he was responsible for the construction of the cement block, four-square house that currently stands on the property. A review of the assessment records indicate a considerable rise in the assessed value of the property between 1911 and 1912, suggesting that the small house built originally on that site had been replaced by a more substantial home. As other concrete block construction was taking place at this time throughout the town, it is reasonable to place the date of the current house at 1912. Since that time, 403 Queen Street East has served as a comfortable home for a number of successive families.</p> <p><b>Reason for listing:</b> The house at 403 Queen Street East is an excellent example of the four-square style of house, popular at the beginning of the 20th century. The use of locally-produced concrete block is another point of interest.</p>
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## FORMAL REPORT

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

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

**Date of Meeting:** 9 March 2021

**Subject:** **COR 15-2021 Business Grants – Phase 2**

### PURPOSE

To provide Council an update on Phase 2 of the business grant program and receive further direction on the selection committee.

### RECOMMENDATION

**THAT** COR 15-2021 Business Grants – Phase 2 report be received; and

**THAT** Council confirm the following members of the selection committee for the Business Grant – Phase 2:

Councillor Tony Winter

Andre Morin, Director of Corporate Services

Kelly Deeks-Johnson, Tourism and Economic Development Manager

Amy Cubberley, Cultural Services Supervisor

Councillor \_\_\_\_\_

### BACKGROUND

On February 16, 2021, the Strategic Priorities Committee discussed launching a second business grant program as part of report COR 10-2021.

### REPORT

The Town launched the second phase of the business grant program on March 1, 2021 and applications will be due on March 22, 2021. Businesses eligible for this funding include:

- Businesses that are located in St. Marys
- Businesses that can demonstrate that they have had a financial impact due to COVID-19 (i.e. a reduction in revenue and/or sales, increased operating costs, reduced staffing, etc.)
- Funds are encouraged to be spent locally

The following Frequently Asked Questions (FAQ) has been created:

#### ***How can I apply?***

Apply using this online application form. A printed version of this form is available upon request by contacting us at [kdeeks@town.stmarys.on.ca](mailto:kdeeks@town.stmarys.on.ca) or 519-284-2340 Ext. 272.

***Is my home based business eligible?***

Home based businesses are not eligible, however consideration will be given to legitimate full-time home businesses that can demonstrate their financial impact from the pandemic.

***Is there a minimum timeline that my business needs to have been in operation in St. Marys?***

There is no minimum amount of time that a business needs to have been in operation, however this grant is available to cover financial implications caused by the pandemic. Applicants will need to outline how their business has been financially impacted by COVID-19.

***If my business received money from the first round of the Business Grant Program, it is eligible for the second round?***

Yes, successful applicants from the first round of funding are eligible for this second round of funding. These businesses must be able to demonstrate their need for the additional funding (over and above what the previously received funding covered).

***Is the Town of St. Marys imposing specific funding topics or direction to applicants? (i.e. supporting marketing, digital, capital, expenses, etc.)***

The Town is not imposing specific funding topics or direction other than that funds are to be used to assist with the financial implications of the pandemic.

***Does my business need to have a minimum or maximum number of employees?***

No, the number of staff a business employs does not affect eligibility.

***Do not-for-profits qualify?***

NFP organizations are not eligible. Please contact us directly at [amorin@town.stmarys.on.ca](mailto:amorin@town.stmarys.on.ca) or 519-284-2340 Ext. 217 for assistance options.

***Is there special criteria for franchisee operating businesses?***

Yes, please contact us directly at [amorin@town.stmarys.on.ca](mailto:amorin@town.stmarys.on.ca) or 519-284-2340 Ext. 217 to discuss this criteria.

In order to ensure every business in St. Marys receives information on the grant, the following communication critical path has been created and will be followed:

TOOL	TASK(S)	TIMING/STATUS
<b>MEDIA RELEASE</b>	<ul style="list-style-type: none"><li>Draft media release</li></ul>	March 1
<b>WEBSITE</b>	<ul style="list-style-type: none"><li>Update Business Resources page with Business Grant</li><li>Update Application form</li><li>Add FAQ section to webpage</li></ul>	Week of Feb 22
<b>SOCIAL MEDIA</b>	<ul style="list-style-type: none"><li>Introductory post with media release</li><li>FAQ Post</li><li>Create 2-3 posts using testimonials from grant recipients from Phase 1</li></ul>	March 1 March 4 March 1- 22
<b>PRINT ADVERTISING</b>	<ul style="list-style-type: none"><li>Inclusion in Town Crier column</li><li>½ page ad</li></ul>	Week of March 1 Week of March 8
<b>NEWSLETTER</b>	<ul style="list-style-type: none"><li>Eblast to businesses</li><li>Follow-up phone call</li></ul>	March 1 March 2-3
<b>SIGNAGE</b>	<ul style="list-style-type: none"><li>Update downtown window display (TBD)</li></ul>	March 1 – 22

Furthermore, the Town is sharing success stories from Round one of our business grant program to help share the message and encourage participation.

The grant applications will be reviewed and approved by the selection committee. As discussed at our previous meeting, it may be beneficial to add 1 – 2 members to the selection committee. The current selection committee consists of:

- Councilor Tony Winter
- Andre Morin, Director of Corporate Services
- Kelly Deeks-Johnson, Tourism and Economic Development Manager

If 2 members, were to be added, we would suggest a member of Council and another staff member. Amy Cubberley, Cultural Services Supervisor, has worked on some Tourism files and would be a recommended option.

## **FINANCIAL IMPLICATIONS**

The total grants are expected to total \$50,000 and be funded by the Town's COVID relief funds.

## **SUMMARY**

The COVID-19 Business Grant Program provides up to \$3,000 to help businesses facing financial challenges related to the pandemic. The program is available to businesses in St. Marys that can demonstrate negative financial impacts due to COVID-19. The funding must be used to help alleviate these impacts.

## **STRATEGIC PLAN**

The Business Grant program supports Council's business retention and expansion goals.

## **OTHERS CONSULTED**

Strategic Priorities Committee

Kelly Deeks-Johnson, Tourism and Economic Development Manager

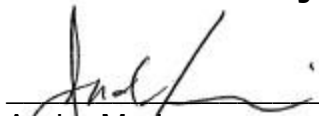
Beverley Brenneman, Corporate Communications Manager

## **ATTACHMENTS**

None

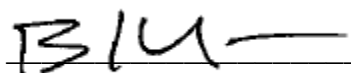
## **REVIEWED BY**

### **Recommended by the Department**



Andre Morin  
Director of Corporate Services

### **Recommended by the CAO**



Brent Kittmer  
Chief Administrative Officer

## FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Morgan Dykstra, Public Works and Planning Coordinator
<b>Date of Meeting:</b>	9 March 2021
<b>Subject:</b>	<b>PW 17-2021 Flower Watering Contract for 2021</b>

### PURPOSE

To provide information to Council regarding the watering contract for Town flowers inclusive of flower beds, urns and hanging baskets, and to seek Council's approval to extend the existing contract with St. Marys Landscaping Ltd. for one additional year.

### RECOMMENDATION

**THAT** PW 17-2021 Flower Watering Contract for 2021 be received; and

**THAT** Council approve a one-year contract extension with St. Marys Landscaping Ltd. to water Town flower beds, urns and hanging baskets for 2021 as per Attachment A; and,

**THAT** Council consider By-law 25-2021 for the contract extension and authorize the Mayor and Clerk to sign the associated agreement.

### BACKGROUND

The Town seeks contracted services to provide the materials for flower beds, urns and hanging baskets in Town. Furthermore, the Town then seeks services to maintain those locations, and water those locations.

Historically, the above noted services have been split into separate contracts:

- Provision and maintenance of flowers; and
- Watering of flowers.

In 2017, the Building and Development Department issued RFQ-DEV-06-2017, seeking a company to water the annual garden beds, perennial garden beds and hanging baskets at various locations around Town. The term of the agreement was for one (1) contract year, with the option for an additional two (2) contract years.

The contract was awarded to St. Marys Landscaping and the Town proceeded to extend the contract for three (3) additional contract years, for a total of four (4) years.

### REPORT

As mentioned above, the original procurement document RFQ-DEV-06-2017 does not account for services in 2021. The Town's Procurement By-law (36-2012) permits the extension with Council's approval:



*11.1 Where goods, services or construction have been purchased under this by-law, no similar, additional or related goods, services or construction shall be purchased from the same contractor, whether by way of contract extension, renewal, or separate purchase, unless:*

*(a) a report is submitted to Council;*

Therefore, Public Works staff are requesting that Council grant an additional contract year (2021) to St. Marys Landscaping for the following reasons:

1. The Proponent has a number of years' experience providing consistent and responsive watering services to the Town for flower beds, urns and hanging baskets and their experience is an asset as the management functions of the contract are transferred from the Building and Development Department to the Public Works Department; and
2. To align with the contract timelines for the provision and maintenance of flowers contract.

As of 2021, the maintenance and watering of flower beds, urns and hanging baskets are separate, and therefore, Company X may plant and maintain the flower beds (removal of weeds etc.), while Company Y waters the flower. To ensure a standard of care, and economies of scale, the contracts should be combined into one contract. St. Marys Landscaping currently holds the contract for the provision and maintenance of flower beds.

The Public Works Department intends to combine the contracts for future years. It is intended that this procurement document will be issued for competitive bidding in the Fall of 2021. The Department will also be performing a review of the existing program and will identify if any potential efficiencies exist.

In addition to the flower contracts, the Town will be issuing the General Turf Maintenance and Cemetery Turf Maintenance contracts in the Fall of 2021

Should Council choose to not extend the contract, the Public Works Department will need to issue a Request for Quotation immediately to ensure June mobilization.

#### Contract Details:

Over the years the contract has been amended as circumstances change and changes as a result of the 2019 modernization review.

The scope of work, inclusive of the watering process, locations and cost per event have been outlined in Attachment A.

The cost is calculated based on a per event basis. On average, there are 60 to 70 watering events between June and October. Given the proposed cost per event (\$440.00), the overall program cost for 2021 ranges between \$26,400 and \$30,800 + HST.

## **FINANCIAL IMPLICATIONS**

The cost to water Town flowers inclusive of flower beds, hanging baskets and urns is \$440 per watering event. On average, there are 60 to 70 watering events between June and October each year, therefore the overall program cost for 2021 ranges between \$26, 400 and \$30,800. These costs have been budgeted (01-7115-6990).

## **SUMMARY**

The contract period for RFQ-DEV-06-2017 has expired, Council can authorize an additional contract year as per the Town's procurement by-law. Town staff are requesting that Council extend the contract for 2021.

## STRATEGIC PLAN

☒ Not applicable to this report.

## OTHERS CONSULTED

John Hahn, Parks Operator A (Team Lead) – *Town of St. Marys*

Ray Cousineau, Facilities Supervisor – *Town of St. Marys*

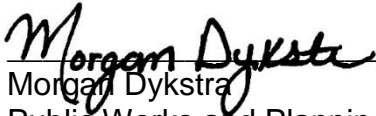
Brett Petrie, Owner – *St. Marys Landscaping Ltd.*

## ATTACHMENTS

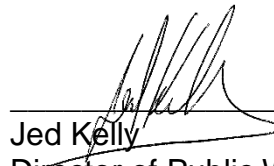
Attachment A – Scope of Work

## REVIEWED BY

### Recommended by the Department



Morgan Dykstra  
Public Works and Planning Coordinator



Jed Kelly  
Director of Public Works

### Recommended by the CAO



Brent Kittmer  
Chief Administrative Officer

## Scope of Project

The Town of St. Marys hires a company to water the annual beds, perennial beds, and hanging baskets at various locations around Town. The beds, hanging basket sand urns will be maintained from June (planting date) until Thanksgiving.

- The Town will supply the water and is accessible at 408 James Street South. Proponent will have unsupervised access to the water hook up. Proponent will be required to supply hose, water wagon/truck and 2-inch cam lock hook up.
- The Town shall supply the fertilizer to be mixed with the water.
- It is expected that the moisture of the soil will be maintained in such a manner that will promote the best growth of the plant possible. It is expected that watering will take place as required, depending on the weather.

The following table provides a breakdown of watering locations and cost per watering location per event:

Item	Description
Item 1	93 Hanging Baskets within the Downtown <sup>1</sup>
Item 2	Queen Street Bridge (18 Flower Boxes)
Item 3	Annual Flower Gardens
Item 3.1	James Street South Entrance Sign
Item 3.2	James Street North Entrance Sign
Item 3.3	Queen Street East Entrance Sign
Item 3.4	Queen Street West Entrance Sign
Item 3.5	Water Street South Entrance Sign
Item 3.6	Municipal Operations Centre (408 James South)
Item 3.7	Via Station (5 James Street North)
Item 3.8	Via Station Urns (2) (5 James Street North)
Item 3.9	Memorial Park (175 Queen Street)
Item 3.10	Cadzow Park Sign (217 Park Street)
Item 3.11	St. Marys Museum – Tracy Street Entrance Sign (177 Church Street South)
Item 3.12	St. Marys Cemetery Cremation Garden
Item 3.13	St. Marys Cemetery Office Garden
Item 3.14	St. Marys Cemetery Memorial Gravestone Garden
Item 3.15	North Riverview Walkway Flower Beds
Item 4	37 Urns <ul style="list-style-type: none"> <li>• Downtown (31)</li> <li>• Cemetery (4)</li> <li>• Friendship Centre (2)</li> </ul>
Item 5	Urns <ul style="list-style-type: none"> <li>• Riverview Walkway (South)</li> </ul>
Cost per watering event: \$440 + HST	

<sup>1</sup> Baskets hanging at approximately 12.6 feet from the ground. The hanging baskets are hung from the light posts along Queen Street Peel Street in the east to Victoria Bridge in the West. Water Street, Wellington Street and Church Street from Trout Creek in the North to Jones Street in the South.

**Board of Directors Meeting Highlights  
Held on February 18, 2021 at 8:30 AM  
as a Virtual Meeting**



### **Let's Make 2021 Our Year**

Friends, positive change is afoot! Public support for environmental responsibility is on the rise, hinting at a bright future for our industry.

In fact, according to recycling leaders surveyed in January, we have much to look forward to, including the following:

- 1. Commodity prices will recover.** Fiber prices are steadily increasing, and HDPE has hit record highs, noted David Smith, CEO at the National Waste and Recycling Association (NWRA).
- 2. Waste levels will normalize.** As people get vaccinated and daily life resumes more normalcy, said David Biderman, CEO at the Solid Waste Association of North America (SWANA).
- 3. Social concern will drive environmental change.** People who care about the environment are reinforcing the critical role of recycling in conservation and other areas, said Joe Pickard, chief economist at The Institute of Scrap Recycling Industries (ISRI).

Though COVID-19 will continue to impact waste and recycling in 2021 – especially in the first half of the year – the outlook further down the road is good.

### **OWMA Launches Grassroots Advocacy Tool for Waste Worker COVID-19 Vaccinations**

We need your help to get front-line waste workers included in the priority distribution for the COVID vaccine. One of the strategies is to get our message to as many MPP's in Ontario.

To do this, OWMA has created a program to generate the email for you and identify who your MPP is.

- Click on the link: <https://www.bheard.ca/owma/>
- Enter your name & postal code, and click “Submit”
- Click on the “Email” icon

Once your email has opened up you have the option to personalize the content of the prewritten email.

### **Frontline Essential Waste Workers Eligible for Emergency Childcare**

On Monday, January 25th, the Minister of Education announced that waste workers are now eligible for free emergency childcare in regions where students continue to learn remotely. This benefit took effect on Wednesday, January 27, 2021.

## **Ontario's Electrical and Electronic Equipment Regulation now in effect**

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

## **Authority approves Stewardship Ontario's Blue Box Program Wind-Up Plan with conditions**

The Authority has approved Stewardship Ontario's (SO) Blue Box Program Transition and Stewardship Ontario Wind-Up Plan with conditions. The plan details how the Blue Box Program will be wound up by December 31, 2025 in order to transition it to Ontario's new extended or individual producer responsibility regulatory framework and outlines how SO itself will be dissolved soon after. Visit SO's website for information on the implementation of the wind-up plan.

## **Transitional Operating Agreement Amendment**

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

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

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

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

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

## **Draft Hazardous Waste Regulation Released**

The Ministry of the Environment, Conservation & Parks (MECP) released its proposed producer responsibility regulation for Hazardous and Special Products (HSP), now known as the MHSW program. The draft regulation and proposal summary are posted here. The comment deadline is March 28, 2021.

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

## **Bill 197 (Landfill Approvals) Update**

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

## **OWMA Recommends Policies for Ontario's 2021 Budget**

On February 5th, OWMA presented waste sector policy recommendations for Ontario's 2021 Budget to Stan Cho MPP (Parliamentary Assistant to the Minister of Finance), Associate Minister of Economic Development Prabmeet Sarkaria, and Amarjot Sandhu MPP (Chair of the Finance & Economic Affairs Committee). OWMA's recommendations focused on:

Fixing Ontario's EPR recycling regulations by increasing waste diversion targets and eliminating unnecessary exemptions

Reducing costs for waste facility operators by reforming Ontario's outdated Financial Assurance Guideline

Amending Bill 197, The COVID-19 Economic Recovery Act, 2020, to eliminate the development approval requirement provisions from adjacent municipalities, and protect municipal autonomy by ensuring 'host' municipalities have a say on new landfills within their jurisdiction.

## **The Canada Plastics Pact**

The Canada Plastics Pact (CPP) is united behind a vision of a circular economy for plastic, in which plastics stay in the economy and out of the environment.

Canada is the tenth Plastics Pact in the Plastics Pact network, led by the Ellen McArthur Foundation. The Plastics Pact is a network of initiatives that bring together key stakeholders at the national or regional level to implement solutions towards a circular economy for plastics.

## **Coca-Cola To Debut 100 Percent Rpet Bottles In North America**

Beverage producer, which has used 100 percent rPET overseas, will start rollout in California, Florida and the Northeast.

The Atlanta-based Coca-Cola Co. says several of its "trademark brands," including Coke, Diet Coke and Coke Zero Sugar, will debut a 13.2-ounce bottle made from 100-percent-recycled polyethylene terephthalate (rPET) plastic in the United States in February. The bottles will be available initially in California, Florida and select states in the Northeast, "with other sparkling beverage brands following this summer," the soft drinks producer says.

"Challenges around plastic packaging waste and recycling continue to be top of mind for our consumers, customers and our system," says Alpa Sutaria, vice president and general manager of sustainability for the company's North America operating unit. "Introducing 100-percent-recycled PET bottles is a big proof point of how recycling can help create a circular economy."

“On-the-go consumers have been telling us they want an option like this because it’s just the right amount for the ‘snacking’ occasion,” says Tammy Lee, a brand manager with Coca-Cola. “We believe this innovation delivers the double benefit of convenience and sustainability.”

The global company has introduced 100-percent-rPET bottles in other parts of the world, including in 2020 in Norway and the Netherlands in Europe. The U.S. is the 19th market to use bottles “made of recycled packaging,” says Coca-Cola.

In North America, Coca-Cola says it has additional plans for the use of rPET that include 20-ounce bottles to be used in California, New York and Texas starting in February; the debut of 100-percent-rPET Dasani and Smartwater water bottles in select states in March and July, respectively; and the launch of a 13.2-ounce fully rPET clear bottle for Sprite in select regions in February.

“All Sprite packaging will transition to clear packaging, which is easier to be recycled and remade into new bottles, by the end of 2022.”

Combined, the efforts represent a 20 percent reduction in Coca-Cola’s use of new plastic within its North American portfolio compared with 2018.

