

AGENDA

REGULAR MEETING OF CITY COUNCIL

2012 12 03

4:30 P.M.

COUNCIL CHAMBERS

1. ADOPTION OF MINUTES

Mover: Councillor F. Manzo

Seconded: Councillor S. Butland

Resolved that the Minutes of the Regular Council Meeting of 2012 11 19 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. Manzo

Seconded: Councillor P. Christian

Resolved that the Agenda for 2012 12 03 City Council meeting as presented be approved.

4. DELEGATIONS/PROCLAMATIONS

- a) Talia Bruno, Community Christmas for Children planning committee member will be in attendance concerning proclamation – Community Christmas for Children.
- b) Craig Burgess and Damon Burgess will be in attendance to receive the 2012 Community Development Award for Wacky Wings, 688 Great Northern Road.
- c) Jasmina Jovanovic, Director, Art Gallery of Algoma will be in attendance concerning "100 Years of Art in the Sault" and agenda item 5.(j).

Mover: Councillor S. Myers

Seconder: Councillor T. Sheehan

Whereas the Art Gallery of Algoma exhibit called "100 Years of Art in the Sault" celebrating Sault Ste. Marie's 100th birthday opens December 6 and runs until February 16, 2012; and

Whereas the community has been invited to participate in the creation of their impression of our city that will be on display during the exhibit along with historical and contemporary art; and

Whereas during the exhibition opening, a special legacy painting created by Canadian artist John Hartman will be unveiled and become a new addition to the permanent collection;

Now Therefore Be It Resolved that all Sault residents and visitors are encouraged to visit the Art Gallery of Algoma to view and enjoy "100 Years of Art in the Sault".

- d) Councillor Susan Myers, Management Chair, Celebrate 100!, will be in attendance concerning agenda item 6.(8)(a).
- e) Madison Zuppa, Environmental Initiatives Coordinator, Engineering and Planning will be in attendance concerning departmental Best Practice – Environmental Initiatives Map.

PART ONE – CONSENT AGENDA

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

Mover: Councillor J. Krmpotich

Seconder: Councillor S. Butland

Resolved that all the items listed under date 2012 12 03 – Part One – Consent Agenda be approved as recommended.

- a) Correspondence from OGRA and FONOM is attached for the information of Council.
- b) Correspondence from Chris Wray, CAO/Clerk-Treasurer, Municipality of Wawa concerning his resignation from the Sault Ste. Marie Innovation Centre Board of Directors is attached for information of Council.
- c) Correspondence from Kristen Spence, Northern Ontario Trail Co-ordinator, Trans Canada Trail Ontario concerning the John Rowswell Hub Trail.

Mover: Councillor J. Krmpotich

Seconder: Councillor P. Christian

Resolved that correspondence from Kirsten Spence, Northern Ontario Trail Co-ordinator, Trans Canada Trail Ontario requesting that the John Rowswell Hub

Trail be designated as part of the Trans Canada Trail be referred to planning staff for review and report back to Council.

d) Tender for New Tires and Tire Repairs

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

Mover: Councillor F. Manzo

Second: Councillor S. Butland

Resolved that the report of the Manager of Purchasing dated 2012 12 03 be endorsed and that the tender for the supply of New Tires and Tire Repairs as required by various City Departments, and co-operatively with PUC Services Inc., be awarded as recommended.

e) Tender for Bio-Diesel Fuel Supply (2012WA18T)

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

Mover: Councillor F. Manzo

Second: Councillor P. Christian

Resolved that the report of the Manager of Purchasing dated 2012 12 03 be endorsed and that the tender for supply and delivery of Bio-Diesel Fuel as required by the Transit and Parking Division of the Public Works and Transportation Department be awarded as recommended.

f) Borrowing By-laws for 2013

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

The relevant By-laws 2012-208 and 2012-209 are listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

g) Mayor and Council Travel Expenses – January 1 to September 30, 2012

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

Mover: Councillor J. Krmpotich

Second: Councillor S. Butland

Resolved that the report of the Commissioner of Finance and Treasurer dated 2012 12 03 concerning Mayor and Council travel expenses for the period January 1 to September 30, 2012 be received as information.

h) 2013 Budget

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

Mover: Councillor J. Krmpotich
Seconded: Councillor P. Christian
Resolved that the report of the Commissioner of Finance and Treasurer dated 2012 12 03 concerning 2013 Budget be received as information.

i) **Property Tax Appeals**

A report of the City Tax Collector is attached for the consideration of Council.

Mover: Councillor F. Manzo
Seconded: Councillor S. Butland
Resolved that pursuant to Sections 354 and 357 of the *Municipal Act, 2001* adjustments for the tax accounts outlined on the City Tax Collector's report of 2012 12 03 be approved and that the tax records be amended accordingly.

j) **Loan of Artwork to the Art Gallery of Algoma**

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

The relevant By-law 2012-222 is listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

k) **Leash Free Dog Park Update**

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

Mover: Councillor F. Manzo
Seconded: Councillor P. Christian
Resolved that the report of the Commissioner of Community Services dated 2012 12 03 concerning Leash Free Dog Park be accepted and that \$45,000 be set aside from the 5% Subdividers Reserve fund for construction of a leash free dog park at Strathclair Park; further that the construction process not begin until the User Group (LOLDOGS) has raised a minimum of \$25,000.

l) **2011 Property Tax Rebates**

A report of the Manager of Recreation and Culture Division is attached for the consideration of Council.

Mover: Councillor J. Krmpotich
Seconded: Councillor S. Butland
Resolved that the report of the Manager of Recreation and Culture Division dated 2012 12 03 concerning 2011 Property Tax Rebates be accepted and that rebates for the 2011 tax year be approved.

m) **Repeal By-laws 88-296 and 95-198 -- Former Truck Routes**

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

The relevant By-law 2012-215 is listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

n) Mill Funding Application – Single Lane Bridges Shared with Prince Township

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

Mover: Councillor J. Krmpotich

Seconder: Councillor P. Christian

Resolved that the report of the Director of Engineering dated 2012 12 03 concerning Municipal Infrastructure Initiative Capital Program Funding (Mill) Application – Single Lane Bridges Shared with Prince Township be accepted and that Council endorse the submission of an expression of interest jointly with Prince Township and subsequent joint application for Mill funding.

o) Landfill Gas to Energy Update

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

Mover: Councillor F. Manzo

Seconder: Councillor S. Butland

Resolved that the report of the Land Development and Environmental Engineer dated 2012 12 03 concerning Landfill Gas to Energy Update be accepted and that appropriate staff be authorized to enter into negotiations with PUC Inc. regarding a Landfill Gas to Energy agreement.

p) Emergency Spill Response – Consulting and Contractor Services

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

Mover: Councillor F. Manzo

Seconder: Councillor P. Christian

Resolved that the report of the Land Development and Environmental Engineer dated 2012 12 03 concerning Emergency Spill Response – Consulting and Contractor Services be accepted and the recommendation that \$45,000 be budgeted annually for consulting and remediation services be referred to 2013 budget; further that if then approved, unspent funds in any year be transferred to a reserve for future spill remediation, also that an expression of interest for consulting engineering services be distributed in relation to emergency spill response measures.

q) Local Improvement Act Regulation 322/12

A report of the Environmental Initiatives Coordinator is attached for the consideration of Council.

Mover: Councillor J. Krmpotich

Seconder: Councillor S. Butland

Resolved that the report of the Environmental Initiatives Coordinator dated 2012 12 03 concerning Local Improvement Act Regulation 322/12 be received as information.

r) **Amendments to By-law 77-200 Schedule "K" – Increased Speed Limits**

A report of the Deputy Commissioner of Public Works and Transportation is attached for the consideration of Council.

The relevant By-law 2012-219 is listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

s) **Sidewalk Snow Plowing**

The Sidewalk Snow Plowing policy is attached for the information of Council. Please note that the deadline for submitting petitions for the 2012-13 winter season was October 31, 2012.

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-32-12-Z & 57T-12-502 – filed by Palmer Development (Northern) Corp.**

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

Mover: Councillor J. Krmpotich

Seconder: Councillor P. Christian

Resolved that the report of the Planning Division dated 2012 12 03 concerning Application No. A-32-12-Z and 57T-12-502 filed by Palmer Development (Northern) Corp. be received and that City Council approve the proposed 59 lot draft plan of subdivision subject to the nine conditions contained in the said report.

b) **Application No. A-33-12-Z – Major Contracting – 345 Queen Street East**

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

Mover: Councillor F. Manzo

Seconder: Councillor S. Butland

Resolved that the report of the Planning Division dated 2012 12 03 concerning Application No. A-33-12-Z filed by Major Contracting – 345 Queen Street East be received and that City Council defer the application to rezone the subject property from "C2" Central Commercial zone to "C2" Central Commercial zone with a Special Exception to permit residential dwelling units on the ground floor until such time as the applicant addresses the design concerns outlined in this report.

c) **Application A-34-12-Z – Sam Kassam (Howard Johnson) – 503 Trunk Road**

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

Mover: Councillor F. Manzo

Seconder: Councillor P. Christian

Resolved that the report of the Planning Division dated 2012 12 03 concerning Application No. A-34-12-Z filed by Sam Kassam – 503 Trunk Road be received and that City Council approve rezoning of the subject property, amending the existing Special Exception zoning S-219, subject to the following:

1. That the following uses associated with road transportation be added as permitted uses:
 - a. Bus depots
 - b. Taxi and limousine yards
 - c. Public transportation yards; and
2. The uses outlined above be permitted only within the defined front yard of the subject property.

(7) **PUBLIC WORKS AND TRANSPORTATION**

(8) **BOARDS AND COMMITTEES**

a) **Celebrate 100! – Year in Review**

A report of Councillor Susan Myers, Management Chair, Celebrate 100! – Year in Review is attached for the consideration of Council.

Mover: Councillor S. Myers

Seconder: Councillor T. Sheehan

Whereas 2012 is the 100th Anniversary of the Incorporation of the City of Sault Ste. Marie; and

Whereas City Council established a Management Committee to deliver a year-long event called Celebrate 100!

Therefore Be It Resolved that City Council accept as information the year-end report called Celebrate 100! A Year in Review.

b) Safe Drinking Water Act

A report of the President and CEO, PUC Services Inc. is attached for the consideration of Council.

Taking Care of Your Drinking Water – A Guide for Members of Municipal Councils is attached under separate cover.

Mover: Councillor J. Krmpotich

Seconded: Councillor P. Christian

Resolved that the report of the President and CEO, PUC Services Inc. dated 2012 11 23 concerning *Safe Drinking Water Act* be received as information.

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

a) PUC Inc.

Mover: Councillor P. Christian

Seconded: Councillor R. Niro

That Council inform the PUC by way of this resolution that it would like to renegotiate the shareholder agreement with regard to an upset limit on corporate donations.

Mover: Councillor P. Christian

Seconded: Councillor S. Butland

That the motion listed under agenda item 7.(a) requesting renegotiation of the shareholder agreement with PUC be postponed to January 7, 2013.

b) Mover: Councillor S. Myers

Seconded: Councillor T. Sheehan

Whereas constituents residing along McNabb are very concerned about the speed of vehicular traffic; and

Whereas under the *Highway Traffic Act* municipalities do, on occasion, request that a certain stretch of highway (which includes roads, streets, drives, avenues, etc) be designated as a Community Safety Zone, if traffic safety within the area is of special concern; and

Whereas this seems to be especially true if there is a school, senior citizen residence, daycare, hospital or a large mall in the vicinity and accidents are bound to happen if preventative or extra measures are not put into place; and

Whereas McNabb Street is a major arterial route connecting to all of the above and

Whereas any area that is designated as a Community Safety Zone is dealt with in a much more severe way by the courts

Now Therefore Be It Resolved that appropriate staff be requested to investigate the process, potential and implications of McNabb Street being designated as a Community Safety Zone and report back to City Council with recommendations associated with such a designation.

- c) Mover: Councillor L. Turco
Seconder: Councillor P. Mick

Whereas City high school football champions, the St. Mary's Knights, defeated North Bay and Sudbury champions enroute to the 2012 NOSSA championship; and

Whereas St. Mary's Knights defeated Thunder Bay's Sir Winston Churchill Trojans by a score of 47-28 at Rogers Centre in Toronto on Tuesday, November 27, 2012 making them the Northern Bowl champions; and

Whereas with this victory the St. Mary's Knights became the first team to win six OFSSA bowl victories since the series began in 2000;

Now Therefore Be It Resolved that this Council on behalf of the City of Sault Ste. Marie congratulates coach Marty Smith and the Northern Bowl Champions St. Mary's Knights not only on their victory but also in making history.

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) 2012-220

A by-law to authorize an agreement between the City and The Canadian Union of Public Employees Local No. 3 – Public Works and Transportation Department from February 1, 2012 to January 31, 2015.

Passed by Council Resolution on April 16, 2012.

b) 2012-222

A by-law to authorize the execution of an agreement between the City and Art Gallery of Algoma for the borrowing of three pieces of Art Work to be displayed in an exhibition entitled 100 Years of Art in Sault Ste. Marie.

A report from the City Clerk is on the agenda.

DEVELOPMENT CONTROL

c) 2012-218

A by-law to designate the lands located at 181 Greenfield Drive an area of site plan control (1704608 Ontario Inc.).

FINANCING

d) 2012-208

A by-law to authorize the borrowing of \$10,000,000 to meet current expenditures until taxes are collected.

A report from the Commissioner of Finance and Treasurer is on the agenda.

e) 2012-209

A by-law to authorize the borrowing of \$15,000,000 to finance capital expenditures for short and long term purposes for The Corporation of the City of Sault Ste. Marie and \$6,200,000 for the Public Utilities Commission of the City of Sault Ste. Marie.

A report from the Commissioner of Finance and Treasurer is on the agenda.

OFFICIAL PLAN AMENDMENT

f) 2012-216

A by-law to adopt Amendment No. 185 to the Official Plan (1704608 Ontario Inc.).

PARKING

g) 2012-221

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.

REGULATION

h) 2012-215

A by-law to repeal By-law 88-296 (a by-law to permit transport trucks servicing the Algoma Steel Corporation) and By-law 95-198 (a by-law to permit transport trucks servicing G.P. Flakeboard Limited).

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

TRAFFIC

i) 2012-219

A by-law to amend Schedule "K" of By-law 77-200 regarding Second Line Road.

A report from the Deputy Commissioner of Public Works and Transportation is on the agenda.

ZONING

j) 2012-217

A by-law to amend Sault Ste. Marie Zoning By-law 2005-150 regarding lands located at 181 Greenfield Drive (1704608 Ontario Inc.).

By-laws before Council for **THIRD** reading which do not require more than a simple majority.

STREET CLOSING

k) 2012-194

A by-law to stop up and close the portion of Bloor Street abutting civic 465 Northland Road (formerly 229 Bloor 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 F. Manzo

Seconder: Councillor P. Christian

Resolved that this Council now adjourn.

MINUTES

REGULAR MEETING OF CITY COUNCIL

2012 11 19

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, F. Fata, T. Sheehan, F. Manzo, P. Mick

Officials: J. Fratesi, R. Tyczinski, N. Kenny, L. Girardi, N. Apostle, S. McLellan, J. Dolcetti, D. Elliott, D. McConnell, L. Ballstadt, M. Foggia, T. Dodds

1. ADOPTION OF MINUTES

Moved by: Councillor F. Fata

Seconded by: Councillor S. Myers

Resolved that the Minutes of the Regular Council Meeting of 2012 11 05 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 S. Myers

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

4. DELEGATIONS/PROCLAMATIONS

- a) Maurice Saindon, Michaels Store was 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 were in attendance concerning proclamation – Sault Ste. Marie as “Sollywood” Week.

- c) Suzanne Lajambe, Executive Director, John Howard Society was in attendance concerning proclamation – Restorative Justice Week.
- d) Donna Hilsinger, Chair – Sault Trails Advocacy Committee was 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 were in attendance concerning agenda item 5.(b) – Pedaling Forward: Cycling in Sault Ste. Marie.
- f) Rob Coleman, Sault Youth Association was in attendance to provide an update on the activities of the Association.
- g) Mike Delfre, Canadian Bushplane Heritage Centre (CBHC) was in attendance concerning agenda item 5.(c) – Canadian Bushplane Heritage Centre Year to Date Business Progress Report.
- h) Lori Ballstadt, Corporate Affairs Officer was in attendance concerning Clerk’s Department Best Practice – Social Media.
- i) Frank Naccarato was in attendance concerning agenda item 6.(6)(a).
- j) Errol Caldwell was in attendance concerning agenda item 6.(8)(a).

PART ONE – CONSENT AGENDA

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

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

Resolved that all the items listed under date 2012 11 19 – Part One – Consent Agenda be approved as recommended save and except agenda items 5.(b), 5.(c) and 5.(o). CARRIED

- a) Correspondence from AMO, OGRA was received by Council.
- b) **Pedaling Forward: Cycling in Sault Ste. Marie**

The report from students of the Community Economic and Social Development (CESD) Program – Algoma University was received by Council.

Moved by: Councillor S. Myers

Seconded by: Councillor T. Sheehan

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

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

Correspondence from the Executive Director, Canadian Bushplane Heritage Centre was received by Council.

Moved by: Councillor S. Myers

Seconded by: 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. CARRIED

d) **Financial Assistance to the Town of Wawa**

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

Moved by: Councillor M. Bruni

Seconded by: 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. CARRIED

e) **Council Travel**

Moved by: Councillor F. Fata

Seconded by: 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. CARRIED

f) **Staff Travel**

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

Moved by: Councillor F. Fata

Seconded by: Councillor T. Sheehan

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

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

The report of the Manager of Purchasing was received by Council.

Moved by: Councillor M. Bruni

Seconded by: 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. CARRIED

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

The report of the Manager of Purchasing was received by Council.

Moved by: Councillor M. Bruni

Seconded by: 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. CARRIED

i) **City of Sault Ste. Marie Credit Rating**

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

Moved by: Councillor F. Fata

Seconded by: 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. CARRIED

j) **Council to Council Communications – Social & Other Media**

The report of the Deputy Clerk and Manager of Quality Improvement was received by Council.

Moved by: Councillor F. Fata

Seconded by: 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. CARRIED

k) **Gravity Park & Dog Park Update**

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

Moved by: Councillor M. Bruni
Seconded by: 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. CARRIED

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

The report of the Director of Engineering Services was received by Council.

Moved by: Councillor M. Bruni
Seconded by: 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. CARRIED

m) **Development Charges Background Study -- Agreement**

The report of the Commissioner of Engineering and Planning was received by Council.

The relevant By-law 2012-210 is listed under Item 10 of the Minutes.

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

The report of the Land Development and Environmental Engineer was received by Council.

Moved by: Councillor F. Fata
Seconded by: 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. CARRIED

o) **Hub Trail and Cycling Master Plan "Next Steps"**

The report of the Planning Division was received by Council.

Moved by: Councillor F. Fata
Seconded by: 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. CARRIED

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

The report of the City Solicitor was received by Council.

Moved by: Councillor M. Bruni
Seconded by: 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. CARRIED

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

The report of the City Solicitor was received by Council.

The relevant By-law 2012-212 is listed under Item 10 of the Minutes.

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

The report of the Chief of Police was received by Council.

Moved by: Councillor M. Bruni

Seconded by: 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. CARRIED

Pecuniary Interest – Councillor Turco – spouse employed by Police Services.

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

The report of the Chair, Conferences and Major Special Events Committee was received by Council.

Moved by: Councillor F. Fata

Seconded by: 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. CARRIED

- t) **Council Travel**

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

Resolved that Councillor L. Turco be authorized to travel to the AMO Board of Director's meeting being held in Toronto (1 day in November) at an estimated cost to the City of \$300. CARRIED

- u) **2013 Ontario Municipal Partnership Fund (OMPF) Grant**

The report of the Manager of Budgets and Revenue was received by Council.

Moved by: Councillor M. Bruni
Seconded by: Councillor S. Myers
Resolved that the report of the Manager of Budgets and Revenue dated 2012 11 19 concerning 2013 grant allocation under the Ontario Municipal Partnership Fund (OMPF) from the Province of Ontario be received as information.
CARRIED

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

The report of the Director of Engineering Services was received by Council.

Moved by: Councillor F. Fata
Seconded by: 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. CARRIED

(4) FIRE

(5) LEGAL

(6) PLANNING

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

The report of the Planning Division was received by Council.

Moved by: Councillor F. Fata
Seconded by: 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. CARRIED

(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

The report of the CEO, Sault Ste. Marie Economic Development Corporation was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

That the report of the CEO, Sault Ste. Marie Economic Development Corporation with respect to Development of a Rural Agri-Innovation Network (RAIN) pilot in the Algoma District be received as information, further that the Sault Ste. Marie Innovation Centre be awarded \$30,000 (\$10,000 annual installments in 2012-2014) subject to the condition: that a report on priority project outcomes be submitted to Council on an annual basis beginning in 2013 on the anniversary date of receipt of the funding. CARRIED

b) Sault Ste. Marie Film Production Support

The report of the CEO, Sault Ste. Marie Economic Development Corporation was received by Council.

Moved by: Councillor F. Fata

Seconded by: 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 City and EDC staff for review and report back to Council. CARRIED

Pecuniary Interest – Councillor Niro – employer has service agreements and rentals with film companies.

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

a) Moved by: Councillor T. Sheehan

Seconded by: 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. CARRIED

b) NOTICE OF MOTION

Moved by: Councillor P. Christian

Seconded by: Councillor R. Niro

That Council inform the PUC by way of this resolution that it would like to renegotiate the shareholder agreement with regard to an upset limit on corporate donations.

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 T. Sheehan

Resolved that all by-laws listed under Item 10 of the AGENDA under date November 19, 2012 be approved save and except By-law 2012-213. CARRIED

Moved by: Councillor M. Bruni

Seconded by: Councillor T. Sheehan

Resolved that By-law 2012-210 being 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 be PASSED in open Council this 19th day of November, 2012. CARRIED

Moved by: Councillor M. Bruni

Seconded by: Councillor T. Sheehan

Resolved that By-law 2012-211 being 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 be PASSED in open Council this 19th day of November, 2012. CARRIED

Moved by: Councillor M. Bruni

Seconded by: Councillor T. Sheehan

Resolved that By-law 2012-212 being a by-law to authorize an easement agreement with Alison Patterson over a portion of the property at 4 McGregor Avenue be PASSED in open Council this 19th day of November, 2012. CARRIED

Moved by: Councillor M. Bruni

Seconded by: Councillor T. Sheehan

Resolved that By-law 2012-213 being a by-law to prohibit wild or exotic animal exhibitions and performances in the City of Sault Ste. Marie be PASSED in open Council this 19th day of November, 2012. CARRIED

Moved by: Councillor M. Bruni

Seconded by: Councillor T. Sheehan

Resolved that By-law 2012-214 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 19th 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 T. Sheehan

Resolved that this Council now adjourn. CARRIED

Mayor Amaroso

City Clerk

Malcolm White

From: Judy Biocchi on behalf of City Clerk
Sent: November 21, 2012 12:05 PM
To: Malcolm White
Subject: FW: 2013 ROMA/OGRA Combined Conference
Attachments: 2013 ROMA OGRA Combined Conference Preliminary Program eBlast November.pdf

From: OGRA [mailto:communications@ogra.org]
Sent: November 21, 2012 10:47 AM
To: City Clerk
Subject: 2013 ROMA/OGRA Combined Conference

The 2013 ROMA/OGRA Combined Conference will be held on Sunday February 24th - 27th at the Fairmont Royal York Hotel in Toronto, Ontario.

The Companions' Committee have scheduled an exciting one-day program for 2013 on Monday, February 25th.
Program details are attached!

IMPORTANT:

Both Registration for the Conference and Housing will open **TUESDAY, NOVEMBER 27TH at 10:00 AM**.

Please go to www.combinedconference.org the morning of November 27th and click on Housing Tab.

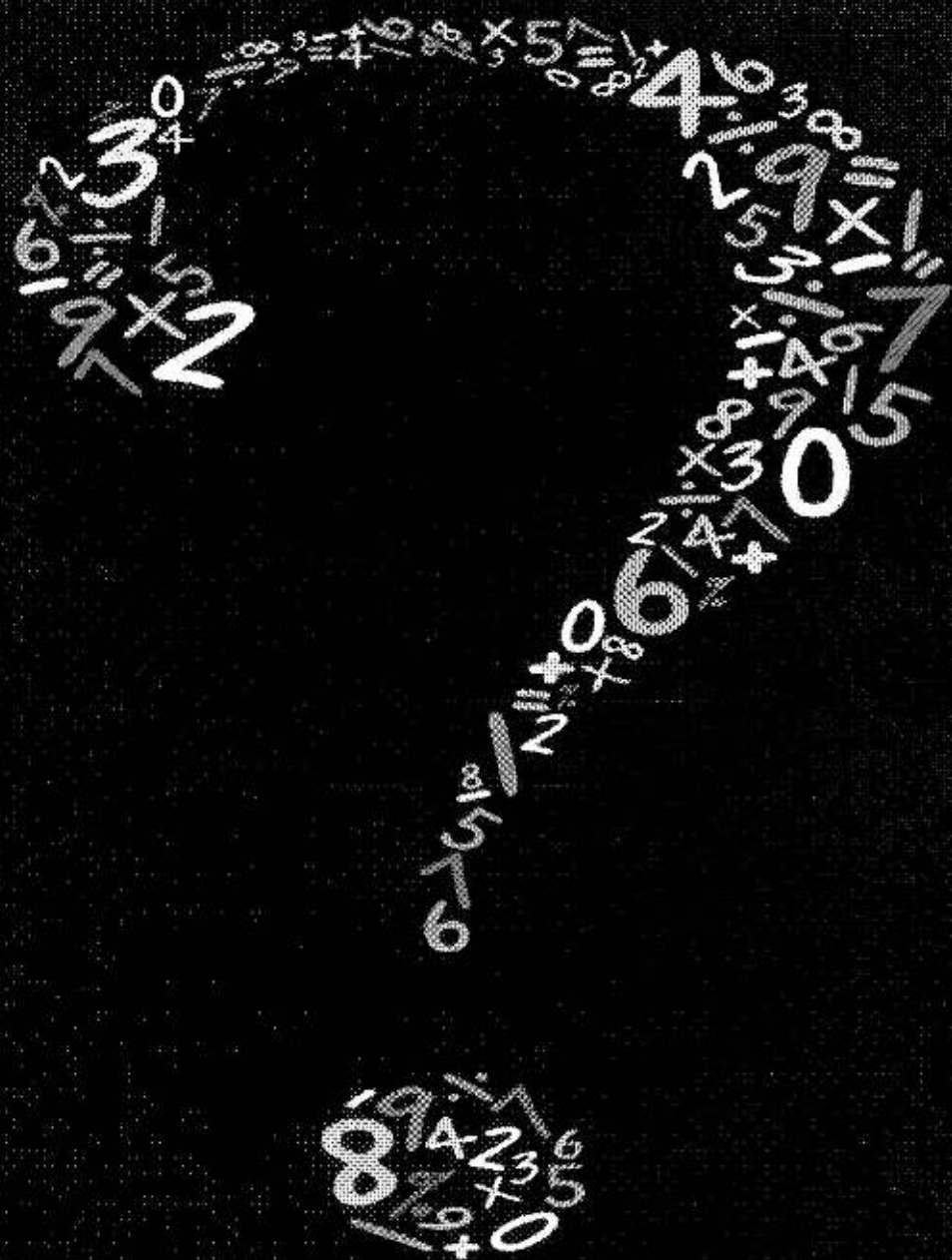
All links will be available as of 10:00 AM. Please remember to refresh your page.

We have included a Conference Registration form in the attached package for you to complete and send for Tuesday November 27th.

Long Service Awards:

Ontario Good Roads Association is always proud to recognize employees who have given long years of service in the cause of good roads. For eligibility requirements and form, please see attached.

ADDING UP THE NEW FISCAL REALITY



February 24 - 27
2013 ROMA/OGRA Combined Conference
Fairmont Royal York Hotel Toronto, ON

combined
ROMA
OGRA
conference

Adding Up the New Fiscal Reality

housing OPENS TUESDAY, NOVEMBER 27th @ 10:00 AM

- Delegates will contact the hotels directly to book a room.
- All hotels will be booking rooms online and by telephone (number of rooms available to book by telephone is limited).
- A credit card will be required to book a room or suite. Deposit cheques are not accepted.
- Suites must be booked using the official suite form.
- Please note the room blocks are not available until conference housing officially opens.
- NOTE: Cancellation Policy remains unchanged.
- Cancellation fee is equal to one night's accommodation plus applicable taxes.
- Fairmont Royal York Hotel cancellation fee will be charged on each room or suite cancelled subsequent to the initial booking. Substitutions are permitted.
- Overflow hotels cancellation fees will be charged on each room cancelled less than 72 hours before expected date of arrival.
- Rooms are blocked at the following hotels:
 - 1) Fairmont Royal York Hotel (main conference hotel)
 - 2) Intercontinental Toronto Centre
 - 3) Sheraton Centre Toronto and
 - 4) The Strathcona Hotel

For contact information, online links, schedule of hotel rates and additional accommodation instructions visit us online at www.combinedconference.org.

banquet entertainment

"Turn on, tune in, drop out!" Not exactly words to live by, but then the 60's were a tumultuous time as North America came of age. Whether it was the anti-war movement, the beat-nik movement, free love or just a love of life the music of the 60's captured it and the Mojo Kings will bring it all to you. This elite group of award winning Toronto-based musicians have played the biggest stages, festivals and music events all over Canada, the US and Europe and will be bringing their sound to this year's annual banquet. In the immortal words of Ed Sullivan, "We've got a really big shoo" so don't miss it.



REMINDER: Please update the Combined Conference address in your system:
1525 Cornwall Road, Unit 22 Oakville, ON L6J 0B2

www.combinedconference.org

The 2013 conference begins with a debate on the Future of Rural Ontario.

Workshops

Asset Management
Social Service Delivery
Arbitration
Succession Planning
Excess Soil Management
Media Relations
Active Transportation
Rural Economic Development
Renewable Energy

Information Rooms

AODA Implementation
OGRA Member Services

Ministers' Forum

This is one of the most anticipated sessions each year. Once again, a wide range of provincial Ministers will be present to answer delegates' questions.

Speakers (Invited)



Premier of Ontario

- The Honourable Bob Chiarelli, Ontario's Minister of Transportation, Minister of Infrastructure and Minister of Municipal Affairs and Housing
- The Honourable Ted McMeekin, Ontario's Minister of Agriculture, Food and Rural Affairs
- Tim Hudak, Leader of the Progressive Conservative Party of Ontario
- Andrea Horwath, Leader of the New Democratic Party of Ontario

Question Box

Chaired by Fred Dean, Municipal Solicitor, a panel of experts will answer your most pressing concerns and discuss emerging issues that will impact your municipality.

long service awards

Ontario Good Roads Association is always proud to recognize employees who have given long years of service in the cause of good roads. For eligibility requirements and form, please visit www.ogra.org. Deadline for receipt of nominations is **Friday, February 1, 2013**. Awards will be presented at the Awards Luncheon on Tuesday, February 26, 2013 during the ROMA/OGRA Combined Conference.

For information, please contact Carmen Sousa: carmen@ogra.org or 289-291-6472.



Bill Vrebosch
Chair, ROMA



Alan Korell
President, OGRA

ROMA Chair Bill Vrebosch & OGRA President Alan Korell look forward to meeting you at the 2013 ROMA/OGRA Combined Conference.

conference program is subject to change

COMPANIONS' 2013 PROGRAM

MONDAY, FEBRUARY 25

COMBINEDCONFERENCE.ORG

A NEW ONE DAY
FORMAT!

friendship RELAX
ENJOY
Laughter and
FUN

5(a)
Monday, February 25

Breakfast with Bruce Bell, Historian

"Bruce Bell, the most entertaining historian you've ever met, is an engaging storyteller who knows more about the history of Toronto than possibly anyone."
Jim Byers -Travel Editor -Toronto Star

Jewelry Making

Design your own necklace, bracelet or earrings in this class. You will be guided by Brenda Adkins of Jewelry Design, into a world of accessorizing to your style and taste.

Longo's Cooking Class

Enjoy the camaraderie that comes with an afternoon of hands-on cooking, culinary tips and anecdotes. As a team you will enjoy the "culinary fruits" of your labour at a sit down meal, compliments of Longo's Kitchen Loft.

Art Gallery of Ontario Tour

Enjoy an insider's look at the art and architecture of the new Gallery, AGO tours offer a stimulating and informative approach to your experiences with art.

Royal Ontario Museum Tour

The Royal Ontario Museum (ROM) is among the world's leading museums of natural history and world cultures. In combining a universal museum of cultures with that of natural history, the ROM offers an unusual breadth of experience to our audiences from around the world tomorrow. Join in on a guided tour of the current ROM exhibits.

PROGRAM SUBJECT TO CHANGE

2013 ROMA/OGRA COMBINED CONFERENCE REGISTRATION FORM

February 24- 27, 2013 – Fairmont Royal York Hotel, Toronto, ON

INSTRUCTIONS: Please type or print clearly and send with payment to ROMA/OGRA COMBINED CONFERENCE, Unit 22, 1525 Cornwall Rd., Oakville, ON L6J 0B2

MUNICIPALITY/ORGANIZATION: _____ CONTACT NAME: _____

MAILING ADDRESS: _____

TEL: _____ FAX: _____ EMAIL: _____

NAME OF DELEGATE(S) (to appear on badge-no initials)	TITLE	REGISTRATION TYPE (A B C or D)	COMPANION'S NAME (if registered)	NUMBER OF TICKETS PURCHASED (Tickets are not included in registration fee)	
				Banquet	Awards Luncheon

PAYMENT

Registration forms cannot be processed unless accompanied with payment. Only payments made by VISA or MASTERCARD can be faxed to 289-291-6477. ON-LINE Registration also available at www.ogra.org

☐ CARD #

Name on Card: _____

Expiry Date: _____

Signature: _____

☐ CHEQUE (Payable to ROMA/OGRA Combined Conference)

REGISTRATION INQUIRIES

Carmen Sousa, 289-291-6472 e-mail: carmen@ogra.org

REFUND POLICY

Full refunds, less an administration fee of \$50.00 plus HST, of pre-registration fees will be issued if notice of cancellation is received by Friday, February 1. NO REFUNDS AFTER FEBRUARY 1.

ALL REQUESTS MUST BE IN WRITING.

PLEASE NOTE

Please update the Combined Conference address in your system:
1525 Cornwall Road, Unit 22 Oakville, ON L6J 0B2

REGISTRATION FEES

NOTES: Members fees refer to OGRA and/or ROMA membership ■ Rates do not include function tickets

REGISTRATION TYPE (does not include function tickets)	ROMA/OGRA Members		Provincial/Federal Governments		Non-Members		FEES (enclosed)
	Early Bird Before Feb 3 rd	Regular After Feb 3 rd	Early Bird Before Feb 3 rd	Regular After Feb 3 rd	Early Bird Before Feb 3 rd	Regular After Feb 3 rd	
A 3 Day Registration	\$520	\$570	\$570	\$620	\$650	\$700	@ =
B One Day - Monday	\$290	\$320	\$320	\$350	\$360	\$390	@ =
C One Day - Tuesday	\$290	\$320	\$320	\$350	\$360	\$390	@ =
D Half Day - Wednesday	\$145	\$165	\$160	\$180	\$180	\$200	@ =
Companion Registration	\$110	\$110	\$120	\$120	\$135	\$135	@ =
Luncheon Tickets	\$60	\$60	\$60	\$60	\$60	\$60	@ =
Banquet Tickets	\$80	\$80	\$80	\$80	\$80	\$80	@ =

Special dietary requirements, including food allergies, should be forwarded in writing to Catherine Wallace at the Fairmont Royal York Hotel by fax: 416-368-8148 or email: catherine.wallace@fairmont.com

For on-site registration fees, additional surcharge over regular rate as follows:

Type A add \$50, Type B and Type C add \$30 and Type D add \$20

Subtotal =

+13% HST (HST # 164003460RT) =

GRAND TOTAL =

576



TO: OGRA Membership
RE: Long Service Awards

As in the past, the Ontario Good Roads Association will recognize employees who have given long years of service in the cause of good roads.

It would be appreciated if you would complete and return the enclosed questionnaire advising us of any employee who is eligible under the conditions noted below to receive an award.

The following are the eligibility requirements:

- Minimum of 30 years in the road industry employed in the municipal, provincial and/or private sectors.
- Retired from their employment or will be retiring within one year of the Annual Conference at which the award will be given.
- Immediately previous or current employer is a member in good standing of Ontario Good Roads Association.

To nominate an eligible employee: Complete the attached form or download the Long Service Award Questionnaire from the OGRA website. Fax or mail the completed form to OGRA.

Deadline for receipt of Nominations: February 1, 2013.

Presentations of the awards will be made at the Awards Luncheon on Tuesday, February 26, 2013 during the ROMA/OGRA Combined Conference.

For more information contact Carmen Sousa: carmen@ogra.org

Yours truly,

Joseph W. Tiernay
Executive Director



Ontario Good Roads Association

2013 Long Service Award

Nomination Form

Deadline for nominations: February 1, 2013

Please print clearly.

Name to appear on plaque		
Retirement date		
Position held immediately prior to retirement		
Total length of service in road industry		
Employer		
Business address		
	Postal Code	Bus. Tel.
Home address of nominee		
	Postal Code	Home Tel.
Nominated by	Name	
	Title	
	Employer	
	Address	
	Postal Code	Bus. Tel.

Please complete nominee's personal background information on page 2.

Nominee's Personal Background

Name of Nominee _____

Part One: Employment History

Please print clearly.

Years (from – to)	Position	Employer

Part Two: Personal Background

(Please highlight significant career achievements, hobbies, interests, and/or family information we can include in their introduction at the Awards Luncheon.)

Return completed form to:

Carmen Sousa

Ontario Good Roads Assoc.

1525 Cornwall Road, Unit 22

Oakville, ON L6J 0B2

Tel. 289-291-6472 ext 21

Fax: 289-291-6477

Email: carmen@ogra.org



The Federation of Northern Ontario Municipalities

18 Northern Municipalities Pass Resolutions Supporting FONOM's Campaign to Protect Ontario Northland

On September 28, 2012, the last Ontario Northland train left Toronto's Union Station. In the weeks since, 18 municipalities and townships in Northern Ontario have united to challenge the Province of Ontario's decision to divest Ontario Northland's assets.

The municipalities are concerned that: lost jobs, increased transportation costs, and inadequate infrastructure could economically devastate Northern Ontario if the government goes through with their plan.

From Muskoka to Kapuskasing, 18 municipalities have passed identical motions petitioning the Legislative Assembly of Ontario to stop efforts to divest Ontario Northland Transportation Commission (ONTC). The municipalities urge the provincial government to "immediately suspend plans to divest from ONTC and to consult with local municipalities, stakeholders and regional economic development organizations regarding the long-term plans for improving the effectiveness of ONTC as a government asset." (Resolution no. 2012-469, Municipality of Powassan)

In addition to their unified stand against the divestment of ONTC, council, community organizations and groups impacted by the cuts have made impressive efforts to get more residents involved, through petitioning, emailing MPPs, and actively engaging through social media. These efforts have reached across the province, as light is shed on this decision. The Federation of Northern Ontario Municipalities (FONOM) has spearheaded a grassroots lobbying effort that has driven over 4,000 emails and petition signatures opposing the cuts. Emails are being directed to MPP Bartolucci, Minister of Northern Development and Mines, calling on him to suspend the Province's divestment in ONTC.

Al Spacek, President of FONOM and Mayor of Kapuskasing, urged the provincial government to take heed.

"The residents of Northern Ontario will no longer stand for the Province's reckless neglect of their economy and services," said Mayor Spacek. "The Northern municipalities are organizing, and we will not rest until the government agrees to help to resolve the economic crisis they have forced upon us."

For More Information Contact:
Al Spacek President of FONOM
705 335 0001



November 26th 2012,

RE: Hometown Summit – An Invitation to the membership of FONOM

Fellow Northerners,

Several weeks ago, as Chair of the Federation of Northern Ontario Municipalities (FONOM), I accepted to be Honorary Chair of the "Hometown Summit" a virtual conference to be hosted from December 4th through December 14th in Canada's only permanent virtual conference centre. The Summit will focus on two core themes important to each of our communities – ***Infrastructure and Sustainability***.

The Hometown Summit will provide elected officials and senior administrators from throughout Northern Ontario, and from other regions of the country, with updated information, strategies and best practices on issues of importance to our communities heading into 2013.

We are anticipating between 150 and 200 individuals will participate in the Hometown Summit which will take place completely online thus making it much easier and much more cost-effective for you and other members of your Council and staff to take part. All sessions will be recorded thus allowing registered participants to view the sessions at a time convenient to them.

Each of the sessions offered during the Hometown Summit will provide you with invaluable first-hand information and updates on key issues that will continue to impact each of our communities. We have also requested that each of our speakers provide participants with tested strategies and best-practices that could be implemented in your community.

I have negotiated preferred terms for any member of FONOM that wishes to take part in the Hometown Summit and I trust that there will be a high participation rate among our FONOM membership including both elected officials and staff. Please review the attached Agenda and Registration for further details.

Organizers, all of them from Northern Ontario, plan to make this a yearly event. I trust that the membership of FONOM will not only help make this year's inaugural Hometown Summit a big success but that we will all benefit from being the Summit's "host region" for years to come.

If you require further information about the Hometown Summit please feel free to contact the Summit office at 705-360-1128, a member of the organizing team will be happy to assist you.

Regards,

Al Spacek

Mayor – Town of Kapuskasing
Chair – FONOM

HOMETOWN SUMMIT
December 4th to December 14th 2012

AGENDA

- **"Infrastructure and our communities" – Canadian Federation of Municipalities**
A report on the recommendations made by the FCM to the federal government for a twenty year infrastructure plan to help provide funds to communities with their growing infrastructure concerns
- **"The Green Municipal Fund...an update" – Canadian Federation of Municipalities**
A report on how the Fund can assist communities in efforts to become more sustainable
- **"Cost-effective strategies to a green community" – Jessica Backen (Eco-Superior)**
A presentation providing you easy, cost-effective tips and strategies to help make your community ecologically, socially and economically sustainable
- **"Strategies for a sustainable community" – Geoff Miller (Economic Development Cowichan - BC)**
Mr. Millar will share strategies and best practices that were identified during the development of the well-received sustainability plan for the Cowichan Valley Regional District in British Columbia
- **"Diversifying Rural Communities"**
A discussion on the opportunities and challenges that face rural communities in today's more "urban-centric" world.
- **"Helping start-ups and small businesses help your community" – Startup Canada**
A presentation highlighting Startup Canada's efforts to support start-up businesses throughout the country
- **"Cost-effective strategies that will attract investment, business and visitors to your community" – Centre of Excellence for Public Sector Marketing.**
A presentation on how communities can develop effective marketing and communications strategies without million dollar budgets
- **"Strategies for communities in need of human capital" – Timmins Economic Development Corp.**
A presentation on the Immigration Portal project that has helped communities from throughout Northern Ontario attract individuals from different parts of the world while also providing these individuals with the information necessary to make a smooth transition from their native country.
- **"Case studies on how to deal with the sudden growth in population"**
Strategies and best practices on how to address the challenges created when a community must accommodate a large influx of people to their community
- **"Mayors Roundtable – Women in Municipal Government" – Mayor Karen Oldford (Labrador City, NL) and Mayor Karen Sorensen (Banff, AB).**
A discussion on the different aspects of being a woman involved in municipal politics

(All sessions are confirmed but are subject to change due to unforeseen circumstances)

5(a)



HOMETOWN SUMMIT

Registration Form

NAME: _____

ADDRESS: _____

PHONE: _____

EMAIL: _____

POSITION: Mayor ____ Councillor ____ Administration ____

PAYMENT:

Registration fee for the Hometown Summit is \$99.00 per person.

Members of FONOM receive a 25% discount for a total registration fee of - \$74.25 per person.

Methods of payment:

Credit Card: Visa ____ Master Card ____

Name on card: _____

Card Number: _____ Expiration Date: _____

Cheque: (Only accepted for three registrations or more) –

Make cheques payable to "Virtual Shows Canada" – 279 Spruce St. N. – Timmins, ON – P4N 6N4

Please send individual registration forms for each participant. A purchase order number will be required before you are granted access codes for the Hometown Summit.

PLEASE FILL OUT THE REGISTRATION FORM AND RETURN VIA EMAIL TO – registration@virtualshowscanada.com

If you have any questions please do not hesitate to contact us as 705-360-1128



HOMETOWN SUMMIT

Information

What is a virtual pavilion?

A virtual pavilion is an online facsimile of a traditional conference centre. It includes an exhibit hall, and auditorium, a virtual lounge and a media library where we post documents, brochures, magazines and other materials relevant to the conference or event being hosted.

Will registered guests have to take time out of their work schedules to participate in the Summit?

The bulk of the content for the Hometown Summit will be original material pre-recorded so that our registered guests can view the sessions at their convenience. Several sessions of the Summit will be streamed live but will also be recorded should anyone not be available during the live streaming. The advantage of viewing the sessions live is that there will be a live "Q&A" session at the end of each keynote that will otherwise not be available to those viewing the recorded session at a later time. Registered guests will be provided with a schedule of live sessions once their registration has been processed.

When and how will I be able to access the Pavilion?

Once your registration has been received and processed, we will send you a link, your password and instructions on how to access the sessions.

Is there anything else happening in the virtual pavilion in conjunction with the Hometown Summit?

The bulk of the activity in the Hometown Pavilion from December 4th to 14th will focus around the Hometown Summit. It is also during the Summit that the 2013 event schedule for the Hometown Pavilion will be announced.

Are there promotional opportunities for municipal associations during the Hometown Summit?

The Hometown Summit is currently accepting registration forms from municipalities, associations, agencies and businesses who would like to have an exhibit booth in our virtual exhibit hall during the length of the Hometown Summit. We are also accepting registrations for a yearly presence in the Hometown Pavilion which would provide an exhibitor with visibility during each and every conference over a twelve month period.

If you have any further questions please do not hesitate to contact the Hometown Summit team at 705-360-1128.



RECEIVED
NOV 26 2012
MAYOR'S OFFICE

Sault Ste Marie Innovation Centre
1520 Queen Street East, Suite BT 200
Sault Ste. Marie, ON
P6A 2G4

Attention: Mr. Tom Vair – Executive Director

November 20, 2012

TOM
Dear Mr. Vair:

It is with great regret that I provide this letter to you confirming our discussion in the past few weeks regarding my resignation from the Sault Ste Marie Innovation Centre Board of Directors.

I am finding it very difficult to clearly express my thoughts on the complete sense of satisfaction that I feel in being fortunate enough to spend the last ten years as part of the success of SSMIC; most of it as Chairperson.

When I joined in 2002 I think there were a total of eight (8) staff and a host of negative stories and letters regularly appearing in the media. Fast-forward to 2012 and SSMIC is a major contributor to the economy of Sault Ste Marie and the Algoma District while garnering Regional, Provincial, National and International attention! I cannot tell you how many times I have been approached while in places like Ottawa or Toronto and asked about SSMIC and its success. This is indeed a testament to the quality of the Board Members (past and present) but mostly to the excellent staff employed. I think I can safely say that this organization, our organization, really found its "point of inflection" when you joined as Executive Director – a job well done!

My participation on this Board allowed me to develop the concept for the award winning Northern Information Technology and Geomatics Cooperative which continues to serve the communities in the Northeastern Superior Mayors Group and other smaller organizations in the Superior East Region.

To my fellow Board Members; thank you for the friendship in moving towards the common goal of the success of SSMIC and for allowing me to be the only non-



P.O. BOX 500, 40 BROADWAY AVENUE, WAWA, ONTARIO, P0S 1K0
Telephone: (705) 856-2244, Fax: (705) 856-2120, Website: www.wawa.cc

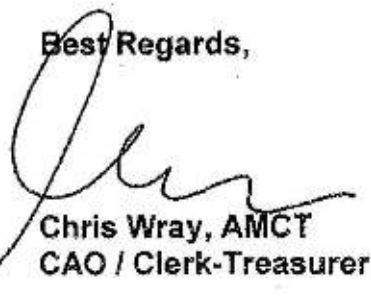


5(b)

resident of Sault Ste Marie to have served on the Board. To the staff of SSMIC; thank you for your dedication. If it was not for your hard work and this dedication SSMIC would not be what it is today! Lastly, I don't think that any of us should forget the foresight of the City of Sault Ste Marie in providing continuing funding or the genius of Gerry Taylor and Steve Butland in developing the original concept.

In closing, I would like to wish SSMIC the best in the future. I will watch the media with great interest for the many upcoming accolades.

Best Regards,



Chris Wray, AMCT
CAO / Clerk-Treasurer

Cc:

Mayor and Council
City of Sault Ste Marie ✓

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



Attn: Mayor Debbie Amaroso

October 29th, 2012

Dear Mayor Amoroso and Council,

I am writing to request the John Rowswell Hub Trail be designated as part of the Trans Canada Trail.

The Trans Canada Trail is the world's longest network of trails. When completed the Trail will stretch over 22,500 km from the Atlantic to the Pacific to the Arctic Oceans, linking 1,000 communities and 33 million Canadians. Today more than 16,500 kilometres of trail have been developed. Millions of Canadians and international visitors are using the Trail to get active and to explore. The Trail is supported by the federal government (Environment Canada), provincial and municipal governments, corporations, local businesses and individual Canadians.

Back in 2008, TCT hosted a very successful pavilion opening for the pavilion located at Clerque Park. Over 200 people were in attendance which shows the strong support for the Trans Canada Trail in Sault Ste Marie. We would like to connect the trail via the Hub Trail to the Voyageur Trail north of the city.

I have attached the nomination document for the Hub Trail to become part of the Trans Canada Trail. If council is agreeable to allow the John Rowswell Hub Trail to be designated as part of the Trans Canada Trail, we provide our signage at no cost to the City to go up along the trail to indicate it is part of the world's longest and grandest trail. The only other requirement is TCT be added to the City of Sault Ste Marie's liability insurance which would have already been a requirement when the pavilion was built in 2008.

Please feel free to contact me if you have any other questions at kspence@tctrail.ca or 807-889-0602.

Yours in Trails,

Kirsten Spence
Northern Ontario Trail Coordinator
Trans Canada Trail Ontario

Trans Canada Trail Concept Plan

for

Gap Signage

John Rowswell Hub Trail, Sault Ste Marie

06-0407-01, 02, 03



October 2012

Prepared by: Kirsten Spence
Trail Coordinator, Trans Canada Trail Ontario

Prepared for: Trans Canada Trail



Trans Canada Trail
Sentier Transcanadien

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1. EXECUTIVE SUMMARY

The John Rowswell Hub Trail is a 25 km multi-use non-motorized trail system that connects many significant points of interest including the waterfront walkway, Bellevue Park, Algoma University, Sault College, the new hospital and Fort Creek Conservation Area.

This trail system provides access to all areas of the City and links together key cultural, historical, and natural areas of the community. In addition, community residents can use the trail as an alternative, environmentally friendly mode of transportation, decreasing auto-dependency within the City.

The Trail provides increased recreational opportunities for residents and visitors to Sault Ste. Marie and attract many trail-using tourists to the City. As well, the trail serves to promote local, provincial and national cross-country running and cycling trials and competitions.

One the main goals of the John Rowswell Hub Trail is to improve recreational and health opportunities in the community. Walking and cycling provide enjoyable, convenient and affordable means of exercise and recreation. The most effective fitness routines are moderate in intensity, individualized and are incorporated into our daily activities. Walking and cycling can accomplish this and at the same time provide mobility. (City of Sault Ste Marie website)

The trail has been renamed the John Rowswell Hub Trail after former mayor John Rowswell who supported the development of trails and who attended the grand opening of the TCT pavilion in 2008.

2. BACKGROUND

Trans Canada Trail Ontario has been working with the City of Sault Ste Marie on the designation of the Hub Trail for quite a few years. The City wanted to have the trail completed prior to designation. Now that the trail is completed, a letter to Mayor and Council will be drafted to request a council resolution endorsing the route of the Trans Canada Trail through the City of Sault Ste Marie and signage be put up.



This trail segment will require a realignment in the TCT route as the route currently bypasses Sault Ste Marie by following the Voyageur Trail Association's route north of the city. It will provide the link to the trail segment already registered along the waterfront connecting to the pavilion site.

3. PARTNER DESCRIPTION

Name of Organization – City of Sault Ste Marie

Status: Municipality

Contact Information – Steve Turco, Planner

99 Foster Drive, P.O. Box 580, Sault Ste. Marie, ON P6A 5N1

(705) 759-5368

s.turco@cityssm.on.ca

Organizational Mandate/Authority - The Planning Division is also involved in strategic and community development planning, which focuses on the long-term health and vitality of the community.

Strategic and long-term planning initiatives include:

- Land-use policy evaluation and formulation
- Population and housing demand forecasting
- Identify future land-use trends
- Community development

4. DESCRIPTION OF TRAIL

4.1 Trail Experience

The John Rowswell Hub Trail is essentially an urban experience through the city with the more rural/wilderness trail being the Voyageur Trail to the north. The trail will connect the two sections via road route utilizing the Old Goulais Bay Road on the west side and Landslide Rd and Connor Road into Hiawatha Highlands on the east side.

4.2 Cultural, Historical and Natural History

This area was originally called Baawitigong, meaning "Place of the Rapids," by the Ojibwa, who used the site as a regional meeting place during whitefish season in the St. Mary's River Rapids. (The anglicized form of this name, Bawating, continues to be used in institutional and geographic names in and around the area. After the visit of Étienne Brûlé in 1623, the French called it "Sault de Gaston" in honour of Gaston (Duke of Orleans) the brother of King Louis XIII of France. In 1668, French Jesuit missionaries renamed it Saults de Sainte-Marie, and established a settlement on the river's south bank (present-day Sault Ste. Marie, Michigan). Saults de Sainte-Marie is archaic French for "Saint Mary's Falls," a reference to the rapids of Saint Mary's River. Citations dating back to the 1600s use the sault spelling to mean a cataract, waterfall or rapids. In modern French however, the words chutes or rapides are more usual and sault survives almost exclusively in geographic names dating from the 17th century.

Both sides of the rapids emerged as fur trading posts, labeling the area as one of the oldest European settlements in Ontario. The location became the crossroad of the 3,000-mile Fur Trade Route, which stretched from Montreal to Sault Ste. Marie and to the North Country above Lake Superior. A mixed population of Europeans, Native Americans, First Nations peoples and Métis lived in the village spanning the river. In 1751, Repentigny (a Frenchman who married a native woman) established a small post near the rapids and named it after himself (Repentigny). His leading assistant was Métis, Jean Baptiste Cadot, a local trader who was married to the daughter of the resident chief (one of the first marriages on record). The settlement was supplied with animals from Fort Michilimackinac consisting of cows, bulls, oxen, horses and mares.

In 1793, John Johnston arrived in the Sault Ste. Marie with his native wife who was the daughter of Chippewa Chief Waub-o-jeeg. Johnson was a wealthy and successful British fur trader for the North West Company in Sault Ste. Marie before the War of 1812, and a leader in the Michigan Territory. In the year of 1797, the North West Company blockhouse was built on the north shore of the St. Mary's River; Charles Oakes Ermatinger was established as an independent trader and merchant in Sault Ste. Marie at this time. Some years earlier he had been the Northwest Fur Company agent at a post on the American side. Ermatinger participated as a militia captain in the expedition led by Captain Charles Roberts from Fort St Joseph (St Joseph Island) which captured Mackinac from the Americans on July 17th during the War of 1812. Toward the end of the War on July 14, 1814, the Americans raided the North West Company post at Sault Ste. Marie, burning houses, stores and sheds belonging to John Johnson on the American side. The Old Stone House was built for independent fur trader Charles Oakes Ermatinger in that same year. John Siveright, a North West Company clerk, took up private residence at the Ermatinger house, but was transferred from Sault Ste Marie shortly after in 1823 to take charge of the Fort Coulonge district. A log upper story was later added to the stone magazine of The Old Stone House in 1894 by Francis H. Clergue and used as his private residence.

Over the next several years, there were many attempts by local businessmen to tap into the potential power of the St. Mary's River Rapids by establishing a hydroelectric power plant. All attempts were unsuccessful, leaving this small town deemed for failure. Fortunately however, the situation in Sault Ste. Marie became acknowledged by an American Entrepreneur, Francis Hector Clergue. On October 1st, 1894, Clergue approached the town council of Sault Ste. Marie and proposed an offer to purchase the project in turn making the town an exceptional amount of revenue over the next few years. Clergue did a great deal for Sault Ste. Marie by establishing many industries in and around the area. In addition to

continuing his efforts to institute a hydroelectric facility, Clergue began a small pulpwood operation including the construction of a pulp and paper mill. To be cost and waste effective, he went on to establish a sulphite mill, purchased his own nickel mine, initiated a ferro-nickel plant as well as built his own steel plant after discovering iron ore at Michipicoten.

Sault Ste. Marie, Ontario was incorporated as a town in 1887 and a city in 1912. After many hardships along the way, it stands today as a well-developed "Naturally Gifted" area carrying unique charms and activities; a location where there is always something for everyone. (City of Sault Ste Marie Tourism website)

4.3 Proposed Preferred Route

The proposed preferred route is on the current TCT route on the Voyageur Trail through Hiawatha Ski Club to Connor Road. The route then follows Connor Road to Landslide Road. This road shoulder route continues south to the John Rowsell Hub Trail at the corner of Third Line East and Old Garden River Road. The Hub Trail then winds its way down towards the waterfront using neighbourhood roads and dedicated trail (See Map detail in Appendix A). As the route comes out the top end of Fort Creek Park, the TCT portion will jog along 4th Line East then north on Old Goulais Bay Road to connect back into the registered section of TCT on the Voyageur Trail.

4.4 Identification of Trail Type & Category

This segment of trail is all greenway but consists of single track wilderness trail, city sidewalks, dedicated paved pathway and cycling road routes.

4.5 Description of Trail Users

The trail users are walkers/hikers and cyclists.

4.6 Projected Use Intensity

High : Walking/Hiking	Medium : CYCLING
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5. COMMUNITY SUPPORT

When TCT had the pavilion opening ceremony at Clergue Park on September 13th, 2008 there were over 200 people who came out to the event. The number of names that have been posted in the Sault Ste Marie pavilion have almost filled the pavilion's available panels. If this is any indication of support for Trans Canada Trail from the residents of the city, then there is overwhelming support for a designated TCT route through the city.

The Saulteaux Club members support the addition of the linkages into the city and removing designation for the link between Old Goulais Bay Road and Landslide Road.

Partner Organization – Voyageur Trail Association **Status:** Not-For-Profit Reg. #119261923RR0001
Contact Information – Susan Graham, President
P.O. Box 20040, 150 Churchill Blvd. Sault Ste. Marie, ON P6A 6W3
1-877-393-4003
graham.csi@sympatico.ca

Organizational Mandate/Authority – The Voyageur Trail Association (VTA) vision is to work with volunteers and partner organizations to build a continuous wilderness-style hiking trail from Sudbury through Sault Ste. Marie to Thunder Bay, a distance of some 1,100 km paralleling the rugged Northern Ontario shores of Lake Huron and Lake Superior.

6. **BENEFITS TO THE COMMUNITY**

Economic Benefits

In the fall of 2004 Trans Canada Trail Ontario released the findings of the economic impact of the Trans Canada Trail in Ontario, completed by Pricewaterhouse Coopers. It was the first attempt to best understand the complex relationship between estimated trail user expenditures over the length of a future connected Trans Canada Trail. For the purposes of segmentation, the study area of Ontario was broken out into 12 regions aligned with established tourism zones.

The scope of the study was regional and provincial and does not provide a concise detail of local area impacts; however, based on the length of local area Trans Canada Trail segments (or intended segments) and proximities to concentrated population centres and traditional tourism regions, local trail proponents could estimate a proportion of a regional impact.

Provincial Impacts

At a point in the future when the Trail is connected and marketed with associated services and maintenance complementing the trail user's experience, the Trail is estimated to have the following impacts:

- Estimated \$2.4 Billion generated annually in value added income, of that \$152.5 Million will be contributed by visitors (representing "new money" into the economy).
- Over 42 000 Ontarians can attribute their jobs to the Trans Canada Trail in Ontario's recurrent expenditures, and
- Total recurrent tax collections to all three levels of government will add to about \$1.04 Billion annually.

Tourism Benefits

According to the TAMS 2006, Ontarians were the most likely of all Canadians to go on a day hike while traveling, while they were the third most likely to go on an overnight hike, behind British Columbians and Quebecers. Canadians are taking shorter vacations, closer to home. Vacation dollars are being spent on local restaurants, accommodations, retail purchases and day trips. The Ontario Trails Council estimates that trails contribute at least \$2 billion a year to the provincial economy. The "outdoors" is recognized as a key defining feature for Ontario in the domestic market and defining images of Ontario for out-of-province markets. Ontario trails can attract both Ontarians and out-of-province visitors. Short trails tourism excursions with brief overnight stays are compatible with a trend toward taking shorter, more frequent vacations over the four seasons.

Health Benefits

Trails support an active lifestyle that improves health. Physical activity helps prevent heart disease, diabetes, osteoporosis, obesity, colon cancer and depression. An increase in physical activity can save millions in health care spending. Physical activity also reduces stress and improves mental health. Hiking and cycling helps shed pounds, maintain mental health and prevent heart disease all while allowing the experience of the outdoors

Social Benefits

Ontario's trail system was largely built by volunteers, such as the members of trail clubs and other not-for-profit organizations. Trails continue to provide abundant opportunities for volunteering in the community. Trail construction and maintenance builds and solidifies partnerships among community groups, businesses, property owners, local government, community residents and trail club members. The province as a whole is also strengthened as people of all income brackets; all age groups and all cultures travel throughout Ontario for trail-based recreational experiences.

7. LAND PERMISSIONS

The City of Sault Ste Marie owns the land the John Rowswell Hub Trail is located on. There is one section where it crosses over a corridor the Ontario Realty Corporation owns but the city has a crossing agreement with them.

8. LIABILITY INSURANCE

Both the City of Sault Ste Marie and the Voyageur Trail Association have liability insurance on their trail segments. TCT has the VTA's insurance certificate on file already. Sault Ste Marie's liability insurance should already include Trans Canada Trail as a requirement of the pavilion structure.

9. ENVIRONMENTAL ASSESSMENT

An environmental Assessment is not required as this project is for designation signage only. Construction of the trail has been completed by the City of Sault Ste Marie and required no funding from Trans Canada Trail.

10. INFRASTRUCTURE REQUIREMENTS

No infrastructure is required as the City of Sault Ste Marie has completed the Hub Trail and the TCT designation will only require identification signage. The Voyageur Trail connections also already exist.

11. WAYFINDING SIGNAGE REQUIREMENTS

TCT signage will be put up along the route underneath the current Hub Trail and Voyageur Trail signage.

12. OPERATION & MAINTENANCE

Operations and maintenance of the John Rowswell Hub Trail will be the responsibility of the City of Sault Ste Marie. The operations and maintenance of the Voyageur Trail Association's section will be done by the Saulteaux Club who already does this as it is an existing trail.

13. GRANT RECOGNITION

Not a request for funding, just TCT signage to be put up along the route. Will work with City staff to have TCT logo included on the Hub Trail page on their website.

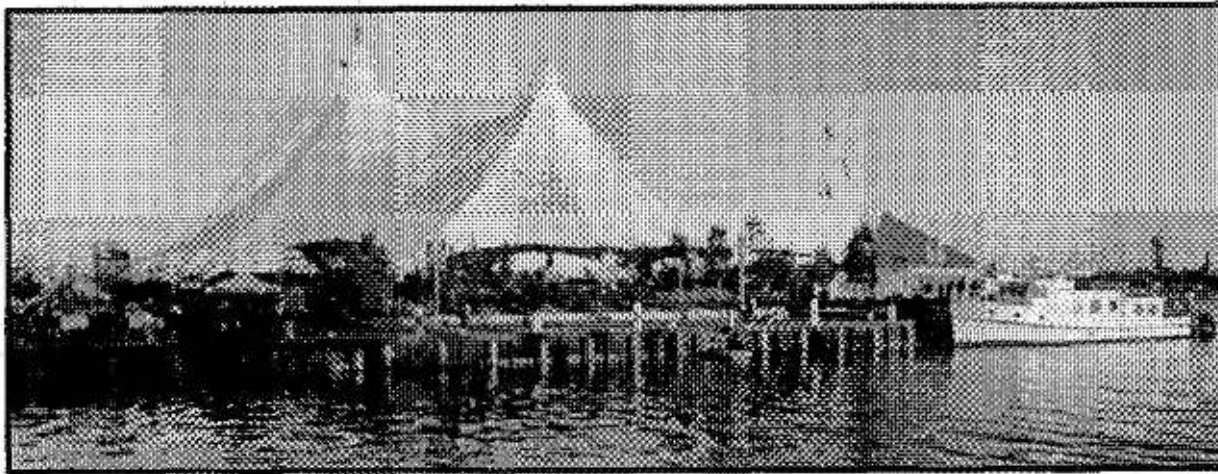
14. PROJECT SCHEDULE

Letter to Mayor and Council of the City of Sault Ste Marie

Work with staff on implementing council's response

Signage to be added to Hub Trail – will work out the timeline based on council's decision

Voyageur Trail connections – will work with Saulteaux Club volunteers to put up signage along the route.



