

AGENDA

REGULAR MEETING OF CITY COUNCIL

2012 11 19

4:30 P.M.

COUNCIL CHAMBERS

1. ADOPTION OF MINUTES

Mover: Councillor F. Fata

Seconder: Councillor S. Myers

Resolved that the Minutes of the Regular Council Meeting of 2012 11 05 be approved.

2. QUESTIONS AND INFORMATION ARISING OUT OF THE MINUTES AND NOT OTHERWISE ON THE AGENDA

3. APPROVE AGENDA AS PRESENTED

Mover: Councillor F. Fata

Seconder: Councillor T. Sheehan

Resolved that the Agenda for 2012 11 19 City Council meeting as presented be approved.

4. DELEGATIONS/PROCLAMATIONS

- a) Maurice Saindon, Michaels Store will be in attendance to make a presentation to Council.
- b) Colin Kirkwood, Dean, Environment, Technology and Business, Sault College and Candace Day – Co-Developer/Instructor, Digital Film Production, Sault College will be in attendance concerning proclamation – Sault Ste. Marie as "Sollywood" Week.

- c) Suzanne Lajambe, Executive Director, John Howard Society will be in attendance concerning proclamation – Restorative Justice Week.
- d) Donna Hilsinger, Chair – Sault Trails Advocacy Committee will be in attendance concerning agenda item 5.(o) – Hub Trail and Cycling Master Plan “Next Steps”.
- e) Donna St. Jules, Allyson Schmidt, Mostafa Khaled and Jonathan Young will be in attendance concerning agenda item 5.(b) – Pedaling Forward: Cycling in Sault Ste. Marie.
- f) Rob Coleman, Sault Youth Association will be in attendance to provide an update on the activities of the Association.
- g) Hugh MacDonald and Mike Delfre, Canadian Bushplane Heritage Centre (CBHC) will be in attendance concerning agenda item 5.(c) – Canadian Bushplane Heritage Centre Year to Date Business Progress Report.
- h) Lori Ballstadt, Corporate Affairs Officer will be in attendance concerning Clerk’s Department Best Practice – Social Media.

PART ONE – CONSENT AGENDA

5. COMMUNICATIONS AND ROUTINE REPORTS OF CITY DEPARTMENTS, BOARDS AND COMMITTEES

Mover: Councillor M. Bruni

Seconder: Councillor S. Myers

Resolved that all the items listed under date 2012 11 19 – Part One – Consent Agenda be approved as recommended.

- a) Correspondence from AMO is attached for the information of Council.

b) Pedaling Forward: Cycling in Sault Ste. Marie

A report from students of the Community Economic and Social Development (CESD) Program – Algoma University is attached for the consideration of Council.

Mover: Councillor S. Myers

Seconder: Councillor T. Sheehan

Resolved that the Pedaling Forward SSM report be referred to appropriate staff for use in planning future cycling and transportation initiatives.

c) Canadian Bushplane Heritage Centre Year to Date Business Progress Report

Correspondence from the Executive Director, Canadian Bushplane Heritage Centre is attached for the consideration of Council.

Mover: Councillor S. Myers
Seconded: Councillor T. Sheehan

Whereas in 2012 City Council approved \$40,000 in supplemental funding to the Canadian Bushplane Heritage Centre (CBHC) which was instrumental in averting closure and loss of jobs; and

Whereas the funding contribution enabled programming to be developed which significantly improved the financial status of the 2012 operation; and

Whereas supplemental funding assistance is required for a period of time to fully eliminate the deficit that has hindered the financial stability of the Centre and to allow full implementation of the Centre's long term financial stabilization plan;

Now Therefore Be It Resolved that City Council consider approving \$35,000 in supplemental funding for the CBHC in the 2013 budget deliberations.

d) Financial Assistance to the Town of Wawa

A report of the Chief Administrative Officer is attached for the consideration of Council.

Mover: Councillor M. Bruni
Seconded: Councillor T. Sheehan

Whereas the Town of Wawa experienced massive flooding on October 25, 2012, such that the Town declared a state of emergency; and

Whereas the Ministry of Municipal Affairs has confirmed that the Town of Wawa will receive assistance under the Ontario Disaster Relief Assistance Program, under which the Province of Ontario will provide matching assistance on a 2-1 funding basis;

Now Therefore Be It Resolved that City Council authorize a donation from the City of Sault Ste. Marie to the Town of Wawa in the amount of \$7,500 with funds to come from the Unforeseen Expense account.

e) Council Travel

Mover: Councillor F. Fata
Seconded: Councillor S. Myers

Resolved that Mayor Debbie Amaroso's travel to the AMO Counties, Regions & Single Tier Fall Symposium held in Collingwood, Ontario in October 2012 at a cost of \$1,420 be approved.

f) Staff Travel

A report of the Chief Administrative Officer is attached for the consideration of Council.

Mover: Councillor F. Fata
Seconded: Councillor T. Sheehan

Resolved that the report of the Chief Administrative Officer dated 2012 11 19 concerning Staff Travel requests be approved as requested.

g) RFP for Civic Centre Security Services (2012AD01P)

A report of the Manager of Purchasing is attached for the consideration of Council.

Mover: Councillor M. Bruni

Seconder: Councillor S. Myers

Resolved that the report of the Manager of Purchasing dated 2012 11 19 be endorsed and that the proposal to provide Security Services at the Civic Centre as required by the Building Services Division of the Engineering and Planning Department be approved as recommended.

h) RFP for Parking By-law Enforcement – Municipal Parking Lots and Meters (2012AF01P)

A report of the Manager of Purchasing is attached for the consideration of Council.

Mover: Councillor M. Bruni

Seconder: Councillor T. Sheehan

Resolved that the report of the Manager of Purchasing dated 2012 11 19 be endorsed and the proposal to provide Parking By-law Enforcement for the Municipal Parking Lots and Meters as required by the Transit and Parking Division of the Public Works and Transportation Department be approved as recommended.

i) City of Sault Ste. Marie Credit Rating

A report of the Commissioner of Finance and Treasurer is attached for the consideration of Council.

Mover: Councillor F. Fata

Seconder: Councillor S. Myers

Resolved that the report of the Commissioner of Finance and Treasurer dated 2012 11 19 concerning City of Sault Ste. Marie Credit Rating be received as information.

j) Council to Council Communications – Social & Other Media

A report of the Deputy Clerk and Manager of Quality Improvement is attached for the consideration of Council.

Mover: Councillor F. Fata

Seconder: Councillor T. Sheehan

Resolved that the report of the Deputy Clerk and Manager of Quality Improvement dated 2012 11 19 concerning Council to Council Communications – Social & Other Media be received as information.

k) Gravity Park & Dog Park Update

A report of the Commissioner of Community Services is attached for the consideration of Council.

Mover: Councillor M. Bruni

Second: Councillor S. Myers

Resolved that the report of the Commission of Community Services dated 2012 11 19 concerning Gravity Park & Dog Park Update be received as information.

l) Connecting Links – 2012-2017 5-Year Plan and Request for 2013 MTO Allocation

A report of the Director of Engineering Services is attached for the consideration of Council.

Mover: Councillor M. Bruni

Second: Councillor T. Sheehan

Resolved that the report of the Director of Engineering Services dated 2012 11 19 concerning Connecting Links – 2012-2017 5-Year Plan and Request for 2013 MTO Allocation be received as information.

m) Development Charges Background Study – Agreement

A report of the Commissioner of Engineering and Planning is attached for the consideration of Council.

The relevant By-law 2012-210 is listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

n) Contract 2008-15E – SCADA Automation and Implementation Contract Amendment

A report of the Land Development and Environmental Engineer is attached for the consideration of Council.

Mover: Councillor F. Fata

Second: Councillor S. Myers

Resolved that the report of the Land Development and Environmental Engineer dated 2012 11 19 concerning Contract 2008-15E – SCADA Automation and Implementation be received and that the S & T Group contract be increased by \$113,961 to \$2,003,621 (excluding HST); further that the Land Development and Environmental Engineer, or approved designate, be authorized to sign the contract change orders required to effect the work.

o) Hub Trail and Cycling Master Plan “Next Steps”

A report of the Planning Division is attached for the consideration of Council.

Mover: Councillor F. Fata

Second: Councillor T. Sheehan

Resolved that the report of the Planning Division dated 2012 11 19 concerning the Hub Trail and Cycling Master Plan “Next Steps” be received as information and referred to 2013 supplemental budget deliberations.

p) **Conflict of Interest Allegation – PUC Donation to Algoma University**

A report of the City Solicitor is attached for the consideration of Council.

Mover: Councillor M. Bruni

Seconder: Councillor S. Myers

Resolved that the report of the City Solicitor dated 2012 11 19 concerning Conflict of Interest Allegation – PUC Donation to Algoma University be received as information.

q) **Easement Required for Sanitary Storm Sewer Over a Portion of the Property at 4 McGregor Avenue, Sault Ste. Marie Owned by Alison Patterson**

A report of the City Solicitor is attached for the consideration of Council.

The relevant By-law 2012-212 is listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

r) **2011 Annual Report – Sault Ste. Marie Police Services**

A report of the Chief of Police is attached for the consideration of Council.

The 2011 Annual Report – Sault Ste. Marie Police Service is attached under separate cover.

Mover: Councillor M. Bruni

Seconder: Councillor T. Sheehan

Resolved that the report of the Chief of Police dated 2012 11 01 concerning 2011 Annual Report – Sault Ste. Marie Police Services be received as information.

s) **Conferences and Major Special Events Committee – 2012 Provincial Fire Fighters Convention**

A report of the Chair, Conferences and Major Special Events Committee is attached for the consideration of Council.

Mover: Councillor F. Fata

Seconder: Councillor S. Myers

Resolved that the report of the Chair, Conferences and Major Special Events Committee dated 2012 11 19 concerning 2013 Provincial Firefighters Convention be accepted and that the Committee's recommendation that Council authorize municipal financial support in the amount of \$5,000 for the event with funds to come from the 2013 Conferences and Major Special Events fund be approved.

PART TWO – REGULAR AGENDA

6. REPORTS OF CITY DEPARTMENTS, BOARDS AND COMMITTEES

(1) ADMINISTRATION

(2) COMMUNITY SERVICES DEPARTMENT

(3) ENGINEERING

a) Wastewater Treatment Plant Operations

A report of the Director of Engineering Services is attached for the consideration of Council.

Mover: Councillor F. Fata

Seconder: Councillor S. Myers

Resolved that the report of the Director of Engineering Services dated 2012 11 19 concerning Wastewater Treatment Plant Operations be received as information.

(4) FIRE

(5) LEGAL

(6) PLANNING

a) Application No. A-14-12-Z – filed by 1704608 Ontario Inc. – 181 Greenfield Drive

A report of the Planning Division is attached for the consideration of Council.

Mover: Councillor F. Fata

Seconder: Councillor T. Sheehan

Resolved that the report of the Planning Division dated 2012 11 19 concerning Application No. A-14-12-Z.OP – filed by 1704608 Ontario Inc. – 181 Greenfield Drive be received and the City Council approve Official Plan Amendment No. 185 and re-designate the property from Rural Area to Residential on Land Use Schedule 'C' of the Official Plan, and that City Council rezone the subject property from "RA" (Rural Area) zone to "R 3" (Low Density Residential) zone, subject to the following conditions:

- 1) That the property be deemed subject to Site Plan Control;
- 2) That the applicants either purchase the right-of-way or enter into an easement agreement with the Municipality, in relation to the use and maintenance of the right-of-way and underground services.

(7) PUBLIC WORKS AND TRANSPORTATION

(8) BOARDS AND COMMITTEES

a) \$30,000 EDF Request – Development of a Rural Agri-Innovation Network (RAIN) Pilot in the Algoma District

A report of the CEO, Sault Ste. Marie Economic Development Corporation is attached for the consideration of Council.

b) Sault Ste. Marie Film Production Support

A report of the CEO, Sault Ste. Marie Economic Development Corporation is attached for the consideration of Council.

Mover: Councillor F. Fata

Seconder: Councillor S. Myers

Resolved that the report and supporting material of the CEO, Economic Development Corporation dated 2012 11 15 concerning Film and Television Production in Sault Ste. Marie be received as information and referred to appropriate staff for review and report back to Council.

7. UNFINISHED BUSINESS, NOTICE OF MOTIONS AND RESOLUTIONS PLACED ON AGENDA BY MEMBERS OF COUNCIL

a) Mover: Councillor T. Sheehan

Seconder: Councillor L. Turco

Whereas Canada's largest newspaper chain, Sun Media, has decided to slash 500 jobs across the country; and

Whereas the media plays a vital role in connecting communities; and

Whereas this is particularly true in northern and border cities of Canada; and

Whereas these job cuts will have a significant impact on Sault Ste. Marie's local newspaper, the Sault Star, and the broader community;

Now Therefore Be It Resolved that Sault Ste. Marie Council request that the parent company of Sun Media, Quebecor, reconsider these proposed job cuts in Sault Ste. Marie and further that they be encouraged to refocus their energies on covering news in the communities they serve.

8. COMMITTEE OF THE WHOLE FOR THE PURPOSE OF SUCH MATTERS AS ARE REFERRED TO IT BY THE COUNCIL BY RESOLUTION

9. ADOPTION OF REPORT OF THE COMMITTEE OF THE WHOLE

10. CONSIDERATION AND PASSING OF BY-LAWS

By-laws before Council TO BE PASSED which do not require more than a simple majority.

AGREEMENTS

a) 2012-210

A by-law to authorize the execution of an agreement between the City and Watson & Associates Economists Ltd. for the completion of a Development Charges Background Study.

A report from the Commissioner of Engineering and Planning is on the agenda.

EASEMENT

b) 2012-212

A by-law to authorize an easement agreement with Alison Patterson over a portion of the property at 4 McGregor Avenue.

A report from the City Solicitor is on the agenda.

PARKING

c) 2012-214

A by-law to appoint Municipal Law Enforcement Officers to enforce the by-laws on various private properties and to amend Schedule "A" to By-law 90-305.

REGULATIONS

d) 2012-213

A by-law to prohibit wild or exotic animal exhibitions and performances in the City of Sault Ste. Marie.

ZONING

2012-211

A by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 229 and 237 Bruce Street.

11. QUESTIONS BY, NEW BUSINESS FROM, OR ADDRESSES BY MEMBERS OF COUNCIL CONCERNING MATTERS NOT OTHERWISE ON THE AGENDA

12. ADDENDUM TO THE AGENDA

13. ADJOURNMENT

Mover: Councillor M. Bruni
Seconded: Councillor T. Sheehan
Resolved that this Council now adjourn.

MINUTES

REGULAR MEETING OF CITY COUNCIL

2012 11 05

4:30 P.M.

COUNCIL CHAMBERS

Present: Mayor D. Amaroso, Councillors L. Turco, S. Butland, S. Myers, M. Bruni, J. Krmpotich, B. Watkins, R. Niro, P. Christian, T. Sheehan, F. Manzo, P. Mick

Absent: Councillor F. Fata

Officials: J. Fratesi, M. White, N. Kenny S. Hamilton Beach, N. Apostle, B. Freiburger, J. Dolcetti, D. McConnell, K. Streich-Poser, J. Bruzas, N. Fera, F. Brescacin

1. ADOPTION OF MINUTES

Moved by: Councillor M. Bruni

Seconded by: Councillor F. Manzo

Resolved that the Minutes of the Regular Council Meeting and Addendum #1 of 2012 10 22 be approved. CARRIED

2. QUESTIONS AND INFORMATION ARISING OUT OF THE MINUTES AND NOT OTHERWISE ON THE AGENDA

3. APPROVE AGENDA AS PRESENTED

Moved by: Councillor M. Bruni

Seconded by: Councillor J. Krmpotich

Resolved that the Agenda for 2012 11 05 City Council meeting as presented be approved. CARRIED

4. DELEGATIONS/PROCLAMATIONS

- a) Proclamation – Pulmonary Hypertension Month.
- b) Albert Errington, Brittany Paat and Dawne Cunningham, Coalition for Algoma Passenger Trains (CAPT) were in attendance concerning the proclamation - National Railway Day.
- c) Robert Bressan and Jeanette Bieman, Professional Engineers of Ontario – Ontario Chapter were in attendance concerning 100 Years of Engineering Achievement in Sault Ste. Marie.
- d) Janet Gawne, President, Lions Club was in attendance concerning agenda item 7.(a).
- e) Kim Streich-Poser, Commissioner of Social Services was in attendance to present the department's 2012 budget and year-to-date financial information. Please see agenda item 5.(f).
- f) Ben Ayton, Assistant Aquatic Supervisor was in attendance concerning the Community Services Department Best Practice Pilot Project – On-Line Registration.
- g) Tom Dodds, CEO – Economic Development Corporation was in attendance concerning agenda item 5.(r).
- h) Brian Curran, President and CEO, PUC and Domenic Parella, Vice President, PUC were in attendance concerning agenda item 5.(q).
- i) Frank Naccarato was in attendance concerning agenda 6.(6)(a).

PART ONE – CONSENT AGENDA

5. COMMUNICATIONS AND ROUTINE REPORTS OF CITY DEPARTMENTS, BOARDS AND COMMITTEES

Moved by: Councillor M. Bruni

Seconded by: Councillor F. Manzo

Resolved that all the items listed under date 2012 11 05 – Part One – Consent Agenda be approved as recommended. CARRIED

Pecuniary Interests concerning 5.(b) and 5.(r) were declared by:

Councillor Bruni – employed by Ontario Lottery and Gaming

Councillor Christian – spouse employed by Ontario Lottery and Gaming

Councillor Niro – family member employed by Ontario Lottery and Gaming

- a) Correspondence from AMO, FONOM was received by Council.
- b) Correspondence from Ontario Lottery and Gaming advising that the quarterly payment of the 5% allocation from July 1, 2012 to September 30, 2012 is \$350,543 was received by Council.
- c) Correspondence from Councillor Myers concerning the cost of fire calls was received by Council.
- d) Correspondence from the Ontario Tourism Marketing Partnership Corporation concerning "Sault Ste. Marie Takes Award for Best Print Material" was received by Council.
- e) Correspondence requesting a temporary street closing was received by Council.
 - a) 2012 Rotary Santa Claus Parade:
 Bay Street from East Street to Pim Street;
 lower Pim Street from Bay Street to Queen Street - 5:00 p.m. to 7:00 p.m.
 Queen Street East from Pim Street to Gore Street - 5:00 p.m. to 8:00 p.m.

The relevant By-law 2012-207 is listed under Item 10 of the Minutes.

- f) Financial Statements (budget and year-to-date) from the Social Services Department was received by Council.

g) Staff Travel

The report of the Chief Administrative Officer was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor J. Krmpotich

Resolved that the report of the Chief Administrative Officer dated 2012 11 05 concerning Staff Travel requests be approved as requested. CARRIED

h) MPAC Information Kiosk – About My Property™

The report of the City Tax Collector was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor F. Manzo

Resolved that the report of the City Tax Collector dated 2012 11 05 concerning MPAC Information Kiosk – About My Property™ be received as information. CARRIED

i) 2011 Results Under the Municipal Performance Measurement Program

The report of the Commissioner of Finance and Treasurer was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor J. Krmpotich

Resolved that the report of the Commissioner of Finance and Treasurer dated 2012 11 05 concerning 2011 results under the Municipal Performance Measurement Program be received as information. CARRIED

j) **Nine Month Financial Report to September 30, 2012**

The report of the Commissioner of Finance and Treasurer was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor F. Manzo

Resolved that the report of the Commissioner of Finance and Treasurer dated 2012 11 05 concerning Nine Month Financial Report to September 30, 2012 be received as information. CARRIED

k) **2011 Essar Centre Annual Report**

The report of the Commissioner Community Services was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor J. Krmpotich

Resolved that the report of the Commissioner of Community Services dated 2012 11 05 concerning 2011 Essar Centre Annual Report be received as information. CARRIED

l) **Renewal of Sault Amateur Soccer Association Agreement**

The report of the Commissioner of Community Services was received by Council.

The relevant By-law 2012-205 is listed under Item 10 of the Minutes.

m) **Energy Efficiency Projects**

The report of the Environmental Initiatives Coordinator was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor F. Manzo

Resolved that the report of the Environmental Initiatives Coordinator dated 2012 11 05 concerning Energy Efficiency Projects be accepted and the recommendation that \$64,058 from the CIP Electrical Reserve be allocated to complete energy efficiency upgrades at the Steelton and Bay Street Seniors Centres and the Sault Ste. Marie Museum be approved. CARRIED

n) **Further Information Regarding Banning Wild and Exotic Animal Acts**

The report of the Municipal Solicitor/Prosecutor was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor J. Krmpotich

Resolved that the report of the Municipal Solicitor/Prosecutor dated 2012 11 05 concerning Further Information Regarding Banning Wild and Exotic Animals Acts be received as information. CARRIED

o) Sale of Korah Branch Library – 496-504 Second Line West

The report of the City Solicitor was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor F. Manzo

Resolved that the report of the City Solicitor dated 2012 11 05 concerning Sale of Korah Branch Library - 496-504 Second Line West be accepted and the recommendation that the property be sold to 1743503 Ontario Inc. for the purchase price of \$186,000 be approved. CARRIED

p) Ruscio Investments Inc. – Queensgate Boulevard – Planning Application – A-17-11-Z.OP and 57T-11-501

The report of the Assistant City Solicitor was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor J. Krmpotich

Resolved that the report of the Assistant City Solicitor dated 2012 11 05 concerning Ruscio Investments Inc. – Queensgate Boulevard – Planning Application – A-17-11-Z.OP and 57T-11-501 be received as information. CARRIED

q) PUC 2012 Third Quarter Shareholder Report

The report of the President and CEO of the PUC Inc. was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor F. Manzo

Resolved that the report of the President and CEO of the PUC Inc. dated 2012 09 30 concerning 2012 Third Quarter Shareholder Report be received as information. CARRIED

r) Sault Ste. Marie / Ontario Lottery and Gaming Modernization Status Report

A briefing note from the CEO, Economic Development Corporation was received by Council.

PART TWO – REGULAR AGENDA

6. REPORTS OF CITY DEPARTMENTS, BOARDS AND COMMITTEES

- (1) ADMINISTRATION**
- (2) COMMUNITY SERVICES DEPARTMENT**
- (3) ENGINEERING**
- (4) FIRE**
- (5) LEGAL**
- (6) PLANNING**

a) Application No. A-31-12-Z – filed by 1704608 Ontario Inc.

The report of the Planning Division was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor J. Krmpotich

Resolved that the report of the Planning Division dated 2012 11 05 concerning Application No. A-31-12-Z filed by 1704608 Ontario Inc.- 229 & 237 Bruce Street be received and that City Council approve this application and rezone the subject property from "C4" (General Commercial) zone to "C4.S" (General Commercial) zone with a Special Exception to permit Personal Storage Facilities, in addition to the uses permitted in a "C4" zone. CARRIED

- (7) PUBLIC WORKS AND TRANSPORTATION**
- (8) BOARDS AND COMMITTEES**

7. UNFINISHED BUSINESS, NOTICE OF MOTIONS AND RESOLUTIONS PLACED ON AGENDA BY MEMBERS OF COUNCIL

a) Moved by: Councillor P. Christian

Seconded by: Councillor M. Bruni

Whereas Pointe Des Chenes Park has been operated by the city of Sault Ste. Marie for many years; and

Whereas the property is divided into two distinct areas, one being a day use area and the other being a trailer park operated by the Lions Club of Sault Ste. Marie; and

Whereas the city has had a unique partnership with the Lion's Club with regard to the operation of the trailer park; and

Whereas the city has historically paid for most of the capital expenditures of the trailer park; and

Whereas an estimated \$45,000 is required to be spent on park upgrades in the near future; and

Whereas during the 2012 budget deliberations, it was agreed that council, in concert with city staff, would continue to look for opportunities to minimize expenditures and improve efficiencies within city operations;

Now Therefore Be It Resolved that appropriate staff prepare a preliminary report on possible long term plans for the park, including but not limited to expansion of the trailer park or possible sale of the property to private interests who may wish to develop the area within existing zoning requirements; and

Further that the Lions Club be consulted as part of this report to determine future plans the club may have for the operation of the property. CARRIED

b) Moved by: Councillor T. Sheehan

Seconded by: Councillor S. Myers

Whereas City Council has received information why/how the City of Sault Ste. Marie can create a by-law prohibiting wild/exotic animal circuses.

Now Therefore Be It Resolved that the legal department be instructed to create a by-law similar to other communities (see attached) which would prohibit wild/exotic animal circuses.

Recorded Vote:

For: Mayor D. Amaroso, Councillors S. Butland, S. Myers, M. Bruni, J. Krrnpotich, B. Watkins, R. Niro, P. Christian, T. Sheehan, F. Manzo

Against: Councillor L. Turco, P. Mick

Absent: Councillor F. Fata

8. COMMITTEE OF THE WHOLE FOR THE PURPOSE OF SUCH MATTERS AS ARE REFERRED TO IT BY THE COUNCIL BY RESOLUTION

9. ADOPTION OF REPORT OF THE COMMITTEE OF THE WHOLE

10. CONSIDERATION AND PASSING OF BY-LAWS

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

Resolved that all by-laws listed under Item 10 of the AGENDA under date November 5, 2012 be approved. CARRIED

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

Resolved that By-law 2012-104 being a by-law to stop up, close and authorize the conveyance of a lane in the Highland Park Subdivision Plan 9110 be READ a

THIRD time and PASSED in open Council this 5th day of November, 2012. CARRIED

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

Resolved that By-law 2012-201 being a by-law to appoint Municipal Law Enforcement Officers to enforce the by-laws on various private properties and to amend Schedule "A" to By-law 90-305 be PASSED in open Council this 5th day of November, 2012. CARRIED

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

Resolved that By-law 2012-207 being a by-law to authorize a collective agreement between the City and the United Steel Workers Union (Transit) for the period February 1, 2012 to January 31, 2015 be PASSED in open Council this 5th day of November, 2012. CARRIED

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

Resolved that By-law 2012-203 being a by-law to authorize an agreement between the City and the Amalgamated Transportation Union (Local 1767) for the term commencing February 1, 2012 to January 31, 2015 be PASSED in open Council this 5th day of November, 2012. CARRIED

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

Resolved that By-law 2012-204 being a by-law to authorize an agreement between the City and The Canadian Union of Public Employees Local No. 3 – Community Services Department from February 1, 2012 to January 31, 2015 be PASSED in open Council this 5th day of November, 2012. CARRIED

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

Resolved that By-law 2012-205 being a by-law to authorize an agreement between the City and The Sault Amateur Soccer Association for the renewal of a five year agreement for the use of Strathclair Park commencing May 1, 2012 and terminating on April 30, 2017 be PASSED in open Council this 5th day of November, 2012. CARRIED

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

Resolved that By-law 2012-206 being a by-law to regulate digital signs within the City of Sault Ste. Marie be PASSED in open Council this 5th day of November, 2012. CARRIED

Moved by: Councillor M. Bruni
Seconded by: Councillor S. Myers
Resolved that By-law 2012-207 being a by-law to permit the temporary closing of various streets to facilitate the annual Santa Claus parade on November 17, 2012 be PASSED in open Council this 5th day of November, 2012. CARRIED

11. QUESTIONS BY, NEW BUSINESS FROM, OR ADDRESSES BY MEMBERS OF COUNCIL CONCERNING MATTERS NOT OTHERWISE ON THE AGENDA

12. ADDENDUM TO THE AGENDA

13. ADJOURNMENT

Moved by: Councillor M. Bruni
Seconded by: Councillor F. Manzo
Resolved that this Council now adjourn. CARRIED

Malcolm White

From: communicate@amo.on.ca
Sent: November 05, 2012 5:07 PM
To: Malcolm White
Subject: AMO breaking news re Immigration Strategy

TO THE IMMEDIATE ATTENTION OF THE CLERK AND COUNCIL

November 5, 2012

Ontario Releases First Ever Immigration Strategy

On November 5, 2012, Minister Charles Sousa, Minister of Citizenship and Immigration (MCI), released Ontario's first ever Immigration Strategy. The main objectives of the strategy include: attracting a skilled workforce and building a stronger economy; helping newcomers and their families achieve success; and leveraging the global connections of our diverse communities. The Strategy will have no direct fiscal impact to the Province or municipalities and MCI has committed to working with municipalities and employers to promote the value of immigration and diversity when implementing the Strategy.

The Strategy was developed based on four elements:

- **The Expert Roundtable on Immigration** – In the spring of 2012, Minister Sousa invited a number of leading experts to examine Ontario's immigration issues. The Roundtable made 32 recommendations in its report, "Expanding Our Routes to Success". AMO's representative at this table was Warden Steve Arnold from Lambton County.
- **Stakeholder Consultations** – MCI's Parliamentary Assistant Teresa Piruzza, MPP Windsor West, led six stakeholder consultations and received written submissions. Consultations were also held with municipal partners to ensure the Strategy reflects the needs of Ontario communities.
- **Labour Market Forecasting** – MCI analyzed data showing where new jobs will be, the skills Ontario will need and the level of immigration required to support economic prosperity.
- **Collaboration Across Government** – MCI collaborated and consulted with the Ministries of Finance, Training, Colleges and Universities and Economic Development and Innovation to help identify the role of immigration in meeting Ontario's labour market needs.

Ontario's Immigration Strategy is intended to set a new direction for how we select, welcome and help immigrants to our province. The Strategy includes several targets that encourage municipalities, stakeholders and employers to attract and retain skilled immigrants who can make valuable contributions to local economies. Among those targets include:

- Raising the proportion of economic immigrants to 70 per cent from the current level of 52 per cent.
- Request a doubling of Ontario's Provincial Nominee Program limit to 2,000 in 2013, increasing to 5,000 in 2014.
- Achieve employment rates and income levels for immigrants that are in line with those of other Ontarians.
- Maximize the potential and use of temporary foreign workers and international students.
- Provide more resources for employers to recruit and welcome immigrant employees.

- Achieve five per cent Francophone immigration.
- Create a Minister's Forum to drive a "no wrong door" approach to accessing immigrant services.
- Commit to annual reports on progress and achievement.
- Establish a Minister's Table with employers to consult businesses on immigration matters.

AMO is supportive of defining priorities for immigration that support economic prosperity and labour market growth in Ontario. AMO will continue to advocate that the Province include municipalities in the policy decision-making process when discussions occur at the Provincial and Federal levels of government to move the Strategy forward.

AMO will continue to engage the Province on Ontario's priorities on immigration through the Municipal Immigration Committee (MIC) – a tripartite table in which MCI, the Federal Government and municipalities share information and best practices.

AMO Contact: Sumeeta Kapur, Policy Advisor skapur@amo.on.ca 416-971- 9856 ext 353

PLEASE NOTE AMO Breaking News will be broadcast to the member municipality's council, administrator and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

DISCLAIMER These are final versions of AMO documents. AMO assumes no responsibility for any discrepancies that may have been transmitted with the electronic version. The printed versions of the documents stand as the official record.



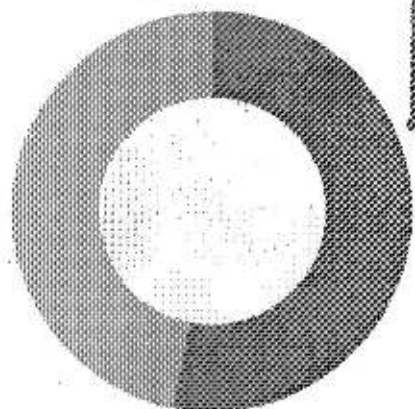
ONTARIO MUNICIPALITIES: WHO'S ON SOCIAL MEDIA?

Fall 2012 Edition

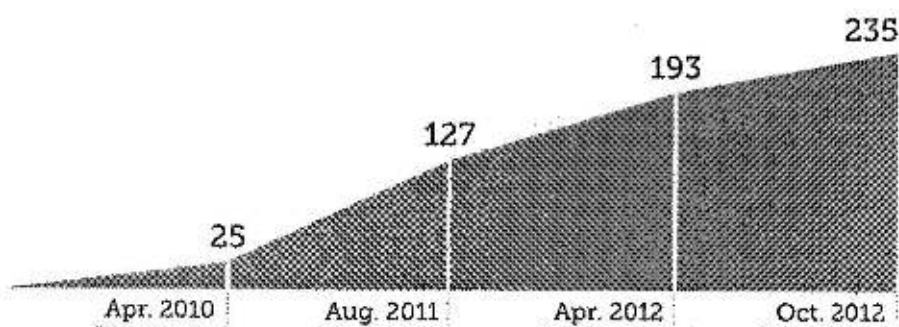
Social media use by Ontario municipalities continues to grow, right across the province. This infographic from Redbrick Communications provides a snapshot of who's using it, what platforms they are using and how.

53%

of Ontario's municipalities
are using social media.



It's growing fast...



Social media use by Ontario's 444 municipalities has grown by 840% in the last two-and-a-half years.

They "like" Facebook the best, but they're tweeting too



92%



70%

Of the 235 Ontario municipalities using social media, most are using Facebook, and more than two-thirds are using Twitter.



Find us on
Facebook



Follow us on
Twitter

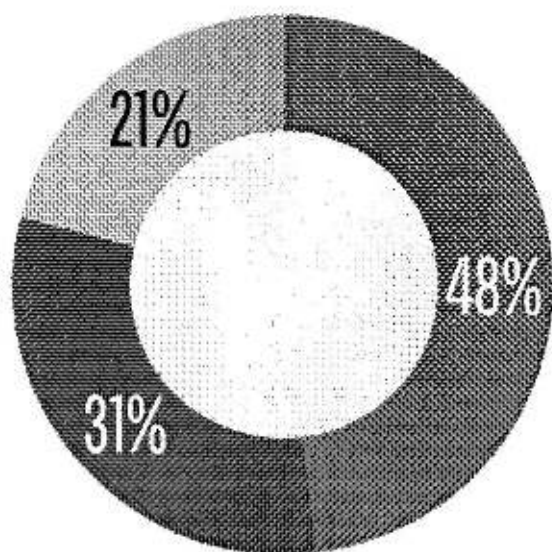
68%

of active municipalities
promote their social media
presence on their websites.

32%

don't mention
it on their
websites.

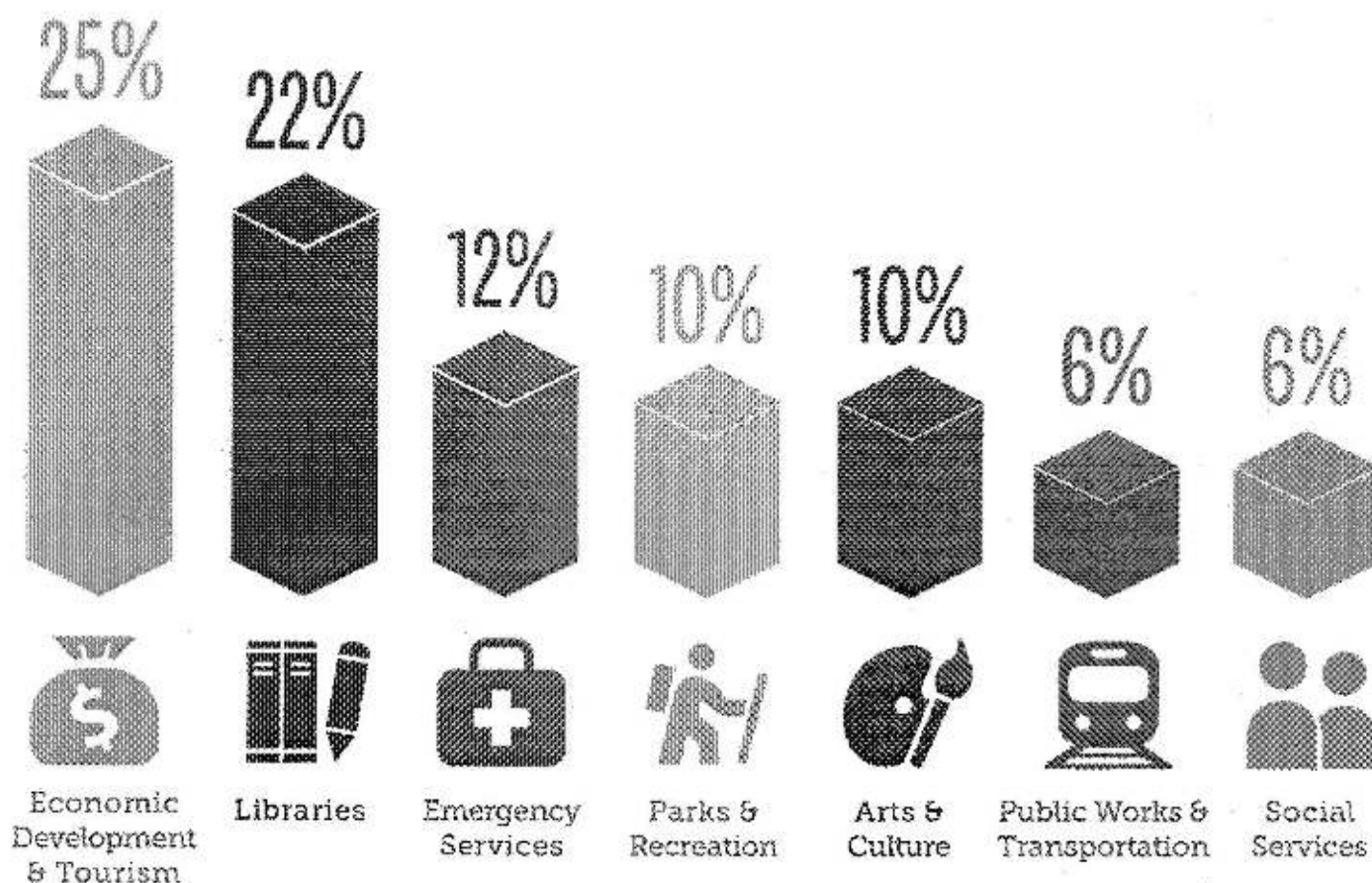
One account vs. many



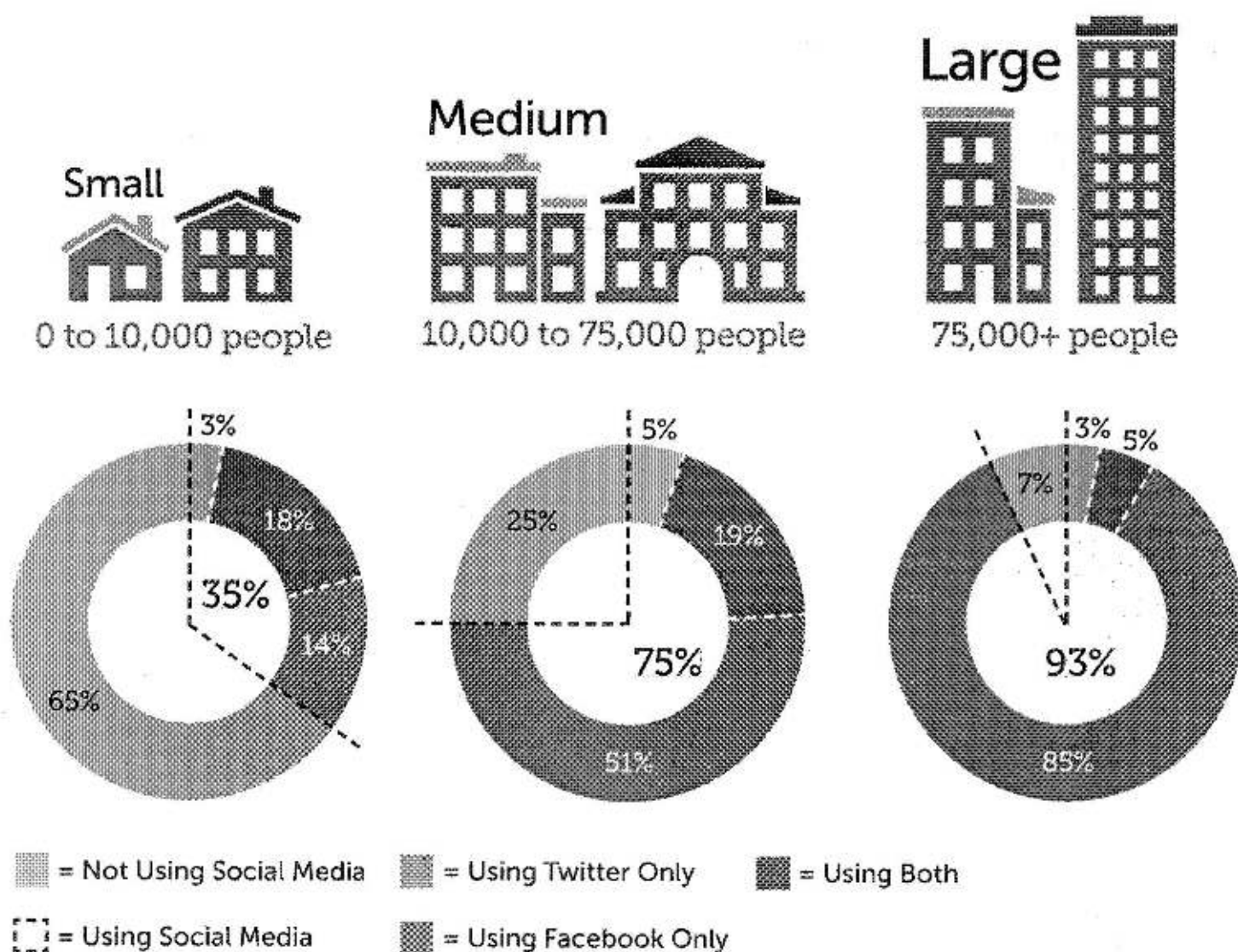
- Almost half use a Centralized approach, using one central account per social media platform.
- About a third use a Decentralized model, using different accounts for different departments of service areas.
- The rest use a mix of the two, using a central account, plus a handful of distinct accounts for specialized areas or departments.

Specialized Accounts

We know that more than two-thirds of active Ontario municipalities operate at least one central account, but some departments are branching off on their own. Of the 235 Ontario municipalities on social media, here's how many have specialized accounts in these areas:



Municipal Social Media Use by Population



Notable Trends



VS.



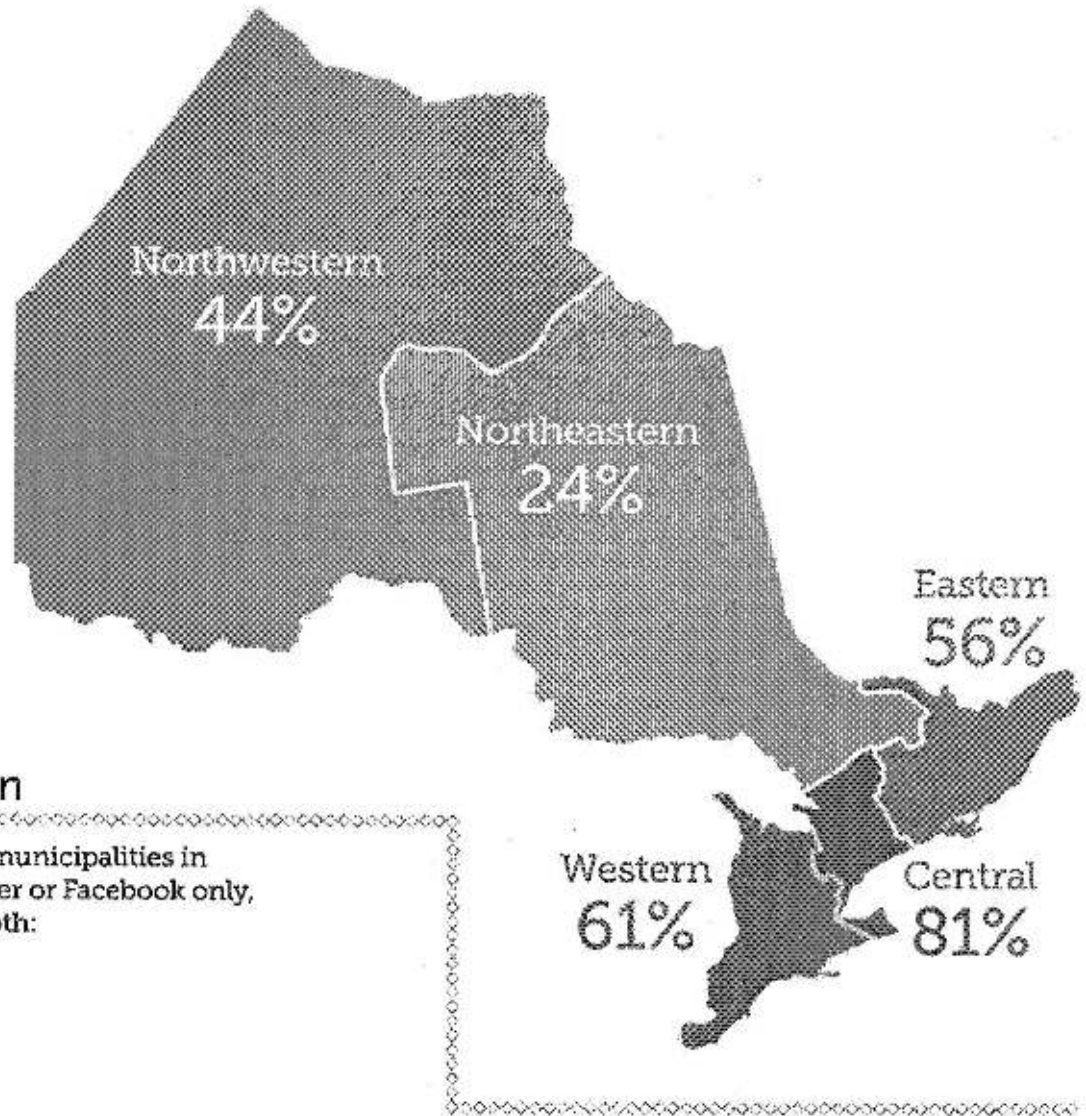
Smaller municipalities (under 10,000) are almost ten times more likely to stick to Facebook. Municipalities in Northeastern, Northwestern and Eastern Ontario also tend to prefer Facebook over Twitter.

You'll be more likely to find your municipality on Twitter if you live in a larger municipality (75,000 or more), or in Central or Western Ontario.

Municipal Social Media Use by Region

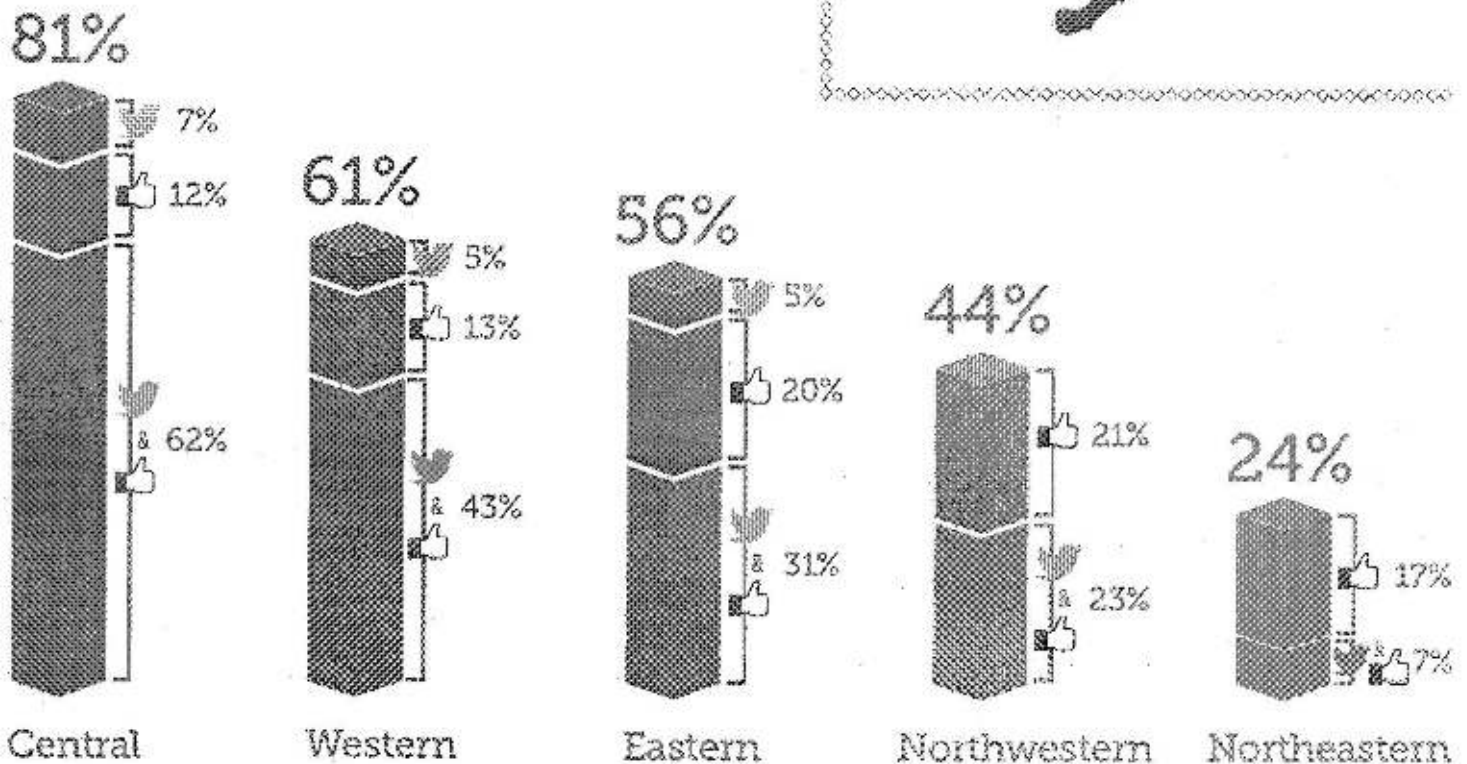
Not surprisingly, social media use is highest in Southern Ontario.

In the past year, much of the growth in municipal social media use was concentrated in Eastern and Northwestern Ontario.



Detailed Breakdown

Check out what portion of municipalities in each region are using Twitter or Facebook only, and how many are using both:



Most Popular

Check out who has the most 'Likes' and 'Followers' on their central accounts:



Most
Liked

1. Sault Ste. Marie
2. London
3. Prince Edward
County
4. Ajax
5. Kitchener



Most
Liked
Per
Capita

1. Ignace
2. Pelee
3. Red Rock
4. Terrace Bay
5. Nipigon



Most
Followed

1. Ottawa
2. Toronto
3. Stratford
4. Guelph
5. Kitchener



Most
Followed
Per
Capita

1. Georgian Bay
2. Nipigon
3. Stratford
4. Gananoque
5. Terrace Bay

Social Media Policies



Only 17% of active Ontario municipalities have social media policies to guide their use of social media. Another 8% have policies in development.



Redbrick Communications is a Mississauga-based agency with an extensive municipal practice. This research was produced as a part of our Municipal Social Media Survey.

Want to receive our 2013 survey results?

Follow us on Twitter at: @brianlambie or @lisatimo

For more **free resources** on municipal social media, including sample policies, policy development advice, past survey results and more, visit:

www.redbrick.ca/resources.asp or bit.ly/RedSMS.

Methodology:

- Redbrick's Municipal Social Media Survey looked at social media use by all 444 municipalities in Ontario.
- Our research has looked at social media activity between April 2010 and October 2012.
- Our Fall 2012 research examined the use of Facebook and Twitter only.
- Data on 'Likes' and 'Followers' applies to central accounts only, and was collected the week of October 22, 2012.
- Population Data is based on 2011 population census data from Statistics Canada.
- Geographic divisions are based on the Ontario Ministry of Municipal Affairs and Housing OnRAMP regional divisions.

use plan direction
Need transportation improvements signage
Educate safety Cyclist Road trail Car Public
cycling racks people hub road
Communing awareness
cyclists free promote active

Bike



*Presentation to Sault Ste. Marie City
Council, Monday, November 19, 2012*

*Allyson Schmidt
Donna St. Jules
Jonathon Young
Mostafa Khaled*

Algoma University: Community Economic and Social
Development Program: Environment and Community Resilience, Fall 2012

Pedaling Forward: Cycling in Sault Ste. Marie

'Pedaling Forward: Cycling in Sault Ste. Marie': The Project and Its People

Our goal is to support the reduction of dependence on oil through the promotion of alternative forms of transportation. Peak oil, air quality, human health and equitable access to transportation are key issues that we are addressing through our Community Economic and Social Development group action project - 'Pedaling Forward: Cycling in Sault Ste. Marie'. By supporting bicycle culture in Sault Ste. Marie, our citizens can resist and mitigate the effects that over-reliance on private vehicles has on our lived experiences in this city.

Objectives:

- To promote the awareness of the importance of cycling in Sault Ste. Marie as an alternative to car use;
- To network with existing groups interested in and committed to alternative transportation or cycling in Sault Ste. Marie; and,
- To develop a preliminary advocacy strategy for municipal government to pro-actively support alternative forms of transportation.

As a group, we have different life experiences, but similar reasons for supporting cycling in Sault Ste. Marie. Donna is a Community Wellness Coordinator with the Metis Nation of Ontario; Allyson has lived in Japan, a country that has a lot of bicycles on the road; Mostafa is from Bangladesh another country with lots of bicycles and he does not own a car; Jonathon is a student from southern Ontario who uses a bicycle and public transportation to navigate Sault Ste. Marie.

Why 'Pedaling Forward: Cycling in Sault Ste. Marie' is Important

Cycling is a hot issue for municipalities across North America, **economically, socially and environmentally**. Citizens have told us through community engagement that they want to leave their cars at home. They want to do it safely and every day—not just on the weekends. They have expressed that the Corporation of the City of Sault Ste. Marie needs to support cycling and its 'green' initiatives like cycling lanes, bicycle racks around town, and bicycle racks on public transit in order to **retain** and **attract** citizens: citizens who have special skills, talents and creativity that makes our city a **richer, more diverse and healthier** place to live, work and play, making everyone **happier**.

What 'Pedaling Forward: Cycling in Sault Ste. Marie' Has Done

We have undertaken several 'actions' to fulfill the objectives of our project for which we created 'success measures' before implementation. We have asked citizens to take part in 'World Car Free Day' on September 20, 2012; we have created a Facebook page and an email account for people to share ideas and suggestions for 'Pedaling Forward: Cycling in Sault Ste. Marie' and we

Pedaling Forward: Cycling in Sault Ste. Marie

hosted a very successful community engagement forum, October 23, 2012. This report to Council is our third major action which serves two main purposes: to share the data that we have collected and to advocate for cycling directly at the municipal level.

'Pedaling Forward': The Results of Community Engagement

As a result of community engagement strategies, we have gathered a great deal of working knowledge on cycling in Sault Ste. Marie directly from its citizens by asking one key question: "Are We Pedaling in the Right Direction?" The community responded with a resounding yes and stated over and over again that the Hub Trail is a move in the right direction as it has increased cycle friendly spaces. However, the community respondents had a list of helpful suggestions, important modifications and critical upgrades that we have organized into 8 main categories or *spokes* that branch off from the Hub Trail: Infrastructure, Expansion, Safety, Accessibility, Awareness, Collaborations, Environmental Responsibility, Economic and Social Development. The community requests that these spokes be integrated into the Sault Ste. Marie Transportation Master Plan.

Infrastructure

The community is very happy with the Hub Trail and has asked the City to finish developing the Hub Trail as planned with improvements to include a dedicated, full bike lane on Queen Street and Shannon Road. As well, a north-south and east-west bike path needs to be created to complement the Hub Trail. A bike path west of People's Road and one at the East End to Hwy 17B were also suggested specifically.

Expansion

The community requested the installation of a bike path whenever a street is upgraded as well as the addition of paved shoulders. If a bike path is not possible, the installation of a paved multi-use path along one side of the street and a sidewalk on the other side of the street will facilitate pedestrians and other wheeled users such as wheelchairs and scooters. In cases where there is only room for one option, a multi-use path would take precedent over a sidewalk. The City has missed many opportunities over the past several years including very busy streets such as Second Line, John Street, Peoples Road and Queen Street.

The community requested bike friendly improvements along Queen Street to include bike racks, bike lockers and bike shelters. As well, requests were made to install bike racks on city buses so people can use both forms of green transportation when commuting longer distances.

Safety

The community requested improved signage to identify the Hub Trail and other cycling routes and 'right of way' improvements at critical intersections along the Hub Trail (2nd Line & Fort

Pedaling Forward: Cycling in Sault Ste. Marie

Creek; Black Road & McNabb; Carmen's Way & Queen Street; Casino area; and paved shoulder on Old Garden River Road). It was suggested that large lighted culverts can be used under intersections at main roads to separate the cyclists from traffic.

Most people ride on sidewalks for safety even though it is against the law if older than 10 years. Multi-use paths are more appropriate for all age groups than sidewalks especially where there is only room to facilitate one rather than both.

The community also suggested painting a white center line along the Hub Trail to facilitate two-way traffic and improve safety. It was also suggested that the white line can separate pedestrians and cyclists by painting appropriate symbols on each side.

As well, it is important to prevent vehicles from parking on the Hub Trail or driving on paved shoulders intended as bike routes.

Accessibility

The community requested increased availability of cycle friendly spaces and multi-use paths on every street rather than sidewalks to ensure that all wheeled users including cyclists, wheelchairs and scooters can use them safely and legally.

It was also noted that the transitions between sidewalks and roads in many places on the Hub Trail have severe bumps which are hard on bicycle spokes and difficult for wheelchair users.

Awareness

It is important to educate cyclists and motorists about the need to share the road. Citizens suggested that a public awareness program be developed in cooperation with the City Police to ensure safety and ensure that both cyclists and motorists adhere to the rules.

Citizens want increased awareness and connections among cyclists and have suggested that traditional and social media be used to engage the community and promote a Bike Day once a month or at the very least once per year.

Collaborations

It is important for the City of Sault Ste. Marie to build links between cycling and other community groups along with Corporations to promote health, well-being and environmental responsibility as cycling attracts and retains citizens and encourages tourism.

Cyclists need to unite to ensure one strong voice so that the Master Transportation Plan is not shelved or suggestions such as bike lanes on Queen Street are not ignored.

Businesses and community agencies can be encouraged to become cycling friendly by installing bike racks as cyclists will support businesses that provide places to lock their bikes.

Pedaling Forward: Cycling in Sault Ste. Marie

Environmental Responsibility

The Hub Trail is excellent for recreational use, however, it is not always practical for commuting to work or school because there is no direct route, and it is designed more for leisure than transportation.

The community requested a direct route between Sault College, Algoma University and the Downtown residence.

Sault Ste. Marie needs an active transportation plan, one that includes all non-motorized transportation, not just vehicles. Dedicating at least 2 hours per week along Queen Street as Car Free is an excellent pedal in the right direction.

The City has had many opportunities to develop multi-use paths while doing construction on main roads that connect citizens to recreational locations such as Strathclair, John Rhodes Centre and Bellevue Park but has failed to do so.

Economic and Social Development

Sault Ste. Marie needs to develop the cycling infrastructure to attract and retain citizens and tourists to the city. Opportunities for economic and social development include supporting bike cooperatives like Bike Share Algoma and developing designated bike share hubs. Cyclists are more apt to support businesses that are 'cycle friendly'.

Are We 'Pedaling Forward' in Sault Ste. Marie'?

Yes! The community agrees that we are pedaling in the right direction. Community members stated that the City of Sault Ste. Marie has a Master Cycling Plan but they have had it for a while. There is a concern that the installation of planned bike paths such as the one on Queen Street will not materialize despite promises. Participants felt that it is important to create a timeline for implementation of the Plan so that it does not 'sit on the shelf'. Cyclists are calling for action! Sault Ste. Marie residents agreed that we are pedaling in the right direction, but stressed that it is important to keep the momentum going.

14 November, 2012

MEMORANDUM

TO: Mayor and Council

RE: CBHC Year to Date Business Progress Report

Further to Council's resolution of March 6, 2012, the Canadian Bushplane Heritage Centre is pleased to provide the following year-to-date business activity report:

- Admissions, revenues and sales have all experienced substantial improvements in 2012 compared to 2011 (see chart attached);
- Funding from the governments of Canada and Ontario has been received to create 4 new contract positions (12 months duration);
- Additional funding from the City of Sault Ste Marie in March 2012 was instrumental in preserving the existing 6 FTE positions at the bushplane centre;
- A major new partnership agreement has been signed with the Algoma District School Board to establish a Field School at the bushplane centre;
- An amended strategic business plan is currently being developed to guide the centre's growth from 2013-2016;
- Discussions are underway regarding the development of an affiliation agreement between Science North and the Canadian Bushplane Heritage Centre which focuses on marketing, exhibit development, membership development and government relations;
- Discussions are underway with the Ermatinger Clergue National Historic Site, Algoma Art Gallery, Sault Ste Marie Museum and the CBHC to increase and expand the existing Four Culture Program including the addition of the Sault Ste Marie Library;

We will attend the November 19 meeting of City Council to provide additional details about our 2012 business activity.

We request Council's support for an increased level of annual operational funding beginning in 2013 .

Thank you.

Yours truly,

Michael A. Delfre
Executive Director

RETAIL / MEMBERSHIPS / SCHOOL TOURS

October 2012 Monthly Report

<u>Year to Date</u>	<u>YTD</u> <u>2011</u>	<u>YTD</u> <u>2012</u>	<u>%</u>
Admissions	11273	13,591	21%
Admission Revenue	\$ 66,717.00	\$ 85,436.00	28%
Sales Revenue	\$ 50,828.00	\$ 63,600.00	25%
Membership	\$ 8,300.00	\$ 7,455.00	(10%)
Event Revenue	\$ 51,864.24	\$ 58,091.72	11%
School Tours	1,029	1,229	17%
Event Admissions	10,650	12,230	13%

Notes:

1. Report is to October 31, 2012.

5(d)

Joseph M. Fratesi, B.A., J.D. (LL.B.)
Chief Administrative Officer



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b.berlingieri@cityssm.on.ca

2012 11 19

Mayor Debbie Amaroso and
Members of City Council

RE: Financial Assistance to the Town of Wawa

PURPOSE

The purpose of this report is to provide a recommendation to City Council on making a donation to the Town of Wawa which recently experienced massive flooding. (see attached news articles)

BACKGROUND

As Council is aware, the Town of Wawa which is 230 km. north of Sault Ste. Marie experienced major flooding in October which closed highways, damaged properties and left some residents homeless. As a result of this damage which was experienced due to torrential rainfall, the municipality declared a state of emergency on October 25, 2012. The major highways leading to Wawa to the south and to the north were closed for several days, as a result of washouts. Preliminary estimates have pegged the damage at more than \$15 million. Not only does this include damage to homes and businesses, but also significantly to municipal infrastructure, including cemeteries, bridges and roads.

The Ontario Minister of Municipal Affairs, Bob Chiarelli, visited Wawa to view the devastation and on November 6, 2012 confirmed that Wawa will get Provincial assistance from the Ontario Disaster Relief Assistance Program (ODRAP). Under this Program, the Province of Ontario will provide matching assistance on a 2-1 funding basis.

City Council approved on August 13, 2012, a recommendation to assist two other Northern Ontario communities which had suffered disasters, earlier this year and which also had set up disaster relief funds under the ODRAP. Donations of \$7,500 were approved by Council for both Thunder Bay and Elliot Lake.

ANALYSIS

Not Applicable

IMPACT

These unexpected donations were not budgeted for but can be appropriately covered under "Unforeseen Expenses" as in the past, should Council agree.

STRATEGIC PLAN

Not Applicable

RECOMMENDATION

It is my recommendation that City Council authorize a donation in the amount of \$7,500 to the Town of Wawa. Though Wawa is considerably smaller, than either Elliot Lake or Thunder Bay, the extent of damage that the municipality will be incurring is significantly more proportionate to its size.

Sault Ste. Marie continues to enjoy the reputation of being a caring community and one that is prepared to help its neighbours when in need. Though this \$7,500 was not budgeted for, it would be appropriate to take it from the Unforeseen Account funds to assist our neighbouring community.

Respectfully submitted,



JMF:bb
Attach.

Joseph M. Fratesi
Chief Administrative Officer

Local News

State of emergency continues in Wawa (update)

Tuesday, November 13, 2012 by: SootToday.com Staff



NEWS RELEASE

MUNICIPALITY OF WAWA

WAWA, ON (November 13, 2012) - Municipal staff and volunteers continue to work towards the termination of the emergency that was declared in Wawa on October 25, 2012, due to torrential rains and massive flooding [photo].

The Community Control Group continues to debrief while Emergency Measures Ontario is actively discussing the event and measures that are being taken in terms of recovery and mitigation.