The company at times has been singled out by anti-plastic waste advocates as having its brand attached to considerable volumes of improperly discarded plastic packaging. The February announcement about the rPET bottles was met with skepticism by Washington-based Greenpeace.

“While transitioning to recycled content helps to eliminate the need for some new fossil fuel plastic, it does not do nearly enough to end the cycle of plastic production and pollution,” says Greenpeace USA Senior Plastics Campaigner Kate Melges. “Since the 1970s, these consumer goods giants have joined with the fossil fuel industry to use recycling as justification to continue relying on polluting plastics. If Coke wants to make real news, it should announce that it is finally ending its reliance on plastics altogether.”

The global company says, however, it is “closer to its World Without Waste goal of making bottles with 50 percent recycled content by 2030,” and Coca-Cola says more than 94 percent of its North American packaging is currently recyclable.

“While we still have a lot of work to do to reduce plastic waste, by educating consumers about recycling and the potential for plastic bottles to become new plastic bottles, we see this as a big move in the right direction,” Sutaria says.

To build awareness and encourage action, Sutaria says all of the Coca-Cola 100-percent-rPET package labels will include “Recycle Me Again” messaging. “Our packaging is our biggest, most visible billboard,” she remarks. “We’re using the power of our brands, leading with Coca-Cola, to educate, inspire and advance our sustainability priorities.”





## **Detroit Waste-To-Energy Plant To Cease Operations After Years Of Emissions Concerns, Regulatory Issues**

The company must permanently shut down three boilers and pay a \$200,000 penalty for air emissions violations.

Detroit Renewable Power, based in downtown Detroit, will no longer be incinerating trash as part of an agreement with the state.

According to its website, Detroit Renewable Power was a waste-to-energy facility that received and processed up to 3,300 tons per day of municipal solid waste and “serve[d] as a critical part of the Detroit metro area’s waste-management system.” The electricity generated from the site was used to power residential and commercial properties around downtown Detroit.

Detroit Renewable Power, which opened in 1989, recently entered into an agreement with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to resolve violations of air emissions and waste management regulations. Per the agreement, the company must permanently shut down three boilers and pay a \$200,000 penalty for air emissions violations. By agreeing to the action, the company isn’t forced to admit any violation of the law.

While its waste-to-energy operations will cease, the company is allowed to conduct temporary solid waste transfer operations at the site until the end of 2021.

Detroit Renewable Energy CEO Todd Grzech said in 2019 that the company would stop its waste-to-energy operations after persistent odors and emissions from the facility drew criticism from both residents and environmental groups. It was in spring of that year that its incinerator was permanently shut down. A 2014 consent judgment with the state mandated the company upgrade the incinerator to manage odors if it was to continue to be operational.

Grzech recently told The Detroit News that the company is contemplating a plan to end its 14-year lease of the city-owned site early and begin what is expected to be a two-year process to demolish the facility.

"We are looking at the beginning of demolition of that facility in a very short period of time. That would cover taking basically everything down to the ground."

Grzech estimated the cost of the demolition to be between \$2 million and \$3 million.

## **EREF Releases Analysis On National Landfill Tipping Fees For 2020**

The Environmental Research & Education Foundation (EREF) released its “Analysis of MSW Landfill Tipping Fees: 2020” report Jan. 29. In the 2020 report, EREF obtained tipping fee information from 439 municipal solid waste (MSW) landfills across the U.S. These landfills were categorized as large, medium or small, depending on the accepted tonnage.

Of the landfills analyzed, the small landfills averaged 26,480 tons of incoming waste per year, medium landfills averaged 166,516 incoming tons per year, and large landfills averaged 809,455 incoming tons per year.

Small landfills accounted for the highest tipping fees for MSW (\$55.72 per ton) compared with medium landfills (\$50.87 per ton) and large landfills (\$53.43 per ton). The average MSW tipping fee across the country was \$53.72 per ton, which was a 3 percent decrease from 2019, when the average was \$55.36 per ton.



## Marathon, Ont., To End Curbside Recycling Citing Cost

Curbside recycling in Marathon, Ont., is now a thing of the past, after the cost of the service went up by \$120,000 in 2021. (Heather Barrett/CBC)

There's no need to buy another box of blue bags if you live in Marathon, Ont., as town council voted this month to discontinue curbside pickup of recyclables.

It means the recycling program, which picked up plastics, metal and aluminum cans, cardboard and glass is now a thing of the past.



The reason for the cancellation is the cost. GFL Environmental, which was the contractor to pick up and ship the town's recyclables, increased its cost to the town by \$120,000 per year, meaning Marathon would pay about \$320,000 annually for its recyclables to be hauled away.

The town has a population of just under 3,300 people, with recycling costing about \$100 per person, annually.

"The cost of labour and the cost of logistics and transportation makes things very difficult," said Daryl Skworchinski, the CAO/Clerk in Marathon.

"Recycling, of course, is a good thing to do, but it only works economically when you have the factors in place."

Skwochinski said small and remote communities, like Marathon, situated halfway between Thunder Bay and Sault Ste. Marie don't have the economies of scale needed for an efficient recycling program.

He said GFL changed how it administers its recycling program, and instead of using a transport trailer to haul goods, now uses a series of smaller bins which require more hauling, as well as more bins, which are paid for by the town.

Skworchinski said the decision has divided people in town.

"There's certainly concerned residents who have environment top of mind, and rightly so, and want to see recycling continue in Marathon. And there's also the other side of the equation, where people say, 'I can't afford for my taxes to go up exponentially to support a program like recycling, that ultimately should be a provincial responsibility.'"

He wants the province to announce how a new set of rules, known as 'producer pays' will make recycling possible in smaller communities throughout Ontario. Those details are still trickling down from the province, he said.

In the meantime, the town hopes it will have a system in place by March to recycle aluminum and metal cans. Glass will also continue to be accepted at the waste transfer station and will be crushed, Skworchinski said.

Other materials, like hazardous waste, scrap metal, white metal as well as yard waste will continue to be collected by the town, he said.

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

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

The agreement allows plastic waste trade to continue without the transparency and accountability Canada agreed to under the Basel Convention

— a global treaty that aims to protect human health and the environment from hazardous wastes.



"The government has signalled it wants to tackle plastic pollution, spearheading the global Oceans Plastic Charter, ratifying recent amendments to the Basel Convention addressing plastic wastes, and proposing a ban on some non-essential single-use plastics," said Sabaa Khan, the David Suzuki Foundation's director general for Quebec and Atlantic Canada. "It must ensure Canada's waste-export arrangements comply with Basel Convention requirements and do not provide backdoor pathways for harmful plastic wastes to enter the global environment."

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

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

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

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

## Province Announces Review Of Recycling And Waste Management

The province has launched a comprehensive review of waste management and recycling in Manitoba, including a public survey that has been posted on EngageMB.ca, Conservation and Climate Minister Sarah Guillemard announced today.

“We are excited at the possibilities this review will explore as we continue to look for options to improve waste diversion and recycling in Manitoba,” said Guillemard. “The intent is to improve programming and reduce the amount of waste heading to landfills.”

The existing approach to recycling and waste diversion has been in place for over a decade. With recent innovations and advancements in technology, this is an opportune time to reflect on current practices and to explore opportunities for strengthening waste management systems in order to divert even more waste from landfills, the minister noted. The products entering the marketplace and the technologies available to manage current and emerging waste streams are constantly evolving, and Manitoba’s approach to recycling and waste diversion needs to keep pace with this change.

The review will support a mandate to modernize the regulatory and programming frameworks for waste diversion and recycling and to drive innovation with the private sector and municipalities in Manitoba.

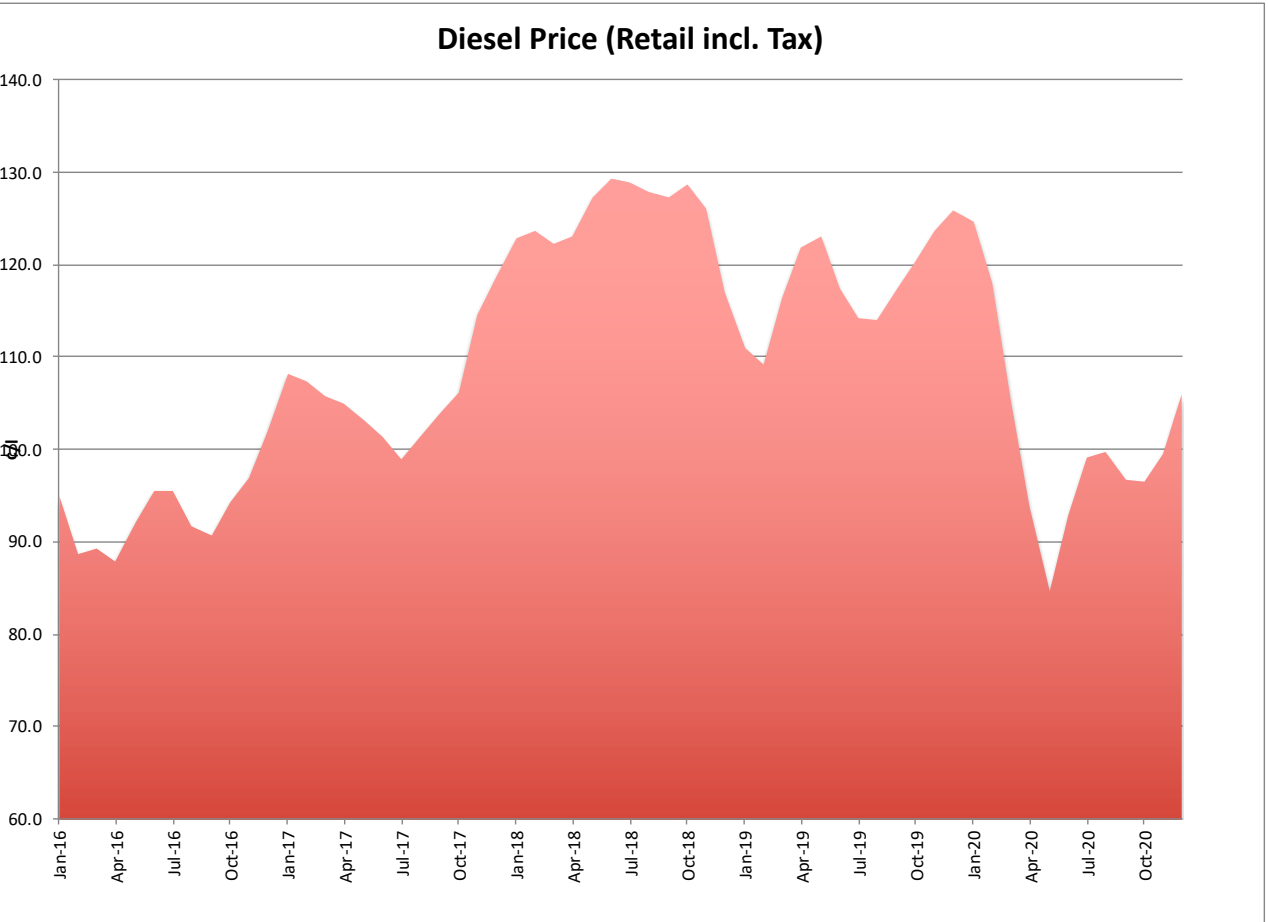
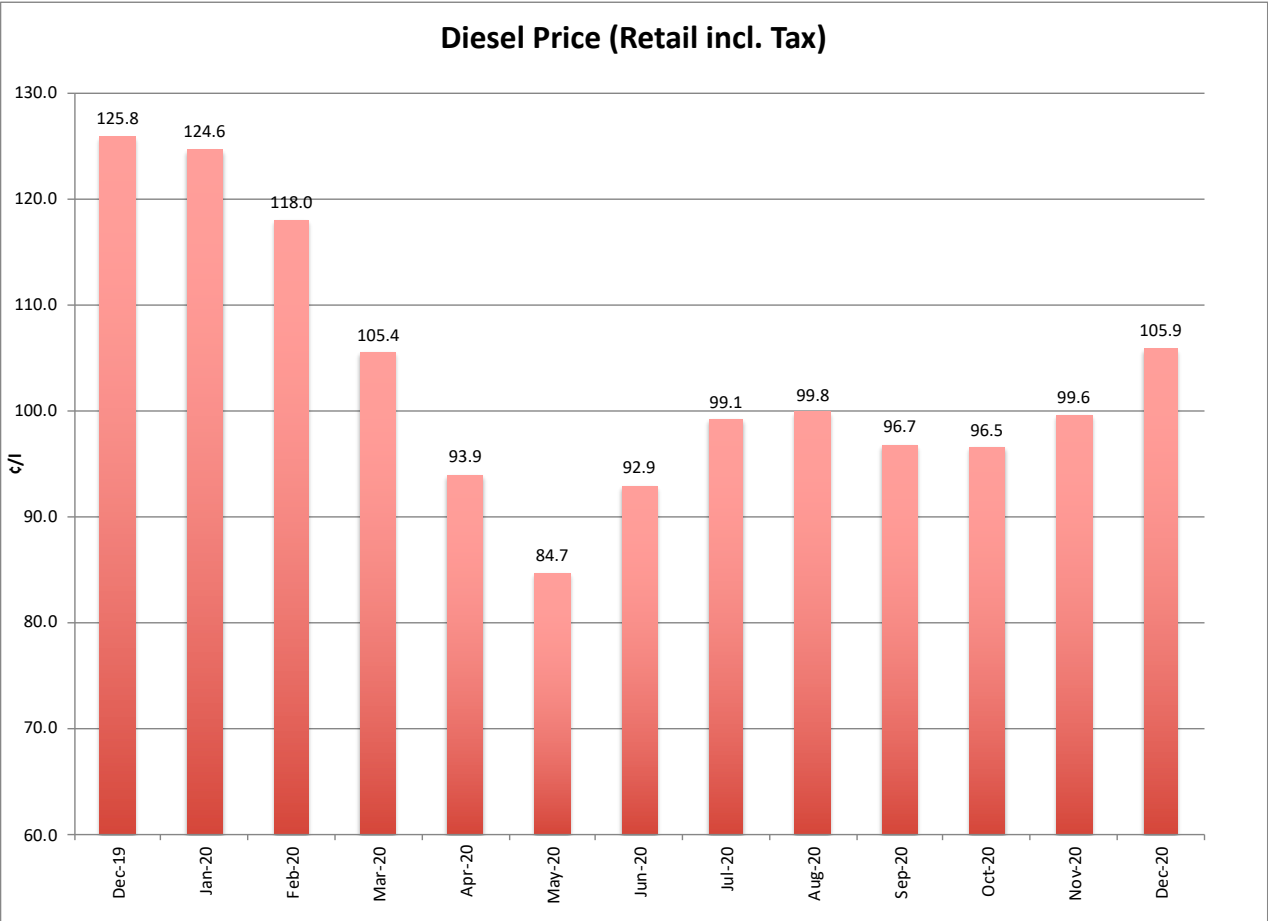
The review will include:

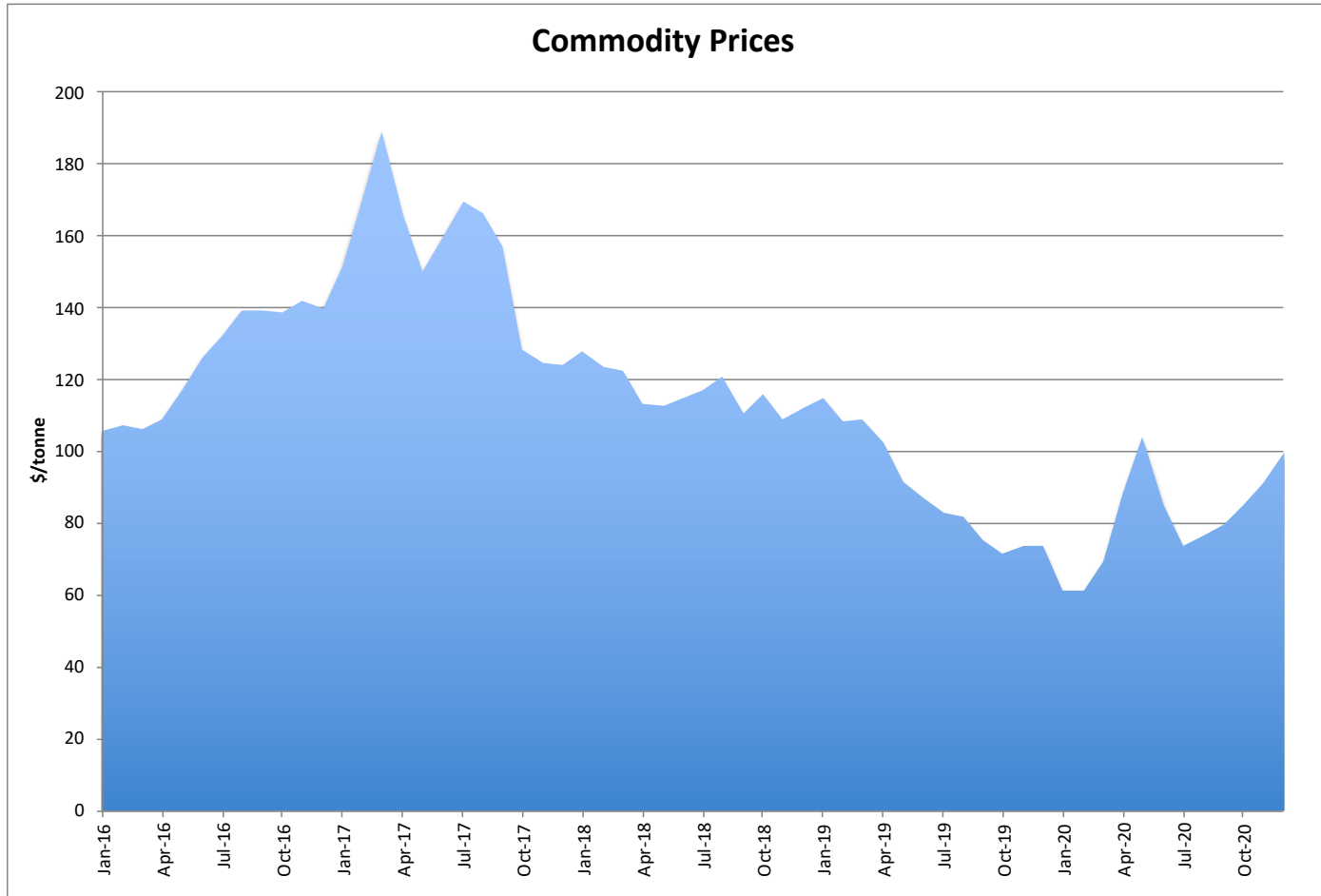
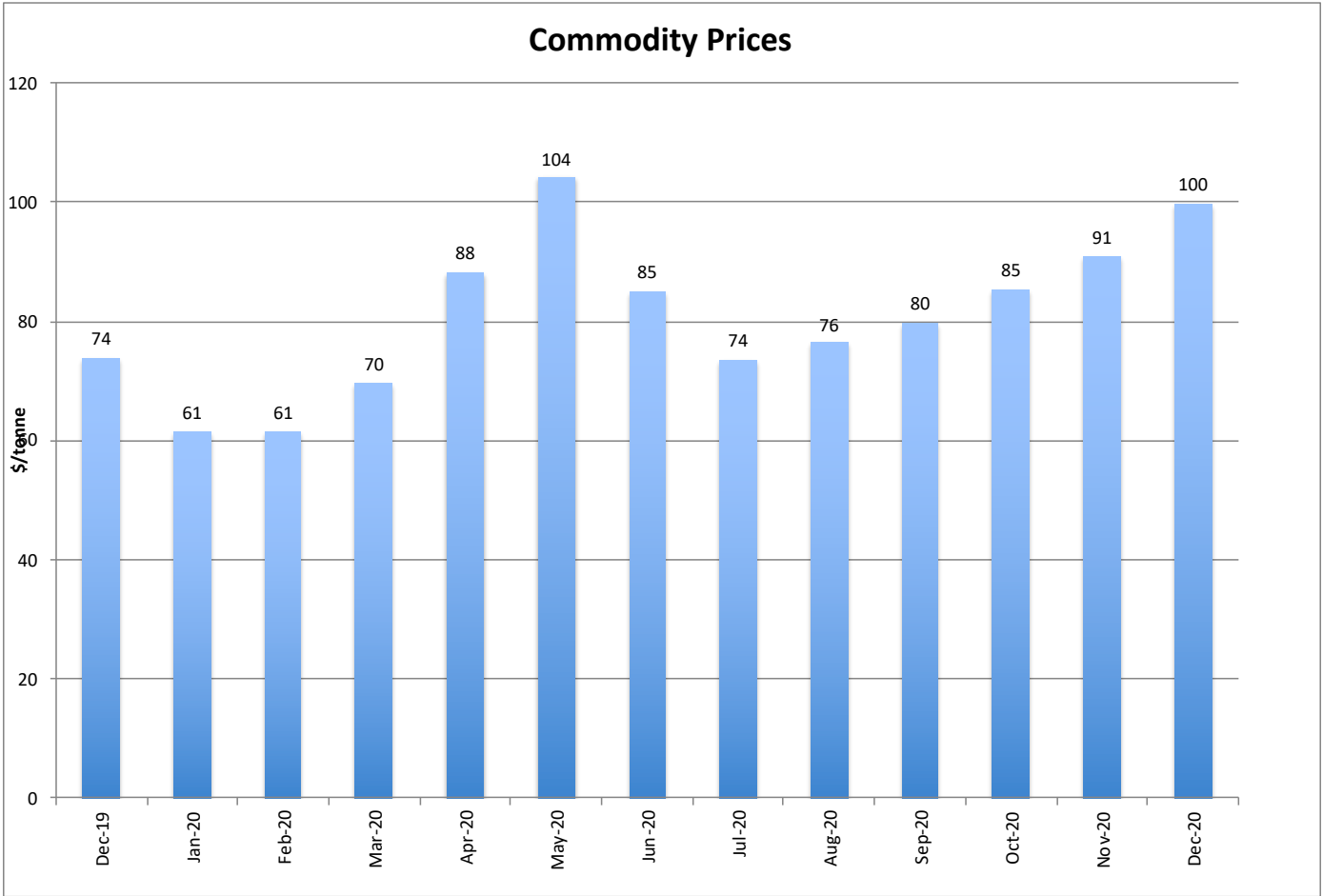
- a policy landscape and best practice scan;
- a regulatory review of the Waste Reduction and Prevention Act;
- an evaluation of Manitoba stewardship programs and the waste reduction and recycling support levy; and
- a stakeholder and public engagement to inform recommendations.