15. BUDGET

Total Cost of Project: \$3,400.00

Projected Expenditures	Total Cost (Cash & In-kind)	Funded by Other Sources	Requested from TCT
Trail Building			
Material			
Labour			
Equipment			
TCT Wayfinding signage	\$3,400.00		\$3,400.00
Bridges & culverts			
Other (specify):			
Trail Building Sub-total:	\$3,400.00		\$3,400.00
Total Projected Expenditures	\$3,400.00		\$3,400.00
REVENUES	Confirmed or Applied for	In-Kind Contributions	Balance Required
TCT	Signage Request pending		\$3,400.00
City of Sault Ste Marie			\$0
Total Revenues			\$3,400.00

16. SUPPORT & APPROVALS

This Concept Plan is supported by: City of Sault Ste Marie

<Signature>

<Date>

This Concept Plan is supported by: Trans Canada Trail Ontario

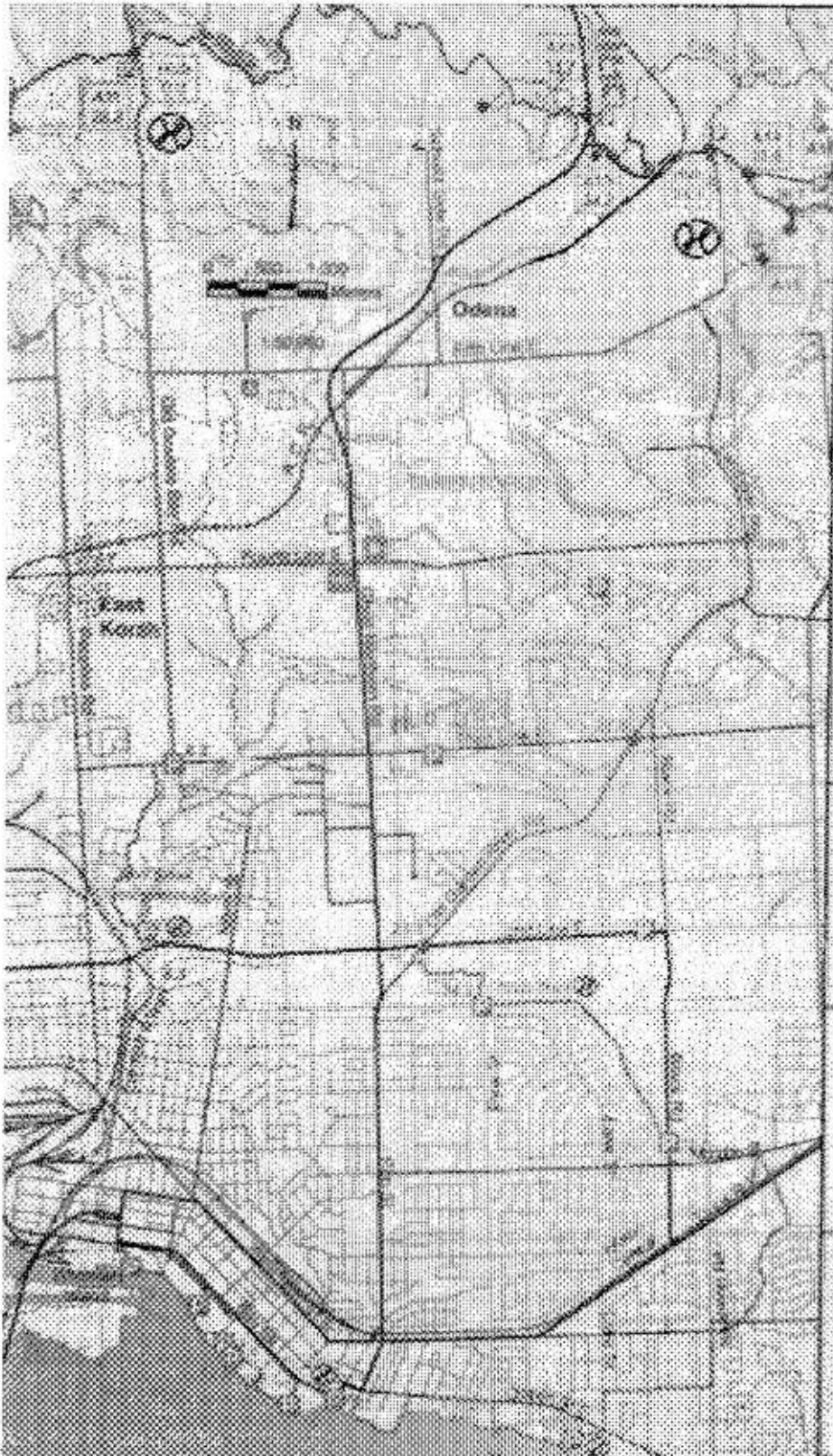
Al MacPherson, A/General Manager

<Date>

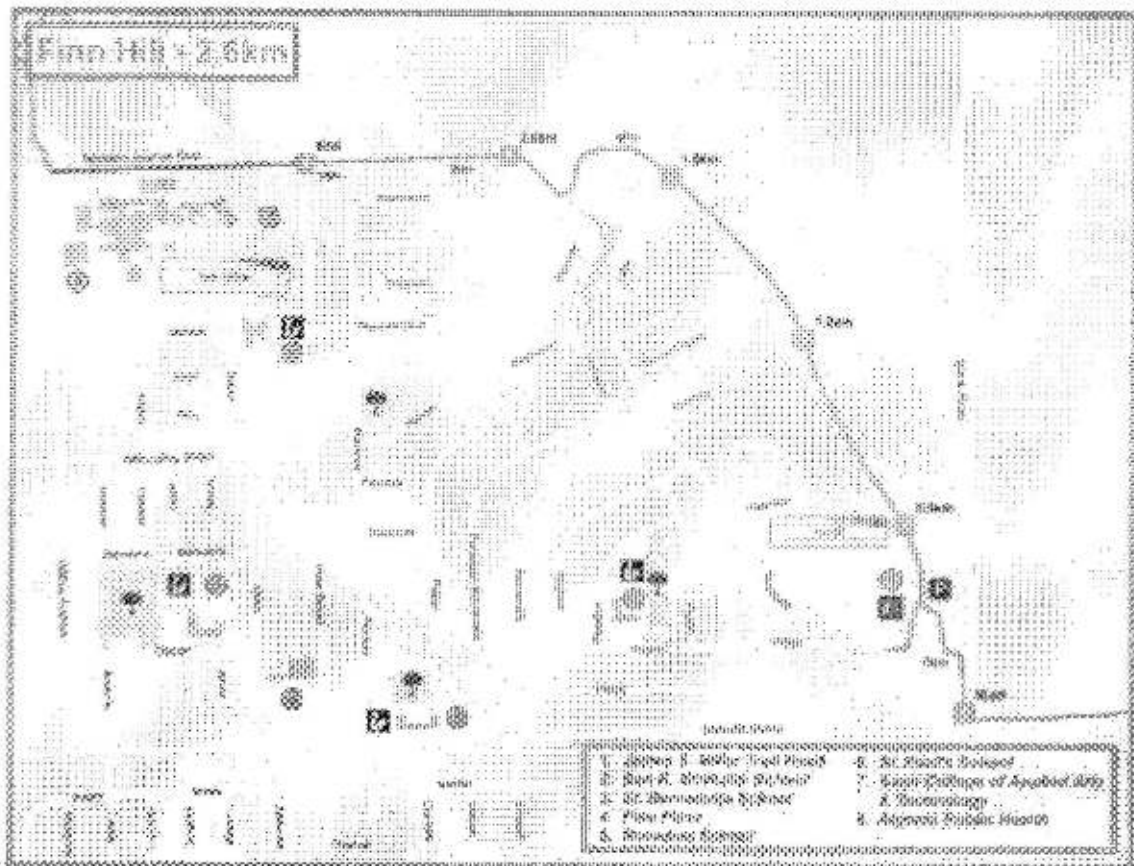
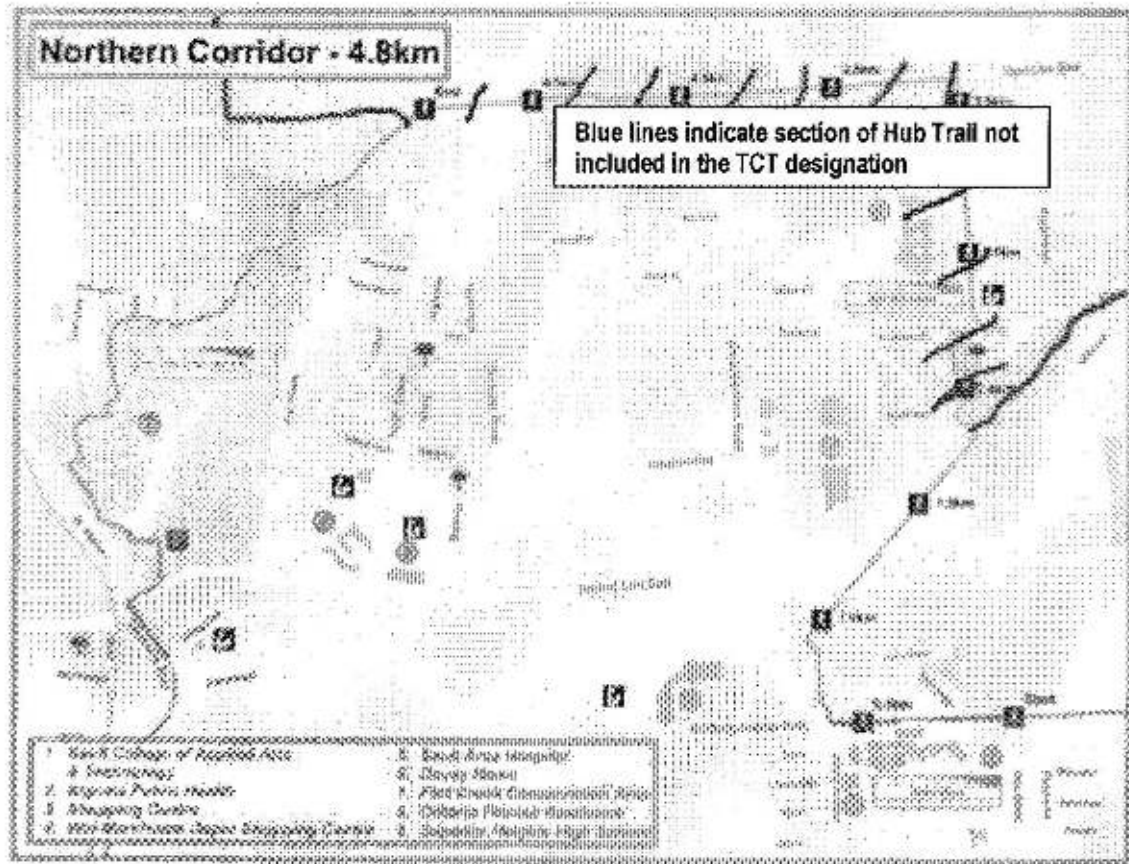
This Concept Plan approved by: Jane Murphy, National Director of Trail, Trans Canada Trail

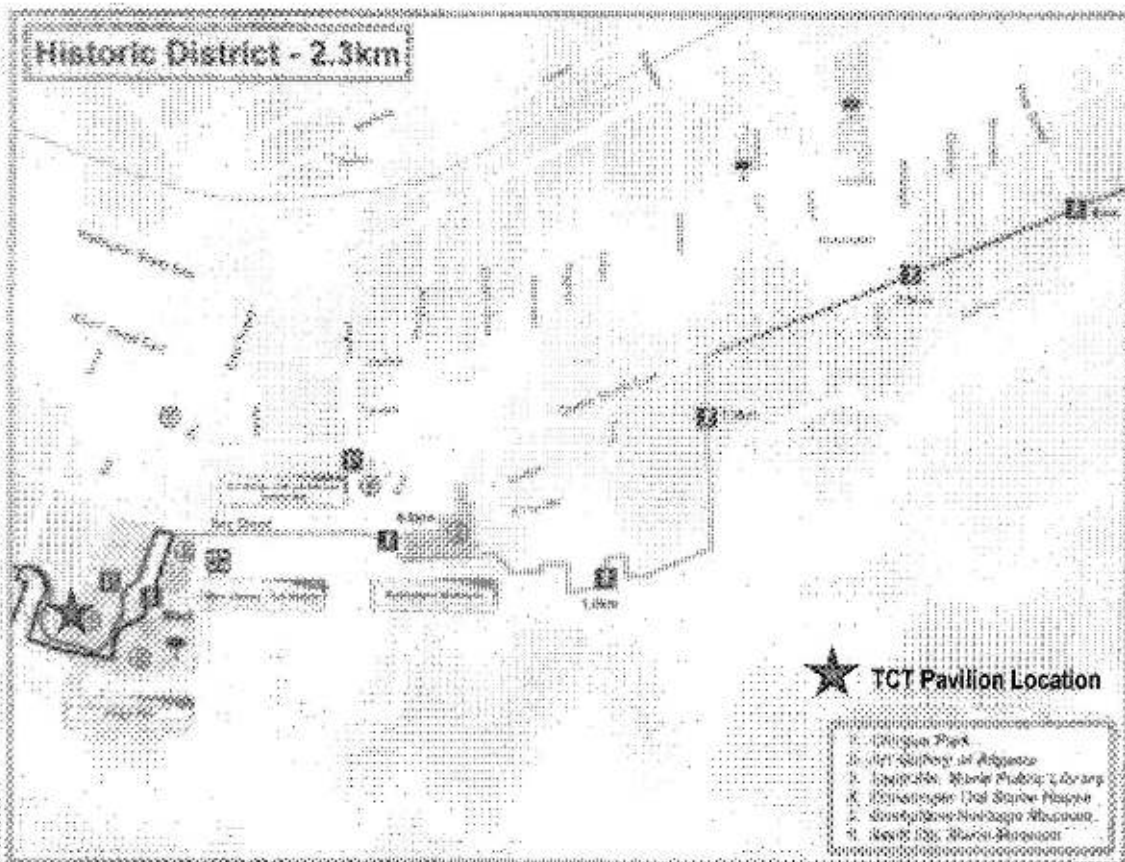
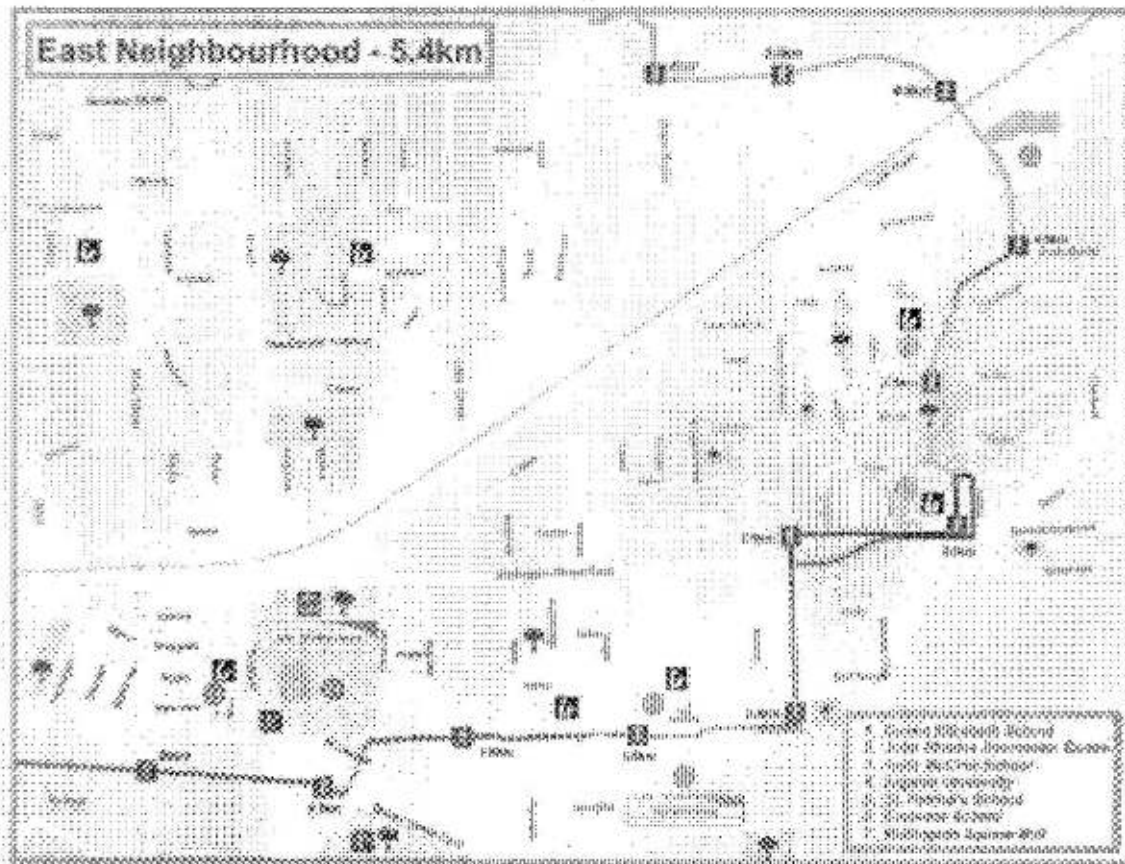
Jane Murphy

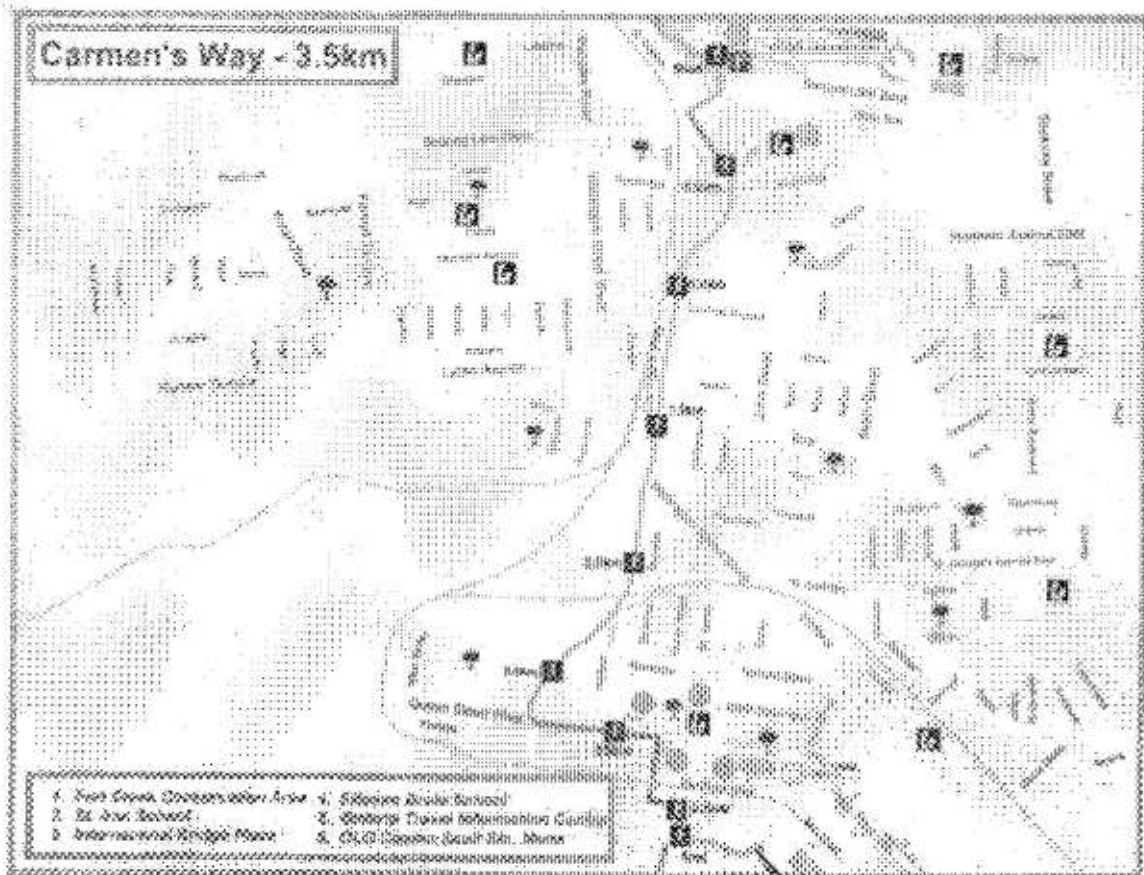
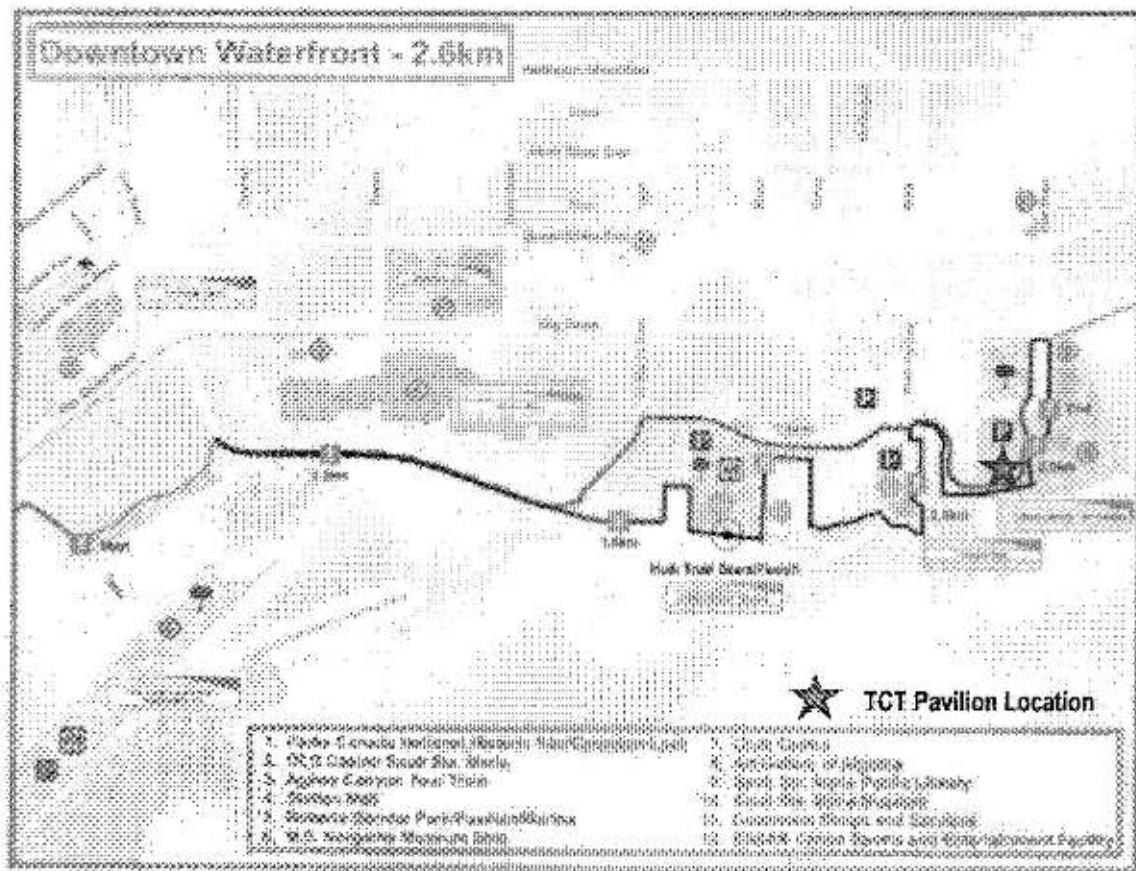
<Date>

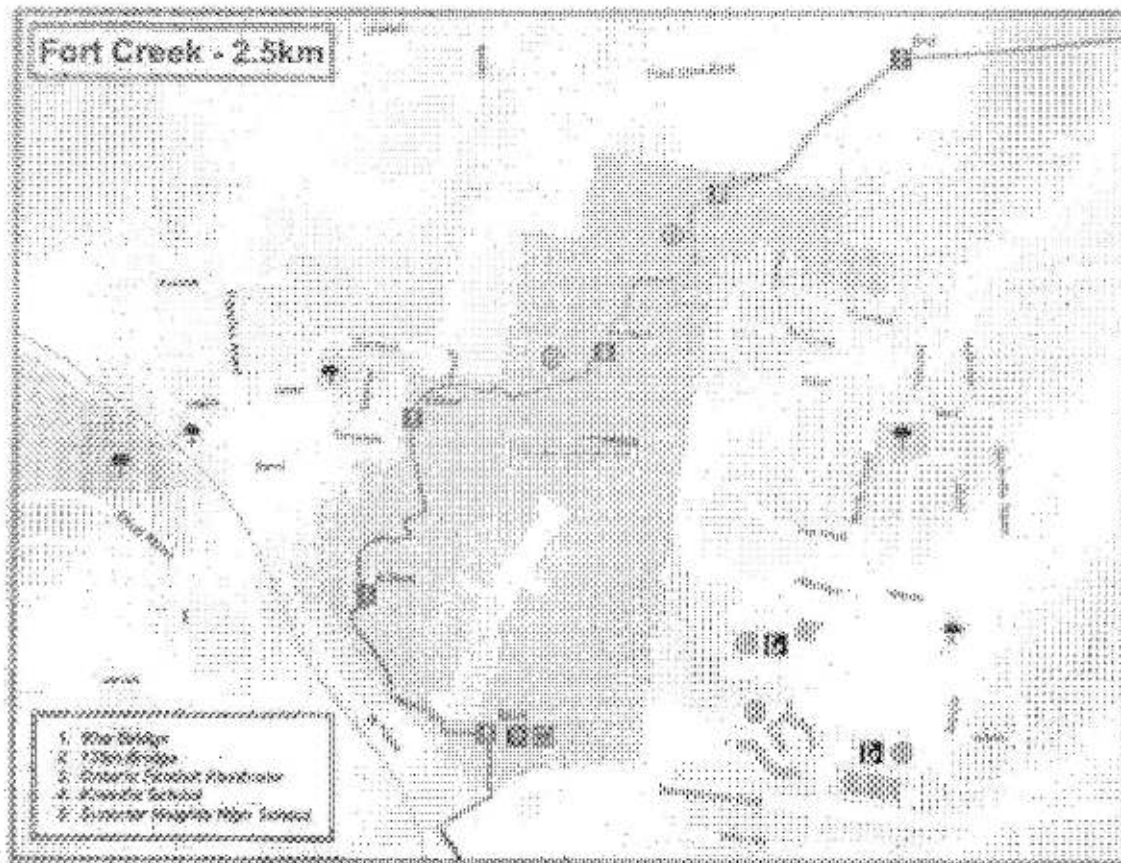
18. APPENDICES**APPENDIX A MAP OF PROPOSED TRAIL ROUTE**











APPENDIX B LIST OF KEY STAFF MEMBERS OF MUNICIPALITY

Steve Turco, Planner

99 Foster Drive, P.O. Box 580, Sault Ste. Marie, ON P6A 5N1

(705) 759-5368

s.turco@cityssm.on.ca

APPENDIX C LANDOWNER PERMISSIONS

Request pending.

APPENDIX D LIABILITY INSURANCE CERTIFICATE

Both the City of Sault Ste Marie and the Voyageur Trail Association have liability insurance on their trail segments. TCT has the VTA's insurance certificate on file already. Sault Ste Marie's liability insurance should already include Trans Canada Trail as a requirement of the pavilion structure.

APPENDIX E ENVIRONMENTAL ASSESSMENT

Not required as the trail is existing, just needs to be designated as TCT.

APPENDIX F OPTIONAL SUPPORTING DOCUMENTS

LETTER OF SUPPORT - VOYAGEUR TRAIL ASSOCIATION



VOYAGEUR TRAIL ASSOCIATION

PO BOX 20640, 150 CHURCHILL BLVD.
SAULT STE. MARIE, ON P6A 6W3
1-877-393-4003

Web Site: <http://www.voyageurtrail.ca>
www.facebook.com/voyageurtrailassociation
Email: info@voyageurtrail.ca

October 20, 2012

Mayor Debbie Amaroso & Council
Civic Center, 99 Foster Drive
Sault Ste. Marie, ON
P6A 5X6

Dear Mayor Amaroso & Council,

The Voyageur Trail Association supports the designation of the HUB Trail as the route of the Trans Canada Trail through the city of Sault Ste. Marie.

Volunteer members of the local Saulteaux Voyageur Trail Club have worked with Trans Canada Trail staff from the onset to determine a route for a hiking trail looping through the city and connecting with our existing trail on the northern outskirts of Sault Ste. Marie. A route was determined and blazed along city streets, undeveloped city property and SSM Region Conservation Authority property. As time progressed, we witnessed the development of the waterfront boardwalk along our chosen route and the ensuing popularity with walkers of all ages and abilities.

Members of the Saulteaux Club were long-time members of both STAR and the STAC committee and put in countless hours to see the HUB Trail come to fruition. Much of the HUB Trail follows our original route, but the increase in usage by walkers and cyclists since the paved trail was developed by the city is staggering.

Designation of the HUB Trail as the route of the Trans Canada Trail will serve to bring it to the attention of visitors to Sault Ste. Marie, and will likely attract tourists due to the recognition of the Trans Canada Trail name. I would encourage you to consider the designation favourably.

Sincerely,

Susan Graham, President
Voyageur Trail Association



56)

VOYAGEUR TRAIL ASSOCIATION
PO BOX 20040, 150 CHURCHILL BLVD.
SAULT STE. MARIE, ON P6A 6W3
1-877-393-4003

Web Site: <http://www.voyageurtrail.ca>
www.facebook.com/voyageurtrailassociation
Email: info@voyageurtrail.ca

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Sincerely,

Susan Graham, President
Voyageur Trail Association

56d

**Tim Gowans
Manager of Purchasing**



**Finance Department
Purchasing Division**

2012 12 03

Mayor Debbie Amaroso and
Members of City Council

RE: TENDER FOR NEW TIRES & TIRE REPAIRS

PURPOSE

Attached hereto for your information and consideration are summaries of the tenders received for the supply of New Tires & Tire Repairs as required by the various City Departments and cooperatively for PUC Services Inc., for the year 2013.

BACKGROUND

The tender was publicly advertised and tender documents mailed to all firms on our bidders lists. A public opening of the tenders received was held November 7, 2012 with Councillor Marchy Bruni representing City Council.

ANALYSIS

Each tendered proposal has been carefully evaluated and analyzed as to quality, availability of supply, dependability of vendor and price. Summary sheets have been prepared illustrating the weighted cost ratings, various pricing methods and discounts which will more readily assist you in identifying the proposals offering the lowest cost and greatest value.

IMPACT

Funding for these parts comes from various Departments Inventory & Maintenance accounts.

STRATEGIC PLAN

Replacement and maintenance parts are not listed as an activity in the Strategic Plan.

RECOMMENDATION

The tenders providing the lowest cost rating or prices and offering the greatest value have been identified on their respective summary sheets and are recommended to you for acceptance as follows:

-More-

The Corporation of the City of Sault Ste. Marie
P.O. Box 580 ~ 99 Foster Drive ~ Sault Ste. Marie, ON P6A 5N1
Telephone: (705) 759-5299 ~ Fax: (705) 541-7094
www.cityssm.on.ca ~ t.gowans@cityssm.on.ca

2012 12 03
Page 2

<u>Tender</u>	<u>Firm</u>	<u>Price/Cost Rating</u>
New Tires & Tire Repairs	G.C.R. Tire Centres	\$61,294.03 Cost Rating
New Bus Tires & Tire Repairs	Royal Tire Service	\$34,904.50 Cost Rating

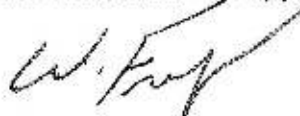
This report is submitted for Council's approval.

Respectfully submitted,



Tim Gowans
Manager of Purchasing

Recommended for approval,



W. Freiburger
Commissioner of Finance & Treasurer

TG:nt
Attach.

RECOMMENDED FOR APPROVAL



Joseph M. Priest
Chief Administrative Officer

SUMMARY OF TENDERS
NEW TIRES AND TIRE REPAIRS

		G.C.R. TIRE CENTRES Sault Ste. Marie, ON				KAL TIRE Sault Ste. Marie, ON				ROYAL TIRE SERVICE Sault Ste. Marie, ON					
NEW TIRES		QTY	UNIT LIST	DISC.	UNIT NET	TOTAL	UNIT LIST	DISC.	UNIT NET	TOTAL	UNIT LIST	DISC.	UNIT NET	TOTAL	
195/65R15 All Season-Tier 1		20	219.00	50.00%	109.50	2,190.00	No Tier 1 Tires		0.00	0.00	185.00	12.00%	162.80	3,258.00	
LT225/75R16 10 Ply		45	124.75	0.00%	124.75	5,613.75	288.30		45.00%	158.57	7,135.43	139.58	0.00%	139.58	6,285.60
LT205/70R17 10 Ply		10	194.25	0.00%	194.25	1,942.50	355.07		45.00%	195.29	1,952.89	197.98	0.00%	197.98	1,979.80
LT245/75R16 10 Ply M/T		7	148.55	0.00%	148.55	1,046.85	319.93		45.00%	175.96	1,231.73	220.15	0.00%	220.15	1,541.05
LT245/75R16		5	148.55	0.00%	148.55	897.30	305.80		45.00%	168.08	1,008.48	164.88	0.00%	164.88	989.28
Sub Total:						11,690.43				Incomplete				14,051.73	
315/80R22.5 On/Off Road-Tier 1		11	212.00	35.00%	137.80	2,119.82	No Tier 1 Tires		0.00	0.00	667.00	0.00%	667.00	7,337.00	
225/70R19.5 Commercial-Tier 1		3	315.00	35.00%	204.75	945.11	No Tier 1 Tires		0.00	0.00	345.00	0.00%	345.00	1,038.00	
11R22.5 Drive		16	325.85	0.00%	325.85	5,213.60	498.46		35.00%	324.00	5,183.98	326.50	0.00%	326.50	5,224.00
11R22.5 14 P.R.		8	328.65	0.00%	328.65	2,630.80	484.61		35.00%	315.00	2,519.97	326.00	0.00%	326.00	2,608.00
11R22.5 16 P.R.		4	328.65	0.00%	328.65	1,315.40	498.46		35.00%	324.00	1,296.00	336.00	0.00%	336.00	1,344.00
12R22.5 16 P.R.		4	385.25	0.00%	385.25	1,541.00	601.53		35.00%	390.99	1,563.98	403.00	0.00%	403.00	1,612.00
23.5R25 Loader Tire		1	2230.50	0.00%	2,230.50	2,230.50	2289.62		0.00%	2,289.62	2,289.62	2524.50	0.00%	2,524.50	2,524.50
Sub Total:						20,156.43				Incomplete				21,687.50	
RETREADING			UNIT LIST	DISC.	UNIT NET	TOTAL	UNIT LIST	DISC.	UNIT NET	TOTAL	UNIT LIST	DISC.	UNIT NET	TOTAL	
11R22.5 Drive Winter		95	441.18	57.00%	150.71	14,317.45	Not Quoted			0.00	317.00	45.00%	174.35	16,563.25	
Casing		85	100.00	0.00%	100.00	8,500.00	100.00		0.00%	100.00	95.00	0.00%	95.00	8,075.00	
Sub Total:						26,522.30				Incomplete				24,638.25	
FLAT REPAIRS					UNIT PRICE	TOTAL			UNIT PRICE	TOTAL			UNIT PRICE	TOTAL	
Passenger & Light Trucks		10			7.00	70.00	19.00	25.00%	14.25	142.50			7.50	75.00	
Trucks to 50,000 GVW		25			9.00	225.00	39.00	25.00%	29.25	731.25			8.50	212.50	
Sub Total:						295.00				873.75				287.50	
MOUNT/DISMOUNT					UNIT PRICE	TOTAL			UNIT PRICE	TOTAL			UNIT PRICE	TOTAL	
Passenger & Light Trucks		250			5.00	1,250.00			0.00	0.00			7.50	1,875.00	
Trucks to 50,000 GVW		130			8.00	1,040.00	15.00	25.00%	11.25	1,462.50			8.50	1,105.00	
Retorquing - Pass & LT		70			2.00	140.00			0.00	0.00			3.00	210.00	
Retorquing - Medium Trucks		40			5.00	200.00			0.00	0.00			5.00	200.00	
Sub Total:						2,630.00				1,462.50				3,390.00	
SERVICE CALLS					UNIT PRICE	TOTAL			UNIT PRICE	TOTAL			UNIT PRICE	TOTAL	
Regular Hours		85			15.00	1,275.00			0.00	0.00			14.50	1,232.50	
After Hours		10			70.00	700.00	150.00	25.00%	112.50	1,125.00			50.00	500.00	
Sub Total:						1,975.00				1,125.00				1,732.50	
TOTAL:						661,294.03				Incomplete				664,054.98	
						(H.S.T. extra)				(H.S.T. extra)				(H.S.T. extra)	
REMARKS			Meets Specifications				Does not meet Specifications				Meets Specifications				
							Incomplete Pricing - No Tier 1 Tires Tendered								
							Winter Retreads not quoted								

NOTE: The low tendered prices, meeting specifications, are boxed above.

It is my recommendation that the low tendered prices, meeting specifications, submitted by GCR Tire Centres, be accepted for a one (1) year period.

Tim Gowans
Manager of Purchasing

5762

FINANCE DEPARTMENT
PURCHASING DIVISION
BUDGET: Inventory & Maintenance Charge Out Items

RECEIVED: November 7, 2012
FILE: #2012WA17T

SUMMARY OF TENDERS
NEW BUS TIRES AND RETREADING

G.C.R. TIRE CENTRES Sault Ste. Marie, ON					KAL TIRE Sault Ste. Marie, ON			ROYAL TIRE SERVICE Sault Ste. Marie, ON		
NEW BUS TIRES	QTY	BRAND	UNIT PRICE	TOTAL	BRAND	UNIT PRICE	TOTAL	BRAND	UNIT PRICE	TOTAL
305/70 R22.5 18 PLY	18	UTQ		0.00	Con. HSU1	625.00	11,250.00	Goodyear MCS	500.00	9,000.00
12 R22.5 R192 16 PLY	14	UTQ		0.00	Con. HSR2	540.00	7,560.00	Goodyear G152	575.00	8,050.00
Sub Total:				0.00						17,050.00
RETREADING			UNIT PRICE	TOTAL				UNIT PRICE	TOTAL	
12R 22.5 16 PLY	6		231.00	1,386.00				196.47	1,178.82	
305/70 R22.5 18 PLY	75		208.00	15,600.00				199.80	14,985.00	
12 R22.5 R192 Casings	1		100.00	100.00				100.00	100.00	
305/70 R22.5 Casings	16		100.00	1,600.00				100.00	1,600.00	
Sub Total:				18,686.00					17,863.82	
TOTAL:				Incomplete					\$36,673.82	
REMARKS		Does not meet Requirements Incomplete Bid - no new tires			Meets Requirements			Meets Requirements		

NOTE: The low tendered prices, meeting specifications, are boxed above.

It is my recommendation that the low tendered prices, meeting specifications, submitted by Royal Tire Service, be accepted for a one (1) year period.

Tim Gowans
Manager of Purchasing

5-12
(17)5

5(e)

**Tim Gowans
Manager of Purchasing**



**Finance Department
Purchasing Division**

2012 12 03

Mayor Debbie Amaroso and
Members of City Council

RE: TENDER FOR BIO-DIESEL FUEL SUPPLY (2012WA18T)

PURPOSE

Attached hereto for your information and consideration is a summary of the tenders received for the supply and delivery of Bio-Diesel Fuel, as required by the Transit & Parking Division of the Public Works & Transportation Department for a one (1) year period from January 1, 2013 until December 31, 2013.

BACKGROUND

The tender was publicly advertised and tender documents mailed to all firms on our bidders list. A public opening of the tenders received was held November 20, 2012 with Councillor Susan Myers representing City Council.

ANALYSIS

The tenders received have been carefully evaluated and analyzed as to quality, availability of supply, dependability of vendor and price. The low tendered prices meeting specifications have been identified on the attached summary.

IMPACT

Funding for fuel comes from Transit Division operational accounts.

STRATEGIC PLAN

Corporate Fuel Prices are listed in the Strategic Plan as Strategic Direction 1 Objective 1C.

RECOMMENDATION

It is therefore my recommendation that the tender for the supply and delivery of Bio-Diesel Fuel, as required by the City's Transit & Parking Division, be awarded to McDougall Energy Inc., for a one (1) year period commencing January 1, 2013 allowing for bi-weekly price adjustments.

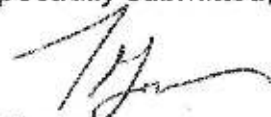
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5(c)

2012 12 03
Page 2

This report is submitted for Council's approval.

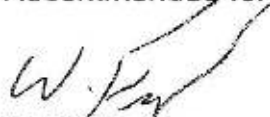
Respectfully submitted,



Tim Gowans
Manager of Purchasing

TG:nt
Attach.

Recommended for approval,



W. Freiburger
Commissioner of Finance & Treasurer

RECOMMENDED FOR APPROVAL



Joseph M. Pincus
Chief Administrative Officer

FINANCE DEPARTMENT
PURCHASING DIVISION
BUDGET: DRAWN FROM TRANSIT OPERATIONAL ACCOUNTS

Received: Nov. 20, 2012
File: 2012WA18T

SUMMARY OF TENDERS
BIO-DIESEL FUEL SUPPLY 2013

Description	Estimated Annual Consumption(Litres)	MCDUGALL ENERGY INC. Sault Ste. Marie, ON	
		Price/Litre (H.S.T.extra)	Total
Bio-Diesel Ultra Low Sulphur 5% Blend	735,000	\$1.1123	\$817,540.50
Bio-Diesel Ultra Low Sulphur 10% Blend	183,000	\$1.1253	\$205,929.90
Bio-Diesel Ultra Low Sulphur 20% Blend	183,000	\$1.1693	\$212,334.90
			<u>\$1,235,805.30</u> plus H.S.T.
Remarks		Meets Specifications	

Note: The low tendered prices are boxed above and will be adjusted bi-weekly starting January 1, 2013.
Comparison Pricing shown above is based on published pricing for Oct. 19, 2012.
Although only one tender was received, it is deemed to be fair & equitable.
It is my recommendation that the low tendered prices, meeting specifications, as submitted by
McDougall Energy be accepted for the one year period commencing January 1, 2013.

Tim Gowans
Manager of Purchasing

5761

William Freiburger, CMA
Commissioner of Finance
and Treasurer



Finance Department

2012 12 03

Mayor Debbie Amaroso and
Members of City Council

RE: BORROWING BY-LAWS FOR 2013

PURPOSE

Each year it is necessary to pass borrowing by-laws for current and capital purposes.

BACKGROUND

Borrowing by-laws are required to provide access to financing for operational and capital purposes.

ANALYSIS

Short term borrowing to meet current expenditures may be required to provide cash flow between tax due dates and the receipt of Provincial grants. The recommended by-law provides for borrowing sums not to exceed \$10,000,000 to meet current expenditures.

Capital borrowing may be required for short and long term purposes for financing of capital projects. The recommended by-law provides for borrowing of sums not to exceed \$15,000,000 for capital purposes for the City.

For 2012, the City had provided the Public Utilities Commission with a borrowing capacity of \$6,200,000 for capital purposes relating to water infrastructure. The Public Utilities Commission has requested the same borrowing capacity of \$6,200,000 be continued for 2013. Currently, the PUC is utilizing \$3,000,000 of the \$6,200,000 line of credit.

The limits are an approved credit line with the City's Banker that is reviewed annually.

STRATEGIC PLAN

Not applicable.

—More—

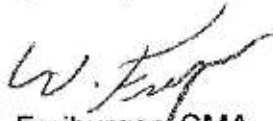
5(f)

Borrowing By-laws for 2013
2012 12 03
Page 2.

RECOMMENDATION

By-laws 2012-208 and 2012-209 appear elsewhere on the agenda and are recommended for approval.

Respectfully submitted,



W. Freiburger, CMA
Commissioner of
Finance and Treasurer

WF/kl

RECOMMENDED FOR APPROVAL



Joseph M. Fratesi
Chief Administrative Officer

William Freiburger, CMA
Commissioner of Finance
and Treasurer



569
Finance Department

2012 12 03

Mayor Debbie Amaroso and
Members of City Council

**RE: MAYOR AND COUNCIL TRAVEL EXPENSES
JANUARY 1 TO SEPTEMBER 30, 2012**

PURPOSE

The purpose of this report is to provide a summary of Mayor and Council travel expenses for the period January 1 to September 30, 2012.

BACKGROUND

This report is provided annually to Mayor and Council.

ANALYSIS

Travel costs are within the approved budget.

IMPACT

Not applicable.

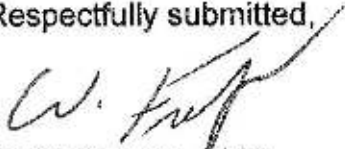
STRATEGIC PLAN

This report relates to process management and our performance evaluation system.

RECOMMENDATION

That the report of the Commissioner of Finance and Treasurer concerning Mayor and Council travel expenses for the period January 1 to September 30, 2012 be received as information.

Respectfully submitted,


W. Freiburger, CMA
Commissioner of Finance and Treasurer

WF/kl
attachment


RECOMMENDED FOR APPROVAL
Joseph M. Probst
Chief Administrative Officer

Corporation of the City of Sault Ste. Marie
Finance Department

Summary of Mayor and Council Travel Expenses
January 1 – September 30, 2012

Mayor

D. Amaroso	Travel – Conference	1,414.98	
	– Other City Business - Meetings	<u>849.13</u>	2,264.11

Councillors

M. Bruni	Travel – Conference		1,994.69
S. Butland	Travel – Conference		1,919.97
P. Christian	Travel – Conference		71.23
F. Fata	Travel		0.00
J. Krmpotich	Travel – Conference		1,877.40
P. Mick	Travel		0.00
F. Manzo	Travel		0.00
S. Myers	Travel – Conference		1,891.61
R. Niro	Travel		0.00
T. Sheehan	Travel – Conference		2,029.31
L. Turco	Travel – Conference	2,270.71	
	– Executive Meetings	<u>1,083.99</u>	3,354.70
B. Watkins	Travel		0.00

5(h)

William Freiburger, CMA
Commissioner of Finance
and Treasurer

Finance Department



2012 12 03

Mayor Debbie Amaroso and
Members of City Council

RE: 2013 BUDGET

PURPOSE

Attached is a report providing information on the 2013 Budget prepared by Mr. Scott McLellan, Manager of Budgets and Revenue.

BACKGROUND

This report is provided annually to Mayor and Council.

ANALYSIS

N/A

IMPACT

N/A

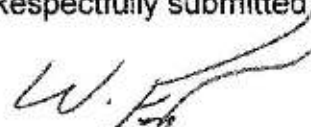
STRATEGIC PLAN

N/A

RECOMMENDATION

That the report of the Commissioner of Finance and Treasurer concerning 2013 Budget be received as information.

Respectfully submitted,

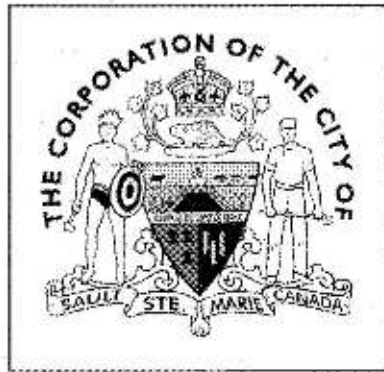

W. Freiburger, CMA
Commissioner of Finance and Treasurer

RECOMMENDED FOR APPROVAL


Joseph M. Prud'homme
Chief Administrative Officer

WF/kl

attachment



CORPORATION OF THE CITY OF SAULT STE. MARIE

2013 BUDGET STATUS REPORT # 1

*Prepared by : Scott McLellan
Manager of Budgets & Revenue
3 December 2012*

SCOPE : This report is intended as information for Council on the status of the 2013 Budget.

2013 BUDGET PREPARATION & REVIEW: Preparation and review of the 2013 Budget is currently under way. There are some areas/accounts that require further review and analysis.

The 2013 to 2022 Capital Budget Forecast and the 2013 User Fee By-law are nearing completion.

CONCERNS/ISSUES FOR 2013 : Items that will impact the 2013 Budget include :

Property Assessment : The Assessment Roll for 2013 is expected to be delivered on Tuesday, December 11th. From that point it will take a few weeks for staff from the Tax Division and the Information Technology Division to analyse and balance the information. The Urban/Rural split will also be calculated.

We have received some preliminary information from MPAC. On an overall basis, Property Assessment for 2013 will increase by \$ 290,874,032 or 6.16 %. While this appears to be positive news, within the Assessment categories there are some significant changes. Of particular concern is a \$ 32 million, (nearly 25 %) reduction in the Large Industrial Tax Class. The combined Residential/Multi-Residential classes have increased by more than 7.50 % and will generate over \$ 5 million in new revenue (based upon the 2012 Tax Rates), however, when factoring in the changes in other property classes and the substantial losses in Large Industrial, the 2013 Assessment Roll will generate approximately \$ 3.8 million in new revenue, (again applying the 2012 Tax Rates). In the past few years Council has opted to use Revenue Neutral Tax Ratios to mitigate the increases on the Residential Ratepayers. This methodology will be recommended again in 2013 but due to the substantial reduction in the Assessment of Large Industrial class, until we are able to do the calculations it will be unclear how well the Revenue Neutral ratios will work.

Also included with the Assessment information are details relating to Payment in Lieu (Government) Properties. Province wide all Casino properties have been reduced by 50 %. This reduction will result in a Revenue loss for the City of over \$ 350,000.

In a related item, based on our projections we expect the City share of Casino slot revenue to decline. It appears we will be able to maintain the \$ 1,000,000 which is annually transferred to the Hospital Reserve. The balance of funding is used to pay Fire and Police costs that were established at the time the Casino opened. These costs continue to increase annually while the slot revenue declines and this will therefore impact on the Tax Levy.

Average House : As we begin this new Assessment cycle it will be necessary to re-establish the value of the Average House. For 2012 the Average House was valued at \$ 132,000 and it is likely the amount for 2013 will be more than \$ 140,000.

Wages & Benefits : The City's collective agreements were negotiated in 2012. The results are basically 3 % increases for Fire and Police and 2 % increases for all other employees. We are waiting for information on the necessary adjustments to some benefits (CPP, EI etc). At this time it appears about \$ 3 million will be required to meet these obligations. This is likely an aggressive estimated that can be reduced once all the information becomes available.

Fuel Costs : The 2012 Budget contained \$ 500,000. which was allocated on a corporate wide basis to assist departments with increasing fuel and electricity costs. At this point a similar amount for 2013 does not appear necessary.

West End Community Centre : This facility opened in 2012. A preliminary net budget of \$ 75,000 was provided in 2012 and an additional net amount of \$ 25,000 is required in 2013.

Surplus : In 2012 Council allocated \$ 1,000,000 from the 2011 Surplus to reduce the 2012 Tax Levy. This was contrary the advice provided by staff. A similar amount of Surplus will need to allocated from 2012 for 2013 or a revenue shortfall will occur. If there is a shortfall, this amount will be added to the Tax Levy.

Ontario Municipal Partnership Fund : The OMPF announcement was received on November 16th and resulted in a Grant reduction of \$ 202,700. While it is difficult to be positive about a grant reduction, in our preliminary estimates we were expecting a worse result.

As noted in my report pertaining to OMPF announcement, 2013 is a transition year towards a new formula. As the stated goal of the Provincial Government is to reduce the value of this grant program to \$ 500 million by 2016, it is a reasonable assumption that our OMPF grant will continue to decline in the foreseeable future.

The information provided with OMPF statement indicates that the Province is continuing their upload of Ontario Works costs. The full impact of the upload will not be known until the City receives the DSSAB (District Social Services Administration Board) levy. The Levy does not have to be submitted to the City until March 31, 2013.

Capital from Current : The 2013 Budget provides \$ 1,000,000 for this program. The stated goal in the Strategic Plan was to bring this program to the \$ 1 million level.

Fire Hydrants & Street Lights : These costs increase annually and we have not received estimates from the PUC at this time.

Corporate Insurance : The cost for Corporate Insurance is expected to increase by approximately 4.00 %.

Building Permit Revenue : The Building Division is estimating a reduction in these fees due to current market conditions.

PUBLIC INPUT : Public input sessions for the 2013 Budget were held on Tuesday, October 23rd at the West End Community Centre and on Tuesday, October 30th at the Civic Centre. An E-mail address budgetinput2013@cityssm.on.ca has also been established. The deadline to respond to the On-line Input request is Friday, December 14, 2012. An additional report summarising the input from the E-mail and public sessions will be included in Council's Budget package which will be distributed at a later date.

CONCLUSION : As noted above there are still some areas of the 2013 budget that need to be reviewed by the Finance Department, therefore this report may not identify all areas of concern.

Additional information will be provided as it becomes available.

Respectfully submitted



Scott McLellan
Manager of Budgets & Revenue

Recommended for Approval

W. Freiburger,
Commissioner of Finance & Treasurer

Peter A. Liepa
City Tax Collector



35(1)
Finance Department
Tax & Licence Division

2012 12 03

Mayor Debbie Amaroso and
Members of City Council

RE: Property Tax Appeals

PURPOSE

Council approval is required pursuant to Section's 354 & 357 of the Municipal Act.

BACKGROUND

Listing of applications received for adjustment of realty taxes pursuant to Section s 354 & 357 of the Municipal Act.

ANALYSIS

The Municipal Property Assessment has recommended the amount of assessment to be adjusted.

IMPACT

There is an annual budget allocation for tax write-offs.

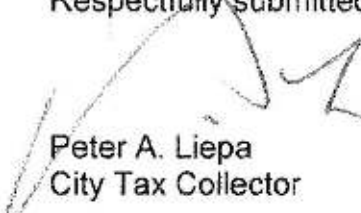
STRATEGIC PLAN

Not applicable

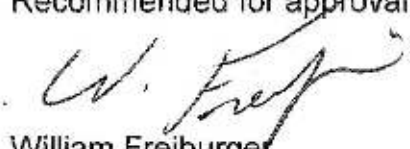
RECOMMENDATION

That the report of City Tax Collector dated 2012 12 03 pursuant to Section s 354 & 357 of the Municipal Act be approved and that the tax records be amended accordingly.

Respectfully submitted,


Peter A. Liepa
City Tax Collector

Recommended for approval,


William Freiburger
Commissioner of Finance & Treasurer

RECOMMENDED FOR APPROVAL


Joseph M. Fratesi
Chief Administrative Officer

The Corporation of the City of Sault Ste. Marie
P.O. Box 580 ~ 99 Foster Drive ~ Sault Ste. Marie, ON P6A 5N1
Telephone: (705) 759-5269 ~ Fax: (705) 759-1842
www.cityssm.on.ca ~ p.liepa@cityssm.on.ca

RECOMMENDATION TO STRIKE
UNCOLLECTABLE TAXES OFF THE ROLL
PURSUANT TO SECTION 354 OF THE
MUNICIPAL ACT R.S.O. 2001.

THE CORPORATION OF THE CITY OF SAULT STE. MARIE
REALTY TAXES

DATE: 2012 12 03
PAGE: 1 OF 1

ROLL NUMBER	PROPERTY ADDRESS	REASON	Unit Class	Tax Class	CANCELLATION		Interest	TOTAL
					Municipal Taxes	Education Taxes		
030-056-038-03	00000 White Oak Dr	Property vested in favour of the City from tax sale	Vacant Land	CX	\$ 117.75	\$ 70.46	\$ 72.16	\$ 260.37
030-092-044-00	134 Schultz Side Rd	Property vested in favour of the City from tax sale	Vacant Land	RTEP	\$ 1,803.82	\$ 257.50	\$ 782.76	\$ 2,844.08
030-095-012-00	238 Old Trout Lake Rd	Property vested in favour of the City from tax sale	Vacant Land	RTEP	\$ 1,794.72	\$ 255.85	\$ 740.79	\$ 2,791.36
060-005-048-02	00000 Bonney St	Property vested in favour of the City from tax sale	Vacant Land	RTEP	\$ 112.59	\$ 15.34	\$ 42.93	\$ 170.86
060-006-021-00	603 Douglas St	Property vested in favour of the City from tax sale	Vacant Land	RTEP	\$ 2,196.22	\$ 301.91	\$ 1,160.83	\$ 3,658.96
060-012-067-50	628 Cooper St	Property vested in favour of the City from tax sale	Vacant Land	RTEP	\$ 111.63	\$ 15.30	\$ 53.66	\$ 180.59
REPORT TOTAL					\$ 6,136.71	\$ 916.38	\$ 2,853.13	\$ 9,906.22

Certified Correct:


Peter A. Liepa
City Tax Collector

(12)

APPLICATION TO COUNCIL TO CANCEL
OR REFUND PROPERTY TAXES PURSUANT TO SECTION 357
OF THE MUNICIPAL ACT, 2001

THE CORPORATION OF THE CITY OF SAULT STE. MARIE
PROPERTY TAX APPEALS
2012

DATE: 2012 12 03
PAGE: 1 of 1

ROLL NUMBER	PROPERTY ADDRESS	PERSON ASSESSED	TAX CLASS	REASON	APPEAL NO.	CANCELLATIONS		TOTAL
						TAXES	INTEREST	ADJUSTMENT
010-004-082	00092 Churchill Blvd.	Dennis Novick C.A.	RT	C	12-004	296.17	7.40	303.57
010-051-060-01	00078 Glenwood Avenue	Lamon James Robert	CT/RT	A	12-005	1,303.22	48.22	1,351.44
040-012-043	00254 Birch Street	Drigan Laszlo	RT	D	12-006	169.10	0.00	169.10
040-021-122-02	00022 Bay Street	John Howard Society	CT/DT	B	12-007	1,838.22	114.25	1,952.47
030-075-047	00858 Second Line East	Huron Superior Catholic District School Board	RT	B	12-008	1,270.89	94.32	1,365.21
030-075-048	00862 Second Line East	Huron Superior Catholic District School Board	RT	B	12-009	1,196.13	88.80	1,284.93
030-075-032	00301 Old Garden River Road	Huron Superior Catholic District School Board	RT	B	12-010	2,990.32	226.72	3,217.04
TOTAL						9,064.05	579.71	9,643.76

Certified Correct:


Peter A. Lupa
Tax Collector

- A. REALTY TAX CLASS CONVERSION
B. BECAME EXEMPT AFTER RETURN OF ROLL
C. RAZED BY FIRE AFTER RETURN OF ROLL

- D. DEMOLISHED AFTER RETURN OF ROLL
E. OVERCHARGED BY REASON OF GROSS OR MANIFEST CLERICAL ERROR
F. REAL PROPERTY THAT COULD NOT BE USED FOR A PERIOD OF AT LEAST
3 MONTHS DUE TO REPAIRS OR RENOVATIONS

Malcolm White, B.P.H.E., CMO
City Clerk



City Clerk's Office

561

2012 12 03

Mayor Debbie Amaroso and
Members of City Council

RE: LOAN OF ARTWORK TO THE ART GALLERY OF ALGOMA

PURPOSE

The purpose of this report is to advise of the request of the Art Gallery of Algoma to borrow artwork for inclusion in an upcoming exhibition.

BACKGROUND

The Art Gallery of Algoma has submitted a request to borrow the following three pieces of artwork from the City for inclusion in their upcoming exhibition "*100 Years of Art in the Sault*":

1. DANBY, Ken (Canadian, b. 1933, d. 2007): "Opening the Gates" (1975), egg tempera on board, 28" x 38.5", collection of the City of Sault Ste. Marie. This piece is currently on display in the Henry C. Hamilton Room, Civic Centre;
2. ARMSTRONG, William (Canadian, b. 1822, d. 1914): "Sault Ste. Marie Rapids -- Junction of Lake Huron and Superior" (undated), oil on canvas, 17/34" x 28.5" sight (25.5" x 36.5" framed), collection of the City of Sault Ste. Marie, gift of unknown donor. This piece is normally on display at the Ermatinger-Clergue National Historic Site;
3. DICKINSON, Edgar (Canadian, active 1871-1900): "Sault Ste. Marie" (1887), watercolour, 14 3/4" x 28", collection of the City of Sault Ste. Marie, gift of unknown donor. This piece is normally on display at the Ermatinger-Clergue National Historic Site.

The "*100 Years of Art in Sault Ste. Marie*" exhibit takes place from December 6, 2012 through February 16, 2013, and the requested loan period is from December 4, 2012 to February 23, 2013.

ANALYSIS

The last appraised value of artwork took place in 2004. The Legal Department has obtained an updated appraised value of "Opening the Gates" of \$110,000. The Legal Department has also prepared a formal loan agreement for execution by the City and the Art Gallery of Algoma addressing transportation, insurance, etc.

5(j)

IMPACT

There is no appreciable financial impact on the corporation as a result of the loan.

STRATEGIC PLAN

This is not an activity referred to in the Strategic Plan.

RECOMMENDATION

That the report of the City Clerk dated 2012 12 03 concerning Loan of Artwork to the Art Gallery of Algoma be received as information

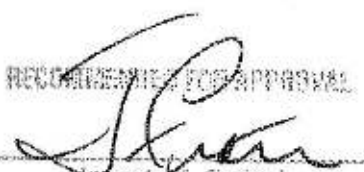
By-law 2012-222 authorizing execution of the loan agreement appears under Agenda item 10 and will be read with all other by-laws under that item.

Respectfully submitted,



Malcolm White
City Clerk

RECOMMENDED FOR APPROVAL



Joseph M. Fratesi
Chief Administrative Officer



December 3, 2012

Mayor Debbie Amaroso and
Members of City Council

LEASH FREE DOG PARK UPDATE

PURPOSE

This report is in follow-up to the November 19, 2012 report to Council and regarding moving forward with the implementation of the Dog Park at the Strathclair Complex.

BACKGROUND

The Parks & Recreation Advisory Committee recently met with the Dog Park User Group - Legal Off Leash Dog Owners Group of Sault Ste. Marie (LOLDOGS) - regarding details of the project and funding. Various options (see attached Appendix I) regarding the scope of the project were discussed along with associated costs. Cost estimates (provided by staff) were discussed and it was noted that a fundamental dog park can be constructed for approximately \$70,000. Costs on enhanced parks were also provided and discussed.

A letter was sent to the Sinclair family requesting their approval to have a Leash Free Dog Park located at the Strathclair complex. The terms of the donation of the Strathclair complex land (from the Sinclair family to the City) requires approval from the estate for those activities not directly associated with recreational activities. A member of the Sinclair family contacted City staff and stated that the family has approved the request and that an estate representative would be confirming this in writing in the very near future.

ANALYSIS

At the June 11, 2012 Council meeting it was noted that the User Group (LOLDOGS) is committed to raising \$25,000 towards the project. In addition, when PRAC met with the LOLDOGS Executive Committee they reinforced their financial commitment. Furthermore, the group feels very confident that they will be able to raise more than \$25,000 and that an enhanced park will be able to be constructed. Therefore the final layout of the Leash Free Dog Park cannot be determined until the final amount of the group's fund raising efforts is determined. It is staff's recommendation that the project move forward but only when the User Group (LOLDOGS) has secured their share of the funding (\$25,000).

The approval from the Sinclair family means that a public meeting can be held to receive feedback on the project. A notice will go out to the neighbours as well as the general public. The results of this meeting will be reported back to Council.

5(k)

IMPACT

It has been discussed by Council to fund the projects from the Sub-Dividers Reserve Account; however, to date a formal resolution earmarking the funds has not been passed. Staff recommends that Council approve funding towards the project in the amount of \$45,000 with the funds coming from the 5% Sub-Dividers Reserve Fund, and further that the project be contingent upon the User Group (LOLDOGS) providing funding in the amount of at least \$25,000.

STRATEGIC PLAN

The Leash Free Dog Park is specifically mentioned in the Corporate Strategic Plan under – Directive 3 – Enhancing Quality of Life; Objective 3B – Planning for the Future.

RECOMMENDATION

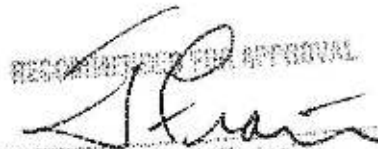
That the report of the Commissioner of Community Services concerning the Leash Free Dog Park at the Strathclair complex be received and that \$45,000 be set aside from the 5% Sub-Dividers Reserve Fund for the construction of the Leash Free Dog Park at Strathclair Park; and further that the construction process not begin until the User Group (LOLDOGS) fund raising efforts are complete at a minimum amount of \$25,000.