Municipal Infrastructure staff continue to work at repairing damage to roads while also concerning themselves with winter control.

Mayor Linda Nowicki said that, "The resolve of our municipal staff and volunteers has been exemplary and I am proud to be associated with such a dedicated group."

The Municipality of Wawa continues to work with the Ministry of Municipal Affairs and Housing towards participation in the Ontario Disaster Assistance Relief Program.

Mayor Nowicki praised the efforts of the Ministry stating: "On behalf of the Municipality of Wawa we are extremely pleased that Minister Chiarelli visited Wawa so soon after his appointment to see the devastation firsthand. We are also very appreciative of the efforts of Emergency Management Ontario and the Ministry of Municipal Affairs and Housing staff in Sudbury and the assistance they have provided to us as we work through this very trying time."

Mayor Nowicki went on to explain that "the process of applying through the ODRAP program requires firm estimates and an understanding of all the facts. With such a large area to consider this will require time and cooperation with the Ministry of Municipal Affairs and Housing."

Wawa still assessing cost of flood damage

SHIRLEY MILLS
Special to The Star

Wawa officials are still working to put a dollar figure on damage caused by major October flooding, which closed highways, damaged properties and left some homeless.

"So far, we have a figure of \$15 million, but this is not the final amount," said Mayor Linda Nowicki in an interview Monday afternoon.

Three major initial expenses are related to repairing Harbour Tremblay Flats and Old Tore roads.

"We are still finding other areas needing repairs," she added.

A recent walk around Woodland Cemetery revealed more damage, Nowicki said.

"We found flattened grass and 25 graves that were sinking due to water rushing into the soil," Nowicki said, estimating costs of up to \$3,000 for repairs.

Earlier this month, Bob Chiarelli, the province's newly appointed Minister of Municipal Affairs, confirmed Wawa will get

“You may as well say she lost her home as well. There's no longer any value on it.”

Wawa Mayor Linda Nowicki

disaster relief funding to help it rebuild.

At the time, officials said the town likely needed tens of millions of dollars to repair infrastructure, such as bridges and roads, destroyed in the storm. Town officials had said they planned to seek

Jim and Deb Sanders were left homeless when water levels rose and destroyed their house. Noella Depew's home is still intact, but there's literally no road access to it.

"You may as well say she lost her home as well. There's no longer any value on it," Nowicki said.

“We are still rehabilitating the road. We can't put a final figure on the cost yet.”

Michipicoten First Nation Chief Joe Buckell

funding under the Ontario Disaster Relief Assistance Program, but the province had not confirmed whether the community would be eligible for help until the Nov. 6 announcement.

Nowicki said assistance is also being sought for families whose homes were lost.

With no way in or out of Michipicoten First Nation because of flooded roads and washouts, 52 registered MFN members were airlifted out Oct. 27-29. The road was repaired enough for their return Nov. 1.

"We are still rehabilitating the road," said Chief Joe Buckell. "We

can't put a final figure on the cost yet."

The same flooding that took out parts of Trans-Canada Highway 17 North also took away the livelihood of Maureen and John Parker, owners and operators of Northern Lights Motel.

Water that rushed down their property destroyed the lower 10 rooms of the motel and severely damaged three chalets on the back property.

The community lost three bridges and up to 30 kilometres of road in the storm's aftermath. Chris Wray, Wawa's CAO/clerk-treasurer, estimated those repairs alone will likely cost \$10 million, with "a whole bunch" of other infrastructure also in need of repairs.

The municipality of 3,000, 230 kilometres north of Sault Ste. Marie, has limited financial resources after a tough decade that's seen the loss of major employers, such as Algoma Ore Division and Weyerhaeuser. During the same time, the municipality lost its ability to tax area power dams. Compensating grants don't match earlier tax revenue.

Joseph M. Fratesi, B.A., J.D. (LL.B.)
Chief Administrative Officer



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2012 11 19

Mayor Debbie Amaroso and
Members of City Council
Civic Centre

RE: STAFF TRAVEL REQUESTS

Dear Council:

The following staff travel requests are presented to you for approval:

1. **Michael Allard - Engineering & Planning – Building Division**
OBOA Training
January 14 – 18, 2013
Woodbridge, Ontario
Estimated total cost to the City - \$2,155.75
Estimated net cost to the City - \$2,155.75
2. **Gary Schryer - Engineering & Planning – Building Division**
OBOA Training
January 14 – 18, 2013
Woodbridge, Ontario
Estimated total cost to the City - \$1,762.00
Estimated net cost to the City - \$1,762.00
3. **Matthew Wiesel - Engineering & Planning – Building Division**
OBOA Training
January 14 – 18, 2013
Woodbridge, Ontario
Estimated total cost to the City - \$1,762.00
Estimated net cost to the City - \$1,762.00
4. **Carla Fairbrother – Social Services – Child Care Division**
Early Learning in Ontario
November 27 – 28, 2012
Sudbury, Ontario
Estimated total cost to the City - \$447.00
Estimated net cost to the City - \$447.00

5. **Melanie Borowicz-Sibenik – Legal Department**
MLDAO – Annual Meeting
December 7, 2012
Toronto, Ontario
Estimated total cost to the City - \$795.25
Estimated net cost to the City - \$795.25
6. **Stan Martynuck and Rick Pihlaja – Fire Services**
Specialized Rescue and Response
February 4 – 8, 2013
Gravenhurst, Ontario
Estimated total cost to the City - \$800.00
Estimated net cost to the City - \$800.00
7. **Brian Kozak, Chris Gillespie & Scott Smith – Fire Services**
Pre-Incident Planning
January 14 – 18, 2013
Gravenhurst, Ontario
Estimated total cost to the City - \$1,200.00
Estimated net cost to the City - \$1,200.00
8. **Brian Kozak, Michael Pagnucco & Chris Gillespie – Fire Services**
Incident Management Theory & Size-up
January 21 – 25, 2013
Gravenhurst, Ontario
Estimated total cost to the City - \$1,200.00
Estimated net cost to the City - \$1,200.00
9. **Brian Kozak, Michael Pagnucco & Chris Gillespie – Fire Services**
Advanced IMS Theory
February 25 – March 1, 2013
Gravenhurst, Ontario
Estimated total cost to the City - \$1,200.00
Estimated net cost to the City - \$1,200.00
10. **Lori Ballstadt – Clerks Department**
Municipal Communications Conference
November 26 – 28, 2012
Toronto, Ontario
Estimated total cost to the City - \$2,420.69
Estimated net cost to the City - \$2,420.69

Yours truly,



JMF:bb

Joseph M. Fratesi
Chief Administrative Officer

Tim Gowans
Manager of Purchasing



5(g)
Finance Department
Purchasing Division

2012 11 19

Mayor Debbie Amaroso and
Members of City Council

RE: RFP FOR CIVIC CENTRE SECURITY SERVICES (2012AD01P)

PURPOSE

Attached hereto for your information and consideration is a report prepared on behalf of the Evaluation Committee concerning proposals received for the provision of Security Services at the Civic Centre, as required by the Building Services Division of the Engineering & Planning Department.

BACKGROUND

The Request for Proposal was publicly advertised and RFP documents forwarded to all firms on our bidders list. Proposals were required to be submitted for consideration no later than 4:00 p.m. on October 19, 2012.

ANALYSIS

Proposals from Six (6) proponents were received prior to the closing date:

Commissionaires, Ottawa, ON
G4S Secure Solutions (Canada) Ltd., Sudbury, ON
INKAS Security Services, Toronto, ON
Neptune Security Services, Mississauga, ON
North East Regional Security Services Inc., Sault Ste. Marie, ON
Norpro Company, Sault Ste. Marie, ON

The proposals received have been evaluated by a committee comprised of staff from the Engineering & Planning Department, Building Services Division – ENG, Finance Department, and Purchasing Division-Finance.

The proponent scoring the highest in the evaluation process was the Commissionaires. The Commissionaires have had a long time role in providing Security Services at the Civic Centre.

-More-

2012 11 19

Page 2

IMPACT

Funding for this activity is provided within the Building Services Division's Security Account.

STRATEGIC PLAN

Civic Centre Security is not an activity listed in the Corporate Strategic Plan.

RECOMMENDATION

It is therefore my recommendation that the Proposal submitted by the Commissionaires to provide Security Services at the Civic Centre be accepted. The contract will commence January 1, 2013 and continue for a period of two (2) years allowing for further one (1) year extensions by mutual agreement.

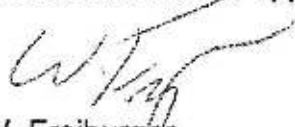
This report is submitted for Council's approval.

Respectfully submitted,



Tim Gowans
Manager of Purchasing

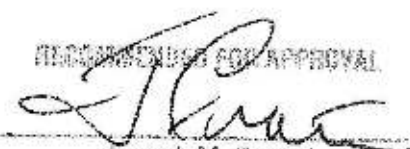
Recommended for approval,



W. Freiburger
Commissioner of Finance & Treasurer

TG:nt

RECOMMENDED FOR APPROVAL



Joseph M. Fratini
Chief Administrative Officer

5(h)

**Tim Gowans
Manager of Purchasing**



**Finance Department
Purchasing Division**

2012 11 19

Mayor Debbie Amaroso and
Members of City Council

RE: RFP FOR PARKING BY-LAW ENFORCEMENT – MUNICIPAL PARKING LOTS & METERS (2012AF01P)

PURPOSE

Attached hereto for your information and consideration is a report prepared on behalf of the Evaluation Committee concerning proposals received for the provision of Parking By-Law Enforcement at the Municipal Parking Lots & Meters, as required by the Transit & Parking Division of the Public Works & Transportation Department.

BACKGROUND

The Request for Proposal was publicly advertised and RFP documents forwarded to all firms on our bidders list. Proposals were required to be submitted for consideration no later than 4:00 p.m. on October 19, 2012.

ANALYSIS

Proposals from four (4) proponents were received prior to the closing date:

Commissionaires, Ottawa, ON
G4S Secure Solutions (Canada) Ltd., Sudbury, ON
North East Regional Security Services Inc., Sault Ste. Marie, ON
Norpro Company, Sault Ste. Marie, ON

The proposals received have been evaluated by a committee comprised of staff from the Public Works & Transportation Department, Transit & Parking Division – PWT, and the Purchasing Division-Finance Department.

The proponent scoring the highest in the evaluation process was the Commissionaires. The Commissionaires have had a long time role in providing Parking By-Law Enforcement at the City's Municipal Parking Lots & Meters.

-More-

2012 11 19

Page 2

IMPACT

Funding for this activity is provided within the Parking & Transit Division's Purchased Services Account.

STRATEGIC PLAN

Parking By-Law Enforcement is not an activity listed in the Corporate Strategic Plan.

RECOMMENDATION

It is therefore my recommendation that the Proposal submitted by the Commissionaires to provide Parking By-Law Enforcement for the Municipal Parking Lots & Meters be accepted. The contract will commence January 1, 2013 and continue for a period of two (2) years allowing for further one (1) year extensions by mutual agreement.

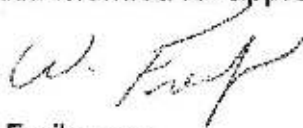
This report is submitted for Council's approval.

Respectfully submitted,



Tim Gowans
Manager of Purchasing

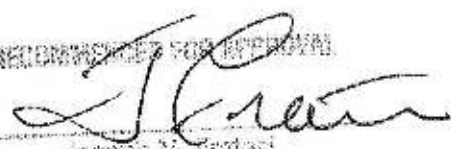
Recommended for approval,



W. Freiburger
Commissioner of Finance & Treasurer

TG:nt

RECOMMENDED FOR APPROVAL



Joseph M. Prud'homme
Chief Administrative Officer

William Freiburger, CMA
Commissioner of Finance
and Treasurer



Finance Department

2012 11 19

Mayor Debbie Amaroso and
Members of City Council

RE: THE CITY OF SAULT STE. MARIE CREDIT RATING

PURPOSE

The purpose of this report is to provide information on the City's credit rating.

BACKGROUND

Each year the City has a credit review by the Standard and Poor's Rating Service.

The credit rating for the City of Sault Ste. Marie has been upgraded today to "A+" (stable) from "A" (positive).

The rating last changed September 7, 2011 when the City of Sault Ste. Marie was upgraded to "A" (positive) from "A" (stable).

The City's rate increased one step on the rating scale.

ANALYSIS

The strengths of the City's finances include a low debt burden and strong liquidity position and modest capital needs.

The strengths are mitigated by slow population growth, low levels of household income and budgetary pressures from declining provincial grants.

IMPACT

Credit ratings have an impact on borrowing rates on the open bond market.

STRATEGIC PLAN

N/A

-More-

5(1)

The City of Sault Ste. Marie Credit Rating
2012 11 19
Page 2.

RECOMMENDATION

That the report of the Commissioner of Finance and Treasurer concerning City of Sault Ste. Marie Credit Rating be received as information.

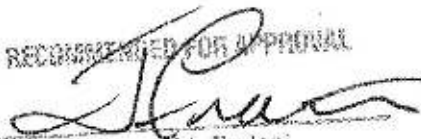
Respectfully submitted,



W. Freiburger, CMA
Commissioner of Finance and Treasurer

WF/kl

attachment

RECOMMENDED FOR APPROVAL

Joseph M. Pratesi
Chief Administrative Officer

RatingsDirect®

Research Update:

City of Sault Ste. Marie Rating Raised To 'A+' On Strong Liquidity And Modest Capital Needs; Outlook Stable

Primary Credit Analyst:

Adam J Gillespie, Toronto (1) 416-507-2565; adam_gillespie@standardandpoors.com

Secondary Contact:

Bhavini Patel, CFA, Toronto (1) 416-507-2558; bhavini_patel@standardandpoors.com

Table Of Contents

Overview

Rating Action

Rationale

Outlook

Related Criteria And Research

Ratings List

Research Update:

City of Sault Ste. Marie Rating Raised To 'A+' On Strong Liquidity And Modest Capital Needs; Outlook Stable

Overview

- We are raising our long-term issuer credit rating on the City of Sault Ste. Marie to 'A+' from 'A'.
- We are also assigning our 'A+' senior unsecured debt rating to the city.
- The upgrade reflects our view of Sault Ste. Marie's strong liquidity position and modest capital needs, which we believe will keep its debt burden very low relative to that of similarly rated international and domestic peers.
- The stable outlook reflects Standard & Poor's expectations that within the two-year outlook horizon, Sault Ste. Marie's tax-supported debt will not materially surpass 15% of its operating revenue, its liquidity position will remain strong, and budgetary performance will not erode such that operating balances fall below 5% of operating revenues or after-capital deficits exceed 10% of total revenues.

Rating Action

On Nov. 5, 2012, Standard & Poor's Ratings Services raised its long-term issuer credit rating on the City of Sault Ste. Marie, in the Province of Ontario (AA-/Negative/A-1+), to 'A+' from 'A'. The outlook is stable. At the same time, Standard & Poor's assigned its 'A+' senior unsecured debt rating to the city.

The upgrade reflects our view of Sault Ste. Marie's strong liquidity position and modest capital needs, which we believe will keep its debt burden very low relative to that of similarly rated international and domestic peers.

Rationale

The rating on Sault Ste. Marie reflects Standard & Poor's view of the city's very low debt burden, which is lower than many of its similarly rated international and domestic peers, and its strong liquidity position. We believe that the weakening of budgetary performance in the past three years and Sault Ste. Marie's slow population growth and low levels of household income, which constrain its economic prospects, mitigate these strengths somewhat.

In our view, the city's credit profile continues to be supported by its very

low debt burden. Total tax-supported debt at the end of 2011 was C\$19.7 million, equal to 11.0% of operating revenue (all figures Standard & Poor's-adjusted). This is down from 17.7% in 2005 and we do not believe that it will materially exceed 15% during the next two years as Sault Ste. Marie's capital plan requires only modest debt-financing.

The city has maintained what we view as a strong liquidity position, similar to most Canadian municipalities, and has been a net creditor since 2006. Free cash and liquid assets of about C\$43 million at year-end 2011 were sufficient to cover more than 11x the estimated debt service for 2012. We believe that Sault Ste. Marie will maintain its solid liquidity and net creditor positions during our two-year outlook horizon.

The city's budgetary performance has weakened in the past three years as declining provincial grants have pressured operating budgets and resulted in operating surpluses declining to about 10% of operating revenues in 2009-2011 from more than 15% in previous years. This has also pushed after-capital balances into slight deficits in two of the past three years. We expect that this trend will continue during the next several years but that operating balances will remain above 5% of operating revenues and after-capital deficits could reach 5% of total revenues.

In our opinion, Sault Ste. Marie's slow population growth and low household income levels constrain its economic growth prospects. The city's economy has been slowly diversifying away from mature steel and resource sectors but its unemployment rate remains above the provincial rate and was 8.9% in 2011, down from 10% in 2010.

Outlook

The stable outlook reflects Standard & Poor's expectations that within the two-year outlook horizon, Sault Ste. Marie's tax-supported debt will not materially surpass 15% of its operating revenue, its liquidity position will remain strong, and budgetary performance will not erode such that operating balances fall below 5% of operating revenues or after-capital deficits exceed 10% of total revenues. We could revise the outlook to positive or raise the rating if there were a material improvement in budgetary performance, in particular a return to steady after-capital surpluses, and the economy showed measurable signs of robust growth. We could revise the outlook to negative or lower the rating if Sault Ste. Marie were to issue considerably more debt than expected, liquidity were to erode meaningfully, or there was a significant decline in budgetary performance.

Related Criteria And Research

- Principles Of Credit Ratings, Feb. 16, 2011
- Methodology For Rating International Local And Regional Governments,

5(i)

*Research Update: City of Sault Ste. Marie Rating Raised To 'A+' On Strong Liquidity And Modest Capital Needs;
Outlook Stable*

Sept. 20, 2010

Ratings List

Sault Ste. Marie (City of)

New Rating

Senior unsecured debt A+

Rating Raised

	To	From
Issuer credit rating	A+/Stable/--	A/Positive/--

Complete ratings information is available to subscribers of RatingsDirect on the Global Credit Portal at www.globalcreditportal.com. All ratings affected by this rating action can be found on Standard & Poor's public Web site at www.standardandpoors.com. Use the Ratings search box located in the left column.

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McGraw-Hill

5711

Rachel Tyczinski
Deputy City Clerk and Manager
of Quality Improvement



City Clerk's Department

2012 11 19

Mayor Debbie Amaroso and
Members of City Council

RE: COUNCIL-TO-COUNCIL COMMUNICATIONS – SOCIAL & OTHER MEDIA

PURPOSE

This report is in response to requests from members of Council with respect to the use of social and other electronic media to communicate with each other and the public. It has been prepared in consultation with the City Solicitor.

BACKGROUND

Modern communication methods such as blogs, Facebook, Twitter and even e-mail provide expanded opportunities to engage communities of interest. Several members of Council have indicated an interest in communicating with each other and with the public using these tools. A secure private chat area where all members of Council could post and view information has also been suggested. Most members of Council currently use e-mail to share information with each other, City staff and members of the public.

ANALYSIS

When a quorum of Council members meet and municipal business is discussed, whether in Council Chambers or otherwise (including the Internet) a Council meeting has taken place and that meeting is subject to the *Municipal Act* and the municipality's procedural by-law. A discussion taking place in a private chat room would likely constitute a Council meeting.

Members of Council have a duty to come to a Council meeting without pre-deciding any issue. The democratic principle is that the member will come to a meeting with an open mind, hear all sides of an issue and only then come to a decision.

When back and forth discussion takes place via e-mail, it is possible that an opinion is formed during the e-mail exchange that will influence a Council member's vote. In addition, electronic discussions may serve to conceal a Councillor's obligation to disclose a conflict of interest. Such discussions should instead take place publicly at a properly convened Council meeting.

The use of social media by members of Council to move forward the business of the municipality would violate the fundamental principles of transparency and accountability. Nevertheless, these tools provide **individual** members of Council with options to engage their constituents. An individual member of Council may wish to establish his/her own website,

57(j)

2012 11 19

Page 2

Twitter feed or blog in order to share information with the public independent of the Corporation, and many politicians at all levels of government do so.

IMPACT

Not applicable.

STRATEGIC PLAN

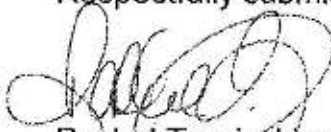
Council-to-Council communications is stated as an activity under Strategic Direction 2: Delivering Excellent Services; Objective 2A – Communications in the Strategic Plan.

RECOMMENDATION

This report is provided for the information of Council.

"That the report of the Deputy City Clerk concerning Council Communications – Social and Other Media be received as information."

Respectfully submitted,


Rachel Tyczinski
Deputy City Clerk

Recommended for approval,


Malcolm White
City Clerk

RECOMMENDED FOR APPROVAL


Joseph M. Fratesi
Chief Administrative Officer



November 19, 2012

Mayor Debbie Amaroso and
Members of City Council

GRAVITY PARK & DOG PARK UPDATE

PURPOSE

This report is in response to the Council resolution dated June 11, 2012:

"Resolved that the report of the Commissioner of Community Services dated 2012 06 11 concerning Dog Park and Gravity Park projects be received and that the appropriate staff be directed to resume reporting to City Council on these projects."

BACKGROUND

The June 11, 2012 report to Council is attached and provides detail on the projects up to the time of the report.

Gravity Park – Recently a letter was received from the Gravity Park Committee (attached) which notes a change in status and scope of the project. The group no longer wishes to focus on a gravity park at any location. Their research has determined that a bicycle park would better serve the cycling community. This group hopes to be able to update Council by way of a presentation at the December 3, 2012 Council meeting.

Dog Park – The Parks & Recreation Advisory Committee recently met with the dog park group regarding details of the project and funding. Various options regarding the scope of the project were discussed along with associated costs. The next steps involve writing to the Sinclair family to determine if they approve of the use of the land for a dog park. This is required under the terms of the donation of the land from the Sinclair family to the City.

ANALYSIS

Gravity Park – If Council approves the change in scope and status of the project then staff will advise the residents in the vicinity of Finn Hill on the change.

Dog Park - If the Sinclair family approves the use of land for the dog park then an Open House will be held for the residents in the area as well as the general public, all of which will be reported back to Council.

IMPACT

Information on the cost of both projects is in the attached June 11, 2012 report to Council. It has been discussed by Council to fund the projects from the Sub-Dividers Reserve Account; however a formal resolution earmarking the funds has not been passed.

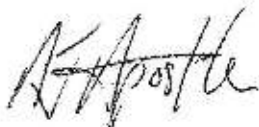
STRATEGIC PLAN

Master Strategy Plan- Parks, Recreation and Culture is identified as an activity under Strategic Direction 3: Enhancing Quality of Life; Objective 3B – Planning for the Future in the Corporate Strategic Plan.

RECOMMENDATION

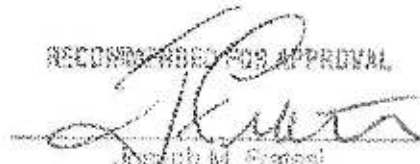
That the report of the Commissioner of Community Services concerning the Gravity Park and Dog Park be received as information.

Respectfully submitted,



Nicholas J. Apostle
Commissioner Community Services

RECOMMENDED FOR APPROVAL



Joseph M. Fratesi
Chief Administrative Officer

3/20/2012 gravity and dog parks update rev 10

attachments



June 11, 2012

Mayor Debbie Amareso and
Members of City Council

DOG PARK AND GRAVITY PARK PROJECTS

PURPOSE

The purpose of this report is to update Council on the Dog Park and the Gravity Park and to determine if Council wishes the Parks and Recreation Advisory Committee (PRAC) and staff to resume working on these projects.

BACKGROUND

- May 9, 2011 - Council resolution requested the PRAC to provide Council potential funding requirements for the City portion of both the Dog Park and Gravity Park.
- June 20, 2011 - An Open House was held at the John Rhodes Community Centre for neighbours in the vicinity of the proposed Gravity Park. There was much opposition to the proposed development from the citizens in and around the Village Court area.
- June 27, 2011 - Council resolution (attached) put on-hold the final approval of any new non-traditional uses of public lands until a report setting out the specific time frames as well as costs for various Master Plans, including the Parks Master Plan, is completed.
- November 7, 2011 - A report to Council outlined the associated costs and timeframes for the various Master Plans as provided by Montieth Brown Planning Consultants. The subsequent Council resolution referred the matter to the appropriate staff and the PRAC for consultation with other municipalities of similar size and to report back to Council.
- November 21, 2011 - A report to Council (attached) from PRAC, provided an update on the status of the Dog Park and Gravity Park projects.
- February 21, 2012 - Council did not approve the proposed Grotto development at Bellevue Park.

ANALYSIS

These two projects were put on hold as a result of the June 27, 2011 Council resolution that directed all new non-traditional uses of public lands be deferred until the review of the Parks Master Plans was concluded. Since June 27, 2011 Council has provided direction, by way of resolution, on how to proceed with the Master Plans; however, there has been no formal approval to continue working on the Dog Park and Gravity Park.

It is staff's recommendation that work on the Dog Park project resume for two reasons. First, the project was well into the development phase prior to the June 27, 2011 Council resolution that put it on hold. Second, the proposed location is not in an existing park; however it is on land that is zoned Parks and Recreation.

With regards to the Gravity Park, it also was into the development stage prior to the June 27, 2011 Council resolution. Staff recommends resuming this project and would, in the near future, bring forward to Council, the results of the Open House that was conducted.

37K1

PRAC discussed this matter at their May meeting and they support resuming work on both projects.

There has been a new development in the Dog Park project. Recently it was learned that Regina, Saskatchewan is using their outdoor rinks as dog parks during the off season. Staff believes this idea has merit and should be explored in conjunction with the larger Dog Park identified on the Strathclair Park property next to the Humane Society.

IMPACT

The Dog Park is estimated to cost \$69,000 which includes landscaping the site to make it safe for public use, developing a gravel parking area, providing an access path to the enclosure from the parking area, supplying non-potable water to the site for dogs only and installing a six-foot chain link fence around the perimeter with a separate fence inside to separate small dogs from large dogs. Annual ongoing maintenance is estimated by the Public Works and Transportation - Parks Division - to be \$8,500.

The capital construction cost for the Gravity Park is estimated at \$45,000 which includes professional fees. Annually, \$10,000 would be required for maintenance and insurance costs. The City's insurer has stated that an insurance premium would be associated with the implementation of a Gravity Park - \$1,400 annually.

It is anticipated that the Sub-Dividers Reserve Fund will be used to either fund, to some extent, the Dog Park and/or the Gravity Park. The lighting for slopitch fields at Strathclair Park project is also seeking funding avenues. In addition, staff have been approached from user groups on two other projects - artificial turf for Rocky DiPietro Field and Phase 2 of the Skatepark.

The City is insured for \$15 million per occurrence. Although this sounds like a large amount of coverage, it can easily be spent, for example, if a few people get injured in one event, in which case the City would be responsible to cover the shortfall. The City's deductible for an insurance claim is \$50,000. It is important to note this because there is a greater risk of an injury at a Gravity Park due to the nature of the activities taking place. The Legal Department has stated to City Council that their budgeted allowance for claims has been over-budget due to the increase in the deductibles that are paid out.

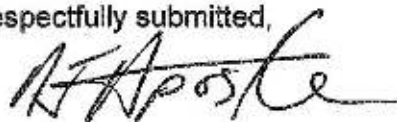
STRATEGIC PLAN

The Leash Free Dog Park is specifically mentioned in the Corporate Strategic Plan - Directive 3 - Enhancing Quality of Life; Objective 3B - Planning for the Future. The Gravity Park, however, is not mentioned in the Plan but is encompassed in the general wording of Objective 3B which states "Other municipal parks and recreation properties/facilities".

RECOMMENDATION

That the report of June 11, 2012 concerning Dog Park and Gravity Park projects be received and the recommendation that the appropriate staff and the Parks & Recreation Advisory Committee resume reporting on these projects, be approved.

Respectfully submitted,



Nicholas J. Apostle
Commissioner Community Services

November 5, 2012

MEMO TO: Nick Apostle, Commissioner Community Services

SUBJECT: Gravity Park/Community Bicycle Park Committee Update

The Parks and Recreation Advisory Committee's, Gravity Park Subcommittee continues to pursue opportunities for barrier free access to community outdoor biking facilities that are challenging and interactive. Our committee has been working diligently on this initiative which began with the location at Finn Hill and the Gravity Park concept. Much review and consultation has occurred regarding this the project and several obstacles were clearly identified.

Our committee took into consideration those obstacles as well as current bicycle trends and determined that the scope of the Gravity Park to service our biking community was far too narrow and that we should consider a more global bicycle park concept. After consultation with other communities and a presentation from International Mountain Bike Association we quickly realized that our original Gravity Park concept was far too narrow. With this in mind our committee has continued to meet focusing on community bicycle parks and has therefore renamed our committee: Community Bicycle Parks Committee.

Your assistance in updating City Council regarding our progress to date would be appreciated. Confirmation from City Council that the original funds allocated for this project will be available to us in 2013 would be appreciated. The Community Bicycle Park Committee is targeting a December 3, 2012 presentation to City Council.

Thank you for your support and assistance.



Deane Greenwood, Chairman
Community Bicycle Parks Committee

Jerry Doicetti, RPP
Commissioner

Don Elliott, P. Eng.
Director of Engineering Services



Engineering & Planning
Department

2012 11 19
Our File: 9.5.9

Mayor Debbie Amaroso and
Members of City Council

RE: CONNECTING LINKS – 2012-2017 5-YEAR PLAN AND REQUEST FOR 2013 MTO ALLOCATION

PURPOSE

The purpose of this report is to advise Council of the 2013-2017 5-year plan for capital construction on provincial connecting links, to review the progress of the 2012 program and to provide details of the 2013 allocation requested of the Ministry of Transportation (MTO).

BACKGROUND

In the fall of each year, the Engineering Department submits a request to the MTO for the following year's connecting link allocation. Under the connecting link program, MTO funds 75% of capital improvements to designated connecting links, recognizing that a large percentage of traffic is provincial traffic travelling through the City. Unfortunately, the MTO does not fund maintenance, leaving those costs 100% to the City. The attached table shows our recommended five-year connecting link schedule for 2013 through 2017 which will be submitted to MTO.

The 2012 connecting Link project was the first phase of the widening of Second Line from Old Garden River Road to Black Road. The first phase takes the widening to a point east of the new intersection with Pine Street, including the entrance at Pine to the new separate high school. Council will recall that a full 75% connecting link allocation was not provided for this project, but the Province did approve that the under run of \$700,000 from the 2011 Root River bridge rehabilitation be allocated to it. The remaining cost was covered under the 2011-2012 capital budget.

ANALYSIS

2013 Program

Second Line Resurfacing, Great Northern Road to Old Garden River Road

The 2013 program includes \$480,000 to resurface this block. The MTO share is estimated at \$288,750 and the City share is \$191,250 which includes \$95,000 in un-sharable cost for a

new sidewalk on the south side of Second Line. This section of road has been placed on the last several connecting link requests, and has not been approved to date.

Great Northern Road – Second Line to Third Line

It is the City's intention to request that the MTO allocation for 2013 be provided for the resurfacing of Great Northern Road between Second and Third Lines. The work will involve an asphalt recycling technique. The City's estimated share is \$795,000 which includes an unsharable sidewalk on the west side of the road. MTO's share of this resurfacing is \$1,080,000.

The 2013 total connecting link grant request is therefore \$1,368,750, and the City's cost totals \$986,250.

2014 and 2015 Programs

The 2014 and 2015 programs will complete the widening of Second Line from Pine Street easterly to Black Road. Estimates are preliminary. There is uncertainty about the form of a pedestrian crossing on Second Line from the south side to Strathclair Park. If a Hub Trail spoke is extended to Second Line from the south, there is a requirement to ensure pedestrians can cross safely, either under or over Second Line, or at a signalized intersection. It will depend on final entrance configuration for Strathclair, and the MTO's ultimate treatment of the intersection of Black Road and Second Line, if and when Highway 17 (new) connects there.

There is a requirement to extend the sanitary sewer from the limit of the 2012 phase at Pine down to the trunk main at the bottom of the hill. Development of anything on the Pine Street extension requires it. That extension is planned to coincide with the second phase of the widening in 2014.

2016 Program

The 2016 program is assumed to be the resurfacing of Black Road from Trunk Road to McNabb.

2017 Program

The 2017 program is assumed to be the resurfacing of Second Line from North Street to Carmen's Way.

Needs beyond 2017

There will likely be a need to widen Black Road in the future, especially if the connection of Highway 17 (new) to Second Line continues to be delayed. The Black Road project will require a class Environmental Assessment. All other connecting link sections are listed on the attached spreadsheet, in no particular order of priority.

IMPACT

Allowances for the City's share of connecting link projects are included in our approved 5 year capital works plan. The City's 25% share of costs and the cost of unshared items comes from the capital works budget. The new sanitary sewer on Second Line will be funded through the sanitary sewer surcharge.

2012 11 19

Page 3

Given the absence of an allocation in 2012, the Engineering Division is concerned about the Connecting Link funding for 2013. We will maintain close contact with MTO regarding this matter.

STRATEGIC PLAN

This is linked to Objective 1B, Transportation Network Improvements under the Developing Solid Infrastructure strategic direction.

RECOMMENDATION

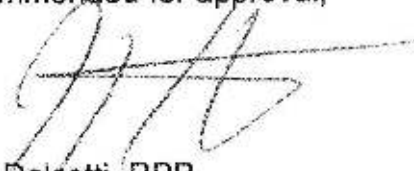
It is recommended that Council accept the 2013-2017 Connecting Link forecast and the 2013 allocation request as information.

Respectfully submitted,



Don J. Elliott, P. Eng.
Director of Engineering Services

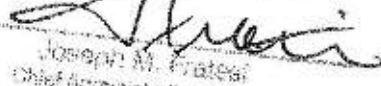
Recommended for approval,



Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

DJE/bb
Attach.

RECOMMENDED FOR APPROVAL



Joseph M. Proteski
Chief Administrative Officer

Capital Construction Plan, Connecting Links (2013 to 2017)									
Year	Type	Street	From	To	Total Cost	Not Shareable**	Sharable	MTO Cost	City Cost
2013	Resurface	Second Line East	Great Northern Rd	Old Garden R. Rd	\$ 480,000	\$ 95,000	\$ 385,000	\$ 288,750	\$ 191,250
	Resurface	Great Northern Rd	Second Line E.	Terrance Ave.	\$ 925,000	\$ 205,000	\$ 720,000	\$ 540,000	\$ 385,000
	Resurface	Great Northern Rd	Terrance Ave	Third Line	\$ 950,000	\$ 230,000	\$ 720,000	\$ 540,000	\$ 410,000
				Total	\$ 2,355,000	\$ 530,000	\$ 1,825,000	\$ 1,368,750	\$ 986,250
2014	Par Recon	Second Line East	Pine Street	Bottom of hill	\$ 3,150,000	\$ 310,000	\$ 2,840,000	\$ 2,130,000	\$ 1,020,000
				Total	\$ 3,150,000	\$ 310,000	\$ 2,840,000	\$ 2,130,000	\$ 1,020,000
2015	Par Recon	Second Line East	Bottom of hill	Black Rd	\$ 3,250,000	\$ 165,000	\$ 3,085,000	\$ 2,313,750	\$ 936,250
				Total	\$ 3,250,000	\$ 165,000	\$ 3,085,000	\$ 2,313,750	\$ 936,250
2016	Resurface	Black Road	Trunk Road	McNabb Street	\$ 1,100,000	\$ -	\$ 1,100,000	\$ 825,000	\$ 275,000
				Total	\$ 1,100,000	\$ -	\$ 1,100,000	\$ 825,000	\$ 275,000
2017	Resurface	Second Line	North Street	Carmen's Way	\$ 1,200,000	\$ -	\$ 1,200,000	\$ 900,000	\$ 300,000
				Total	\$ 1,200,000	\$ -	\$ 1,200,000	\$ 900,000	\$ 300,000
Notes: ** Not sharable cost are primarily sidewalks and sanitary sewers									
Cost estimates in bold are pre-design estimates, others are budget estimates only									
Needs Beyond 2017:									
Resurface	Black Road	McNabb Street	Second Line	Potential widening to 4 or 5 lanes - Requires an Env Assessment					
	Trunk Road	East City Limit	Boundary Road	Resurface					
	Trunk Road	Boundary Road	Black Road	Resurface					
	Carmen's Way	Second Line	Conmee Avenue						
	Carmen's Way	Conmee Avenue	Wellington Street						
	Carmen's Way	Wellington Street	Queen Street						
	Queen Street West	Carmen's Way	Huron Street						
	Great Northern Rd	Third Line	Fourth Line						
	Great Northern Rd	Fourth Line	Fifth Line						
	Great Northern Rd	Fifth Line	North City Limit						
	Second Line East	North Street	Great Northern Rd						
	Second Line East	Old Garden Riv Rd	Pine Street						

Jerry Dolcetti, RPP
Commissioner



Engineering & Planning
Department

5(m)

2012 11 19

Mayor Debbie Amaroso and
Members of City Council

RE: Development Charges Background Study -- Agreement

PURPOSE

The purpose of this report is to recommend that Council authorize an engineering agreement with Watson & Associates Economists Ltd for the completion of a Development Charges Background Study.

BACKGROUND

On April 4, 2011, Council gave approval to proceed with a Request for Proposal to complete a development charges background study. At the 2012 10 22 meeting, Council authorized that the firm of Watson & Associates Economists Ltd. be awarded the contract to complete the study for the City of Sault Ste. Marie.

ANALYSIS

It is routine procedure to seek Council's approval to authorize agreements for consulting services.

IMPACT

The cost of the study is \$29,360 plus HST and will be funded from the 2011-12 capital works budget.

STRATEGIC PLAN

Establishing a process for the implementation of development charges under the Development Charges Act is within the corporate values of fiscal responsibility.

RECOMMENDATION

It is recommended that Council authorize entering into an agreement with Watson & Associates Economists Ltd. for the completion of the Development Charges Background Study. Funding will come from the 2011-2012 capital works budget.

5(m)

Bylaw 2012-210 authorizing the execution of the agreement can be found elsewhere on this evening's agenda.

Respectfully submitted,



Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

/bb

RECOMMENDED FOR APPROVAL



Joseph M. Proski
Chief Administrative Officer

Jerry Dolcetti, RPP
Commissioner

Catherine Taddo, P. Eng.
Land Development &
Environmental Engineer



Engineering & Planning
Department

2012 11 19

2008-15E

Mayor Debbie Amaroso and
Members of City Council

**RE: CONTRACT 2008-15E
SCADA AUTOMATION AND IMPLEMENTATION
CONTRACT AMENDMENT**

PURPOSE

The purpose of this report is to advise council of the status of the SCADA automation and implementation project, and to recommend an amended contract with S&T Electrical to complete work which will remain within the approved COMRIF funding agreement value.

BACKGROUND

This SCADA project was approved through the COMRIF Intake I funding program. The budget for this project as outlined in our COMRIF agreement is \$3,680,000. The COMRIF funding amount is \$2,453,334. A value of approximately \$3,355,000 has been spent to date, with approximately \$325,000 remaining. Therefore, the City is currently well within budget.

At the meeting of January 9, 2006, Council approved that the City enter into an agreement for engineering services with EarthTech, now AECOM, to develop and implement the Wide Area Network (WAN) SCADA System. During the progress of the work, the facility operators, City staff, and project consultants identified process improvement ideas that will further enhance system monitoring and operating efficiencies, reduce operating costs and improve flow management and mitigate system overflows and bypasses. An extension to the existing COMRIF Agreement was requested and granted up to March 31, 2013, in order to utilize the remaining funding in the original budget. At the December 5, 2011 meeting, Council approved a revised engineering fee from \$1,392,528 to \$1,632,000 (excluding HST) to complete these process improvement ideas.

ANALYSIS

The approved engineering work has now been completed to the extent that the City can proceed with revision to the existing S&T Contract. The existing contract with the S&T Group is in the amount \$1,889,660 (excluding HST). Of this value approximately \$61,139.16 remains unspent. A revised contract value of \$2,003,621 (excluding HST) is recommended to complete the additional work, which remains within the current approved budget.

5(n)

The proposed work will result in significant improvement in overall plant operations and efficiency by improving the management of plant by-passes, reducing energy costs, increasing equipment operating life cycles, controlling chemical usage, enhancing system monitoring and reducing equipment downtime. The improvements will also lead to improved system response to critical alarm conditions especially during overflow events, ease of trouble shooting throughout the system, and reduced maintenance costs.

IMPACT

The COMRIF Agreement has been extended to March 2013. Therefore, the impact to the budget is the revised contract price of \$2,003,621 (excluding HST), of which two-thirds funding is obtained through COMRIF. This results in an increase of \$113,961 (excluding HST) to the existing Contract. The remaining value of \$61,139.16 in the existing Contract will also be utilized to complete the work. The total value of work is \$175,100.16 (excluding HST). This is within the approved 2012 sewer surcharge budget.

STRATEGIC PLAN

Implementation of the SCADA system to monitor operations of waste water facilities is linked to Objective 1A, Environmental Leadership under the Developing Solid Infrastructure strategic direction.

RECOMMENDATION

It is recommended that the report of the Land Development and Environmental Engineer dated 2012 11 19 concerning Contract 2008-15E – SCADA Automation and Implementation – be received and the recommendation be approved, that the S&T Group contract be increased by \$113,961 to \$2,003,621 (excluding HST). It is also recommended that Council authorize the Land Development and Environmental Engineer, or approved designate, to sign the contract change orders that will be required for the above noted work.

Respectfully submitted,



Catherine Taddo, P. Eng.
Land Development and
Environmental Engineer

Recommended for approval,



Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

/ct

RECOMMENDED FOR APPROVAL



Joseph M. Fratesi
Chief Administrative Officer

5(0)

Jerry D. Dolcetti, RPP
Commissioner

Donald B. McConnell, MCIP, RPP
Planning Director



ENGINEERING & PLANNING DEPARTMENT

Planning Division

Tel: (705) 759-5368
Fax: (705) 541-7165

2012 11 19

Mayor Debbie Amaroso and
Members of City Council

RE: Hub Trail and Cycling Master Plan "Next Steps"

PURPOSE

The purpose of this report is to address an outstanding resolution, dated November 9, 2009, outlining a strategy to complete the remaining sections of the Hub Trail and to explore initial implementation of the City's Cycling Master Plan. The reason for the delay since the resolution was due to staff administering three other Hub Trail construction projects as well as implementing a signage program for the trail system.

BACKGROUND

Most of the Hub Trail route has now been completed. These sections were constructed either as stand-alone projects or as part of a capital works road reconstruction project. There are some sections of the Hub Trail route that are recommended for improvement based on traffic volumes or proposed developments. These areas include: Carmen's Way from John Street to the Fort Creek Conservation Area; Carmen's Way to the western end of the waterfront walkway, and Northern Avenue from Pine Street to Willow. These sections will require further analysis as there are significant design issues associated with these areas. The Queen Street section of the route, which calls for dedicated cycling lanes, is currently being reviewed as part of the Queen Street Environmental Assessment.

In addition to these Hub Trail sections, there is strong community support to continue implementing the Cycling Master Plan. The Cycling Master Plan (CMP) was approved by Council in August 2007. The CMP builds on the Hub Trail system by proposing a number of cycling routes, or spokes, throughout the community, in order to reach key points of interest, employment or recreation by bike.

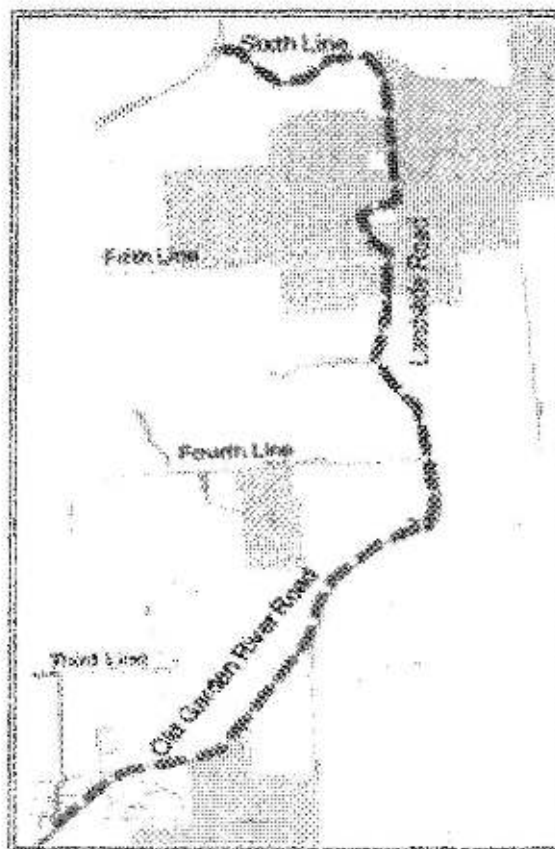
The CMP identifies 38 routes throughout the community. In an effort to determine which routes should be prioritized, City staff hosted a public open house in March of 2010. At this meeting, a number of priority routes were identified, as well as other infrastructure improvements required to make cycling in the community more accessible.

The recommendations outlined in this report have been endorsed by the Sault Trails Advocacy Committee. As well, the Parks and Recreation Advisory Committee has been apprised on staff's recommendations and are supportive of these initiatives. As part of this process, an additional open house will be done once recommended design solutions are prepared.

The following is a discussion of the recommended Hub Trail and CMP improvements and the actions required to proceed with their implementation.

ANALYSIS

North cycling route along Old Garden River Road from Terrance Avenue, continuing along Landslide Road to Hiawatha Highlands and Sixth Line

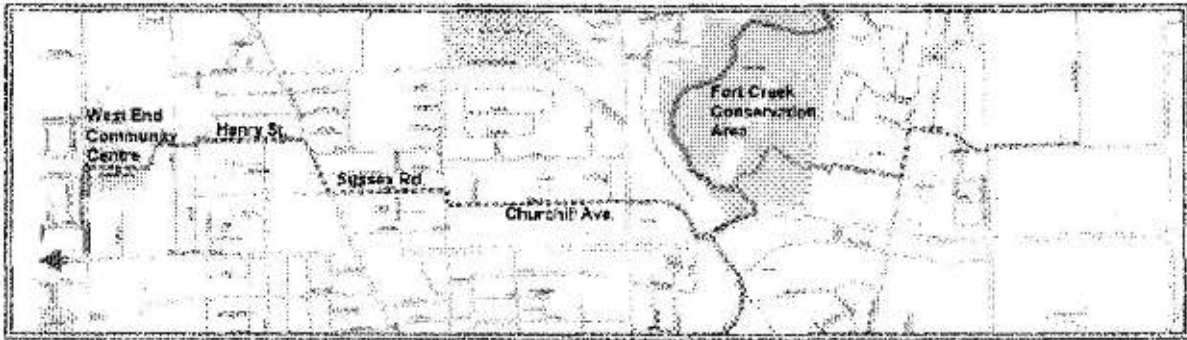


Recommended Infrastructure

This priority route identified in the City's CMP would connect Hub Trail users to the Hiawatha Highlands. Currently, Old Garden River Road/Landslide road contains paved shoulders of varied width all the way to Fifth Line. This route would also provide a north-south corridor for Trans-Canada cyclists, allowing cyclists to avoid Great Northern Road.

Actions Required: Review current shoulders to determine if appropriate for cycling lanes, or if shoulder widening is required. Upgrades to Landslide Road, north of Fifth Line, and to Sixth Line, from Landslide Road to Great Northern Road.

**West Cycling route From Great Northern Road to West End Community centre;
Goulais Avenue to Second Line west of Goulais Avenue.**

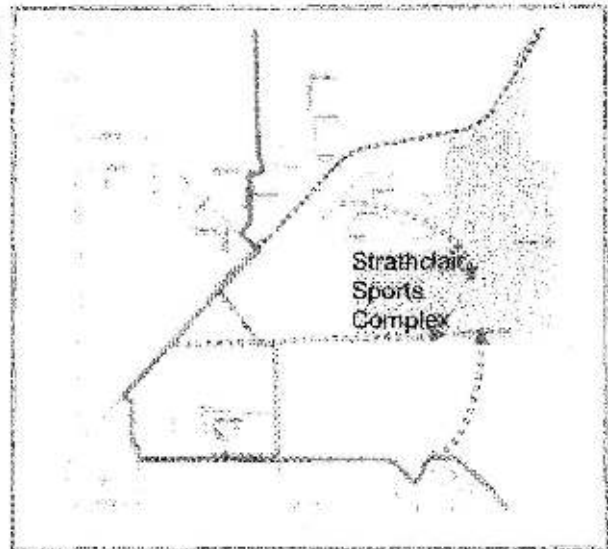


Recommended Infrastructure

The CMP calls for a West route that can provide cyclists an alternative to using Second Line. Utilizing a series of local roads, a portion of City lands at the Public Works Centre and the Fort Creek Conservation Authority lands, a west link can be created using a combination of signage and off-road multi-use paths. Improvements along Goulais Avenue and Second Line are also recommended to provide a cycling route to the western limits of the City.

Actions Required: Review design requirements for implementing a West cycling route.

**Strathclair "Spokes" connecting Finn Hill
Hub Trail and Millcreek Subdivision to
Strathclair Sports Complex**

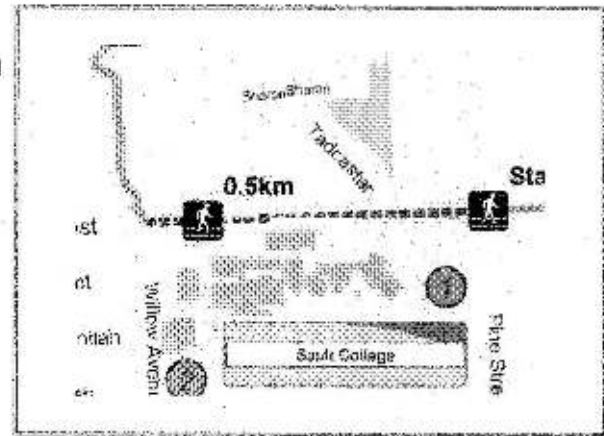


Recommended Infrastructure

The CMP identifies Strathclair Sports Complex as a spoke destination. A number of options should be explored including a connection from the Finn Hill section of the Hub Trail and a second spoke connecting the Millcreek subdivision. An Environmental Assessment (EA) has been completed for the reconstruction of Second Line from Pine Street to Black Road. The EA states that a trail link be incorporated into the final design of the road reconstruction. In addition, the EA has also recommended the installation of a sidewalk trail on the north side of Second Line from the future St. Mary's College high school to Strathclair. Options for trail users and pedestrians to cross Second Line West will need to be explored. This may include a bridge, tunnel, or signalized crossing (traffic lights). This is required prior to the design and reconstruction of the Second Line East hill.

Actions Required: Design spoke routes connecting Strathclair Sports complex to the Finn Hill section of the Hub Trail and Millcreek subdivision, including the required crossing of Second Line.

Cycling lanes along Northern Avenue from Pine Street to Willow Avenue

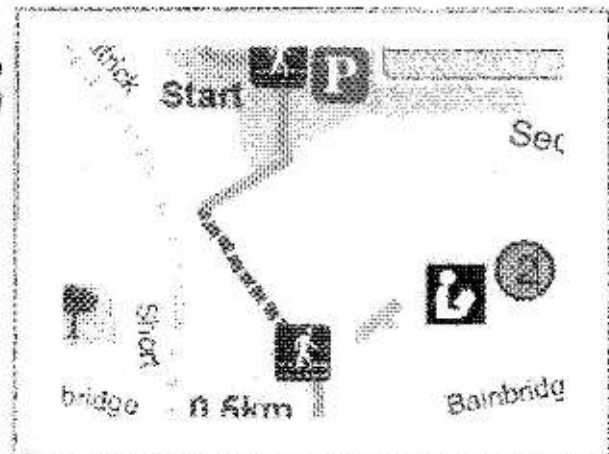


Recommended Infrastructure

Currently, Northern Avenue is a four-lane road, with two lanes of traffic for each direction. Given the construction of the Pine Street extension, there is a possibility to reduce the number of lanes from four to three, with a dedicated centre turn lane and cycling lanes in either direction. This will facilitate cycling travel to Sault College and provide a better connection between the Finn Hill and Old Garden River Road sections of the Hub Trail. The intersection signals at Willow Avenue and Northern Avenue also needs to be reviewed as there are no signals to accommodate southbound cyclists.

Actions Required: Examine the possible conversion of Northern Avenue to three lanes, with dedicated centre turn and cycling lanes. Review intersection improvements to facilitate southbound cyclists at the Willow and Northern Avenue intersection.

Carmen's Way from John Street to the newly constructed section of the Hub Trail at the Fort Creek Conservation Area

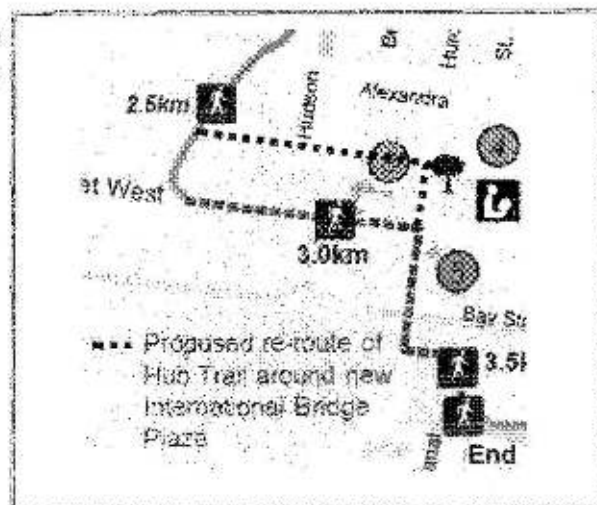


Recommended Infrastructure

Currently, the Hub Trail terminates at John Street and Carmen's Way and picks up again at the south end of the Fort Creek Conservation Authority property. Along this section, there is only a sidewalk on the east side of Carmen's Way from John Street to the Second Line Intersection and there are no infrastructure provisions for cyclists. In addition, given the eastbound turning lane at the Carmen's Way and Second Line intersection, improvements need to be explored to facilitate safe pedestrian and cycling travel in this area.

Actions Required: Review possible solutions to facilitate a connection between the two Hub Trail facilities using a combination of on and/or off-road facilities for cyclists and other trail users.

Re-route Hub Trail ~ International Bridge Plaza area: From Albert Street West to the western end of the Downtown waterfront

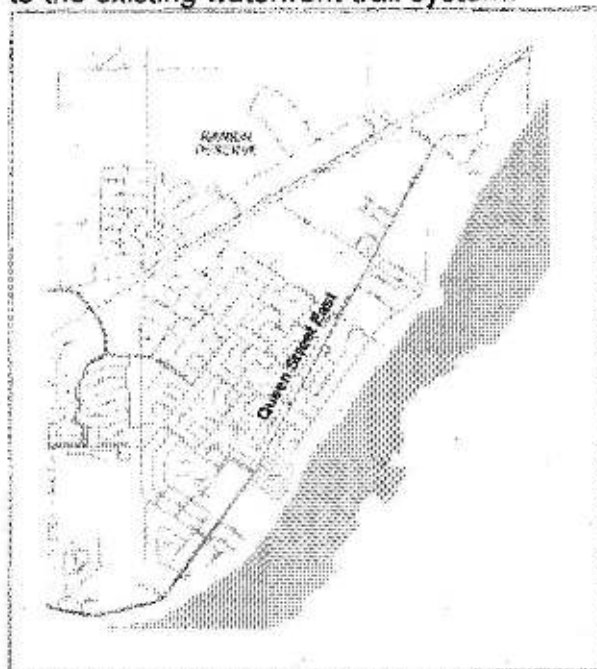


Recommended Infrastructure

The current proposal to address the area between the waterfront trail to Carmen's Way was to utilize existing sidewalks and bike lanes along Huron Street and Queen Street. Given the proposed redevelopment of the International Bridge Plaza, there have been discussions about re-routing the proposed route, utilizing an off-road, multi-use path along the south side of Albert Street and the east side of Huron Street to the Ontario Travel Information Centre. This section of Albert Street has a wide boulevard to accommodate the trail. To accommodate the trail on Albert Street east of Hudson Street, the existing boulevard would need to be widened. It should be noted that Huron Street is scheduled to be reconstructed in 2015.

Actions Required: Maintain discussions with the Federal Bridge Corporation Ltd. regarding the redevelopment of the International Bridge Plaza and the incorporation of a new Hub Trail as part of the overall planning and design. Initiate design of Hub Trail, along Albert Street, west of Hudson Street; Initiate assessment and design of accommodating a multi-use path on the east side of Huron from Albert Street to the Ontario Travel Information Centre, and beyond to the existing waterfront trail system.

**East Cycling Route along Queen Street
East from Gravelle Street to Fournier Road**



Recommended Infrastructure

Under the current capital works plan, the City is currently reviewing the implementation of cycling lanes from Pim Street to Gravelle Street as part of the Queen Street reconstruction project. The CMP also designates the remainder of Queen Street, east to Fournier Road as a cycling route. The CMP recommends signage and pavement markings (e.g. bike lanes, diamonds) from Gravelle to Barber Street. From Barber to Fournier Road, only signage is proposed utilizing existing paved shoulders.

Actions Required: Review design for implementing Queen Street East cycling route. Assess existing shoulders to determine if additional shoulder widening's are required east of Dacey Road.

IMPACT

Staff would like to proceed with engineering design, property requirements review, and cost estimating, in the event that additional infrastructure funding becomes available from senior levels of government. Any new infrastructure funding would likely be on a "shovel-ready" basis.

SUMMARY

In November, 2009, City Council requested comments from staff on the completion of the Hub Trail and the implementation of the Cycling Master Plan. The priorities identified in this report will facilitate improvements to the Hub Trail network and begin the establishment of "spoke" routes, allowing other areas of the community to be more accessible by bike.

To begin implementation, it is recommended that engineering and design services commence on three of the seven priorities outlined. These include: the north cycling route to the Hiawatha Highlands and to Sixth Line; the west cycling route from the Public Works Centre to West End Community Centre and Second Line; and the spoke connections to Strathclair.

The Strathclair connection is recommended because the area serves as a major recreational facility that is physically isolated for cyclists, and there is a present opportunity given the upcoming reconstruction of this section of Second Line. The north and west routes are also recommended at this time because of the connection to recreational opportunities and facilities. As well, these two links complement a recently completed cycling study, coordinated by the EDC, which proposes cycling routes between Sault Ste. Marie and Sudbury. The north and west links would serve as connections through the City for Trans-Canada cyclists.

It is recommended that the engineering and design services be performed by Kresin Engineering, in partnership with MMM Group. Both MMM Group and Kresin Engineering have been extensively involved with the planning, design and construction of the Hub Trail. The cost estimate to perform the necessary engineering and design services for these three sections is approximately \$50,000.

The purpose of this current request is to be in a "shovel-ready" position, should future infrastructure funding be made available by senior levels of government.

It should be noted that Council had previously approved an annual budget allocation of \$100,000 for trail development. Since last year, all of this funding was transferred on a permanent basis to Public Works for Hub Trail maintenance, security and land leasing costs. Council has allocated additional funding for Hub Trail and cycling infrastructure

development through other capital works projects, such as the Queen Street reconstruction and the proposed Bay Street reconstruction. However, there is no allocated funding to proactively move forward on addressing the remaining Hub Trail areas, or any cycling routes that do not form part of a capital works project.

STRATEGIC PLAN

Addressing the Hub Trail "gaps" and the implementation of the Cycling Master Plan are identified under Strategic Direction 3: Enhancing Quality of Life.

RECOMMENDATION

That City Council accepts this report as information and that funding be considered as part of the 2013 supplemental budget deliberations.

Respectfully submitted,



Stephen Turco, MCIP, RPP
Planner

Recommended for approval,



Donald B. McConnell, MCIP, RPP
Planning Director

Recommended for approval,



Jerry Dolcetti, RPP
Commissioner Engineering & Planning

ST/ps
attachment(s)



CITY COUNCIL RESOLUTION

Date: November 9, 2009

Agenda Item

7(a)

MOVED BY
SECONDED BY

Councillor
Councillor

J. Caicco
B. Hayes

Whereas the Hub Trail is expected to be 85% completed by the end of ^{next} ~~the current~~ year; and
Whereas the initiative has been extremely well received by the community and the project has been recognized as very successful; and
Whereas a second phase of the Hub Trail should be investigated as a natural extension of the initiative. This would involve trails connecting parks, attractions or points of interest to the Trail. These connectors are commonly known as "spokes" in the Trail; and
Whereas any extension or addition to the Trail will require extensive time to consult the community, neighbourhoods, PRAC, STAC and other community groups;
Therefore be it resolved that the appropriate staff report back to Council on the feasibility and process of adding to the Hub Trail and the process outlined to do so.

☒ CARRIED
☐ REFERRED

☐ DEFEATED
☐ OFFICIALLY READ NOT DEALT WITH

☐ AMENDED

☐ DEFERRED

Lorena L. L. L.

SIGNATURE

☒ C.A.O.
☒ City Solicitor
☒ Comm. Finance/Treasurer
☒ Comm. Eng. & Planning
☐ Comm. Human Resources

☐ Comm. Community Services
☐ Comm. P.W. & Transportation
☒ City Clerk
☐ Fire Chief
☐ Police Chief

☐ Mayor
☐ Dir. Libraries
☐ E.D.C.
☐ Cons. Authority
☒ J. Caicco
☒ Planning

2(p)
NUALA KENNY
CITY SOLICITOR

MELANIE BOROWICZ-SIBENIK
ASSISTANT CITY SOLICITOR

MATTHEW CAPUTO
SOLICITOR/PROSECUTOR



**LEGAL
DEPARTMENT**

File No. P4

2012 11 19

Mayor Debbie Amaroso and
Members of City Council

**RE: CONFLICT OF INTEREST ALLEGATION – PUC DONATION TO
ALGOMA UNIVERSITY**

PURPOSE

"Letters from citizens Tom Brason and Helen and Marcel Girard to Mayor Amaroso were received by Council.

Moved by: Council B. Watkins

Seconded by: Councillor R. Niro

Resolved that letters from citizens Tom Brason and Helen and Marcel Girard be referred to the Legal Department for review and report back to Council at a future meeting. CARRIED"

The purpose of this report is to respond to the above resolution.

BACKGROUND

The City received two letters concerning PUC donations. The first is from Tom Brason dated September 4, 2012 and the second is from Helen and Marcel Girard dated September 6, 2012. The letters are attached for your reference. Both letters allege that a PUC donation to Algoma University was improper and constitutes a conflict of interest. Specifically, the allegation is that Brian Curran,

-more-

the President and CEO of PUC Inc. may have been in a conflict of interest situation because he was the Chair of the Algoma University Essential Elements campaign. This campaign was responsible for fundraising for Algoma University. It is alleged that Mr. Curran utilized his position at PUC to generate funds for the University. The letters request a public inquiry into the PUC donation.

ANALYSIS

In 1998 the Electricity Act required municipalities to convert existing electricity utilities into corporations. In 2000 City Council passed By-law 2000-183 which effectively restructured the PUC Commission. The then existing PUC Commission transformed and incorporated into PUC Inc. PUC Inc. became a non-offering corporation with one shareholder. The sole shareholder is the City of Sault Ste. Marie. PUC Distribution Inc. was also created at that time. PUC Inc. holds 100% of the shares of PUC Distribution Inc. PUC Inc. is governed by the Ontario Business Corporations Act and the Shareholder Agreement that exists between the City and PUC Inc. The Municipal Conflict of Interest Act applies to local boards. With the restructuring of PUC into a corporation the Municipal Conflict of Interest Act no longer applies to PUC Inc. PUC Inc. is not a local board and not subject to the provisions of that Act. However, the Ontario Business Corporations Act imposes strict duties on the officers and directors of Ontario corporations. In essence, an officer's or director's duty is to manage the corporation. Additionally, the officer or director has a common law fiduciary duty to the corporation. That is to say, the officer or director must act with loyalty and in good faith towards the corporation. Specifically with regard to conflict of interest, the Ontario Business Corporations Act requires officers and directors to disclose interests which they may have in material contracts or transactions relating to the Corporation. The material contract or transaction must be fair and in the best interest of the corporation.

Additionally, the existing Shareholder's Agreement lists a number of matters that require City Council's approval prior to the PUC acting. None of the Articles in the Shareholder's Agreement address a donation such as the one in question.

Accordingly, only the Ontario Business Corporations Act regulates the allegation at hand. The Act requires the disclosure of "material interests" by officers or directors, however, the Act does not define the term material interests. Case law assists in the definition and indicates that a material interest includes a personal relationship with the person who is a party to a material contract. In this case, there would be difficulty proving a personal relationship and a material contract.