Manitoba has 12 industry-funded stewardship programs that provide recycling and safe disposal options for everyday products such as paper and packaging, batteries, tires and electronic waste, among others, Guillemard noted. An important part of the review will be to engage with and learn from the public, industry, municipalities and other waste management stakeholders.

A public survey has been launched and stakeholder workshops will be held to collect feedback and gain insights on how to improve the regulatory and programming frameworks for waste diversion and recycling in Manitoba. By harnessing innovation and working together, Manitoba can become the cleanest and greenest province in Canada, the minister said.

The public survey is available at <https://engagemb.ca/> and will be open to public input until Feb. 10. A final report is expected to be delivered to the Manitoba government later this spring, the minister added.







## **Minutes**

### **Library Board**

February 4, 2021

6:45 pm

Video Conference

Click the following link:

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

Member Present      Mayor Strathdee, Councillor Craigmile, Councillor Edney,  
Barbara Tuer, Board Chair Cole Atlin, Lynda Hodgins, Reg  
Quinton, Joyce Vivian

Member Absent      Melinda Zurbrigg

Staff Present      Rebecca Webb, Staff Liaison, Sarah Andrews, Library CEO

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

Meeting 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** Joyce Vivian

**Seconded By** Lynda Hodgins

That the agenda of the February 3th, 2021 meeting be approved as presented.

**Carried**

**4. DELEGATIONS**

None present.

**5. CONSENT AGENDA**

**Moved By** Reg Quinton

**Seconded By** Councillor Craigmile

That consent agenda items 5.2 to 5.4 be approved as presented with the approval of the January minutes being tabled until the March meeting when the minutes are accurately reflected in the agenda package.

**Carried**

5.2 CEO Report

5.3 Library Statistics

5.4 Financial Report

**6. DISCUSSION ITEMS**

6.1 PCIN Update

There was an incident with the PCIN delivery van, the details are being sorted out currently and will be reported back to the Board as they become available.

6.2 Perth South Service Agreement

CEO S. Andrews gave the board an overview of the presentation that was made to Perth South Council about library services.

A letter has been sent to Perth South Council to formally request the funds for the service agreement.

6.3 Mission, Vision and Value Policy

CEO S. Andrews presented the Board with the Mission Vision and Values policy for discussion and talked about next steps for the updating of the policy. Board Chair C. Atlin and CEO S. Andrews will determine a strategy

to move forward with updating the Mission Vision and Value statements of the Library.

6.4 2021 Work plan

CEO S. Andrews gave the board a brief overview of her work plan that has been developed for the 2021 year.

**7. ROUNDTABLE DISCUSSION**

7.1 Friends of the Library Report

The Friends of the Library held a successful AGM on January 23rd at 10:00am and celebrated the 2020 year and all of the accomplishments of the FOL.

7.2 Download Library Update

CEO S. Andrews informed the Board members of the addition of magazines to the Library's e-book and audiobook collection.

7.3 Makerspace Spotlight

Library Services Coordinator R. Webb showed members of the Board a video of the Library's new 3D printer and gave a brief overview of its function.

**9. ADJOURNMENT**

**Moved By** Councillor Craigmile

**Seconded By** Lynda Hodgins

That the Board Meeting be adjourned.

**Carried**

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Chair

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Board Secretary



# SPRUCE LODGE

## Board of Management Meeting

January 20<sup>th</sup>, 2021

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

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

**Regrets:**

**Guests:**

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

Moved by Councillor Aitcheson

Seconded by Councillor Ehgoetz

**That the agenda for January 20<sup>th</sup>, 2021 be approved as presented.**

**CARRIED**

➤ Declaration of pecuniary interest.

**Approval of Minutes:**

Moved by Councillor Luna

Seconded by Councillor Ehgoetz

**That the minutes of December 16<sup>th</sup>, 2020 be approved as presented.**

**CARRIED**

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

**New Business:**

**Ratification of Accounts:**

Moved by Councillor Aitcheson

Seconded by Councillor Pridham

**That the December 2020 accounts in the amount of \$231,758.47 to be ratified.**

**CARRIED**

**Financial Report:**

The Business Manager presented the financial report for the 11 month period ending November 30<sup>th</sup>, 2020 for review and discussion. The negative position in resident revenue is due to lower than expected capacity. This will be offset in December with funding from the Government. Containment funding has been received through to the end of November, and is in a slight surplus position in December. The PSW wage enhancement funds for October to March have been received, and staff have received their retroactive payments back to October 1, 2020. IPAC minor capital of \$82000 must be spent by March 31 2021. Management have arrived at a list of items, which will be finalized tomorrow. The Business manager is anticipating a surplus position for year end.

Moved by Councillor Ingram

Seconded by Councillor Luna

**To accept the Spruce Lodge Revenue and Expenses for the 11 month period ending November 30<sup>th</sup>, 2020 as presented.**

**CARRIED**

## **SPRUCE LODGE - Continued**

### **Board of Management Meeting**

**January 20<sup>th</sup>, 2021**

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#### **Administrator's Report:**

##### **COVID Update:**

A COVID-19 outbreak was declared January 10, 2021 in the east unit when one (1) staff member tested positive. The staff member was surveillance tested January 5, 2021 when surveillance tested, was identified by contract tracing on January 7, 2021, and received a positive result on January 10, 2021. All resident were tested, and those residents in the east unit were tested again.

The safety protocols during an outbreak are changing, where all staff must wear full personal protective equipment (PPE) and residents must mask when care is provided. Residents were confined to their room, including at meal time.

The outbreak should be declared over tomorrow, and communication will be sent to families.

Vaccination of staff has begun. Spruce Lodge was notified that 15% of staff per week could travel to the Agriplex in London for the Pfizer vaccination. Staff are being compensated for their travel expense with a \$100 gas voucher after the second vaccination is confirmed. Some staff do not want to receive the vaccination. While some are not able to be vaccinated due to allergies. New doses of the vaccination have since been suspended in London.

Spruce Lodge was selected as a pilot home to vaccinate residents. The priority was to vaccinate residents with any extra doses given to staff. There are approximately five (5) doses per vial, but some contain more. An additional 22 staff were able to be vaccinated.

Vaccination clinics for staff and essential visitors should be coming soon. There is no indication if or when Moderna will be available. There is no policy in place if a staff member will not be vaccinated.

There is every indication that there will be enough vaccine for all long-term care home residents to receive their second dose. We are pushing to make Woodland Towers a priority group.

##### **Staffing:**

There are current eight (8) part-time line vacancies, although four (4) were just filled through virtual learning programs, with a meeting with another class to take place this week. Staff retention in 2020 has improved, which may be either the call to duty, or be the \$3.00 wage increase. The PSW wage enhancement is causing friction with the Registered Practical Nursing staff, with some bringing in doctor's notes to work only in certain areas, and not in a unit with an outbreak.

Two (2) personal support worker staff secured funding to reimburse their cost of education from a program initiative. Spruce Lodge normally hires nursing students every summer, and usually have several applications, but have only receive seven (7) resumes to date.

##### **Ministry Inspections:**

The Ministry of Labour has been visiting other homes, but Spruce Lodge has not received a visit.

Moved by Councillor Aitcheson

Seconded by Councillor Pridham

**To enter closed session at 5:29 p.m. to discuss personnel.**

**CARRIED**

## SPRUCE LODGE - Continued

### Board of Management Meeting

January 20<sup>th</sup>, 2021

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Moved by Councillor Ingram

Seconded by Councillor Luna

**To enter open session at 5:36 p.m.**

**CARRIED**

Moved by Councillor Ehgoetz

Seconded by Councillor Ingram

**To accept the Administrator's report as presented.**

**CARRIED**

### ***Correspondence:***

*Dress Down Days:*

Board members authorized staff to make the draws for Dress Down Days.

☺ *For October 2020, the lucky charitable receipt winner is **Heidi Ehrlich!***

☺ *For November 2020, the lucky charitable receipt winner is **Heidi Ehrlich!***

☺ *For December 2020, the lucky charitable receipt winner is **Lauren Moore!***

### **Other Business:** *None presented.*

Moved by Councillor Luna

<b>That the meeting be adjourned.</b>
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**CARRIED**

### **Date & Time of Next Meeting:**

***Wednesday, February 17<sup>th</sup>, 2021 at 5:00 p.m. – Teleconference***

Councillor Vassilakos \_\_\_\_\_

*Chairperson*

Jennifer Facey \_\_\_\_\_

*Secretary*

**Date** \_\_\_\_\_

MINUTES  
SPECIAL BOARD OF DIRECTORS' MEETING  
Virtual Meeting Due to COVID-19 Pandemic  
FRIDAY, JANUARY 15, 2021

Members Present:	M.Blosh	P.Mitchell
	A.Dale	A.Murray
	A.Hopkins	B.Petrie
	T.Jackson	J.Reffle
	S.Levin – Chair	J.Salter
	N.Manning	M.Schadenberg
	H.McDermid	A.Westman

Regrets: D.Edmiston

Solicitor: G.Inglis

Staff:	D.Kirk	S.Viglianti
	M.Viglianti – Recorder	I.Wilcox

1. Approval of Agenda

Mover: M.Blosh

Seconder: A.Hopkins

THAT the Board of Directors approve the Agenda as posted.

Carried.

2. Declaration of Conflicts of Interest

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

3. Proposed Hiring Process for the General Manager Position  
(Report attached)

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

The 2020 Hearing Committee members confirmed their willingness to serve on the Selection Committee. No other Board members voiced an interest in serving on the Committee.

It was confirmed that the Selection Committee will be empowered to undertake all parts of the selection process with the exception of the final decision. The Committee will present their recommendation to the Board of Directors for review and final approval.

Board members asked that the job posting and job description be circulated to all Board members for their information.

It was suggested that the current General Manager be the staff member who helps the Human Resources Administrator review the list of applicants.

Staff confirmed that any salary negotiations outside of the set salary grid range would require Board approval.

There was a discussion on the proposed job posting locations and potential for using other agencies to help with recruitment. Staff confirmed they currently have no concerns regarding attracting qualified applicants using the methods outlined in the report. Board members suggested staff look into sponsored job listings on Indeed.

The Board requested that staff put out a media release announcing the retirement to help get the news out to any potential candidates. They also requested the media release be sent directly to the member Municipalities.

Mover: P.Mitchell

Seconder: B.Petrie

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

#### 4. Adjournment

There being no further business, the meeting was adjourned at 9:58am on a motion by J.Reffle.



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Ian Wilcox

General Manager

Att.

MINUTES  
BOARD OF DIRECTORS' MEETING  
Virtual Meeting Due to COVID-19 Pandemic  
TUESDAY, JANUARY 26, 2021

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

1. Approval of Agenda

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

Mover: M.Blosh

Secunder: H.McDermid

THAT the Board of Directors approve the Agenda as posted.

Carried.

2. Declaration of Conflicts of Interest

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

3. Minutes of the Previous Meeting  
November 17, 2020 and November 24, 2020

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

Mover: P.Mitchell

Secunder: A.Murray

THAT that the UTRCA Board of Directors approve the Special Meeting of the Board of Directors' minutes dated November 17, 2020, as posted on the Members' web-site.

Carried.

Mover: B.Petrie

Secunder: J.Reffle

THAT that the UTRCA Board of Directors approve the Board of Directors' minutes dated November 24, 2020, including any closed session minutes, as posted on the Members' web-site.

Carried.

4. Business Arising from the Minutes

There was no business arising from the minutes.

5. Delegations

There were no delegations.

6. Business for Approval

There was no business for approval.

7. Business for Information

7.1 Section 28 Status Report  
(Report attached)

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

There was a discussion and clarity provided regarding the definitions of major and minor works, specifically in the context of permit 138-20.

Mover: J.Salter

Seconder: M.Schadenberg

THAT the Board of Directors receives the report as presented.

Carried.

7.2 Pittock Reservoir Incident/Ice Condition Messaging/River Safety Education  
(Report attached)

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

Board members raised questions around liability and clarified that the message being sent out is the reservoirs are unsafe and users use them at their own risk.

Mover: A.Westman

Seconder: M.Blosh

THAT the Board of Directors receives the report as presented.

Carried.

7.3 Fanshawe Conservation Area Cottage Program - Landlord Tenant Board Appeal Decision  
(Report attached)

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

Mover: A.Dale

Seconder: D.Edmiston

THAT the Board of Directors receives the report as presented.

Carried.

7.4 Additional Capital Funds for Conservation Area Hydro Infrastructure Improvements  
(Report attached)

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

The upgrades will begin with sites at Fanshawe with the intent that the oldest infrastructure be targeted first. The year by year return on the upgrade investment will determine how the rest of the project unfolds. It was clarified that the voltage upgrade is a business decision, while the moving of the posts is an order from the Electrical Safety Authority. The two are being done at the same time to reduce costs.



It was clarified that the funding for this project would be coming out of the campground reserve and no municipal dollars would be spent.

Mover: A.Hopkins

Second: T.Jackson

THAT the Board of Directors receives the report as presented.

Carried.

7.5     Conservation Authorities Act Update – Bill 229  
          (Report attached)

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

Board members voiced their disappointment in hearing the Province's decision to make the meetings and discussions of the working group confidential and raised questions and concerns regarding the potentially limited opportunities for public consultation.

Mover: A.Hopkins

Second: H.McDermid

THAT the Board of Directors receives the report as presented.

Carried.

7.6     Ontario Flood Strategy Summary  
          (Report attached)

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

Mover: P.Mitchell

Second: A.Murray

THAT the Board of Directors receives the report as presented.

Carried.

7.7     2021 Draft Budget: Municipal Feedback to Date  
          (Report attached)

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

The Chair informed the Board a letter of response will be sent to the Mayor of St. Marys as per his request. Staff reported the receipt of a letter from Minister Yurek, indicating his staff would be arranging a meeting between St. Marys and the UTRCA to address concerns regarding the operation of Wildwood Dam.

One member voiced their concern regarding the assumption there were no Municipal concerns with the 2021 draft budget. The member felt with the financial burden being felt by some Municipalities and tax payers due to COVID, any increase would not be justifiable and a draft budget scenario with a 0% increase should be explored.

Staff noted no formal feedback regarding the circulated 2021 draft budget had been received. Board members were asked to encourage their municipalities to formally communicate to staff or the Board any concerns regarding the 2021 budget they would like the Board to take into consideration when debating the budget at the Annual General Meeting in February.

Mover: B.Petrie

Seconded: J.Reffle

THAT the Board of Directors receives the report as presented.

Carried.

#### 7.8 Annual Meeting Details (Verbal)

Staff reminded the Board of the upcoming Annual General Meeting (AGM) taking place on Thursday February 18<sup>th</sup>. It is anticipated that the 2021 AGM will be treated as a regular business meeting, with the addition of service award recognitions and a presentation in honour of former Board member Dr. Doug Bocking and his contributions to the UTRCA.

#### 8. 2021 Elections (Report attached)

The Chair requested a motion to nominate Grant Inglis as Acting Chair for the purpose of conducting the 2021 elections.

Mover: A.Hopkins

Seconded: M.Blosh

THAT G.Inglis be nominated as Acting Chair for the purpose of conducting the 2021 elections.

Carried.

G.Inglis outlined the procedures for electing all available positions as specified in the Conservation Authorities Act and the UTRCA Board of Directors' Administrative By-Law.

#### i) Chair

S.Levin moved to open nominations.

G.Inglis called for nominations for the position of Chair of the UTRCA Board of Directors for 2021.

S.Levin nominated A.Dale for the position of Chair of the UTRCA Board of Directors for 2021.

G.Inglis called twice more for further nominations. A.Dale stated he would allow his name to stand.

Mover: B.Petrie

Seconders: P.Mitchell

THAT nominations for the position of Chair be closed.

Carried.

Alan Dale was declared Authority Chair for 2021.

ii) Vice-Chair

S.Levin moved to open nominations.

G.Inglis called for nominations for the position of Vice-Chair of the UTRCA Board of Directors for 2021.

S. Levin nominated B.Petrie for the position of Vice-Chair of the UTRCA Board of Directors for 2021.

G.Inglis called twice more for further nominations. B.Petrie stated he would allow his name to stand.

Mover: D.Edmiston

Seconders: A.Hopkins

THAT nominations for the position of Vice-Chair be closed.

Carried.

Brian Petrie was declared Authority Vice-Chair for 2021.

iii) Hearings Committee (2 positions)

G.Inglis noted that the Hearing Committee consists of the Authority Chair, Vice-Chair, past Chair, and two additional Authority members.

J.Salter moved to open nominations.

G.Inglis called for nominations for the two positions on the 2021 Hearings Committee.