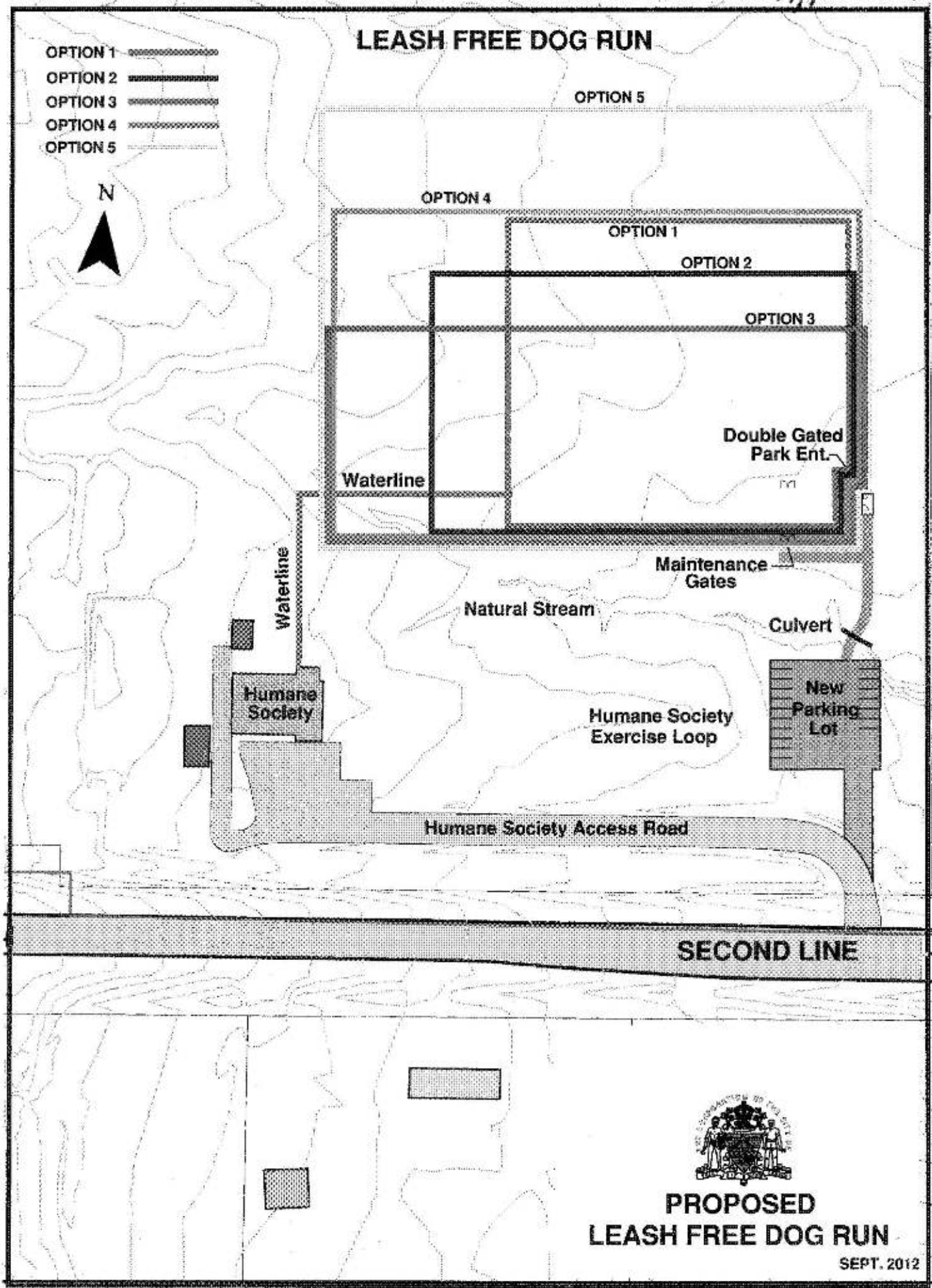
Respectfully submitted,



Nicholas J. Apostle
Commissioner Community Services

(proceeding park update.doc)

RECOMMENDED FOR APPROVAL

Joseph M. Pralini
Chief Administrative Officer



JOSEPH J. CAIN
MANAGER RECREATION & CULTURE DIVISION



COMMUNITY SERVICES DEPARTMENT
RECREATION & CULTURE DIVISION
Bellevue & Bondar Marinas
Cultural
Historic Sites
Leisure Services/Leadership
Recreational Lock
Roberta Bondar Tent Pavilion
Seniors' Services
Sports/Events/Development

2012 12 03

Mayor Debbie Amaroso and
Members of City Council

2011 PROPERTY TAX REBATE

This report is in regards to the Heritage Property Tax Rebate Program for heritage properties designated Under Part IV of the Ontario Heritage Act.

PURPOSE

This report is to provide Council with a summary of, and to seek Council's approval for, the tax rebates being recommended for the 2011 tax year for those owners of heritage properties enrolled in the Heritage Property Tax Rebate Program.

BACKGROUND

The Ontario Government, under the Municipal Act, allows municipalities to grant tax rebates of 10% to 40% on the value of an "eligible" heritage property in order to stimulate the restoration and preservation of Ontario's unique heritage assets. In the spring of 2005, City Council passed a resolution accepting the implementation of a 40% Tax Rebate Program in our community. Bylaw 2005-186 outlines the guidelines for those enrolled in the program.

Heritage properties are an important community resource; however, increased costs are often associated with their restoration and maintenance. Programs such as the Sault Ste. Marie Heritage Property Tax Rebate Program recognizes these costs, and are seen as an investment in the community by preserving our City's unique cultural heritage and supporting owners of heritage properties. Currently there are 15 owners of 16 heritage properties enrolled in the program. There are a total of 37 heritage sites in the city of Sault Ste. Marie designated under Part IV of the Ontario Heritage Act, and 6 registered sites of cultural heritage value under section 27(1.2) of the Act. Enrolment into the program requires the completion of a Heritage Easement Agreement between the City and the property owner which is then registered on the property title.

ANALYSIS

Owners enrolled in the Heritage Property Tax Rebate Program must complete an annual application for the rebate and indicate what work they plan to do on the heritage property to justify the rebate. In 2011 the Sault Ste. Marie Municipal Heritage Committee, which oversees the program on behalf of City Council, implemented an inspection program for heritage properties enrolled in the tax rebate program. This involved members of the Municipal Heritage Committee along with a City Building Inspector attending at each heritage property enrolled in the program. The inspections were carried out in the spring and owners were sent the results and asked to file an action plan to address any immediate concerns and indicate planned future maintenance for their heritage property. All the owners complied with filing an action plan as requested. Subsequent inspections were conducted in the fall of 2012 to verify progress on the maintenance action plans.

Of the 15 owners of heritage properties enrolled in the tax rebate program, 12 applied for the 2011 heritage property tax rebate. A list of those who applied for the rebate is attached for Council's information.

The Municipal Heritage Committee passed the following resolution at their November 7, 2012 meeting:

Moved by: C. Tossell

Seconded by: T. Wall

"Resolved that the Sault Ste. Marie Municipal Heritage Committee recommend to City Council to approve payment of the Heritage Property Tax Rebates for the 2011 tax year for those who applied, and further that those who have not completed maintenance to the satisfaction of the Municipal Heritage Committee in 2012 be put on notice that they may not receive the tax rebate in future years if identified maintenance work is not completed".

CARRIED

IMPACT

For the 2010 tax year, the total value of the rebates was \$74,789.53. The total of the 2011 rebates is expected to be slightly lower since fewer property owners made application.

STRATEGIC PLAN

Not applicable.

5(1)

RECOMMENDATION

That the report of the Manager of Recreation and Culture concerning 2011 heritage property tax rebates be received and that the recommendation by the Sault Ste. Marie Municipal Heritage Committee that the rebates for the 2011 tax year be paid to the owners who have made application be approved.

Respectfully submitted on behalf of the Sault Ste. Marie Municipal Heritage Committee,



Joseph J. Cain
Manager Recreation & Culture

Recommended for approval,



Nicolas J. Apostle
Commissioner Community Services Department

Je ne suis pas un m... property tax rebate 2012 received report 2011 rebate

attachment

RECOMMENDED FOR APPROVAL



Joseph M. Prutzel
Chief Administrative Officer

5(1)

The following properties and owners qualify for the Heritage Property Tax Rebate for the 2011 tax year.

- 1a) **875 Queen Street – Forest Insect Laboratory** - 1022291 Ontario Ltd.
- 1b) **69 Church Street – Air Service Hanger** - 1022291 Ontario Ltd.
2. **10 Kensington Terrace, Unit #1- Upton House** - Dawn MacPhee
3. **10 Kensington Terrace, Unit #2 – Upton House** - Margaret Keenan
4. **10 Kensington Terrace, Unit #3- Upton House** – Domenic and Brenda DiSisto
5. **193 Pim Street – Wellington Square Townhouses** - Mark Coleman
6. **189 Pim Street – Wellington Square Townhouses** - Jacques Potvin and Joanne Zeppa
7. **191 Pim Street – Wellington Square Townhouses** - Greg and Patricia Vaughan
8. **115 Upton Road – 1902 Family Residence** - Dr. T. Best and Dr. M. Leahy
9. **242 - 246 Queen Street East – Hussey Block** - W. M. Watts Investments Limited
10. **864 Queen St. East – Algonquin Hotel** - Martin Fiser
11. **1048 Queen Street East – Eastbourne Manor** - Essar Steel Algoma Inc.
12. **358 – 356 Queen Street – Barnes/ Fawcett Block** - Sault Financial (Corp) Limited

Jerry Dolcetti, RPP
Commissioner



Engineering & Planning
Department

5(m)

2012 12 03

Mayor Debbie Amaroso and
Members of City Council

RE: Repeal Bylaws 88-296 and 95-198 – Former Truck Routes

PURPOSE

The purpose of this report is to obtain Council's approval to repeal Bylaws 88-296 and 95-198 (see attached).

BACKGROUND

These two bylaws were enacted to address specific routes travelled by transport trucks from the International Bridge to Algoma Steel (now Essar Steel Algoma) and to G.P. Flakeboard. These bylaws pre-dated the construction and opening of Carmen's Way in September of 2006.

ANALYSIS

With the establishment of Carmen's Way, the bylaws are no longer required. The new truck route redirects truck traffic away from residential areas as they exit from the International Bridge.

IMPACT

There is no impact to the budget.

STRATEGIC PLAN

This is consistent with Transportation Network Improvements Objective 1-B.

RECOMMENDATION

It is recommended that Bylaws 88-296 and 95-198 be repealed. Bylaw 2012-215 appears elsewhere on the agenda and is recommended for approval.

Respectfully submitted,


Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

RECOMMENDED FOR APPROVAL


Joseph M. Frasca
Chief Administrative Officer

F:\ENGINEERING DATA\COUNCIL\Jdolcetti\2012\Repeal Truck Bylaws - 2012 12 03.docx

The Corporation of the City of Sault Ste. Marie
P.O. Box 580 ~ 99 Foster Drive ~ Sault Ste. Marie, ON P6A 5N1
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5(m)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 88-296

REGULATION: (R.1.2.13) A by-law to permit transport trucks servicing the Algoma Steel Corporation, Limited to exceed the weight limits in the Highway Traffic Act.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie pursuant to Section 93 of the Highway Traffic Act, R.S.O. 1980 chapter 198 enacts as follows:

1. EXCESS LOAD

The Corporation of the City of Sault Ste. Marie hereby grants permission for transport trucks servicing Algoma Steel Corporation, Limited to exceed the gross weights permitted under the Highway Traffic Act.

*2. ROUTE TO BE FOLLOWED

The route to be followed shall be from the International Bridge Plaza along Huron Street to Wellington Street West and then proceeding to No. 3 Gate.

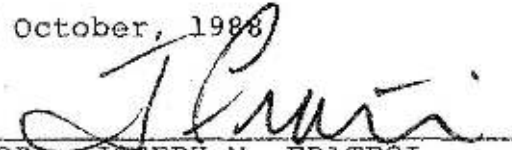
3. WEIGHT LIMIT

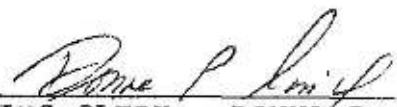
The maximum gross weight permitted under this by-law shall be 161,000 pounds.

4. EFFECTIVE DATE

This by-law takes effect on the day of its final passing.

PASSED in open Council this 17th day of October, 1988


MAYOR - JOSEPH M. FRATESI


ACTING CLERK - DONNA P. IRVING

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 95-198

REGULATION: (R.1.2.13) A by-law to permit transport trucks servicing G.P. Flakeboard Limited to exceed the weight limits in the Highway Traffic Act.

THE COUNCIL of the Corporation of the City of Sault Ste. Marie pursuant to Section 110 of the Highway Traffic Act, R.S.O. 1990 chap. H.8. enacts as follows:

1. EXCESS LOAD

The Corporation of the City of Sault Ste. Marie hereby grants permission for transport trucks servicing G.P. Flakeboard Limited to exceed the gross weights permitted under the Highway Traffic Act.

2. ROUTE TO BE FOLLOWED

The route to be followed shall be from the Bridge plaza to Huron Street to Wellington to Lyons to Korah Road to Second Line to Allen's Side Road to Base Line to the Plant site.

3. WEIGHT LIMIT

The maximum gross weight permitted under this by-law shall be 161,000 pounds (73,182 kgs).

4. EFFECTIVE DATE

This by-law takes effect on the day of its final passing.

READ THREE TIMES and PASSED in Open Council this 27th day of November, 1995.


MAYOR - JOSEPH M. FRATESI


CLERK - WILLIAM G. LINDSAY

Jerry Dolcetti, RPP
Commissioner

Don Elliott, P. Eng.
Director of Engineering Services



Engineering & Planning
Department

5(n)

2012 12 03

Our File: 4.140 Bridges 12-15

Mayor Debbie Amaroso and
Members of City Council

RE: MIII FUNDING APPLICATION – SINGLE LANE BRIDGES SHARED WITH PRINCE TOWNSHIP

PURPOSE

The purpose of this report is to obtain Council's endorsement for a joint funding application with the Township of Prince for the replacement of four shared single lane bridges.

BACKGROUND

Council will recall that the City and the Township of Prince have jointly retained a consultant to complete the preliminary design and geotechnical work for the replacement of the four single lane bridges we share. Two are on Town Line Road and two are on Base Line. The intention was to complete the preliminary work in order to be in a 'shovel ready' position to apply for grant funding if a program came along. It would be difficult for Prince to fund its share of the construction on its own. It is anticipated that the EA will confirm that the replacement bridges should be 2 lane structures.

The Province has announced a modest amount of \$51M in funding under the Municipal Infrastructure Investment Initiative Capital Program (MIII). A maximum of 90% of total costs can be requested, or \$2M, whichever is lower.

ANALYSIS

The Engineering Division is seeking Council's endorsement to submit an Expression of Interest by the January 9, 2013 deadline, jointly with the Township of Prince, to fund the reconstruction of some or all of these bridges. If the Expression of Interest is approved, we would be shortlisted to complete the full application later in 2013. The predesign and environmental assessment work already underway will likely ensure construction can be completed by the December 31, 2014 deadline. The proactive approach we have taken positions us well to apply for this funding.

IMPACT

Allowances for the City's share of bridge and aqueduct work have been placed in the five year capital construction plan. The intention would be to assign capital funding to cover the City's share of the costs.

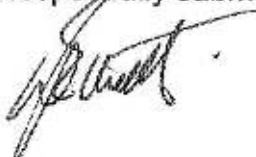
STRATEGIC PLAN

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

RECOMMENDATION

It is recommended that Council endorse the joint Expression of Interest and subsequent application with the Township of Prince for MIII funding for the replacement of the four shared single lane bridges.

Respectfully submitted,



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

Recommended for approval,

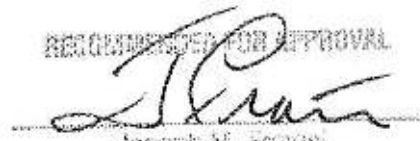


Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

DJE/bb
Attach.

c Peggy Greco, CAO, Township of Prince

RECOMMENDED FOR APPROVAL



Joseph M. Frasca
Chief Administrative Officer

Jerry Dolcetti, RPP
Commissioner

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



Engineering & Planning
Department

2012 12 03

Mayor Debbie Amaroso and
Members of City Council

RE: LANDFILL GAS TO ENERGY UPDATE

PURPOSE

The purpose of the report is to respond to the Council resolution dated 2007 10 29:

"Resolved that the report of the Land Development and Environmental Engineer dated 2007 10 29 concerning Sault Ste. Marie Municipal Landfill Site – Collection of Landfill Gas Feasibility Study be accepted and the recommendation that Council approve the endorsement of the Memorandum of Understanding with the PUC and further that the Engineering Department report back with the results of the Feasibility Study for recommended future action and partnerships based on the study's outcome be approved."

BACKGROUND

Twenty-four passive vent flares were installed at the landfill, and became operational in 2004. In 2007 six additional vent flares were installed, for a total of thirty. In 2010 the City upgraded from a passive system to an active landfill gas collection system, which included a series of new gas wells. Forty-one of the existing forty-seven wells are now connected to an underground pipe network and a blower station, which draws gas from the landfill, and burns it at a central flare.

In 2009 the Ontario Government enacted the Green Energy and Green Economy Act (GEEA) to encourage renewable energy projects. Under this Act, the Feed-in Tariff (FIT) program was created. Qualifying renewable fuel sources include landfill gas to energy projects. The Ontario Power Authority is responsible for implementation of the FIT program, which guarantees a pricing structure for renewable electricity production.

In 2007 the PUC offered to fund a feasibility study in relation to a potential landfill gas to energy project, which was approved by Council at the October 29, 2007 meeting. At this meeting a Memorandum of Understanding was also approved, that indicates if the results of the feasibility study are positive, the PUC and the City will negotiate in good faith an agreement to proceed with the project. If an agreement cannot be reached, and the City decides to pursue the project by itself or with other partners, the City will reimburse the PUC for 50% of the cost of the study to a maximum of \$20,000.

F:\ENGINEERING DATA\B - PROJECT FILES\B-77-33 - Landfill\Generation Lease\B-77-33 - Council - Landfill Gas to Energy Update - 2012 12 03.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) 759-5380 ~ Fax: (705) 541-7165
www.cityssm.on.ca ~ c.taddo@cityssm.on.ca

ANALYSIS

The feasibility study is now complete, with positive results. The OPA FIT program was identified as the most appropriate energy market for the LFG utilization project. It is recommended that the City proceed with negotiations with the PUC in relation to the Landfill Gas to Energy project.

IMPACT

The budgetary impact if the City proceeds with the PUC, would be a rental fee paid by the PUC to the City. The details of the fee would need to be addressed under the lease agreement. The fee would be in the form of either a percentage of revenue received under the FIT contract between the Tenant and the OPA, a flat rate, or an alternate structure as may be determined.

STRATEGIC PLAN

This project is related to Objective 1A, Environmental Leadership, Activity – Solid Waste Management, although landfill gas to energy is not specifically mentioned.

RECOMMENDATION

That the report of the Land Development and Environmental Engineer be received and the recommendation that the City enter into negotiations with the PUC for the landfill gas to energy project be approved.

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. Phares
Chief Administrative Officer

5(P)

**Jerry Dolcetti, RPP
Commissioner**

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



**Engineering & Planning
Department**

2012 12 03
B-86-02

Mayor Debbie Amaroso and
Members of City Council

**RE: EMERGENCY SPILL RESPONSE
CONSULTING AND CONTRACTOR SERVICES**

PURPOSE

The purpose of this report is to obtain approval to distribute an Expression of Interest for consulting engineering services in relation to emergency spill response measures, and to set aside budget funds for consulting and remediation purposes.

BACKGROUND

The Environmental Protection Act (EPA) prohibits the discharge of contaminants into the environment which cause or are likely to cause negative effects. The Act requires that any spills of pollutants be reported and cleaned up in a timely fashion. The City responds to spill events on City property to ensure restoration of the natural environment, and compliance with the EPA.

Part X of the EPA addresses the duty to report a spill, the duty to clean up and accountability. Generally speaking, those who spill, those who cause or permit a spill, and those who had control of the pollutant that spills, are made responsible for reporting the event to the Spills Action Centre (SAC) as quickly as possible. The EPA also addresses the duty to contain and clean up the contaminants, and to restore the site to pre-spill conditions, where it is reasonable. Budgetary funds are required to meet regulatory obligations under the EPA.

Fire Services are the first responders to the site for all spill events related to City property. For events of a small to moderate nature, once it has been deemed appropriate to begin remediation activities, the Engineering and Construction Division coordinates the work to ensure that all applicable legislation is being met. As part of that work, a qualified contractor is retained to remediate the site to pre-spill conditions. As such, a need has arisen to obtain services of a qualified consulting engineer to ensure that the site is remediated appropriately, and in a cost effective manner. Testing at the site and/or testing of waste generated during remediation activities may also be required through the consulting engineer.

ANALYSIS

In 2012 to-date, there were remediation activities related to three spill events to the storm sewer system with a total budgetary impact of \$32,933.16 for contractor services that was

funded through the unforeseen expense account. These expenditures need to be budgeted on an annual basis. All events were a direct result of contaminants entering the storm sewer system, and being transported to an outlet. One additional event was a result of a spill to the sanitary system that did not require remediation or contractor services. The spill events for 2012 were as follows:

- May 10, 2012 – Churchill Boulevard Outlet – transmission fluid;
- June 14, 2012 – Treatment Plant and Lift Station – solvent;
- June 21, 2012 – Fort Creek by the Casino – Fuel;
- October 25, 2012 – Fort Creek by the Casino – Fuel.

As a result of these past events, it has been determined that consulting engineering expertise related to clean up and site remediation is required to ensure compliance with the Environmental Protection Act, and other applicable legislation.

IMPACT

The proposed budgetary impact is an annual value of \$15,000 for consulting engineering services, to be used on an as need basis, and a value of \$30,000 for remediation activities, for a total of \$45,000. It is intended that any unspent funds be set aside and accumulate annually thereafter in a reserve for future emergency spill events to ensure that the City has funds readily available to permit timely response to spills, and enable compliance with all applicable legislative requirements. A future council report will be presented in relation to retaining a consulting engineer, once an Expression of Interest has been distributed and responses have been reviewed.

STRATEGIC PLAN

This report links to Strategic Objective 1A – Environmental Leadership, although no specific reference to spill response is made.

RECOMMENDATION

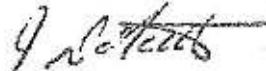
It is recommended that the report of the Land Development and Environmental Engineer be received and the recommendation that \$45,000 be budgeted annually for consulting and remediation services be referred to the 2013 budget. It is also recommended, if approved, that any unspent funds be transferred to a reserve for future spill remediation and that an Expression of Interest for consulting engineering services be distributed in relation to emergency spill response measures.

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. Frazee
Chief Administrative Officer

Jerry D. Dolcetti, RPP
Commissioner

Madison Zuppa, MES
Environmental Initiatives
Coordinator



ENGINEERING & PLANNING
DEPARTMENT

Engineering & Construction Division

5(q.)

2012 12 03

Mayor Debbie Amaroso and
Members of City Council

RE: LOCAL IMPROVEMENT ACT REGULATION 322/12

PURPOSE

This report is in response to the Council resolution dated 2012 07 12:

"Be It Resolved that the Environmental Initiatives Co-ordinator and any other appropriate staff prepare a preliminary report on the advisability, practicality and economics of supporting and possibly implementing the Ontario Governments' present consideration of amending the Local Improvement Charges Regulation to afford municipalities and their residents more flexibility in financing energy and water conservation retrofits."

Moved by Councillor S. Butland and seconded by Councillor P. Mick

BACKGROUND

Local improvement charges (LIC) is a financing mechanism for municipalities to fund capital projects in the community, and have traditionally been utilized to help recover the cost of sanitary, road and sidewalk reconstruction. The Ministry of Municipal Affairs and Housing proposed amendments to the Ontario Regulation 586/06 LIC under the *Municipal Act, 2001* that would expand the projects that qualify to include those related to energy efficiency, renewable energy and water conservation. Comments were accepted between May 16, 2012 and June 30, 2012, and the final amendments were made on October 23, 2012.¹ This now means that municipalities can utilize LIC to provide homeowners a way of financing these projects on their property. Applicable costs would be added to the property tax bill and would be the responsibility of the homeowner to pay. If the home is sold the new homeowners would inherit these costs, but would also benefit from the improvements.

ANALYSIS

On August 30, 2012, staff representatives from the following divisions: Engineering & Construction, Planning, Finance, Accounting, and Tax met to discuss the possibility of Sault Ste. Marie implementing the proposed changes to the LIC regulation. Staff felt that the intent of the program is noble and there are community benefits, including energy conservation and economic opportunities for contractors.

¹ Government of Ontario. 2012. Ontario Regulation 322/12. Ministry of Municipal Affairs and Housing. [Online]. Date Accessed: 09 November 2012. Available at: http://www.e-laws.gov.on.ca/html/source/regs/english/2012/eiaws_src_regs_r12322_e.htm.

5(9)

There were many concerns related to implementation. Administering the program would require additional staff resources or an existing staff would have to reprioritize their duties. In addition, the policies and procedures would need to be well defined to ensure administrative efficiency and reduce errors (i.e. tax certificates). Communication would be essential or could result in double liens on properties that are participating in other municipal programs. Clear parameters for the program would also be required to clarify who and what projects are eligible. Staff would need to determine which contractors would be pre-qualified/certified.

Upfront capital costs would be required to launch the program, including the potential completion of a needs assessment and program advertisement. It is critical to know who and how many households would benefit. The extent of the program (i.e. one project type or multiple types up to a defined dollar amount) would dictate how much capital investment is required. Financing this program would require additional debt or increased tax receivables. Even though the program costs could be recovered throughout the life of the program there are still risks. Investing in this program would tie up funds that could be invested in municipal facilities that require upgrades, and the City is often faced with competing priorities.

City staff sent an email to survey other Northern Ontario Municipalities position. Although many have this topic on their radar, none of the respondents were planning to implement a program at this time. City staff felt that learning from other communities best practices would be wise, and to re-examine the program in the future. Provincial programs may also become available in the future to assist in the implementation of this type of program.

PUC staff were also consulted regarding the potential for on-bill financing for energy efficiency improvements, and they shared the same concerns listed above. In addition, PUC Distribution Inc. is regulated by the Ontario Energy Board, and it is staff's understanding that this is not something that can be offered at this time. However, the PUC is currently offering energy conservation programs through the Ontario Power Authority's conservation and demand management initiatives to Sault Ste. Marie residents.

IMPACT

There is currently no budgetary impact as a result of this review.

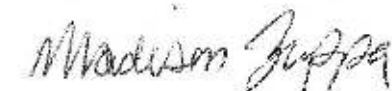
STRATEGIC PLAN

There is currently no reference to this in the Corporate Strategic Plan.

RECOMMENDATION

That the report of the Environmental Initiatives Coordinator concerning Local Improvement Charges be received as information and that no action be taken at this time.

Respectfully submitted,



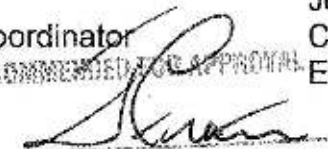
Madison Zuppa, MES
Environmental Initiatives Coordinator

Recommended for approval,



Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

RECOMMENDED FOR APPROVAL



Susan Hamilton Beach P. Eng.
Deputy Commissioner



Public Works and
Transportation

2012 12 03

Mayor Debbie Amaroso and
Members of City Council

**RE: AMENDMENTS TO BY-LAW 77-200
SCHEDULE "K" - INCREASED SPEED LIMITS**

PURPOSE

The purpose of this report is to seek Council's approval of a change to a recent amendment to the Traffic By-law 77-200.

BACKGROUND

At the meeting of Council on August 13, 2012, three locations were approved which reduced an increased speed limit. Since the reduced speed limit has been affected, staff has received a large number of complaints regarding the section of roadway on Second Line from Leigh's Bay Road to Town Line. As the recommendation was made from a maintenance perspective and not due to safety concerns, staff has reconsidered their earlier recommendation.

ANALYSIS

As the original recommendation was made to affect the maintenance standard only, the Traffic Division recommends that Schedule "K" of the Traffic By-law be amended as noted as follows:

Current:

NO	Street	Between	Maximum Speed
13	Second Line Road	Leigh's Bay Road & Town Line	70 km/h

Replace with:

NO	Street	Between	Maximum Speed
13	Second Line Road	Leigh's Bay Road & Town Line	80 km/h

5(r)

IMPACT

There is no budgetary impact.

STRATEGIC PLAN

The recommendations of this report are not linked to any activity of the Corporate Strategic Plan.

RECOMMENDATION

That the report of the Deputy Commissioner of Public Works concerning an amendment to the Traffic By-law be approved and that furthermore Council approve the related by-law found elsewhere on tonight's agenda.

Respectfully submitted,



Susan Hamilton Beach, P. Eng.
Deputy Commissioner

Recommended for approval,



Larry Girardi
Commissioner

\\Citydata\pwt\DeptShare\Council\2012\Traffic - Amendment to bylaw - 77-200 - reduced speed limit second line.doc

RECOMMENDED FOR APPROVAL



Joseph M. Fratesi
Chief Administrative Officer



INFORMATION MANUAL

L-IV-5a

Subject:	SIDEWALK SNOW PLOWING	
Department/Division:	Public Works and Transportation	
Source:	Council	
Date:	2012 01 23	Page: 1 of 3

PURPOSE:

The purpose of the sidewalk snow plowing program is to give pedestrians a continuous network of plowed sidewalks that originate and terminate in neighbourhood, school or commercial areas. Sidewalks or portions of sidewalks that are a necessary part of such a network should not be deleted from the program.

PROCEDURE: **Petition**

A request to add or delete a sidewalk from the snow plowing program may be submitted to the City Clerk's office in the form of a petition signed by residents abutting the sidewalk

The City Clerk's office refers the request to Public Works and Transportation. Public Works and Transportation, in consultation with the Engineering and Planning Department, reports to Council with a recommendation,

Results – Adding a Sidewalk to the Program

If 90% of the residents abutting the sidewalk are in favour of plowing the sidewalk, Public Works and Transportation will recommend to City Council that the sidewalk be added to the sidewalk snow plowing program.

In the event that the Public Works and Transportation Department is of the opinion that a sidewalk should be added to the snow plowing program for safety reasons, it will recommend to City Council that the sidewalk be added to the program, even if 90% of the residents are not in favour of adding the sidewalk to the program.

Results – Deleting a Sidewalk from the Program

If 70% of the residents abutting the sidewalk are in favour of deleting the sidewalk from the snow plowing program, and Public Works and Transportation Department does not consider plowing the sidewalk to be an essential service to the area, it will recommend to City Council that the sidewalk be deleted from the snow plowing program.

In the event that the Public Works and Transportation Department is of the opinion that snow plowing the sidewalk is an essential service to the area, it will recommend to City Council that the



INFORMATION MANUAL

5(5)
L-IV-5a

Subject: SIDEWALK SNOW PLOWING
Department/Division: Public Works and Transportation
Source: Council
Date: 2012 01 23

Page: 2 of 3

sidewalk not be deleted from the program, whether or not 70% of the residents are in favour of deleting the sidewalk from the program.

NEW CONSTRUCTION Subdivisions

When a new subdivision is constructed, sidewalks will not be added to the snow plowing program unless a petition is received and processed as set out in this policy.

Where sidewalk snow plowing in a new subdivision is deemed necessary for safety reasons, the portion(s) of the sidewalk to be plowed will be in accordance with the rate of building construction along the street.

By the City

When any new street, or portion of a roadway, is constructed by the City to satisfy an objective of the City's Transportation Master Plan, affected sidewalks may be added to the snow plowing program at the determination of the need to do so by Public Works and Transportation staff with consultation with the Engineering and Planning Department.

Consideration of the evaluation criteria may or may not be a factor for including affected sidewalk in the program.

EVALUATION CRITERIA To assist in evaluating requests for sidewalk snow plowing, the Public Works and Transportation Department will consider the following criteria:

- street classification
- school route
- student age
- City bus route
- proximity to shopping centres, seniors centres, hospital, etc.
- pedestrian age
- vehicular volume
- school crossing guards, sidewalks on hills, sidewalks plowed on opposite side of streets, connection to existing plowing network



INFORMATION MANUAL

L-IV-5a

Subject: SIDEWALK SNOW PLOWING
Department/Division: Public Works and Transportation
Source: Council
Date: 2012 01 23

Page: 3 of 3

TIMING

Sidewalks will not be added to the sidewalk snow plowing program after October 31. Any requests submitted after October 31 will be considered for the program for the following year.

A request to delete a sidewalk from the program can be considered at any time.

REPORT TO COUNCIL

The Public Works and Transportation Department will submit a report to Council including results of a petition and the Department's recommendation to add or delete a sidewalk from the snow plowing program.



SIDEWALK PLOWING PETITION

We, the undersigned residents abutting the sidewalk on the _____
(north, south, east, west)

side of _____ from _____ to
(street name) (street or civic address)

_____ hereby request that the sidewalk be
(street or civic address)

☐

Added to the municipal sidewalk plowing program.

☐

Deleted from the municipal sidewalk plowing program.

Signature	Name	Address

**Be sure to approach all affected properties – including abutting corner lots.
A successful petition requires 90% support.**

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 12 03

Mayor Debbie Amaroso and
Members of City Council

RE: Application No. A-32-12-Z & 57T-12-502 – filed by Palmer Development (Northern) Corp.

PURPOSE

The applicant, Palmer Development (Northern) Corporation, is requesting a Rezoning and Draft Plan of Subdivision Approval in order to facilitate the development of a 59-lot, mixed residential subdivision, consisting of single and semi-detached dwellings, and townhouse units.

PROPOSED CHANGE

The applicant is requesting Draft Subdivision Approval to develop a 59-lot mixed residential subdivision. The applicant is also requesting a Rezoning from "R2" (Single Detached Residential) zone to "R3" (Low Density Residential) zone on proposed lots 1 to 56, and "R4" (Medium Density Residential) zone on lots 57 to 59.

Subject Property:

- Location – The subject property is located along the north side of the full extent of Sherwood Parkway; Zoning Map 1-110.
- Size – 6.9ha (17.08acres)
- Present Use – Vacant land
- Owner – Palmer Development (Northern) Corporation

BACKGROUND

In 1974, The 'Sherwood Forest' Subdivision was draft approved on this property. The original subdivision included 73 single detached lots and 2 blocks zoned for multi-unit residential. In 1992 Draft Approval lapsed, at the request of the owner.

ANALYSIS

Conformity with the Official Plan

The subject property is designated 'Residential' on Land Use Schedule 'C' of the Official Plan. Generally, the proposed residential subdivision adheres to the residential policies contained in the Official Plan. More specifically, the following residential policies apply to this subdivision application:

- R.1 *A mixture of housing types and diversity of ownership and tenure forms shall be encouraged in new development.*
- R.2 *Low and high density development should be integrated and compatible in density, height and building setbacks. Generally, high density development shall be restricted to major Arterial Streets and areas abutting the downtown core.*
- HO.1 *Opportunities for a full range of housing types shall be provided to meet the present and expected needs of the community.*

At this point, the Applicant is proposing lots 1-56 with mostly single detached residences, however as the market allows, a small number of semi-detached dwellings may also be developed. It is appropriate to allow some flexibility in siting singles and semi's. From a height, setback and overall design standpoint, semi-detached dwellings integrate very well with single detached dwellings.

Consequently, the proposal to develop a mixture of single and semi-detached dwellings is supported by Residential Policies 1 & 2 of the Official Plan.

- R.3 *Medium density residential dwellings may be integrated into low density areas subject to a rezoning.*

Within the local development context, single and semi-detached dwellings are considered to be 'low density' residential development. Townhousing or 'Multiple Attached Dwellings' are considered to be 'medium density' residential development. As previously discussed, the applicant is requesting to rezone proposed Lots 1-56 from Single Detached Residential (R2) to Low Density Residential (R3) to develop a mixture of single and semi-detached dwellings.

The Applicant is also requesting to rezone Blocks 57, 58 and 59 from Single Detached Residential Zone (R2) to Medium Density Residential Zone (R4). The applicant has stated that these blocks would be developed with townhouse units, estimating that each block could support approximately six multiple attached dwellings, for a total of 18 units.

The manner in which the blocks are laid out, at the western edge of the subject property and adjacent to an existing apartment building will result

in an appropriate integration of medium density residential development into the existing low density neighbourhood to the south. The proposed townhouse units will also integrate well with Lots 1-56. Consequently, the manner in which the subdivision is proposed to be developed is supported by Official Plan Policy R.3.

In addition to the specific Residential and Housing Policies contained in the Official Plan, there are a number of other policies which apply to this proposal. More specifically:

Fish Habitat

The Fort Creek Conservation Area abuts the subject property to the east, and the Fort Creek meanders in a southerly direction at the bottom of a substantial ravine, approximately 75m (246') east of the subject property. The Applicant is also proposing to drain the eastern half of the subdivision into the Fort Creek Ravine/Watercourse. Through correspondence with the Department of Fisheries and Oceans, as well as the Conservation Authority, it has been determined that the proposed subdivision will not negatively impact the creek, so long as a minimum of 70% sediment is removed prior to stormwater entering the creek. Specific conditions related to this are discussed later in this report.

Hazard Lands: Fill Areas and Significant Slopes

There is a significant slope along the eastern edge of the subdivision. While the top of the slope is located at the rear of Lots 3-6, as per OP policies, conditions will be put in place to ensure continued slope stability. A further discussion of these specific conditions can be found later in this report.

The western portion of the subject property has significant amounts of fill. At one time there was a natural watercourse, running in a northeast/southwest direction which was replaced by a storm sewer and filled. As per OP policies, conditions will require specific studies to identify any lots that may require engineered footings. A further discussion of these specific conditions can be found later in this report.

Archaeological Potential

The recently completed Archaeological Master Plan identifies portions of the subject property as having high archaeological potential. As per the Cultural Policies of the OP, a Stage 2 Archaeological Impact Assessment of the subject property was conducted by a licensed Archaeologist. Luke Della Bona of Woodland Heritage Services notes the majority of the subject property shows signs of previous disturbance. There exist a number of underground services that were installed in the 70's, in anticipation of developing the original 'Alo Subdivision'. Furthermore, the western portion of the site has been substantially filled. In closing, Mr. Della Bona notes that *'as a result of the assessment, no cultural resources were identified. It is recommended that no further archaeological assessment work is required at the proposed Sherwood Forest Subdivision....'*

Parks and Recreation

P.4 *Residential developments shall be required to provide 5% of the land for park purposes or cash in lieu of 5% where the City deems it appropriate...Funds*

from the 5% reserve fund should be utilized for open space acquisition and development.

In this case, 5% cash in lieu of parkland is appropriate, given the close proximity of 'St. Patrick Street Park' which is located just south of the subject property on the east side of St. Patrick Street. Given the road layout of the proposed subdivision, St. Patrick Street Park will be easily accessible.

Requiring the applicant to provide additional parkspace within this subdivision would be redundant, and inefficient in terms of future maintenance requirements, which would be the responsibility of the Municipality.

The proposed subdivision also has access to the Fort Creek portion of the Hub Trail, via the unopened portion of Valley Court, just south of its intersection with Sherwood Parkway.

Urban Design – Pedestrian Linkages, Sidewalks and Access to Public Transit

As they relate to residential subdivisions, the urban design policies speak to among other things, pedestrian linkages sidewalks and access to public transit.

There is an existing sidewalk along the south side of Sherwood Parkway. While details can be worked out prior to the registration of the first phase of the subdivision, all proposed roadways will have a sidewalk on at least one side.

As previously mentioned, the street layout will provide appropriate access to the abutting neighbourhood and park space to the south. Furthermore, there also exists an appropriate link between the proposed subdivision and the Fort Creek portion of the Hub Trail.

Transit access is located nearby on People's Road. There are existing stops on Peoples Road at the corners of Penno Road and Fairview Avenue.

In closing, the proposed subdivision adheres to the applicable policies contained in the Official Plan and as such, an Official Plan Amendment is not required.

Comments

The applicant, Palmer Development (Northern) Corporation, is requesting a Rezoning and Draft Plan of Subdivision Approval in order to facilitate the development of a 59-lot, mixed residential subdivision. The Applicant is also requesting a rezoning from Single Detached Residential Zone (R2) to Low Density Residential Zone (R3) upon Lots 1-56 and Single Detached Residential Zone (R2) to Medium Density Residential Zone (R4) upon Blocks 57-60. Block 60 will be utilized as a 'dry pond' for stormwater management purposes.

In total 84 dwelling units are proposed, resulting in an overall gross density of 12-units/ha (5-units/acre) upon the 6.9ha (17acre) site.

Character of the Surrounding Area

Referring to the land use maps attached, the character of the surrounding area is mixed residential. Most of the homes within the current subdivision to the south are single detached, however there is a block of lots zoned R3 on the east side of Silverdale Avenue and the south side of Sherwood Parkway, east of Silverdale. Based upon City records, it does not appear that any of these homes have converted to duplex dwellings, which is permitted by the current R3 zoning.

East of Silverdale Ave. there is an existing 18-unit townhouse complex and southeast of the proposed subdivision there is a vacant 0.87ha (2.16acre) property which is zoned Medium Density Residential (R4). This block was part of the original 'Alo' Subdivision, but has been severed from the subject property. The R4 zoning permits among other things, semi-detached, duplex, triplex, multiple attached and apartment buildings to a maximum of 5-storeys.

There is also a 40-unit apartment building abutting Block 59 to the west of the proposed subdivision, which fronts upon and gains access from Peoples Road. To the northwest of the subject property are the previously draft approved 'Torma' and 'Sherbrook' subdivisions which are currently zoned R3 and R4 respectively. These subdivisions are in the process of being registered and development is anticipated in the near future.

The abutting properties to the north are the rear portions of long (417m/1368') rural lots with frontage on Third Line. The Fort Creek Conservation Area abuts the proposed subdivision to the east.

Low Density Residential (R3) - Lots 1-56

The majority of lots 1-56 are proposed with 18m (59') of frontage and 40m (131') of depth. Such lot dimensions could support either single or semi-detached dwellings. The applicant has stated that the overwhelming majority of lots 1-56 will be developed with single detached homes, however as the market dictates, some semi-detached dwellings could also be mixed into the area. As previously discussed, both single and semi-detached dwellings are considered 'low density' residential development, and in terms of height and massing, they integrate very well with one another.

The proposed R3 zoning also permits 'multiple attached' or townhouse dwellings; however the proposed lots are not large enough to support such units, therefore, an amendment to draft approval requiring Council's approval and public notice would be required if townhouse units were to be developed upon Lots 1-56.

While the applicant wishes to maintain some flexibility going forward, it is noted there are existing curb cuts and water services for Lots 43-56, which were designed for single detached homes. For this reason the applicant has stated that Lots 43-56 will be developed as single detached homes, in order to take advantage of the existing services.

Given the layout of the subdivision, it is also likely that Lots 1-6 and Lots 27-42 would also develop as single detached homes, taking advantage of the forested

areas behind them. Lots 7-26 are likely the best candidates for semi-detached dwellings. Having said this, some flexibility going forward is appropriate.

Medium Density Residential (R4) - Blocks 57-59

Blocks 57-59 are proposed to be rezoned from Single Detached Residential (R2) to Medium Density Residential (R4). The applicant intends to develop 1 multiple attached (townhouse) building upon each of these lots. Each building would contain 6 units, for a total of 18 dwelling units upon Blocks 57-59. The proposed R4 zoning would also permit apartment buildings to a maximum of 5 floors; however at this time, townhouse units are proposed.

The integration of medium density multiple attached units is most appropriately located along the western portion of the subdivision. Given the previously draft approved 'Torma' and 'Sherbrook' subdivisions to the northwest are currently being registered, it is anticipated that Fairview Avenue will be extended to Peoples Road, providing direct access to and from Blocks 57-59, rather than to the south along S. Patrick Street and Penno Road.

Phasing

Lots 43-56, with existing frontage and services will be the first phase of the development. Market demand will dictate how large the second phase is; however given the proposed road layout, it is anticipated that the remainder of the roads and services will likely be installed as part of a second phase.

Proposed Servicing and Road Network

Stormwater Management

This subdivision will be provided with 'Class A' services, including catch basins and storm sewers. There is a 'drainage divide' upon the subject property whereby the eastern 1/3 drains east, and the western 2/3 drains west.

The eastern 1/3 of the subdivision will be drained to an existing easement and eventually outlet to the Fort Creek Conservation Area.

The western 2/3 of the subdivision will be drained to the west into a 'dry pond', which will be located on Block 60. Stormwater will then outlet to an existing stormsewer which runs along the western extent of the subject property.

Sanitary & Water Services

Sanitary and water services will tie into existing services located at the corner of Patrick Street and Sherwood Parkway. The applicant's submission includes a Municipal Servicing Report, which among other things, provides preliminary confirmation that there exists adequate capacity within the existing sanitary and water services to service the proposed development without impacting existing development.

Road Network

The proposed road network is similar to that of the originally draft approved 'Alo' subdivision. Sherwood Parkway will be 'looped' to Rainone Drive via St. Patrick Street and Valley Court extensions to the north. A right-of-way (ROW)

will be maintained at the north terminus of Valley Court, which could facilitate future residential development to the north.

Another ROW will be protected to facilitate the future extension of Fairview Avenue, which would provide this area with an alternate access to People's Road. Currently, there is only one access to the entire neighbourhood, including the proposed subdivision and the existing neighbourhood to the south. The extension of Fairview would allow a second access to the area and reduce the amount of traffic utilizing St. Patrick Street and Penno Road to enter and exit the area. Furthermore, a second access will improve emergency response coverage.

The abutting subdivisions to the northwest (Torma & Sherbrook) are currently being registered and it is anticipated that Fairview will be extended to Peoples Road early in the overall development of the area. The Applicant is urged to work with the developer to the northwest, to ensure the Extension of Fairview Avenue. It would also be appropriate to allow construction traffic access to the proposed subdivision via Fairview Ave., rather than through the existing neighbourhood to the south.

Consultation

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

- See attached letters – Engineering Department, Public Works and Transportation, SSMRCA, Building Division, Accessibility Advisory Committee, PUC Services
- No objections/comments – CSD, Municipal Heritage Committee, Fire Services, EDC

Engineering Department

Correspondence from the Engineering Department notes the Applicant is required to enter into a Subdivision Agreement with the City prior to any work commencing on the subdivision. Engineering outlines a series of studies and reports that must be submitted, to the satisfaction of the Commissioner of Engineering, prior to entering into the subdivision agreement, including but not limited to:

1. A sediment control plan
2. Plans and specifications showing final presale grades. Lot grading plans should show existing contours, proposed grades and a buildable area for each lot.
3. Confirmation of the condition of all existing storm and sanitary infrastructure. Any existing infrastructure not to City standards shall be repaired or replaced at the Owner's expense.
4. Soil tests are required in the road allowances, including a report on the road base design, considering the use of geotextile fabric and weeping tile. An outline of the pavement design is also required.
5. A soils report must review and comment upon the stability of the soils and its ability to sustain superimposed loads from building and filling operations.

6. Given the substantial quantities of fill within the western portion of the subject property, studies will be required to identify any lots that may need engineered footings.
7. The stormwater management pond shall be designed in accordance with Ministry of the Environment Guidelines, and eventually transferred to the City.
8. The existing sanitary sewer on Sherwood Parkway (adjacent to lots 43-56) shall be reviewed and if necessary replaced. If laterals are required to service lots 43-56, the applicant will be required to re-pave the portion of the road that is excavated. Patches for each lateral connection will not be acceptable.
9. The large diameter storm sewer that passes near the western edge of the subject property must be transferred to the City. A camera investigation will be necessary to determine if repairs are required prior to transferring the storm sewer to the City. A legal plan and easement registration will also be required.
10. There is an existing easement (1R-2271 & 1R-9026) east of the subject property, which is intended to be used for stormwater management purposes. This easement should be reviewed to determine if it is still required.

Public Works and Transportation

Public works and Transportation note that the servicing manholes within the proposed cul-de-sac should be extended beyond the centre of the bulb, to allow easy access during winter months, as the centre of the bulb will be used for snow storage purposes. It is also noted the dead-ends of Valley Court and Fairview Avenue will not be winter maintained unless adequate snow plow turnarounds are provided. Consequently, lots adjacent to these dead-ends shall have driveways oriented towards public owned and maintained ROW's. More specifically, until such time that publicly maintained ROW's are constructed or adequate turnarounds are provided, driveways for Lots 1, 25, 42, 43 & 56 shall be oriented to the south. Driveways for lots 9 & 10 shall be oriented to the north.

Sault Ste. Marie Conservation Authority

The Sault Ste. Marie Region Conservation Authority recommends the following conditions to draft approval:

1. Given that a portion of the subject property is within the SSMRCA's regulated area, prior to any development or site alteration, permits from the SSMRCA will be required for:
 - a. Lots 1-9, 25-34, 57 and 60.
 - b. The stormwater retention pond.
 - c. Slope stabilization work associated with the development.
2. Prior to final approval or major site alteration, the following shall be prepared to the satisfaction of the SSMRCA:
 - a. A detailed stormwater management report.
 - b. A detailed erosion and sediment control plan.
 - c. A detailed grading and drainage plan.
 - d. A detailed landscaping plan for the stormwater pond.
 - e. A detailed geotechnical report for the stormwater pond.

3. The owner shall agree in the Subdivision Agreement to carry out the recommendations, measures and requirements contained within the plans, reports and studies as approved by the SSMRCA.
4. Given the amount of fill that may be required to develop Lots 3-6, 27, 28 & 60, site specific geotechnical studies or engineered footings may be required.

Building Division

Building Division notes that there are areas within the subject property that have been significantly filled, specifically the western edge of the property. It is recommended that these lots be subject to SSMRCA permit approvals, and engineered foundation systems may be required. The applicant is aware of these concerns, which are adequately addressed through the recommended conditions of approval, as outlined by the Conservation Authority and Engineering Department.

Accessibility Advisory Committee (AAC)

Correspondence from the Accessibility Advisory Committee recommends that walkways, sidewalks and ramps be designed according to the Facility Accessibility Design Standards (FADS). It is important to note that the FADS only apply to Municipal projects, whereas this is a private project. Sidewalks and curb cuts will be designed to meet current city standards.

The AAC also recommends that lighting be in accordance with the Illuminating Engineers Society of North America Standards. Street lighting will be designed in accordance with City standards, which are consistent with the aforementioned regulations.

The AAC also requests that green space be added to the subdivision. As previously mentioned, an adequate park already exists nearby on St. Patrick Street.

PUC Services Inc.

PUC has no objections with the rezoning and subdivision applications. In PUC's opinion, the site is a good location in terms of existing and required infrastructure (water and electrical). Prior to final approvals, PUC requires the following additional information:

1. Water Supply:

- a. While generally the system should be able to support the proposed development, additional modeling is required for final confirmation.
- b. Where connections to existing infrastructure are proposed, details of the existing infrastructure need to be confirmed, especially at the proposed connection to Fairview Avenue.

2. Electrical Supply:

- a. Electrical supply is proposed to be provided underground, which is consistent with current PUC policy.
- b. Detailed connection via Fairview Avenue will be subject to road allowance and access requirements as the existing overhead circuit on Peoples Road will need to be reached.

General Neighbourhood Comments (Attached)

Several objections have been received as a result of the public notice.

The majority of the letters received are from residents on the south side of Sherwood Parkway, who raise the following general concerns:

Potential for Semi-Detached Dwellings on North Side of Sherwood Parkway

The biggest concern is the potential for semi-detached dwellings along the north side of Sherwood Parkway.

As discussed throughout this report, single and semi-detached dwellings are both considered 'low density' residential development and generally integrate very well together

The developer intends to take advantage of the existing infrastructure on the north side of Sherwood Parkway and build single detached homes on Lots 43-56. It is likely that the overwhelming majority of Lots 1-42 will also be developed as single detached residences; however the Applicant has requested some flexibility in developing semi's as the market demands. Based upon the proposed subdivision layout and projected demand for semi-detached dwellings, it is estimated that not more than 10 semi's, (consisting of 2 dwelling units each) would be constructed within the R3 portion of the subdivision.

The applicant has stated that Lots 43-56, located on the north side of Sherwood Parkway, will be developed with single detached homes, thus taking advantage of the existing services. For this reason, it is appropriate to maintain the current R2 zoning upon Lots 43-56.

Loss of Green Space

Many neighbours note the approval of this application will result in a loss of green space. There is no doubt the subject property has been utilized as public green space, which is evidenced by the numerous well-travelled paths throughout the site. It is also understood that especially for those residing on the south side of Sherwood Parkway, the quiet setting afforded by the vacant parcel may have factored into their decision to purchase; however, it must be understood that this is private property, which had draft plan of subdivision approval from 1974 until it lapsed in 1992. During that time a large portion of the site was cleared, substantial quantities of fill was brought on-site, and underground infrastructure was constructed. All this work was in anticipation of developing the original 'Alo' Subdivision. Therefore, the proposed development could be considered infill, which will further round out the existing neighbourhood, as was originally planned in 1974.

In terms of overall green space in this area, the existing and proposed urban subdivisions have easy access to a great deal of park space. There is a neighbourhood park on St. Patrick Street. The abutting Fort Creek Conservation Area and Hub Trail are easily accessed through a connection at the eastern terminus of Sherwood Parkway.

The Proposed Subdivision is Different Than the Original Subdivision

Although the proposed subdivision is different, in many respects it is largely consistent with what was approved in 1974.

More specifically, many objectors note the original 'Alo' subdivision, was approved as a single detached residential subdivision. In fact, there were two blocks of land within the original draft approval that were intended for higher density residential. The 40-unit apartment building at 1046 Peoples Road was part of the original 'Alo' subdivision and the currently vacant R4 property at the eastern terminus of Sherwood Parkway was also part of the original development approval.

Apart from the 2 blocks that were zoned for multi-unit residential, the remainder of the 'Alo' subdivision was proposed as 73 single detached lots, whereas this proposal includes 56 lots for either single or semi-detached dwellings, and 3 blocks with the potential to have an additional 18 dwelling units.

The applicant has stated the majority of the dwellings within lots 1-56 would be single detached. Based upon the layout of the site, as well as current and projected demand for semi-detached dwellings, it is estimated the maximum potential for semis would not be more than 10, totalling 20 units. Therefore, total dwellings within the proposed subdivision are estimated to be 84 units, slightly more than the 73 single detached lots originally approved. In addition, the vacant property at the east terminus of Sherwood Parkway, which was also part of the original subdivision, has the potential to accommodate a maximum of approximately 20 dwelling units. Therefore, from dwelling count and overall residential density perspectives, the proposed subdivision is similar to what was originally approved in 1974.

From a planning perspective, permitting a mixture of dwelling types provides for a healthy neighbourhood with different housing choices for a variety of people. Land use issues between different residential types and densities often occur where large areas are developed exclusively with semi's, townhouses or apartment buildings. Traditionally, this was often the case; however there are a number of more recent developments where a variety of housing types are appropriately integrated into one complete neighbourhood. For example, Lake Street north of McNabb includes an appropriate mix of singles and semi's, without large blocks of one or the other. The applicant is not proposing to develop this subdivision with large blocks of either semi's or multiple attached dwellings. From a planning perspective, the proposed mix of dwellings will be appropriate, with a large proportion of the dwellings within Lots 1-56 being single detached.

Increased Traffic

The entire neighbourhood to the south of the subject property has only one access point to Peoples Road (Penno Road). This creates for a busy intersection during peak travel times and has the potential to create a difficult situation for emergency services in the event that Penno Road is impassable.

The resulting increase in traffic as a result of the first phase of 14 single detached lots on the north side of Sherwood Parkway will be negligible.

Although the extent of the second phase is unknown at this time, it will likely include an extension of Fairview Avenue to Peoples Road. Fairview Ave. will not only provide a second access point for the entire area, it will be the most direct access to and from for the proposed subdivision. Consequently, it is anticipated that the majority of residents will utilize Fairview Avenue, which is consistent with the overall development plan with this area, as approved in the mid 70's.

Specific Neighbourhood Concerns

Mr. Toomas Alo owns a vacant 0.87ha (2.16acre) parcel abutting the southeast portion of the subject property. Mr. Alo's property is currently zoned Medium Density Residential (R4) Zone. Mr. Alo notes that while he does not object to the proposed development, he is concerned that once connected to municipal services, there will not be enough capacity in the system to support the future development of his property.

The applicant's consulting engineer, as well as PUC and the City Engineer agree that based upon available capacity and projected demand associated with the proposed subdivision, there remains ample capacity within the existing infrastructure to support development of Mr. Alo's property in accordance with the current zoning.

It has been suggested that recently there was a request to build an apartment building at the end of Sherwood Parkway, which was turned down by Council. Planning Division does not have any records of a rezoning application to develop the 0.87ha (2.16acre) parcel abutting the southeast portion of the subject property. As part of the 'Alo' Subdivision approvals in 1974, the property was rezoned to RM9, which permits among other things, an apartment building. With the passing of a new zoning by-law in 2005, the property was zoned R4, which permits among other things apartment buildings and multiple attached dwellings.

John and Sandra McIntomney reside at 14 Holden Street, just west of St. Patrick Street. Their rear yard abuts proposed Block 59, and they are concerned about what they believe is an old fuel tank buried just behind their rear lot line. Certainly, there are potential safety and soil contamination issues. It is recommended that as a condition of draft approval, that the tank be removed and the soil be remediated as per Ministry of the Environment regulations, prior to registering the subdivision.

IMPACT

The proposed densities within this subdivision will result in the efficient and effective delivery of services. Consequently, approval of this application will not negatively impact municipal finances.

SUMMARY

The applicant is requesting a rezoning and draft subdivision approval to facilitate at 59-lot mixed residential subdivision upon lands that were draft were previously draft approved. While the proposed subdivision is largely consistent with what was originally approved in 1974, the associated rezoning requests the ability to provide for a mixture of single-detached and semi-detached dwellings on Lots 1-56, and multiple attached dwellings on Lots 57, 58 and 59.

Existing Official Plan policies support an appropriate mix of dwelling types within new residential developments. It is Planning's opinion that the proposed mix of low density residential development (Single and Semi-detached) upon Lots 1-56, and medium density residential development (townhousing) on Lots 57, 58 and 59 is appropriate.

Numerous neighbourhood objections note concerns with introducing semi-detached dwellings to the area, especially on the north side of Sherwood Parkway. Given the existing services, the Applicant has stated that the lots on the north side of Sherwood Parkway will be single detached, and as such it is recommended that the single detached zoning (R2) be maintained upon Lots 43-56.

Although the proposed zoning would also permit apartment buildings up to 5-floors, the Applicant intends to develop Blocks 57-59 with 3 6-unit multiple attached dwellings totalling 18 dwelling units.

The proposed low density and medium density residential mix is appropriate in providing a mixture of housing types in the area. The overall design and function of the proposed subdivision will further round out the existing subdivision, and provide the entire area with another access to Peoples Road, via the extension of Fairview Avenue.

STRATEGIC PLAN

Approval of this application will not impact specific policies contained with the Corporate Strategic Plan.

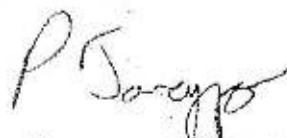
RECOMMENDATION

It is recommended that Council approve the proposed 59-lot Draft Plan of Subdivision, subject to the following:

- 1) That Draft Plan approval be provided, as shown on the attached subdivision layout plan.
- 2) That Lots 1-42 be rezoned from Single Detached Residential Zone (R2) to Low Density Residential Zone (R3).
- 3) That Lots 57, 58, 59 & 60 be rezoned from Single Detached Residential Zone (R2) to Medium Density Residential Zone (R4).
- 4) That Lots 57, 58 & 59 be deemed subject to site plan control
- 5) That prior to the finalization of the subdivision agreement(s), the following items be addressed and/or included in the final agreement:
 - a) If an underground fuel tank exists along the southern edge of Block 59, it be removed and remediated in accordance with MOE guidelines.
 - b) That sidewalks be located on at least one side of every proposed roadway, with the exact location to be determined by the Commissioner of Engineering, in consultation with the Planning Director, or their designates.
 - c) That Block 60 (stormwater management pond) be designed in accordance with Ministry of the Environment Guidelines and transferred to the City.

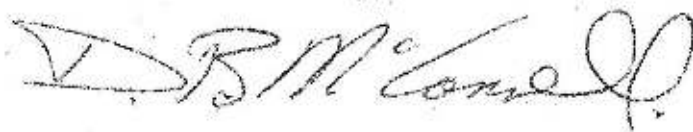
- d) Plans and specifications showing final presale grades, including a buildable area for each lot.
 - e) Confirmation of the condition of all existing storm and sanitary infrastructure. Any existing infrastructure not to City standards shall be repaired or replaced at the Owner's expense.
 - f) Soil tests for the road allowances, including a report on the road base design, considering the use of geotextile fabric and weeping tile.
 - g) An outline of roadway pavement design.
 - h) A soils report reviewing the stability of soils and its ability to sustain superimposed loads from building and filling operations, to the satisfaction of the Engineering Division and Sault Ste. Marie Region Conservation Authority.
 - i) The existing sanitary sewer on Sherwood Parkway (adjacent to lots 43-56) shall be reviewed and if necessary replaced. If laterals are required to service lots 43-56, the applicant will be required to re-pave the portion of the road that is excavated. Patches for each lateral connection will not be acceptable.
 - j) That the large diameter storm sewer near the western edge of the subject property be transferred to the City. A camera investigation will be necessary to determine if repairs are required prior to transferring the storm sewer to the City. A legal plan and easement registration will also be required.
 - k) A determination of whether or not the existing easement (1R-2271 & 1R-9026) east of the subject property is required.
- 6) Prior to any development or site alteration, permits from the SSMRCA will be required for:
 - a) Lots 1-9, 25-34, 57 and 60.
 - b) The stormwater retention pond.
 - c) Slope stabilization work associated with the development.
 - 7) Prior to final approval or major site alteration, the following shall be prepared to the satisfaction of the SSMRCA:
 - a) A detailed stormwater management report.
 - b) A detailed erosion and sediment control plan.
 - c) A detailed grading and drainage plan.
 - d) A detailed landscaping plan for the stormwater pond.
 - e) A detailed geotechnical report for the stormwater pond.
 - 8) Prior to finalizing a Subdivision Agreement or entering into an Agreement with PUC, additional design and modeling be completed to confirm adequate water supply and the availability of appropriate connections to existing water supply.
 - 9) That until such time publicly maintained ROW's are constructed or adequate snow plow turnarounds are provided, driveways for Lots 1, 25, 42, 43 & 56 shall be oriented to the south. Driveways for lots 9 & 10 shall be oriented to the north.

