



## **AGENDA**

### **Regular Council Meeting**

November 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 November 9, 2021 regular Council meeting agenda be accepted as presented.

4. **PUBLIC INPUT PERIOD**

Public input received by the Clerks Department prior to 4:30 pm on the day of the meeting will be read aloud 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. **Family Services Perth Huron re: Community Developer and Support Worker Project 6-month Report** 10

**RECOMMENDATION**

**THAT** the presentation from Family Services Perth Huron regarding the Community Developer and Support Worker project 6-month report be received.

**6. ACCEPTANCE OF MINUTES**

- 6.1. **Regular Council - September 14, 2021** 20

Housekeeping matter

**RECOMMENDATION**

**THAT** the September 14, 2021 regular Council meeting amended minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

- 6.2. **Regular Council - October 26, 2021** 34

**RECOMMENDATION**

**THAT** the October 26, 2021 regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

**7. CORRESPONDENCE**

- 7.1. **St Marys Cement re: Notice of Intent to Apply (O. Reg. 79/15)** 44

**RECOMMENDATION**

**THAT** the correspondence from St. Marys Cement regarding a notice of intent to apply under Ontario Regulation 79/15 be received.

- 7.2. **St. Marys Minor Hockey Association re: Council Liaison** 45

**RECOMMENDATION**

**THAT** the correspondence from St. Marys Minor Hockey Association regarding a request to appoint a Council liaison to work with the St. Marys Minor Hockey Association Board be received; and

**THAT** Council appoint Councillor \_\_\_\_\_ as the Town of St. Marys Council Liaison to work with the St. Marys Minor Hockey Association Board.

**7.3. George Harrod re: Action Requested Related to Snowmobile Use**

46

**RECOMMENDATION**

**THAT** the correspondence from George Harrod regarding a request for action related to snowmobiles be received; and

**THAT** Council supports the following recommendation from the Community Policing Advisory Committee on the matter:

**THAT** Council directs staff to work with the Stratford Police Service to create an enforcement plan in St. Marys for snowmobiles with a report back to Council no later than January 2022.

**8. STAFF REPORTS**

**8.1. Administration**

**8.1.1. ADMIN 48-2021 Council Meeting Calendar for 2022**

49

**RECOMMENDATION**

**THAT** ADMIN 48-2021 Council Meeting Calendar for 2022 report be received; and

**THAT** Council approve the 2022 Council meeting calendar as presented.

**8.2. Building and Development Services**

**8.2.1. DEV 49-2021 Part Lot Control Applications (Thames Crest Farms)**

52

**RECOMMENDATION**

**THAT** DEV 49-2021 regarding the Applications for Part Lot Control for Blocks 47, 49, 55 and 56 of the Thames Crest Farms subdivision be received;

**THAT** Council approve By-law 92-2021 affecting Block 47, Registered Plan No. 44M-79 for a one-year period, ending November 9, 2022;

**THAT** Council approve By-law 93-2021 affecting Block 49, Registered Plan No. 44M-79 for a one-year period, ending November 9, 2022;

**THAT** Council approve By-law 94-2021 affecting Block 55, Registered Plan No. 44M-79 for a one-year period, ending November 9, 2022; and,

**THAT** Council approve By-law 95-2021 affecting Block 56, Registered Plan No. 44M-79 for a one-year period, ending November 9, 2022.

**8.3. Community Services**

**8.3.1. DCS 36-2021 Reopening Plan**

61

**RECOMMENDATION**

**THAT** DCS 36-2021 Reopening Plan report be received; and

**THAT** Council directs staff to implement the Community Services and Corporate Services reopening plan as presented.

**8.4. Public Works**



**RECOMMENDATION**

**THAT** PW 76-2021 Forestry Management Policies Summary report be received; and

**THAT** Council accepts the following recommendations from the Green Committee related to forestry management for both public and private properties:

- Develop education campaigns related to forestry management for both public and private properties;
- Develop subsidized tree programs for private property;
- Amend the Forestry Management Plan's "Appendix E: Tree Planting Locations" to consider existing residential areas with a reduced amount of shading; and,
- Amend Section 2.3 of the Town's Forestry Management Plan to include more robust language regarding the circumstances under which trees can be removed on public property; and

**THAT** Council request the Green Committee to investigate and report back on the initiatives as recommended.

**RECOMMENDATION**

**THAT** PW 77-2021 Consideration of a Vision Zero Approach in St. Marys report be received; and

**THAT** Council accepts the recommendation from the Community Policing Advisory Committee and direct staff to develop a transportation network safety plan to address apparent safety issues; and,

**THAT** Council continue to monitor the status of Bill 185, *Vision Zero Strategy Act*, 2020.

**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 9.2.15 be received.

- |   |  |            |
|---|--|------------|
| <b>9.1.1.</b>   | <b>Bluewater Recycling Association - Coun. Craigmile</b>                 | <b>144</b> |
|   | October 21, 2021 Highlights  |            |
| <b>9.1.2.</b>   | <b>Library Board - Coun. Craigmile, Edney, Mayor Strathdee</b>           |            |
| <b>9.1.3.</b>   | <b>Municipal Shared Services Committee - Mayor Strathdee, Coun. Luna</b> |            |
| <b>9.1.4.</b>   | <b>Huron Perth Public Health - Coun. Luna</b>                            |            |
| <b>9.1.5.</b>   | <b>Spruce Lodge Board - Coun. Luna, Pridham</b>                          | <b>160</b> |
|   | September 15, 2021 Meeting   |            |
| <b>9.1.6.</b>   | <b>Upper Thames River Conservation Authority</b>                         | <b>164</b> |
|   | September 28, 2021 Meeting (draft)                                       |            |
| <br><b>9.2. Advisory and Ad-Hoc Committee Reports</b> |  |            |
| <b>9.2.1.</b>   | <b>Accessibility Advisory Committee - Coun. Hainer</b>                   |            |
| <b>9.2.2.</b>   | <b>Business Improvement Area - Coun. Winter</b>                          | <b>169</b> |
|   | October 6, 2021 Meeting  |            |
|   | October 18, 2021 Meeting (draft minutes)                                 |            |
| <b>9.2.3.</b>   | <b>CBHFM - Coun. Edney</b>   |            |
| <b>9.2.4.</b>   | <b>Committee of Adjustment</b>   |            |

<b>9.2.5.</b>	<b>Community Policing Advisory Committee - Coun. Winter, Mayor Strathdee</b>	<b>176</b>
	October 20, 2021 Meeting	
	*Minute item 5.1 to be considered under the November 9, 2021 regular Council agenda within Correspondence.	
	*Minute item 7.1 to be considered under the November 9, 2021 regular Council agenda within Staff Reports, section 8.5.2.	
<b>9.2.6.</b>	<b>Green Committee - Coun. Pridham</b>	
<b>9.2.7.</b>	<b>Heritage Advisory Committee - Coun. Pridham</b>	<b>179</b>
	October 18, 2021 Meeting	
<b>9.2.8.</b>	<b>Huron Perth Healthcare Local Advisory Committee - Coun. Luna</b>	
<b>9.2.9.</b>	<b>Museum Advisory Committee - Coun. Hainer</b>	<b>184</b>
	October 13, 2021 Meeting	
<b>9.2.10.</b>	<b>Planning Advisory Committee - Coun. Craigmile, Hainer</b>	<b>187</b>
	October 4, 2021 Meeting	
	*Recommendation from Minute Item 5.1	
	<b>RECOMMENDATION</b>	
	<b>THAT</b> Council hold a statutory Public Meeting for the planning application related to 17 Peel Street South on November 23, 2021 at 6:00 pm.	
<b>9.2.11.</b>	<b>Recreation and Leisure Advisory Committee - Coun. Pridham</b>	
<b>9.2.12.</b>	<b>Senior Services Advisory Committee - Coun. Winter</b>	<b>192</b>
	October 25, 2021 Meeting	
<b>9.2.13.</b>	<b>St. Marys Lincolns Board - Coun. Craigmile</b>	
<b>9.2.14.</b>	<b>St. Marys Cement Community Liaison Committee - Coun. Craigmile, Winter</b>	

October 22, 2021 Meeting

**10. EMERGENT OR UNFINISHED BUSINESS**

**11. NOTICES OF MOTION**

**12. BY-LAWS**

**RECOMMENDATION**

**THAT** By-Laws 92-2021, 93-2021, 94-2021 and 95-2021 be read a first, second and third time; and be finally passed by Council, and signed and sealed by the Mayor and the Clerk.

<b>12.1.</b>	<b>By-Law 92-2021 Part Lot Control Exemption Block 47 44M-79 (Teahen)</b>	<b>198</b>
<b>12.2.</b>	<b>By-Law 93-2021 Part Lot Control Exemption Block 49 44M-79 (Teahen)</b>	<b>199</b>
<b>12.3.</b>	<b>By-Law 94-2021 Part Lot Control Exemption Block 55 44M-79 (RW Homes)</b>	<b>200</b>
<b>12.4.</b>	<b>By-Law 95-2021 Part Lot Control Exemption Block 56 44M-79 (Otten)</b>	<b>201</b>

**13. UPCOMING MEETINGS**

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

November 16, 2021 - 9:00 am - 2:30 pm, Special Council (budget)

November 23, 2021 - 6:00 pm, Regular Council and Public Meeting for 17 Peel Street South

November 30, 2021 - 9:00 am, Special Strategic Priorities Committee (parking study)

**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)(b) personal matters about an identifiable individual, including municipal or local board employees, (d) labour relations or employee negotiations, and (f) advice that is subject to solicitor - client privilege, including communications necessary for that purpose.

**14.1. Minutes CLOSED SESSION**

**14.2. CAO Verbal Update re: Employee Relations**

**15. RISE AND REPORT**

**RECOMMENDATION**

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

**16. CONFIRMATORY BY-LAW**

202

**RECOMMENDATION**

**THAT** By-Law 96-2021, being a by-law to confirm the proceedings of November 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.

# Family Services Perth-Huron (FSPH)

## St. Marys Social Work Community Developer and Support Worker (CDSW)

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### 6-Month Interim Report

#### Project/Program Description

FSPH will provide a Social Worker to offer counselling, facilitation, education, referrals and support programming to address housing tenant concerns and those of community. Staff will work closely with other community partners to ensure communication and collaboration for supports through community development. The Social Worker will:

- ~ provide professional, confidential counselling/mediation services to individuals, couples, families, and groups and to engage in effective case management, which includes assessment, co-ordination and advocacy primarily for residents of St. Marys;
- ~ engage community members, neighbours and other stakeholders in relationship building activities;
- ~ educate the community at large on relevant issues seeking to reduce isolation and negative attitudes while increasing awareness and empathy;
- ~ coordinate with other human services organizations and make referrals as appropriate;
- ~ liaise with the Town's Community Services department to identify community trends, areas of need and to help advise how the Town best deploys its Community Wellness Program;
- ~ maintain current and accurate case records in accordance with existing guidelines, including the information needed to ensure consistent service to the client despite absence or termination of the worker; and,
- ~ make constructive use of professional development opportunities, consultation, and supervision (which may include both individual and peer group supervision) in order to develop and upgrade knowledge and skills.

#### Statistics/Outcomes

*From March 9 - August 31, 2021*

- ~ 72 residents supported who are experiencing homelessness, at risk of becoming homeless, or are struggling with current housing
- ~ 9 households experiencing homelessness that received services and supports that are not related to the provision of accommodation but contribute to a positive change in housing status
- ~ 103 counselling/mediation sessions provided
- ~ 99% of clients that feel they have improved social ties and support amongst community members
  
- ~ 852 business owners, employees, key stakeholders, partners, and service providers that Social Worker connects with in relationship building activities

## *Program Evaluation*

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### **Most successful about the program**

#### March - April Summary

Dozens of successful introductions of social worker to a variety of community supports, resources, town committees, and community groups across April. Notable increase in service providers' and residents' awareness of and engagement with CDSW across Perth and Huron Counties, attributable to newspaper articles published and over 100+ in-person and virtual connections of with business-owners and residents. Increase in residents' engagement in virtual supportive counselling services with CDSW and a related increase in client-centered referrals to community supports.

#### May - August Summary

CDSW continued collaboration with community partners through promotion of partner programming, attendance of partners' programs and resources, as well as introductions to new community partners. CDSW has noted increased community referrals of residents through existing and new community partnerships.

CDSW continued engaging with successful resident drop-in sessions throughout August, both individually and alongside community partners. CDSW will continue with regular drop-in sessions throughout 2021.

Further increase in service providers' and residents' awareness of and engagement with CDSW across Perth and Huron Counties, attributable to changes in provincial COVID-19 orders, marketing by community partners and media, CDSW attendance of drop-ins, and over 250+ in-person and virtual connections of with residents and business-owners.

Slightly increased engagement of residents seeking virtual and in-person supportive counselling services with CDSW, and an increase in self-referrals for access to community support information. Residents continue to provide CDSW with positive feedback regarding the usefulness of CDSW services.

Attendance of drop-in at Perth and Stratford Housing Corporation site has been noted as stable and slightly increased by CDSW during month of August. CDSW has noted increased communication and positive engagement between community members attending drop-ins.

CDSW noted success in helping to distribute, collect, and record survey data for Town of St. Marys' Recreation Program Participation Barriers Survey amongst older residents who would not otherwise access the virtual survey. CDSW was given positive feedback from Town of St. Marys' communication and recreation employees, as well as from residents themselves.

CDSW noted apparently high willingness of many connected clients and residents to complete subsequent feedback surveys regarding experience with CDSW role thus-far.

## **Most challenging about operating the program**

March - April - Provincial COVID-19 stay-at-home order resulting in limited in-person interactions and limited access to St. Marys organization and business spaces. CDSW continued completing virtual services while increasing in-person community presence with residents and community partners. Stay-at-home order expires later in May 2021 as of the time of writing.

May - Provincial COVID-19 stay-at-home order resulting in limited in-person interactions and limited access to St. Marys organization and business spaces. CDSW continued completing virtual services while increasing in-person community presence with residents and community partners. Stay-at-home order extended by provincial government; expires in early June 2021 as of the time of writing.

June- Changes made to provincial COVID-19 orders appear to have increased in-person engagement with St. Marys residents in the community throughout June. Some local businesses and community spaces continued to be inaccessible to the public until the very end of June 2021. Further provincial and regional changes regarding access to spaces will occur in the future as of the time of writing.

July- Changes made to provincial COVID-19 orders appear to have increased in-person engagement with St. Marys residents in the community throughout July. Some community spaces continue to be inaccessible to public foot-traffic as of the time of writing. Further changes regarding provincial and regional access to spaces is expected occur based on new information about provincial COVID-19 infection rates as of the time of writing. Low attendance of drop-in in St. Marys Public Library at this time, potentially owing to newness of drop-in sessions, and potential lack of community awareness of the St. Marys Public Library being re-opened to the public. Community Developer took scheduled vacation in latter half of month of July, and was thus unavailable for work with residents at that time.

Aug - Provincial COVID-19 orders appear to have maintained high in-person engagement with St. Marys residents in the community throughout August. Some community spaces continue to be inaccessible to public foot-traffic as of the time of writing. Further changes regarding vaccination records, as well as provincial and regional access to spaces is expected to occur next month based on recent information presented by provincial government officials as of the time of writing.

CDSW noted continued low attendance of drop-in in St. Marys Public Library at this time. CDSW relates attendance to the potential lack of community awareness of the St. Marys Public Library drop-ins amongst residents. CDSW has made changes to further discuss drop-ins with new clients as appropriate.

## **New Community Connections**

Worker has connected with over 30 different sources/connections/resources over the last 6 months.

The connections below are not exhaustive, but I have connected with the 18 listed below on multiple occasions for referrals and resources over the last 6 months, 7 of them that I use very regularly are noted underneath as well.



Stratford Policy Services  
Happy Valley Family Health Team  
Choices for Change  
Perth Housing Resource Centre  
March of Dimes – Assistive Devices Program  
St. Marys Rotary Club  
Canadian Mental Health Association  
Stratford Social Services - Housing Dept.  
Stratford Outreach Team/ Homeless Access Program  
St. Marys Library  
St. Marys Legion  
Veterans Affairs Canada  
St. Marys Friendship Centre  
St. Marys & Area Mobility Services (through ONECare)  
Alzheimers Society Perth County  
Legal Aid Ontario – Stratford  
St. Marys Salvation Army Food Bank  
St. James Anglican Church  
St. Marys Presbyterian Church  
St. Marys United Church  
Noteworthy - connected with the following most regularly: St. Marys Library, St. Marys Food Bank, Friendship Centre, Perth Housing Resource Centre, St. Marys Mobility Service, Stratford Outreach Team, Stratford Social Services Housing Dept., St. Marys Legion.

## Significant Learnings

Every community organization has been willing to help in some capacity, or at least forwarded us to somewhere that can help in some way or is a better fit. It's been an incredible experience to have so much assistance.

3 different residents in the last week with mobility issues have been resolved.

Made contact with DCVI in St. Marys and connecting more with youth in the next part of the contract which is a very exciting connection.

## Impact Story #1

Joanna is a local woman who reported struggling with depressed mood and low self-esteem for much of her adult life. Joanna discussed that she was exposed to years of emotional and verbal abuse by multiple family members throughout her childhood and adolescence. Joanna shared how these early experiences made her feel worthless, and often resulted in her being highly critical of herself and her decision-making. While Joanna noted having obtained a long-term relationship partner as well as stable employment over the last several years, her situation changed rapidly for Joanna at the start of 2021 when her long-term relationship partner broke up with her. Joanna's depressed mood started to worsen, and she had difficulty paying for both rent and groceries. She started working more frequently and for longer shifts whenever possible, explaining that this felt like her only financially viable distraction from the severe loneliness and COVID-19 stress that had been mounting since her breakup. Joanna isolated herself from her friends even more extensively than she had done earlier in the COVID-19 pandemic, as she felt hopeless and embarrassed. Things continued like this for several months until she was referred to the Community Developer & Support Worker for the Town of St. Marys by a concerned friend.

Joanna struggled to set goals initially, often doubting the usefulness of speaking about her mood and blaming herself for financial and social setbacks. The CDSW referred Joanna to both the Local Community Food Centre as well as St. Marys Salvation Army Food Bank to help supplement her grocery needs. Finding that these connections had been helpful, Joanna started to discuss the impact of her early life experiences. Joanna was shocked when she realized how much her self-worth was being defined by her rumination on familial abuse in childhood. Over multiple brief counselling sessions, she practiced affirmations to help recognize her skills and successes. Joanna disclosed that her work with the CDSW had been productive, and had reduced her need to reach out to emergency services or her family doctor due to “feeling heard” by the CDSW as well as the convenience of receiving these supports and referrals. While Joanna still struggles with self-doubt, she has shown great strides in self-forgiveness, engaging and connecting with her friends, as well as challenging judgemental self-talk.

NOTE: Names of individuals have been changed, for confidentiality purposes.

# **St. Marys Social Work Community Developer and Support Worker (CDSW)**

## **Family Services Perth-Huron (FSPH)**

### **Additional Requested Information for 6-month report**

#### **Impact Story**

Marcus is a man who reported struggling with financial stress and severe bouts of anxiety when he was first referred to the Community Developer and Support Worker (CDSW) by a local service agency. Marcus shared having several negative experiences with mental health professionals in the past, frequently feeling judged or not understood. Due to a lack of trust and connection, Marcus has struggled to reach out or engage with supports when in need. Marcus had taken the opportunity to meet the CDSW to speak about his anxiety and how to cope with it. While Marcus initially declined to book a follow-up appointment for additional supportive counselling, he was grateful for referral information and said he would consider recontacting the CDSW if he found himself in need in the future.

Following their initial meeting, the CDSW would not hear from Marcus for several months. The CDSW received an unexpected, highly agitated, and panicked message from Marcus one morning at the start of Autumn; Marcus hurriedly shared that his financial strain had worsened and he had recently been unable to afford groceries. By the time that Marcus reached out to the CDSW, he had no food available and multiple bills unpaid. After deescalating the client's high emotions and receiving verbal consent, the CDSW began advocating and sharing the gravity of Marcus' situation. Community connections were able to address Marcus' food insecurity and other urgent concerns in the moment.

#### **Impact Story #3**

Nina is a local person who first contacted the CDSW earlier in 2021 due to a period of financial instability that had worsened during the previous year. Nina had set an appointment to discuss their need for housing supports, and it was subsequently revealed that Nina was in the midst of an ongoing housing crisis. The CDSW got Nina's

consent to contact several established community agencies over the next 4 days and advocate for them to receive supports.

The CDSW was successful with finding willing agencies, and housing solutions were established for Nina within a 4-day span. Community members were also able to wrap around Nina for help with food insecurity and transportation needs. Nina expressed gratitude that the CDSW and other community resources were able to respond to their needs. Despite receiving temporary shelter and housing support in the moment, Nina continues to struggle with issues of housing insecurity and other barriers related to a lack of affordable housing across Perth County and the province as a whole. Nina continues to be open to ongoing supports from CDSW.

(Please note, personal details and pronouns have been altered to protect client confidentiality and privacy)

### **Enhanced Information as Requested for Pre-budget meeting**

This information will speak to the qualitative aspects of the CDSW pilot program in the St. Marys community. Many residents and their friends and family members have reached out to seek support from the CDSW over the program thus far.

Several instances of brief support sessions have made a positive impact with residents; the CDSW has reportedly reduced the number of unneeded police and emergency service phone calls. In many cases, residents have been open to referrals to appropriate mental health or addictions services. Additionally, the CDSW's connections to vulnerable residents has helped engage those with food, housing insecurities, mental health concerns, as well as build both working relationships with and public awareness of community cornerstones like food banks.

Advocacy has proven to be a crucial role as part of the CDSW program, as it supports clients to address their needs in a variety of situations. Advocacy has been

offered throughout the duration of the program to help residents receive financial supports, to connect to services, and to ease accessibility to programming. Collaboration and connection have been engaged with throughout the surrounding community, including conversations with allied organizations such as hospitals, family health teams, housing, and addictions services throughout Perth County (Stratford, Listowel, etc.) and beyond, including a variety of social, medical, and mental health services available in London and Middlesex County as requested. Some examples of this advocacy involved connecting funds to residents' overdue bills, increase access to assistive devices, as well as facilitate resources to support housing. Currently, an internship placement at Family Services Perth Huron has also allotted some time to support advocacy and research components of the CDSW program.

Verbal feedback received from connected residents and community stakeholders has been overwhelmingly positive, with notable themes of reduced isolation, awareness of services available, and feeling heard and supported by the CDSW. The CDSW has received positive feedback about accessibility as well, with St. Marys residents and community stakeholders expressing the convenience of the CDSW's presence in-community throughout the majority of each week, appropriately prompt replies to messages, and availability at drop-ins throughout each month.

The CDSW continues to work alongside partners to raise public awareness of the CDSW program to St. Marys and the surrounding area.

### **Strengths and Successes**

Frequent recognition of successfully marketed program (residents often recognize CDSW).

Diverted several residents' inappropriate emergency services calls to more appropriate services.

Referrals provided and awareness raised to local community services as well as partner agencies across Perth, London-Middlesex Counties and beyond.

Brief supportive counselling has been well-attended by residents and their family members, often including or following additional referrals to long-term mental health supports.

Drop-ins continue to engage with residents on regular basis.

Methods of client contact have adequately met the needs of residents to-date.

CDSW has availed themselves to broader St. Marys community including business owners and community stakeholders to promote availability for services. To-date, CDSW has handed out hundreds of business cards to St. Marys' businesses and residents to increase awareness. On occasion, community members have reached out to CDSW for service or referrals.

Brief counselling case list has filled faster than initially anticipated based on CDSW's frequent resource referral, advocacy, and community connection duties throughout the CDSM program.

## **Challenges and Recommendations**

Working to share CDSW program information to residents who are unaware of program. Marketing descriptions as produced by the St. Marys Communications Department are helping with this.

Currently, COVID-19 has restricted the number of public events. CDSW is optimistic about increased likelihood that more public events will occur in the future, as events such as community health fairs are opening up again in 2022.

## SAMPLE CALENDAR DAY

8	<b>SAMPLE DAY</b>
9	<b>COUNSELLING SUPPORTS, BRIEF SUPPORT SESSIONS, COMMUNITY CONNECTIONS, ADVOCACY REFERRALS, PHONE &amp; EMAIL CONTACT.</b> St. Marys
10	
11	<b>DROP-IN - EXAMPLE: St. Marys Public Library (first Tuesday of each month)</b> St. Marys
12 <sup>PM</sup>	
1	<b>COUNSELLING SUPPORTS, BRIEF SUPPORT SESSIONS, COMMUNITY CONNECTIONS, ADVOCACY REFERRALS, PHONE &amp; EMAIL CONTACT.</b> St. Marys
2	
3	
4	
5	



## **MINUTES Regular Council**

September 14, 2021  
6:00pm  
Town Hall, Council Chambers

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

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

**Conference Line**  
Grant Brouwer, Director of Building and Development  
Stephanie Ische, Director of Community Services  
Jed Kelly, Director of Public Works  
Lisa Lawrence, Director of Human Resources  
Dave Blake, Environmental Services 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**

#### **Resolution 2021-09-14-01**

**Moved By** Councillor Edney

**Seconded By** Councillor Luna

**THAT** the September 14, 2021 regular Council meeting agenda be accepted as presented.



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

In advance of the meeting, Lori Black provided correspondence related to the COVID-19 proof of vaccination requirement staff report listed on the agenda.

Ms. Black stated the following information is her personal concern and not necessarily shared by St. Marys Ringette Association.

- Any enhanced measure for youth aged 12 - 17 to be vaccinated exceeds the stipulations to attend school and will result in some minor aged youth not playing sport because of a decision their parents make on their behalf.
- From a health perspective, all children and youth spend portions of their day sitting beside others who may or may not be fully vaccinated.
- To set a higher standard for recreational sport does not create a safer environment or mitigate risk to the larger community.
- Unvaccinated children, as much as vaccinated children, benefit from the social and emotional wellness advantages that come from organized sport.

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

1. A while ago, a group in St. Marys donated \$10,000 for a "Wall of Fame" at the PRC. What happened to the money and the idea?

In response to the question, Brent Kittmer stated that Council had received correspondence from Mr. Rob Staffen on this matter earlier in the year. Council has referred the project to the Recreation and Leisure Committee for a review and a recommendation.

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

##### **5.1 #Strong As Stone Nominees**

Council acknowledged the following #StrongAsStone nominees and thanked them for their contribution to the community:

- Terri Iredale
- Sheila Greason

##### **5.2 Ontario Clean Water Agency re: 2nd Quarter Reporting**

Adam McClure presented the delegation from Ontario Clean Water Agency and responded to questions from Council.

**Resolution 2021-09-14-02**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Hainer

**THAT** the delegation from Ontario Clean Water Agency regarding the second quarter water and wastewater reports be received.

**CARRIED**

**6. ACCEPTANCE OF MINUTES**

**6.1 Strategic Priorities Committee - August 17, 2021**

**Resolution 2021-09-14-03**

**Moved By** Councillor Pridham

**Seconded By** Councillor Edney

**THAT** the August 17, 2021 Strategic Priorities Committee meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**6.2 Regular Council - August 24, 2021**

Councillor Luna noted that she was absent from this meeting and asked that the minutes be updated to reflect this.

**Resolution 2021-09-14-04**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Winter

**THAT** the August 24, 2021 Regular Council meeting minutes be approved as amended by Council and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**7. CORRESPONDENCE**

None.

**8. STAFF REPORTS**

## **8.1 Building and Development Services**

### **8.1.1 DEV 41-2021 Site Plan Agreement for 550 James Street South (Raezors Inc.)**

Grant Brouwer presented DEV 41-2021 report.

#### **Resolution 2021-09-14-05**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Luna

**THAT** DEV 41-2021 Site Plan Agreement for 550 James Street South (Raezors Inc.) be received; and

**THAT** Council consider By-law 78-2021 and authorize the Mayor and the Clerk to sign a Site Plan Agreement between the Town of St. Marys and Raezors Inc.

**CARRIED**

### **8.1.2 DEV 40-2021 Parking Study Comparator Recommendations**

Grant Brouwer presented DEV 40-2021 report.

#### **Resolution 2021-09-14-06**

**Moved By** Councillor Pridham

**Seconded By** Councillor Hainer

**THAT** DEV 40-2021 Parking Study Comparator Recommendations report be received: and

**THAT** Council endorses the use of the Town of Aylmer, the Town of Goderich, the Town of Shelburne, the Town of Carleton Place, the Town of Smith Falls and the Municipality of Meaford as municipal comparators for the Town's Parking Study.

**CARRIED**

## **8.2 Administration**

### **8.2.1 ADMIN 36-2021 Recognizing National Truth and Reconciliation Day on September 30, 2021**

Brent Kittmer presented ADMIN 36-2021 report.

#### **Resolution 2021-09-14-07**

**Moved By** Councillor Pridham  
**Seconded By** Councillor Hainer

**THAT** ADMIN 36-2021 Recognizing National Truth and Reconciliation Day on September 30, 2021 be received; and

**THAT** Council for the Town of St. Marys commits to recognizing September 30th, 2021, as the National Day for Truth and Reconciliation (National Orange Shirt Day) by sharing the stories of residential school survivors, their families, and communities.

**CARRIED**

#### **8.2.2 ADMIN 37-2021 COVID-19 Vaccine Policy**

Brent Kittmer presented ADMIN 37-2021 report.

Council deliberated the specifics of the vaccine policy.

Councillor Luna requested a recorded vote for resolution 2021-09-14-08.

#### **Resolution 2021-09-14-08**

**Moved By** Councillor Luna  
**Seconded By** Councillor Hainer

**THAT** ADMID 37-2021 COVID-19 Vaccine Policy report be received; and

**THAT** that Council adopts HSY-P-023 “Mandatory Covid-19 Testing Policy” to apply to Council and its committees and to all staff, contractors and volunteers working for or on behalf of the Town.

During discussion about resolution 2021-09-14-08, Councillor Luna moved a motion to amend the main motion.

Councillor Hainer requested a recorded vote.

#### **Resolution 2021-09-14-09**

**Moved By** Councillor Luna  
**Seconded By** Councillor Hainer

**THAT** resolution 2021-09-14-08 be amended to include the following content as paragraph three:

**THAT** the following amendments be made to the policy prior to implementation on September 22, 2021:

- Subject to an appropriate medical exemption, that all new hires be required to be fully vaccinated against COVID-19 and/or meet the current COVID-19 vaccination standards;
- That a mandatory deadline of October 31, 2021 be established for all staff to be fully vaccinated against COVID-19 and after November 15, 2021 be deemed to have resigned their position if they are not fully vaccinated against COVID-19;
- That the religious exemption be eliminated

Support (6): Mayor Strathdee, Councillor Craigmile, Councillor Edney, Councillor Luna, Councillor Hainer, and Councillor Winter

Oppose (1): Councillor Pridham

**CARRIED**

Councillor Luna moved a motion to amend the amendment within resolution 2021-09-14-09.

Councillor Hainer requested a recorded vote.

**Resolution 2021-09-14-10**

**Moved By** Councillor Luna

**Seconded By** Councillor Hainer

**THAT** resolution 2021-09-14-09 being an amendment to 2021-09-14-08 be further amended so that bullet #2 be amended to read:

- That a mandatory deadline of October 31, 2021 be established for all staff to be fully vaccinated against COVID-19, and that staff be placed on an unpaid leave of absence from October 31 to November 15, and that after November 15, 2021 staff be deemed to have resigned their position if they are not fully vaccinated against COVID-19;

Support (6): Mayor Strathdee, Councillor Craigmile, Councillor Edney, Councillor Luna, Councillor Hainer, and Councillor Winter

Oppose (1): Councillor Pridham

**CARRIED**

Council considered the main motion with the amendments.

**Resolution 2021-09-14-08**

**Moved By** Councillor Luna

**Seconded By** Councillor Hainer

**THAT** ADMID 37-2021 COVID-19 Vaccine Policy report be received; and

**THAT** that Council adopts HSY-P-023 “Mandatory Covid-19 Testing Policy” to apply to Council and its committees and to all staff, contractors and volunteers working for or on behalf of the Town; and

**THAT** the following amendments be made to the policy prior to implementation on September 22, 2021:

- Subject to an appropriate medical exemption, that all new hires be required to be fully vaccinated against COVID-19 and/or meet the current COVID-19 vaccination standards and that this be included in all job postings;
- That a mandatory deadline of October 31, 2021 be established for all staff to be fully vaccinated against COVID-19, and that staff be placed on an unpaid leave of absence from October 31 to November 15, and that after November 15, 2021 staff be deemed to have resigned their position if they are not fully vaccinated against COVID-19;
- That the religious exemption be eliminated

Support (6): Mayor Strathdee, Councillor Craigmile, Councillor Edney, Councillor Luna, Councillor Hainer, and Councillor Winter

Oppose (1): Councillor Pridham

**CARRIED**

Council took a brief break at 7:38 pm.

Mayor Strathdee called the meeting back to order at 7:46 pm.

**8.2.3 ADMIN 38-2021 September 22 Proof of Vaccination Requirements**

Brent Kittmer presented ADMIN 38-2021 report.

Councillor Edney requested a recorded vote.

**Resolution 2021-09-14-11**

**Moved By** Councillor Edney

**Seconded By** Councillor Hainer

**THAT** ADMIN 38-2021 September 22 Proof of Vaccination Requirement report be received; and

**THAT** the Town of St. Marys adopts the following interpretation of the “youth recreational sport” exemption for proof of vaccination requirements:

- Effective September 22 – October 30, any patron under the age of 18 who is attending an indoor recreation facility for the purpose of “youth recreational sport” is exempt from providing proof of vaccination prior to entry.
- Effective September 22, any patron 18 years of age or older who is attending an indoor recreation facility for the purpose of “youth recreational sport” is required to provide proof of vaccination prior to entry, subject to Provincial exemptions; and

**THAT** the Town of St. Marys adopts the following enhanced proof of vaccination requirements:

- Effective September 22, all patrons who attend an indoor recreational facility who claim a medical exemption are required to provide a doctor’s note and a negative COVID-19 test that is not older than 48-hours old; and
- Effective October 31, all patrons to an indoor recreational facility who are 12+ (i.e. eligible to receive the COVID-19 vaccine based on their age) are required to show proof of vaccination prior to entry, subject to Provincial exemptions.

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

**CARRIED**

**8.3 Community Services**

**8.3.1 DCS 28-2021 Pool Boiler System Replacement**

Doug LaPointe presented DCS 28-2021 report.

Councillor Pridham departed the meeting at 8:20 pm.

**Resolution 2021-09-14-12**

**Moved By** Councillor Luna

**Seconded By** Councillor Edney

**THAT** DCS 28-2021 Pool Boiler System Replacement report be received; and,

**THAT** the procurement for the replacement of the Pool Boiler System be awarded to SCT Mechanical Inc. for the procured price of \$66,975.00, inclusive of all taxes and contingencies; and,

**THAT** Council consider By-Law 79-2021 and authorize the Mayor and the Clerk to sign the associated agreement with SCT Mechanical Inc.

**CARRIED**

**9. COUNCILLOR REPORTS**

**9.1 Operational and Board Reports**

Each Councillor provided an update of recent committee and board minutes.

Councillor Pridham returned to the meeting at 8:27 pm.

**Resolution 2021-09-14-13**

**Moved By** Councillor Edney

**Seconded By** Councillor Luna

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

**CARRIED**

**9.1.1 Bluewater Recycling Association - Coun. Craigmile**

**9.1.2 Library Board - Coun. Craigmile, Edney, Mayor Strathdee**

**9.1.3 Municipal Shared Services Committee - Mayor Strathdee, Coun. Luna**

**9.1.4 Huron Perth Public Health - Coun. Luna**

**9.1.5 Spruce Lodge Board - Coun. Luna, Pridham**



**9.1.6 Upper Thames River Conservation Authority**

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

**9.2.1 Accessibility Advisory Committee - Coun. Hainer**

**9.2.2 Business Economic Support and Recovery Task Force - Mayor  
Strathdee, Coun. Edney**

**9.2.3 Business Improvement Area - Coun. Winter**

**9.2.4 CBHFM - Coun. Edney**

**9.2.5 Committee of Adjustment**

**9.2.6 Community Policing Advisory Committee - Coun. Winter,  
Mayor Strathdee**

**9.2.7 Green Committee - Coun. Pridham**

**9.2.8 Heritage Advisory Committee - Coun. Pridham**

**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**

**Resolution 2021-09-14-14**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Edney

**THAT** Council proceeds with a public meeting to consider the  
Application for Zoning By-law Amendment (Z03-2021) by 2398315  
Ontario Limited (KLM Properties) for 615 Queen Street East.

**CARRIED**

**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**

**10. EMERGENT OR UNFINISHED BUSINESS**

None.

**11. NOTICES OF MOTION**

**11.1 Councillor Hainer re: Options for Weir Fountain Refurbishing**

Councillor Hainer presented the notice of motion.

After deliberation, Councillor Hainer wished to withdraw the notice of motion and present a new motion.

**Resolution 2021-09-14-15**

**Moved By** Councillor Hainer

**Seconded By** Councillor Luna

**THAT** Council direct Public Works to include options for the refurbishing the Weir Fountain, including the option of retiring the current fountain to the St Marys Museum as an artifact in their 2022 budget for deliberation.

**WITHDRAWN**

**Resolution 2021-09-14-16**

**Moved By** Councillor Hainer

**Seconded By** Councillor Luna

**THAT** Council requests the Heritage Advisory Committee and the Corporation Communication Department work together on an information gathering campaign to evaluate options for the Weir fountain.

**CARRIED**

**11.2 Councillor Hainer re: Budget Deliberation for Sidewalk Painting of Pride Colours in 2022**

Councillor Hainer presented the notice of motion.

**Resolution 2021-09-14-17**

**Moved By** Councillor Hainer

**Seconded By** Councillor Pridham

**THAT** Council direct Public Works to include one or more pedestrian crosswalks in the Downtown core to be painted in the Pride colours in their 2022 budget for deliberation.

**CARRIED**

**12. BY-LAWS**

**Resolution 2021-09-14-18**

**Moved By** Councillor Edney

**Seconded By** Councillor Luna

**THAT** By-Laws 77-2021, 78-2021 and 79-2021 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**

**12.1 By-Law 77-2021 Repeal By-laws 46-2020 and 47-2020 regarding Economic Support and Recovery Task Force**

**12.2 By-Law 78-2021 Agreement with Raezors Inc. for 550 James Street South (Site Plan)**

**12.3 By-Law 79-2021 Agreement with SCT Mechanical Inc.**

**13. UPCOMING MEETINGS**

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

Council took a brief recess at 9:17 pm.

Mayor Strathdee called the meeting back to order at 9:24 pm.

**14. CLOSED SESSION**

**Resolution 2021-09-14-19**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Luna

**THAT** Council move into a session that is closed to the public at 9:25 pm to consider closed session agenda items 14.1, 14.2, and 14.3 as authorized under the *Municipal Act*, Section 239(2)(d) labour relations or employee negotiations, (f) advice that is subject to solicitor - client privilege, including communications necessary for that purpose, and (k) a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board.

**CARRIED**

**14.1 Minutes CLOSED SESSION**

**14.2 ADMIN 39-2021 CONFIDENTIAL 151 Water Street Appeal – Settlement Concept**

**14.3 ADMIN 40-2021 CONFIDENTIAL COVID-19 Vaccine Policy – Employee Relations Matters**

**15. RISE AND REPORT**

**Resolution 2021-09-14-20**

**Moved By** Councillor Winter

**Seconded By** Councillor Hainer

**THAT** Council rise from a closed session at 10:27 pm.

**CARRIED**

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

Council will consider a resolution in open session related to the 151 Water Street Appeal.

Staff were given direction in closed session related to the COVID-19 Vaccine Policy.

There is nothing further to report at this time.

**Resolution 2021-09-14-21**

**Moved By** Councillor Hainer

**Seconded By** Councillor Winter

**THAT** Council delegate authority to the Chief Administrative Officer to take and to direct the taking of all steps the Chief Administrative Officer deems advisable in relation to the appeal brought by 1934733 Ontario Incorporated, Ontario Land Tribunal Case Number PL200131, including but not limited to entering into and signing Minutes of Settlement on behalf of the corporation in accordance with the development concept presented to Council in closed session, report ADMIN 39-2021, and to report to Council at a later date.

**CARRIED**

**16. CONFIRMATORY BY-LAW**

**Resolution 2021-09-14-22**

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

**THAT** By-Law 80-2021, being a by-law to confirm the proceedings of September 14, 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**

**17. ADJOURNMENT**

**Resolution 2021-09-14-23**

**Moved By** Councillor Craigmile  
**Seconded By** Councillor Luna

**THAT** this regular meeting of Council adjourns at 10:29 pm.

**CARRIED**

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Al Strathdee, Mayor

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Jenna McCartney, Clerk



## **MINUTES Regular Council**

October 26, 2021

6:00pm

Town Hall, Council Chambers

Council Present: Mayor Strathdee (in-person)  
Councillor Craigmile (in-person)  
Councillor Edney (in-person)  
Councillor Hainer (video conference) \*arrived 8:31 pm  
Councillor Luna (video conference)  
Councillor Pridham (in-person)  
Councillor Winter (in-person)

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

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

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

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

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

Councillor Pridham declared a potential pecuniary interest for agenda item 8.1.2, ADMIN 46-2021 Public Disclosure - Settlement of 151 Water Street North Ontario Land Tribunal Appeal report.