H.McDermid nominated T.Jackson to be a member of the Hearing Committee for 2021.

S.Levin nominated M.Blosh to be a member of the Hearing Committee for 2021.

G.Inglis called twice more for further nominations.

Both nominees agreed to let their names stand for the positions on the Hearing Committee for 2021.

Mover: S.Levin

Seconded: A.Murray

THAT nominations for the positions on the Hearing Committee be closed.

Carried.

Sandy Levin (Past Chair), Alan Dale (Newly elected Chair), Brian Petrie (Newly Elected Vice-Chair), Tony Jackson, and Marie Blosh were declared as the 2021 Hearings Committee.

iv) Finance & Audit Committee (2-4 positions)

G.Inglis noted that the Finance & Audit Committee consists of the Authority Chair, plus two to four additional Authority members.

B.Petrie moved to open nominations.

G.Inglis called for nominations for the positions on the 2021 Finance & Audit Committee.

J.Salter nominated J.Reffle to be a member of the Finance & Audit Committee for 2021.

P.Mitchell nominated B.Petrie to be a member of the Finance & Audit Committee for 2021.

S.Levin nominated A.Murray to be a member of the Finance & Audit Committee for 2021.

A.Dale nominated S.Levin to be a member of the Finance & Audit Committee for 2021.

G.Inglis called twice more for further nominations.

All four nominees agreed to let their names stand for the positions on the Finance & Audit Committee for 2021.

Mover: T.Jackson

Secunder: H.McDermid

THAT nominations for the positions on the Finance & Audit Committee be closed.

CARRIED

Jim Reffle, Brian Petrie, Annamarie Murray, Sandy Levin and Alan Dale were declared as the 2021 Finance & Audit Committee.

v) Source Protection Striking Committee/Committee Liaison (1 position)

S.Levin moved to open nominations.

G.Inglis called for nominations for the position on the Source Protection Striking Committee and Committee Liaison.

J.Reffle nominated J.Salter to be the Source Protection Striking Committee Member and Committee Liaison.

G.Inglis called twice more for further nominations.

J.Salter agreed to let his name stand.

Mover: A.Dale

Seconder: S.Levin

THAT nominations for the position of Source Protection Striking Committee Member and Committee Liaison be closed.

Carried.

Joe Salter was declared as the Source Protection Striking Committee Member & Committee Liaison.

With the conclusion of the 2021 Elections, G.Inglis relinquished the Chair to A.Dale. The Chair congratulated all newly elected members and thanked S.Levin for his work and dedication during his time as Chair.

9. January 2021 For Your Information Report

The January FYI was presented for the Member's information.

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

The Chair, Vice-Chair, and all other members elected to positions and Committees were congratulated and S.Levin was thanked for his work and dedication during his time as Chair.

The Board was informed of the passing of former UTRCA Board member Albert Bannister, who represented London Township and later Middlesex Centre and served as Chair, Vice-Chair and on many other Committees and roles over the course of his twenty one years on the Board. A

donation was made in his honour and a tree will be planted in the member's grove in his memory in the spring.

Staff reported that COVID-19 related practices in UTRCA workplaces were reviewed and are in compliance with the most recent COVID-19 public health direction. These practices will be reviewed again once the Provincial stay at home order is lifted.

11. Closed Session – In Camera

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

Mover: J.Salter

Seconder: M.Schadenberg

THAT the Board of Directors adjourn to Closed Session – In Camera  
Carried.

11.1 Litigation Affecting the Authority - Summary of Existing Statements of Claim

Progress Reported

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

Mover: D.Edmiston

Seconder: A.Hopkins

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

12. Adjournment

The Chair confirmed the mover was willing to let their name stand. There being no further business, the meeting was adjourned at 11:06 am on a motion by T.Jackson.



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Ian Wilcox  
General Manager  
Att.



## **Minutes**

### **Business Economic Support and Recovery Task Force**

#### **Regular Meeting**

February 10, 2021

10:00 am

Video Conference

Click the following link:

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

Member Present      Mayor Strathdee, Councillor Edney, Ed Parkinson, Greg Thompson, Scott Taylor, Sue Griffiths

Member Absent      Allan Stewart

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

The Chair called the meeting to order at 10:02 AM.

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

None

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

**Moved By** Greg Thompson

**Seconded By** Sue Griffiths

THAT the February 10, 2021 Business Economic Support and Recovery Task Force agenda be accepted as presented.

**Carried**

#### **4. DELEGATIONS**

#### 4.1 Tourism website status presentation

The task force received an overview of the purpose of the new site, the work-to-date and the draft visual representation of the Town of St. Marys site, [discoverstmarys.ca](http://discoverstmarys.ca).

It was asked how the Town will police who is listed on the business directory. Staff will work on a solution and report back to Council. It was also asked to consider a section highlighting businesses who allow hands on arts and crafts. This will be explored.

### 5. ACCEPTANCE OF MINUTES

**Moved By** Sue Griffiths

**Seconded By** Greg Thompson

THAT the December 3, 2020 Business Economic Support and Recovery Task Force minutes be accepted as presented.

**Carried**

### 6. BUSINESS ARISING FROM MINUTES

#### 6.1 RTO4 partnership grant program

Staff gave an update on the funding decisions. Three businesses were successful in the technology stream and twelve in the tourism adaptation stream.

### 7. REPORTS

#### 7.1 Report on further grant funding - A. Morin

André Morin requested feedback from the task force on a second round of grant funding. Staff will report to Council on the outcome of the first round and ask for direction on a second stream and if approved what the criteria should be.

The task force members felt a second round is needed and discussed eligibility criteria.

#### 7.2 Patio season feedback

Staff asked the task force for feedback on the concept of on street patios downtown to help inform a policy that is being created by Public Works.



The task force discussed many options but also suggested utilizing other patio spaces such as the Army Navy.

**8. OTHER BUSINESS**

**8.1 Rapid testing research**

Nothing to report back on this topic at this time.

**9. UPCOMING MEETINGS**

Staff were asked to report back on the snow removal discussions.

Next meeting will tentatively take place in three weeks.

**10. ADJOURNMENT**

**Moved By** Greg Thompson

**Seconded By** Ed Parkinson

THAT the Business Economic Report and Recovery Task Force meeting adjourn at 11:27 a.m.

**Carried**

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Chair

---

Committee Secretary

## **Minutes**

### **St. Marys Business Improvement Area (BIA) Board Meeting**

**Date:** February 8, 2021

**Time:** 6:00 pm

**Live Stream:**

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

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

Members Present: Lanny Hoare (Chair), Gwendolen Boyle (Vice-Chair), Amie Rankin (Secretary), Kyle Burnside (Treasurer), Councillor Tony Winter

Staff Present: Emily Taylor (Administrative Assistant)

Staff Liaisons Present: Kelly Deeks-Johnson (Tourism and Economic Development Manager), André Morin (Director of Corporate Services/Treasurer)

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**

Kelly Deeks-Johnson submitted the addition of 9.3 Summer Season Patios.

Moved By: Kyle Burnside

Second: Amie Rankin

**THAT** the February 8, 2021 St. Marys Business Improvement Area Board agenda be approved as amended.

**Carried**

#### **4. ACCEPTANCE OF MINUTES**

Moved By: Gwendolen Boyle

Second: Kyle Burnside

**THAT** the January 11, 2021 St. Marys Business Improvement Area Board meeting minutes be approved by the Board and signed by the Chair and the Secretary.

**Carried**

## **5. DELEGATIONS**

### **5.1 Constable Aaron Mounfield**

Constable Aaron Mounfield of Stratford Police Service introduced himself as the new Community Resource Officer for the Town of St. Marys. He noted that he will work to be involved with the businesses of the St. Marys and with the BIA. For non-emergencies when police assistance is required, the police can be reached at 519-271-4141.

### **5.2 Scott McLauchlan re: Marketing and Communications Committee**

Scott McLauchlan of the BIA Marketing and Communications Committee presented on upcoming plans on behalf of the committee.

During the month of February, the Share the Love campaign will highlight downtown businesses and the services they are offering through social media and newspaper advertisements. During the month of March, the More Than Merchants campaign will put a face to the downtown merchants and how they give back to the community. There will be an emphasis on the fact that shopping local means everything to businesses.

The committee also plans to reach out to members to gather information to assist in promotions. Additionally, they are hoping to develop a designated BIA logo. Scott asked for an increase in the budget for the committee to be a total of \$12,000.

Moved By: Gwendolen Boyle

Second: Councillor Tony Winter

**THAT** the presentation by Scott McLauchlan be accepted as information.

**Carried**

## 6. BUSINESS ARISING FROM MINUTES

### 6.1 Rotary Club of St. Marys Reusable Bag Initiative Update

Kyle Burnside presented on the Rotary Club of St. Marys Reusable Bag Initiative. After speaking with Len Hawkins from Rotary, it was noted that Rotary was not seeking financial support from the BIA. They hoped to have the BIA be part of the promotion of the bags.

Moved By: Councillor Tony Winter

Second: Gwendolen Boyle

**THAT** the Reusable Bag Initiative line be removed from the Reserve Funds.

**Carried**

### 6.2 Draft 2021 BIA Budget Update

Kyle Burnside presented on the Draft 2021 BIA Budget. This will be the final revision to the budget before it is presented for approval at the Annual General Meeting.

Moved By: Kyle Burnside

Second: Amie Rankin

**THAT** the expense line of \$5000 for Downtown Bench Project be moved under Reserve Funds and reduced to \$2500. The remaining \$2500 will move into the Remaining line item.

**Carried**

Moved By: Gwendolen Boyle

Second: Amie Rankin

**THAT** the expense line of \$2500 for Banner be moved from Improving Public Space & Beautification and put under Reserve Funds.

**Carried**

Moved By: Kyle Burnside

Second: Gwendolen Boyle

**THAT** the expense line named “Beautification” under Improving Public Space & Beautification be renamed “Beautification 2021 Initiatives.”

**Carried**

Moved By: Kyle Burnside

Second: Amie Rankin

**THAT** a new line item of Marketing and Communication Subcommittee be created under Marketing & Promotion and given the amount of \$5000. The Advertising line item will be reduced from \$9500 to \$4500.

**Carried**

Moved By: Gwendolen Boyle

Second: Amie Rankin

**THAT** the Draft 2021 BIA Budget Update discussion and Rotary Club of St. Marys Reusable Bag Initiative Update discussion be accepted by the Board.

**Carried**

Lanny Hoare declined the Chair during this portion of the meeting. Gwendolen Boyle, Vice Chair, stepped in.

Moved By: Lanny Hoare

Second: Amie Rankin

**THAT** a call for nominations for the Christmas Committee, Constitution Committee, and Beautification Committee be opened.

**Carried**

Gwendolen Boyle passed the Chair back to Lanny Hoare.

## **7. CORRESPONDENCE**

None.

## **8. REPORTS**

### **8.1 Council Report**

Councillor Winter presented on highlights from Council meetings. These included; the Strong as Stone recognition program and the presentation of the Town of St. Marys 2021 Draft Budget.

Moved By: Councillor Tony Winter

Second: Gwendolen Boyle

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

**Carried**

### **8.2 Treasurer's Report**

Moved By: Councillor Tony Winter

Second: Gwendolen Boyle

**THAT** the January 2021 Treasurer's report be accepted as presented.

**Carried**

## **9. OTHER BUSINESS**

### **9.1 Annual General Meeting Discussion**

The Annual General Meeting will be held virtually this year in a webinar format.

Moved By: Amie Rankin

Second: Gwendolen Boyle

**THAT** the BIA Annual General Meeting date be set for March 15, 2021 at 7:00 pm.

**Carried**

## **9.2 BIA Zoom Account**

A Zoom account was deemed necessary for subcommittee meetings during the COVID-19 pandemic. A Town of St. Marys Zoom account is currently underutilized and will be assigned to the BIA.

## **9.3 Summer Season Patios**

Kelly Deeks-Johnson and Andre Morin presented information on the summer season patios. The Town of St. Marys is seeking feedback on a staff proposal for on-street patios. Public Works is drafting a report for Council to show how they would review and approve on-street patios, which would operate between May 14 and November 1, 2021. This report will be completed for the end of February and will consider a number of concerns, including safety, sight lines, and accessibility. These structures would have to be approved by the Town as they would expand into parking spaces, but the structure would be put up at the cost of the business.

Moved By: Amie Rankin

Second: Gwendolen Boyle

**THAT** the presentation from Kelly Deeks-Johnson and Andre Morin be accepted as information.

## **10. UPCOMING MEETINGS**

The next meeting will be the Annual General Meeting on Monday, March 15, 2021 at 7:00 pm. It will be livestreamed on the Town of St. Marys' YouTube page.

## **11. ADJOURNMENT**

Moved By: Amie Rankin

Second: Kyle Burnside

**THAT** this meeting of the St. Marys Business Improvement Area Board adjourns at 8:03 pm.

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Chair

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Committee Secretary

DRAFT





## **Minutes**

### **Committee of Adjustment**

February 3, 2021

6:00 pm

Video Conference

Click the following link:

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

Member Present	Bill Galloway, Vice-Chair Stephen Glover Paul King Clive Slade
Members Absent	Steve Cousins, Chair
Staff Present	Mark Stone, Town Planner Grant Brouwer, Committee Secretary-Treasurer Morgan Dykstra, Committee Secretary
Others Present	Scott McIntosh, Applicant (14/16 Ingersoll Street) Geoffrey Loucks, Applicant (14/16 Ingersoll Street) Trevor McNeil, Applicant's Agent (14/16 Ingersoll Street)

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

Acting Chair Bill Galloway called the meeting to order at 6:00 pm.

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

None declared.

#### **3. COMMITTEE APPOINTMENTS**

Acting Chair Galloway opened the floor for nominations for Committee of Adjustment Chair and nominated Steve Cousins. While not in attendance, Steve

Cousins had indicated before the meeting that he would accept the role of Chair. No additional nominations were received for the role of Chair.

**Moved By** Bill Galloway

**Seconded By** Clive Slade

**THAT** Committee member Steve Cousins be appointed Committee of Adjustment Chair effective February 3, 2021 through to December 31, 2021.

**CARRIED**

Acting Chair Galloway asked the Committee for nominations for Vice-Chair. Stephen Glover nominated Bill Galloway; Mr. Galloway accepted the nomination. No further nominations were received.

**Moved By** Stephen Glover

**Seconded By** Clive Slade

**THAT** Committee member Bill Galloway be appointed Committee of Adjustment Vice-Chair effective February 3, 2021 through to December 31, 2021.

**CARRIED**

Bill Galloway assumed the role of Vice-Chair.

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

**Moved By** Paul King

**Seconded By** Clive Slade

**THAT** the February 3, 2021 Committee of Adjustment agenda be accepted as presented.

**CARRIED**

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

**Moved By** Stephen Glover

**Seconded By** Clive Slade

**THAT** the December 22, 2020 Committee of Adjustment minutes be approved and signed by the Chair and the Secretary / Treasurer.

**CARRIED**

#### **6. REPORTS**

Vice Chair Bill Galloway advised how the meeting will be conducted, and how members of the public can provide comments or ask questions for the planning file being considered by the Committee. The Committee meeting agenda as posted on the Town's website provided instructions on how to participate in the meeting.

- 6.1 DEV 03-2021 Consent to Sever Application (File B03-2020) by S. McIntosh, G. Loucks and D. King, 14 and 16 Ingersoll Street, Part Lots 1 and 2, Registered Plan No. 210, Being Parts 1 and 2 on Reference Plan 44R-5240, Town of St. Marys

Vice Chair Galloway asked the Town's Planner, Mark Stone to speak to the Application.

Mr. Stone spoke to his report. Mr. Stone advised the Committee that the Public Works Department will not be seeking a road widening as a condition of the severance, the reasons for this decision are outlined in the staff report.

Vice Chair Galloway asked the Applicant's Agent, Trevor McNeil, MTE Ontario Land Surveyors Ltd, to speak to the Application. Mr. McNeil provided an overview of the Application.

Vice Chair Galloway asked the Committee if they had any questions. The Committee had no questions.

Vice Chair Galloway asked Morgan Dykstra if any public comments have been received for the Application. Ms. Dykstra advised that no public comments have been received.

**Moved By** Paul King

**Seconded By** Stephen Glover

**THAT** the Application for Consent to Sever by S. McIntosh, G. Loucks and D. King (Application No. B03-2020) affecting a parcel of land described as 14 and 16 Ingersoll Street, Part Lots 1 and 2, Registered Plan No. 210, being Parts 1 and 2 on Reference Plan 44R-5240, in the Town of St. Marys for the purpose of severing a lot into two lots be **APPROVED** as the severance proposal conforms to the policies of the Official Plan, subject to the following conditions:

1. The Certificate of the Official must be issued by the Secretary-Treasurer for Committee of Adjustment within a period of one year from the date of the mailing of the Notice of Decision;

2. Confirmation from the Town's Treasury Department that their financial requirements have been met;
3. To make payment to the Town for one boulevard hardwood tree for each lot as per the Town's tree planting policy.
4. The Committee must be provided with a description that is consistent with the application and equal to that required for registration of a deed/transfer or other conveyance of interest in land under the provisions of the Registry Act or Land Titles Act; and,
5. Confirmation be received from the solicitor that the Certificate of the Official will be scanned and attached to the electronic registration of the Transfer.

**CARRIED**

**7. UPCOMING MEETINGS**

No meetings are scheduled at this time. Town staff will contact the Committee when an application has been deemed complete.

**8. ADJOURNMENT**

**Moved By** Clive Slade

**Seconded By** Stephen Glover

**THAT** this Committee of Adjustment meeting adjourn at 6:17 pm.

**CARRIED**

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Steve Cousins, Chair

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Grant Brouwer, Committee Secretary-Treasurer



**MINUTES**  
**Community Policing Advisory Committee**

February 17, 2021  
9:00 am  
Video Conference

Committee Members Present: Mayor Strathdee  
Councillor Winter  
Doug Diplock  
Jacqueline Hibbert  
Paul Dunseith

Stratford Police Services Present: Chief Greg Skinner  
Deputy Chief Foster  
Community Resources Officer Aaron Mounfield

Staff Present: Brent Kittmer, Chief Administrative Officer  
Jenna McCartney, Clerk

**1. CALL TO ORDER**

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

**2. DECLARATION OF PECUNIARY INTEREST**

None.

**3. AMENDMENTS AND APPROVAL OF AGENDA**

Councillor Winter requested that agenda item 6.2 regarding the process for finger printing be added to the agenda.

**Moved By** Paul Dunseith

**Seconded By** Jacqui Hibbert

**THAT** the February 17, 2021 Community Policing Advisory Committee agenda be accepted as presented.

**CARRIED**

**4. ACCEPTANCE OF MINUTES**

**Moved By** Jacqui Hibbert

**Seconded By** Councillor Winter

**THAT** the January 20, 2021 Community Policing Advisory Committee meeting minutes be approved by the Committee and signed by the Chair and the Secretary.

**CARRIED**

## **5. REPORTS**

### **5.1 CRIME STOPPERS REPORT**

Chief Skinner presented the January 2021 Crime Stoppers report.

**Moved By** Paul Dunseith

**Seconded By** Councillor Winter

**THAT** the January 2021 Crime Stoppers report be received.

**CARRIED**

### **5.2 POLICE MONTHLY STATISTICS**

Deputy Chief Foster presented the January 2021 monthly report.

In response to Councillor Winter's inquiry about the infraction for non-valid plates, Deputy Chief Foster stated that the plates likely expired before the pandemic.