Respectfully submitted,



Peter Tonazzo, MCIP, RPP
Planner

Recommended for approval,



Donald B. McConnell, MCIP, RPP
Planning Director

Recommended for approval,

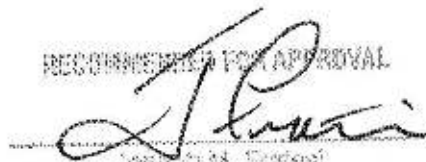


Jerry Dolcetti, RPP
Commissioner Engineering & Planning

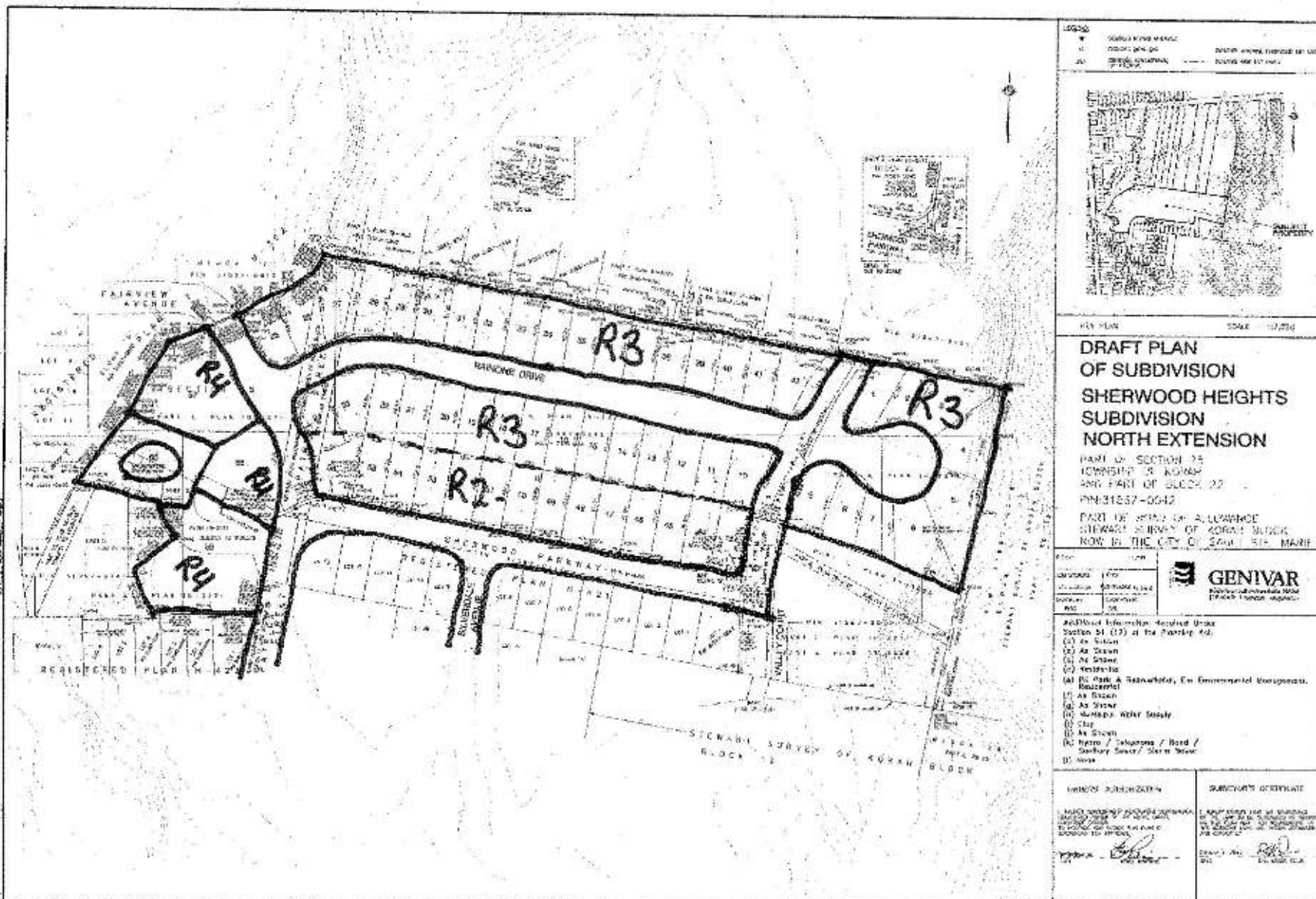
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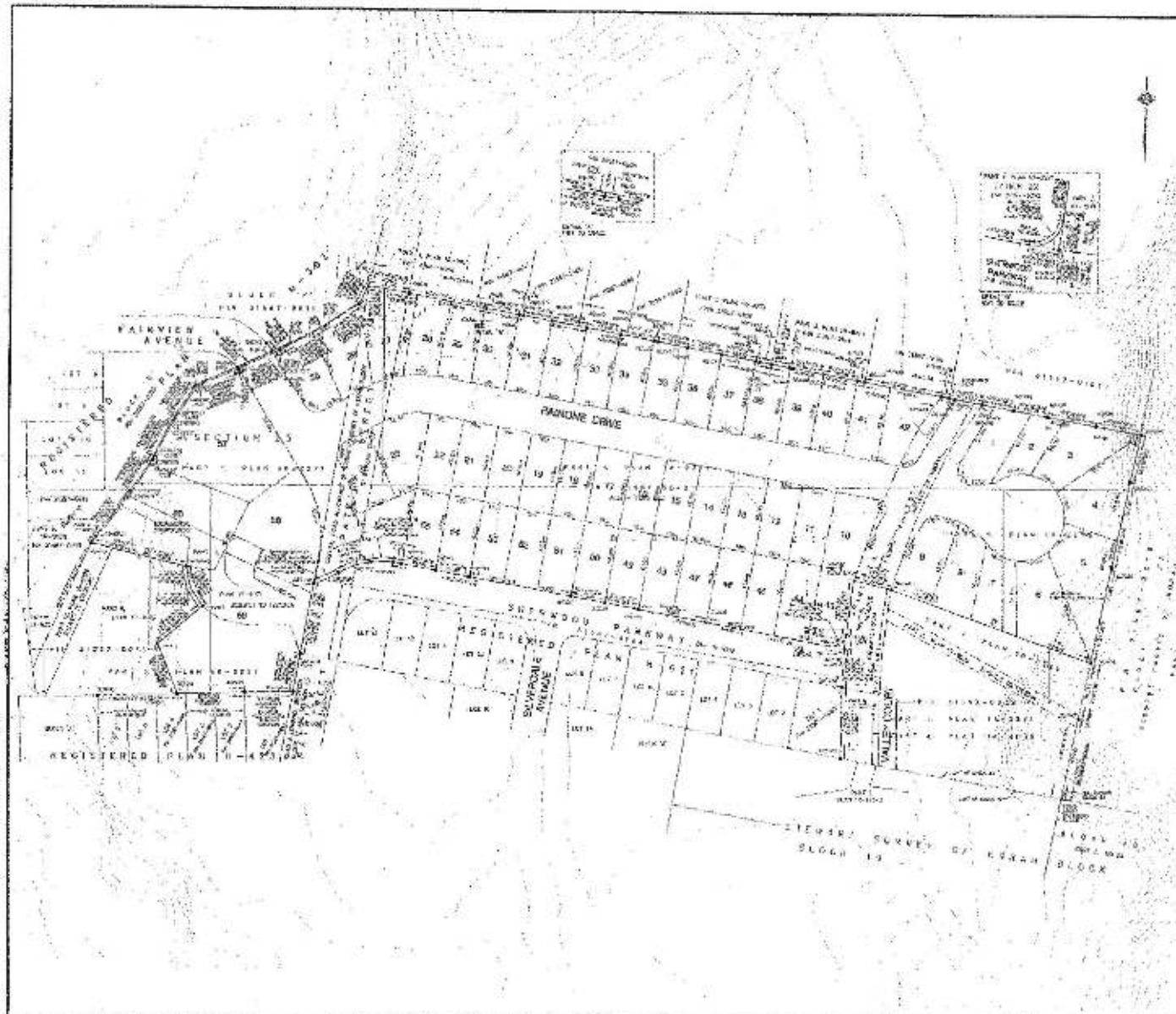
RECOMMENDED FOR APPROVAL



Joseph M. Prud'homme
Chief Administrative Officer



(46/10/04)



LEGEND:
 * EXISTING ROAD RIGHTS
 - EXISTING ROAD
 - EXISTING ROAD (ON LOT)
 - EXISTING ROAD (ON LOT)



DATE: 12/15/2011 SCALE: 1:2500

DRAFT PLAN OF SUBDIVISION SHERWOOD HEIGHTS SUBDIVISION NORTH EXTENSION

PART OF SECTION 25
 TOWNSHIP OF KOPAH
 AND PART OF BLOCK 22
 PIN 34567-0012
 PART OF ROAD OF ALLOWANCE
 SHERWOOD PARKWAY OF KOPAH BLOCK
 NOW IN THE CITY OF KOPAH SITE 15481

DATE: 12/15/2011
 DRAWN: [Signature]
 CHECKED: [Signature]
 APPROVED: [Signature]



- Additional Information Required Under
 Section 31 (1) of the Planning Act
- (a) As Shown
 - (b) As Shown
 - (c) As Shown
 - (d) As Shown
 - (e) As Shown
 - (f) As Shown
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 - (v) As Shown
 - (w) As Shown
 - (x) As Shown
 - (y) As Shown
 - (z) As Shown

DRAFT AUTHORIZATION
 I, [Signature], [Signature]
 [Signature]
 [Signature]

OWNER'S CERTIFICATE
 I, [Signature], [Signature]
 [Signature]
 [Signature]

10/6/2011

6(6X2)

Jerry D. Dolcetti, RPP
Commissioner

Daniel Perri, EIT
Engineering Intern



ENGINEERING & PLANNING
DEPARTMENT

Engineering & Construction Division

2012 11 09

Our File: A-32-12-Z & 57T-12-502

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

Dear Mr. McConnell:

**RE: A-32-12-Z & 57T-12-502 – 0 SHERWOOD PARKWAY
REQUEST FOR AN AMENDMENT TO THE ZONING BY-LAW & DRAFT
SUBDIVISION APPROVAL**

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

- The applicant shall be required to enter into a Subdivision Agreement with the City;
- A sediment control plan must be submitted to the satisfaction of the Commissioner of Engineering and Planning or his designate, and the Sault Ste. Marie Conservation Authority;
- Plans and specifications showing final presale grades should be reviewed and approved by the Commissioner of Engineering and Planning or his designate. Lot grading plans should show existing contours, proposed grades, and buildable area for each lot. As constructed drawings should be modified to show only final grades;
- Confirmation is required in relation to the condition of all existing storm and sanitary infrastructure, in conjunction with the proposed subdivision. Any infrastructure not to City standards shall be repaired or replaced at the applicant's expense;
- Soil tests are required in the road allowances, including a report on the road base design, considering the use of geotextile fabric and weeping tile and which determines the depth of the road base. A brief outlining the pavement design is also required;
- A soils report will be required, prepared by a qualified professional, to the satisfaction of the City. The soils report should provide comment in relation to the stability of the soil and its ability to sustain superimposed loads from building and filling operations and to furnish at no cost to the City certified copies of the results thereof for examination by the Commissioner of Engineering & Planning or his designate.

E:\ENGINEERING DATA\ZONING\Sherwood Parkway - Civic 0 - A-32-12-Z & 57T-12-502 2012 11 09.docx

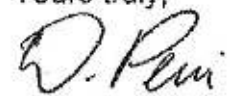
The Corporation of the City of Sault Ste. Marie
P.O. Box 580 ~ 99 Foster Drive ~ Sault Ste. Marie, ON P6A 5N1
Telephone: (705) 759-5385 ~ Fax: (705) 541-7165
www.cityssm.on.ca ~ d.perri@cityssm.on.ca

(d6X4)

- Given that there appears to have been a substantial quantity of fill within the western portion of the site, studies must also identify any lots that may require engineered footings;
- The stormwater management area is shown on Lot 60. This Lot should be converted to a Block and transferred to the City;
- The side slopes for the proposed stormwater management pond shall be at a minimum as per Ministry of the Environment guidelines;
- There is an existing sanitary sewer on Sherwood Parkway that is proposed to service lots 43 to 56. The condition of the pipe shall be reviewed and replaced if necessary. If laterals are required to service these lots, the applicant will be required to re-pave the portion of the road that was excavated. Patches for each lateral connection will not be acceptable;
- A large diameter storm sewer passes on or near the subject property. The pipe was never transferred to the City. A camera investigation will be necessary to determine if repairs are required prior to assumption by the City. A legal plan and easement registration will also be required. This may impact the lots on the northeast section of the subject property in terms of building construction;
- A storm sewer is required on the existing portion of Sherwood Parkway to the satisfaction of the Commissioner of Engineering and Planning or his designate;
- There is an easement located on the east side of the subject property, shown on 1R-2271 and 1R-9026. This easement should be reviewed to determine if it is still required or if it is to be released;
- No work shall be commenced without the approval of the Commissioner of Engineering & Planning or his designate. Any work which requires approvals from the City and the Ministry of the Environment shall not commence until such approvals and agreements are endorsed.

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
Pat Schinners, Administrative Clerk, Planning Division

6(6)(a)

S. Hamilton Beach, P. Eng
Deputy Commissioner



Larry Girardi
Commissioner

November 16, 2012

Donald McConnell
Planning Director

Subject: Application No. A-32-12-Z & 57T-12-502
Request for an amendment to the Zoning By-law & Draft
Subdivision Approval

Applicant: Palmer Development (Northern) Corporation

Subject Property: 0 Sherwood Parkway (Sherwood Heights Subdivision)

Staff from Public Works and Transportation has reviewed this application and have no objections. PWT does provide the following comments:

- Servicing manholes within the cul-de-sac should be extended beyond the centre of the bulb – this area is used for snow storage and access is impeded unless the snow is frequently removed; and
- The dead ends of Valley Court shall not be snow plowed unless an adequate turnaround is provided; and
- Fairview Avenue shall not be winter maintained (adjacent lot 25) unless an adequate turnaround is provided.

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. Dan Perri, EIT



(d/c/a.)
1100 Fifth Line East
Sault Ste. Marie, ON P6A 5K7
Tel: (705) 946-8530
Fax: (705) 946-8533
Email: nature@ssmrca.ca
www.ssmrca.ca

November 15, 2012

Mr. Donald B. McConnell
Planning Director
The Corporation of the City of Sault Ste. Marie
Civic Centre P.O. Box 580
Sault Ste. Marie, ON P6A 5N1

**Re: Application No. A-32-12-Z and 57T-12-502
Sherwood Heights Subdivision
Palmer Development (Northern) Corporation**

Dear Mr. McConnell:

The Sault Ste. Marie Region Conservation Authority (SSMRCA) has reviewed the Draft Plan of Sherwood Heights Subdivision and supporting information prepared by GENIVAR Inc.

On this basis, we recommend that any approval of this draft plan of subdivision be subject to the following conditions:

1. That a portion of the proposed subdivision is located in O. Reg. 176/06 jurisdiction associated with the Fort Creek and hazard lands (ravines, slope land etc.). A permit from the SSMRCA will be required for lot development (1-9, 25-34, 57 and 60), stormwater retention pond construction and slope stabilization work associated with the development.
2. That prior to final plan approval and any major site alteration, the following shall be prepared to the satisfaction of the SSMRCA:
 - a. A detailed stormwater management report
 - b. A detailed erosion and sediment control plan
 - c. A detailed grading and drainage plan
 - d. A detailed landscaping plan for the stormwater pond
 - e. A detailed geotechnical report for the stormwater pond

3. That the owner shall agree in the Subdivision Agreement to carry out or cause to be carried out the recommendations, measures, and requirements contained within the plans, reports, and studies as approved by the SSMRCA.
4. That prior to any site alteration or grading, the developer must install proper erosion and sediment control measures.
5. That prior to final plan of Subdivision Approval the SSMRCA will designate which properties will remain under the regulatory requirements of O. Regulation 176/06. This designation will read:

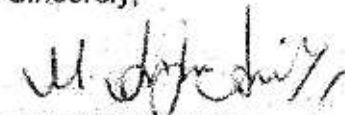
Lots 1-9, 25-34, 57 and 60 are located in an area under the jurisdiction of the Sault Ste. Marie Region Conservation Authority (SSMRCA) with regard to the O. Reg. 176/06 for Development, Interference with Wetlands and Alterations to Shoreline and Watercourses. A permit from the SSMRCA is required for any development on the said lots prior to commencing the proposed work.

6. That the subdivision will be municipally serviced by water and sanitary sewage facilities and no subsurface disposal or well water sources are planned.
7. That the SSMRCA will not be responsible for any future repair/maintenance of the stormwater management facilities and outlet structures.
8. That Lot No. 3-6, 27-28 and 60 may require significant amount of fill as these lots are located on or near the slope land. Therefore, any development in these seven (7) lots may require site specific geotechnical study or engineered footings designed by a professional structure engineer.

We have discussed application with our Drinking Source Water Protection Section who has indicated they have no concerns with the proposed subdivision in relation to their mandate.

If you have any questions or concerns, please contact us.

Sincerely,



Anjum Amin, P.Eng.
Water Resources Engineer

cc: Daniel Perri, City Engineering & Planning Department

Pat Schinners

From: Don Maki
Sent: November 13, 2012 4:19 PM
To: Don McConnell; Pat Schinners
Subject: A-32-12-Z & 57T-12-502

Hi Don

Please be advised that there are areas that have been filled specifically lots 3-9 and 25-27. These lots may require an engineer to design the foundation system. These lots are also regulated by the conservation authority and will require permits through them to develop the properties.

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.celebrate100saultstemarie.com

Celebrating 100 years as a city in 2012!



07 November 2012

Don McConnell
Planning Director
City Planning & Engineering Division

SUBJECT: REZONING APPLICATION REVIEW -

A-32-12-Z & 57T-12-502 0 Sherwood Pky.

Dear Mr. McConnell

The Accessibility Advisory Committee makes the following recommendations in respect of barriers to access for person with disabilities on the subject rezoning application.

Exterior

1. Parking: N/A
2. Walkways & Sidewalks: According to FADS
3. Curb Cuts: According to FADS
4. Ramping: According to FADS
5. Transit Access: Yes
6. Lighting: In accordance with the Illuminating Engineers Society of North America Standards
7. Signage: According to HTA
8. Other: Add green space

Thank you for your attention to these recommendations.

☒ We request a Site Plan ☐ We do not want a Site Plan for review

Sincerely,

Gerard Taylor
Chair, Site Plan Sub Committee
on behalf of The Accessibility Advisory Committee

(a)(b)(c)(d)
1/2



PUC SERVICES INC.
ENGINEERING DEPARTMENT
550A SECOND LINE EAST, P.O. Box 9000
SAULT STE. MARIE, ONTARIO. P6A 6P2

November 16, 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-32-12-Z and 57T-12-502
Amendment to Zoning By-Law & Draft Subdivision Approval
0 Sherwood Pky. (Sherwood Heights Subdivision)

In general terms PUC has no major objections with the zoning and subdivision application and views the site as a good location for the proposed development in terms of existing and required infrastructure. We do have some specific comments on the information required to more fully review and comment on the proposed development.

PUC specific comments with respect to the application:

- Municipal Servicing Report (Item 4. Water Supply) does not provide sufficient engineering support for the comment regarding the adequacy of the system in the subdivision. System modeling and supporting material are required by PUC in order to provide final comment. The documentation proposes connections to the existing system in three locations but existing infrastructure will need to be verified. The report refers to one of these connections being to watermain on Fairview Avenue that we do not have record of being in place although connection through this road allowance/route to Peoples Road will we believe be necessary. In general terms the system should be able to support the proposed development subject to modeling and design confirmation.
- Municipal Servicing Report (Item 6. Electrical Supply) refers to supply from the PUC Services Inc. system at Fairview Avenue and Sherwood Parkway – the electrical system is actually owned PUC Distribution Inc. Detailed connection via Fairview Avenue will also be subject to road allowance and access requirements as the existing overhead circuit on Peoples Road will need to be reached. The proposal for underground distribution system within the subdivision is in keeping with PUC policy for urban development and

in addition extensions required to existing circuits will need to be designed for underground installation as well.

- Additional general comment that throughout the report and plan references to Patrick Street should be revised to reflect the street name being St. Patricks Street.

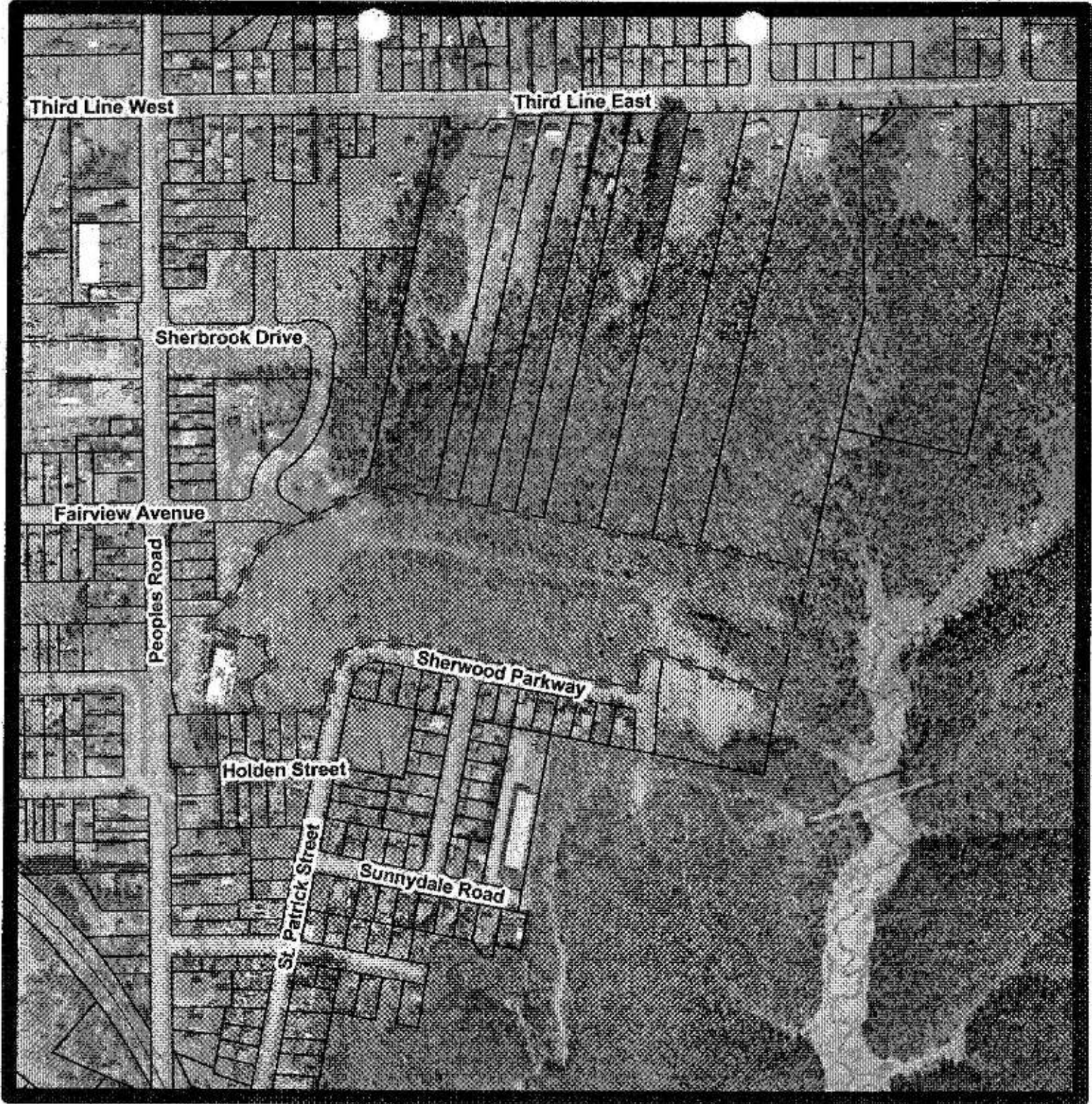
Yours truly,

PUC SERVICES INC.



Kevin D. Bell, P.Eng.
Manager Engineering

6(6)(a)



2012 ORTHO PHOTO
Sherwood Parkway
Zoning Application: A-32-12-Z
Subdivision Reference: 57T-12-502

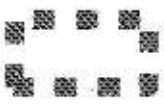
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050-035-022-05



Maps
95 & 1-110

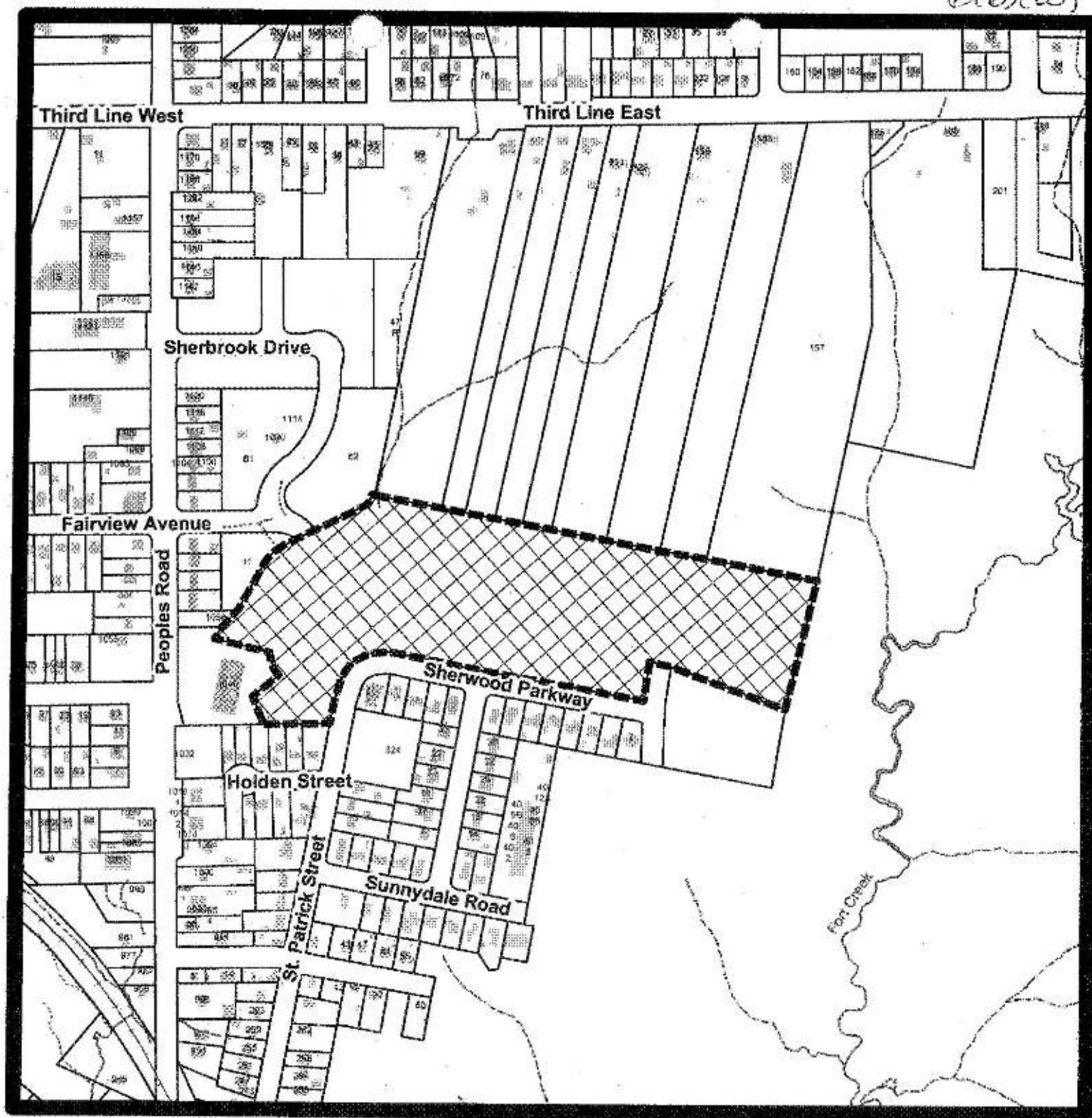
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A-32-12-Z



Subject_Property

(b)(6)(a)



SUBJECT PROPERTY MAP

Sherwood Parkway

Zoning Application: A-32-12-Z

Subdivision Reference: 57T-12-502

Roll Number
050-035-022-05



Maps
96 & 1-110

Metric Scale
1 : 5000

Mail Label ID
A-32-12-Z



Subject Property = Sherwood Parkway

(26)(a)



EXISTING ZONING MAP

Zoning Application: A-32-12-Z
Subdivision Reference: 57T-12-502

Sherwood Parkway

Subject Property = Sherwood Parkway

BYLAW 2005 150

ZONE CLASSIFICATION

- R1
- R2
- R3

- R4
- RA
- M2
- M3
- EM
- PR



Maps
96 & 1-110

Metric Scale
1 : 4000

Roll Number
050-035-022-05

Mail Label ID
A-32-12-Z

(b)(6)(a)

Peter Tonazzo

From: toomas aloe <erkitooma@hotmail.com>
Sent: November 16, 2012 11:39 AM
To: Peter Tonazzo
Subject: Toomas Aloe at Alo Lumber and Building. Palmer Group subdivision.

To Engineering and Planning Departments. City of Sault Ste Marie.

I am a property owner with lands directly east of Sherwood Parkway abutting Palmer Groups proposed subdivision southeast of Third Line and Peoples road. My property is vacant land with R4 zoning owned by our family companies for several decades.

Although I have no objection to Palmers development in general, I am extremely concerned in terms of my properties value and future development potential. As I understand, Palmer is intending to upgrade the original zoning at their lands to accommodate higher density development by creating several new R4 parcels, using existing infrastructure that would ultimately service both our lands. Consequently, existing infrastructure may then be at or near capacity, reducing or perhaps not supporting future development at my R4 property.

Please advise.

Sincerely. Toomas Aloe.

40 Sunnydale Road, Suite 12b.
Sault Ste Marie. On. P6C 3A6.

(d6)(a)

Peter Tonazzo

From: John Mc <mrsunshine@shaw.ca>
Sent: November 23, 2012 2:06 AM
To: Peter Tonazzo
Subject: Concerns of Rezoning and Draft Plan of Subdivision in North Side of Sherwood Parkway

Re: North Side of Sherwood Parkway
Application File No.: A-32-12-Z & 57T-12-502
Applicant: Palmer Development (Northern) Corp.

Dear Mr. Tonazzo,

My wife Sandra spoke with you on the phone on or about the 15th of November regarding our concerns about a diesel pump-house and underground diesel storage tank directly behind our residence at 14 Holden Street. At that time you had mentioned bringing this concern forward in an email to this meeting.

The pump-house itself is in a terrible state of disrepair and has not been used in probably 17 or 18 years. The pump for the diesel was removed after being damaged by children approximately 15 years ago.

I would like to take this opportunity to bring to your attention that my wife and I have brought this to our Ward 5 Alderperson's attention several times over the past 15 years or so; but, nothing has been done about addressing the numerous safety and environmental concerns that we have had regarding soil testing and removal/replacement, if necessary.

I have a garden situated in the rear of my property perhaps 15 feet or so from the pump-house and I have concerns of the soil being contaminated by the diesel tank deteriorating and leeching diesel fuel into the surrounding soil. I also have concerns of safety with numerous children playing in and around the pump-house through the spring and summer months. Finally, if a fire were started by someone in or around the pump-house the potential exists of an explosion and resulting fire that would pose an unnecessary risk, in my view, to my home and property.

In summary I would like to be reassured that this problem will be addressed and that any development or building on this site will not continue until this issue has been satisfactorily resolved. I cannot decipher the type of specific housing proposed directly behind us and I would appreciate a more detailed copy of the proposed development if possible please.

Thank you for your time,

John McIntomney

14 Holden Street
Sault Ste. Marie, Ontario
P6C-3A8
email: mrsunshine@shaw.ca
phone: (705)946-3042

--
Using Opera's revolutionary e-mail client: <http://www.opera.com/mail/>

6(6Xa)

Peter Tonazzo

From: JOHN GEAREY <float-with-j@shaw.ca>
Sent: November 20, 2012 4:17 PM
To: Peter Tonazzo
Cc: Marchy Bruni
Subject: Proposed Re-zoning Application #A-32-12-Z &H 57T-12-502

Dear Peter: We wish to voice our objections to the above application requesting a re-zoning of lots 1-56 from a "R2" (Single Detached Residential Zone) to a "R3" (Low Density Residential Zone) and lots 57 and 59 to a "R4 (Medium Density Residential zone.)

The Sherwood Park Subdivision was built some forty years ago and remained a sub-division of single detached homes for all those years. (Although several years ago there was a request to build an apartment building on the end of Sherwood Parkway which was turned down by City Council.) The majority of the lots had been laid out to accommodate single detached dwellings and the property was left forested and provided the residents a reasonably quiet and secure neighborhood.

Now many of the long term residents are retired or are advanced in years and are enjoying this peaceful setting but should the re-zoning application be approved it will allow the area to change dramatically bringing in a large number of people, much more traffic and all that involves. I know the government has been trying to keep the seniors in their homes for as long as possible but I am sure this type of proposed construction with apartment buildings, townhouses and semi's will ultimately cause many to move and may cause property values to lower.

We understand the need to build new homes, however we are strongly opposed to the proposed changes from the current "R2" designation to a "R3" or "R4" designation.

On a personal level my wife and I purchased a home on the corner of Silverdale Ave and Sherwood Parkway eleven years ago as our final retirement home for the reasons it was a quiet and relatively secure neighborhood with a forested area across from us. We have spent a considerable amount of our retirement money in improving the house but now find ourselves facing the dilemma of having to move or accepting the multi-housing complexes and semi-s with the added population, much increased traffic and possible loss of home value.

Thus we implore you and the Planning Division and City Council to not change the current zoning of this area.

Respectively submitted

John Gearey

cc. m.bruni@cityssm.on.ca

cc. f.fata@cityssm.on.ca

6(6)(a)

3 Sherwood Parkway
Sault Ste. Marie
Ontario, P6C 3B1
November 22, 2012

Mr. P. Tonazzo
Planning Division
City of Sault Ste. Marie
Civic Centre,
99 Foster Drive,
Sault Ste. Marie,
Ontario

Ref. Planning Application A-32-12-Z

Dear Sir,

In response to your notice regarding possible rezoning of the remainder of our subdivision we wish to advise you of our strong objections to the application.

We have lived on Sherwood Parkway for over thirty four years and as such have a deep investment in both time and money in this neighbourhood. Particularly with the recent substantial increases in our tax assessments we feel that the proposed lowering of the present zoning would be detrimental to the existing residents. It should be noted that the south side of Sherwood Parkway is 100% single family dwellings and we always believed that the north side would be the same in any future development.

The recent revised Draft Plan put forward by the developer is somewhat different to the original plan with significant changes at the west end of Sherwood Parkway and also a complete change of all the lot numbers which has led to great confusion when trying to understand the intentions of the developer. I refer to the plot plan published in the magazine "Our Homes" earlier this year, which we assume was reprinted from the original approved neighbourhood plan.

We fully appreciate that even after more than forty years of inactivity completion of the subdivision was always a possibility but significant changes to the original plan should not be allowed.

Yours faithfully,

Alistair & Darlene Carty

Alistair & Darlene Carty
Email -- alcarty@shaw.ca
Tel. 1 705 942-4586

C.C. MR. P. FATA
MR. M. BRUNI

Peter Tonazzo

From: SUSAN DUMANSKI <ourark@shaw.ca>
Sent: November 22, 2012 2:59 PM
To: Peter Tonazzo
Subject: Application No. A-32-12-Z & 57T-12-502

Dear Peter;

We are Stephen and Susan Dumanski of Lot 12 in Sherwood Forest, better known as 51 Sherwood Parkway. We are protesting the rezoning of the R2 Land to an R3. For 24 years we have lived on a quiet dead end street. One of the sole purposes of our buying our home. The beautiful forest in front of our home has provided wildlife from racoon to bear and even deer. Once again man is destroying their home.

Many children have grown up in this neighbourhood playing in those woods and now their children , our grandchildren, will never get to see these magnificent creatures walk in front of their homes as we have in the past.

There is no need to overcrowd this area by Rezoning to R3. We protest the need to build semi's and townhomes and apts that will lower the worth of our houses that we have established and worked hard to keep. There is no shortage of housing in the Sault. This is not Toronto where we must jam people together like cattle. Don't tear down all the forests so we become a concrete jungle like in the larger cities. We understand that progress is inevitable, but lets do it with some style and finesse and incorporate the land. Don't be greedy and jam everyone together for the all mighty dollar. Single Family Homes should be built around this forest. That was how it was meant to be.

We are only the litle people fighting against corporations of greed. Please hear our pleas and stop the rezoning from R2 to R3 and 4.

Tax paying citizens ; Stephen and Susan Dumanski

Lot 12
SHERWOOD FOREST

6(6)(a)

Peter Tonazzo

From: Jenny Jenkins <bjcubed@shaw.ca>
Sent: November 22, 2012 3:19 PM
To: Peter Tonazzo
Subject: City Planning.

Dear Sir---I would like to say i am not happy with the situation,regarding the new housing.
My Husband and i and family moved into our house in 19-70.i wont bother you with sentiments,however like my
neighbours,we are concerned about the loss to our property.I always thought as there were driveways already made we
would have single housing.
across the road.i dont think i need to say more.

Sincerely,
Janet Jenkins
43--Sherwood-Parkway.

Peter Tonazzo

From: Stephen Bortolon <sbortolon@shaw.ca>
Sent: November 22, 2012 8:42 PM
To: Peter Tonazzo
Cc: Mayor Amaroso; Marchy Bruni; Frank Fata
Subject: Application No. A-32-12Z & 57T-12-502

Stephen & Mary Bortolon
11 Sherwood Parkway
705-942-4846

In regards to the above application for rezoning, we wish to strongly voice our objections to the request for re-zoning of lots 1-56 from a "R2" (Single Detached Residential Zone) to a "R3" (Low Density Residential Zone) and lots 57 and 59 to a "R4 (Medium Density Residential zone.).

When we purchased the above address 29 years ago we were told that the area was zoned for single dwelling residential and would require another access point before development of the lots in the wooded area to the north of our property could proceed. The area attracted us as a young couple due to its serene atmosphere and natural setting which was safe for our children to grow up in. We have now been blessed with two active grandchildren who are content enjoying the same experience as their mother did in this neighbourhood. We have also invested a considerable amount of time and capital on upgrading our home and property to enjoy in retirement and view the possible re-zoning as a detriment to the value of said property.

We have always known that the lots would be developed in time and do not oppose the development as it is presently zoned i.e. "R2" (Single Detached Residential Zone).

Once again we request that you and the Planning Division in conjunction with City Council refuse the application for re-zoning of the sub-division as noted above.

Sincerely,

Mary & Stephen Bortolon

(66)(a)

Peter Tonazzo

From: VANELDERT Denise TENARIS <DVANELDERT@TENARIS.COM>
Sent: November 22, 2012 9:10 PM
To: Peter Tonazzo
Cc: Mayor Amaroso; Marchy Bruni; Frank Fata
Subject: RE: Application No. A-32-12Z & 57T-12-502

Denise Van Eldert,
7 Sherwood Parkway
705-759-0245

In regards to the above application for rezoning, I would like to voice my objection and disappointment to the request for re-zoning of lots 1-56 from a "R2" (Single Detached Residential Zone) to a "R3" (Low Density Residential Zone) and lots 57 and 59 to a "R4 (Medium Density Residential zone.).

I have lived here for the last 18 years and love the peace and quiet of the area. I look forward to coming home and relaxing amidst the serenity of my surroundings. I hope to retire soon and enjoy it to its fullest. With the Hub Trail now accessible- it's just another perk.

Imagine my dismay when I heard the possibility of a rezoning.

All of us on the street – are concerned and worried for the future of our neighborhood and the possible re-zoning as a detriment to the value of said property.

We must maintain and preserve at all possible costs the beauty and Natural Elements of the area.

For all the efforts and monies -the city contributed in finalizing the Trail and for the owners in enhancing and upgrading our homes- we can't let this rezoning have the negative effect, it surely would produce.

Once again , I request that you and the Planning Division in conjunction with City Council refuse the application for re-zoning of the sub-division as noted above.

Sincerely,

Denise Van Eldert

6(6)(a)

Peter Tonazzo

From: Veronica Dube <mdube3@shaw.ca>
Sent: November 22, 2012 9:43 PM
To: Peter Tonazzo
Subject: Sherwood Height Subdivision

Good evening Peter.

We have lived on Sherwood Parkway for 22 years and want to comment on the plans we have seen for the proposed new subdivision.

We are definitely concerned about the rezoning of the property to allow for apartments to be constructed near our home.

We are also very concerned about the ability we will have to enter traffic on People's Road and with the extra traffic in our neighborhood. Penno and St. Patrick Street hill will become a greater traffic and pedestrian hazard. With the current traffic in our neighborhood there have been many accidents and near misses as the hill becomes very slick with the traffic it currently has and the extra traffic will make it more slippery and dangerous. Has a detailed traffic study been completed for this proposed project?

This area should remain as single family dwellings.

We would like to be involved in any public meetings that take place, so please include us on the mailing list for any information available.

Thank you.

Marc and Veronica Dube
55 Sherwood Parkway
Sault Ste. Marie, Ont.

(6)(b)(a)

Peter Tonazzo

From: BARB CROWLE <barbcrowle@shaw.ca>
Sent: November 23, 2012 10:04 AM
To: Peter Tonazzo
Cc: orvgolfguy@yahoo.ca
Subject: Proposed Re-zoning application # A-32-12-Z & H 57T-12-502

Hello Peter

I live on Sherwood Parkway and have since 1995. When I first came here there was a lot of drug and drinking problems with the younger crowd who lived in the area. It was a great place for them because of the hiding places the Fort Creek area offered. Also a lot of break and entries in the area. The police were here about once a week to check-out these activities. But now, several years later, these children have grown up and they and their families have moved on. Since then this has become a safe, quite place for the residence, a lot of who are retired.

If the zoning is changed from single use, I'm afraid the area will revert back to what it was or worse. The Hub Trail, which is at the end of this street, would become a great place for drugs and drinking activities. Not the kind of blemish the city can afford to have attached to this beautiful trail. Last year a large bus load of people from out of town stopped at the end of the street to walk the trail. Makes me proud to know we have something so beautiful in our city that people from all over want to come here. Just think how horrible it would be if these people had to walk over garbage and bottles from drug and drinking parties.

The city has spent a lot of money on improving the Fort Creek area and Hub Trail to attract tourist from all over, and beautify our city. Lets not surround it with high rise buildings, increased noisy traffic, and housing that attracts drugs and crime.

Please consider all of this when deciding this application as there is much more at stake than just this street. We live in a beautiful city and have made many improvements to attract tourist from all over the world. Lets keep this in mind when changing any by-laws or re-zoning.

Contractors do not take into consideration any of these factors. They have to consider their dollar value when building. We, the citizens, have to depend on you, our city representatives, to make the best choice for our city and our future.

Thank you for taking the time to consider my response to this zoning change. Staying as sinle-family will insure this area stays as a safe and clean gateway to the Hub Trail.

Barbara Crowle
19 Sherwood Parkway

November 23, 2012

Larry and Mary Bouchard
23 Sherwood Parkway,
Sault Ste. Marie, Ontario
P6C 3B1

NORTH SIDE OF SHERWOOD PARKWAY
Application NO.: R-32-12-2 E 57T-12-502

Dear Mr. Peter TONAZZO:

I am writing this letter to please ask you not to rezoning our residential subdivision. Twenty years ago my husband, daughter and myself moved into our home on 23 Sherwood Parkway. We bought this house because it was a good quiet family neighborhood and it would be a good place to raise our daughter. For twenty years we watched the leaves across the street turn colour and the snow on the trees. It was wonderful living in the

city but still having a little bit of country. Everyday I look out my window and know that this beauty is coming to an end. I hope that it will not become a nightmare. Now we not only will have to lose our beautiful bush but we will have to worry about our house values going down. We will also have to worry about how much noise will there be.

Our quiet neighborhood will not be quiet anymore. Also what about our sewage situation, will our basements be flooded. We have a great deal of worries about everything in this area. My husband and I are hoping that this area will stay a residential subdivision with only single family homes.

Yours truly
Mrs. & Mrs. Bouchard

(date)

6(6Xa)

Peter Tonazzo

From: Orv Shackleton <orvgolfguy@yahoo.ca>
Sent: November 23, 2012 12:04 PM
To: Peter Tonazzo
Subject: REZONING APPLICATION FOR NORTH SIDE OF SHERWOOD PRKY.

GOOD MORNING PETER. WE THE UNDERSIGNED WISH TO VOICE OUR STRONG OBJECTIONS TO THE APPLICATIONS #A-32-12-Z & 57T-12-502. HAVING RESIDED IN THIS PRISTINE AREA SOME 36 YRS. & RAISING A FAMILY ON SHERWOOD PKWY. WE'VE ENJOYED THE ABUNDANCE OF TREES, BUSH TRAILS, WILDLIFE & NOW THE BEAUTIFUL HUB TRAIL. THE BIG MAJORITY OF RESIDENTS ARE RETIRED FOLK, NOT NEEDING HUGE DISRUPTIONS IN OUR LIVES. WE HAVE SPENT CONSIDERABLE TIME & MONEY ON OUR SINGLE FAMILY HOMES GETTING THEM TO A COMFORTABLE POINT & FEEL A REZONING FROM R2 TO R3 & R4 MAY DRIVE SOME FROM THEIR HOMES WHICH THE CANADIAN GOV. IS SUPPOSE TO BE MAKING IT EASIER FOR RETIRES TO STAY IN. ALSO WE FEEL TO REZONE TO R3 & R4 WILL LOWER OUR PROPERTY VALUES. ERECT THE APARTMENT BUILDINGS, TOWN HOUSES, & SEMIS ON THE NORTH SIDE OF THE PROPOSED EXPANSION TOWARD THE THIRD LINE, NOT ON THE NORTH SIDE OF SHERWOOD PRKY. IN THE REAL WORLD IT WOULD BE NICE TO LEAVE A BURM ON THE NORTH SIDE OF OUR STREET, WE ASK THE PLANNING DIVISION & COUNCIL TO REJECT THE APPLICATION, RESPECTIVELY SUBMITTED BY: MARIE FAUGHT & ORV. SHACKLETON OF 15 SHERWOOD PRKY & SANDRA & RICHARD DICKSON OF 22 SILVERDALE

(d6)(a)

Peter Tonazzo

From: Bob Major <bob.major@shaw.ca>
Sent: November 23, 2012 4:12 PM
To: Peter Tonazzo
Subject: Application No. A-32-12-Z & 57T-12-502

Mr. P. Tonazzo
City Planner

Application No. A-32-12-Z & 57T-12-502
North Side of Sherwood Parkway
Applicant - Palmer Development (Northern) Corp

Dear Mr. Tonazzo

The concern we have with this Development is the increase in traffic
To this area with Penno Road the only access. Will there be
other access Roads and where.

Robert & Jean Major
22 Holden Street
Sault Ste. Marie, Ontario
P6C 3A8
Phone 705 254-3475

(d6)(a)

Peter Tonazzo

From: David DeMarco <ddeMarco48@hotmail.ca>
Sent: November 25, 2012 8:12 PM
To: Marchy Bruni; Frank Fata; Peter Tonazzo
Subject: Sherwood Parkway Rezoning

Hello my name is Dave and I live at 27 Sherwood Parkway. Recently I have been informed of the request for zoning change from R2 to R3 or R4 by Palmer Developments Corporation. As I am not completely against the company from developing some of the area and making a return on their investment, **I am completely against the rezoning issue.** This will not be beneficial to this area and it's small neighbourly community.

I would also like to add that by developing all the lots indicated it would take away from the fact that we are Sherwood forest and you can't have a forest without trees.

David DeMarco

(d6)(a)

Peter Tonazzo

From: bandcmclean@shaw.ca
Sent: November 24, 2012 8:03 PM
To: Peter Tonazzo
Subject: Objection to Palmer Paving Rezoning Request

Gentlemen, it has come to my attention that there is to be a discussion on the application for rezoning of the lots on the North side of Sherwood Parkway. I strenuously object to any changes in the zoning in this area. We will lose a significant amount of green space leading to the Conservation area with single family dwellings let alone allowing apartments & multiple family dwellings.

When I spoke to the contractor the plan was to have 10-14 new lots opened up for single family dwellings. This is a big change from what I was led to believe & I must protest.

Please ensure the rezoning application is denied.

Please feel to contact me if you wish.

Bob McLean
47 Sherwood Parkway
Sault Ste Marie, Ontario
P6C 3B2

705-942-5091...Home
705-206-0929...Cell



2012 ORTHO PHOTO

Sherwood Parkway

Zoning Application: A-32-12-Z

Subdivision Reference: 57T-12-502

Roll Number
050-035-022-05



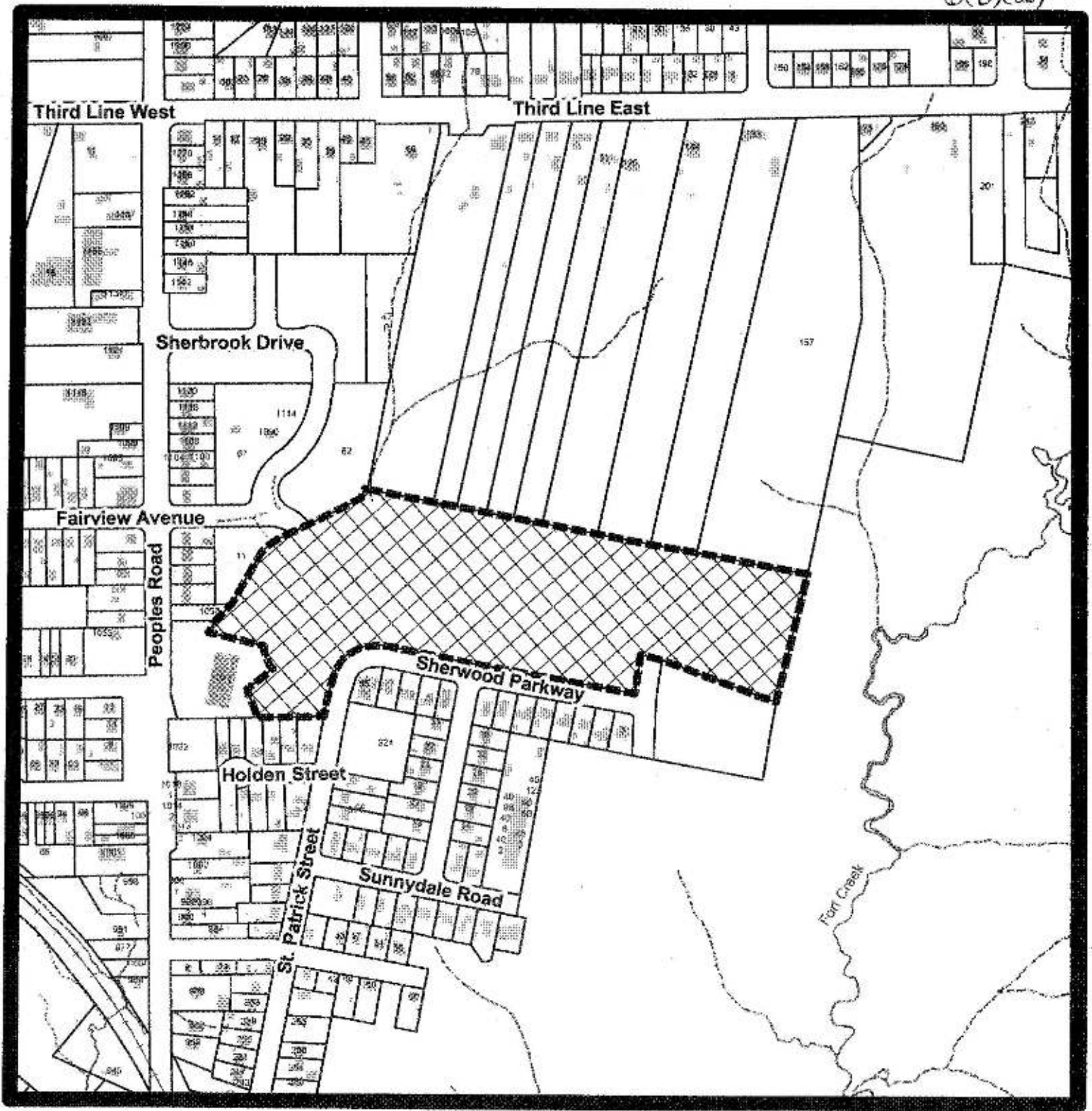
Maps
96 & 1-110

Metric Scale
1 : 5000

Mail Label ID
A-32-12-Z

 Subject_Property

6662a)



SUBJECT PROPERTY MAP

Sherwood Parkway

Zoning Application: A-32-12-Z

Subdivision Reference: 57T-12-502

Roll Number
050-035-022-05



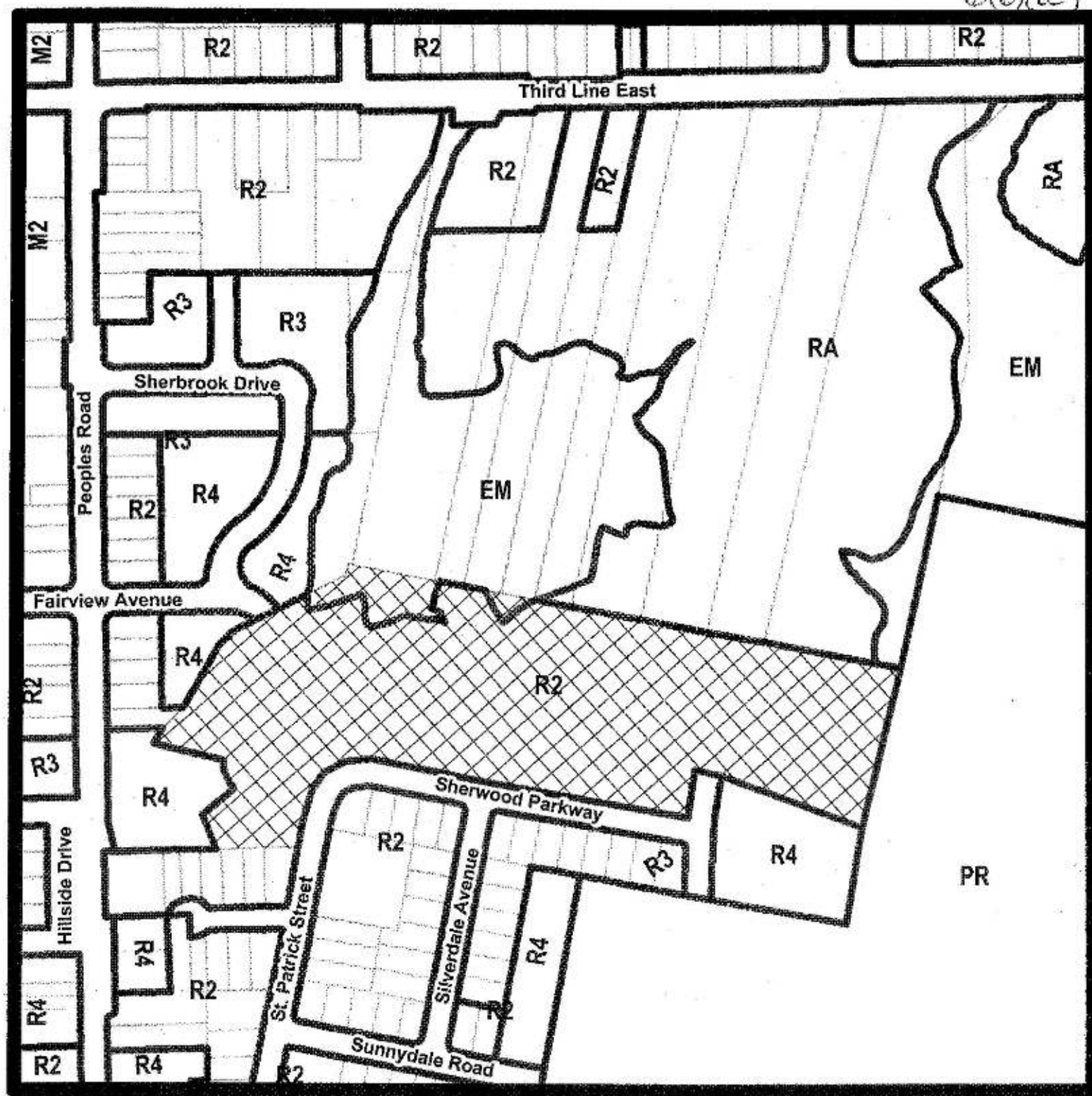
Maps
96 & 1-110

Metric Scale
1 : 5000

Mail Label ID
A-32-12-Z



Subject Property = Sherwood Parkway



EXISTING ZONING MAP

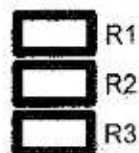
Zoning Application: A-32-12-Z
Subdivision Reference: 57T-12-502

Sherwood Parkway

Subject Property = Sherwood Parkway

BYLAW 2005 150

ZONE CLASSIFICATION



Maps
96 & 1-110

Metric Scale
1 : 4000

Roll Number
050-035-022-05

Mail Label ID
A-32-12-Z

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 12 03

Mayor Debbie Amaroso and
Members of City Council

RE: Application No. A-33-12-Z – filed by Major Contracting

PURPOSE

To allow residential dwelling units on the ground floor. The current commercial zoning does not permit dwelling units on the ground floor.

PROPOSED CHANGE

To rezone the subject property from "C2" (Central Commercial) zone to "C2" (Central Commercial) zone with a Special Exception to permit dwelling units on the ground floor.

Subject Property:

- Location – Plan 366, Lot 4, Lot 5, Lot 6, Plan 138, Lot 1PT; **345 Queen Street East**
- Size – 48.8 metres (160.08') frontage by 114.6 metres (375.85') depth; 0.6 ha (1.5 acres)
- Present Use – Vacant office space
- Owner – Major Contracting

BACKGROUND

The subject property is occupied by a building that has frontage on both Queen Street and Bay Street, and extends to both side property lines. Over the years, the property has had numerous tenants. Currently, the Travelodge Inn occupies the southerly half of the building along the Bay Street frontage. A small portion of the northerly half of the building is occupied by Government of Ontario offices. The majority of the building along the Queen Street frontage is currently vacant. This portion of the building has remained vacant since the former tenant NCO left. Given the little demand for new office space in the community, the applicant is seeking to repurpose this space to accommodate residential dwelling units.

ANALYSIS

Conformity with the Official Plan

The subject property is designated Commercial on Schedule "C" of the Official Plan. The downtown commercial area policies encourage opportunities to convert existing vacant or under-utilized buildings to residential units. As such, this request conforms to the City's Official Plan. Encouraging new residential development in the downtown creates an active market for the goods and services being offered by existing commercial uses, and can provide a more sustainable tax base for this area of the community.

The property is not impacted by the resource or constraints policies of the Official Plan.

Comments

The applicant is requesting a zoning amendment to allow for residential units on the ground floor. The current C2, Central Commercial zone, only permits residential units above the ground floor. The purpose of this zoning provision is to promote and maintain a lively and engaging pedestrian experience along Queen Street and to reinforce the existing commercial character of the area. However, given that the majority of the building along the Queen Street frontage has remained vacant, and with little demand for office space, it is warranted to review residential development as an alternative land use.

It is recognized that residents are necessary for a dynamic, economically strong downtown that functions both during the day and evening, and that a substantial residential base has a positive effect on the area's retail climate, transportation systems, and quality of life.

Downtown residents are a particularly important customer base for independently owned small businesses which may have difficulty competing against other larger format retailers located outside of the downtown and which draw customers from greater distances.

As well, a denser city centre supplies an important ridership base to support a successful transit system. Downtown residents tend to be more likely to walk or use buses, and less likely to rely on automobiles for daily purposes, thereby helping to ease traffic congestion.

Residents also provide greater neighborhood awareness of potential problems, particularly in the evening and can serve as an important deterrent to downtown crime.

Infill developments within the downtown also provides an opportunity to diversify and expand the tax base in this area of the community. New residential development in the downtown can also serve to provide more housing choices that may not be readily available outside of the downtown.

It is important to note that increasing the number of downtown residents in and of itself will not lead to the positive social and economic benefits outlined above. To ensure a positive impact, the development must be integrated appropriately into the existing built form, and provide future residents a reasonable standard of livability and amenities.

Although Planning staff are supportive of residential housing opportunities in the downtown, the applicant has not fully assessed how to convert the existing call centre space into quality, livable dwelling units.

Of particular concern is how both communal and individual amenity space will be provided to future residents. With most traditional apartment buildings, tenants typically have access to a personal amenity space (e.g. a balcony) as well as communal amenity spaces such as yards or common rooms. These details have not been identified, and are critical elements in determining whether this site is appropriate for residential development.

As proposed, the only natural light the dwelling units would have access to would be through the use of sky light windows. Planning staff are concerned about whether this would be sufficient to provide a quality living arrangement for future tenants, and meet all building code requirements.

As well, all of the units would be within the interior of the building, with no visible relationship to Queen Street. Although this would provide security to the residents, it also secludes them from Queen Street, reducing the social impact and awareness the residents may have on the vitality and safety of the area.

Given these design concerns, Planning staff is recommending that the application be deferred until the above mentioned items are addressed. In addition, Planning staff would like to ensure that the future development compliments the pedestrian and commercial character of Queen Street. Design solutions to the façade should be incorporated into the final design to ensure a compatible built form. The City does have a series of design guidelines for the downtown area, and these guidelines should be referred to by the applicant.

Consultation

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

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

Building Division has commented that a record of site condition, under the Brownfields Act, would be required prior to issuance of a building permit. The Accessibility Advisory Committee has requested to review the site plan, once finalized.

IMPACT

The proposed residential units would provide a stable, and long-term tax base for both the building and the existing area.

SUMMARY

The applicant has requested a special exception zoning to permit residential dwelling units on the ground floor of the existing building. Although Planning staff are supportive of encouraging residential development within the downtown area, it is recommended that the application be deferred until such time as the applicant addresses the design concerns outlined in this report. Staff have discussed with the applicant and he is supportive of the deferral.

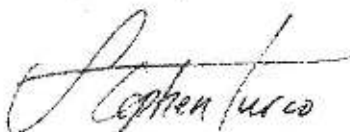
STRATEGIC PLAN

Approval of this application is not associated with the vision, mission or directions of the City's Strategic Plan.

RECOMMENDATION

That City Council defer the application to rezone the subject property, from "C2" Central Commercial zone to "C2" Central Commercial zone with a Special Exception to permit residential dwelling units on the ground floor, until such time as the applicant addresses the design concerns outlined in this report.

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)

G:\PLANDIV\Data\APPL\REPORT\33-12-Z.doc

RECOMMENDED FOR APPROVAL



Joseph M. Fratoni
Chief Administrative Officer

6(6XB)

Pat Schinners

From: Don Maki
Sent: October 31, 2012 10:51 AM
To: Don McConnell; Pat Schinners
Cc: Freddie Pozzebon
Subject: Rezoning application A-33-12-Z 345 Queen Street East

Hi Don

The previous use of this building would be considered commercial under the Brownfields Act therefore the owners should have a record of site condition registered with the Ministry of the Environment prior to making an application for a building permit.

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.celebrate100saultstemarie.com

Celebrating 100 years as a city in 2012!

(d6)(b)



08 November 2012

Don McConnell
Planning Director
City Planning & Engineering Division

SUBJECT: REZONING APPLICATION REVIEW -A-33-12-Z

345 Queen Street East

Dear Mr. McConnell

The Accessibility Advisory Committee makes the following recommendations in respect of barriers to access for person with disabilities on the subject rezoning application.

Exterior

1. Parking: Provide at least one parking space
2. Walkways & Sidewalks: Should be barrier free path of travel
3. Curb Cuts: According to FADS
4. Ramping: Ramping where needed.
5. Transit Access: Yes
6. Lighting: In accordance with the Illuminating Engineers Society of North America Standards
7. Signage: As needed
8. Other:

Thank you for your attention to these recommendations.

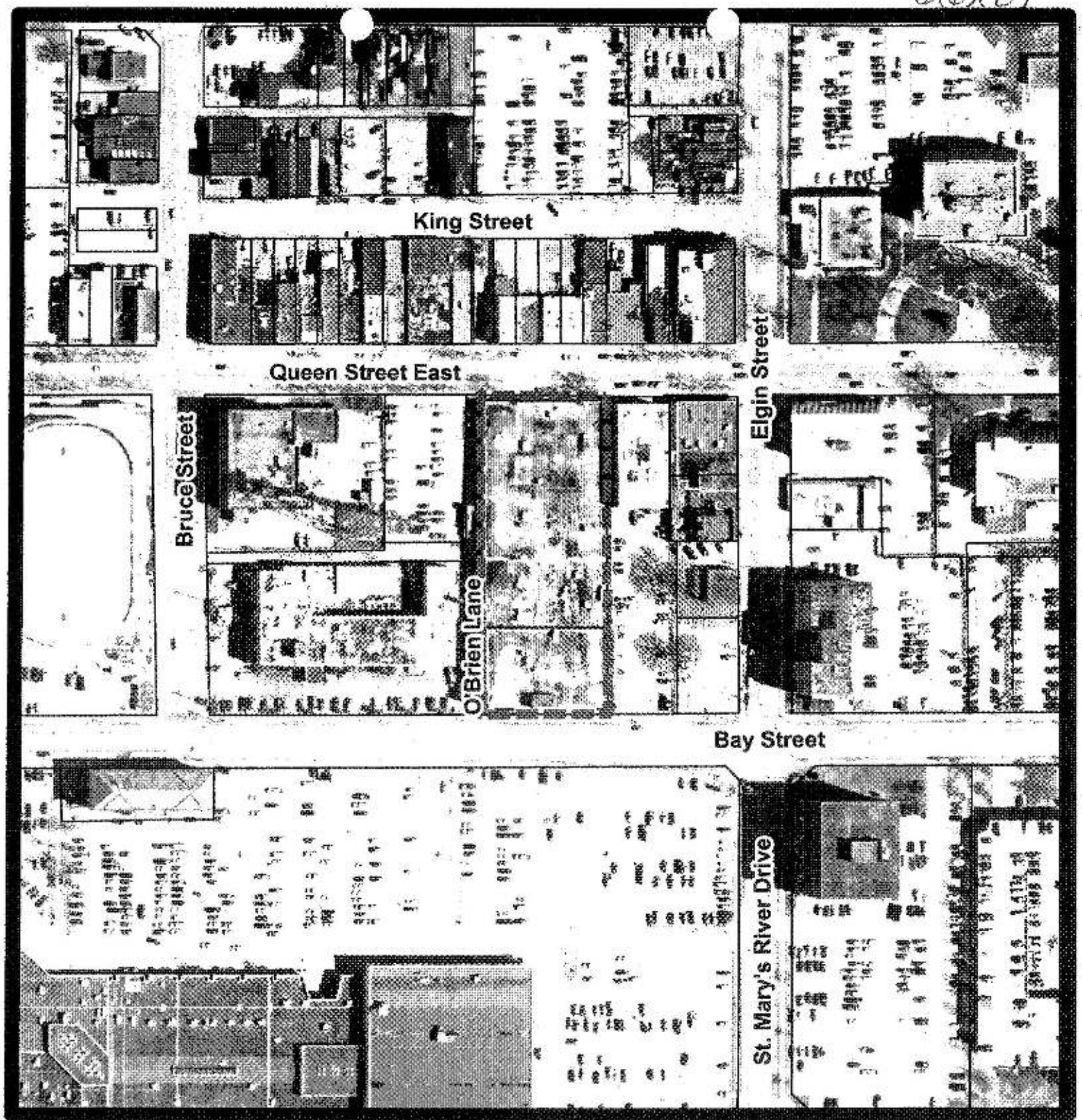
☒ We request a Site Plan

☐ We do not want a Site Plan for review

Sincerely,

Gerard Taylor
Chair, Site Plan Sub Committee
on behalf of The Accessibility Advisory Committee

666101



2012 ORTHO PHOTO

345 QUEEN STREET EAST

Planning Application A-33-12-Z



Subject Property = 345 Queen East

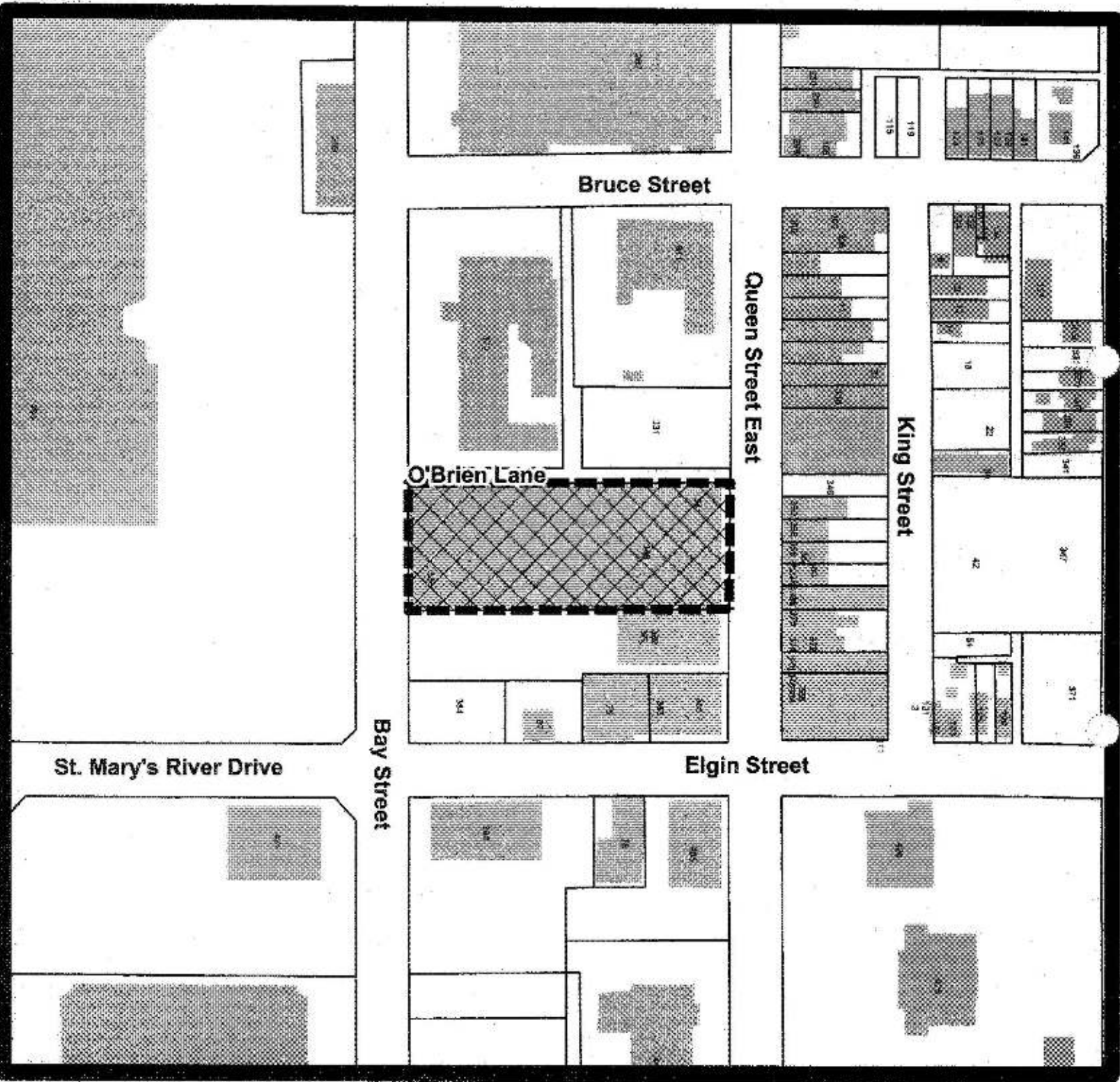


Metric Scale
1 : 2000

Maps
7 & 1-15

Mail Label ID
A-33-12-Z

666x10



SUBJECT PROPERTY MAP
345 QUEEN STREET EAST
Planning Application A-33-12-Z



Metric Scale
1 : 2000

Maps
7 & 1-15

 Subject Property = 345 Queen East
Subject Property = 345 Queen East
Mail Label ID
A-33-12-Z

6(6)(c)

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 12 03

Mayor Debbie Amaroso and
Members of City Council

RE: Application No. A-34-12-Z – filed by Sam Kassam

PURPOSE

To permit the operations of Greyhound Canada on the subject property within the existing Howard Johnson hotel building.