-more-

2012 11 19

Page 3

Moreover, Mr. Curran disclosed his position with Algoma University to the Board of Directors. His obligation under the Ontario Business Corporations Act was met. The donation to Algoma University is fair and consistent with the PUC corporation. Moreover, there is no authority for the municipality to conduct an investigation into the same.

ATTACHMENT

I have attached a copy of the letter from Tom Brason and a copy of the letter from Helen and Marcel Girard.

IMPACT

N/A

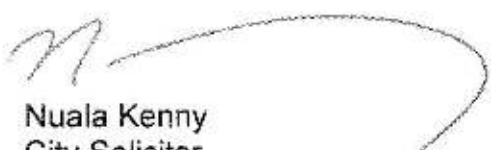
STRATEGIC PLAN

N/A

RECOMMENDATION

This report is provided for the information of Council.

Respectfully submitted,


Nuala Kenny
City Solicitor

NK/da
attachment


PROCESSED BY PUC REPORTS

Joseph M. Pratesi
Chief Administrative Officer

Sept 04, 2012

Debbie Amaroso, Mayor
The Corporation of the City of Sault Ste. Marie
99 Foster Drive, P.O. Box 580
Sault Ste. Marie, ON P6A 5N1

Re: PUC donations

Dear Mayor Amarosa,

Last December there was a public outcry regarding the Sault Ste Marie PUC donating \$100,000 to Algoma University, monies collected from Sault home owners under the pretext of dues required for PUC services.

Not only were customers paying their PUC bills on the basis 'all monies' collected were earmarked for services rendered but we've also the distinct possibility of a gross conflict of interest as the President and CEO of 'PUC Distribution Inc.' was also on the receiving end as well, being chair of Algoma University's Essential Elements Campaign responsible for fundraising. City Council has taken the extraordinary position of ignoring the call for a public inquiry even though one should be a requirement under these circumstances.

Mayor Ford of Toronto has landed himself in hot water by using a staff member's time and his councillor letterhead to solicit donations for the Rob Ford Football Foundation, which raises money to buy equipment for underprivileged high schools. The \$3,150 in donations came from lobbyists and corporations doing business with the city, not the city itself and they wanted the money returned. Now Mr Ford is up on conflict of interest charges and may lose his job for participating when council decided to vote on showing some leniency based on circumstances. Integrity Commissioner Leiper says she warned him years before about the 'dangers' inherent in his fundraising activities.

Regardless of how Mayor Ford fares, the situation with the Sault Ste Marie PUC on the other hand has all the appearances of being much more deliberate with approximately \$140,000 donated directly from city coffers. Besides the likelihood of a conflict of interest there was also a flagrant disregard for monies collected thru' monthly PUC bills *'which provide customers a very detailed summary of where every cent is to go'* and why. The PUC accordingly has no authority to use this money other than intended in their course of duties as public servants, much less give it away 'to a private entity' at their discretion.

The PUC encourages us to conserve and save; forces smart meters on us, then they blatantly give our savings away.

Mayor Amarosa, I'm requesting a complete public inquiry into this entire affair. The PUC is responsible to the citizens of Sault Ste Marie thru' our elected representatives, they have no immunity that may insulate them from accountability.

Yours Sincerely,

Tom Brason
35 Amber St.
Sault Ste Marie, P6A 6N6

Cc: city councillors

Helen & Marcel Girard
222 River Road
Sault Ste. Marie ON P6A 6C7
705-759-8113
Email: hy_girard@hotmail.com

September 6, 2012

Mayor Amarosa and City Councillors:
99 Foster Drive P O Box 580
Sault Ste. Marie ON P6A 5N1

56p.

RECEIVED CITY CLERK SEP 06 2012 NO. 52550 DIST:

HAND DELIVERED: to
City Clerk

Dear Mayor Amarosa & City Councillors:

RE: Request for a Public Inquiry into the PUC donations

We are in support of an inquiry on the bases that the city of Sault Ste. Marie is the sole shareholder in the PUC as such, the city is responsible to the tax payers. The City Council follows a criterion when funding organizations and is elected by the taxpayers, therefore, has the mandate to do so on behalf of the taxpayer.

The fact being that this donation is perceived as a conflict of interest on the part of Mr. Curran, stems from the fact that although he did not benefit personally, he however, benefitted in successfully providing funds to a cause he was the Chair thereof. Justice must not only be done but must be seen to be done; the less than arm's length relationship as between this business and the fund-raising campaign Chair raises the specter of conflict of interest.

We request a written response to our concern.

We, would appreciate, your prompt attention in this matter.

Yours truly,



Helen Girard



Marcel Girard

NUALA KENNY
CITY SOLICITOR

MELANIE BOROWICZ-SIBENIK
ASSISTANT CITY SOLICITOR

MATTHEW CAPUTO
SOLICITOR/PROSECUTOR



LEGAL
DEPARTMENT

File No. P.4.2.162

2012 11 19

Mayor Debbie Amaroso and
Members of City Council

**RE: EASEMENT REQUIRED FOR SANITARY STORM SEWER OVER A
PORTION OF THE PROPERTY AT 4 MCGREGOR AVENUE, SAULT
STE. MARIE OWNED BY ALISON PATTERSON**

PURPOSE

The purpose of this report is to recommend to Council that it authorize an easement for a sanitary storm sewer required by the City over a portion of the property at 4 McGregor Avenue, Sault Ste. Marie. This property is owned by Alison Patterson.

BACKGROUND

In July of 2010 the Engineering Department identified the need for a sanitary sewer easement over a portion of the property at 4 McGregor Avenue. In March of 2011 it was decided that the sewer pipe would have to be replaced. An appraisal of the property was obtained. The appraisal determines the value of the easement to be \$6,337.

The necessary reference plan has been prepared and approved as required.

ATTACHMENT

I have attached a portion of Plan 1R12232 which shows the required easement.

5(q)

ANALYSIS

As a condition of obtaining the easement, the City agrees to pay all costs associated with the easement.

IMPACT

Financial impact on the City is nominal.

STRATEGIC PLAN

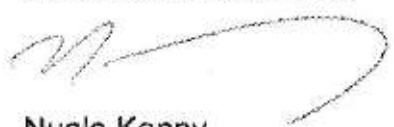
Not applicable.

RECOMMENDATION

The recommendation is that the City of Sault Ste. Marie authorize the easement with Alison Patterson.

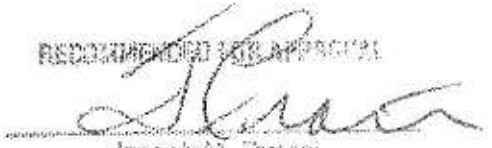
By-law 2012-212 appears elsewhere on the agenda and is recommended for your approval.

Respectfully submitted,



Nuala Kenny
City Solicitor

RECOMMENDED FOR APPROVAL



Joseph M. Fyates
Chief Administrative Officer

NK/da

attachment(s)

57(r)



SAULT STE. MARIE POLICE SERVICE

580 Second Line East
Sault Ste. Marie, Ontario P6B 4K1

ROBERT DAVIES
Chief of Police

EMERGENCY DIAL 9-1-1
TELEPHONE (705) 949-6300

BOB KATES
Deputy Chief of Police

EXECUTIVE FAX (705) 949-3082
OPERATIONS FAX (705) 759-7820

November 1, 2012

Mayor D. Amaroso and Members of City Council
City of Sault Ste. Marie
Civic Centre, 99 Foster Drive
Sault Ste. Marie ON P6A 5X6

Dear Mayor Amaroso and Councillors:

Re: 2011 Annual Report - Sault Ste. Marie Police Service

As per our protocol agreement between Council and the Sault Ste. Marie Police Service with respect to the sharing of information, I have enclosed copies of the Sault Ste. Marie Police Service's 2011 Annual Report for members of Council.

The annual report outlines a positive and successful year of policing in our Community. I believe that we have been extremely successful in the services we provide through our partnerships with various community organizations and agencies; proving we are indeed a community Police Service.

A special note of appreciation is extended to the members of Council and city staff who have supported our Service during the past year. It is with your support that we are able to maintain a high level of effective and efficient policing services for the citizens of Sault Ste. Marie and Prince Township.

Yours truly,

Robert D. Davies
Chief of Police

RDD:ah

Enclosures

cc: Mr. J. Fratesi, C.A.O.
Mr. M. White, City Clerk

Committed to Excellence in our Community



2012 11 19

Mayor Debbie Amaroso and
Members of City Council

**RE: CONFERENCES AND MAJOR SPECIAL EVENTS COMMITTEE – 2013
PROVINCIAL FIRE FIGHTERS CONVENTION**

PURPOSE

This report is in response to a funding request from the Sault Ste. Marie Professional Fire Fighters Association.

BACKGROUND

In 2008, City Council established an annual fund in the amount of \$20,000 to provide financial support and incentive to eligible groups to facilitate hosting certain conferences and major special events coming into the City. The Conferences and Major Special Events Committee reviews requests for funding and provides a recommendation to City Council. For 2013, the remaining available funding is \$20,000.

ANALYSIS

The Sault Ste. Marie Professional Fire Fighters Association has submitted a request for \$5,000 in municipal funding for this event which will be held at various sites in the community from June 2 to 6, 2013. The application met the purpose, rationale and all eligibility criteria of the policy guideline for funding to a maximum of \$5,000 which will be used to help offset transportation and delegate reception costs. The Committee recommends that this event receive \$5,000 in funding. Tourism SSM has also committed \$1,500 in funding to this event.

A copy of the submission is attached for the information of Council.

IMPACT

This item has a cost of \$5,000 which will be funded from the remaining 2013 funding allocation of \$20,000. At this time, there are no further applications currently under consideration for 2013 funds.

STRATEGIC PLAN

This item is not linked to current activities in the Corporate Strategic Plan.

RECOMMENDATION

The Committee's recommendation is that Council authorize municipal financial support in the amount of \$5,000 for the 2013 Provincial Fire Fighters Convention with funds to come from the 2013 Conferences and Major Special Events fund.

Respectfully submitted



Councillor Susan Myers, Chair
Conferences and Major Special Events Committee

Attachments

copy: Committee members
Councillor Marchy Bruni
Councillor Joe Krmpotich
Ian McMillan Executive Director, Tourism SSM



5(5)

Corporation of the City of Sault Ste. Marie
Conferences and Major Special Events Policy
Application for Financial Assistance

Name of Organization: Sault Ste. Marie Professional Fire Fighters Association

Application Contact Person: Richard Bishop

Organization Mailing Address: 56 Harris Street
Sault Ste. Marie

Postal Code: P6A 5K8

Telephone Number (Day): 705-542-4234 Email Address: richardw.bishop@yahoo.ca

Application Type: Conference ☒ Major Special Event ☐

Amount Requested: \$ 5,000.00

Submit the following required attachments with application:

- A. Date of Conference/Event
- B. Conference/Event Budget
- C. Publications, Programmes and Press Articles, Other Supporting Documents
- D. Size and Reach of Event (Local; Regional; National; International)
- E. No. of Delegates and Visitor Days Involved
- F. No. of Out-of-town Attendees
- G. Extent of Media Coverage (Local; Regional; National; International)
- H. Area Facilities and Services Required

Conferences and Major Special Events Policy Application for Financial Assistance

Terms and Conditions

The City may provide a portion of the financial assistance in advance of the event.

A holdback of funds may be required to pay for the purchase of services from the City of Sault Ste. Marie.

Funding from the City shall not be used for the purchase of alcoholic beverages.

If the event realizes a surplus, the City would expect a refund of their contribution equal to the surplus amount.

Please specify how the financial assistance will be used if approved.

The Sault Ste. Marie Professional Fire Fighters Association is hosting the 2013 Provincial Fire Fighters convention, June 2013. The financial assistance would be used to off-site costs of hosting delegate reception at the Canadian Bushplane Heritage Centre, as well as the Spouse Program transportation costs for approximately 80 - 100 participating spouses.

List the names of the Executive or Organizing Committee:

Name: Richard Bishop

Title: Treasurer

Signature: 

Date: Oct.26, 2012

Name: Rob Greve

Title: President

Signature: Kotikhar

Date: Oct.26, 2012

Name: Jeremy VanHoek

Title: Committee Member

Signature: 

Date: Oct. 26, 2012

Name: _____

Title: _____

Signature: _____

Date: _____

**Conferences and Major Special Event Policy
Supporting Documentation**

EVENT: Sault Ste Marie Professional Fire Fighters Association

A Date of Conference/Event

Sunday June 2nd, 2013 to Thursday June 6th, 2013

B Conference/Event Budget

The conference budget is tentative, pending the Association and committee approval.
Approximately \$160,000

C Publications, Programs, Press Articles and Other Documents

The local association is producing a conference program for the delegates, featuring city attractions and available spouse programs.

D Size and Reach of Event

Provincial wide convention.

This event could be the first of two events, as the local SSM Fire Fighters Association is considering hosting a second event in Sault Ste. Marie, the Fire Fighters FitChallenge in 2014.

E No of Delegates and Visitor Days Involved

300 participants, with approximately 80 spouses

F No. of Out of Town Attendees

250 out of town attendees

G Extent of Media Coverage (Local; Regional; National; International)

Local and Regional

H Area Facilities and Services Required

Comfort Suites & Conference Centre
Overflow guestrooms to Comfort Inn and Super 8
Canadian Bushplane Heritage Centre and full catering
Local attractions and dining options for Spouse Program, along with city transit rentals

Firefighter Conference - BUDGET

June 2-6, 2013 - Tentative Working Copy

<u>REVENUE</u>	<u>Explanation</u>
Registrations	3,000 <i>Hospitality Donation</i>
Association	30,000
City SSM	5,000 <i>Municipal Funding Application</i>
Government Funding	5,000 <i>CDC Application</i>
Tourism SSM	1,500 <i>(meeting min. visitor day requirement)</i>
Donations	8,000 <i>Other Departments Donations</i>
Hotel Perdium	88,060
Ad Sales	10,000 <i>Event Program</i>
Parris Publications	7,000 <i>paid us to do our Program</i>
Shirt sales	1,500
TOTAL:	\$159,060

EXPENSES

Facility Rental	
Equipment	
Office Supplies	2,000
VIP Gifts(loot Bags)	15,000
Spouse Program	35,000
phone and fax	2,000
Apparel	750 <i>Clothes for sale</i>
Event Insurance	0 <i>Association holds insurance already</i>
Welcoming	1,000 <i>airport shuttle</i>
Food and Beverage	43,725 <i>Banquets, Meals, and Hospitality</i>
Accomodations	3,400 <i>breakout rooms, convention office</i>
Lodging	67,200
Entertainment	7,500 <i>Sound, hall rental</i>
Production	
TOTAL:	\$177,575
	-\$18,515

November 12, 2012

Jerry D. Dolcetti, RPP
Commissioner

Don Elliott, P. Eng.
Director of Engineering Services



ENGINEERING & PLANNING
DEPARTMENT

Engineering & Construction Division

2012 11 19

Our File: B-03-09

Mayor Debbie Amaroso
Members of Council

RE: WASTEWATER TREATMENT PLANT OPERATIONS

PURPOSE

The purpose of this report is to provide Council with the attached letter to the CAO from the Ontario Clean Water Agency (OCWA) requesting that the City review its alternatives for delivery of wastewater treatment operation services. This report provides the history of wastewater operations in Sault Ste. Marie to assist Council in its consideration.

BACKGROUND

The City is the owner of all wastewater collection, transmission and treatment infrastructure throughout our community. These facilities are vital to the processing of the City's sanitary sewage. The replacement cost of these assets is in the hundreds of millions of dollars. The City contracts the operation of our major wastewater facilities (two wastewater treatment plants, six major pumping stations and one sanitary sewer overflow tank). All gravity sewers and minor pumping stations are operated and maintained by Public Works.

Up until 2002, the plants were operated by OCWA for the City on contract. OCWA, in fact was a private sector spin off of the operating arm of the Provincial Ministry of Environment. The Province decided many years prior to this, that the MOE could no longer be involved in both operations and enforcement of applicable legislation; hence a contractual relationship was established between the City and OCWA.

After the reorganization of the City's PUC in the early 2000's, the PUC stated its intention to do more than provide safe drinking water and electrical services in Sault Ste. Marie only. It decided that it wished to venture out into the provision of safe drinking water and electrical services in other communities, as well as enter into other businesses including wastewater treatment and telecom. It approached the Council of the day and asked that the City

F:\ENGINEERING DATA\COUNCIL\ID_Elliott\2012\Council 2012 11 19 - WWTP OPS - OCWA Request for RFP.docx

The Corporation of the City of Sault Ste. Marie
P.O. Box 580 ~ 99 Foster Drive ~ Sault Ste. Marie, ON P6A 5N1
Telephone: (705) 759-5329 ~ Fax: (705) 541-7165
www.cityssm.on.ca ~ d.elliott@cityssm.on.ca

terminate its long-standing relationship with OCWA for the operation of the wastewater systems in Sault Ste. Marie and enter into a contract directly with PUC.

Accordingly, the City retained an engineering consultant to evaluate the advantages and disadvantages of hiring either PUC, another private contractor, OCWA, or providing operations in house with municipal staff. Staff recommended against handing a contract to the PUC without some form of competition. While the consultant's report did not make a recommendation one way or the other, it was evident that staying with OCWA was the preferred alternative. The report cited advantages of staying with OCWA including its depth of experience and expertise within the organization, and deeper pockets. Based on the consultant's report, staff recommended that the City stay with OCWA during construction of the major upgrades, and issue a request for proposal after construction and commissioning of the upgraded East End Plant. PUC noted that in marketing its water and wastewater services it would be inconsistent for PUC to offer its wastewater operations services to other municipalities if they were not contracted by the City to operate them here.

Council decided to exit the contract with OCWA in favour of entering into a new five year contract with PUC effective July 1st, 2003. The City gave notice to OCWA of early termination, and litigation followed with settlements effected. The contract was amended on January 1, 2007 to include the expanded operation of the East End Plant. The initial term was 5.5 years which took it to the December 31, 2008 expiry date. The automatic renewal clause takes it to December 31, 2013. The termination clause requires a 12 month notice for either party, which under the current contract is December 31, 2012.

ANALYSIS

OCWA is asking for an opportunity to discuss possibly providing the service that OCWA did provide in the past to the City and indeed is asking for an opportunity to make a proposal to provide these services. While Engineering staff's position is that PUC has provided satisfactory service in the past, a Call for Proposals would provide an opportunity to confirm whether or not we are getting the best value. This is the same staff recommendation that was made in 2002, but not followed by Council.

The preparation of proposals for this scope of work is a considerable task. Staff suggests that if Council chooses to issue a Request for Proposal, it should be prepared to seriously consider an operator other than the PUC, if a competitor offers a better proposal. If Council is fairly certain it wants to continue retaining the services of the PUC, it should not go through the proposal process.

IMPACT

The budgetary impact of a request for proposal is nominal as it will be done by Engineering staff. The long term budgetary impact may be a savings in operation costs, depending on the content of the proposal submissions.

STRATEGIC PLAN

The operation of wastewater plants and related infrastructure is linked to Objective 1A, Environmental Leadership under the Developing Solid Infrastructure strategic direction.

RECOMMENDATION

This report is provided for Council's information, and forms the basis for discussion about whether or not the City should issue a request for proposal from PUC, OCWA, or another private operator. Council's direction is sought about whether or not to provide notice to the PUC prior to December 31, 2012, that the City intends to issue a Request for Proposal for wastewater operations.

Respectfully Submitted,



Don J. Elliott, P. Eng.
Director of Engineering Services

DJE/bb
Attach.

Recommended for Approval,



Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

RECOMMENDED FOR APPROVAL



Joseph M. Piro
Chief Administrative Officer

613121



ONTARIO CLEAN WATER AGENCY
AGENCE ONTARIENNE DES EAUX

One Yonge Street, Suite 1700
Toronto, Ontario M5E 1E3 www.ocwa.com

The City of Sault Ste Marie
P.O. Box 580
Sault Ste Marie ON
P6A 5N1

October 4, 2012

Attention: Mr. Joseph M. Fratesi: Chief Administration Officer

For the Attention of Mayor and Council

Dear Mr. Fratesi,

Re: Water and Wastewater Services

The City of Sault Ste Marie and the Ontario Clean Water Agency (OCWA) had a longstanding and beneficial relationship stretching from 1958 to 2002 for the operation of their wastewater treatment facilities. City Council made a decision in 2002 based on a number of factors to sole source the operation of their facilities to the SSM Public Utilities Commission.

At the time, City staff recommended to Council "... *... that the city continue with an OCWA run operation for the next five years or until the major construction phase is complete and following that period, Council give consideration to tendering as a proposal call to obtain the best operator, including the City, for these services.*"

As almost a decade has passed since that decision, we are hoping that it may be appropriate for Council to review the benefits accrued since that earlier decision and to take the appropriate steps to determine if the best value is being obtained for your residents. We believe that OCWA, as a unique public agency, can bring operational and maintenance expertise to the benefit of the City, that is unmatched in Canada. With the recent investments in city infrastructure, we expect that the protection of your water and wastewater assets, for effective and efficient sustainable operations, will remain a priority.

We are suggesting this course of action as OCWA, as your former operator and partner, continues to make inroads in the highly competitive outsourced Operations and Maintenance market for major municipalities throughout Ontario. A few of these exemplary examples follow from which the City may benefit:

Ontario Clean Water Agency: Top Marks with Competitive Pricing

Earlier this year, OCWA was selected through a rigorous competitive process to operate, maintain and manage the Lake Huron and Elgin Area Water Supply Systems. These systems supply a regional population of close to 500,000 across 5000 square kilometres of the greater London area in southwestern Ontario. Just last year, the Ontario Clean Water Agency secured alliances through competitive bids including Bluewater, North Eastern Manitoulin and the Islands and the City of Temiskaming Shores. We continue to have exemplary success in renewal of our existing municipal contracts

In all competitions, we earned top marks for our ability to leverage operational experience and resources to meet local needs. In tandem with our competitive pricing, evaluators deemed OCWA as offering the best value.

Below are comments from various municipalities included in public reports to their Councils and residents that speak to such OCWA benefits and reinforce our established relationship as a trusted partner.

Lambton Area Water Supply System:

In March of this year OCWA signed a 20-year renewal as operator of the Lambton Area Water Supply System (LAWSS). Recommendations from an independent review of our services led to this unprecedented contract.

LAWSS General Manager Susan MacFarlane said, "We're very pleased with the savings and we're glad to be working for the long term with one of the best operators in Ontario that will guarantee us the same, consistent water quality." *The Sarnia Observer, Water deal saves \$8M; March 3, 2012*

City of Brantford:

"Comparing OCWA's operation and maintenance cost for the WPCP against several municipalities across Canada shows that it is at a group average (\$204/million litre of wastewater treated). This cost is well below the Ontario municipalities' benchmark initiative (OMBI) value of \$224/million litres." *Report EN2010-085; May 25, 2010; pp. 3-4.*

"For several decades OCWA and its predecessors have provided good management of Brantford's wastewater treatment system. Comparison of performance and cost of operation of similar wastewater facilities through Benchmark Initiative shows that continued use of OCWA services provides best overall value for the City." (*ibid*; p. 6)

Region of Waterloo

Two of the many aspects reviewed by the Region's auditors before recommending renewal with OCWA were:

- "4. Reviewed publicly available information regarding wastewater management agreements between other Ontario municipalities and service providers including OCWA;
- 5. Reviewed benchmarking data to compare the Region's wastewater data to other Ontario municipalities." The auditors concluded that, "For the external model (OCWA), we confirmed that the historical wastewater operational budgets are reasonable, with our costs 19% below the 2008 OMBI benchmarks median." *Report E-10-1054; April 27, 2010; Appendix A: Auditor's Report; Deloitte & Touche LLP; and p.5.*

"There were a number of benefits in support of continuing with the OCWA service, such as similar culture and values with the Region, historical knowledge of the facilities and operations, a positive compliance history, alignment with Provincial regulations, and strong financial position." *Report E-09-109 dated November 17, 2009; p. 6*

Region of Peel

The EMA review "indicated that OCWA's current performance in South Peel is **among the top five percent** in North America and that the Region is currently receiving a very high level of service." *Renewal Assessment and Report 97P-075 dated June 19, 2008; p 5.*

Key benefits identified OCWA's history of sound operational performance, effective management, and availability of essential services.

"OCWA has provided Peel with excellent operation and maintenance services for the South Peel facilities over the past ten years. Peel has negotiated a fair agreement with OCWA which...will provide best value to the Region." *Region of Peel Report ETP-B3 dated May 26, 2009*

Through the years, OCWA has accomplished many successes while remaining a consistently low-cost service provider. The **National Water and Wastewater Benchmarking Initiative 2002-2006**, compared the operations and maintenance performance of 42 municipalities across Canada and found that **all South Peel facilities have been operated at one of the lowest O&M unit costs while still maintaining a high level of performance.**

The Great Lakes Sewage Report Card gave the Region of Peel the **2nd** best ranking out of 20 major cities surrounding the Great Lakes.

Ontario Clean Water Agency: Trusted Provider and Best Value

Our municipal partners know that OCWA offers service excellence while being both cost-effective and working towards continuous improvement. In recent years, OCWA operations as mentioned have been rigorously reviewed by several municipalities in Ontario. Such assessments have matched OCWA operations up against other providers and even against managing operations in-house. Resulting in a sound cost-benefits analysis for constituents, these reviews also quantified what it is that OCWA successfully brings to our clients and compared OCWA operations favorably to industry benchmarks.

In addition to resuming partnerships with many clients through proposal competitions, time and again, public works staff, municipal committees and their independent consultants find that "OCWA provides the best value." Those municipalities who choose to work directly with OCWA on contract renewals cite the following reasons for retaining our services:

- Full compliance
- Proven asset protection
- Essential services agreement
- Depth of operational resources
- Operating adaptability and flexibility
- Demonstrating best value and high level of service

Our Approach to Partnership

OCWA's approach to the partnerships that we build is based on trust. There are five unique benefits that we bring to every client relationship:

1. A trusted partnership
2. No compromise on compliance
3. Thorough asset protection
4. High quality service performance
5. Comprehensive risk management and mitigation

Such benefits actively support a relationship of trust as we work together with our municipal partners to provide water and wastewater treatment services to millions of residents in hundreds of Ontario communities.

OCWA would welcome the opportunity to discuss your future operational and maintenance needs and discuss how best practices and technology are helping communities sustain their infrastructure at the most cost effective rates. We believe the City of Sault Ste Marie and its residents would benefit from a review of alternative service delivery options.

We look forward to the opportunity to reacquaint you with the Ontario Clean Water Agency.

Sincerely,



John Kingsbury

Sales Manager -- Ontario Clean Water Agency

cc. Don Elliot -- Director of Engineering, City of Sault Ste Marie

6(6)(a)

Jerry D. Dolcetti, RPP
Commissioner

Donald B. McConnell, MCIP, RPP
Planning Director



ENGINEERING & PLANNING DEPARTMENT

Planning Division

Tel: (705) 759-5368
Fax: (705) 541-7165

2012 11 19

Mayor Debbie Amaroso and
Members of City Council

RE: Application No. A-14-12-Z.OP – filed by 1704608 Ontario Inc.

PURPOSE

The applicants, 1704608 Ontario Inc. (Frank Naccarato and Joel Chisolm), are requesting a Rezoning and Official Plan Amendment to facilitate the development of approximately sixteen (16) townhouse units on the former Canadian Martyrs School site.

PROPOSED CHANGE

To amend the City of Sault Ste. Marie Official Plan designation of the subject property from Rural Area to Residential, and to amend the City's Zoning By-law and rezoning the property from "RA" (Rural Area) zone to "R.3" (Low Density Residential) zone.

Subject Property:

- Location – The subject property is located on the north side of Greenfield Drive, approximately 185m west of the terminus of his portion of Greenfield Drive, civic no. 181 Greenfield Drive
- Size – 101.2m (332') by 60.9m (199') totaling 0.6ha (1.5acres)
- Present Use – Former Canadian Martyrs School
- Owner – 1704608 Ontario Limited, c/o Frank Naccarato

BACKGROUND

In 2001, the Committee of Adjustment approved a severance and minor variance application to create the current lot and reduce the required frontage to 0. At that time, the Huron Superior Catholic District School Board was severing the subject property for future unknown redevelopment purposes. Approval of the severance was based in part on the fact that the remnant or surrounding property maintains frontage on People's Road. Furthermore, a vacant city owned property at the east terminus of Greenfield Drive provides a second access point to the remnant parcel.

On May 14, 2012 City Council deferred this application to allow neighbours the opportunity to discuss the proposed development with the applicants. A neighbourhood meeting was held on September 16, 2012. The meeting was generally positive, and is discussed in greater detail later in this report.

ANALYSIS

Conformity with the Official Plan

The subject property is designated 'Rural Area' on Land Use Schedule 'C' of the Official Plan. Consequently, an Official Plan Amendment to re-designate the property from 'Rural Area' to 'Residential' is required.

The subject property abuts the Urban Settlement Area (USA) Line, which runs along the south lot line.

Even though the property is outside of the USA boundary, water and sewer services exist from when the property supported Canadian Martyrs Catholic Elementary School. Section 2.5, 'Municipal Services' indicates "that the urban land use needs of the community can be met without expanding existing trunk services." Given that sewer and water services already exist on the subject property, trunk services do not need to be extended.

Furthermore, Rural Area Policy 3 notes that 'Residential development at urban densities may be permitted on lots in existence on the date of the adoption of this plan, if the lot(s) abut municipal services.'

Given the existence of trunk services on the subject property, the aforementioned Official Plan policies support the proposed OPA.

Planning staff had discussions with Ministry of Municipal Affairs and Housing staff, who agree that approval of this application, would be consistent with Provincial Policies pertaining to limited development in the Rural Area.

Finally, Residential Policy 3 of the Official Plan notes 'medium density residential dwellings may be integrated into low density areas subject to a rezoning'. The proposed townhouse development is medium density and would be appropriately integrated into the existing single detached residential subdivision to the south.

Comments

The applicants are requesting City Council's approval to rezone the subject property from "RA" (Rural Area) zone to "R4" (Medium Density Residential) zone to permit a sixteen (16) unit townhouse development.

Referring to the site, floor and elevation plans, a private driveway would be constructed along the 'stub-end' of the unopened ROW, which historically functioned as the access into the school. The development would consist of three (3) townhouse blocks totaling sixteen (16) units. The applicants are proposing to develop three (3) different floor plans, ranging from just over 900sq. ft. to just over 1000sq.ft. All units would be one floor with an attached garage. The applicants have stated that the units would be

marketed to seniors as rental units. Overall, the exterior design of the townhouses would be very similar to a number of local townhouse developments that have recently been built or are currently under construction.

The area to the north, east and west of the subject property is a vacant Rural Area zoned property currently owned by the Huron Superior Catholic District School Board. While located beyond the current Urban Settlement Area, it is recognized that the subject property, as well as the surrounding School Board property have some future urban residential development potential. The surrounding School Board parcel has 16m (52.5') of frontage on People's Road. There is also a vacant City owned lot at the eastern terminus of this portion of Greenfield Drive, which could function as a second access into the abutting parcel. Approval of this proposal would not preclude the future development potential on the abutting vacant property. The applicants have also designed the proposed development in such a manner that if the abutting parcel (or portion thereof) becomes available, they too could expand this proposed development.

The area to the south is the original Greenfield Subdivision, consisting of single detached homes. Residential Policy 3 of the Official Plan notes that 'medium density residential dwellings may be integrated into low density areas, subject to a rezoning.' Generally, an appropriate variety of housing types integrated into one area provides for a healthy neighbourhood with a mixture of residents. For example, as one ages, they could downsize their home, but remain in the same neighbourhood.

The subject property is large enough to support the intended use. There is enough space to support the required on-site parking, including visitor parking. The site plan shows minimum 7.6m (25') rear yards which are large enough to provide an appropriate rear/private outdoor amenity area. The front yards would be large enough to provide for some landscaping, as well as additional parking. The increased traffic generated from this sixteen (16) unit townhouse development would not severely impact the existing roadway or the single detached character of the abutting subdivision. Although it is recognized that the school has been closed for some time, the proposed development will generate far less traffic than that of an elementary school.

The south lot line of the subject property abuts the rear yards of adjacent single detached homes. Furthermore, the access drive will abut the exterior side yards of adjacent properties on either side. It is therefore recommended that Site Plan Control be utilized to give staff the opportunity to review and comment on exterior development details prior to the issuance of a building permit.

There is an existing minor variance on the subject property which reduces the required frontage to 0m. Furthermore, it has been determined that for the purposes applying setbacks, each lot line is considered an interior side lot line, thus requiring a minimum setback of 1.2m for one storey buildings, and 1.8m for 2 storey buildings. Generally speaking, a minimum 7.6m (25') rear yard should be provided as outdoor amenity space. Each proposed unit will have a minimum 7.6m (25') rear yard. Site Plan Control will also ensure that adequate outdoor amenity areas are provided.

Agency Consultation

The following departments/agencies commented on the application as part of the consultation process:

- See attached letters – Building Division, PWT, PUC Services, Engineering
- No objections/comments – CSD, Fire Services, Conservation Authority, Accessibility Advisory Committee, EDC

Correspondence from the Chief Building Official notes that the property dimensions shown on the applicants site plan do not match the reference survey currently on file. Based on the survey, it appears that the property is roughly 2.4m (8') narrower and 2.7m (9') deeper than shown on the site plan. Based on the site plan, it appears as though development can be slightly altered to account for the 2.4m (8'). Building Division also notes that there is no evidence that this property will require a record of site condition or environmental review, prior to the issuance of a building permit.

Staff from Public Works and Transportation has no objection to this application, conditional upon agreements being put in place with regards to maintenance and service responsibilities within the existing Green Field Drive right-of-way that accesses the subject property. The ROW will function as a private driveway, and as such, will not be built to a size and standard that could support snow removal equipment, including a sufficient turnaround area. Furthermore, services underneath the ROW will be for the exclusive use of the subject property, and therefore, should be maintained by the owners. It is recommended that the Applicants either purchase the ROW or enter into an easement agreement with the City, defining the owners responsibilities for maintaining the ROW as well as the sanitary, storm and water services beneath the driveway. The applicants are aware of this requirement and have no issues with either purchasing the property (preferred) or entering into an easement agreement with the City. It is also worth noting to the applicants that municipal refuse collection will not enter onto private property, nor is it appropriate for a development of this size to place refuse out on Greenfield Drive for curbside collection. Consequently, the owners will be responsible for contracting out refuse collection, which is standard practice for developments of this nature.

PUC has no objection to the application; however fire flow capacity must be confirmed by the owners prior to the issuance of a building permit.

Correspondence from the Engineering Department outlines a number of site specific requirements that must be met prior to the issuance of a building permit. More specifically, stormwater management, drainage and the construction and maintenance of underground services. Engineering further recommends that Site Plan Control be utilized in order to ensure that the noted requirements are met, prior to the issuance of a building permit.

Neighbourhood Comments Resulting from the Original Public Notice

Resulting from the original public notice, three letters and a neighbourhood petition were received (attached). A second public notice was provided in advance of this

meeting, which up until the drafting of this report has not resulted in any comments or objections from neighbours.

Mr. and Mrs. Beauchamp (1336 People's Road) indicate that their property abuts the subject property. Referring to the subject property maps attached, the Beauchamp property does not abut the HSCDSB parcel surrounding the subject property, let alone the subject property that is proposed for development. The nearest points of the Beauchamp property and the subject property are 75m apart and buffered by the HSCDSB property which is not part of this application. It is Planning's opinion that this proposal will not negatively impact Mr. and Mrs. Beauchamp's property at 1336 People's Road.

Mr. and Mrs. Brown reside at 1302 People's Road, which is located approximately 61m west of the subject property. The attached correspondence outlines three (3) main concerns.

First, Mr. and Mrs. Brown are concerned that the addition of 'multi-unit housing' does not fit well within what has always been a fairly quiet single detached residential neighbourhood. From a planning perspective, permitting an appropriate variety of housing types integrated into one area provides for a healthy neighbourhood with a mixture of residents and residential opportunities. For example, as one ages, there is often a tendency to downsize. This development would provide those wishing to downsize the opportunity to do so, while remaining in the same neighbourhood.

The second concern is drainage. It is noted that the subject property, as well as the surrounding HSCDSB site drains in a southwest direction towards two swales, located along the north and south lot lines of the 'laneway' at 1306 People's Road, which abuts the Brown's property to the north. The correspondence notes that spring run-off has resulted in substantial quantities of water on their property. Mr. and Mrs. Brown are concerned that the addition of impermeable surfaces could exacerbate drainage issues, and they are requesting assurances that the subject property will be drained through underground sewers. Through Site Plan Control, the Applicant's will be required to grade the subject property in a manner that captures all stormwater and run-off. The development will also be required to connect to underground stormsewers located along Greenfield Drive. The drainage details will be part of a stormwater management plan, prepared by a qualified professional, and reviewed by the City's Engineering Department. Any proposed drainage works such as appropriate grading, catchbasins and underground piping will form part of a Site Plan Agreement between the applicants and the City.

Finally, Mr. and Mrs. Brown are concerned with additional pedestrian traffic utilizing the laneway to access People's Road. A 6' privacy fence is requested along the west lot line of the subject property, to block pedestrian access. From a planning standpoint, maintaining pedestrian paths is important, however it is worth noting that such a path is and would continue to be informal, and technically result in pedestrians trespassing on the HSCDSB property. There is an existing bus stop near where the informal path meets People's Road. It is understood that the applicant's intention is to erect a fence along the entire perimeter of the subject property. Although fencing along the west property line is permitted, it should not be forced as a condition of approval.

Mr. Tagliabracchi owns 179 Greenfield Drive and states that he is also writing on behalf of Mr. Kenneth Walker who owns 183 Greenfield Drive. Both properties are located on either side of the access into the proposed development. Mr. Tagliabracchi indicates that while he supports the development, he has two concerns.

The first concern is maintenance of the side yards adjacent to the proposed access road. This matter was discussed at the open house and the applicants indicated that they intend to landscape and maintain the areas on either side of the access drive. Furthermore, Site Plan Control will ensure that appropriate landscaping is planted and maintained via a Site Plan Control Agreement with the City.

The second concern is drainage. It is noted that the rear yard of 183 Greenfield Drive has been subject to flooding in the past. As previously stated, the applicants will be required to submit a drainage plan to accommodate all drainage on-site. It is anticipated that the drainage situation for 183 Greenfield Drive will be improved, as water will be captured on the subject property and drained via underground sewers to Greenfield. Such drainage works will be a condition of Site Plan Approvals.

Public Open House

On September 26, 2012 the Applicants hosted a public open house, which was attended by approximately 20 residents, both Ward Councillors and Planning staff.

Neighbourhood feedback was generally positive. The following 5 concerns were discussed:

1. Rent Subsidies – The applicants indicated they would not be seeking any rent subsidies or affordable housing grants. Having said this, affordable housing is an integral and necessary part of the community, and one needs to be careful as turning down a development on the sole grounds that it is affordable or 'low rental' housing could be considered discrimination under the Human Rights Code.
2. Drainage – As with the attached letters from neighbours, drainage concerns were also discussed. The Drainage Act is such that post-development flows cannot exceed pre-development flows, therefore, developers are not obligated to improve drainage, but they cannot make it any worse. Through Site Plan Control, the development will be required to proceed in accordance with an approved drainage plan. Details will likely include grading the property to capture stormwater on-site, through catch basins, and then to the existing storm sewers under Greenfield Drive. It is anticipated that drainage will be improved through these drainage works.
3. Fencing – Some neighbours requested that privacy fencing be installed around the perimeter of the subject property. The applicants have indicated that it is their intention to erect a 6' privacy fence around the entire development. Current zoning provisions do not require fencing where residential development abuts residential development, however given the proposed developments higher density, it is appropriate to require fencing along the full extent of the south lot line of the subject property. Some properties already appear to be fenced, and rather than make fencing a condition of approval, it is more appropriate to utilize

site plan control to allow the applicants to work with neighbours in determining if they wish to have an existing fence remain or not.

4. Yard Maintenance - Neighbours were also concerned about yard maintenance. The applicants indicated that a local landscaping company would be contracted to provide year round maintenance services for the entire development. A Site Plan Agreement between the City and developers will also contain provisions requiring landscaping be maintained.
5. Sewer Capacity - There was also some concern over whether or not the existing services under Greenfield Drive have adequate capacity to support the proposed townhouse development. There does not appear to be any capacity concerns, however such details will be worked out as part of the Site Plan Control Agreement.

IMPACT

There are no significant impacts on municipal services as a result of approving this application.

SUMMARY

Located at the edge of the Urban Settlement Area, full services already exist to the subject property, which was formerly the Canadian Martyr School site. The proposal to develop a sixteen (16) unit townhouse development represents an appropriate redevelopment of the site. Permitting an appropriate variety of housing types integrated into one area provides for a healthy neighbourhood with a mixture of residents and residential opportunities. The subject property is large enough to support the intended development, with ample parking and outdoor amenity space for future residents. The size and scope of the proposed development is such that impacts to the surrounding neighbourhood will be negligible.

STRATEGIC PLAN

Approval of this application will not impact the Corporate Strategic Plan.

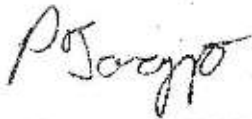
RECOMMENDATION

That City Council approve Official Plan Amendment No. 185 and re-designate the property from Rural Area to Residential on Land Use Schedule 'C' of the Official Plan, and that City Council rezone the subject property from "RA" (Rural Area) zone to "R3" (Low Density Residential) zone, subject to the following conditions:

1. That the property be deemed subject to Site Plan Control.
2. That the applicants either purchase the right-of-way or enter into an easement agreement with the Municipality, in relation to the use and maintenance of the right-of-way and underground services.

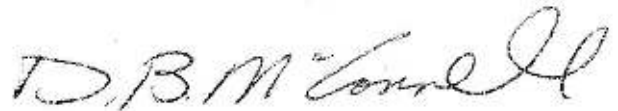
6(6)(a)

Respectfully submitted,



Peter Tonazzo, MCIP, RPP
Planner

Recommended for approval,



Donald B. McConnell, MCIP, RPP
Planning Director

Recommended for approval,



Jerry Dolcetti, RPP
Commissioner Engineering & Planning

PT/ps

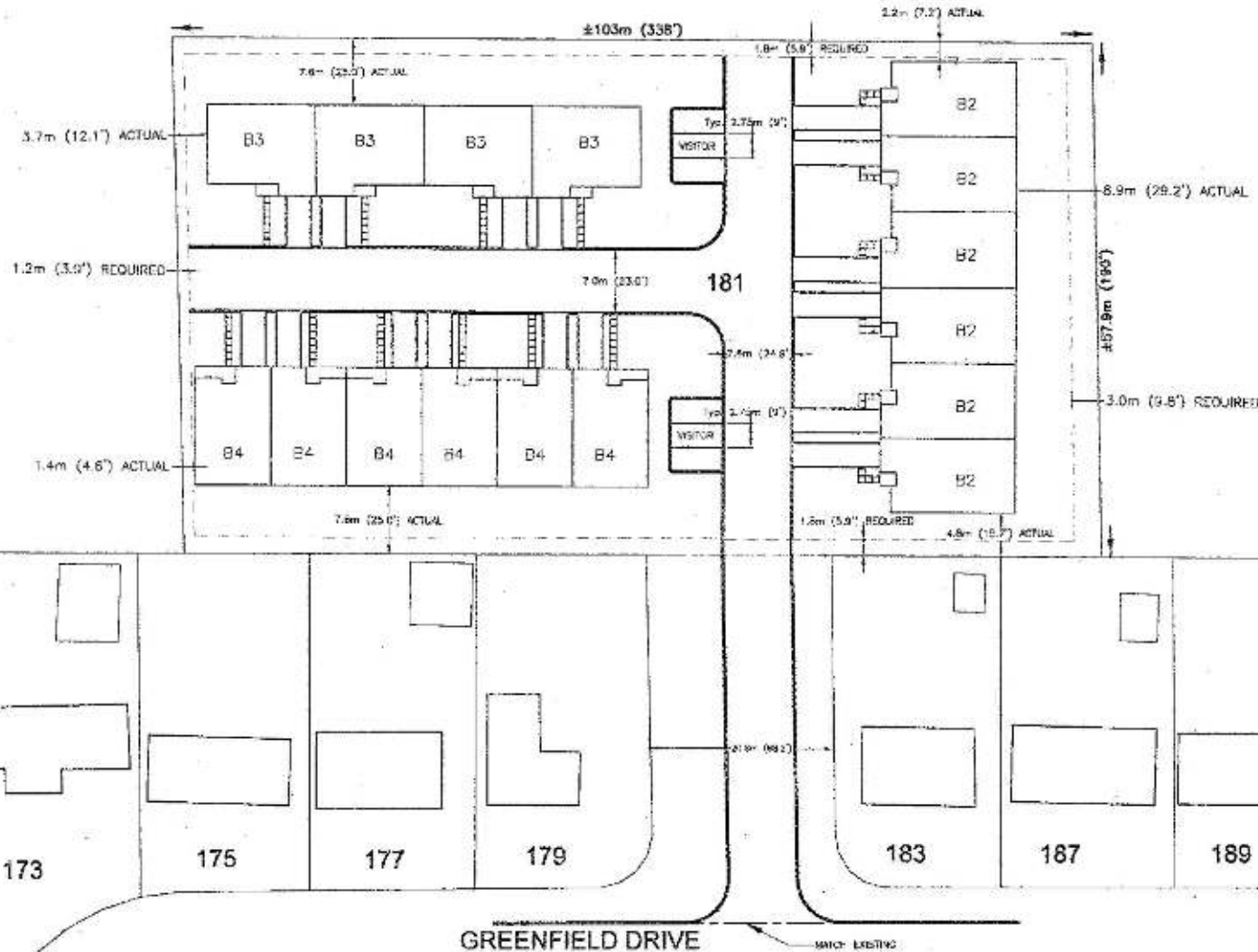
attachment(s)

RECOMMENDED FOR APPROVAL



Joseph M. Probst
Chief Administrative Officer

Data\APPL\REPORT\14-22-Z.OP-Nov 19.doc



NOTES:

PROPOSED R4 ZONING
"MULTIPLE ATTACHED"

*HOUSE LAYOUT SHOWN FOR
ILLUSTRATION ONLY

B2 - PROPOSED BUNGALOW
38.85 m² (1064 ft²) INCLUDING
ATTACHED GARAGE

B3 - PROPOSED BUNGALOW
31.1 m² (961 ft²) INCLUDING
ATTACHED GARAGE

B4 - PROPOSED BUNGALOW
31.7 m² (901 ft²) INCLUDING
ATTACHED GARAGE

15 UNITS

22 PARKING SPACES (1 PER UNIT
PLUS VISITOR PARKING)

MAX LOT COVERAGE = 40.0%
ACTUAL LOT COVERAGE = 24.2%

Revision:	No.	Date	By
ISSUED FOR CLIENT REVIEW	1	30/11/11	MK
REVISED PER PLANNING COMMENTS	2	08/03/12	KG
REVISED BUILDING LAYOUTS	3	03/04/12	MK

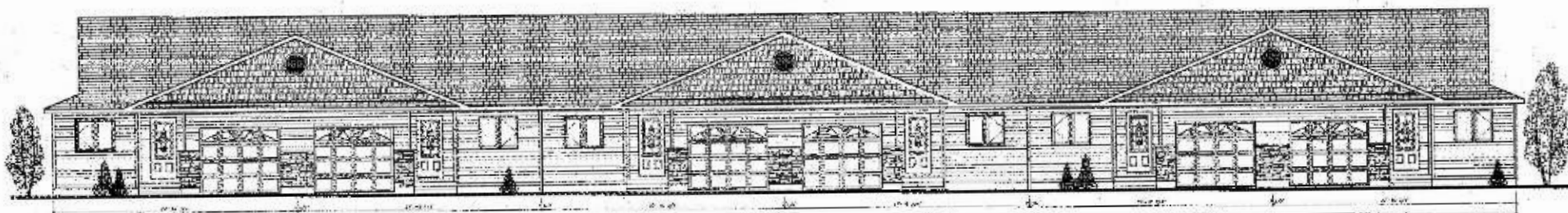


SITE PLAN - PREFERRED OPTION

181 GREENFIELD
SAULT STE. MARIE, ON

Scale	1:500
Dr.	MK & KG
Ch.	JM
Date	03/04/2012
Dwg. No.	11-1035
REV.	3

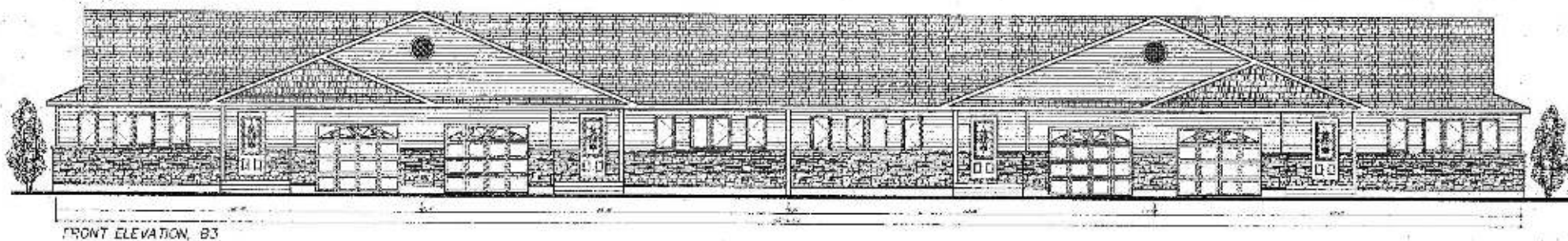
6/6/12



FRONT ELEVATION, B2

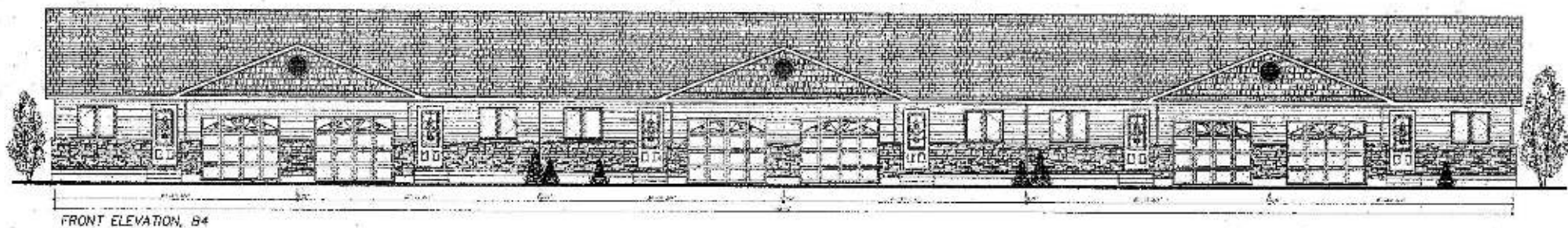
B2 Unit(s)
Elevation

b(6)(a)



B3 Unit(s)
Elevation

666X4



B4 Unit(s)
Elevation

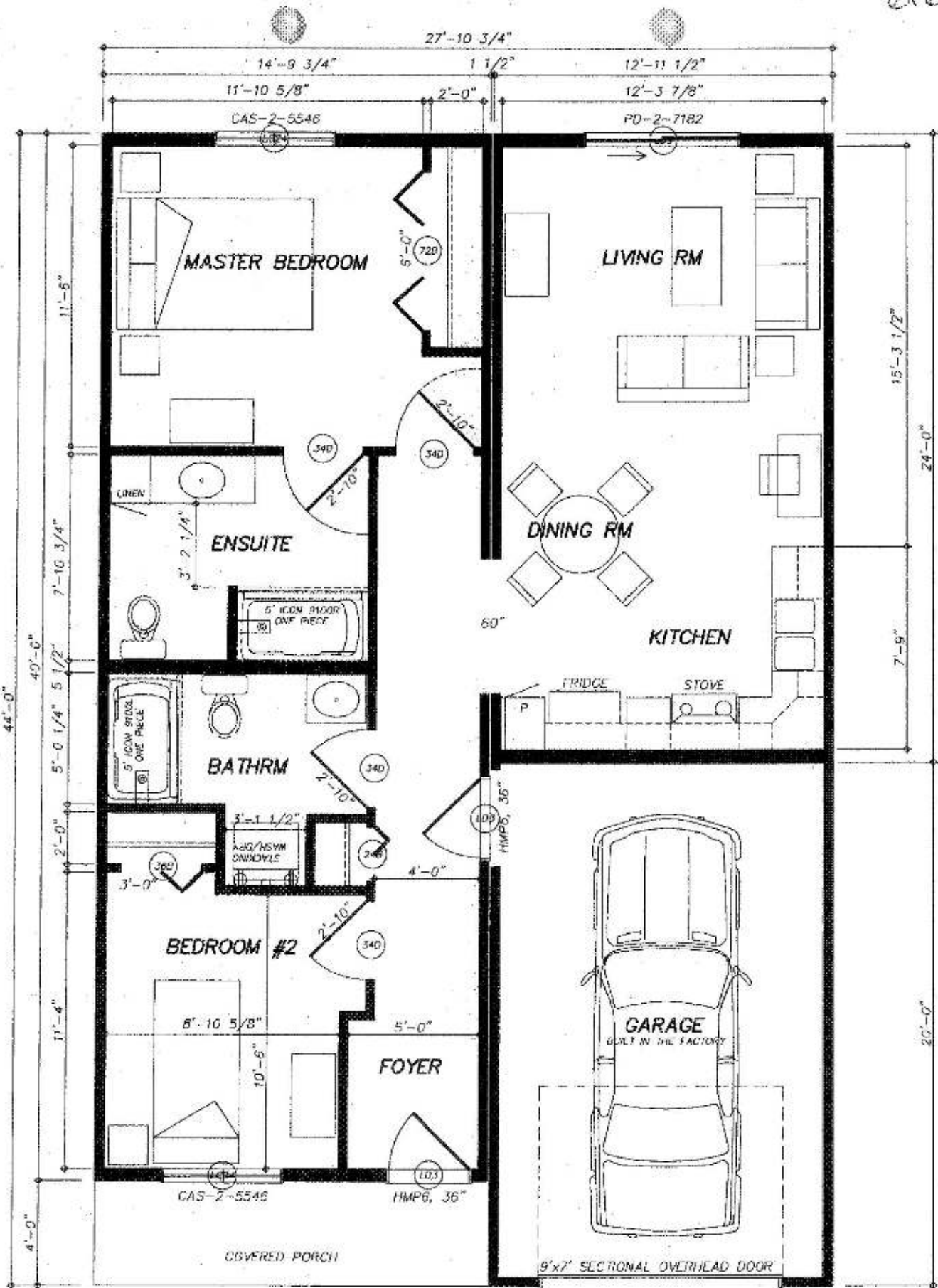
6(6)(a)

[illegible]

$$b(b)(a)$$


Typical
B3 Unit

6(6Xa)



FLOOR PLAN - 908 SQ.FT (B4)

Typical
B4 Unit

**AMENDMENT NO. 185
TO THE
SAULT STE. MARIE OFFICIAL PLAN**

PURPOSE:

This Amendment is an amendment to Schedule "C" of the Official Plan.

LOCATION:

SEC 24 NW ¼ PT RP 1R10414 Part 1, located on the north side of Greenfield Drive, Civic No. 181 Greenfield Drive.

BASIS:

This Amendment is necessary in view of the request to develop the property for urban residential purposes.

The proposal does not conform to the existing Rural Area policies as they relate the to the subject property.

Council now considers it desirable to amend the Official Plan re-designating the subject property from "Rural Area" to "Residential".

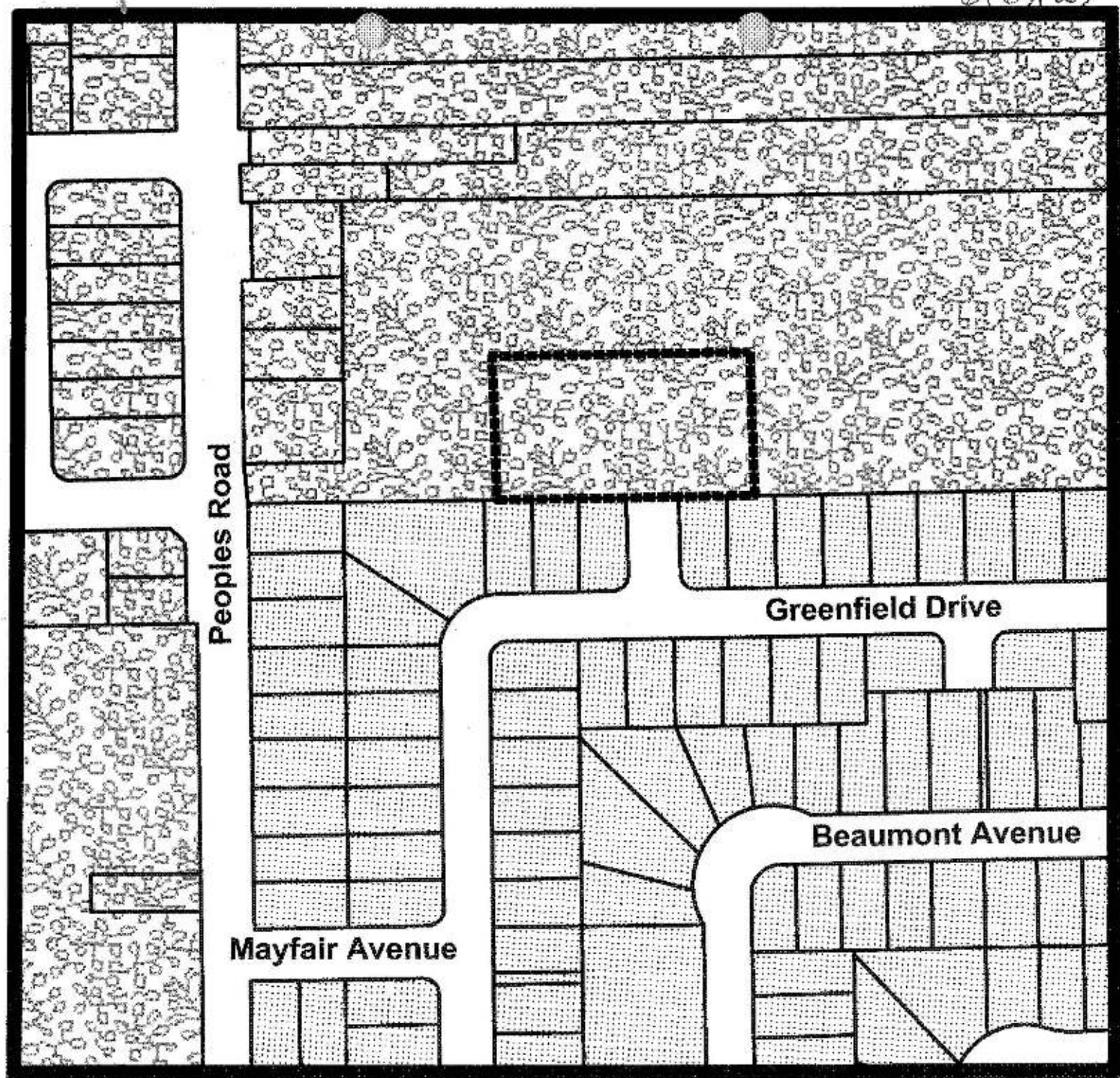
DETAILS OF THE ACTUAL AMENDMENT & POLICIES RELATED THERETO:

Schedule "C" to the City of Sault Ste. Marie Official Plan is hereby amended re-designating those lands shown on the attached schedule from "Rural Area" to "Residential".

INTERPRETATION

The provisions of the Official Plan as amended from time to time will be applied to this Amendment.

616161



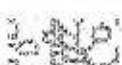
OFFICIAL PLAN MAP

181 GREENFIELD DRIVE

OFFICIAL PLAN
AMENDMENT No. 185

 SUBJECT PROPERTY = 181 Greenfield Drive
OP LAND USE DESIGNATION

Planning Application
A-14-12-Z-OP

-  Residential
-  Rural Area

Metric Scale
1 : 2200



6661a)

Pat Schinners

From: Don Maki
Sent: October 18, 2012 8:48 AM
To: Don McConnell; Pat Schinners
Subject: Rezoning application A-14-12-Z.OP 181 Greenfield Drive

Hi Don

Same comments as before.

I reviewed the survey plan in our file for this property and does not match the dimensions on their proposal. They do not refer to a reference survey. The IR-plan is 10414. This should be confirmed. This site presently has a vacant school on site that has not been used for years. This property was severed off the original school board site. Along with the severance there was a minor variance to reduce the frontage to 0 increase the lot coverage 12.6% and allow a lot that does not front on an approved street. There is no evidence that this property would require a record of site condition for an environmental review.

Don

Don Maki CBCO
Chief Building Official
City of Sault Ste. Marie
99 Foster Drive
Sault Ste. Marie, ON P6A 5X6
Phone (705) 759-5399
d.maki@cityssm.on.ca

www.cityssm.on.ca
www.celebrate100saultsternarie.com
Celebrating 100 years as a city in 2012!

S. Hamilton Beach, P. Eng
Deputy Commissioner



Larry Girardi
Commissioner

April 17, 2012

Donald McConnell
Planning Director

Subject: Application Number A-14-12-Z.OP
Request for an Amendment to the Official Plan and Zoning By-law

Applicant: 1704608 Ontario Inc. (c/o Frank Naccarato)

Subject Property: 181 Greenfield Drive

Staff from Public Works and Transportation has reviewed this application and have no objections. PWT would require that maintenance and service responsibilities be considered within the existing Greenfield Drive right of way which accesses this property.

If you have any further questions please contact me at (705) 759-5207.

Susan Hamilton Beach, P. Eng.
Deputy Commissioner
Public Works and Transportation

c.c. Peter Tonazzo, Planner
Dan Perri, EIT



PUC SERVICES INC.
ENGINEERING DEPARTMENT
765 QUEEN STREET EAST, P.O. Box 9000
SAULT STE. MARIE, ONTARIO. P6A 6P2

April 24, 2012

Donald B. McConnell, MCIP, RPP
Planning Director
The Corporation of The
City of Sault Ste. Marie
P.O. Box 580
Sault Ste. Marie, ON P6A 5N1

FAXED: (705) 541-7165

Dear Sir:

Re: Application A-14-12-Z.OP
181 Greenfield Drive

PUC wishes to advise that we have no objection to the above application. Please note however, that given the location on a radial dead end the owner should confirm available fire flow capacity and requirements which may impact their design requirements for the proposed development.

Yours truly,

PUC SERVICES INC.

A handwritten signature in black ink, appearing to read 'K. Bell'.

Kevin D. Bell, P. Eng.
Manager of Engineering

KB*jf

Jerry D. Dolcetti, RPP
Commissioner

Daniel Perri, EIT
Engineering Intern



ENGINEERING & PLANNING
DEPARTMENT

Engineering & Construction Division



2012 04 20
Our File: A-14-12-Z.OP

Donald B. McConnell, MCIP, RPP
Planning Director
Engineering and Planning Department
City of Sault Ste. Marie

Dear Mr. McConnell:

**RE: A-14-12-Z.OP - 181 GREENFIELD DRIVE
REQUEST FOR AN AMENDMENT TO THE OFFICIAL PLAN & ZONING BY-LAW**

The Engineering and Construction Division has reviewed the above noted application, and provides the following:

- No owner of an industrial, commercial or institutional premise or multi-residential development of four (4) units or greater shall undertake any works or make any connection or do anything that would increase peak flow rates of storm water or which would impair the quality of storm water which is discharged to a sewer without prior approval of the City Engineer;
- Post development flows shall not exceed pre-development flows for all storms up to and including a 100 year event, unless otherwise approved;
- The City will require a servicing plan, showing proposed storm and sanitary pipes, in addition to storm water management plan, and associated lot grading plan;
- The existing sanitary sewers shall be verified to ensure adequate downstream capacity to accommodate the increase in flow from the new development;
- The owner or operator of multi residential buildings, with more than nine (9) units, which are connected to a sewage works shall install and maintain in good repair in each connection to a sewage works, a suitable maintenance hole to allow for observation, sampling and flow measurement of the sewage, uncontaminated water or storm water therein, or provide, where the installation of a maintenance access hole is not possible, an alternative device or facility with the prior written approval of the City Engineer;

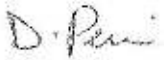
F:\ENGINEERING DATA\REZONING\A-14-12-Z.OP - 181 Greenfield Drive - 2012 04 20.docx

The Corporation of the City of Sault Ste. Marie
P.O. Box 580 ~ 99 Foster Drive ~ Sault Ste. Marie, ON P6A 5N1
Telephone: (705) 759-5385 ~ Fax: (705) 541-7165
www.cityssm.on.ca ~ d.perri@cityssm.on.ca

- The maintenance access hole or alternative device or facility shall be located on the property of the owner or the operator of the premise, as close to the property line as possible, unless the City Engineer has given prior written approval for a different location;
- Engineering is concerned about access to the vacant land to the north of the subject property if it is ever to be developed. It is understood however, that there is access to the east and access off of Peoples Road, albeit narrow;
- It is recommended that the Development be subject to Site Plan Control to ensure the above requirements are met.