Chief Skinner provided an update to the Committee about the MCRRT program and stated that in partnership with the Huron Perth Healthcare Alliance (HPHA) and the City of Stratford Social Services department, there are 3 full time MCRRT workers providing front line, primary mental health care. In addition there is a part time MCRRT employee working every other weekend due to demand.

Chief Skinner stated that the partners are looking to move the program beyond crisis response and begin offering proactive support to the community.

HPHA has supported the program with a registered practical nurse and a pharmacist who are available to the most vulnerable within the community on Mondays and Fridays.

In response to Jacqui Hibbert's inquiry about the availability of MCRRT workers after hours, Chief Skinner stated there has been a move to a rotation shift schedule so that coverage is available until 10:00 pm. in addition to every other weekend availability.

**Moved By** Jacqui Hibbert

**Seconded By** Paul Dunseith

**THAT** the January 2021 Police Monthly Statistics report be received.

## **6. OTHER BUSINESS**

### **6.1 Vision Zero re: Status Update**

Brent Kittmer stated that Council agreed with a staff recommendation that a review be completed related to Vision Zero in the fall of 2019.

As the pandemic hit in March 2020, Council agreed that this strategic project be placed on hold while the municipality responded to the pandemic.

In the fall of 2020 as staff capacity became available, staff released a broad ranging survey that included questions specifically focused on opportunities for Vision Zero initiatives in St. Marys.

During the fall, staff attended a number of webinars related to Vision Zero to gain an understanding of the provincial approach and determining how to make it specific to St. Marys.

Mr. Kittmer stated that provincial legislation has been proposed that would present the Vision Zero strategy as a provincial framework rather than having to be developed individually by each community.

Staff are preparing to report back to Council with an update and recommendations in the third quarter of 2021.

### **6.2 Finger Printing Process**

In response to Councillor Winter's inquiry about the process individuals must take when required to complete finger prints for a police check, Deputy Chief Foster stated that similarities between the applicant's name or birthday and someone within the criminal system, the next step of the check involves finger print scans to differentiate between the parties. The scan is completed by the RCMP through a digital imprint of the applicant's fingerprints.

Deputy Chief Foster stated that individuals requiring this stage of the process are accommodated by pre-arranged appointments at the Stratford Police Service office. During the police service's response to the pandemic, staff availability has fluctuated due to adherence with provincial lockdown and stay at home orders that affect staff work environments.

### **6.3 Service Ontario in St. Marys Update**

In response to Jacqui Hibbert's inquiry about the possibility of a Service Ontario kiosk in St. Marys to replace the recently closed location, Mayor Strathdee stated there is no update at present.

**7. UPCOMING MEETINGS**

Chair Diplock reviewed the upcoming meeting as presented on the agenda.

**8. ADJOURNMENT**

**Moved By** Jacqui Hibbert

**Seconded By** Paul Dunseith

**THAT** this Community Policing Advisory Committee meeting adjourn at 9:31 am.

**CARRIED**

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Chair Diplock

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Brent Kittmer, Chief Administrative Officer





## MINUTES

### Heritage Advisory Committee

February 8, 2021

6:15 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-d0YKteFQ>

Members Present	Councillor Pridham Barbara Tuer Janis Fread Michael Bolton Michelle Stemmler Paul King Sherri Winter-Gropp Stephen Habermehl
Staff Present	Amy Cubberley, Cultural Services Supervisor
Members Absent	Mayor Al Strathdee Clive Slade

#### 1. CALL TO ORDER

Chair Habermehl called the meeting to order at 6:16pm.

#### 2. DECLARATION OF PECUNIARY INTEREST

None declared.

#### 3. AMENDMENTS AND APPROVAL OF AGENDA

##### Resolution

**Moved By** Barbara Tuer

**Seconded By** Councillor Pridham

THAT the February 8, 2021 Heritage Advisory Committee agenda be accepted as presented.

**CARRIED**

**4. DELEGATIONS**

None.

**5. CORRESPONDENCE**

The Committee discussed the letter from Elena North and Scott Crawford.

Staff confirmed that there are no other interpretive plaques in queue for 2021. They also confirmed that Mary Smith has volunteered to assist with the research and writing of the plaque.

**Resolution**

**Moved By** Michael Bolton

**Seconded By** Barbara Tuer

THAT the Heritage Committee take on the creation and installation of a Heritage St. Marys interpretive plaque about the Wood Specialty Co. as a project for 2021.

**CARRIED**

**6. AMENDMENT AND ACCEPTANCE OF MINUTES**

**Resolution**

**Moved By** Barbara Tuer

**Seconded By** Michelle Stemmler

THAT the December 14, 2020 Heritage Advisory Committee meeting minutes be accepted as presented.

**CARRIED**

**7. BUSINESS ARISING FROM MINUTES**

**7.1 345 Wellington Street South Designation Update**

Staff informed the Committee that the designation by-law for 345 Wellington Street South was passed at Council on January 12, 2021.

**7.2 Municipal Register, Non-Designated Heritage Properties Update**

Staff informed the Committee that the list of 13 properties for consideration on the non-designated heritage list was brought to Council on January 12, 2021. Staff was given approval to send notifications to the property owners. One request to be removed (129 Water Street North) has been received so far. The amended list is scheduled to go back to Council for approval in March.

## **8. REGULAR BUSINESS**

### **8.1 Heritage Conservation District Update**

A couple of property owners have expressed interest in the Heritage Property and Facade grants and are currently waiting for Council to pass the 2021 budget before submitting their applications.

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

No update.

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

None identified.

### **8.4 Homeowner/Property owner letters**

Staff will provide Paul King with the contact information for the new property owners of 136 Water Street South. It was also noted that 106 Wellington Street North has sold.

## **9. COUNCIL REPORT**

Councillor Pridham updated the Committee on the 2021 budget, the new Community Support Worker, Strong As Stone recognition program, and Fire Hall renovation.

## **10. OTHER BUSINESS**

### **10.1 Ontario Heritage Week- Museum Initiatives**

Staff updated the Committee on the Virtual Heritage Fair and Picture St. Marys: Past and Present activities that are coinciding with Ontario Heritage Week.

## **11. UPCOMING MEETINGS**

March 15, 2021 at 6:15pm

## **12. ADJOURNMENT**

**Resolution**

**Moved By** Janis Fread

**Moved By** Michelle Stemmler

THAT the February 8, 2021 Heritage Advisory Committee meeting adjourn at 6:44 pm.

**CARRIED**

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Chair

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Committee Secretary



## **Minutes**

### **Youth Council**

February 5, 2021

4:00 pm

Video Conference

Click the following link:

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

Member Present	Lauren Partridge, Sam Truax, Councillor Edney, Allison Kennedy-Edney, Paytien Truax, Meghan Hymus, Megan Richardson, Jess Hammond
Members Absent	Cate Poulton, Kirsten Pabillano
Staff Present	Amy Cubberley

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

Chair Truax called the meeting to order at 4:12pm

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

None declared.

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

**Moved By** Allison Richardson-Kennedy

**Seconded By** Lauren Partridge

THAT the February 5, 2021 Youth Council agenda be accepted as presented.

**Carried**

#### **4. DELEGATIONS**

None.

**5. ACCEPTANCE OF MINUTES**

**Moved By** Allison Richardson-Kennedy

**Seconded By** Lauren Partridge

THAT the January 8, 2021 Youth Council minutes be accepted as presented.

**Carried**

**6. BUSINESS ARISING FROM MINUTES**

**6.1 Council Terms of Reference, Agreement, Application**

Amy Cubberley spoke to the Youth Council Application, Terms of Reference and Roles, and Contract Agreement. Brittany Petrie will make arrangements for each member of the Council to sign a contract.

**6.2 Bell Let's Talk Recap/Mental Health Initiatives**

Chair Truax recapped the Bell Let's Talk social media initiatives.

Council members discussed improving resources and tips on social media. They also discussed compiling a centralized resource, such as a one page sheet, of all organizations supporting mental health initiatives for those looking to access assistance. Details will be finalized over the next month.

**6.3 The Coldest Night**

Council members are reminded to register for the Coldest Night of the Year walk. Council members are encouraged to participate separately or with their household. If they participate, send photos to Sam for social media.

**7. OTHER BUSINESS**

None.

**8. UPCOMING MEETINGS**

March 5, 2021 at 4:00pm

**9. ADJOURNMENT**

**Moved By** Lauren Partridge

**Seconded By** Megan Richardson

THAT the February 5, 2021 Youth Council meeting adjourn at 4:32 pm.

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Chair

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Committee Secretary

**BY-LAW 23-2021**

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

Being a By-law to amend By-law 72-2019, Establish Boards and Committees of Council.

- WHEREAS:** Section 5(3) of the *Municipal Act, 2001* S.O. 2001, c.25, as amended, provides that a municipal power shall be exercised by by-law;
- AND WHEREAS:** The Council for the Corporation of the Town of St. Marys passed By-Law 72-2019 for the purpose of establishing boards and committees of Council;
- AND WHEREAS:** The Council for the Corporation of the Town of St. Marys deems it expedient to amend Schedule 10, Youth Council;
- NOW THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows:
1. That Schedule 10, Youth Council, is removed and replaced with Schedule 10, St. Marys Youth Council.
  2. 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 9<sup>th</sup> day of March 2021.

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Mayor Al Stratthdee

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Jenna McCartney, Clerk



## **Schedule 10: St. Marys Youth Council**

### **Terms of Reference**

#### **MANDATE**

The Youth Council shall advise and assist Council and the citizens of the Town of St. Marys on matters relating to youth.

The St. Marys Youth Council shall identify and respond to the needs and interests of youth within the community. The Youth Council shall empower youth to be involved in the planning and decision-making process of activities and events occurring in St. Marys and surrounding areas.

The Council's objectives include:

- To give youth the opportunity to become more involved in the community
- To gain and build the following youth skills: leadership, communication, organization, problem-solving, teamwork, and initiative
- To ensure that youth's voices are being represented and heard

#### **COUNCIL STRUCTURE**

- Eligible members include youth (ages 14 through 19 years old) who reside in the Town of St. Marys or in the surrounding area
- 1 Elected Official as appointed by Town Council
- 5 – 8 members of the public appointed by Town Council
- 1 Elected Chair as appointed by Youth Council from the membership
- 1 Elected Vice-Chair as appointed by Youth Council from the membership
- 1 Youth Council Staff Liaison

#### **GENERAL RULES OF OPERATION**

The Youth Council is subject to the control and the direction of Town Council.

All meetings of the Youth Council are open to the public, and rules governing the procedure for Town Council meetings shall be observed by the Council insofar as they are applicable.

All appointed Members will be voting members. A quorum of Youth Council shall be the majority of the Members in attendance at a meeting.

Main methods of communication will be done through email and a closed Instagram direct messaging group.

If a member is absent from the Council for three successive months without being authorized to do so by a resolution of the Town Council, the position held by the member will consider to be vacated.

Should a vacancy exist on the Youth Council during the term, Town Council may appoint a person to fill the vacancy for the expired portion of the term.

#### **ROLES AND DUTIES**

##### **Town Council Representative**

The Town Council representative is a participating, voting member of the Youth Council.

The Mayor of Town Council may attend and participate in the Youth Council meeting as ex-officio and shall have voting rights in accordance with the Town Procedure By-law.

### **Council Chair**

A Council Chair will be elected yearly by Members to preside over meetings and committee business.

It is the role of the Council Chair to,

- Preside at all meetings, and control proceedings and discussion to ensure smooth transition of the business as listed on the agenda
- Collaboratively work with Youth Council Staff Liaison to ensure that goals and mandates are being met
- Positive role model for Members and all youth in community
- Participate and assist in organizing events and activities
- Vote on all matters requiring a formal motion

### **Council Vice-Chair**

A Council Vice-Chair will be elected yearly by Members.

It is the role of the Council Vice-Chair to,

- Preside at meetings if Chair is absent, and assist with controlling proceedings and discussion to ensure smooth transition of the business as listed on the agenda
- Collaboratively work with Youth Council Staff Liaison and Council Chair to ensure that goals and mandates are being met
- Positive role model for Members and all youth in community
- Active role in participating and assisting in organizing events and activities

### **Council Member**

Any youth (between ages of 14 and 19 years old) residing in St. Marys and/or surrounding area may join St. Marys Youth Council.

It is the role of Members to,

- Be an active and contributing member to Youth Council
- Represent the youth population and consider the well-being and interests of the Town of St. Marys
- Attend the official monthly Youth Council meetings; along with the scheduled unofficial meetings
- Contribute to the planning, organizing, implementation and evaluation of the activities/events that the Youth Council hosts
- Track own volunteer hours that can be used towards Secondary School Volunteer Hours
- Keep meeting spaces clean and organized as other services use the Youth Centre
- Annually assist with a minimum of three events/volunteer opportunities
- Notify the Youth Council staff liaison and/or Youth Council Chair via email if not able to attend a meeting and/or event

### **Youth Council Staff Liaison**

The Youth Council Staff Liaison is an employee with the Town of St. Marys.

The role of the Youth Council Staff Liaison is to,

- Assist Youth Council in meeting their goals and mandate
- Attend all meetings and empower Council to be involved in youth opportunities
- Act as a resource personnel for Town policies and procedures
- Be without voting privileges
- Develop reports and prepare meeting packages in co-operation with the Chair and/or Vice-Chair
- Give notice of meetings and prepare all associated correspondence

### **REPORTING REQUIREMENTS**

Council minutes are to be provided to the Clerk's Department for insertion on the Town Council agenda. Recommendations for Town Council's consideration are to be presented to Town Council by way of the minutes of the Council.

### **FINANCIAL PLANNING**

Council members to receive remuneration in the amount of \$20.00 per official meeting to a maximum of \$240 annually.

Reimbursement for travel and other expenses incurred in the performance of the Council's duties will be paid in accordance with the Town's policies.

Any financial requirement of the Council shall be approved by Town Council prior to expenditure.

### **FREQUENCY OF MEETINGS**

Official Council meetings will be held on the first Friday of the month at 4:00PM. Depending on the workload, additional meetings of all Council member or sub-committees may be scheduled to meet their mandate and goals.

### **TERM**

The term of the Youth Council shall coincide with the term of the appointing Council. It is recognized that Members' commitment may need to be for a shorter period of time based on eligibility.

**BY-LAW 25-2021**

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

Being a By-law to authorize an extension to an agreement between The Corporation of the Town of St. Marys and St. Marys Landscaping Ltd.

**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 originally awarded a one-year contract (RFQ-DEV-06-2017) to St. Marys Landscaping for the purpose of water the annual garden beds, perennial garden beds and hang baskets at various locations throughout St. Marys (the "Project");

**AND WHEREAS:** The Corporation of the Town of St. Marys extended the contract period for three additional years;

**AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into an agreement to extend the contract period for 2021 as approved at Council on March 9, 2021;

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

1. That the Mayor and the 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 St. Marys Landscaping Ltd.
2. That a copy of the said Agreement is attached hereto this By-law, and to affix thereto 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 9<sup>th</sup> day of March 2021.**

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Mayor Al Stratthdee

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Jenna McCartney, Clerk

## **BY-LAW 26-2021**

### **THE CORPORATION OF THE TOWN OF ST. MARYS**

**Being a By-law to authorize a restrictive covenant and option to purchase between The Corporation of the Town of St. Marys and St. Marys Cement Inc. (Canada) for Subject Lands comprised as part of lands municipally known as 481 Water Street South, St. Marys.**

- WHEREAS:** Section 5(3) of the *Municipal Act, 2001 S.O. 2001, c.25*, as amended, provides that a municipal power shall be exercised by by-law;
- AND WHEREAS:** St. Marys Cement Inc. (Canada) donated (a) those lands legally described as Part Lot 35 Thames Con. Blanshard, Part Lots 20 & 21, Con. 17, Blanshard, Parts 1,2,3,& 4 44R-4130; s/t easement over Part 3 44R-4130 as in R238806; s/t STM14779; St. Marys, identified as PIN 53245-0139 (LT) and herein called the “Firstly Subject Lands”; and (b) those lands legally described as Part Lot 21 Concession 17 Blanshard as in R121663; St. Marys, which comprise a portion of the lands identified as PIN 53245-0005 (LT) and which are herein called the “Secondly Subject Lands”) (the Firstly Subject Lands and the Secondly Subject Lands being collectively the “Subject Lands”);
- AND WHEREAS:** At the time of the donation by St. Marys Cement Inc. (Canada) there were intentions made on the Subject Lands applicable to The Corporation of the Town of St. Marys or its successors and assigns including an obligation to reconvey the Subject Lands to St. Marys Cement Inc. (Canada) if not used for the intended purpose;
- AND WHEREAS:** The Corporation of the Town of St. Marys wishes to sell part of the Subject Lands being part 2 on Registered Plan 44R-5357 and Part 1 on Registered Plan 44R-5776 (“the Commercial Lands”) to Gail Kenworthy and Andrew Forman as approved by the Council for The Corporation of the Town of St. Marys and authorized by by-law 69-2020;
- AND WHEREAS:** St. Marys Cement Inc. (Canada) has advised that the Commercial Lands are not required to be reconveyed to it;
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it expedient to enter into an agreement for restrictive covenants for the Subject Lands and an option to purchase should the Subject Lands not be used in its intended manner;
- NOW THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows;
1. That the granting by The Corporation of the Town of St. Marys to St. Marys Cement Inc. (Canada) of the restrictive covenant and option

to purchase, substantially in the form presented to Council, is authorized and approved.

2. That the Mayor and Clerk are authorized and directed to execute and deliver such restrictive covenant and option to purchase, substantially in the form presented to Council.
3. That the Mayor and Clerk are authorized and directed to execute and deliver any other documentation and take any other action necessary or desirable to implement or give effect to or otherwise in connection with such restrictive covenant and option to purchase including without limitation registration on title.
4. Enactment of this By-law shall be deemed to be authorization to the solicitor for the Town to register same in the appropriate Land Registry Office, without further written authorization.
5. That a copy of the restrictive covenant is attached hereto this By-law, and to affix thereto the corporate seal of The Corporation of the Town of St. Marys.
6. This By-Law comes into force and takes effect on the final passing thereof.

**Read a first, second and third time and finally passed this 9<sup>th</sup> day of March 2021.**

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Mayor Al Strathdee

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Jenna McCartney, Clerk

## Schedule

### Part A: Application to Annex Restrictive Covenants S. 119 (“**Restrictive Covenant**”)

1. The Corporation of the Town of St. Marys (the “**Transferee**”) owns (a) those lands legally described as Part Lot 35 Thames Con. Blanshard, Part Lots 20 & 21, Con. 17, Blanshard, Parts 1,2,3,& 4 44R-4130; s/t easement over Part 3 44R-4130 as in R238806; s/t STM14779; St. Marys, identified as PIN 53245-0139 (LT) and herein called the “**Firstly Subject Lands**”; and (b) those lands legally described as Part Lot 21 Concession 17 Blanshard as in R121663; St. Marys, which comprise a portion of the lands identified as PIN 53245-0005 (LT) and which are herein called the “**Secondly Subject Lands**”) (the Firstly Subject Lands and the Secondly Subject Lands being collectively the “**Subject Lands**”).
2. St. Marys Cement Inc. (Canada) (“**SMC**”) donated the Firstly Subject Lands to the Transferee for use by the Canadian Baseball Hall of Fame and Museum.
3. At the time of the donation, the Firstly Subject Lands were also intended to be used in part as a buffer area serving as a separation of the industrial lands legally described in Appendix A (the “**Benefitting Lands**”) from the adjacent residential and public recreational lands. The Canadian Baseball Hall of Fame and Museum, the Transferee, and SMC agreed that no new use would be introduced to the Firstly Subject Lands which would have the potential to conflict with use of the Benefitting Lands, for example, by giving rise to complaints. The parties agreed that D-6 Compatibility between Industrial Facilities, a guide for land use planning authorities on how to decide what

types of land uses are appropriate near industrial areas (in its 2004 form, Ministry of the Environment), shall guide decision-making on uses.