PROPOSED CHANGE

To amend the existing Special Exception zoning on the subject property to permit as an additional use Road Transportation and Warehousing.

Subject Property:

- Location – Plan H724 Lot 11, Lot 12 RCP, Plan H517, Lot 12 to 15. **503 Trunk Road.**
- Size – 148 metres (485.6') frontage by 150 metres (492.1') depth; 1.56 ha (3.87 acres) irregular shape parcel
- Present Use – Hotel, restaurant, night club and parking
- Owner – Sugarland Lodging Inc.

BACKGROUND

Greyhound Canada had operated at their Brock Street terminal for a number of years, however, the site was too small for the efficient operation of the terminal. As well, there was a lack of parking for pick and drop of passengers at the terminal, much of which occurred within on-street parking areas. As of this year, Greyhound Canada relocated their local operations to 503 Trunk Road, the subject property. The property is zoned C4, General Commercial zone, and also contains the existing Howard Johnson hotel. Greyhound Canada has been utilizing a vacant portion of the Howard Johnson hotel for a ticket kiosk and waiting lounge. However, it was identified by City staff that the use of this subject property as a bus depot is not permitted under the C4 zone. As such, a rezoning application has been submitted by the owner of the subject property, on behalf of Greyhound Canada.

ANALYSIS

Conformity with the Official Plan

The frontage of the subject property is designated Commercial on Schedule "C" of the Official Plan. The rear portion of the property, which backs onto Silver Birch Drive, is designated Residential. All of the Greyhound Canada operations are proposed for the front of the property.

Trunk Road is considered a connecting link highway. The Official Plan highlights that new land uses adjacent to these highways should be limited to those uses which serve the travelling public or cannot be readily accommodated in the Downtown area. Given Greyhound Canada's role as a transportation provider, and the limited space in the Downtown to accommodate this operation, the proposed use is consistent with the Commercial policies of the Official Plan.

As well, the establishment of a Greyhound Canada depot at this location will serve to re-use currently vacant commercial space within an existing building, a course of action supported by the Commercial policies of the Official Plan.

To ensure consistency with the Official Plan designation, it is recommended that proposed zoning by-law prohibit any of the bus operation to occur in the rear of the property.

The subject property is not impacted by the Resource or Constraints policies of the Official Plan.

Comments

In order for Greyhound Canada operate a local depot on the subject property, a rezoning is required. Currently, the subject property is zoned C4, General Commercial zone, S-219. The C4 zone does not permit a bus depot. The special exception zoning on this property prohibits vehicular access or egress onto Silver Birch Drive. To accommodate the Greyhound operation, the applicant has requested an amendment to the special exception, adding Road Transportation and Warehousing as a permitted use.

Planning staff are supportive of this request, as the subject property is located on Trunk Road, a connecting link highway within the community and re-uses existing vacant commercial space. In addition, the operation will occur completely within the frontage of the site, which has ample room for parking, bus queuing, and provides appropriate access and egress for bus movements.

Silver Birch Drive is a residential street, with a number of dwelling units on this street. To ensure that there is no potential conflict between the proposed use and the existing residences on Silver Birch Drive it is recommended that no part of the bus depot operation (i.e. bus parking, queuing, customer parking, pick-up, etc.) occur at the rear of the property. As such, staff is recommending that the operation be permitted within the defined front yard of the property only (the front yard is

defined as a yard extending the full width of a lot between the front lot line and the nearest foundation of any building or structure on the lot). It should be noted, however, that the residential uses that directly abut the subject property are well screened by mature vegetated buffers.

Planning staff are also recommending that the additional permitted use only include those associated with road transportation, but not warehousing. These include bus depots, taxi and limousine yard and public transportation yards. It is not recommended that warehousing be included as these uses (e.g. loading, reloading and consolidation centres) can be more industrial in nature and the site is not particularly suited to accommodate those types of uses.

Consultation

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

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

Building Division has commented that the operation requires a change of use permit under the Ontario Building Code and that an assessment should be made by a qualified designer to determine compliance to the Code. This can be done prior to the issuance of an occupancy permit.

The Accessibility Advisory Committee requested to review a site plan of the proposal. Although subject to site plan control, the Greyhound operation will utilize the existing building and therefore no new site plan agreement is required. Should a future development on the site warrant a site plan agreement, the Accessibility committee will be provided a site plan for comment.

In discussions with Social Services staff, concern was raised that the new Greyhound location is far from the existing emergency shelters, and that transient Ontario Works clients may have difficulty accessing their office and services, as well as food.

IMPACT

There are no fiscal impacts anticipated from this proposal.

SUMMARY

Greyhound Canada is seeking to utilize a portion of the property and building at 503 Trunk Road to operate a bus depot. To accommodate this request, the current special exception zoning requires an amendment, to facilitate the inclusion of Road Transportation uses, including a bus depot. Planning staff are recommending approval of this use, subject to the operation being permitted within the defined front yard of the property only.

(b)(6)(c)

STRATEGIC PLAN

Approval of this application is not associated with the vision, mission or directions of the City's Strategic Plan.

RECOMMENDATION

That City Council approve rezoning the subject property, amending the existing special exception zoning S-219, subject to the following:

1. That the following associated with road transportation uses be added as permitted uses:
 - a. Bus Depots
 - b. Taxi and limousine yards
 - c. Public Transportation yards
2. The uses outlined above be permitted only within the defined front yard of the subject property.

Respectfully submitted,



Stephen Turco, MCIP, RPP
Planner

Recommended for approval,



Donald B. McConnell, MCIP, RPP
Planning Director

Recommended for approval,



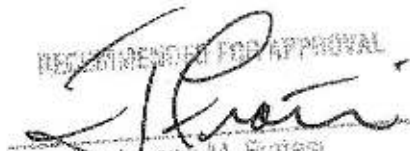
Jerry Dolcetti, RPP
Commissioner Engineering & Planning

ST/ps

attachment(s)

G:\PLANDMData\APPL\REPORT\34-12-Z.doc

RECOMMENDED FOR APPROVAL



Deborah M. Prater
Chief Administrative Officer

6(6)(c)

Pat Schinners

From: Don Maki
Sent: November 02, 2012 3:11 PM
To: Don McConnell; Pat Schinners
Cc: Glen Irwin
Subject: Rezoning Application A-34-12-Z 503 trunk Road

Hi Don

This matter was referred to us via a complaint from one of the ward councilors. There was concern with regard to the bus traffic. The building is now being used as a bus terminal and would require a change of use permit under the Ontario Building Code. An assessment should be made by a qualified designer to determine compliance to the Code.

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!



07 November 2012

Don McConnell
Planning Director
City Planning & Engineering Division

SUBJECT: REZONING APPLICATION REVIEW – A-34-12-Z

Dear Mr. McConnell

The Accessibility Advisory Committee makes the following recommendations in respect of barriers to access for person with disabilities on the subject rezoning application.

Exterior

1. Parking: Will need at least one accessible parking space.
2. Walkways & Sidewalks: According to FADS
3. Curb Cuts: According to FADS
4. Ramping: According to FADS
5. Transit Access: Yes
6. Lighting: In accordance with the Illuminating Engineers Society of North America Standards
7. Signage: According to HTA
8. Other: Accessible features needed for passengers in transition.

Thank you for your attention to these recommendations.

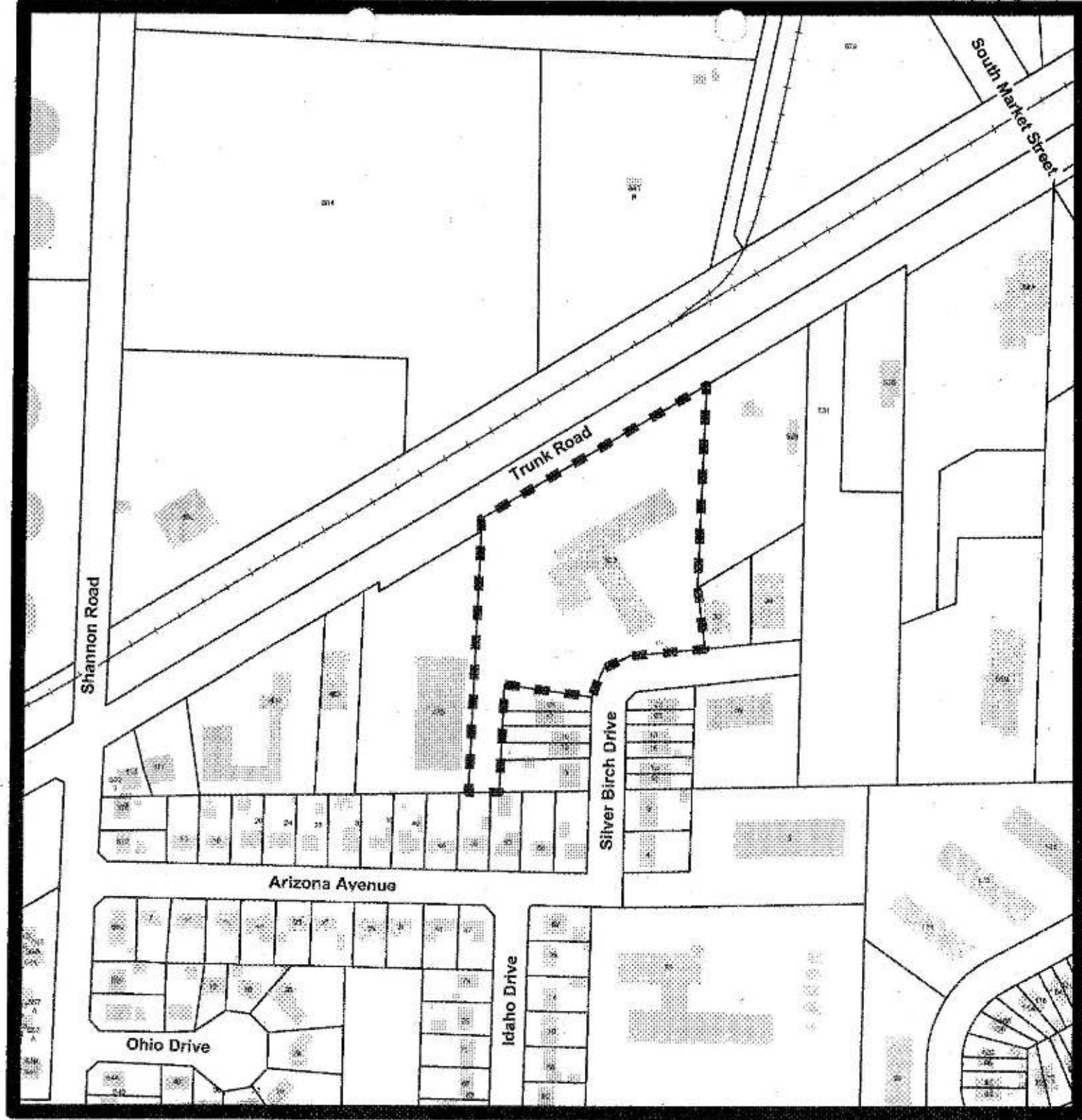
☒ We request a Site Plan

☐ We do not want a Site Plan for review

Sincerely,

Gerard Taylor
Chair, Site Plan Sub Committee
on behalf of The Accessibility Advisory Committee

4/6/12



SUBJECT PROPERTY MAP
503 TRUNK ROAD
Planning Application: A-34-12-Z



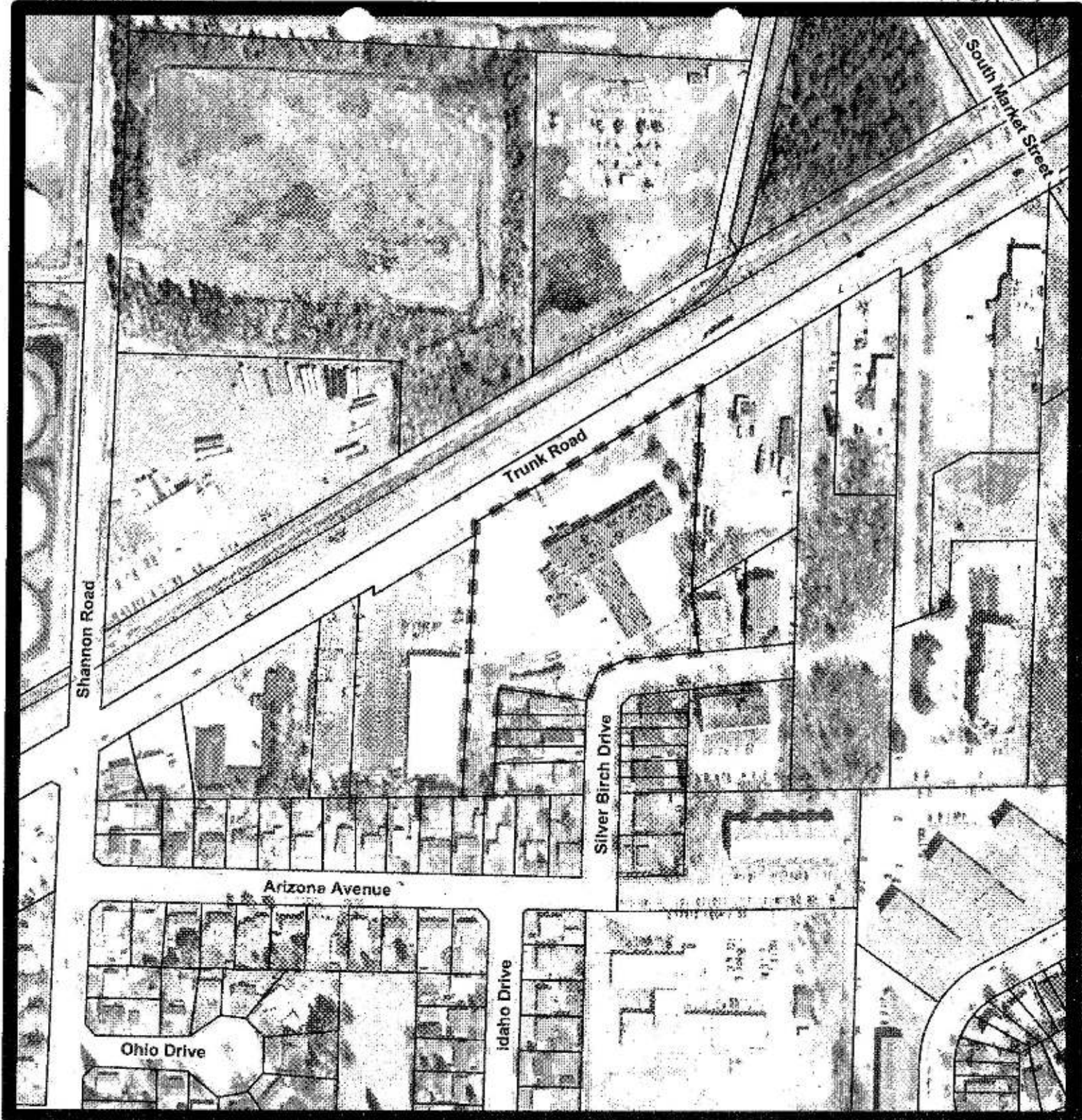
Metric Scale
1 : 3000

Maps
31 & 1-34

 Subject Property = 503 Trunk Road

Mail Label ID
A-34-12-Z

(d)(6)(c)



2012 ORTHO PHOTO

503 TRUNK ROAD

Planning Application: A-34-12-Z

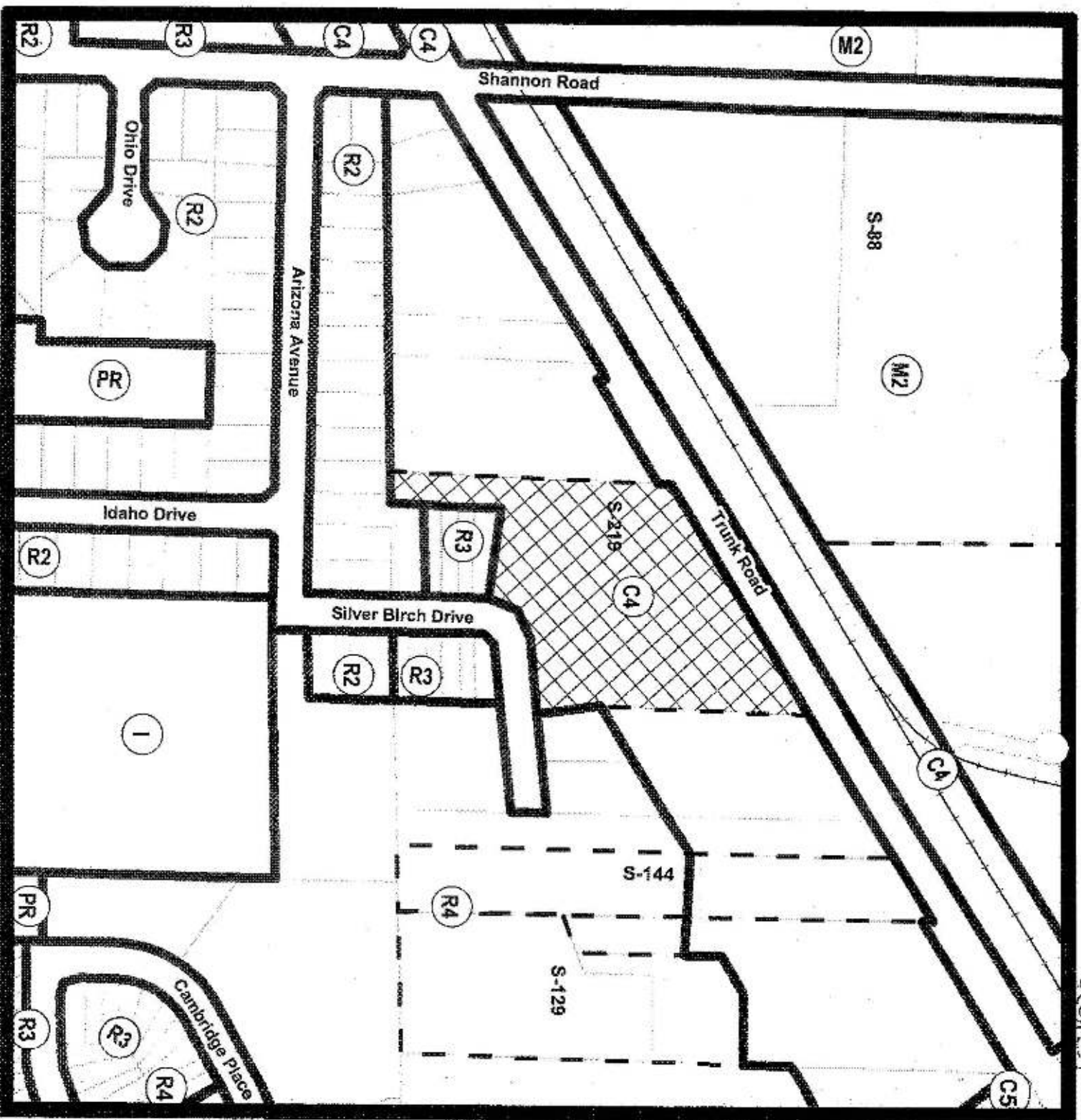


Metric Scale
1 : 3000

Maps
31 & 1-34

Mail Label ID
A-34-12-Z

 Subject Property = 503 Trunk Road



EXISTING ZONING MAP

503 TRUNK ROAD

Planning Application: A-34-12-Z

Subject Property = 503 Trunk Road



Metric Scale
1 : 3000

Maps
31 & 1-34

Mail Label ID
A-34-12-Z

☐ R2 - Single Detached Residential Zone

☐ M2 - Medium Industrial Zone

☐ R3 - Low Density Residential Zone

☐ I - Institutional Zone

☐ R4 - Medium Density Residential Zone

☐ PR - Parks and Recreation Zone

☐ C4 - General Commercial Zone

☐ S-# -Special Zoning



Mayor Debbie Amaroso and
Members of City Council

2012 12 03

Re: Celebrate 100! - A Year in Review

PURPOSE

The purpose of this report is to provide members of City Council with a snapshot of Celebrate 100! - A Year in Review. A final report with detailed financials will be provided to City Council early in 2013.

BACKGROUND

On July 27, 2009 City Council approved a resolution to establish a framework to consider a celebration of the City's 100th Anniversary. On December 7, 2009 the following recommendation was made to City Council: "that Council authorizes undertaking a Sault Ste. Marie 100th Anniversary Celebration of events; and further that Council approve project funding in the amount of \$65,000 per year over the next 3 years (2010, 2011 and 2012) for a total project budget of \$195,000". At the April 2010 budget meeting, the 2010 budget was reduced by \$15,000 for a total project budget of \$180,000. The launch of the Celebrate 100! website was hosted by the newly elected City Council December 13, 2010.

A Celebrate 100! office was located within the Clerk's department to undertake the administration, coordination and communication of the project. In 2010, Donna Irving was contracted as the project coordinator, reporting to the City Clerk who is the lead staff for the project with Councillor Susan Myers as Management Chair and Councillor Terry Sheehan as the SSMEDC Liaison Chair. SSMEDC and TSSM worked with the local business community and led external marketing of Celebrate 100!

A Management Committee made up of senior staff guided the project with monthly meetings and reports provided to City Council.

ANALYSIS

Celebrate 100! was a yearlong festival intended to provide all citizens of Sault Ste. Marie with an opportunity to reflect over the 100 year history of the community since becoming an incorporated city. This move from being a town to becoming a city, was a critical point of economic development and important in determining the future growth and sustainability as a city. Celebrate 100! provided an opportunity for the various

departments of the City to demonstrate their function as a part of the whole operation through a number of initiatives. Celebrate 100! was created as a marketing theme that any community organization or group could adopt and create an initiative to mark the city's 100th Anniversary.

Between January and December 2012 there were **24 City led** events or activities that took place. Each one managed and coordinated by Celebrate 100! with 6,900 attendees.

There were **30 Community led** events or activities that were assisted in some way by Celebrate 100!. Each one embraced the Celebrate 100! brand, marking the City's anniversary throughout 2012 attracting about **30,000** attendees.

There were **10 other anniversaries** celebrated in 2012 that connected to Celebrate 100! engaging thousands of Saultites.

A very successful marketing and communications media campaign was carried out at a zero cost budget. The Sault Star, CTV and Local 2 News each provided prominent media presence with millions of impressions for the entire year of 2012.

The Celebrate 100! website was designed and maintained "in house" and provided a yearlong calendar of events including hundreds of photos, stories, videos and featured all community partner events at no cost to the partners or to Celebrate 100!

Further marketing and public relations impressions were made through the distribution of four quarterly brochures, and a Kids Activity Book - both designed "in house" at minimal print cost to Celebrate 100! In addition flags, buttons, pins and posters were designed and produced for distribution throughout the community and given out at all events.

The special Celebrate 100! Anniversary Flag flew at all City operated sites.

IMPACT

The Celebrate 100! project has reminded the community, citizens and staff of the corporation, what a great city we have in Sault Ste. Marie. Our community pride has been impacted in a very positive way and new partnerships have developed with a variety of community organizations that have learned about one another through the shared history celebration.

The Celebrate 100! project has acknowledged the value of our most senior of citizens who built our community. The Celebrate 100! project has recognized the contribution of our business community. The Celebrate 100! project has engaged our youth and has provided a vision for our future because of our past.

There are a number of legacy items that will be left from Celebrate 100!

- * **238** 1912 Homes Certificates issued; they were delivered by Ward Councillors
- * **10** Certificates issued to businesses in operation continuously for 100 years or more

- * Governor General Commemorative Garden Plaque and Benches
- * Celebrate 100! Anniversary Flower Garden - display garden for future
- * City Employees Association tree planted with plaque at commemorative garden
- * City Council - City Employees Appreciation Plaque
- * Artist John Hartman Legacy Painting at Art Gallery - Sault Landscape at 100 years
- * Sault Museum Heritage Panels
- * Celebrate 100! legacy display in Civic Centre (to be determined)
- * Public Archival Record book
- * Time Capsule

STRATEGIC PLAN

Not applicable

RECOMMENDATION

Accepted as information

Respectfully submitted,



J. Susan Myers
City Councillor Ward Two
Management Chair, Celebrate 100!

CELEBRATE 100! PROJECT STATUS REPORT

as of December 1, 2012

CITY LED EVENTS

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
Celebrate100! Website launch December 13, 2010	Project website launch to new City Council and public – website goes 'live'	December 13, 2010	COMPLETED
100 Days to 100 Years Countdown to 2012 event September 23, 2011	launch event at Civic Centre Calendar of events and promotional material 100 days to 100 years countdown PWT produced countdown numbers and inside banners. Civic Centre outside banner 5'x22' erected until end of 2012	September 23, 2011	COMPLETED COMPLETED
Media Event Dr. Roberta Bondar Celebrate100! Honorary Community Ambassador October 5, 2011	Media Event at Civic Centre to announce Dr. Bondar as Celebrate100! Honorary Community Ambassador. Dr. Bondar is in attendance	October 5, 2011	COMPLETED

(6/8/12)

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
Chamber of Commerce Take 5 Event December 6, 2011	Take 5 – hosted by Celebrate 100! handouts; door prizes Royal Sovereign Sea Cadet Band in lobby 5 – 5:30	December 6, 2011	COMPLETED
Celebrate 100! kickoff event – January 1 st , 2012	2:00 – 4:00 p.m. Mayor's Celebrate 100! Free Family Skate at Essar Centre; free skating; hot chocolate; cookies; celebrate 100! button; Kids Activity Book. Lou Turco emcee draws for free give-a-ways; flag raising (indoors); Mayor's welcome; face painting and balloon animals, Town Crier-proclaims kick-off Soo Greyhounds Mascot-'Dash'-some players	January 1	COMPLETED

6/8/12

Celebrate 100! Anniversary Week in the City of Sault Ste. Marie April 16-20	100 Day Countdown to April 16 – on website and Civic Centre banner	January 8 – April 16	COMPLETED
	Historic City Council Meeting – April 16th Mayor proclaimed Celebrate100! Civic Anniversary Week Town Crier proclaimed 100 th birthday 1912 DVD/museum– Kim Forbes Porter Airline contest – draw for 2 tickets Toronto-Sault return Commemorative Plaque report to Council Royal Sovereign Sea Cadets play 'celebration' and 'happy birthday'	April 16 - 20	COMPLETED
	April 17, 18, 19 10 – 2 pm Civic Centre open house Departmental displays (trade show) in Russ Ramsay Board room Table in lobby with birthday cupcakes and coffee each day for public		COMPLETED
	April 18 4:30 – 7:30 pm City Employees/City Councillor Recognition Reception – April 18 th (past and present) Russ Ramsay Board room Civic Centre historical lobby display for month of April courtesy of Sault Museum and Public Library Our 100 Years in Photos – slideshow		COMPLETED
	April 20 Jean Day and 20 Minute Make-over in conjunction with Earth Day		COMPLETED

(68X1a)

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
Canada Day 2012 and Celebrate 100! Festivities – July 1	Integrate Celebrate 100! into Canada Day celebrations at Roberta Bondar Pavilion Town Crier Celebrate100! billboard painting mural for kids Kids Activity Book souvenir buttons entertainment sponsorship by OLG Beatle Magic Tribute Band John Rowswell HUB Trail Challenge organized by STAC	July 1	COMPLETED
Sister Cities Agreement Ceremony – August 16	Sault Ste. Marie Ontario – Sault Ste. Marie Michigan 'Two Nations – One City' Copy of agreement to go in the Time Capsule	August 16	COMPLETED

(18/10)

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
Their Excellencies The Right Honourable David Johnston, Governor General of Canada and Mrs. Sharon Johnston Visit August 29, 30 Commemorative Plaque Unveiling 100th Anniversary Municipal Flower Garden dedication Commemorative benches at Flower Garden	Invitation extended and Their Excellencies accepted to visit Sault on 100th anniversary (same day) that the 1912 Governor General of Canada visited to take part in the incorporation of the city. Dr. Roberta Bondar, Celebrate100! Honorary Community Ambassador also attended the event Dedication ceremony unveiling commemorative plaque at 100th Anniversary Flower Garden on Civic Centre north property – August 29 Parks staff built new flower garden display for Celebrate100! Summer 2012 – planting June 11 Legacy for future years – bed to be themed annually 2 park benches with plaques engraved in honour of the visit of Their Excellencies	August 29	COMPLETED

6/8/12

City sponsored events	100 year old residents visited by Mayor-flowers; blanket-certificate-media	During 2012	ONGOING
	2012 babies – certificate with pin mailed. Register on-line	During 2012	ONGOING
	Certificates for Sault homes built in 2012 and still in existence (238)	June 2012	COMPLETED
	Certificates for 10 Sault businesses in operation continuously since 1912 or earlier. Certificates presented at Chamber of Commerce Awards Dinner October 18	October 18	COMPLETED
City departments sponsored events	facilities free swim and skate events during the year – schedule posted on website	During 2012	ONGOING
	Summer concert series at Roberta Bondar Pavilion	July-August	COMPLETED
City Departments sponsored events	Library calendar Oct 2011-Dec 2012 then-now pictures	2012	COMPLETED
	Horticultural department 2013 calendar	2013	COMPLETED

(18/12)

City Employees Association Events	City Employees Association promoting Celebrate 100! at their annual events	During 2012	ONGOING
	legacy item-tree planted at 100 th Anniversary Flower garden site – plaque on stone – to be installed in spring 2013	Summer	COMPLETED
	City employees 2012 Christmas party – Celebrate100! slideshow of employees over the years	December	ONGOING
Municipal Heritage Committee Celebrate100! Project	A Walk Through History – Sault Ste. Marie's Heritage Properties – available at various locations.	June	COMPLETED
Celebrate100! Community Partners Appreciation Reception And 100th Anniversary of the Sault Ste. Marie Museum Clock November 29	Reception at Civic Centre November 29, 5 – 7 p.m. Slide show – Celebrate100! year in review Video of history of Museum clock Video message from Dr. Roberta Bondar	November 29	COMPLETED

6/8/12

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
Farewell to Celebrate100! Closing Community Event December 30	Closing event – Sunday, December 30 1 - 4 p.m. Free Family Dance at Essar Centre Lou Turco - emcee DJ (The Music People) playing music over the decades Free hot chocolate, cookies, popcorn Steelworkers inflatables Celebrate100! painting mural Free face painting Free balloon magic Give-a-ways; draws Public archival book available to sign Program: Town Crier; flag lowered; time capsule ceremonial handover to Museum; Mayor and Celebrate100! comments	December 30	ONGOING

CELEBRATE 100! PROJECT STATUS REPORT

as of December 1, 2012

COMMUNITY LED EVENTS

ACTIVITY	ACTION	START DATE/ COMPLETION DATE	STATUS
Bon Soo Winter Carnival February 3-12	2012 Carnival theme: Bon Soo Celebrate 100! We are going to have a good time Window decals and souvenir button include Celebrate 100! logo	Feb 3 - 12	COMPLETED
Shadows of the Mind Film Festival Feb 29 – March 4	On Celebrate 100! Calendar of events	Feb 29 – March 4	COMPLETED
CARHA – Canadian Adult Recreational Hockey Association World Tournament March 4 – 11	Incorporated Celebrate100! Theme	March 4 -11	COMPLETED
Theatre Ontario Festival 2012 May 14 – 20	Province wide community theatre event in SSM Incorporated Celebrate100! theme	May 14 - 20	COMPLETED

6(8)(a)

ACTIVITY	ACTION	START DATE/ COMPLETION DATE	STATUS
Steeltown Silver Band Concert June 3	Concert held at Korah High School	June 3	COMPLETED
Passport to Unity Multi-Cultural Festival – Essar Centre May 4 -6	Incorporated Celebrate100! Theme. New to the Sault – Sault Community Career Centre	May 4 - 6	COMPLETED
Praise @ the Pavilion June 17	Services at Bondar Pavilion – Anglican and Lutheran churches of the city – welcomed all to participate. Incorporated Celebrate100! theme	June 17	COMPLETED
Westminster Church events April 21 and October 21	100 Years of Fashion Show & Tea Anniversary Sunday	April 21 October 21	COMPLETED COMPLETED
Canadian Cancer Society Relay for Life June 16, 17	John Rhodes Community Centre – Celebrate100! buttons, flags	June 16-17	COMPLETED

(68/12)

ACTIVITY	ACTION	START DATE/ COMPLETION DATE	STATUS
Finnish Mid-summer Festival June 22	Ontario Finnish Rest Home – North Street On Celebrate100! Calendar of events – Celebrate100! Buttons, booklets	June 22	COMPLETED
Aboriginal Day Expo – Sault Canal June 21	On Celebrate100! Calendar of events	June 21	COMPLETED
Aboriginal Dance Troup July 1	On program July 1 Canada Day/Celebrate100! Perform traditional dances	July 1	COMPLETED
SSM Canal Events	Heritage Teas and Canada Day activities on Celebrate100! Calendar of events	Summer	COMPLETED
John Rowswell Hub Trail Challenge organized by STAC July 1	All residents and visitors encouraged to participate - walk, cycle, skate, in a wheel chair	July 1	COMPLETED
Kiwanis Invitational Walleye Tournament July 13 - 15	Roberta Bondar Marina - on Celebrate100! Calendar of events	July 13 – 15	COMPLETED

ACTIVITY	ACTION	START DATE/ COMPLETION DATE	STATUS
Rotaryfest July 19 - 21	City float themed Happy Birthday Sault Ste. Marie Balloons-flowers-birthday cake design Members of City Council on float and walking. Lime green t-shirts 'happy 100 th birthday'. Handed out Celebrate100! buttons	July 21	COMPLETED
SS Marie Military Support Group Golf Day August 10	Red Friday Golf Fun Day at Silver Creek Golf Course – Celebrate100! Promotional items	August 10	COMPLETED
Buskerfest Aug 10 – 12	On Celebrate100! Calendar of events	Aug 10 – 12	COMPLETED
CLA Recycling Depot 100th transport load of recyclable electronics September 13	Media release - Wilson Street depot celebrate100! photo	September 13	COMPLETED

(68)(a)

ACTIVITY	ACTION	START DATE/ COMPLETION DATE	STATUS
Bushplane Days September 22, 23, 2012	On Celebrate100! Calendar of events	September 22 - 23	COMPLETED
Knights of Columbus Commemorate 1924 Allan Cup October 6	Sault Greyhounds won 1924 Allan Cup – K of C sponsors a commemorative banner at Essar Centre	October 6	COMPLETED
Algoma University Homecoming October 19, 20	Homecoming 2012 Event - on Celebrate100! Calendar of events	October 19-20	COMPLETED
Sault College Alumni Reunion Weekend 'Celebrate Sault' November 9, 10	Celebrate Sault -- on Celebrate100! Calendar of events	November 9-10	COMPLETED
Sault Greyhounds participation	Ceremonial Celebrate100! Puck-Drop by Mayor Amaroso at January 7 Soo Greyhound Game Greyhound players attended January1 kick-off event and December 30 closing event at Essar Centre	During 2012	ONGOING

6/8/12

ACTIVITY	ACTION	START DATE/ COMPLETION DATE	STATUS
Latin Association events	Monthly movie night at Water Tower Pub – on Celebrate100! Calendar of events Fiesta Event held Feb 11	During 2012	COMPLETED
Celebrating 100 Years of Engineering November 8	Professional Engineers of Ontario – Algoma chapter – Dinner gala celebrating 100 years of engineering in the Sault highlighting 10 projects over the past 100 years	November 8	COMPLETED
Art Gallery of Algoma exhibit December 6	Exhibit opening Dec 6 - 100 Years of Art in the Sault John Hartman landscape of Sault painting commissioned by Art Gallery	December 6 - February 17, 2013	CONFIRMED
Sault Youth Association book launch December 6	Memoirs of a Century Project – intergenerational project - Youth met with residents of Collegiate Heights Retirement Residence – conversations taped, transcribed, stories developed into a book.	December 6	CONFIRMED
Sault Area Hospital participation	Promoting Celebrate100! 2012 baby certificates to new mothers at hospital (as of November 208 certificates issued by Clerk's department)	During 2012	ONGOING

ACTIVITY	ACTION	START DATE/ COMPLETION DATE	STATUS
100 Years of Urban Aboriginal in Sault Ste. Marie	Celebration of 16 urban Aboriginal people who have been successful in different paths of life.	December 10	CONFIRMED

CELEBRATE 100! PROJECT STATUS REPORT

as of December 1, 2012

OTHER 2012 ANNIVERSARY EVENTS

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
35 th Anniversary Canadian Hearing Society	On Celebrate100! Website calendar of events Open House - Celebrate100! Logo	May 3	COMPLETED
25 th Anniversary SSM Seniors Games	On Celebrate100! website calendar of event	June 4 – 8	COMPLETED
War of 1812 Bicentennial	Algoma 1812 commemorative activities and events on St. Joseph Island and Sault Ste. Marie	July 17-21	COMPLETED
	Rendezvous	Sept 20 – 23	COMPLETED
90 th Anniversary Rotary Community Day Parade	Parade themed by decades. Theme: 'A Year to Celebrate'	July 21	COMPLETED
10 th Anniversary Echoes Drum Festival	On Celebrate100! website calendar of events Festival held at Algoma U.	Aug 3 - 5	COMPLETED

6/8/12

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
50th Anniversary International Bridge	Bridge lighting and fireworks Bridge walk and bike parade 50th Anniversary event/plaque unveiling ceremony Bridge modeling contest Children's colouring book contest	July 28 June 30 October 31	COMPLETED
100th Anniversary Marconi Society	On Celebrate100! website Calendar of Events	During 2012	ONGOING
55th Anniversary SSM United Way	Northern United Ways Regional Conference 2 nd Annual Mayor's Charity Golf Tournament Volunteer SSM Appreciation Dinner & Awards Ceremony	Mar 29 – April 1 June 18 April 20	COMPLETED COMPLETED COMPLETED
40th Anniversary Sault Symphony	On Celebrate100! website calendar of events	During 2012	ONGOING
40th Anniversary Algoma Fall Festival October 12 – November 3	On Celebrate100! website calendar of events	Oct 12 – Nov 3	COMPLETED

(48X10)

CELEBRATE 100! PROJECT STATUS REPORT

as of December 1, 2012

PUBLIC RELATIONS, COMMUNICATIONS AND MARKETING

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
Public Relations and Communications	Communicate Celebrate 100! Project to public, staff, media, etc.	During 2012	ONGOING
External Marketing - Friends and Family Campaign	TSSM managing external marketing including social networking and external promotion using their ongoing tools	During 2012	ONGOING
	Facebook – Tourism SSM – including Celebrate100! Porter Airline tickets contest – December 16 launch – draw at April 16 Council meeting	Dec – April 16	COMPLETED
Sault Daily Star	The Sault Star is the primary print media partner for Celebrate100! Souvenir publication (Jan 28), editorial content for telling Celebrate 100 stories, sharing 100 year history-every Saturday newspaper all year long	During 2012	ONGOING

618/101

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
CTV	Provided PSA coverage at strategic times throughout the year. M-F highlighting Celebration 100! - using the branding	During 2012	ONGOING
Local2 News	Launched a year-long Celebrate100! Anniversary page on the website featuring information/events/PSA/stories	During 2012	ONGOING
Chamber of Commerce Business Today publication	Bi-monthly Celebrate100! Articles	During 2012	ONGOING
City Council Mayor's Celebrate100! Moments	Mayor's Celebrate100! Moments at the beginning of all City Council meetings during 2012 bringing news of community hosted and city hosted Celebrate100! upcoming events	During 2012	ONGOING
SMT and staff communications	Regular reporting at SMT meetings e-mails to all employees use of logo on city correspondence Celebrate100! branding used by all employees on e-mail signature lines	2011/2012	ONGOING

(48)(a)

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
Reporting to City Council	Report to City Council throughout the project Monthly Celebrate100! Team meeting minutes provided to Council	2011/2012	ONGOING
Celebrate 100! Website	Website developed and maintained by City Staff	2011/2012	ONGOING
Celebrate100! Brochure	4 editions produced – distributed throughout community	Sept 2011 December 2011 April 2012 August 2012	COMPLETED
Canada Post cancellation stamp	Canada Post developed a 2012 cancellation stamp for use on all oversize SSM mail and at Queen St retail counter – in use November 1, 2011 – December 31, 2012	During 2012	COMPLETED
Civic Centre meter stamp	Celebrate 100! Logo on meter stamp in mail room of Civic Centre - for all outgoing mail	During 2012	COMPLETED

6/8/12

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
Time Capsule Survey Nov 19 – Dec 17	City invites the community to decide when the Time Capsule should be opened – in 50, 75 or 100 years Vote on-line	Nov 19 – Dec 17	ONGOING
Public Archival Record Book	Residents and visitors are invited to sign the record book that will be placed in the Time Capsule (Civic Centre lobby)	During 2012	ONGOING
Promotional items	Celebrate 100! Flags - for use at all city facilities with outside flagpoles Celebrate 100! outside banner at Civic Centre all year long Inside and outside banners at various City facilities, Station Mall, Ontario Travel Centre small give-a-ways: posters; temporary tattoos; hand held flags; sticky notepads; toothpick flags; kids activity book; souvenir pins; buttons Celebrate 100! Promotional kits for sale (\$10) Two Banner-up displays	During 2012 During 2012 During 2012 During 2012 During 2012 During 2012	COMPLETED

6/8/12

CELEBRATE 100! PROJECT STATUS REPORT

as of December 1, 2012

LEGACY PROJECTS

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
Certificates and Plaques	1912 homes (238 certificates)	June	COMPLETED
	Business in operation for 100 years + (10 certificates) presented at Chamber of Commerce Awards Dinner - October 2012	October	COMPLETED
	City Council/City Employees Appreciation Plaque	April	COMPLETED
	Governor General commemorative garden plaque and benches	August	COMPLETED
	City Employees Association tree planted at commemorative garden	August	COMPLETED
Time Capsule	Time capsule to be opened in 50;75;100 years? Public survey on city website Nov 19 – Dec 17 Time capsule to be located at SSM Museum	December	ONGOING
Public Archival Record Book at Civic Centre	Residents and visitors sign the record book being placed in the Time Capsule	December	ONGOING

6/18/12

<u>ACTIVITY</u>	<u>ACTION</u>	<u>START DATE/ COMPLETION DATE</u>	<u>STATUS</u>
Celebrate 100! Legacy display at Civic Centre	To be determined	During 2013	TBD
John Hartman landscape painting of Sault Ste. Marie	Legacy initiative of Art Gallery of Algoma celebrating 100 years of art in Sault Ste. Marie – permanent collection	December 6	COMPLETED
Celebrate 100! Anniversary Flower Garden and Commemorative Plaque	built by PWT and planted by horticultural division – located on Civic Centre north property Garden dedication and plaque unveiling event held during Governor General visit August 29	summer August 29	COMPLETED COMPLETED
Sault Ste. Marie Museum heritage panels	Museum initiative - 24 heritage panels on easels (photos with text)	April	COMPLETED

MEMORANDUM

TO: CITY OF SAULT STE. MARIE
MAYOR AND COUNCILLORS

FROM: H. J. BRIAN CURRAN, PRESIDENT & C.E.O.
PUC SERVICES INC.

DATE: November 23, 2012

SUBJECT: SECTION 19 OF THE SAFE DRINKING WATER ACT

Section 19 of the Safe Drinking Water Act comes into force January 1, 2013. This section of the Act identifies statutory standards of care that will apply to every person who, on behalf of a municipality, oversees the accredited operating authority of the system or exercises decision-making authority over the system.

Owners and operators are responsible for ensuring that their drinking water systems:

1. provide water that meets all prescribed drinking water quality standards;
2. operate in accordance with the Act and its regulations, and are kept in a fit state of repair;
3. are appropriately staffed and supervised by qualified persons;
4. comply with all sampling, testing and monitoring requirements;
5. meet all reporting requirements.

Failure to comply with Section 19 can lead to significant penalties such as fines of up to \$4 million for a first offence and imprisonment for up to five years. City councillors can no longer rely on acting in good faith to avoid prosecution under the Act unless they are relying in good faith on a report of an engineer, lawyer, accountant or other person whose professional qualifications lend credibility to the report.

PUC Services has various measures in place to ensure compliance with Section 19. PUC Services has received the necessary accreditation to operate the City's water system. The accreditation process included the development of an operational plan for the water system which was reviewed and approved by a third party auditor to ensure compliance with the 21 elements of the Drinking Water Quality Management System. All engineering work that is required to maintain or enhance system operations is completed by internal or external professional engineers. All system operations meet the requirement for certified staff at the appropriate level. Sampling is conducted according to the requirements of the Act and samples are analyzed by a certified laboratory. Annual reports containing the results of chemical and biological analysis are available in both electronic and paper formats. Sault Ste. Marie city councilors receive quarterly reports that include the status of the municipal water system. The water treatment plant is well instrumented to operate with minimal operator intervention and has monitoring devices to record operating data and to issue alerts if processes are disrupted or operations begin to deteriorate.

PUC Services would like to have the opportunity early in January to provide more details on how we operate the municipal water system and to answer any questions about our operations.

10(a)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2012-220

AGREEMENT: (H1.9) A by-law to authorize an agreement between the City and The Canadian Union of Public Employees Local No. 3 – Public Works & Transportation Department from February 1, 2012 to January 31, 2015.

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, dated the 1st day of February, 2012 and made between the City and The Canadian Union of Public Employees Local No. 3 -- Public Works & Transportation Department from February 1, 2012 to January 31, 2015.

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 3rd day of December, 2012.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE

ca:\CITYDATA\LEGAL\STAFF\BYLAW\2012\2012-220 CUPE LOCAL 3 PUBLIC WORKS AND TRANSPORTATION.DOC

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"

AGREEMENT

between

**THE CITY OF THE CITY OF
SAULT STE. MARIE**

-and-

**THE CANADIAN UNION OF PUBLIC EMPLOYEES
and
IT'S LOCAL NO. 3, PUBLIC WORKS**

February 1, 2012 to January 31, 2015

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THIS AGREEMENT MADE AND ENTERED INTO

THIS 1ST DAY OF FEBRUARY, 2012

BETWEEN

THE CITY OF THE CITY OF SAULT STE. MARIE

(Hereinafter referred to as the "City")

of the first part,

-and-

LOCAL NO. 3, CANADIAN UNION OF PUBLIC EMPLOYEES

PUBLIC WORKS & TRANSPORTATION DEPARTMENT

(Hereinafter called "The Union")

of the second part

1:00 PURPOSE OF AGREEMENT

1:00 The general purpose of this Agreement is to establish and maintain collective bargaining relations between the City and its employees and to provide machinery for the prompt and fair disposition of grievances, and to establish and maintain mutually satisfactory working conditions, hours and wages for all employees who are subject to the provisions of this Agreement.

1:02 It is recognized that the City provides services for the safety, health, comfort and general welfare of the citizens. Therefore, the employees must be prepared at all hours of the day or night to assist in providing the many services.

1:03 Wherever the singular is used in this Agreement, it shall be considered as if the plural had been used where the context of the part or parties hereto so require.

2:00 RECOGNITION

2:01 The City, or any one authorized to act on its behalf approves and recognizes Local #3, Chartered by the Canadian Union of Public Employees, as the exclusive collective bargaining agency for its employees classified and covered by this Agreement, and hereby consents and agrees to negotiate with the Union or any authorized Committee thereof on matters affecting the relationship between the parties to this Agreement looking towards a peaceful and amicable settlement of any difference that may arise between them.

2:02 Both parties mutually agree that this Agreement shall cover and include all those employees to be set forth in the classification and wage schedule embodied in this Agreement in Schedules "A" and "B", attached hereto.

2:03 Employees of the City excluded from the bargaining unit, as defined by Clause 2:02 hereof, shall not perform duties of employees in the bargaining unit except for emergency, experimentation, training, or instructional purposes. This clause does not apply to those people designated as temporary Supervisors.

"Experimentation" is when non-bargaining unit staff from time to time assesses the effectiveness, efficiency and/or suitability of work methods, equipment, procedures and/or processes. Such experimentation may involve performing work typically associated with bargaining unit members for a limited period of time to permit valid assessment. Experimentation however is not intended to have non-bargaining unit members on an ongoing basis perform the work of the bargaining unit.

3:00 UNION SECURITY

3:01 The City shall deduct from the wages of each employee on completion of thirty (30) days employment the current monthly union dues, as set from time to time, and remit same as set out in Article 3:03.

3:02 All employees of the City as a condition of continuing employment, shall become and remain members of the Union.

3:03 Deductions will be made from the payroll period and shall be forwarded to the National Secretary-Treasurer of the Union not later than the 15th day of the month following in respect of which deductions have been made, accompanied by a list of all employees names, addresses and phone numbers as the City has on file along with bi-weekly earnings upon which union dues are based and the employee status.

3:04 The Union will save the City harmless from any and all claims which may be made against the City for amounts deducted from employees pay as herein provided.

4:00 NEGOTIATING & GRIEVANCE COMMITTEES

4:01 A Negotiating Committee shall be appointed and consist of not more than four members who are employees of the City. The Union will keep the City advised of the names of the members of such committee.

4:02 Stewards: The City acknowledges the right of the Union to appoint or otherwise select eight (8) Stewards. The Union shall notify the Corporation of the names of the Stewards within 30 calendar days of their appointment.

4:03 No time shall be lost by Stewards or members of the Negotiating Committee for attendance at mutually arranged meetings with the City officials during working hours, provided such members receive prior approval from the Commissioner of Public Works and Transportation. The City agrees to maintain the pay of such persons on approved absence for all reasonable time so spent but only for such hours that are straight time regularly scheduled working hours.

- 4:04 The Union shall have the right at any time to have assistance of Union Officers or Representatives of the Canadian Union of Public Employees when dealing or negotiating with the City.
- 4:05 The Union's Grievance Committee shall consist of three members who are employees of the City. This Committee may discuss matters pertaining to the Agreement with the Officials of the City.
- 4:06 The parties agree to establish a Joint Consultation Committee with equal representation from each party to deal with matters of mutual concern relating to the workplace. The terms and conditions of the Committee are outlined in the letter appended to this collective agreement entitled Joint Consultation Committee - Terms and Conditions.

5:00 **BULLETIN BOARDS**

- 5:01 Bulletin Boards: The City shall provide Bulletin Boards in each place where employees commence work upon which the Union shall have the right to post notices of meetings and such other notices as may be of interest to the employees.

6:00 **MANAGEMENT**

- 6:01 The Management of the Public Works and Transportation Department and the direction of the working forces, including the right to hire, suspend, discipline, or discharge for proper cause, and the right to relieve employees from duty because of lack of work or for any other legitimate reasons, is vested with the City, subject to all other provisions of this Agreement.
- 6:02 The City shall exercise its right to assign job duties and to direct the working forces in a fair and reasonable manner.

7:00 **DISCRIMINATION**

- 7:01 The City, the Union, and their agents agree not to discriminate against any employee because of their membership in the Union or for any reason as set out in the Ontario Human Rights Code.

If an employee believes they have been subject to conduct contrary to the City's Code of Conduct, they shall submit their concern in writing to their respective Department Head with a copy to the Union. The Department Head will provide a written response to the employee with a copy to the Union upon conclusion of the investigation by the Department Head.

If the employee is not satisfied with the Department Head's response, the employee may submit the concern to the Chief Administrative Officer with a copy to the respective Department Head and Union. Upon conclusion of an investigation, the Chief Administrative Officer will provide a written response to the employee with a copy to the respective Department Head and Union.

8:00 GRIEVANCE PROCEDURE

8:01 Grievances shall be dealt with in the following manner provided such grievances are filed in writing within 15 working days of the occurrence of the incident which gave rise to the matter in dispute. Requests for grievance hearings and replies following such hearings shall be in writing at all steps. Grievances shall specify the clause or clauses in the agreement which it is believed the City has violated and shall include a statement of facts outlining in what manner the City's interpretation of a clause is disputed. A copy of the above grievance will be submitted at each step of the grievance procedure. Responses to all steps of the grievance procedure will be copied to the Group Vice-President.

8:02 Complaint

Grievances shall first be dealt with as a complaint.

The employee, who may be accompanied by a Union Steward, shall bring the complaint forward to their respective Division Head or the designate.

Subject to the exceptions under 8:04 and 8:05, it is understood that there is no grievance until the respective Division Head or designate has first had the opportunity to adjust the complaint. Any resolution to a complaint at this step is understood to be without precedent or prejudice to either party.

If the Union and the employee are not satisfied with the resolution at the Complaint step, the employee shall submit the grievance in writing to the Chairperson of the Union Grievance Committee. If the Union Grievance Committee considers the grievance to be justified then the Union may proceed to Step 1 of the grievance procedure.

STEP I The Employee assisted by a Steward or an officer of the Union shall first take the matter up with the respective Division Head or Superintendent of Operations. The Division Head or Superintendent of Operations shall reply within five (5) working days.

STEP II If the Grievance Committee considers that a satisfactory settlement was not reached at Step I, it may within five (5) working days of the receipt of the Step I reply request a hearing by the Commissioner of Public Works and Transportation. The City will arrange a hearing at Step II within fifteen (15) days of the receipt of the grievance. The Commissioner shall render a decision within five (5) working days of the hearing.

STEP III If the Grievance Committee considers that a satisfactory settlement was not reached at Step II, it may within five working days of the receipt of the Step II reply request a hearing by the Commissioner of Human Resources or their representative. The Commissioner of Human Resources or representative shall render a decision within five working days of the hearing.

STEP IV If the Grievance Committee considers that a satisfactory settlement was not reached at Step III, it may within five working days of receipt of the Step III reply request a hearing by

the Chief Administrative Officer. The Chief Administrative Officer shall render a decision within five working days of the hearing.

8:03 The time limits fixed in the Grievance procedure must be observed unless they are extended by mutual agreement between the parties to this agreement.

A Board of Arbitration shall not alter, modify or amend any part of this agreement or make any decision inconsistent with its provisions.

8:04 In cases of discharge the employee and/or the Union shall have the right to file a grievance at Step III of the grievance procedure provided such grievance is filed within fifteen (15) days from the date of discharge.

8:05 Where the dispute involves a question of a general application or interpretation of the terms of the agreement, either the Union or the City may file a grievance at Step III of the Grievance Procedure.

9:00 ARBITRATION

9:01 If the Grievance Committee considers that a satisfactory settlement was not reach at Step IV of the grievance procedure, it may within ten (10) working days of receipt of the Step IV reply invoke the Arbitration provisions of the Agreement by providing written notice to the City of its referral of the grievance to arbitration.

Furthermore, within twenty (20) working days following such notice, the Union shall propose a sole arbitrator or Nominee to a Board of Arbitration to hear the grievance. The parties agree to cooperate to establish a mutually satisfactory date as soon as practicable for the hearing of the grievance before a sole arbitrator/Arbitration Board.

A sole arbitrator/Arbitration Board shall not alter, modify or amend any part of the Agreement or make any decision inconsistent with its provisions.

The time limits set out in this Arbitration procedure shall be strictly observed by the parties to this Agreement but may be extended by mutual consent.

10:00 STRIKES AND LOCKOUTS

In view of the orderly procedure established herein for disposition of grievances and complaints, the City agrees that it will cause or direct no lockouts of its employees for the duration of this Agreement and the Union agrees that there will be no strikes or other collective action which will stop or interfere with the services of the City for the duration of this Agreement.

11:00 SENIORITY

11:01 The parties recognize that promotional opportunities and job seniority in the event of promotions, decrease in forces and recalls after layoffs should increase in proportion to

length of continuous service and that in the administration of this section the intent will be that full consideration shall be given to continuous service in such cases. The parties also recognize that, because of the many different tasks, which the Department of Public Works and Transportation must carry out, its forces must be completely flexible and when considering the method of temporary transfer, flexibility and efficiency must be given full consideration.

11:02 Seniority shall be established on the basis of an employee's service with the City, calculated from the date upon which the employee last commenced employment with the City.

11:03 Seniority shall be forfeited and employment will be terminated if:

- (1) The employee voluntarily quits his employment.
- (2) The employee is discharged for proper cause.
- (3) The employee fails to report for work within ten 10 days after being notified by registered mail to return to work following a layoff. Sickness or an Act of God shall be extenuating circumstances.
- (4) The employee is absent from work for two (2) consecutive working days without reasonable excuse.
- (5) (a) The parties agree to the following conditions regarding employees absent from work due to non-occupational illness or accident.
 - (i) During the first 12 months of any such absence the City agrees to provide at its cost all benefits set out in Article 17:00.
 - (ii) At the end of such 12 month period such employee will be responsible for the total cost of all benefits set out in Article 17:00.
 - (iii) The City agrees to maintain the seniority of such employee for a thirty-six (36) month period, after which employment will be terminated.
- (b) An employee who is absent from work due to an occupational illness or accident for which WSIB is paid will be provided as follows:
 - (i) During the first twenty-four (24) months of such absence the City will provide at its cost all benefits set out in Article 17:00.
 - (ii) At the end of such twenty-four (24) month period such employee will be responsible for the total cost of all benefits set out in Article 17:00.
 - (iii) The City agrees to maintain the seniority of such employee for a thirty-six (36) month period after which employment will be terminated.

- (6) (i) The employee has less than five (5) years service and is absent from work for a period in excess of eighteen (18) calendar months due to a layoff.
- (ii) The employee has more than five (5) years service and is absent from work for a period in excess of twenty-four (24) calendar months due to a layoff.

The parties recognize and agree that the provisions of articles 11:03 (5) (a) (iii) and 11:03 (5) (b) (iii) must be interpreted and applied in a manner consistent with the provisions of the Human Rights Code.

11:04 An employee shall be on probation until they have worked a cumulative one thousand and forty (1040) hours and during such period the employee shall not be subject to rights under the grievance procedure. Employees who have completed the probationary period are deemed to be seasonal employees and will be placed on the seniority list and credited with seniority from the day they commenced work. Overtime hours shall not be counted as part of the one thousand and forty (1040) hours for the purpose of establishment on a job in a line of sequence.

11:05 Employees who are employed for less than an average twenty-four hours per week in any four-week period are deemed to be part-time employees.

11:06 In this Agreement:

- (a) "Probationary Employee" means an employee who has not completed the probationary period.
- (b) "Seasonal Employee" means an employee who has completed the probationary period but who has not been employed for twelve (12) consecutive months.
- (c) "Permanent Employee" means an employee who has completed twelve (12) consecutive months of employment.

11:07 The City agrees to provide the Union Secretary and to post on the bulletin boards during the months of February and August an up-to- date seniority list. Any employee who believes he is not listed in the proper position may take the matter up in accordance with the provisions of Article 8:00. If any corrections are approved within a period of ninety days, the list will be amended and a copy given to the Union.

11:08 In filling permanent vacancies, temporary, seasonal, spare or new positions, appointments shall be made on the following basis:

- (a) In the case of automatic progression as provided in Article 12:13 or
- (b) In the case of posted openings consideration will be given first to qualifications as outlined in the job posting. If qualifications are determined to be equal, seniority shall be considered the determining factor.

The promoted employee will be placed on a trial period in accordance with 12:05, conditional upon satisfactory performance. Such promotions shall become permanent after the completion of such period. In the event the promoted employee proves

unsatisfactory in the position or requests to revert to his/her former position during the trial period, s/he shall be returned to his/her former position without loss of seniority and any employee promoted or transferred because of re-arrangement of positions shall also be returned to their former position without loss of seniority.

Employees who wish to have their name removed as a successful candidate to other than a permanent posted position must do so on a form provided by the Department. The employee shall sign such form and provide it to the respective Division Head for approval. Upon approval, the employee's name shall be removed from the seniority list for such position and it is understood that the employee cannot re-apply to return to such position until such time as the position is posted by the Department at a future date.

- 11:09 Except as provided in Article 12:13 the City agrees to post all vacancies or job openings which occur within the bargaining unit for a period of seven (7) days prior to filling any vacancies or new positions covered by the terms of this Agreement. Appointments made as a result of applications received will be posted as soon as final selection is made and a copy shall be given to the Union Secretary. Such job openings shall be posted on all bulletin boards in order that all members will know about the position and be able to make written application therefore. Such notices shall state the nature or title of the position, the qualifications inclusive of knowledge, education, experience and skills required, and the wage rate or wage range and a copy will be forwarded to the Union.
- 11:10 Where new positions are created or current positions reclassified the City will advise the Union in advance of the nature of the positions and the proposed wage or salary rate.
- 11:11 The selection or appointment of employees for Supervisory positions or for any position not subject to this Agreement, is not governed by the Agreement, but if an employee appointed to a permanent position outside the scope of the bargaining unit, such employee shall retain their bargaining unit seniority for a period of six (6) months following such appointment. If the employee remains in the position outside the scope of the bargaining unit beyond the above noted six (6) month period, all bargaining unit seniority shall be forfeit and their name shall be removed from the Union Seniority List.
- 11:12 "Disabled Employees": Any employee covered by this agreement who, through temporary disablement, is unable to perform their regular duties may be given any light or modified work available at the wages payable at the time for the position to which they are assigned."
- 11:13 Promotions Requiring Higher Certification: In case of promotion requiring higher certification, the Employer shall give consideration to employees who do not hold the requirement of the required certificate, but are writing for such certificate prior to filling the vacancy. If selected by the Employer, such employees will be given an opportunity to qualify within a reasonable length of time and to revert to the employee's former position if the required certificate is not obtained within such time.
- 11:14 The City agrees that in the event of a layoff, employees shall be laid off in the reverse order of their seniority and where it is necessary to rehire former employees, they shall be re- employed in the reverse order in which they were laid off, provided however, that the employees in both cases, are capable of performing the required duties. During any such

period of layoff such employee shall not be entitled to any benefit except the right of recall to work.