If you have any questions, please contact the undersigned.

Yours truly,



Daniel Perri, EIT
Engineering Intern

c: Jerry Dolcetti, Commissioner, Engineering & Planning
Susan Hamilton Beach, P. Eng., Deputy Commissioner, PWT
Peter Tonazzo, Planner, Planning Division

6(6)(a)

Pat Schinners

From: Peter Tonazzo
Sent: April 26, 2012 9:07 AM
To: Pat Schinners
Subject: FW: Opposition of application A-14-12-Z.OP, 181 Greenfield Drive

-----Original Message-----

From: Christopher Beauchamp [<mailto:c.t.beauchamp@me.com>]
Sent: April 25, 2012 5:49 PM
To: Peter Tonazzo
Subject: Opposition of application A-14-12-Z.OP, 181 Greenfield Drive

Good day,

I am writing this letter in order to voice my opposition of changes proposed in application # A-14-12-Z.OP, the rezoning and construction of town housing units at 181 greenfield drive.

My property borders the north side of the proposed rezoning area and thus I will be directly affected by any changes made. The area in question is currently populated by many trees which act as sound deadening to the greenfield subdivision. It also provides a form of privacy fence which was one of the major considerations when I purchased this property 5 years ago. Another major consideration included that the area was individual housing, not town housing, duplex housing or apartments. I purchased this property in the North end of the city purposely with this in mind. If I wanted to live near town housing I would have bought property in East end of the city.

The proposed changes and town house construction would have significant negative effects for all property owners in the surrounding area and neighbourhood.

- 1) The construction process would cause significant noise pollution, atmospheric pollution and destruction of the forest in the area adjacent to my property.
- 2) Town housing will devalue existing properties in the surrounding area, especially my own.
- 3) The new subdivision construction in the Greenfield area is high end homes which is helping to improve existing property values. This would unfairly depreciate those new construction properties.
- 4) My back yard could border up to 6 new properties instead of the two which I considered when I purchased my home. This would create an unacceptable level of noise and privacy problems which I will not tolerate.
- 5) We currently have children that use this area for play. Peoples road is heavily traveled with vehicles regularly exceeding the speed limits. This poses a safety risk to the kids if they are required to cross it more often in order to reach the park. This would also require that kids use peoples road to travel to and from the Greenfield subdivision.

In conclusion I do not see any reason why it would be considered acceptable to rezone this area and allow town housing to be built. There is no other housing of this nature in the area. These are all single dwelling homes which all home owners purchased with the intent of the neighbourhood remaining that way. This construction would be greatly detrimental to the area. If Ontario Limited wishes to construct town housing they should do so on a property which is already nearby existing town housing or apartments. This construction will have adverse effects on the way I choose to live my life and my neighbours.

6(6)(a)

I wish to be notified of the council's decision to adopt or refuse the approval of this application.

I will be forwarding this letter to my ward councillor in order for him to understand my concerns and address them at the next council meeting in which this matter is discussed.

Regards,

Chris & Cindy Beauchamp
1336 Peoples Road
Sault Ste. Marie
(705) 575-9079

(b)(6)(a)
(b)(6)(b)

Malcolm White

From: Peter Tonazzo
Sent: May 10, 2012 3:29 PM
To: Malcolm White
Cc: Don McConnell
Subject: FW: Proposed Development at former Canadian Martyr's School

Hi Malcolm,

Please forward the below comments to Council.

Peter.

From: Trevor Brown [mailto:tbrown.ccs@shaw.ca]
Sent: May 10, 2012 2:52 PM
To: Peter Tonazzo
Subject: Proposed Development at former Canadian Martyr's School

Hello Peter

We had a chance to speak with you Thursday, May 10 at the Civic Centre in regards to the proposed development of rental town homes on the former Canadian Martyr's School site on Greenfield Drive. Thank you for answering some of our questions.

At the same time we had a chance to review some of the plans for the proposed development, and are really concerned that the addition of multi unit rental housing does not fit well within what has always been a fairly quiet single family residential neighborhood. I'm sure you will hear from many of our neighbors with the same concerns. This is a major departure from the type of housing currently in the area, and quite frankly we don't support it. At the very least we'd like our concerns recorded, and addressed by the developer and city staff.

We live at 1302 People's Road and our property abuts the southwest corner of the former school yard. We also border a lane way on the north side of our house that provided access to the school from Peoples Road. It has since been closed to vehicular traffic for several years. Our house is separated slightly from the gravel lane, by a shallow ditch. The topography of the school site is such that it slopes in a south westerly direction and when the snow melts each spring the water that results from the large forested area surrounding the school and the former school yard itself, runs to this shallow swale and then on to ditches along Peoples Road. This has been a major problem throughout the history of this site and has only recently been helped by the addition of a second swale on the north side of the lane way. The volume of water is usually quite substantial and there have been instances where the water has entered our basement. Our fear is that development of this property and the addition of hard surfacing and landscaping will make this problem even worse. We want some assurances that this site will be drained through underground storm drains to the existing sewer system within Greenfield Subdivision, and not allowed to be surface drained as it currently is.

In addition to our resistance to the proposed use of the site and the drainage issue, we are also worried about the added pedestrian traffic though the lane to Peoples Road. The lane has been used less and less frequently over the years and this has been a welcome situation for us. With the possibility of these town homes being constructed we would like to see access to the lane restricted completely by a 6' high privacy fence along the west property line of the site.

We have included a diagram to illustrate the conditions.

b(6)(a)
b(6)(b)

Regards
Bill and Marilyn Brown
1302 People's Road
705-759-7589
marilyn_brown@shaw.ca

(b)(6)(a),
(b)(6)(b)



Peter Tonazzo

From: Tony Tagliabracci <t.j.tagliabracci@shaw.ca>
Sent: May 13, 2012 6:51 PM
To: Peter Tonazzo
Subject: Application A-14-12-Z.OP 181 Greenfield Drive

Dear Mr. Tonazzo,

I am writing on behalf of myself as the owner of 179 Greenfield Drive and on behalf of Kenneth Walker, the owner of 183 Greenfield drive regarding Planning application No. A-14-12-Z.OP which is slated for consideration by City Council on Monday, May 14, 2012. We are writing in support of the proposal. The south lot line of the subject property abuts the rear yards of our respective properties and the access drive abuts our exterior side yards. Although we support the proposal, we are concerned about the maintenance of the side yards adjacent to the access road and want to ensure that the subject property fronting Greenfield Drive is properly maintained by the applicant. The rear yard at 183 Greenfield has been subject to flooding in the past because of poor drainage from the adjacent property and want to be assured that the issue will be addressed.

Respectfully submitted

Tony Tagliabracci

179 Greenfield Drive

Kenneth Walker

183 Greenfield Drive

(b6)(a)
b6b

PETITION OPPOSING THE APPLICATION # A-14-12-Z.OP, THE REZONING AND CONSTRUCTION OF TOWN HOUSING UNITS AT 181 GREENFIELD DRIVE.

- The proposed changes and town house construction would have significant noise pollution, atmospheric pollution and destruction to the area adjacent to our properties.
- Town housing will devalue existing properties in the surrounding area.
- The new subdivision construction in the Greenfield area is high end homes which is helping to improve existing property value. This would unfairly depreciate those new construction properties.

NAME	PHONE NUMBER	ADDRESS
CHRIS BEAUCHAMP	705-575-9079	1336 Peoples Rd
Kim Watson	705-251-1000	1334 Peoples Rd
ROSSIE NETKOFFER	254-6016	(3321524E) +
M. J.	9450729	1326 Peoples Rd
Lorrie Sawchyn	705-206-2675	1346 Peoples Rd
Steve Bishop	705-942-1448	1310 Peoples Rd
William Brown	705-759-7588	1302 Peoples Rd
AMANDA MCBURN	705-949-5588	148 Greenfield
Jennifer LaGrosse	705-945-9268	8 Mayfair Ave.
Lisa James	705-253-0234	162 Greenfield Dr
DAVE PAUL	705-253-0234	162 Greenfield
Ben Charron	705-759-7909	175 Greenfield
Kaye McClelland	705-759-7909	175 Greenfield
Joe King	705-575-8381	190 Greenfield Dr
Richard Pyper	705-445-8920	197 Greenfield Dr
Deane Robich	705-942-1929	201 GREENFIELD
N. M. Magnan	705-254-2113	59 Beaumont
Kathy Brooks	705-942-6643	56 Beaumont Ave
Marian Brooks	705-942-6643	56 Beaumont Ave
JUSAY CAMPBELL	705-949-1265	36 Beaumont
Jerry Beauchamp	705-945-6273	125 Greenfield
Debbie Beauchamp	705-945-6273	125 Greenfield Dr
Lisa Melcher	705-942-6718	130 Greenfield Dr

PETITION OPPOSING THE APPLICATION # A-14-12-Z.OP, THE REZONING AND CONSTRUCTION OF TOWN HOUSING UNITS AT 181 GREENFIELD DRIVE.

- The proposed changes and town house construction would have significant noise pollution, atmospheric pollution and destruction to the area adjacent to our properties.
- Town housing will devalue existing properties in the surrounding area.
- The new subdivision construction in the Greenfield area is high end homes which is helping to improve existing property value. This would unfairly depreciate those new construction properties.

NAME	PHONE NUMBER	ADDRESS
JAMIE + TONY ZEPPI	942-4456	141 Greenfield Dr.
ALDO + TERESA FILICE	575-5788	143 Greenfield Dr.
STEVE + HENRI STORCK	777-1524	177 GREENFIELD DR.
CART + RIVIERE	971-9531	149 GREENFIELD DR.
JERRY DUBBS	942-8725	13 MAYFAIR DR.
William D. Foy	942-2600	59 Greenfield Dr.
Angela Martini	575-5503	141 Greenfield Dr.
Adrienne + Steven	945-2101	158 Greenfield Dr.
Mike Harris	945-6638	100 Greenfield Dr.
Jane Musso	946-1321	165 Greenfield Dr.
Mike Gazzo	945-5370	37 Greenfield Dr.
Ken Dickinson	942-12-4	180 GREENFIELD
JOAN WHITT	945-0001	11-9 GREENFIELD DR.
Susan Lindstedt	946-1111	173 " "
Jamie Triplett	946-7111	173 " "
Shirley Macreola	942-0952	177 " "
Doree Bignardi	946-4511	144 Greenfield Dr.
Wanda McBain	949-5583	148 Greenfield Dr.
JERRY KLEIN	542-4331	15 GREENFIELD
DAVE SLINGSBY	942-2241	5 MAYFAIR
Peter + Mary Grogan	251-7411	1360 Bayview Dr.
Rob Richmond	575-0287	164 Greenfield Dr.
Timmy + Johnson	575-2211	16 Greenfield
Billy Johnson	575-5-11	166 Greenfield
Roxanne Wardell	942-5211	182 Greenfield
Wanda Wardell	942-5211	182 Greenfield
Chris Wardell	942-5201	182 Greenfield
Vilma D'Angelo	945-9242	195 Greenfield Dr.
David P. Tricello	945-9242	195 Greenfield Dr.
JADE PERRY	942-4486	141 Greenfield Dr.

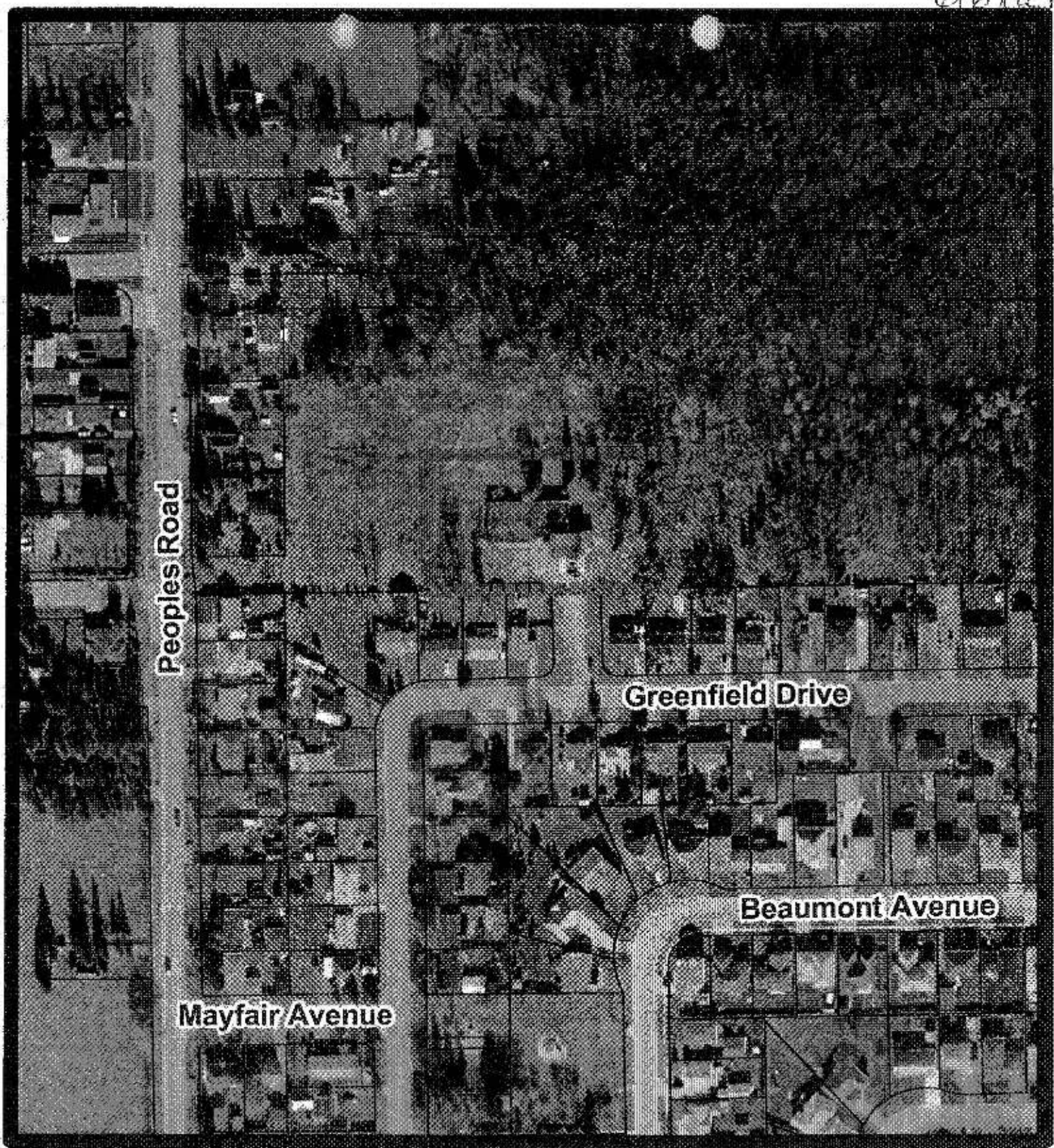
606X11
606X11

PETITION OPPOSING THE APPLICATION # A-14-12-Z.OP, THE REZONING AND CONSTRUCTION OF TOWN HOUSING UNITS AT 181 GREENFIELD DRIVE.

- The proposed changes and town house construction would have significant noise pollution, atmospheric pollution and destruction to the area adjacent to our properties.
- Town housing will devalue existing properties in the surrounding area.
- The new subdivision construction in the Greenfield area is high end homes which is helping to improve existing property value. This would unfairly depreciate those new construction properties.

NAME	PHONE NUMBER	ADDRESS
Robert Sweeney	705-945-0098	202 Greenfield Dr
John Sweeney	705-945-0098	202 Greenfield Dr
David A. J. J. J.	945-0068	204 Greenfield Dr
David A. J. J. J.	945-0068	204 Greenfield Dr
W. W. W. W.	945-0000	203 GREENFIELD DR
Darren D. D. D.	945-0000	203 Greenfield Dr
Suzanne I. Morin	705-759-1338	604 Beaumont Ave
Leo Morin	705-759-1338	604 Beaumont Ave
Sandy Carucci	705-254-1932	55 Beaumont Ave.
S. G. G. G.	705-949-9621	51 Beaumont Ave.
M. G. G. G.	705-949-9621	51 Beaumont Ave
J. M. M. M.	945-9333	137 GREENFIELD
H. M. M. M.	705-759-1379	139
M. M. M. M.	705-759-1379	139 Greenfield Dr
Cindy Owens	705-542-9249	1336 Peoples Rd.

616161



2008 ORTHO PHOTO

181 GREENFIELD DRIVE

Planning Application A-14-12-Z-OP

Metric Scale
1 : 2200

Maps
110 & 1-125

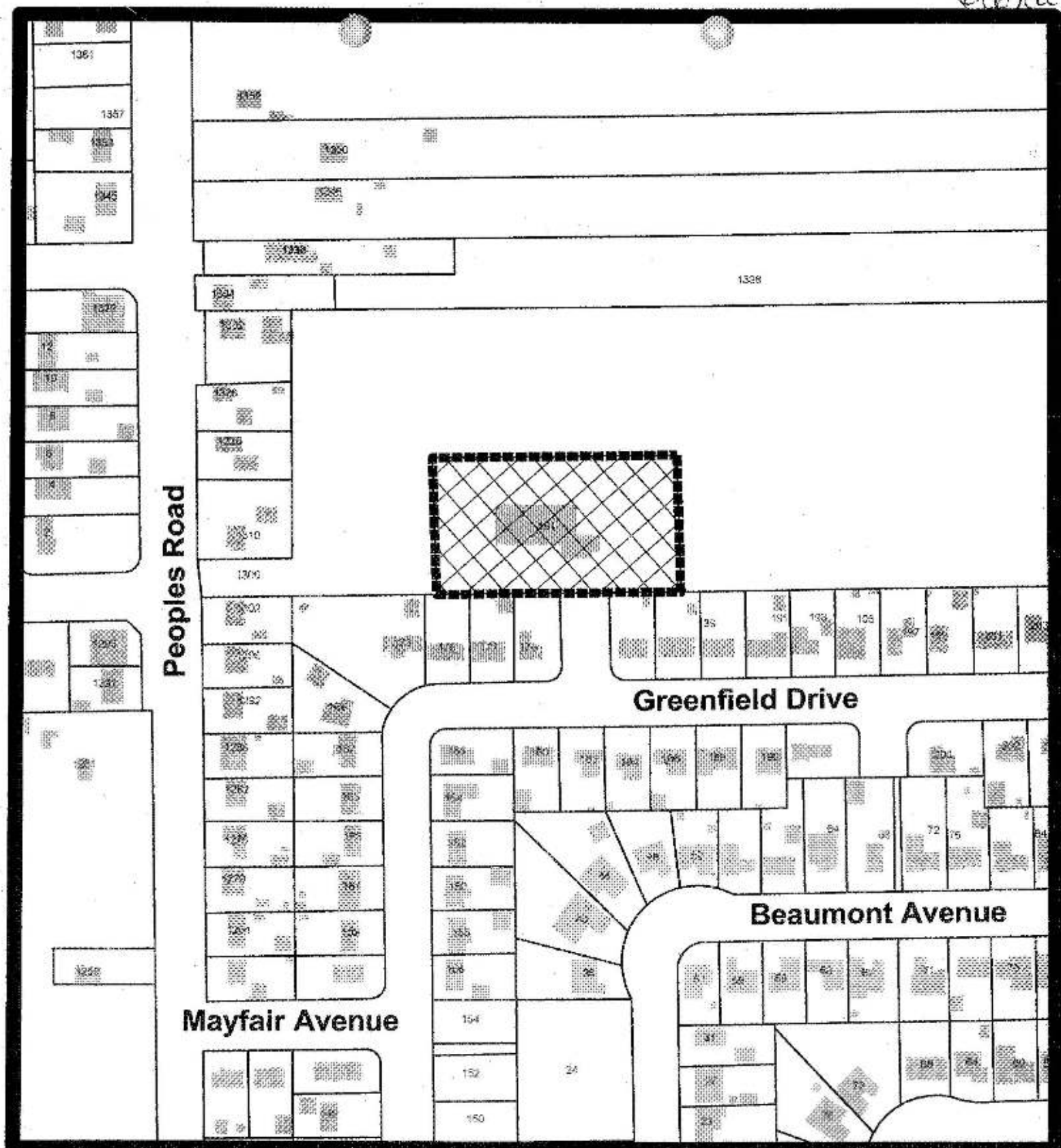
Mail Label ID
A-14-12-Z



Subject Property = 181 Greenfield Drive



6161161



SUBJECT PROPERTY MAP

181 GREENFIELD DRIVE

Planning Application A-14-12-Z-OP

Metric Scale
1 : 2200

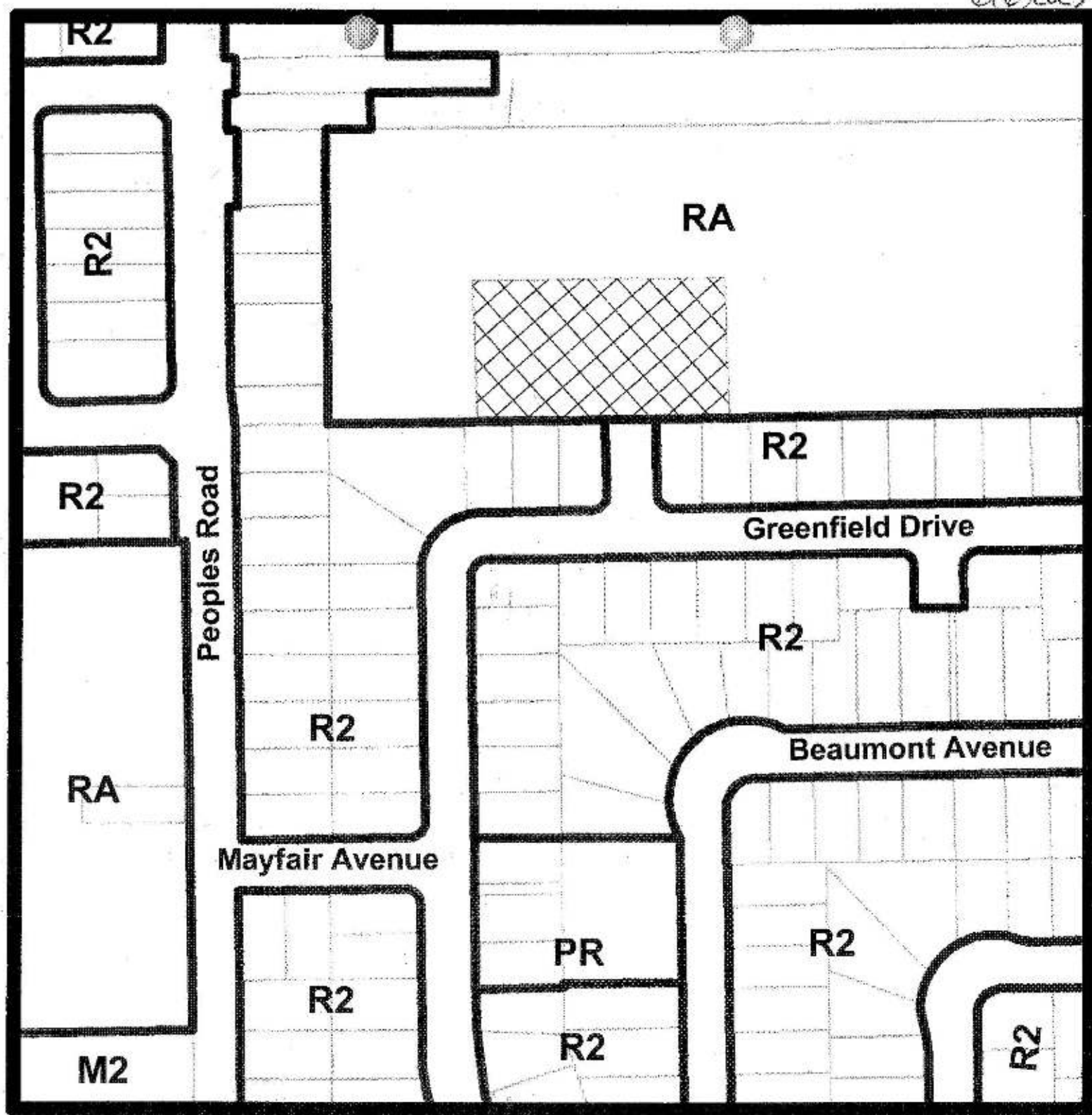
-  Subject Property = 181 Greenfield Drive
-  Subject Property = 181 Greenfield Drive

Maps
110 & 1-125

Mail Label ID
A-14-12-Z



(b)(6)(c)(2)



EXISTING ZONING MAP

181 GREENFIELD DRIVE

Planning Application
A-14-12-Z-OP

-  Subject Property = 181 Greenfield Drive
-  R2 - Single Detached Residential Zone
-  RA - Rural Area Zone; RAhp
-  PR - Parks and Recreation Zone

Metric Scale
1 : 2200

Maps
110 & 1-125

Mail Label ID
A-14-12-Z



November 11, 2012

To: Sault Ste. Marie Economic Development Corporation Board of Directors

From: Tom Dodds, CEO, Sault Ste. Marie Economic Development Corporation

Re: **\$30,000 EDF Request – Development of a Rural Agri-Innovation Network (RAIN) Pilot in the Algoma District**

Please find enclosed the Sault Ste. Marie Innovation Centre's \$30,000 EDF Funding request for a \$724,500 three year, pilot project established for the delivery of projects and services that will benefit the agricultural and agri-forest related stakeholders in the Algoma region including businesses located in Sault Ste. Marie. The contribution requested from the city represents 4% of total project costs. The Innovation Centre has indicated they are prepared to accept these EDF funds either in a lump sum or in \$10,000 increments over three years.

Please find attached the following information*:

- **Attachment A-1***: letter from Errol Caldwell, Research Director, Sault Ste. Marie Innovation Center to Dave Murphy, Executive Director, SSMEDC Business Sault Ste. Marie regarding the status of the project and the benefits to Sault Ste. Marie
- **Attachment A-2*** Sault Ste. Marie Innovation Centre EDF Funding Application for the Rural Agri-Innovation Network (RAIN)
- *Note: The detailed terms of reference for the development of a Rural Agricultural Innovation Network (RAIN) and Pilot in the Algoma District is available as a PDF on the SSMEDC website*.*
- **Attachment B:** EDF Fund Criteria

*** Note to SSMEDC Board Members: Attachments A-1, A-2 and the Rain Terms of Reference were provided to you at the Board Meeting**

Staff at the Sault Ste. Marie Economic Development Corporation **are recommending that this project be supported** at the amount requested (\$30,000) with \$10,000 provided on an annual basis starting this year, with a report on the progress of the project provided in order to receive the next \$10,000 installment of funds. This will provide for greater accountability on the part of the city and the opportunity to learn about the progress of this growth initiative.

Project Description:

The Algoma **RAIN** three year, pilot project has been established for the delivery of projects and services that will benefit agricultural and agri-forestry related stakeholders in the Algoma region, including businesses located in Sault Ste. Marie. The Algoma **RAIN's** primary focus is to enhance research, technology transfer training and education for all goals most agricultural and aggregate for street industry. This will be accomplished by fostering agri-based research and creating

linkages to technical, marketing, human resource capacity and business development assistance available within an external to the region. The **RAIN** office will be located in Sault Ste. Marie at the Bioscience and Technology (ESSAR) Convergence Center at Algoma University and this will increase benefits to and synergies with public and commercial interests. Of key importance is the fact that this initiative demonstrates the role but Sault Ste. Marie plays as an economic hub and region serving center pursuant to and consistent with the Growth Plan for Northern Ontario.

Project Background:

The **RAIN** model and proposed pilot project was borne out of discussions including northern growth plan consultations that have been taking place in northern Ontario centers including in Sault Ste. Marie to gain insight into a number of strategic areas of critical importance to the North including the need for improving northern Ontario's agricultural and rural sectors. Northern agriculture is extremely important to Ontario especially to that health, economic viability and diversity of its northern communities. Land in agricultural production has the potential to quadruple. However in many cases, the agricultural community of the North often lacks resources to be fully effective in identifying and pursuing projects and research that will support the growth and sustainability of the industry. Support is needed to encourage early adoption of innovative technologies and practices, improvements to storage and processing facilities as well as new marketing approaches for food co-ops, farmers markets and other opportunities to increase the availability of local aggregate-based products in northern communities.

The City of Sault Ste. Marie through its leadership in innovation and economic development is seen as a leader in this effort as well as the commercial center for agricultural producers within Algoma. Considerable discussion and analysis has been undertaken in the development of this project among the following stakeholders:

- Community Future Development Corporations of Sault Ste. Marie and area and East Algoma
- Innovation Initiatives Ontario North
- Nordic Institute at Algoma University
- Algoma Soil and Crop Improvement Association
- Algoma Federation of Agriculture

Confirmed Funding:

The innovation center now has funding confirmations for \$694,500 from all the RAIN funding sources for the 3 year pilot project as follows:

- Trillium \$81,000;
 - NOHFC \$262,750;
 - FedNor \$262,750;
 - RAIN contributors \$88,000*.
-

In addition, the innovation center has two separate research project proposals that have been approved. These will include participation from Algoma University and Sault College for research on Canola \$107,700 and Agricultural biomass \$46,600.

* Please refer to Attachment

ECONOMIC DEVELOPMENT FUND REVIEW REQUIREMENTS

1.0 EDF KEY Performance Targets

The City of Sault Ste. Marie established key performance targets for projects where it provided financial support through its Economic Diversification Fund. The City wants to ensure that specific performance targets such as net job creation and support for community initiatives will support existing employers as well as attract new investment, employers and employees. The Innovation Center's three year RAIN pilot project meets these EDF performance requirements.

1.1 Net Job Creation:

The focus of the fund is to support new economic development projects that will create sustainable wealth generating jobs and diversify our economy. Wealth generating jobs are those that bring new monies (e.g., payroll) into the community. This will support economic development that focuses on the creation of new products and services (e.g., manufacturing, science & technology, etc.) that are driven by external market demands; supporting strategic community initiatives that create the environment for business development (e.g. it the structure development, educational/economic opportunities, sector strategy development, innovation and support for new cluster development).

- Creation of at least 3 project positions and 4 youth internship positions for the pilot project. In addition to this we have already hired or contracted 3 individuals for the Canola and biomass projects funded separately.
- Retention and enhancement of Algoma's farming community of 375 producers.

1.2. Increase Tax Assessment:

The greatest rate of return of the City Economic Development Fund to the City of Sault Ste. Marie is to invest in those projects that would increase new tax assessment (e.g. new industrial construction) or increased investment in existing facilities that would increase the tax assessment value of that facility.

- The Innovation Centre's three year RAIN project will not immediately increase new tax assessment. However, the development of the agricultural and the agri-forestry industry are projected to be growth sectors in the future economy of the region as the forest products industry transitions from the production of wood and paper to a broader utilization of bio fibre and the expected increase in locally grown agricultural products. This will have a direct benefit on retaining and growing those services and businesses that support the agricultural industry in this district – most of which are located in Sault Ste. Marie. Over the long term this project will contribute to increasing the tax assessment of the community.

1.3. Economic Development Projects

("enhanced" promotion, marketing, research, and strategy development) that are consistent with Destiny SSM strategic priorities or that support the creation of new economic engines for Sault Ste. Marie.

The following is a summary of the economic benefits that the Sault Ste. Marie innovation Center has identified for this project:

- Increased awareness and market access to healthy, locally grown produce for Sault Ste Marie and local residents
- Assistance in the development of a permanent Farmers' Market for Sault Ste Marie (reference to a UMC consultant report from 2011 funded by the Downtown Association and City)
- The Agricultural Economic Profile produced in 2009 by Harry Cummings and Associates can be used to confirm the critical importance of agri-business activity to the Sault Ste Marie economy i.e.
 - a. The agri-related business community plays an important role in supporting agriculture in the Algoma - Manitoulin region. These businesses represent a variety of industry sectors including retail and wholesale trade, manufacturing, construction, transportation and business services. Agri-related businesses provide the support infrastructure for the agriculture sector and through their linkages to farm based activities, generate substantial economic benefits for the region.
 - b. Agriculture continues to make a significant contribution to the wider economy beyond the farm gate. Allowing for a $\pm 10\%$ change in agri-related business activity the study estimates that agriculture in the Algoma - Manitoulin region currently generates between \$37 million and \$45 million in indirect sales (agri-related business sales) and sustains between 218 and 266 indirect jobs. With respect to induced impacts, agriculture in the region sustains between 1,361 and 1,439 jobs in the public service sectors (i.e. health services, education services, public administration).
 - c. Overall, the total economic impact of agriculture in the Algoma - Manitoulin region amounts to between \$72 million and \$80 million in sales (direct and indirect) and between 2,200 and 2,325 jobs (direct, indirect and induced).
 - d. The associated sales expenditure multiplier indicates that for every dollar generated in direct agricultural sales (farm gate sales), an additional \$1.10 to \$1.30 in sales related to agriculture is generated in the wider economy.
 - e. The associated employment multiplier indicates that for every job in the agriculture sector an additional 2 to 3 jobs are supported in the wider economy.
- The rural economy creates significant natural resources essential to Sault Ste Marie industries (e.g. wood fibre and biomass), Farmers' Market, retail outlets and qualities of life (healthy food products)

- The rural economy contributes significantly to tourism in the region through the maple syrup industry, farm tours, art and cultural events, farmers' markets, agricultural fairs, and many other activities.
- The Sault Ste Marie multi-modal transportation businesses and facilities benefit from farm commodity transportation within and outside the community.

2. Criteria for the Use of the Fund

The fund will provide capital for projects that create or protect jobs and the tax base by:

- 2.1. Promoting economic diversification and supporting the establishment of new businesses or industries that support new products, services, and innovation,*
- 2.2. Where benefits warrant, contributing to the sustainability or expansion of existing enterprises as long as it does not unfairly compete with other local enterprises and the use of the City's EDF is absolutely necessary in order for the project to succeed;*
- 2.3. Supporting strategic community initiatives that support creating the environment for business development (e.g. infrastructure development, educational/economic opportunities, labour development initiatives, specific sector strategy development, innovation, and support for new economic cluster development).*

The purpose of the Algoma RAIN pilot project is to create agricultural and related research capacity, investment and jobs, attract and develop talent, accelerate commercialization of research discoveries and foster economic development for Sault Ste Marie and Algoma in the agri-innovation sector. The Algoma RAIN will address industry gaps and become a convergence point for rural communities by supporting collaboration, creating linkages, and promoting the importance and achievements of Northern Ontario agriculture and related activities. The Algoma RAIN pilot's success will be measured by its ability to align research, projects, investments and opportunities with commercial interests. In addition, the successful completion of the pilot will help to:

- Build an organization that is mandated to plan, implement and monitor research and development projects and create partnerships in support of agricultural and agri-forestry related organizations, individuals and private sector partners.
- Develop and manage a program of initiatives to support improvements and innovation in agriculture-based industry and research in Northern Ontario which incorporates mechanisms which support long term financial stability.
- Through the RAIN Research Facility, provide the local agriculture community and researchers with a testing facility that will allow farmers to improve, diversify and expand their businesses and reduce the risks associated with the implementation of new crops, practices and operations.
- Identify and promote agriculture and agri-forestry based business opportunities and entrepreneurship in the Algoma region.

- Support an increase in the number and diversity of agriculture-based resource businesses.
- Build awareness, interest, excitement and activity among governments and communities in researching and pursuing sustainable agriculture-based enterprises that contribute the economic development of Northern Ontario.
- Increase consumer awareness and preference for healthy, locally grown produce while also expanding local market opportunities for producers.

The SSMIC and partners have conceptualized and shared a preliminary vision and mission for the Algoma RAIN with a wide cross section of community stakeholders – this vision and mission are summarized as follows:

Vision: To connect Algoma's rural community with timely information and support in order to improve opportunities for maximizing the value of rural based crops, commodities, value-added products and services, and the achievements of Northern Ontario agriculture.

Mission: The Algoma RAIN is dedicated to the needs of agri-innovation organizations, producers, suppliers, and entrepreneurs in Northern Ontario. Its primary focus is to enhance the industry by providing a collaborative and facilitative network for stakeholders that allows them to enhance their capabilities, diversify their productive output and successfully build their capacity to grow as organizations and individual business owners.

The Innovation Centre has a detailed work plan that identifies priority projects and expected outcomes. Please refer to RAIN terms of reference available on the SSMEDC website.

3. Eligible Applicants:

The Sault Ste. Marie Innovation Centre is an eligible applicant.

4. Application Requirements:

The Sault Ste. Marie Innovation Centre has completed the application (section 4.0) to the satisfaction of SSMEDC staff. (refer to Attachment A)

5.0 Process for Evaluating Proposals

SSMEDC staff are referring this document and attachments to City staff for review and comment.

6.0 Accountability, Monitoring and Reporting of Results

The SSMIC will recognize the city's contribution in projects and marketing materials where appropriate, including the city logo. The SSMIC will also make available to the City the results of the pilot project on an annual basis.

Sault Ste. Marie Economic Development Corporation Recommendations:

- This project is consistent with EDF Criteria and demonstrates Sault Ste. Marie's role as an economic hub and service center for the Algoma District. The development of the agricultural and Agri-forestry sectors of the Algoma District's economy will directly benefit Sault Ste. Marie over the long term.
- It is recommended that the Sault Ste. Marie Innovation Centre be awarded \$30,000 (\$10,000 annual installments from 2012 to 2014) subject to the following conditions:
 - a report on the outcomes of priority project outcomes (e.g. specific deliverables and results) on an annual basis starting in 2013 on the anniversary date of the receipt of funding.

This condition will provide an opportunity for city Council to learn the progress of this initiative and ensures a level of accountability for the project itself.



SAULT STE. MARIE
INNOVATION
CENTRE

Dave Murphy
Executive Director, Business SSM
99 Foster Drive
Sault Ste Marie ON P6A 5X6

Dear Dave,

Re: EDF funding request – Rural Agri-Innovation Network (RAIN) pilot project

We now have funding confirmations (official announcements are scheduled for 11 a.m. Friday Oct. 12 at our location) from all the RAIN funding sources for the 3 year pilot project as follows: Trillium \$81,000; NOHFC \$262,750; FedNor \$262,750; RAIN contributors \$88,000. In addition, we have 2 separate research project proposals that have been approved. These will include participation from Algoma University and Sault College for research with Canola \$107,700 and Agricultural biomass \$46,600.

I have attached a revised EDF request for EDC and City consideration as well as the Terms of Reference for RAIN that was prepared some time ago. The funding request is for \$10,000 per year. The \$30,000 total can be divided into 3 equal installments or paid in full depending upon City preference. This City investment would comprise about 4% of the total RAIN budget but is essential to RAIN partners being able to meet their own pilot project contributions.

There are a number of significant benefits to the City through delivery of the RAIN pilot project. I have tried to capture these in the application but it might be useful to highlight some of these benefits as follows:

- 1) Creation of at least 3 project positions and 4 youth internship positions for the pilot project. In addition to this we have already hired or contracted 3 individuals for the Canola and biomass projects funded separately.
- 2) Retention and enhancement of Algoma's farming community of 375 producers.
- 3) Increased awareness and market access to healthy, locally grown produce for Sault Ste Marie and local residents
- 4) Assistance in the development of a permanent Farmers' Market for Sault Ste Marie (reference to a UMC consultant report from 2011 funded by the Downtown Association and City)
- 5) The Agricultural Economic Profile produced in 2009 by Harry Cummings and Associates can be used to confirm the critical importance of agri-business activity to the Sault Ste Marie economy i.e.
 - a. The agri-related business community plays an important role in supporting agriculture in the Algoma - Manitoulin region. These businesses represent a variety of industry sectors including retail and wholesale trade, manufacturing, construction, transportation and business services. Agri-related businesses provide the support infrastructure for the agriculture sector and through their linkages to farm based activities, generate substantial economic benefits for the region.



**SAULT STE. MARIE
INNOVATION
CENTRE**

- b. Agriculture continues to make a significant contribution to the wider economy beyond the farm gate. Allowing for a $\pm 10\%$ change in agri-related business activity the study estimates that agriculture in the Algoma - Manitoulin region currently generates between \$37 million and \$45 million in indirect sales (agri-related business sales) and sustains between 218 and 266 indirect jobs. With respect to induced impacts, agriculture in the region sustains between 1,361 and 1,439 jobs in the public service sectors (i.e. health services, education services, public administration).
- c. Overall, the total economic impact of agriculture in the Algoma - Manitoulin region amounts to between \$72 million and \$80 million in sales (direct and indirect) and between 2,200 and 2,325 jobs (direct, indirect and induced).
- d. The associated sales expenditure multiplier indicates that for every dollar generated in direct agricultural sales (farm gate sales), an additional \$1.10 to \$1.30 in sales related to agriculture is generated in the wider economy.
- e. The associated employment multiplier indicates that for every job in the agriculture sector an additional 2 to 3 jobs are supported in the wider economy.
- 6) The rural economy creates significant natural resources essential to Sault Ste Marie industries (e.g. wood fibre and biomass), Farmers' Market, retail outlets and qualities of life (healthy food products)
- 7) The rural economy contributes significantly to tourism in the region through the maple syrup industry, farm tours, art and cultural events, farmers' markets, agricultural fairs, and many other activities.
- 8) The Sault Ste Marie multi-modal transportation businesses and facilities benefit from farm commodity transportation within and outside the community.

Sincerely,

Errol Caldwell

Errol Caldwell
Research Director
Sault Ste Marie Innovation Centre

Cc John Febraro
Debbie Lafleur
Tom Dodds





SAULT STE. MARIE
INNOVATION
CENTRE



RAIN
RURAL AGRI-INNOVATION NETWORK

**Application for Funding from the Sault Ste Marie Economic
Development Fund 2012 -2015**

Rural Agri-Innovation Network (RAIN)

Applicant Information

Legal Name of business/organization

Sault Ste Marie Innovation Centre
1520 Queen St. E., Rm NW307
Sault Ste Marie ON P6A 2G4

Names of Officers, Directors and Principals

Chris Wray, Board Chairperson and Chair of Nominating Committee
Kelly McLellan, Treasurer and Chair of Finance Committee
Dereck Whitmell, Secretary
Mayor Debbie Amoroso (*Ex-Officio*)
Steve Butland
Sang-Hyun Cho
Dr. Ron Common
Marc Dube
Jim Harmor
Dr. Richard Myers
Art Osborne
Lisa Richter
Leslie Smith
Tom Vair, Executive Director

History of the Organization

The Sault Ste. Marie Innovation Centre was established in 1999 to function as a catalyst for economic development and diversification in the information technology and knowledge-based sectors for Sault Ste Marie and Algoma District. In 2009, SSMIC integrated with science enterprise Algoma (seA) and Upper Lakes Environmental Research Network (ULERN) to combine resources and accomplish their mutual goals of enhanced innovation capacity for both the IT and science sectors.

Vision Statement

Build and actively develop an innovative science and technology hub: a perpetual generator of knowledge and prosperity.

Mission Statement

To drive business growth, facilitate research and commercialize innovation in globally significant areas of science and technology through partnerships, expert advice, community development, business incubation, youth outreach and sector development activities.

Establishment of the Rural Agri Innovation Network (RAIN) as a 3 year pilot project follows up on some significant rural based projects, some of which were partly supported by previous EDF allocations to Science Enterprise Algoma prior to their merger with SSMIC e.g. the BioFuel Coop project, Sustainable Biomass Production Zone Project, Oilseed and Fibre Feasibility Analysis, Algoma Biofuel Coop Assessment, all of which resulted in significant leverage of additional funding.

Key Contact for Initiative

Errol Caldwell SSMIC Research Director 705-942-7927 ext. 3147 ecaldwell@ssmic.com

Contributing and Supporting Partners

Contributing and/or supporting organizations for the RAIN Project in Algoma include:

NORDIK Institute

Penokean Hills Farms

Community Development Corporation of Sault Ste Marie

East Algoma Community Futures Development Corporation

Algoma Federation of Agriculture

Algoma Soil and Crop Improvement Association

Community Pastures Association

Cattlemen's Association

Algoma Woodlot Owners Association

Innovation Initiatives Ontario North

Algoma University

Rural Municipalities (East Algoma Chiefs, Mayors and Reeves Council, MacDonald

Meridith and Aberdeen Additional, Laird, Tarbutt, Johnson, Plummer Additional, Huron Shores, North Shore, Thessalon, Elliot Lake

SSMEDC

Cooks Station Corp.

Thessalon First Nations

Algoma Mutual Insurance

The above organizations have committed cash and/or in-kind contributions or letters of support to the project. Funding requests for the project have been approved from NOHFC (\$262,750), FedNor (\$262,750) and the Trillium Foundation (\$81,000). We have approximately \$88,000 in commitments from non-government supporting partners.

References

Jessica Bolduc, The Possibilities Group.

Ken MacLeod, Algoma Federation of Agriculture, Cattlemen's Association

Gayle Broad, NORDIK Institute

Project Information

Development of a Rural Agri-Innovation Network (RAIN) Pilot in the Algoma District

Project Description: The Algoma RAIN 3-year pilot project has been established for the delivery of projects and services that will benefit agricultural and agri-forestry related stakeholders in the Algoma region including businesses located in Sault Ste Marie. The Algoma RAIN's primary focus is to enhance research, technology transfer training and education for Algoma's agricultural and agro-forestry industry. The Algoma RAIN will accomplish this by fostering agri-based research and creating linkages to technical, marketing, human resource capacity and business development assistance available within and external to the region. The RAIN office will be located in Sault Ste Marie at the Bioscience and Technology Convergence Centre at Algoma University and this will increase benefits to and synergies with public and commercial interests. Of key importance is the fact that the Northern Growth Plan includes a number of directions for the agriculture sector within which the RAIN is a perfect fit.

Project Background:

The RAIN model was born out of discussions including Northern Growth Plan consultations that have taken place in Northern Ontario centres, including Sault Ste Marie to gain insight into a number of strategic areas of critical importance to the north including the need for improving Northern Ontario's agricultural and rural sectors. Northern agriculture is extremely important to Ontario and especially to the health, economic viability and diversity of its Northern communities. Land in agricultural production has the potential to quadruple. However, the agricultural community of the North often lacks the resources to be fully effective in many cases in identifying and pursuing projects and research that would support the growth and sustainability of the industry. To reach its full potential, Northern Ontario requires increased agricultural infrastructure, research, education and training that focuses on high value crops and diversified agricultural practices tailored to the region's soils and climate. Support is needed to encourage early adoption of innovative technologies and practices, improvements to storage and processing facilities as well as new marketing approaches for food co-ops, farmers' markets and other opportunities to increase availability of local agri-based products in Northern communities.

The City of Sault Ste Marie will be seen as taking a lead in this effort as the commercial centre for agricultural producers within Algoma.

Prior to proceeding with implementation of the Algoma pilot, the SSMIC along with support from the Community Development Corporations of Sault Ste Marie & Area, and East Algoma, Innovation Initiatives Ontario North, the NORDIK Institute at Algoma University, Algoma Soil and Crop Improvement Association and the Algoma Federation of Agriculture, carried out feasibility activities that would provide the due diligence necessary to assess the strengths, weaknesses, opportunities and issues related to the RAIN model. The project was intended to bring these organizations and their members

to a level of comfort and understanding that would permit them to commit, in principle, to supporting the establishment of an Algoma RAIN pilot and to define the process through which this could be evaluated, planned and implemented.

The SSMIC believes that the RAIN model will support a comprehensive and coordinated approach combining collective resources and expertise of numerous organizations spanning several sectors; it may also provide an opportunity to reduce the financial burden of existing organizations and partnerships which are increasingly constrained due to the time demands on their mostly volunteer members. To this end, the scope of the project encompassed the hiring of a consultant/facilitator who was tasked to undertake the following foundational work:

1. Development of a Terms of Reference which serves as a means of the participant organizations to summarize and agree on their collective vision for a future Algoma RAIN, along with a strategy for financing of the 3 year pilot.
2. Development of a "discussion paper" which outlines the Algoma District context and RAIN pilot as it relates to the challenges and opportunities for local agriculture as determined through literature reviews and the stakeholder consultation process.
3. Confirmation of support from rural stakeholders via letters of support which sets out their respective understandings, commitments and contributions (if applicable) to the larger Algoma RAIN implementation model.

These tasks and related deliverables were intended to:

- Ensure that the partner organizations, including private sector interests in Sault Ste Marie, and the agriculture community are aligned and in agreement with a strategic framework for this initiative.
- Define the process that will be followed to proceed to the pilot stage.
- Provide a tool for each of the partner organizations to commit to moving the initiative to the pilot stage.

The prefeasibility stakeholder consultations confirmed a sufficient interest and support, in principle, of the development of a networking entity in Algoma. Participants in the consultation process agreed that the types of programs and supports that could be leveraged as a result of developing a local agriculture network would help agriculture in Algoma to reach its full potential. Among the goals that were expressed was a desire to match services, supports and programs to those that need them in the most expedient and efficient manner possible. Algoma RAIN activities that have been identified as being beneficial include initiatives focused on research and development, business development, networking and market development, public outreach and communications, data collection and sharing, infrastructure investments and facilitating access to other supports and service providers on both the agriculture and business spectrums.

Moving forward first with a pilot project will help to position the Algoma RAIN to grow into a diverse and comprehensive service delivery hub for agriculture organizations and the community members they represent; a model that can be replicated across Northern Ontario's agriculture districts.

Project Purpose:

The purpose of the Algoma RAIN pilot project is to create agricultural and related research capacity, investment and jobs, attract and develop talent, accelerate commercialization of research discoveries and foster economic development for Sault Ste Marie and Algoma in the agri-innovation sector. The Algoma RAIN will address industry gaps and become a convergence point for rural communities by supporting collaboration, creating linkages, and promoting the importance and achievements of Northern Ontario agriculture and related activities. The Algoma RAIN pilot's success will be measured by its ability to align research, projects, investments and opportunities with commercial interests. In addition, the successful completion of the pilot will help to:

- Build an organization that is mandated to plan, implement and monitor research and development projects and create partnerships in support of agricultural and agri-forestry related organizations, individuals and private sector partners.
- Develop and manage a program of initiatives to support improvements and innovation in agriculture-based industry and research in Northern Ontario which incorporates mechanisms which support long term financial stability.
- Through the RAIN Research Facility, provide the local agriculture community and researchers with a testing facility that will allow farmers to improve, diversify and expand their businesses and reduce the risks associated with the implementation of new crops, practices and operations.
- Identify and promote agriculture and agri-forestry based business opportunities and entrepreneurship in the Algoma region.
- Support an increase in the number and diversity of agriculture-based resource businesses.
- Build awareness, interest, excitement and activity among governments and communities in researching and pursuing sustainable agriculture-based enterprises that contribute the economic development of Northern Ontario.
- Increase consumer awareness and preference for healthy, locally grown produce while also expanding local market opportunities for producers.

The SSMIC and partners have conceptualized and shared a preliminary vision and mission for the Algoma RAIN with a wide cross section of community stakeholders – this vision and mission are summarized as follows:

Vision: To connect Algoma's rural community with timely information and support in order to improve opportunities for maximizing the value of rural based crops, commodities, value-added products and services, and the achievements of Northern Ontario agriculture.

Mission: The Algoma RAIN is dedicated to the needs of agri-innovation organizations, producers, suppliers, and entrepreneurs in Northern Ontario. Its primary focus is to enhance the industry by providing a collaborative and facilitative network for stakeholders that allows them to enhance their capabilities, diversify their productive output and successfully build their capacity to grow as organizations and individual business owners.

Project Management Team:

The Sault Ste Marie Innovation Center and NORDIK Institute have partnered to oversee and manage the administration of the pilot project. SSMIC will act as the sponsor and contracting entity for purposes of any agreements related to the Algoma RAIN pilot project, and for purposes of receiving and disbursing any related costs. Project coordination and governance for the RAIN pilot project will be within SSMIC and NORDIK for its 3-year duration.

Errol Caldwell, Project Co-Chair (SSMIC)

Phone: 705 942 7927 x 3147

Email: ecaldwell@ssmic.com

Errol Caldwell was formerly the executive director of science enterprise Algoma (seA); a not-for-profit life sciences convergence and commercialization organization based in Sault Ste. Marie. He became the research director for the Sault Ste. Marie Innovation Centre (SSMIC) following SSMIC's merger with seA in 2009. Errol has a Masters of Science degree in entomology from the University of Guelph and a B.Sc. from the University of Toronto. He has over 21 years of experience as a science director with the Canadian Forest Service in Sault Ste. Marie. He served as director, Forest Health and Pest Protection Division of the Great Lakes Forestry Centre where he was responsible for 60 staff. Errol was instrumental in securing close to \$24 million for establishing the Invasive Species Research Centre as well as the Invasive Species Research Institute and several Research Chairs at Algoma University.

Dr. Gayle Broad, Project Co-Chair (NORDIK)

Phone: 705 949 2301 x 4351

Email: gayle.broad@algonau.ca

Dr. Gayle Broad is the Research Director of NORDIK, a community based research institute attached to Algoma University. She is also an Assistant Professor in the Community Economic and Social Development (CESD) program at Algoma University, in Sault Ste. Marie, Ontario. CESD is accredited by both the Economic Developers' Association of Canada (EDAC) and the Council for the Advancement of Native Development Officers (CANDO). Gayle's background includes twenty-five years as a practitioner of community economic and social development, working with women, low-income and Indigenous communities. Her research interests include community economic development; the social economy; public legal education; and participatory action research methods. Some of Gayle's recent and current work includes research on

the social economy in Northern Ontario; working with the "Understanding the Strengths of Indigenous Communities (USIC)" project (a national project involving five First Nations from across Canada); developing a strategic planning toolkit for use with First Nations communities; conducting a community based research project with Nog-Da-Win-Da-Min Family and Community Services; and a participatory action research project with rural peoples in Colombia

Project Benefits:

Jobs Created/Retained: 3 full-time positions and up to 4 intern/research assistant positions during the first 3 years of operation and located within the City. The execution of the Algoma RAIN project requires the creation of a core staff team made up of a RAIN Research Project Manager, Crop Trial technician and a Market Research Specialist as well as alternating intern/research assistants. Additional jobs will be created as the RAIN establishes funding for specific projects which will be established based on Advisory Committee and private sector input.

No. of Jobs Retained: Potential of up to 375 directly (producers) while supporting related industries and sectors. According to the North American Industry Classification System (NAICS), in 2006 there were 375 jobs directly related to agriculture in the Algoma District. It is also estimated that every job in the agriculture sector supports an additional 2.5 jobs elsewhere. This is especially pertinent to Sault Ste Marie as the primary commerce, service and industrial centre for Algoma.

Since this initial project is formative, it is difficult to estimate the total amount of employment that will be created/retained. However, any efforts at maximizing farm gate sales, increasing opportunities for the development and marketing of new and value added products will assist in economic growth in Sault Ste Marie and Algoma and the retention of the existing workforce. Support of Local Food Programs will assist in increasing local markets for producers as well as sustaining a healthy, locally grown food supply.

Dollars Leveraged: Applicant: \$88,000.00 Federal Government: \$262,750 Province \$262,750 Other: \$81,000 In-kind: \$320,307.00

Other Benefits

There is a direct benefit to Sault Ste Marie as a consequence of economic prosperity of area rural municipalities. These accrue due to the fact that the City is the primary commercial and service centre for rural workers and also through direct and indirect jobs and sales associated with public and private sector access to resources and products generated from rural activities. It has been determined that the benefits that can be realized from the Algoma RAIN's establishment are many and include:

Anticipated Economic benefits/spin-offs:

Supporting the "Buy Algoma" – Consumer and Producer Education & Marketing Campaign in order to increase local farm gate sales, local market penetration and access to products locally and beyond;

Support for area farmers' markets and food distribution initiatives;
Support for new or expanded agri-businesses e.g. Cooks Station Corp. canola crushing facility in Bruce Station (SSMIC and SSMEDC)
Increased capacity for research, crop trials, scientific and business knowledge transfer through the establishment of a RAIN Crop Trial/Grower Facility;
Identifying and implementing potential product development and technology transfer pilot projects;
Improvements to land and sustainable land productivity;
Infrastructure investments for improved farm productivity, crop diversity, value added processing and public access to healthy locally grown foods;
Marketing and development of non-traditional agriculture crops and non-timber forest products industries.

Business Attraction and Retention:

Creating and sponsoring activities, workshops and training events targeted to rural organizations' members, the private and public sector and general public including attracting new participants (youth), customers and investors into the industry;
Public education on local businesses and organizations (new and existing), including updates on products and services, mandates and objectives, ongoing and past projects, activities, and initiatives;
Building a sustainable agri-based economy that encourages private sector investment into Algoma for research and product development.

Improving Capacity and Investment Readiness:

More education and training for new technologies and industry knowledge;
Better communication for technology transfer and awareness;
Organizing rural entrepreneurial training programs hosted by local communities, organizations and associations on business start-ups, financing your business, adding value to the business, bookkeeping, developing entrepreneurial skills among others.
Providing growers and agri-related businesses assistance with:
Market analysis and development;
Business plan preparation;
Development of marketing materials to increase market share, potential sales, and exposure to consumers in Algoma and elsewhere;
Client and/or industry specific needs assessments and project implementation plans;
Regulatory and approvals processes;
Identifying and applying for funding sources for projects such as pilots, business expansion, product diversification and capital investments;
Development of programs to attract and retain youth into the industry;
Developing stronger relationships with provincial research organizations and universities including here in the City, Algoma University and Sault College.

Realizing Economic Development Opportunities:

Supporting communities to build internal capacity to support community-led, agriculture-based projects
Improved public awareness of local food production;

Assisting with the integration and penetration into southern Ontario markets especially for niche and value added products (i.e. Maple syrup, non-timber forest products, specialty meats and fibre);
Researching new crops, livestock products and value-added opportunities that are driven by the Northern environment, economy and market.

Request to Council

Financial support of \$10,000 each year for the 3 year pilot project from the EDF.
This funding will comprise a component of the applicant's share (see below) of project costs and will contribute to project related costs including:

- 1) Contract personnel and consultant fees
- 2) Market research and product development interns
- 3) Small equipment including computers, field equipment

Project Budget Summary

Funding source	Financing Type	Project Cost Category	Total Funding Approved
NOHFC	Grant	Project Contractors, Training & Skills, Capital	\$262,750
Ontario Trillium Foundation (OTF)	Grant	Project Contractors, Travel, Communications, Office Expenses	\$81,000.00
FedNor	Grant	Project Contractors, Consultant Fees	\$262,750
Applicant	Cash	Market development, small capital and operating expenses, support of crop research	\$88,000.00
SSM EDF	Cash	Contribution to applicant expenses as above	\$30,000 (pending)
TOTAL CASH:			\$724,500

Impacts and Limitations of Projects

Potential benefits/impacts have been described above.

Limitations

Funding constraints: None at this time.

Effective Project Staff: The success of the Algoma RAIN is a product of the Project Staff's ability to foster collaboration, identify opportunities and quickly move projects forward within the region. A challenge that the Algoma RAIN faces is ensuring that a skilled group of core staff are put in place to build a solid foundation for the Algoma RAIN. A competitive hiring process will help to mitigate this challenge.

Changing behaviours: While the support for the Algoma RAIN pilot exists within the agriculture community, in order to be fully successful, the Algoma RAIN requires

openness on the part of people to new ways of thinking for marketing, purchasing and preparing local produce, whether to an individual business, an industry, government, the economy or society as a whole. Capitalizing on strong community leaders and partnerships that already exist in the region will help the Algoma RAIN to manage this challenge while creating and sustaining change.

Fiscal Sustainability: A challenge facing all not for profit organizations is ability to become fiscally sustainable. To do so, one of the key activities of the pilot is to develop a flexible, long term financial sustainability strategy that ensures that the services provided by the RAIN will not be threatened by or vulnerable to changes in the availability of funding from external sources.

Reporting

In addition to the milestones outlined above, progress reports will be available to all RAIN participants on a semi-annual basis.

Marketing and Communications

The target audience of the project includes a wide range of stakeholders from the agriculture/agri-forestry industry including business owners, producers and suppliers of agri-related products, agriculture support organizations, local co-operatives, local academia, youth, the Mennonite and Amish communities, area First Nations and Aboriginal organizations, Municipalities and economic development corporations.

One of the components of the Algoma RAIN Pilot project is the development of a communications strategy to engage stakeholders and community members, and communicate activities and accomplishments of the Algoma RAIN (see attached Project Work and Measurement Plan for additional details). The communications strategy is expected to involve:

- Developing a communications framework for engaging stakeholders and community members, and communicating activities and accomplishments of the Algoma RAIN.
- Reviewing the effectiveness of actions taken to respond to emerging industry issues, and recommend best practice approaches for dissemination.
- Reporting to the community on the initial experience with the Algoma RAIN pilot project and its program structure.
- Presenting and validating research and project results through various media outlets.
- Planning, promotion and carrying out community information session(s) as required to present results of data collection/research/projects and validate same.
- Researching, developing and proposing business tools and processes that could be integrated into existing agriculture-based resource management.
- Holding information sessions to promote agriculture-based business and employment opportunities to target audiences.
- Pursuing partnership opportunities with external organizations to increase research and project collaborations by executing MOUs and related partnership agreements.

To ensure the project is a success, we will also seek cooperation from other communication and marketing organizations such as the Northern Ontario Agri Food Education and Marketing group and will also work with communicators among our partner organizations including but not limited to Algoma University and SSMIC. The communications plan will also include press releases (minimum of one release per year), media coverage (target one to two news articles and or television interviews per year), community information sessions (targeted at 3-5 per year) and related literature (i.e. information brochures, marketing materials - quantity TBD) as well as periodic updates on SSMIC, stakeholder and partner websites. The plan will also investigate other strategies to share information about the project including social media such as YouTube, Twitter (blogs), Facebook and utilizing other resources on the internet.

Demonstrated need for assistance and supporting documentation and applications to other government assistance programs, etc.

Supporting documentation including funding applications to other organizations will be made available as required.

Impact on the community as a whole

This project will continue and promote the development of the bioeconomy of Sault Ste. Marie and the surrounding area and will help to establish Sault Ste. Marie as the hub for the emerging new bioeconomy in the Algoma district and a leader among northern Ontario communities.



July 10, 2007

ECONOMIC DEVELOPMENT FUND (EDF) – CRITERIA

The City of Sault Ste. Marie has established a City Economic Development Fund (EDF). The purpose of this fund is to support job creation, support the increase of new tax assessment through new investments, and to support economic development projects. City Council annually establishes the funding support for the EDF and as this fund is limited, City Council must be very selective in how it is disbursed to ensure that the maximum return on investment is achieved.

To ensure accountability to City Council, the City of Sault Ste. Marie Finance Committee, the SSMEDC has updated the EDF program criteria, delivery, and reporting. Consultation and input was also carried out with the Sault Ste. Marie Chamber of Commerce, Sault Ste. Marie Innovation Centre, Community Development Corporation of Sault Ste. Marie and Area and Destiny Sault Ste. Marie and a Public Session to receive input from the community was hosted by SSMEDC.

1. Key Performance Targets

The previous EDF was established by City Council to promote economic growth and provide opportunities in areas of business, technology, tourism and education. This is still important today, but City Council must ensure that the community benefits include specific performance targets, such as net job creation and support for community initiatives that will support existing and attract new employers, investment, and employees. Therefore, in deciding how to allocate funding consideration should be given to support for initiatives that would result in:

- 1.1. Net Job Creation: The focus of the fund is to support new economic development projects that will create sustainable wealth generating jobs and diversify our economy. Wealth generating jobs are those that bring new monies (e.g., payroll) into the community. This will support economic development that focuses on the creation of new products and services (e.g., manufacturing, science & technology, etc.) that are driven by external market demands;

and

- 1.2. Increase Tax Assessment: The greatest rate of return of the City Economic Development Fund to the City of Sault Ste. Marie is to invest in those projects that would increase new tax assessment (e.g. new industrial construction) or increased investment in existing facilities that would increase the tax assessment value of that facility.

and

- 1.3. Economic Development Projects ("enhanced" promotion, marketing, research, and strategy development) that are consistent with Destiny SSM strategic priorities or that support the creation of new economic engines for Sault Ste. Marie.