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

Mayor Strathdee noted that an emergent closed session will be added to the agenda related to employee relations and the item will be closed under *Municipal Act* section 239(2)(b) personal matters about an identifiable individual, including

municipal or local board employees, and (d) labour relations or employee negotiations.

**Resolution 2021-10-26-01**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Pridham

**THAT** the October 26, 2021 regular Council meeting agenda be accepted as amended.

**CARRIED**

**4. PUBLIC INPUT PERIOD**

None.

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

**5.1 #Strong As Stone**

Council acknowledged the following #StrongAsStone nominees and thanked them for their contribution to the community:

- Rotary Club of St. Marys
- St. Marys Kinsmen Club

**5.2 Jean Rowcliffe re: Skatepark**

Jean Rowcliffe presented the skatepark proposal and responded to questions from Council.

**Resolution 2021-10-26-02**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** the delegation from Jean Alice Rowcliffe regarding the Skatepark Proposal 2021 be received; and

**THAT** Council support the skate park expansion project in principle to allow for the Steering Committee to proceed with its planning efforts; and

**THAT** Council approves in-kind staff support to the Skate Park Steering Committee to assist with finance/donations, branding, engineering and design, etc.

**CARRIED**

## **6. ACCEPTANCE OF MINUTES**

### **6.1 Regular Council - October 12, 2021**

#### **Resolution 2021-10-26-03**

**Moved By** Councillor Pridham

**Seconded By** Councillor Luna

**THAT** the October 12, 2021 regular Council meeting minutes be approved by Council and signed and sealed by the Mayor and the Clerk.

**CARRIED**

### **6.2 Strategic Priorities Committee - October 19, 2021**

#### **Resolution 2021-10-26-04**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Edney

**THAT** the October 19, 2021 Strategic Priorities Committee meeting minutes be raised for consideration by Council and signed and sealed by the Mayor and the Clerk.

**CARRIED**

#### **6.2.1 Draft 2022 Capital Budget - Automatic Door Opener**

##### **Resolution 2021-10-26-05**

**Moved By** Councillor Edney

**Seconded By** Councillor Pridham

**THAT** staff report back on the pricing of automatic door openers for project #14 as presented in staff report COR 33-2021 as presented to the Strategic Priorities Committee at the October 19, 2021 meeting.

**CARRIED**

#### **6.2.2 Draft 2022 Capital Budget**

##### **Resolution 2021-10-26-06**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Winter



**THAT** the 2022 draft capital budget be referred to the special meeting of Council on November 16 for approval (subject to any amendments raised by Committee); and

**THAT** staff be directed to prepare the 2022 draft operating budget to reflect a proactive asset management approach where the minimum annual capital reserve transfer be the greater of a 5% increase or the annual increase in funding deficit that is caused by the current year's capital budget; and

**THAT** pre-budget approval be given to capital budget item #27, Zamboni Replacement, as presented in staff report COR 33-2021 presented in the Strategic Priorities Committee October 19, 2021 meeting; and

**THAT** staff report back on:

1. Financial recourse or insurance coverage for the Zamboni damaged by a propane source issue in 2016.
2. On the Town's ownership and responsibility for maintenance of retaining walls near the road allowance within the community.

**CARRIED**

**7. CORRESPONDENCE**

**8. STAFF REPORTS**

**8.1 Administration**

**8.1.1 ADMIN 45-2021 October Monthly Report (Administration)**

**Resolution 2021-10-26-07**

**Moved By** Councillor Luna

**Seconded By** Councillor Craigmile

**THAT** ADMIN 45-2021 October Monthly Report (Administration) be received for information.

**CARRIED**

**8.1.2 ADMIN 46-2021 Public Disclosure – Settlement of 151 Water Street North Ontario Land Tribunal Appeal**

**Resolution 2021-10-26-08**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** ADMIN 46-2021 Public Disclosure – Settlement of 151 Water Street North Ontario Land Tribunal Appeal be received for information.

**CARRIED**

**8.1.3 ADMIN 47-2021 Amending Agreement with St. Marys Cement for Ambient Air Monitoring Location**

**Resolution 2021-10-26-09**

**Moved By** Councillor Winter

**Seconded By** Councillor Pridham

**THAT** ADMIN 47-2021 Amending Agreement with St. Marys Cement for Ambient Air Monitoring Location report be received; and

**THAT** Council consider By-Law 90-2021 and authorize the Mayor and the Clerk to execute the associated amending agreement.

**CARRIED**

**8.2 Building and Development Services**

**8.2.1 DEV 48-2021 October Monthly Report (Building and Development)**

**Resolution 2021-10-26-10**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** DEV 48-2021 October Monthly Report (Building and Development) be received for information.

**CARRIED**

**8.3 Community Services**

**8.3.1 DCS 30-2021 October Monthly Report (Community Services)**

**Resolution 2021-10-26-11**

**Moved By** Councillor Pridham

**Seconded By** Councillor Craigmile

**THAT** DCS 30-2021 October Monthly Report (Community Services) be received for information.

**CARRIED**

### **8.3.2 DCS 33-2021 Zamboni Replacement Purchase**

**Resolution 2021-10-26-12**

**Moved By** Councillor Winter

**Seconded By** Councillor Craigmile

**THAT** DCS 33-2021 Zamboni Replacement Purchase report be received; and

**THAT** Council approve a sole source procurement with Zamboni Company Ltd. for an ice resurfacer.

**CARRIED**

## **8.4 Corporate Services**

### **8.4.1 COR 35-2021 October Monthly Report (Corporate Services)**

**Resolution 2021-10-26-13**

**Moved By** Councillor Edney

**Seconded By** Councillor Pridham

**THAT** COR 35-2021 Monthly Report (Corporate Services) be received for information.

**CARRIED**

### **8.4.2 COR 34-2021 Milt Dunnell Park Redevelopment**

Councillor Luna nominated Councillor Edney.

Councillor Edney accepted the nomination.

**Resolution 2021-10-26-14**

**Moved By** Councillor Luna

**Seconded By** Councillor Pridham

**THAT** Councillor Edney be appointed the Council representative for the Milt Dunnell Park Redevelopment internal committee.

**CARRIED**

**Resolution 2021-10-26-15**

**Moved By** Councillor Pridham

**Seconded By** Councillor Craigmile

**THAT** COR 34-2021 Milt Dunnell Park Redevelopment report be received; and

**THAT** the following member of Council is appointed to the Milt Dunnell Park Redevelopment internal committee Councillor Edney.

**CARRIED**

**8.4.3 COR 36-2021 Modernization Program - Intake 2 Grant**

**Resolution 2021-10-26-16**

**Moved By** Councillor Edney

**Seconded By** Councillor Luna

**THAT** COR 36-2021 Modernization Program - Intake 2 Grant report be received; and

**THAT** Council consider By-law 89-2021 authorizing the Mayor and the Clerk to execute the Municipal Modernization Program – Intake 2 Transfer Payment Agreement.

**CARRIED**

**8.5 Fire and Emergency Services**

**8.5.1 FD 14-2021 October Monthly Report (Emergency Services)**

**Resolution 2021-10-26-17**

**Moved By** Councillor Winter

**Seconded By** Councillor Pridham

**THAT** FD 14-2021 October Monthly Report (Emergency Services) be received for information.

**CARRIED**

**8.6 Human Resources**

**8.6.1 HR 15-2021 October Monthly Report (Human Resources)**

**Resolution 2021-10-26-18**

**Moved By** Councillor Pridham

**Seconded By** Councillor Craigmile

**THAT** HR 15-2021 October Monthly Report (Human Resources) be received for information.

**CARRIED**

**8.7 Public Works**

**8.7.1 PW 75-2021 October Monthly Report (Public Works)**

**Resolution 2021-10-26-19**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** PW 75-2021 October Monthly Report (Public Works) be received for information.

**CARRIED**

**8.7.2 PW 74-2021 Winter Maintenance Sidewalk and Trail Closure  
By-law**

**Resolution 2021-10-26-20**

**Moved By** Councillor Luna

**Seconded By** Councillor Pridham

**THAT** PW 74-2021 Winter Maintenance Sidewalk and Trail Closure By-law report be received; and

**THAT** Council approve the proposed winter maintenance closures for specific sidewalks and trails as outlined in report PW 74-2021; and,

**THAT** Council consider By-law 88-2021 Sidewalk and Trail Temporary Closure for the purpose of temporarily closing certain sidewalks and trails between November 1, 2021 and April 30, 2022.

**CARRIED**

**9. EMERGENT OR UNFINISHED BUSINESS**

None.

**10. NOTICES OF MOTION**

None.

## **11. BY-LAWS**

### **Resolution 2021-10-26-21**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** By-Laws 88-2021, 89-2021 and 90-2021 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 88-2021 Temporary Sidewalk and Trail Closure**

#### **11.2 By-Law 89-2021 Agreement with Minister of Municipal Affairs and Housing for Municipal Modernization Program**

#### **11.3 By-Law 90-2021 Amending Agreement with St. Marys Cement Inc. (Canada) for Ambient Air Monitor Location**

## **12. UPCOMING MEETINGS**

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

Council took a brief break at 8:21 pm.

Mayor Strathdee called the meeting back to order at 8:31 pm.

Councillor Hainer joined the meeting at 8:31 pm.

## **13. CLOSED SESSION**

### **Resolution 2021-10-26-22**

**Moved By** Councillor Edney

**Seconded By** Councillor Craigmile

**THAT** Council move into a session that is closed to the public at 8:31 pm as authorized under the *Municipal Act*, Section 239(2)(b) personal matters about an identifiable individual, including municipal or local board employees, and (d) labour relations or employee negotiations.

**CARRIED**

#### **13.1 Emergent Closed Session re: Employee Relations**

## **14. RISE AND REPORT**

**Resolution 2021-10-26-23**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Luna

**THAT** Council rise from a closed session at 8:43 pm.

**CARRIED**

Mayor Strathdee reported that a closed session was held with one matter related to employee relations was considered. There is nothing further to report at this time.

**15. CONFIRMATORY BY-LAW**

**Resolution 2021-10-26-24**

**Moved By** Councillor Pridham

**Seconded By** Councillor Edney

**THAT** By-Law 91-2021, being a by-law to confirm the proceedings of October 26, 2021 regular Council meeting be read a first, second and third time; and be finally passed by Council and signed and sealed by the Mayor and the Clerk.

**CARRIED**

**16. ADJOURNMENT**

**Resolution 2021-10-26-25**

**Moved By** Councillor Craigmile

**Seconded By** Councillor Luna

**THAT** this regular meeting of Council be adjourned at 8:44 pm.

**CARRIED**

---

Al Strathdee, Mayor

---

Jenna McCartney, Clerk

# Notice of Intention to Apply under Ontario Regulation 79/15 (O. Reg. 79/15)

## Alternative Low Carbon Fuel Use at the St. Marys Cement Plant

### Background

St. Marys Cement Inc. (SMC) a company of Votorantim Cimentos North America (VCNA) is undertaking efforts to use Alternative Low Carbon Fuels (ALCF) as an energy source for their St. Marys Cement Plant (the Site). This initiative will contribute to reducing greenhouse gas emissions in Ontario while diverting materials from landfills. The Site is located at 585 Water Street South, in St. Marys, Ontario. St. Marys Cement (SMC) has current Environmental Compliance Approval (ECA), Number 4546-AQ9GMB that was issued on August 31, 2017.

### Demonstration Trial

In April 2010, SMC was approved to undertake an Alternative Fuel Demonstration project under Certificate of Approval Number 2589-826K83. The purpose of the Demonstration Project was to demonstrate the use of alternative fuels at the facility and assess potential environmental effects associated with the use of alternative fuels at the facility relevant to baseline conditions. SMC completed the alternative fuel demonstration trials from May 11, 2011, to May 25, 2011.

### Alternative Low Carbon Fuel Study

In keeping with best practices being implemented around the world, SMC has initiated a study to support the preparation of an Amendment ECA Application under O. Reg. 79/15 of the *Environmental Protection Act* to permanently use ALCFs at the Site.

SMC is proposing to undertake studies and prepare an application to support the following:

- a daily throughput of ALCFs at the Site of up to 100 tonnes per day;
- develop a list of approved ALCFs for the Site based on the demonstration project at the Site and other facilities that include wood, paper or plastics that can not be recycled and are not odorous;
- install new equipment at the Site to feed ALCFs; and
- install ALCF storage at the Site using enclosed containers and buildings.

### Public Meeting

In support of this application, and in accordance with O. Reg 79/15 and SMC's current ECA approval, SMC has scheduled the first of two public meetings. The first public meeting will be a drop-in, open house format. **You are welcome to attend any time between 6:00 p.m. and 8:00 p.m.** The meeting is designed to provide information on the intent to submit an application for the Site under O. Reg 79/15, present and discuss the results of the Demonstration Project, provide background information on ALCFs, and provide an overview of the studies that are being undertaken. Site plans and display panels with more details will be available for review at this public meeting and members of the Project Team will be circulating to answer questions throughout the evening. Please note that the Public Meeting will comply with all provincial and venue COVID-19 requirements, including the need for proof of vaccination.

**Public Meeting / Open House #1**  
**November 18, 2021, 6:00 p.m. to 8:00 p.m.**  
St. Marys Golf & Country Club  
769 Queen Street East, St. Marys, Ontario, N4X 1B6

### Contact Us

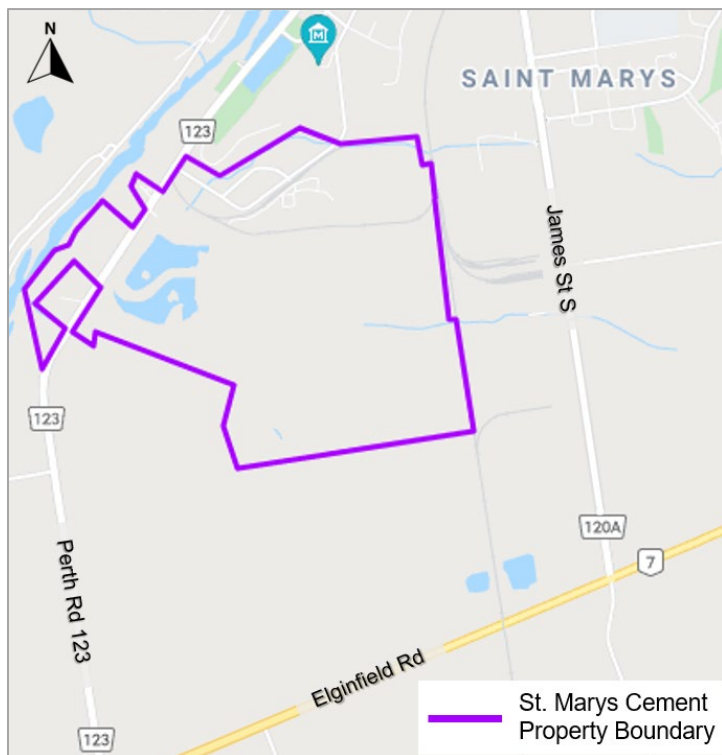
St Marys Cement values your input on this matter. Please contact our Project Team for more information about this study or to be added to the contact list for future updates:

**E-mail:** StMarys\_ALCF@golder.com

**Ruben Plaza**  
St. Marys Cement,  
Environmental Manager, Canada  
**Phone:** 905-243-5841

**Kyla Suchovs**  
Golder Associates Ltd.  
Environmental Assessment Specialist  
**Phone:** 416-524-1876

If you are unable to attend, information presented at the public meeting will be made available on the project website:  
<http://www.stmaryscement.com/Pages/Sustainability/St-Marys-Alternative-Low-Carbon-Fuels.aspx>





Monday, November 1, 2021

Attn Jenna McCartney  
Corporation of the Town of St. Marys  
P.O. Box 998, St. Marys, ON N4X 1B6  
Re. St. Marys Minor Hockey Association

Dear Jenna,

Please accept this request to assign a Town Councillor Liaison to work with St. Marys Minor Hockey. This representative would be invited to Board meetings throughout the year and gain further insight into the operations needs of the community's largest ice user. These needs items may include ice allocation policy, ice installation dates, equipment storage, and ice and room rentals. We believe this could mutually benefit both parties by maintaining an open line of communication to combat the needs and potential obstacles that arise throughout the course of the years.

The Board currently meets once per month. Should a Liaison be assigned, the SMMHA could invited them as needed, and welcome further dialogue on the partnership. If there are any further questions, do not hesitate to touch base.

Thank you for your consideration,



Brandon Boyd

President

St. Marys Minor Hockey Association

From: George Harrod <REDACTED>  
Date: 2021-09-22 9:57 a.m. (GMT-05:00)  
To: Al Strathdee <[astrathdee@town.stmarys.on.ca](mailto:astrathdee@town.stmarys.on.ca)>  
Subject: Winter's Coming

[EXTERNAL]

Dear Mayor Strathdee:

This serious safety issue demands your attention. I have outlined it below as succinctly as possible with background, some possible solutions and a resolve to keep me safe and comfortable in my own home in St. Marys which I am entitled to legally. As are others who live in my neighbourhood.

It's also timely for the 2021/'22 budget.

Thank you for taking the time to read it.

1. ISSUE - Properties along the North side of Glass Street from James Street to well beyond Road 125a face, during the winter months, the ongoing threat of snowmobiles either:
  - i. Using Glass Street itself as a main thoroughfare to access fields to the North;
  - ii. Using municipal or private property adjacent to Glass Street as a thoroughfare.

These intrusions to the public and private spaces take place during all hours, but often occur at night; the snow mobiles travel at excessive speeds (to avoid getting caught?) with accompanying high-pitched noise typical of snowmobiles travelling at high speeds.

Their actions endanger both personal safety and could easily cause property damage to road signs, plants/trees (including those planted by the town) and vehicles legitimately using Glass Street.

My property has two bedrooms facing Glass Street. I have snowmobiles travelling at break-neck speeds 6 m from my house, often well past 11:00 PM contravening noise by-laws enacted by the town (BY-LAW 43 of 2007) "AND WHEREAS the people have a right to and should be ensured of an environment free from unusual, unnecessary or excessive vibration, sound or noise which may degrade the quality and tranquility of their life or cause nuisance".

2. INTERVENTIONS (Town, private, police)
  - i. The Town of St. Marys Tweets out to the general community that snowmobiles must NOT:
    - use public roads as thoroughfares
    - use public or private land as thoroughfaresThe Tweets identify such actions as clearly illegal.
  - ii. The public, faced with snowmobiles encroaching in their space and in the absence of any concrete actions or remedies by the town, have taken to putting up large snow fences at their expense to deter snowmobiles from encroaching on their or town property.
  - iii. I have contacted St. Marys police, asking for their intervention in the form of establishing a presence in Glass Street, particularly at the upper end where

most offences tend to occur. No Such help ever occurred. Apparently public safety and resident well being are not priorities, ironic given the level of property taxes I pay. Their apparent apathy begs the question: are we getting value for our money...

It is abundantly clear that in the absence of police intervention and incredibly ineffectual and meek Tweeting by the town (i. e., no enforcement or coordination with police), the public is left to fend for themselves by erecting obstacles to prevent snowmobiles from going into their spaces.

At this point in time, I am officially making a FOI request: please forward me at your earliest convenience the number of tickets issued to owners of snowmobiles caught on either Glass Street or adjoining properties for the last three years. Thank you.

### 3. MUNICIPAL ACT (2001), Province of Ontario

As you are well aware, the Town of St. Marys derives its authority to make and enforce by-laws for the “Health, safety and well being of persons” from the province. The Act also provides for “the protections of persons, property...” and even for the protection of “structures, including fences and signs.” The Town of St. Marys, by not following the demands of the Municipal Act and allowing snowmobiles to put us all in danger, is:

- i. Opening itself up to litigation for WHEN an incident happens;
- ii. Not keeping its residents safe;
- iii. Not protecting property like public road signs, fences, etc.

I would hope that the town takes its responsibilities to the province and its tax payers seriously.

### 4. NEXT STEPS

Based on the above and the serious nature of the problem, I would expect the Town of St. Marys to develop a comprehensive, multi-faceted approach to solve this problem on behalf of residents who are clearly in harm’s way. The town’s intervention could look like but not limited to:

- i. installing snow fences at one end of Glass Street (North side);
- ii. regular police monitoring and enforcement (1-2 tickets might get the word out...);
- iii. a more aggressive public education model that goes beyond a Tweet or two;
- iv. installation of “No Snowmobiles” signs;
- v. liaison with local snowmobile clubs to educate snowmobile owners;
- vi. planting more trees along Glass Street;
- vii. etc.

I stress that it is the town’s responsibility to remedy this untenable situation. The above potentially represents some solutions.

I will simply not face another winter with snowmobiles literally racing a few metres from my home while I see no meaningful intervention from the town or the police. I’m formally requesting that the town come up with a comprehensive solution to address the issues of safety, welfare, noise and inconvenience caused by this illegal and unsafe activity by October 22, 2012. If, by that date, I do not see a viable and serious plan, I shall be forced to

protect myself, my family, my friends and property by erecting some sort of barrier(s) beside my house as others have done. I stress that I shall be invoicing the town for supplies, materials, labour, etc. or these costs will be deducted from my property taxes should the town not act.

I'd be glad to answer any questions. However, I am resolute in being safe and being able to enjoy my property as per my legal rights.

Regards,

George Harrod,  
131 Guest Court



# FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Jenna McCartney, Clerk
<b>Date of Meeting:</b>	9 November 2021
<b>Subject:</b>	<b>ADMIN 48-2021 Council Meeting Calendar for 2022</b>

## PURPOSE

To present Council with the proposed 2022 Council meeting calendar for approval.

## RECOMMENDATION

**THAT** ADMIN 48-2021 Council Meeting Calendar for 2022 report be received; and

**THAT** Council approve the 2022 Council meeting calendar as presented.

## BACKGROUND

Section 5.6 of By-law 20 of 2016 requires that the next year's Council meeting calendar shall be presented to Council prior to December 1 of the current year.

At the October 19, 2021 Strategic Priorities Committee meeting, the Committee was presented with the proposed budget meeting schedule for 2022 budget review. Those dates have been included within the 2022 Council meeting calendar appended to this report.

## REPORT

As per sections 5.6.1 and 5.6.2 of By-law 20 of 2016, the meeting calendar for 2022 has been prepared for Council's consideration.

## FINANCIAL IMPLICATIONS

None.

## SUMMARY

Council is presented with the proposed 2022 Council meeting calendar for approval. Once approved, these meeting dates will be provided on the Town's website to provide the requisite notice of public meetings.

## STRATEGIC PLAN

☒ Not applicable to this report.

## OTHERS CONSULTED

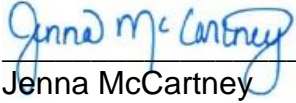
None.

## **ATTACHMENTS**

2022 Council Meeting Calendar

## **REVIEWED BY**

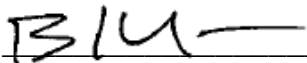
### **Recommended by the Department**



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Jenna McCartney  
Clerk

### **Recommended by the CAO**



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Brent Kittmer  
Chief Administrative Officer

# 2022 Council Calendar

January						
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						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
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30	31					

February						
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27	28					

March						
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27	28	29	30	31		

April						
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May						
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29	30	31				

June						
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26	27	28	29	30		

July						
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31						

August						
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28	29	30	31			

September						
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23	24	25	26	27	28	29
30	31					

November						
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20	21	22	23	24	25	26
27	28	29	30			

December						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Regular Council Meeting 6:00 pm
Strategic Priorities Committee 9:00 am – 12:00pm
Budget Meeting 9:00am – 2:30pm
Inaugural Meeting of Council 6:00 pm
ROMA Conference (TBD) (January 23 <sup>rd</sup> – 25 <sup>th</sup> )
OGRA Conference (Toronto, ON) (February 27 <sup>th</sup> -March 2 <sup>nd</sup> )
OSUM Conference (TBD) (May 4 <sup>th</sup> -6 <sup>th</sup> )
FCM Conference (Regina, SK) (June 2 <sup>nd</sup> -June 5 <sup>th</sup> )
AMO Conference (Ottawa, ON) (August 14 <sup>th</sup> -17 <sup>th</sup> )
<b>Statutory &amp; Public Holidays</b>
<b>Christmas Shut Down</b>

## December 2021 DATES

December 7<sup>th</sup>, 9:00am, Budget  
December 14<sup>th</sup>, 6:00pm, Regular  
Council

## 2022 Election DATES

October 24 – Election Day

November 15 – New term of office  
commences

## FORMAL REPORT

<b>To:</b>	Mayor Strathdee and Members of Council
<b>Prepared by:</b>	Mark Stone, Planner
<b>Date of Meeting:</b>	9 November 2021
<b>Subject:</b>	<b>DEV49-2021 - Part Lot Control Applications Registered Plan 44M-79, Thames Crest Farms Subdivision Block 47 – Teahen Construction Ltd., Block 49 – Teahen Construction Ltd., Block 55 – RW Homes Inc., and Block 56 – Larry Otten Contracting Inc.</b>

### PURPOSE

The purpose of this report is to provide Council with a summary and recommendations as it pertains to the Applications for Part Lot Control for Blocks 47, 49, 55 and 56 of the Thames Crest Farms subdivision.

### RECOMMENDATION

**THAT** DEV 49-2021 regarding the Applications for Part Lot Control for Blocks 47, 49, 55 and 56 of the Thames Crest Farms subdivision be received;

**THAT** Council approve By-law 92-2021 affecting Block 47, Registered Plan No. 44M-79 for a one-year period, ending November 9, 2022;

**THAT** Council approve By-law 93-2021 affecting Block 49, Registered Plan No. 44M-79 for a one-year period, ending November 9, 2022;

**THAT** Council approve By-law 94-2021 affecting Block 55, Registered Plan No. 44M-79 for a one-year period, ending November 9, 2022; and,

**THAT** Council approve By-law 95-2021 affecting Block 56, Registered Plan No. 44M-79 for a one-year period, ending November 9, 2022.

### BACKGROUND

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

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



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

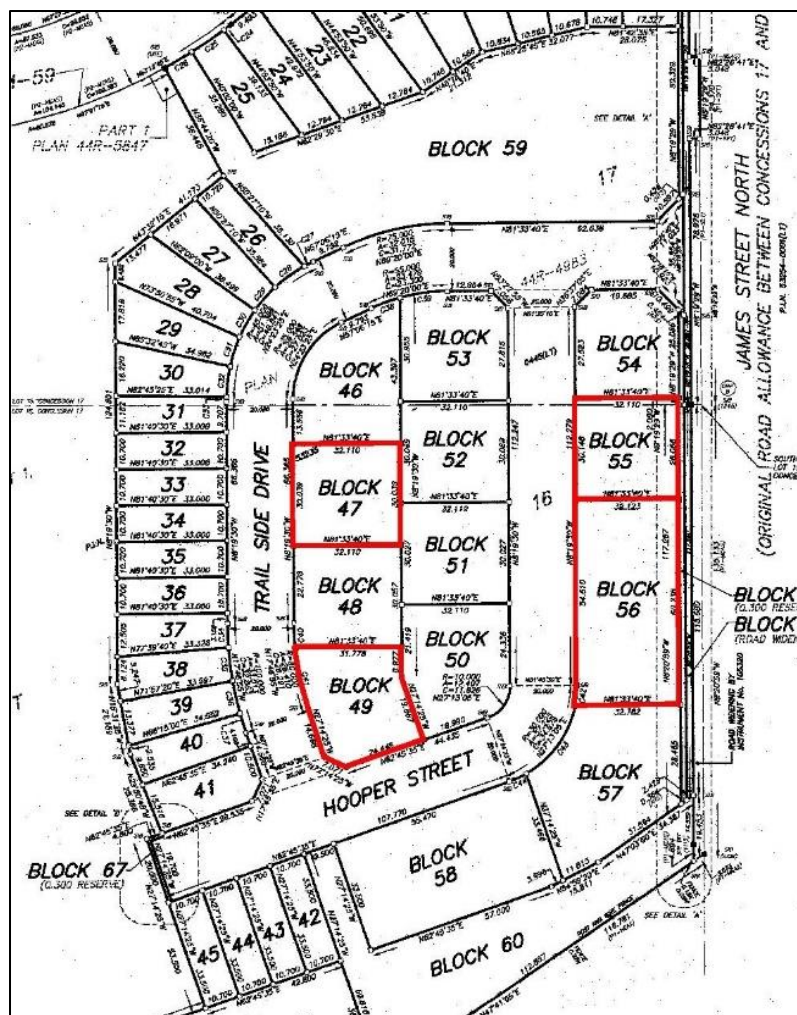
## REPORT

Four Applications for Part Lot Control have been received seeking to subdivide these blocks for the purposes of building townhouse units along common party walls. The Applications are for Blocks 47, 49, 55 and 56 in Plan 44M-79 as summarized in Table 1 and shown on Figure 1.

**Table 1 - Summary of Applications**

44M-79, Block	Owner	Number of Proposed Townhouse Lots
47	Teahen Construction Ltd.	4
49	Teahen Construction Ltd.	4
55	RW Homes Inc.	4
56	Larry Otten Contracting Inc.	6

**Figure 1 – Subject Lots on 44M-79**



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

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

## **FINANCIAL IMPLICATIONS**

\$1,000 Part Lot Control Fee per Application

## **SUMMARY**

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

As the Applications meet the requirements for part lot control exemption and constitute good planning, it is recommended that Council approve By-law Nos. 92-2021, 93-2021, 94-2021 and 95-2021 to exempt part lot control for Blocks 47, 49, 55 and 56 of Registered Plan 44M-79, for a period of one year.

## **STRATEGIC PLAN**

☒ Not applicable to this report.

## **OTHERS CONSULTED**

N/A

## **ATTACHMENTS**

- 1) General Location Map
- 2) Registered Plan 44M-79
- 3) Draft R-plans for Blocks 47, 49, 55 and 56

## **REVIEWED BY**

### **Recommended by the Department**

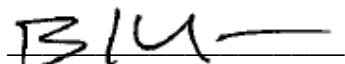


Mark Stone  
Planner



Grant Brouwer  
Director of Building and Planning

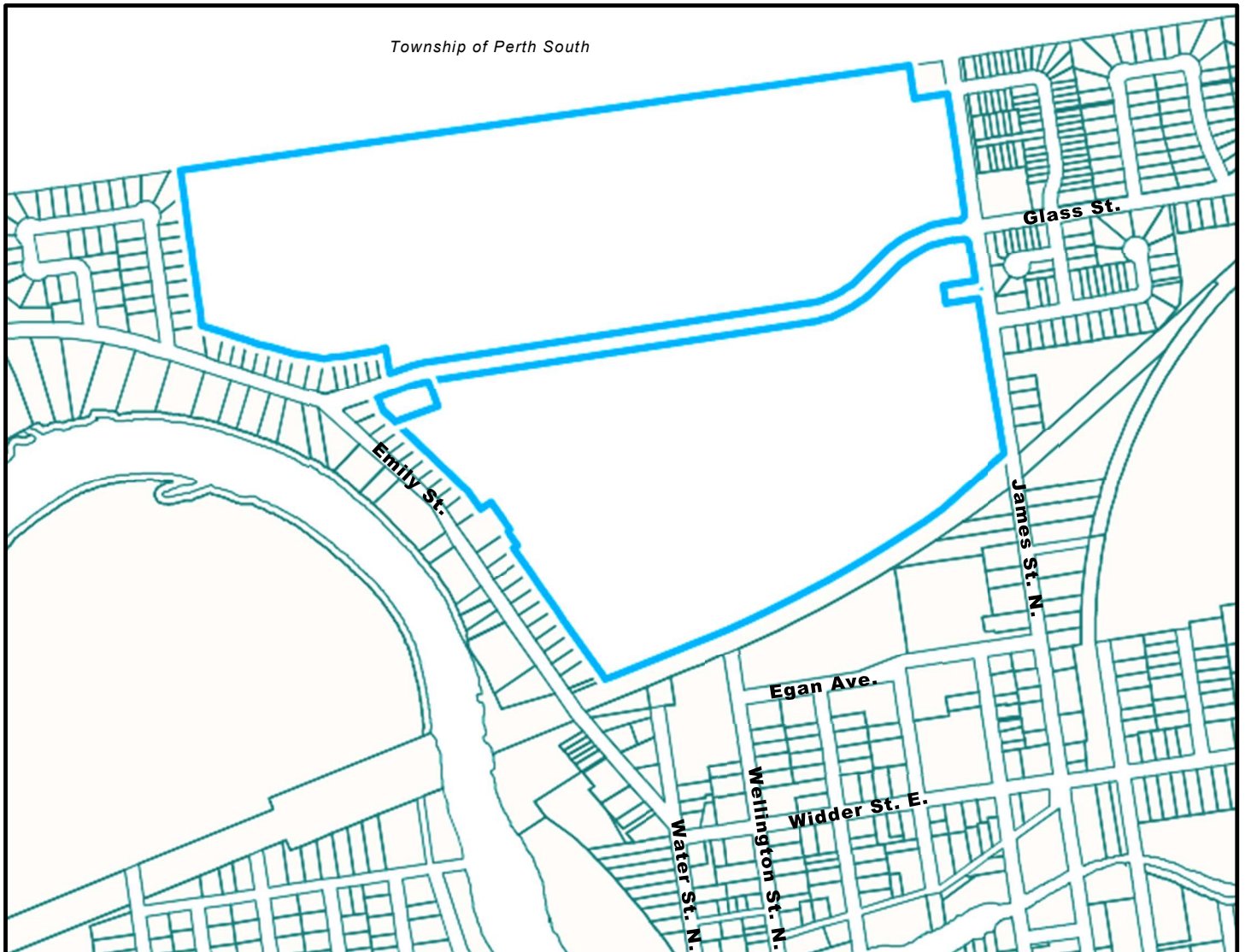
### **Recommended by the CAO**



Brent Kittmer  
Chief Administrative Officer

# GENERAL LOCATION MAP

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



Total Landholding



May 14, 2019



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

*M. J. Lewis*  
 REPRESENTATIVE FOR LAND REGISTRATION FOR THE  
 LAND TITLES DIVISION OF PERTH (No. 44)

THIS PLAN COMPRISES PART OF P.I.N.s 53235-0443 (L1), 53235-0445 (L1),

LOTS/BLOCK/STREET:	COMPRISE PART/ALL OF:
ALL OF LOTS 1 TO 14 (INCLUSIVE) AND ALL OF BLOCKS 83 AND 84	PART OF P.I.N. 53235-0443 (L1)
ALL OF LOTS 15 TO 14 (AS INCLUSIVE), ALL OF BLOCKS 85 TO 81 (INCLUSIVE), ALL OF BLOCKS 82, 85, 86, 87, AND 88, AND HOOPER	PART OF P.I.N. 53235-0445 (L1)

PLAN OF SUBDIVISION  
OF  
PART OF LOTS 15 AND 16  
CONCESSION 17  
(GEOGRAPHIC TOWNSHIP OF BLANSHARD)  
NEW  
TOWN OF ST. MARYS  
COUNTY OF PERTH  
SCALE 1:750  
1" = 19' 30" 45 METRES  
MTE OLS LTD.  
ONTARIO LAND SURVEYORS

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

**LEGEND:**

D	DENOTES PLANTED MONUMENT
M	DENOTES FOUND MONUMENT
SIB	DENOTES STANDARD IRON BAR
IB	DENOTES IRON BAR
OU	DENOTES ORIGIN UNKNOWN
NFS	DENOTES NOT TO SCALE
WT	DENOTES WITNESS
MEAS	DENOTES MEASURED
1712	DENOTES A.M. MCKENZIE, O.L.S.
1245	DENOTES DONALD W.J. MCKENZIE LIMITED, O.L.S.
1840	DENOTES MICHAEL SURVEYING LIMITED, O.L.S.
ACM	DENOTES ARCHIBALD GRAY & MCKAY, O.L.S.
MTE	DENOTES MTE OLS LTD.
P1	DENOTES PLAN 44R-4983

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

**NOTES:**

BEARINGS ARE UTM GRID, DERIVED FROM SPECIFIED CONTROL POINTS (CH1983 AND CH1983/GRN75, UTM ZONE 17, MAGS01 (ORIGINAL)).

DISTANCES ON THIS PLAN ARE GROUND DISTANCES AND CAN BE CONVERTED TO GRID DISTANCES BY MULTIPLYING BY THE CORRELATED SCALE FACTOR OF 0.999955066.

SPECIFIED CONTROL POINTS (30CPs) AND COORDINATED REFERENCE POINTS (CRPs): UTM ZONE 17, MAGS01 (ORIGINAL), COORDINATES TO URBAN ACCURACY PER SEC 14 (2) OF DGS 216/710


POINT ID	NORTHING	EASTING
SCP 02P16880468	4790383.53	4806770.14
SCP 02P16880470	4790383.27	4806770.00
CRP A	4790380.03	4806770.14
CRP B	4790383.76	4806770.27

COORDINATES CANNOT, IN THEMSELVES, BE USED TO

**OWNER'S CERTIFICATE:**

THIS IS TO CERTIFY THAT:

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

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

**SURVEYOR'S CERTIFICATE:**

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 18TH DAY OF MAY, 2021.