4. SMC donated the Secondly Subject Lands to the Transferee by Instrument No. R121663 to be developed and used exclusively as a public park and in the event of, and at such time as, the Secondly Subject Lands are not used for the purposes of a public park, then the ownership thereto shall revert to SMC, its successors or assigns, all as specified in Instrument No. R121663.
5. The Transferee and SMC also hereby agree that the Secondly Subject Lands are also intended to be used in part as a buffer area serving as a separation of the Benefitting Lands from the adjacent residential and public recreational lands; and that no new use will be introduced to the Secondly Subject Lands which would have the potential to conflict with use of the Benefitting Lands, for example, by giving rise to complaints; and that the said D-6 Compatibility between Industrial Facilities shall guide decision-making on uses of the Secondly Subject Lands.
6. The Transferee, for itself as owner of the Subject Lands, its successors and assigns, hereby covenants and agrees that it will not seek, attempt to effectuate, designate, or apply for, indirectly or directly, any change of use to the Subject Lands:
  - a. which have the potential to conflict and/or interfere with the industrial operations operated by SMC located on the Benefitting Lands;
  - b. that is not compatible with the use of the Benefitting Lands as a cement plant and an aggregates quarry, as well as all ancillary uses thereto; or



- c. that would result in public use of lands different from the controlled access that exists with the Baseball Hall of Fame with respect to the Firstly Subject Lands or different from the use that exists of the Secondly Subject Lands as a public park.

For greater certainty, and without limiting the foregoing, the Subject Lands may not be used in whole or in part for building or associated amenity area (i.e. may be indoor or outdoor space) which is not directly associated with the industrial use, and may not be used for any use that is a “sensitive use” as defined in or within the meaning or intention of the applicable Official Plan or the applicable zoning bylaw as either may be amended, supplemented or replaced from time to time. For example, the Subject Lands may not be used as or for a purpose associated with residences, senior citizen homes, convalescent facilities, schools, nursery or child care facilities, hospitals, detention facilities, facilities where people sleep, trailer parks, retail (except that, after the Transferee transfers the Commercial Lands, the Commercial Lands may be used as a retail store as and to the extent permitted in Section A.8 hereof), health-care, religious centres, places of worship, or campgrounds. In addition, the Subject Lands may not be used in whole or in part for any parklands, playgrounds, or public recreation facilities that are not in place at the time of the registration of this instrument on title to the Subject Lands. For clarity at present (a) the Firstly Subject Lands are used for the provision of cultural, recreational, tourist and parking purposes and include the operation and maintenance of a museum, baseball diamonds, seating and picnicking facilities, parking and trails and are used extensively for baseball tournaments, weddings and events and (b) the Secondly Subject Lands are used as a public park; these uses are not prohibited hereunder to the degree to

which and in the locations and the frequency at which they have occurred to-date.

7. The Transferee wishes to transfer the portion of the Firstly Subject Lands which is designated as Parts ~~1 and~~ 2 on Reference Plan 44R-5357 and the portion of the Secondly Subject Lands which is designated as Part 1 on Reference Plan 44R-5776 (such portions of the Subject Lands being collectively called the “**Commercial Lands**”); provided (a) that the Commercial Lands will continue to be subject to the restrictive covenants specified in Sections A.3, A.5 and A.6 hereof (the “**Subject Lands Restrictive Covenants**”); (b) that the requirement that the Firstly Subject Lands must continue to be used by the Canadian Baseball Hall of Fame and Museum is replaced by the restrictive covenants specified in Section A.8 hereof; and (c) that the requirement that the Secondly Subject Lands must continue to be used as a public park is replaced by the restrictive covenants specified in Section A.8 hereof, and the portion of the Commercial Lands which is designated as Part 1 on Reference Plan 44R-5776 will cease being subject to the provision in Instrument No. R121663 which provides that, in the event that, and at such time as, Part 1 on Reference Plan 44R-5776 is not used for the purposes of a public park, then the ownership thereto shall revert to SMC, its successors or assigns.
8. The Transferee, for itself as owner of the Subject Lands, its successors and assigns, hereby covenants and agrees that, in addition to those uses prohibited by Section A.6, the Commercial Lands shall not be used in whole or in part for any use except for the following uses, but only if they are lawful uses for which the Transferee has obtained and maintains in good standing all required licences and permits: as a (a) retail store including the sale of cannabis and

related products and vitamins; (b) business or professional office; (c) office, support; (d) contractor's yard or shop; (e) repair shop; (f) equipment sales and rental business; (g) laboratory or research facility; and (h) production studio and uses, buildings, and structures which are accessory to the uses listed in clauses (a) to (h) of this Section 8 (the “**Commercial Lands Restrictive Covenants**”). The Commercial Lands Restrictive Covenants are in addition to the Subject Lands Restrictive Covenants.

9. In Section 8 “retail store” means a building or part thereof in which goods, merchandise, products, wares, articles or things are offered or kept for sale directly to the public, but does not include any manufacturing, processing, assembly, or construction use, or an eating establishment or restaurant.
10. In Section 8 “business or professional office” means any building or part of a building in which professionally qualified persons, technical assistants and clerical staff are employed and where clients go for advice or consultation. A business or professional office shall include, but is not limited to, an accountant, advertising agent, architect, auditor, engineer, insurance agent, lawyer, real estate agent, or surveyor, but does not include a personal service establishment, a clinic, an office for any regulated health professionals including without limitation a medical or dental office or an office for any other purposes related to health or aesthetics, or an animal hospital.
11. In Section 8 “office, support” means a building or part thereof in which technical or professional consulting services are performed to serve industrial manufacturing, assembly, processing or repair establishments, and includes the offices of an architect, a surveyor, an engineer, a business machine servicing establishment and an industrial training facility for manufacturing,

assembly, processing or repair skills, but does not include a personal service establishment, a lawyer's office, a chartered accountant's office, a clinic, an office for any regulated health professionals including without limitation a medical or dental office or an office for any other purposes related to health or aesthetics, or an animal hospital.

12. In Section 8 "contractor's yard or shop" means the use of land, buildings, or structures for the purpose of: (a) storing equipment, vehicles, or material associated with the landscaping, construction, and building trades; and/or (b) performing shop work or assembly work by any building trade or other construction contractor.
13. In Section 8 "repair shop" means a business engaged in maintaining and repairing articles, machinery and equipment for household or personal use such as appliances, air conditioners, clocks, watches, jewelry, and furniture.
14. In Section 8 "equipment sales and rental business" means a business in which machinery and equipment are offered or kept for rent or lease.
15. In Section 8 "laboratory or research facility" means premises used for the development, experimentation, investigation, research, or testing of products, services or technology and includes industrial research or an industrial training facility. It does not include the manufacture or sale of products except as incidental to the facility. A scientific laboratory or a research facility is a research and development facility.

16. In Section 8 “production studio “means premises used for producing motion pictures, or audio or video recordings or transmissions.
17. For clarity, this instrument provides the owner of the Subject Lands with actual notice of the use of the Benefitting Lands. The owner of the Subject Lands may not object to the use of the Benefitting Lands as herein described and will not have a claim to nuisance in this respect.
18. The Subject Lands Restrictive Covenants shall, for a period of one hundred (100) years commencing on the date of registration of these restrictive covenants on title to the Subject Lands, run with and bind the Subject Lands and each and every part thereof, which are the servient lands thereof hereunder, and shall bind the Transferee, its successors and assigns and any person or entity acquiring any right, title or interest in or to the Subject Lands or any part thereof, for the benefit of the Benefitting Lands and each and every part thereof, which are the dominant lands hereunder, and may only be released by the owner of the Benefitting Lands; and for the benefit of SMC and its successors and assigns and any person or entity acquiring any right, title or interest in or to the Benefitting Lands or any part thereof.
19. The Commercial Lands Restrictive Covenants shall, for a period of one hundred (100) years commencing on the date of registration of these restrictive covenants on title to the Commercial Lands, run with and bind the Commercial Lands and each and every part thereof, which are the servient lands thereof hereunder, and shall bind the Transferee, its successors and assigns and any person or entity acquiring any right, title or interest in or to the Commercial Lands or any part thereof, for the benefit of the Benefitting Lands and each and every part thereof, which are the dominant lands

hereunder, and may only be released by the owner of the Benefitting Lands; and for the benefit of SMC and its successors and assigns and any person or entity acquiring any right, title or interest in or to the Benefitting Lands or any part thereof.

20. The Transferee agrees that any violation or threat of violation of the Subject Lands Restrictive Covenants or the Commercial Lands Restrictive Covenants will result in irreparable harm to the owner of the Benefitting Lands for which damages would be an inadequate remedy and therefore in addition to its rights and remedies otherwise available at law, the owner of the Benefitting Lands may seek equitable and administrative relief as a court or administrative authority may deem proper, including injunctions, to prevent any breach of (as applicable) the Subject Lands Restrictive Covenants and/or the Commercial Lands Restrictive Covenants.

#### Part B: Repurchase Right

1. This Repurchase Right applies to all of the Subject Lands except for the Commercial Lands ~~and Part 1 on Reference Plan 44R-5357~~ (the “**Repurchase Lands**”)
2. For good and valuable consideration paid by SMC to the Transferee (the receipt and sufficiency of which are hereby acknowledged by the Transferee), the Transferee hereby grants to SMC the exclusive right and option to acquire the Repurchase Lands for no consideration (the “**Right**”), in the event that (a) the portion of the Repurchase Lands which is part of the Firstly Subject Lands ceases to be used only by the Canadian Baseball Hall of Fame and Museum for a baseball museum and ancillary purposes or (b) the portion of the Repurchase Lands which is part of the Secondly Subject Lands ceases to be used only as a public park; which Right shall be perpetual and shall not expire

(notwithstanding for greater certainty the expiry or termination of the Subject Lands Restrictive Covenants or the Commercial Lands Restrictive Covenants).

3. The Right shall be exercisable by SMC by written notice to the Transferee. In the event that SMC exercises the Right, the Transferee shall, not later than 120 days after such exercise of the Right, transfer the Repurchase Lands by registrable transfer to SMC (or as it directs) free of encumbrance and with vacant possession thereof, and shall execute and deliver such other closing documents as are reasonably required by SMC.
4. The Right and any transfer of the Repurchase Lands pursuant thereto are conditional upon compliance as applicable with the subdivision control provisions of the *Planning Act* (Ontario) on or before the date on which such transfer of the Repurchase Lands is completed. The Right will be registered on title to the Repurchase Lands and will run with and bind each and every part of the Repurchase Lands; and will bind and will be complied with by the Transferee and its administrators, successors and assignees including without limitation any future owner of the Repurchase Lands; and will enure to the benefit of SMC and its administrators, successors and assignees.
5. The Right is in addition to all rights and remedies to which SMC would be entitled under or pursuant to the Instrument No. R121663 in the event that the portion of the Repurchase Lands which is part of the Secondly Subject Lands ceases to be used only as a public park; it being hereby acknowledged and agreed by the Transferee that the portion of the Repurchase Lands which is part of the Secondly Subject Lands remains subject to Instrument No.

R121663 and that all rights and remedies of SMC thereunder remain in full force and effect.

The undersigned hereby grants the rights, and covenants and agrees, as specified in this Schedule.

Dated \_\_\_\_\_, 2021.

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

By: \_\_\_\_\_

Name:

Title:

By: \_\_\_\_\_

Name:

Title:

I/We have the authority to bind the Corporation.



## **APPENDIX A**

### **BENEFITTING LANDS**

#### **PIN 53278-0035(LT)**

LOT 19 S/S THOMAS STREET PLAN 217 ST MARYS; BLOCK D PLAN 235 ST MARYS; BLOCK E PLAN 235 ST MARYS; LOT 3 PLAN 367 ST MARYS; PT LOT 20 S/S THOMAS STREET PLAN 217 ST MARYS; PT BLOCK F S/S THOMAS STREET PLAN 235 ST MARYS; PT BLOCK G S/S THOMAS STREET PLAN 235 ST MARYS; PT BLOCK J PLAN 235 ST MARYS; PT LOT 1 PLAN 367 ST MARYS; PT LOT 26 CONCESSION THAMES BLANSHARD ; PT LOT 26 CONCESSION THAMES BLANSHARD CLOSED BY R137257; PT LOT 27 CONCESSION THAMES BLANSHARD ; PT LOT 27 CONCESSION THAMES BLANSHARD CLOSED BY R137257; PT LOT 28 CONCESSION THAMES BLANSHARD ; PT LOT 28 CONCESSION THAMES BLANSHARD CLOSED BY R137257; PT LOT 19 CONCESSION 15 BLANSHARD; PT THOMAS STREET PLAN 226 ST MARYS AKA THAT PT OF THOMAS STREET LYING WITHIN LOT 25 CONCESSION THAMES (SHOWN ON PLAN 217, 226 & 367) CLOSED BY R137254; PT CARRALL STREET PLAN 235 ST MARYS CLOSED BY R111088, R149866 & R234299; PT THOMAS STREET PLAN 235 ST MARYS CLOSED BY R234299; PT BED OF RIVER THAMES ST MARYS; PT ROAD ALLOWANCE LYING NORTH OF THAMES RIVER AKA TOW PATH ST MARYS CLOSED BY R137254 & R140145; PT ROAD ALLOWANCE BETWEEN LOTS 25 & 26 CONCESSION THAMES BLANSHARD CLOSED BY R137248 & R137257; PT 1, 44R3403; T/W R137251

; S/T BLN14679,BLN14680 PERTH S; TOGETHER WITH AN EASEMENT  
OVER PART 1, 44R5308 AS IN PC140260

**PIN 53245-0143(LT)**

PART LOT 21 CON 17 BLANSHARD, PARTS 7 & 8 44R-4130; ST MARYS

**PIN 53245-0108(LT)**

PT LOT 17 CONCESSION SOUTH BOUNDARY BLANSHARD AS IN R120768  
; PERTH S

**PIN 53244-0071(LT)**

LTS 1 & 2 E THAMES AVE, (LOT 35, THAMES CON.) PL 235 & PT LOT 35  
THAMES CON BLANSHARD AS IN R250486; ST MARYS

**PIN 53244-0070(LT)**

LOTS 1 & 2, W. WATER ST, (LOT 35, THAMES CON.) PL 235; ST. MARYS

**PIN 53244-0032(LT)**

PT LOT 35 CONCESSION THAMES BLANSHARD AS IN R82526 & R82100,  
T/W R137251; ST MARYS

**PIN 53244-0030(LT)**

LOT 1 (LT 36 THAMES CON) PLAN 235 ST MARYS; LOT 2 (LT 36 THAMES  
CON) PLAN 235 ST MARYS; LOT 3 (LT 36 THAMES CON) PLAN 235 ST  
MARYS; LOT 4 (LT 36 THAMES CON) PLAN 235 ST MARYS; LOT 5 (LT 36  
THAMES CON) PLAN 235 ST MARYS ; ST MARYS

**PIN 53245-0158(LT)**

LT 15, PT LTS 6,10,11,16,17 (LT 36 THAMES CON) PL 235, PT OF LOCKHART STREET, CLOSED BY R90095, PL 235, PT LT 35 CON THAMES BLANSHARD, PT LTS 21, 22 CON 17 BLANSHARD; PT LTS 14,15,16,17 SOUTH BOUNDARY BLANSHARD, RESERVATION OF MINES AND MINERALS AS IN R306512; S/T R362016; & S/T EASMT AS IN PC68337; ST MARYS

**PIN 53245-0152(LT)**

PT LOTS 20 & 21 CON. 17 BLANSHARD; PTS 14 & 15 44R3404 & PART OF PT 10, 44R-3404 LYING NE OF PT 5 44R4130 EXCEPT PARTS 5 & 6, 44R4130; S/T R238806, STM14779; ST MARYS; A REVISED DESCRIPTION MAY BE REQUIRED IN FUTURE RE: PT 10, 44R3404

OF PART OF  
**LOT 35**  
**THAMES CONCESSION**  
(GEOGRAPHIC TOWNSHIP OF BLANSHARD)  
**TOWN OF ST. MARYS**  
COUNTY OF PERTH

**NA GEOMATICS INC.**  
**ONTARIO LAND SURVEYORS**

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES  
AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048.

- 1) BEARINGS HEREON ARE ASTRONOMIC AND ARE REFERRED TO THE EAST LIMIT OF THE WATER STREET HAVING A BEARING OF N33°17'20"E AS SHOWN ON PLAN 44R-4130.
- 2) FOR BEARING COMPARISONS, A ROTATION OF 0°10'30" CLOCKWISE CAN BE APPLIED TO CONVERT TO GRID BEARINGS.
- 3) DISTANCES SHOWN ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.99955674.

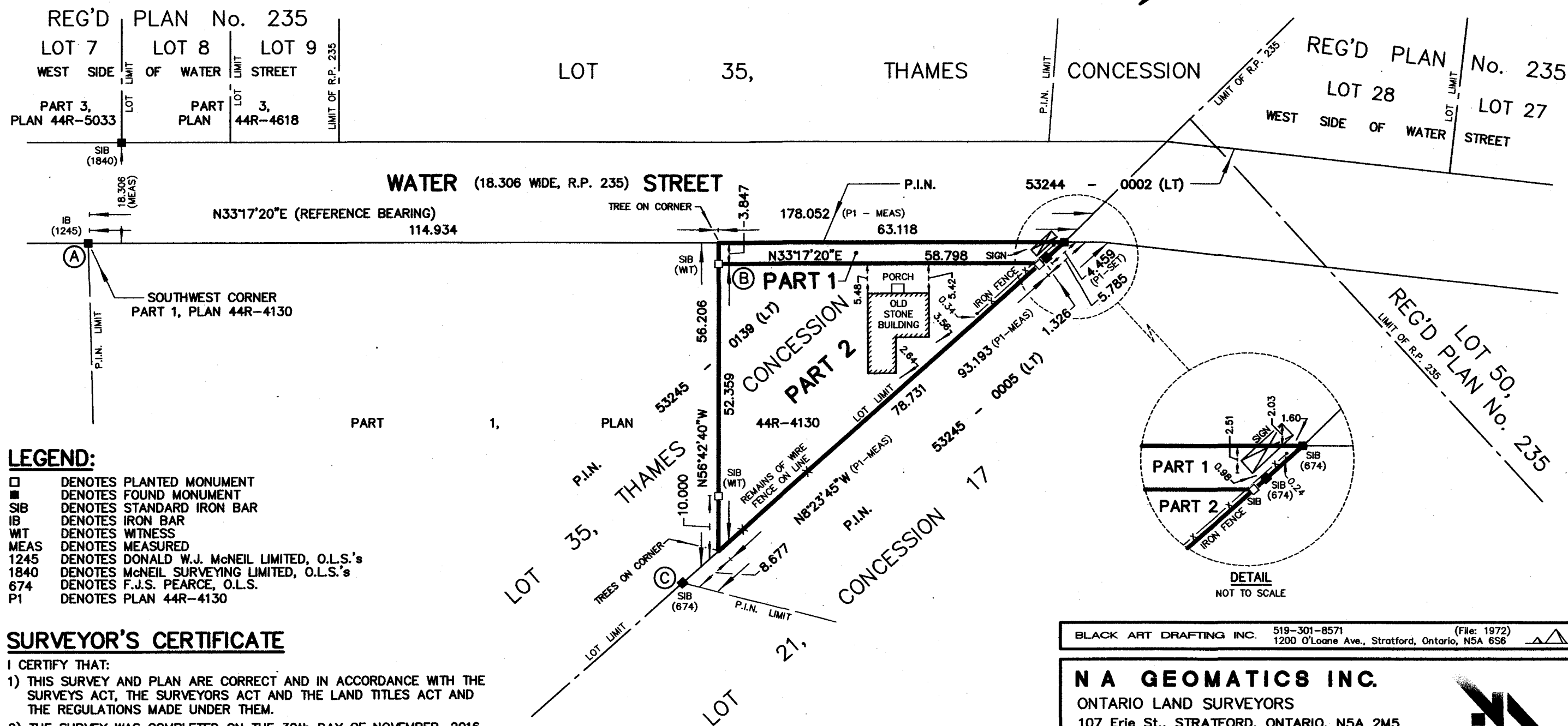
INTEGRATION DATA		
COORDINATES ARE DERIVED FROM GPS OBSERVATIONS USING CAN-NET NETWORK AND ARE REFERRED TO UTM 17 (81° WEST LONGITUDE) NAD83 (CSRS) EPOCH 2010 COORDINATE VALUES ARE TO A RURAL ACCURACY IN ACCORDANCE WITH SECTION 14(2) OF O.REG.216/10		
POINT ID	NORTHING	EASTING
A	4788224.969	487691.044
B	4788318.690	487757.633
C	4788295.360	487792.959
COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.		