ECONOMIC DEVELOPMENT FUND (EDF) – CRITERIA

2. Criteria for the Use of the Fund

The fund will provide capital for projects that create or protect jobs and the tax base by:

- 2.1. Promoting economic diversification and supporting the establishment of new businesses or industries that support new products, services, and innovation,
- 2.2. Where benefits warrant, contributing to the sustainability or expansion of existing enterprises as long as it does not unfairly compete with other local enterprises and the use of the City's EDF is absolutely necessary in order for the project to succeed;
- 2.3. Supporting strategic community initiatives that support creating the environment for business development (e.g. infrastructure development, educational/economic opportunities, labour development initiatives, specific sector strategy development, innovation, and support for new economic cluster development).

3. Eligible Applicants

Eligible Applicants for applying directly to the City of Sault Ste. Marie for the EDF would be non-profit economic development organizations and City departments.

Private Sector applicants would be required to work in partnership with a non-profit economic development organization such as the Sault Ste. Marie Economic Development Corporation. The reason for this is that the City of Sault Ste. Marie has restrictions pertaining to the Municipal Act in providing bonusing to the private sector. However, as the lead economic development agency for the City of Sault Ste. Marie, the SSMEDC could work with the private sector in a partnership that could access the EDF as long as the project meets the criteria and application requirements of the EDF.

4. Application Requirements

Applicants will complete the following application information, provide a covering request letter, and will provide the necessary supporting documentation to support their request. The application will include a business or project plan, which outlines:

4.1. Applicant Information

- 4.1.1. Legal name of business/organization
- 4.1.2. Names of Officers, Directors & Principals
- 4.1.3. History of Organization
- 4.1.4. Organization mandate
- 4.1.5. Key contact for initiative
- 4.1.6. Contributing partners and
- 4.1.7. References

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ECONOMIC DEVELOPMENT FUND (EDF) – CRITERIA

4.2. Project Information

- 4.2.1. Project description
- 4.2.2. Objectives
- 4.2.3. Performance targets
- 4.2.4. Impacts and Limitations of Project
- 4.2.5. Methodology and timing (including key dates for progress reports and final report to Council)

4.3. Costs and Financing

- 4.3.1. Detailed project costs
- 4.3.2. Financing arrangements (e.g., equity, loans, etc.) and funding partners
- 4.3.3. In-kind contributions
- 4.3.4. Balance, Financial Statements, Cash flow projections (historical and projected)
- 4.3.5. Demonstrated need for assistance and supporting documentation and applications to other government assistance programs, etc.

4.4. Economic Benefits

- 4.4.1. Description of how the project promotes economic growth and diversification
- 4.4.2. Projected job creation
- 4.4.3. Potential for tax assessment increase
- 4.4.4. Other economic and community benefits

4.5. Community Benefits

- 4.5.1. How the project compliments other local initiatives
- 4.5.2. Impact on the community as a whole

After receiving the Application requirements, the SSMEDC may at its discretion request further information and clarification from the proponent.

For processing, all applications will be sent to:

Manager of Corporate Services
Sault Ste. Marie Economic Development Corporation
99 Foster Drive, First Level
Sault Ste. Marie, ON P6A 5X6

Telephone enquiries: (705) 759-5432
Fax: (705) 759-2185
E-mail: d.lafleur@ssmedc.ca
Website: www.sault-canada.com

ECONOMIC DEVELOPMENT FUND (EDF) – CRITERIA

5. Process for Evaluating Proposals

- 5.1. The Sault Ste. Marie Economic Development Corporation will be responsible to provide the resources to support the intake of applications and support the proponent (s) in the development of their proposal.
- 5.2. The City Finance and Legal Department, through the SSMEDC, will provide recommendations regarding economic resources available and related concerns (e.g., due diligence collaboration, risk management, municipal act, etc.)
- 5.3. Prior to presentation to City Council the Managing Director of Destiny SSM will review requests if appropriate, determine need from Destiny SSM Committee for input and recommendations, and provide their input to the evaluation of the application.
- 5.4. Unless there are special circumstances, all requests shall contain written recommendations from the Sault Ste. Marie Economic Development Corporation Board of Directors, and the City Finance Department prior to presentation to Council. This would be coordinated through the SSMEDC.
- 5.5. All requests will be presented to Council in writing with supporting presentations by the applicant if required.
- 5.6. City Council will make the final decision re: financial contributions from the fund.

6. Accountability, Monitoring and Reporting of Results

The following will be expected from the successful applicants:

- 6.1. Recognition of the City Economic Development Fund contribution to the project in reports and appropriate marketing products, including the City logo.
- 6.2. Progress reports as outlined in their submission's timetable and proposal to City Council.
- 6.3. A final project report containing an evaluation of the success of the initiative in meeting its goals and key performance targets as well as the benefits to the community.
- 6.4. A complete report of all revenues and disbursements for the project within 6 months of completion of project. The City Finance Department will require supporting financial documentation (e.g. paid invoices, etc.) and has the right to review or audit project.



Sault Ste. Marie
**ECONOMIC
DEVELOPMENT
CORPORATION**



BUSINESS
Sault Ste. Marie
a Division of the SSMEDC



TOURISM
Sault Ste. Marie
a Division of the SSMEDC

618X6)

November 15, 2012

Dear Mayor Amaroso and Members of City Council:

The purpose of this letter is to present to Council recommendations the support of television and film production (Productions) in Sault Ste. Marie.

As you know, the number of occasions where Sault Ste. Marie is a primary "on-location" venue for Productions has increased over the past few years. The community is being asked to support film productions on a more regular basis with site locations assistance, resolving neighborhood matters, logistics coordination, in-kind contributions, financial assistance, general endorsement of film projects, etc.

In this regard, the Sault Ste. Marie Economic Development Corporation has prepared a "Discussion Document" describing how Productions in Sault Ste. Marie may be supported in the community and Draft Television and Film Production Guide, which describes the responsibilities of the parties involved in using Sault Ste. Marie as a site location for television and film productions.

These include:

- an appropriate television and film production review and approval process
- film location and production guidelines
- Sault Ste. Marie Television and Film Production Support Fund

The Sault Ste. Marie Economic Development Corporation is respectfully requesting that City Council refer the Discussion Document and Draft Television and Film Production Guide enclosed to city staff requesting them to review this information and the highlighted recommendations, and return to Council with recommendations for their consideration.

I am available to discuss this matter with Council and City staff at your convenience.

Sincerely,

Tom Dodds
CEO
Sault Ste. Marie Economic Development Corporation

cc. Don Mitchell, Chair, SSMEDC Board of Directors
Joe Fratesi, CAO, City of Sault Ste. Marie



Discussion Document

Sault Ste. Marie Film Production Support

Purpose

The purpose of this discussion document is to seek the City's direction on how they may wish to proceed in further supporting film production in the community. This discussion document proposes recommendations for the City to consider regarding further support for film productions in the community.

Present Situation

The number of occasions where Sault Ste. Marie is a primary "on-location" venue for film productions has increased over the past few years. The community is being asked to support these film productions on a more regular basis with site locations, resolving neighborhood matters, logistics coordination, in-kind contributions, financial assistance and general endorsement of film projects.

Over the past few years, Sault Ste. Marie has been a primary location for the filming of the following movies:

- Pride of Lions (2012);
- Swearnet (2012);
- Split Decision (2012);
- Compulsion (2012);
- Edwin Boyd: Citizen Gangster (2011);
- Foxfire: Confessions of a Girl Gang (2011) ;
- The Story of Luke (2011);
- Irvine Welsh's Ecstasy (2010); and
- Collaborator (2009).

Through 2009, film inquiries were managed by SSMEDC's Tourism Division. From a tourism perspective, there is no question that for the limited duration a movie production is on location it brings in a certain amount of economic benefit and revenues to the community, including expenditures for the accommodation sector. However, the film production companies are generally looking for deep discounts on room rates and as such hoteliers normally make the decision on whether they will accommodate a film crew on a case by case basis, depending on time of year and available room inventory.

In terms of SSMEDC's Tourism Division, the concern was the commitment of staff time to facilitate the films production. Prior to having a private company in the community to handle the logistics of a film shoot, it fell to the SSMEDC's Tourism Division's Meetings/Conventions Coordinator. This resulted in

significant staff time spent in the film area, impacting the core function of bidding on city wide conventions and conferences.

This continued until the fall of 2010, when film inquiry responsibility was transferred to the SSMEDC's Business Division. From a business perspective, the true economic impact of these films on the community is hard to determine. While cast and crew normally include Sault Ste. Marie residents, salaries are generally for very temporary employment, and benefits to local business are limited to the provision of supplies and services to the production for the time they are in a community. Film productions are not a key strategic priority sector or growth area supported by the SSMEDC Strategic Plan.

As a result, the SSMEDC's Business Division is only in a position to serve as a liaison and promoter of film productions in the community on a limited basis. The SSMEDC is willing to act as the first point of contact and facilitator of productions pursuant to the SSM television and film production guidelines. It will serve as the first point of contact in the city for producers and location managers, providing them with the application, guide and any information or advice they require to undertake their production. The SSMEDC is not in a position, nor would it be appropriate for the SSMEDC to take on the lead role in production servicing, permitting, enforcement, logistics, resolving neighborhood matters, etc. It is the SSMEDC's position that these are municipal responsibilities.

EDF Support

In 2005, \$25,000 from the EDF was approved by City Council to cover the municipal costs associated with the production of the film "Looking for Angelina".

By 2011, based on the current criteria for EDF funding, the SSMEDC Board of Directors recommended declining the Edwin Boyd film EDF application. It did not meet current EDF funding criteria. This film exemplifies the challenge in supporting film productions based on EDF criteria. There were four major areas of concern identified by SSMEDC in declining the Edwin Boyd film EDF application:

- Under the EDF criteria potential for tax assessment increase, there would appear to be no increased tax assessment from this film.
- Under the EDF criteria for projected job creation, this EDF application estimated 25 jobs for technical, crew, production management, and director assistance for 6 weeks. This represents the equivalent of three one-year employment positions.
- Within this context, one has to consider the significance of this up to \$25,000 being requested from the EDF for the Edwin Boyd film. Although of some significance to the EDF budget, this up to \$25,000 would appear to be of less significance when compared to both the overall budget for this film of \$4.9 million and the funding being provided by other partners of between \$400,000 and \$1.2 million.

Film Production Benefits

To date, films which have used SSM as a location for filming, have not met EDF criteria in any substantial way. However, film production:

- Remains a NOHFC program element although, at this time, due to increased demand in the film area the NOHFC is no longer accepting anymore film applications for this fiscal year of 2012-13.
- Provides some limited economic benefit to the community – albeit difficult to fully quantify;
- Supports efforts to attract other film productions to the community by increasing its recognition as a film production location and in general its profile; and,
- Provides some opportunities for employment training, mentorship, in particular for individuals with relevant, specialized expertise, which would otherwise be unavailable if the films were not produced in the community.

Film Production Logistics

Film production in the community has an impact on the city's operations, services and infrastructure which is often felt by members of the community directly. Coordination and management of these impacts needs to be considered and addressed both by the film producers and the city. Sharing information with city staff regarding site locations, filming activities, associated time frames, etc. are invaluable in mitigating production challenges and potentially negative community related impacts associated with production. The community needs to have some understanding of how the film's production will unfold and potentially impact them from the standpoint of the production's use of site locations, city services, programs and infrastructure. In a similar fashion, it would appear to be in the interest of the city to have process and single point of contact for film productions in the community.

Sault College Program

The Sault College of applied arts and technology will be offering a two-year diploma program in Digital Film Production in the fall of 2013. The program has received significant expressions of interest from both the film production community and prospective students. The college is also working with the industry in developing post- production capabilities in Sault Ste. Marie utilizing its graduates.

Community Support and Endorsement of a Production

The SSMEDC has been advised that film production companies very much appreciate the recognition and support they receive from the communities in which they film. It is important for them that the community acknowledges and recognizes their efforts in producing a film in their location and is prepared to accommodate them.

Financial Considerations

Since 2004, the NOHFC has provided tens of millions of dollars to film and television productions in Northern Ontario. The entire process of filming in Northern Ontario on a go forward basis will be dependent on funding remaining available through NOHFC. Without this incentive, the film production activity in Northern Ontario would be limited. As previously noted, films remain eligible under NOHFC programming. However, at this time, due to increased demand in the film area, the NOHFC is no longer accepting anymore film applications for this fiscal year of 2012-13. It is expected that they will be announcing new programming in the New Year.

Recommendations:

Recommendation 1 - City staff, develop a film approval process with appropriate film production

guidelines for Sault Ste. Marie.

There does not currently exist within the community an appropriate mechanism to coordinate film activities at the local level. Film productions may not have a focused communications or operations plan useful or applicable to "on location external parties". If such plans or strategies do exist, they may not necessarily be shared with the community prior to the start of filming including, for example: appropriate City departments, the general population, local merchants regarding street closings, neighbours regarding filming in their neighborhood, etc. With this in mind, it is proposed that the City consider a film production permit with appropriate guidelines. The objective would be to ensure that appropriate communication coordination and management of productions is undertaken within the community. This approach will result in Sault Ste. Marie mirroring the approach and process of other centres, not only in Northern Ontario, but across the country, including municipalities Hamilton, North Bay, Toronto, Vancouver and Montreal. All have filming permits and guidelines which are utilized for film productions.

It is suggested that the establishment of a City film production permit and guidelines could include the following:

- the production company should provide a film production plan that describes the logistical and operational requirements associated with the provision of site locations, city operations, services and infrastructure;
- the identification of an individual associated with the production company to serve as the community liaison and point of contact for the city; and
- a city staff member to serve as a single point of contact for film productions and a review process by city staff to ensure that they are aware of the timing, impacts and other logistical issues that may be associated with the production of the film and the community.

Recommendation 2 - The City Consider Providing Limited Financial Assistance Of Up To \$5,000 Per Film Through An Television and Film Production Incentive Fund

The City and SSMEDC have limited financial resources. The SSMEDC does not have a budget for initiatives that are not identified as priorities in its strategic plan. The SSMEDC is reluctant to use its limited financial resources to support business sectors that currently do not appear to offer a long-term sustainable economic opportunity for the community. As previously noted, there are some economic benefits to the production of a film in the community; however, they are not well defined. The current and estimated potential economic benefits are not sufficiently strong or evident to make film and television production in the community a strategic economic development priority. However, there are other unquantifiable benefits to having films produced in the community (examples: education and training; international, national and provincial profile; and, support for local culture and the arts). Film producers are interested in some form of acknowledgment or endorsement of the fact they're producing the film in the community. This is an important public relations component for them. Generally speaking films do not meet the EDF criteria for support. However, in light of the other community benefits and the limited economic benefit provided by these films, the City may wish to consider establishing a provisional "special" budget within the EDF envelope, which would make funds available for television and film productions that would be exempted from the normal EDF criteria. This "Special Fund" would serve as an expression of the City's support and endorsement of the production, while recognizing that they generally do not strongly support EDF criteria.

The City of Sault Ste. Marie may wish to consider adopting the following Funding Policy for Films:

- Film projects would only be considered eligible for City funding of up to \$5,000 if they were previously approved for NOHFC funding.
- Film Projects will be required to establish some local job creation for a minimum of the duration of the shoot period.
(The Sault Ste. Marie Economic Development Corporation will prepare a form and guidelines that will require the producers to description of the economic benefits that the film will provide including employment creation.)
- A budget will need to be provided by the film production company for each found outlining usage of funds as they relate to the City's up to \$5,000.
- All film projects will be reviewed on an individual basis and approved by city Council based on available City funds.
- Maximum City funding per Film Project will not exceed \$5,000;
- This special fund may also be used to promote television and film production in Sault Ste. Marie with emphasis on establishing more permanent production facilities in the community. Each proposal would be limited to a maximum of \$5000.
- Funding is limited (this special television and film production incentive fund would have a maximum budget of \$25,000). There is no guarantee that all film applications will receive financial assistance.
- The Sault Ste. Marie Economic Development Corporation would be responsible for administering this fund.

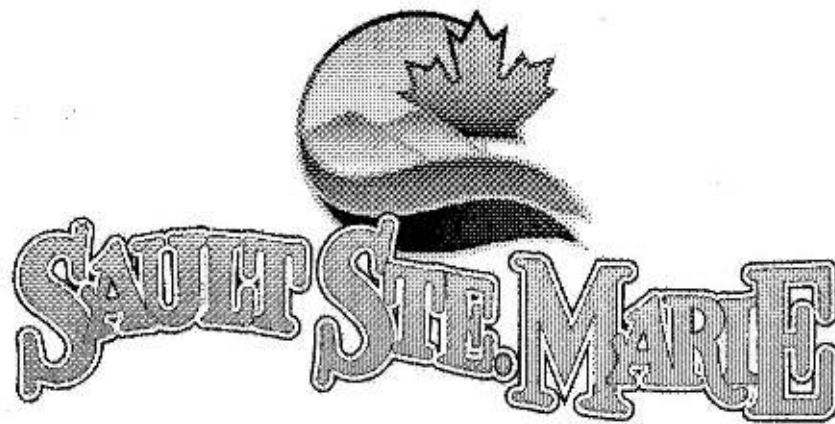
Recommendation 3 - Working with the SSMEDC, the City staff prepare and implement a communications plan to ensure interested parties and key stakeholders in the film sector are aware of this new approach.

If the City decides to develop a film permit approval process with appropriate film production guidelines for Sault Ste. Marie and limited financial assistance of up to \$5,000 per film (through a non-EDF source), it will be important to effectively communicate this information to the interested parties and key stakeholders.

Conclusion:

Due to the increase in film productions in Sault Ste. Marie over the past few years, it is proposed that the City consider adopting the above recommendations to further support the film industry in Sault Ste. Marie.

Prepared by: Sault Ste. Marie Economic Development Corporation
Date: November 15, 2012



Ontario  Canada

*naturally
gifted*

A Guide for Film & Television Production in Sault Ste. Marie

CONTENTS

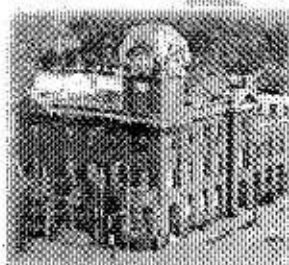
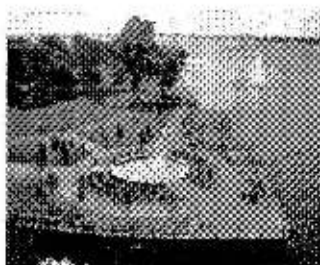
GUIDELINES & INFORMATION.....	3
Introduction.....	Error! Bookmark not defined.
Applicability.....	4
Projects for Consideration.....	4
Projects Subject to Consideration and Acceptability	4
Filming Liaison Information	5
Application Process	5
Summary of Other Requirements and Considerations	6
Timelines	6
Notification.....	7
Consideration to the Community.....	7
Traffic and Road Closures	8
Street Signs.....	9
Parking	9
Special Effects.....	9
Relationship with Police, Fire and Ambulance Services and the Municipality.....	10
Construction and Film Sets.....	10
Municipal Facilities and Property	11
Conduct and Clean Up	11
Safety	11
Restrictions.....	12
Indemnification / Save Harmless.....	12
Insurance.....	12
Notification of Accidents / Claims.....	13
Expenses.....	13
Local Sourcing.....	13
Acknowledgement.....	13
Municipal Support.....	Error! Bookmark not defined.
APPENDIX A.....	16
Municipal Department Contact Information	
APPENDIX B.....	16
Film Permit Application.....	17
Application Check List.....	17
APPENDIX C.....	20
Sample Parking Plan.....	21
APPENDIX D.....	22
Sample Special Effects Filming Map.....	23
APPENDIX E.....	24
Sample Film Notification to Residents/Businesses	25



GUIDELINES & INFORMATION

Introduction

Nestled in the heart of the Great Lakes, Sault Ste. Marie offers some of the most incredible scenery and locations in the North. Recently it has become a hidden paradise for television and film producers in a community ready to support and assist visiting production teams.



The City has been working with the television and film industry to create a relationship that benefits both filmmakers and the community. From feature length films and television shows to independent film festivals, Sault Ste. Marie has defined itself as the



place to be for film in Northern Ontario. Whether film producers are looking for urban settings, period-accurate locales, cultural havens or indoor space for sound studios, Sault Ste. Marie has it all.



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1.866.558.5144
www.sault-canada.com

Applicability

The following guidelines apply to all television and film productions which takes place in the City of Sault Ste. Marie except for current affairs, newscasts, student school projects and private family video. We request that all television and film productions projects ("Productions") that require road closures, alter traffic patterns or the urban landscape, include special effects or have a direct impact on the neighboring residents, occupants or businesses complete the enclosed permit application.

For the purposes of this document, "The Applicant" is synonymous with "Production Company" and "Economic Development Corporation" is synonymous with "Sault Ste. Marie Economic Development Corporation".

Projects for Consideration

- Feature Films Television Films;
- Television Network Programs/Series;
- Television Commercials;
- Documentaries;
- Education Films;
- Commercial Photography;
- Other projects as approved by City Council.

Projects Subject to Consideration and Acceptability

- Productions that contravene Municipal By-laws, Provincial or Federal laws;
- Productions that are expected to be released with a pornographic rating;

The City of Sault Ste. Marie reserves the right to refuse to allow filming or issuance of a permit to an applicant that does not comply and/or satisfy the criteria outlined in these guidelines. Decisions will be made on a case-by-case basis.



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Filming Liaison Information

Primary contact & film coordinator:

Andrew Ross
General Manager, Enterprise Services
Business Sault Ste. Marie
a.ross@ssmedc.ca

Sault Ste. Marie Economic Development Corporation

99 Foster Drive, Level Three
Sault Ste. Marie, Ontario, CA
705.759.5461

Municipal contact:

Malcolm White, City Clerk
99 Foster Drive, Level Three
Sault Ste. Marie, Ontario, CA
705. 759. 2500

Application Process

All applications requesting approval for Productions within the City of Sault Ste. Marie must be submitted in writing to the Sault Ste. Marie City Clerk (X) business days (timeframe TBD) prior to filming and include the following the relevant information and documents noted below. The Clerk will circulate to the appropriate City departments. The Economic Development Corporation should also be provided with copies of this this information in the timeframe noted so that they may assist the producers.

1. Completed Film Permit Application;
2. Proof of General Liability Insurance;
3. A script, shooting schedule;

Summary of Other Requirements and Considerations



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1. Proof of payment for Municipal Facility User fees (i.e. facility rentals, street closures, etc.);
2. If filming on provincially owned property, then Her Majesty the Queen in right of Ontario as represented by the Minister of Government Services must be named as an additional insured. Written proof that the Province authorizes the use of property(s) is to be provided by the applicant;
3. In the event that the location is privately owned, it is advisable that the Production Company contact the City Engineering and Planning Department to request information on any policy and procedures, municipal restrictions or by-laws which may affect the film. Written proof that the owner authorizes the use of property(s) is to be provided by the applicant;
4. A parking plan must be submitted to the City Clerk with a copy to Economic Development Corporation if more than five (5) production vehicles are used at one filming location. If required, a review and approval of parking in association with the Public Works and Transportation Department and related municipal department representatives, the Sault Ste. Marie Police, Fire and Ambulance Services, and the Sault Ste. Marie Downtown Association will then be conducted;
5. Applications must identify their intent to use guns, gunfire, explosives, bomb/mock ups, flash powder, detonators, and flammable liquids/material including the filming of dangerous stunts to the Sault Ste. Marie Police, Fire and Ambulance Services. The applicant must provide a copy of the filming site map, which explains where all special effects will occur, to the City Clerk with a copy to the Economic Development Corporation and the relevant municipal department contacts noted in Appendix A along with emergency responders;
6. A copy of all notification letters to residents and businesses must be submitted to the City Clerk with a copy to the Economic Development Corporation and the relevant municipal departments.

Timelines

In order to avoid unnecessary delays, the City Clerk and the Economic Development Corporation should be notified as early as possible of all location filming and not less than (X) business days (timeframe TBD) in advance of filming to receive approvals.



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Notification

Community: The applicant is required to notify affected residents, occupants and businesses (X) business days (timeframe TBD) in advance of filming. Information such as duration, location of filming, planned special effects, road and/or lane closures, sidewalk usage and street parking restrictions in addition to Production Company contact information must be communicated in writing to all areas affected by filming activity. A copy of all notification letters must be submitted to the City Clerk with a copy to the Economic Development Corporation or reference and internal distribution. The City of Sault Ste. Marie will assist the applicant in obtaining a map of those properties within a 200 foot radius of the site that require notification of filming.

Police, Fire, Ambulance and Municipal Departments: Depending on the nature and requirements of the production, the applicant may require the approval from the above mentioned organizations or municipal departments. The City Clerk will facilitate this process. The Economic Development Corporation will be copied on this internal communication.

Consideration to the Community

The local community should be free of any negative environmental conditions resulting from filming. This includes (but is not limited to) spillover lighting, exhaust fumes or noise pollution that may affect their ability to enjoy their property or conduct their business.

Noise: The applicant must comply with the legislation governing noise, municipal By-law 80-200. All generators used on streets or in public areas will be equipped with silencing attachments unless otherwise approved. Night filming will not proceed between 11:00 p.m. and 7:00 a.m. without proper notification to residents/occupants/businesses.

Lighting: Lighting for filming should be oriented away from neighbouring residences.

Exceptions to the above conditions required the approval of the majority of affected residents and the relevant local departments and/or City Council.



Traffic and Road Closures

Interfaces with pedestrian and/or vehicular traffic must be accompanied with proper approvals. The applicant is to ensure every opportunity to access, either vehicular or pedestrian, to persons with disabilities. Production vehicles are to comply with appropriate traffic regulations unless permissions have been granted at time of application.

Except where a road has been closed for filming, all moving vehicles are to adhere to the posted speed limits and to other lawful conditions unless directed by a Paid Duty Officer.

Intermittent traffic stoppages limited to a maximum of three (3) minutes, unless otherwise stated shall be under the supervision of a Paid Duty Officer.

It is the applicant's responsibility to arrange for Paid Duty Police Officers. Depending on filming circumstance, there may be a minimum number of Officers required on site. All costs associated with these requirements are at the expense of the applicant. Pay Duty rates are subject to change annually.

***For more information on Paid Duty Police Officers please contact:
The Sault Ste. Marie Police Service at 705.949.6300***

Please note that road closures on all Provincial Highways (Hwy 17 even in City limits) are subject to Ministry of Transportation Approval.

***For more information on Provincial Highways please contact:
The Ministry of Transportation at 705.945.6611***

Municipal road closures, temporary traffic light alterations or traffic pattern changes need to be approved and carried out by the City of Sault Ste. Marie Public Works and Transportation Department pursuant to Sault Ste. Marie Municipal By-law 2008-131. A Road Work Permit may also be required. Requests for municipal road/lane closures and traffic interruptions can be coordinated through the Economic Development Corporation. Fees may vary depending on the location, nature and length of road/lane closure and/or light alteration and will be applied on a cost recovery basis.



Street Signs

Please be advised that if any street signs (street names, traffic signs, directional signs, etc.) need to be altered, removed and/or reinstalled due to filming, changes need to be approved and carried out by the City of Sault Ste. Marie Engineering and Planning Department. Fees may vary depending on the location, nature and length of road/lane closure and/or light alteration and will be applied on a cost recovery basis.

Additional information regarding Municipal By-law 2005-166, governing signage may be obtained by contacting the City Clerk.

Parking

Production vehicles must not block fire hydrants including sprinklers and standpipe connections, park within fire routes or within 9 meters of an intersecting street or impede any emergency response vehicles. In all circumstances production vehicles cannot block bus stops, pedestrian crosswalks, signalized intersections, driveways, accesses/egresses/ingresses, ramps, parking lot entrances and accessible parking for persons with disabilities.

The bulk of the production and crew vehicles should be parked off major municipal road allowances when filming occurs and a copy of the film permit must be displayed in the window of all production vehicles.

A parking plan must be submitted to the City Clerk with a copy to Economic Development Corporation for circulation to the appropriate municipal departments if more than five (5) production vehicles are used at one filming location. If required, a review and approval of the proposed by the Transit Division of the City of Sault Ste. Marie, City Police, Fire and Ambulance Services will then be conducted.

Special Effects

Applicants must identify their intent to use guns, gunfire, pyrotechnics, bomb/mock ups, flash powder, detonators, and flammable liquids/material including the filming of dangerous stunts to the Sault Ste. Marie Police, Fire and Ambulance Services. A Permit is required for the use of explosives within the City of Sault Ste. Marie and can be obtained through the Economic Development Corporation. The application must provide a copy of the filming site map, which explains where all special effects will occur to the Sault Ste. Marie Police, Fire and Ambulance Services, along with the Economic Development Corporation with a copy to the City Clerk for circulation to the appropriate municipal departments.



All pyrotechnic special effects are fireworks handling and discharge shall conform to NRCAN Display Fireworks Manual and NRCAN Pyrotechnics Special Effects Manual. A site inspection must be carried out by Fire Prevention prior to discharge of any pyrotechnics within a building.

All open air burning must be approved. The burning must be with clean, organic materials.

Paid Duty Officers are required for all detonation of pyrotechnic special effects and dangerous situations. All costs associated with these requirements and related clean up are at the expense of the applicant.

Relationship with Police, Fire and Ambulance Services and the Municipality

Sault Ste. Marie Police, Fire and Ambulance services must be notified (X) business days (timeframe TBD) in advance of any approved detonation of special effects or traffic intermittent stoppages/road closures. Maps of road closures are to be provided by the applicant to Police, Fire and Ambulance services and City Clerk with a copy to Economic Development Corporation for circulation to other appropriate municipal departments.

The Economic Development Corporation respectfully requests copies of any media releases, casting calls or public advertising related to the project while filming in the City of Sault Ste. Marie.

Contact:	
Sault Ste. Marie Police Services	705.949.6300
Fire Services	705.949.3335
Ambulance	705.256.5621
Engineering and Planning Department	705.759.5424

Construction and Film Sets

If the production company or applicant desires to alter the normal setting of a rural landscape, residential neighbourhood or urban area or build a filming set all construction must be approved by the Economic Development Corporation. A site inspection or approval of technical drawings may be required. Special or temporary use Bylaws may also be required. Usually a two-week time period is appropriate for approval of Building Division plans. For more information on building code and approvals please contact the Building Division.



Contact:
Building Division

705.759.5410

Municipal Facilities and Property

If the applicant wishes to film at a Sault Ste. Marie City park, picnic area, sport field or area they must rent the facilities accordingly through the Community Services Department. Requests to film on other municipally owned property should be communicated at the time of film permit application in order to secure the appropriate approvals.

Contact:
Community Services Department

705.759.5310

Conduct and Clean Up

Production crews are responsible for the clean up and any related costs associate with the restoration of the location at the end of filming with a minimum amount of noise and disruption. Upon completion of the shoot, the production company should ensure that the area is returned to its original state.

Safety

It is the responsibility of the applicant to ensure that the production crew operates in a safe and professional manner in the course of their duties. All electrical work and electrical equipment must be inspected and/or approved by the Electrical Safety Authority's Inspection as per the Ontario Electrical Safety Code.

- Interior signs on buildings must not be covered (i.e. fire exit signs) unless agreed upon prior to filming. Covering of fire exits is permitted only if all people in the area have been appraised of location exits in case of emergency
- All applicants must adhere to the Ontario Ministry of Labour's Safety Guidelines for the Film & Television Industry in Ontario



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- The Ontario Ministry of Transportation's Manual of Uniform Traffic Control Devices for Temporary Work Sites.

Restrictions

There may be sensitive areas and/or properties in Sault Ste. Marie where filming may be restricted. The appropriate municipal officials will consider decisions about the nature and extent of filming in or around these properties. Each request will be looked at on a case by case basis and is subject to the approvals of Sault Ste. Marie City officials.

Indemnification / Save Harmless

The applicant shall indemnify and save harmless the Corporation of the City of Sault Ste. Marie from and against all claims, actions, damages, injuries, costs, expenses or losses whatsoever, which may arise or be brought against the Corporation of the City of Sault Ste. Marie as a result of or in connection with the said use of location(s) by the applicant, its employees, contractors, agents, representatives; and specifically, the Corporation of Sault Ste. Marie will not be responsible for any liability arising from these activities or with respect to advertising or any copyright or trademark infringements.

Insurance

The applicant shall, at its own expense, including the cost of deductibles, provide and maintain \$2 million dollar liability with the City of Sault Ste. Marie as additional insured. When filming involves vehicles \$5 million dollar liability may be requested.

Any other forms of insurance (i.e. Aircraft Liability, Pyrotechnics Liability, Fire, Legal Liability, etc.) as the Corporation of the City of Sault Ste. Marie may reasonably require from time to time, in the form and amounts and for insurance risks against which a prudent party would insure.

All insurance must be provided by an Insurer registered to do business in the Province of Ontario. Proof of coverage, in the form of a photocopy, fax or pdf shall be provided to the satisfaction of the City Solicitor for the Corporation of the City of Sault Ste. Marie prior to filming.



Notification of Accidents / Claims

The applicant shall promptly report to the Corporation of the City of Sault Ste. Marie any potentially serious accidents or claims for liability or loss with respect to this agreement.

Expenses

The applicant is responsible for all out-of-pocket expenses relates to the use of City of Sault Ste. Marie roads, properties, parks or equipment.

Local Sourcing

The applicant will make every effort to utilize local businesses and services throughout the course of the production activity, including 'pre' and 'post' production work. The Economic Development Corporation is a source of information for local services.

Acknowledgement

The City of Sault Ste. Marie is working to enhance its ability to attract commercial, video and film productions. Your assistance in helping us grow this industry is greatly appreciated and the City does request the following acknowledgements where possible:

- Copies of any media release, ads or public notices relating to the production;
- A letter confirming that the City of Sault Ste. Marie will receive a screen credit on the final film/video excerpts of which may be used for testimonials;
- Stills or clips filmed in Sault Ste. Marie that may be used by the City of Sault Ste. Marie for promotional purposes.



APPENDIX A

DRAFT



MUNICIPAL CONTACTS:

**THIS SECTION WILL PROVIDE NAMES AND CONTACT INFORMATION FOR
THE RELEVANT DEPARTMENTS AND ORGANIZATIONS INVOLVED
ASSISTING IN THE PRODUCTION OF FILMS.**

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APPENDIX B



Film Permit Application

Application Check List

The following are the applicant's responsibility and the information must be on file with the Sault Ste. Marie Economic Development Corporation prior to filming. Detailed instructions are listed in the Sault Ste. Marie Film Guide.

- ☐ Completed Film Permit Application (this document)
- ☐ Proof of General Liability Insurance
- ☐ Municipal Facilities Requests & Proof of Paid Municipal Fees (i.e. facility rental, building permits, road closures, etc.) (if applicable)
- ☐ A script
- ☐ A shooting schedule
- ☐ Proof that the Province of Ontario authorizes the use of properties owned by them (if applicable)
- ☐ Proof that any private property owners have authorized the use of their property (if applicable)
- ☐ Parking Plan for five (5) or more production vehicles (if applicable)
- ☐ Special effects filming site map (if applicable)
- ☐ A copy of all notifications to residents/occupants/businesses (if applicable)
- ☐ Proof of Paid Duty Police Officer (if applicable)



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FILM PERMIT APPLICATION FORM

GENERAL INFORMATION

Name of Applicant _____
Position / Title _____
Production Company _____
Parent Production Company _____
Address _____
Phone Number _____ Fax Number _____
Mobile _____ Pager _____
Email _____

PRODUCTION INFORMATION

Project Title _____
Topic _____
Type: _____ Principal Cast (please list) _____

☐ Feature

☐ TV Movie

☐ TV Series

☐ Commercial

☐ Documentary

☐ Educational Segment

☐ Other (explain) _____

Total days of filming in Sault Ste. Marie _____

Dates (DD/MM/YY to DD/MM/YY) _____

Which, if any, days will include night filming (11 p.m. to 7 a.m.) _____



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(a)(8)(b)

Total Project Budget _____

Total Budget for filming in North Bay _____

Production Country of Origin _____

Total Number of Sault Ste. Marie Locations _____

Please provide a list of all proposed film locations and briefly describe the proposed activities at each including dates and times, parking requirements, municipal services and facilities, planned traffic interruptions, special effects, etc.

The following format is suggested for each film location:

Location _____

Date _____

Time _____

Parking Plan required (five or more vehicles on site) ☐ Yes ☐ No

Road Closure / Traffic Interruption ☐ Yes ☐ No

Use of Municipal Facilities / Property ☐ Yes ☐ No

Pay Duty Police Officer required ☐ Yes ☐ No

Special Effects (please list) _____

Activity Description:

Name of Applicant (Please Print): _____

Signature: _____

Date: _____

Approved By:

Signature: _____

Date: _____



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APPENDIX C



Sample Parking Plan

Parking Plan

A parking plan must be submitted when more than five (5) production vehicles are used at one filming location. If required a review and approval of parking by the Sault Ste. Marie Parking Authority and related municipal department representatives in association with the Sault Ste. Marie Police, Fire and Ambulance Services will then be conducted.

Sketches to Include:

Identify North direction

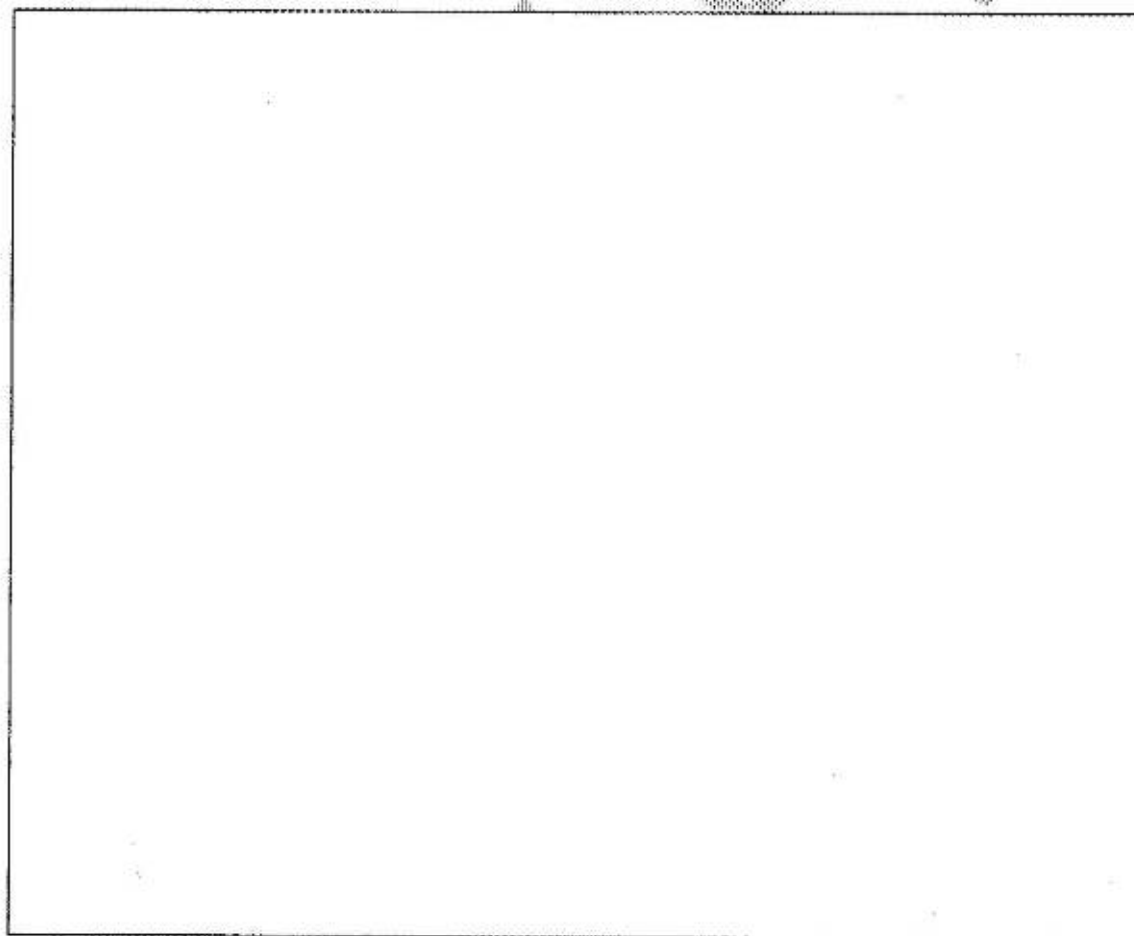
Identify existing landmarks / infrastructure (i.e. bus stops, traffic lights, etc.)

Identify street names

Identify location of production vehicles

Identify location of camera/dolly track, equipment, etc.

Identify movement of scenes, traffic/pedestrian interruptions, barricades, etc.



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APPENDIX D



Sample Special Effects Filming Map

Special Effects Filming Site Map

A special effects filming site map must be submitted when guns, gunfire, explosives, bomb/mock ups, flash power, detonators, and flammable liquids/materials will be used and/or other dangerous stunts will be performed. The applicant must provide a copy of the map, which explains where all special effects will occur, to the Sault Ste. Marie Police, Fire and Ambulance Services along with the Sault Ste. Marie Economic Development Corporation.

Sketches to Include:

Identify North direction

Identify existing infrastructure (i.e. hydrants, traffic lights, etc.)

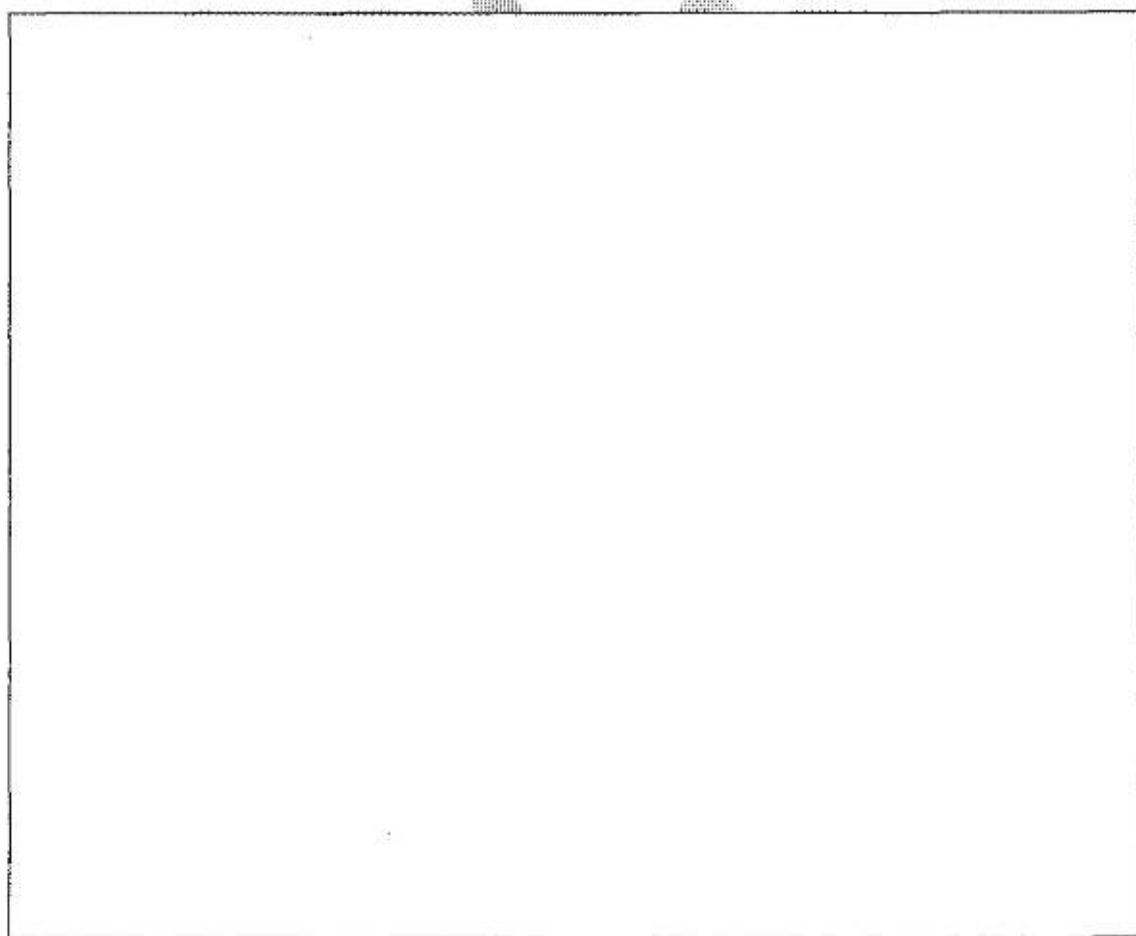
Identify street names

Identify location of production vehicles

Identify location of camera/dolly track, equipment, etc.

Identify movement of scenes, traffic/pedestrian interruptions, barricades, etc.

Identify location and type of special effect (s)



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APPENDIX E



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Sample Film Notification to Residents/Businesses

INSERT YOUR
LOGO
AND COMPANY
INFORMATION
HERE

FILMING NOTIFICATION

Dear Property Owner,

Please be advised that filming in your immediate area will occur
(Insert date) to (insert date).

Production crews will be operating at film location
(Insert address and/or location description) during this period.

The filming of this production will include:
(Insert appropriate activities)

Temporary Street Closures
Intermittent Traffic Interruptions
Parked Production Crew Vehicles
Alterations to the Neighbourhood
Costumed Cast and Props
Controlled Special Effects including: (insert nature of special effect i.e. explosion)

Thank you in advance for your cooperation and understanding. (Insert Production Company Name) has been working with the City of Sault Ste. Marie in order to minimize disruption while filming in the community. We appreciate your generous support and welcome you to observe filming from a safe distance without compromising the set.

For further information please contact:

(Insert Production Crew contact name and phone number / email address)

Or

Andrew Ross, General Manager
Sault Ste. Marie Economic Development Corporation
705.759.5461
a.ross@ssmedc.ca



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10(a)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2012-210

AGREEMENT: (E2.3) A by-law to authorize the execution of an agreement between the City and Watson & Associates Economists Ltd. for the completion of a Development Charges Background Study.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to Section 9 of the *Municipal Act, 2001*, S.O. 2001, c.25, **ENACTS** as follows:

1. **EXECUTION OF DOCUMENTS**

The Mayor and the City Clerk are hereby authorized for and in the name of the Corporation to execute and affix the seal of the Corporation to an agreement in the form of Schedule "A" attached hereto and dated the 1st day of November, 2012 and made between the City and Watson & Associates Economists Ltd. for the completion of a Development Charges Background Study.

2. **SCHEDULE "A"**

Schedule "A" attached forms part of this by-law.

3. **EFFECTIVE DATE**

This by-law takes effect on the day of its final passing.

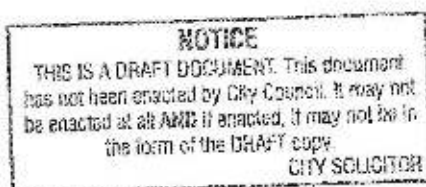
PASSED in open Council this 19th day of November, 2012.

MAYOR – DEBBIE AMAROSO

~~**CITY CLERK – MALCOLM WHITE**~~

Deputy City Clerk - Rachel Tyczinski

sa LEGALSTAFF\BYLAWS\2012\2012-210 AGREEMENT WITH WATSON & ASSOCIATES ECONOMISTS LTD.DOC



AGREEMENT made this 1st day of November, 2012

BETWEEN:

THE CORPORATION OF THE CITY OF SAULT STE MARIE
(hereinafter called the "City")

AND

WATSON & ASSOCIATES ECONOMISTS LTD.
(hereinafter called "Watson")

WHEREAS the City issued a Request for Proposal for the completion of a Development Charges Background Study – File 2012EB01 – B-89-26 (the "RFP Study"), a copy of which RFP Study is appended as *Schedule "A"* to this Agreement;

AND WHEREAS Watson submitted a Proposal dated September 28, 2012 (the "Watson Proposal") in response to the RFP Study, a copy of which Proposal is appended as *Schedule "B"* to this Agreement;

AND WHEREAS the City selected the Watson Proposal as the successful proponent for the completion of the RFP Study, subject to the terms and conditions hereinafter contained;

NOW THEREFORE in consideration of the rents, covenants and agreements herein contained and hereby assumed, the parties for themselves and their respective successors and assigns do hereby covenant and agree with one another as follows:

1. TERM

This Agreement shall be for a term of five (5) months commencing November 1, 2012 and ending March 31, 2013 (the "Term").

2. DESCRIPTION OF WORK

- (a) The parties hereto acknowledge and agree that the RFP Study and Proposal, together with the within Agreement sets out the rights and obligations of the parties with respect to the completion of the RFP Study. The parties further acknowledge and agree that all references to the word Agreement herein include *Schedules "A" and "B"* appended hereto.
- (b) Watson shall provide all that is necessary and required to perform the work described and set out in the Agreement.
- (c) Watson shall complete the scheduling of the RFP Study so as to permit the tabling of a Development Charges By-law at a City Council Meeting scheduled for February 2013.

3. EXECUTION OF WORK

- (a) Watson shall always carry out the work required under this Agreement in a diligent and timely manner.
- (b) No information about any matters arising from this Agreement shall be given to any person or entity by Watson either during or after the Term unless prior written authorization to so has been provided by the City and only then in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*. This paragraph shall survive any termination of this Agreement, notwithstanding anything to the contrary.

4. PAYMENT FOR SERVICES

- (a) Watson shall invoice the City monthly for the work performed under this Agreement in the previous thirty (30) days. Such invoice shall separately set out the applicable Harmonized Sales Taxes payable by the City with respect to Watson's fees.
- (b) Provided all work required under the Agreement is performed by Watson in accordance with the time schedule as set out in the Agreement and in a diligent and timely manner, the maximum costs payable by the City to Watson for any matters arising under this Agreement is Twenty-Nine Thousand, Three Hundred and Sixty (\$29,360.00 CDN) Dollars, plus any applicable Harmonized Sales Tax.
- (c) Watson shall appear as an expert witness, if necessary, before the Ontario Municipal Board and/or other tribunal in defense of the Development Charges By-law resulting from the RFP Study. The parties hereto acknowledge and agree that the Proposal sets out the identity and per diem rate of the person who shall attend such a hearing on behalf of Watson. The parties hereto further acknowledge and agree that the allowance for per diem fees associated with Watson's attendance at any such hearings is not included in the maximum costs for the Development Charges Background Study referenced in paragraph 4(b) above.

5. TERMINATION OF AGREEMENT

- (a) In the event that Watson breaches any provision of this Agreement, the City shall notify Watson in writing of the nature of the said breach, and Watson shall be given fifteen (15) days to remedy the violation. If Watson has not remedied the violation to the satisfaction of the City at the expiration of fifteen (15) days from such notification, the City at its sole discretion and without prejudice to any other remedy available to the City, may waive the breach, make any other mutually agreeable arrangement with Watson or terminate this Agreement pursuant to clause 5(3).
- (b) In addition to clause 5(1) of this Agreement, where any breach of this Agreement is waived, such waiver may be made in whole or in part without prejudice to the waiving party's rights in any subsequent breach of any provision of this Agreement. A waiver shall be binding on the waiving party only if it is in writing.
- (c) The City may terminate this Agreement, without cause or reason, by giving Watson thirty (30) days' written notice.

6. LIMITATION OF LIABILITY

The City shall not be liable or responsible in any way for any injuries or damages whether physical or economic, direct or consequential, of any kind (including death) that may be suffered or sustained by Watson, or any of its officers, employees, agents, contractors, or any other person, howsoever caused. The limitation of liability contained in this paragraph shall survive any termination of this Agreement, notwithstanding anything to the contrary.

7. INDEMNIFICATION

Watson shall indemnify and save harmless the City against and from all actions, causes of action, interest, claims, demands, costs, damages, expenses or loss of any kind or nature whatsoever which the City may bear, suffer, incur, become liable for or be put to by reason of any damage to property to injury or death to persons by reason of, arising out of or in consequence of any breach, violation of non-performance by Watson of any provision of the Agreement, or by reason of or arising out of the work covered by this Agreement, or by reason of or arising out of any act, neglect or default by Watson or any of its agents or employees. The rights to indemnity contained in this paragraph shall survive any termination of this Agreement, notwithstanding anything to the contrary.

8. INSURANCE

- (a) During the Term of this Agreement, Watson shall maintain such insurance as will protect Watson, its officers, employees, agents or contractors and the City from all claims for damage or loss, or personal and bodily injury, including death, and from all claims of property damage on an occurrence basis which may arise from their operation under this Agreement.
- (b) For the purposes of clause 8(1), and without restricting the generality of that clause, Watson shall, at its own expense, maintain in full force and effect during the Term of this Agreement, a policy of comprehensive general liability insurance, in form and substance acceptable to the City and written by a responsible carrier or carriers acceptable to the City, including Product and Completed Operations Liability, Contractual Liability, Owners and/or Contractors Protective Liability, Contingent Employers Liability, which insurance shall contain a Cross Liability Clause protecting the City as if separately insured. The insurance shall have a limit of not less than Two Million (\$2,000,000 CDN) Dollars per occurrence for any cause of action, demand or claim with respect to personal injury (including death) or property damage, including loss of use thereof, and for any cause of action, demand or claim arising out of or occurring in connection with the obligations of Watson under this Agreement, including, but not limited to, a cause of action, demand or claim with respect to defamation; contravention of any right guaranteed under the Canadian Charter of Rights and Freedoms; and errors and omissions.
- (c) Watson shall provide the City with a copy of the Certificate of Insurance that is satisfactory to the City as referenced in paragraph 8(2) in this Agreement, prior to the commencement of any work required under the Agreement.
- (d) The parties hereto acknowledge and agree that the deductible amount or amount in any insurance policy required by the City pursuant to this Agreement shall be subject to the approval of the City. In the event that the City does not accept the deductible amount as proposed by Watson, the parties hereto acknowledge and agree that Watson shall provide insurance coverage with a deductible amount acceptable to the City.

9. ASSIGNMENT

Watson shall not assign this Agreement or any portion thereof without the prior written consent of the City. In the event that the City consents to such assignment, Watson shall ensure that any assignee undertaking any of Watson's obligations hereunder shall be bound by the terms of this Agreement. Watson shall not be released of its obligations to the City by reason of the assignment, and Watson shall be deemed liable for any breach of this Agreement, or any legislation or Regulation, committed by the assignee.

10. CITY AND WATSON CONTACT PERSONS

The following contact persons and addresses shall be used by all parties in all matters in this Agreement that require the parties to send documentation, or to contact a party:

The Corporation of the City of Sault Ste. Marie
Mr. Jerry Dolcetti
Commissioner of Engineering & Planning
Civic Centre
99 Foster Drive
Sault Ste. Marie, ON P6A 5N1
(705) 759-5384

Watson & Associates Economists Ltd.
Mr. Andrew Grunda
Principal - Watson & Associates
Economists Ltd.
Plaza 3, 101-2000 Argentia Road,
Mississauga, ON L5N 1V9
(905) 272-3600

11. AMENDMENTS

The City and Watson hereby acknowledge and agree that any future amendments to this Agreement must be made in writing and signed by both parties.

12. ENTIRE AGREEMENT

Watson acknowledges that there are no covenants, representations, warranties, agreements or conditions expressed or implied, collateral or otherwise forming part of or in any way affecting or relating to this Agreement other than as set out in this Agreement, which constitutes the entire agreement between the parties and which may be modified only as set out in paragraph 11 above.

13. SUCCESSORS

The provisions of this Agreement shall be binding upon, and enure to the benefit of, the parties and their respective successors and (where applicable) permitted assigns.

14. GOVERNING LAW

The parties hereto acknowledge and agree that this Agreement is made in the Province of Ontario and the Courts of the Province of Ontario shall have jurisdiction in reference to any matters herein.

IN WITNESS HEREOF the Parties have set their hands.

This 19th day of November, 2012

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

Deputy City Clerk - Rachel Tyczinski

Mayor Debbie Amaroso

~~Mayor Debbie Amaroso~~

~~Jerry Dubeau, Commissioner of Engineering & Planning~~

Corporation of the City of Sault Ste. Marie

We ☒ have authority to bind the Corporation of the City of Sault Ste. Marie

This 1st day of November, 2012

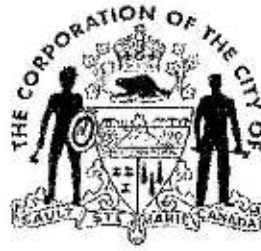
WATSON & ASSOCIATES ECONOMISTS LTD.


Andrew Grunda, Principal -- Watson & Associates Economists Ltd.

I have authority to bind Watson & Associates Economists Ltd.

Schedule "A"

10(a)

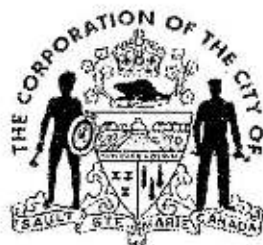


THE CORPORATION OF THE CITY OF SAULT STE. MARIE

REQUEST FOR PROPOSAL

DEVELOPMENT CHARGES BACKGROUND STUDY

File: 2012EB01 - B-89-26
September 7, 2012



THE CORPORATION OF THE CITY OF SAULT STE. MARIE

REQUEST FOR PROPOSAL

DEVELOPMENT CHARGES BACKGROUND STUDY

The Corporation of the City of Sault Ste. Marie invites you to submit a Proposal to complete a Development Charges Background Study.

The purpose of this Request for Proposal (RFP) is to prompt a response from firms actively engaged in providing these services to municipalities in Ontario. Supporting proof of a Proponent's ability to meet this requirement must be provided in the Proposal; and further information and clarification of this ability may be requested during the Evaluation Process for this RFP.

Your Proposal must contain the forms, schedules and documentation to satisfy the Proposal Submission Requirements described in Section 3 "Terms of Reference" herein.

During the period for Proposal preparation, any questions concerning the requirements or intent of the statements contained herein should be addressed to Mr. Don Elliott, P.Eng. Director of Engineering Services, telephone 705-759-5329 or by email to d.elliott@cityssm.on.ca.

If you are in a position to respond to this Request for Proposal, five (5) copies of the completed Proposal documents, including all required attachments, must be submitted to the office of the Manager of Purchasing, prior to the closing date.

Proposals are due and will be accepted no later than 4:00 o'clock p.m., local time, Friday September 28, 2012.

Yours sincerely

Tim Gowans
Manager of Purchasing

INDEX

- 1) **INFORMATION TO PROPONENTS**
- 2) **FORM OF PROPOSAL**
- 3) **TERMS OF REFERENCE**

SECTION 1

INFORMATION TO PROPONENTS

Proposals rather than tenders have been requested in order to afford the Proponents a more flexible opportunity to employ their expertise and innovation and thereby satisfy the City's needs in a more cost-effective manner. Proposals should be based on these instructions and Proposal Submission Requirements as outlined in Section 3, Terms of Reference of this RFP.

1.0 Delivery and Opening of Proposals

Sealed Proposals properly marked as to the contents ("Proposal for Development Charges Background Study"), will be received by the Manager of Purchasing, Level 2, Civic Centre, 99 Foster Drive, Sault Ste. Marie, ON, until 4:00 o'clock p.m., local time, *Friday, September 28, 2012*. Late Proposals will not be accepted and will be returned unopened.

The Corporation reserves the right to reject any or all Proposals and the lowest or any Proposal will not necessarily be accepted.

2.0 Errors, Omissions, Clarifications

All questions and requests for clarification relating to the RFP process and/or identification of any errors or omissions in the RFP documents shall be directed to Mr. Tim Gowans, Manager of Purchasing, at (705) 759-5298, or by email to t.gowans@cityssm.on.ca. The Manager of Purchasing may issue a written addendum. Neither the Proponent nor the Manager of Purchasing will make oral interpretations or clarifications as to the meaning of the Proposal documents.

All requests for technical information or to clarify the Terms of Reference shall be addressed to Don Elliott, P.Eng, Director of Engineering Services, telephone 705-759-5329 or by email to d.elliott@cityssm.on.ca.

3.0 Informal Proposals

Proposals shall conform to the terms and conditions set out herein. Proposals which are incomplete, conditional, or obscure, or which contain additions not called for, erasures, alterations, or irregularities of any kind, may be rejected as informal. All proposals must be legibly signed by an authorized officer of the firm.

4.0 **Ability and Experience of Proponents**

No Proposal will be considered from any Proponent unless that Proponent is known to have a background of experience in a related enterprise of a character similar to that covered by this RFP.

5.0 **Conditions and Requirements of Work**

The Proponent is required to submit their Proposal upon the express conditions that they shall satisfy themselves by personal examination of the location of the proposed works, or by such other means, as they may prefer, as to the actual conditions and requirements of the work. Each Proponent by careful examination of the RFP documents and any subsequent addenda shall satisfy themselves as to the nature of the services required as well as all conditions which might affect the execution of the contract, and will make the necessary changes to their proposal.

6.0 **Proposal Left Open**

The Proponent shall keep their Proposal open for acceptance for sixty (60) days after the closing date.

7.0 **Selection**

The City reserves the right without prejudice to reject any or all Proposals and to determine in its own best judgment the Proponent best qualified to undertake this contract.

8.0 **Schedule**

The approximate schedule is as follows:

(A) Release of RFP	September 7, 2012
(B) Submission of Proposal	September 28, 2012
(C) Recommendation and Award	October 22, 2012
(D) Commencement of Services	November, 2012

The City reserves the right to alter the scheduling of items "C" and "D".

Proponents are asked to designate one contact person to whom any additional information deemed to be relevant to the Proposal may be communicated.

9.0 Proposal

The Proponent shall submit to the City five (5) complete sets of the Proposal documents; one (1) marked as **"Original"** and four (4) sets marked as **"Copy"**. The **"Form of Proposal"** included with the Proposal documents marked **"Original"** must bear original signatures to qualify.

10.0 Incurred Costs

The City will not be liable for, nor reimburse any Proponent for costs incurred in the preparation of Proposals or any other costs associated with this RFP including but not limited to preparation for, and attendance at interviews (by telephone) that may be required as part of the evaluation process.

11.0 Alterations to Documents

No electronic reproduction or alteration of the original Proposal will be permitted under any circumstance. The Proponent shall not change the wording of the Proposal after submission. No words or comments shall be added to the general conditions or detailed specifications unless requested by the Manager of Purchasing for the purpose of clarification.

12.0 Confidentiality

No Proponent shall have the right to review or receive any information with respect to a Proposal, or any other documentation, or information submitted by any other Proponent. The content of the Proposal, and all documentation and information shall be held in confidence by the City, subject only to the provisions of freedom of information and privacy legislation, including without limitation, the *Municipal Freedom of Information and Protection of Privacy Act*. All Proponents will be notified, in writing, of the successful Proponent's name and address only; after the award has been made. In submitting a Proposal, the Proponents acknowledge and agree to this provision.

13.0 Municipal Freedom Of Information & Protection Of Privacy Act

The City is governed by the provisions of the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*. All documents submitted to the City in response to this RFP become the property of the City and as such will be subject to the

disclosure provisions of the MFIPPA. The MFIPPA gives persons a right of access to information held by the municipality. The right of access is subject to exemptions contained in the Act.

14.0 Indemnity

The successful Proponent will indemnify and save harmless the City against and from all actions, causes of action, interest, claims, demands, costs, damages, expenses or loss which the City may bear, suffer, incur, become liable for or be put to by reason of any damage to property to injury or death to persons by reason of, arising out of or in consequence of breach, violation of non-performance by the successful Proponent of any provision of the Agreement, or by reason of or arising out of the work covered by this contract, or by reason of or arising out of any act, neglect or default by the successful Proponent or any of its agents or employees. The rights to indemnity contained in this paragraph shall survive any termination of this Agreement, anything in this Agreement to the contrary notwithstanding.

15.0 Insurance Policy and Certificate

The successful Proponent will indemnify and save harmless the Corporation of the City of Sault Ste. Marie of any action arising out of the course of this Agreement and will provide a Certificate of Insurance certifying Commercial General Liability and Property Damage Insurance up to and including \$2,000,000.00, prior to the commencement of the contract. The successful Proponent shall maintain such insurance as will protect the Proponent and the City Corporation from all claims for damage or loss, or personal and bodily injury, including death, and from all claims of property damage on an occurrence basis which may arise from their operation under this contract.