11:15 Termination of Employment: Notice of layoff will be given in accordance with the provisions of the Employment Standards Act.

12:00 **JOB SENIORITY LISTS**

12:01 The parties agree to establish and maintain job seniority lists in conjunction with the existing master seniority lists.

12:02 A line of sequence is a series of jobs in a category by which an employee may advance to the top job or revert from the top job to the bottom job. New lines of sequence or changes to existing lines of sequence shall be established by agreement between the City and the Union. The City may after discussion with the Union temporarily institute a line of sequence where none exists until agreement has been reached.

12:03 An employee's job seniority is their position on a job or jobs in a line of sequence relative to other employees on the same job or jobs. For example, an employee will have less job seniority on a job in a line of sequence on which they are established than employees previously established and still established on such job, and more job seniority on that job than employees who later become established on such job.

12:04 Pool jobs are jobs which:

- (1) are not in a line of sequence or
- (2) are in a line of sequence but are below the line; that is jobs which are comparable, to jobs not in a line of sequence in that they can be done adequately by employees assigned for job opportunity without delay and without interfering with reasonable efficiency in operations.

12:05 Subject to 12:07, an employee shall become established as of the day they begin work on a job in any line of sequence after they have worked on such job at least four hundred, forty (440) hours within any period of four (4) consecutive months in accordance with Article 11:08 of the Working Agreement between the City and the Union. If an employee moves up temporarily to a higher job in a line of sequence, hours worked on the higher job shall not be counted for establishment.

Overtime hours shall not be counted as part of the four hundred, forty (440) hours for the purpose of establishment on a job in a line of sequence.

12:06 If an employee is promoted to a job in a line of sequence other than the job next above the job in which they are established, they shall nevertheless for the purposes of this Article be deemed to have worked on the intervening job or jobs and to become established on such intervening job or jobs on the day they become established on the job to which they are promoted. No employee will be considered to be established on an intervening job in the above manner ahead of senior employees who are unable to accept the promotion in question due to lack of the required qualifications.

- 12:07 An employee shall no longer be established on a job in a line of sequence if they have been demoted, if their service has been broken, or if they have become established on a job in another line of sequence since they were last established on a job in the line of sequence first mentioned.
- 12:08 An employee temporarily transferred to a job in a line of sequence pursuant to 12:26 shall not become established in such job, and their job seniority from which transferred shall not be affected by a temporary transfer.
- 12:09 The purpose of the establishment period is to allow the City to decide whether it wishes to retain an employee in the job concerned.
- 12:10 The City agrees to provide the Union and to post on the bulletin boards during the months of February and August an up-to-date job seniority list.
- 12:11 Errors or omissions in a list posted in accordance with 12:10 shall be corrected in accordance with Article 11:07 of the Working Agreement between the City and the Union, provided:
- 1) Such error or omission relates to the period subsequent to the date of the previous list, and
 - 2) The error or omission is brought to the attention of the Commissioner of Public Works and Transportation within 15 days of the employee's first opportunity to see the list.
- 12:12 Notwithstanding anything contained herein, once a job seniority list has been finalized, the only protests which will be considered against the next posted list shall be protests relative to deletions, by-passes, promotions and additions, occurring since the date of the previous list.
- 12:13 In promoting an employee to fill a vacancy in a job in a line of sequence (except the bottom job) preference shall be given to employees in accordance with the following rules unless the employees concerned do not have the qualifications and the ability to do the job:
- 1) preference shall be given to employees in accordance with their job seniority in the next lower job or jobs in the line of sequence.
 - 2) temporary vacancies of less than three (3) working days will be filled by the Director of Operations, giving preference where possible to the senior qualified employee available.
- 12:14 An employee who is offered a promotion must on request accept or refuse such promotion and failure to do so may be considered by the City as refusal of the promotion. It is further agreed that Seasonal Operators shall not have the right to sign off.
- 12:15 An employee may refuse a promotion, and on doing so shall sign a waiver form, or if they refuse, then a representative of each party shall sign such form on their behalf. Upon completion of the form, the employee refusing promotion shall lose to the employee promoted their promotional preference in respect of the job to which the latter is promoted, and all higher jobs in the same line of sequence.

- 12:16 An employee, who signs a waiver form in accordance with 12:15, shall relinquish their promotional rights in that line of sequence until such job waiver form is rescinded in writing by the employee, but such job waiver form rescinding shall not be allowed for a minimum period of twelve (12) months of sign off.
- 12:17 An employee, who is established on a job in a line of sequence must, upon request, exercise their rights to that job in accordance with their job seniority or they shall be required to sign a waiver form relinquishing their future promotional rights to such occupation until they indicate to supervision, in writing, that they wish to be considered for promotion. This shall not apply if the employee cannot work on a job because of temporary physical disability supported by acceptable medical evidence.
- 12:18 Notwithstanding 12:15, no employee may refuse a temporary promotion if such refusal would impair efficiency or disrupt operations.
- 12:19 If as a result of sign-offs, pursuant to 12:15 and 12:16 the efficiency of the operation is impaired, the City may temporarily promote a sufficient number of employees who are blocking the line to create vacancies so other employees may acquire necessary training.
- 12:20 If a vacancy occurs in the bottom job on a line of sequence the City shall post a notice of such vacancy in accordance with Article 11:09 of the Working Agreement.
- 12:21 Demotion is the means by which an employee reverts to a lower job in a line of sequence or to a job not in a line of sequence because of inability to do their job or at their own request for personal reasons.
- 12:22 An employee being demoted at their own request for personal reasons shall sign a statement requesting demotion and shall not be considered for further promotion until they indicate their desire to be considered for promotion by signing a statement to that effect.
- 12:23 The City shall not unreasonably demote an employee for inability to do the job and the City shall discuss any such case with the Union and shall notify the Union in writing before making the demotion.
- 12:24 Regression is the means by which, because of a reduction in the work available, an employee reverts temporarily to a lower job in a line of sequence or to a job not in a line of sequence.
- 12:25 An employee shall regress from a job in reverse order of their job seniority and shall be assigned from one job to another in accordance with their job seniority, except for jobs not in a line of sequence.
- 12:26 Where work of a temporary nature necessitates the transfer of an employee from one line of sequence to another, the transfer shall be authorized by a completed temporary transfer form of which copies shall be sent to the Union.
- 12:27 The temporary transfer shall be effective for a period of not more than 90 days.

- 12:28 During the period in which an employee is temporarily transferred to a job, they shall be paid for hours worked on such job at the rate for the job or at the rate for the job to which they would have been assigned had they not been transferred, whichever is greater.
- 12:29 The purpose of the layoff procedure is to create job vacancies for senior employees displaced from their lines of sequence as a result of a reduction in force.
- 12:30 In a reduction in force, employees shall be displaced from jobs on a line of sequence in reverse order of such employees job seniority; and employees shall be displaced from pool jobs in reverse order of such employee's overall seniority.
- 12:31 There shall be no job preference in assignment of senior employees to job vacancies.
- 12:32 No employee shall be assigned to a job vacancy if it is evident that they cannot fill that job vacancy.
- 12:33 The purpose of the recall procedure is to recall employees to jobs in lines of sequence in order of job seniority, and to recall employees to pool jobs in order of overall seniority.
- 12:34 Employees shall be recalled to jobs during an increase in force in accordance with the following rules:
- 1) When a vacancy occurs in a job in a line of sequence, the employee with the most job seniority among those not working on the job shall be recalled to fill such vacancy.
 - 2) When a vacancy occurs in a pool job, the employee with the most overall seniority who is laid off will be recalled to it, unless it is evident that they cannot fill the job vacancy.
 - 3) When a vacancy occurs in a pool job, the qualified employee with the most overall seniority who is laid off will be recalled to it.
- 12:35 Employees recalled to jobs during an increase in force shall be notified of such recall in accordance with Article 11:03 of the Working Agreement between the City and the Union.
- 12:36 An apprentice completing their apprenticeship shall be granted one-half the time spent serving their apprenticeship with the City on their occupation for the purpose of establishing their job class seniority in their trade or craft.

13:00 LEAVE OF ABSENCE

- 13:01 General Leave: The City may grant leave of absence without pay and without loss of seniority to any employee requesting such leave for good and sufficient cause, such request to be in writing and approved by the City for a period not exceeding three months. Except, that the City may consider a longer period of leave of absence for employees who intend to continue their education.
- 13:02 Union Conventions or Schools: Leave of Absence without pay and without loss of seniority may be granted upon request to the City to employees elected or appointed to represent

the Union, at Union Conventions or Union Schools, provided the City is advised in writing by the authorized officers of the Union of such appointments.

13:03 Leave of Union Officers: Any employee who is elected or selected for a fulltime position with the Union or anybody with which the Union is affiliated or who is elected to public office may be granted leave of absence without pay or loss of seniority by the City for a period of one year. This period may be extended by the City at the end of the year.

13:04 Funeral Leave: When death occurs to a member of an employee's immediate family, the employee will be granted leave of absence on compassionate grounds and will be granted time off with pay at the regular hourly rate up to a maximum of four (4) days for any days which are normally straight time working days and fall within the period from the day of death up to and including the day following the funeral.

Members of the immediate family means: The employees' wife, or husband, or common-law spouse, mother, father, brother, sister, sons, daughters, grandchildren, mother-in-law, father-in-law, grandparents.

Common-law spouse shall be defined as an individual with whom an employee has been living and in which relationship they have publicly represented themselves as husband and wife:

(a) for at least three (3) years where either one has a legal spouse

(b) for at least one (1) year where neither one has a legal spouse.

When death occurs to an employee's brother-in-law or sister-in-law, the employee will be granted leave of absence on compassionate grounds and they may be absent and shall be paid 8 hours straight time at their regular rate for one (1) scheduled working day. Pay will not be granted if the employee fails to attend the funeral. Non-attendance at funeral regardless of distance disqualifies this leave of absence with pay.

13:05 The City shall pay any employee who is required to serve as a juror or court witness, the difference between their normal earnings and the payment they receive for jury service or court witness. The employee will present proof of service and the amount of pay received.

13:06 The City agrees to pay the difference between an apprentice's normal rate of pay and any government subsidy provided such agreement does not result in the loss of the government subsidy. Government subsidy as described in this article does not include Unemployment Insurance Commission benefits.

13:07 The City shall provide Pregnancy and Parental Leave in accordance with the Employment Standards Act.

14:00 HOURS OF WORK AND OVERTIME

14:01 (a) The normal hours of work shall be eight (8) or ten (10) hours per day and forty (40) hours per week.

Twelve (12) hour shifts can be scheduled during Winter Maintenance Shift Schedule inclusive of "spring clean-up operations" and shall be calculated over a cycle of one hundred and sixty (160) hours.

- (b) The City shall designate either a twenty (20) minute paid lunch period or a thirty (30) minute unpaid lunch period within the eight (8), ten (10) or twelve (12) hour shift consistent with the Employment Standards Act.

14:02 Overtime

- (a) Time and one half shall be paid for any time worked in excess of the scheduled number of hours per day or for any time worked in excess of the scheduled number of hours per week.
- (b) Time and one-half shall be paid for all hours worked on a Statutory Holiday in addition to eight (8) hours pay at the regular rate for a Statutory Holiday.
- (c) Overtime work shall, as far as possible, be equitably distributed among the employees concerned.
- (d) Employees may request time off in lieu of overtime with the following conditions:
- Maximum Time Off in Lieu – 40 hours (i.e. 5 work days) in a calendar year.
 - Requests for lieu time off will be considered on an individual basis at the time of request.
 - Approval at the sole discretion of the Commissioner of Public Works and Transportation or designate based upon the operational requirements of the Department.
 - If not utilized, will be paid out.
 - Lieu time off shall not be granted from June 1st to September 30th in any given calendar year with the exception of Mechanics and Welders where lieu time off shall not be granted during the Winter Control Season.

14:03 Shift Work

- (a) A shift premium of one dollar (\$1.00) (effective the first full pay period following ratification of the Memorandum of Settlement by the parties) per hour will be paid for all hours worked between 3:30 p.m. and 11:30 p.m.
- (b) A shift premium of one dollar (\$1.00) (effective the first full pay period following ratification of the Memorandum of Settlement by the parties) per hour will be paid for all hours worked between 11:30 p.m. and 7:30 a.m. of the following day.
- (c) For other than eight (8) hour shifts, shift premiums will be paid according to the most hours worked on the scheduled shift.
- (d) A premium of one dollar (\$1.00) (effective the first full pay period following ratification of the Memorandum of Settlement by the parties) per hour will be paid for all hours worked on a Sunday.

- (e) Where possible, employees will receive two (2) consecutive days off each week.
- (f) In setting up shift schedules, the City will offer to employees by job class seniority, the option to select such schedules. In accepting a shift schedule, the employee agrees to remain on such schedule for the duration of the schedule. If additional employees are required to fill shift schedules, the City will assign junior employees. It is understood that employees must have the ability and qualifications to perform the work when selecting or when assigned to shift schedules.

14:04 There shall be no doubling up or pyramiding of overtime rates or premiums. Premiums will not apply where overtime rates apply.

14:05 When employees are called from home they shall receive a minimum of three (3) hours pay at the overtime rate.

14:06 Employees who are on standby shall be paid one (1) hours pay at their regular rate for each eight (8) hours required to be on standby in addition to call-out provisions under Article 14:05 in this Agreement.

14:07 The work week shall be a period of seven (7) work days beginning at 12:01 a.m. Sunday or the shift starting time closet thereto.

14:08 The City shall pay a meal allowance of eleven dollars seventy-five cents (\$11.75) (effective the 1st of the month following ratification of the Memorandum of Settlement by the parties) (increase to \$12.00 effective February 1, 2013 and increase to \$12.25 effective February 1, 2014) for an employee required to perform more than two (2) hours overtime work continuous with the end of the regular scheduled shift.

Should the employee be required to complete an additional five (5) hours of continuous employ in excess of the aforementioned two (2) hours, then the employee shall receive an additional meal allowance of eleven dollars seventy-five cents (\$11.75) (effective the 1st of the month following ratification of the Memorandum of Settlement by the parties) (increase to \$12.00 effective February 1, 2013 and increase to \$12.25 effective February 1, 2014).

In addition the City shall pay a meal allowance of eleven dollars seventy five cents (\$11.75) (effective the 1st of the month following ratification of the Memorandum of Settlement by the parties) (increase to \$12.00 effective February 1, 2013 and increase to \$12.25 effective February 1, 2014) for an employee required to work five (5) consecutive hours on a callout.

14:09 Employees of the Department of Public Works and Transportation covered by this agreement are allowed a break of not more than ten (10) minutes each forenoon and afternoon period

14:10 The City to provide twelve (12) hours notice of a change of shift except for Winter Maintenance Operations.

15:00 VACATIONS WITH PAY

- 15:01 Pay in lieu of vacation to an employee with less than one year service who terminates their employment shall be four (4%) percent of their total wages paid to them.
- 15:02 Employees with one (1) but less than five (5) years of continuous service at January 1st, shall receive two weeks vacation with pay of four (4%) percent of the total wages paid to such employee during the previous year.
- 15:03 Employees with five (5) years but less than ten (10) years of continuous service at January 1st, shall receive three (3) weeks vacation with pay of six (6%) percent of the total wages paid to such employee during the previous calendar year.
- 15:04 Employees with ten (10) years but less than fifteen (15) years of continuous service at January 1st, shall receive four (4) weeks vacation with pay of eight (8%) percent of the total wages paid to such employee during the previous calendar year.
- 15:05 Employees with fifteen (15) years but less than twenty (20) years of continuous service at January 1st, shall receive five (5) weeks vacation with pay of ten (10%) percent of the total wages paid to such employee during the previous calendar year.
- 15:06 Employees with twenty (20) years but less than thirty (30) years of continuous service at January 1st, shall receive six (6) weeks vacation with pay at twelve (12%) percent of the total wages paid to such employee during the previous calendar year.
- 15:07 Employees with thirty (30) years or more of continuous service at January 1st, shall receive seven (7) weeks vacation with pay of fourteen (14%) percent of the total wages paid to such employee during the previous calendar year.
- 15:08 Employees must make their choice known to the Commissioner of Public Works and Transportation, by November 1st of the immediately preceding year of vacation selection. The vacation schedule shall be posted by December 1st each year for the immediately preceding year. All employees who have failed to file their request by November 1st, will lose their seniority preference for vacation. Refer to Letter of Clarification regarding Employer Policy.
- 15:09 The vacation year shall be from January 1st to December 31st. In no case shall vacation allowance be carried over or accumulated from one vacation year to the next, except by special written permission from the Commissioner of Public Works and Transportation.
- 15:10 (a) For Seasonal Employees with twelve (12) months but less than sixty (60) months of active service at January 1st, the employee shall be paid four percent (4%) of total gross earnings as vacation pay with each bi-weekly pay cheque.
- (b) For Seasonal Employees with sixty (60) months but less than one hundred and twenty (120) months of active service at January 1st, the employee shall be paid six percent (6%) of total gross earnings as vacation pay with each bi-weekly pay cheque.

- (c) For Seasonal Employees with one hundred and twenty (120) months but less than one hundred and eighty (180) months of active service at January 1st, the employee shall be paid eight percent (8%) of total gross earnings as vacation pay with each bi-weekly pay cheque.
- (d) For Seasonal Employees with one hundred and eighty (180) months but less than two hundred and forty (240) months of active service at January 1st, the employee shall be paid ten percent (10%) of total gross earnings as vacation pay with each bi-weekly pay cheque.
- (e) For Seasonal Employees with two hundred and forty (240) months but less than three hundred and sixty (360) months of active service at January 1st, the employee shall be paid twelve percent (12%) of total gross earnings as vacation pay with each bi-weekly pay cheque.
- (f) For Seasonal Employees with three hundred and sixty (360) months or more of active service at January 1st, the employee shall be paid fourteen percent (14%) of total gross earnings as vacation pay with each bi-weekly pay cheque.

Note: "Active Service" means time worked as a Seasonal Employee. Periods of layoff and Personal Unpaid Leaves of Absence are not 'active service'. Periods of WSIB Absence and Approved Union Leave are deemed to be 'active service'. To be credited for a full month of 'Active Service' the employee must be employed eighty (80) or more regular hours in the month.

- (g) If a Seasonal Employee is hired as a permanent employee, vacation entitlement shall be calculated as follows:

Months worked as a Seasonal Employee / 12 = Equivalent Years of Continuous Service for Vacation Purposes

Vacation Entitlement in the year an employee becomes classified as a Permanent Employee shall be reduced on a prorated basis for each month of employment in the calendar year as a Seasonal Employee.

16:00 PAID HOLIDAYS

- 16:01 The following holidays shall be recognized as time off with pay for all employees:

New Year's Day	Civic Holiday
Family Day (3 rd Monday in February)	Labour Day
Good Friday	Thanksgiving Day
Easter Monday	Remembrance Day
Victoria Day	Christmas Day
Canada Day	Boxing Day

If any of the above holidays falls on a Saturday or Sunday the Friday or the Monday as designated by the City shall be considered as the paid holiday for the purposes of this agreement.

Notwithstanding the above provision where either Christmas or Boxing Day falls on a Saturday or Sunday, the designated days may be the two (2) days immediately preceding or following Christmas or Boxing Day.

Every employee shall be granted time off with pay at their regular rate of pay in respect to a paid holiday unless:

- (1) they are required to work on a paid holiday and do not work or leaves before the end of their shift without permission from their supervisor or;
- (2) they do not work their last scheduled shift prior to or their first scheduled shift after the paid holiday unless they were off work due to illness or with permission or;
- (4) subject to the Employment Standards Act, they are on lay-off on a paid holiday or;
- (5) subject to the Employment Standards Act, they are on leave of absence without pay on a paid holiday.

16:02 Employees working a seven day work schedule who are required to work on any of the above noted holidays, will be paid for a paid holiday on the actual day of the holiday and not on the rescheduled day.

17:00 WELFARE PLAN

17:01 Group Welfare Plan for Permanent and Seasonal employees:

Life Insurance – One and one half times (1 ½ x) basic annual salary

Double Indemnity for Accidental Death and Dismemberment

- Green Shield Semi-Private,
- Green Shield Extended Health Care,
 - Vision Care - \$325.00 (effective first of the month following ratification of the Memorandum of Settlement by the parties) (effective February 1, 2014 increase to \$350.00) every twenty-four (24) months. Vision Care to include laser eye surgery.
 - One (1) eye examination by a licensed ophthalmologist or optometrist every twenty-four (24) consecutive months.
 - Orthotics & orthopaedic shoes maximum of one (1) pair \$400 per calendar year.
 - Pharmacy dispensing fees capped at \$10.00 (effective February 1, 2013 increase to \$11.00) per prescription. No O.T.C. drug coverage with the exception of those deemed by the insurer to be "life sustaining".

Paramedical Benefit:

Maximum of \$1,000 (effective 1st of the month following ratification of the Memorandum of Settlement by the parties) per calendar year for any combination of the following services:

Physiotherapist, Clinical Psychologist or Marriage & Family Therapist, Massage Therapist, Speech Pathologist, Chiropractor, Osteopath, Podiatrist, Chiroprapist, Naturopath, and Nutritional Counselling by Professional Dietician.

Out of Province Travel Plan:

Overage Dependent Coverage is applied to the Green Shield Extended Health Care and the Dental Plan, 100% of the cost to be paid for by the City.

It is agreed that the full E.I. rebate on premiums shall be retained by the City.

Active Employees Over Age 65

Provide the following benefits to employees who continue to be actively employed beyond age 65:

- Limited Extended Health Care to retirement or age 70 max. No dependent coverage with the exception of spouse.
 1. Drug plan capped at \$1,100 per annum (effective 1st of the month following ratification of the Memorandum of Settlement by the parties) and increase to \$1,200 per annum effective February 1, 2014. Remains 90%/10% co-insurance; \$10 dispensing fee cap (effective 1st of the month following ratification of the Memorandum of Settlement by the parties); no OTC. Dependent Spouse under age 65 not subject to the per annum cap.
 2. Paramedical capped \$750 per annum (effective 1st of the month following ratification of the Memorandum of Settlement by the parties).
 3. Vision Care - \$250/24months (effective 1st of the month following ratification of the Memorandum of Settlement by the parties). No eye examination coverage.
 4. No coverage of medical items.
- Life: Reduce to \$10,000 fixed to retirement or age 70 max.
Benefits implemented effective the first of the month following the date the employee attains age 65.

The City shall pay one hundred (100%) percent of the premiums for the employees participating in the above plans.

17:02 Permanent and Seasonal employees covered by this agreement will be provided with the Green Shield Dental Plan #9 with Rider #3, Orthodontic \$2,500 (effective 1st of the month following ratification of the Memorandum of Settlement by the parties) maximum (50% co-pay), including Overage Dependent Coverage, at current ODA rates minus one year. The City shall pay one hundred (100%) percent of the cost of the premiums.

17:03 It is agreed that permanent employees covered by this agreement will be provided with a Long Term Disability Plan and the City shall pay one hundred (100%) percent of the cost of the premium.

The parties agree that eligibility for L.T.D. benefits set out in Article 17:03 will cease when:

- (a) An active employee becomes eligible for an O.M.E.R.S. unreduced early retirement pension; or
- (b) The gross monthly income payable to the employee from O.M.E.R.S., Canadian Government Annuities, Canada Pension Plan and WSIB are equal to or greater than the total monthly income payable to the employee from the Long Term Disability Benefit and the Canada Pension Plan Benefit.

17:04 (a) An employee who is absent from work without pay for a period of 30 days or more shall be responsible for the payment of the total cost of premiums for the benefits set out in Articles 17:01, 17:02 and 17:03.

(b) Coverage for new employees shall be effective as follows:

- (i) Extended Health Care - the first day of the month following completion of 3 months service.
- (ii) Group Life - the day following completion of 3 months service.
- (iii) Dental - the first day of the month following completion of 3 months service.

(c) Coverages for Group Life Insurance and Long Term Disability Insurance shall normally be adjusted effective on the first day of February, but adjustments arising from the terms of a new or revised agreement shall be made effective as soon as possible after the signing of the terms of settlement.

Coverages shall be in accordance with the terms and conditions of Great West Life Assurance Company Policy 320925 Division 1 (Group Life Insurance) and Great West Life Assurance Company Policy 320925 Division 11 (Long Term Disability Insurance).

17:05 The City agrees to cover the payment of premiums for O.H.I.P. and Extended Health Care on the same level as at the time of retirement from retirement to age 65 or until assistance is available from another source if it is before age 65, whichever occurs first. It shall also exclude payment to any retired employee engaged in full time employment.

Life Insurance Early Retiree

All employees upon retirement may revert to \$10,000 Group Life Insurance, 100% of the cost to be paid by the employee.

17:06 The City shall have the right to determine the carrier of such benefits. All refunds, reduction of premiums, dividends, etc., shall become and remain the sole property of the City. The benefits under any such plan or plans will not be changed by the City without the consent of the Union.

17:07 Every employee shall be fully responsible for keeping the City informed of changes in their marital status and number of dependents. The City shall have the right to recover by payroll deduction any amounts of premiums paid in excess of such proper premiums as a

result of not being properly informed by any employee of their status for the purpose of insurance and medical coverage.

18:00 SICK LEAVE

- 18:01 The provisions of this article shall cover employees absent from work as a result of personal disability caused by accident or sickness excluding pregnancy and accidents or illness covered by the WSIB.
- 18:02 Sick leave shall not be paid to employees on their probationary period, however, upon successful completion of the probation period such employee shall be credited with one and one-half days per month from the date of employment.
- 18:03 The above accumulated sick leave shall be used entirely as sick leave and not have any monetary value at the completion of an employee's service with the City whether retiring voluntarily or dismissed for cause.
- 18:04 The length of service shall be calculated from the date of employment and such service must be continuous from said date of employment.
- 18:05 Such sick leave to be cumulative but in no case shall such sick leave exceed a period of two hundred and fifty (250) working days.
- 18:06 Recognized days off shall not be deducted from the accumulated sick leave.
- 18:07 No member shall draw during their active service with the City, accumulated sick leave benefits if their absence from work is not due to illness as attested by the Certificate of a medical practitioner if required by the Department Head.
- The City shall, effective 1st of the month following ratification of the Memorandum of Settlement by the parties pay up to forty dollars (\$40) (effective Feb. 1, 2014 increase to forty-five dollars (\$45)) for the completion of the City medical form when requested by the employer. The employee shall be required to submit to their supervisor a receipt of payment in order to qualify for reimbursement.
- 18:08 If an employee is off work as the result of injuries or illness for which the WSIB has paid, their time lost shall not affect their accumulated sick leave.
- 18:09 Sick leave shall not accumulate during any period of absence from work without pay of 30 days or more nor during any period for which sick leave is paid.
- 18:10 A master record of each employee's sick leave showing the accumulated credit and accredited debits shall be kept by the City and each employee may at reasonable times, check their current balance.

19:00 PENSIONS

- 19:01 Pensions: The Council of the City of Sault Ste. Marie has set up a pension plan under the Ontario Municipal Employees Retirement System which plan includes employees of the City. The terms of the plan are covered in an agreement between the Council and the O.M.E.R.S., a copy of which will be supplied to each employee contributing to the plan.

Participation in this plan by all employees hired as permanent employees shall be a condition of employment.

The City agrees that it will not alter or amend the Pension Plan in effect at the signing of this agreement without the consent of the Union.

- 19:02 The City shall provide all eligible permanent employees with the O.M.E.R.S. Type 1 Supplementary Benefits (past service with the City).

20:00 TOOLS, EQUIPMENT AND WORK CLOTHING

- 20:01 The City will provide all tools with the exception of "Mechanics" small tools. Mechanics will be provided with an annual tool allowance of two hundred dollars (\$200.00) (effective 1st of month following ratification for the Memorandum of Settlement by the parties) and increase tool allowance to two hundred and twenty-five dollars (\$225) effective Feb. 1, 2014. All employees will be provided with an annual boot allowance of one hundred fifty dollars (\$150.00) (effective 1st of month following ratification for the Memorandum of Settlement by the parties). Effective February 1, 2014 increase Safety Footwear Allowance to \$155 for the purchase of one (1) pair of C.S.A. approved safety boots.

Electronics - Electrical Repairperson, Boiler Operator - Handyperson, Sign Painter and Serviceperson will have broken tools replaced as necessary. The City will supply rubber coats, pants, boots and rubber gloves for those engaged in work where such clothing is necessary. The City shall provide two (2) changes of coveralls each week to the following employees: mechanics, welders and servicepersons.

All other employees shall be provided by the City annually with a voucher to obtain one (1) pair of coveralls at a supplier designated by the City. Such employees are responsible for having at work and wearing the coveralls where required for the work assigned. Further, such employees are responsible for maintaining the coveralls in a condition suitable to the City.

- 20:02 All employees who are employed by June 15th each year will be provided with the boot allowance, tool allowance and coveralls or coverall voucher as set out in 20:01 by June 30th of that year.

Employees absent from work and in receipt of W.S.I.B., sick leave or LTD, benefits for six (6) or more months during the twelve (12) months immediately preceding June 15th of any given year shall not be entitled to receive the boot allowance, tool allowance, coveralls or coverall voucher.

No payment, allowance or voucher will be given to employees who are absent from work without pay for 6 months or more during the twelve (12) months immediately preceding June 15th of any given year.

21:00 CONTRACTING OUT

21:01 The parties hereby agree that there shall be no restriction on contracting out by the City of their work or services of a kind and to the degree now performed by employees represented herein, provided however, that no permanent employee who has completed four (4) years of service will be laid off due to contracting out.

22:00 INCLEMENT WEATHER

22:01 If during inclement weather, outside work is not possible in the opinion of the Director of Operations, then they shall suspend operations on those works or the works which in their opinion cannot proceed. The crew or crews involved in the work will be dispatched from the job for remainder of that day and until such time as conditions warrant a renewal of work operations. The workers on such jobs shall receive pay for the actual number of hours worked during the day of stoppage. If this provision affects the job involved more than two consecutive days, seniority provisions of layoff shall prevail.

22:02 Employees who report for work and who have not been previously notified not to report for work and who are subsequently sent home because of inclement weather, shall receive four (4) hours pay at straight time at their regular rate.

22:03 When it is necessary for employees to work in an emergency during such weather, the City will provide rubber coats, boots and hats.
The City shall also equip the trucks with suitable covering to protect the employees riding to and from work.

The City shall provide adequate sanitary facilities and provide means whereby the employees can change and dry their wet clothing.

23:00 WAGE SCHEDULE

23:01 Wage rates and classifications shall be as outlined in Schedules "A" and "B", attached hereto and shall form an integral part of this agreement.

23:02 When an employee relieves in a higher classification they shall receive the rate of pay for the higher classification while so relieving, but shall receive not less than one (1) hours pay at the higher rate.

23:03 Employees covered by this Agreement shall be paid every second Thursday by direct payroll deposit.

24:00 TERM OF AGREEMENT

- 24:01 This agreement shall continue in force in effect from February 1st, 2012 until January 31st, 2015. Either party to this agreement may not more than ninety (90) days and not less than thirty (30) days prior to January 31st, 2015 present to the other party in writing, proposed amendments to this agreement. The parties agree to arrange a meeting during the above mentioned period to exchange proposed contract amendments. Failing agreement by January 31st, 2015 this agreement and all its terms shall continue in force until a new agreement is executed.
- 24:02 Unless either party gives to the other party a written notice of termination or a desire to amend this agreement, then it shall continue in effect for a further year without change and so on from year to year thereafter.

IN WITNESS WHEREOF the parties hereto have duly executed this agreement.

SIGNED, SEALED AND DELIVERED

THE CITY OF THE CITY
OF SAULT STE. MARIE

(MAYOR) Debbie Amaroso

(CLERK) Malcolm White

LOCAL #3, CANADIAN UNION
OF PUBLIC EMPLOYEES

(PRESIDENT)

(SECRETARY)

(NEGOTIATING COMMITTEE)

(Signature)
(Signature)
(Signature)
(Signature)
(Signature)

SCHEDULE "A"
WAGE SCHEDULE - PUBLIC WORKS & TRAFFIC

<u>Job Class</u>	<u>Feb. 1, 2012</u>	<u>Feb1, 2013</u>	<u>Feb. 1, 2014</u>
1	19.64	20.03	20.43
2	21.36	21.79	22.23
3	21.82	22.26	22.71
4	22.28	22.73	23.18
5	22.61	23.06	23.52
6	23.28	23.75	24.23
7	24.86	25.36	25.87
8	25.36	25.87	26.39
9	26.25	26.78	27.32
10	26.81	27.35	27.90
11	27.35	27.90	28.46
12	28.04	28.60	29.17

Scale Operator:	Feb. 1, 2012	\$21.72
	Feb. 1, 2013	\$22.15
	Feb. 1, 2014	\$22.59

- (1) Probation Labour Rate shall be at the wage rate paid to labourers during their probationary period as referred to in Article 11:04.
- (2) An Operator shall receive an additional \$.55 per hour (effective the 1st of the month following ratification of the Memorandum of Settlement by the parties) for operating a truck with the wing plow in use without the assistance of a wing-person.

APPRENTICE WAGE SCHEDULE AND JOB CLASSIFICATION:

Apprentices shall be paid on the following formula:

Apprentices shall receive not less than the labour rate and shall receive increases in equal increments after completion of each 1,040 hour period until the full journeyman rate is achieved in accordance with the total hours required for the particular trade.

SCHEDULE "B"
JOB CLASSIFICATION

CATEGORY & JOB

JOB CLASS

Labour:

Probation Labour	1
Labour	2
* Janitor/Watchperson	3
Sanitary Helper, Saw Operator, Litter Hog, Asphalt Raker	4
Pipelay, Cement Finisher, Masonry Worker Graderperson	6
Lead Hand Labour	9

Operators:

* Scale Operator	
Sweeper, Tractor, Catch Basin Cleaner, Mower, Roller, Truck Driver, Forklift, Boom Truck, Steamer Operator, Asphalt Spreader, Asphalt Recycler and Asphalt Zipper, Landfill Truck Driver, Street Flusher, Line Painting Operator, Sidewalk Plow	6
Front End Loader, Bulldozer, Grader, Flusher, Float, Snowblower, Hydraulic Back Hoe, Sewer Flusher, Landfill Packer, Loader and Compactor	7
Shovel	9
Lead Hand Operations	9

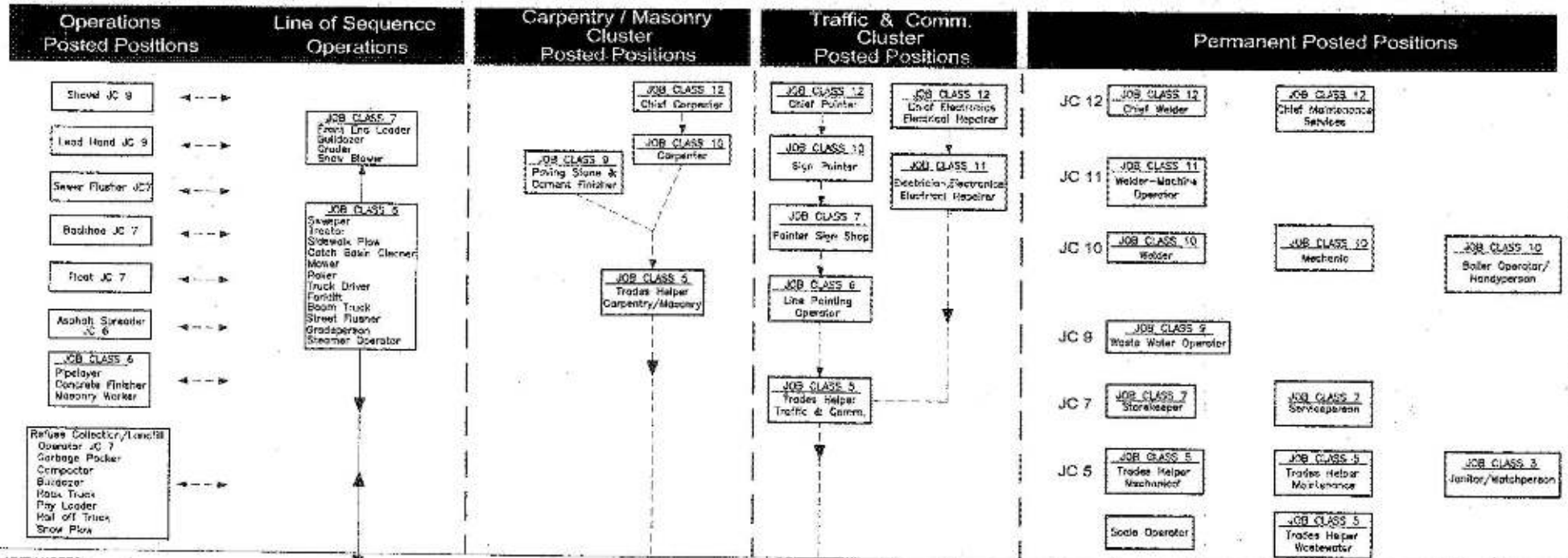
* - Posted positions and incumbents filling such posting will not be bumped during layoff.

Trades:

Trades Helper – Traffic	5
Storekeeper, Serviceperson, Sign Technician	7
No classifications	8
Waste Water Operator	9
Welder, Mechanic, Carpenter, Lead Sign Technician, Boiler Operator/Handyperson	10
Welder-Machine Operator, Electrician, Electronics-Electrical Repairperson	11
Chief Welder, Chief Electronics- Electrical Repairperson, Chief Sign Technician, Chief Carpenter, Chief Maintenance Services	12

DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION

LINE OF SEQUENCE & POSTED POSITION CHART



CLARITY NOTES:

- Establishment:** - When the employee next in seniority promotes for one day, that employee will be listed ahead of an employee who refused to promote and sign off.
- Regular Posted Positions:** - Positions filled by job posting only. In the event of layoff, an incumbent may bump to Labour 4 & 2 in reverse order of seniority per 10:14.
- Scale Operator/Janitor/Watchperson:** - These positions are posted positions and incumbents filling a posting will not be bumped during layoff. An established janitor will lose his janitor status upon accepting another temporary, seasonal, relief or permanent position in another classification subject to the provision of Article 10:08.
- Cluster Posted Positions:** - All positions in a cluster are posted. In the event of layoff in a cluster posted position, an incumbent may bump to a lower regular posted position in the cluster in reverse order of seniority and then to Labour 4 & 2 in reverse order of seniority per 10:14.
- Operations Posted Positions:** - These classifications will be filled by job posting as outlined in articles 10:08 and 10:09. Upon completion of assignment in a posted position employees will return to their former line of sequence position and seniority.
 - These posted positions shall not be interpreted to provide protection from layoff.

AGREED TO THIS

9th DAY OF Nov. 2012

ON BEHALF OF C.U.P.E. LOCAL 3

ON BEHALF OF THE CORPORATION OF THE CITY OF SAINT-ESTIENNE

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7 m om - DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION

106(a)

10(a)

LETTER #1

LETTER OF UNDERSTANDING

Between

THE CITY OF SAULT STE. MARIE

AND

LOCAL 3 C.U.P.E. - P.W.T.

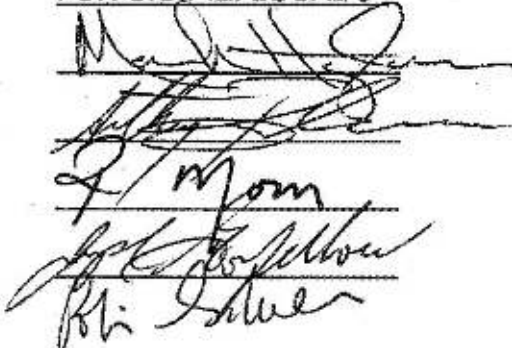
RE: SUBSIDIZED WORK PROGRAMS

Local 3 C.U.P.E. hereby agrees to the participation by the City in the above programs in areas of its jurisdiction subject to the following conditions:

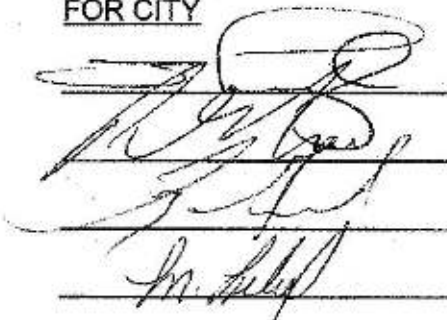
- (i) The participation in such programs will in no case displace an employee under the jurisdiction of Local 3 C.U.P.E.
- (ii) Local 3 C.U.P.E. will be given advance notice of such programs including work location, type of work and the term of the program.
- (iii) Persons engaged in such programs shall not be covered by any term of the collective agreement and shall not acquire any right to a position included in the collective agreement.
- (iv) This understanding may be cancelled at any time upon providing 30 days notice in writing of such cancellation.

Signed at Sault Ste. Marie this 3rd day of Nov. , 2012.

FOR C.U.P.E. LOCAL 3


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FOR CITY


The block contains three handwritten signatures in black ink, stacked vertically. The signatures are cursive and somewhat stylized.

LETTER #2

LETTER OF UNDERSTANDING

Between

THE CITY OF SAULT STE. MARIE

AND

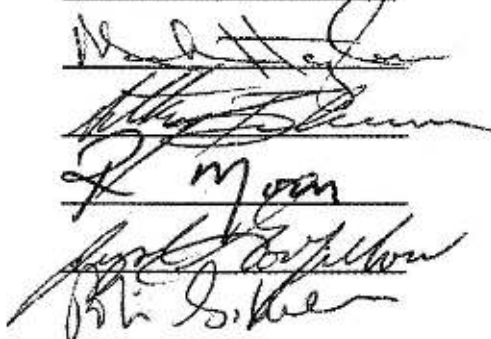
LOCAL 3 C.U.P.E. - P.W.T.

The parties agree to the following procedures in the case of a first conviction and loss of driver's licence for impaired driving.

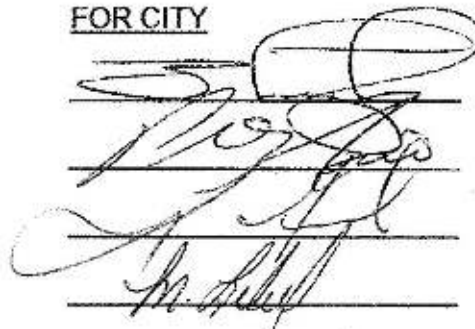
- 1) Each case will be judged in its merits and will be at the discretion of the City.
- 2) The employee will exercise his seniority rights in the labour pool in accordance with the collective agreement.
- 3) In the event the employee does not have sufficient seniority he will be placed on lay-off.
- 4) The provisions of Articles 12:07 and 12:21 will be waived for the period of time an employee's licence is suspended.
- 5) On reinstatement of the driver's licence the employee will be returned to his former position in accordance with seniority standing at the time the driver's licence was suspended
- 6) The provisions of Articles 12:07 and 12:21 will apply for any subsequent conviction for impaired driving and loss of driver's licence.

Signed at Sault Ste. Marie this 3rd day of Nov. , 2012.

FOR C.U.P.E. LOCAL 3



FOR CITY



LETTER #3

LABOUR-MANAGEMENT COMMITTEE

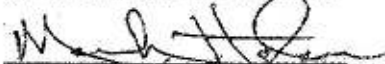
TERMS AND CONDITIONS

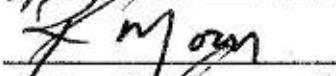
The City of Sault Ste. Marie and Local 3, C.U.P.E. – P.W.T., agree to the following terms related to the provision of Article 4:06 of the collective agreement:

1. The Committee will consist of two representatives of each party to deal with matters of mutual concern relating to the work place.
2. Meetings will be scheduled as necessary on request of either party at a mutually agreed time and location.
3. The members of the Committee shall receive the normal rate of pay for attendance at meetings during their scheduled working hours but no payment will be made for time spent outside regular hours.
4. Either party, or jointly if appropriate, shall prepare an agenda for distribution to all members of the Committee at least one week in advance of the meeting. Minutes of the meetings will be prepared and distributed as determined by the Committee.
5. The Committee shall not deal with any matter that is the subject of a grievance or is more properly dealt with in the collective bargaining process.
6. The Committee shall not have the authority to alter or amend the collective agreement or make any decision inconsistent with its provisions.
7. The representatives agree to make every effort to deal with issues in a co-operative manner.
8. It is to be understood that in the event that either part requires the assistance of their respective representative (i.e. CUPE National Representative; Commissioner of Human Resources) the Labour Management meeting will be arranged by the representatives.

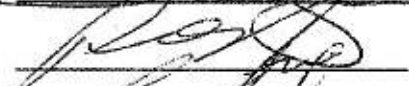
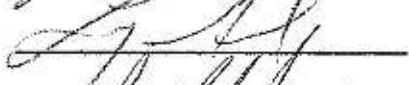
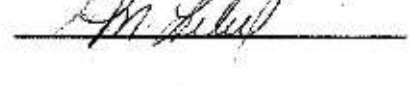
Signed at Sault Ste. Marie this 3rd day of Nov. , 2012.

FOR C.U.P.E. LOCAL 3






FOR CITY

LETTER #4MEMORANDUM OF UNDERSTANDINGRE: JANITOR POSITION – PROTECTED CLASSIFICATION STATUS

The parties agree that employees permanently assigned to the Janitor position will not be subject to displacement by senior employees from other classifications.

This arrangement will continue subject to the following terms and conditions:

- (i) Permanent vacancies for the position of Janitor will be posted and filled in accordance with Article 11:08 (b) of the agreement.
- (ii) Once an employee satisfactorily completes the probation period he will not be subject to displacement by other senior employees except by another more senior Janitor.
- (iii) An established employee in the Janitor position will lose his protected status upon accepting another temporary, seasonal, relief or permanent position in another classification subject to the provisions of Article 11:08.
- (iv) In the event an established Janitor moves to another classification, the vacant position will be posted and the successful applicant will obtain protected status.
- (v) This agreement regarding twelve (12) hours shifts for Janitors may be terminated at any time by either party with thirty (30) days notice in writing to the other party.
- (vi) Janitor Schedule Only – letter of Understanding on a One (1) year trial basis.

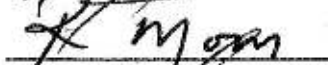
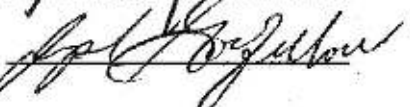
Unpaid Lieu Day for Statutory Holiday if holiday falls upon Schedule Day Off provided:

- such lieu day is mutually agreed with the supervisor and
- is applicable to only one (1) employee for any given Statutory Holiday.

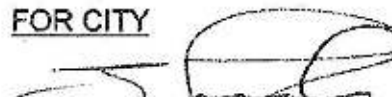
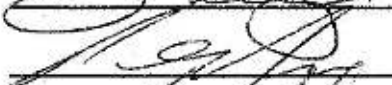
Signed at Sault Ste. Marie this 5th day of Nov. , 2012.

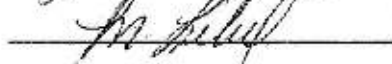
FOR C.U.P.E. LOCAL 3



FOR CITY



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LETTER #5

MEMORANDUM OF AGREEMENT

Between

THE CITY OF SAULT STE. MARIE

AND

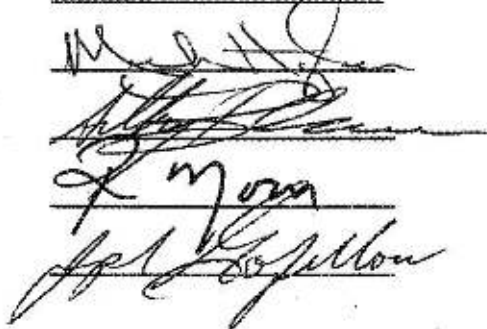
LOCAL 3 C.U.P.E. - P.W.T.

POSITION RE: LEAD HAND

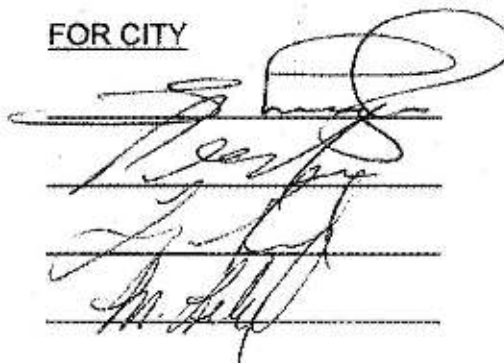
All new vacancies for Lead Hand shall be posted. Such postings shall be for a generic Lead Hand and shall not hold a Labourer or Operator designation. The employees currently established as Lead Hand will remain established. There will be one Lead Hand Labourer position which will be filled by the senior established Lead Hand Labourer. When the senior employee is not available, the next most senior Lead Hand Labourer will fill in on a replacement basis. If none of the currently established Lead Hand Labourers are available, the position will be filled from amongst the generic Lead Hands.

Signed at Sault Ste. Marie this 9th day of Nov, 2012.

FOR C.U.P.E. LOCAL 3



FOR CITY



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LETTER #6

LETTER OF UNDERSTANDING

Between

THE CITY OF SAULT STE. MARIE

AND

LOCAL 3 C.U.P.E. – P.W.T.

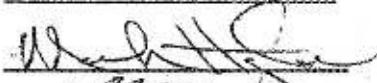
RE: ABSENTEEISM

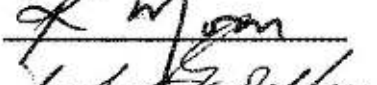
Both Parties are concerned with the overall absenteeism and its related costs and causes among this group.

The Parties agree to utilize the Joint Consultation Committee structure to discuss absenteeism with the express purpose of resolving these issues.

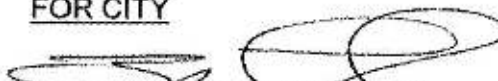
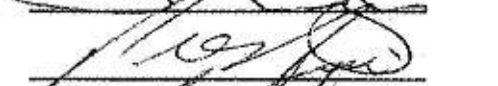
Signed at Sault Ste. Marie this 9th day of Nov., 2012.

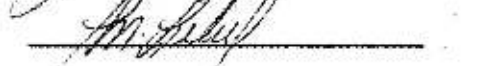
FOR C.U.P.E. LOCAL 3






FOR CITY



LETTER #7

LETTER OF UNDERSTANDING

Between

THE CITY OF SAULT STE. MARIE

AND

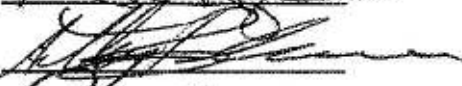
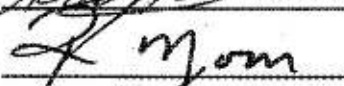
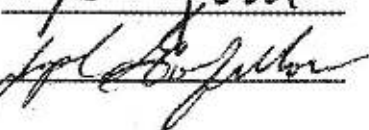
LOCAL 3 C.U.P.E. - P.W.T.

RE: GROUP VICE PRESIDENT - DAY SHIFT

The parties agree that for the term of this collective agreement the Elected Group Vice President of Local 3 PWT may request to be assigned to day shifts.

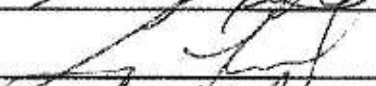
Signed at Sault Ste. Marie this 9th day of Nov. , 2012.

FOR C.U.P.E. LOCAL 3

FOR CITY






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LETTER #8

LETTER OF CLARIFICATION

Between

THE CITY OF SAULT STE. MARIE

AND

LOCAL 3 C.U.P.E. – P.W.T.

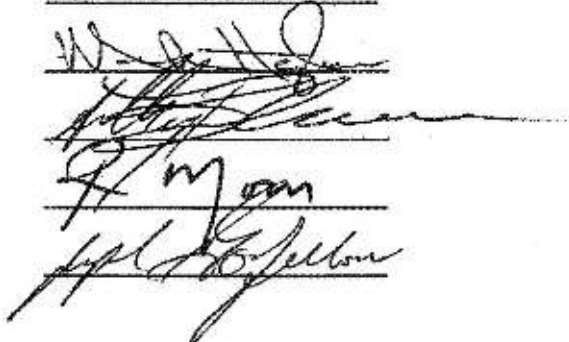
RE: VACATION SCHEDULING

The Department will amend its vacation selection for the year 2000 to operate as follows:

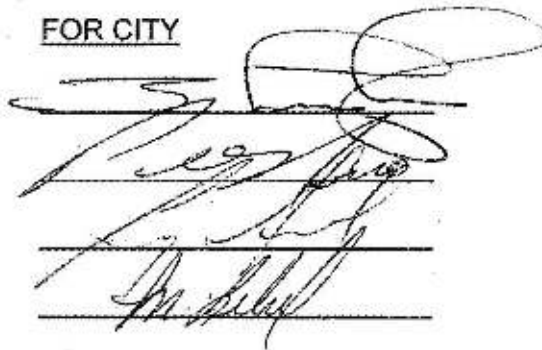
- First Pick to be three (3) weeks which can be three (3) consecutive weeks or three (3) single weeks, or two (2) weeks plus one (1) week any time of year; by seniority.
- Second Pick – Select balance of vacation by seniority (Calendar week blocks)
- Once selected, vacation cannot be changed except by approval of the Department.
- Single day vacation selections permitted only by approval of the Department.
- Employees by seniority will make vacation selections at a predetermined date and time from a Master Vacation Board.
- Selections to be submitted by November 1st of the immediately preceding year of vacation selection. The Department will confirm vacation selections by December 1st.

Signed at Sault Ste. Marie this 3rd day of Nov. , 2012.

FOR C.U.P.E. LOCAL 3

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FOR CITY

Three handwritten signatures are written over three horizontal lines. The signatures are in dark ink and appear to be of different individuals.

LETTER #9

LETTER OF CLARIFICATION

Between

THE CITY OF SAULT STE. MARIE

AND

LOCAL 3 C.U.P.E. - P.W.T.

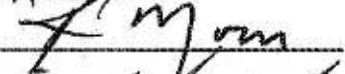
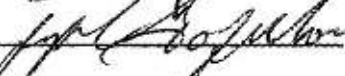
RE: WELFARE PLAN

The parties agree to meet during the term of the Collective Agreement to discuss welfare benefits and methods by which to contain the escalating cost of these benefits.

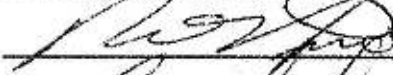
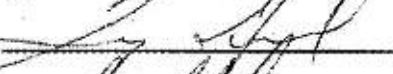
Signed at Sault Ste. Marie this 9th day of Nov, 2012.

FOR C.U.P.E. LOCAL 3




FOR CITY


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LETTER #10

LETTER OF CLARIFICATION

Between

THE CITY OF SAULT STE. MARIE

AND

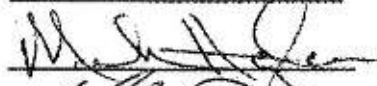
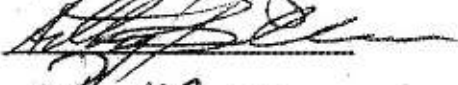
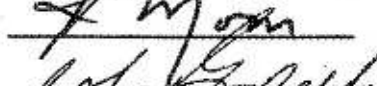
LOCAL 3 C.U.P.E. - P.W.T.

RE: ARTICLE 2:03

It is understood by the parties with respect to Temporary Supervisors, that their primary focus will be the supervision of employees. However, it is further understood that such Temporary Supervisors can perform the work of the bargaining unit such as operating equipment and performing various labour duties. It is further understood that such work may be performed as required from time to time to assist in the flow of work.

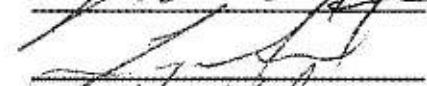
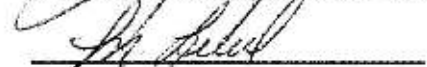
Signed at Sault Ste. Marie this 9th day of Nov, 2012.

FOR C.U.P.E. LOCAL 3


FOR CITY



10(a)

LETTER #11

LETTER OF UNDERSTANDING

Between

THE CITY OF SAULT STE. MARIE

AND

LOCAL 3 C.U.P.E. - P.W.T.

The Return to Work Coordinator or designate will request the attendance of a Union Representative* at a meeting required for the accommodation of an employee with:

- (a) a permanent disability or
 - (b) a temporary disability known at the outset to be for a duration greater than thirty (30) days.
- * The Union shall designate the representative(s) to deal with disability related matters. Unavailability or non-attendance of the designated Union representative at meetings arranged by the Return to Work Coordinator or designate shall not delay the accommodation process.
 - * Either party may request a re-scheduling of a meeting with notice to the other party within five (5) days of such meeting being scheduled.
 - Both parties recognize the benefits of early and safe return to work and the parties endeavour to schedule meetings to deal with such matters as promptly as possible.

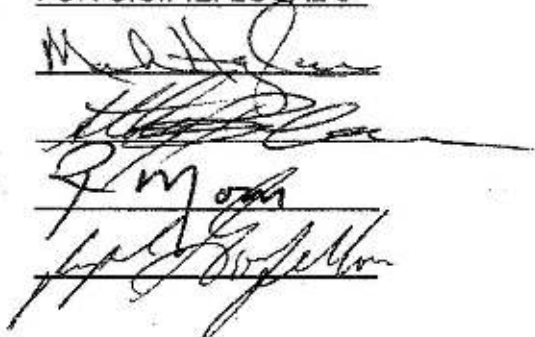
The Union can propose alternative accommodations including entry level positions.

It is understood the employee and union will be provided with a reasonable amount of time to consider and respond to a proposed permanent disability accommodation.

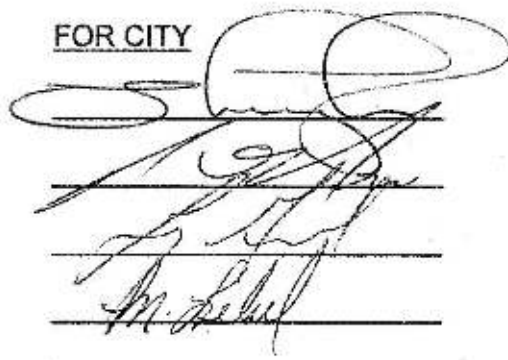
The Return to Work Coordinator or designate will arrange quarterly meetings with the designated Union Representative to review accommodation activity.

Signed at Sault Ste. Marie this 9th day of Nov, 2012.

FOR C.U.P.E. LOCAL 3


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FOR CITY


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10(a)

LETTER #12

LETTER OF UNDERSTANDING

Between

THE CITY OF SAULT STE. MARIE

AND

LOCAL 3 C.U.P.E. - P.W.T.

RE: CONSOLIDATION OF LOCAL 3 CSD COLLECTIVE AGREEMENT

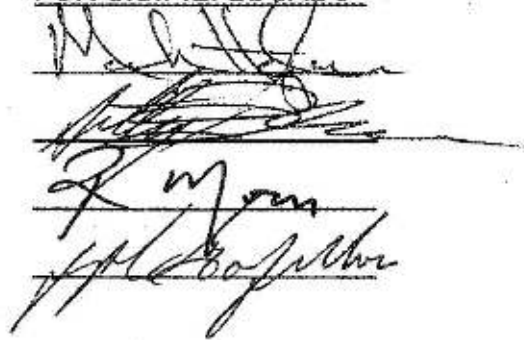
Whereas the parties agree that it is beneficial to consolidate the Local 3 Community Services Collective Agreement in whole or in part into the Local 3 Public Works and Transportation Collective Agreement the parties agree to form a Committee consisting of Union representatives from Local 3 CSD (3 representatives - one (1) from each of Cemeteries, Parks and Facilities), Local 3 PWT (3 representatives) and representatives of the City for this purpose.

The parties will meet during the term of the collective agreement to endeavour to negotiate and agree upon in the form of a Memorandum of Agreement, the additions, deletions and/or modifications necessary to consolidate the Local 3 CSD agreement into the Local 3 PWT Collective Agreement.

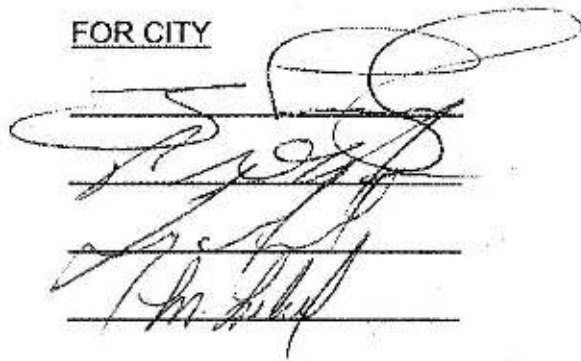
The City proposes to provide for the movement of the Parks and Cemeteries Divisions from the CSD agreement into the jurisdiction of the Local 3 PWT collective Agreement. Furthermore, the parties commit to hold a meeting to discuss this proposal prior to December 31, 2012.

Signed at Sault Ste. Marie this th 9 day of Nov. , 2012.

FOR C.U.P.E. LOCAL 3



FOR CITY



10(a)

LETTER #13

LETTER OF UNDERSTANDING

Between

THE CITY OF SAULT STE. MARIE

AND

LOCAL 3 C.U.P.E. - P.W.T.

The City agrees to maintain the wages of an employee on Paid Approved Union Leave subject to the following conditions:

This Letter of Understanding will provide for a trial period for this process until December 31st, 2013 at which time such agreement shall be null and void unless renewed by mutual agreement of the parties.

The Union has confirmed that it will provide WSIB coverage for members on Leave for Union Business. The Union shall provide to the City initially and at any time upon request thereafter its WSIB Clearance Certificate to verify it has such valid coverage. The Union shall also provide to the City its WSIB account number. It is the responsibility of the Union to maintain such coverage. Failure of the Union to maintain such coverage shall make this agreement null and void. The City will not be responsible for WSIB coverage when an employee is on such leave.

The parties agree to meet during the term of the collective agreement prior to December 31, 2013 to discuss how the agreement is progressing and address any problems or concerns that may have arisen.

The agreement shall state that the Union will promptly reimburse the City within thirty (30) days of the date of the invoice for the amounts owing for such leaves.

The City will issue such invoices on a frequency of no greater than once per month.

For each employee granted such leave, it will appear as a separate code (Paid Approved Union Leave - P.A.U.L.) on the employee's pay stub and the City shall invoice for reimbursement from the respective Union the amount of wages, Employer Health Tax, City OMERS share, City share of CPP and City share of EI.

For approved leaves of twenty (20) working days or more, the Union shall also reimburse the City the monthly benefit premiums for Extended Health Care, Dental Plan, Life & ADD, and LTD. Also, the City will invoice for the applicable vacation entitlement percentage (2% per week of vacation entitlement) for the period of absence plus a Sick Leave reimbursement amount of 1.5 day's pay for each twenty (20) working days absence.

In addition to the previously noted amounts, the City shall bill the Union on each invoice the amount of one-half (1/2) hour at the CUPE 67 Civic JC 10 Level 4 rate for the preparation of such invoice.

10(a)

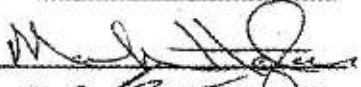
The City shall send the invoice for such reimbursement to the address designated by the Union. The Union has confirmed that invoices for all CUPE Locals will be sent to the one (1) identified address. The address is: CUPE, Sault Ste. Marie Area Office, 421 Bay Street, Suite 606, Sault Ste. Marie, Ontario, P6A 1X3.

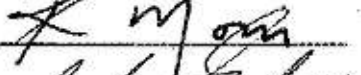
Requests for Leave for Union Business approved by a representative of the Union shall be on a form provided by the City for approval by the respective Department Head and distributed to Accounting Division with a copy to the Human Resources Department.

The commencement date of this process shall be on the first of a month as soon as practicable following ratification of the Memorandum of Settlement by the parties.

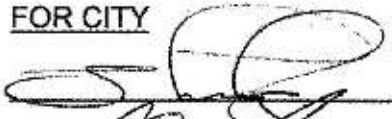
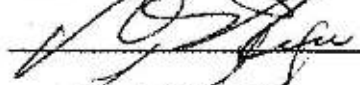
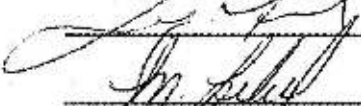
Signed at Sault Ste. Marie this 9th day of Nov., 2012.

FOR C.U.P.E. LOCAL 3






FOR CITY


10(b)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2012-222

AGREEMENT: (C3.22) A by-law to authorize the execution of an agreement between the City and Art Gallery of Algoma for the borrowing of three pieces of Art Work to be displayed in an exhibition entitled 100 Years of Art in Sault Ste. Marie.

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 3rd day of December, 2012 and made between the City and Art Gallery of Algoma for the borrowing of three pieces of Art Work to be displayed in an exhibition entitled 100 Years of Art in Sault Ste. Marie.

2. **SCHEDULE "A"**

Schedule "A" attached forms part of this by-law.

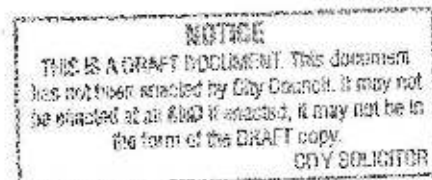
3. **EFFECTIVE DATE**

This by-law takes effect on the day of its final passing.