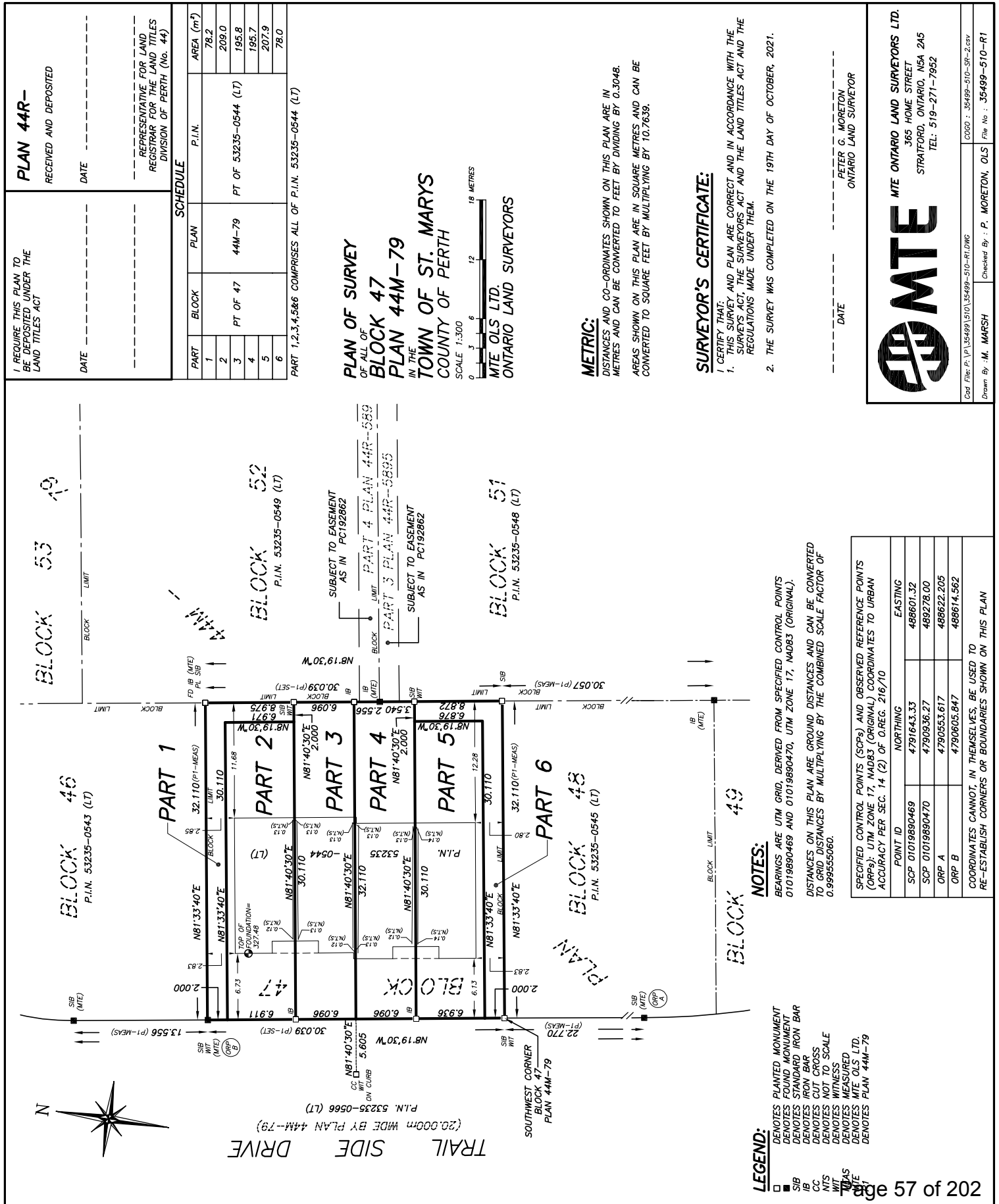
June 10 2021  
DATE

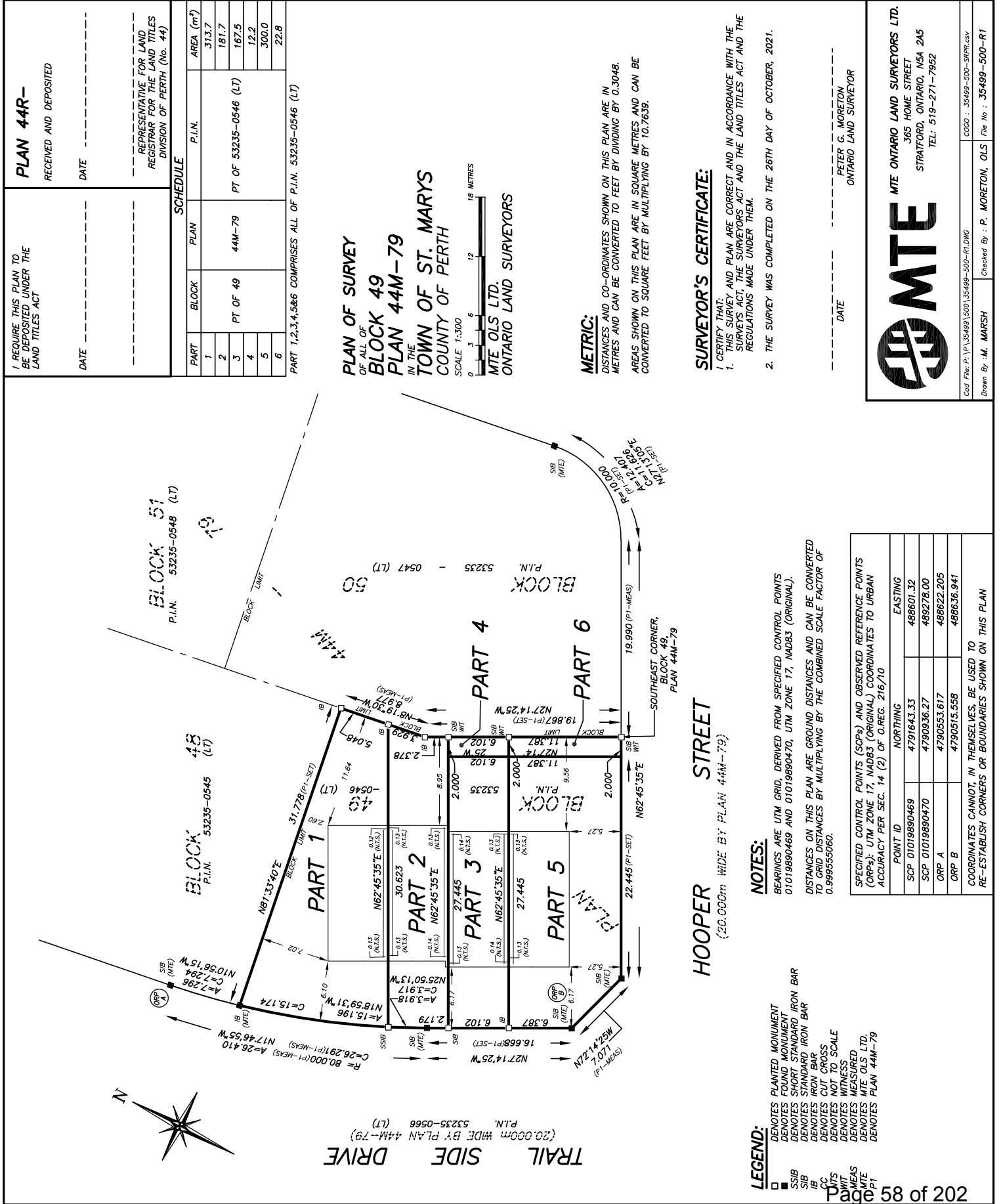
  
PETER G. MORETON  
OWNER, LAND STATION

**MTE** MTE ONTARIO LAND SURVEYORS LTD.  
530 KINGDAVIS CENTRE DRIVE  
KITCHENER, ONTARIO, N2B 3G9  
TEL: 519-746-6500

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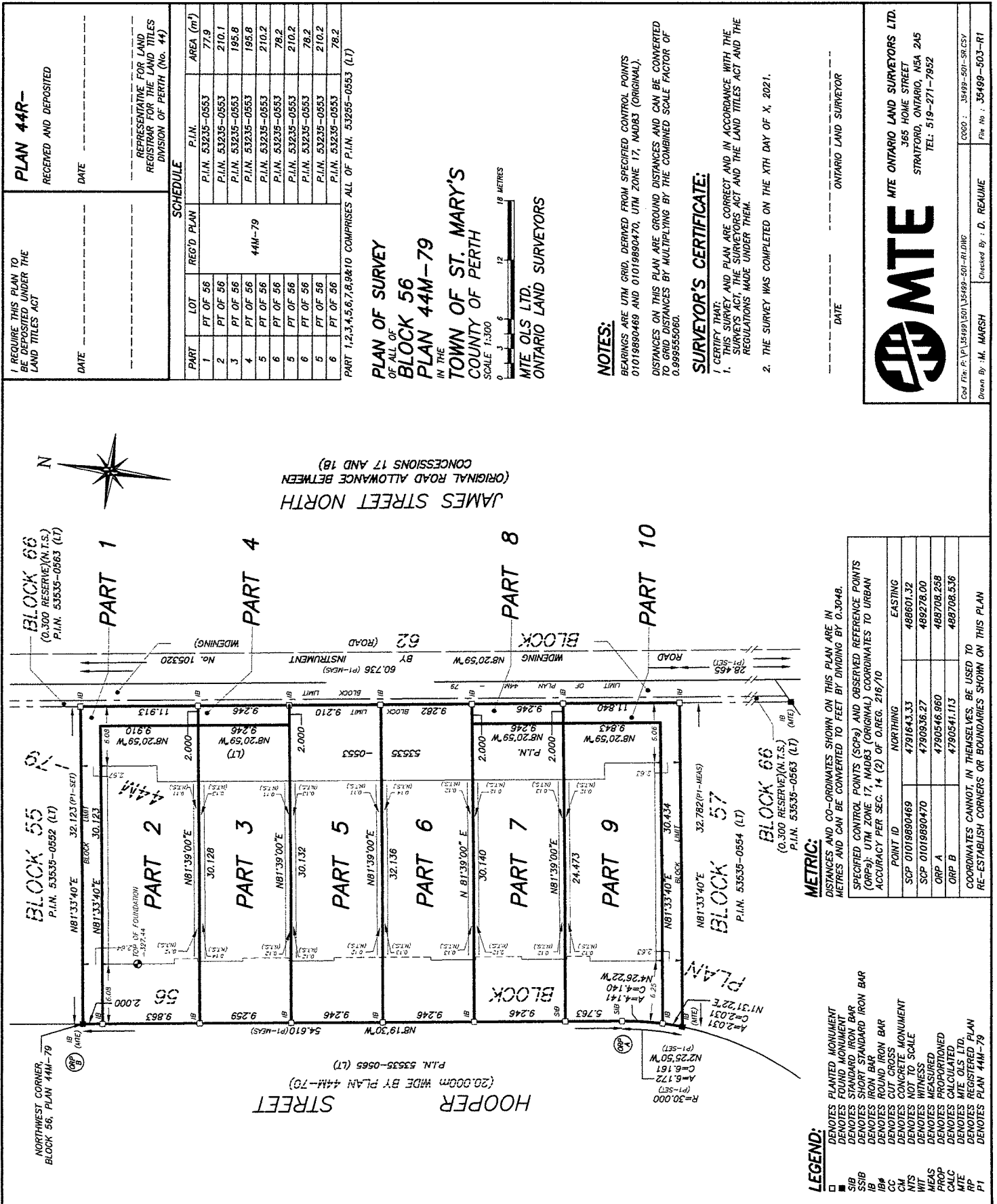
Drawn By: M.F./D.D. Checked By: P. MORETON, CLS File No: 35490-214-0170(MORETON/ASD)





POINT ID	NORTHING	EASTING
SOP 0701880469	4791643.33	488681.32
SOP 0701880470	4790946.37	488276.00
SOP 0701880471	4790946.37	488276.00
ORP A	4790600.970	488700.555
ORP B	4790605.491	488720.630







# FORMAL REPORT

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

**Prepared by:** Stephanie Ische, Director of Community Services

**Date of Meeting:** 9 November 2021

**Subject:** **DCS 36-2021 Reopening Plan**

## PURPOSE

The purpose of this report is to present to Council reopening plans for Community Services and Events. This plan outlines the timelines for when services will return. The intent of this report is to review and discuss the reopening timeline in the chart attached to this report, and to seek Council's agreement.

## RECOMMENDATION

**THAT** DCS 36-2021 Reopening Plan report be received; and

**THAT** Council directs staff to implement the Community Services and Corporate Services reopening plan as presented.

## BACKGROUND

The Ontario government released A Plan to Safely Reopen Ontario and Manage COVID-19 for the Long-Term on Friday October 22, 2021. This plan outlines the approach to lifting public health measures. The following is the timeline laid out by the Province:

- **October 25, 2021**- Ontario will lift capacity limits in the vast majority of settings where proof of vaccination is required, such as restaurants, bars and other food or drink establishments, indoor areas of sports and recreational facilities such as gyms and where personal physical fitness trainers provide instruction; casinos, bingo halls and other gaming establishments; and indoor meeting and event spaces.
  - At this time, the government will also allow other settings to lift capacity limits and physical distancing requirements if they choose to require proof of vaccination.
  - This will not apply to settings where people receive medical care, food from grocery stores and medical supplies.
- **November 15, 2021** - lift capacity limits where proof of vaccination is required.
- **January 17, 2022** - In the absence of concerning trends in public health and health care following the winter holiday months and after students return to in-class learning, the province intends to begin gradually lifting capacity limits in settings where proof of vaccination is not required.
  - Proof of vaccination requirements may also begin to be gradually lifted at this time.
- **February 7, 2022** - The government intends to lift proof of vaccination requirements in high-risk settings, including night clubs, strip clubs, and bathhouses and sex clubs.

- **March 28, 2022** - At this time, it is intended that remaining public health and workplace safety measures will be lifted, including wearing face coverings in indoor public settings.

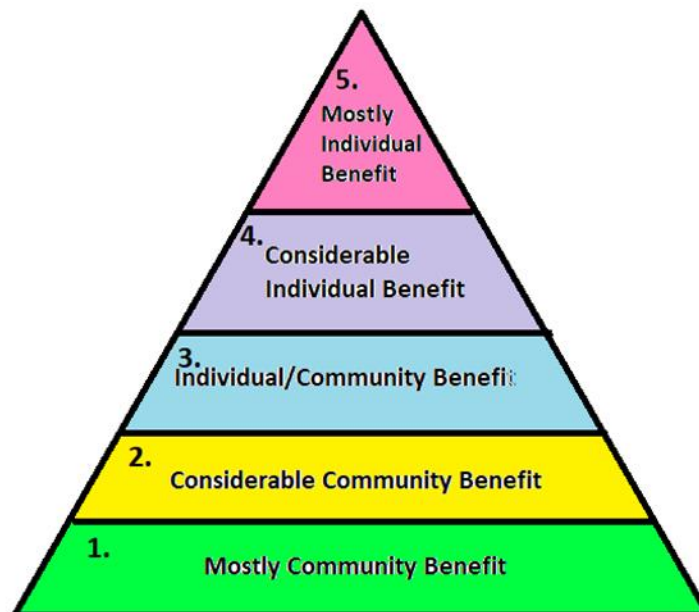
## REPORT

As we have learned throughout the pandemic, recovery planning is complicated as there are so many variables to consider. The Provincial timelines for reopening above do affect Town services and programs, most notably in the Community Services department and Corporate events. Staff have reviewed the Provincial plan against the current state of Town operations to develop a reopening plan and timeline for the services and programs affected. This Plan is attached to this report and was developed using the spirit of the Municipal Operations and Services Recovery Framework as a guide.

As Council will recall, the Municipal Operations and Services Recovery Framework was developed and approved at the June 9<sup>th</sup>, 2020 Council meeting. This Framework was developed to recognize that the Town does not have infinite staff resources, and decisions may need to be made to prioritize reopening one aspect of operations or services over another to allow for a smooth transition. The Framework has guided operations and service recovery throughout the pandemic. When making reopening decisions, operations and services are prioritized in the following priority order:

1. **Mandatory Services**—Legislated by other levels of government and/or are governed under a municipal by-law. The service meets a legal or policy mandate.
2. **Traditional Services**—Benefits accrue to the community or general public and are considered a public investment. These services have been offered for a length of time and have become part of the expectations of the citizenry.
3. **Specialized Services**—Benefits accrue to a small group and services are offered to augment traditional services.

Represented visually, operations and services that meet the tests of the lower end of the pyramid will be prioritized and reopened over operations and services that only meet the tests of the upper levels of the pyramid:



Attached to this report is a reopening plan for Community Services and Corporate Services which has been written using the Framework as a guide. Specific additional information for each department is below:

Community Services:

Throughout the pandemic staff have demonstrated the ability to be agile and flexible opening and closing programs and services as required following the Municipal Operations and Services Recovery Framework. Provincial, HPPH and various governing body recommendations have been followed as needed ensuring a safe and secure location for patrons to attend.

Community Services are considered traditional services that are provided to our community and is deemed a considerable community benefit within our services prioritization framework. There are a few services within the Pyramid Recreation Centre that are considered a mostly individual benefit/specialized service (i.e. canteen, bar and rentals). By focusing on the programs and services that fall within mostly to considerable community benefit this allows staff time to focus on how operations need to move forward in this new normal.

While measures have loosened there are still several regulations that need to be followed under Ontario Regulation 364/20. These are general compliance items that need to be managed including: proof of vaccination to enter the PRC (any recreation type facility); active screening; wearing a mask or face covering in a manner that covers their mouth/nose/chin; cleaning and sanitization of all spaces and of program equipment; and food services preparation/serving.

To help ensure the facility remains compliant, security will remain at the PRC and will continue as long as active screening and vaccination credentials are required.

#### Corporate Services:

##### ***Station Gallery:***

The Gallery has been operating with a capacity limit of 8, mandated face coverings, and active screening. This has worked well to date. Town staff have discussed the new capacity limits with Cameron Porteous, Curator, and he has advised that while in most cases the capacity limit of 8 is fine, there are some instances where groups of 12 – 14 are requesting access and they must come in different batches. He has requested that the Town allow for increased capacity. Cameron and his staff would manage the proof of vaccination. Active screening and face coverings would continue to be mandatory.

##### ***Events:***

The Town is fortunate to have many groups who are annually contributing and hosting events during the fall/winter season. Through conversations with the organizing groups and the Health Unit, a chart has been attached identifying each event, the lead organization, timing, and safety protocols being put in place.

Halloween will have passed by the time this report is reviewed by Council but it is worth noting that the Province of Ontario acknowledged that virtual and outdoor events remain the safest options for celebrating Halloween, it has also released guidelines for those who choose to trick-or-treat or hold gatherings on Halloween day. On Monday, November 1, residents shred their jack-o-lantern artistry with the community and do good for the environment at Pumpkins on Parade at Milt Dunnell Field.

## **FINANCIAL IMPLICATIONS**

None

## **SUMMARY**

Staff have recommended a path forward to reopening services and programs. Health and safety of patrons and staff is still a top priority. The attached plan follows the Municipal Operations and Services Recovery Framework while allowing a safe environment for all. Staff are seeking Council's review and agreement on the proposed reopening plan and timelines.

## **STRATEGIC PLAN**

☒ Not applicable to this report.

## **OTHERS CONSULTED**

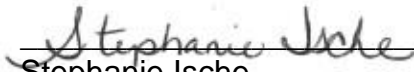
André Morin, Director of Corporate Services / Treasurer

## **ATTACHMENTS**

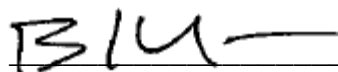
Reopening Plan

## **REVIEWED BY**

### **Recommended by the Department**

  
Stephanie Ische  
Director of Community Services

### **Recommended by the CAO**

  
Brent Kittmer  
Chief Administrative Officer

Program/Service	Current Program Status	November 15, 2021	December 1, 2021	January 2022	Critical Path Prior to Reopening
Aquatics	<ul style="list-style-type: none"> <li>For vaccinated patrons only, masks mandatory in change rooms</li> <li>Current programs: Aquafit, lane swim, swimming lessons and family swims, swim team with limited numbers</li> <li>Active screening prior to entry</li> <li>Registrations online only</li> <li>Pool hours are operating at Pre-COVID hours</li> </ul>	<ul style="list-style-type: none"> <li>Increase lane swim capacity from 4 patrons - 8 patrons</li> <li>Increase aquafit class from 14 patrons to 16 patrons per class</li> <li>Increase family swim capacity to 25 per swim</li> <li>Open all lockers in change rooms</li> <li>Keep lessons the same</li> <li>Ongoing needs assessment for all programs moving forward</li> </ul>	<ul style="list-style-type: none"> <li>Increase aquafit to 25 participants per class</li> <li>Increase participant numbers in swimming lessons where staff resources allow</li> <li>Family swim capacity increase to 30 per swim</li> </ul>	<ul style="list-style-type: none"> <li>Pool rentals resume</li> <li>Slow transition to remove parents from supporting swimming lessons</li> </ul>	<ul style="list-style-type: none"> <li>Hire 3 additional lifeguards (recruitment process underway)</li> </ul>
Canteen/Bar Services	<ul style="list-style-type: none"> <li>Closed</li> </ul>	<ul style="list-style-type: none"> <li>Closed</li> </ul>	<ul style="list-style-type: none"> <li>Closed</li> </ul>	<ul style="list-style-type: none"> <li>Open canteen and bar services in January</li> </ul>	<ul style="list-style-type: none"> <li>Health unit inspection (have connected with the Health unit)</li> <li>Hire 6-7 staff (recruitment process underway)</li> <li>Safe food handling course required for all staff working these areas (certification</li> </ul>

Program/Service	Current Program Status	November 15, 2021	December 1, 2021	January 2022	Critical Path Prior to Reopening
					<p>expires after 2 years-trying to find a course)</p> <ul style="list-style-type: none"> <li>• Equipment maintenance (equipment replacement purchasing underway)</li> <li>• Purchasing inventory</li> </ul>
Ice	<ul style="list-style-type: none"> <li>• For vaccinated patrons only, masks mandatory</li> <li>• Active screening prior to entry</li> <li>• Dressing rooms open with limited capacity</li> <li>• No showers open</li> <li>• Reduced spectators allowed</li> </ul>	<ul style="list-style-type: none"> <li>• Dressing room capacity removed</li> <li>• Full spectators permitted</li> <li>• Showers opened</li> <li>• Dressing rooms times remains the same 20 minutes before ice time, 20 minutes after due to cleaning requirements (this will continue until regulations remove extra cleaning)</li> <li>• Private ice rentals</li> </ul>			<ul style="list-style-type: none"> <li>• Hire 3 arena staff (recruitment process underway) (not up to pre-COVID compliment)</li> </ul>

Program/Service	Current Program Status	November 15, 2021	December 1, 2021	January 2022	Critical Path Prior to Reopening
Recreation	<ul style="list-style-type: none"> <li>For vaccinated patrons 12+ only, masks mandatory</li> <li>Active screening prior to entry</li> <li>Registration online only</li> </ul>	<ul style="list-style-type: none"> <li>Tiny tots, public skate (as available) and adult skates will resume</li> <li>Badminton is ready to begin as soon as school allows community use</li> <li>Ongoing needs assessment for all programs moving forward</li> </ul>		<ul style="list-style-type: none"> <li>Reassess other adult recreation opportunities</li> </ul>	
Rentals are broken into: 1) Essential services 2) Specialty rentals	1. Essential services such as - Health related/food security rentals include blood donor clinics, vaccination clinics, flu clinics, school vaccination programs and farmers market	<ul style="list-style-type: none"> <li>Continue service in current state</li> </ul>	<ul style="list-style-type: none"> <li>Continue service in current state</li> </ul>	<ul style="list-style-type: none"> <li>Continue service in current state</li> </ul>	<ul style="list-style-type: none"> <li>Health unit inspection of kitchen services</li> <li>Safe food handling course</li> <li>Hire 3 arena staff (recruitment process underway) (not up to pre-COVID compliment)</li> </ul>

Program/Service	Current Program Status	November 15, 2021	December 1, 2021	January 2022	Critical Path Prior to Reopening
	2. Specialty rentals include, Christmas parties, birthday parties, weddings, anniversaries, banquets, funerals and craft/vendor show etc.	<ul style="list-style-type: none"> <li>Continue service in current state</li> <li>Begin to explore what it looks like to offer rentals</li> </ul>	<ul style="list-style-type: none"> <li>Funeral rentals to resume if managed by a funeral home following all Ontario Regulations (no food or bar service at this time)</li> </ul>	<ul style="list-style-type: none"> <li>User group functions (i.e. sports group meetings/dry land) to resume, regular monthly rentals to resume (i.e. weight watchers)</li> <li>Reassess other larger rentals as enquiries come forward, work with groups to plan how to offer rentals in the new post pandemic reality</li> </ul>	<ul style="list-style-type: none"> <li>Health unit inspection of kitchen services</li> <li>Safe food handling course for staff working kitchen/food programs</li> <li>Hire 3 arena staff (recruitment underway) (not up to pre-COVID compliment)</li> </ul>
Senior Services	<ul style="list-style-type: none"> <li>For vaccinated patrons only, masks mandatory</li> <li>Active screening prior to entry</li> <li>Limited capacity in all programs as per regulations and to allow social distancing</li> <li>Virtual and telecommunications programs</li> </ul>	<ul style="list-style-type: none"> <li>Gradual increase in participant numbers in select programs (i.e. exercise programs)</li> <li>Continue virtual programs if the need is there</li> <li>Ongoing needs assessment for all programs moving forward</li> </ul>	<ul style="list-style-type: none"> <li>Gradual increase in participant numbers in select programs</li> <li>Slow return to programs that have not returned yet (i.e. some card programs, quilting)</li> </ul>	<ul style="list-style-type: none"> <li>Offer programs that have not been offered during the pandemic i.e: <ul style="list-style-type: none"> <li>a) Indoor dining programs to resume in the Spring 2022</li> <li>b) In person fundraising Spring 2022 (i.e scrap-a-thon)</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Re-engage and recruit volunteers to pre-COVID compliment</li> </ul>



Program/Service	Current Program Status	November 15, 2021	December 1, 2021	January 2022	Critical Path Prior to Reopening
				<ul style="list-style-type: none"> <li>c) Music Jamboree Spring 2022</li> <li>d) Pepperama/euchreama Spring 2022</li> <li>e) Travel club Spring 2022</li> <li>• Telecommunications programs will end in the Spring 2022</li> </ul>	
Youth Services	<ul style="list-style-type: none"> <li>• Vaccination required for all participants in Youth Services 12+, masks mandatory</li> <li>• Active screening prior to entry</li> <li>• Online registration with limited drop in</li> </ul>	<ul style="list-style-type: none"> <li>• VIP pregame program for youth grades 7-10 partnership with Lincolns</li> <li>• Youth centre numbers will remain 22 participants</li> <li>• GOALS is not in person currently but is financially supporting the nutrition program at Little Falls</li> <li>• Ongoing needs assessment for all programs moving forward</li> </ul>	<ul style="list-style-type: none"> <li>• Reassess participation numbers</li> </ul>	<ul style="list-style-type: none"> <li>• Reassess participation numbers</li> <li>• March Break camp will be offered</li> <li>• Reassess other youth programming opportunities</li> </ul>	

Program/Service	Current Program Status	November 15, 2021	December 1, 2021	January 2022	Critical Path Prior to Reopening
Child Care	<ul style="list-style-type: none"> <li>Reduced numbers in all classrooms and increased cleaning requirements, mandatory mask/eye protection for staff</li> </ul>	<ul style="list-style-type: none"> <li>Continue service in current state</li> </ul>	<ul style="list-style-type: none"> <li>Continue service in current state</li> </ul>	<ul style="list-style-type: none"> <li>Gradual increase in numbers</li> </ul>	
EarlyON	<ul style="list-style-type: none"> <li>Vaccination required for all participants 12+, masks mandatory</li> <li>Active screening prior to entry</li> <li>Limited capacity as per regulations and to allow social distancing</li> <li>Registration required</li> </ul>	<ul style="list-style-type: none"> <li>Continue service in Current state</li> </ul>	<ul style="list-style-type: none"> <li>Increase programs to 5 days a week</li> </ul>	<ul style="list-style-type: none"> <li>Gradual transition to increase capacity to alleviate waitlists</li> </ul>	
Museum	<ul style="list-style-type: none"> <li>Museum open for drop-in visitors at 50% capacity. Vaccination is not required, masks mandatory, passive screening.</li> <li>Archives open by appointment. Vaccination is not</li> </ul>	<ul style="list-style-type: none"> <li>Continue service in current state.</li> </ul>	<ul style="list-style-type: none"> <li>Reintroduce indoor programs (seminars) for vaccinated patrons only, pre-registration.</li> <li>Reintroduce events (Christmas Open House) – pre-registration,</li> </ul>	<ul style="list-style-type: none"> <li>Consider increasing research appointment capacity.</li> </ul>	<ul style="list-style-type: none"> <li>Staff training</li> <li>Volunteer recall</li> </ul>

Program/Service	Current Program Status	November 15, 2021	December 1, 2021	January 2022	Critical Path Prior to Reopening
	<p>required, masks mandatory, active screening.</p> <ul style="list-style-type: none"> <li>• Outdoor programs with 25-person limit, active screening.</li> </ul>		<p>vaccinated patrons only, no food served.</p>		

## Corporate Events:

The following events are scheduled to occur this fall which the Town has been involved with or consulted on:

Events	Lead Organization	Date of Event	Safety Measures
Remembrance Day	<ul style="list-style-type: none"><li>Town of St. Marys</li></ul>	Nov. 6 Nov. 11	<ul style="list-style-type: none"><li>Nov. 6 – signage to encourage social distancing while waiting for flags, staff and volunteers (Legion/ANAF) to be fully vaccinated and masked.</li><li>Nov. 11 – limited participation from the public (no placing of wreaths), participants will be masked. Public encouraged to watch FB live-stream rather than attend in public. In-person attendees encouraged to social distance and wear masks.</li></ul>
Merchants Open House	<ul style="list-style-type: none"><li>BIA</li></ul>	Nov. 19-21	<ul style="list-style-type: none"><li>event spread over three days to space out attendance,</li><li>social distancing/masking sandwich boards on street,</li><li>in-store customers must abide by public health directives</li></ul>
WinterLights	<ul style="list-style-type: none"><li>Town of St. Marys</li></ul>	Nov. 19 -Jan. 2	<ul style="list-style-type: none"><li>Official lighting ceremony to occur live on social media so reduce gathering.</li><li>No horse-drawn wagon rides.</li></ul>

Santa Claus Parade	<ul style="list-style-type: none"> <li>• Kinsmen Club</li> </ul>	Nov. 27	<ul style="list-style-type: none"> <li>• Participants on floats must wear masks</li> <li>• No freebies/handouts</li> <li>• Route to be lengthened</li> <li>• WinterLights lit on a separate night to discourage large crowds downtown</li> <li>• Front Porch Show will do some kind of parade coverage.</li> </ul>
Holiday Tour	<ul style="list-style-type: none"> <li>• Town of St. Marys</li> </ul>	Launches Nov. 29	<ul style="list-style-type: none"> <li>• A map of well-decorated homes is provided to the public via Driftscape or download. Tour can be done at any time by individuals and only by vehicle.</li> </ul>
New Year's Eve Fireworks	<ul style="list-style-type: none"> <li>• Rotary Club</li> </ul>	Dec. 31	<ul style="list-style-type: none"> <li>• Fireworks to be set off from Trestle to increase visibility so no need to gather downtown or at Milt Dunnell Field to view.</li> <li>• Show will be live-streamed on Facebook.</li> </ul>

# FORMAL REPORT

<b>To:</b>	Mayor Stratthdee and Members of Council
<b>Prepared by:</b>	Jed Kelly, Director of Public Works
<b>Date of Meeting:</b>	9 November 2021
<b>Subject:</b>	<b>PW 76-2021 Forestry Management Policies Summary</b>

## PURPOSE

The Town of St. Marys has established policies regarding the enhancement, management, and protection of the urban forest. The Town's management and protection of the St. Marys urban forestry and its private property and public property canopy received a significant amount of attention throughout the summer of 2021.

The Town's Planning Advisory Committee and Green Committee each reviewed the Town's existing policies to ensure they continue to reflect the current needs of the urban forest, and to discuss comments and recommendations that have been received by the Town from members of the community.

This report will bring forward the respective Committees' recommendations to Council.

## RECOMMENDATION

**THAT** PW 76-2021 Forestry Management Policies Summary report be received; and

**THAT** Council accepts the following recommendations from the Green Committee related to forestry management for both public and private properties:

- Develop education campaigns related to forestry management for both public and private properties;
- Develop subsidized tree programs for private property;
- Amend the Forestry Management Plan's "Appendix E: Tree Planting Locations" to consider existing residential areas with a reduced amount of shading; and,
- Amend Section 2.3 of the Town's Forestry Management Plan to include more robust language regarding the circumstances under which trees can be removed on public property; and

**THAT** Council request the Green Committee to investigate and report back on the initiatives as recommended.

## BACKGROUND

In June, members of the community expressed concerns related to the removal of trees on private lands. This event led to a robust public conversation on social media discussing the St. Marys urban forest and how the Town intends to maintain, enhance, and protect the Town's urban forest. Letters were submitted to both Council and the Green Committee outlining public concerns and providing recommendations to the Town regarding how the Town can address their concerns.

At the July 27, 2021, Regular Council meeting, Council passed the following resolution:

**Resolution: 2021-07-27-08**

**Moved By** Councillor Pridham

**Seconded By** Councillor Luna

**THAT** the correspondence from residents of Wilson Court regarding an amendment to the Town's Zoning By-law be received; and,

**THAT** staff report back on the process, timelines, and implications of amending the Town Zoning By-law to include buffering for residential zones, including the R3-16 zone; and,

**THAT** staff reports back on the Town's tree management policies for private and public property.

**Carried**

The topic of Forestry Management was discussed by two of Council's Advisory Committees: the Green Committee as it relates to the Forestry Management Plan, and the Planning Advisory Committee as it relates to buffering. The "Report" section below will detail what was presented to each Committee, and their discussion.

## **REPORT**

### **PART I: GREEN COMMITTEE DISCUSSION**

The Green Committee met on September 22, 2021. The purpose of the meeting was to discuss the Forestry Management Plan and its supplemental policies along with concerns from members of the public to determine if further evaluation is required.

Town staff presented PW 72-2021 "Town of St. Marys Forestry Management Policies", along with a supplemental PowerPoint presentation to help guide the conversation.

The followings section will outline what was presented to the Green Committee:

#### **Part 1.1: Adopting a Forestry Management Plan:**

*The Modernizing Ontario's Municipal Legislation Act, 2018* (Bill 68) received Royal Assent on May 30, 2017. The *Act*, among other necessities, required municipalities to adopt a policy to describe the manner in which the municipality will protect, and enhance the tree canopy and natural vegetation in the municipality, with the policy being in place by March 1, 2019.

On July 17, 2018, Town staff brought forward a report to the Strategic Priorities Committee to facilitate discussion and receive guidance regarding a forestry management by-law's goals, objectives, and criteria for public and private trees. At the time, the Strategic Priorities Committee was of the position that the removal of trees on private property should be addressed through the planning process within the newly proposed Site Alteration By-law, and that the Forestry Management Plan will consider public trees only.

After public consultation, Town staff brought forward the final draft of the Forestry Management Plan to Council on October 30, 2018, where the Plan was adopted by Council, passing the following motion:

**Resolution 2018-10-30-17**

**Moved By** Councillor Osborne

**Seconded By** Councillor Craigmile

**THAT** PW 61-2019 Forestry Management Plan be received; and,

**THAT** Council approve By-law 85-2018 to adopt a Forestry Management Plan; and

**THAT** staff be directed to review the species list to better determine tree suitability and placement; and,

**THAT** the proposed Green Committee pursue community engagement and education opportunities regarding the urban forest.

The Forestry Management Plan (FMP) can be found on the Town's website: [Publications, Reports and Plans - Town of St. Marys \(townofstmarys.com\)](http://townofstmarys.com/Publications, Reports and Plans - Town of St. Marys)

Some key highlights from the FMP:

- Maintenance:
  - Implementation of a quadrant pruning program, the benefits of implementing a cyclical maintenance schedule include:
    - Maximization of life span and associated benefits of the tree by performing an assessment on a four-year rotation;
    - Reduce the impact of severe weather events;
    - Lower liability risks associated with hazardous trees that may cause bodily harm or property damage.
  - Routine Maintenance Activities
    - Frequent inspections of all Town areas to monitor for dead or dying trees;
    - Significant maintenance of young trees, including staking, water, wrapping and pruning;
    - Minor pruning to ensure sightlines and overhead clearances are maintained;
    - Storm damages clean up.
  - Inspection Requests
    - Address concerns from residents via the Work Order System.
- Enhancement:
  - There is an emphasis that the Town will plant more trees, and employs a 3:1 replacement ratio
  - Efforts will be made to ensure the right tree is selected for each location, providing consideration to determinants like tree function, form and size, site condition and human activities
  - Creating assigned tree-planting areas to maximize the benefits of maintenance activities for a young tree
  - Create an updated tree species list to ensure a heterogenous urban forest as a means of reducing the impact of species-specific diseases and invasive insects that can adversely affect the health of trees
- Protection
  - Establishing parameters for when a tree may be removed, the Town will only remove a tree under the following circumstances:
    - The tree is dead or dying;
    - The tree causes a hazard and needs to be removed to mitigate risk;
    - Emergency work;
    - Installation or reconstruction of Town infrastructure; or,
      - As a note, during the pre-construction process staff are to consider alternative approaches limiting the removal of trees
    - At the discretion of the Director of Public Works, or their designate.



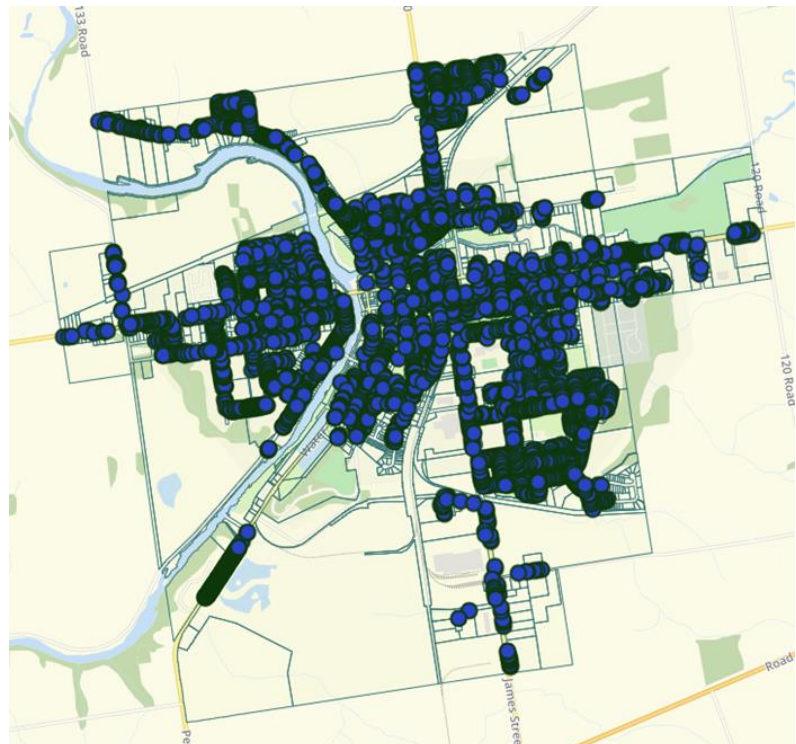
- This clause is to only be used in the most limiting of circumstances. This clause has not been used since the adoption of the FMP.
- The FMP also addresses Natural Areas, noting that a policy focused entirely on natural areas, their locations, and maintenance practices needs to be created.
- How to address Invasive Species
- Community Engagement Programs like Tree Donations (policy has been amended) and public requests for boulevard trees
- Inclusion of a recommendation of developing a tree inventory to create a more data driven Forestry Management Plan (i.e., determine biodiversity and overall health of the existing urban forest, assess canopy cover etc.)

The FMP is the key document regarding trees on public property, since its adoption, supplemental policies to support the FMP have been created. The Green Committee has been an active participant in the creation of said policies:

- Sparling Bush Management Plan, 2019-2021
- Revised Tree Species List
- Tree Donation Policy.

In addition, the Public Works Department has been working with a contractor to develop a tree inventory to better understand the urban forest on public lands. To date, collection efforts have focused on street trees on public property. We anticipate that the street tree collection will be complete by the end of 2021. At such time, the Town will transition to collecting tree data for parks, open spaces, natural areas, and trails. At this time, staff can provide the following statistics for trees located in the road allowance. Please bear in mind that the data is incomplete. There are streets that have not been inventoried.

Condition Assessment	Number of Trees
Good	3522
Fair	1331
Poor	265
Dead	43
Total	5161



## Part 1.2: Public Concerns regarding the Protection, Enhancement and Maintenance

Comments have been received from the public regarding the above noted policies, those concerns have been broken down into thematic areas with some discussion regarding whether further evaluation is required.

### Theme 1: Regulation of Trees on Private Property

The *Municipality Act, 2001* confers various powers to a municipality with respect to trees:

*Subsection 135(1), the authority to prohibit or regulate the destruction or injuring of trees on public and private lands*

*Subsection 135(7), the authority to implement processes that require permits be obtained to injure or destroy trees, and impose conditions to a permit, including conditions relating to the manner in which destruction occurs and the qualifications of persons authorized to injure or destroy trees.*

Furthermore, pursuant to the *Planning Act, 1990*, the Town may make comments on trees on private lands when considering a planning application, such as a Plan of Subdivision, Site Plan Agreement, Minor Variance etc., the Town may require the Applicant to create a tree conservation and management plan which will determine which trees will be maintained, which trees will be removed and how compensation plantings will be achieved.

While developing the Forestry Management Plan, the Strategic Priorities Committee discussed enacting a by-law to regulate the destruction and injury of trees on private lands, and how permit systems can be designed. At the time, the Strategic Priorities Committee chose to not move forward with a by-law regulating trees on private property, while maintaining its powers to regulate trees when considering planning applications.

Through various pieces of correspondence, members of the public have expressed concerns related to mass removals of trees on private lands, which reduces the Town's canopy cover. Those members are advocating that the Town adopt a by-law regulating the destruction and injury of trees on private property, with some requesting that the Town adopt a moratorium on tree removals until a firm set of criteria and a permit process can be developed, applied, and enforced.

Staff have acknowledged that there are barriers that need to be overcome before proceeding with the regulation of trees on private property, those include:

- Availability of staff to implement a regulatory program and possible need for a professional arborist on staff to administer
- There is no inventory of trees on private property (difficult to enforce)
- How to determine regulatory parameters, for example:
  - Permit required based on # of trees to be removed; or,
  - Permit required based on the size of the tree to be removed.
- Storm damage removals need to be executed in a prompt manner without a permit
- Regulation of removals is not common in small municipalities (other than the regulation of woodlots).

Ultimately, staff are not in favour of introducing a tree-cutting by-law, generally, residential property owners are pro-tree and avoid unnecessary removals, more efforts should be directed towards encouraging the enhancement of the urban forest by tree planting rather than regulation.

## **Theme 2: Enhancement of the Urban Forest**

The Town's Forestry Management Plan details how the Town will continue to enhance the urban forest, the plan details an aggressive planting ratio (3:1) and planting methods that encourage the long-term viability of a young tree to ensure the continued growth of the urban forest on Town-owned lands. It is imperative that when considering proposals to increase planting requirements that the resources, both labour and material, are available to ensure the long-term health of the tree.

To address the Forestry Management Plan's requirements, the Town of St. Marys has increased the tree planting budget year over year, emphasizing the purchase of more mature trees to improve viability. On average, the Town and its partners plant approximately forty (40) boulevard trees, and one hundred (100) trees in natural areas or park settings. However, these averages will be exceeded in 2021, with the overall tree planting count to be approximately five hundred (500) trees. The Town is able to achieve this planting outcome via its own financial resources, grant funding from the TD Tree Days program, and donations from a private donor and the Rotary Club of St. Marys. The intention is to maintain the 2021 tree planting momentum in consequent years by leveraging community partnerships and launching the tree donation program.

Members of the public have offered the following recommendations to continue the enhancement of the urban forest, the methods include both community engagement methods and amendments to existing Town policies.