The insurance shall be Comprehensive General Liability Insurance, including Product and Completed Operations Liability, Contractual Liability, Owners and/or Contractors Protective Liability, Contingent Employers Liability, and shall contain a Cross Liability Clause protecting the City Corporation as if separately insured. The insurance shall have a limit of not less than \$2,000,000.00 inclusive for any one occurrence. The deductible amount or amount in any insurance policy required by the City pursuant to this contract shall be subject to the approval of the City. In the event that the City does not accept the deductible amount as proposed by the Contractor, the Contractor shall provide insurance coverage with a deductible amount acceptable to the City.

16.0 Final Decision

The decision of the City with respect to this RFP is considered final.

SECTION 2: FORM OF PROPOSAL

DEVELOPMENT CHARGES BACKGROUND STUDY

Mr. Tim Gowans
Manager of Purchasing
Civic Centre
Sault Ste. Marie

I/We the undersigned, hereby submit the attached Proposal to satisfy the requirements laid out by the Corporation of the City of Sault Ste. Marie.

I/We have reviewed and understand the Information to Proponents (Section 1) to the RFP and agree to the terms and conditions contained therein in submitting this Proposal.

I/We agree that this Proposal shall be irrevocable from the time and date that the Proposals are opened in accordance with the time period stated in Paragraph 6.0 of the Information to Proponents.

I/We agree that this Proposal is made without any connection, knowledge, comparison of figures or arrangements with any other person or persons submitting a Proposal for the same purpose and is in all respects fair and without collusion or fraud.

It is further understood and agreed that the lowest or any Proposal will not necessarily be accepted and that the City reserves the right in its absolute discretion to reject any or all Proposals, or accept the Proposal deemed most acceptable to the City.

The City further reserves the right to negotiate further with the successful Proponent to finalize the terms and conditions of the Proposal.

This "Form of Proposal" must be completed, signed, and returned as part of the Proposal submission to qualify.

NAME OF FIRM

ADDRESS/CITY/POSTAL CODE

SIGNING OFFICER SIGNATURE
(I have authority to bind the Corporation/Organization)

WITNESS SIGNATURE
(must be present if Corporate Seal is not affixed to Form of Proposal)

SIGNING OFFICER'S NAME: (please print)

TELEPHONE NUMBER

DATE

FAX NUMBER

SECTION 3 TERMS OF REFERENCE

1.0 Introduction

The City of Sault Ste. Marie ("City") is seeking proposals from qualified consultants to carry out a Development Charges Background Study ("Background Study") in conformity to the requirements of the **Development Charges Act, 1997** (the "Act"). The City's budget for this project is a maximum of \$30,000. The project will result in the recommendation of a development charges bylaw for City Council approval.

2.0 Background

The City does not have a current development charges by-law in place. In 1998, the City chose not to transition the old development charges into a new by-law under the new Act. City Staff has recommended that this position be reconsidered, and Council approved that a consultant be retained to prepare the required Background Study.

The most recent population forecast was undertaken by City of Sault Ste. Marie Planning Division staff, as part of the current Official Plan Review Program. This forecast was based on 2006 Census data and projected a modest increase in both population and employment over the next 15 years.

As a component of the Terms of Reference for the development charges background study, a new population household and employment forecast, is not required.

It has been the City's experience that public consultation with key stakeholders and interested citizens must be an integral component of any study design. Similarly, a communications strategy that keeps the public informed about the objectives, progress, and outcomes of the study is also an essential element for a successful study.

3.0 Study Area

The study area is defined by the municipal boundary of the City of Sault Ste. Marie.

4.0 Project Direction

The project is to be undertaken on behalf of the City. A Steering Committee comprised of representatives from the Finance, Legal, Engineering and Planning departments will administer the project and provide technical direction and supporting data to the

Consultant. The Steering Committee may be supplemented with representatives from key stakeholder groups that will be impacted by the development charges bylaw.

5.0 Study Objective

The overall objective of the assignment is to establish a development charges by-law specifically suited for Sault Ste. Marie. The Development Charges Act is one mechanism available to municipalities to generate much needed revenue for infrastructure.

The Consultant will complete the Background Study in accordance with the Act, draft a by-law and develop an implementation policy for that by-law. Attendance at two public meetings, and at least one Council presentation is anticipated. While beyond the scope of this assignment, the Consultant will commit to being available to the City as an expert witness in the event of an appeal to the Ontario Municipal Board.

The Background Study shall achieve the following objectives:

5.1. Forecast Component:

- The Consultant will collect all appropriate data from the City and municipal sources to support the Background Study's recommendations. The Consultant will be provided with population forecasts, housing unit estimates and industrial land needs by the City's Planning Division;
- Data on the capital budget projects to be included in the calculation of development charges will be available from various City departments. Subsidies/recoveries of any of the listed projects will have to be determined by the Consultant in conjunction with the City Departments;
- The City has completed household growth forecasts, based on the population growth forecast, changes in average household size and relevant factors that may have an impact on household growth in Sault Ste. Marie; and
- Comment on existing employment forecast, taking into account the population growth forecast, trends in industrial, commercial and institutional development and commuting trends.

5.2. Development Charges Component:

The Consultant will:

- complete a Background Study that is in full compliance with the requirements of the Act;
- review all growth related expenditures that are eligible for financing through development charges;

- prepare recommendations regarding a development charge rate structure that is appropriate to the needs of the City;
- prepare a draft development charges bylaw, based upon the recommendations resulting from the Background Study, for consideration by City Council;
- consult with municipal departments, interested agencies and the public throughout the preparation of the Background Study and recommendations; and
- prepare a listing of the annual reporting requirements under the Act.

6.0 Completion Date

The Consultant shall commence work on the project as soon as the contract is approved by City Council. The Consultant shall be prepared to schedule completion of the project, including the public meeting required by the Act and the tabling of a development charges bylaw at City Council, by February 2013.

7.0 Existing Information

The following information will be made available to the Consultant by the City:

- The Official Plan for the City of Sault Ste. Marie, as amended;
- The Comprehensive Zoning Bylaw 2005-150, as amended, for the City of Sault Ste. Marie;
- Existing land use mapping within the study area;
- 2002 Transportation Planning Study;
- Operating and Capital Budgets including 10 year Capital forecasts;
- Census Profiles for the City of Sault Ste. Marie;
- Downtown Master Plan;
- Such other information which is in the possession of and/or reasonably available to the City and reasonably required by the Consultant.

8.0 Work Plan

The Consultant will be responsible for designing and carrying out a work program to achieve the Background Study objectives. The budget allocated by the City for this project is \$30,000. City Departments will be committed to completing as much background work as practical to assist the Consultant with this assignment. Completion of the work will result in the presentation of the completed Background Study and a draft development charges bylaw to Council. The work program shall include, but will not necessarily be limited to the following items:

- Review population, household and employment forecasts and other background material;

- Apply the population, household and employment forecasts to the determination of potential development charge rates;
- Determine the municipal services that are eligible for inclusion in the development charge calculation;
- For each service that may be included within the development charges bylaw;
 - estimate the increase in need for the service that is attributable to development;
 - estimate the average level of service provision over the past ten (10) years;
 - estimate the proportion of increased services needs that can be met by current excess capacity;
 - estimate the long term capital and operating costs and timing for the capital infrastructure projects identified to meet the increase in service needs;
- Calculate the maximum charges allowed for commercial, industrial and residential developments;
- Survey and comment on development charges currently collected or proposed in other northern municipalities;
- Make recommendations regarding the calculation of development charges;
- Detail the rules and regulations for the administration of future development charge reserve funds;
- Make recommendations regarding how the development charges bylaw may be used to provide incentives for the redevelopment of Brownfield sites; and to encourage the development of affordable housing, in the City's downtown area;
- Examine the various development classes and make recommendations regarding the implementation of infill and greenfield rates based on actual servicing cost;
- Make recommendations regarding credits and exemptions;
- Prepare reports and development charges bylaws that are defensible before the Ontario Municipal Board and which are in full compliance with provincial legislation and regulations;
- Meeting with Development Charges Steering Committee;
- Prepare agendas and minutes;
- Prepare for and attendance at all public meetings required during the course of the project;
- Present the final report to Council; and
- Provide the final report.

9.0 Public Participation and Communications Strategy

The Consultant will carry out a public participation and communications program that provides timely information to the public regarding the objectives of the study, progress

of the study and study outcomes, opportunity for balanced public input and opportunity for key stakeholders to provide input throughout the Background Study.

10.0 Potential Ontario Municipal Board Hearing

The Consultant will be expected to commit to appear as an expert witness, if necessary, before the Ontario Municipal Board (OMB) and/or other tribunal in defense of the development charges bylaw resulting from the Background Study. Study proposals must include per diem rates for participation in hearings that may be required in conjunction with the approval of the development charges bylaw. However, an allowance for fees associated with any potential hearings need not be included within the cost estimate for the Proposal.

11.0 Proposal Submission Requirements

To facilitate the review and evaluation of the Proposals, all Proposals shall include, as a minimum, the following:

- Proposals will be limited to 20 pages, single sided, including appendices
- A detailed work program and time schedule, including an anticipated completion date, and a description of the major activities to be undertaken during the course of the project to meet the study objectives as identified by the Terms of Reference;
- A proposed schedule of meetings with the Steering Committee. The work program shall include presentations of the completed Background Study and recommendations to City Council;
- An outline of the public participation component of the study (include presentation format, number of meetings, and use of alternate media);
- A schedule of fees, broken down by components (phases, activities or items), in relation to the work/time schedule;
- The estimate of fee for the total project, including all expected disbursements and all applicable taxes;
- An outline of the data and other information that the Consultant expects the municipality to provide;
- An outline of the principals and staff of the firm who will be directly responsible for carrying out the project, including their level of responsibility and the estimated amount of time that each individual will spend on the project. The outline should further define the qualifications and relevant experience, along with per diem rates for each member of the consulting team, including per diem rates for potential OMB hearings;
- Identification of any sub-consultants to be used in completing the work program;

- A brief list of clients, including contact persons, for whom the Consultant has, within the last five years, prepared or is currently in the process of preparing Development Charges Studies; and
- Identification of deliverables at the completion of phase of the study.

12.0 Selection and Evaluation Criteria

The Steering Committee will evaluate the Proposals. The evaluation process may include a teleconference meeting with key members of your project team.

The following criteria will be used for evaluating the proposals:

- Understanding of the assignment and significant issues
- Study Work Program
- Experience of staff assigned to the project
- Timing of the project
- Past experience with similar projects
- Proposed Methodology
- Detailed Project Plan/Schedule
- Fees/Costs

The above list of criteria represents areas which are to be specifically addressed in the Proposal. The evaluation process will not be limited to these areas. Other criteria not specifically listed above will also receive consideration. The order in which the criteria are listed does not indicate the weighting of the evaluation.

The City of Sault Ste. Marie will endeavour to complete the evaluation process in the shortest time possible. The City of Sault Ste. Marie reserves the right to contact proponents to seek clarification of the Proposals, as submitted, to assist in the evaluation process.

As noted, the City of Sault Ste. Marie reserves the right, in its sole and absolute discretion to select a preferred proponent with which to negotiate a final contract, terminate the Proposal call and negotiate with one or more proponents, or reject any and all Proposals. The City of Sault Ste. Marie will not necessarily select the Proposal with the lowest price or any other Proposal.

REQUEST FOR PROPOSAL

**THE CORPORATION OF THE CITY
OF SAULT STE. MARIE**

REQUEST FOR PROPOSAL

FILE # 2012EB01 - B-89-26

**DEVELOPMENT CHARGES
BACKGROUND STUDY**

SEPTEMBER 28, 2012



Plaza Three
101-2000 Argentia Rd
Mississauga, Ontario
Canada L5N 1V9

Phone: (905) 272-3600

Fax: (905) 272-3602

e-mail: info@watson-econ.ca

www.watson-econ.ca

Watson & Associates

SECTION 2: FORM OF PROPOSAL

DEVELOPMENT CHARGES BACKGROUND STUDY

Mr. Tim Gowans
 Manager of Purchasing
 Civic Centre
 Sault Ste. Marie

I/We the undersigned, hereby submit the attached Proposal to satisfy the requirements laid out by the Corporation of the City of Sault Ste. Marie.

I/We have reviewed and understand the Information to Proponents (Section 1) to the RFP and agree to the terms and conditions contained therein in submitting this Proposal.

I/We agree that this Proposal shall be irrevocable from the time and date that the Proposals are opened in accordance with the time period stated in Paragraph 6.0 of the Information to Proponents.

I/We agree that this Proposal is made without any connection, knowledge, comparison of figures or arrangements with any other person or persons submitting a Proposal for the same purpose and is in all respects fair and without collusion or fraud.

It is further understood and agreed that the lowest or any Proposal will not necessarily be accepted and that the City reserves the right in its absolute discretion to reject any or all Proposals, or accept the Proposal deemed most acceptable to the City.

The City further reserves the right to negotiate further with the successful Proponent to finalize the terms and conditions of the Proposal.

This "Form of Proposal" must be completed, signed, and returned as part of the Proposal submission to qualify.

Watson & Associates Economists Ltd.
 NAME OF FIRM

Plaza 3, 101-2000 Argentia Rd., Mississauga, Ont. L5N 1V9
 ADDRESS/CITY/POSTAL CODE

[Signature]
 SIGNING OFFICER SIGNATURE
 (I have authority to bind the Corporation/Organization)

[Signature]
 WITNESS SIGNATURE
 (must be present if Corporate Seal is not affixed to Form of Proposal)

Andrew Grunda
 SIGNING OFFICER'S NAME (please print)

(905) 272-3600
 TELEPHONE NUMBER

Sept 28, 2012
 DATE

(905) 272-3602
 FAX NUMBER

CONTENTS

		<u>Page</u>
1.	INTRODUCTION	
1.1	Introduction	1.
1.2	Summary of Requirements of the <i>Development Charge Act, 1997</i>	1.
2.	OUR PERSPECTIVES ON THE REQUIREMENTS OF THE ASSIGNMENT	
2.1	Terms of Reference	3.
2.2	Understanding the Project	6.
3.	METHODOLOGY	
3.1	Methodology	7.
4.	STUDY TEAM EXPERIENCE AND PROPOSED STAFFING	
4.1	Watson & Associates Economists Ltd.	10.
4.2	Staffing for Assignment	10.
4.3	Experience and References	12.
4.4	Municipal Staff and Other Consulting Requirements	12.
5.	PROPOSED TIMELINE AND BUDGET	
5.1	Proposed Work Plan and Time Schedule	12.
5.2	Proposed Budget	14.
6.	TERMS AND CONDITIONS	
6.1	Timely and Accurate Information	15.
6.2	Changes to Service	16.
6.3	Reliance of Drafts	16.
6.4	Payment of Fees	16.
6.5	Limitation of Liability	16.
6.6	Resolving Disputes	16.
6.7	Confirmation of Terms of Engagement	16.

APPENDICES

- A WATSON & ASSOCIATES ECONOMISTS LTD.

1. INTRODUCTION

1.1 Introduction

The City of Sault Ste. Marie has requested a proposal to undertake a Development Charge (DC) Background Study and DC By-law implementation process. The DC Background Study will result in the emplacement of a DC by-law for the City, meeting the requirements of the *Development Charges Act, 1997(DCA)*.

In preparing this proposal, we recognize that the overall objective of such a study is to provide funds that will allow the City to finance capital works required for development and to permit the City to grow on a financially sound basis. Thus, the development charge work plan will:

- review the City's current policies regarding recovery of capital expenditures from new development and recommend an appropriate development charge strategy;
- comply with the requirements of the DCA and its associated regulation, O.Reg. 82/98. This includes preparing a DC background study comprising a forecast of anticipated development, determination of eligible services, estimated increase needs for each service, measure 10-year historic level of service, and rules for imposing the calculated charges
- undertake the statutory public process requirements, including the need to hold at least one public meeting under the provisions of the legislation;
- recommend implementation policies for the DC Bylaw, including development charge exemptions, incentives Brownfield redevelopment and affordable housing in the City's downtown core, area-specific vs. uniform charge implementation (e.g. infill vs. greenfield development areas) and the economic competitiveness of the City;
- ensure that financing is in place to pay for the services required to accommodate future development in the City, including the potential use and applicability of front-end financing and DC credits; and
- undertake extensive consultation process with Development Charges Steering Committee, stakeholders and Council.

1.2 Summary of Requirements of the *Development Charges Act, 1997*

A summary of key requirements of the *Development Charges Act, 1997 (DCA)* follows:

1. **Services Covered** – service coverage excludes the provision of cultural or entertainment facilities (eg. museums, theatres and art galleries); tourism facilities (eg.

convention centre); parkland acquisition¹; hospitals; waste management services; and headquarters for the general administration of municipalities and local boards.

2. Capital Costs – capital costs which may potentially be included in the calculation include the capital component of the cost to lease an asset, the cost of related studies, and excludes computer equipment, and rolling stock with an estimated useful lifetime of six years or less.

3. Service Standards – service standards are based upon the average level of service provided in the municipality over the 10-year period immediately preceding the preparation of the background study. In addition, the regulation requires that "...both the quality and quantity of a service shall be taken into account in determining the (average) level of service".

4. Industrial Expansion Exemption - the Act provides for a mandatory DC exemption for enlargements to existing industrial buildings (as defined in the regulation) equal to 50% of the floor area of the existing building prior to the enlargement.

5. Capital Cost Reduction - a 10% capital cost reduction applies to the otherwise eligible costs for all services, other than those pertaining to water supply services (including distribution and treatment services), waste water services (including sewers and treatment services), storm water and drainage control, highways (as per s.s.1(1) of the *Municipal Act*), police and fire protection.

6. Development Charge Background Study - requirements respecting the content of a DC Background Study are explicitly set out in the Act. Requirements include the identification of costs and growth estimates, an examination for each service involved of the long term capital and operating costs for capital infrastructure required, identification of costs to be incurred during the term of the by-law, and various cost allocations. The study and proposed by-law must be made available to the public at least two weeks prior to the (first) public meeting.

7. Prescribed Index - the regulation under the Act specifies the use of the Statistics Canada Quarterly, Construction Price Statistics (Cat. 62-007), to index the charges annually in line with changing costs.

8. Excess Capacity - the recoverable service requirement must be reduced by the part that can be met using the municipality's excess capacity, except for the excess capacity which Council expressed a clear intention, before or at the time the capacity was created, would be paid for by development charges or other similar charges.

9. Treasurer's Statement - requires information to be provided as to reserve fund continuity, borrowings from the fund, interest accrued thereon, repayment of borrowings, non-reserve fund spending on projects, detailed accounting for credits and the source thereof.

¹Including woodlots, E.S.A.'s, but not including the site area (as defined) for an enclosed structure used throughout the year for public recreation.

10. Front Ending Agreements - agreements may include work done before, as well as after, the agreement is entered into. In addition, the work must be in an area subject to the DC, non-party payments may be required at an earlier or later date than building permit issuance and may provide for "tiering" of the burden against subsequent participants, etc. Further, the Act restricts front-ending agreements to sanitary sewer, water, roads, and storm water management services.

11. Council Intentions - if a need for service is to be included in the calculation, Council must have indicated that it intends to ensure that such an increase in need will be met by including it in a Council-approved Official Plan, capital forecast or similar expression of Council.

12. Capital Costs - the increase in the need for service attributable to the anticipated development be estimated, as well as the capital costs necessary to provide the increased service. The latter must be reduced by applicable capital grants, subsidies and other contributions. Also, "capital costs" may include authorized costs incurred or proposed to be incurred by others on behalf of a municipality/local board, as well as those directly incurred.

13. Cross Subsidization - a cost recovery shortfall from one type of development may not be made up through higher charges on other types of development.

14. DC Reserve Funds - reserve funds may be created so as to group services into categories, which are then deemed to be a single service in relation to the use of money from reserve funds and credits.

15. OMB Powers - the OMB is not empowered to remove or reduce the scope of an exemption, to change the phasing in provisions to make the charge payable earlier, to increase the charge in any particular case or to change the by-law expiry date as approved by Council.

16. Reserve Funds - the DC reserve fund money may be spent only for capital costs as determined as part of the legislated method for determination of development charges.

17. Reserve Fund Borrowing - borrowing from reserve funds is permitted subject to repayment of interest at the prescribed minimum rate.

18. Credits - under the new Act, a DC credit must be given where a "... municipality agrees to allow a person to perform work that relates to a service to which a DC by-law relates ..." Such credit is the reasonable cost of doing the work as agreed by the municipality and the landowner. Credit (or partial credit) may be given before the work is completed. It is a credit only in relation to the service to which the work relates and with respect to that part of the development charge that relates to the service (unless Council agrees otherwise). The credit may be transferred under defined conditions.

19. Subdivision Agreement Conditions - agreements may include "local services related to a plan of subdivision or within the area to which the plan relates".

20. **Notification of DC's** - the approval authority must ensure that the first purchaser of the subdivided land, after final approval of the plan, is informed of all DC's applicable to the development.

21. **Regulations** - the Lieutenant-Governor may make regulations as defined in the Act.

2. **OUR PERSPECTIVES ON THE REQUIREMENTS OF THE ASSIGNMENT**

2.1 **Terms of Reference**

In our view, the City of Sault Ste. Marie will benefit by retaining our consultant team for this project with:

- extensive experience in DC studies in all types of municipalities, including rural, urban and rural/urban mixes.
- a wide range of development charge implementation experience throughout the province, who can bring to the assignment alternative approaches to issues, and with experience in working with a number of stakeholders including Council, municipal staff, the development industry and the general public;
- a thorough knowledge of the development charge legislation, and access to legal interpretations prepared by a wide range of municipal law firms (through our work association with many municipalities);
- a commitment to keeping our clients informed on development charge matters through continuing research, information gathering, indexing and rate comparison information and assistance in meeting notification deadlines, etc;
- extensive experience in the calculation of development charges for various municipal services, e.g. transportation, water, wastewater, etc.
- extensive experience in the structuring of front-end financing agreements and alternative cost recovery mechanisms.
- an ability to communicate, in understandable terms, to Council and the public, the sometimes complicated technical aspects of the legislation, calculations and the resultant impacts.

With respect to specific requirements for this assignment, we would provide the following:

1. Prepare a detailed development charges background study, by-law and implementation policies resulting in reasonable and defensible development charges for the City;

2. Attend 2 public meeting(s) and presentation of final report to Council as part of the assignment and be available to the City as an expert witness (based on a separate contract), in the event of an appeal;
3. Give appropriate consideration to all of the matters addressed by the *Development Charges Act, 1997*, including:
 - Review of growth projections (anticipated development) based on the City's current population forecast, as completed by City staff;
 - local service policy under Section 59(2) of the Act, specific to the City;
 - the capital servicing requirements of the anticipated growth;
 - the 10-year level of service cap and deductions for benefit to existing (i.e. property tax or non-DC funding), post planning period capacity, excess capacity, grants and other contributions, statutory 10% deduction for particular services, etc.;
 - cost allocations between residential and non-residential development and within those classes;
 - calculation of full cost recovery charges and implementation options for uniform vs. area specific charges (e.g. infill vs. greenfield);
 - credits, full or partial exemptions including Brownfield redevelopment, affordable housing developments within City's downtown core, etc.;
 - collection policies and related administrative matters;
 - the long range capital and operating cost examination;
 - the rules regarding DC implementation (e.g. phasing-in, indexing and other matters); and
 - the potential impact on the existing community as well as on landowners, the development industry and the City's economy, including preparation of DC survey for pier municipalities.
4. Assess the impact of proposed exemptions, credits and front-end financing agreement policies on City financial cost recovery and recommend appropriate cost recovery policies;
5. Prepare a DC Background Study document presenting an analysis of the data collected, a development charge schedule based on a defined calculation methodology, having a sound legal basis, and policy recommendations. As well, prepare a DC By-Law for the City's consideration.
6. Present the report and proposed to City Council at a workshop session and 2 subsequent statutory Public Meeting(s) including the preparation of all advertisements and DC pamphlet.
7. The City plans to award this contract near the end of October. This project could be carried out under the following timetable:
 - October 22, 2012 - Contract award

- Nov./Dec. 2012 - Data collection and staff interviews (including preparation of charges and policies)
- January 2013 - Draft DC Background Study to be drafted
- DC Steering Committee review and comment on Draft DC Background Study
- Early February 2013 - Public consultation with stakeholders and citizens
- DC Background Study findings and policies presented to Council in workshop format
- Mid-February 2013 - DC Background Study is finalized and provided to the DC Steering Committee. Council and general public receives proposed by-law and Background Study and gives notice of Public Meeting
- Late February 2013 - Statutory Public Meeting of Council
- Revisions, if required
- Council considers by-law for adoption

This timeline would permit the draft by-law to be available for public review by February 2013.

2.2 Understanding the Project

Beyond the fundamental requirements of producing a DC Background Study and DC By-Law, in a timely fashion, which is in accordance with the DCA, 1997 the assignment must have proper regard for several key inputs into the study process, including the City's latest growth projections, building activity projections, and development inventory, as well as the City's Official Plan, Master Plan(s), Transportation Studies, and other capital related studies, etc.).

In Watson's experience, the assignment ultimately comes down to the following key matters:

- communicating to City Council, in an accurate and understandable fashion, what the City's DC recoverable, development-related costs are for the planning period and the potential policy options for implementation
- ensuring, insofar as it is possible, that the development community and any other interested parties accept the legitimacy of the growth forecast, charge calculations and implementation policies, in order to minimize the possibility of appeals;
- working with City staff and committees to craft policy in terms of uniform vs. area-specific charges (e.g. infill vs. greenfield areas), credits, exemptions/incentive programs for Brownfield redevelopment, affordable housing in downtown area, etc., reductions, phasing-in, and front-end financing, which serve to minimize undesirable development impacts of the charge, while encouraging sought-after development where possible;
- working with City staff to ensure that the capital construction schedule in the DC document can be accommodated by the City, in terms of contributions, and will enable the necessary servicing to be put in place;

- ensuring that implementation issues have been considered, in order to minimize the likelihood of appeals, complaints, reserve fund draw disputes and other problems associated with the By-law and/or Background Study.

3. METHODOLOGY

3.1 Methodology

The *Development Charges Act, 1997* provides a specified number of steps, which must be undertaken in the calculation of a development charge. Figure 3-1 illustrates diagrammatically our firm's understanding of the methodology required. A brief discussion is provided below:

Step 1 involves estimating the anticipated amount, type and location of development for which development charges can be imposed. This estimate is needed for the first two five year periods and then to the end of the planning period. Annual estimates do not appear to be mandatory.

Step 2 involves the exclusion of all ineligible services from the calculation, as any expenditure in this area must be made from the tax base, user rates, etc.

Step 3 requires that "the increase in the need for service attributable to the anticipated development...be estimated for each service" that is involved. This replaces the "growth-related net capital cost" reference in the old Act. This estimate does not appear to require project-specific consideration at this stage as it refers to "need" and not to "project solutions" or the means by which such needs are to be met. It may therefore be appropriate to address it in terms of "service units." These are the same factors that can be used to measure past and future levels of service in a subsequent step.

Step 4 is to ensure that the increase in need included in Step 3 does "... not include an increase that would result in the level of service (for the anticipated development increment) exceeding the average level of that service provided in the municipality over the 10-year period immediately preceding the preparation of the background study. O.Reg. 82/98 (s.4) goes on to indicate that "... both the quantity and quality of a service shall be taken into account in determining the level of service and the average level of service."

Step 5 requires that for an increase in need to be included in Step 3, Council must indicate that it intends to ensure that such an increase in need will be met, presumably in accordance with the timing periods established in Step 1. Once again, this would appear to be a broad, need-related approval and not necessarily a long range capital budget approval.

Step 6 calls for an examination of the long term capital and operating costs for capital infrastructure to be included in the development charge background study and considered by Council before passing a DC by-law. Ideally, this information would be available to Council when it takes Step 5, but this does not appear to be a requirement and is dependent on the timing of the steps in the process. Steps 3 and 5 are early steps and Step 6 could occur later.

Step 7 involves removing from the DC calculation those kinds of local services for which the municipality can impose directly or indirectly a charge related to a development or a requirement to construct a service related to a development, by way of a condition or agreement under Section 51 or 53 of the *Planning Act*. It also involves ensuring that appropriate policies are established such that those services are, in fact, addressed subsequently in that fashion and are neither double-counted nor omitted.

Step 8 involves detailing the resultant increase in needs. The calculation of the net costs which can be recovered via DC's (Step 13) involves making four separate and additional deductions from the gross costs, as detailed in Steps 9-12.

Step 9 represents a deduction from the increase in the need for service attributable to the anticipated development that can be met using the municipality's excess capacity, other than excess capacity which is "committed," i.e. where Council has indicated a clear intention that it would be paid for by DC's or other similar charges, before or at the time it was created.

Step 10 involves a further reduction to the need, by the extent to which such an increase in service would benefit existing development. The level of service restriction in Step 4 is related, but not the same as this test. This is a potentially difficult adjustment to make, in that it could be argued that almost any new facility would have some impact on, and provide some benefit to, existing development (possibly other than some sanitary, storm, and water works, neighbourhood parks and other works which are highly localized to growth areas).

Step 11 involves reducing the capital costs necessary to provide the increased services (which is the first mention of such costs) by capital grants, subsidies and other contributions made or anticipated by Council and in accordance with various rules as to attribution between the share related to new vs. existing development.

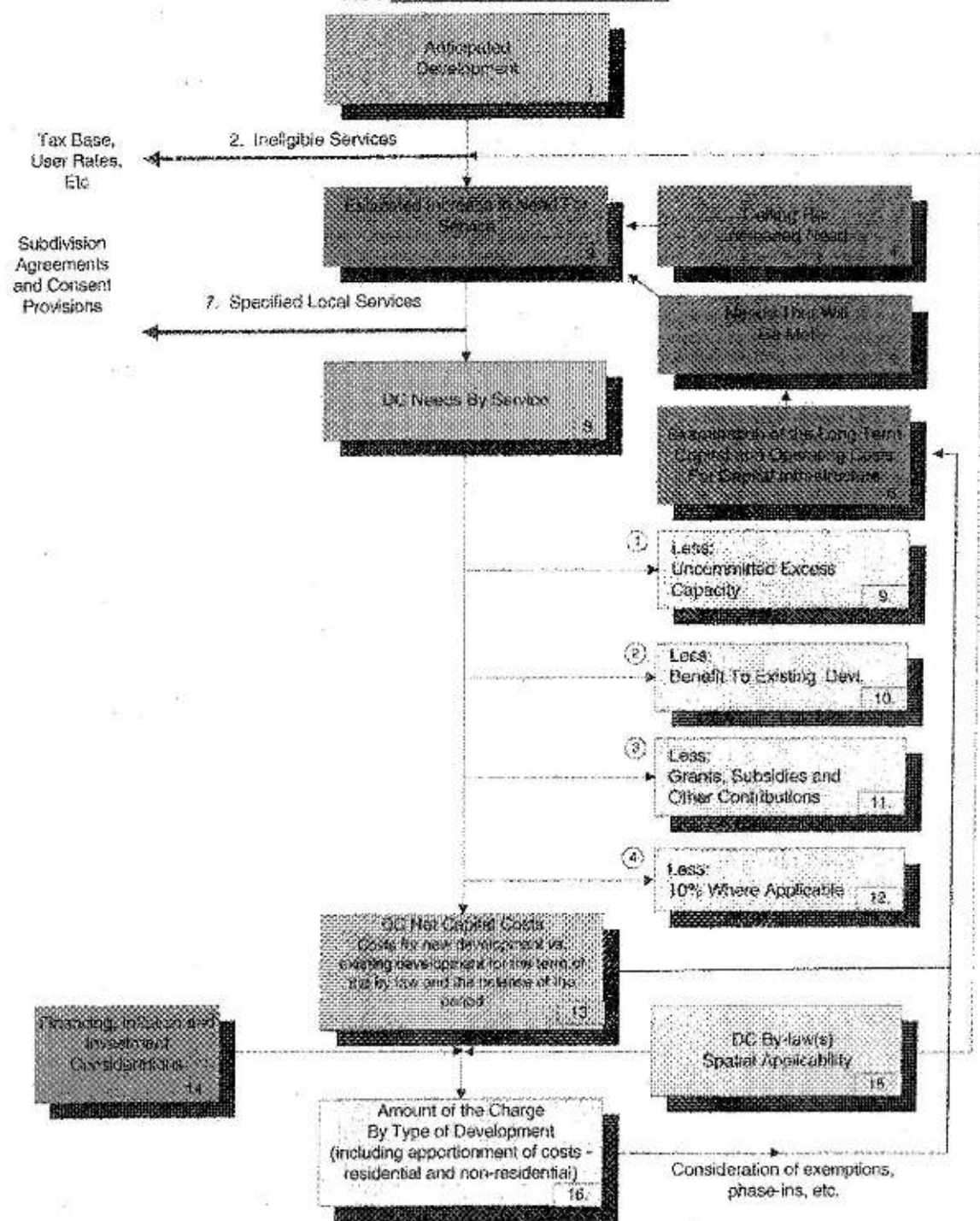
Step 12 requires that a flat 10% reduction in capital costs (pre-deduction for grants and subsidies) be made for services such as day care, social service, and ambulance, administration facilities not falling into the headquarters for general administration category, as well as the cost of studies, borrowings, rolling stock, furniture and equipment, associated therewith.

Step 13 involves tabulating the total capital costs considered above by service in terms of those that would benefit new development vs. those that would benefit existing development, and in each case, for those that will be incurred during the term of the proposed by-law vs. those which will not. The estimated and actual value of credits being carried forward is to be noted as well.

Step 14 involves increasing the costs set out in Step 13 where debenture debt is required and a cash flow analysis reveals a net financing cost requirement.

Step 15 involves determining whether all of the subject costs are to be recovered on a uniform municipal-wide basis or whether some or all are to be recovered on an area-specific basis.

FIGURE 3-1
THE PROCESS OF CALCULATING A DEVELOPMENT CHARGE UNDER THE NEW
ACT THAT MUST BE FOLLOWED



Step 16 involves relating the costs involved to anticipated development for each period under consideration and using allocations between residential and non-residential development and between one type of development and another, to arrive at a schedule of charges.

4. STUDY TEAM EXPERIENCE AND PROPOSED STAFFING

4.1 Watson & Associates Economists Ltd.

Watson & Associates Economists Ltd. is a firm of municipal economists, planners and accountants which has been in operation since 1982. With a municipal client base of more than 250 Ontario municipalities and utility commissions, many of which are long-term repeat clients, the firm is recognized as a leader in the municipal finance/local government field. The firm has a committed twenty person staff that has worked together for many years. The firm's principals have participated extensively as expert witnesses on municipal finance matters at the Ontario Municipal Board for over 28 years.

Our firm has undertaken over one-half of the consulting work done in Ontario in the DC field during the past decade. The following Figures provide a summary of our experience in the field of development charges. In addition to conducting policy studies and co-ordinating by-law preparation and adoption processes, we have carried out numerous special issue studies, provided continuing advice to municipalities on development charges in specific situations and have presented papers on the DCA at numerous municipal conferences. We have also participated in numerous OMB Hearings and processes thereon.

The firm has made a long term commitment to the interpretation of development charge legislation, development of implementation methodologies, and ongoing surveying to maintain data banks of information useful in DC matters. The knowledge gained from this investment, along with the wide-ranging experience of completing DC work in more than 100 municipalities and utility commissions would provide the City with a firm basis for the preparation of their DC by-law, and the development of DC policies and practices.

Due to the large number of development charge studies completed by our firm, Watson has the significant advantage of being able to assemble a solid information base, which when coupled with our sound working relationships with municipal staff and others, enables us to facilitate the development of consensus around controversial issues. Public participation, particularly from the key stakeholders, is very important. Our approach is designed to ensure that material is presented in an understandable format, in order to encourage public input in the development of recommendations and future directions as part of a study process.

4.2 Staffing for the Assignment

The following staff members are available to assist the City in its preparation of a DC Background Study, DC By-law and the related public process:

Andrew Grunda, MBA, CMA – Principal, would represent the firm as project manager and be responsible for all facets of the study. Mr. Grunda has been with the firm since 1996 before which he worked for the former Regional Municipality of Hamilton-Wentworth, Finance Department. He is presently a member of the firm's senior management group, which develops interpretations of legislative requirements, as well as methodologies and formats and determines alternative policy strategies for all facets of the corporate assignments. He has prepared Development Charge Studies for numerous municipalities. He has also assisted a number of municipalities in addressing financial matters arising from changes in the water and wastewater industry and the development application approvals process. He has undertaken numerous lectures and seminars on municipal finance strategies and policy for MFOA and AMCTO and has appeared before the OMB providing expert witness testimony.

Dan Wilson, BBA, CA, Manager, Municipal Finance, would play a primary role in all finance related asset management work and report preparation. Mr. Wilson has extensive experience in the areas of municipal finance and municipal auditing with 7 years of industry practice with municipal governments and public accounting/auditing firms. Since joining the company in 2006, Dan has worked on numerous water and wastewater rate studies, Ontario Regulation 453/07 water reporting requirements, development applications approvals process user fee studies, development charge studies, PSAB 3150 compliance studies and asset management related studies. In 2005, Dan was a part of the Associate group that provided comments and potential impacts to the Public Sector Accounting Board (PSAB) in the creation and implementation of handbook section 3150, relating to municipalities accounting for all tangible capital assets on their financial statements. He has also undertaken lectures on PSAB 3150, financial statement reporting, asset management and water financial plans on behalf of numerous organizations including AMCTO and MFOA. Dan is a Chartered Accountant.

Jamie Cook, MCIP, RPP, PLE, Manager, Demographics and Land Needs Studies will be responsible for reviewing the residential and non-residential development charge growth forecast as prepared by City staff. Mr. Cook has approximately ten years' experience in municipal demographics and growth forecasting. Since joining the company in 2001, he has carried out numerous development charge growth forecasts throughout Ontario over this time period. He has also completed comprehensive growth management assignments and land needs studies for several municipalities. Mr. Cook was previously a policy advisor with the Ministry of Municipal Affairs. Mr. Cook is a registered professional planner, a professional land economist and a member of the Economic Developers Council of Ontario (EDCO).

Amy Vesprini, BA (Hons), Consultant, would assist in the data collection and compilation and report documentation. Since joining the company in 2006, Amy has assisted with data input and analysis in the areas of PSAB 3150, water and wastewater rate studies, O.Reg 453/07 financial plans, development charge studies, development applications approval process reserve fee studies, as well as various education-related studies.

Curriculum vitae for each of the above individuals are available upon request and on the company's website www.watson-econ.ca.

4.3 Experience and References

Watson has worked together extensively over the years on many assignments. These assignments include Development Charge Background Studies, Water and Sewer Rate Studies and Lifecycle Asset Management/Capital Plan Studies. With respect to Development Charges we include the following list of references:

1. City of Kawartha Lakes – 2004 and 2009 DC Background Studies
Contact: Sara Beukeboom, Manager of Budgets and Municipal Finance
(705) 324-9411 x 1348
1. City of Quinte West – 2004 and 2010 DC Background Studies
Contact: David Clazie, Director of Finance – (613) 392-2841 x4448
2. Township of Woolwich – 2004 and 2009 DC Background Study
Contact: Richard Petherick, Director of Finance & Treasurer – (519) 669-1647 x 6013

4.4 Municipal Staff and Other Consulting Requirements

The consultant will rely on City staff facilitate the gathering and production of information that is required during the DC Background Study preparation process. This will include, at a minimum, historical data to support a calculation of the previous 10-year average level of service for each service category included in the study, and information regarding Council approved future capital requirements (as may be available in the City's Capital Budget Forecast, staff reports, etc.). City staff will also be responsible for attending workshops with the consultant to discuss DC policy recommendations and to provide input and clarification regarding all aspects of the Background Study, and for advertising, co-ordinating and attending public information meetings as applicable. The proposed timeline is provided on the basis that all information is provided to us in a prompt fashion.

5. PROPOSED TIMELINE AND BUDGET

5.1 Proposed Work Plan and Time Schedule

We have prepared a detailed work program for undertaking the Development Charge Background Study, By-Law preparation and implementation on behalf of the City which is outlined in Figure 5-1. A detailed study schedule is provided in Table 5-1.

Assuming project initiation with the first meeting in Early November 2012, the study process has been designed to provide the City with a draft Development Charge Background Study Report in January 2013. Final adoption of a DC by-law by the City would be in February, 2013. The study is considered to be "complete" for purposes of the legislation at the time of Council approval prior to by-law passage.

Figure 5-1
PROPOSED DC BACKGROUND STUDY WORK PLAN

STUDY COMPONENT	KEY ELEMENTS
1. STUDY START-UP	1.1 Work program approval 1.2 Identification of policy and other special issues to be addressed during the study process 1.3 Review City's growth projections 1.4 Identify eligible DC services for review
2. DATA COLLECTION	2.1 Gather information regarding historical (past 10 yr.) asset inventories, capital budget projections and future capital requirements 2.2 Review relevant background studies (e.g. Master Plans, Servicing Studies, etc.) 2.3 Review long term debt and identification of existing facility oversizing
3. GROWTH PROJECTION DEVELOPMENT	3.1 Review City's growth forecast (residential, commercial, industrial, institutional, for 10 year, 20 year or OP Build out) and location
4. DEVELOPMENT CHARGE CALCULATION AND RULES	4.1 Determination of local service policies under subdivision or consent agreements. 4.2 Assessment of need for City-wide vs. area-specific DCs (e.g. infill vs. greenfield), and for which services 4.3 Analysis of DC credit policy matters including any other relevant municipal agreement. Develop front-end financing policies 4.4 Estimation of the costs to meet the increase in the need for service attributable to development, the required works, existing facility oversizing, consistent with not exceeding ten year service standard 4.5 Calculation of the development charges based on need for service identified in 4.1, reduced by: 4.5.1 any existing capacity created for which Council did not indicate DCs would be used (at the time the capacity was created) 4.5.2 the extent to which existing development would benefit from the increase in service 4.5.3 anticipated capital grants, subsidies or other contributions in respect of the capital costs 4.5.4 the percentages and capital cost exclusions as designated by the Act 4.6 Development of draft DC rules for exemptions, incentive programs for Brownfield redevelopment and affordable housing within the Downtown area, phase-ins, indexing, charges for redevelopment, etc.
5. EXAMINATION OF LONG TERM CAPITAL/ OPERATING COSTS	5.1 Examine the long term capital and operating costs for capital infrastructure improvements
6 & 7. DRAFT DC BACKGROUND STUDY/REVIEW	6.1 Preparation of draft DC Background Study and By-law(s) 6.2 Determination of preliminary recommendations on categories of services (for reserve fund and credit purposes), by-law commencement date, expiry date, collection timing 7.1 Staff Review and Council Workshop
8. PUBLIC CONSULTATION PROCESS	8.1 Public meeting consultation with development community representatives 8.2 Advertisement and holding of statutory public meeting. Use of visual aids including PowerPoint. 8.3 Receipt and consideration of public submissions
9 & 10. FINALIZE DC BACKGROUND STUDY/BY-LAW PASSAGE	9.1 Finalization of draft DC Background Study for review with staff (conference call) 9.2 Preparation of (overview) public consultation report, including review of options and assessment of impacts 9.3 Preparation of addendum report (with revised calculation and policies, where applicable) 10.1 Receipt and consideration of by-law(s) by Council
11. IMPLEMENTATION PROCESS	11.1 Collection policies/process 11.2 By-law indexing 11.3 Reserve fund reporting requirements 11.4 Preparation of DC Public Information Pamphlet

Table 5-1
The Corporation Of The City of Sault Ste. Marie
Development Charge Background Study
Detailed Timeline For Each Major Study Component

STUDY STEPS	Nov-12	Dec-12	Jan-13	Feb-13
1 Study Start Up	SM			
2 Data Collection	SM			
3 Growth Projection Review				
4 DC Calculation & Rules				
5 Exam, Long Term Capital/Operating				
6 Prepare Draft DC Background Study			SM	
7 Public Consultation / Council Workshop				CW/PM
8 Finalize DC Background Study				
9 Public Meeting				PM
10 By-Law Passage				
11 Implementation Process				

SM = Staff Meeting

PM = Public Meeting

CW = Council Workshop

Notes:

- Nov-12 staff meeting for Study Start-up and Data Collection proposed to be combined into one visit
- Feb-13 Public Meeting and Council Workshop are proposed to be combined into one visit

5.2 Proposed Budget

Table 5-2 summarizes our proposed budget for the project based on the items outlined in our work program and the discussion points below. The quotation provides for three staff/DC Steering Committee meetings, two public meetings with stakeholders/general public and one presentation to Council, and electronic versions of the draft and final reports. Should this budget not reflect the level of effort envisioned by staff, we would be pleased to review the scope of the work and budgetary requirement with you.

	Andrew Grunda, Principal	Dan Wilson, Manager, Municipal Finance	Jamie Cook, Associate Director	Amy Vesprini, Consultant	Total Resource
Hourly Rates	\$ 250	\$ 180	\$ 250	\$ 125	
Per Diem Rates	\$ 2,000	\$ 1,520	\$ 2,000	\$ 1,000	
1. Study Start-up	6.0	6.0	-	4.0	16.0
2. Data Collection	2.0	6.0	2.0	10.0	22.0
3. Growth Projection Review	2.0	2.0	4.0	-	8.0
4. DC Calculation and Rules	2.0	6.0	-	8.0	16.0
5. Examination of Long Term Capital/Operating	2.0	2.0	-	6.0	10.0
6. Prepare Draft DC Background Study	2.0	8.0	2.0	6.0	18.0
7. Steering Committee Review/Council Workshop	8.0	8.0	-	4.0	20.0
8. Public Meeting Process	8.0	-	-	4.0	12.0
9. Finalize DC Background Study	1.0	2.0	-	4.0	7.0
10. By-law Passage	6.0	-	-	2.0	8.0
11. Implementation Process	-	2.0	-	2.0	4.0
Total Number of Hours	39.0	44.0	8.0	50.0	141.0
Total Fees	\$ 9,750	\$ 8,360	\$ 2,000	\$ 6,250	\$ 26,360
Disbursements (travel, telephone, courier, reports)					\$ 3,000
Total Budget (excl. HST)					\$ 29,360
Total Budget (including HST)					\$ 33,177

Out-of-pocket disbursements for travel, courier, copying and related costs would be invoiced at cost. Additional meetings can be arranged at the City's request (cost based on the hourly and per diem rates shown above).

OMB ATTENDANCE

In the event an objection is lodged with the Ontario Municipal Board with respect to passage of the Development Charges By-Law, Andrew Grunda will appear to defend the study report at the Board hearing. The per diem rate for Mr. Grunda is \$2,000.

6. TERMS AND CONDITIONS

6.1 Timely and Accurate Information

You agree to use reasonable skill, care and attention to ensure that all information we may reasonably require is provided on a timely basis and is accurate and complete. You agree to notify us if you subsequently learn that the information provided is incorrect or inaccurate or otherwise should not be relied upon.

6.2 Changes to Service

Either party may request changes to the Services. We shall work with you to consider and, if appropriate, to vary any aspect of the engagement, subject to payment of reasonable additional fees and a reasonable additional period to provide any additional Services. Any variation to the Contract, including any variation to fees, services or time for performance of the Services, shall be set forth in separate correspondence which shall form part of the Contract and to which these Terms and Conditions shall apply.

6.3 Reliance of Drafts

You acknowledge draft reports or advice, whether oral or written, issued by us may be subject to further work, revisions and other factors which may mean that such drafts are substantially different from any final report or advice issued.

6.4 Payment of Fees

We reserve the right to charge interest at the rate of 1% per month for payment of any invoices not received within 45 days of billing.

6.5 Limitation of Liability

Watson & Associates Economists Ltd.'s entire liability to the client under this engagement for damages from any cause whatsoever shall not exceed the aggregate of the amounts paid by you pursuant to this Contract Letter.

6.6 Resolving Disputes

If any dispute arises between us, we will attempt to resolve the dispute in good faith by senior level negotiations. Where both of us agree that it may be beneficial, we will seek to resolve the dispute through alternative dispute resolution.

6.7 Confirmation of Terms of Engagement

Having read the above Proposal of Contract from Watson & Associates Economists Ltd., dated September 28, 2012, we agree to acceptance of this proposal and to engage Watson & Associates Economists Ltd. upon the terms set out therein.

Signed: _____

Accepted on behalf of City of Sault Ste. Marie.

Date: _____

Development Charge Client List Re the Establishment of Charges Under the DCA, 1997 (2003-2012)

REGIONS

Durham
Halton
Niagara
Peel
Waterloo
York

COUNTIES

Brant
Dufferin
Lanark
Northumberland
Prince Edward
Renfrew
Wellington

CITIES

Barrie
Belleville
Brantford
Burlington
Cumberland
Guelph
Hamilton
Kanata
Kawartha Lakes
Kingston
London
Niagara Falls
North Bay
Orillia
Oshawa
Ottawa
Pickering
Port Colborne
Quinte West
St. Thomas
Sarnia
Stratford
Thorold
Timmins
Toronto
Waterloo
Welland

DISTRICTS

Muskoka

MUNICIPALITIES

Centre Elgin
Chatham-Kent
Grey Highlands
Lambton Shores
Leamington
Middlesex Centre
North Grenville
North Middlesex
North Perth
Port Hope
South Bruce
Thames Centre
West Elgin

TOWNS

Ajax
Aurora
Bradford West Gwillimbury
Caledon
Cobourg
Collingwood
East Gwillimbury
Erin
Essex
Fort Erie
Georgina
Gravenhurst
Grimsby
Halton Hills
Huntsville
Kingsville
Lakeshore
LaSalle
Lincoln
Milton
Minto
Mississippi Mills
Mono
Niagara-on-the-Lake
Pelham
Port Hope

TOWNS (Cont'd)

Renfrew
Richmond Hill
St. Marys
Saugeen Shores
Shelburne
Tecumseh
Tillsonburg
Wasaga Beach
Whitby
Whitchurch-Stouffville

TOWNSHIPS

Adjara-Tosorontio
Cavan Monaghan
Centre Wellington
Clearview
East Luther Grand Valley
Guelph Eramosa
King
Madawaska Valley
Malahide
Mapleton
Melancthon
Oro-Medonte
Puslinch
Severn
Smith-Ennismore-Lakefield
Southgate
Tay
Uxbridge
Wainfleet
Wellington North
West Lincoln
Wilmot
Woolwich

VILLAGES

Point Edward
Dundalk

OTHER

GO Transit - GTA/Hamilton
Bradford West Gwillimbury PUC
Chatham-Kent PUC

Staff Resources

ANDREW GRUNDA, M.B.A., CMA
PRINCIPAL

EDUCATION

- 2005 Designated Certified Management Accountant (CMA).
- 2005 Masters of Business Administration from the Wilfrid Laurier University.
- 1996 Bachelor of Business Administration Degree, from Brock University.

EMPLOYMENT HISTORY

- March, 2012 Appointed Principal of Watson & Associates Economists Ltd. and carries co-responsibility for the firm's municipal sector practice.
- 1996-Feb. 2012 Joined Watson & Associates Economists Ltd. (formerly C.N. Watson and Associates Ltd.) as a Research Analyst progressing to his current responsibilities as Associate Director, participating in a variety of development charge, development applications approvals process user fee, municipal restructuring, municipal finance, water and wastewater rate and market studies.
- 1995-96 Budget Clerk with the Regional Municipality of Hamilton-Wentworth, Finance Department. Responsibilities included assisting on the Peer Review of the Constituent Assembly's Report on Municipal Reform. Job duties included monitoring of budgetary exception control systems, account analysis and reconciliations.

Andrew Grunda is an Associate Director with Watson & Associates and is involved in studies related to Local Government Finance, Financial Operations and Policy, and Long Term Infrastructure Planning. He is presently a member of the firm's senior management group, which develops interpretations of legislative requirements, as well as methodologies and formats and determines alternative policy strategies for all facets of the corporate assignments.

In his 13-year career at Watson & Associates, he has undertaken numerous development charge studies, development applications approvals process user fee reviews, fiscal impact modelling and life cycle replacement and financing plans for water and sewer infrastructure for several municipalities. With respect to development charge studies, Mr. Grunda has been study director for a number of policy studies in smaller urban municipalities (i.e. Whitchurch-Stouffville, St. Thomas, Port Hope, Cobourg, Woolwich, Mono, etc.).

He has been involved in numerous water and wastewater rate studies, undertaking to provide municipalities with full cost recovery water and wastewater financial plans, as required under Bill 175, *Sustainable Water and Sewage Systems Act*. Mr. Grunda has undertaken workshops with regard to Bill 175 on behalf of ACMTO and other municipal organizations.

Recently, he is involved in numerous development applications approvals process user fee studies, undertaking to provide municipalities with full cost recovery user fees for *Planning Act*, *Building Code Act* and *Municipal Act* mandated services. These studies are being undertaken by municipalities to address the increased cost justification for user fees as required under Bill 124, *Building Code Statute Law Amendment Act*. Mr. Grunda has undertaken workshops on behalf of the AMCTO and MFOA, with regard to Bill 124.

Staff Resources

DAN WILSON, BBA, CA
MANAGER, MUNICIPAL FINANCE

EDUCATION

- 2004 Chartered Accountant (CA) Designation, Institute of Chartered Accountants of Ontario.
- 2000 Honours Bachelor of Business Administration Degree, Wilfrid Laurier University.

EMPLOYMENT HISTORY

- 2006 Joined Watson & Associates Economists Ltd. as a Senior Consultant progressing to his current responsibilities as Manager, Municipal Finance. Participating in a variety of PSAB 3150 compliance, asset management, development charge, municipal finance, water and wastewater rate, and development approvals process user fee studies.
- 2006 Director of Finance & Treasurer with the Township of Woolwich, Finance Department. Responsible for the day-to-day operation of the Finance Department. Areas of responsibility included property taxation, receivables/payables, payroll, purchasing, budgeting, and financial reporting/analysis, and financial policy setting. A member of the Township's Senior Management Team.
- 2004-05 Financial Manager/Deputy Treasurer with the Township of Centre Wellington, Finance Department. Responsible for Township budgeting, general ledger activity, year-end procedures, as well as financial analysis, reporting, and policy. Other various duties included the preparation of the annual financial statements and Financial Information Returns (FIR). A member of the Township's Senior Management Team.
- 2003-04 Budget Analyst with the Township of Centre Wellington, Finance Department. Responsibilities included preparing annual operating and capital budgets, performing multiple year forecasts, year-end audit preparation, and financial reporting and policy setting. A member of the Township's Senior Management Team.
- 1999-03 Senior Staff Accountant with BDO Dunwoody, Chartered Accountants. Responsible for auditing various public entities (municipalities, school boards, hospitals, co-op housing entities), as well as medium and small sized private corporations (hydro utilities, manufacturing and service corporations). Other responsibilities included preparation of financial statements and corporate tax returns, control and risk testing, and cash flow and budgeting analysis.

Dan Wilson is a Manager, Municipal Finance with Watson & Associates Economists Ltd. and is involved in studies related to Local Government Finance, Financial Operations and Policy, and Long Term Infrastructure Planning.

Currently, he is involved in various water and wastewater studies to provide municipalities with full cost recovery water and wastewater financial plans, as required under Bill 175, *Sustainable Water and Sewage Systems Act*. Mr. Wilson is involved in numerous development applications approvals process user fee studies to provide municipalities with full cost recovery for *Planning Act*, *Building Code Act*, and *Municipal Act* mandated services. In addition, he is involved in projects relating to municipal financial planning and reporting, including tangible capital assets, as mandated by the Public Sector Accounting Board (PSAB).

Staff Resources

JAMIE COOK, MCIP, RPP, PLE
ASSOCIATE DIRECTOR

EDUCATION

- 1999 Queen's University
 M.P.L. (Master's of Urban and Regional Planning) Concentration: Land Use and Real Estate, Environmental Planning & Management
- 1997 British Columbia Institute of Technology
 Selected Courses in Geographical Information Systems (GIS) and AutoCAD
- 1996 University of Guelph
 B.Sc. Honours (Environmental Science) Concentration: Natural Resource Management, Resource and Environmental Economics

EMPLOYMENT HISTORY

- 2001- Joined Watson & Associates Economists Ltd. (formerly C.N. Watson and Associates Ltd.) as a Senior Consultant, progressing to Manager, Demographics and Land Needs Studies and to his current responsibilities as an Associate Director. Mr. Cook is involved in the preparation of a variety of municipal, utility and school board development charge studies, as well as, industrial/commercial market forecasting studies, municipal financial impact analysis, including research, report writing and computer modelling.
- 1999-00 Policy Advisor with the Ministry of Municipal Affairs & Housing. Analyzed and advised the Office for the Greater Toronto Area (OGTA) and the Minister's office on a number of issues related to land use planning, municipal infrastructure, telecommunications and regional economic competitiveness. Responsible for the completion of research studies, briefing notes, Minister's responses, and cabinet submissions related to GTA-wide issues.
- 1998 Planning Assistant/GIS Specialist for Natural Resources Canada, Strategic Planning Division. Involved in the development of an intranet based facilities management GIS for Natural Resources Canada's nation wide real property.
- 1997 Planning/GIS Technician: Regional Municipality of Halton Region, Planning & Public Works Department. Assisted municipal planners, engineers and other staff members with mapping services regarding various land use planning, environmental services, and transportation projects within the Halton Region.

Jamie Cook has over ten years' experience as an economic consultant and policy advisor/planner. Over this time period, he has worked for both the private and public sector in a variety of positions with increasing roles of responsibility.

Mr. Cook is an active member of the Canadian Institute of Planners (CIP) and the Ontario Professional Planners Institute (OPPI). He is also a Professional Land Economist (PLE) and a member of the Economic Developers Council of Ontario (EDCO).

10(b)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2012-212

EASEMENT: (P.4.2.162) A by-law to authorize an easement agreement with Alison Patterson over a portion of the property at 4 McGregor Avenue.

THE COUNCIL of the Corporation of the City of Sault Ste. Marie, pursuant to section 9 of the *Municipal Act 2001*, S.O. 2001, c.25, **ENACTS** as follows:

1. **EXECUTION OF DOCUMENTS**

The Council hereby authorizes the Mayor and Clerk to sign any documents pertaining to the easement being acquired by the City over a portion of 4 McGregor Avenue being described as Part of Lot 6, Plan 21558; Part 1 on Plan 1R12232; Sault Ste. Marie, for a sanitary sewer easement with the terms and conditions described in Schedule "A" attached.

2. **SCHEDULE "A"**

Schedule "A" hereto forms part of this by-law.

3. **EFFECTIVE DATE**

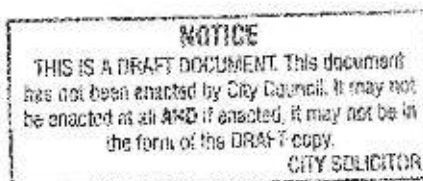
This by-law takes effect on the day of its final passing.

PASSED in open Council this 19th day of November, 2012.

MAYOR – DEBBIE AMAROSO

~~CITY CLERK – MALCOLM WHITE~~

Deputy City Clerk - Rachel Tyczinski



10(b)

SCHEDULE "A" TO BY-LAW 2012-212

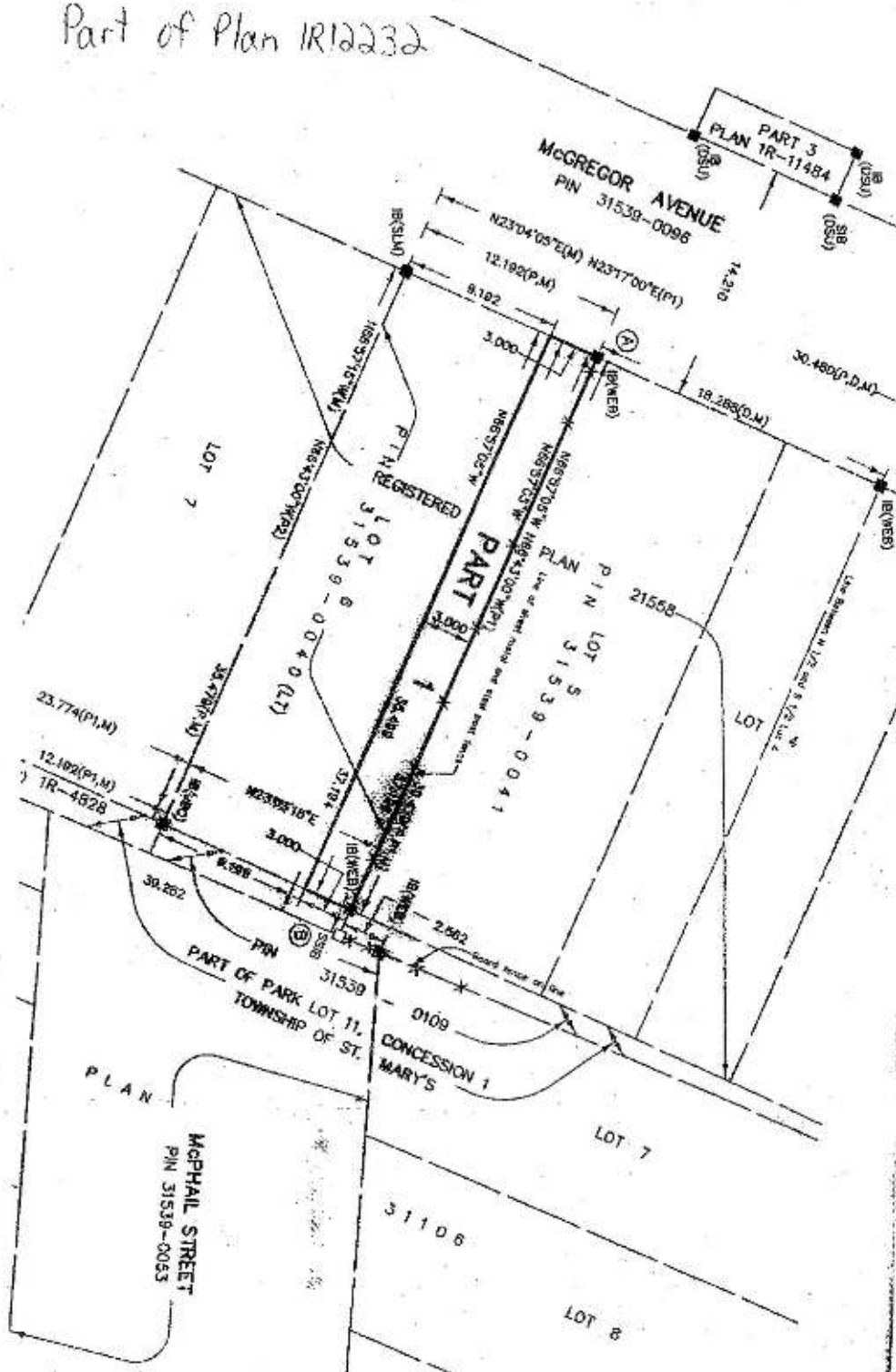
PROPERTY DESCRIPTION

Part of Lot 6, Plan 21558 being Part 1 on Plan 1R-12232

CONDITIONS OF EASEMENT

The City will agree to pay the appraised value of the easement in the amount of \$6,337, as well as all costs associated with the easement.

Part of Plan 1R12232



THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2012-214

PARKING: (P3.9(3)) A by-law to appoint Municipal Law Enforcement Officers to enforce the by-laws on various private properties and to amend Schedule "A" to By-law 90-305.

THE COUNCIL of the Corporation of the City of Sault Ste. Marie pursuant to Section 15 of the *Police Services Act, R.S.O. 1990*, chapter P.15 and amendments thereto, **ENACTS AS FOLLOWS:**

1. **SCHEDULE "A" TO BY-LAW 90-305 AMENDED**

Schedule "A" to By-law 90-305 is hereby repealed and replaced with Schedule "A" attached to this by-law.

2. **EFFECTIVE DATE**

This by-law takes effect on the day of its final passing.

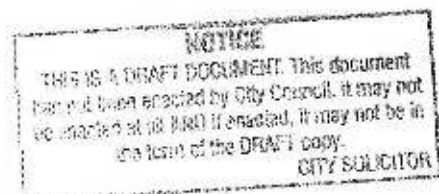
PASSED in open Council this 19th day of November, 2012.