PETER G. MORETON, O.L.S.

REPRESENTATIVE FOR THE LAND  
REGISTRAR FOR THE LAND TITLES  
DIVISION OF PERTH (No. 44)

PART	LOT	CONCESSION	P.I.N.	AREA (m <sup>2</sup> )
1	Pt. of 35	THAMES	Pt. of 53245-0139(LT)	234.5
2	Pt. of 35	THAMES	Pt. of 53245-0139(LT)	1539.3

PARTS 1 and 2 - COMPRISE PART OF P.I.N. 53245-0139(LT).



□	DENOTES	PLANTED MONUMENT
■	DENOTES	FOUND MONUMENT
SIB	DENOTES	STANDARD IRON BAR
IB	DENOTES	IRON BAR
WIT	DENOTES	WITNESS
MEAS	DENOTES	MEASURED
1245	DENOTES	DONALD W.J. McNEIL LIMITED, O.L.S.'s
1840	DENOTES	McNEIL SURVEYING LIMITED, O.L.S.'s
674	DENOTES	F.J.S. PEARCE, O.L.S.
P1	DENOTES	PLAN 44R-4130

**I CERTIFY THAT:**

- 1) THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.**
- 2) THE SURVEY WAS COMPLETED ON THE 30th DAY OF NOVEMBER, 2016.**

PETER G. MORETON  
ONTARIO LAND SURVEYOR

**BLACK ART DRAFTING INC.** 519-301-8571 (File: 1972  
1200 O'Loane Ave., Stratford, Ontario, N5A 6S6

**N A GEOMATICS INC.**  
ONTARIO LAND SURVEYORS  
107 Erie St., STRATFORD, ONTARIO, N5A 2M5  
TEL: 519-273-3205  
FAX: 519-273-7133

Cad File: E:\Black Art\19\1972\16-6062-REF.dwg COGO: 16-6062-GROUND.asc  
 Drawn By: S. McConnell Checked By: P.G. Moreton, O.L.S. File No. 16-6062

I REQUIRE THIS PLAN TO BE DEPOSITED UNDER THE LAND TITLES ACT

DATE

2020/08/04

Christy Townsend

REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF PERTH (No. 44)

PLAN 44R-5776

RECEIVED AND DEPOSITED

2020/08/04

DATE

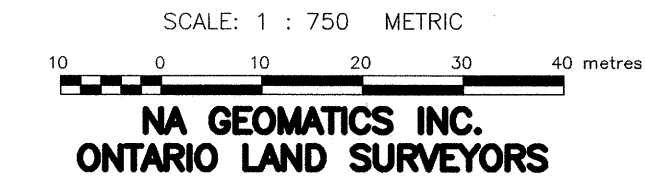
Christy Townsend

REPRESENTATIVE FOR LAND REGISTRAR FOR THE LAND TITLES DIVISION OF PERTH (No. 44)

SCHEDULE				
PARTS	LOT	PLAN OR CON	PIN	AREA
1	PART OF LOT 21	CONCESSION 17	PART OF PIN 53245-0005	2445.367m <sup>2</sup>

PART 1, COMPRISE PART OF PIN 53245-0005

PLAN OF SURVEY  
OF PART OF  
LOT 21  
CONCESSION 17  
IN THE  
GEOGRAPHIC TOWNSHIP OF BLANSHARD  
NOW THE  
TOWN OF ST. MARYS  
COUNTY OF PERTH



**SURVEYOR'S CERTIFICATE**

I CERTIFY THAT:

- THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, AND THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
- THE SURVEY WAS COMPLETED ON THE 24TH DAY OF MARCH, 2020

DATE: 2020/03/20

DAVID J. RAITHBY,  
ONTARIO LAND SURVEYOR

**LEGEND AND NOTES:**

BEARINGS ARE ASTRONOMIC AND ARE REFERRED TO THE EAST LIMIT OF THE WATER STREET HAVING A BEARING OF N33°17'20"E AS SHOWN ON PLAN 44R-4130.

FOR BEARING COMPARISONS, A ROTATION OF 0°10'30" CLOCKWISE CAN BE APPLIED TO CONVERT TO GRID BEARINGS.

DISTANCES ON THIS PLAN ARE ADJUSTED GROUND LEVEL DISTANCES AND CAN BE USED TO COMPUTE GRID CO-ORDINATES BY MULTIPLYING BY A COMBINED SCALE FACTOR OF 0.99955674

OBSERVED REFERENCE POINTS ARE DERIVED FROM GPS OBSERVATIONS USING THE CANSEL CAN-NET VRS NETWORK AND ARE REFERRED TO UTM ZONE 17 (81°00' LONGITUDE WEST) NAD83 (CSRS 2010)		
COORDINATES TO URBAN ACCURACY IN ACCORDANCE WITH SECTION 14(2) OF O.REG 216/10		
POINT ID	NORTHING	EASTING
ORP A	4788224.969	487691.044
ORP B	4788295.36	487792.959

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.

- \* DENOTES FOUND SURVEY MONUMENT (1375 UNLESS NOTED OTHERWISE)
- ⊕ DENOTES PLANTED SURVEY MONUMENT
- SIB DENOTES STANDARD IRON BAR
- SSIB DENOTES SHORT STANDARD IRON BAR
- IB DENOTES IRON BAR
- PB DENOTES PLASTIC BAR
- RIB DENOTES ROUND IRON BAR
- meas. DENOTES MEASURED
- WIT DENOTES WITNESS
- P1 DENOTES DEPOSITED PLAN 44R-4130
- 1245 DENOTES DONALD W.J. McNEIL LIMITED, O.L.S.'s
- 1840 DENOTES McNEIL SURVEYING LIMITED, O.L.S.'s
- 674 DENOTES DONALD F.J.S. PEARCE O.L.S.

NA GEOMATICS INC.  
ONTARIO LAND SURVEYORS  
107 ERIE STREET, STRATFORD, ON., N5A 2M5  
TEL: 519-273-3205  
871 DUNDAS ST., WOODSTOCK, ON., N4S 1G8  
TEL: 519-537-6212

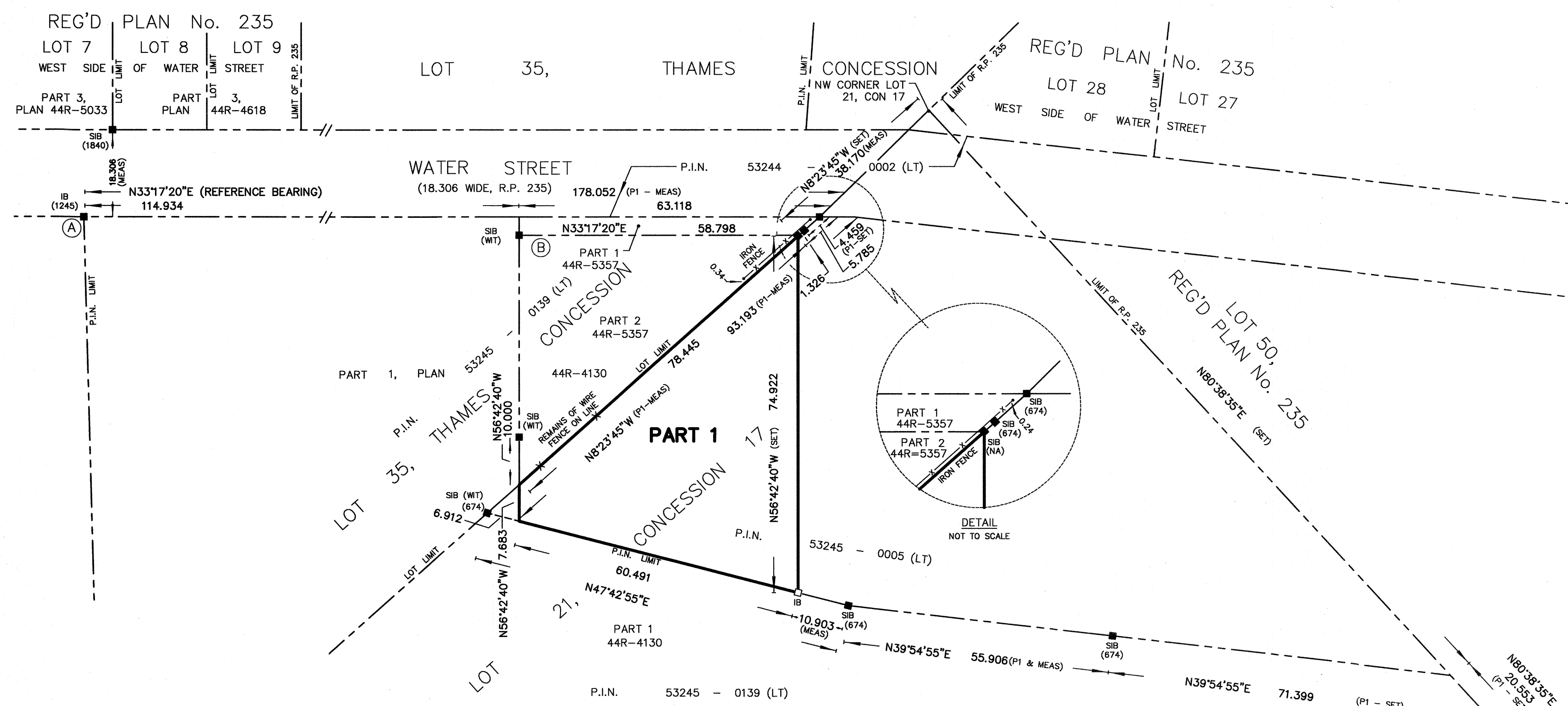
DATE: 29-JUL-20

CAD FILE: 20-6011\_REF\_Co.dwg

DRAWN BY: S CULLITON

CHECKED BY: D. Raitlby

FILE NO. 20-6011



**METRIC**

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

**BY-LAW 27-2021**

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

**Being a By-law to amend by-law 13-2018 that established a list of Non-Designated properties with cultural heritage value to the Municipal Register.**

- WHEREAS:** The *Ontario Heritage Act*, R.S.O. 1990, c.O.18, as amended, known as the “Act”, Section 27(1.2), provides that a municipality may include property that the council of the municipality believes to be of cultural heritage value or interest that have not been designated under Part IV or Part V of the Act in the municipal register including a description of the property that is sufficient to readily ascertain the property to be known as the “Non-Designated List”;
- AND WHEREAS:** The Corporation of the Town of St. Marys deems it appropriate to amend the Non-Designated List from time to time;
- AND WHEREAS:** The Corporation of the Town of St. Marys has given notice to those affected properties granting a period of time for their consideration to remain on the Non-Designated List;
- THEREFORE:** The Council of The Corporation of the Town of St. Marys enacts:
- 1.** That Schedule “A”, Non-Designated List, affixed hereto this By-law, replaces Schedule “A” from By-law 13-2018, and is to be included in the Municipal Register.
  - 2.** That each owner of the properties listed on the Non-Designated List shall be in compliance with the notification requirements of the *Ontario Heritage Act* if and when considering demolition to the applicable property.
  - 3.** That if a property owner wishes to be removed from the Non-Designated List, Council shall be consulted prior to the removal.
  - 4.** This by-law comes into force on the final passing thereof.

**Read a first, second and third time and finally passed this 9<sup>th</sup> day of March 2021.**



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Mayor Al Stratthdee


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Jenna McCartney, Clerk

## North Ward

Address	Photograph	Description
145 Church Street North		<p><b>Architectural significance:</b> This property, a storey-and-a-half white brick house, was built ca 1880. It has two beautiful porches, different in style and imbrication for quoins, very common in the early 1880s. It has retained many of its original Gothic Revival-inspired elements, popular in house design between 1840 and 1890. These include pointed gables with long finials, including the one over the front porch. There is intricate bargeboard, some of it restored by the current owner.</p> <p><b>Historical significance:</b> In 1879, Daniel McLaren, a local merchant tailor, purchased Lot 13 on the east side of Church Street North, a vacant property. The house was built sometime soon after this date. The property remained in the McLaren family for more than five decades. After Daniel died in 1907, his wife, Adelaide, remained there. Before she died in 1927, she transferred the property to her son, James A. McLaren, who also was a merchant tailor. After James's death in 1932, his wife, Alice, sold the property to Joseph Gannon. Joseph was one of the youngest children in a very large family. His father, John, was a quarryman. When Joseph was old enough to leave school, he began working with one of his older brothers in a local barbershop. He died in 1971 and his widow, Ina D. Gannon, remained until 1992 in this comfortable home, close to her church, Holy Name of Mary, her garden and members of her family. She died in 1993.</p> <p><b>Reason for listing:</b> This property has been very well cared for by all its owners, past and present, and is associated with the history of two early St. Marys families.</p>
140 Emily Street		<p><b>Architectural significance:</b> This small limestone house was built ca 1862. It sits close to the road and so the special features, such as its even courses of stone, its soldier lintels and corner quoins, are very visible. It gives the appearance of a single-storey house but, set on a hillside, it has a spacious lower level, accessible from the back (west side). For many years, this house had an enclosed front porch or sunroom but the current owner has removed it, thus revealing the original features of the façade.</p> <p><b>Historical significance:</b> The house at 140 Emily Street is one of the oldest in St. Marys and, like all of the town's old homes, has a fascinating history and associations with some interesting former residents. The first name on the registry office records for this property is that of one of the town's leading early settlers, William Veal Hutton. Originally from England, Hutton decided to settle in St. Marys and invested in property here. On March 20, 1852, he purchased the mill at Trout Creek and the Thames River along with other properties on Concession 17, Lot 12, from James Ingersoll for \$1,300. The town lot that would become 140 Emily Street was part of this purchase. W. V. Hutton did not build here but subdivided and sold the lots separately.  The McLaren's were the first people to live on Lot 20, West Side, Water Street North. Joseph McLaren purchased this property from W. V. Hutton on October 1, 1861 for \$500 and built the house soon after. Joseph McLaren was a baker. He worked at his trade in St.</p>



		<p>Marys, preparing all his goods at his home and selling them in a shop on Queen Street. The business evolved and when Joseph died in 1876, the store became known as Mrs. McLaren’s Candy Store, a popular local business. Joseph’s wife, Janet, and his stepson, John Barclay, (Janet’s son by a previous marriage) lived on Emily Street and ran the business downtown. After the death of his mother, John Barclay remained in the house.</p> <p>John, always a bachelor, eventually moved to Stratford where he died in 1941 at the age of 90. The house was left vacant and was claimed for back taxes by the Town of St. Marys in 1942. It was sold to Agnes Bier in 1944. She rented it to various tenants through the years and later turned the property over to her second husband, Harry Boyle, in 1950. It was later purchased by Bertha Conn in 1953 and was inherited by her three daughters.</p> <p><b>Reason for listing:</b></p> <p>This small house is one of the oldest limestone homes in St. Marys and is associated with an early downtown business.</p>
158 King Street North		<p><b>Architectural significance:</b></p> <p>This house, built in 1912 as a convent for a teaching order, the Sisters of St. Joseph, associated with Holy Name of Mary School, is a roomy, two-storey buff brick house. Constructed for utilitarian purposes, it still has some attractive architectural details, found in other substantial St. Marys homes of the period. These include ornamentation on the east-facing dormer and monolithic limestone lintels and sills. The building, now divided into apartments, retains its original fenestration.</p> <p><b>Historic significance:</b></p> <p>The history of this building is unique in St. Marys. It was a convent, the home for members of an order, who would play specific roles in the life of the parish. This notice from the St. Marys Journal, August 22, 1912, provides some background:</p> <p><i>A two storey brick residence is being erected on the R.C. Church grounds to serve as a home for the Sisters of St. Joseph who will take charge of the Separate School at the beginning of the new year. Two sisters will teach in the school, one will give lessons in music and a lay sister will act as housekeeper. Miss Angela Barry, daughter of Mr. John Barry, will have charge of the school during the fall term.</i></p> <p>For the next five decades, the sisters were part of St. Marys, although residents who were not members of the parish only saw them occasionally – always in pairs, dressed in their full habits, walking downtown on specific errands. They were, of course, greatly involved in the life of their school. But through the years, the order dwindled in size and meanwhile, the school population expanded and more lay teachers were hired to teach the classes. The order also modernized, replacing the long, black habit and white wimple with simple skirts and blouses. The last nun to teach at Holy Name was famous for conducting energetic physical education programs.</p> <p>The order finally withdrew from the school and the convent closed. Because it was now redundant, the building was sold in the 1980s and developed into apartment buildings. It is well-maintained and still fits comfortably into the neighbourhood.</p> <p><b>Reason for listing:</b></p> <p>This property’s relation to an interesting and unique part of St. Marys history gives it significance.</p>



99 Water Street North



**Architectural significance:**  
99 Water Street North is a single-storey limestone cottage, built ca 1870, by designer/builder Robert Barbour. Its central entrance with two-over-two windows symmetrically placed on each side and its cottage roof are typical characteristics of an Ontario cottage. Barbour added his own features such as a full veranda across the facade, supported by six round pillars at the front and four half-pillars against the wall of the house. There was originally a stone wall separating this property from its neighbour to the north, 107 Water Street North, with steep steps leading down to the road. Jack Gorton, a long-time owner of 99 Water Street North, built the store retaining wall along Water Street, filled and leveled the front lawn. He also replaced the old, deteriorating veranda with the smaller one in place today. There have been considerable renovations to the interior of the house but the exterior has been well maintained and preserved through its long history.

**Historical significance:**  
Fanny Moore was born in Ireland in 1840 and immigrated with her family to Canada when she was a young girl. They settled in St. Marys where her father, John, had an early foundry. When she was still in her teens, she married John Adam, who owned and operated a hotel on Wellington Street. John died in 1866, leaving Fanny with a young son. She took over the management of the hotel until her son, John Moore Adam, was old enough to run the business.  
An astute businesswoman, Fanny also invested in real estate. By the early 1870s, she was the owner of four lots with houses in the north ward. Two (99 and 107) were on the east side of Water Street and they backed onto two (100 and 106) on the west side of Wellington Street. All were built by Robert Barbour and had similar features. Two were limestone and two were brick.  
Fanny lived at 100 Wellington Street and rented the other properties to relatives. The first tenants of 99 Water Street North were Robert Dickson and his family. He was a clerk and later a partner at A. Beattie & Co., the large general store owned by Fanny’s brother-in-law, Alexander Beattie. His wife, Jenny, was related to Fanny.