### Community Engagement Methods

- Coordinated Tree Planting Campaigns:
  - Memorial tree plantings (coordinate with nearby hospitals, funeral homes, churches, and businesses)
  - Honourary tree plantings for living contributors to St. Marys
  - Neighbourhood tree planting programs
  - Contests with tree prizes
  - Subsidized tree programs with utilities like Festival Hydro and Quadro
- Tree Fundraising Campaigns:
  - Placement of collection boxes at all Town events and locations, and commercial businesses
  - Campaigns addressed to homeowners and businesses
  - Contests with tree prizes

### Amendments to Existing Town Policies

- Re-consider existing replacement ratios, such as 10:1, 20:1, or 100:1 depending on the years of tree growth lost
- Mandated tree replacements on private property:
  - All newly developed residential lots, and existing lots should install a minimum of,
    - Two trees in the front yard (Town)
    - Two trees along the side yard or rear yard
    - Entrances to new developments should be considered for tree planting

- Town to consider mandated trees on commercial and industrial properties based on the size of the lot, with emphasis given to the front yard for planting
- Consider amendments to the Forestry Management Plan's "Appendix E: Tree Planting Locations" to consider existing residential areas with a reduced amount of shading, such as:
  - Church Street, south of Park Street
  - Elgin Street East and West
  - George Street between Park Street and Victoria Street
  - Jones Street and the area east of Kingsway Lodge
  - Ontario Street South, up to Elgin Street West
  - Station Street from Church Street up to Egan Avenue
  - Salina Street South
  - Tracy Street, south of Victoria Street
- Reconsider the criteria for removing a Town tree to be more restrictive:
  - The tree is dead or dying, only if,
    - All measures to save have been exhausted
    - There is some real threat to people if it remains in place that cannot be managed with a warning sign
    - It threatens the life and health of a nearby tree.
  - The tree causes a hazard and needs to be removed to mitigate risk
    - Hazard needs to be better defined and demonstrated that it cannot be managed
  - Emergency Work
    - Much more definition required
  - Installation or reconstruction of Town infrastructure
    - Much more definition required
  - At the discretion of the Director of Public Works or their designate
    - Should be removed, as it is too open to abuse

Town staff offer the following recommendations in response to the public requests:

- Consider more education campaigns around the importance of trees, and encourage tree planting on private property.
- Investigate subsidized tree programs for private property (pursue partnerships with utility companies, or offer a program like other municipalities such as Perth South)
- Amend the Forestry Management Plan's "Appendix E: Tree Planting Locations" to consider existing residential areas with a reduced amount of shading.
- Amend Section 2.3 of the Town's Forestry Management Plan to include more robust language regarding the circumstances under which trees can be removed.
- Do not pursue tree planting mandates – Town Staff are unaware of any provincial legislation that provides the Town with the authority to mandate trees on existing

properties without the existence of a planning application, or a tree removal by-law which includes replanting as a condition of the removal.

### **Theme 3: Improved Maintenance Practices for Public Trees**

The Town's Forestry Management indicates that the Town needs to "maintain better", by employing a range of maintenance activities to ensure the health of trees.

The community members have asked the Town to consider the following when maintaining trees, especially when they near their end of life:

- Understand that dead and dying trees still provide benefits to the environment and other healthy trees and wildlife
- Wait until the last possible moment before removing a tree
  - Be creative about sustaining it until replacements are established
  - Don't be too quick to solve any problems that arise by removing a tree any more than you would tear down a house because the roof was bad, or the foundation sprang a leak
  - Consider that the value of a mature tree is beyond calculation; less expensive to move the sidewalk or install a traffic obstacle or light.

In response to these comments, in natural areas dead and dying trees are maintained, and often remain untouched when dead to ensure they provide the natural benefits to the natural environment. More decisive actions are taken when dead or dying trees are in a location where they may cause harm to human life, when a dying tree poses a danger (like falling limbs that can cause harm) the tree must be removed. The removal of a tree is not taken lightly, and maintenance activities are considered before the removal. There is a cost to the removal of each tree in both environmental and budgetary impacts.

## **PART II: PLANNING ADVISORY COMMITTEE**

While the Green Committee dealt with the Forestry Management Plan, the Planning Advisory Committee discussed buffering requirements for residential zones in the Town's Zoning By-law Amendment at its October 4, 2021 meeting.

### **Part 2.1: DEV 47-2021 Review of Buffer Requirements in the Town of St. Marys Zoning**

Mark Stone presented DEV 47-2021 Review of Buffer Requirements in the Town of St. Marys Zoning By-law. The report detailed the following:

#### Town Official Plan

The lands to the west of the Wilson Court subdivision are designated Residential according to the Town's Official Plan. Section 4.1.1.3 of the Official Plan requires that:

"All proposed plans of subdivision will be carefully examined as to whether or not they will adversely affect existing amenities and the predominant character of the area in which such proposed subdivision is located. Where there is a potential for conflict between adjoining land uses, adequate landscaping, screening, and buffering provisions may be required in order to alleviate and/or eliminate any conflict".

#### Town Zoning By-law

The Residential Three Zone (R3-16) applies to the Wilson Court subdivision permitting single detached dwellings and accessory uses, buildings and structures.

The lands to the west are zoned Development Zone (RD-1) indicating that some form of residential development is contemplated in the future for these lands, however timing for development and development standards (i.e. housing type and density) have yet to be determined. Until such time, only existing uses are permitted on these lands and no specific buffering requirements have been established.

The Residential Zone Five (R5) and Residential Zone Six (R6), that permit uses such as apartments and senior citizen housing, both require a planting

strip “in accordance with the provisions of Section 5.25 where an interior side or rear lot line of a lot being developed for apartment dwelling purposes abuts a lot that is:

- (a) in a Residential Zone or a Residential (-H) Zone.
- (b) used for residential purposes;
- (c) used for a non-residential purpose and on which no planting strip exists adjacent to the mutual lot line”.

The Zoning By-law defines a planting strip as “an opaque visual barrier formed by a row of trees or a continuous unpierced hedgerow of evergreens or shrubs having a minimum width of 1.5 metres”.

Section 5.25 of the Zoning By-law sets out the following requirements for required planting strips:

#### “5.25 Planting Strip

A required planting strip shall be located in proximity to the lot line or portion thereof, on which such planting strip is required. A planting strip may be located in any yard except within a daylight or sight triangle or in such a manner as to impede or obscure the vision of the operator of a motor vehicle travelling on an adjacent street.

##### 5.25.1 Requirements

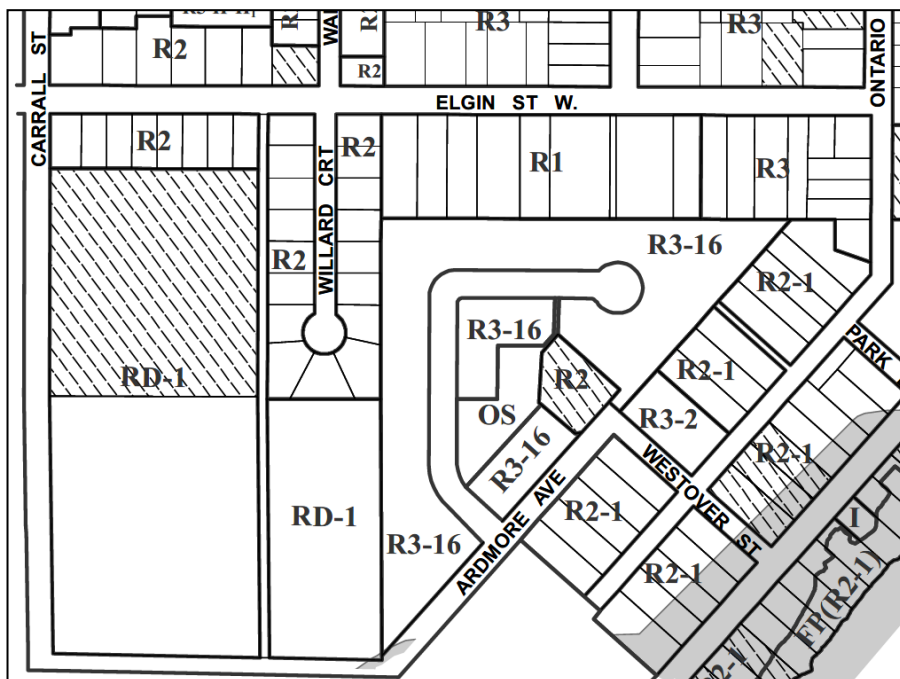
The minimum height of trees, evergreens, and shrubs in a planting strip at the time of planting shall be 1.0 metres and they must be of such a species or type so as to achieve a minimum height of 2.0 metres at maturity and shall have a minimum width of 1.5 metres.

##### 5.25.2 Driveways and Walkways

In all cases where ingress and egress driveways and walkways extend through a planting strip, it shall be permissible to interrupt the planting strip within 3.0 metres of the edge of such driveway or within 1.5 metres of the edge of such walkway.

##### 5.25.3 Alternatives

Subject to site plan approval and the registration of a site plan agreement, a solid fence may be considered as an alternative to a planting strip. Where a solid fence or wall is deemed appropriate and is approved by the Corporation, such fence or wall must have a minimum height of 2.0 metres, be of a type and/or construction as is set out in the site plan agreement,



and the remaining portion of the 1.5 metres wide planting strip which is not used for the physical location of the fence shall be maintained as landscaped open space”.

### Significant Woodlands

Section 3.9.2.2 of the Official Plan states that “development and site alterations within significant wood lands shall not be permitted unless the proponent of development can demonstrate that there will be no negative impacts on the ecological function of the wood land”. Section 4.1.1.7 states that when reviewing proposed plans of subdivision, “all unique natural assets, including topographic features of vegetation such as groves of trees, and mature individual trees, should be preserved to the greatest extent possible”.

Proposed amendments to the Town’s Official Plan are being considered including the identification of significant woodlands on an Appendix to the Plan and policies prohibiting development and site alteration “unless the development is supported by an environmental impact study or other appropriate study to assess the impact of development and that there will be no negative impacts on the ecological function of the wood land and as much of the wood land, as possible, is to be preserved and enhanced. Council may, as a condition of development approval, require the replacement of wood land equal to three times the area that is destroyed by the development or site alteration” (3.9.3.3).

Adoption of the new Official Plan is targeted for early 2022 with final approval by the Province by the Spring of 2022. Section 34(1) of the *Planning Act* permits Councils of local municipalities to pass Zoning By-laws for a variety of reasons including for the protection of natural features and areas as follows:

- “3.2 For prohibiting any use of land and the erecting, locating or using of any class or classes of buildings or structures within any defined area or areas,
- i. that is a significant wildlife habitat, wetland, woodland, ravine, valley or area of natural and scientific interest,
  - ii. that is a significant corridor or shoreline of a lake, river or stream, or
  - iii. that is a significant natural corridor, feature or area.”

Upon approval of the Town’s new Official Plan, the Town will consider changes to the Zoning By-law to implement policies related to the identification and protection of significant woodlands.

### Buffering Requirements

A review of other zoning by-laws reveals approaches in other municipalities similar to St. Marys wherein buffering and/or planting strips are required along the rear or interior side yards on lands where there is non-residential or higher density development abutting residential lands.

It is also noted that Section 41(7)(a) of the *Planning Act* permits a municipality to require an owner to agree to certain conditions of site plan approval including, but not limited to, “6. Walls, fences, hedges, trees, shrubs or other groundcover or facilities for the landscaping of the lands or the protection of adjoining lands”. And Section 7.6.2 of the Official Plan states that:

“The objectives and/or purposes of using site plan control are to ensure a high standard of development to ensure land use compatibility within the Town of St. Marys. The provision, maintenance, and regulation of certain on-site features (such as landscaping, tree planting, parking and loading areas, grading, and drainage), pursuant to the provisions of Section 41 of the *Planning Act*, RSO 1990 are seen as a means of achieving the above noted objectives and/or purposes”.

The Town’s Official Plan requires buffering to address potential compatibility issues with new and existing development areas, and the *Planning Act* provides the Town with the ability to require buffering measures as a condition of site plan approval. While the Town’s Zoning By-law does contain requirements for buffering with non-residential and higher density residential development, there may

be the opportunity to review the Town's requirements further. For example, the Town could consider an increase to the width of required planting strips (from 1.5 metres to 3.0 metres) to ensure there is adequate room for appropriate landscaping and buffering.

If the Town were to initiate a Zoning By-law Amendment to update buffering requirements in the Town, it is estimated that the process would take between three and four months depending on any study requirements and issues to be addressed.

### **Part III: Committee Recommendations**

#### **Green Committee**

Throughout the Green Committee meeting, and during the report presentation the Committee sought clarification regarding various operational practices as it relates to Forestry Management.

There was consensus among the Committee Members that the Town should not pursue a tree regulation by-law, and instead, should continue to educate the community on the importance of trees and encourage the enhancement of the urban forest on public and private lands.

The Committee passed the following resolution:

***Resolution: GC-2021-07-5***

***Moved By Fred Stam***

***Seconded By Katherine Moffat***

***THAT PW 72-2021 Town of St. Marys Forestry Management Policies report be received for information; and,***

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

***THAT the Town launch education campaigns related to forestry management for both public and private properties;***

***THAT the Town investigate subsidized tree programs for private property;***

***THAT the Town amend the Forestry Management Plan's "Appendix E: Tree Planting Locations" to consider existing residential areas with a reduced amount of shading; and,***

***THAT the Town amend Section 2.3 of the Town's Forestry Management Plan to include more robust language regarding the circumstances under which trees can be removed.***

***Carried.***

The committee's recommendation is supported by Town staff and is being presented as the staff recommendation for PW 76-2021. Should this be approved, next steps would include working with the Committee to evaluate the above items (i.e., is a subsidy program feasible and what is the cost of such a program, or determine where boulevard tree planting is required), and then seek Council approval.

#### **Planning Advisory Committee**

The Planning Advisory Committee discussed that the public concern is not buffering between residential uses, rather, the mass removal of trees on private property.

After deliberation, the Planning Advisory Committee chose to not provide a recommendation to Council on the matter of buffering.

The Committee passed the following resolution at its meeting:

***Moved By Councillor Hainer***

***Seconded By Susan McMaster***

***THAT DEV 47-2021 Review of Buffer Requirements in the Town of St. Marys Zoning By-law report be received for information purposes.***



## FINANCIAL IMPLICATIONS

None at this time.

## SUMMARY

The manner in which the Town protects, enhances and maintains the urban forest has been a topic of discussion throughout 2021. Council's advisory committees, the Green Committee and the Planning Advisory Committee have discussed the topic in detail.

After review, the Green Committee's position is that the Town should not pursue a tree regulation by-law, and agreed that some updates to the Forestry Management Plan should be considered (as reflected in the recommendation of this report.) The Planning Advisory Committee did not make a recommendation with respect to buffering.

## STRATEGIC PLAN

- ☒ This initiative is supported by the following priorities, outcomes, and tactics in the Plan.
  - Pillar #4 Culture and Recreation:
    - Outcome: St. Marys' parks are not only a prized asset, they are also a natural gathering place that can be optimized and incorporated into enhancing the cultural profile of St. Marys.
    - Tactic(s): Investigate implementing a forestry and tree management policy for the Town.

## OTHERS CONSULTED

Morgan Dykstra, Public Works and Planning Coordinator

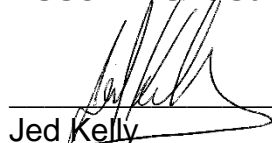
Mark Stone, MLS Planning Consultants


## ATTACHMENTS

None.

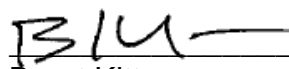
## REVIEWED BY

### Recommended by the Department

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

  
\_\_\_\_\_  
Grant Brouwer  
Director of Building and Development

### Recommended by the CAO

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



## FORMAL REPORT

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

**Prepared by:** Jed Kelly, Director of Public Works

**Date of Meeting:** 9 November 2021

**Subject:** **PW 77-2021 Consideration of a Vision Zero Approach in St. Marys be received**

### PURPOSE

The purpose of this report is to present the Council with a recommendation from the Community Policing Advisory Committee on the concept of Vision Zero and the feasibility of adopting a Vision Zero approach in St. Marys.

### RECOMMENDATION

**THAT** PW 77-2021 Consideration of a Vision Zero Approach in St. Marys report be received; and

**THAT** Council accepts the recommendation from the Community Policing Advisory Committee and direct staff to develop a transportation network safety plan to address apparent safety issues; and,

**THAT** Council continue to monitor the status of Bill 185, *Vision Zero Strategy Act*, 2020.

### BACKGROUND

A series of resolutions have been made by both the Community Policing Advisory Committee ("CPAC"), and Town Council with respect to speed limits in St. Marys.

The conversation was initiated at the March 2019 CPAC meeting when the following recommendation was made by the Committee:

**March 2019: 9.1.3 Reducing Speed Limit in the Downtown Core to 40 km/h (P. Dunseith)**

***Moved By Paul Dunseith***

***Seconded By Doug Diplock***

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

***THAT Council approve a speed limit reduction between St. John Street and Ingersoll Street along Queen Street from 50 km/h to 40 km/h.***

**CARRIED**

Council received CPAC's recommendation at its regular Council Meeting on April 9, 2019. Council discussed and passed the following motion:

***Resolution 2019-04-09***

***Moved by Councillor Pridham***

***Seconded By Councillor Hainer***

***THAT staff be directed to report back on the proposal to reduce the speed limit from 50 km/h to 40 km/h along Queen Street between St. John Street and Ingersoll Street.***

**CARRIED**

In addition to considering speed limit reductions on Queen Street, Council enlarged the scope of the investigation to include additional locations:

**Resolution: 2019-08-27-29**

**Moved By** Councillor Hainer

**Seconded By** Councillor Winter

**THAT** staff research and report on the new provincial rules regarding 40 km/h speed limits in urban areas; and,

**THAT** staff research and report on adopting 60 km/h for the following:

- James Street South at Given Road to 80 km/h zone
- Water Street South at 585 Water Street South to 80 km/h zone

**THAT** the report be shared with the Community Policing Advisory Committee for a recommendation back to Council

**CARRIED**

At the October 16, 2019 CPAC meeting the Public Works Department brought forward two staff reports to address the above resolutions:

- PW 67-2019 Queen Street Speed Limit Reduction to 40 km/h; and,
- PW 68-2019 Establishing Designated Speed Reduction Areas.

The staff reports referred to an emerging road traffic safety project that aims to achieve a highway system with no fatalities or serious injuries involving road traffic, known as Vision Zero.

During the meeting CPAC came to a consensus that it was their goal to provide for a safe road network for all of the Town and agreed that a preferred course of action would be to consider a comprehensive approach rather than choose road by road.

The Committee discussed the merits of a Vision Zero approach in St. Marys and determined this may be the preferred comprehensive approach to move the matter of road and pedestrian safety forward.

As such, the Committee made the following recommendation:

**October 2019: 7.4 PW 67-2019 Establishing Designated Speed Reduction Areas**

**Moved By** Doug Diplock

**Seconded By** Paul Dunseith

**THAT** the Community Policing Advisory Committee recommends to Council:

**THAT** Council investigates a Vision Zero approach in St. Marys; and,

**THAT** Council direct the Community Policing Advisory Committee to research the key aspects of that approach that would be applicable to the Town.

**CARRIED**

The purpose of this report is to address CPAC's October 2019 resolution, providing a more robust explanation of the Vision Zero approach, and its applicability in St. Marys.

## **REPORT**

The following information was presented, and discussed at the October 20, 2021, Community Policing Advisory Committee meeting:

## What is Vision Zero?

Vision Zero is a safe systems approach, based on the premise that no serious injuries and fatalities within a road network are acceptable. Ultimately, human life should be prioritized over all other objectives within all aspects of the transportation system. Vision Zero understands that people make mistakes, and the transportation system needs to be designed and operated in a way that addresses human error to reach the end goal of eliminating fatalities and serious injuries.

The Swedish Transport Administration developed the concept of Vision Zero and a safe systems approach, and in 1997 the Swedish Parliament adopted the Vision Zero strategy. The safe systems approach seeks to make roads safer by slowing speeds, improving vehicle design, improving physical road elements, and developing public education programs and traffic enforcement programs. The Government of Sweden has announced that since adopting Vision Zero, the number of road accidents causing fatalities has been nearly halved despite seeing the volume of traffic increasing. Similar if not more positive trends have been observed in other communities. For example, New York City adopted Vision Zero in 2014. Since the adoption of a Vision Zero plan, the City has observed the following trends:

- 37% decrease in the number of pedestrian deaths since 2013
- 33% decrease in the number of traffic deaths (traffic deaths are the lowest they have ever been)
- Cyclist deaths are the lowest in three decades, despite more cyclists than ever on NYC roads

The premise is, by adopting a Vision Zero approach, communities can effectively work towards the goal of eliminating fatalities or serious injuries. However, the transition to this type of approach comes with considerable change and implementation effort. The Vision Zero paradigm is a significant departure from the traditional approach to road safety. The City of Toronto has developed a table to demonstrate the paradigm shift. Please see Table 1. Traditional versus Vision Zero Approach to Road Safety (Vision Zero 2.0 – Road Safety Plan Update – June 13, 2019).

*Table 1. Traditional versus Vision Zero Approach to Road Safety*

<b>Traditional Road Safety Approach</b>	<b>Vision Zero Approach</b>
Traffic fatalities are inevitable	Traffic fatalities are preventable
Crashes are caused by non-compliant road users	Humans make mistakes. The roadway system should be designed and operated so those mistakes are not deadly
Try to reduce all collisions	Prevent collisions that result in serious injuries and fatalities. No serious injuries or loss of life is acceptable
Individual road users are responsible for their own safety	Safety is a shared responsibility between those who design, operate, maintain, and use the road
Reactive to historical crashes	Proactive and systematic prioritization

Essentially, Vision Zero is built on the basis that traffic deaths and severe injuries are preventable, whereas the traditional approach concludes that all factors cannot be controlled to achieve zero traffic fatalities and serious injuries. Vision Zero does accept that the total elimination of collisions is unavoidable, acknowledging there will be errors, however, stakeholders should work towards creating a system that will prevent those errors, or limit the impact of those errors.

What is essential to understand is that for Vision Zero to be successful, the approach must be collaborative, bringing together leaders from various organizations including public health, engineering, police enforcement, and political leaders. For more information regarding how to implement Vision Zero, please see **Attachment A: Core Elements for Vision Zero Communities**.

### **Vision Zero in Canada**

In Canada, Vision Zero is a fairly new approach. In 2015, The City of Edmonton became the first Canadian community to adopt a Vision Zero Plan. The City of Edmonton's Vision Zero program is considered to be a success, and since 2015 the City has observed the following trends:

- 17% decrease in number of serious injuries
- 21% decrease in number of pedestrian injuries
- 29% decrease in number of cyclist injuries
- 26% decrease in number of motorcyclist injuries

Following the City of Edmonton, other urban centres in Canada are beginning to adopt the Vision Zero approach. In many cases, Canadian communities have not fully adopted the principle of being a Vision Zero community, rather they craft road safety documents that are seeking to work towards being a Vision Zero community.

The following communities have adopted Vision Zero approaches (as per "Making a Vision Zero Commitment in Canada by Parachute Vision Zero):

#### **Nova Scotia:**

- Halifax (2018)

#### **Quebec:**

- City of Montreal (2016)
- Trois-Rivieres (2018)

#### **Ontario:**

- City of Toronto (2016)
- City of London (2017)
- Region of Peel (2017)
- City of Brantford (2018)
- City of Mississauga (2018)
- Durham Region (2019)
- City of Kingston (2019)
- City of Hamilton (2019)

#### **Saskatchewan:**

- Saskatoon (2018)

#### **Alberta:**

- Edmonton (2015)
- Calgary (2018)
- St. Albert (2018)
- Fort Saskatchewan (2019)

#### **British Columbia:**

- Vancouver (2016)
- Surrey (2019)

In many cases, the catalyst for creating a strategic road safety document is an observed increase in the number of incidents causing injury or death, and a call from the community to adopt a Vision Zero approach. Due to the increasing number of adoption rates, more urban centres are beginning to develop their own documents. To staff's knowledge, in Ontario, no community with a population less than 100,000 have adopted the Vision Zero approach, and the current Vision Zero methods are urban centric.

The Province of British Columbia and the Province of Manitoba have adopted Provincial Vision Zero Strategies. In Ontario, the Ontario Good Roads Association (OGRA) is calling for a provincial Vision Zero strategy, and MPP Jessica Bell has introduced a Private Member's Bill on a provincial Vision Zero strategy, known as Bill 185, *Vision Zero Strategy Act*, 2020.

MPP Bell's proposal includes:

- The Minister of Transportation shall establish a Vision Zero Strategy for Ontario, in order to reduce road deaths and serious injuries to zero;
- The strategy should include, but not be limited to, the following:
  - measures to reduce deaths through road design and engineering improvements
  - the setting of safe speed limits
  - information collection and sharing
  - technological enhancements, education, and enforcement of road rules
  - measures to reduce deaths and serious injuries among vulnerable populations
- While developing the strategy there shall be a comprehensive consultation strategy

Both OGRA and MPP Bell are advocating for an umbrella approach, to ensure a standardized methodology with clear design guidelines, and the possible launch of municipal infrastructure funding programs to implement the design changes that are necessary. It is unclear if this approach will be accepted by the Provincial Government. However, due to the amount of support for the approach, it is reasonable to believe that it will be seriously considered by the Provincial legislature.

Furthermore, in June of 2021, Bill 282, *Moving Ontarians More Safely Act*, 2021 received Royal Assent. The intent of the Act is to make roads safer by:

1. Combatting street racing/stunt driving and aggressive/unsafe driving
2. Protecting vulnerable road users
3. Protecting workers on or near highways
4. Improving truck safety and industry standards
5. Strengthening provincial oversight of the towing sector

The above referenced Act is not Vision Zero but is a step in the direction towards a comprehensive Vision Zero approach. OGRA has indicated that it will continue to advocate for a comprehensive, system level approach.

### **Vision Zero Approaches and Tools**

A safe systems approach draws safety solutions from five (5) different areas, known as the “5E’s”,

1. Engineering Methods
2. Enforcement Methods
3. Education Methods
4. Engagement Methods
5. Evaluation Methods

An effective Vision Zero strategy incorporates tools from each of the five solution areas. The number of solutions required is entirely dependent on community specific safety concerns. The next section of this report will outline various tools that other communities have utilized as a component of their Vision Zero strategy.

While reviewing the tools listed below, it is important to note that (1) The tools that a community will choose will be entirely dependent on the existing transportation network, the needs of the community, and collision related data; and (2) most tools are urban centric since Vision Zero has been primarily adopted by high density urban communities.

Table 2: 5E Solutions for Consideration

(1) Engineering Methods
<ul style="list-style-type: none"> <li>• Speed Management Strategies <ul style="list-style-type: none"> <li>○ Designated Speed Reduction Areas (as per Bill 65, <i>Safe School Zones Act</i>)</li> <li>○ Community Safety Zones</li> <li>○ Traffic Calming Measures <ul style="list-style-type: none"> <li>▪ Speed humps</li> <li>▪ Chicanes</li> <li>▪ Diagonal parking</li> <li>▪ Bulb outs</li> <li>▪ Raised crosswalks</li> </ul> </li> </ul> </li> <li>• Road Design <ul style="list-style-type: none"> <li>○ Advance stop or yield lines</li> <li>○ Enhanced sharrow markings</li> <li>○ High visibility crosswalks</li> <li>○ Increase street-lighting to improve visibility in high crash locations</li> <li>○ Lane narrowing</li> <li>○ Pedestrian refuge islands and medians</li> <li>○ Separated bike lanes</li> <li>○ Restrict parking near intersections</li> <li>○ Roundabouts</li> <li>○ 2+1 road design</li> <li>○ Median barriers (cable and semi-rigid barriers like guardrails)</li> <li>○ Unobstructed visibility at intersections</li> </ul> </li> <li>• Development of Missing Sidewalk and Installation Policies (focus on installing sidewalks where they are missing to remove barriers to accessibility and complete gaps in the network)</li> <li>• Signal Hardware Uses: <ul style="list-style-type: none"> <li>○ Bicycle signals</li> <li>○ Pedestrian countdown signals</li> <li>○ Protected turns (turn pockets and signal phasing)</li> <li>○ Rapid flash beacons</li> <li>○ Automated pedestrian detection</li> <li>○ Automated cyclist detection</li> <li>○ Increase crossing times</li> </ul> </li> </ul>
(2) Enforcement Methods
<ul style="list-style-type: none"> <li>• Automated enforcement: <ul style="list-style-type: none"> <li>○ Block the box camera</li> <li>○ Failure to yield crosswalk camera</li> <li>○ Illegal turn camera</li> <li>○ Oversize vehicle camera</li> <li>○ Point to point camera</li> <li>○ Red light camera</li> <li>○ Speed camera</li> </ul> </li> </ul>

<ul style="list-style-type: none"> <li>• Convene regular meetings of transportation leaders and the police department to review traffic safety performance and determine strategies for improvement</li> <li>• DUI checkpoints</li> <li>• High visibility enforcement</li> <li>• Increase enforcement against dangerous moving violations (speeding, failing to yield to pedestrians, signal violations, improper turns/illegal turns, phoning/texting while driving)</li> </ul>
(3) Education Methods
<ul style="list-style-type: none"> <li>• Bike and safety/crosswalk ambassadors</li> <li>• Helmet focused education</li> <li>• Mass media/communication education campaign focused on pedestrian awareness, bike safety, and/or speeding</li> <li>• Measures to increase the conspicuousness of bicyclists (promotion of reflector vests, lights etc.)</li> <li>• Outreach to schools to educate students on bike/pedestrian/traffic safety</li> <li>• Targeted education/outreach to high priority areas</li> <li>• Training for senior citizens on walking and biking</li> <li>• Update officer and town staff training to reflect new safety priorities and regularly conduct trainings</li> <li>• Website dedicated to bike/pedestrian safety issues and concerns</li> </ul>
(4) Engagement Methods
<ul style="list-style-type: none"> <li>• Work with all relevant stakeholders: schools, public health, enforcement, community groups etc. while developing and implementing a Vision Zero Plan</li> </ul>
(5) Evaluation Methods
<ul style="list-style-type: none"> <li>• Investigate crashes that result in fatalities as well as crashes that result in critical injuries</li> <li>• Comparative data system linking social and environment factors with injury data</li> <li>• Continual, proactive monitoring and feedback gathering from the community on their safety issues and concerns</li> <li>• Engage in public health surveillance on traffic related hospitalizations and fatalities</li> <li>• Independent review/audit of safety program</li> <li>• Interagency sharing of collision and other key data</li> <li>• Publish city-wide collision report</li> <li>• Routine evaluation of effectiveness of traffic safety interventions</li> <li>• Website with relevant safety data collected in a timely manner (Example: <a href="#">Vision Zero Dashboard – City of Toronto</a>)</li> </ul>

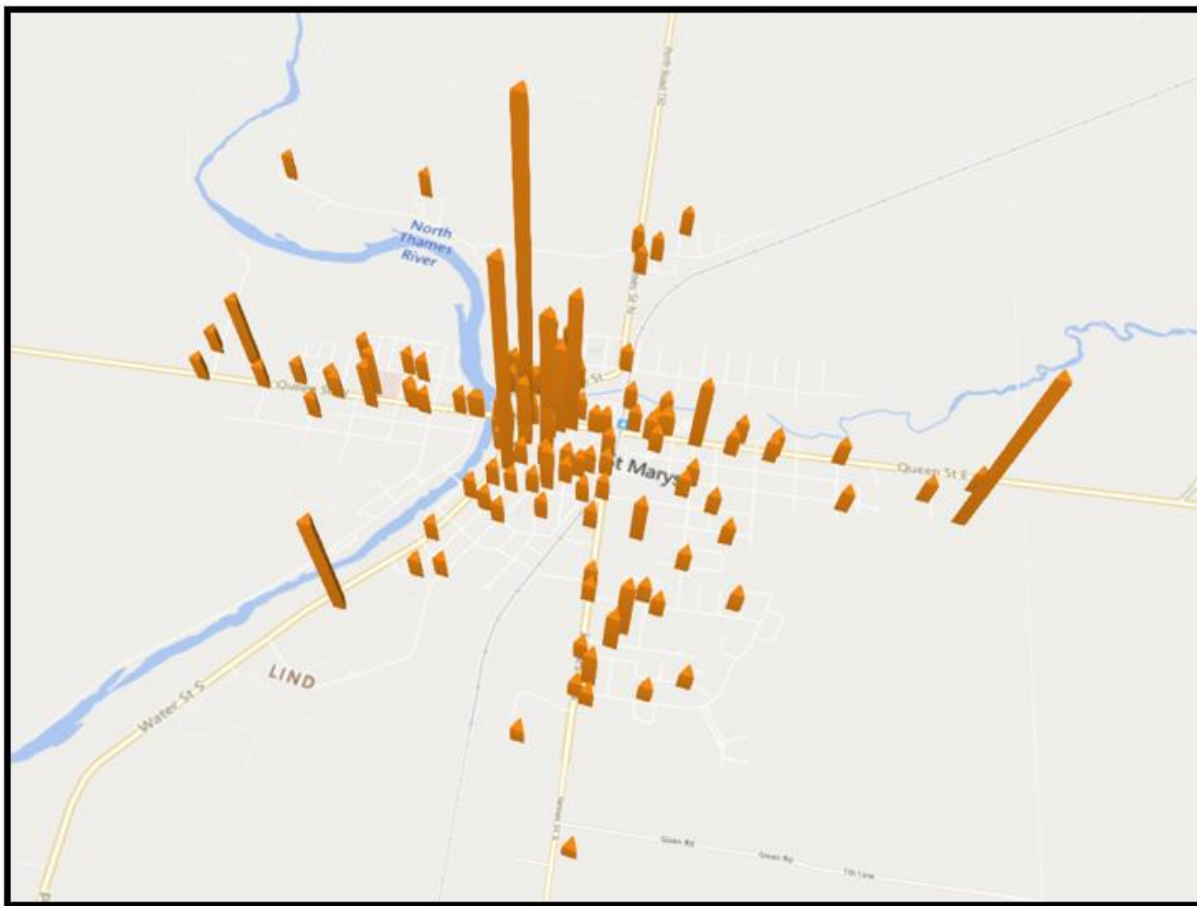
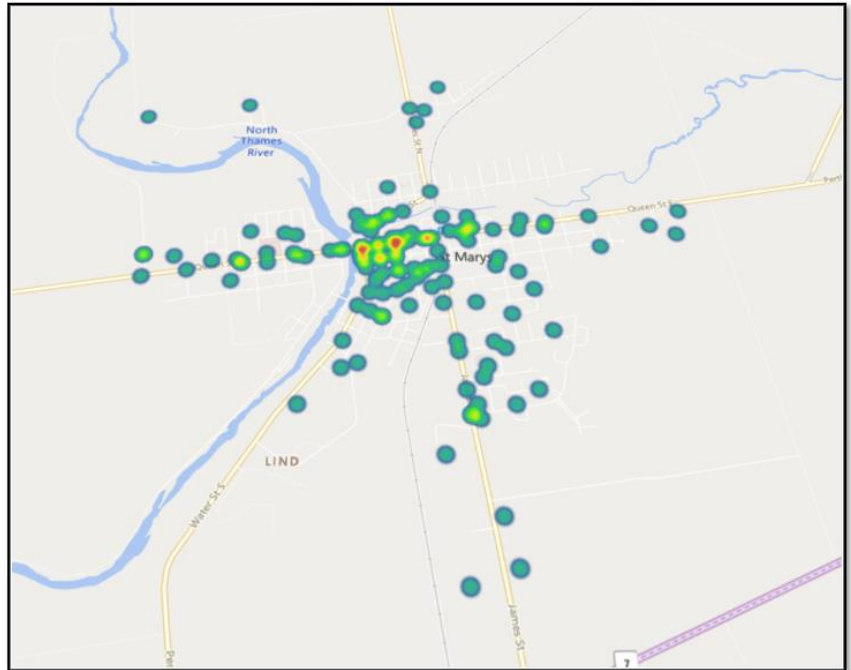
There are a range of tools that a community may deploy to create a safe systems approach as it relates to the transportation network, an effective approach will need to be a coordinated road safety strategy that employs methodologies from all of the 5E solutions.



## Motor Vehicle Collisions in St. Marys

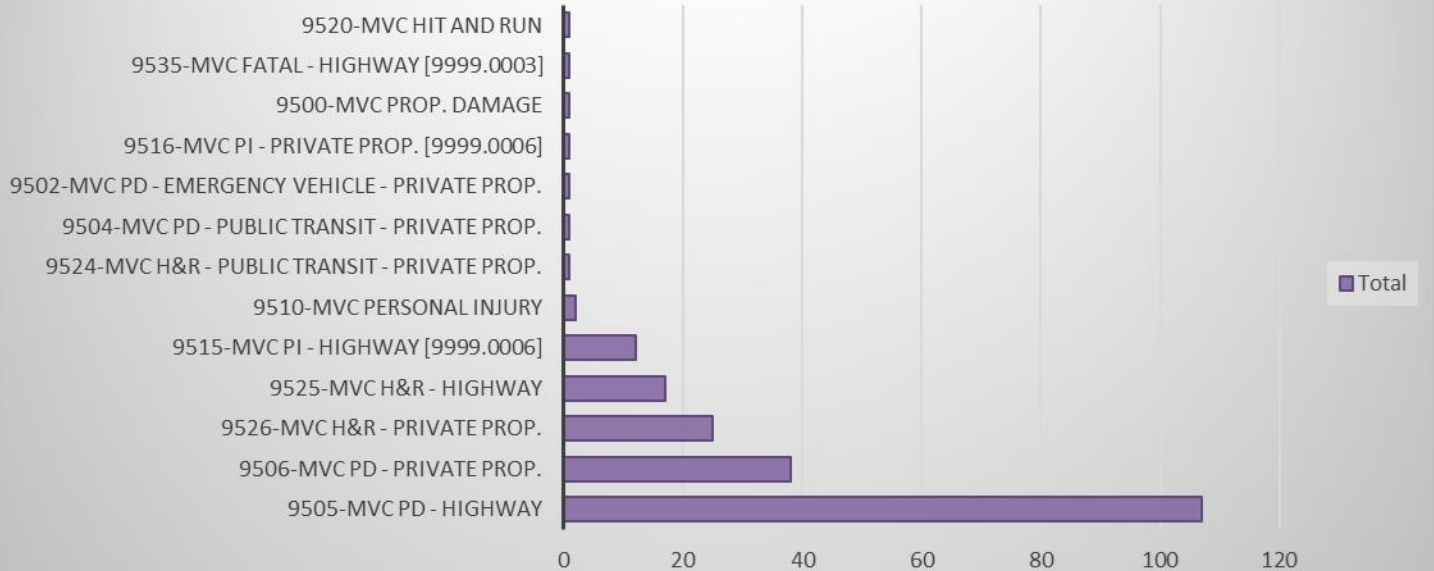
In St. Marys, the application of Vision Zero would initially start with a review of available datasets pertaining to incidents in the municipal right of way. Stratford Police Service keeps detailed records of all Motor Vehicle Collisions since the policing transition in late 2018.

In St. Marys, between November 5, 2018 and July 29, 2021 there were 208 Motor Vehicle Collisions (MVC). The statistics include MVC's on private property (private drives and parking lots). The images below, can provide a visual representation of the reported MVC locations within the Town of St. Marys boundary.



Of the 208 collisions, the Stratford Police have provided the following metrics as it relates to types of collision.

## MVC's by Type in St Marys November 2018 to July 2021



It is important to remember that the goal of Vision Zero is not to reduce the number of collisions. In fact, some concepts increase the number of minor MVC's. Vision Zero is meant to eliminate the collisions that result in serious injuries and fatalities. The relevant MVC types above that Vision Zero focuses on eliminating include:

- “9535-MVC Fatal – Highway” which represent motor vehicle collisions in the public road allowance that resulted in a fatality. There was one of these MVC's during the study period.
- “9510-MVC Personal Injury” which represents motor vehicle collisions in the public road allowance that resulted in a personal injury. There were two of these MVC's during the study period.

The Stratford Police have compiled the MVC data and have identified all locations that have had three (3) or more MVC incidents. Of those, six are on private property, and six are within the transportation network.

*Table 3. Motor Vehicle Collisions – Hot Spot Locations*

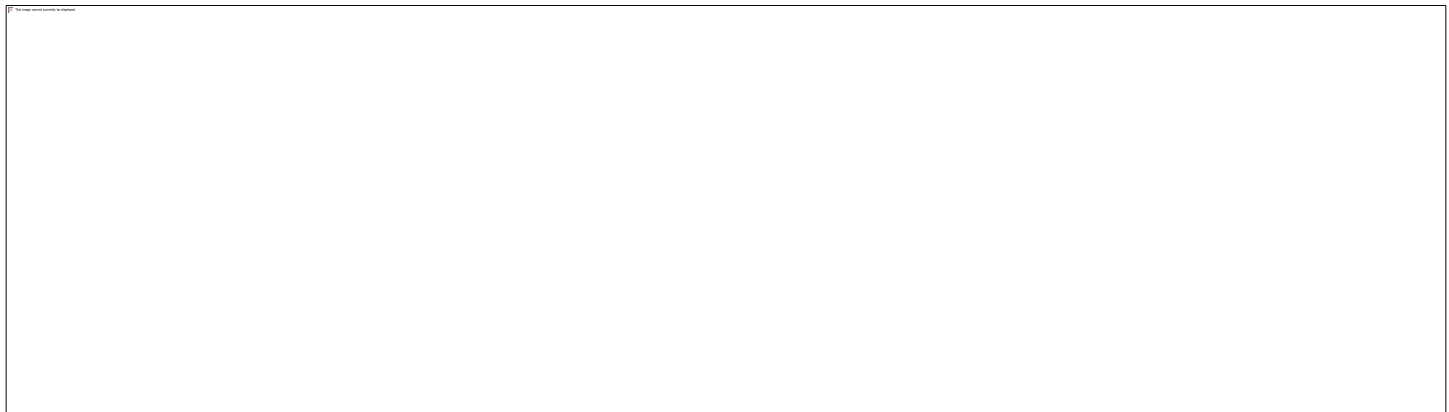
Hot Spot Locations	Number of Occurrences	Property Ownership / ROW
Queen Street East and Wellington Street North	12	Town ROW Downtown core
84 Wellington Street South	9	Partial Elgin St Parking Lot & Canadian Tire / Foodland Parking
780 Queen Street East	7	Private Independent Grocery
Queen Street East and Peel Street North	6	Town ROW Downtown Core
Church Street South and Jones Street East	6	Town ROW Downtown Core

Hot Spot Locations	Number of Occurrences	Property Ownership / ROW
425 Water Street South	5	Town Quarry ROW Area
Queen Street East and Church Street North	5	Town ROW Downtown core
190 Queen Street East	4	Private Tim Hortons
317 James Street South	3	Town PRC
485 Queen Street West	3	Private Vet Purchasing
Jones Street East and Wellington Street South	3	Town ROW Downtown core
Queen Street East and Huron Street North	3	Town ROW

By analyzing the “hot spot location” data set the following can be determined,

- 53% of collisions occurred within the transportation network, and 47% on private property
- 65% of transportation network collisions occurred on Queen Street between three intersections in the Downtown Core

Furthermore, the Stratford Police have provided an hourly collision occurrence analysis, based on this, most accidents occur between 9am and 7pm.