PASSED in open Council this 3rd day of December, 2012.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE



This Agreement is dated the 3rd day of December, 2012

BETWEEN

ART GALLERY OF ALGOMA
hereinafter referred to as "AGA"

- and -

THE CORPORATION OF THE CITY OF SAULT STE. MARIE
hereinafter referred to as "City"

WHEREAS the AGA borrows and receives many works of art to showcase for the benefit of the City and its residents;

AND WHEREAS the AGA is showcasing an Exhibition entitled "100 Years of Art in Sault Ste. Marie" commencing December 6, 2012 through to February 16, 2013 inclusive at the AGA located at 10 East Street, Sault Ste. Marie, Ontario (the "Exhibition");

AND WHEREAS the AGA has requested permission from the City to borrow three (3) pieces of its collection of art works to the AGA for the purposes of the aforesaid Exhibition;

AND WHEREAS the City is prepared to lend to the AGA the three (3) pieces of its collection of art works subject to the terms and conditions of this Agreement;

NOW THEREFORE in consideration of the 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. **DESCRIPTION OF CITY ART WORKS FOR EXHIBITION**

The City represents that it is the owner of a collection of art works, including but not limited to the following:

- (a) **Ken Danby** (Canadian, b. 1933, d. 2007): "**Opening the Gates**" (1975), egg tempera on board, 28" X 38.5", collection of the City of Sault Ste. Marie, a photograph copy of which is appended as Schedule "A" to this Agreement (the "Danby Art Work");
- (b) **William Armstrong** (Canadian, b. 1822, d. 1914): "**Sault Ste. Marie Rapids - Junction of Lake Huron and Superior**" (undated), oil on canvas, 17 3/4" X 28.5" sight (25.5" X 36.5" framed), collection of the City of Sault Ste. Marie, a photograph copy of which is appended as Schedule "B" to this Agreement (the "Armstrong Art Work"); and
- (c) **Edgar Dickinson** (Canadian, active 1871-1900): "**Sault Ste. Marie**" (1887), watercolour, 14 3/4" X 28", collection of the City of Sault Ste. Marie, a photograph copy of which is appended as Schedule "C" to this Agreement (the "Dickinson Art Work"),

collectively hereinafter referred to in this Agreement as the "Loaned Art Works".

2. **VALUE OF CITY ART WORKS**

The parties hereto acknowledge and agree that the Loaned Art Works are valued as follows:

- (a) Danby Art Work valued at \$110,000.00;
- (b) Armstrong Art Work valued at \$ 25,000.00; and
- (c) Dickinson Art Work valued at \$30,000.00.

3. **Present Location of City Art Works**

The parties hereto acknowledge and agree that the Danby Art Work is presently located at the Civic Centre, 99 Foster Drive, Sault Ste. Marie, Ontario. The parties further acknowledge and agree that the Armstrong Art Work and Dickinson Art Work pieces were previously housed at the Ermatinger - Clergue National Historic Site, located at 831 Queen Street East, Sault Ste. Marie, Ontario. The parties further acknowledge and agree that as a result of renovation work at the Ermatinger Old Stone House, the Armstrong Art Work and Dickinson Art Work pieces were transferred from the Ermatinger Old Stone House to the AGA in August 2006 for proper storage and environmental controls, and continue to remain in storage at the AGA.

4. **Permission to Exhibit Loaned Art Works**

The City hereby grants permission to the AGA to display and showcase the Loaned Art Works at the Exhibition at the AGA located at 10 East Street, commencing December 6, 2012 and ending on February 16, 2013 inclusive.

5. **Transfer of Loaned Art Works to AGA**

- (a) The AGA may transfer the Armstrong Art Work and the Dickinson Art Work from storage at the AGA for display at the aforesaid Exhibition following execution of this Agreement by all parties. Following conclusion of the Exhibition on February 16, 2013, the AGA shall immediately return the Armstrong Art Work and the Dickinson Art Work to proper storage at the AGA.
- (b) The City shall, in its sole discretion, determine the individual or entity who shall remove and transfer the Danby Art Work from the Civic Centre to the Curator of the AGA on December 4, 2012 at a time to be determined by the parties. The City shall give notice to the AGA of the name of such individual upon execution of this Agreement by all parties. Following conclusion of the Exhibition on February 16, 2013, the City shall, in its sole discretion, determine the individual or entity who shall transfer the Danby Art Work from the AGA to the Civic Centre and re-affix the said Danby Art Work to its original location at the Civic Centre. The City shall give notice to the AGA of the identity of such individual or entity by February 1, 2013.
- (c) For the purposes of this Agreement, the parties hereto acknowledge and agree that the AGA shall be in possession of the Armstrong Art Work and Dickinson Art Work commencing at such time as these pieces are transferred from storage at the AGA and ending at such time as these pieces are safely returned to storage at the AGA to the satisfaction of the City. Further, the parties hereto acknowledge and agree that the AGA shall be in possession of the Danby Art Work commencing at such time as the piece is removed from the Civic Centre and ending at such time as the Danby Art Work is safely returned and re-affixed to its original location at the Civic Centre to the satisfaction of the City.
- (d) The AGA shall be responsible for all costs, expenses and liabilities relating to the Loaned Art Works while in possession of same.

- (e) The AGA shall not display or otherwise use the Loaned Art Works for any purpose other than as set out in this Agreement.
- (f) It is understood and agreed to by the parties hereto that the Loaned Art Works shall at all times while in possession of the AGA, be located at 10 East Street, in the City of Sault Ste. Marie, and in no other building or place. In the event that the Loaned Art Works are placed elsewhere, this shall be deemed a breach of the terms of this Agreement and the AGA shall be liable for any loss or damage to the Loaned Art Works whether it results from the negligence of the members, agents or servants of the AGA or not. Display of the Loaned Art Works at a location other than the AGA on a temporary or permanent basis and use by or loan to a third party shall be by the express written consent only of the City after consultation with the AGA.
- (g) Notwithstanding the transfer of the Loaned Art Works to the AGA for the purposes of this Exhibition, the City shall retain ownership of the said Loaned Art Works. The AGA hereby agrees that this Agreement and the City's permission to loan the Loaned Art Works to the AGA in no way confers any right, benefit or title in any way to the AGA of the Loaned Art Works. The AGA further acknowledges and agrees that it has no proprietary right, title or interest in the Loaned Art Works.

6. **Handling of Loaned Art Works**

- (a) The AGA shall exercise professional care and handling of the Loaned Art Works and shall store and display the said Loaned Art Works in a secure, appropriate and professionally acceptable environment. At all times while in possession of the aforesaid Loaned Art Works, the AGA shall employ a professionally trained person knowledgeable in the handling, preservation and maintenance of art works to handle the Loaned Art Works.
- (b) The AGA shall not clean, restore, alter or otherwise modify the Loaned Art Works while in possession of same without the prior express written consent of the City.
- (c) While in possession of same, the AGA shall ensure that the Loaned Art Works are not reproduced for distribution, sale or gift, publicity for exhibitions or otherwise or any other sort of reproduction in any way, shape, manner or form without the prior express written consent of the City.
- (d) The AGA shall credit the City's ownership of the Loaned Art Works whenever the aforesaid Loaned Art Works are on public display or is published.

7. **Damage, Theft or Other Loss of Loaned Art Works**

- (a) In the event of damage to the Loaned Art Works or any piece thereof while the AGA is in possession of same, the AGA shall forthwith effect such repairs to the satisfaction of the City on such terms as determined by the City in the City's sole discretion and at the AGA's sole cost and expense. In the event that the City determines, in its sole discretion, that the damage to the Loaned Art Works or any piece thereof is of such a nature that repairing same is not appropriate, the AGA shall forthwith pay to the City the value for the said Loaned Art Works or piece thereof as agreed to in paragraph 2 of this Agreement.
- (b) In the event of theft or other loss of the Loaned Art Works or any piece thereof while the AGA is in possession of same, the AGA shall forthwith pay to the City the value of the said Loaned Art Works or piece thereof as agreed to in paragraph 2 of this Agreement.

- (c) The AGA shall immediately notify the City of any damage, theft or other loss of the Loaned Art Works or any piece thereof.

8. Assignment

The AGA shall not assign, transfer or make any other disposition of this Agreement or of the rights conferred thereby, without the prior express written consent of the City.

9. Termination

- (a) The AGA may withdraw the Loaned Art Works or any piece thereof from the Exhibition at any time at its sole discretion. In the event that the AGA chooses to withdraw a piece or the entirety of the Loaned Art Works from the Exhibition before February 16, 2013, the AGA shall forthwith notify the City of same and thereafter forthwith comply with its obligations under paragraphs 5 and 7 of this Agreement.
- (b) This Agreement is terminated at such time as the Loaned Art Works are returned to the City in accordance with paragraph 5 of this Agreement.
- (c) The parties hereto acknowledge and agree that paragraphs 2, 5, 6, 7, 10, and 12-15 inclusive of this Agreement survive the termination of this Agreement.

10. Indemnity/Liability

- (a) The AGA shall be responsible for all activities, costs and expenses related directly or indirectly to this Agreement. The parties hereto acknowledge and agree that it is the intention of this Agreement that the City shall be at no risk or expense to which it would not have been put had the loaning of the Loaned Art Works not been undertaken by the parties.
- (b) Prior to the commencement of any matters as outlined in this Agreement, the AGA shall:
- Insure the pieces of Loaned Art Works for an amount not less than the values as set out in paragraph 2 to this Agreement against any theft of, damage or other loss to the said Loaned Art Works or any piece thereof and add the City as an "Additional Insured" to same. The parties hereto acknowledge and agree that the Loaned Art Works shall be insured for the entire duration that the AGA is in possession of the said Loaned Art Works to cover all matters and activities arising from this Agreement, including but not limited to the removal, transfer, display, handling, return and re-affixing of the Loaned Art Works as set out in this Agreement; and
 - Cause the City to be named as an "Additional Insured" to its commercial general liability insurance policies, insuring all claims for damage to property, personal injury or death or any other losses or damages, both direct or indirect, including such other costs and expenses, howsoever and whatsoever incurred, suffered or sustained in relation to or in connection with this Agreement in an amount not less than Two Million (\$2,000,000.00) Dollars.

Prior to commencing any matters as outlined in this Agreement, the AGA shall further file Certificate(s) of Insurance, satisfactory to the City, confirming such coverages with the Legal Department of the City of Sault Ste. Marie.

- (c) The AGA hereby releases and forever discharges the City, including its elected officials, officers, employees, agents and contractors; and the AGA further agrees that notwithstanding anything to the contrary contained herein, the City, including elected officials, officers, employees, agents and contractors shall not be liable to the AGA or to anyone for whom the AGA

may be in law responsible for any loss of or damage to property, personal injury or death or any other losses, actions, claims, causes of action, damages, both direct or indirect and such other costs and expenses, however and whatsoever incurred, suffered or sustained by the AGA or any of the AGA's agents, employees and contractors in relation to or in connection with the Loaned Art Works or any matters under this Agreement.

- (d) The AGA shall indemnify and save the City harmless, including the City's elected officials, officers, employees, agents and contractors from and against any loss, cost (including without restriction legal costs on a substantial indemnity basis) and expense incurred by the City because of any demand, action or claim brought against the City as a result of any loss of or damage to property, personal injury or death, or any other losses or damages, both direct or indirect including such other costs and expenses, howsoever and whatsoever incurred, suffered or sustained in relation to or in connection with this Agreement.

11. **Notice**

Any notice pursuant to any of the provisions of this Agreement shall be deemed to have been properly given if delivered in person, e-mailed, or mailed by prepaid registered post addressed:

in the case of notice to the City to:

Malcolm White
City Clerk
The Corporation of the City of Sault Ste. Marie
Civic Centre, 99 Foster Drive, P.O. Box 580
Sault Ste. Marie, Ontario P6A 5N1

in the case of notice to the AGA to:

Miranda Bouchard
Curator
Art Gallery of Algoma
10 East Street
Sault Ste. Marie, Ontario P6A 3C3

or to such other address as either party may notify the other of, and in the case of mailing as aforesaid, such notice shall be deemed to have been received by the addressee, in the absence of a major interruption in postal service affecting the handling or delivery thereof, on the 4th business day, excluding Saturdays, next following the date of mailing. If the notice is faxed, the notice shall be deemed to have been received on the 1st day next following the dating of faxing. If the notice is sent by e-mail, the notice shall be deemed to have been received on the same day that the e-mail was sent.

12. **AMENDMENTS OR MODIFICATIONS**

This Agreement may only be modified by written instrument signed by both parties.

13. **ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement of the parties and supercedes all prior representations, proposals, discussions, and communications, whether oral or in writing.

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. In the event that the legal ownership of the Loaned Art Works or any piece thereof should change during the term of this Agreement, the City shall forthwith provide notice to the AGA of same. If the address of the new owner should be of much greater distance than the City of Sault Ste. Marie, the City shall pay any difference in the charges for delivery of the said piece or entirety of the Loaned Art Works.

This Agreement shall be exclusively governed by, and construed in accordance with, the laws of the Province of Ontario, and the federal laws of Canada applicable therein.

SIGNED, SEALED AND DELIVERED

Name: _____

Name: _____

WE HAVE THE AUTHORITY TO BIND
THE CORPORATION

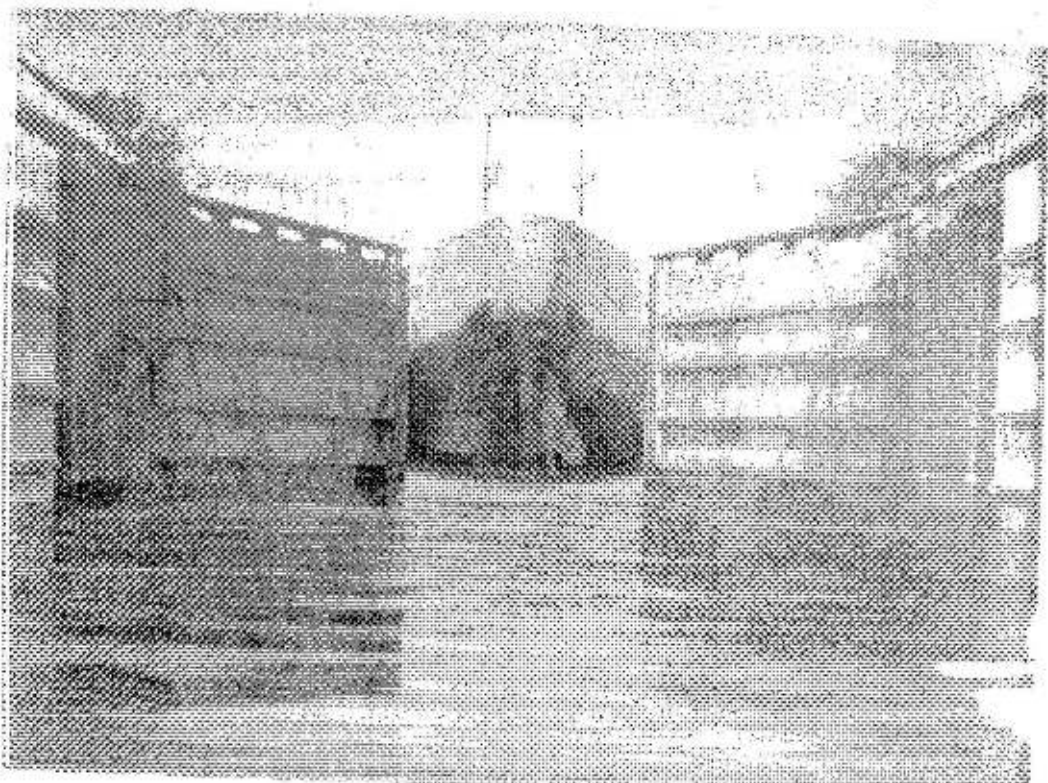
THE CORPORATION OF THE CITY
OF SAULT STE. MARIE

DEBBIE AMAROSO - MAYOR

MALCOLM WHITE - CITY CLERK

WE HAVE THE AUTHORITY TO BIND
THE CORPORATION

Schedule "A"



10(b)

Schedule B



10(b)

Schedule "C"



10/6

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2012-218

DEVELOPMENT CONTROL: A by-law to designate the lands located at 181 Greenfield Drive an area of site plan control (1704608 Ontario Inc.).

THE COUNCIL of the Corporation of the City of Sault Ste. Marie **ENACTS** as follows:

1. DEVELOPMENT CONTROL AREA

The lands described on Schedule "A" attached hereto are hereby designated to be an area of site plan control pursuant to Section 41 of the Planning Act, R.S.O. 1990, chapter P. 13 and amendments thereto.

2. SITE PLAN POWERS DELEGATED

The Council hereby delegates to the Planning Director and in his absence to the Planner of the City of Sault Ste. Marie, Council's powers to enter into a site plan agreement dealing with any of the works or matters mentioned in Section 41 of the Planning Act as amended, for the lands more particularly described in Schedule "A" to this by-law.

3. SCHEDULE "A"

Schedule "A" hereto forms a part of this by-law.

4. PENALTY

Any person who contravenes this by-law including the obligations pursuant to the agreement entered into under the authority of this by-law is liable upon conviction therefore to penalty provisions as contained in the Planning Act and the Municipal Act.

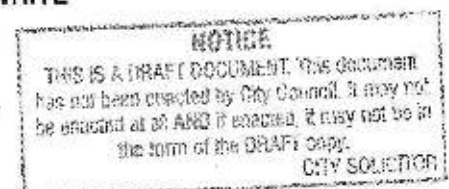
5. EFFECTIVE DATE

This by-law takes effect from the date of its final passing.

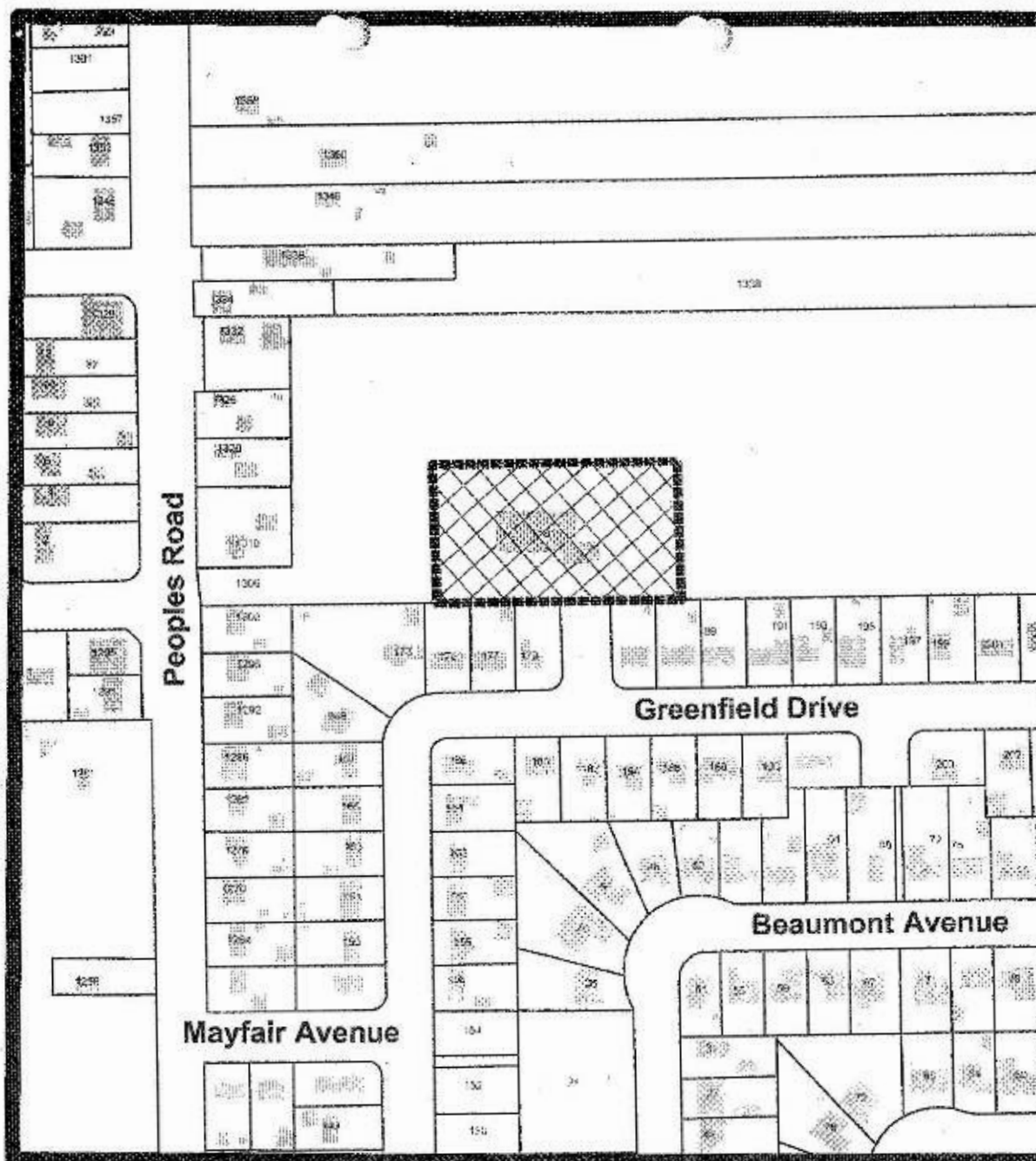
PASSED in Open Council this 3rd day of December, 2012.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE



SCHEDULE "A" TO BY-LAW 2012-218 OF THE CORPORATION OF THE CITY OF SAULT STE. MARIE, PASSED IN OPEN COUNCIL THIS 3rd DAY OF DECEMBER, 2012.



SUBJECT PROPERTY MAP

181 GREENFIELD DRIVE

Planning Application A-14-12-Z-OP

Subject Property = 181 Greenfield Drive



Subject Property = 181 Greenfield Drive

Metric Scale
1 : 2200

Maps
110 & 1-125

Mail Label ID
A-14-12-Z



10(d)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2012-208

FINANCING: (F1.3) - A by-law to authorize the borrowing of \$10,000,000 to meet current expenditures until taxes are collected.

WHEREAS the Council of The Corporation of the City of Sault Ste. Marie deems it necessary to borrow the sum of \$10,000,000 to meet, until the taxes are collected, the current expenditures for the year 2013; and

WHEREAS the total amount of the estimated revenues of the Corporation for the year 2012, not including revenues derived or derivable from the sale of assets, borrowings or issues of debentures or from a surplus, including arrears of taxes and proceeds from the sale of assets, is estimated to be in excess of \$176,000,000.

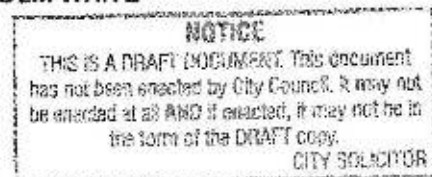
THEREFORE the Council of The Corporation of the City of Sault Ste. Marie, pursuant to Subsection 407 of the *Municipal Act, 2001*, chapter M.45 and amendments thereto, **ENACTS** as follows:

1. The Mayor and the Treasurer are hereby authorized, on behalf of the Corporation, to borrow from time to time by way of promissory note from the City's Banker or any person, a sum or sums not exceeding \$10,000,000 to meet, until the taxes are collected, the current expenditures of the Corporation for the year, including the amounts required for the purposes mentioned in Subsection 407 of the *Municipal Act, 2001* and to give on behalf of the Corporation to the Bank or lender, a promissory note or notes, sealed with the corporate seal and duly signed for the moneys so borrowed, with interest, which may be paid in advance or otherwise, with interest at the Bank's prescribed lending rate or other persons' lending rate from time to time.
2. All the sums borrowed pursuant to the authority of this by-law, as well as all other sums borrowed in this year and in previous years from the said Bank or lender for any or all of the purposes mentioned in the said Subsection 407 shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for all preceding years as and when such revenues are received.
3. The Treasurer is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all of the moneys hereafter collected or received either on account or realized in respect of taxes levied for the current year and preceding years or from any other source which may lawfully be applied for such purpose.
4. This by-law is effective January 1st, 2013.

PASSED in open Council this 3rd day of December, 2012.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE





10(d)

Schedule to By-law 2012-208
ONTARIO
MUNICIPAL CORPORATIONS
TEMPORARY BORROWING BY-LAW

E-FORM 348 (04/2009)

(FOR BANK USE ONLY)

S.R.F. No.:	763-796-414
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The CORPORATION OF THE CITY OF SAULT STE. MARIE (the "Municipality") By-law No. 2012-208 being a by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2013.

WHEREAS Section 407 of the *Municipal Act, 2001*, as amended, provides authority for a council by by-law to authorize the head of council or the treasurer or both of them to borrow from time to time, such sums as the council considers necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the year; and

WHEREAS the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Municipality, except with the approval of the Municipal Board, is limited by Section 407 of the *Municipal Act, 2001*;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF SAULT STE. MARIE ENACTS AS FOLLOWS:

1. The head of council or the treasurer or both of them are hereby authorized to borrow from time to time during the fiscal year (hereinafter referred to as the current year) such sums as may be necessary to meet, until taxes are collected and other revenues are received, the current expenditures of the Municipality for the current year.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be Royal Bank of Canada and such other lender(s) as may be determined from time to time by by-law of council.
3. The total amount which may be borrowed at any one time under this by-law plus any outstanding amounts of principal borrowed and accrued interest under Section 407 together with the total of any similar borrowings that have not been repaid, shall not exceed from January 1st to September 30th of the current year, 50 percent of the total estimated revenues of the Municipality as set out in the budget adopted for the current year, and from October 1st to December 31st of the current year, 25 percent of the total of the estimated revenues of the Municipality as set out in the budget adopted for the current year or \$10,000,000., whichever is less.
4. The treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law, (a certified copy of the resolution mentioned in section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of section 407 of the *Municipal Act* that have not been repaid.
5. a) If the budget for the current year has not been adopted at the time an amount is borrowed under this by-law, the statement furnished under section 4 shall show the nature and amount of the estimated revenues of the Municipality as set forth in the budget adopted for the previous year and the nature and amount of the revenues received for and on account of the current year.
b) If the budget for the current year has not been adopted at the time an amount is borrowed under this by-law, the limitation on borrowing set out in section 3 shall be calculated for the time being upon the estimated revenues of the Municipality as set forth in the budget adopted for the previous year less all revenues received for and on account of the current year.
6. For purposes of this by-law the estimated revenues referred to in section 3, 4, and 5 do not include revenues derivable or derived from, a) any borrowing, including through any issue of debentures; b) a surplus, including arrears of taxes, fees or charges; or c) a transfer from the capital fund, reserve funds or reserves.
7. The treasurer be and is hereby authorized and directed to apply in payment of all or, any sums borrowed under this by-law, together with interest thereon, all or any of the moneys hereafter collected or received, either on account of or realized in respect of the taxes levied for the current year and previous years or from any other source, that may be lawfully applied for such purpose.
8. Evidences of indebtedness in respect of borrowings made under section 1 shall be signed by the head of the council or conform to the treasurer or both of them.
9. The Bank shall not be responsible for establishing the necessity of temporary borrowing under this by-law or the manner in which the borrowing is used.
10. This by-law shall take effect on the final day of passing.

Enacted and passed this 3rd day of DECEMBER, 2012.

Mayor – Debbie Amaroso City Clerk – Malcolm White

10(e)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2012-209

FINANCING: (F1.3) A by-law to authorize the borrowing of \$15,000,000 to finance capital expenditures for short and long term purposes for The Corporation of the City of Sault Ste. Marie and \$6,200,000 for the Public Utilities Commission of the City of Sault Ste. Marie.

WHEREAS Section 401 of the *Municipal Act, 2001* states a municipality may borrow money or incur a debt for municipal purposes and may issue debentures for the money borrowed or for the debt; and

WHEREAS the Council of The Corporation of the City of Sault Ste. Marie deems it necessary to borrow the sum of \$15,000,000 for short and long term purposes, the capital expenditures of the Corporation under its construction by-laws shown on Schedule "A" hereto; and

WHEREAS the Public Utilities Commission of the City of Sault Ste. Marie deems it necessary to borrow the sum of \$6,200,000 for short and long term purposes;

WHEREAS the total amount of the estimated revenues of the Corporation for the year 2012 not including revenues derived or derivable from the sale of assets, borrowings or issues of debentures or from a surplus, including arrears of taxes and proceeds from the sale of assets is estimated to be in excess of \$176,000,000;

THEREFORE the Council of The Corporation of the City of Sault Ste. Marie hereby **ENACTS** as follows:

1. The Mayor and the Treasurer are hereby authorized on behalf of the Corporation to borrow from time to time by way of promissory note from the City's Banker or any person a sum or sums not exceeding \$15,000,000 for short and long term purposes to finance the capital expenditures of The Corporation of the City of Sault Ste. Marie under its construction by-laws as shown on Schedule "A" hereto, which schedule forms part of this by-law, and to give on behalf of the Corporation to the Bank or lender a promissory note or notes sealed with the corporate seal and duly signed for the moneys so borrowed with interest which may be paid in advance or otherwise, with interest at the bank's prescribed lending rate or other persons' lending rate from time to time.
2. The Public Utilities Commission of the City of Sault Ste. Marie is hereby authorized to borrow from time to time by way of promissory note from the City's Banker or any person a sum or sums not exceeding \$6,200,000 for short and long term purposes to finance the capital expenditures of the Public Utilities Commission of the City of Sault Ste. Marie.
3. All sums borrowed pursuant to the authority of this by-law as well as all other sums borrowed by the Corporation in this year and in previous years from the said Bank or lender and remaining unpaid shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for all preceding years as and when such revenues are received.

NOTICE
THIS IS A DRAFT DOCUMENT. This document has not been enacted by City Council. It may not be enacted as an AMO. If enacted, it may not be in the form of the DRAFT copy.
CITY SOLICITOR

10(e)

- 2 -

4. The Treasurer is hereby authorized and directed to apply in payment of all sums borrowed as aforesaid, together with interest thereon, all of the moneys hereafter collected or received either on account or realized in respect of taxes levied for the current year and preceding years or from any other source which may lawfully be applied for such purpose.
5. Long term purposes is defined as a loan with a fixed rate and term.

PASSED in open Council this 3rd day of December, 2012.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE

10(e)

Schedule A to By-law 2012-209
The Corporation of the City of Sault Ste. Marie

Financial Information at December 03, 2012

Construction By-law		Estimated Capital Expenditure
2005-128	Constr. of New Arena - Sports Entertainment Centre - City Funding - Federal/Provincial Subsidy - Less: Debt Issue	25,040,368.00 (4,640,368.00) (7,400,000.00) <u>(11,220,000.00)</u> 1,780,000.00
	Luxury Suites	1,000,000.00
(PUC) 2005-162	Intallation of 385 metres of 200 mm watermain and 19 water service laterals on Fourth Line E. from Great Northern Rd. to the east limit of Civic #742	(236,031.86 PUC Local Improvement)
(PUC) 2006-102	Intallation of 1421 metres of 250 mm watermain and 38 water service laterals and a pressure reducing station on Old Garden River Road from Civic #443 to south side of Third Line East	(1,043,472.00 PUC Local Improvement)
2007-18	Constr. of a Concrete Sidewalk, on Queen St. East from Dacey Rd. to Queensgate Blvd.	200,000.00
2010-56	Constr. of Concrete Sidewalk on Second Line West from Great Northern Rd. to Old Garden River Road	45,000.00
2011-19 amends by-law 2010-149	Constr. of West End Community Centre	5,850,000.00
2011-174	Constr. of Sanitary Sewer, Private Drain Connection and Class "A" Pavement on Queen St. East from Pim St. to Simpson St.	3,000,000.00
2011-199	Constr. of Sanitary Sewer, Private Drain Connection and Class "A" Pavement on John St. from Conmee Ave. to Elm St.	610,000.00
		12,485,000.00

10(e)

Schedule A to By-law 2012-209
The Corporation of the City of Sault Ste. Marie
Financial Information at December 03, 2012

<u>Construction</u> <u>By-law</u>		<u>Estimated</u> <u>Capital</u> <u>Expenditure</u>
Sub-total		12,485,000.00
2012-161	Central Creek West Aqueduct Replacement on Central Street	512,235.38
2012-198	Constr. of Sanitary Sewer, Private Drain Connection and Class "A" Pavement on Kohler St. from Queen St. East to Wellington St. East	1,800,000.00
2012-199	Constr. of Sanitary Sewer, Private Drain Connection and Class "A" Pavement on Maretta St. from Wallace Terrace to Henrietta Ave.	1,600,000.00
2012-200	Constr. of Sanitary Sewer, Private Drain Connection and Class "A" Pavement on Queen St. East from Simpson St. to Pine St.	4,060,000.00
		20,457,235.38

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2012-216

OFFICIAL PLAN AMENDMENT: A by-law to adopt Amendment No. 185 to the Official Plan (1704608 Ontario Inc.).

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 21 of the *Planning Act*, R.S.O. 1990, chapter P.13 and amendments thereto, **ENACTS** as follows;

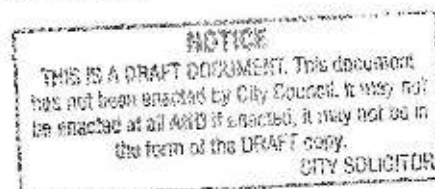
1. The Council hereby adopts Amendment No. 185 the Official Plan for the Sault Ste. Marie planning area in the form attached hereto.
2. Subject to any referrals under the Planning Act, this by-law shall come into force on the date of its final passing.

PASSED in open Council this 3rd day of December, 2012.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE

Staff/zoning/10. Zoning, op & dc with no special exception/2012-217 greenfield/cf



**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.

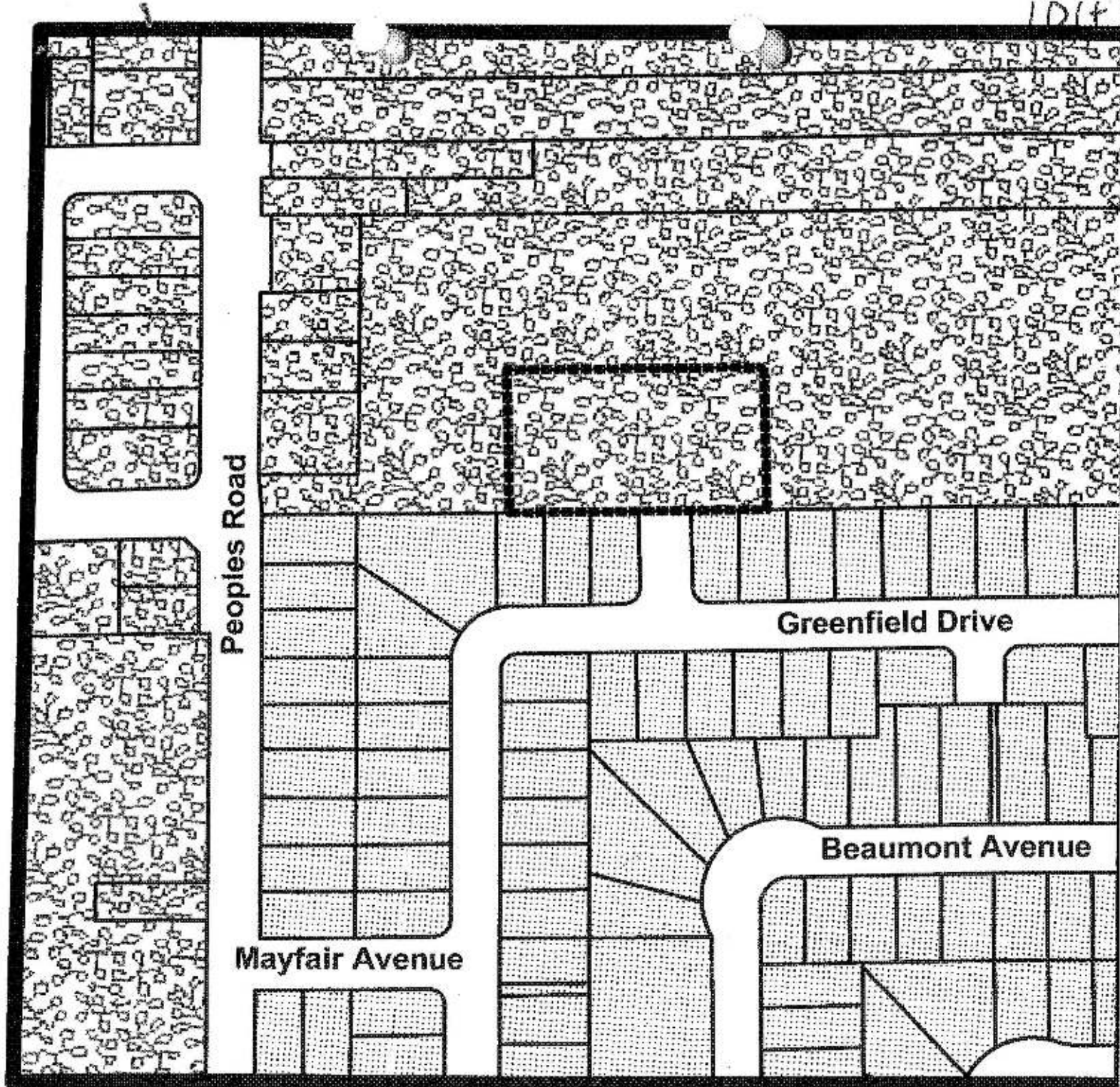
Council now considers it desirable to amend the Official Plan re-designating the subject property from "Rural Area" to "Residential".

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".

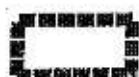
INTERPRETATION

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

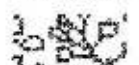


OFFICIAL PLAN MAP
181 GREENFIELD DRIVE

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



10(g)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2012-221

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**

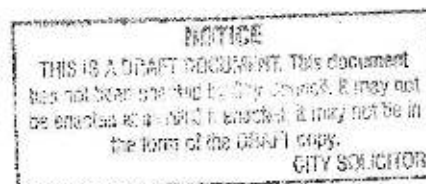
This by-law takes effect on the day of its final passing.

PASSED in open Council this 3rd day of December, 2012.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE

cf Bylaws\2012\2012-221 Parking Officers -- Private lots



ADGE SPECIAL CONSTABLE	EMPLOYER	PROPERTY LOCATION
12 ROUSE BRIAN	ALGOMA UNIVERSITY	1520 QUEEN ST E
25 MOLEOD ROD	FLEMING & SMITH	378 QUEEN ST E & APARTMENTS & 27 KING ST
30 RENDALL VERN	ALGOMA CENTRAL PROP	STATION MALL/STATION 49/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 LUOVIC	DENTAL BUILDING	948 & 218 QUEEN ST E
113 TAYLOR GARY	ALGOMA UNIVERSITY	1520 QUEEN ST E
119 LEE,RICHARD JOHN	ALGOMA UNIVERSITY	1520 QUEEN ST E
150 CAIR,JOSEPH	CITY OF SAULT STE MARIE	BELLUVE MARINA & BONDAR MARINE & PARK
151 PARK,DEREK,RAYMOND	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
153 TASSONE,VITO	TASSONE CHIROPRACTIC	673 QUEEN ST E
163 RUMBACCO PHILIP,CARMEN	ALGOMA CENTRAL PROP	STATION MALL/STATION 49/STATION TOWER
179 DRAGONIN,ROSEMARY	DR. RAYMOND CHO	71 & 131 EAST ST.
191 BROWN,STEVEN,GEORGE	SEP.SCHOOL BOARD	SEPARATE SCHOOL BOARD PROPERTIES
195 SEABROOK,LAURA LEE	ALGOMA CENTRAL PROP	STATION MALL/STATION 49/STATION TOWER
240 MASON,STEPHEN	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
241 COGHILL,ROBIN	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
248 CHAK,GILBERT	DR. RAYMOND CHO	71 & 131 EAST ST / 126 SECOND LINE W
249 CHOLINDA	DR. RAYMOND CHO	71 & 131 EAST ST / 126 SECOND LINE W
258 TRAVSON,TERRANCE(TERRY)	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
267 CORA ERE,JOHN(ETED)	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
275 SMITH DENNIS,ROBERT	G4S SECURE SOLUTIONS	AIRPORT
314 AASEN,PAULINE	STANDARD PARKING	ONTARIO REALTY CORP/ROBERTA BONDAR PLACE/426 QUEEN ST E
321 LORENZO,CORREY	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 DROSSO,DONALD	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
345 CHILLMAN,JODI	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
344 HARPE,KENNEITH	DAYS INN	DAYS INN HOTEL
346 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
368 TROMOV,VICTORIA	G4S SECURE SOLUTIONS	AIRPORT
369 DARR,CHAELE,MARY	ON.FINNISH HOME ASS.	FINNISH REST HOME
370 HANSEN,LOUIS	ON.FINNISH HOME ASS.	FINNISH REST HOME
372 BENNETT,ALAN	ON.FINNISH HOME ASS.	FINNISH REST HOME
374 TAARVEL,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
389 SANDIE,KEVIN	NORPRO SECURITY	REGENT PRO/IS COLLEGE/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
391 MOLEOD,FEATHER	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
397 LAFRANCOISE,YVON	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
400 JOHNSON, MICHAEL	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ 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
405 LESLAND, SERGE	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
410 FOYNER,AROLD	G4S SECURE SOLUTIONS	AIRPORT
411 MOORE,ROBERT	G4S SECURE SOLUTIONS	AIRPORT
415 HALL, MICHAEL	CORPS OF COMM	SAULT HOSPITAL
420 FASANO,ANTONIO	G4S SECURE SOLUTIONS	AIRPORT
423 VANERKIFT,CYAN	CORPS OF COMM	SAULT HOSPITAL
430 RUSSIO DOMINIC	MAJIK CONTR.	TRAVELODGE
431 DICKSON,SIMONE	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
435 TRUMBLE,GEORGE	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
439 LAMBERT,JOSEPH	STANDARD PARKING	ONTARIO REALTY CORP/ROBERTA BONDAR PLACE/426 QUEEN ST E
443 HAMMERSTEDT,BRO	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
441 WALSON,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 MARCIL,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
446 HALLDAY,DANA	SAULT COLLEGE	SAULT COLLEGE
447 FRISAU,TJESSE	NORPRO SECURITY	REGENT PRO/IS 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/ COLLEGE
452 ROGERS,RICHARD	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
453 DERASP,RICHARD	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
455 BOYCHUK,BLAINE	NORPRO SECURITY	REGENT PRO/DAVEY HOME/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
456 CONEY,BEARE,KEVIN	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
458 ROBINSON,GEORGE	CORPS OF COMM	SAULT AREA HOSPITAL
459 SLEEMAN,RAY	CORPS OF COMM	SAULT AREA HOSPITAL
460 BOJSE,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 DITOMASO,RYAN	2220917 ONT. INC.	482 BAY ST.
465 DELAVALL, DON	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
467 BERNIER, JUNE	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
469 ASNEW,BRENDA	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
469 SANTELLI,DOMINIC	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
470 WOODLEY,NATHANIEL	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
471 STOCHEFF,CHRISTOPHER	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
472 BRUNETTA,ANGELO	NORPRO SECURITY	REGENT PRO/IS COLLEGE/GHC/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH
474 MACCUGO,ANTHONY	NORTH EAST SECURITY	A.UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALL/CHURCHILL&PINE PLAZA/TENARIS/ COLLEGE
475 TORRANCE,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 BROULX,VINCE	CORPS OF COMM	SAULT AREA HOSPITAL

431 FORD, BRIAN NORTH EAST SECURITY A UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS'S COLLEGE

482 LEWIS, BRUCE CORPS OF COMM SAULT AREA HOSPITAL

484 MCLEOD, VIRGINIA CITY OF SAULT STE MARIE BELLEVUE MARINA & BONDAR MARINE & PARK

485 ARMSTRONG, KENNETH CITY OF SAULT STE MARIE BELLEVUE MARINA & BONDAR MARINE & PARK

486 LONG, NADA ST. NORTHERN RET. HOME 790 GREAT NORTHERN RD.

487 ROUGEAL, MARISA ST. NORTHERN RET. HOME 790 GREAT NORTHERN RD.

488 LEFLEUR, MARILYN ST. NORTHERN RET. HOME 790 GREAT NORTHERN RD.

489 MCCOY, WANDA ST. NORTHERN RET. HOME 790 GREAT NORTHERN RD.

490 LUTON, JEFF ST. NORTHERN RET. HOME 790 GREAT NORTHERN RD.

492 PARKER, MICHAEL 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 SHAW, FELT, CODY G4S SECURE SOLUTIONS AIRPORT

497 ALLEN, ROBERT REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

498 MARQUES, STEVEN NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

499 SCULLIN, COLA NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

500 CASSY, JOSHUA NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

501 CLARRELL, ROBERT ELSTRONG MANAGEMENT 821, 827, 831 MACDONALD AVE

502 DAVEL, CHRIS ELSTRONG MANAGEMENT 821, 827, 831 MACDONALD AVE

503 KAMEL, MELANIE ELSTRONG MANAGEMENT 821, 827, 831 MACDONALD AVE

506 JONES, CHELSEY NORTH EAST SECURITY A. UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS'S COLLEGE

507 SMYTH, R. CHARD BANK OF MONTREAL 556 QUEEN ST E

508 MARTIN, JOE CORPS OF COMM SAULT AREA HOSPITAL

511 ADAMS, BRENDAN CORPS OF COMM SAULT AREA HOSPITAL

512 DIMMA, JUSTIN CORPS OF COMM SAULT AREA HOSPITAL

513 MENDOKE, KEN CORPS OF COMM SAULT AREA HOSPITAL

514 BONIFERO, BRIAN CORPS OF COMM SAULT AREA HOSPITAL

515 MARGONE, MATT 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, BREKDA NORTH EAST SECURITY A. UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS'S COLLEGE

518 TREPASS, GRANT NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

519 FRAGOMENI, JOSEPH CORPS OF COMM SAULT AREA HOSPITAL

520 THOMPSON, JOHN CORPS OF COMM SAULT AREA HOSPITAL

522 MCNAMA, STEVEN NORTH EAST SECURITY A. UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS'S COLLEGE

523 MCBRIDE, GUY NORTH EAST SECURITY A. UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS'S COLLEGE

524 DINI, OF, DAVID NORTH EAST SECURITY A. UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS'S COLLEGE

525 MACHETTA, CHRIS NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

526 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/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

528 ROMAN, GERALDINE NORTH EAST SECURITY A. UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS'S COLLEGE

529 WADE, SAMUEL NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

531 AFAROE, ENO HUOMEN NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

532 BROULLARD, BERNARD NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

533 STILLERT, CHRISTIAN NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

534 LADOUCEUR, RACHAEL CORPS OF COMM SAULT AREA HOSPITAL

535 PUTZAN, CHRISTIAN CORPS OF COMM SAULT AREA HOSPITAL

536 SAUERZOFF, JUSTIN CORPS OF COMM SAULT AREA HOSPITAL

537 GRAWZARDER, KYLE CORPS OF COMM SAULT AREA HOSPITAL

538 MCCOY, BRANDON CORPS OF COMM SAULT AREA HOSPITAL

539 CUTLER, JESSE NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

540 ZEPFA, ROBERT NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

541 DIMMA, WILLIAM ALGOMA CENTRAL PROP STATION MALL/STATION 49/STATION TOWER

542 RALPH, NANCY ALGOMA CENTRAL PROP STATION MALL/STATION 49/STATION TOWER

543 HAYNES, MICHAEL ALGOMA CENTRAL PROP STATION MALL/STATION 49/STATION TOWER

544 NELSON, MATTHEW ALGOMA CENTRAL PROP STATION MALL/STATION 49/STATION TOWER

545 CRECO, BRYAN ALGOMA CENTRAL PROP STATION MALL/STATION 49/STATION TOWER

546 ZOR, TRAVIS ALGOMA CENTRAL PROP STATION MALL/STATION 49/STATION TOWER

547 LEPRA, MATTHEW ALGOMA CENTRAL PROP STATION MALL/STATION 49/STATION TOWER

548 GARDIN, ROGER CITY OF SAULT STE MARIE 39 FOSTER DR (DND CENTRE)

549 WICKS, ROMAN, GUY G4S SECURE SOLUTIONS AIRPORT

550 SAUL, COMLUND NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

551 PAPER, ADAM NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

552 BENEGA, BUCHER, DANIEL NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

553 ST. FILKRE, WILLIAM NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

554 IRWIN, JACOB NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

555 ROY, DARYL G4S SECURE SOLUTIONS AIRPORT

556 ARCANO, SCOTT G4S SECURE SOLUTIONS AIRPORT

557 HUTCHINGS, GEORGE CORPS OF COMM SAULT AREA HOSPITAL

558 LARKIN, NICHOLAS CORPS OF COMM SAULT AREA HOSPITAL

559 SUMMERS, STEPHEN CORPS OF COMM SAULT AREA HOSPITAL

560 ADDISON, CHRISTOPHER NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

561 CARTER, TIGER NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

562 DEARING, DEVIN NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

563 FLEURY, TAMMY JO NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

564 LAPRACE, DANIEL NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

565 L. SCUMS, GERALD NORPRO SECURITY REGENT PRO./DAVEY HOME/HQ/QUEENSCENTRE/ST MARY'S PAPER/ELGIN TOWER/APH

566 SWEET, WILLARD NORTH EAST SECURITY A. UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS'S COLLEGE

567 BOSTON, CODY NORTH EAST SECURITY A. UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS'S COLLEGE

568 PICK, DENNY NORTH EAST SECURITY A. UNIVERSITY/ESSAR CENTRE/CAMBRIAN/MALLCHURCHILL&PINE PLAZA/TENARIS'S COLLEGE

1019

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2012-215

REGULATION: (P3.3(2)) A by-law to repeal By-law 88-296 (a by-law to permit transport trucks servicing the Algoma Steel Corporation) and By-law 95-198 (a by-law to permit transport trucks servicing G.P. Flakeboard Limited).

THE COUNCIL of the Corporation of the City of Sault Ste. Marie pursuant to Section 115 of the *Municipal Act, 2001*, S.O. 2001, c.25 and amendments thereto, **ENACTS** as follows:

1. **BY-LAW 88-296 AND BY-LAW 95-198 REPEALED**

By-law 88-296 and By-law 95-198 are hereby repealed.

2. **EFFECTIVE DATE**

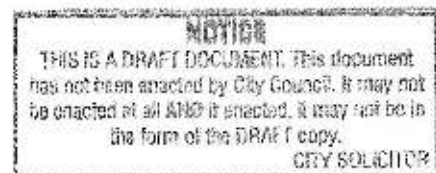
This by-law takes effect on the day of its final passing.

PASSED in open Council this 3rd day of December, 2012.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE

cf Bylaws/2012/2012-215 Repealed outdated truck route by-laws



1061

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2012-219

TRAFFIC: (P3.3) A by-law to amend Schedule "K" of By-law 77-200 regarding Second Line Road.

THE COUNCIL of the Corporation of the City of Sault Ste. Marie, pursuant to the provisions of Section 10 of the *Municipal Act, 2001*, S.O., 2001 c.25 and amendments thereto, **ENACTS** as follows:

1. **SCHEDULE "K" OF BY-LAW 77-200 AMENDED**

Schedule "K" of By-law 77-200 is amended by deleting the following:

<u>STREET</u>	<u>BETWEEN</u>	<u>MAXIMUM SPEED</u>
"Second Line Road	Leigh's Bay Road & Town Line	70 km/h"

Schedule "K" of By-law 77-200 is amended by adding the following:

"Second Line Road	Leigh's Bay Road & Town Line	80 km/h"
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2. **EFFECTIVE DATE**

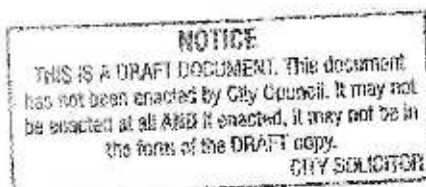
This by-law is effective on the day of its final passing.

PASSED in Open Council this 3rd day of December, 2012.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE

da LEGAL\STAFF\LEGAL\PUBLIC WORKS & TRANSPORTATION\TRAFFIC\BY-LAWS\2012\2012-219.DOC



106j

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2012-217

ZONING: A by-law to amend Sault Ste. Marie Zoning By-Law 2005-150 regarding lands located at 181 Greenfield Drive (1704608 Ontario Inc.).

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. **181 GREENFIELD DRIVE; LOCATED ON THE NORTH SIDE OF GREENFIELD DRIVE, APPROXIMATELY 185M WEST OF THE TERMINUS OF THAT PORTION OF GREENFIELD DRIVE, CIVIC NUMBER 181 GREENFIELD DRIVE; CHANGE FROM R.A TO R.3.**

The zone designation on the lands having civic address 181 Greenfield Drive which land is shown on Map 1-125 of Schedule "A" to By-Law 2005-150, and marked "subject property" on the map attached as Schedule "A" to this by-law is changed from R.A (Rural Area) zone to R.3 (Low Density Residential) zone.

2. **SCHEDULE "A"**

Schedule "A" hereto forms a part of this by-law.

3. **CERTIFICATE OF CONFORMITY**

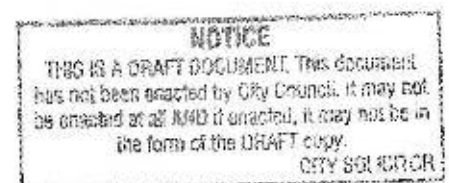
It is hereby certified that this by-law is in conformity with the Official Plan for the City of Sault Ste. Marie, authorized and in force on the day of the passing of this by-law as amended by Official Plan Amendment No. 185.

PASSED in Open Council this 3rd day of December, 2012.

MAYOR -- DEBBIE AMAROSO

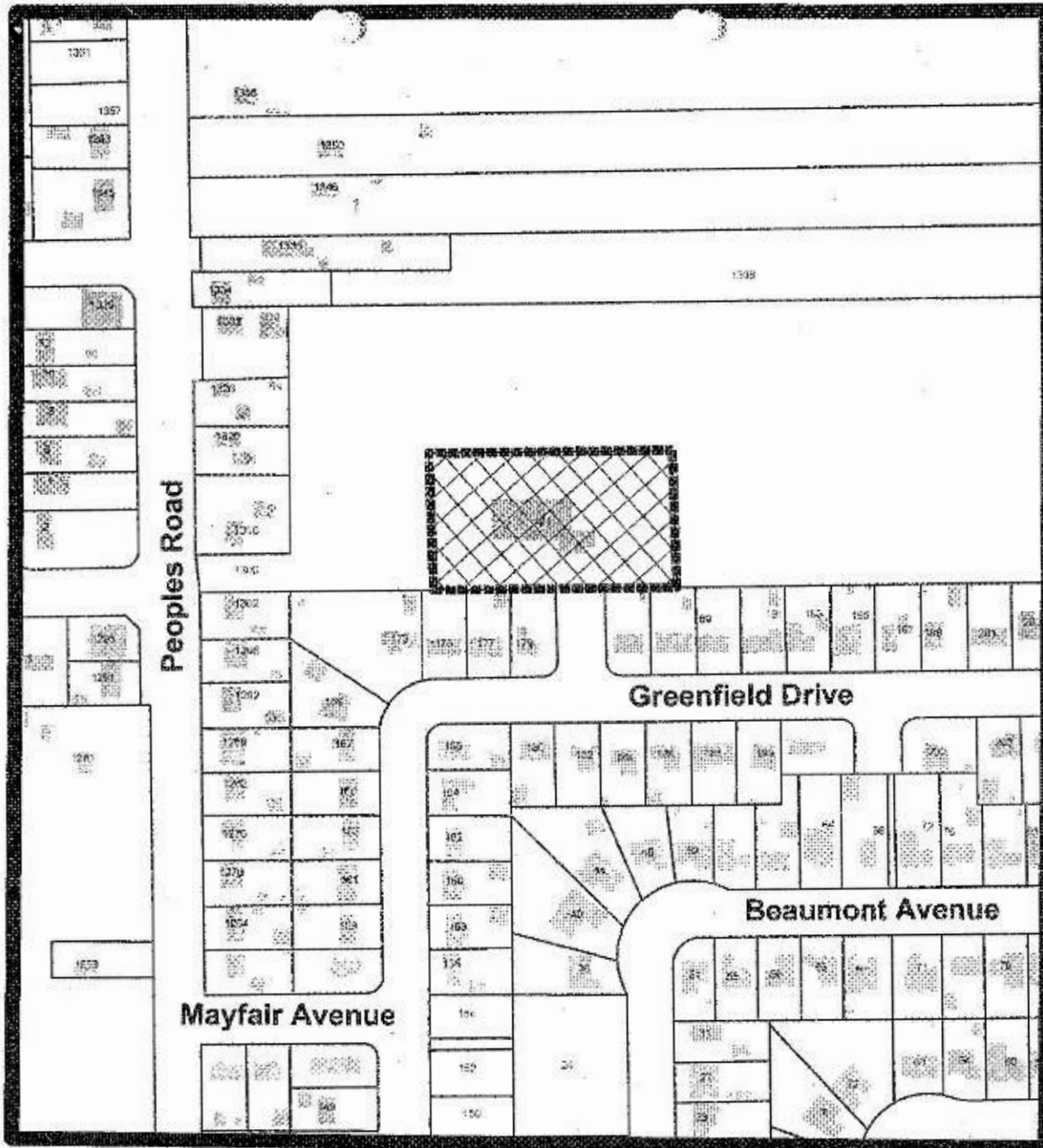
CITY CLERK -- MALCOLM WHITE

Staff/zoning/10.zoning, op & dc with no special exception/2012-217 Greenfield drive/cf



10(j)

SCHEDULE "A" TO BY-LAW 2012-217 OF THE CORPORATION OF THE CITY OF SAULT STE. MARIE, PASSED IN OPEN COUNCIL THIS 3rd DAY OF DECEMBER, 2012.



SUBJECT PROPERTY MAP

181 GREENFIELD DRIVE

Planning Application A-14-12-Z-OP

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

Metric Scale
1 : 2200

Maps
119 & 1-125

Mail Label ID
A-14-12-Z



10(k)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2012-194

STREET CLOSING: (S.2.3.) A by-law to stop up and close the portion of Bloor Street abutting civic 465 Northland Road (formerly 229 Bloor Street).

WHEREAS the street or part of the street more particularly hereinafter described in Schedule "A" attached was established as a public street and assumed for public use prior to 2003 through the City expending funds on it;

NOW THEREFORE the Council of The Corporation of the City of Sault Ste. Marie, pursuant to Section 34(1) of the *Municipal Act 2001*, S.O. 2001, c. 25 and after having advertised once a week for two (2) consecutive weeks **ENACTS** as follows:

1. **STREET CLOSED**

The street or part of street more particularly described in Schedule "A" to this by-law, having been assumed by the Corporation for public use, is hereby stopped up and closed.

2. **EXECUTION OF DOCUMENTS**

The Mayor and the City Clerk are hereby authorized for and in the name of the Corporation to execute and to affix the seal of the Corporation to all documents required to give effect to this by-law.

3. **SCHEDULE "A"**

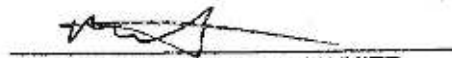
Schedule "A" forms a part of this by-law.

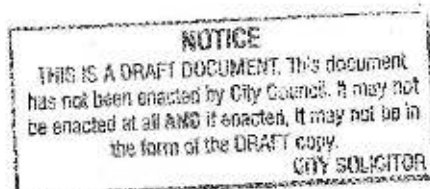
4. **EFFECTIVE DATE**

This by-law takes effect on the day of its final passing.

READ the **FIRST** and **SECOND** time in open COUNCIL this 22nd day of October, 2012.


MAYOR - DEBBIE AMAROSO


CITY CLERK - MALCOLM WHITE



10(K)

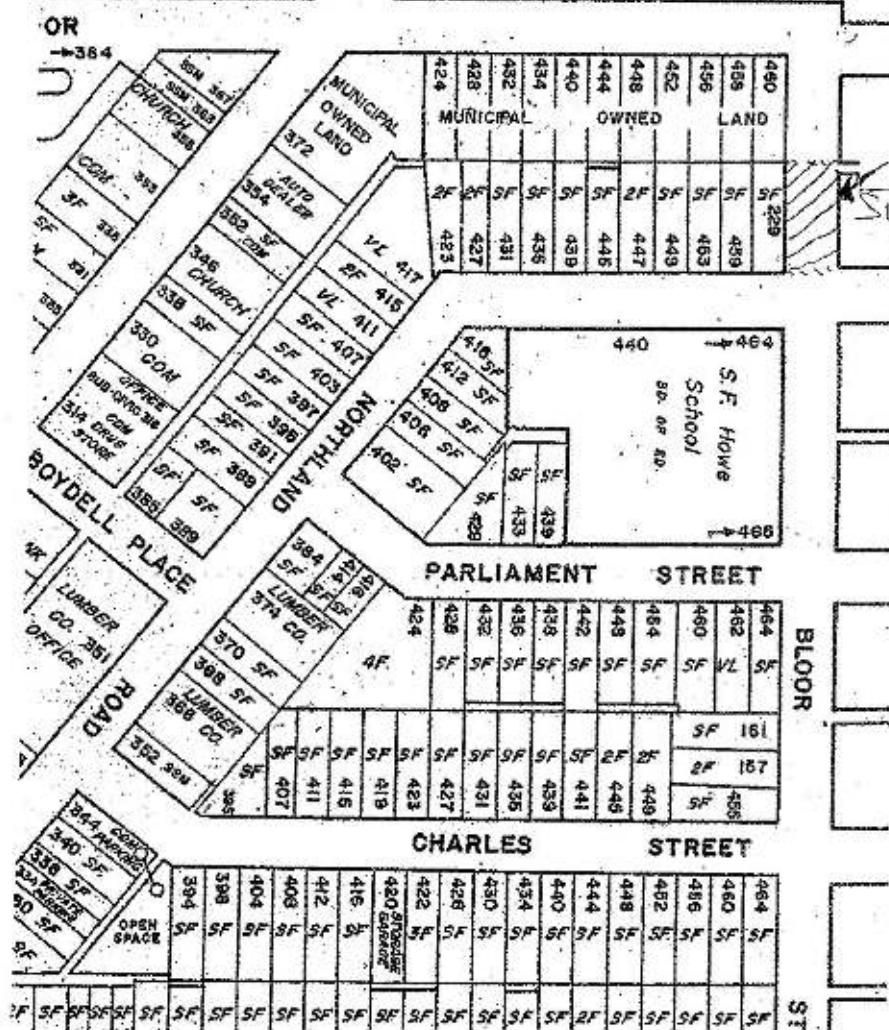
READ a **THIRD** time and finally **PASSED** in open Council this 3rd day of December, 2012 after notice thereof had been published once a week for two consecutive weeks and after the Council had met to hear every person who had applied to be heard.

MAYOR - DEBBIE AMAROSO

CITY CLERK - MALCOLM WHITE

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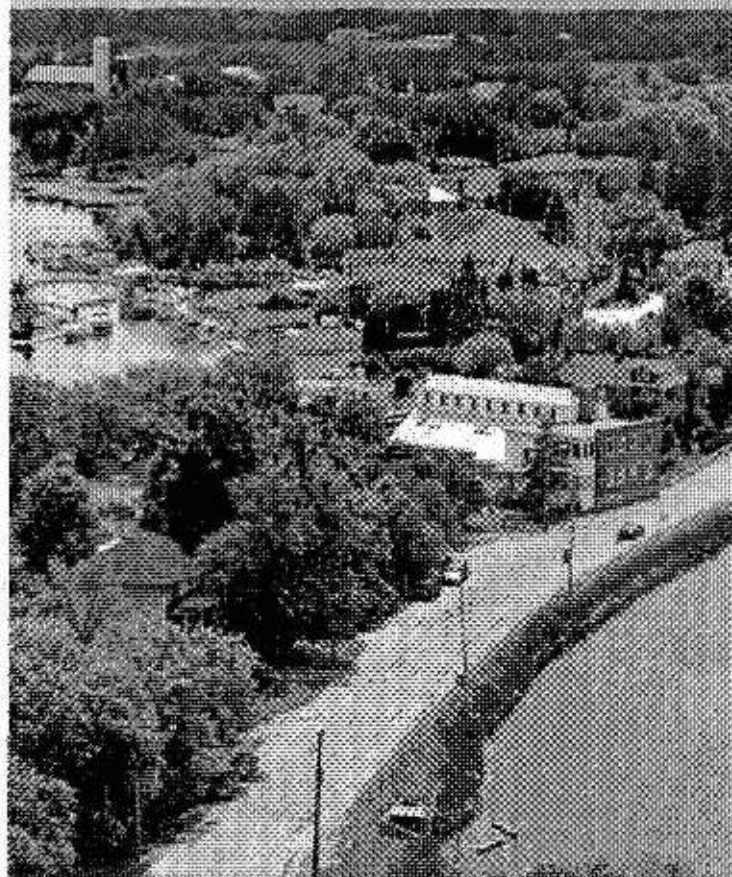
Part of Map 40

Schedule A



TAKING CARE OF YOUR DRINKING WATER

A GUIDE FOR MEMBERS OF MUNICIPAL COUNCILS



www.ontario.ca/drinkingwater

Acknowledgements

The Ministry of the Environment would like to acknowledge the contributions of the following people and associations in the development of this guidance document, and thank them for sharing their time and expertise: Councillor André Rivest, Councillor Brian Coleman, Craig Reid, Mayor Delbert Shewfelt, Doug Parker, Councillor Jack Miller, Councillor Ken Graham, Former Mayor Michael Power, Councillor Paul Hubert, Councillor-at-Large Rebecca Johnson, Brian Jobb, Dr. Saad Jasim, Alexa Pagel, Ann Darby, Barbara Stokes, Brenda Korbee, Brian Alton, Brian Gildner, Carol Salisbury, Cheryl Davis, Christine Campbell, Indra Prashad, Jakob Rehlinger, JillMarie Bourgeault, Krys Potapczyk, Laurence Borg, Matt Uza, Peter Feniak, Rhobi Chacha, Siobhan Corr, Terry Bulman, Valerie Capalbo, the Association of Municipalities of Ontario, and the Ontario Municipal Water Association.