**Reason for listing:**  
All four houses are significant, not only architecturally but also because they show the accomplishments of one of the town’s first successful women in business.

81 Wellington Street North



**Architectural Significance:**  
This two-storey house, built in 1909, is a good example of utilitarian, box-shaped, balloon-framing house construction, common in St. Marys from approximately 1890 into the 1930s. Decorative features added to this house include a window in the attic dormer aligned with the windows on the first and second storey and a veranda across the façade. There was originally a door on the second storey leading to a small balcony over the veranda but this door has since been replaced by a window and the veranda roof modified to eliminate the balcony. There is a single-storey kitchen addition on the east side.


**Historic significance:**  
The property at this address had a number of owners through the years and records show there was a modest house with a very low assessment on it from the 1870s. However, in 1909, the property was owned by Alexander Treacy and there was a significant increase in assessed value, an indication that a more substantial house had been built on the lot.  
Alexander Treacy was an experienced, local carpenter and he probably built the house himself or at least played a major part in its construction. Treacy was born in 1855. He and his wife, Eliza, had a family who were adults by the time the Wellington Street house was built and mostly living away from St. Marys.

		<p>Later owners of the property included Simon McDonald, Mary McLaren, Louisa Donald and Ambrose Walsh, all members of early St. Marys families.</p> <p><b>Reason for listing:</b> Among the many brick and stone houses that are included on the list, this stands out as a good example of a popular, turn-of-the-century style of frame-construction.</p>
100 Wellington Street North	 	<p><b>Architectural significance:</b> 100 Wellington Street North was originally a single-storey buff brick cottage, constructed by local designer/ builder Robert Barbour. It is one of a group of houses built ca 1870 that Barbour built for Fanny Moore Adam, a local businesswoman and it was similar in design to the other three in the group. Built into a hill, its full basement with limestone foundation walls originally was entered by a doorway on the west side. An early photograph shows the top of a basement window in a deep well at the front of the house. In the 1960s, the owners at that time made some dramatic renovations. The grade level was lowered, exposing the limestone foundation and the house effectively became a two-storey building. The main entrance with sidelights and transom was moved to the lower floor, replaced by a window on what was now the second storey. The new main floor became a living room, dining room and den while the upper floor became bedrooms and bath. An addition to the west contained the kitchen.</p> <p><b>Historic significance:</b> This cottage is one of four houses built by for Fanny Moore Adam, a local businesswoman by Robert Barbour. It was her own home and may have been built first in the late 1860s soon after the death of her husband in 1866. It should be noted that in that period of time, it was only because Fanny was a widow whose son was still a minor that she had control of the assets left to her by her husband. She had a good head for business and made the most of this opportunity, investing in real estate to establish her own source of income when her son grew old enough to take over the family business, a downtown hotel. The four houses sit on adjoining lots bounded by Wellington Street, Widder Street, and Water Street. While Fanny and her son lived in this house, she rented the other three to family members. When Fanny died, her son, John Moore Adam lived there until 1908 when the property was sold to James McLaren. The property changed hands a number of times after that, owners including Edmund and Estelle Ann Lappe, Cliff and Lois Baldwin and the Davies family.</p> <p><b>Reason for listing:</b> This house and the other three built for Fanny Adam by Robert Barbour are significant not only for their well-preserved architectural features but also for their association with this enterprising early St. Marys woman. 100 Wellington Street has the added interest of its 1960s renovation.</p>
202 Widder Street East		<p><b>Architectural significance:</b> This two-storey buff brick house was originally a single-storey Ontario cottage but had a second storey added in the early 1900s to become the two-storey house, with attic, that is on the southwest corner of Widder and Peel Streets today. Records indicate that the cottage was built ca 1886 for Daniel McLaren, a prosperous farmer, undoubtedly looking for a retirement property but it was first of all used as rental property. In 1910, there was a change of ownership and an increase in assessed value. It is a reasonable assumption that the second storey was added at that time. Today, the house has many attractive features including imbrication for quoins, an oriel window centred in the second storey of the Widder Street façade and a shallow attic dormer with small windows and decorative trim on the same façade. There are two entrance porches: the formal one on the Widder Street side and a back porch with steps off Peel Street. The current owners are dedicated</p>


		<p>gardeners and have landscaped the property beautifully.</p> <p><b>Historic significance:</b> According to assessment records, in the 1870s, this property was one of three lots along the south side of Widder Street owned by David Craig, a contractor. He and his family lived in a frame house in the centre of these three lots, currently 196 Widder Street East. The Craig house has been meticulously preserved and is a municipally designated property. Records show that, by 1885, the corner lot had been sold to Daniel McLaren, a prosperous farmer, who probably intended it as a retirement property. By the late 1880s, there is a house on the property, assessed at \$1000, but Daniel McLaren died in 1888 and so Charlotte McLaren, Daniel’s widow rented the property out. Early tenants were Leonard Harstone, a young lawyer, and his widowed mother. Leonard was born in Baltimore, Ontario, and came with his family to St. Marys as a young boy. Robert, his father, was a local merchant. Leonard studied law at the University of Toronto before returning to St. Marys to practise, and by the late 1880s, was living at 202 Widder Street East, providing for his mother. Leonard did well, becoming the town solicitor and then town clerk. In 1898, he married Drucilla Beatrice Windsor of Toronto. He and his wife moved to a larger property on Water Street North the following year. Shortly after the Harstones left the property in 1899, Charlotte McLaren moved into her Widder Street cottage for a brief period. She died in 1902 and the property was sold to James Davidson, who lived there with his wife. In 1910, the property was purchased by their son-in-law, Dr. P. T. Coupland, a dentist and local politician, and there was a sudden jump in its assessed value. This indicates major improvements had been completed, most likely the addition of the current second storey to the original cottage. The house has had a succession of owners but many St. Marys residents associate it with Pat and Mary Atkinson and their large, talented family who lived at 202 Widder Street East through the last half of the 20th century.</p> <p><b>Reason for designation:</b> This is an attractive, well-maintained property that has had a number of occupants significant to the history of St. Marys. It has already been recognized with a plaque by the Architectural Conservancy of Ontario.</p>
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South Ward


Address	Photograph	Description
164 Wellington Street South		<p><b>Architectural significance:</b> The storey-and-a-half, buff brick house at 164 Wellington Street South was built between 1898 and 1899. It has many Queen Anne-style features, very popular with home-builders at that period. The most prominent is the impressive, two-storey turret in the north east corner, facing Wellington Street. The large front window with its segmented limestone arched lintel, fitted with semi-circular glass panels, and the embellishments on the pillars and roof of the portico at the southwest corner are other attractive elements. Limestone lintels and sills contrast with the brick, adding substance to the house.</p> <p><b>Historic significance:</b> Part of the original Tracy Survey of the south ward, this property is complex to research because it is in a large parcel, comprising a number of lots, that extends, on an angle, between the west side of Wellington Street and the east side of Water Street. These lots were divided and subdivided a number of times through the last decades of the 19th century before the neighbourhood took on its current configuration.</p>

		<p>Harley Dewey purchased this particular lot in 1897 from William Gibb. Gibb was a veterinarian whose home and practice were on Water Street. He owned property through to Wellington and severed this lot for sale. Dewey was responsible for the building of the house soon after he purchased the lot.</p> <p>Harley Dewey (1836-1905) was born in Cambridge, England, and came to Canada in 1880 with his wife, Harriet, his daughter Mary and his son Matthew, settling in St. Marys. Dewey was a machinist by trade and appears to have had a shop of his own. His son, Matthew, found work at the St. Marys Argus, starting a printer's devil, eventually becoming a qualified typesetter and printer. Although Harley built 164 Wellington, he and his family lived in another house across the street, closer to Park Street. The new house was built for rental income. Dewey's first tenant was Alexander Douglas, a gentleman.</p> <p>In 1905, Harley Dewey died and his son, Matthew Dewey inherited the property. Dewey was by this time an experience printer with his own shop on Water Street. He continued to own and rent out 164 Wellington until 1944 when he retired to Florida. Eventually, the house was purchased by Gordon Markle, manager of the Province of Ontario Savings Office, who had rented it since 1927. Markle remained in the house almost until his death in 1968. The house was then owned by Bob Mahaffy, a carpenter, and his wife, Margaret, from 1966 to 1988. Then it belonged for many years to their son, David, and his family. Recent owners, including the current ones, have conscientiously maintained this attractive home.</p> <p><b>Reason for listing:</b> 164 Wellington Street South is an excellent example of a brick and limestone rendering of a turn-of-the-century Queen Anne-style residence, designed as a comfortable family home.</p>
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West Ward


Address	Photograph	Description
524 Elgin Street West		<p><b>Architectural significance:</b> 524 Elgin Street West is a 19th century farmhouse, standing within the town limits of St. Marys. It was built for Robert White, a farmer, ca 1878, whose acreage was at the western edge of the town, south of Queen Street, extending towards the Thames River. In 1885, he sold his farm to Joseph Meighen.</p> <p>The house consists of a large, square, two-storey, front section with the main entrance facing east, complete with an ornately bracketed porch roof. The lane, a continuation of Elgin Street, circled in front of this entrance. There is also a back section, containing the kitchen. When this property was a working farm, this wing would also have included space for barn boots and clothing. This back wing has an east-facing veranda. Both porch and veranda feature decorative bargeboard and brackets. The windows on the façade have their original shutters. It is a spacious house, built to accommodate a large farm family.</p> <p><b>Historic significance:</b> The house at 524 Elgin Street West was the home of Arthur Meighen, the ninth Prime Minister of Canada, throughout his high school years. Meighen was born in 1874 on a farm in the northwest corner of Blanshard Township, the third generation on that property. He was the oldest child and had three sisters and two brothers. His father, Joseph, and his mother, Mary, were determined that their children would have more schooling than they had been able to achieve. In 1886, they moved from their homestead to a farm just within the western limits of St. Marys. Their new home was close enough for the children to walk to elementary school and, as they became old enough, to the St.</p>



		<p>Marys Collegiate. The Meighens could not have afforded to pay for their children to board in town. This way, they could live at home through their secondary school years.</p> <p>Also the children could still help with farm and house work. Joseph established a dairy business on his new farm and was soon delivering milk to town customers. This was very much a family enterprise and everyone was expected to help. Before he had finished high school, Arthur, an able mathematician, had taken over responsibility for the dairy’s accounts. He also solicited new customers and helped build up the milk route.</p> <p>This farm remained Arthur Meighen’s family home through his high school and university years. However, ca 1900 he moved west to Manitoba where he articulated with a law firm, became a lawyer and eventually a federal politician. He held many cabinet positions and served two brief terms as prime minister in 1920-1921 and again in 1926. By the early 1900s, his parents had moved from the Elgin Street farm to 162 Church Street South, closer to the downtown.</p> <p>The house at 524 Elgin Street West was associated for almost a century with the Ferguson family who farmed the property for many years. The last Fergusons to live there were Ron and Shirley who sold it ca 2005. (Because of the location of this property, portions of the original farm were sold to the cement company when it expanded its operations to the west side of the Thames River. As the area grew, other developers’ names appear on the abstract as owners of parts of the farm property.)</p> <p><b>Reason for listing:</b></p> <p>It is an honour for St. Marys to have been considered home by a prime minister of Canada and any property closely so associated with him deserves recognition. A Heritage Plaque is placed near the entrance to the property but is not easily viewed by casual passers-by.</p>
24 Robinson Street		<p><b>Architectural significance:</b></p> <p>This brick house is one of the best preserved of a series of houses, along the west side of Robinson Street, all constructed by Leon Clench in the early 1870s. Each of these houses has unique features. 24 Robinson Street is an adaptation of the Italianate style. It has an unusual floor plan: a three-bay façade with the front door opening from the veranda into a centre hall, itself opening into two rooms on either side. There are four bedrooms above, built right into the eaves. There is a big square double bay on main level and two projecting gables on the upper levels. Clench probably developed the floor plans and elevations from examples published in the Canada Farmer magazine, a common source of house designs in that period. This house is a variant on the L-shaped style and its facade is marked by several projecting bays of differing types. It also features a mottled colour of brick, not found elsewhere in the town.</p> <p><b>Historic significance:</b></p> <p>The property is part of the large acreage granted to the Ingersoll family ca 1839 at the core of St. Marys. This particular lot was purchased in 1866 by Leon Clench and his wife, Eunice Cruttenden Clench, the daughter of one of the town’s earliest settlers, Lauriston Cruttenden. Clench was a multi-talented man. He was a lawyer by profession and an accomplished musician. He was an inventor and submitted many prototypes for patent consideration. He was also a carpenter, and responsible for the construction of a number of homes along Robinson Street and nearby, including his own family home at 96 Robinson Street.</p> <p>The house at 24 Robinson Street was built for rental income. Leon died in 1884 and Eunice continued to rent out the property to successive tenants. In 1920, when Eunice decided to move to England to stay with her daughter, Mary, she finally sold this property to George Potter. Members of the Potter family lived there for the next 50 years. Since their time, it has had a number of different owners.</p> <p><b>Reason for listing:</b></p>

		Architecturally, this house is notable for its setting, design, colour of brick, and, most remarkably, for the fact that it retains so many of its original features which have been so carefully preserved. It is also significant for its association with the Cruttendens and Clenches, families influential in the history of St. Marys.
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East Ward

Address	Photograph	Description
338 Elizabeth Street		<p><b>Architectural significance:</b> St. Marys District Collegiate and Vocational Institute, at 338 Elizabeth Street, is this town’s example of the Ontario Ministry of Education’s choice of architectural style for educational institutions from post-World War II into the 1980s. Many schools were built across the province to accommodate the growing population following the war. Several decades later, this population growth slowed and, in some areas, tapered off. Few public schools were built in small communities after that time although many have been extensively renovated through the years. The school is set on spacious grounds and built with the universal choice of material – orange-brown brick. The windows are set in metal frames. The main entrance is enhanced by a concrete canopy and pillars.</p> <p><b>Historic significance:</b> After the Second World War, the school district expanded and there was the prospect of significant increases in student numbers due to postwar immigration. It was determined that the old school building, built in 1873, would be unable to support these new changes and in the early 1950s, the decision was made to build a new St. Marys Collegiate. St. Marys, as the largest partner, assumed 44% of the costs while the townships divided the other 56% according to numbers of students attending the school. Additionally, the Department of Education was offering grants for new construction projects. The board first considered building on the old school property. However an attractive alternative was a parcel of 9.9 acres just south of Elizabeth Street and east of James Street, owned partly by the Town of St. Marys and partly by a local businessman, Herb Sparling. By October 1951, a majority of the municipalities (six of seven) had ratified the agreement on shared costs and were ready to call debentures. By December 1951, the Department of Education gave permission to have architect Burwell Coon prepare preliminary sketches, but it wasn’t until 1952 that the tender was awarded to Thomas Construction of Galt and actual work on the site began. Most of the construction was done throughout the spring and summer of 1953. Interior work continued into the following autumn and winter months and in April 1954, the new school was ready for occupancy. Although students and staff moved into the new building at the end of 1953-54 school year, the official opening was not held until September 22, 1954. The Right Honourable Arthur Meighen, former Prime Minister of Canada and a graduate of the old St. Marys Collegiate, was guest of honour. The school was built with room for expansion which did happen. A technical wing and a large gymnasium/auditorium are now part of the school complex. When Little Falls Public School opened in 2010, Grades 7 and 8 from the public school moved into the east classroom wing, added in the 1960s.</p> <p><b>Reason for listing:</b> This building has been part of the town for almost 70 years and was significant in the teenage life of many current and former residents.</p>

<p>403 Queen Street East</p>		<p><b>Architectural significance:</b> This home at is an interesting example of a four-square house, built, ca 1912, using locally-manufactured concrete block. The four-square style was popular in the early years of the 20th century. It was a practical reaction to the ornamentation and fussiness of Gothic Revival houses that had been so very popular at the end of the 19th century. Its characteristics include a basic square design, two-and-one-half stories high, usually with four large rooms to a floor, a centre dormer, and a large front porch with wide stairs. The square shape provides a maximum amount of interior room space. Other common features included a hipped roof and a front porch, sometimes covering the entire front of the house. The house at 403 Queen has a smaller, but still spacious, porch. Frequently, this style of house was frame and so the concrete block construction of 403 Queen is of extra interest.</p> <p><b>Historic significance:</b> This property is an example of how residences developed along Queen Street East, a main thoroughfare leading to downtown St. Marys. Part of the original Ingersoll acreage, granted to that family by the Canada Company in 1839, this lot at the northwest corner of Queen and Huron Streets shows up in early official surveys. Assessment records indicate that there was a modest, frame house with a low assessment in this location by the late 1870s. This property had a series of owners but there were no major changes in the assessed value until 1912. In March 1911, William S. Durward, a retired farmer, purchased Lot 42, Queen Street East for \$575. This new owner was significant because he was responsible for the construction of the cement block, four-square house that currently stands on the property. A review of the assessment records indicate a considerable rise in the assessed value of the property between 1911 and 1912, suggesting that the small house built originally on that site had been replaced by a more substantial home. As other concrete block construction was taking place at this time throughout the town, it is reasonable to place the date of the current house at 1912. Since that time, 403 Queen Street East has served as a comfortable home for a number of successive families.</p> <p><b>Reason for listing:</b> The house at 403 Queen Street East is an excellent example of the four-square style of house, popular at the beginning of the 20th century. The use of locally-produced concrete block is another point of interest.</p>
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**BY-LAW 24-2021**

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

**Being a By-law to amend by-law 95-2018, appointing persons to committees, advisory committees, ad-hoc committees, special purpose committees, boards, commissions and other organizations.**

- WHEREAS:** The Council of the Corporation of the Town of St. Marys has the authority under Section 238 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended and Procedure By-law 20 of 2016, to appoint members to advisory committees and boards as deemed appropriate;
- AND WHEREAS:** The Council of the Corporation of the Town of St. Marys deems it expedient to amend by-law 95-2018;
- NOW THEREFORE:** The Council of the Corporation of the Town of St. Marys hereby enacts as follows:
- 1.** That Schedule 18, Youth Council, be amended to add Cate Poulton, Meghan Hymus and Kirsten Pabillano.
  - 2.** This by-law comes into force on the final passing thereof.

**Read a first, second and third time and finally passed this 9<sup>th</sup> day of March 2021.**

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Mayor Al Stratthdee

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Jenna McCartney, Clerk



**BY-LAW 28-2021**

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

**Being a By-law to confirm all actions and proceedings of the Council of The Corporation of the Town of St. Marys at its regular meeting held on March 9, 2021.**

**WHEREAS:** The *Municipal Act, 2001*, S.O. 2001, c.25, as amended, Section 5(3), provides that the jurisdiction of every council is confined to the municipality that it represents, and its powers shall be exercised by by-law;

**AND WHEREAS:** The Council of the Corporation of the Town of St. Marys deems it expedient to confirm its actions and proceedings;

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

- 1.** That all actions and proceedings of the Council of the Corporation of the Town of St. Marys taken at its regular meeting held on the 9<sup>th</sup> day of March 2021 except those taken by by-law and those required by by-law to be done by resolution are hereby sanctioned, ratified and confirmed as though set out within and forming part of this by-law.
- 2.** This by-law comes into force on the final passing thereof.

**Read a first, second and third time and finally passed this 9<sup>th</sup> day of March 2021.**

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Mayor Al Stratheedee

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Jenna McCartney, Clerk