The data provided by the Stratford Police demonstrates some collision patterns. However, the Town lacks data related to the causality of those collisions which would ultimately determine what type of strategies are required to either a) eliminate those collisions, or b) lessen the impact of those collisions.

### **Applicability of Vision Zero in St. Marys**

Due to the scope of Vision Zero, Town Staff are of the opinion that the adoption of a Vision Zero plan be deferred until the umbrella approach has been adopted by the Provincial Government, and a comprehensive systems-level framework has been created, for the following reasons:

- Several strategies require changes to the Town’s Engineering Design Guidelines. To align with Vision Zero, a comprehensive review of the Guidelines needs to be completed. Design

assumptions can be made regarding Vision Zero approaches; however, engineered recommendations are required before being considered.

- For the implementation of various Vision Zero strategies, changes to the Ontario Provincial Standards Specifications (“OPSS”) and Ontario Traffic Manual (“OTM”) are required. Larger urban centers can adopt some of the Vision Zero approaches since they meet specific vehicular or pedestrian volumes, whereas smaller centers do not. Furthermore, most design standards prioritize traffic movement, and have limited consideration as it relates to more vulnerable users (i.e., pedestrians, cyclists, etc.), and therefore, do not align with the existing specifications.
- The implementation of Vision Zero strategies can be costly, both in terms of infrastructure capital upgrades and human capital required to implement the strategies. The Town does not have unlimited funds so it needs to assess if the Vision Zero strategies are a priority for the reallocation of funds from other services.
  - There are capital costs involved in the re-construction of a roadway, reconfiguration of intersections, illumination studies, purchase of red-light cameras, etc. The capital investments for Vision Zero must be weighed against the existing asset deficit and long-term capital forecasting.
  - All the 5E’s require human capital to deploy the strategies. Most importantly is the requirement for enforcement. Should the Town adopt strategies like new speed limit areas or increase monitoring of dangerous driving violations like failing to yield to pedestrians, signal violations, improper turns/illegal turns, phoning/texting while driving, the existing policing complement will need to re-direct their activities to transportation network violations, as opposed to other priorities. Similarly, the engagement, education and evaluation strategies will require staff support for development and implementation.
- The Town has some data related to Motor Vehicle Collisions in St. Marys, however that dataset is incomplete. Currently, there are locations in Town that appear to require additional consideration (i.e., Downtown intersections), however more data is required to determine what type of consideration is necessary. To make informed decisions related to the transportation network, the Town requires more data related to the causation of collisions so it can assess the available strategies to deter collisions and ascertain which is required based on the causation data. The Town can utilize the interim period to collect better collision data, specifically, causation data.

### **Developing a Transportation Network Safety Plan for St. Marys**

Staff realize that Bill 185 remains in the evaluation stage with no definite timelines, and there is the possibility that the Province will not proceed with the proposal. Therefore, staff are recommending that during the interim period, the Town consider devising a safety plan that will address immediate needs.

The intent of this section of the report is to present conceptual ideas that may be considered with further evaluation in a St. Marys transportation network safety plan. The concepts are below.

#### **Concept 1: Data Sharing with the Stratford Police**

- The Stratford Police provide MVC data to the Town of St. Marys, including the number, the locations, timing, and type of collisions.
- To make informed decisions regarding the transportation network, the Town requires MVC causation data to determine if the existing network played a factor in the collision which would necessitate capital upgrades or policy decisions.

- Establish regular interval meetings between the Town of St. Marys staff and the Stratford Police to discuss recent collisions, to discuss causality and identify possible patterns.

#### Concept 2: Continued Evaluation of Designated Speed Reduction Zones within the Town Boundaries

- The Town can implement Designated Speed Reduction Zones, altering the speed limit to less than 50 km/h.
- MVC data demonstrates that a significant percentage of transportation network collisions occur within the Downtown Core. At the time of this report, no other areas demonstrate MVC patterns.
- The Town does not have an adequate data set to indicate that speed plays a contributing factor in the causation of collisions. Further analysis to determine causation needs to occur (information sharing with Stratford Police), in conjunction with speed monitoring (deployment of speed signs in stealth mode).

#### Concept 3: Sightline Inventory and Improvement Program

- The Town of St. Marys Zoning By-law, Z1-1997 requires that corner lot properties maintain a non-obstructed line of sight at an intersection, this is known as the “daylight or sight triangle”.
  - The triangle is 10.8 metres from the corner property stake along the property lines.
  - Obstructions between a height of 750 mm and 3.0 metres above the grade of the centre line of the street are not permitted.
- It has been observed that many properties within the Town of St. Marys are in contravention of this requirement, obstructions may include landscape plantings, hardscape features and fences. Sight impairments can play a role in the causation of collisions.
- Develop an information campaign for corner lot property owners regarding sight line triangles, to foster awareness, induce passive compliance.
  - For example, inventory all corner lot property owners and create a mailer with the relevant information. This could be done incrementally across Town.
- Should passive compliance be insufficient, consider adding sight line requirements to the Property Standards By-law for expedited enforcement.

#### Concept 4: Maintenance and Upgrading of Existing Infrastructure

- The Town of St. Marys has a range of existing infrastructure that supports the transportation network and contributes to the overall safety of its users.
- Continue to perform frequent assessments to ensure the adequacy of the infrastructure and reflect those assessments in the Town’s capital plans.
  - For example, the Town has completed a guardrail inventory and has identified and incorporated replacements into future capital plans.

#### Concept 5: Pedestrian Network Review

- Council has already expressed a desire to improve the pedestrian network infrastructure in Town. These investments include strategic network integration and servicing areas of Town that have previously been underserved.

- Council will be reconsidering the prioritization matrix and investment plan for the sidewalk network as part of the 2022 capital budget. Areas of priority include:
  - Areas where pedestrian infrastructure does not exist
  - Trail network connections
  - Corridor completion in areas of heavy use
- New or improved pedestrian crossing infrastructure will continue to be considered on a case-by-case basis. However, the vehicular and pedestrian volumes are too low in St. Marys to meet the Ontario Traffic Manual warrant requirements so any improvements would need to be of particularly community interest or meant to service a vulnerable population.

#### Concept 6: Review Existing Usage of Stop and Yield Signs

- Several traffic control devices are available to assist in the allocation of right-of-way between vehicles at an intersection, increasing level of control from a YIELD sign to a STOP sign to a full traffic signal control. The Town of St. Marys utilizes all three devices.
- The Town of St. Marys has been working towards improving its pedestrian network and expanding the trail network. In some cases, the conditions of an intersection have changed due to the presence of a new sidewalk or trail linkage. The Town should review its intersections, and future intersections to determine if the appropriate control is in place.
  - For example, the Waterloo Street and Rogers Ave three-way intersection has a Yield sign when turning onto Waterloo Street. The condition of the intersection has changed, where a sidewalk has now been installed along Waterloo, due to the presence of pedestrians; should a stop sign be installed?

#### Concept 7: Education

- There is a consensus that education is a key component for ensuring a safer transportation network.
- The Town of St. Marys does not have a formal education program regarding the transportation network. In the past, when adopting a new feature, such as a pedestrian crossover or community safety zone the Town would issue information to the public. Moving forward the Town should consider providing information to the community on a more regular basis.

In addition, with the adoption of Bill 282, *Moving Ontarians More Safely Act*, 2021, the Town will need to review the new legislation and determine whether there are municipal by-law implications (for example, the definition of a power-assisted bicycle has been amended by the Province).

As noted, the items listed above are just concepts that may be considered in a transportation network safety plan based on the information the Town has today. Moving forward, the Town should continue to monitor the status of Bill 185, *Vision Zero Strategy Act*, 2020, and how Bill 282, *Moving Ontarians More Safely Act*, 2021 will be rolled out to the public, and consider drafting a transportation network safety plan in the interim.

#### **CPAC Discussion Summary:**

As indicated earlier in the report, the information above was provided to the Community Policing Advisory Committee at its October 20, 2021 meeting.

Key discussion topics at the meeting included:

- Reducing speed limits may not prevent collisions, however, does have significant bearing on safety, particularly in terms of the severity of a collision.
  - As per the World Health Organization:
    - An increase in average speed of 1 km/h typically results in a 3% higher risk of a crash involving injury, with a 4-5% increase for crashes that result in fatalities
    - The relationship between speed and injury severity is particularly critical for vulnerable road users such as pedestrians and cyclists. For example, pedestrians have been shown to have a 90% chance of survival when struck by a car travelling at 30 km/h or below, but less than 50% chance of surviving an impact at 45 km/h.
- Existing datasets demonstrate that most collisions occur within the Downtown Core, and that the Town should continue to analyze this area in terms of speed and causality. The Stratford Police Services are willing to work with Town Staff to collect collision data to better determine collision causality.
- Developing a transportation network safety plan is a pro-active approach that other small communities are not considering currently.

After discussion, the Committee passed the following resolution:

**October 2021: 7.4 PW 62-2021 Consideration of a Vision Zero Approach in St. Marys**

**Moved By** Jacqui Hibbert

**Seconded By** Mayor Strathdee

**THAT** PW 62-2021 Consideration of a Vision Zero Approach in St. Marys report be received; and

**THAT** the Committee recommend to Council:

**THAT** Council consider developing a transportation network safety plan to address apparent safety issues; and,

**THAT** Council continue to monitor the status of Bill 185, Vision Zero Strategy Act, 2020.

After review, the Committee adopted the staff recommendations without alteration. Generally, the Committee agreed with staff viewpoint that Vision Zero is a large undertaking and that a standardized provincial framework would be required for smaller municipalities to effectively implement the Vision Zero approach.

With respect to reducing speed limits in St. Marys, a key point of interest for the Committee is the statistical collation of speed reduction in relation to reduced risk of serious or fatal injury. Committee members suggested a reduction of speed would represent limited impacts to road network users while effectively increasing pedestrian safety and reducing probability of serious injury or fatal accidents. Existing community safety zones in Town have offered little inconvenience to St. Marys motorists and could be expanded to additional areas or road sections. Further Committee members commented that the Downtown “Hot Spots” location area from Peel Street to Thomas may be an appropriate speed reduction zone, if a blanket speed reduction is not pursued.

Staff recommended further data analysis and collaboration with the Stratford Police as the current datasets were insufficient to determine common causality of MVC’s within St. Marys. Stratford Police and Public Works staff committed to further analysis, potential expansion of datapoints collected in the MVC data to determine root causation data. This type of analysis can be incorporated into the transportation network safety plan.

## FINANCIAL IMPLICATIONS

The financial implications of a Vision Zero program can range drastically depending on the 5E tools selected for implementation. Through the investigation process, review of available datasets, staff are recommending further evaluating the concepts of a safety plan as outlined in the report. The areas of focus would effectively create an interim road safety plan that would be more obtainable to provide short term changes and road network improvements within a two-to-five-year time frame. Potentially the evaluation and future implementation of most of the concepts can be accommodated within the current operating and capital budgets.

Committee engaged in discussion on various topics contained in the report and ultimately adopted the staff recommendations with out alteration. Generally, the committee consensus was Vision Zero is a large strategic undertaken and agreed with that staff that provincial framework would be required for smaller municipalities to effectively implement.

Further members commented about speed and speed reduction zones and the downtown “hot spots” observed in the MVC’s heat mapping.

Committee latched on the collation of speed reduction in relation to reduced risk of serious or fatal injury. Specifically in the area of attention was a speed reduction in the downtown core area connecting the existing safety zones near Wellington St. and Jones St..

Reduction of speed would represent limited impacts to road network users while effectively increasing pedestrian safety and reducing probably of serious injury or fatal accidents.

but did note that regardless of causality of accidents.

Stratford Police and Public Works committed to further analysis of MVC data to determine root causation data.

## SUMMARY

Vision Zero is a safe systems approach, based on the premise that no serious injuries and fatalities within a road network are acceptable. Ultimately, human life should be prioritized over all other objectives within all aspects of the transportation system. Members of Provincial Parliament and OGRA are advocating for a Provincial mandate for Vision Zero which would include a comprehensive framework to assist with local adoption.

Town staff are of the opinion that due to the scope of a Vision Zero approach and the technical expertise required to implement the approach, that the Town defer adopting Vision Zero until a common Provincial framework can be provided. Furthermore, the Town needs to complete a more robust review of the available collision-related data to determine collision causalities prior to considering changes to the transportation network. However, there are safety needs that should be addressed. Staff propose developing an interim transportation network safety plan. Development of the safety plan would allow positive changes to proceed while the province continues their consideration of Provincial Vision Zero strategy. Potentially the evaluation and future implementation of most of the concepts can be accommodated within the current operating and capital budgets.

## STRATEGIC PLAN

☒ Strategic Plan Pillar #1: Developing a comprehensive and Progressive Infrastructure Plan

Outcome: St. Marys is committed to developing a progressive and sustainable infrastructure plan that meets the needs of today and tomorrow

## OTHERS CONSULTED

Jeff Wolfe, Asset Management Specialist



Morgan Dykstra, Public Works and Planning Coordinator

## **ATTACHMENTS**

Attachment A: Core Elements for Vision Zero Communities

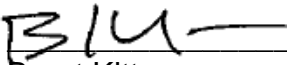
Attachment B: Vision Zero Presentation

## **REVIEWED BY**

### **Recommended by the Department**

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

### **Recommended by the CAO**

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

# **PW 62-2021**

# **Consideration of a Vision Zero Approach**

October 20, 2021

# Background



A series of resolutions have been made by both the Community Policing Advisory Committee (“CPAC”) and Town Council with respect to speed limits in St. Marys.

On October 16, 2019, Community Policing Advisory Committee meeting, the Public Works Department brought forward:

- PW 67-2019 Queen Street Speed Limit Reduction to 40 km/h; and,
- PW 68-2019 Establishing Designated Speed Reduction Areas.

The reports referred to an emerging road safety traffic project, known as Vision Zero.

At the meeting the Committee made the following recommendation:

**Moved By:** Doug Diplock

**Seconded By:** Paul Dunseith

**THAT** the Community Policing Advisory Committee recommends to Council:

**THAT** Council investigates a Vision Zero approach in St. Marys; and,

**THAT** Council direct the Community Policing Advisory Committee to research the key aspects of that approach that would be applicable to the Town.

**CARRIED.**

# Purpose



The purpose of this report is to report back to the Committee on the concept of Vision Zero and the feasibility of adopting a Vision Zero approach in St. Marys.

The report is broken into the following sections:

- What is Vision Zero
- Vision Zero in Canada
- Vision Zero Approaches and Tools
- Motor Vehicle Collisions in St. Marys
- Applicability of Vision Zero in St. Marys

# What is Vision Zero?



## Main Principle:

No serious injuries and fatalities within a road network are acceptable. Human life should be prioritized over all objectives within all aspects of the transportation system.



# What is Vision Zero?



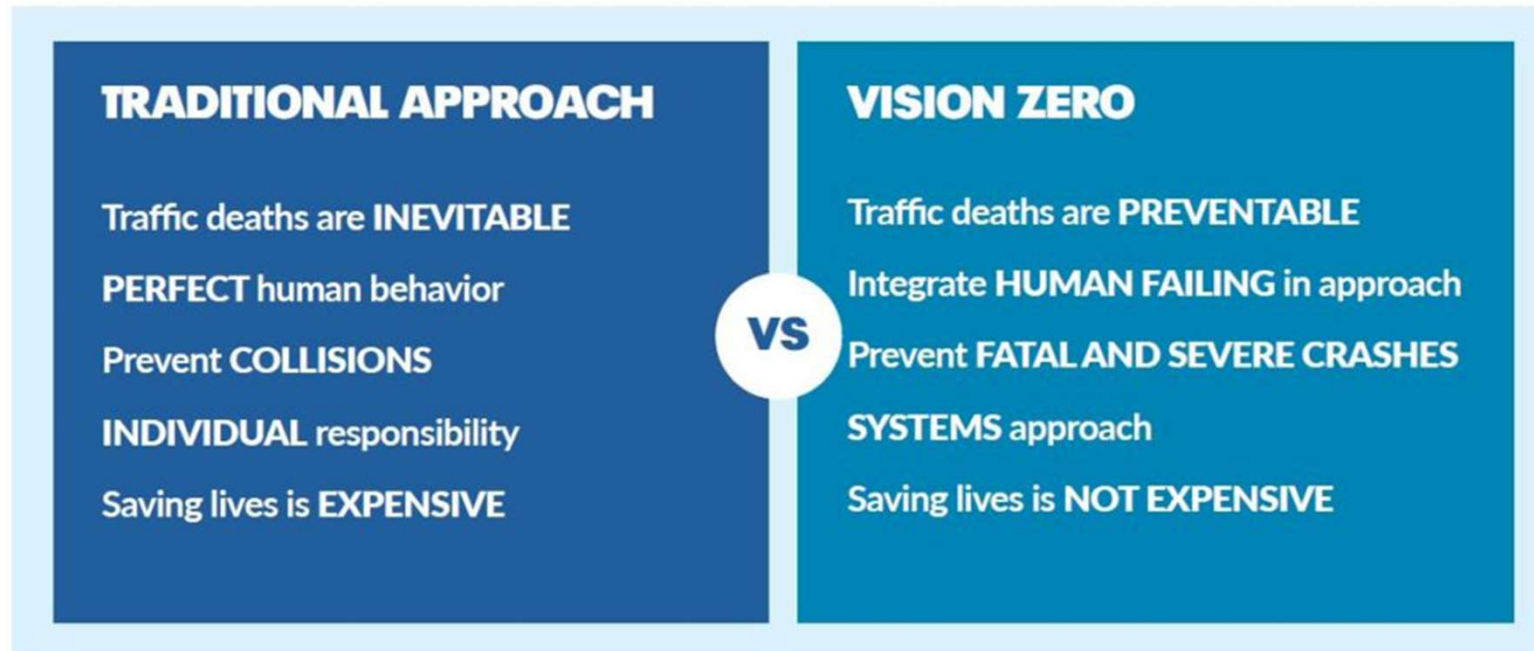
Vision Zero is a road safety initiative that uses a safe systems approach to make the transportation network safer.

The Vision Zero paradigm is a significant departure from the tradition approach to road safety.

Vision Zero = traffic deaths and severe injuries is preventable

Traditional Approach = that all factors cannot be controlled to achieve zero traffic fatalities and serious injuries.

# What is Vision Zero



Note: Vision Zero does accept that the elimination of collisions is unavoidable, acknowledging there will be errors, however, stakeholders should work towards creating a system that will prevent those errors, or limit the impact of those errors.

# Vision Zero in Canada



- Vision Zero is new in Canada
- The City of Edmonton (2015) being the first community to adopt the Vision Zero approach
- To staff's knowledge, no communities in Ontario, with a population of less than 100,000 have adopted the Vision Zero approach (therefore, the methods are urban centric)





# Vision Zero in Canada – Ontario Gov't



The provinces of British Columbia and Manitoba have both adopted province-wide Vision Zero strategies.

In Ontario, MPP Jessica Bell has introduced, **Bill 185, Vision Zero Strategy Act, 2020**, the proposal includes:

- The Minister of Transportation shall establish a Vision Zero strategy for Ontario, in order to reduce road deaths and serious injuries to zero;
- The strategy should include:
  - Measures to reduce deaths through road design and engineering improvements
  - The setting of safe speed limits
  - Information collecting and sharing
  - Technological enhancements, education, and enforcement of road rules
  - Measures to reduce deaths and serious injuries among vulnerable populations
- While developing the strategy there shall be a comprehensive consultation

strategy

# Vision Zero in Canada – Ontario Gov't



- In June 2021, the Province of Ontario passed, **Bill 282, Moving Ontarians More Safely Act, 2021.**
- The intent of the Act is to make roads safer by:
  - Combatting street racing/stunt driving and aggressive unsafe driving
  - Protecting vulnerable road users
  - Protecting workers on or near highways
  - Improving truck safety and industry standards
  - Strengthening provincial oversight of the towing sector



\* The MOMS Act is not Vision Zero, but is a step towards Vision Zero

# Vision Zero Approaches and Tools

A safe systems approach draws safety solutions from five (5) different areas, known as the “5E’s”



# Vision Zero Approaches and Tools



## Engineering Methods

- Speed Management Strategies
  - Examples include: reduced speeds couple with targeted education and enforcement campaigns
- Road Design
  - Effectively moving from the “Car is King” methodology of road design, Examples: Cycle Lanes, sightline improvements, pedestrian bump outs, removal of on-street parking to create space for additional features
- Missing Sidewalk and Installation Policies
  - Analysis of pedestrian patterns , pedestrian traffic generators and separation between sidewalk and road users.
- Signal Hardware
  - Examples would include modifications of prioritization of crosswalk timing , or additional crosswalks for common access corridors

# Vision Zero Approaches and Tools



## Enforcement Methods

- Automated Enforcement
- Meetings between transportation leaders and the police department
- DUI Checkpoints
- High Visibility Enforcement
- Increase enforcement against dangerous moving violations (speeding, failing to yield to pedestrians, signal violations, improper turns/illegal turns, texting while driving etc.)

# Vision Zero Approaches and Tools



## Education Methods

- Bike and safety/crosswalk ambassadors
- Helmet focused education
- Mass media/communication education campaign focused on pedestrian awareness, bike safety and/or speeding
- Measures to increase the conspicuousness of bicyclists (promotion of reflector vests, lights etc.)
- Outreach to schools to educate students on bike/pedestrian/traffic safety
- Targeted outreach to high priority areas
- Training for senior citizens on walking and biking
- Update officer and town staff training to reflect new safety priorities and regularly conduct training
- Website dedicated to bike/pedestrian safety issues and concerns

# Vision Zero Approaches and Tools



## Engagement Methods

- Work with all relevant stakeholders including schools, public health, enforcement, community groups etc. while developing and implementing a Vision Zero Plan

# Vision Zero Approaches and Tools



## Evaluation Methods

- Investigate crashes that result in fatalities or critical injuries
- Comparative data system linking social and environment factors with injury data
- Continual, proactive monitoring and feedback gathering from the community on their safety issues and concerns
- Engage in public health surveillance on traffic related hospitalizations and fatalities
- Independent review/audit of safety program
- Interagency share of collision and other key data
- Publish city-wide collision report
- Routine evaluation of effectiveness of traffic safety interventions
- Website with relevant safety data collected in a timely manner



# Vision Zero Approaches and Tools



## City of Toronto Vision Zero Dashboard (Evaluation Tool)

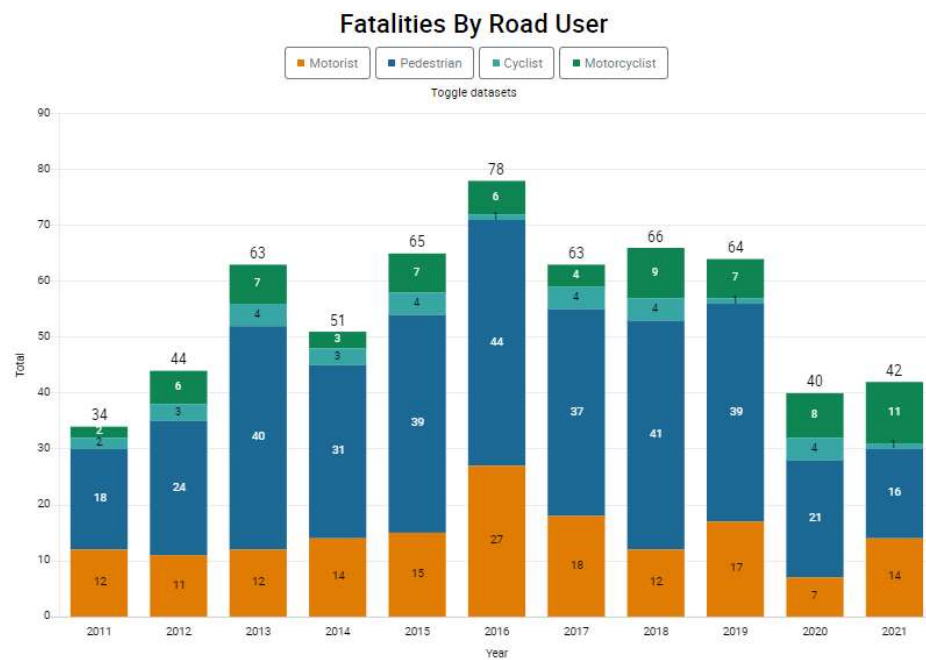
### Installations (2016 - Year-to-Date)

<div>Community Safety Zones</div> <div>1,106</div> <div>Last Reported: 2021-05-12</div> <div></div>	<div>Senior Safety Zones</div> <div>64</div> <div>Last Reported: 2018-09-01</div> <div></div>	<div>School Safety Zones</div> <div>342</div> <div>Last Reported: 2021-10-05</div> <div></div>	<div>Traffic Signals &amp; Pedestrian Crossovers</div> <div>131</div> <div>Last Reported: 2021-10-06</div> <div></div>
<div>Pedestrian Head Start Signals</div> <div>737</div> <div>Last Reported: 2021-10-06</div> <div></div>	<div>Red Light Cameras</div> <div>168</div> <div>Last Reported: 2021-06-11</div> <div></div>	<div>Accessible Pedestrian Signals</div> <div>369</div> <div>Last Reported: 2021-09-29</div> <div></div>	<div>LED Blank-out Signs</div> <div>34</div> <div>Last Reported: 2020-04-23</div> <div></div>

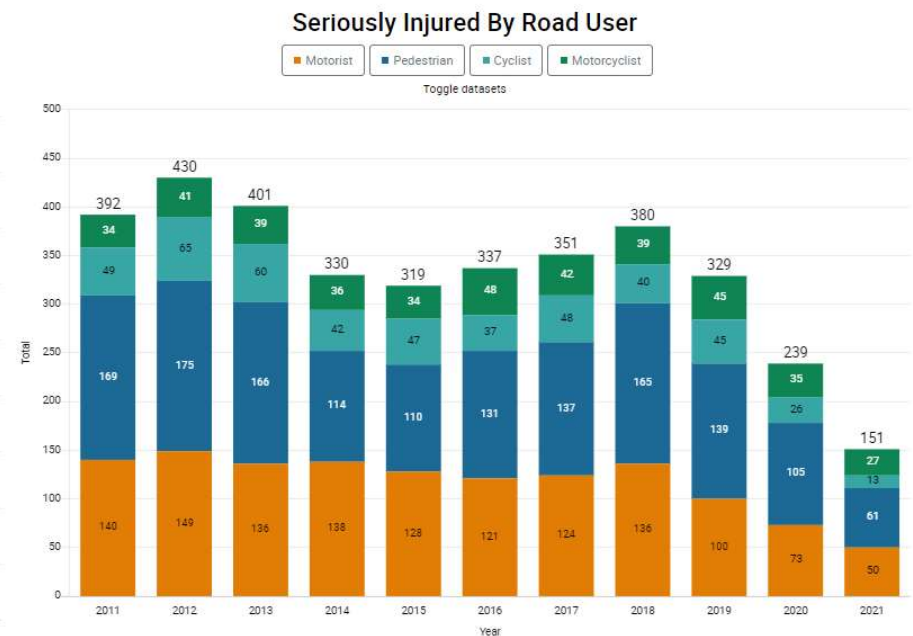
# Vision Zero Approaches and Tools



## City of Toronto Vision Zero Dashboard (Evaluation Tool)

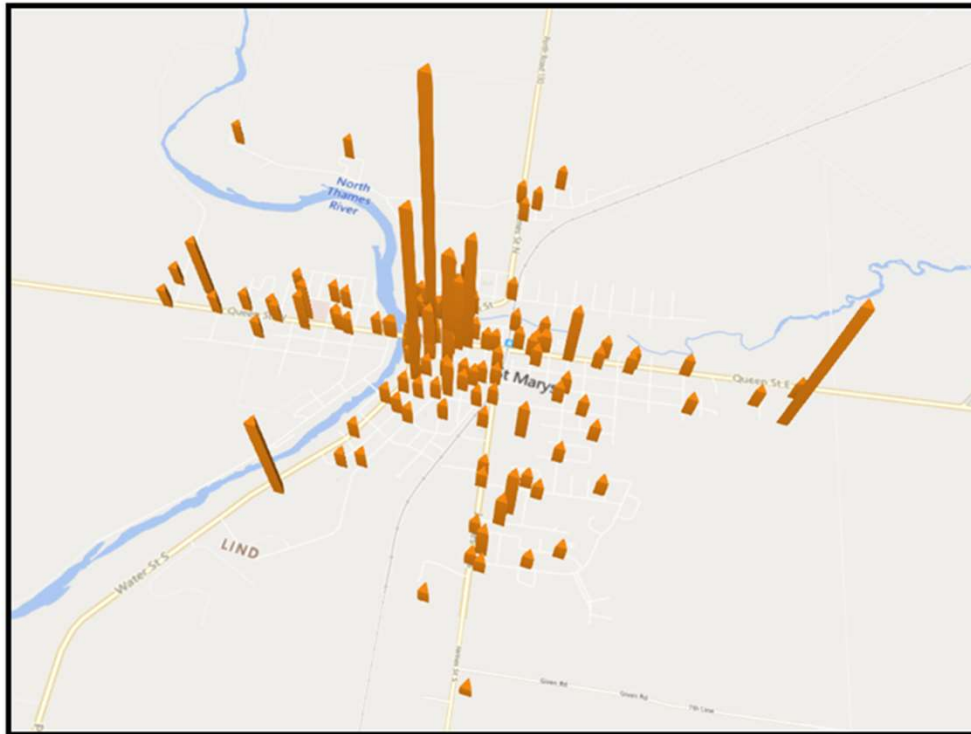


• Raw Data for Fatalities By Road User

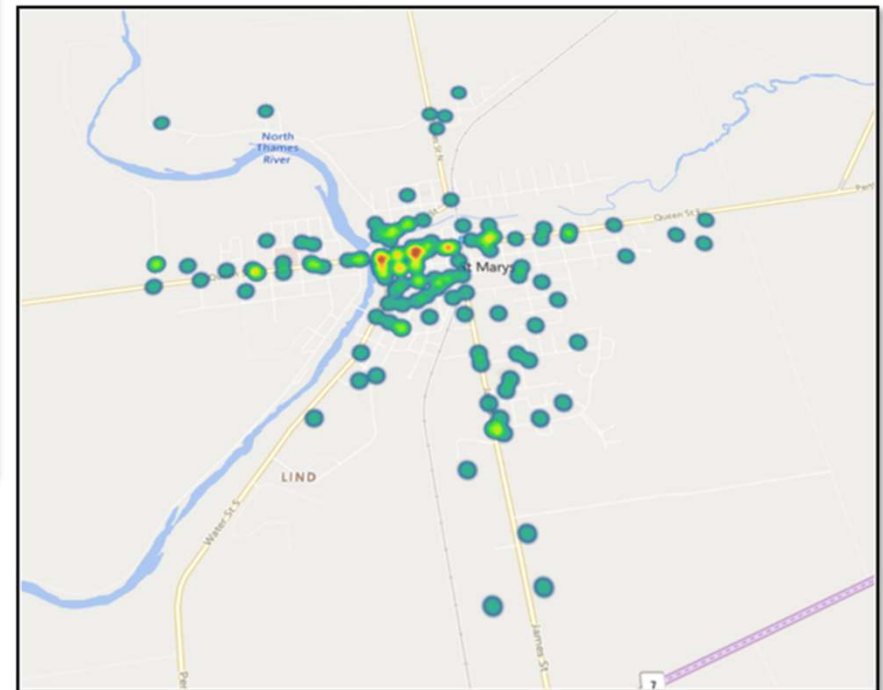


• Raw Data for Seriously Injured By Road User

# Motor Vehicle Collisions in St. Marys



208 Motor Vehicle Collisions (MVC)  
reported between November 5, 2018,  
and July 29, 2021



Data Source: Stratford Police Service

# Motor Vehicle Collisions in St. Marys



Vision Zero is not to reduce the number of collisions (in fact some concepts increase the number of minor MVC's) but is meant to eliminate the collisions that results in serious injuries and fatalities.

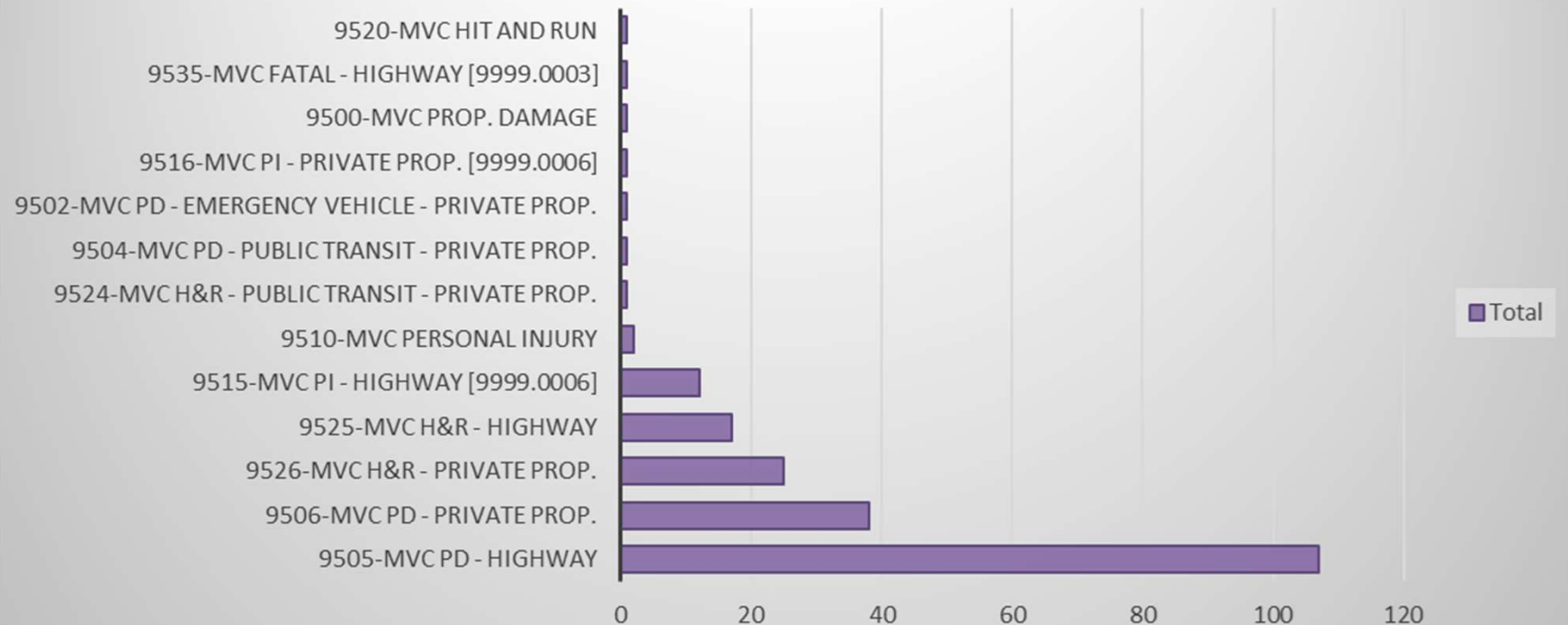
The relevant MVC types above that Vision Zero focuses on eliminating include:

- “9535 – MVC Fatal – Highway” which represent motor vehicle collisions in the public road allowance that resulted in a fatality. There was one of these MVC's during the study period.
- “9510- MVC Personal Injury” which represents motor vehicle collisions in the public road allowance that results in a personal injury. There were two of these MVC's during the study period.

# Motor Vehicle Collisions in St. Marys



## MVC's by Type in St Marys November 2018 to July 2021



Data Source: Stratford Police Service

# Motor Vehicle Collisions in St. Marys



Hot Spot Locations	Number of Occurrences	Property Ownership / ROW
Queen Street East and Wellington Street North	12	Town ROW Downtown core
84 Wellington Street South	9	Partial Elgin St Parking Lot & Canadian Tire / Foodland Parking
780 Queen Street East	7	Private Independent Grocery
Queen Street East and Peel Street North	6	Town ROW Downtown Core
Church Street South and Jones Street East	6	Town ROW Downtown Core
425 Water Street South	5	Town Quarry ROW Area
Queen Street East and Church Street North	5	Town ROW Downtown core
190 Queen Street East	4	Private Tim Hortons
317 James Street South	3	Town PRC
485 Queen Street West	3	Private Vet Purchasing
Jones Street East and Wellington Street South	3	Town ROW Downtown core
Queen Street East and Huron Street North	3	Town ROW

The SPS have compiled the MVC data and have identified all locations that have had three (3) or more MVC accidents.

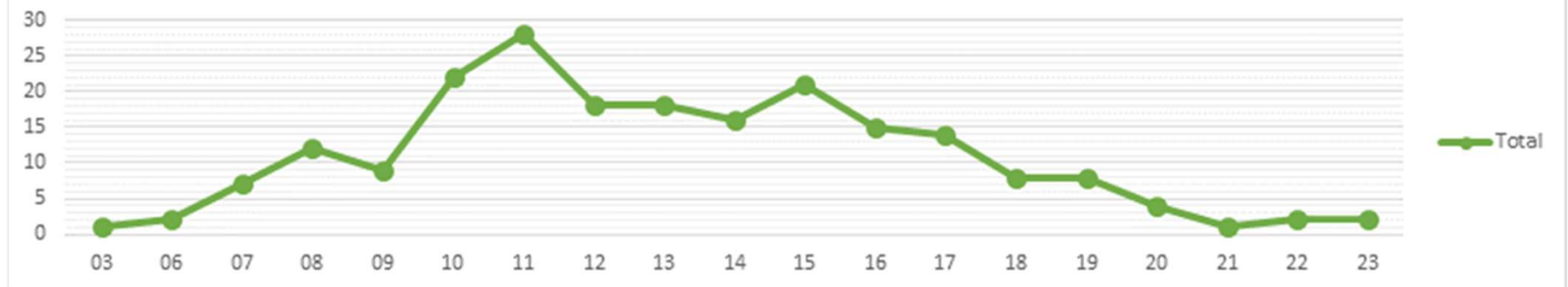
Analyzing the “hot spot location” data set the following can be determined:

- 53% of collisions occurred within the transportation network, and 47% on private property
- 65% of transportation network collisions occurred on Queen Street between three intersections in the Downtown Core

# Motor Vehicle Collisions in St. Marys



MVC's by Hour of Day in St Marys  
November 2018 to July 2021



# Applicability of Vision Zero in St. Marys



## Staff Recommendation:

A Vision Zero approach be deferred until the approach has been adopted by the Provincial Government and a comprehensive systems-level framework has been created.

1. Engineering recommendations are required to inform changes to the Town's Engineering Design Guidelines
2. Implementation of various Vision Zero Strategies require updates to the Ontario Provincial Standards Specifications ("OPSS" and Ontario Traffic Manual ("OTM")
3. Implementation is costly in terms of infrastructure capital upgrades and human capital
4. The Town has some data related to MVC's in St. Marys, however, the dataset is incomplete – requirement addition information related to causality and severity to deploy suitable strategies



# Applicability of Vision Zero in St. Marys



## Staff Recommendation:

Develop a transportation network safety plan to address interim issues until a Provincial Framework has been adopted.