MAYOR - DEBBIE AMAROSO

~~CITY CLERK - MALCOLM WHITE~~

Deputy City Clerk - Rachel Tyczinski

cf Bylaws\2012\2012-214 Parking Officers - Private lots



<u>IAGGS SPECIAL CONSTABLE</u>	<u>EMPLOYER</u>	<u>PROPERTY LOCATION</u>
22 ROUSE, BRIAN	ALGOMA UNIVERSITY	1520 QUEEN ST E
26 MCLEOD, ROD	FLEMING & SMITH	378 QUEEN ST E & APARTMENTS & 27 KING ST.
30 RENDELL, VERN	ALGOMA CENTRAL PROP	STATION MALL/STATION 46/STATION TOWER
35 ORR, DEREK	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
59 BARONE, MARCELLO	ALGOMA UNIVERSITY	1520 QUEEN ST E
105 SEBECIO, JOHN, JUDVIO	DENTAL BUILDING	946 & 216 QUEEN ST E
113 TAYLOR, GARY	ALGOMA UNIVERSITY	1520 QUEEN ST E
115 LEE, RICHARD, JOHN	ALGOMA UNIVERSITY	1520 QUEEN ST E
138 GAIN, JOSEPH	CITY OF SAULT STE MARIE	BELLUVE MARINA & BONDAR MARINE & PARK
151 PARR, DEREK, RAYMOND	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
153 PASSONE, VITO	PASSONE CHIROPRACTIC	673 QUEEN ST E
163 BURNASCO, PHILIP, CARMEN	ALGOMA CENTRAL PROP	STATION MALL/STATION 46/STATION TOWER
178 DIACOSTINI, ROSCARY	DR. RAYMOND CHO	71 & 131 EAST ST
191 BROWN, STEVEN, GEORGE	SEP SCHOOL BOARD	SEPARATE SCHOOL BOARD PROPERTIES
233 SEASBROOK, LAURA LEE	ALGOMA CENTRAL PROP	STATION MALL/STATION 46/STATION TOWER
240 MASON, STEPHEN	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
241 DOGHILL, ROS, N	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
243 CHAN, GILBERT	DR. RAYMOND CHO	71 & 131 EAST ST/129 SECOND LINE W
249 CHO, JONDA	DR. RAYMOND CHO	71 & 131 EAST ST/129 SECOND LINE W
253 TRAVSON, TERRANCE, TERRY	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
267 CORRE, ERL, JOHN (TED)	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
275 SMITH, DENIS, ROBERT	G4S SECURE SOLUTIONS	AIRPORT
314 AASEN, PAUL, LINE	STANDARD PARKING	ONTARIO REALTY CORP/ROBERTA BONDAR PLACE/420 QUEEN ST E
321 LORENZO, COREY	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
334 MILLER, BRADLEY	CITY OF SAULT STE MARIE	TRANSIT SERVICE AREAS
335 GROSSO, DONALD	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
343 CHILLMAN, JODI	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
344 HARRE, KENNETH	DAYS INN	DAYS INN HOTEL
348 HAZELTON, MARGARET	CITY OF SAULT STE MARIE	BELLUVE MARINA & BONDAR MARINE & PARK
354 STEVENS, ROBERT	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
358 PRONOW, VICTORIA	G4S SECURE SOLUTIONS	AIRPORT
360 CARMICHAEL, MARY	ON FINNISH HOME ASS	FINNISH REST HOME
370 HANSEN, LOUIS	ON FINNISH HOME ASS	FINNISH REST HOME
372 BLHOIT, ALAN	ON FINNISH HOME ASS	FINNISH REST HOME
374 TAKVAL, ANDRE	CITY OF SAULT STE MARIE	TRANSIT SERVICE AREAS
376 FINN, ROBERT	G4S SECURE SOLUTIONS	AIRPORT
377 BADGERO, PAUL	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
384 BOREAN, RICK	CITY OF SAULT STE MARIE	BELLUVE MARINA & BONDAR MARINE & PARK
388 SANDIE, KEVIN	NORPRO SECURITY	REGENT PRO/ESSAR COLLEGE/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
391 MCLEOD, HEATHER	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
397 LAFRANCOISE, YVON	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
400 JOHNSON, MICHAEL	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
404 HUDSON, BRIAN	CORPS OF COMM	22 BAY ST (FEDERAL BUILDING)
405 MATCHETT, CASEY	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
408 LESLAND, SERGE	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
410 POYNER, HAROLD	G4S SECURE SOLUTIONS	AIRPORT
411 WOODS, ROBERT	G4S SECURE SOLUTIONS	AIRPORT
413 HILL, MICHAEL	CORPS OF COMM	SAULT HOSPITAL
420 FABIANO, ANTONIO	G4S SECURE SOLUTIONS	AIRPORT
423 WANDERLIFT, D'LAN	CORPS OF COMM	SAULT HOSPITAL
430 RUSSCO, DANNING	MAJOR CONTR.	TRAVELLOUSE
431 DICKSON, SHANE	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
435 TRUMBLES, GEORGE	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
436 ALBERT, JOSEPH	STANDARD PARKING	ONTARIO REALTY CORP/ROBERTA BONDAR PLACE/420 QUEEN ST E
440 HAMMERSTEDT, ERIC	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
441 WILSON, DAVID	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
442 MACLENNAN, MATTHEW	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
443 MARTEL, MARK	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
444 MARSHALL, JONATHAN	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
445 HALL, DANA	SAULT COLLEGE	SAULT COLLEGE
447 FRIGAUT, JESSE	NORPRO SECURITY	REGENT PRO/ESSAR COLLEGE/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
450 CHAPMAN, DANIEL	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
452 ROGERS, RICHARD	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
453 CERASO, RICHARD	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
455 BOYCHUK, ELAINE	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
458 CONEY, KEVIN	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
459 ROBINSON, GEORGE	CORPS OF COMM	SAULT AREA HOSPITAL
459 EBBELMAN, RAY	CORPS OF COMM	SAULT AREA HOSPITAL
460 DOUGIE, DAN	CORPS OF COMM	SAULT AREA HOSPITAL
462 SAULT, JAMES	CORPS OF COMM	SAULT AREA HOSPITAL
463 MORIN, ALEX	CORPS OF COMM	SAULT AREA HOSPITAL
464 DUTON, NASCO, RYAN	2220/17 DNT. INC.	483 BAY ST.
465 DELAVILLE, DON	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
467 BEHMER, JUNE	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
468 AGNEW, KENDAN	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
469 SANTILLI, GIOVANNI	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
470 WOOLLEY, NATHANIEL	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
471 STOYCHOFF, CHRISTOPHER	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
472 BRUNETTA, ANGELO	NORPRO SECURITY	REGENT PRO/ESSAR COLLEGE/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
474 MANCUSO, ANTHONY	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL & PINE PLAZA/TENARIS'S COLLEGE
475 FORRANCE, RENEE	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
477 BROWLEY, DAVID	CORPS OF COMM	SAULT AREA HOSPITAL
479 GROSJEAN, VINCE	CORPS OF COMM	SAULT AREA HOSPITAL

481	FORD BRIAN	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS/S COLLEGE
482	LEWIS/ELLE BRACE	CORPS OF COMM	SAULT AREA HOSPITAL
484	MCLEOD, VIKI/CHIA	CITY OF SAULT STE MARIE BELLUVE MARINA & BONDAR MARINE & PARK	
485	ARMSTRONG, KENNETH	CITY OF SAULT STE MARIE BELLUVE MARINA & BONDAR MARINE & PARK	
488	LOK/BO, NADIA	GT. NORTHERN RET. HOME 760 GREAT NORTHERN RD.	
487	ROUSSEAU, MARISA	GT. NORTHERN RET. HOME 760 GREAT NORTHERN RD.	
488	LEFLEUR, MARILYN	GT. NORTHERN RET. HOME 760 GREAT NORTHERN RD.	
489	MCQUEEN, WANDA	GT. NORTHERN RET. HOME 760 GREAT NORTHERN RD.	
490	LUTTON, JEFF	GT. NORTHERN RET. HOME 760 GREAT NORTHERN RD.	
492	PARKER, MICHAEL	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS/S COLLEGE
493	BROWN, FRASER	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS/S COLLEGE
494	SHEW/FELT, CODY	G4S SECURE SOLUTIONS	AIRPORT
497	ALLEN, ROBERT	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
498	MASGULB, STEVEN	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
499	SCALLI, NICOLA	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
500	CASBY, JOSHUA	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
501	QUARRELL, ROBERT	ELSTRONG MANAGEMENT	621, 627, 631 MACDONALD AVE
502	HAMEL, CHRIS	ELSTRONG MANAGEMENT	621, 627, 631 MACDONALD AVE
503	HAMEL, MELANIE	ELSTRONG MANAGEMENT	621, 627, 631 MACDONALD AVE
505	JONES, C. JOLSEY	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS/S COLLEGE
507	SMYTHE, RICHARD	BANK OF MONTREAL	588 QUEEN ST. E.
509	MATTALLO JOE	CORPS OF COMM	SAULT AREA HOSPITAL
511	ADAMS, BRENDAN	CORPS OF COMM	SAULT AREA HOSPITAL
512	DIMVA, JUSTIN	CORPS OF COMM	SAULT AREA HOSPITAL
513	MEINCKE, KEN	CORPS OF COMM	SAULT AREA HOSPITAL
514	BONIFERO, BRIAN	CORPS OF COMM	SAULT AREA HOSPITAL
515	MANGONE, VATT	CORPS OF COMM	SAULT AREA HOSPITAL
516	GAY, JAMES	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS/S COLLEGE
517	ROY, BRENDA	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS/S COLLEGE
518	TREPASCO, GRANT	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
519	FRAGOMEN, JOSEPH	CORPS OF COMM	SAULT AREA HOSPITAL
520	THOMPSON, JOHN	CORPS OF COMM	SAULT AREA HOSPITAL
522	MORAWA, STEVEN	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS/S COLLEGE
523	MORRISSE, GUY	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS/S COLLEGE
524	DUNLOP, DAVID	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS/S COLLEGE
525	IACCHETTA, CHRIS	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
525	JOHNSTON, CORY	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS/S COLLEGE
527	KOZAK, EMILIE	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
528	ROMAN, GERALD/ONE	NORTH EAST SECURITY	A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS/S COLLEGE
529	WADLO, SAMUEL	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
531	AKHAR, BEN/CHUOMEN	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
532	BROUILLARD, BERNARD	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
533	ST. ALBERT, CHRISTIAN	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
534	LADOUCEUR, RACHAEL	CORPS OF COMM	SAULT AREA HOSPITAL
535	BUTZAN, CHRISTIAN	CORPS OF COMM	SAULT AREA HOSPITAL
536	SAUERZOPF, JUSTIN	CORPS OF COMM	SAULT AREA HOSPITAL
537	GRANBARGER, KYLE	CORPS OF COMM	SAULT AREA HOSPITAL
538	MCCOIG, BRANDON	CORPS OF COMM	SAULT AREA HOSPITAL
539	OUTLER, JESSIE	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
540	ZEPPE, ROBERT	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
541	DIMVA, WILLIAM	ALGOMA CENTRAL PROP	STATION MALL/STATION 49/STATION TOWER
542	RALPH, HANCOY	ALGOMA CENTRAL PROP	STATION MALL/STATION 49/STATION TOWER
543	HAYNES, W. CHASEL	ALGOMA CENTRAL PROP	STATION MALL/STATION 49/STATION TOWER
544	NELSON, MATTHEW	ALGOMA CENTRAL PROP	STATION MALL/STATION 49/STATION TOWER
545	ORFORD, BRYAN	ALGOMA CENTRAL PROP	STATION MALL/STATION 49/STATION TOWER
546	ZOROT, TRAVIS	ALGOMA CENTRAL PROP	STATION MALL/STATION 49/STATION TOWER
547	LIEPA, MATTHEW	ALGOMA CENTRAL PROP	STATION MALL/STATION 49/STATION TOWER
548	DARON, ROGER	CITY OF SAULT STE MARIE	59 FOBIER DR/IGMC CENTRE
549	WICKSTROM, JAZAK	G4S SECURE SOLUTIONS	AIRPORT
550	DALOU, EDMUND	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
551	PAPER, ADAM	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
552	GENEAL, GUDUR, DANIEL	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
553	ST. PIERRE, WILLIAM	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
554	RIVA, JACOB	NORPRO SECURITY	REGENT PRO./DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
555	ROY, DARCY	G4S SECURE SOLUTIONS	AIRPORT
556	ARCAVO, SCOTT	G4S SECURE SOLUTIONS	AIRPORT
557	HUTCHINGS, GEORGE	CORPS OF COMM	SAULT AREA HOSPITAL
558	LARKIN, MICHAEL	CORPS OF COMM	SAULT AREA HOSPITAL
559	SUMMERS, STEPHEN	CORPS OF COMM	SAULT AREA HOSPITAL

10/C

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2012-213

REGULATIONS: (R1.11) A by-law to prohibit wild or exotic animal exhibitions and performances in the City of Sault Ste. Marie.

THE COUNCIL of the Corporation of the City of Sault Ste. Marie, pursuant to section 11 of the *Municipal Act, 2001*, S.O. 2001, c.25 **ENACTS** as follows:

1. DEFINITIONS

In this by-law,

"Wild or exotic animal" means an animal listed on Schedule "A" attached hereto and forming part of this by-law.

2. PROHIBITION

No person shall operate or carry on a public show, exhibition, performance or circus in which a wild or exotic animal is required to perform for the amusement or entertainment of an audience in any municipally owned facility or on municipally owned property.

3. EXCEPTIONS

Notwithstanding the provisions of section 2, nothing in this by-law shall prohibit or restrict an educational display or program offered by an organization accredited by the Canadian Association of Zoos and Aquariums.

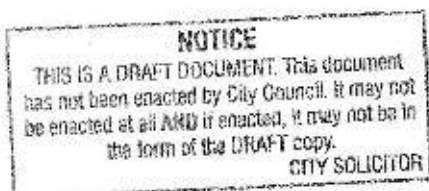
4. PENALTY

Every person who contravenes any of the provisions of this by-law is guilty of an offence, and upon conviction, is liable to a fine pursuant to the provisions of the *Provincial Offences Act*.

5. EFFECTIVE DATE

This by-law takes effect on the day of its final passing.

PASSED in open Council this 19th day of November, 2012.



MAYOR – DEBBIE AMAROSO

~~CITY CLERK – MALCOLM WHITE~~

Deputy City Clerk - Rachel Tyczinski

SCHEDULE "A" TO BY-LAW 2012-213

The following list of animals constitutes "wild or exotic animals" for the purposes of the by-law to which this Schedule is attached. The list includes all such animals whether bred in the wild or in captivity and also includes all their hybrids with domestic species. The words in parentheses are intended to act as examples only and are not to be construed as being an exhaustive list or to otherwise limit the generality of each group of animals.

1. Non-human primates (such as gorillas and monkeys).
2. Felids, except domesticated cats.
3. Canis, except domestic dogs.
4. Ursids (bears).
5. Elephants.
6. Pinnipedia (such as seals and walruses).
7. Crocodilians (such as alligators and crocodiles).
8. Marsupials (such as kangaroos and opossums).
9. Poisonous and venomous animals (such as reptiles, tarantulas, scorpions, blue winged octopus and stone fish).
10. Ungulates, except domestic horses, mules, asses, goats, sheep, pigs, cattle, llamas and alpacas.
11. Hyenas.
12. Mustelines (such as skunks, weasels, otters and badgers) except the domestic ferret.
13. Procyonidae (such as raccoons and coatis).
14. Edentates (such as anteaters, sloth and armadillos).
15. Viverrines (such as mongooses, civets, and genets).
16. Chiroptera (bats).
17. Rodentia (such as porcupines, prairie dogs, capybaras) except for domesticated rodents such as mice, rats, guinea pigs and gerbils.
18. Erinaceidae (such as hedgehogs).
19. Cetacea (beluga whale, Orca whale and dolphin).
20. Testudines (turtle, tortoise and terrapin).
21. Snakes.

10(e)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2012-211

ZONING: A by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 229 and 237 Bruce Street.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to Section 34 of the *Planning Act*, R.S.O. 1990, chapter P.13 and amendments thereto, **ENACTS** as follows:

1. **229 AND 237 BRUCE STREET; LOCATED ON THE SOUTHWEST CORNER OF BRUCE AND WILSON STREETS; CHANGE FROM C.4 TO C.4.S WITH A "SPECIAL EXCEPTION".**

The zone designation on the lands described in Section 2 of this by-law, which lands are shown on Map 1-29 of Schedule "A" to By-law 2005-150, is changed from C.4 (General Commercial) zone to C.4.S (General Commercial) zone with a "Special Exception".

2. **BY-LAW 2005-151 AMENDED**

Section 2 of By-law 2005-151 is amended by adding the following subsection 2(321) and heading as follows:

"2(321) 229 & 237 Bruce Street

Despite the provisions of By-law 2005-150 the lands located on the southwest corner of Bruce and Wilson Streets, having civic numbers 229 & 237 Bruce Street and outlined and marked "Subject Property" on the map attached as Schedule 321 hereto is changed from C.4 (General Commercial) zone to C.4.S (General Commercial) zone with a "Special Exception" to permit, in addition to those uses permitted in a C.4 zone, personal storage facilities."

3. **SCHEDULE "A"**

Schedule "A" hereto forms a part of this by-law.

4. **CERTIFICATE OF CONFORMITY**

It is hereby certified that this by-law is in conformity with the Official Plan for the City of Sault Ste. Marie authorized and in force on the day of the passing of this by-law.

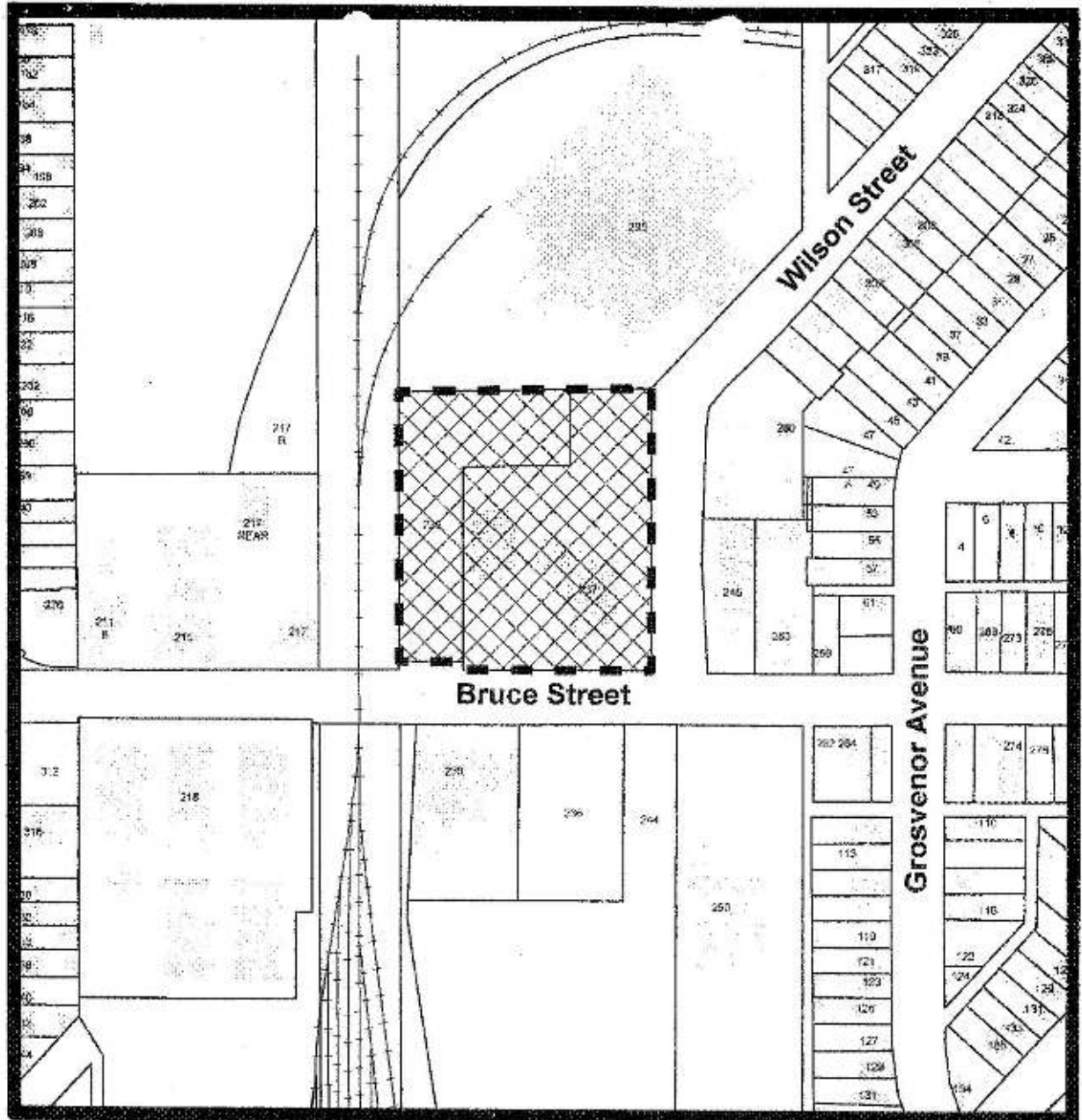
PASSED in Open Council this 19th day of November, 2012.

MAYOR - DEBBIE AMAROSO

CITY CLERK - MALCOLM WHITE
Deputy City Clerk - Rachel Tyczinski

NOTICE
THIS IS A DRAFT DOCUMENT. This document has not been enacted by City Council. It may not be enacted at all AND if enacted, it may not be in the form of the DRAFT copy.
CITY SOLICITOR

SCHEDULE "A" TO BY-LAW 2012-211 AND SCHEDULE 321 TO BY-LAW 2005-151 OF THE CORPORATION OF THE CITY OF SAULT STE. MARIE BE PASSED IN OPEN COUNCIL THIS 19th DAY OF NOVEMBER, 2012.



SUBJECT PROPERTY MAP

229 & 237 Bruce Street

Planning Application A-31-12-Z

Metric Scale
1 : 2000



Legend



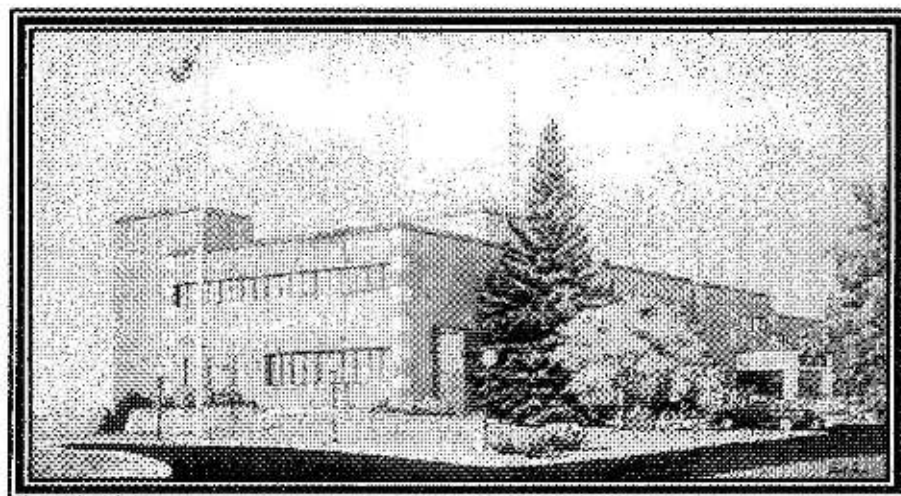
Subject Properties = 229 & 237 Bruce St

Maps
28 & 1-29

Mail Label ID
A-31-12-Z



2011 ANNUAL REPORT



SAULT STE. MARIE
POLICE SERVICE

TABLE OF CONTENTS

<i>MISSION, VISION, AND VALUES STATEMENT</i>	2
<i>MESSAGE FROM THE CHAIR</i>	3
<i>SAULT STE. MARIE POLICE SERVICES BOARD</i>	4
Chief Robert Davies	5
Deputy Chief Bob Kates	6
Organizational Structure	7
Authorized Personnel	8
Budget	9
<i>ADMINISTRATION SERVICES DIVISION</i>	10
Court Services and Statistics	10
Human Resources	12
Training Services and Statistics	15
Use of Force Statistics	16
<i>INVESTIGATION SERVICES DIVISION</i>	18
<i>PATROL SERVICES DIVISION</i>	20
Patrol Divisions Map	21
<i>SUPPORT SERVICES DIVISION</i>	25
Information Services	25
Central Emergency Reporting Bureau	25
Management Services	26
Information & Technology	27
Professional Standards Bureau and Public Complaint Statistics	28
Community Services	29
Crime Stoppers	32
<i>STATISTICS</i>	33

SAULT STE. MARIE

POLICE SERVICE

The Sault Ste. Marie Police Service is pleased to provide its 2011 Annual Report. We reflect on the year as one full of achievements, growth, and the opportunity to build stronger relationships with the citizens of Sault Ste. Marie and the Township of Prince.

MISSION

The mission statement of the Sault Ste. Marie Police Service is to enhance the quality of life in the City of Sault Ste. Marie and Prince Township by working cooperatively with citizenry to enforce the laws, preserve the peace, reduce fear, and provide for a safe environment in a way which strikes the optimum balance between the collective interests of all citizens and the personal rights of all individuals.

VISION

To serve the people of Sault Ste. Marie and Prince Township and to provide safety and an improved quality of life in the Community through excellence in policing.

VALUES

In partnership with the Community, we pledge to:

- Protect the lives and property of our fellow citizens and impartially enforce the law.
- Fight crime both by preventing it and by aggressively pursuing violators of the law.
- Maintain a higher standard of integrity than is generally expected of others because so much is expected of us.
- Value human life, respect the dignity of each individual, and render our services with courtesy and civility.

MESSAGE FROM THE CHAIR
SAULT STE. MARIE POLICE SERVICES BOARD

December 31, 2011

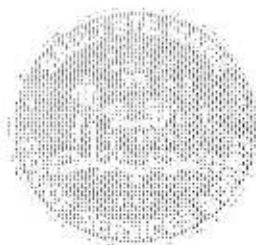
The Sault Ste. Marie Police Services Board is a civilian oversight body that is responsible under the Police Services Act of Ontario for the provision of adequate and effective police services to its community. Our Board is comprised of two members of City Council, one member of the community appointed by Council, and two Provincial appointees.

The Board holds regular monthly meetings and determines the current and future direction of policing in Sault Ste. Marie and Prince Township as outlined in the 2010-2012 Business Plan. Knowing that our tomorrow depends on our successes of today, it gives me great pleasure to be able to showcase some of this year's accomplishments and highlights within this report now.

I am very proud of our members of the Board and Service along with the work that they do. To be sure, we cannot do it alone. I encourage citizens and community organizations to continue working with us and to provide feedback that will help us serve the community even better.

I would like to thank my colleagues on the Police Services Board for their leadership and dedication; Chief Robert Davies for his ongoing commitment to providing policing excellence to our community; the members of the Sault Ste. Marie Police Service for their hard work; and our citizens for their ongoing partnership in making Sault Ste. Marie and Prince Township a great place to live and raise their families.

The Honourable James D. Greco
(Retired Justice of the Ontario Court of Justice)
Chair, Sault Ste. Marie Police Services Board





SAULT STE. MARIE POLICE SERVICES BOARD 2011



Judge James Greco
(Retired)
Chair



Mayor
Debbie Amaro



Brenda O'Neill
Vice Chair



Ian MacKenzie



Ruth Ten Brinke
Secretary



Councillor
Patricia Mick



CHIEF ROBERT DAVIES

December 31, 2011



On behalf of the members of the Sault Ste. Marie Police Service, I am proud to present the *2011 Annual Report* to the Sault Ste. Marie Police Services Board, City Council, and citizens of Sault Ste. Marie and Prince Township. Throughout this publication you will see not only a statistical summary of our activities but also a snapshot of our day-to-day operations, activities, and accomplishments. As our community changes, we have also endeavoured to adapt to meet the demands of those we serve.

It is an honour and a privilege to work in policing and to play such a critical role in providing policing services in our community.

We are dedicated to delivering the most efficient and effective service in all areas of our community. This level of service is something that we know that our community expects and deserves. To this effect in 2011, we spent countless hours to launch a newly revised www.ssmpps.org which addresses many of the information requests we receive on a daily basis. We encourage you to visit www.ssmpps.org and get the latest information on policing in Sault Ste. Marie and Prince Township. We are also looking forward to increasing our presence through the social media in 2012 to provide citizens with timely and effective communication.

I hope this annual report will help you to see what we do as a Police Service and how we do it with the resources available to our Service. I encourage all citizens and community organizations to continue working with us and to provide feedback which will help us serve the community even better.

Robert D. Davies
Chief of Police



DEPUTY CHIEF BOB KATES

The Operations Division is responsible for the delivery of frontline emergency response, enforcement, and investigative services. Deputy Chief Kates provided leadership to the Investigation Services Division, Patrol Services Division, Community Services, and Crime Stoppers during 2011.

The Investigation Services Division is tasked with the responsibility of investigating major criminal incidents and activities which occur in or are related to the Municipality of Sault Ste. Marie and the Township of Prince. These include murders and attempted murders, sudden deaths, serious bodily harm, sexual assaults, child abuse, as well as major thefts, frauds, break and enters, and robberies. Investigators provide investigative support through advanced interviewing, major case management, sexual assault investigation, homicide investigation, as well as warrant preparation and execution. They also participate in intra-jurisdictional investigations involving municipal, provincial, and federal police agencies. The Investigation Services Division includes staff responsible for major and general crime investigations, technological crimes, domestic violence, and forensic identification services. Officers were assigned from Investigation Services to the High School Liaison Officer Program, Joint Forces Intelligence Unit, Provincial Proceeds of Crime Unit, Provincial Weapons Enforcement Unit, and Repeat Offender Parole Enforcement Unit.

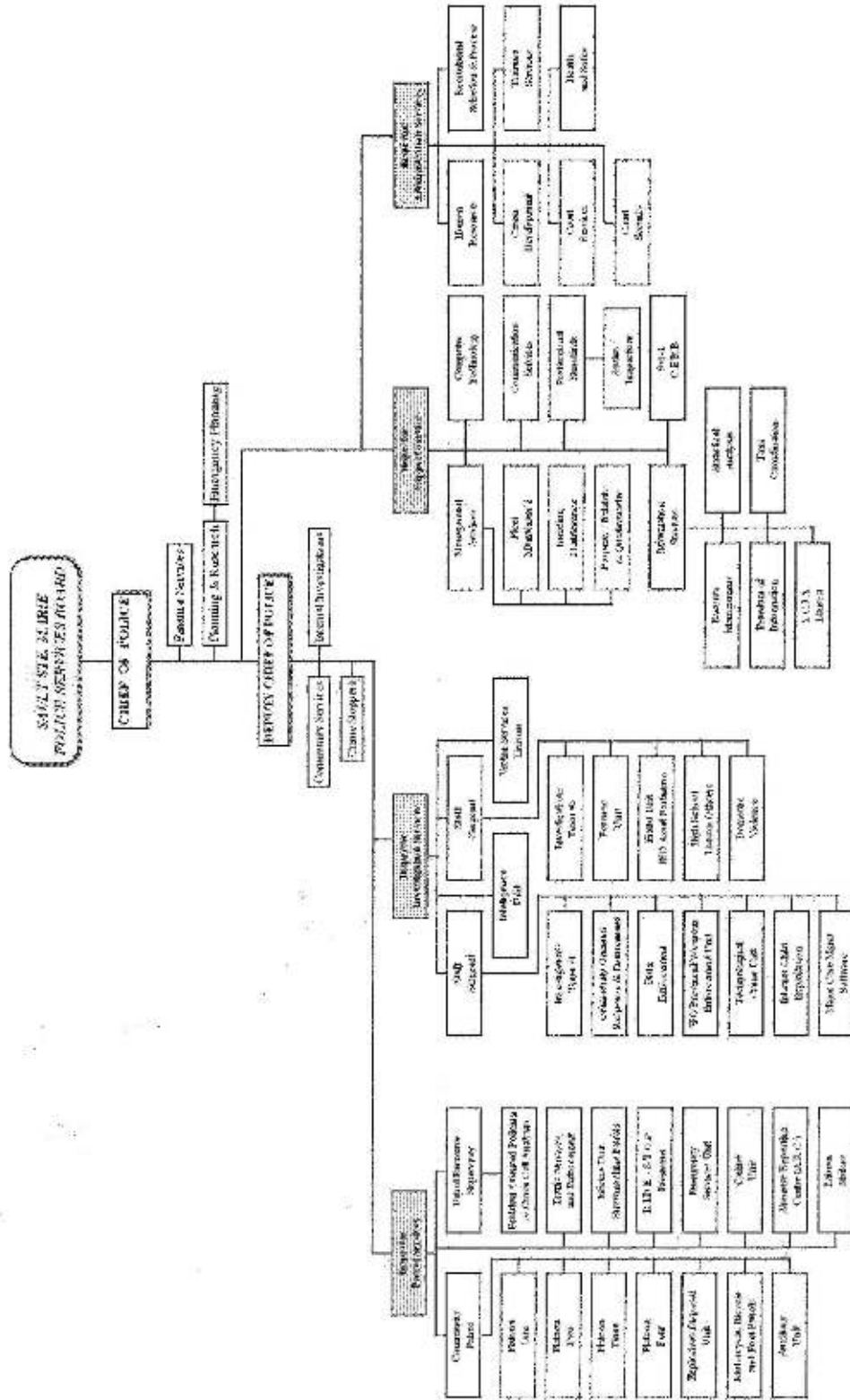


The Patrol Services Division consists of four platoons and a full tactical Emergency Services Unit. These uniformed officers provide the mainstay of around-the-clock frontline emergency policing in our community and the Township of Prince. Their duties vary widely from emergency response, investigation, and the enforcement of Criminal Code and other federal and provincial offences, to the patrolling of the streets of Sault Ste. Marie and rural areas of Prince Township.

In addition, officers within Patrol Services deal with problem-oriented policing issues and are assigned to Crime Analysis, Traffic Services, Canine Unit, Motorcycle Patrol, Marine Unit, Snowmachine Patrol, Explosives Disposal Unit, R.I.D.E. Program, Bicycle and Foot Patrols. Patrol Services Division also provides staffing for the Alternate Reporting Centre (A.R.C.) where officers who require job accommodation can answer calls that do not require an immediate officer presence and/or response.

Bob Kates
Deputy Chief of Police

Organizational Chart



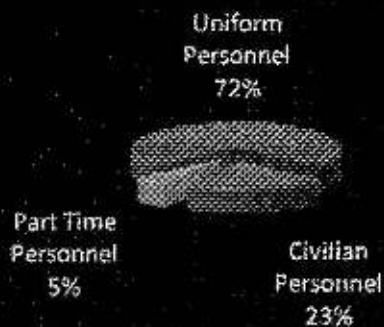
Robert D. Truitt
 Robert D. Truitt
 Chief of Police

2016-2017
 2016-2017

AUTHORIZED PERSONNEL

Uniform Personnel	2009	2010	2011
Chief	1	1	1
Deputy Chief	1	1	1
Inspectors	4	4	4
Staff Sergeants	9	7	7
Sergeants	18	20	20
Constables	105	105	105
Total Uniform Personnel	138	138	138
Civilian Personnel	35	38	37
Special Constables	6	6	6
Total Civilian Personnel	41	44	43
Total Authorized Strength	179	182	181
Part-time S.O.A.	3	3	3
Part-time Civilians	10	10	10
Part-time Special Constables	3	3	3
Total Fulltime and Parttime Members	195	198	197
Police Population Ratio	564	554	550

Authorized Personnel for 2011



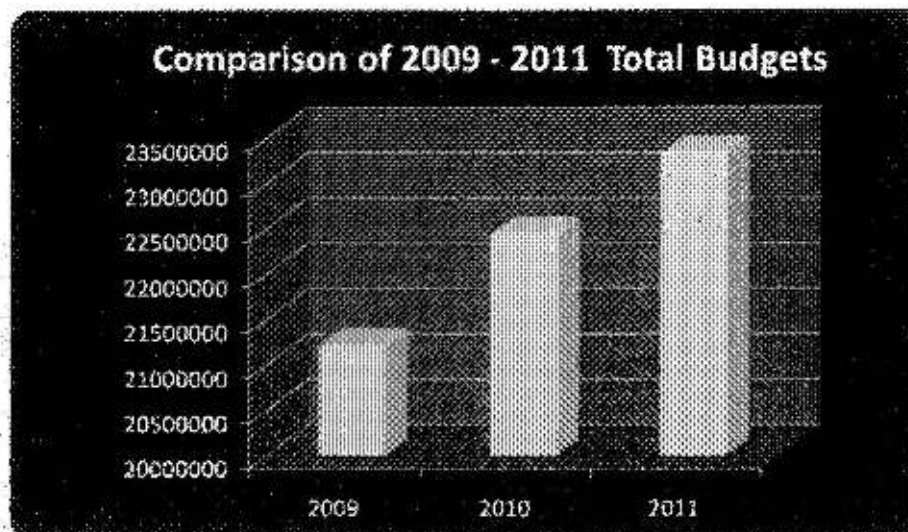
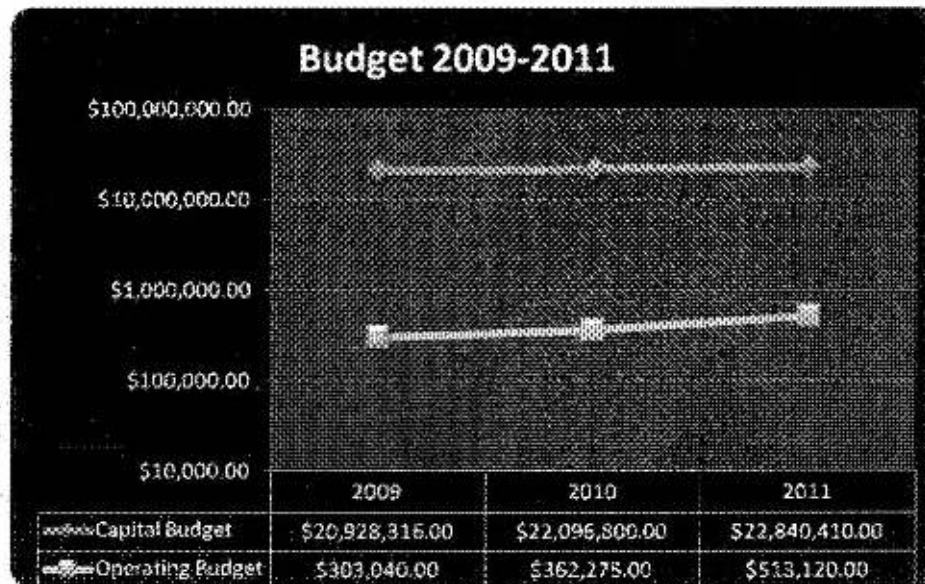
BUDGET

	2009	2010	2011
Operating Budget	\$20,928,316.00	\$22,096,800.00	\$22,840,410.00
Capital Budget	\$303,040.00	\$362,275.00	\$513,120.00
Total Budget	\$21,231,356.00	\$22,459,075.00	\$23,353,530.00

Estimated Population*	77,774	76,980	77,905
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Per Capita Cost	\$272.99	\$291.75	\$302.92
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*Includes population of Prince Township - Stats Canada Census figures





ADMINISTRATION SERVICES DIVISION

Reports to Chief R. Davies

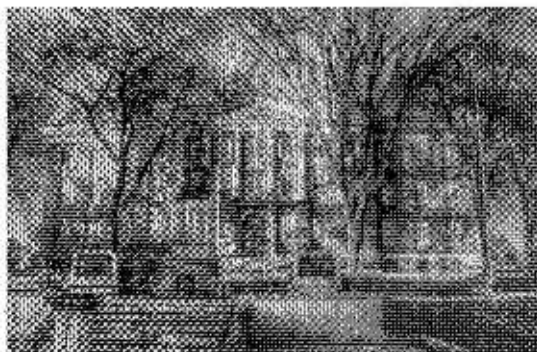
Administration Services, which was under the command of Inspector Steve Davey and Inspector Art Pluss in 2011, encompasses Human Resources, Recruitment and Selection, Training Services along with career development, Court Services and Court Security.

COURT SERVICES

Court Services is situated within the Crown Attorney's building and has a complement of seven members, comprised of 1 Sergeant, 2 Constables, and 4 civilian members who manage a weighty workload involving the prosecutions of criminal statute and provincial offences.

Court Security, based in the Sault Ste. Marie Court House, is staffed by one Sergeant, one Constable, five full-time and three part-time Special Constables who are responsible for all aspects of building, staff, and visitor security as well as prisoner lodging and transport.

The most notable event of 2011 was a fire at the Court House which occurred in the early morning hours of August 30th. The fire forced the Court House to remain closed for the remainder of 2011 and displaced court operations into four separate temporary locations within the city. The disruption to normal court security operations was handled with the highest degree of professionalism by our Court Security staff who worked diligently to ensure that the safety of all persons accessing the courts was never compromised.

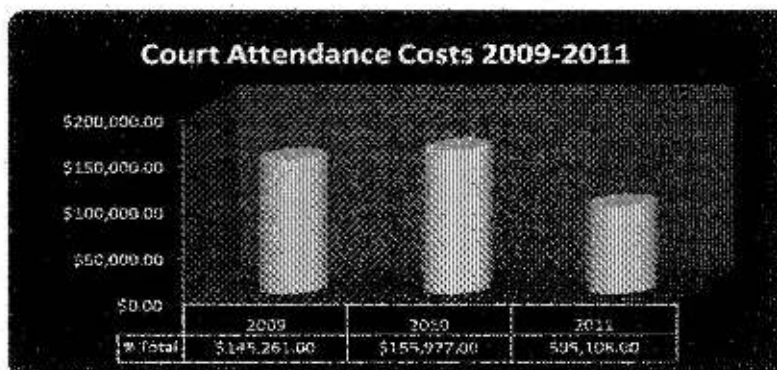


COURT ATTENDANCE COSTS

2009
\$145,261.00

2010
\$155,977.00

2011
\$95,108.00



Note: In 2011, an unprecedented four homicides early in the year resulted in changes to shift schedules in Investigation Services and the reduction of court attendance costs.

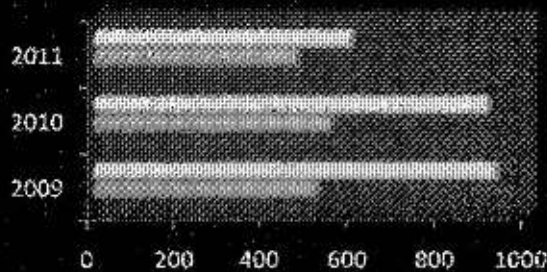
COURT HOURS

Officer Court Hours	2009	2010	2011
On Duty	514	547	470
Off Duty	927	907	593
Total	1,441	1,454	1,063
Officer Attendance			
Officers attending court (on-duty and off-duty)*	660	686	440
Testified	103	121	93
*Total based on court records	(15.61%)	(17.64%)	(21.14%)
Prisoner Transportation			
Adults	2,432	2,560	2,023
Young Offenders	354	283	305
Total	2,786	2,843	2,328

Court Attendance



Officer Court Hours



	2009	2010	2011
Off Duty	927	907	593
On Duty	514	547	470

HUMAN RESOURCES

Human Resources is responsible for all staffing-related activities, including management of the Constable Selection System, civilian recruitment and selection, internal promotion and selection processes, attendance management, employee assistance programs, and return-to-work programs in cooperation with the Workplace Safety and Insurance Board and ACCLAIM Ability Management.

Some of the activities undertaken during the year included: implementation of a revised internal promotional process for police up to the rank of Inspector; continuing the partnership with Employment Solutions to assist with the Service's civilian recruitment and selection process, and continued development of the Police Service's succession management strategy with particular emphasis on addressing the impending outflow of leadership experience that is anticipated over the next several years.

Lastly, Human Resources continued to build relationships within the community to promote our Police Service as an employer of choice and worked with existing staff to promote recruiting as a responsibility to be shared by every member.

APPOINTMENTS

John Boyle	Constable	May 16, 2011
Sandra MacKinnon	ROI/RMS Niche Clerk	March 21, 2011
Larissa Graham	Part Time Relief Staff	March 14, 2011
Katherine Guzzo-Foliaro	Part Time Relief Staff	March 14, 2011
Linda July	Part Time Relief Staff	March 14, 2011
Donna-May Sayers-Lariviere	Part Time Relief Staff	April 11, 2011
Jennifer Sicoli	Part Time Relief Staff	April 11, 2011
Patti-Jean Davey	Part Time Relief Staff	June 6, 2011
Erica Nethery	Part Time Relief Staff	December 5, 2011
Kevin Powe	Part Time Relief Staff	December 5, 2011

PROMOTIONS

N/A

RESIGNATIONS

Karen Eddy	Information & Privacy Coordinator	January 8, 2011
Linda Joly	Part Time Relief Staff	May 4, 2011
Christina Beattie	Part Time Relief Staff	July 28, 2011
Katherine Guzzo-Foliaro	Part Time Relief Staff	September 13, 2011
Patti-Jean Davey	Part Time Relief Staff	October 26, 2011

RETIREMENTS

Mark Cady	Constable	March 31, 2011
Danielle Ouellet	Traffic Services Clerk	September 30, 2011

DEATHS (IN MEMORIAM)

Ernest Rainbird	Constable	May 7, 2011
Arthur Shurtleworth	Constable	June 5, 2011

COMMENDATIONS

Exemplary Service Medals

Staff Sergeant Scott Dickinson

30 Year Bar



Sergeant Terry Biocchi



Constable Jeffrey Overman

20 Year Medal

City of Sault Ste. Marie
25 year Service Awards

Constable Douglas King
Sergeant Normand Payeur
Staff Sergeant John Zambusi



Civilian Recognition

N/A

25 Years

Chamber of Commerce
Officer of the Year



May 18, 2011

C.O.R.E. Unit (Street Team)

Sergeant Christopher Chiappetta

Constable Robert Chabot

Constable Richard Crema

Constable Derek Dewar

Constable Michelle Johnson

Police Services Board
Commendations

Constable Marc Dubie
Constable Jeffery Overman
Constable Daniel Turco
Constable Mark Pavoni
Constable Steven Shier
Adrienne Harris



PERFECT ATTENDANCE

A total of 17 members achieved perfect attendance in 2011.

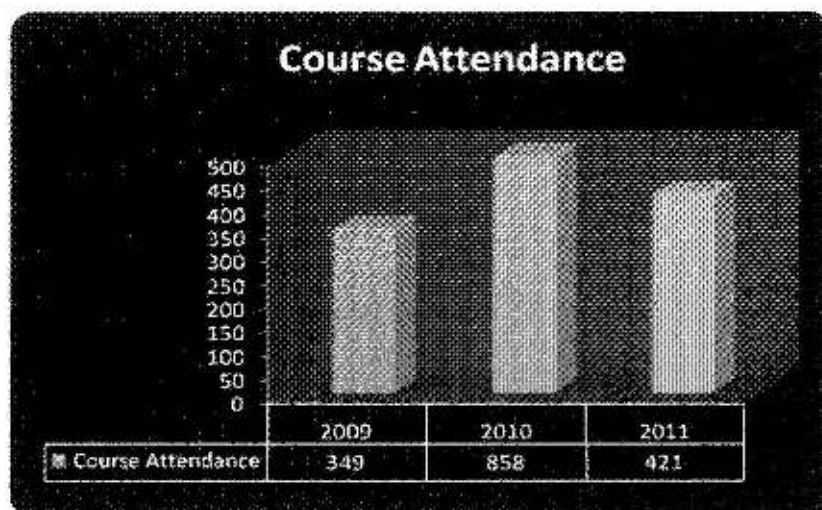
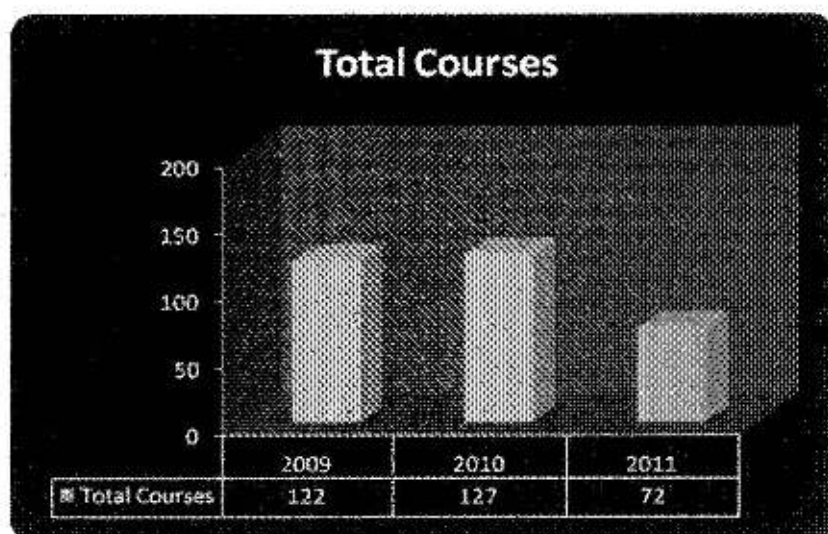
SICK LEAVE / W.S.I.B.			
Total Hours	2009	2010	2011
Sick Leave	18,605.36	17,176.65	18,052.91
W.S.I.B.	3,159.00	2,062.00	2,094.00

TRAINING SERVICES

The primary objective for Training Services each year is the delivery of all training mandated under provincial adequacy guidelines and other relevant legislation. Training Services also partners internally with other areas of the Service to deliver both mandatory and developmental training initiatives.

Training Services is staffed by one full-time Constable supplemented by subject matter experts who deliver on topics within their specific areas of experience and expertise.

2011 was a challenging year for Training Services due to the annual in-service block training being revised and compressed to meet serious workload demands (see *Note* below). Nevertheless, Training Services was still able to successfully deliver all mandated training to ensure that members maintained their skills and qualifications.



Note. 2010 course attendance statistics include officers participating in mandated annual in-service training and use of force recertification, etc. In 2011, an unprecedented four homicides early in the year necessitated a serious reduction in training and course attendance.

In addition to the hours spent annually for in-service training, many of our members attended formal job-specific courses, seminars, and workshops both locally and out-of-town throughout the year. As a Police Service we are committed to providing the best possible training resources and learning opportunities to all staff members.

USE OF FORCE STATISTICS

The Ontario Police Services Act (as amended) requires members to submit a Use of Force Report to the Chief of Police as follows:

- (a) When a member of a police service draws a handgun in the presence of a member of the public, excluding a member of the police service who is on duty, points a firearm at a person or discharges a firearm;
- (b) When a member of a police service uses a weapon other than a firearm on another person; or
- (c) When a member of a police service uses physical force on another person that results in an injury requiring medical attention.

The following information has been gathered from reports submitted by the involved officers and is used primarily to identify training needs.

	2009	2010	2011
Total Reports Submitted	84	69	57
Total "Uses" of Force by Officers	107	**66	67
Reports Involving Firearms Drawn/Pointed	46	36	20
Reports Involving Oleoresin Capsicum Spray	2	1	3
Reports Involving Asp Baton	0	2	0
Reports Involving Empty Hand Techniques	41	19	28
Reports Involving Taser	15	5	12
Reports Involving the Dispatching of Animals	3	2	4
Reports Involving Firearm Discharge (excl. animal)		1	0
Reports Involving Canine Bite (K9 Unit)	0	0	0

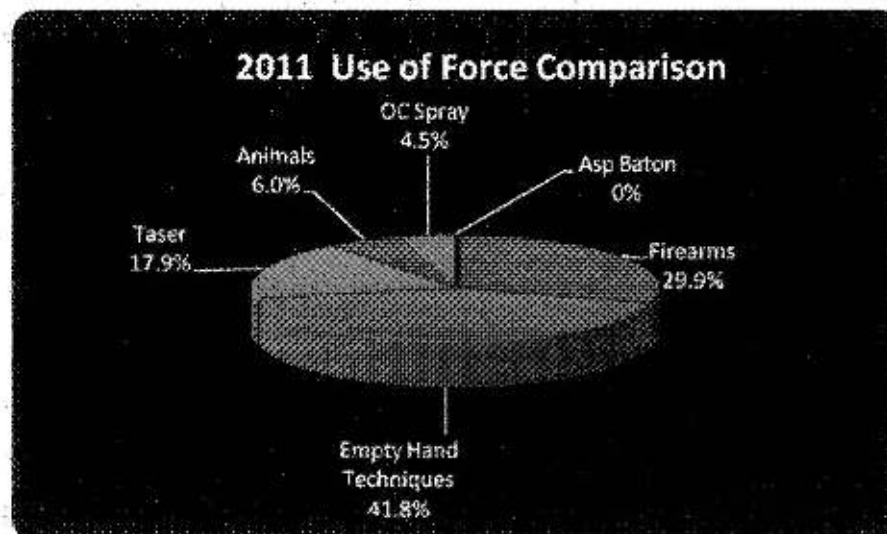
*** 3 U.O.F. Reports submitted involved incidents with animals only and therefore they have not been included in the three "weapons" statistics recorded by Training Services.*

The types of occurrences requiring a use of force option from 2011 were similar to those in 2010. Examples included robberies, break and enters in progress, Mental Health Act incidents, and disturbances in which weapons were present or reported to be present. Officers may draw their firearms when attending at these types of calls for service. This is consistent with the training received at the Ontario Police College and during annual Use of Force training which stresses and promotes officer safety as well as community safety.

Once again, the highest use of force option reported is the pointing of a firearm. Several of these incidents arise from the Emergency Services Unit executing high-risk entries; however, these numbers may be slightly misleading as the E.S.U. submits one team Use of Force Report even though there may have been more than one officer pointing a firearm at the time of the incident. There were 20 reports submitted by officers who found it necessary to point a firearm at a subject. In 100% of these incidents, officers indicated this option as being effective. The incidents involving officers pointing a firearm are spread throughout the year.

The taser was "utilized" 12 times in 2011. This number increased from 5 in 2010. However, of the 12 reported uses of the taser in 2011, 11 were merely "force presence", meaning the taser was not actually deployed on the subject. In 2010, of the 5 reported uses of the taser, 4 were once again merely "force presence". Therefore, a taser was deployed once in 2011 and once in 2010.

The same "force presence" would apply to the use of firearms. When an officer encounters a subject inflicting or about to commit serious bodily harm or death, a firearm may be used in response. Reports are required when an officer either draws, points, or discharges his/her firearm. During 2011, in all instances requiring a Use of Force Report due to firearms, officers had their firearms drawn or pointed but none were discharged (except where a seriously injured or sick animal had to be destroyed).



An officer must continually assess situations and select the most reasonable option relative to those circumstances as perceived at that point in time.

NOTE: Officers are required to complete a Use of Force Report for incidents involving firearms, oleoresin capsaicum spray, etc. More than one report may have been completed for different incidents. Additionally, officers may utilize more than one type of force option during an incident.

Oleoresin capsaicum (pepper) spray was deployed 3 times in 2011 with a 33% success rate.

Empty-hand soft techniques were reported to have been used 15 times which is a slight increase from the 13 times they were used in 2010. Empty-hand hard techniques were reported to have been used 13 times in 2011 which is a larger increase from the 6 reported incidents in 2010. Empty-hand soft techniques were reported as 73% effective while empty-hand hard techniques were reported as being 84% effective.

As for subject behaviour, the number of reports of assaultive behaviour slightly increased to 11 in 2011 from 9 in 2010. Assaultive behaviour is defined as muscle energy directed towards a person. When a subject angles their body in a fighting stance, clenches their fists, uses threatening language or gestures, they are displaying assaultive behaviour indicators.

Assaultive subject behaviour is the category that resulted in the largest number of Use of Force Reports from officers in 2011. Subject behaviour can be difficult to accurately determine due to the need to rely solely on the description of the events by the officer in their Use of Force Reports.

The number of high risk warrants/arrests decreased from 30 in 2010 to 21 incidents in 2011. There were 8 reports of minor injuries to subjects in 2011.

The careful review of Use of Force Reports and the circumstances that warrant this type of response from frontline officers is critical not only in identifying training needs but also to measure the effectiveness of the use of force options and in the strategic deployment of our personnel. An appropriate level of staffing is needed to ensure the safety of the officers involved and the community as a whole.



INVESTIGATION SERVICES DIVISION

Reports to Deputy Chief B. Kates

In 2011 the thirty-two officers who made up Investigation Services Division were headed by Inspector Romano Carlucci. The two Staff Sergeants, six Sergeants, and twenty-three Constables make up several sub-units within Investigation Services including: Criminal Investigations, Fraud, Forensic Identification, Technological Crime, Weapons Enforcement, High School Liaison, Domestic Violence, Community-Oriented Response and Enforcement, Asset Forfeiture, Internet Child Exploitation, and Intelligence.

Officers from Investigation Services support uniformed Patrol and are responsible for investigating, among other incidents: homicides and attempted homicides, crimes of violence, frauds, sexual assaults, crimes against children and the elderly, robberies, computer crime, home invasions, and drug-related crimes. Investigation Services is also responsible for the management of high-risk offenders, outstanding missing persons, the Ontario Sex Offender Registry, and Major Case Management Software submissions under the Major Case Management Model.



September 2011

2011 was an unparalleled year for the Sault Ste. Marie Police Service and Investigation Services Division with four homicides occurring within the first five months of the year. Staffing from throughout the Police Service was utilized to investigate these homicides or to back fill for investigators assigned to the various homicides. We worked cooperatively with the Ontario Provincial Police who provided additional support with several of the homicides. Three of the homicides have been solved. A full complement of staff is still working full-time on the one unsolved homicide. Investigators also made an arrest for a 2010 homicide early in 2011. A targeted investigation into several fires resulted in two arrests for arsons which occurred in 2011 and in prior years.



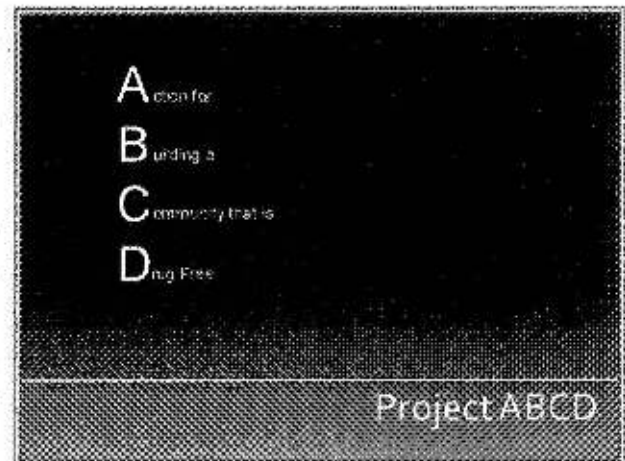
We continued our commitment to the *Provincial Strategy to Protect Children from Sexual Abuse and Exploitation on the Internet* and are pleased that funding for equipment and training for this commitment has been approved again for 2012. Funding from a Provincial Proceeds of Crime Grant has allowed officers from the Technological Crime Unit, the High School Liaison Officers Program, and Community Services to offer the *Take ISSUE* presentation (Internet Safety and Sensible Use of Electronics) at several local high schools. They were also open to the public.

The Technological Crime Unit continued to play a large role in the support of investigations of all types of offences including the homicides. The Proceeds of Crime grant funding, in addition to regularly budgeted upgrades for equipment, has increased our capacity to forensically gather evidence from suspect computers, cell phones, and videos.

In 2011 the officers of the Community-Oriented Response and Enforcement Unit (Street Team) continued their emphasis on drug enforcement. Even with reduced manpower and enforcement time while the Unit members were assisting with the homicide investigations, the Unit was able to seize \$440,000 worth of illegal drugs off the streets of Sault Ste. Marie. With a strong link between drug use, crime, and many social issues, the C.O.R.E. Unit has since been brought back to full strength and will continue to work with a larger emphasis on drug enforcement.

We continued to be the lead agency in our partnership with the local school boards in the second phase of Project ABCD (*Action for Building a Community that is Drug Free*).

The two High School Liaison Officers continued to regularly make themselves available to present to all the high schools: the ABCD Program, the CHOICES for Positive Youth Relationships, and Code Red Programs. These officers were also involved in the Take ISSUE Program. A new Ontario Northeast Region Police and School Protocol was worked on in 2011 and will be ready for signing early in 2012.



Occurrences of domestic violence in 2011 increased to 1,270 from 1,191 in 2010. We continued to work in partnership with the Victim Witness Assistance Program, Women in Crisis, Algoma Council on Domestic Violence, and the CHOICES Program in the high schools to assist victims of domestic violence and educate the community.

A stronger emphasis was made to ensure that individuals who were determined to be a high-risk to reoffend were properly managed in the community. A comprehensive system to manage high-risk individuals was put into place and a team managed by an Investigation Services' Staff Sergeant regularly worked to put plans into place to effectively manage high-risk individuals residing in our community.

SUDDEN DEATH			
	2009	2010	2011
Natural Causes	57	57	71
Suicide	9	5	13
Other	14	7	7
<i>(includes accidental deaths, incidents in which the coroner's report is pending, etc.)</i>			
Total	80	69	91

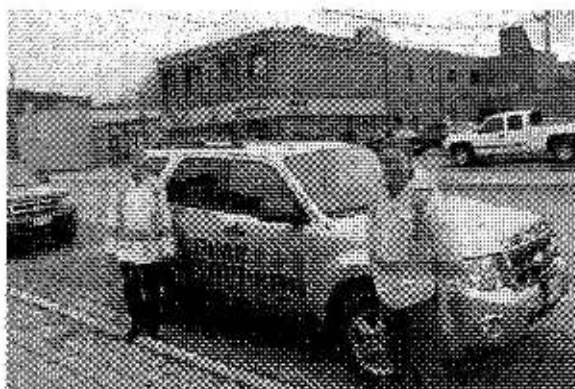


PATROL SERVICES DIVISION

Report to Deputy Chief B. Kates

Through strong community partnerships that included fostering and creating new alliances with other government, non-government, and volunteer agencies, Patrol Services in 2011 continued to provide policing with an uncompromising commitment towards ensuring the highest level of professionalism and accountability. Patrol Services in 2011 came under the command, at different times throughout the year, of Inspector Steve Davey and Inspector Art Pluss. Both Inspector Davey and Inspector Pluss, being strong proponents of the Ontario Association of Chiefs of Police's "Mobilization and Engagement Model of Community Policing", strove at every turn to incorporate the fundamentals of this model into their approach and oversight of Patrol Services. The concept of 'Divisional Policing' which was originally introduced to Patrol Services in May 2010 and which continued throughout 2011 mirrors the O.A.C.P. model.

Viewing community policing as the process by which police and other community members partner to improve community well-being, safety, and security through joint problem identification, officers throughout 2011 worked collaboratively with the stakeholders involved and were able find workable and mutually agreeable solutions to a number of unique and often times challenging neighbourhood issues and concerns.



Working with Crime Stoppers, Sault College's Police Foundations Program, and the Downtown Merchants Association, the Service assisted in setting up a downtown community patrol whereby students from Sault College volunteered their time to patrol and provide a safe community presence in the downtown area.

"We planned a number of activities to encourage the Sault community to come down to Queen Street and have fun...and our community responded."

On behalf of the Downtown Association we would like to extend our appreciation for the efforts of the Sault Ste. Marie Police Service in helping make Downtown Days a huge success."

*Anna Boyonoski
Manager, Downtown Association*

Through crime analysis, problem-oriented policing, and information gleaned through an intelligence-led approach to policing, Patrol Officers were able to focus on and have immediately available to them contemporary neighbourhood concerns and issues. Through the Sergeant attached to this area the "Divisional Profile" singled out these concerns and continued in 2011 to be an invaluable resource to all front-line officers.

Vehicular and pedestrian safety continued to rank as one if not the most pressing concern for the residents of both Sault Ste. Marie and Prince Township. Adopting the Provincial Traffic Safety Strategy with its proactive, sustainable approach to traffic safety in addressing high-risk behaviours with an aim to reduce injuries and save lives, the Traffic Services Bureau took on a number of very successful initiatives throughout 2011.



In addition to establishing a priority for each calendar month in 2011 (examples: January focused on motorized snow vehicles and September child restraint systems), Traffic Services' personnel, often augmented with officers from general Patrol, were able to address additional areas that included:

- joint enforcement with the Ontario Provincial Police targeting drivers distracted through the use of electronic devices;
- teaming up with the CN Police to educate and enforce traffic safety concerns in and around railways including trespassing on rail property;
- collaborative approach that brought Traffic Services' officers together with Ministry of the Environment's Enforcement Officers in setting up inspection lanes to test vehicles against emission standards;
- combined enforcement with Ministry of Transportation officers focusing on large passenger vans and limousine-style vehicles as to safety standards and driver licensing;
- joining the national Operation Impact annual campaign in the fall of the year targeting aggressive driving practices.

The Sault Ste. Marie Police Service has long ascribed to the belief that every single injury and death caused by a driver operating a motor vehicle under the influence of alcohol or a drug is totally preventable.