# Applicability of Vision Zero in St. Marys



## Concepts that may be included in a transportation network safety plan:

1. Improved Data Sharing With Stratford Police
2. Continued Evaluation of Designated Speed Reduction Zones
3. Sightline Inventory and Improvement Program
4. Maintenance and Upgrading of Existing Infrastructure
5. Pedestrian Network Review
6. Review Existing Usage of Stop and Yield Signs
7. Education

# Applicability of Vision Zero in St. Marys



## Concept 1: Data Sharing With Stratford Police



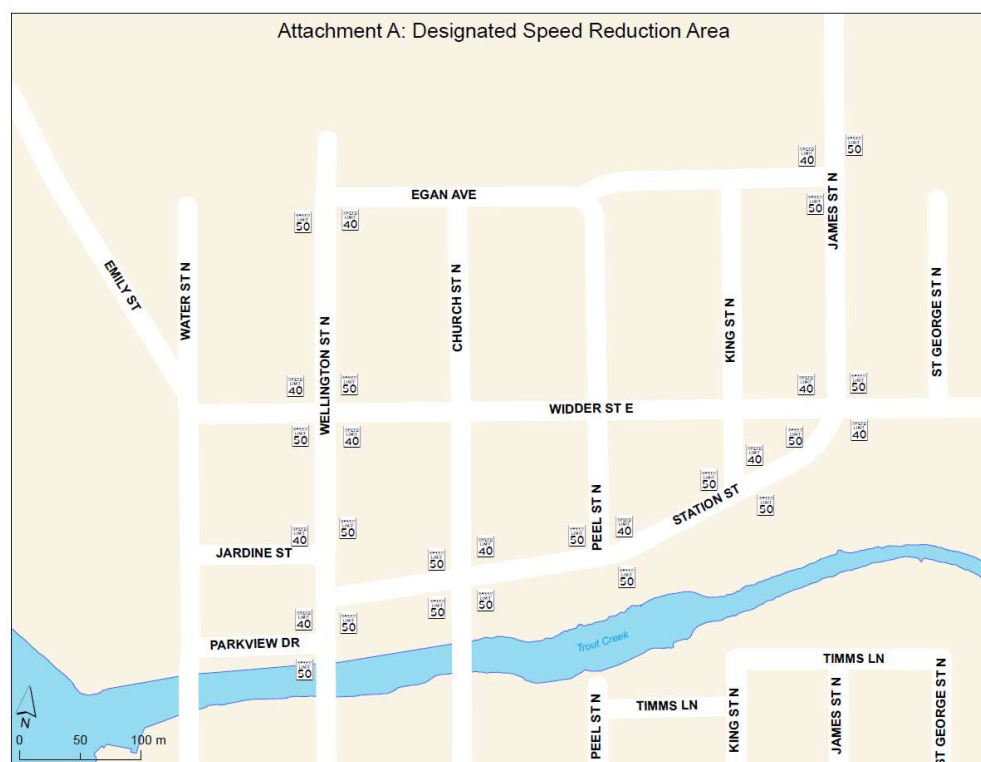
- The Stratford Police provide MVC data to the Town of St. Marys, including the number, the locations, timing, and type of collisions.
- To make informed decisions regarding the transportation network, the Town requires MVC causation data to determine if the existing network played a factor in the collision which would necessitate capital upgrades or policy decisions.
- Establish regular interval meetings between the Town of St. Marys staff and the Stratford Police to discuss recent collisions, to discuss causality and identify possible patterns.

# Applicability of Vision Zero in St. Marys



## Concept 2: Continued Evaluation of Designated Speed Reduction Zones

- The Town can implement Designated Speed Reduction Zones, altering the speed limit to less than 50 km/h.
- MVC data demonstrates that a significant percentage of transportation network collisions occur within the Downtown Core. At the time of this report, no other areas demonstrate MVC patterns.
- The Town does not have an adequate data set to indicate that speed plays a contributing factor in the causation of collisions. Further analysis to determine causation needs to occur (information sharing with Stratford Police), in conjunction with speed monitoring (deployment of speed signs in stealth mode).

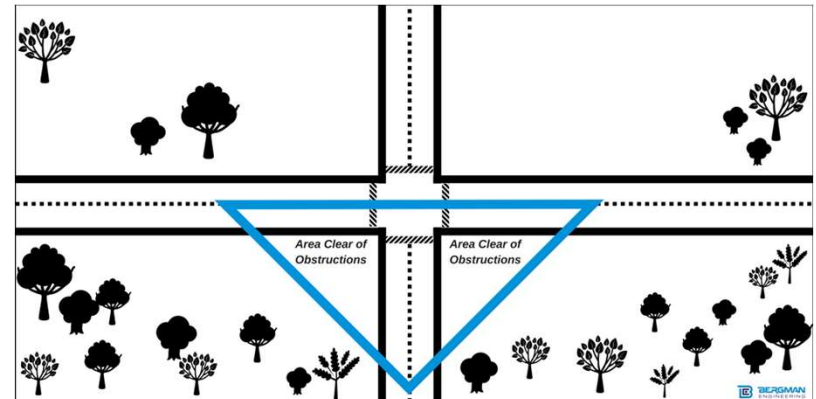


# Applicability of Vision Zero in St. Marys



## Concept 3: Sightline Inventory and Improvement Program

- The Town of St. Marys Zoning By-law, Z1-1997 requires that corner lot properties maintain a non-obstructed line of sight at an intersection, this is known as the “daylight or sight triangle”.
  - The triangle is 10.8 metres from the corner property stake along the property lines.
  - Obstructions between a height of 750 mm and 3.0 metres above the grade of the centre line of the street are not permitted.
- It has been observed that many properties within the Town of St. Marys are in contravention of this requirement, obstructions may include landscape plantings, hardscape features and fences. Sight impairments can play a role in the causation of collisions.
- Develop an information campaign for corner lot property owners regarding sight line triangles, to foster awareness, induce passive compliance.
  - For example, inventory all corner lot property owners and create a mailer with the relevant information. This could be done incrementally across Town.
- Should passive compliance be insufficient, consider adding sight line requirements to the Property Standards By-law for expedited enforcement.





# Applicability of Vision Zero in St. Marys



## Concept 4: Maintenance and Upgrading of Existing Infrastructure



- The Town of St. Marys has a range of existing infrastructure that supports the transportation network and contributes to the overall safety of its users.
- Continue to perform frequent assessments to ensure the adequacy of the infrastructure and reflect those assessments in the Town's capital plans.
  - For example, the Town has completed a guardrail inventory and has identified and incorporated replacements into future capital plans.

# Applicability of Vision Zero in St. Marys



## Concept 5: Pedestrian Network Review

- Council has already expressed a desire to improve the pedestrian network infrastructure in Town. These investments include strategic network integration and servicing areas of Town that have previously been underserved.
- Council will be reconsidering the prioritization matrix and investment plan for the sidewalk network as part of the 2022 capital budget. Areas of priority include:
  - Areas where pedestrian infrastructure does not exist
  - Trail network connections
  - Corridor completion in areas of heavy use
- New or improved pedestrian crossing infrastructure will continue to be considered on a case-by-case basis. However, the vehicular and pedestrian volumes are too low in St. Marys to meet the Ontario Traffic Manual warrant requirements so any improvements would need to be of particularly community interest or meant to service a vulnerable population.



# Applicability of Vision Zero in St. Marys



## Concept 6: Review Existing Usage of Stop and Yield Signs

- Several traffic control devices are available to assist in the allocation of right-of-way between vehicles at an intersection, increasing level of control from a YIELD sign to a STOP sign to a full traffic signal control. The Town of St. Marys utilizes all three devices.
- The Town of St. Marys has been working towards improving its pedestrian network and expanding the trail network. In some cases, the conditions of an intersection have changed due to the presence of a new sidewalk or trail linkage. The Town should review its intersections, and future intersections to determine if the appropriate control is in place.
  - For example, the Waterloo Street and Rogers Ave three-way intersection has a Yield sign when turning onto Waterloo Street. The condition of the intersection has changed, where a sidewalk has now been installed along Waterloo, due to the presence of pedestrians; should a stop sign be installed?





# Applicability of Vision Zero in St. Marys



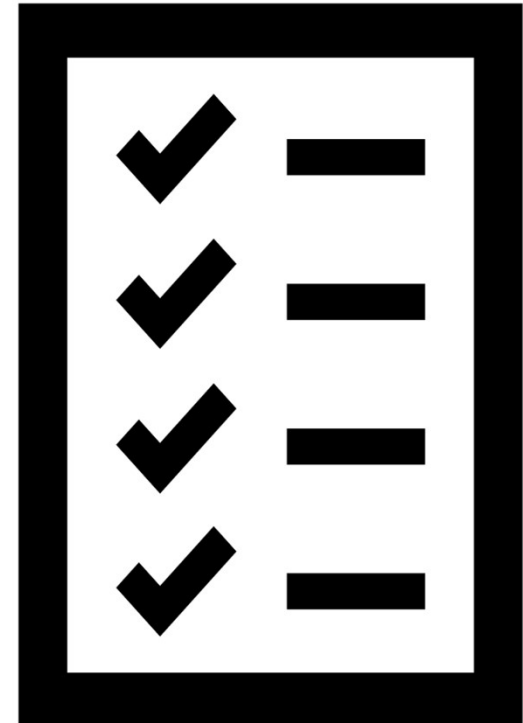
## Concept 7: Education

- There is a consensus that education is a key component for ensuring a safer transportation network.
- The Town of St. Marys does not have a formal education program regarding the transportation network. In the past, when adopting a new feature, such as a pedestrian crossover or community safety zone the Town would issue information to the public. Moving forward the Town should consider providing information to the community on a more regular basis.



# Next Steps...

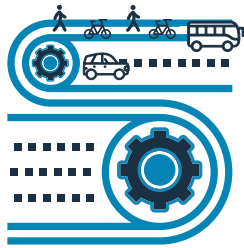
- Review Bill 282, *Moving Ontarians More Safely Act*, 2021 to identify any municipal by-law implications (for example, the definition of a power-assisted bicycle has been amended by the Province).
- Move forward with a interim transportation network safety plan to address immediate concerns (items to be reviewed)
- Monitor the status of Bill 185, *Vision Zero Strategy Act*, 2020, and how Bill 282, *Moving Ontarians More Safely Act*, 2021 will be rolled out to the public, and consider drafting a transportation network safety plan in the interim.



## Staff Recommendation



**THAT** PW 62-2021 Consideration of a Vision Zero Approach in St. Marys report be received; and  
**THAT** the Committee recommend to Council:  
**THAT** Council consider developing a transportation network safety plan to address apparent safety issues; and,  
**THAT** Council continue to monitor the status of Bill 185, *Vision Zero Strategy Act*, 2020.



## CORE ELEMENTS FOR VISION ZERO COMMUNITIES

### INTRODUCTION

**Vision Zero – the strategy to eliminate traffic fatalities and severe injuries – is being adopted by a growing number of communities across North America and beyond. While safe mobility is not a new concept, Vision Zero requires a shift in how communities approach decisions, actions, and attitudes around safe mobility.**

A fundamental part of this shift is moving from a traditional approach to a Safe Systems approach toward traffic safety. A traditional approach accepts that a certain number of traffic deaths and severe injuries will occur as unavoidable consequences of mobility and focuses on changing individual behavior to reduce the frequency of these incidents. In contrast, Vision Zero is built on the basis that traffic deaths and severe injuries are preventable. Vision Zero emphasizes a Safe Systems approach, which acknowledges that people make mistakes, and focuses on influencing system-wide practices, policies, and designs to lessen the severity of crashes.

Approaching the issue of safe mobility in a new way can be challenging, even when everyone agrees on the ultimate goal – in this case, safety for all road users. One limitation to the success and proliferation of Vision Zero in this moment is the lack of a unifying definition and “best practice benchmark.” While an increasing number of jurisdictions may call themselves Vision Zero communities, the authentic and ongoing commitment to the fundamental shift in safety perspective can be uneven.

*The Vision Zero Network, with support from partners, developed this set of Vision Zero Core Elements to help communities set priorities, work toward tangible results in promoting safety, and benchmark their progress relative to best practices. This resource encourages leaders to focus on the most impactful actions and helps hold them accountable to their Vision Zero commitments.*

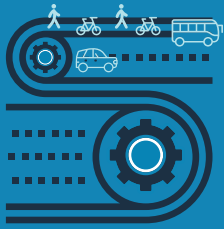
#### TRADITIONAL APPROACH

Traffic deaths are **INEVITABLE**  
**PERFECT** human behavior  
 Prevent **COLLISIONS**  
**INDIVIDUAL** responsibility  
 Saving lives is **EXPENSIVE**

VS

#### VISION ZERO

Traffic deaths are **PREVENTABLE**  
 Integrate **HUMAN FAILING** in approach  
 Prevent **FATAL AND SEVERE CRASHES**  
**SYSTEMS** approach  
 Saving lives is **NOT EXPENSIVE**



# CORE ELEMENTS FOR VISION ZERO COMMUNITIES

## Leadership and Commitment

### 1. Public, High-Level, and Ongoing Commitment.

The Mayor and key elected officials and leaders within public agencies, including transportation, public health, and police, commit to a goal of eliminating traffic fatalities and serious injuries within a specific timeframe. Leadership across these agencies consistently engages in prioritizing safety via a collaborative working group and other resource-sharing efforts.

**2. Authentic Engagement.** Meaningful and accessible community engagement toward Vision Zero strategy and implementation is employed, with a focus on equity.

**3. Strategic Planning.** A Vision Zero Action Plan is developed, approved, and used to guide work. The Plan includes explicit goals and measurable strategies with clear timelines, and it identifies responsible stakeholders.

**4. Project Delivery.** Decision-makers and system designers advance projects and policies for safe, equitable multi-modal travel by securing funding and implementing projects, prioritizing roadways with the most pressing safety issues.

### Equity and Engagement

Elevating equity and meaningful community engagement, particularly in low-income communities and communities of color, should be a priority in all stages of Vision Zero work.

## Safe Roadways and Safe Speeds

**5. Complete Streets for All.** Complete Streets concepts are integrated into communitywide plans and implemented through projects to encourage a safe, well-connected transportation network for people using all modes of transportation. This prioritizes safe travel of people over expeditious travel of motor vehicles.

**6. Context-Appropriate Speeds.** Travel speeds are set and managed to achieve safe conditions for the specific roadway context and to protect all roadway users, particularly those most at risk in crashes. Proven speed management policies and practices are prioritized to reach this goal.

## Data-driven Approach, Transparency, and Accountability

**7. Equity-Focused Analysis and Programs.** Commitment is made to an equitable approach and outcomes, including prioritizing engagement and investments in traditionally under-served communities and adopting equitable traffic enforcement practices.

**8. Proactive, Systemic Planning.** A proactive, systems-based approach to safety is used to identify and address top risk factors and mitigate potential crashes and crash severity.

**9. Responsive, Hot Spot Planning.** A map of the community's fatal and serious injury crash locations is developed, regularly updated, and used to guide priority actions and funding.

**10. Comprehensive Evaluation and Adjustments.** Routine evaluation of the performance of all safety interventions is made public and shared with decision makers to inform priorities, budgets, and updates to the Vision Zero Action Plan.

Read on for more information about implementing these Vision Zero Core Elements in your community.

# LEADERSHIP AND COMMITMENT

**1. Public, High-Level, and Ongoing Commitment.** The Mayor and key elected officials and leaders within public agencies, including transportation, public health, and police, commit to a goal of eliminating traffic fatalities and serious injuries within a specific timeframe.

- Leadership across these agencies consistently prioritizes safety via a collaborative working group and other resource-sharing efforts

High-level leadership and sustained political commitment are essential to Vision Zero success. The Mayor and other key elected officials must set the tone and direction for Vision Zero and back up their words of commitment with action, reflected in spending decisions, policies, and practices that prioritize safety (even when this means a shift from the status quo). Following from this, the leaders of the public health, police, and transportation agencies should be closely involved with the day-to-day work of Vision Zero and ensure consistent interagency coordination. In short, a Vision Zero commitment is only as strong as it is demonstrated in the [actions of the city's leadership and staff](#).

Setting an explicit timeline for Vision Zero is part of this core element because it underscores the urgency of the issue, provides measurability, and incorporates the fundamental [Safe Systems](#) principle that these traffic tragedies are preventable.



**2. Authentic Engagement.** Meaningful and accessible community engagement toward Vision Zero strategy and implementation is employed, with a focus on equity.

- Engage the community in meaningful, culturally-relevant ways and support involvement by respected community leaders
- Prioritize support of communities most impacted by traffic crashes and most traditionally underserved by safety efforts

Vision Zero efforts should meaningfully engage the community and prioritize equitable processes and outcomes. This is especially true in neighborhoods that often bear the brunt of high-injury streets and where community members may be grappling with the results of historic underinvestment in safe mobility, as well as a multitude of other, interrelated systemic inequities. Community input should be valued and incorporated into Vision Zero planning and implementation.

This includes:

- » Engaging sincerely and with cultural competence, recognizing and respecting the history, culture, and expertise of local communities.
- » Collaborating with community members who are genuinely engaged in neighborhoods and who have strong connections with and respect of locals. These community leaders are likely to convey the experiences, hopes, and concerns of long-time residents in ways that traditional planning processes have not.
- » Using this collaboration to inform project design and implementation, not just as a "listening exercise".
- » Recognizing that coordination is work, for which community groups deserve compensation to support time commitment, expertise, and long-term engagement. [Additional resources are included in Vision Zero Equity Strategies.](#)

**3. Strategic Planning.** A Vision Zero Action Plan is developed, approved, and used to guide work. The Plan includes explicit goals and measurable strategies with clear timelines, and it identifies responsible stakeholders.

- The Action Plan and corresponding strategies are built on the Safe Systems approach by designing and maintaining a transportation system where human error does not result in loss of life or severe injury
- Leadership across these agencies consistently prioritizes safety via a collaborative working group and other resource-sharing efforts

The core element for leadership and commitment recognizes that Vision Zero – starting with the Action Plan – is built on the Safe Systems approach, which recognizes that people will make mistakes and that it is the responsibility of system designers and policymakers to set practices and policies to lessen the severity of inevitable crashes.

The Action Plan should include an explicit commitment and related actions to prevent

Vision Zero efforts from resulting in unintended consequences, such as racial profiling or inequitable treatment of communities of color.

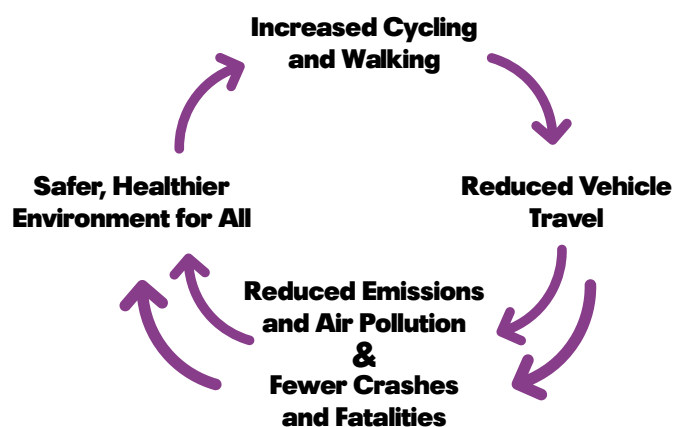
Clear ownership of Action Plan strategies is important to achieving accountability and trust for Vision Zero's principles and outcomes. More about actionable strategies that have led to Vision Zero success in other cities are included in the [Vision Zero Action Plan Guidelines](#).

**4. Project Delivery.** Decision-makers and system designers advance projects and policies for safe, equitable multi-modal travel by securing funding and implementing projects, prioritizing roadways with the most pressing safety issues.

- Decision-makers provide leadership on policy reforms needed to prioritize safety
- System designers are supported by city leaders to advance safety projects
- System designers and decision-makers advance crosscutting measures to reduce car dependence, improve transit, and support safe walking and biking

Vision Zero requires more than incremental, individual behavior change. It requires political backbone to advance projects and policies that are proven to improve safety – particularly redesigning roadways and managing speeds – even in the face of opposition to change (e.g., removing parking spaces or reducing speeds for safety benefits).

Moving past the business-as-usual approach also means evolving beyond the cars-first attitude that has dominated transportation policies and practices in the past half-century. [Research shows](#) that encouraging multi-modal transportation reduces Vehicle Miles Traveled and Vehicles per Capita, the two strongest predictors of traffic fatalities. Cities serious about Vision Zero and livable communities are working to increase the proportion of non-auto trips by improving and incentivizing [public transit](#), walking, bicycling, and ridesharing.



This will take a carrot-and-stick approach: investing in strong public transit systems and safe, interconnected bicycling and walking networks; while disincentivizing single occupancy vehicle trips with such strategies as congestion pricing and smart parking pricing.

# SAFE ROADWAYS AND SAFE SPEEDS

**5. Complete Streets for All.** Complete Streets concepts are integrated into community wide plans and implemented through projects to encourage a safe, well-connected transportation network for people using all modes of transportation. This prioritizes safe travel of people over expeditious travel of motor vehicles.

- Multimodal street design and countermeasures prioritize safety over speed
- Safety improvements to roadways are prioritized for people walking and biking and in historically underserved communities

Prioritizing proven engineering countermeasures and multimodal street design is essential to safety.

Examples include:

- » Using safe design measures such as advance stop or yield lines, high visibility crosswalks, lane narrowing, pedestrian refuge islands and medians, and physically separated bikeways. More measures – and examples from cities that have implemented them – are described in [NACTO design guides](#), the [Traffic Safety Best Practices Matrix](#), and the [FHWA Achieving Multimodal Networks](#) resource.

- » Creating **Slow Zones** in areas with high volumes of children, seniors, public transit users, commercial activity, pedestrian/bicycle activity. Along with lower speeds, self-enforcing traffic calming measures help mark these areas as different and thus encourage safe behavior.

Work toward Complete Streets should prioritize the protection of physically vulnerable road users and investment in historically disadvantaged communities. Performance measures for Complete Streets should include consideration of these communities of concern. Read more on the fundamentals of [Complete Streets elements](#) from the Complete Streets Coalition.

**6. Context-Appropriate Speeds.** Travel speeds are set and managed to achieve safe conditions for the specific roadway context and to protect all roadway users, particularly those most at risk in crashes. Proven speed management policies and practices are prioritized to reach this goal.

- Roadways are designed (or redesigned) to prioritize safety over speed
- Speed limits are lowered where data and community experience show need
- Automated speed enforcement is implemented where needed, with strategies to address disproportionate impacts on low-income communities

**High speeds make crashes more likely** and more likely to be deadly. An effective Vision Zero program must manage speed in order to reduce severe and fatal traffic injuries. Efforts to influence individual behavior primarily with education and enforcement campaigns have fallen short.

Addressing speed requires changing organizational practices and reforming policies. Existing practices, such as designing roads for inappropriately high speeds and setting speed limits too high, often prioritize moving more cars over the safety of road users.

Vision Zero calls on system designers and policymakers to better align our systems and policies with goals of safe speeds, including:

- » Measure and analyze the scope of problem related to inappropriate speeds, share this data to raise awareness, and develop measurable improvement strategies with timelines for action.
- » Implement infrastructure changes to prioritize safety over speed. Examples include reducing travel lanes

and adding self-enforcing traffic calming measures to encourage safe travel speeds.

- » Change policies to align with safety goals, including setting appropriate speed limits, particularly where motor vehicle traffic is mixing with those walking and biking.
- » Implement automated speed enforcement where needed, incorporating strategies to measure and address disproportionate impacts on low-income communities and others who may be overly burdened.
- » Raise awareness about speed as a primary factor in traffic deaths and injuries, similar to increased awareness about drunk driving.

In many cases, State and Federal agencies influence speed limits either directly or indirectly. While speed management efforts may be time-consuming and politically challenging, it is critical to Vision Zero success. Cities facing barriers from other levels of government need to make the policy, legislative, or other changes required to advance proven speed management strategies.



# DATA-DRIVEN APPROACH, TRANSPARENCY, AND ACCOUNTABILITY

**7. Equity-Focused Analysis and Programs.** Commitment is made to an equitable approach and outcomes, including prioritizing engagement and investments in traditionally under-served communities and adopting equitable traffic enforcement practices.

- Explicit commitment and actions prevent Vision Zero efforts from increasing disproportionate enforcement levels in communities of color
- Any enforcement efforts within Vision Zero are focused on dangerous moving violations, as identified by quality data analysis

Data and experience reveal that low-income communities and communities of color carry a disproportionate burden of traffic-related injuries and fatalities in the U.S. This is not arbitrary; it reflects patterns of historic under-investment and racial bias in some communities, particularly black, brown and immigrant communities, as well as low-income communities. Vision Zero leaders need to recognize these disparities and to center equity in their work in clear and measurable ways to prevent traffic safety efforts from having unintended, harmful consequences.

The realm of traffic enforcement is a particularly timely and urgent area of attention. It is important that promoters of Vision Zero acknowledge that officer-initiated traffic stops allow for higher levels of individual discretion and unintended gateways to racial bias and even aggressive police action. The broader Vision Zero community has a role and responsibility in improving, not exacerbating, these problems.

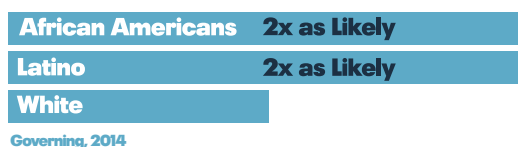
Vision Zero focuses on Safe Systems, not more traffic stops. Cities such as Portland, Oregon are working to prevent over-policing or racial bias from becoming unintended byproducts of their Vision Zero efforts. Portland limits enforcement actions in order to reduce the possibility of racial profiling and disparate economic impacts. [Portland's Vision Zero Action Plan](#) explicitly excludes increased enforcement by police officers. It also offers education classes as alternatives to increased penalties for first time offenders.

Similarly, any enforcement efforts included in Vision Zero strategies should focus on the most dangerous violations. An example is San Francisco's [Focus on the Five](#) program, which commits officers to focus on the five top roadway dangers, such as speeding and violating pedestrians' right of way, rather than on "nuisance" issues such as broken taillights or tinted windows.

Other examples of focusing on equity concerns within Vision Zero efforts include:

» Requiring transparency, including analyzing and sharing data on how traffic funding is spent and how traffic stops are conducted and citations issued, including disaggregating stop and citation data by race.

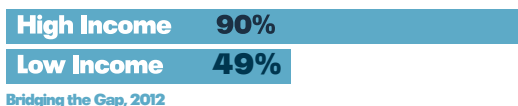
## People Killed While Walking:



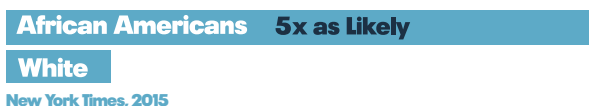
## People Killed While Walking:



## Communities With Sidewalks:



## Chance of Being Stopped and Searched:



» Encouraging accountability by requiring regular discussions amongst policymakers and the public to address equity disparities in efforts and results.

» Requiring equity-based trainings of Vision Zero staff, including law enforcement officials, and including equity-based measurements of their efforts.

» Investing in automated speed enforcement's proven safety effectiveness and lower risk of racial profiling. Efforts should be made to avoid disproportionate impacts of fines on low-income communities, such as setting up alternative fee structures.

» Recognizing that we cannot enforce (nor educate) our way out of today's traffic safety problems, so we need to better design roadways and manage speeds for safety.

**Additional resources are included in [Vision Zero Equity Strategies](#).**

**8. Systemic, Proactive Planning.** A proactive, systems-based approach to safety is used to identify and address top risk factors and mitigate potential crashes and crash severity.

- Data is used to identify trends of problems, which are addressed systematically rather than as isolated incidents

Vision Zero's Safe Systems approach means moving from purely rearward crash map reviews to more forward-facing identification of problem areas and working to prevent severe crashes before they happen. This means determining, analyzing, and addressing the underlying risk factors that influence dangerous actions: the where, how, and why serious crashes happen.

For example, based on analysis showing a trend of left-turn vehicle movements being particularly dangerous on certain types of streets, New York City's Department of Transportation is proactively addressing areas with proven countermeasures, rather than reacting to each individual problem after serious crashes occur. More examples of proactive approaches to addressing top risk factors are shared in this [summary and webinar](#).

**9. Responsive, Hot Spot Planning.** A map of the community's fatal and serious injury crash locations is developed, regularly updated, and used to guide priority actions and funding.

- Top risk factors and locations of serious traffic crashes are identified, mapped, and utilized
- Quality data on traffic deaths and serious injuries are posted publicly and updated regularly

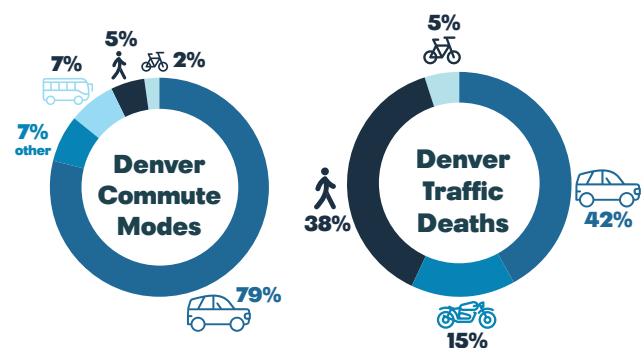
The community should develop a High Injury Network (HIN) derived from quantitative ("hot spot" problem locations) and qualitative data (based on community input) to inform its prioritization and implementation.

Recommendations include:

- » Identify top risk factors and locations of serious traffic crashes.
- » Include equity-driven data (such as locations of low-income communities and communities of color) and commit to prioritizing actions and funding in areas of overlap with the HIN.
- » Include speed as a data layer. A large proportion of serious crashes occur on roads with higher speed limits – often arterials and state-owned roads – which require the aforementioned work on speed.
- » Collaborate within and between city agencies. Work to address problems on the HIN is an important place to involve the Vision Zero Taskforce.
- » Utilize this information and coordination to prioritize and implement strategies.
- » Post and regularly update data on traffic deaths and serious injuries – beyond police reports.

of physically vulnerable populations and communities traditionally underserved by traffic safety efforts. Police-collected data should be supplemented with information gathered by hospitals and emergency medical services. Analysis shows that people involved in traffic crashes who are part of systemically marginalized communities are less likely to report traffic crashes and that, when they do, their reports are less likely to be treated adequately. Increasingly, communities are supplementing their police crash records with public health data for a fuller picture, as described [here](#).

**Data can help identify disproportionate safety impacts**



**50% of Denver's traffic fatalities occur on just 5% of their streets**

For more information, see this [Vision Zero Network case study](#) and [webinar](#).

**Data analysis** and public input should highlight unsafe locations, and this should be overlaid with locations

**10. Comprehensive Evaluation and Adjustments.** Routine evaluation of the performance of all safety interventions is made public and shared with decision makers to inform priorities, budgets, and updates to the Vision Zero Action Plan.

- Regular progress reports are produced and shared publicly
- Use of pilot implementation and community feedback shape safety efforts

Monitoring efforts and impacts, updating and sharing data regularly, and institutionalizing Vision Zero in the city's systems will help build trust and set expectations for accountability between key stakeholders.

This includes:

- » Proactively monitor, evaluate, and share progress, including regular public progress reports, such as these from [New York City](#) and [Seattle](#).

- » Use comparative data to link social and environmental factors with traffic injury data to better understand connections and strategies for improvements.

- » Use temporary pilot programs or projects to test strategies within shorter timeframes and for less cost investment.

## NEXT STEPS

We share these Core Elements recognizing the urgency of the issue before us: an average of 100 people lose their lives each day in this nation in traffic crashes. This loss and suffering is preventable, and we have a responsibility to prevent these tragedies.

We also recognize that resources, time, and political will are all limited. What we do matters. Vision Zero is not just a tagline, not even just a program, but rather a fundamental shift in how our communities approach the issue of safe mobility. To make a real difference, it will take a firm commitment to change.

Implementing Vision Zero requires 1) leadership and commitment to safety, 2) implementing safe roadways and safe speeds, 3) ongoing transparent use of data, and 4) centering equity and community engagement throughout.

Committing to and meaningfully incorporating these Core Elements can help Vision Zero communities prioritize efforts, benchmark progress, set expectations, and ensure accountability. Each Core Element is important to advance the ultimate goal of safe mobility for all.

## ACKNOWLEDGEMENTS

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**The Vision Zero Network is a nonprofit project committed to advancing Vision Zero in the U.S. We are proud to support the life-saving efforts of the dedicated policymakers, implementers, and community leaders working toward safe mobility for all.**

**[Learn more at VisionZeroNetwork.org](https://www.visionzeronet.org).**

**Board of Directors Meeting Highlights**  
**Held on October 21st, 2021 at 8:30 AM**  
**as a Virtual Meeting**



## 2022 Budget

As we prepare for the blue box transition in 2024, in light of COVID the Association is finally benefiting from the best markets prices in its history but it continues to struggle with difficult labour market conditions and excessive contamination of the recycling bins.

In 2022, the per share cost will rise to \$65.69 which represents a 2% increase on recycling fees. Waste automated rates are based on the CPI rate estimated at 4.0% August rates as published by Statistic Canada. The actual increase will be based on September data when published. Commodity revenue for 2022 is based on current tonnages and the 5 year average prices since the current market highs are not sustainable. Grants are based on what was received for this year. Expenses reflect a full staff complement and expected increases in supplies and fuel.

	2021 Budget	2021 Projection	2022 Budget	\$ Diff.	%
<b>Sales</b>					
Commodity Revenue	1,475,000	2,348,000	1,636,000	-712,000	30.3%
Grants	2,517,000	2,882,000	2,882,000	0	0.0%
Municipal Levy	4,601,000	4,416,000	4,506,000	90,000	2.0%
Automated Revenue	3,818,000	3,847,000	4,053,000	206,000	5.4%
Containerized Services	1,500,000	1,681,000	1,750,000	69,000	4.1%
Disposal Revenue	539,000	497,000	517,000	20,000	4.0%
Processing Revenue	288,000	411,000	400,000	-11,000	-1.7%
Other	10,000	157,000	20,000	-137,000	-87.3%
<b>Total Sales</b>	<b>14,748,000</b>	<b>16,239,000</b>	<b>15,764,000</b>	<b>-475,000</b>	<b>-2.9%</b>
<b>Total Cost of Goods Sold</b>	<b>1,795,000</b>	<b>2,036,000</b>	<b>1,865,000</b>	<b>-171,000</b>	<b>-8.4%</b>
<b>Gross Profit</b>	<b>12,953,000</b>	<b>14,203,000</b>	<b>13,899,000</b>	<b>-304,000</b>	<b>-2.1%</b>
<b>Operating Expenses</b>					
<i>Total Administration Expenses</i>	1,053,000	954,000	1,108,000	154,000	16.1%
<i>Total Collection Expenses</i>	6,484,000	6,626,000	7,151,000	525,000	7.9%
<i>Total Processing Expenses</i>	2,468,000	3,212,000	3,144,000	-68,000	-2.1%
<b>Total Operating Expenses</b>	<b>10,205,000</b>	<b>10,792,000</b>	<b>11,403,000</b>	<b>611,000</b>	<b>5.7%</b>
<b>Operating Income</b>	<b>2,780,000</b>	<b>3,411,000</b>	<b>2,496,000</b>	<b>-915,000</b>	<b>-26.8%</b>
<b>Total Nonoperating Expense</b>	<b>2,577,000</b>	<b>2,594,000</b>	<b>2,432,000</b>	<b>-162,000</b>	<b>-6.2%</b>
<b>Net Change in Cash Position</b>	<b>171,000</b>	<b>817,000</b>	<b>64,000</b>	<b>-753,000</b>	<b>-92.2%</b>
Share Charge	\$64.40	\$64.40	\$65.69	\$1.29	2.00%

## Hitting Historic Highs

Over the course of this year, pricing for high-density polyethylene (HDPE) bales, both natural and mixed color, have climbed to heights not seen previously. This climb can be attributed in part to tightness in virgin HDPE, with planned and unplanned outages



reducing the volume of available material. But growing demand for recycled HDPE also is a factor as brand owners work to meet commitments to increase recycled content in their packaging.

The virgin supply of HDPE used in blow molding applications has been tight since the winter storms that hit Texas in February of this year.

Producers of recycled polyethylene have benefited tremendously, but they've also seen their bale prices skyrocket to levels they have never seen before.

The situation has been amplified by brands and packaging converters that have pledged to increase the recycled content in their packaging, which has increased demand for recycled HDPE (r-HDPE). He says this demand has supported high pricing for HDPE bales and for reprocessed material.

### Key takeaways

- Planned and unplanned outages have affected pricing and supply of virgin high-density polyethylene (HDPE), increasing interest in recycled HDPE (r-HDPE).
- Demand for r-HDPE also has increased because brand owners have pledged to increase recycled content in their packaging.
- HDPE bale pricing could decline in light of pushback from brand owners and growth in off-spec supply.

Since the winter storms in February of this year, planned and unplanned outages have continued to keep virgin HDPE supply tight.

Unplanned outages related to mechanical failures have occurred at a few plants that make HDPE for blow molding. For instance, Nova Chemicals declared force majeure on all its polyethylene resins produced in the Sarnia region of Ontario because of mechanical failures.

Nova had a mechanical failure at its Corunna ethylene cracker in Sarnia that supplies ethylene to its polyethylene facilities in the area.

2021 is shaping up to be a unique year for virgin HDPE in that demand has been stronger than it has been since 2010 at the same time supply has been reduced. But once we get new production middle of next year and we're done with all these planned maintenances this year in the fourth quarter, starting next year, we should see a lot better supply positions and exports will be needed to clear the market again.

## **Strong domestic box demand keeps OCC prices up**

Box demand has been strong since the summer of 2020, helping to boost old corrugated container prices. But sources say prices could plateau.

Domestic recovered paper demand stayed strong in September, and prices for all grades of recovered paper have increased slightly as well. But a few recovered paper brokers say generation is off from where it usually is this time of year.

Demand among domestic buyers is strong for tissue grades such as sorted office paper (SOP) and coated book stock—particularly as there is some need for away-from-home tissue products as fewer COVID-19 restrictions are in place this year—but he adds that the demand could also be the effect of extremely soft generation levels.

Domestic demand for old corrugated containers (OCC) has remained very strong as of September. Demand for boxes that has persisted since last summer is driving strong OCC demand.

Containerboard mills that consume OCC have been busy this year, but they also are dealing with substantial cost inflation. All the major containerboard producers implemented price increases three times this year. Containerboard prices have risen by almost 23 percent in less than a year.

Domestic demand for recovered paper has fared better than export demand in recent months. Domestic mills are paying far more than the export market is willing to pay. The current high ocean freight rates aren't helping the slow export demand.

OCC prices normally fall in November/December, owing to seasonal factors (mill maintenance downtime coupled with strong holiday box demand, the combination of which typically leads to more supply), but in this case, we think prices are also likely to eventually fall because of our belief that box demand has peaked.”

He concludes that box demand has been “exceptionally strong” since June of 2020 thanks to government stimulus and a shift in spending on services to spending on goods. We think these factors are likely to reverse to some extent next year owing to a fiscal cliff and normalization in spending patterns.

## **Why Shortages Won't Diminish Aluminum's Recycling Appeal**

Aluminum is still on track to become the primary replacement for single-use plastics, even though recent shortages have pushed up the price of the metal. The shortage is temporary, but aluminium packaging is a strong trend where we expect demand to increase.

There was a noticeable increase in the use of aluminum cans for newly-launched beverages, which grew from 36% in 2015 to 67% in 2019. Last year, the main producers realised that there is capacity to be added, and they are currently struggling to keep up with demand. The market will adapt in the following couple of years.



## Adapting To The New Reality

Material recovery facilities and community recycling programs have changed to reflect evolving consuming market demands and changing material streams.

If the last decade has taught us anything about the recycling industry, it's that it's resilient and adaptable.

From China's Operation Green Fence in 2013 to its National Sword in 2017 to the start of the COVID-19 pandemic in 2020, material recovery facility (MRF) operators and community recycling programs have adapted to reflect evolving consuming market demands at home and abroad, the changing material stream and operational changes related to social-distancing during the pandemic.

With the decline in secondary commodity values brought on by the glut of paper and plastic scrap after China started restricting or outright stopping imports of some grades of these materials, MRF operators began instituting processing fees. While markets for mixed paper, old corrugated containers and various postconsumer plastics are stronger today, one can argue that such fees remain necessary. Waste management isn't free, so why should recycling be given the extensive infrastructure required to support it? MRFs increasingly are sophisticated manufacturing facilities producing commodity-grade raw materials for consumption by companies in North America and beyond. But, unlike other manufacturers, these facilities have little control over their infeed materials. It's no surprise, therefore, that contamination is cited as a primary concern.

We'd like to thank those of you who take the time to recycle right. Your effort is critical to everything we do, and we appreciate what you do every day. Recycling is essential, and so are you.

## Jacksonville, FL Recycling Pick-Ups on Hold; 14 Self Service-Stations Opening

Duval County residents who want to recycle will have to take matters into their own hands. Jacksonville Mayor Lenny Curry said staffing shortages are forcing the city to put recycling services on hold temporarily so collectors can focus on the trash that has been piling up in neighborhoods across the city. "We're prioritizing garbage and yard waste because they pose a high risk to the sanitation, health and safety of our neighborhoods," Curry said.

Curbside recycling collections stopped on Oct. 4. 14 recycling drop-off sites opened throughout the city where residents can bring their items for collection. The sites will be open Monday through Sunday from sunrise to sunset. There is no cost.

Curry said the move comes after his administration has received hundreds of phone calls and emails about delays in waste collection. "Our citizens are understandably upset. They're upset because this is a basic service that is paid for by their taxes, and it's not outrageous to expect a service that you pay for. I understand that frustration," Curry said. "This is an issue fueled by labor shortages, and it's something that is happening across the country, not just here in Jacksonville."

## COVID's Big Reveal: Driver Shortages Must Be Solved with Automation

To get and keep more diverse, talented people in the driver's seat, capital investment in dependable technology is the waste industry's best recourse.

The big message from COVID-19 is this: The time to automate the complexity, time and tedium out of trash collection was yesterday. It was hard enough to find people to collect trash. Then COVID-19 exacerbated a calamitous driver shortage for municipal and private haulers. COVID-19 changed our buying habits. During stay-at-home orders, people did more online ordering and disposed of more shipping waste. This increased municipal solid waste (MSW) by about 20 percent—a big deal for haulers who are under pressure to attract and retain drivers.

The driver shortage left many waste haulers straining to adapt. They struggled to complete routes. Carts went unattended at the curb. Driver absences due to illness and isolations (quarantine) resulted in service delays, irritated customers and increased demand on already overburdened employees. The shortage placed haulers between the proverbial rock and a hard place, causing them to breach contracts and face fines for non-performance.

The average age of a truck driver today is 49. Younger workers are not filling seats as quickly as they are being vacated. Middle-aged white males comprise the largest demographic in trucking, according to the Census Bureau. Efforts are underway to recruit underrepresented women and minorities into the profession to help meet demand. However, with more driving options from Amazon, Walmart, Instacart and many others, competition for people who are willing to drive for a living has become so intense that some haulers are touting the kind of sign-on bonuses previously reserved for investment bankers.

Visionary haulers and municipalities became more automated years ago. They deployed in-cab computers, software-based route-design tools, camera equipment and smart-sensors on their trucks. In addition to lower labor costs, these additions increased revenue and improved service.

With astounding speed, municipalities have mustered requests for proposals (RFPs) for digital tools out the door. Private haulers are accelerating plans to go paperless. Forced for the first time into a return-on-investment (ROI) analysis, service providers are discovering efficiencies and huge financial rewards that led visionary municipalities and private haulers to automate years ago.

COVID-19 led haulers to an awakening: While mitigating driver shortages, automation pays for itself. Here are the top 10 reasons why demand for municipalities and private haulers are stepping up their game with automation:

1. Automation pays for itself in less than 12 months. It allows haulers to consolidate stops, resulting in fewer route hours and reduced vehicle and driver expenses. Those savings flow to the bottom line.
2. It leads to better service, 100 percent verification of service and fewer missed stops. If a driver skips a stop because the container was blocked or not out, global positioning (GPS) and photo or video can prove that the driver made a valid attempt to serve.
3. It mitigates a profound driver shortage. Route optimization means haulers need fewer trucks and drivers.
4. It improves safety for the driver and for the community. Automation keeps the driver's focus where it should be, and route optimization reduces the time your fleet spends on the road overall.



5. Automation plugs a huge revenue leak. In-cab computers allow drivers to record billable “extras,” and photo and video evidence of skips reduces expensive “go-backs” when containers are not out on time.
6. It eliminates paper. Automation sends routes and service orders to on-board computers so that the driver’s day is organized before it begins.
7. It helps a hauler maintain the same service footprint with fewer trucks. Optimized routes take less time, translating to more pickups per hour, meaning trucks and drivers can do more work in the same number of hours. Additionally, haulers can increase roll-off pulls per hour, leading to an increase in top-line revenue.
8. It makes it easier for new drivers to faithfully run routes error-free. In-cab computers with turn-by-turn directions allow new hires and pinch-hitters to run routes successfully the first time.
9. It leads to an 80 percent reduction in calls to customer service. Automation also provides real-time information to customer service, reducing time spent per call and allowing for reduced staffing.
10. Automation leads to higher recycling diversion rates. By allowing haulers to capture extra trash setouts and appropriately bill the customer, automation encourages proper sorting of materials and increases recycling.

The significant savings that automation produces can fund recruitment efforts and pay drivers higher wages. This can make a hauler the “employer of choice” for people who are willing to drive for a living.

It is easier to recruit a younger, digital-native driver with a truck that is equipped with the kind of technology that they already use in daily life. The days of paper-based routes and reliance upon institutional memory to get things right are coming to an end.

Instead, drivers rely on turn-by-turn directions, instant messages and access to information on the go. These tools reduce friction and make the job more satisfying.

Integrated digital solutions improve safety in what has been a comparatively dangerous profession. Onboard computers equipped with photo and video functionality:

- Easily and automatically document unsafe conditions at a customer site,
- Automatically film accidents, safety issues, panic events and interactions with police and the public,
- Track metrics in real time, including G-force events and speeding events,
- Help with root-cause analysis and incident prevention,
- Get 360-degree views around the truck to prevent accidents,
- Help supervisors provide specific coaching based on telematic information such as hard braking or rapid acceleration,
- Inspect and document vehicle faults before and after a shift.

Many haulers need drivers to serve new recycling and organics collection programs aimed at diverting waste from landfills and reducing methane emissions. The right technology helps organizations address the driver shortage. It is still true. To get and keep more diverse, talented people in the driver’s seat, capital investment in dependable technology is the waste industry’s best recourse.

## **Republic Services Opens Industry's First Technical Institute**

Republic Services, Inc. unveiled its Technical Institute, the industry's first-ever diesel technician training program. As the need for skilled workers continues to increase, this investment offers best-in-class training, fully compensating students during the 12-week program. Graduates will immediately begin full-time work, joining Republic's 35,000 employees at one of its 180 local business units. The state-of-the-art, 76,000 sq. ft. facility is located in Dallas.

The training program was developed in partnership with the U.S. Department of Labor and Lincoln Tech, the leader in post-secondary education for auto, diesel, and skilled trades, to address the national diesel tech shortage. The program also features life skills training that is designed to support leadership development, inclusion and diversity, and overall student wellness. This comprehensive approach is a unique differentiator that will further engage students in their training and position them for success in their personal lives.

Republic Services covers all costs, including tuition, travel, and lodging during the training for those who qualify – and participants are compensated throughout the duration of the program. Following the 12-week program, graduates will be offered full-time technician positions in one of the 45 states in which Republic operates, performing ongoing maintenance and critical repairs. Graduates will receive a competitive salary and health insurance benefits, 401(k) benefits and paid time off.

In its mission to support an inclusive and diverse workforce, Republic is targeting a candidate pool that includes veterans looking to re-enter the civilian workforce, recent high school graduates and individuals from underserved areas.

## **'Red Tag' Inventories Grow As Truck And Trailer Makers Struggle To Meet Demand**

Commercial vehicles for industry forecaster FTR estimates there are 13,000 to 20,000 "red tag units" – Class 8 trucks that are sitting incomplete due to semiconductor and other parts shortages – parked in rented lots and fields as truck makers struggle to keep pace with demand.

Trailer OEMs also have red tag units waiting to be completed, indicating it's not just semiconductors that are in short supply. Some OEMs are employing temporary plant shutdowns, while others continue to add to their red tag inventory.

This, as freight demand continues to grow. FTR anticipates the goods transport segment of GDP will grow at 4.5% in the third quarter, and 6.8% in Q4, before moderating next year. Even when it levels off at 3% growth.

FTR says truck loadings are up about 6% this year, which is driving high demand for new trucks and trailers. Loadings are also expected to grow about 3% next year and 2.2% in 2023, which is still "healthy growth."

All this would be excellent news for truck and trailer makers, however they are currently unable to take advantage due to supply shortages and uncertainty over pricing. The industry is in the midst of "the worst supply chain shortage since WWII."

More than 20 parts are in short supply, and possibly as many as 40, with the most prominent of them being semiconductors.

Class 8 truck makers collectively have capacity to produce about 1,600 units a day, and are running at a deficit of 11,500 units per month. Trailer makers are producing at a deficit of 8,800 units per month.

This is causing backlogs to grow to near record levels. The Class 8 backlog is 268,334 units and that will balloon to record levels once OEMs begin fully opening up the 2022 order boards.

Trailer orders have stalled because manufacturers are not yet taking orders for 2022.

The parts shortages make forecasting a tricky business. But FTR’s outlook is for pent-up demand to spill over into 2022 and possibly 2023.

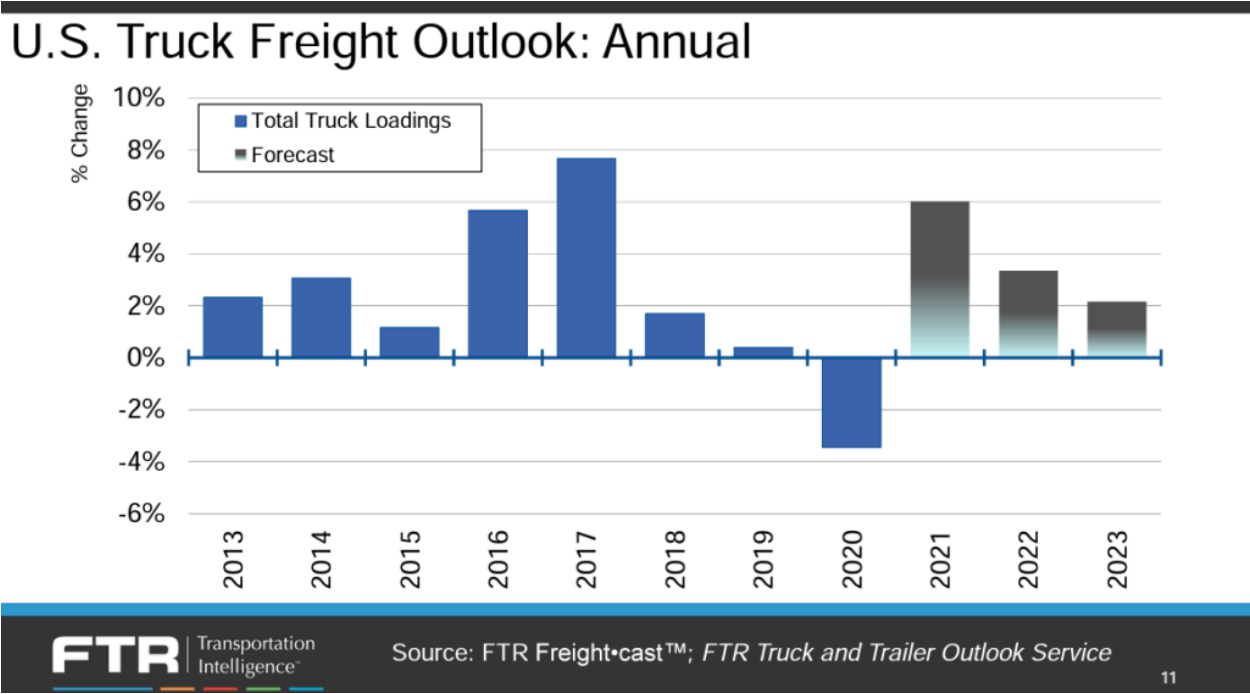
FTR projects 360,000 Class 8 factory shipments in 2023, which would mark the second-best year ever. That’s up from 274,000 factory shipments this year and 335,000 next year.

Trailer production is expected to total 341,000 units in 2022 and 330,000 in 2023. If that pans out, 2022 will be the best year ever for trailer production.

In Canada, there will be 22,500 trailers added in 2022 compared to 18,000 this year.

Medium-duty truck demand is also expected to remain high due to e-commerce and home deliveries. Those segments are not immune from the semiconductor shortage but there will be robust demand for medium-duty trucks – once we get cranking, we’re going to crank production for a long time. Every market in the medium-duty sector should be humming in 2022-2023 as the economy continues to improve.”

To conclude, the extraordinary pent-up demand coupled with semiconductor and other parts shortages will ensure truck and trailer makers remain busy for the foreseeable future – once they are able to ramp up production.



## Mattresses And Solar Panels Among New Products Added To B.C. EPR Regimen



Mattresses, EV batteries, single-use propane cannisters, fire extinguishers and various types of electronics such as e-cigarettes, will be managed through B.C.'s EPR regulations.

Announced in September, electric-vehicle batteries, mattresses, solar panels, single-use fuel canisters and fire extinguishers are among new products that will be eligible for provincewide recycling as part of a five-year plan to advance recycling in British Columbia. Other items to be added to British Columbia's Recycling Regulation and the Extended Producer Responsibility (EPR) strategy include more electronic products such as additional types of lithium-ion batteries, electric-vehicle chargers and e-cigarettes.

Under the EPR Five-Year Action Plan, the changes will be phased in to give producers time to set up the necessary systems. The Province says it recognizes the need for timely action and will work with its partners to accelerate proposed timelines where possible.

EPR requires producers to take responsibility for the lifecycle of their products, including collection and recycling. This shifts the costs and responsibility from local and Indigenous governments and taxpayers to the producers and consumers of products. Since 2004, the Province has regulated through EPR residential packaging and paper, beverage containers, numerous electronics, light bulbs, tires, automotive oil, antifreeze and paint.

Regulating more products under EPR is one part of the new action plan, which builds on British Columbia's leadership in preventing waste, reclaiming more materials and growing the circular economy. The ministry will also explore how to regulate the recycling of more packaging and paper products beyond residential sources, such as from businesses, stadiums, shopping malls and universities. British Columbia would be the first jurisdiction in North America to do so.

B.C.'s EPR strategy recovers \$46-million worth of materials annually and reduces greenhouse gas emissions by more than 200,000 tonnes of carbon dioxide equivalent. The strategy generates an estimated \$500 million annually through recycling programs, and collects approximately 315,000 tonnes of plastic from bottles, packaging and electronics.

## **As You Sow Scorecard Finds Corporations Are Not Acting With The Urgency Required To Curb Waste Plastics**

According to As You Sow, the high number of poor and failing grades reflects a lack of basic goal setting, strategy and action to shift from disposable to reusable packaging to effectively address the plastic pollution crisis.

California-based As You Sow has released its Corporate Plastic Pollution Scorecard 2021 analyzing the actions, and inactions, of 50 of the largest U.S. consumer-facing companies to reduce plastic pollution. The new report finds significant progress in some areas such as a sharp increase in commitments to reduce use of virgin plastic for packaging, resulting in part from As You Sow shareholder engagements. Overall, the report echoes previous findings that no companies are acting with sufficiently robust policies, given the urgency of the crisis.

Out of the 50 companies ranked in the scorecard, the highest grade received was a "B" for The Coca-Cola Company. Key contributions to Coca-Cola's grade are the high degree of transparency for its packaging use, strong commitment to recycling all containers it puts on the market, and supporting producer responsibility initiatives. Coca-Cola is the only company in the report to disclose the number of units of plastic packaging it produces. The company also reported 60% progress towards its 2030 goal to recycle one bottle or can for each one it produces, a unique example of producer responsibility for its packaging.

The six highest ranked companies, including its grade, are:

Coca-Cola, B  
Keurig Dr Pepper, C+  
Nestlé, C+  
Walmart Inc., C+  
Colgate-Palmolive, C+  
Target Corp., C+

In the lower scoring group, 17 companies received "C" grades, 18 received "D" grades, and 14 received "F" grades. The six lowest ranked companies by revenue size, including its grade, are:

Amazon, D-, \$386 billion  
Costco, F, \$167 billion  
Walgreens, D-, \$140 billion  
Kroger, D, \$122 billion  
Procter & Gamble, D, \$71 billion  
Kraft Heinz, D, \$26 billion

According to As You Sow, the high number of poor and failing grades reflects a lack of basic goal setting, strategy, and action to shift from disposable to reusable packaging to effectively address the plastic pollution crisis.

There was notably less leadership in the area of support for recycling, with just 5% of the \$17 billion needed to expand and upgrade U.S. recycling infrastructure having been secured to date. The scorecard results indicate that companies have a long way to go to transition from single-use plastics, dramatically increase recycling yields, and deliver a truly circular plastics economy.



## California May Impose Toughest Rules on Recycling Labels

California lawmakers have approved what advocacy groups say are the nation's strongest protections against falsely labeling items as recyclable when they in fact are destined for landfills. The measure sent to Democratic Gov. Gavin Newsom for his consideration would reserve the "chasing arrows" recycling symbol for items that actually can be recycled.

The author of the bill named SB 343, Democratic Sen. Ben Allen, said in a statement that it will force truth in advertising and "will reduce contamination in the recycling stream and improve the sorting process, thereby saving cities and ratepayers money while empowering consumers to make more informed decisions."

It's among efforts in several states to ease confusion about recycling and increase recycling efforts. A Consumer Brands Association report recently asserted that the confusion has led to "a broken recycling system in America."

A coalition of 14 opposition organizations countered that the bill would have "resounding impacts" on the state's goal to divert 75% of trash from landfills and hinder the state's efforts to recycle packaging. The bill would likely require state regulators to create a list of eligible items that "is extremely limiting," potentially including just 15, the groups said — eight types of paper materials, two forms of glass, two types of metals, two types of plastics and one type of colored plastic.

## Canadian Partnership Creates Online Resale Marketplace For Baby Gear

The Hudson Bay Company (HBC) and Rebelstork Corp, a Canadian startup, have partnered to launch an online resale marketplace for overstocked, opened, and used baby gear. Many stores like HBC are teaming up with online retailers to encourage the resale of goods



to shift to a circular economy. The online marketplace will ensure the quality and condition before listing the item and will use an algorithm to determine the price, of which sellers can get up to 80%. Rebelstork hopes to give parents a hassle-free way to buy and resell their baby items.

## Standardizing Chargers For Electronic Devices To Tackle E-Waste In The EU



The EU has proposed a new rule that will force manufacturers to create a standardized charging port for electronic devices such as phones, tablets, cameras, headphones, and other small electronic devices. The proposal states that all smartphones sold in the EU must have USB-C charging ports to encourage consumers to re-use their existing chargers when buying a new device. With more than 30 different chargers available, having one common charging port can significantly reduce e-waste.

## MFAM Model

The Authority approved the changes to the Municipal Funding Allocation Model (MFAM), which is used to distribute funding from Blue Box program stewards to municipalities and First Nation communities, in order to simplify the model to better support the program's transition to Ontario's new producer responsibility regulatory framework.

Between June 21 and July 16, 2021, the Authority consulted stakeholders and based on positive feedback, approved the changes to the MFAM for immediate implementation for the 2022 funding year.

The approved changes address needed technical adjustments to the model as well as simplify the calculation for allocating funds among programs, making it easier for programs to understand and predict the funding received during the program's transition.

The MFAM will now use a fixed percentage approach where all programs will receive the same percent funding of their reported net cost. The fixed percentage will be based on the steward funding obligation divided by reported net costs for the year.

Key considerations for implementing this approach include:

- Reported net costs will no longer be adjusted based on cost bands in the program groupings
- Programs will no longer have funds allocated based on their share of marketed tonnes
- Best practices will be removed from the MFAM and therefore will no longer be required to be reported in the Datacall. As the changes to the MFAM are taking effect for the 2022 funding year, any best practice activities already undertaken in 2020 and 2021 will not apply.

The updated MFAM will be implemented for the 2022 funding year which is anticipated to be determined and communicated to municipalities and First Nation communities later this winter.

## These Engineers Have Invented an Entirely New Approach to Recycling Plastic

A new study demonstrates the proof-of-concept of an entirely new approach to plastic recycling, inspired by the way nature naturally 'recycles' the components of organic polymers present in our environment. The approach takes guidance from the fact that proteins within organic polymers are constantly broken down into parts and reassembled into different proteins, without losing the quality of the building blocks. In essence, when it comes to recycling plastic – a synthetic polymer – without degrading it, we have to think smaller.

Proteins are one of the main organic compounds that act as building blocks for everything biological. They're long chains of molecules (or monomers) known as amino acids, and researchers think that the way these molecules can be broken up and reconfigured suggests a potential strategy for recycling synthetic polymers. "A protein is like a string of pearls, where each pearl is an amino acid," says materials scientist Simone Giaveri, from the École polytechnique fédérale de Lausanne (EPFL) in Switzerland.

"Each pearl has a different color, and the color sequence determines the string structure and consequently its properties. In nature, protein chains break up into the constituent amino acids, and cells put such amino acids back together to form new proteins – that is, they create new strings of pearls with a different color sequence." The researchers have called their approach "nature-inspired circular-economy recycling", or NaCRe for short.

## Why Decentralized Energy-From-Waste Is The Way Forward



The topic of Energy-from-Waste (EfW) isn't a new one in the global waste and recycling debate, but the truth is that when it comes to the implementation of energy recovery technologies, the picture varies greatly from one nation to the next.

And even more so when it comes to the topic of decentralized systems.

Taking a look at the UK specifically, what role do more localized solutions play in the evolution of a circular economy, and what benefits can they bring to the UK's waste recycling and recovery landscape?

The export of the country's 'difficult to dispose of' wastes - in particular, plastic waste - has been in the spotlight for a number of years. And it was China's ban on plastic waste imports in 2018 which arguably produced a domino effect - seeing many Southeast-Asian countries also tighten import policies.

This was a turning point in the world of waste and recycling and a much-needed shake-up for countries - like the UK - which have knowingly been shipping hundreds of thousands of tonnes to overseas nations, for disposal.

In fact, the Environment Agency estimates that approximately 210,000 tonnes of plastic waste are exported from England to countries such as Malaysia, Turkey, Taiwan, Indonesia, and Pakistan, each year.

But why is this the case? Why are firms looking overseas for a solution? Surely, we should be looking to recover it in the country of origin.

The truth is it's all about attitude and mindset.

The language we use to describe 'waste' is wrong - it's actually a 'resource', and it needs to be more widely thought of in this way.



And it's in this same way that the responsibility of compliantly processing waste should be on the country that is creating it - in order to reap not only the ethical and environmental benefits, but the financial ones too.

At present, it's reported that 67 percent of the country's plastic packaging is exported as refuse-derived fuel (RDF), but we have the opportunity to stop exports and boost our own national recycling infrastructure.

As a result, this would see us paving the way and setting a shining example when it comes to best practice, not contravening the regulations and looking for alternatives.

It's no secret that for a long time, the UK hasn't been ready - capacity-wise - to manage the high volume of non-recyclable wastes it produces. And it's time to change this.

It was only last year that a report was released by Policy Connect stating that EfW plants are 'the answer to the country's national waste crisis.'

But of the circa 50 EfW plants in the UK, not all of the heat generated is being utilized - with research uncovering that less than a quarter of the plants are synced to an external power take-off.

It's therefore clear to see that there's a lot of work to be done nationwide to help tackle and resolve this issue, and to empower the UK to be able to harness the resource potential of its own wastes.

And that's where decentralized solutions could hold the answer.

What are the benefits of decentralized energy recovery facilities?

Unlike larger, centralized solutions, localized plants allow for greater resource utilization - in the form of thermal energy, as well as the more easily redistributed electrical power.

First and foremost, larger plants rely on aggregating wastes - such as RDF and SRF - from smaller collectors, whereas if smaller EfW solutions are implemented on a local scale, the transportation of wastes, and in turn pollution levels, can be significantly minimized.

If these wastes are traveling less distance to be processed, this helps people commuting greater distances.

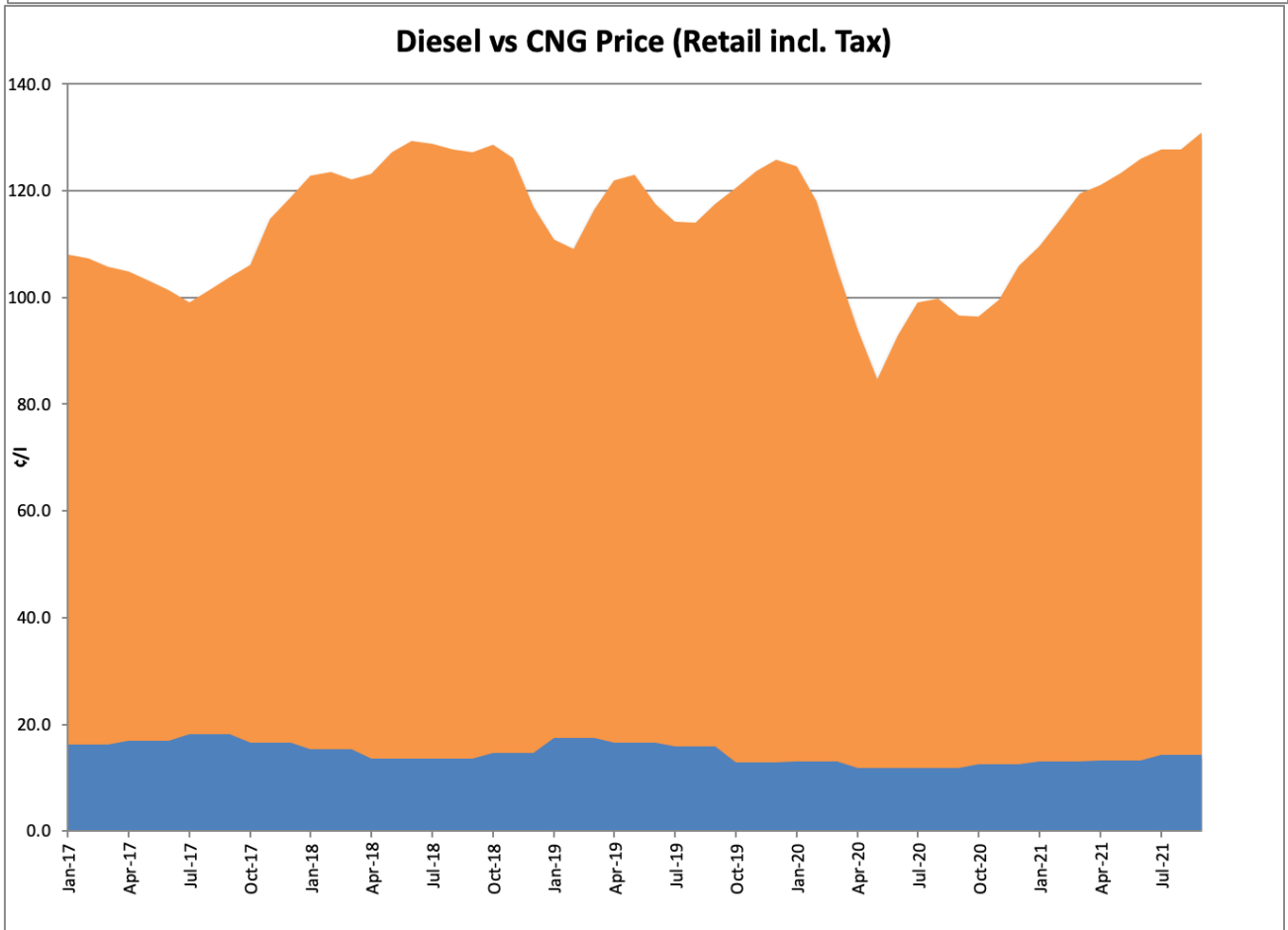
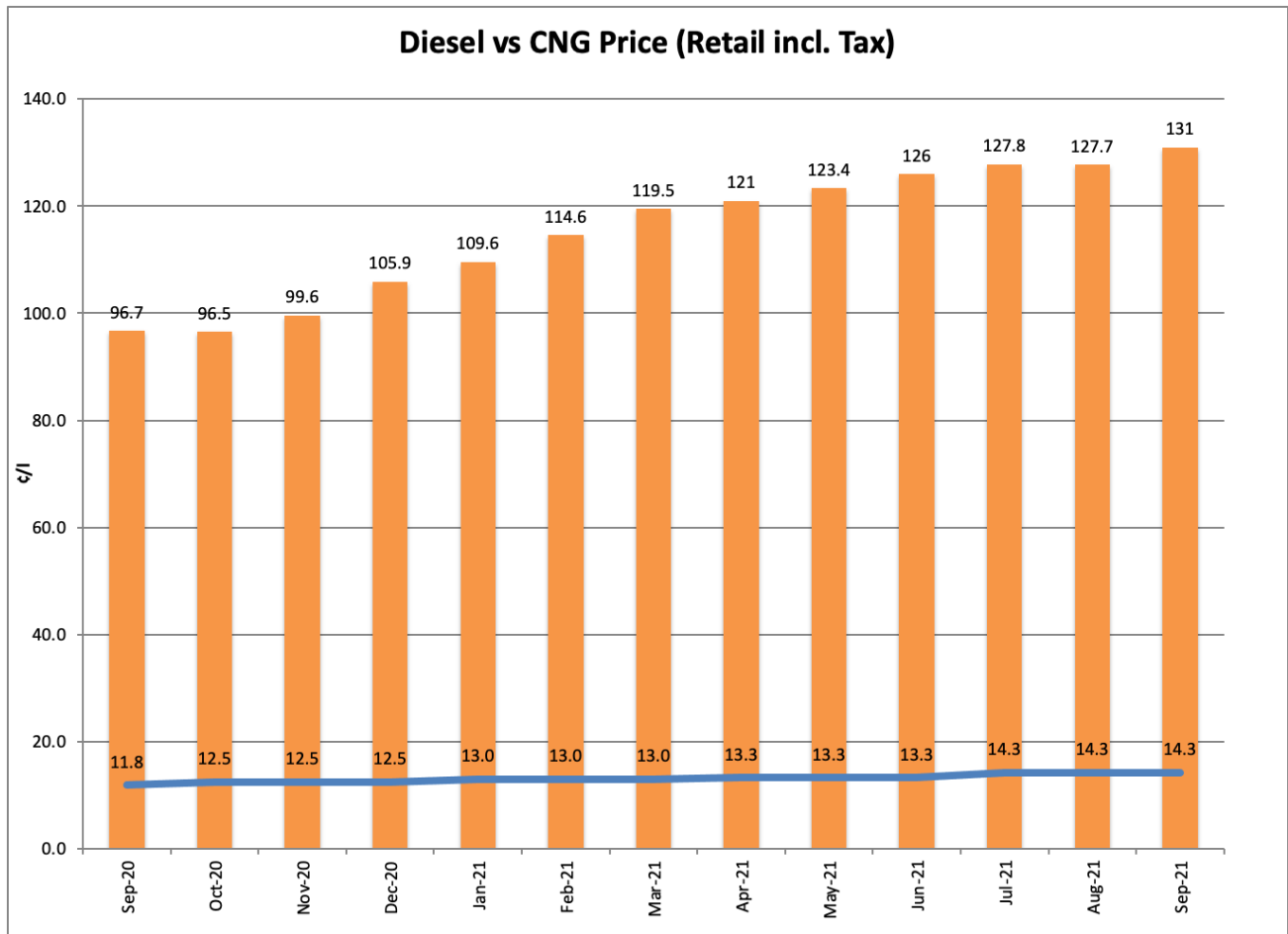
It's also no surprise that smaller-sized solutions require less space compared to their larger counterparts, meaning selecting a location is less restrictive - and it may even be faster to obtain planning permissions for this kind of plant.

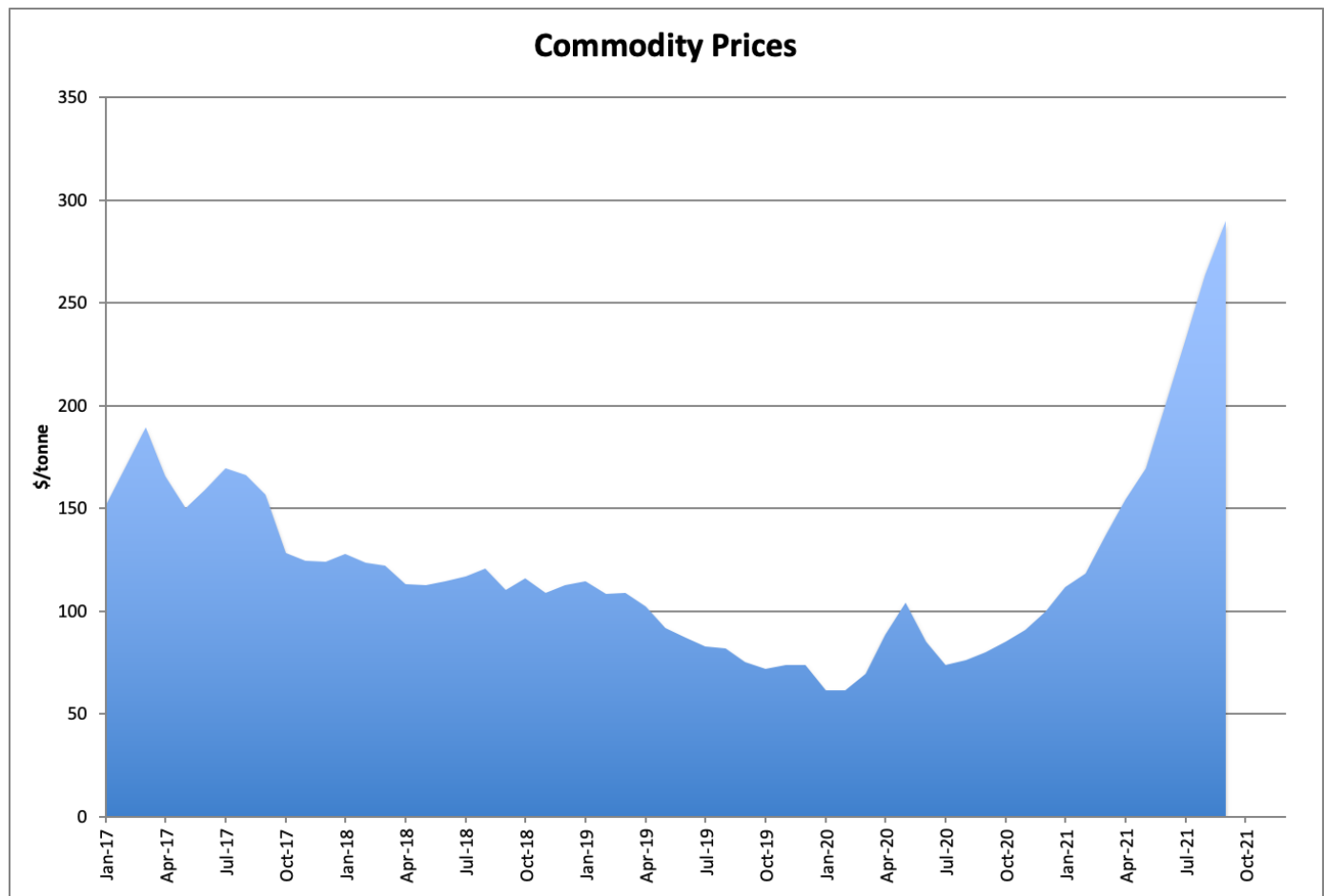
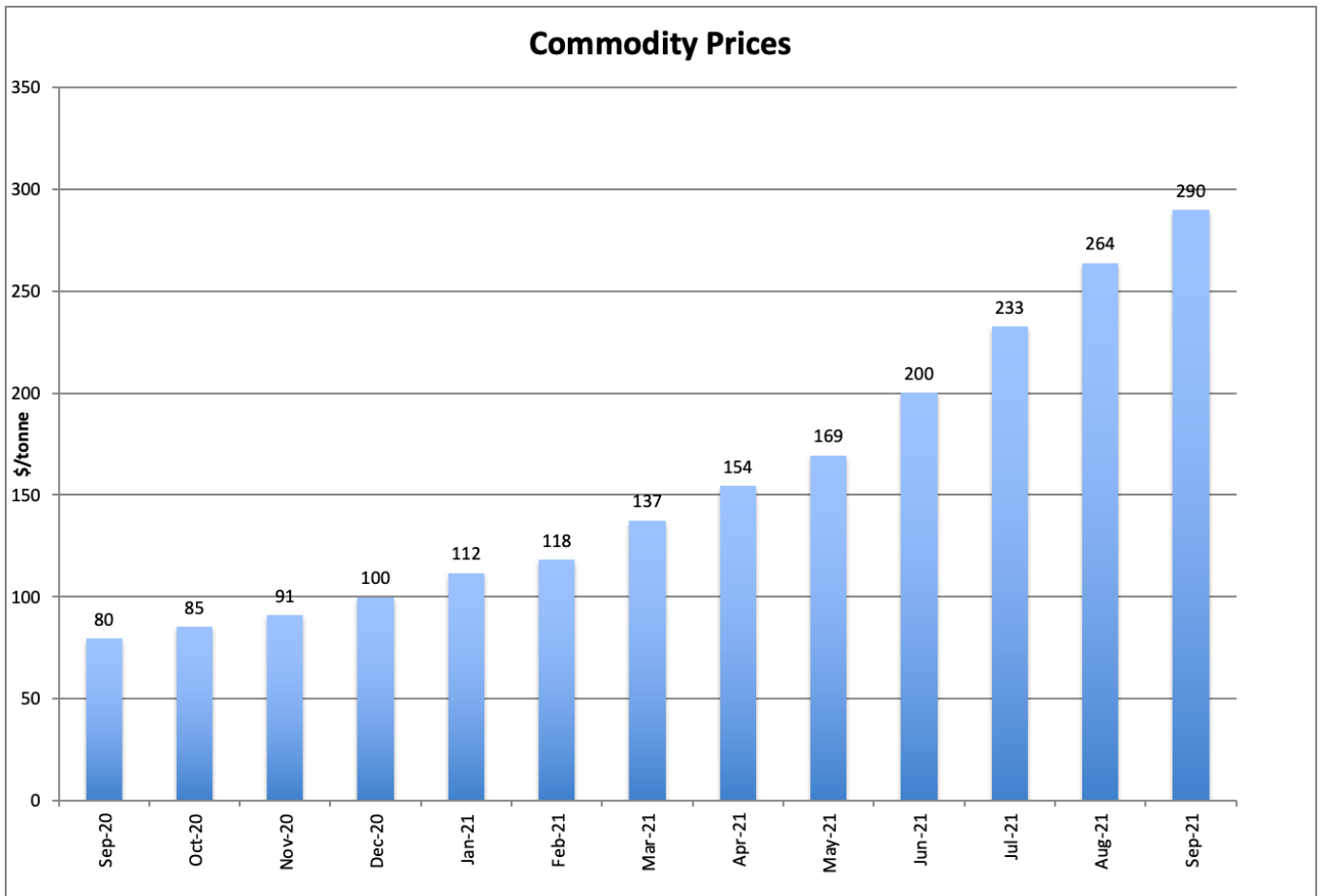
But it isn't simply the environmental and logistical impact which is more favourable with decentralized systems - due to their reduced size and localized nature - they also don't incur the same grid connection costs and there's more likelihood of the heat being utilized to power communities in towns and cities - instead of it simply being lost.

By keeping and treating waste in the country of origin, this enables us to utilize end-of-life materials sustainably, to generate power locally.

And this effectively, we need to boost our national infrastructure, treat these wastes as a resource, and introduce tougher penalties for illegal exports - only then can we remedy the root cause of the issue and embrace not only assists in making sure that, as a nation, we're all accountable for own wastes, but that local environments are benefiting from energy locked up in this resource.

In the end, as we will never eliminate these wastes, if we're going to close the waste management loop our wastes for what they really are, a valuable energy source.





**SPRUCE LODGE**  
**Board of Management Meeting**  
**September 15<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 Ingram  
Seconded by Councillor Aitcheson

**That the agenda for September 15<sup>th</sup>, 2021 be approved as presented.**

**CARRIED**

➤ Declaration of pecuniary interest.

**Approval of Minutes:**

Moved by Councillor Luna  
Seconded by Councillor Pridham

**That the minutes of June 16<sup>th</sup>, 2021, and July 16<sup>th</sup>, 2021 be approved as presented.**

**CARRIED**

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

**New Business:**

**Ratification of Accounts:**

Moved by Councillor Luna  
Seconded by Councillor Ingram

**That the June to August 2021 accounts in the amount of \$1,118,324.89 to be ratified.**

**CARRIED**

**Financial Report:**

The Business Manager presented the financial report for the period ending July 31<sup>st</sup>, 2021 for review and discussion. The negative variance in resident revenue is being driven by an occupancy rate of approximately 91% in July, increasing to approximately 94% in August. Expected increases in resident revenue have been deferred by the Ministry of Health to January 2022. There will be some relief upon completion of the annual occupancy report.

Moved by Councillor Ingram  
Seconded by Councillor Pridham

**To accept the Spruce Lodge Revenue and Expenses for the period ending July 31<sup>th</sup>, 2021 prior to audit as presented.**

**CARRIED**

The LTC Homes Level-of-Care Per Diem Funding Summary increased by \$2.44 per resident day. This will increase monthly funding amount by approximately \$9,000. The decrease in CMI is about \$7,000. The Global funding will increase approximately \$11,000. COVID containment funding will continue until March of 2022, and the PSW wage enhancement has been extended to October 31, 2021.

## **SPRUCE LODGE - Continued**

### **Board of Management Meeting**

**September 15<sup>th</sup>, 2021**

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

##### **Mandatory Vaccinations:**

The Administrator presented the Vaccinations (decision item) for discussion.

The Ministry of Health has not yet mandated vaccinations for staff, although mandates have been put into place locally.

There is duty of care level which is higher than municipalities, and recreational facilities.

The Town of St. Marys has mirrored the HPHA vaccination policy. After a two (2) week leave of absence employees not vaccinated will be deemed to have resigned their position. The County of Perth in not mandating vaccinations.

At Spruce Lodge, the policy has changed whereas those not vaccinated would no longer be able to work in an outbreak.

We could turn to agencies if mandatory vaccination results in staff shortages.

The Health Unit shared a document issued from local physicians announcing strict guidelines for exemptions from the COVID vaccination.

Advantage Ontario has a coalition for lawyer fees should unions pursue grievances, albeit Spruce Lodge has not joined the coalition.

Moved by Councillor Ingram

Seconded by Councillor Luna

**To accept the recommendation to impose mandatory vaccinations for staff as presented.**

**CARRIED**

The recorded vote was unanimous. All were in favour.