The Sault Ste. Marie Police Service's R.I.D.E. (Reduced Impaired Driving Everywhere) Program, throughout 2011 with sponsorship from the Ministry of Community Safety and Correctional Services, continued to be an excellent way to educate the public and effectively reduce drinking and driving offences.

Long realized that alcohol consumption is not the single means by which a driver's ability to drive can be negatively influenced, the Service made a significant investment in the latter part of the year in identifying two officers to receive training to be designated as Drug Recognition Experts. Following on this new capability 2012 will see a proactive program put in place aimed at identifying drivers who are under the influence of drugs.



Teaming up with OSAID (Ontario Students Against Impaired Driving), the Service also partnered with St. John's Ambulance to roll out locally "Operation Red Nose". This program offers free rides home for those who indulge in holiday spirits.

The 2011 December Festive Season saw the program and its many volunteers providing alternate transportation for some 198 individuals who regrettably might otherwise have opted to drive.



1,992 motor vehicle accidents were reported in 2011. 1,637 accidents were property-damage only, 354 accidents involved injuries, and one (1) collision resulted in a fatality.

Another unit operating under the umbrella of Patrol Services is the Emergency Services Unit (E.S.U.). This Unit responds to all confirmed high-risk occurrences where there is the potential for imminent and serious risk to someone's safety.



The staffing composition for the E.S.U. is 1 Sergeant and 12 Constables. In 2011 the E.S.U. responded to 94 mandated calls for service. Of these calls, 16 resulted in the full team being deployed. This number (94) marked a 2.17% increase over 2010.

Training is a critical and legislated component for all police tactical teams throughout Ontario. In 2011 each member of the E.S.U. participated in just over 420 hours of training compared to 629 hours in 2010. E.S.U. members are individually trained as well to perform different functions and disciplines including rappelling, counter

sniper, entry specialists, hostage rescue, and less-lethal munitions.

A welcome addition to the Service and the E.S.U. in particular in 2011 was the long anticipated Ballistic Armoured Tactical Transport Vehicle (B.A.T.T.). This vehicle, which provides a high level of protection for extracting both officers and/or the public from volatile situations typically where weapons are involved, was an integral piece of equipment used in response to 11 calls for service in 2011.





The B.A.T.T. has a unique "home grown" aspect to it in that locally operated ESSAR Steel Algoma Inc., through a generous donation, provided all of the plate metal that makes up the exterior body panels of the vehicle.

March 30, 2011

The Explosives Disposal Unit (E.D.U.), another sub-unit within Patrol Services, is made up of three members of the Service who, along with their other policing duties, train and are available as a specialized unit to respond specifically to calls regarding suspicious devices or packages. Officers within this unit are also trained to national standards and are available to assist the Emergency Services Unit when a controlled explosive entry is required to enter a building or dwelling.



New to the E.D.U. in 2011 was the acquisition of a Radiographic Digital Processor made possible through the Ministry of the Attorney General's Civil Remedies Grants Program. This new processor allows for the remote and immediate imaging (x-raying) of suspicious packages. This state-of-the-art processor replaced a system that had inherent critical time delays due to its reliance on antiquated film technology.

2012 will see Patrol Services' members placing an even greater emphasis on establishing and maintaining critical links with the community along with fostering existing and creating new alliances with other government, non-government, and volunteer agencies. The Patrol Services Division is also committed to achieving the results as set out in the Sault Ste. Marie Police Service's Business Plan as effectively and efficiently as possible.

MOST FREQUENT CALLS FOR SERVICE IN 2011	
CALL TYPE	TOTAL NUMBER
Police Assistance	4,282
Motor Vehicle Collisions	1,992
Theft (includes motor vehicles)	1,792
Noise Complaints	1,754
Police Information	1,425
Missing Persons	1,422
Domestic Disputes	1,270
Lost / Found Property	1,072
Alarms	957
Suspicious Persons	887



SUPPORT SERVICES DIVISION

Reports to Chief R. Davies

The Support Services Division in 2011 operated under the command of Inspector David O'Dell. This Division included Professional Standards, Management Services, Information and Technology, Information Services, 9-1-1 operations, and the Property and Exhibits Bureau.

INFORMATION SERVICES

The Supervisor-in-charge of Information Services is responsible for all aspects of records management, the varied filing systems, staff training, and the protection of privacy interests through Freedom of Information and Release of Information requests, and civilian electronic fingerprints. Staff within Information Services also oversees the release of information pertaining to record checks, police reports, and the compilation of statistics.

2011 was an extremely busy year for Information Services. There were numerous complex criminal investigations undertaken which necessitated dedicated clerical support. This additional clerical support meant all staff worked very hard in completing job tasks which were not their normal day-to-day responsibilities. Only due to the willingness and dedication of all staff were we able to maintain the records and work flow expected of this area - a job well done by all staff.

In an effort to streamline procedures and decrease the amount of paper files having to be physically stored, staff began scanning documents into our Police Records Management System as well as our new upgraded digital storage system. This scanning project will assist in time management and will lessen the physical space required to store paper files. This project will increase in scope during 2012. It is anticipated that we will realize the use of electronic briefs in 2012.

CENTRAL EMERGENCY REPORTING BUREAU



The Sault Ste. Marie Police Service is the designated Central Emergency Reporting Bureau (C.E.R.B.) for the City of Sault Ste. Marie and Prince Township. All 9-1-1 calls for service received by telephone are answered by police dispatchers in a 24/7 environment. The caller is then transferred to the appropriate Emergency Services agency. In 2011 a state-of-the-art digital 9-1-1 system was implemented to replace the existing dated analog infrastructure. This digital capability as it evolves will adapt to the rapid changes in technology as well as allow

for future enhancements such as the potential for 9-1-1 texting. In addition to the 9-1-1 calls for service, C.E.R.B. operators also respond to many business-associated calls for service.

MANAGEMENT SERVICES

Police Facility:

There are two sections of the Police Service's facility that were constructed at different times. The original building was constructed in 1970 and there was a major addition completed in 1991. Since then there have been various renovations undertaken to improve the operational efficiency of the Service.



Of note is the reality that the building is getting old and subsequently requires more and more repairs and upgrades to maintain the operational efficiency and life of the building. In addition a consultant's report indicated no surplus space and we are at capacity for this building. Any additional staffing would require us to go beyond maximum efficiency and create the necessity for off-site office space. Further, a facility study identified deficiencies within the building and included the prioritization of recommendations to assist in rectifying the deficiencies. Costs associated to these recommendations totalled in the range of one million dollars. Costs of this nature are not within the scope of the yearly police budget but would require special funding requests through the City to accomplish some of the recommendations of the consultant.

The main floor washrooms had remote door openers installed for accessibility. We have been researching the possibility to renovate the main floor washrooms to properly accommodate accessibility issues. We hope to further this in 2012.



The computer server room on the main floor houses the main computer infrastructure such as servers, surveillance camera system, forensic computer server, and the MDT servers. Two more computer servers for a virtual environment as well as a surveillance server and storage hardware system have been added to this environment.

911 EMERGENCY

Due to numerous operational problems, it was determined that the 9-1-1 system was at the end of its life and special funding was requested from the City of Sault Ste. Marie. The system was completely replaced from an old outdated analog system to a hybrid system that has the capability to go fully digital when Bell introduces the 9-1-1 digital trunk lines in late 2013 or early 2014. The entire infrastructure was replaced and is functioning well.

There are additional phases to be implemented which will deal with replacing the current ANI/ALI system and move to a computer system that will log all 9-1-1 calls. This system will also be searchable and provide user information data regarding 9-1-1 calls.

The exhibit shed reached maximum capacity and the need for long-term storage of exhibits and documents was examined in 2011. In 2012 an unheard external bicycle shed (closed to the weather elements) will be constructed where bicycles and larger exhibits can be stored. In addition, an area for additional document storage has been allocated.

As discussed earlier, as the police facility continues to age, issues akin to the maintenance of older facilities will certainly start to show and require some form of maintenance intervention. The most difficult analysis we need to be aware of is that we need to set some formula or standard in place with which to measure the facility's life expectancy.

Fleet:

The Police Service's Patrol fleet of Ford Crown Victorias was replaced in 2010 with Dodge Chargers. The new Chargers were less expensive to purchase over a two-year period than the predecessor vehicles and their dependability throughout 2011 was noticeable. Additionally, we have noticed a decrease in fuel consumption even taking into consideration the increase of four vehicles to the Patrol fleet.



A second Harley Davidson motorcycle as well as a second snow machine were purchased for the purpose of enhancing police presence with traffic responsibilities as well as monitoring the operation of snow machine and enforcing the Motorized Snow Vehicles Act of Ontario within our jurisdiction.

INFORMATION & TECHNOLOGY

The mandate of this area is to ensure careful planning and effective technology resource management in order to efficiently support and facilitate the needs of the Police Service and communities we serve. We have two Communications Technicians who are dedicated to support all computer infrastructures within the Police Service's building as well as our remote sites located at the Court House and Court Office in the Crown Attorney's building. They continued to work closely with contracted security consultants to maintain and improve the Service's network security including ongoing enhancements to firewalls and other security hardware and software.

To continue our efforts in making the Police Service more accessible to the public we have planned and implemented an expanded website using the most current technologies available. The new site built upon our previous efforts with the addition of online forms and reporting as well as access to more community-related safety and general information. The site allows for easier maintenance which keeps the site current and up-to-date. The new site was launched in May 2011.



The mobile workstation project continued to move forward. The CAD I-mobile component has been deployed in all Patrol vehicles and frontline officers are using it on a daily basis. In 2011 many of the final adjustments needed to the configuration were made and the mobile workstations are a standardized tool for all frontline officers. In 2012, an incident analyst function will be added to our I-Mobile applications. Along with its mapping and reporting capabilities it provides us with a very detailed auditing tool.

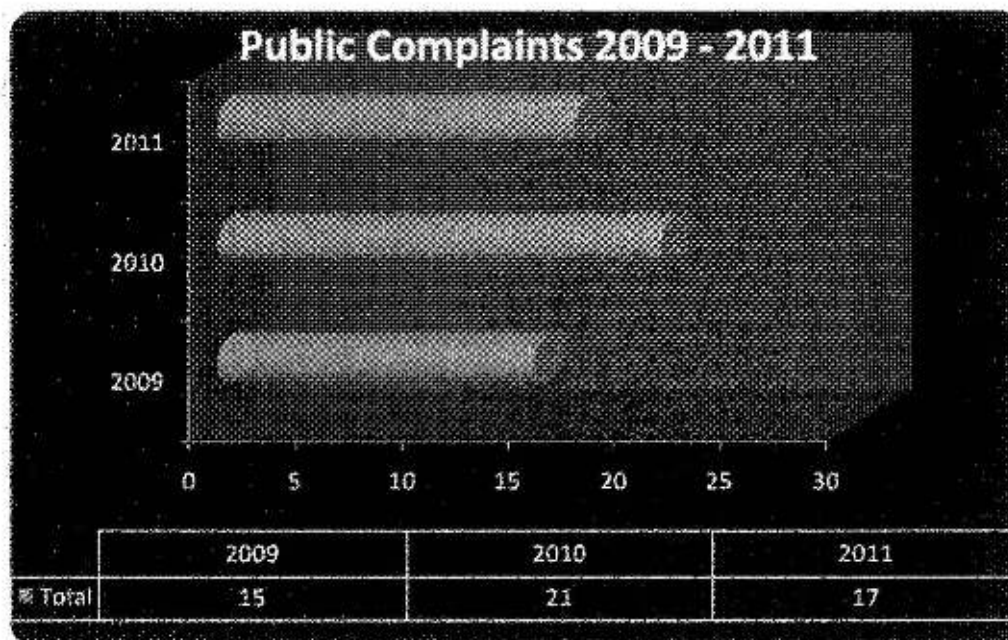
The Sault Ste. Marie Police Service is committed to providing the best service possible for our community through training of our staff and the implementation of new equipment and technologies to meet the needs of the community.

PROFESSIONAL STANDARDS BUREAU

The Professional Standards Bureau is responsible for investigating public complaints in accordance with mandated legislation. These investigations are related to officer conduct and/or the services provided by the Police Service. This Bureau also conducts internal investigations assigned by senior command as well as regular audits for quality assurance purposes.

PUBLIC COMPLAINTS			
	2009	2010	2011
Conduct	14	19	17
Service or Policy	1	2	0
Total	15	21	17

Results:			
Not Directly Affected; Over Six Months:			
or Frivolous and Vexatious	0	0	4
No Further Action	7	3	11
Informal Discipline	0	0	0
Informal Resolution	0	1	2
Not Dealt with under Section 59 P.S.A.	1	12	0
Withdrawn	0	1	0
Pending	7	3	0
O.I.P.R.D. Directed Hearing		1	0





COMMUNITY SERVICES

Reports to Deputy Chief B. Kates

In 2011, Community Services continued their long-standing tradition of providing community-based policing, crime prevention and safety programs. In 2011, the Community Services Bureau attended at numerous public events, escorted groups on tours through the Police Service's building, and conducted numerous safety and crime prevention presentations to elementary school students, citizens, agencies, and businesses in our community. Officers also responded to numerous calls for service to the elementary schools, conducted investigations, laid charges and diverted several youths with regards to thefts, drugs, assaults, mischief, harassment, and bullying incidents. In addition, officers assisted school administrators in a number of conflict resolutions with students and parents in criminal and non-criminal matters.

Throughout the school year, members of Community Services conducted numerous presentations in the 35 local elementary schools and administered the V.I.P. (Values, Influences and Peers) Program which is provided to all Grade six students and covers several areas including bullying, drugs, alcohol, tobacco, racism, peer pressure, vandalism, theft, and Internet safety. Bullying, cyber-bullying, and Internet safety issues continue to be a significant concern for students, parents, teachers, and other youth groups in our community. As a result, Community Services' officers, once again increased the number of their presentations in order to address and educate our community on these issues and concerns.



Officers from Community Services also played a major role in the development and implementation of the *Take I.S.S.U.E.* (Internet Safety and Sensible Use of Electronics) initiative.

This was a community-based police initiative promoting responsible and safe Internet/electronic device use and cyber-social interaction with a focus towards providing awareness for parents, youths, and educational providers in order to highlight the various dangers associated with rapidly developing technology.

This project was made possible through a grant from the Ministry of Community Safety and Correctional Services. The group of presenters included members of the Service's Technological Crime Unit, High School Liaison Officers, the Community Services Bureau, and the Sault Ste. Marie Ontario Provincial Police's Community Services Unit. Both the ADSB and the HSCDSB partnered with the police in this endeavour.



Other student grades and youth organizations continued to receive safety programs throughout the year, including the Safety Patrollers Program, Elmer the Safety Elephant, Risk Watch, bicycle safety, winter safety, Halloween safety, bus safety, train safety in partnership with CN Rail, stranger danger, bullying, cyber-bullying, drug and alcohol education, and Internet safety. Officers continued to assist both school boards with their Code Red drills and training.

The Safety Patroller Program continued to be very successful. At the commencement of the school year approximately 245 Safety Patrollers from local schools were trained by Community Services.

Forty Safety Patrollers were able to visit our Nation's capital for an educational and fun-based field trip in recognition of their dedication and efforts. This marked the 44th year that members of Community Services and the Safety Patrollers Association coordinated and supervised the Ottawa trip. This trip continues to be a major incentive to students volunteering to be Safety Patrollers.

In addition, all 245 Patrollers had the opportunity to attend an afternoon of free skating at the Pee Wee Arena for their efforts over the past year. Officers from Community Services also attended and chaperoned a number of Patrollers at Soo Greyhound hockey games throughout the year. These OHL games were made possible through the generous support of Canadian National Rail with support from the Soo Greyhounds' Hockey Club.

In February, the Sault Ste. Marie Police Service along with co-sponsor, the Delta Sault Ste. Marie Waterfront, held and celebrated the 25th Annual Police Community Programs Night. This ceremony honours and recognizes a number of community programs, supporting partners, businesses, organizations, service clubs as well as individuals who have significantly assisted our Police Service and contributed towards our community's safety. Recipients were honoured for their assistance and support from 2010. In all, fifteen awards were given out this year.

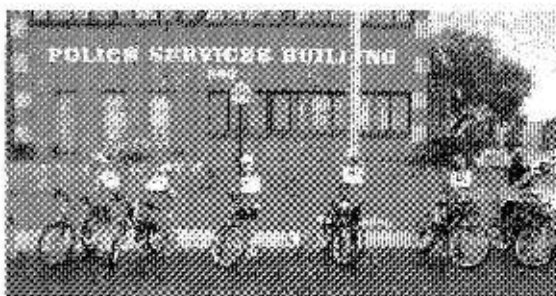


The Sault Ste. Marie Police Service and co-host, Station Mall, once again celebrated the Annual Police Week festivities from May 15 - 21 with a theme of "Working Together for a Safer Community". It was a wonderful week with 40 agencies participating. New to Police Week this year, Community Services in partnership with the Station Mall and the Galaxy Theatre, provided information lectures to 2,190 local students focusing on bullying and cyber-bullying. Participants included students from the Huron Superior Catholic District School Board, Algoma District School Board, and the Conseil Scolaire Catholique Du Nouvel-Ontario.



The Community Services Bureau continued to monitor and maintain the "Kids Safety Zone" link on the Sault Ste. Marie Police Service's website. The initiative is devoted to the safety and well-being of the youth in our community. The site continued to be visited regularly by citizens in our community and remains another resource providing information and assistance to them.

In early June, Community Services once again was an organizing partner and also participated in the Annual Kidz Summer Festival Day event. A bicycle safety rodeo was held for the children wherein officers provided instruction on bike safety and on the rules of the road pertaining to bicyclists and motorists. Numerous bicycles were also registered by the officers.



In the spring and early summer months, Community Services' officers participated in the Tim Hortons 'Earn a Bike' Program. In this program, children between the ages of 9 to 13 years are selected by the officers who provide supervision while the children are out completing 30 hours of community service by cleaning up local parks and schools or assisting a local community group and in return are rewarded with a brand new bike, lock, and safety equipment.

The 'Earn a Bike' Program is a phenomenal way to reinforce the value and camaraderie of teamwork, as well as the personal satisfaction of accomplishing a desired goal, and a great chance for police officers to interact with children in our community. On July 21st, thanks to the generous support and sponsorship of our local Tim Hortons, ten children from our community were awarded their very own, brand new mountain bike, complete with helmet and lock, for their participation in the Tim Hortons 'Earn a Bike' Program.



In July, Community Services, with assistance from the Service's summer students, participated in the Annual Community Day Parade.



On November 2nd, Community Services presented the 28th Annual Crime Prevention Seminar at the Comfort Suites and Conference Centre. This year's theme was "Child Abduction - Education, Prevention & Survival" and the AMBER Alert Programs in Ontario and Michigan. Keynote speakers were the Provincial AMBER Alert Coordinator, OPP Sergeant Steve Montpetit, the Michigan Amber Alert and Missing and Exploited Children Coordinator, Sergeant Heather Schultz from the Michigan State Police. In the afternoon, New York State Police Trooper Sayeh Rivazfar, a survivor of a horrendous sexual attack and abduction by her mother's boyfriend when she was just eight years old captivated the audience. There were over 200 participants this year.

In the late fall, a third constable was assigned to the three-member Community Services Bureau to assist with the increasing demand in program deliverance and calls for service in the elementary schools and crime prevention and safety programs in the community. In addition, a bilingual officer was also assigned to assist in the deliverance of programs and calls for service in the French immersion schools.

In December 2011, the Community Services Bureau, with assistance and support from the Kinsmen Club and Jordan Kuzma (Elmer the Safety Elephant Volunteer) participated in the first ever 'Elmer's Presents for Paeds' Program at Sault Area Hospital. Children in the Paediatric ward had a joyful visit from Elmer the Safety Elephant, Santa, the Sault Ste. Marie Police Service including Chief Bob Davies, Deputy Chief Bob Kates, Community Services' officers, and the President of the Kinsmen Club, Rod Lehto. Presents, donated by the Kinsmen Club, were distributed to the children along with get well and happy holiday wishes. The program was a great success and will now be an annual event.



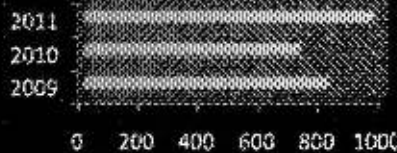
Community Services also continued to maintain a professional and positive working relationship with the media by keeping the public accurately informed of crime and newsworthy occurrences, providing crime prevention tips, maintaining media involvement in crime prevention programs, and promoting public services performed by our Police Service.

CRIME STOPPERS

Crime Stoppers of Sault Ste. Marie and the District of Algoma, Inc. is a non-profit, charitable corporation. It is a community program working in partnership with the community, law enforcement agencies, and the news media.

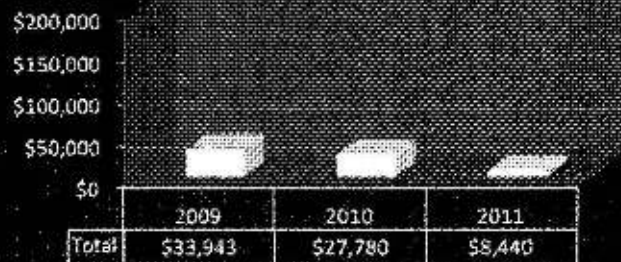
	2009	2010	2011
Arrests	27	34	31
Cases Cleared	54	28	24
Charges Laid	77	107	111
Tipster Calls	818	723	968

Tipster Calls 2009 - 2011



	2009	2010	2011
Total	818	723	968

Property Recovered 2009-2011



Officers from both the Sault Ste. Marie Police Service and the Ontario Provincial Police assigned to Crime Stoppers receive, investigate, and distribute tips received on the Crime Stoppers' telephone lines. Tips are often received for the City of Sault Ste. Marie, District of Algoma, and Eastern Upper Michigan. In 2011, anonymous telephone calls led to 31 arrests and the recovery of approximately \$8,440 in stolen property and the seizure of \$52,249 in narcotics.

**CRIME
STOPPERS**

542-8737

542-7887

1-800-272-7875 1-800-221-5477

STATISTICS CANADA CRIME INDEX - SAULT STE. MARIE (FIVE YEAR ANALYSIS)

CRIMES OF VIOLENCE	2007	2008	2009	2010	2011	% Change From Previous Year
Assault	812	692	669	637	648	1.7%
Sexual Assaults	60	69	76	66	63	-4.5%
Abduction	0	0	0	1	1	0%
Homicide	0	0	2	1	4	300.0%
Attempt Murder	2	2	2	2	0	-100.0%
Robbery	62	64	59	63	49	-22.2%
Prostitution	1	0	1	20	0	-100.0%
Offensive Weapons	32	25	26	20	23	15.0%
Total	969	852	835	810	788	-2.7%

CRIMES OF PROPERTY	2007	2008	2009	2010	2011	% Change From Previous Year
Break and Enter Total	755	579	561	569	553	-2.8%
~Business	128	95	72	68	79	16.2%
~Residence	436	322	338	432	411	-4.9%
~Other	191	162	151	69	63	-8.7%
<i>Attempt Break and Enter*</i>	<i>92</i>	<i>67</i>	<i>58</i>	<i>76</i>	<i>66</i>	<i>-13.2%</i>
Theft of Motor Vehicle	238	**152	133	124	107	-13.7%
<i>Attempt Theft of Vehicle*</i>	<i>43</i>	<i>18</i>	<i>15</i>	<i>15</i>	<i>14</i>	<i>-6.7%</i>
Theft	1,685	1,748	1,734	2,116	1,685	-20.4%
Mischief	848	784	738	719	600	-16.6%
Have Stolen Goods	114	85	42	60	65	8.3%
Frauds	289	251	209	184	214	16.3%
Gaming/Betting	0	0	0	0	0	0%
Other C.C.C.	1,191	1,050	892	860	557	-35.2%
Total	5,120	4,649	4,509	4,632	3,781	-18.4%

DRUGS	2007	2008	2009	2010	2011	% Change From Previous Year
Heroin	0	0	1	0	0	0%
Cocaine	29	29	20	33	18	-45.5%
Other Drugs	35	20	52	20	19	-5.0%
Cannabis	68	92	112	90	57	-36.7%
Total	132	141	185	143	94	-34.3%

TOTAL CRIMES	6,221	5,642	5,329	5,585	4,663	-16.5%
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Note: All numbers above reflect actual number of occurrences not total charges laid.

* Totals included in Primary Classification

** Macro error in 2008 required an adjustment to this total

STATISTICS CANADA CRIME INDEX - SAULT STE. MARIE
YOUNG OFFENDERS INVOLVED
(FIVE YEAR ANALYSIS)

						% Change From Previous Year
<u>CRIMES OF VIOLENCE</u>	2007	2008	2009	2010	2011	
Assault	214	179	141	149	156	4.7%
Sexual Assaults	9	7	11	11	3	-72.7%
Abduction	0	0	0	0	0	0%
Homicide	0	0	0	0	0	0%
Attempt Murder	0	0	0	0	0	0%
Robbery	24	7	5	8	13	62.5%
Prostitution	0	0	0	0	0	0%
Offensive Weapons	8	18	10	7	7	0%
Total	255	211	167	175	179	2.3%

<u>CRIMES OF PROPERTY</u>						
Break and Enter Total	78	41	45	32	15	-53.1%
~Business	22	2	10	10	5	-50.0%
~Residence	32	27	24	19	8	-57.9%
~Other	24	12	11	3	2	-33.3%
<i>Attempt Break and Enter**</i>	5	0	2	0	0	0%
Theft of Motor Vehicle	16	10	14	13	8	-38.5%
<i>Attempt Theft of Vehicle**</i>	2	0	1	0	0	0%
Theft	211	200	215	142	141	-0.7%
<i>Shoplifting**</i>	-	-	-	-	90	-
Mischief	100	84	63	54	48	-11.1%
Have Stolen Goods	69	35	10	34	13	-61.8%
Frauds	10	7	8	5	11	120.0%
Gaming/Betting	0	0	0	0	0	0%
Other Criminal Code	480	374	257	169	107	-36.7%
Total	964	751	612	449	343	-23.6%

<u>DRUGS</u>						
Heroin	0	0	0	0	0	0%
Cocaine	2	0	4	1	3	200.0%
Other Drugs	15	3	11	4	7	75.0%
Cannabis	39	86	82	66	42	-36.4%
Total	56	89	97	71	52	-26.8%

TOTAL CRIMES	1,275	1,051	876	695	574	-17.4%
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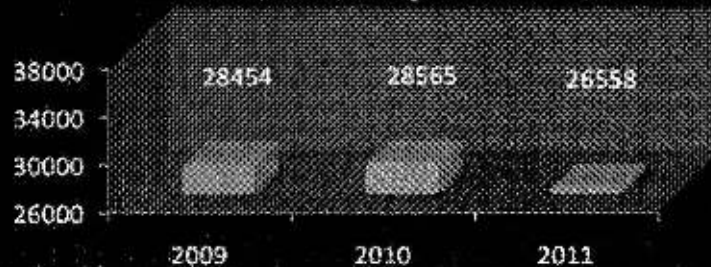
Note: * These numbers are included in the TOTAL statistics found on the previous page.

** Totals included in Primary Classification

INCIDENTS

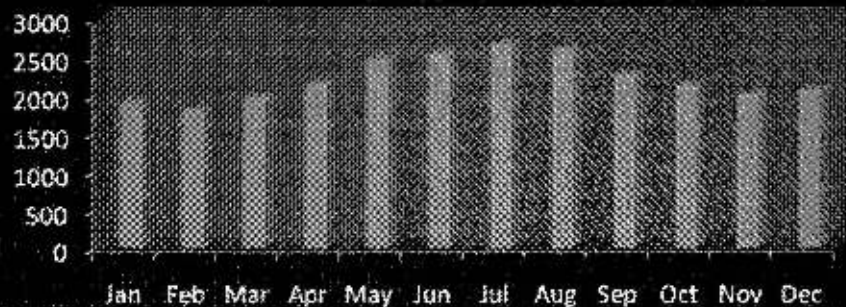
Calls for Service	2009	2010	2011
Reportables	16,001	15,600	14,923
Non-Reportables	12,453	12,965	11,635
Totals	28,454	28,565	26,558

Incidents by Year 2009-2011



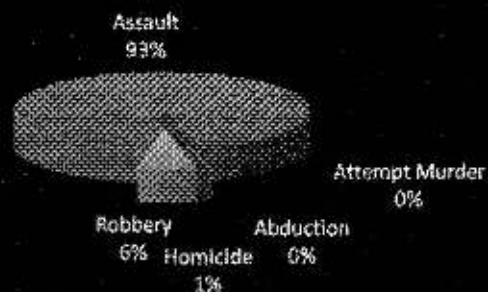
Incidents by Month	Reportable	Non-Reportable	Totals
January	1,097	803	1,900
February	1,053	750	1,803
March	1,132	835	1,967
April	1,214	934	2,148
May	1,387	1,073	2,460
June	1,438	1,107	2,545
July	1,435	1,236	2,671
August	1,425	1,168	2,593
September	1,188	1,076	2,264
October	1,169	964	2,133
November	1,200	803	2,003
December	1,185	886	2,071
			26,558

Incidents by Month - 2011

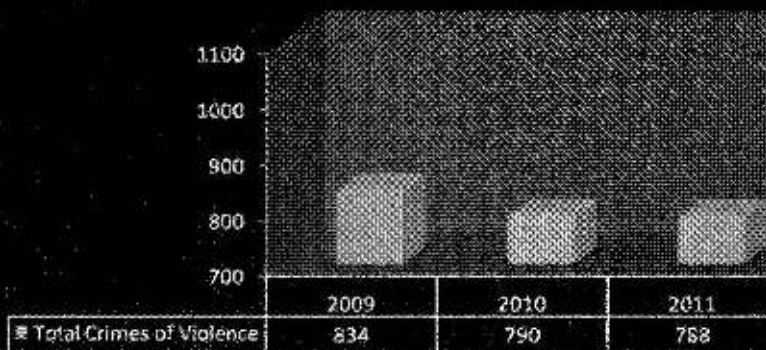


CRIMES OF VIOLENCE

Crimes of Violence 2011

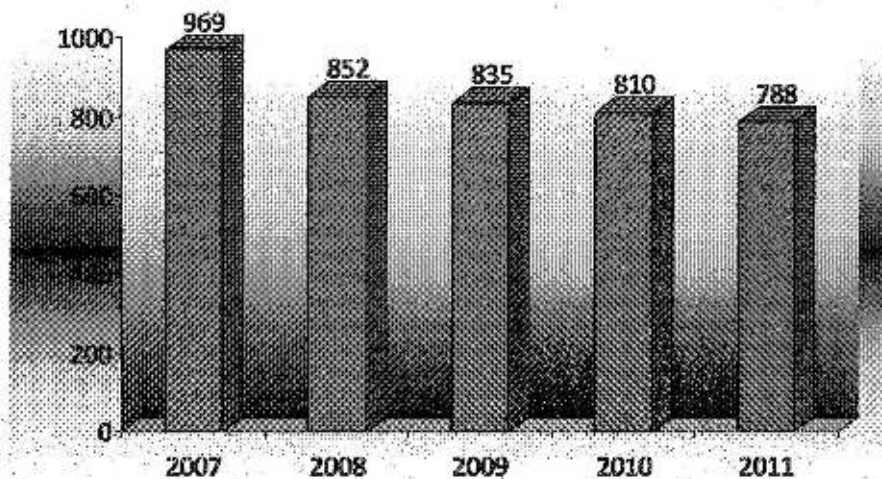


Crimes of Violence 2009-2011



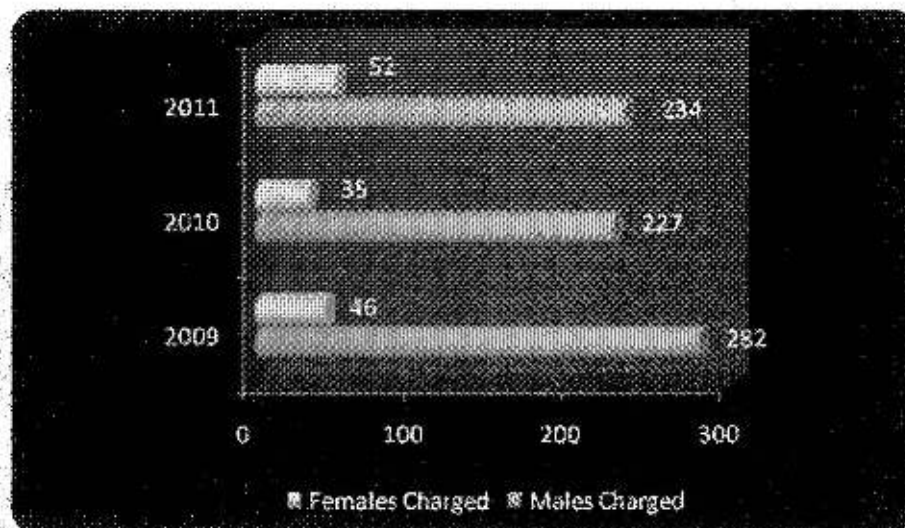
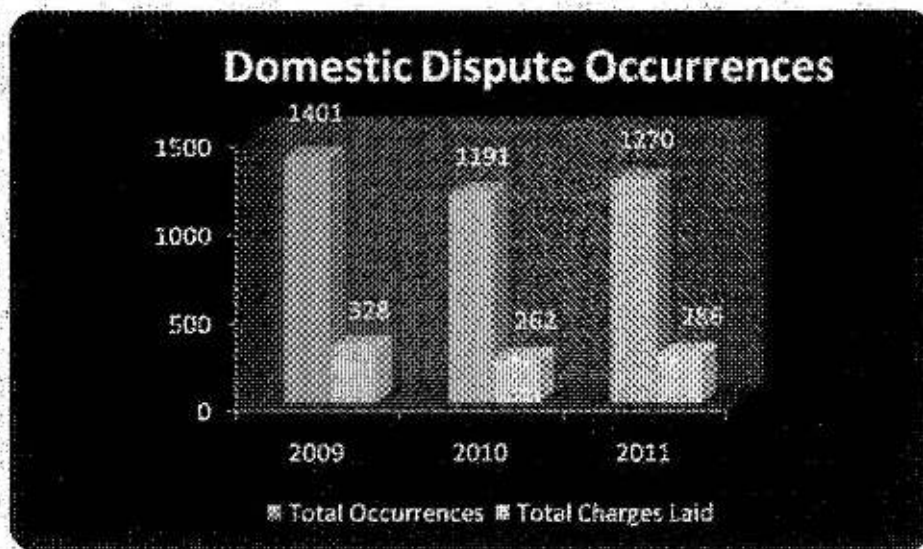
5 Year Comparison from the Stats Canada Crime Index

2009 and 2010 totals include Prostitution offences from the Stats Canada Crime Index



DOMESTIC VIOLENCE

	2009	2010	2011
Domestic Violence Occurrences	1,401	1,191	1,270
Total number of males charged	282	227	234
Total number of females charged	46	35	52
Total	328	262	286

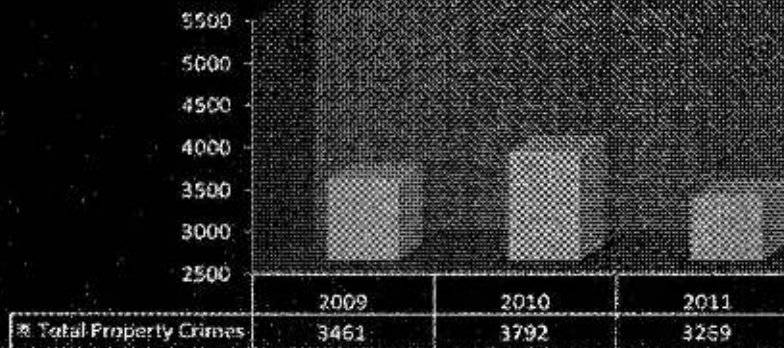


CRIMES OF PROPERTY

Property Crimes 2011

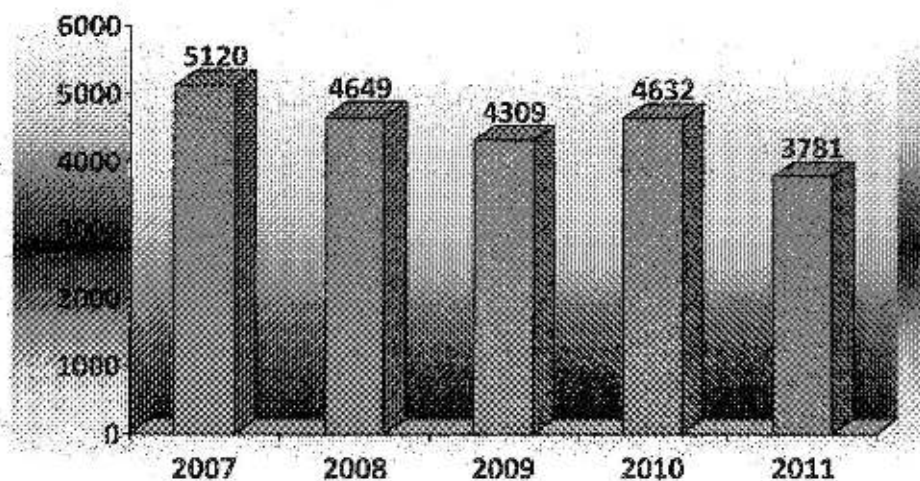


Property Crimes 2009-2011

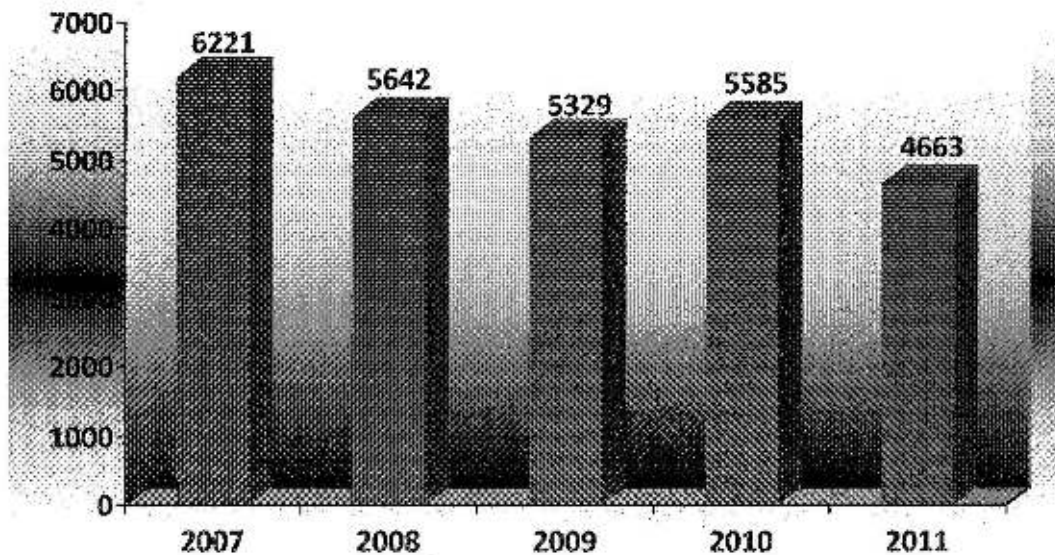


5 Year Comparison from the Stats Canada Crime Index

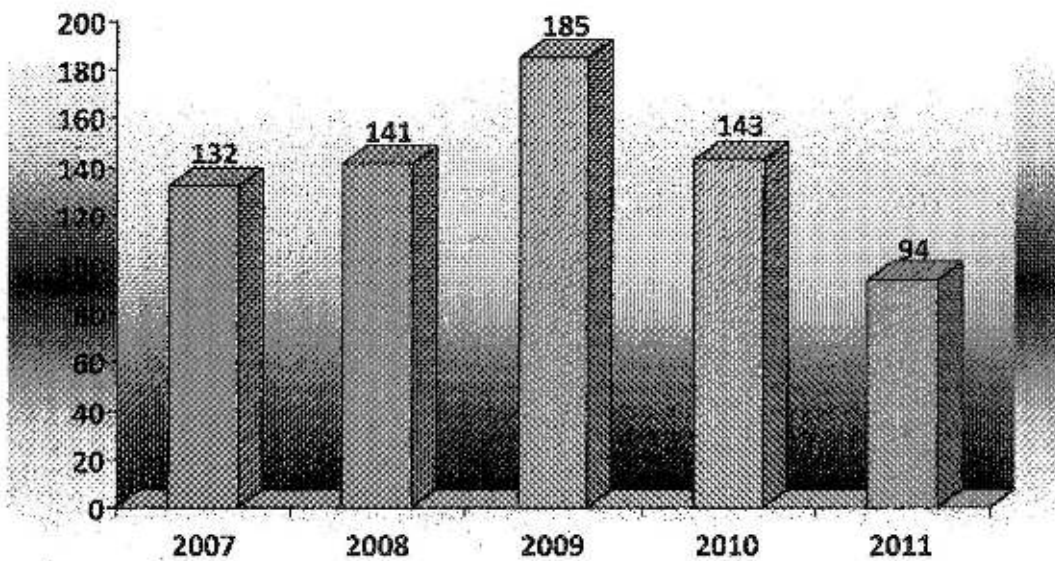
Includes other Criminal Code offences besides those in graphs above.



TOTAL CRIME COMPARISON OVER 5 YEARS



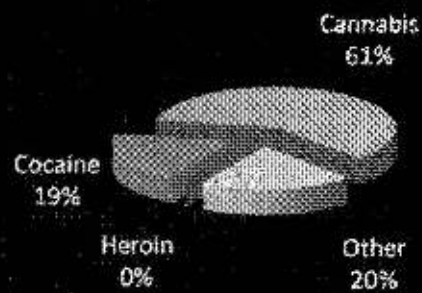
DRUGS OVER 5 YEARS



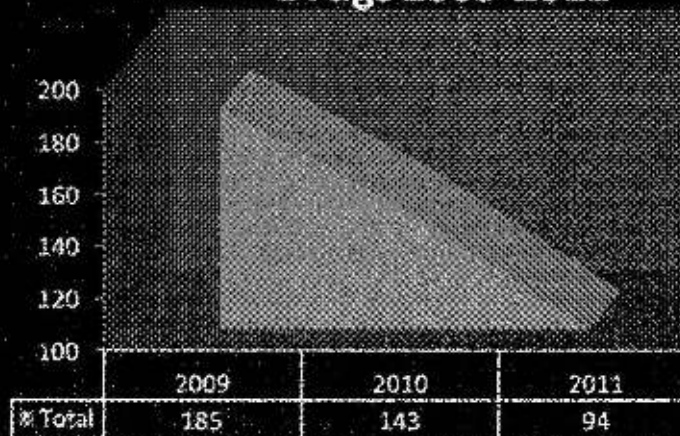
DRUGS

	2009	2010	2011
Types of Drugs			
Heroin	1	0	0
Cocaine	20	33	18
Cannabis	112	90	57
Other	52	20	19
Total	185	143	94

Drugs 2011

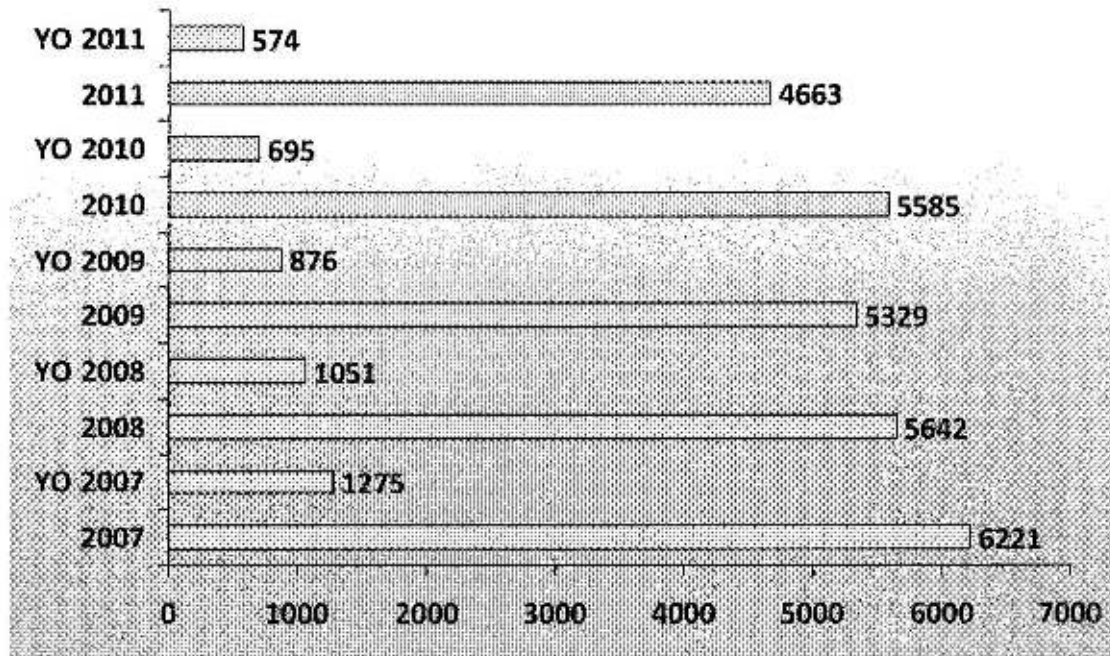


Drugs 2009-2011

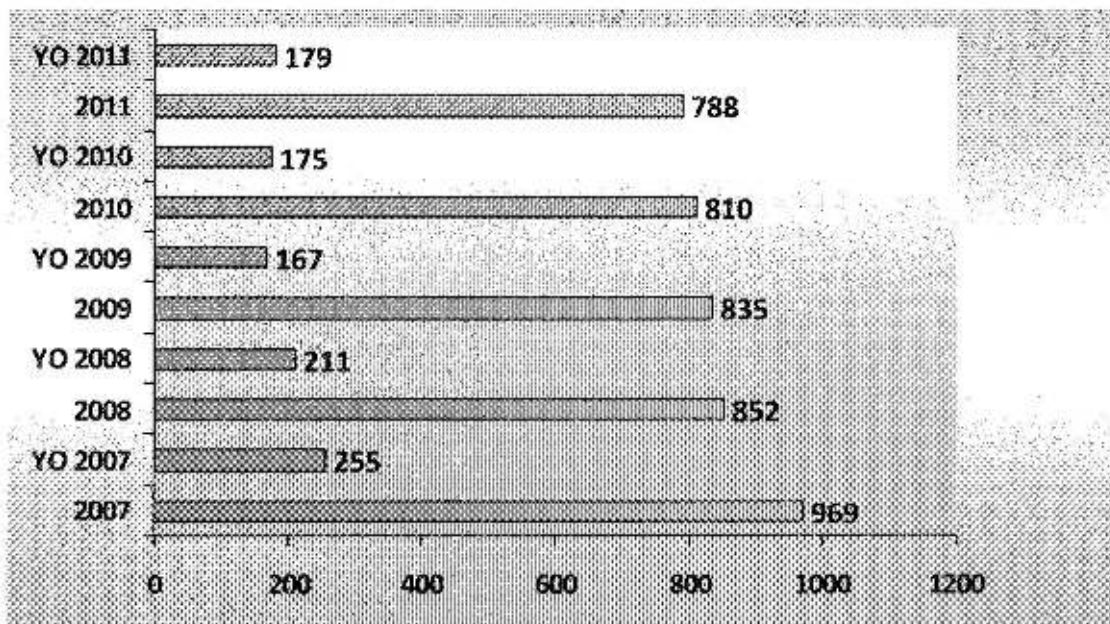


YOUNG OFFENDER INVOLVEMENT

CRIME COMPARISON OVER 5 YEARS

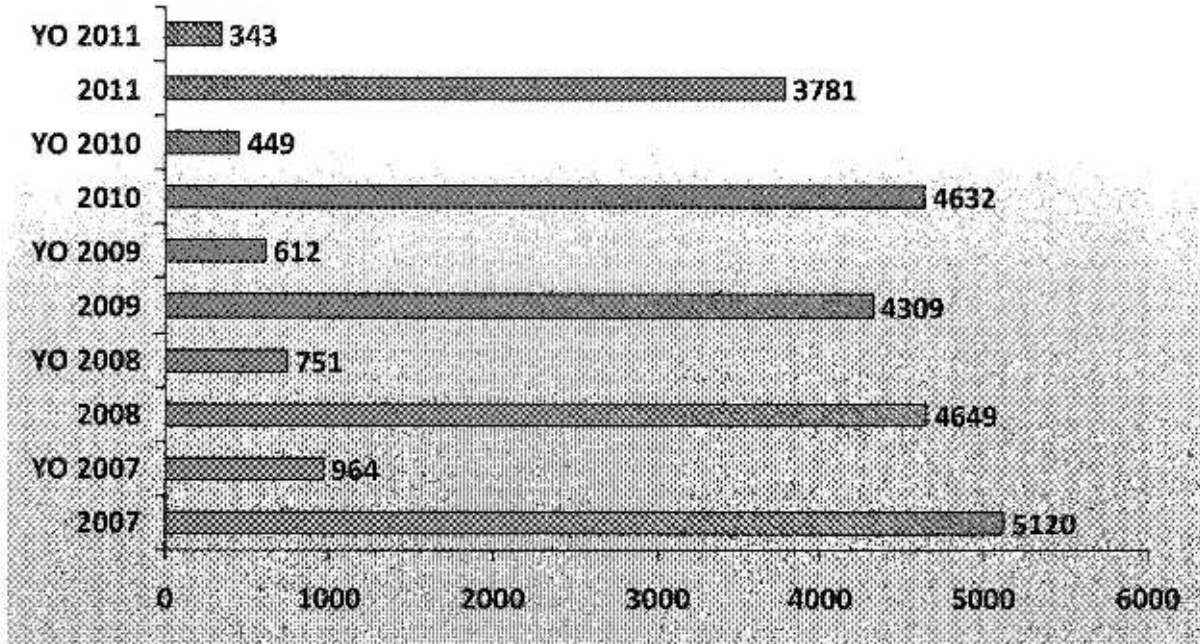


CRIMES OF VIOLENCE OVER 5 YEARS

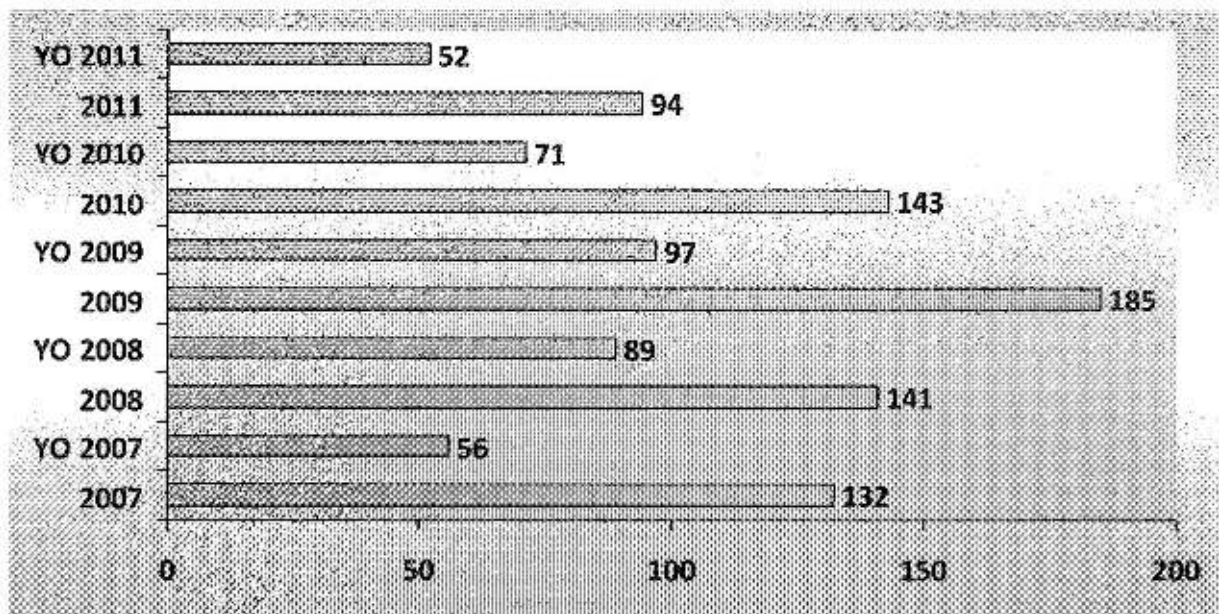


YOUNG OFFENDER INVOLVEMENT

CRIMES OF PROPERTY OVER 5 YEARS

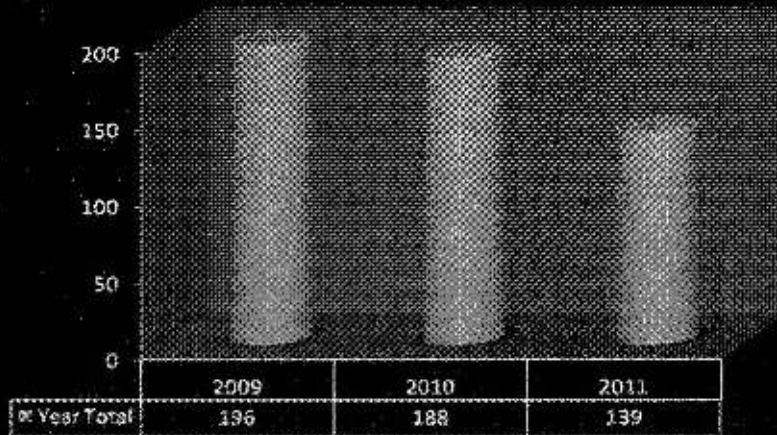


DRUGS OVER 5 YEARS

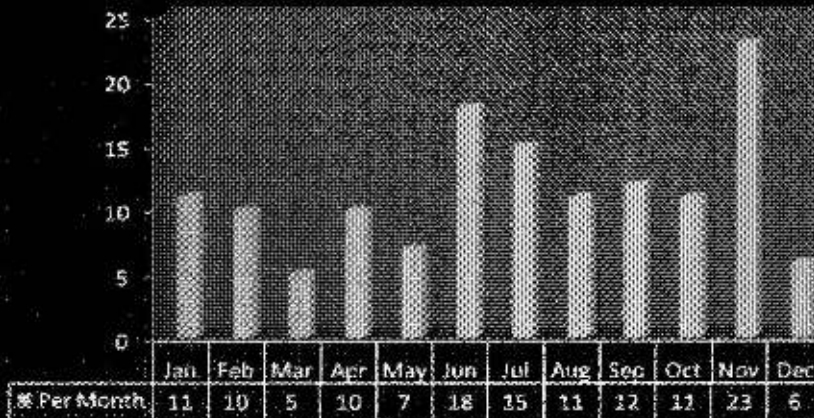


Y.C.J.A. DIVERSION PROGRAM

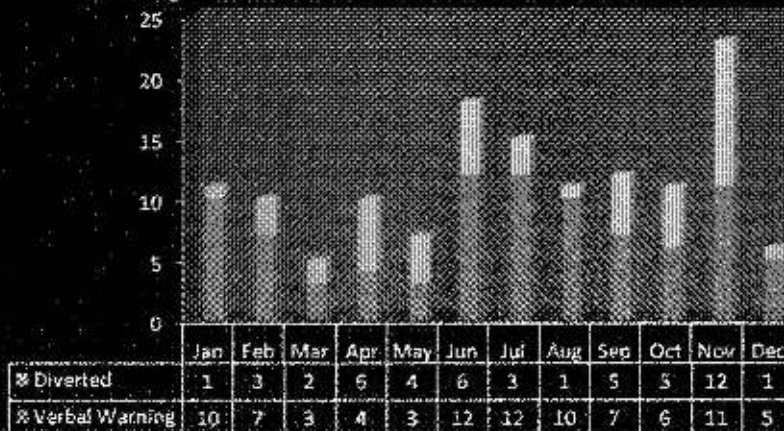
YCJA Involvement 2009-2011



Extrajudicial Measures 2011



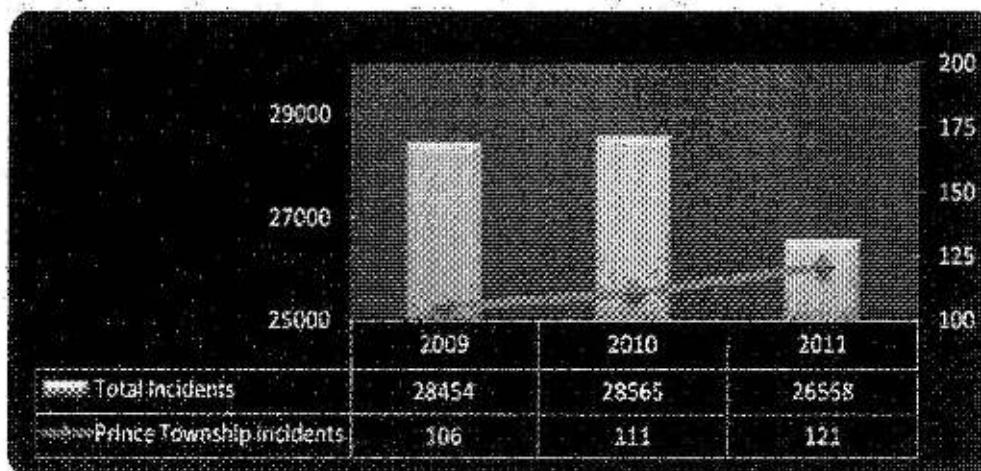
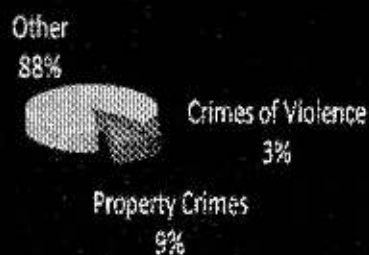
Extrajudicial Measures Breakdown



TOWNSHIP OF PRINCE

	2009	2010	2011
Total Incidents	106	111	121

Prince Township Incidents - 2011



"Top 5" Calls for Service - 2011

Other (non-criminal)	22
Police Assistance	14
Thefts	9
Motor Vehicle Collisions	5
Traffic Complaints	5

MOTOR VEHICLE COLLISIONS

	2009	2010	2011
Total Motor Vehicle Collisions	1,980	1,830	1,992

*as supplied by the Collision Reporting Centre

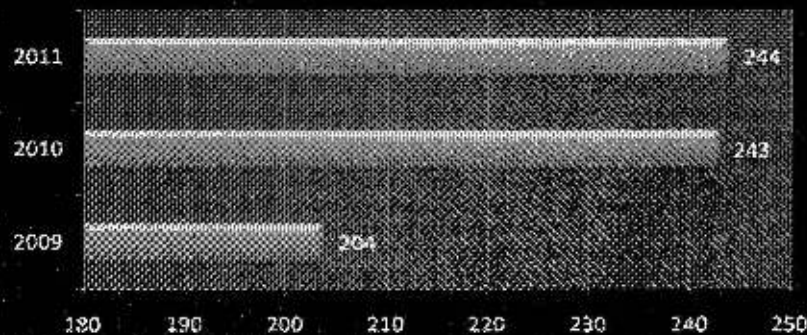
Nature of Major Collisions			
Property Damage:			
Includes accidents previously recorded as non-reportable due to their minor nature (2009, 2010)	1,592	1,501	1,637
Non Fatal Injury	386	326	354
Fatal	2	3	1
Total	1,980	1,830	1,992

Hit and Run Accidents			
Occurred on Private Property	116	138	147
Occurred on City Streets	88	105	97
Total	204	243	244
Total Cleared	10	10	14

Nature of Motor Vehicle Collisions 2011



Total Hit and Run Accidents



R.I.D.E. and BREATHALYZER STATISTICS

	2009	2010	2011
R.I.D.E. Program			
Vehicles Checked	11,590	6,204	8,439
Drivers Tested with Roadside Tester	90	64	51
Drivers Passed Test	75	53	26
3/7/30 Day Licence Suspensions*	-	-	22
90 Day Administrative Driver's Licence Suspensions (ADLS)	9	11	8
Criminal Code Charges	9	11	15
* due to legislative amendments reporting structures have changed			
Breathalyzer Program			
Drivers Given Demand	126	84	92
Fail/Refuse to Provide Sample	13	7	12
Drivers Tested	113	77	80
Drivers Tested - Not Charged	5	9	3
Driving Offences			
Impaired Driving	114	78	88
Fail to Stop or Remain (C.C.C.)	1	2	2
Drive While Prohibited	5	19	6
Dangerous Operation (C.C.C.)	6	11	7

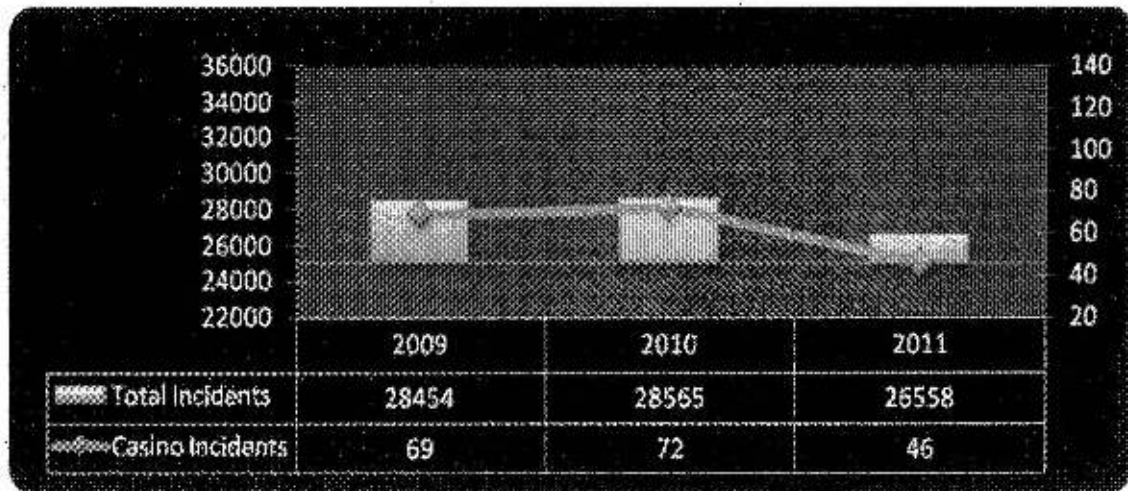
Driving Offences - 2011



Provincial Offence Notices Issued	2009	2010	2011
Highway Traffic Act	4,485	4,126	3,464
Trespass to Property Act	165	142	105
Liquor Licence Act	421	439	381
Compulsory Automobile Insurance Act	1,006	900	563
By-Laws	176	47	62
Motorized Snow Vehicles Act	44	22	3
Off Road Vehicle Act	4	8	4
Total	6,901	5,682	4,582

SAULT STE. MARIE CASINO- STATISTICS

	2009	2010	2011
Total Incidents	69	72	46



"Top 5" Calls for Service - 2011	
Other (non-criminal in nature)	22
Police Assistance	10
Police Information	7
Motor Vehicle Collisions	5
Property: Lost and Found	4

Casino Incidents - 2011



MISCELLANEOUS STATISTICS

Bicycles	2009	2010	2011
Found	226	180	143
Stolen	198	124	103

Taxis			
Licences Issued	239	212	197
Drivers Tested	27	28	35

Fingerprints			
Persons Fingerprinted (appointment)	198	296	296
Criminal Records Removal (by request)	89	95	104

Freedom of Information Requests	104	92	13
Application Fees Collected	\$520.00	\$505.00	\$65.00
Requests Waived/Cancelled	75	80	-

Release of Information Requests	-	-	179
Administrative Fees Invoiced	-	-	\$8,050.00
Additional Fees Collected	-	-	\$1,055.20
Requests Waived/Cancelled	-	-	18

Volunteer Record Checks	4,475	5,641	4,263
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False Alarms	968	957	932
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VEHICLE FLEET

	2009	2010	2011
Senior Command (Chief, Deputy, Crime Stoppers, #27)	4	4	4
Community Services	3	3	4
Administration Services (includes Court Services' van)	1	2	3
Management Services	4	2	1
Investigation Services	17	16	20
Patrol Services	17	19	19
Motorcycle	1	1	2
Snow Machine	1	1	2
Boat (1: 2009-2010), Trailers (4), Mobile Command Centre (1)	6	6	5
Total Fleet Maintained	54	54	60



PRODUCED BY THE
SAULT STE. MARIE POLICE SERVICE

*Please feel free to let us know how we are doing.
If you have any questions or comments, please contact:*

Chief Robert D. Davies
Sault Ste. Marie Police Service
580 Second Line East
Sault Ste. Marie ON P6B 4K1

or

[info@ssmps.org](mailto:info:ssmps.org)