##### **Air Conditioning**

The province provided IPAC funding of \$80,000 in the spring to have air conditioning in all resident rooms. Spruce Lodge has air conditioning in the hallways. Nerva Energy assisted Spruce Lodge in determining requirements. The current vents in the resident rooms are not sufficient.

Larger scale roof-top units were suggested. Controls would need to be installed in resident rooms

An engineer needs to be involved, and Walter Feddy was hired, to come up with a proposal.

Minor capital funding will cover the costs for engineering.

Room temperatures must be recorded 3 times per day and reported to the Ministry. Temperatures have been reasonable.

There is another government fund available to apply for funds to provide air conditioning in the entire building

The Administrator will present the proposal to the Board upon completion.

##### **Compliance Inspection:**

Compliance inspectors visited to follow up on three (3) complaints, six (6) critical incidents, the IPAC inspection, and the air conditioning inspection. The inspectors were in the building for a month and were extremely thorough. We expect two (2) reports on complaints, and critical incidents. While completing their inspection, the inspectors observed doors to outside courtyards propped open. The Facilities Manager contacted a company to address.

## **SPRUCE LODGE - Continued**

### **Board of Management Meeting**

**September 15<sup>th</sup>, 2021**

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One critical incident involved alleged neglect on the night shift, which we were also investigating, and determined there was a problem with a few staff. Other concerns included continence care, requirement of two (2) baths per week, cleaning wheelchairs and walkers. Several letters of complaint were not filed with the ministry, and staff are not following complaints policy. There are concerns about PSW shortages, as there is no ministry of staffing standard in Long Term Care. Spruce Lodge needs a plan to evaluate the staffing plan each year. More detail will be shared with the Board when the report is issued.

Moved by Councillor Ingram  
Seconded by Councillor Ehgoetz

**To enter closed session at 6:00 p.m. to discuss an identifiable individual.  
CARRIED**

Moved by Councillor Pridham  
Seconded by Councillor Aitcheson

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

Moved by Councillor Aitcheson  
Seconded by Councillor Ehgoetz

**To accept the declaration of compliance issued pursuant to the  
MSAA effective April 1, 2020.  
CARRIED**

Moved by Councillor Aitcheson  
Seconded by Councillor Ingram

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

#### ***Correspondence:***

##### ***Dress Down Days:***

The Board gave direction for the Administrator to make the draws for dress down days.

☺ *For April 2021, the lucky charitable receipt winner is Jayne Petrie!*

☺ *For May 2021, the lucky charitable receipt winner is Lily Kampferseck!*

#### **Other Business:**

##### **Board Meetings:**

There was discussion regarding meeting in person versus continuing virtual meetings. Some Councils are meeting in person, some offsite. We will continue to monitor Ministry guidelines going forward.

**SPRUCE LODGE - Continued**

**Board of Management Meeting**

**September 15<sup>th</sup>, 2021**

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Moved by Councillor Aitcheson

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

**Date & Time of Next Meeting:**

***Wednesday, October 20<sup>th</sup>, 2021 at 5:00 p.m. – Teleconference***

**Councillor Vassilakos**  
***Chairperson***

**Jennifer Facey**  
***Secretary***

**Date**

Oct 20/21

Minutes  
Upper Thames River Conservation Authority  
Board of Directors Meeting  
Tuesday, September 28, 2021

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Virtual Meeting Due to COVID-19 Pandemic

The UTRCA Board Chair called the meeting to order at 9:32am.

Members Present:

M.Blosh	A.Murray
A.Dale – Chair	B.Petrie
T.Jackson	J.Reffle
M.Lupton	J.Salter
N.Manning	M.Schadenberg
H.McDermid	A.Westman
P.Mitchell	

Regrets: S.Levin and A.Hopkins

Solicitor: G. Inglis

Staff:

J.Allain  
T.Annett  
T.Hollingsworth - recorder  
J.Howley  
J.Welker

## 1. Approval of Agenda

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

Mover: P.Mitchell

Secunder: A.Murray

THAT the Board of Directors approve the agenda as posted.

Carried.

## 2. Declaration of Conflicts of Interest



## **Draft**

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 – August 24, 2021**

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

Mover: B.Petrie

Secunder: J.Reffle

THAT that the Upper Thames River Conservation Authority Board of Directors approve the Board of Directors' minutes dated August 24, 2021, including any closed session minutes, as posted on the Upper Thames River Conservation Authority 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**

#### **6.1. 2022 Budget Concepts**

(Report attached)

The Board discussed the report and raised concerns on the effects of the global vehicle shortage, the use of reserves for flood forecasting and warning, as described in number twelve in the report, rising insurance prices, and potential continued increases in inflation, on the budget

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

Mover: J.Salter

Secunder: M.Schadenberg

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

Carried.

## **7. Business for Information**

### **7.1. Administration and Enforcement - Section 28 Status Report – Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (O.Reg157/06)**

(Report attached)

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

Staff noted the table attachment to the report that was circulated as part of the agenda package was incorrect. The correct report was presented on the screen during the meeting and will be circulated to the Board members.

Mover: A.Westman

Secunder: M.Blosh

THAT the Board of Directors receives the report as presented.

Carried.

### **7.2. Conservation Authorities Act and Transition Plans**

(Report attached)

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

Staff noted there may be a need for a December Board meeting depending on the timing of the release of regulations from the Province and the timelines prescribed.

Mover: T.Jackson

Secunder: M.Lupton

THAT the Board of Directors receives the report as presented.

Carried.

### **7.3. Team for Inclusion, Diversity and Equity**

(Report attached)

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

Mover: N.Manning

Secunder: H.McDermid

THAT the Board of Directors receives the report as presented.

Carried.

## **8. September 2021 For Your Information Report**

The September For Your Information report was presented for the member's information.

## **9. Other Business (Including Chair and General Manager's Concluding Remarks)**

### **9.1. Vaccination Policy**

Staff gave an overview of the current practices, policies and procedures in place to protect staff and confirmed Board meetings would continue in the current format. Staff indicated a vaccination policy is being developed using the template provided by the Middlesex London Health Unit and guidance from the Authority's solicitor.

### **9.2. Proposed Conservation Authorities Act Regulations Updates**

The Chair and General Manager shared updates from the most recent meeting of Conservation Ontario and praised the working group for their continued efforts. There have been no recent updates regarding the timing of when the new regulations will be released.

In the closing remarks, the Chair and Board members thanked staff for their hard work and dedication during the heavy rains and flooding that happened last week. A Board member suggested including an article with a list of critical actions taken by staff and the organization during the recent flood event in the October For Your Information report.

Staff confirmed there have been some communications with the Town of St. Marys and the golf course but further communication and meetings specifically addressing the consultation directions from the Ministry will be set up soon.

## **10. Closed Session – In Camera In Accordance with Section C.13 of the UTRCA Administrative By-Law – none (at this time)**

## **11. Adjournment**

The Chair confirmed the mover was willing to let their name stand. There being no further business, the meeting was adjourned at 10:32am on a motion by P.Mitchell.

Tracy Annett, General Manager  
Att.

**Minutes**  
**St. Marys Business Improvement Area Committee**  
**Special Meeting**

October 6, 2021

5:00 pm

Video Conference

Click the following link:

<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 (Council Representative)

Staff Present: Emily Taylor (Administrative Assistant)

Staff Liaisons Present: Kelly Deeks-Johnson (Tourism and Economic Development Manager)

The Chair called the special meeting to order at 5:03 pm.

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

None.

**3. AMENDMENTS AND APPROVAL OF AGENDA**

Moved By: Gwendolen Boyle

Seconded By: Amie Rankin

**THAT** the October 6, 2021 special meeting of the St. Marys Business Improvement Area Board agenda be approved.

**Carried**

#### **4. SPECIAL MATTERS OF THE BOARD**

##### **4.1 2021 Christmas Sub Committee Budget Amendment**

Amendments to nine line items in the 2021 BIA Budget were presented to increase the Christmas Sub Committee budget line by \$11,630. The Christmas Committee will bring forward a report at the next meeting to outline their plans for the season and if they require more funding for their initiatives.

Moved By: Gwendolen Boyle

Seconded By: Amie Rankin

**THAT** the Board amend the 2021 BIA budget Christmas Sub Committee line from \$4,500 to \$16,130.

**Carried**

#### **5. UPCOMING MEETINGS**

The next Board meeting will be held on Monday, October 18, 2021 at 6:00pm and will be live-streamed on the Town of St. Marys' [YouTube page](#).

#### **6. ADJOURNMENT**

Moved By: Councillor Tony Winter

Seconded By: Amie Rankin

**THAT** this special meeting of the St. Marys Business Improvement Area Board adjourns at 5:08 pm.

**Carried**

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Chair

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Committee Secretary

## **Minutes**

### **St. Marys Business Improvement Area Committee**

#### **Regular Meeting**

October 18, 2021

6:00 pm

Video Conference

Click the following link:

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

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

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

Staff Present: Emily Taylor (Administrative Assistant)

Staff Liaison Absent: Kelly Deeks-Johnson (Tourism and Economic Development Manager)

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**

Chair Hoare submitted the amendment of moving 4.1 Christmas Committee to 7.1 under Other Business.

Moved By: Amie Rankin

Seconded By: Gwendolen Boyle

**THAT** the October 18, 2021 St. Marys Business Improvement Area Board agenda be approved as amended.

**Carried**

**4. DELEGATIONS**

**4.1 Marketing and Communications Committee re: BIA Logo**

Scott McLauchlan presented on behalf of the Marketing and Communications Committee. The committee is looking into the creation of a BIA logo and submitted a directional brief. There was discussion about the process, seeking local designers, or running a design contest. A logo was deemed to be a long-term investment, so the committee will seek quotes to determine what the fees would be for this service.

Moved By: Councillor Tony Winter

Seconded By: Kyle Burnside

**THAT** the verbal Marketing and Communications Committee report be accepted.

**Carried**

**5. ACCEPTANCE OF MINUTES**

Moved By: Gwendolen Boyle

Seconded By: Amie Rankin

**THAT** the September 13, 2021 and October 6, 2021 St. Marys Business Improvement Area Board meeting minutes be approved by the Board and signed by the Chair and the Secretary.

**Carried**

**6. MEMBERSHIP INPUT PERIOD**

None.

**7. BUSINESS ARISING FROM MINUTES**



## **7.1 Christmas Committee Report**

Chair Hoare read the report from the Christmas Committee that outlined their plans for the Christmas season. The committee has distributed “save the date” advertising cards to local businesses and advertising will continue on radio stations, newspapers, and online mediums. Decorating the downtown with cedar rope and bows has been paid for by the BIA.

The Downtown Merchants’ Open House will occur on November 19, 20, and 21. Carollers will be singing in the downtown on Sunday, with Mr. and Mrs. Claus stationed at Town Hall. Hannah Thomas will also be back to sing at the event. The Farmers’ Market will be on Sunday from 12-3pm, located at Town Hall. Horse and carriage rides will occur following COVID-19 restrictions.

The Christmas Committee requested an additional \$700 to cover their costs. The Board agreed to move \$1,370 from the Flower Baskets budget line to the Christmas Committee to help cover any additional expenses.

Moved By: Kyle Burnside

Seconded By: Councillor Tony Winter

**THAT** the Christmas Committee report be accepted; and

**THAT** the Board amend the 2021 BIA budget Christmas Sub Committee line from \$16,130 to \$17,500.

**Carried**

## **8. CORRESPONDENCE**

None.

## **9. REPORTS**

### **9.1 Council Report**

Councillor Winter presented on highlights from Council meetings. This included; Giving Tuesday information, the upcoming Capital budget presentation, and PC Connect updates.

Moved By: Councillor Tony Winter

Seconded By: Kyle Burnside

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

**Carried**

## **9.2 Treasurer's Report**

Moved By: Amie Rankin

Seconded By: Councillor Tony Winter

**THAT** the September 2021 Treasurer's report be accepted as presented.

**Carried**

## **10. OTHER BUSINESS**

### **10.1 BIA Budget 2022 Discussion**

The 2022 BIA Budget was discussed. The Board has decided to host a webinar meeting with a public feedback period for membership input on budget discussions. For those interested in submitting a project proposal for 2022, the form is available on the Town of St. Marys [website](#).

### **10.2 BIA Constitution Discussion**

The current BIA Constitution was approved in May 2019 and amendments are desired by the Board. Vice Chair Gwendolen Boyle will take on the project of adjusting the BIA Constitution and will present it at a public meeting for membership feedback.

## **11. UPCOMING MEETINGS**

The next Board meeting will be held on Monday, November 15, 2021 at 6:00pm. It will be live-streamed on the Town of St. Marys' [YouTube page](#) and held in a webinar format with more details to come.

## **12. ADJOURNMENT**

Moved By: Kyle Burnside

Seconded By: Gwendolen Boyle

**THAT** this meeting of the St. Marys Business Improvement Area Board adjourns at 7:12 pm.

**Carried**

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Chair

---

Committee Secretary



**MINUTES**  
**Community Policing Advisory Committee**

October 20, 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

Staff Present: Brent Kittmer, Chief Administrative Officer  
Jenna McCartney, Clerk  
Jed Kelly, Director of Public Works

**1. CALL TO ORDER**

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

**2. DECLARATION OF PECUNIARY INTEREST**

None.

**3. AMENDMENTS AND APPROVAL OF AGENDA**

**Moved By** Jacqui Hibbert

**Seconded By** Paul Dunseith

**THAT** the October 20, 2021 Community Policing Advisory Committee agenda be accepted as presented.

**CARRIED**

**4. ACCEPTANCE OF MINUTES**

**Moved By** Paul Dunseith

**Seconded By** Mayor Strathdee

**THAT** the September 15, 2021 Community Policing Advisory Committee meeting minutes be approved by the Committee and signed by the Chair and the Secretary.

**CARRIED**

**5. CORRESPONDENCE**

**5.1 George Harrod re: Action Requested Related to Snowmobile Use**

Jenna McCartney, Jed Kelly and Chief Skinner spoke to the correspondence and the path forward related to snowmobile use in the Town of St. Marys.

**Moved By** Jacqui Hibbert

**Seconded By** Councillor Winter

**THAT** the correspondence from George Harrod regarding a request for action related to snowmobiles be received; and

**THAT** the Community Policing Advisory Committee recommends to Council:

**THAT** Council directs staff to work with the Stratford Police Service to create an enforcement plan in St. Marys for snowmobiles with a report back to Council no later than January 2022.

**CARRIED**

**6. REPORTS**

**6.1 CRIME STOPPERS REPORT**

Not available for this meeting.

**6.2 POLICE MONTHLY STATISTICS**

Deputy Chief Foster presented the September monthly statistics report.

In response to Jacqui Hibbert's inquiry about the number of mental health calls reports, Deputy Chief Foster stated that the statistics would include repeat calls from the same source.

**Moved By** Paul Dunseith

**Seconded By** Councillor Winter

**THAT** the September 2021 Police Monthly Statistics report be received.

**CARRIED**

**7. OTHER BUSINESS**

**7.1 PW 62-2021 Consideration of a Vision Zero Approach in St. Marys**

Jed Kelly presented PW 62-2021 report.

Mr. Kelly confirmed that there are some streets in St. Marys that are posted at 40 km/h both within and outside of community safety zones and school zones.

Jacqui Hibbert suggested advance pedestrian crossing signals within the downtown core as a measure to improve pedestrian safety.

**Moved By** Jacqui Hibbert

**Seconded By** Mayor Strathdee

**THAT** PW 62-2021 Consideration of a Vision Zero Approach in St. Marys report be received; and

**THAT** the Committee recommend to Council:

**THAT** Council consider developing a transportation network safety plan to address apparent safety issues; and,

**THAT** Council continue to monitor the status of Bill 185, *Vision Zero Strategy Act*, 2020.

**CARRIED**

**8. UPCOMING MEETINGS**

Due to a scheduling conflict, the Committee agreed to meet on November 24 at 9:00 am rather than November 17.

**9. ADJOURNMENT**

**Moved By** Councillor Winter

**Seconded By** Jacqui Hibbert

**THAT** this Community Policing Advisory Committee meeting adjourn at 10:13 am.

**CARRIED**

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Chair Diplock

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Brent Kittmer, Chief Administrative Officer

Community Policing Advisory Committee - October 20, 2021

3



## MINUTES

### Heritage Advisory Committee

October 18, 2021

6:15 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI8OG-d0YKteFQ>

Members Present	Al Strathdee
	Councillor Pridham
	Barbara Tuer
	Clive Slade
	Janis Fread
	Michael Bolton
	Michelle Stemmler
	Paul King
	Sherri Winter-Gropp
	Stephen Habermehl
Staff Present	Amy Cubberley, Cultural Services Supervisor
	Jason Silcox, Building Official

#### 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

It was suggested that the order of agenda items 7 and 8 be switched in order to allow the delegation to be able to exit the meeting in a timelier manner.

**Moved By** Michelle Stemmler

**Seconded By** Sherri Gropp

THAT the October 18, 2021 Heritage Advisory Committee agenda be amended and accepted.

**CARRIED**

**4. DELEGATIONS**

George Sedra, representing 26 Wellington Street South.

**5. CORRESPONDENCE**

None received.

**6. AMENDMENT AND ACCEPTANCE OF MINUTES**

**Moved By** Clive Slade

**Seconded By** Michael Bolton

THAT the September 20, 2021 Heritage Advisory Committee minutes be accepted as presented.

**CARRIED**

**8. REGULAR BUSINESS**

**8.1 Heritage Conservation District Update**

**8.1.1 Heritage Permits**

**8.1.1.1 DEV 48-2021 26 Wellington St S Façade and Sign Application**

Jason Silcox spoke to DEV 48-2021 and responded to questions.

**Moved By** Clive Slade

**Seconded By** Michael Bolton

THAT DEV 48-2021 26 Wellington Street S Façade and Sign Application report be received; and

THAT ...the Heritage Committee support the façade alteration.



**CARRIED**

**Moved By** Councillor Pridham

**Seconded By** Michelle Stemmler

THAT the Heritage Committee support the sign permit application, delegating authority to the Building Official to negotiate an appropriate lighting option with the property owner.

**CARRIED**

## **8.1.2 Sign Applications**

### **8.1.2.1 DEV 46-2021 47 Wellington St S, Sign Application**

Jason Silcox spoke to DEV 46-2021 and responded to questions.

**Moved By** Paul King

**Seconded By** Janis Fread

THAT Dev 46-2021 Wellington St S, Sign Application report be received; and

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

**CARRIED**

### **8.1.2.2 DEV 48-2021 10-16 Water St N Sign Permit**

Jason Silcox spoke to DEV 48-2021 and responded to questions.

**Moved By** Clive Slade

**Seconded By** Michelle Stemmler

THAT DEV 48-2021 10-16 Water St N Sign Permit application be received; and

THAT ...the Heritage Committee support the window sign permit

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

**8.2.1 Updating Designation Statements**

It was agreed that the working group will focus on 480 Glass Street first.

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

None identified.

**8.4 Homeowner/Property owner letters**

It was suggested that the law office at 21 Wellington Street North be recognized for the recent painting of the building.

**7. BUSINESS ARISING FROM MINUTES**

**7.1 Street Naming Project- Informal Update**

Amy Cubberley reviewed the list of early suggestions and shared suggestions submitted by Councillor Pridham.

Further suggestions from the Committee included:

- a priority for names paying tribute to Indigenous culture, and women's history
- Indigenous names for geographic features
- early architects

Staff will compile a full list of names for approval at a future meeting.

**9. COUNCIL REPORT**

Councillor Pridham and Mayor Strathdee spoke about the greenhouse gas reduction plan, 2022 budget, and Milt Dunnell Field revitalization project.

**10. OTHER BUSINESS**

Amy Cubberley gave an update on Doors Open, noting that attendance was up from 2019 for many of the participating sites. The Heritage Committee was thanked for their volunteer contributions to the event.

**11. UPCOMING MEETINGS**

Monday, November 8 at 6:15pm

**12. ADJOURNMENT**

**Moved By** Clive Slade

**Seconded By** Michelle Stemmler

THAT the October 18, 2021 Heritage Advisory Committee meeting adjourn at 6:56 pm.

**CARRIED**

---

Chair

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Committee Secretary



## **Minutes**

### **Museum Advisory Committee**

October 13, 2021

6:15 pm

Video Conference

Click the following link:

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

Member Present      Councillor Hainer, Doug Fread, Krissy Nickle, Peter McAsh,  
Scott Crawford, Karen Ballard

Staff Present      Amy Cubberley, Cultural Services Supervisor

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

Chair Fread called the meeting to order at 6:17pm

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

None declared

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

**Moved By** Councillor Hainer

**Seconded By** Karen Ballard

THAT the October 13, 2021 Museum Advisory Committee agenda be accepted as presented.

**Carried**

#### **4. DELEGATIONS**

None

## 5. ACCEPTANCE OF MINUTES

**Moved By** Scott Crawford

**Seconded By** Peter McAsh

THAT the August 11, 2021 Museum Advisory Committee minutes be accepted as presented.

**Carried**

## 6. BUSINESS ARISING FROM MINUTES

None

## 7. REPORTS

### 7.1 Museum Monthly Report

Amy Cubberley spoke to DCS 31-2021 and responded to a question from Councillor Hainer regarding the status of the 2021 operating budget.

**Moved By** Peter McAsh

**Seconded By** Krissy Nickle

**THAT** DCS 31-2021 October Monthly Report (Museum and Archives) be received for information.

**Carried**

### 7.2 Strategic Plan Progress Report

Amy Cubberley spoke about DCS 32-2021 and responded to a question from Councillor Hainer about whether the municipal and/or provincial election 2022 may impact any planned projects in the strategic plan.

**Moved By** Krissy Nickle

**Seconded By** Scott Crawford

**THAT** DCS 32-2021 Museum Strategic Plan Progress Report be received as information.

**Carried**

### 7.3 Council Report

Councillor Hainer updated the Committee on recent Council activities, including attainable housing, a presentation from the Climate Change Coordinator, and 2022 budget progress.

**8. OTHER BUSINESS**

Amy Cubberley reminded the Committee of the Mandatory Vaccination Policy recently passed by Council.

**9. UPCOMING MEETINGS**

December 8, 2021 at 6:15pm

**10. ADJOURNMENT**

**Moved By** Peter McAsh

**Seconded By** Councillor Hainer

THAT the October 13, 2021 Museum Advisory Committee adjourn at 6:32 pm.

**Carried**

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Chair Doug Fread

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Board Secretary Amy Cubberley



## **Minutes**

### **Planning Advisory Committee**

October 4, 2021

6:00 pm

Video Conference

Click the following link:

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

Members Present	Chair Don Van Galen Councillor Craigmile William Galloway Councillor Hainer Susan McMaster
Staff Present	Mark Stone, Town Planner Grant Brouwer, Director of Building and Development Morgan Dykstra, Committee Secretary
Others Present	John Bolton, Heybolt Ontario Ltd. (Applicant) Caroline Baker, Baker Planning Group (Applicant's Agent)

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

The Chair called the meeting to order at 6:00 pm.

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

None declared.

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

Chair Don Van Galen advised how members of the public can participate in the meeting and provide comments related to the application being considered by the Planning Advisory Committee.

**Moved By** William Galloway  
**Seconded By** Susan McMaster

**THAT** the October 4, 2021 Planning Advisory Committee agenda be accepted as presented.

**Carried**

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

**Moved By** William Galloway  
**Seconded By** Susan McMaster

**THAT** the August 23, 2021 Planning Advisory Committee meeting minutes be approved and signed by the Chair and the Committee Secretary.

**Carried**

#### **5. REPORTS**

##### **5.1 DEV 46-2021 Application for Zoning By-law Amendment (Z04-2021) by Heybolt Ontario Ltd. for 17 Peel Street South**

Chair Don Van Galen asked the Town's Planner, Mark Stone to speak to the Application.

Grant Brouwer entered the meeting at 6:04 pm.

Mark Stone provided a brief overview of the Application and noted that since the circulation of the agenda, the Town has received comments from three external agencies, Chippewa of the Thames First and the Township of Perth South who both stated they have no concerns with the Zoning By-law Amendment being proposed, and Festival Hydro who have requested that the portion of the fence crossing the right of way include an accessible gate to allow for access to the east of the property.

Mark Stone further advised that one public submission was received following the posting of the Committee agenda from Jan Mustard of 224 Jones Street East, St. Marys. Ms. Mustard's points are:

- Requesting clarification regarding the number of residential units being proposed, and the location designated for snow storage.



- Concerned that the number of parking stalls being proposed is not sufficient, and the impact the insufficient parking will have on on-street parking.
- Where will the patrons of the commercial units park?
- Concerned that the proposed development will augment the existing traffic congestion in the area.
- Concerned about limited visibility when exiting Peel onto Queen, and potential conflicts with the driveways across from the property on Peel Street South.
- Concerned about site and access design for allowing emergency vehicles to access the buildings.
- Concerns regarding traffic and pedestrian safety and grades in the immediate area.

Chair Don Van Galen asked the Applicant's Agent, Caroline Baker of Baker Planning Group to speak to the Application. Caroline Baker provided an overview of the Application as outlined in the Planning Justification Report. Caroline further explained how the parking requirements have been calculated, stating the proposal provides a parking rate of 1.25 spaces per dwelling unit, in keeping with the Town of St. Marys Zoning By-law, Z1-1997, as amended, parking rate for apartment buildings, and a parking rate of 1 space per 30 square metres for a professional office, whereas the By-law requires 1 space per 20 square metres for a professional office. Caroline Baker further noted that the site provides a central parking area, and given the proposal is for a mixed-use development, certain uses will have differing levels of parking demands depending on the time of day.

Chair Don Van Galen asked the Committee if they had any questions regarding the Application.

The Committee discussed the potential for constructing balconies for the proposed dwelling units, and the inclusion of an outdoor amenity space. Mark Stone responded that the inclusion of an outdoor amenity space can be discussed with the Applicant prior to a Public Meeting.

The Committee discussed the parking requirements being proposed and discussed potential on-site locations where additional parking spaces can

be located. John Bolton advised that alternative on-site locations had been considered, but due to the grade of the property and the right of way, no additional parking can be identified. The Committee discussed the possibility of signage requirements for designated spots to help alleviate future parking issues.

Chair Don Van Galen asked Morgan Dykstra if any public comments have been received during the meeting. Morgan Dykstra confirmed no public comments had been received.

The Committee noted that a phased adaptive reuse of the property is being proposed, and sought clarification from the Applicant, John Bolton regarding project timelines. John Bolton responded that the timeline for implementing Phase II is dependent on the Salvation Army's use of Building A.

The Committee further discussed the combination of Phase I and Phase II of the proposed development within one Application and discussed delaying Phase II until it can be determined that there is an adequate amount of parking being supplied, or a reduction in the number of dwelling units being proposed.

The Committee inquired about parking in the Downtown, and Grant Brouwer indicated that the Town's Comprehensive Parking Study is currently under review.

The Committee made the following recommendation:

**Moved By** William Galloway

**Seconded By** Councillor Hainer

**THAT** DEV 46-2021 Application for Zoning By-law Amendment (Z04-2021) by Heybolt Ontario Ltd. for 17 Peel Street South be received;

**THAT** the Planning Advisory Committee endorse Phase I of the Application in principle; and,

**THAT** the Planning Advisory Committee recommend to Council:

**THAT** Council proceed with a public meeting to consider the Application

**Carried**

5.2 DEV 47-2021 Review of Buffer Requirements in the Town of St. Marys Zoning By-law

Mark Stone spoke to the report and responded to questions from the Committee.

**Moved By** Councillor Hainer

**Seconded By** Susan McMaster

**THAT** DEV 47-2021 Review of Buffer Requirements in the Town of St. Marys Zoning By-law report be received for information purposes.

**Carried**

**6. UPCOMING MEETINGS**

Town Staff will contact the Committee when an application has been deemed complete.

**7. ADJOURNMENT**

**Moved By** William Galloway

**Seconded By** Councillor Craigmile

**THAT** this meeting of the Planning Advisory Committee be adjourned at 7:48 pm.

**Carried**

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Don Van Galen, Chair

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Morgan Dykstra, Committee Secretary



## MINUTES

### Senior Services Advisory Committee

October 25, 2021

1:00 pm

Video Conference

Click the following link:

<https://www.youtube.com/channel/UCzuUpFqxcEI80G-d0YKteFQ>

Member Present      Candice Harris  
Donna Simmons  
Joyce Vivian  
Marie Ballantyne  
Owen O'Brien  
Councillor Winter  
Richard Lyons

Member Absent      Donna Kurchak

#### 1.      **CALL TO ORDER**

Chair Ballantyne called the meeting to order at 1:00 p.m.

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

None.

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

**Moved By** Rick Lyons

**Seconded By** Joyce Vivian

That the October 25, 2021 Senior Services Advisory Committee meeting agenda be accepted as presented.

**4. ACCEPTANCE OF MINUTES**

**Moved By** Rick Lyons

**Seconded By** Candice Harris

THAT the September 27, 2021 Senior Services Advisory Committee meeting minutes be approved by the Committee and signed by the Chair and staff liaison.

CARRIED

**5. BUSINESS ARISING FROM MINUTES**

**5.1 Ontario Health Team Update**

Staff updated the committee on the work of the Huron Perth Ontario Health Team. The OHT Secretariat will be offering a webinar for OHT members to review the OHT partnership agreement. Once reviewed any changes required will be made and reviewed by the implementation committee. The goal is to have all agreements signed by the boards by January 2022.

The OHT will be posting for a Decision Support Analyst as well as a Patient Navigator position. These positions will work with our OHT as well as the Ministry.

Members of the OHT will be invited to attend an information session on a possible joint Accreditation.

**6. REPORTS**

**6.1 October Program Report**

Staff reviewed the October Program Report. Programs have had good attendance to date and no issues have risen from the proof of vaccination requirement.

Senior Services hosted a Thanksgiving Lunch Drive through - 260 meals were served or delivered.

Staff have reached out to Public Health to discuss the return of programs that cannot maintain 6ft distance which have yet to return throughout the Pandemic.

**7. OTHER BUSINESS**

**7.1 Recreation Committee Update**

Staff informed the committee that the Youth Centre has re-opened and EarlyOn had returned to in person programming.

**7.2 Town of St. Marys Update**

Councillor Winter updated the committee on various Municipal projects.

**8. UPCOMING MEETINGS**

Monday November 22, 2001

1:00 p.m.

Virtual

**9. ADJOURNMENT**

**Moved By** Rick Lyons

**Seconded By** Councillor Winter

THAT the Senior Services Advisory Committee meeting be adjourned at 2:00 p.m.

**CARRIED**

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Chair

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Committee Secretary



## **Minutes**

### **Youth Council**

October 22, 2021

4:00 pm

Video Conference

Click the following link:

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

Member Present      Councillor Edney, Jess Hammond, Meghan Hymus, Cate Poulton, Kirsten Pabillano, Jordan Partridge

Member Absent      Paytien Truax, Megan Richardson

Staff Present      Darcy Drummond

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

Darcy Drummond, in the role of Chair, called the meeting to order at 4:06 pm.

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

None declared.

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

**Moved by** : Jordan Partridge

**Seconded by** : Cate Poulton

**THAT** the October 22, 2021 Youth Council meeting agenda be accepted as presented.

**Carried**

## 5. BUSINESS ARISING FROM MINUTES

None.

Ms. Drummond informed the Youth Council that Sam Truax and Allison Kennedy-Edney have resigned from this Council. Ms. Drummond thanked them for their time served on Youth Council and wished them well on their future endeavours.

## 4. ACCEPTANCE OF MINUTES

**Moved by :** Meghan Hymus

**Seconded by :** Jess Hammond

**THAT** the June 4, 2021 Youth Council minutes be approved by the Youth Council and be signed by the Chair and Staff Liaison.

**Carried**

## 6. REGULAR BUSINESS

### 6.1 Electing a Youth Council Chair

Ms. Drummond opened the floor for nominations of the Chair.

Cate Poulton nominated Jordan Partridge.

Jordan Partridge confirmed to let the nomination stand.

There were no further nominations.

**Moved By:** Cate Poulton

**Seconded By:** Meghan Hymus

**THAT Jordan Partridge** be nominated for Council Chair effective immediately, and until November 14, 2022.

**Carried**

### 6.2 Electing a Youth Council Vice-Chair

Ms. Drummond opened the floor for nominations of the Chair.

Jordan Partridge nominated Meghan Hymus.

Meghan Hymus confirmed to let the nomination stand.

There were no further nominations.



**Moved By:** Jordan Partridge

**Seconded By:** Kirsten Pabillano

**THAT Meghan Hymus** be nominated for Council Vice-Chair effective immediately, and until November 14, 2022.

**Carried**

It was determined the staff liaison, Darcy Drummond, would remain in the chair for the duration of this meeting. The newly appointed Chair and Vice-Chair will resume their roles at the next meeting of the Youth Council.

**6.3 Christmas Toy Drive**

It was discussed that the toy drive is successful, fun, and should continue. Discussion continued with Meghan Hymus leading advertising initiatives, Jess investigating setting up donation boxes around town, and Jordan and Cate reviewing involvement in the parade. The drive will start after Remembrance Day.

**6.4 Youth Council Event**

Discussion surrounding the environment being important and an eco-friendly event would be ideal. Planning for this event will take place in January 2022, after the toy drive is complete.

**7. UPCOMING MEETINGS**

November 12, 2021 at 4:00pm

**8. ADJOURNMENT**

**Moved by :** Jordan Partridge

**Seconded by :** Jess Hammond

**THAT** this meeting adjourns at 4:40 pm.

**Carried**

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Chair

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Committee Secretary

**BY-LAW 92-2021**

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

**Being a by-law to exempt from Part Lot Control  
Block 47, Registered Plan No. 44M-79 in the Town of St. Marys**

- WHEREAS:** Section 50(7) of the *Planning Act*, R.S.O. 1990, provides that the Council of a local municipality may, by By-law, provide that the Part Lot Control provisions contained in Section 50(5) of the *Planning Act*, R.S.O. 1990, do not apply to the lands designated in the By-law;
- AND WHEREAS:** The Council of the Corporation of the Town of St. Marys deems it expedient and in the public interest that Block 47, Registered Plan No. 44M-79 in the Town of St. Marys, in the County of Perth, be exempted from the Part Lot Control provisions of the *Planning Act*.
- THEREFORE:** The Council of The Corporation of the Town of St. Marys hereby enacts as follows:
1. Block 47 in Registered Plan 44M-79 in the Town of St. Marys, in the County of Perth is hereby exempted from Part Lot Control pursuant to Section 50(7) of the *Planning Act*, R.S.O. 1990 which land is zoned to permit, among other things, semi-detached dwellings in conformity with By-law No. Z1-1997 as amended (the Town of St. Marys' Comprehensive Zoning By-law).
  2. This by-law comes into force on the final passing thereof.
  3. Enactment of this By-law shall be deemed to be authorization to the solicitor for the Town to register same in the appropriate Land Registry Office, without further written authorization.
  4. This By-law shall be in effect for one (1) year from the date of adoption of this By-law. Furthermore, this By-law may be repealed, extended, or may be amended to delete part of the lands described herein by the Council of The Corporation of the Town of St. Marys.
  5. This By-law shall be registered in the Registry Office for the County of Perth, pursuant to Section 50(28) of the *Planning Act*, R.S.O. 1990.

**Read a first, second and third time and finally passed this 9<sup>th</sup> day of November 2021.**

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Mayor Al Stratthdee

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Jenna McCartney, Clerk

**BY-LAW 93-2021**

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

**Being a by-law to exempt from Part Lot Control  
Block 49, Registered Plan No. 44M-79 in the Town of St. Marys**

- WHEREAS:** Section 50(7) of the *Planning Act*, R.S.O. 1990, provides that the Council of a local municipality may, by By-law, provide that the Part Lot Control provisions contained in Section 50(5) of the *Planning Act*, R.S.O. 1990, do not apply to the lands designated in the By-law;
- AND WHEREAS:** The Council of the Corporation of the Town of St. Marys deems it expedient and in the public interest that Block 49, Registered Plan No. 44M-79 in the Town of St. Marys, in the County of Perth, be exempted from the Part Lot Control provisions of the *Planning Act*.
- THEREFORE:** The Council of The Corporation of the Town of St. Marys hereby enacts as follows:
1. Block 49 in Registered Plan 44M-79 in the Town of St. Marys, in the County of Perth is hereby exempted from Part Lot Control pursuant to Section 50(7) of the *Planning Act*, R.S.O. 1990 which land is zoned to permit, among other things, semi-detached dwellings in conformity with By-law No. Z1-1997 as amended (the Town of St. Marys' Comprehensive Zoning By-law).
  2. This by-law comes into force on the final passing thereof.
  3. Enactment of this By-law shall be deemed to be authorization to the solicitor for the Town to register same in the appropriate Land Registry Office, without further written authorization.
  4. This By-law shall be in effect for one (1) year from the date of adoption of this By-law. Furthermore, this By-law may be repealed, extended, or may be amended to delete part of the lands described herein by the Council of The Corporation of the Town of St. Marys.
  5. This By-law shall be registered in the Registry Office for the County of Perth, pursuant to Section 50(28) of the *Planning Act*, R.S.O. 1990.

**Read a first, second and third time and finally passed this 9<sup>th</sup> day of November 2021.**

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Mayor Al Stratthdee

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Jenna McCartney, Clerk

**BY-LAW 94-2021**

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

**Being a by-law to exempt from Part Lot Control  
Block 55, Registered Plan No. 44M-79 in the Town of St. Marys**

- WHEREAS:** Section 50(7) of the *Planning Act*, R.S.O. 1990, provides that the Council of a local municipality may, by By-law, provide that the Part Lot Control provisions contained in Section 50(5) of the *Planning Act*, R.S.O. 1990, do not apply to the lands designated in the By-law;
- AND WHEREAS:** The Council of the Corporation of the Town of St. Marys deems it expedient and in the public interest that Block 55, Registered Plan No. 44M-79 in the Town of St. Marys, in the County of Perth, be exempted from the Part Lot Control provisions of the *Planning Act*.
- THEREFORE:** The Council of The Corporation of the Town of St. Marys hereby enacts as follows:
1. Block 55 in Registered Plan 44M-79 in the Town of St. Marys, in the County of Perth is hereby exempted from Part Lot Control pursuant to Section 50(7) of the *Planning Act*, R.S.O. 1990 which land is zoned to permit, among other things, semi-detached dwellings in conformity with By-law No. Z1-1997 as amended (the Town of St. Marys' Comprehensive Zoning By-law).
  2. This by-law comes into force on the final passing thereof.
  3. Enactment of this By-law shall be deemed to be authorization to the solicitor for the Town to register same in the appropriate Land Registry Office, without further written authorization.
  4. This By-law shall be in effect for one (1) year from the date of adoption of this By-law. Furthermore, this By-law may be repealed, extended, or may be amended to delete part of the lands described herein by the Council of The Corporation of the Town of St. Marys.
  5. This By-law shall be registered in the Registry Office for the County of Perth, pursuant to Section 50(28) of the *Planning Act*, R.S.O. 1990.

**Read a first, second and third time and finally passed this 9<sup>th</sup> day of November 2021.**

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Mayor Al Stratthdee

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Jenna McCartney, Clerk

**BY-LAW 95-2021**

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

**Being a by-law to exempt from Part Lot Control  
Block 56, Registered Plan No. 44M-79 in the Town of St. Marys**

- WHEREAS:** Section 50(7) of the *Planning Act*, R.S.O. 1990, provides that the Council of a local municipality may, by By-law, provide that the Part Lot Control provisions contained in Section 50(5) of the *Planning Act*, R.S.O. 1990, do not apply to the lands designated in the By-law;
- AND WHEREAS:** The Council of the Corporation of the Town of St. Marys deems it expedient and in the public interest that Block 56, Registered Plan No. 44M-79 in the Town of St. Marys, in the County of Perth, be exempted from the Part Lot Control provisions of the *Planning Act*.
- THEREFORE:** The Council of The Corporation of the Town of St. Marys hereby enacts as follows:
1. Block 56 in Registered Plan 44M-79 in the Town of St. Marys, in the County of Perth is hereby exempted from Part Lot Control pursuant to Section 50(7) of the *Planning Act*, R.S.O. 1990 which land is zoned to permit, among other things, semi-detached dwellings in conformity with By-law No. Z1-1997 as amended (the Town of St. Marys' Comprehensive Zoning By-law).
  2. This by-law comes into force on the final passing thereof.
  3. Enactment of this By-law shall be deemed to be authorization to the solicitor for the Town to register same in the appropriate Land Registry Office, without further written authorization.
  4. This By-law shall be in effect for one (1) year from the date of adoption of this By-law. Furthermore, this By-law may be repealed, extended, or may be amended to delete part of the lands described herein by the Council of The Corporation of the Town of St. Marys.
  5. This By-law shall be registered in the Registry Office for the County of Perth, pursuant to Section 50(28) of the *Planning Act*, R.S.O. 1990.

**Read a first, second and third time and finally passed this 9<sup>th</sup> day of November 2021.**

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Mayor Al Stratthdee

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Jenna McCartney, Clerk

**BY-LAW 96-2021**

**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 November 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 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 November 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 November 2021.**

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Mayor Al Stratthdee

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Jenna McCartney, Clerk