- For answers to general questions, contact the Ministry of the Environment at **1-800-565-4923**
- Legal Disclaimer – This guide should not be viewed as legal or other expert advice. For specific questions regarding the legal application of the Safe Drinking Water Act (SDWA) and its regulations, please consult a lawyer and/or review the text of the Act at www.e-laws.gov.on.ca

Sources

Much of the material in this guide has been adapted from the Ontario Municipal Water Association's 2004 handbook "Ontario Drinking Water Stewardship Responsibilities" with their permission. Information was also obtained from the following sources:

- American Water Works Association, 2009, Water Basics for Decision Makers
- Emergency Management Ontario, 2010, Emergency Management Doctrine for Ontario
- Environment Canada, 2010, 2010 Municipal Water Use Report: 2006 Statistics
- Ontario Ministry of the Attorney General, 2002, Part Two Report of the Walkerton Inquiry
- Ontario Ministry of the Environment, 2006, The Clean Water Act: Promoting Municipal Awareness and Understanding
- Ontario Ministry of the Environment, 2007, "Drinking Water 101" course materials
- Ontario Ministry of the Environment, 2007, Implementing Quality Management: A Guide for Ontario's Drinking Water Systems
- Ontario Ministry of the Environment, 2007, Towards Financially Sustainable Drinking-Water and Wastewater Systems
- Ontario Ministry of the Environment, 2009, Annual Report 2007-2008 Chief Drinking Water Inspector
- Ontario Ministry of the Environment and the Ontario Ministry of Natural Resources, 2009, Safeguarding and Sustaining Ontario's Water Resources for Future Generations
- Pollution Probe, 2006, The Source Water Protection Primer

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A Message from the Chief Drinking

Water Inspector of Ontario



Ensuring the safety of Ontario's drinking water is a shared responsibility. It requires dedication and a commitment to constant vigilance from many partners, ranging from government to treatment plant operators. More than 80 per cent of Ontario's population receive their drinking water from a

municipal drinking water system, and much of the important work of maintaining safe drinking water for the people of Ontario is done at the municipal level. Drinking water quality and inspection results consistently show that Ontario's municipalities are doing an exceptional job in this regard. If millions of Ontarians take clean, safe drinking water for granted, it is because so many dedicated public officials do not.

This guide is intended to support you in your role as a municipal councillor who may have oversight responsibilities for one of these drinking water systems. The guide will help you understand your responsibilities under the Safe Drinking Water Act, 2002 and provide you with information on how Ontario's drinking water is safeguarded. It will help answer questions about your statutory standard of care responsibilities, and it provides some basic reference material on drinking water. It also has some practical advice on additional actions you can take to be better informed and questions to test your knowledge.

As Chief Drinking Water Inspector, I look forward to continuing to work with Ontario's municipalities to safeguard Ontario's drinking water.

John Slager
Chief Drinking Water Inspector of Ontario

A Message from Ontario's Chief

Medical Officer of Health



Safe drinking water is one of the key pillars of public health in Ontario. We all know that if a drinking water system fails, serious life-threatening consequences can result. Ontario's public health units work together with municipalities in many ways to protect the

public, including when your community's drinking water may not be safe for consumption. As municipal councillors with oversight responsibilities for municipal drinking water systems, I encourage you to understand how your role can directly affect the health of your community and to keep it as a paramount consideration in your decision-making.

Dr. Arlene King
Chief Medical Officer of Health of Ontario

"Since Dr. John Snow's 1854 discovery in London, England, that drinking water could kill people by transmitting disease, the developed world has come a long way towards eliminating the transmission of water-borne disease. The Walkerton experience warns that we may have become victims of our own success, taking for granted our drinking water's safety. The keynote in the future should be vigilance. We should never be complacent about drinking water safety."

--- Justice Dennis O'Connor, 2002, Report of the Walkerton Inquiry

WHAT YOU NEED TO KNOW

about your drinking water responsibilities

Citizens are entitled to expect safe, high quality drinking water. It is a matter vital to public health. As a member of municipal council, you have an important role to play to ensure that your community has access to safe, high quality drinking water — and you are legally obliged to do so.

HERE ARE THREE THINGS TO REMEMBER AS A MUNICIPAL COUNCILLOR:

It's Your Duty. The Safe Drinking Water Act (SDWA) includes a statutory standard of care for individuals who have oversight responsibilities for municipal drinking water systems that can extend to municipal councillors as of January 1, 2015. There are legal consequences for negligence, including possible fines or imprisonment. (Read more on page 7 of this guide.)

Be Informed. Ask questions. Get answers. You don't have to be an expert in drinking water operations, but you do need to be informed about them. Your decisions can have an impact on public health. Seek advice from those with expertise and act prudently on that advice. (Check your knowledge on page 11.)

Be Vigilant. Complacency can pose one of the greatest risks to drinking water systems. It is critical that you never take drinking water safety for granted or assume all is well with the drinking water systems under your care and direction. The health of your community depends on your diligent and prudent oversight of its drinking water. (Read how the actions of one municipal council impacted their community on page 9.)



“Water is unique as a local service. It is, of course, essential to human life and to the functioning of communities, (and) the consequences of a failure in the water system (are) most acutely felt by those who depend on it locally. Municipal ownership, and the ensuing responsibilities, should provide a high degree of public accountability in relation to the local water system.”

— J. Peter Brown, C. Magor, 2002
Report of the Water Task Force

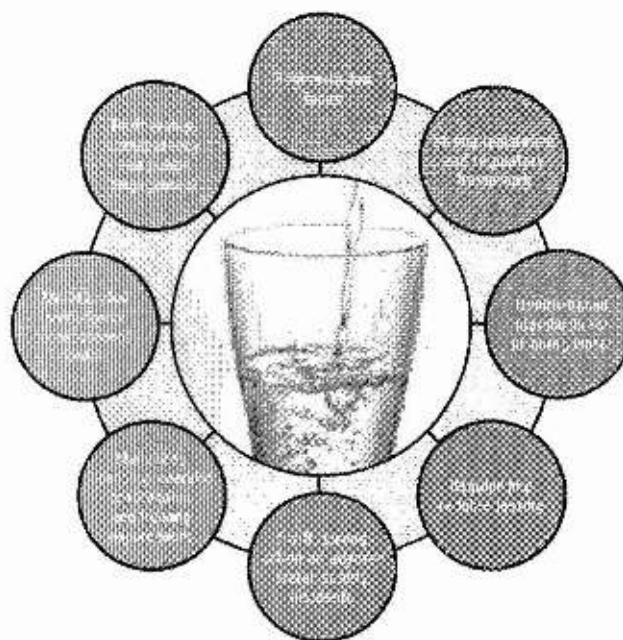
UNDERSTANDING YOUR RESPONSIBILITIES FOR OVERSEEING DRINKING WATER

Protecting Ontario's Drinking Water

Ontario has a comprehensive safety net to safeguard its drinking water from source to tap. It is a multi-faceted approach that helps prevent contamination, detects and solves water quality problems, enforces laws and regulations and increases people's awareness of the importance of safe, high quality drinking water.

Ontario's drinking water protection safety net has eight components:

- A source-to-tap focus
- A strong legislative and regulatory framework
- Regulated health-based standards for drinking water
- Regular and reliable testing
- Swift, strong action on adverse water quality incidents
- Mandatory licensing, operator certification and training requirements
- A multi-faceted compliance improvement tool kit
- Partnership, transparency and public engagement.



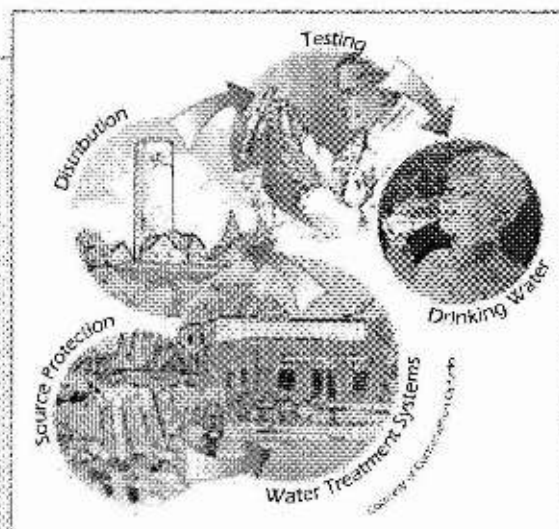
What is our Multi-Faceted Approach?

Our multi-faceted approach is an integrated system of procedures, processes and tools that collectively prevent or reduce the contamination of drinking water from source to consumer in order to reduce risks to public health.

The multiple barriers include:

- **Source protection** to keep the raw water as clean as possible in order to lower the risk that hazards are present.
- **Treatment** to remove and/or neutralize hazards.
- Maintenance of the integrity of the **distribution system** to prevent recontamination after treatment.
- **Monitoring programs** to detect and act on system problems that could impair drinking water safety and to verify the performance of the system components and finished drinking water quality.
- Effective **management systems** including automatic control systems, well-developed responses and operating practices that are the ultimate means for protecting the safety of drinking water systems.

(Source: Ontario Ministry of the Environment, 2007, Implementing Quality Management: A Guide for Ontario's Drinking Water Systems)



Peer to Peer

"As a Councillor, ensuring the best quality of drinking water for our community may be the most important thing we do." – Councillor Jack Miller, City of Belleville

A Legislative and Regulatory Framework for Protecting Water

Strong legislative and regulatory measures are key components of Ontario's drinking water safety net. This guide focuses on the Safe Drinking Water Act, 2002 (SDWA or the Act), which provides a legislative framework for all municipal drinking water systems,

as well as some non-municipal systems. The SDWA provides a consistent set of province-wide standards and rules to ensure access to safe, high quality, reliable drinking water.

The Safe Drinking Water Act, 2002 – An Overview

The SDWA recognizes that the people of Ontario are entitled to expect their drinking water to be safe. It provides for the protection of human health and prevents drinking water health hazards through the control and regulation of drinking water systems and drinking water testing. In a municipal context, a drinking water system includes all treatment and distribution pipes up to customer property lines.

The SDWA and its associated regulations specify the requirements for drinking water systems, testing services, certification of system operators and drinking water quality analysts. It also sets quality standards and mechanisms for compliance and enforcement.

How the Pieces Fit Together

To learn more about how various Acts and Regulations create multiple safeguards to protect drinking water, read Conservation Ontario's brochure entitled "How Ontario's Drinking Water is Protected" at www.conservation-ontario.on.ca/resources/Brochures/CWALegsandRegsBrochure.pdf.

The Big Picture

There are approximately 700 municipal residential drinking water systems registered with the Ministry of the Environment (MOE) that supply drinking water to more than 80 per cent of the homes in Ontario. In recent testing, more than 650,000 drinking water test results were submitted to MOE by laboratories licensed to perform those tests. Over 99 per cent of these drinking water tests met the province's rigorous, health-based drinking water quality standards.



Key Sections of the SDWA for Municipal Councillors

Section 11: Duties of Owners and Operating Authorities



Section 11 of the SDWA describes the legal responsibilities of owners and operating authorities of regulated drinking water systems. It is important for you to understand the scope of your municipality or operating authority's day-to-day responsibilities.

Owners and operators are responsible for ensuring their drinking water systems:

- provide water that meets all prescribed drinking water quality standards
- operate in accordance with the Act and its regulations, and are kept in a fit state of repair
- are appropriately staffed and supervised by qualified persons
- comply with all sampling, testing and monitoring requirements
- meet all reporting requirements.

Examples of actions required of owners and operators under Section 11:

- Sampling and testing of drinking water with a frequency appropriate to the type and users of the system in accordance with the Act
- Using an accredited and licensed laboratory for drinking water testing services
- Reporting of adverse test results that exceed any of the standards in the Ontario Drinking Water Quality Standards Regulation, both verbally and in writing, to the local medical officer of health and MOE
- Obtaining a drinking water licence for a municipal residential drinking water system from the MOE, which includes a financial plan
- Ensuring the drinking water system is operated by an accredited operating authority
- Hiring certified operators or trained persons appropriate to the class of the system
- Preparing an annual report to inform the public on the state of the drinking water and the system providing it, and an annual summary report for the owners of the drinking water system.

Q & A

Who is the "owner" of a municipal drinking water system under the SDWA? Who is the "operator"?

The "owner" of a municipal drinking water system is often the municipality as a corporate entity. Members of municipal councils and municipal officials who provide oversight to this corporate entity also provide oversight or exercise decision-making authority in respect of the drinking water systems it owns. They are responsible for having policies, management tools and processes in place so that the municipality meets all its legislative and regulatory requirements under the SDWA.

The "operator" or operating authority of a municipal drinking water system is the person or entity that is given responsibility by the owner for the day-to-day operations of the drinking water system, its management, maintenance or alteration. A municipality may take on this operational role through its own staff or it may choose to contract it out to a third party.

"Given that the safety of drinking water is essential for public health, those who discharge the oversight responsibilities of the municipality should be held to a statutory standard of care."

— Justice Dennis O'Connor, 2002, Report of the Walkerton Inquiry

This is one of the many important recommendations that came out of the Walkerton Inquiry reports in 2002. Section 19 of the SDWA responds directly to this recommendation.

Section 19 of the SDWA expressly extends legal responsibility to people with decision-making authority over municipal drinking water systems. It requires that they exercise the level of care, diligence and skill with regard to a municipal drinking water system that a reasonably prudent person would be expected to exercise in a similar situation and that they exercise this due diligence honestly, competently and with integrity.

Meeting your statutory standard of care responsibilities

Meeting the statutory standard of care is the responsibility of:

- the owner of the municipal drinking water system
- if the system is owned by a municipality, every person who oversees the accredited operating authority or exercises decision-making authority over the system – **potentially including but not limited to members of municipal councils**
- if the municipal drinking water system is owned by a corporation other than a municipality, every officer and director of the corporation.

It is important that members of municipal council and municipal officials with decision-making authority over the drinking water system understand that they are personally liable, even if the drinking water system is operated by a corporate entity other than the municipality. Section 14 (3) of the SDWA specifically notes that an owner is not relieved of their duty to comply with Section 19, even if there is an agreement to delegate the operations of the drinking water system to someone else.

The owner is still obligated to:

- ensure the operating authority is carrying out its responsibilities according to the Act and,
- in cases where it is not, to take reasonable steps to ensure they do.

Examples of actions required of owners and operators under Section 14 (3):

- Being aware of the established procedure for communication with the operating authority, including how information is expected to be shared with municipal councillors, and assessing the effectiveness of this procedure.
- Holding regular meetings with the operating authority, especially in cases where there may be reason to believe the operating authority is not carrying out its responsibilities.

Since Ontario municipalities manage and govern municipal drinking water systems in a variety of ways, the people who are subject to the statutory standard of care within their corporation will also vary across the province, and would depend on specific facts related to individual situations.

Peer to Peer

"This guide makes it clear what our fiduciary and legal responsibilities are and provides the necessary questions to ask which allows us to become thoroughly knowledgeable on this aspect of our responsibilities. I encourage all elected and appointed officials to take the time to digest the information in this guide and put it to good use."

— Former Mayor Michael Power, Municipality of Greenstone and Past-President Association of Municipalities of Ontario

Complete wording of Section 19, Safe Drinking Water Act, 2002

19. (1) Each of the persons listed in subsection (2) shall:

(a) exercise the level of care, diligence and skill in respect of a municipal drinking-water system that a reasonably prudent person would be expected to exercise in a similar situation; and

(b) act honestly, competently and with integrity, with a view to ensuring the protection and safety of the users of the municipal drinking water system. 2002, c. 32, s. 19 (1).

Same

(2) The following are the persons listed for the purposes of subsection (1):

1. The owner of the municipal drinking water system.

2. If the municipal drinking-water system is owned by a corporation other than a municipality, every officer and director of the corporation.

3. If the system is owned by a municipality, every person who, on behalf of the municipality, oversees the accredited operating authority of the system or exercises decision-making authority over the system. 2002, c. 32, s. 19 (2).

Offence

(3) Every person under a duty described in subsection (1) who fails to carry out that duty is guilty of an offence. 2002, c. 32, s. 19 (3).

Same

(4) A person may be convicted of an offence under this section in respect of a municipal drinking-water system whether or not the owner of the system is prosecuted or convicted. 2002, c. 32, s. 19 (4).

Reliance on experts

(5) A person shall not be considered to have failed to carry out a duty described in subsection (1) in any circumstance in which the person relies in good faith on a report of an engineer, lawyer, accountant or other person whose professional qualifications lend credibility to the report. 2002, c. 32, s. 19 (5).

Note: A proclamation has been issued naming January 1, 2013 as the day on which s.19 of this Act comes into force. For a copy of the Safe Drinking Water Act, 2002 and its related regulations, go to the Ontario e-laws website at www.e-laws.gov.on.ca.

SECTION 19

Maintaining an Appropriate Level of Care

Standard of care is a well-known concept within Ontario legislation.

For example, the Business Corporations Act requires that every director and officer of a corporation act honestly and in good faith with a view to the best interests of the corporation and exercise the care, diligence and skill that a reasonably prudent person would in comparable circumstances.

Statutory standards of care address the need to provide diligent oversight. What is considered to be an appropriate level of care will vary from one situation to another. As a municipal councillor, it is important

to educate yourself on this statutory requirement and to gain an understanding of the operation of drinking water systems in your community to help you meet the standard of care requirements.

You are not expected to be an expert in the areas of drinking water treatment and distribution. Section 19 allows for a person to rely in good faith on a report of an engineer, lawyer, accountant or other person whose professional qualifications lend credibility to the report.

North Battleford: Council Decisions with Serious Consequences

In Spring 2001, nearly 6,000 residents of this Saskatchewan city of 13,000 fell victim to an outbreak of cryptosporidiosis, an illness caused by a parasite in human and animal waste, which entered the local drinking water supply. Symptoms included diarrhea, abdominal cramps, fever, nausea and headaches.

In an article on the subsequent Commission of Inquiry, the Canadian Environmental Law Association noted:

... what became clear was that the people of North Battleford were let down. Their municipality, carrying a bulging contingency fund, refused to spend money on upgrading their decrepit water treatment plant. Their provincial government, although aware the plant was in poor condition, hadn't inspected it in the ten years prior to the outbreak... plant employees, who had been working without a supervisor for over four months, were unable to heed the warning signs of a potential drinking water problem."

The City of North Battleford subsequently faced class action lawsuits totaling millions of dollars. The first settlement was an out of court agreement awarding \$3.2 million to some 700 claimants.

(Source: www.cela.ca and www.cbc.ca)

Enforcing the Statutory Standard of Care

As a municipal councillor, you need to be aware that not meeting your statutory standard of care responsibilities comes with serious consequences. Section 19 provides the province with an enforcement option when needed.

A provincial officer has the authority to lay a provincial offence charge against a person to whom the standard applies. The range of penalties includes maximum fines of up to \$4 million for a first offence and provision for imprisonment for up to five years. No minimum penalties are established. Actual penalties would be decided by the courts depending on the severity and consequences of the offence.

It is important to note the difference between the provision of the Municipal Act, 2001, that limits the personal liability of members of municipal councils and officials, and the standard of care imposed under

Peer to Peer

"There is no greater responsibility imposed upon an elected municipal official than the diligent, conscientious oversight of a municipal water treatment or distribution system." – Councillor Ken Graham, Town of Smiths Falls

the SDWA. Under sections 448-450 of the Municipal Act, 2001, municipal council members and officials have relief from personal civil liability when they have acted in good faith. However, despite that protection, municipal councillors and officials that are subject to the duty imposed by Section 19 of the SDWA could be penalized if a prosecution is commenced and a court determines they have failed to carry out the duty imposed under that section.

Peer to Peer

"As mayor, it is vitally important that the standard of care is put in place and that municipal elected officials are aware of their responsibilities in ensuring that the public has safe and secure drinking water." – Mayor Delbert Shewfelt, Town of Goderich



Some Questions and Answers on the SDWA Statutory Standard of Care

If drinking water operations are contracted out, am I still responsible for the statutory standard of care?

As an owner of a drinking water system, you remain responsible for meeting the statutory standard of care even though you have contracted out operations to an operating authority. (For more details see page 7 on Section 14 (3) of the SDWA.)

If something goes wrong, will I be held responsible?

The statutory standard of care related to drinking water is to ensure that decision-makers are doing their due diligence to protect public health when making decisions about drinking water systems. The circumstances and your actions - what you did or didn't do, what questions you asked, what steps were taken to address identified risks or problems with your drinking water system - will all be important in determining whether you met your statutory standard of care and if you should be held responsible.

What can happen to someone who breaches the statutory standard of care?

Justice O'Connor made it clear that the standard of care is all about ensuring responsible actions are taken to protect human health. Given the seriousness of this duty to your community, those whose actions fall below the standard of care, fail to protect the public and cause harm to human health could face significant penalties, including fines and imprisonment.

Who determines if the standard of care has been breached?

When an incident occurs that may constitute a breach of the statutory standard of care, the MOE will initiate a response that may include an investigation and gathering of evidence to determine if charges should be laid. In a case where charges are laid, it is up to the courts to determine if an offence has been committed and if penalties or fines will be imposed. This procedure is followed in any potentially serious breach of MOE statutes.

ACTIONS You Can Take To Be Better Informed

The following are some suggested actions you can take to be better informed about your drinking water oversight responsibilities. Look for more of these suggested action boxes in Section 3 of this guide. A summary list of all actions found in the guide has been compiled for your convenience on **page 33**.

- Review the reports of the Walkerton Inquiry, specifically sections related to municipal government (Chapter 7 in Report I, Chapters 10 and 11 in Report II). The reports are available online at www.attorneygeneral.jus.gov.on.ca/english/about/pubs/walkerton/.
- Become further acquainted with drinking water legislation and regulations, available on the Ontario Government e-Laws website at www.e-laws.gov.on.ca. Search or browse current consolidated law to find what you are looking for. To search, enter the title, or any part of the title, of the law you wish to find (for example, "Safe Drinking Water Act", "Ontario Water Resources Act" or "Clean Water Act"). If you don't know any part of the title of the law, enter a word or phrase that you think might be in the text of the law.
- Learn about drinking water safety and its link to public health. Speak to water system and public health staff to learn more.
- Become familiar with your municipal drinking water system. Ask your water manager to give a presentation to council and/or arrange a tour of your drinking water facilities.



CHECK YOUR KNOWLEDGE

Ask yourself these questions to check your current level of knowledge about your drinking water system and oversight responsibilities.

- ☐ Have I had a tour of our drinking water facility?
- ☐ Am I familiar with our municipal drinking water systems including:
 - a. the water source?
 - b. the physical condition of major infrastructure?
 - c. the background and experience of senior staff?, and
 - d. the approvals that have been granted for ownership and operation of the facilities?
- ☐ Am I acquainted with the drinking water legislation and regulations?
- ☐ Do I know basic information about drinking water safety and the operation of water works facilities?
- ☐ Do I understand the requirement to meet minimum standards for drinking water?
- ☐ Do I know how to set the overall policy direction for the municipal drinking water system?
- ☐ Do I understand the different roles and responsibilities of those who have decision-making authority – municipal councillors, senior management, other municipal officials?
- ☐ Am I assured that competent senior management has been hired? Do they conduct regular performance appraisals of staff?
- ☐ What were the results of our last inspection? Are there areas for improvement?
- ☐ Am I aware of the risks currently facing our water sources, drinking water facilities and infrastructure? What are the plans to address these risks?
- ☐ If there is an emergency with the drinking water system, what procedures are followed? How will I be notified? How will the public be notified?
- ☐ Am I aware of the municipal role in source protection planning?
- ☐ How and when do I ask for annual reports on the drinking water system from senior management?
- ☐ What should I look for in the annual report? What questions must it answer?
- ☐ What should I do if a report identifies declining water quality?
- ☐ Do I know that appropriate steps are being taken to resolve any issues? Do I know when outside expertise is needed?
- ☐ Are our drinking water systems periodically audited? When? How often? What should I do when I receive audit results for consideration?
- ☐ Do I know if our drinking water systems are financially sustainable for the future? Are there financial plans in place?
- ☐ Am I familiar with our municipal drinking water licence and the key elements of the licence (e.g. drinking water works permit, operational plan, financial plan, etc.)?

If you can't answer any of these questions, review them with municipal staff.

Training on a variety of drinking water topics is also available through the Walkerton Clean Water Centre. Visit the Centre's website at www.wcwc.ca to view its course catalogue.



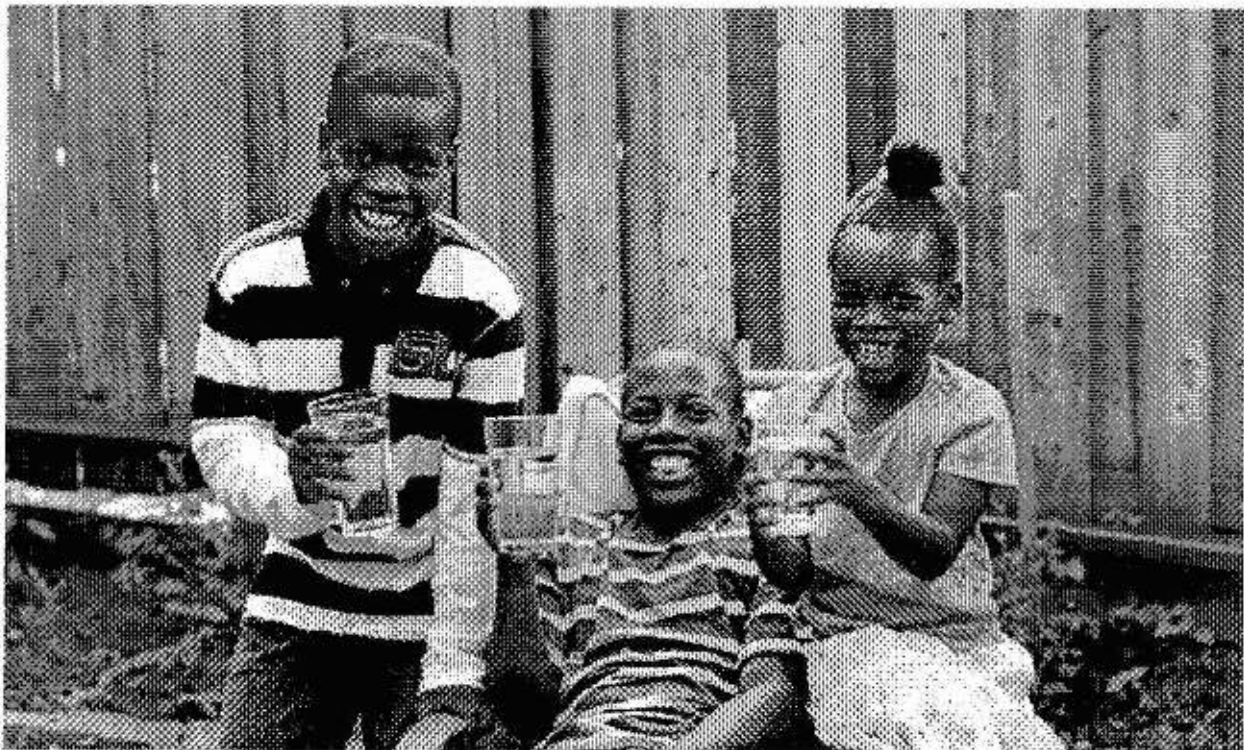
WHAT SHOULD I BE ASKING?

When decisions come before your council relating to drinking water, you want to understand the impacts on your community and public health. While every situation will be different, the following are some preliminary questions you might want to ask:

- ☐ What are the risks to public health?
- ☐ Are there any areas of risk that council needs to address?
- ☐ What checks and balances are in place to ensure the continued safety of our drinking water?
- ☐ Are we meeting our legislative and regulatory requirements?
- ☐ What is the public health impact or long-term cost of deferring this decision?
- ☐ Will this decision affect our drinking water sources?
- ☐ How will this decision impact our community's demand for water?
- ☐ How are we managing our drinking water infrastructure? Is our infrastructure sustainable for future generations?
- ☐ Are there any emerging issues related to our drinking water that council should be aware of?
- ☐ What is the emergency management plan for a negative drinking water event? What is the role of council in a drinking water emergency?
- ☐ Have staff taken required training and upgrading?

Be informed. Ask questions. Get answers.

It's your duty.



OVERVIEW OF DRINKING WATER MANAGEMENT TOPICS

Organizational and Governance Models

Many different management and operating models are available for municipal consideration. Currently, most water services in Ontario are provided through municipal departments, with oversight provided directly by municipal councils.

Some municipalities hire external contractors to operate their drinking water system, whereas others own and operate their systems.

Regional municipalities have upper-tier and lower-tier governance structures, with the lower-tier municipality often owning and operating their own drinking

water systems. There are also models for area water systems in Ontario in which systems cross municipal boundaries. These systems are governed by boards representing their municipal owners.

Municipalities may also create:

- Municipal Service Boards whose members are appointed by council and could include council members, private citizens or both
- Municipally-owned corporate water utilities, similar to those for natural gas or electricity distribution.

"The purpose of the quality management approach in the context of drinking water is to protect public health by achieving consistent good practice in managing and operating a water system."

"It is fundamental for municipalities to have a management and operating structure for their water system that enables them to provide safe water. I am making two important recommendations to assist in this regard. First, I recommend that municipalities be required to have an agency...to operate their systems. The agency should be accredited...The municipality must also submit an operational plan to the (Ministry of the Environment) for their water system(s). Second, I recommend that those responsible for exercising the municipality's oversight responsibilities be held to a statutory standard duty of care. I note that, for municipalities, the first recommendation will be a significant step in satisfying the second."

— Justice Dennis O'Connor, 2002, Report of the Walkerton Inquiry

Municipal Licensing: Tools that can help you

In Ontario, all municipal drinking water systems that provide water to residences in a community must have a licence from MOE. The ministry's Municipal Drinking Water Licensing Program requires owners and operators of drinking water systems to incorporate the concepts of quality management into system operation and management.

For a drinking water system to receive its licence, the owner and operator must have in place:

- a drinking water works permit
- an accepted operational plan (see next section for more details)
- an accredited operating authority
- a financial plan, and
- a permit to take water.

The Operational Plan and You – Setting an Overall Policy

The **operational plan** sets out a framework to develop a Quality Management System (QMS) that is specific and relevant to your drinking water system.

Part of your drinking water system's operational plan will document a QMS policy. This policy is the backbone of the quality management system. The policy must include commitments to:

- the maintenance and continual improvement of the QMS
- the consumer to provide safe drinking water, and
- comply with applicable legislation and regulations.

Your operating authority must get the owner's written endorsement of the drinking water system's operational plan, including this policy. As a municipal councillor, your council (as the owner's representative) may be asked to endorse the policy and its commitments. If your municipality has already completed this policy endorsement step, obtain a copy from your municipal staff.

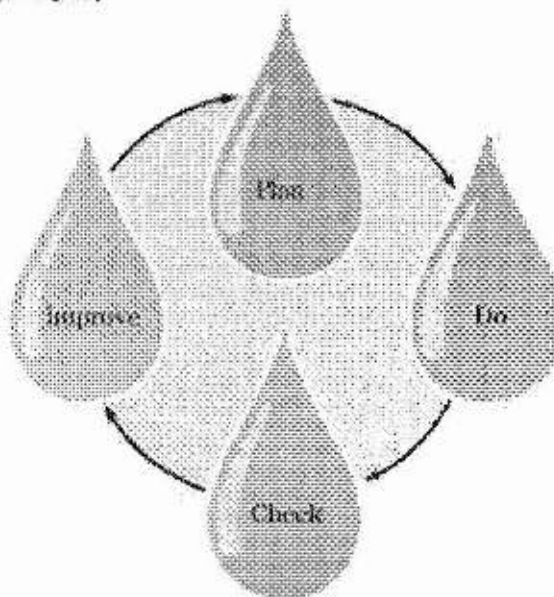
In addition to the QMS policy, the operational plan will also include:

- basic key information about every drinking water system your municipality owns
- a process for ongoing **risk assessment**
- a description of organizational structures (roles, responsibilities, authority)
- a procedure for an annual review of the adequacy of the **infrastructure** needed to operate and maintain the drinking water system, plus a commitment for the operating authority to **communicate review findings** to you
- a procedure for sharing sampling, testing and monitoring reports about the safety of your drinking water
- an outline of the system owner's responsibilities during **emergency situations**
- a commitment to **continual improvement** through **corrective action**

- a procedure for conducting a management review every 12 months which evaluates the suitability, adequacy and effectiveness of the QMS against the requirements of the Drinking Water Quality Management Standard (DWQMS) and how to report the results of this review, including identified deficiencies, and decision and action items.

The DWQMS is the standard upon which drinking water system operational plans are developed and operating authorities are accredited. The requirements of the DWQMS, when implemented, will assist owners and operators of municipal drinking water systems to develop sound operational procedures and controls. Additional information on the **bolded** elements of the DWQMS listed above can be found further in this section of the guide.

Drinking Water Quality Management Standard (DWQMS)



The DWQMS is based on a PLAN, DO, CHECK and IMPROVE methodology which is similar to that found in some international standards. PLAN requirements of the standard typically specify policies and procedures that must be documented in the operational plans for the drinking water system, while DO requirements specify that the policies and procedures must be implemented. CHECK and IMPROVE requirements of the standard are reflected in the requirements to conduct internal audits and management reviews.

Example of a QMS Policy

The following is an example of a QMS policy for the Westhill Water Supply and Distribution System:

The Municipality of the Town of Westhill owns, maintains and operates the Westhill Water Supply and Distribution System.

The Town of Westhill is committed to:

1. ensuring a consistent supply of safe, high quality drinking water
2. maintaining and continuously improving its quality management system, and
3. meeting or surpassing applicable regulations and legislation.

The Municipality of Westhill

June 1, 2006

(Source: Ontario Ministry of the Environment, 2007, Implementing Quality Management: A Guide for Ontario's Drinking Water Systems)

ACTIONS

You Can Take To Be Better Informed

- Ask your operating authority to speak to your municipal council about your operational plan.
- Consider and act on any advice (including deficiencies and action items) identified during the annual management review process.
- Review the QMS policy in your operational plan and its commitments.
- Ask your operating authority to show how it is meeting these commitments.

DEFINITIONS

CONTINUAL IMPROVEMENT is understanding what you already do well, and then finding ways to do it better.

CORRECTIVE ACTION is a method of improvement, and the solutions that are generated by those actions are also inputs to continual improvement.

(Source: Ontario Ministry of the Environment, 2007, Implementing Quality Management: A Guide for Ontario's Drinking Water Systems)



Managing the Risks to Drinking Water

By performing a risk assessment, your operating authority will assess:

- existing or potential hazardous events facing your drinking water system, e.g. rail car derailment, algal blooms, water main breaks, etc.
- the impacts on drinking water if a hazardous event occurs, e.g. chemical contamination of source water, biological/chemical contamination of source water, possible biological/chemical contamination due to loss of supply/low pressure, etc.
- the necessary measures or response measures for each hazardous event (these measures may already be in place through such barriers as source protection or treatment processes), and
- ranking of each event according to its likelihood of occurring and the consequences or severity of the results.

In some cases, the operating authority may identify measures to address hazardous events which will call for improvements that require long-term planning. These types of decisions will often involve council approval. As a councillor, you should take time to understand the underlying risks associated with these

DEFINITIONS

A **RISK ASSESSMENT** is an orderly methodology of identifying hazards or hazardous events that may affect the safety of drinking water and evaluating their significance.

RISK is the probability of identified hazards causing harm, including the magnitude of that harm or the consequences.

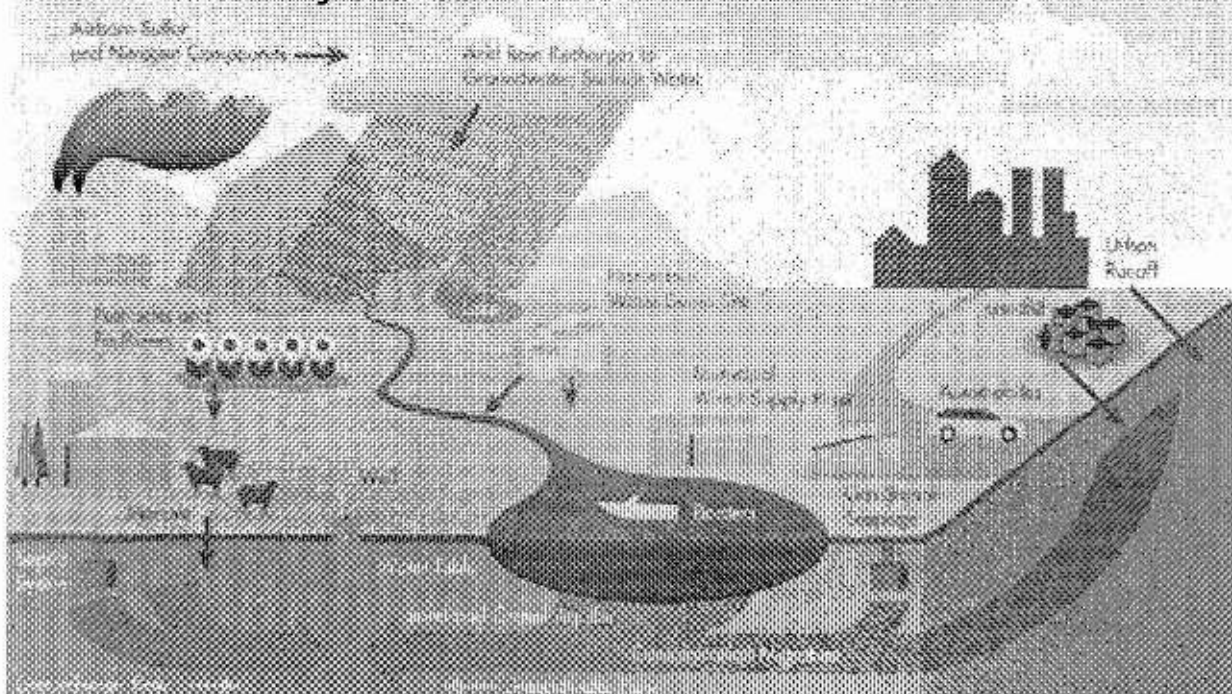
A **HAZARD** is a source of danger or a property that may cause drinking water to be unsafe for human consumption.

(Source: Ontario Ministry of the Environment, 2007, Implementing Quality Management: A Guide for Ontario's Drinking Water Systems)

decisions, their potential likelihood and impacts to public health.

In other cases, the operating authority may identify risks that are outside of their control. For these, it may be appropriate to develop contingency or emergency response procedures (see Emergency Planning for Drinking Water for more details on page 22).

Human Activities Affecting Source Water



(Source: Pollution Probe, 2006, The Source Water Protection Primer)

Peer to Peer

"Never take the quality of our drinking water for granted. There are too many factors that can turn good water into bad." – Councillor Jack Miller, City of Belleville

More on Hazardous Events and Hazards to Drinking Water

Hazardous events can be natural or technological in origin, or result from human activities. Natural events include floods, ice storms, drought and spring run-off. Technological events could include equipment failure or a power outage. Human activities that could lead to a drinking water risk include vandalism, terrorism, chemical spills and construction accidents.

The four different types of hazards that may affect drinking water are biological, chemical, physical and radiological:

Biological Hazards:

- include bacterial, viral and parasitic organisms, such as E.coli, Giardia and Cryptosporidium
- are considered the most significant drinking water health risk because effects are acute; can cause illness within hours
- are commonly associated with fecal wastes from humans or animals, or occur naturally in the environment.

Chemical Hazards:

- include toxic spills, heavy metals, dissolved gases like radon, pesticides, nitrates, sodium, and lead
- can come from source water or occur in the treatment and distribution system.

Physical Hazards:

- include sediments that can carry microbiological hazards and interfere with disinfection process, biofilms and pipe materials
- can result from contamination and/or poor procedures at different points in the delivery of water to the consumer.

Radiological Hazards:

- are naturally occurring chemicals such as radon or uranium; most frequently occur in groundwater
- may arise from man-made or natural sources.



Peer to Peer

"Adequate municipal funding is a key component of risk management."
– Councillor Ken Graham, Town of Smiths Falls

Infrastructure Planning

Having a sound drinking water infrastructure is necessary to meet the demand for safe drinking water. Machinery, equipment and structures used to produce and provide safe drinking water must be in place, maintained and improved when necessary.

Your operating authority is required to:

- document a procedure for conducting an annual review of your drinking water system's infrastructure
- provide a summary of the programs in place to maintain, rehabilitate and review that infrastructure
- report their findings after the review to the owner, and
- monitor the effectiveness of its maintenance program.

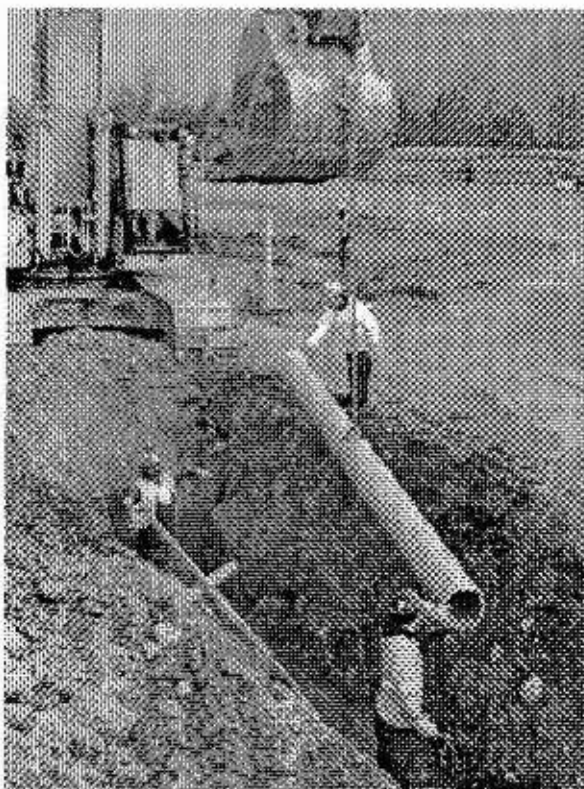
Depending on the structure of - and relationship between - the owner and operating authority, the results of the annual review can be communicated through such means as council, budget, planning or other management meetings.

Maintenance activities can be either planned or unplanned:

- Planned maintenance includes scheduled or proactive activities needed to maintain or improve infrastructure elements, e.g. equipment maintenance, main replacements, etc. They are done to reduce the risk of an unplanned failure.
- Unplanned maintenance includes reactive activities, e.g. to deal with main breaks, pump failures, etc. They can draw heavily on resources and adversely affect drinking water quality.

By establishing planned programs for maintenance, rehabilitation and renewal, the operating authority can save time and costs and increase public confidence in drinking water.

Some drinking water systems have five or 10-year rolling plans to address such considerations as main rehabilitation, upgrades and replacement, water treatment and storage due to increased projected demands. These types of system maintenance requirements are usually tied to the capital budgets of the operating authority and/or the owner of the drinking water system.



ACTIONS

You Can Take To Be Better Informed

- Find out what maintenance, rehabilitation and renewal plans are in place for your drinking water system.
- Ask your operating authority to present the findings of its annual Infrastructure review.

Scope of Assets

It's estimated that Ontario will require \$30 to \$40 billion of investment in water infrastructure repairs and upgrades over the next 15 years. Water efficiency measures can be used to extend the capacity of existing infrastructure and defer upgrading costs.

[Source: Ontario Ministry of the Environment and the Ontario Ministry of Natural Resources, 2009, *Safeguarding and Sustaining Ontario's Water Resources for Future Generations*]

DEFINITIONS

INFRASTRUCTURE – the set of interconnected structural elements that provide the framework for supporting the operation of the drinking water system, including buildings, workspaces, process equipment, hardware and software, and supporting services such as transport or communications.

REHABILITATION – the process of repairing or refurbishing an infrastructure element.

RENEWAL – the process of replacing the infrastructure element with new elements.

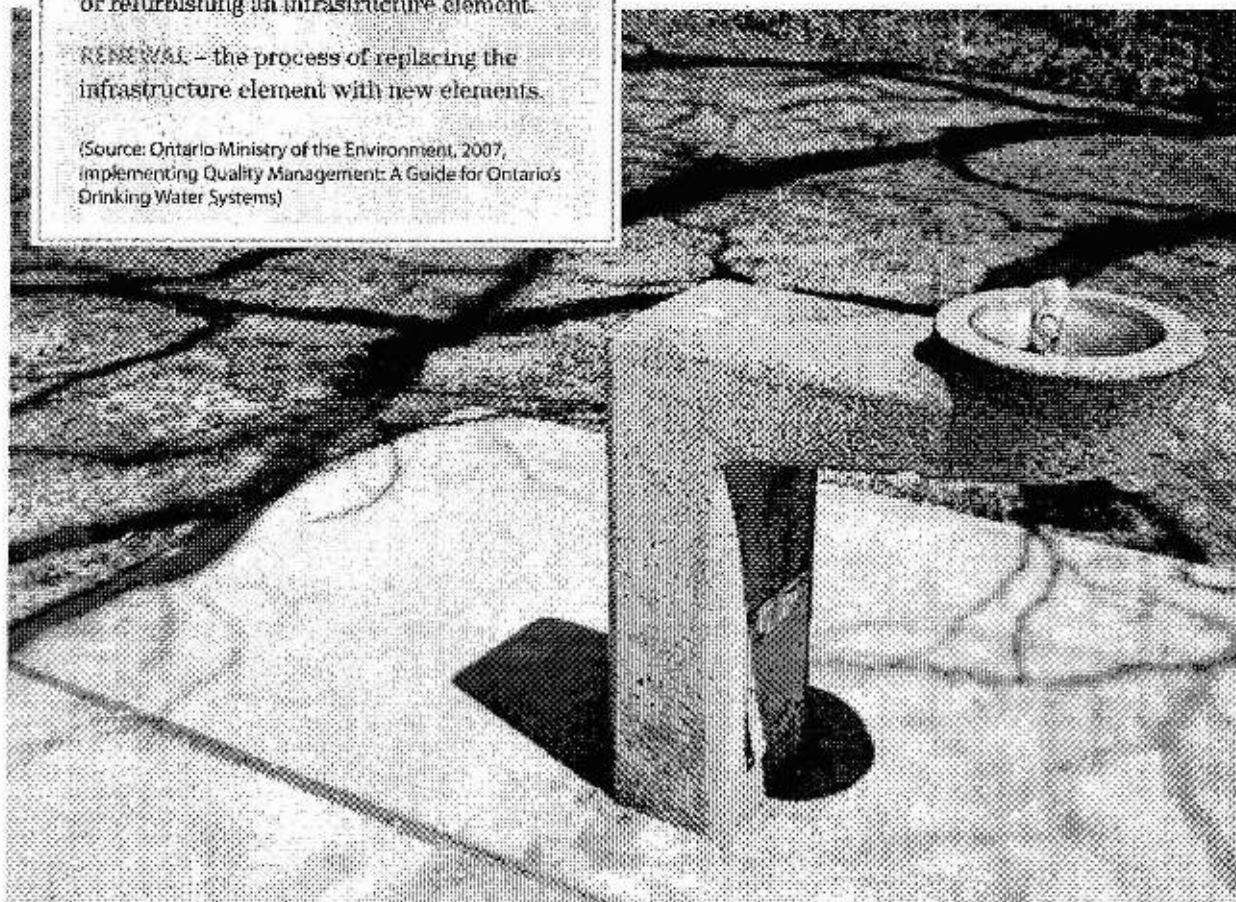
[Source: Ontario Ministry of the Environment, 2007, *Implementing Quality Management: A Guide for Ontario's Drinking Water Systems*]

Peer to Peer

"Aging infrastructure is the major challenge facing municipalities today, and a solid long-term plan to address this is a must."

– Councillor Paul Hubert, City of London

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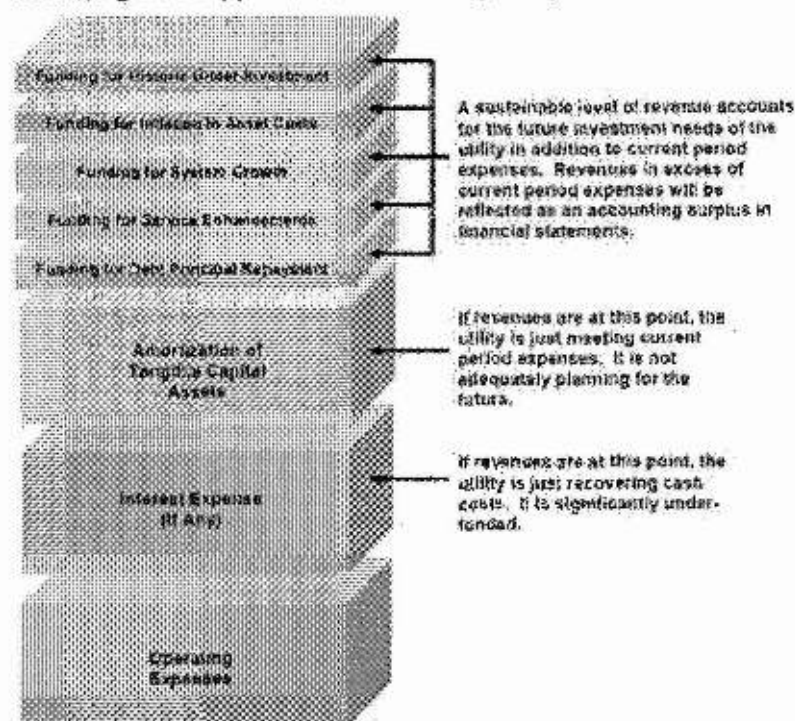
Sustainable Financial Planning for Drinking Water Systems

Achieving financial sustainability in Ontario's municipal water and wastewater is a long-term goal. Financial sustainability is needed to ensure that Ontarians continue to enjoy clean and safe drinking water, water and wastewater services are reliable and environmental protection is maintained.

To receive a municipal drinking water licence for your drinking water system, your municipality needs to prepare a financial plan.

You have an important role to play in ensuring that appropriate resources are made available to ensure that a financial plan can be prepared. Municipal councils have ultimate responsibility for approving financial plans that are prepared for a water utility.

A Building-block Approach to Determining Utility Needs



(Source: Ontario Ministry of the Environment, 2007, Towards Financially Sustainable Drinking-Water and Wastewater Systems)

The following are some key principles for developing a financial plan.

- Ongoing public engagement and transparency can build support for - and confidence in - the financial plan and the drinking water system.
- An integrated approach to planning among water, wastewater and storm water systems is desirable given the inherent relationship among these services.
- Revenues collected to provide water and wastewater services should ultimately be used to meet the needs of those services.
- Life-cycle planning with mid-course corrections is preferable to planning over the short-term or not planning at all.
- An asset management plan is a key input to the development of a financial plan.

"Municipalities need to ensure that their water systems are adequately financed. Over the long term, safety depends on stable and adequate financing to maintain the water system's infrastructure and its operational capacity to supply high-quality water consistently."

— Justice Dennis O'Connor, 2002, Report of the Walkerton Inquiry

- Financial plans benefit from the close collaboration of various groups including engineers, accountants, auditors, utility staff and municipal council.

Water Audit and Accounting for Water Losses

An important tool in understanding the condition of your drinking water system assets is a water audit. This is the process of estimating where all of the water entering the distribution system ends up. One of the things a water audit will reveal is how much water is being lost to leaks from water mains and service connections. Leaks are a concern as they can:

- signal deteriorating water main conditions and be a precursor to more breakages
- be a source of bacterial contamination
- result in additional costs for pumping and treating water that is not ultimately delivered to consumers, and
- damage other infrastructure such as roads and sewers.

(Source: Ontario Ministry of the Environment, 2007, Towards Financially Sustainable Drinking-Water and Wastewater Systems)

Financial plans for drinking water systems are required to forecast costs over a minimum period of six years, although municipalities are encouraged to adopt a life-cycle approach to managing their drinking water assets as a long-term goal. Financial plans are living documents and should be updated and reviewed as new information becomes available. As a best practice, they should be updated annually to foster continuous improvement and rolled into the annual municipal budget process.

There are many different costs, both capital and operating, associated with planning, building and operating water systems. Some costs reflect outputs not attributable to the provision of water such as fire protection services, or the operation of combined storm and sanitary sewer systems.

A sustainable system is one that can adequately cover current operating costs, maintain and repair its existing asset base, replace assets when appropriate, fund future growth and enhancements to services, and account for inflation and changes in technology.



The Big Picture

According to Environment Canada, 12 per cent of water produced at municipal water treatment facilities in Ontario is lost, mainly due to leaks in the distribution system infrastructure. Other sources estimate this figure is as high as 30 to 40 per cent.

(Sources: Environment Canada, 2010, 2010 Municipal Water Use Report 2006 Statistics; The Undergrounder magazine, April 2010)

Communicating With Your Operating Authority

Within the operational plan, your operating authority is required to have a procedure for communicating with the owner of the drinking water system, its personnel, suppliers and the public. You should be familiar with how communication about drinking water takes place. The procedure for communicating with the owner may be as simple as indicating the status of the implementation of the QMS and its effectiveness during scheduled meetings, such as council meetings. Communication with the public may include posting information on a publicly accessible website or through billing inserts.

As noted previously, your council may be asked to provide a written endorsement of the system's opera-

ACTIONS

You Can Take To Be Better Informed

- Determine when and how your operating authority will communicate to you as an owner.
- Find out what information is made available to the public and how.

tional plan. Depending on the nature of your system's management structure, the operating authority may also involve the owner in other areas of the QMS such as risk assessment, management review or infrastructure.

Emergency Planning for Drinking Water

Under the Emergency Management and Civil Protection Act, your municipality will already have an Emergency Response Plan for a wide range of potential scenarios. Some of these scenarios may involve drinking water and may link to planning done as part of the QMS to document procedures to maintain a state of emergency preparedness.

Emergency preparedness means identifying what could happen in your system to cause an emergency and having processes and procedures in place to prepare for and respond to those emergencies. Some elements of an emergency response plan include communications, training, testing, responsibilities and contact information.

In a drinking water context, emergencies can happen as the result of a variety of natural and human-caused events such as severe weather, major power outages,

DEFINITIONS

A DRINKING WATER EMERGENCY is a potential situation or service interruption that may result in the loss of the ability to maintain a safe supply of drinking water to consumers.

(Source: Ontario Ministry of the Environment, 2007, Implementing Quality Management: A Guide for Ontario's Drinking Water Systems)

spills, pandemics and deliberate acts of vandalism or terrorism. Potential emergencies can be identified through risk assessments, MOE inspections, corporate audits, insurance company reviews, and records of past emergencies.

ACTIONS

You Can Take To Be Better Informed

- Ask your operating authority to review the drinking water emergency plan with council and to explain what responsibilities have been assigned to the owner.
- Know who will be the spokesperson during a drinking water emergency.
- Ensure critical staff have taken necessary training on emergency procedures and have participated in testing.

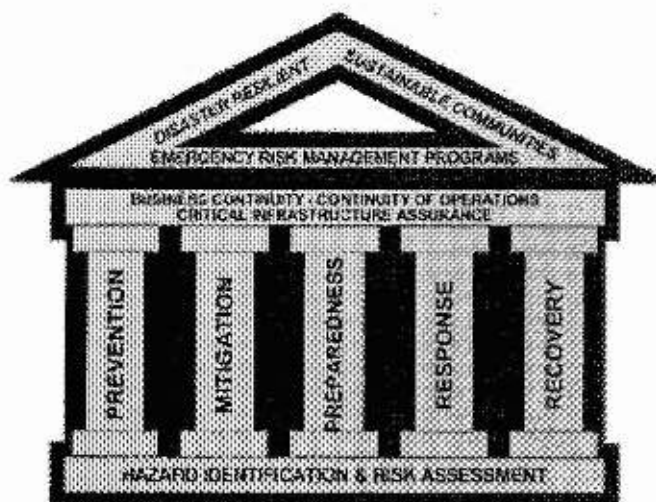
An element of the QMS emergency procedures is to clearly document the roles and responsibilities of the owner and operating authority during each emergency. For example, in an emergency, your Clerk-Treasurer may be assigned the responsibility of seeking resource authorization from council and act as chief liaison with council and the mayor.

The QMS also requires that clear direction for communicating to the owner and others during an emergency be established. Planning beforehand how those in charge will talk to each other and the media can avoid complications during an emergency.

Preparing also means training and testing. The best emergency response procedures are ineffective if personnel are not properly trained on what to do and the procedures tested. All personnel working within the drinking water system need to know what to do in an emergency, especially those with special response roles. Common forms of testing and training include orientation and education sessions, table-top exercises, walk-through drills, functional drills or full-scale exercises.

Five pillars of emergency management

Emergency management includes organized and comprehensive programs and activities taken to deal with actual or potential emergencies or disasters. It is based on a risk management approach and includes activities in five components: prevention, mitigation, preparedness, response, and recovery. These components are illustrated in the following figure:



(Source: Emergency Management Ontario, 2010, Emergency Management Doctrine for Ontario)

Adverse Drinking Water Incident, Boil Water Advisory and Drinking Water Advisory - How are they different?

An adverse water quality incident (AWQI) indicates that a drinking water standard has been exceeded or a problem has arisen within a drinking water system. AWQIs are an important component of the drinking water safety net. The report of an AWQI does not in itself indicate that drinking water is unsafe or that the statutory standard of care has not been met, but rather that an incident has occurred and corrective actions must be taken to protect the public. In some cases, these corrective actions may include a boil water advisory (BWA) or a drinking water advisory (DWA).

The local Medical Officer of Health in each of Ontario's 36 public health units is responsible for issuing BWAs and DWAs when necessary.

A BWA is issued when a condition exists with a drinking water supply that may result in a health risk and the condition can be corrected by boiling the water or by disinfection. An example is the presence of bacteria in the water supply such as *E. coli*.

A DWA is issued when a condition exists with a drinking water supply that cannot be corrected by boiling the water or by disinfection. An example is the presence of chemical contaminants.

In both cases, the local Medical Officer of Health will direct the system owner to inform users of the advisory, through means such as door-to-door notification, public posting of notices and local media outlets, to boil water and/or use an alternate water supply until further notice. An advisory will be lifted only after the local Medical Officer of Health is satisfied that corrective actions were taken and the situation is remedied.

Drinking Water System Reports and Inspections: What they tell you about your drinking water system

An owner of a drinking water system is required to ensure that an annual summary report is presented to the members of council or local services board. Summary reports must be produced by March 31 of each year to cover the preceding calendar year.

The summary report must include:

- information about any requirements of the SDWA, the regulations, the system's approval, drinking water works permit, municipal drinking water licence and any order that the system failed to meet during the time period, plus the duration of the failure
- a description of the measures taken to correct each failure
- a comparison of the system's capability with the quantities and flow rates of the water supplied the preceding year to help assess existing and planned uses.

Municipalities are also required to provide details about each residential drinking water system in an annual report to consumers. This annual report must be completed by February 28 each year and include:

- a brief description of the drinking water system including chemicals used
- a summary of the results of required testing, plus the approval, licence or provincial officer order issued to the system
- a summary of any adverse test results required to be reported to the Ministry of the Environment
- a description of any corrective actions taken, and
- a description of any major expenses incurred to install, repair or replace required equipment.

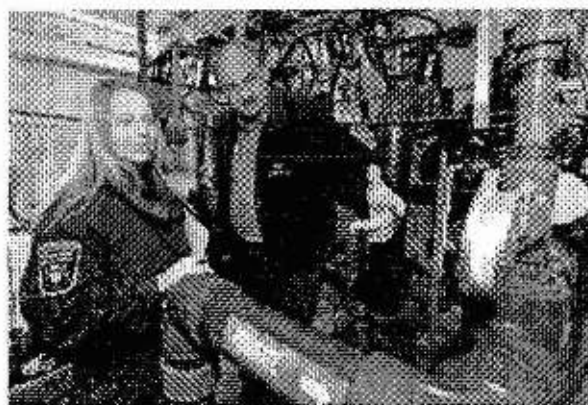
Every municipal residential drinking water system is inspected at least once a year by the Ministry of the Environment. An inspection includes the review of a system's source, treatment and distribution components, as well as water quality monitoring procedures and practices to evaluate system management and operations.

ACTIONS

You Can Take To Be Better Informed

- Obtain and thoroughly review copies of the most recent annual and summary reports.
- Ask for explanations of any information you don't understand.
- Consider, act on and correct any deficiencies noted in the reports.

MOE prepares an inspection report that highlights any areas of non-compliance and what actions are required to correct them. The report also includes an inspection rating to help you compare your system's current and past performance, and identify areas for improvement.



ACTIONS

You Can Take To Be Better Informed

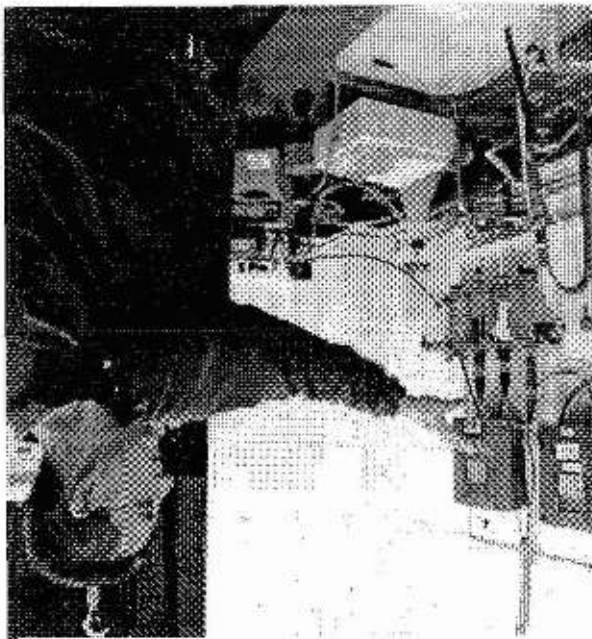
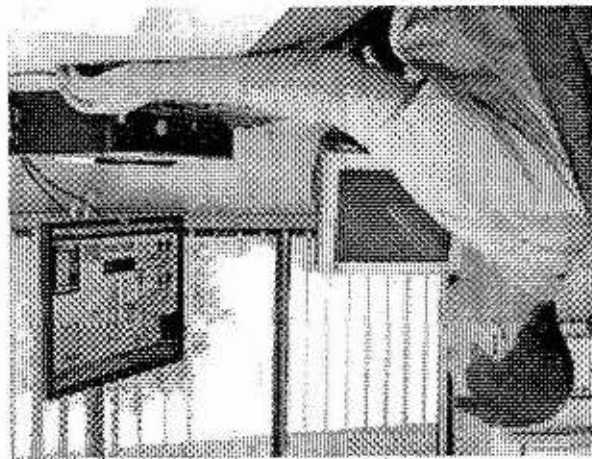
- Review your annual inspection results and ask questions if there is any indication of declining quality.
- Clarify any technical terms.
- Ask how deficiencies are being addressed.
- Review your system's standing in the ratings reported in the Chief Drinking Water Inspector's Annual Report. If your rating is less than 100 per cent, ask why.
- Consider, act on and correct any deficiencies highlighted in the inspection.

Drinking Water System Operators: What do they do? What certification requirements must they meet? Why do you need to plan?

Ontario has established requirements for the training and certification of drinking water (and wastewater) system operators. Municipal residential drinking water systems are required to use certified operators to perform all operational work.

Drinking water system operators play a vital operational role in providing safe drinking water to your community. The responsibilities of an operator may include:

- Checking, adjusting and operating equipment such as pumps, meters, analyzers, and electrical systems, and having replacement parts on-site for critical repairs
- Determining chemical dosages and keeping chemical feed equipment appropriately filled with chemicals, adjusted and operating properly
- Ordering and maintaining a stock of parts, chemicals and supplies
- Maintaining operating records and submitting operating reports to the system's operating authority/owner and the province
- Collecting and submitting water samples as required by regulation (This usually involves taking samples from a number of key locations and transporting them to a licensed laboratory.)
- Explaining and recommending to the operating authority/owner any major repairs, replacements or improvements that should be made to the plant



You Can Take To Be Better Informed

- Ensure there are sufficient resources for appropriate levels of training for municipal staff involved in operating a drinking water system.
- Confirm that an overall responsible operator (ORO) has been designated and that procedures are in place to ensure all required staff and contractors are certified.
- Check to see if drinking water operator succession planning is being done.

Types of Drinking Water System Operators

Overall Responsible Operator (ORO) - designated by the owner or operating authority, the ORO has overall operational responsibility for the system and must have an operator's certificate to match the classification of the facility.

Operator-in-Charge (OIC) - designated by the owner or operating authority, the OIC can direct other operators, set operational parameters in the system and has the authority to make operational decisions.

Operators - all persons who adjust processes, equipment or the flow, pressure or quality of water in the system. Operators must hold a valid operator's certificate or work under the direct on-site supervision of a certified operator.

Operator-in-Training (OIT) - new operators who can operate a drinking water system. They cannot be designated as an ORO or OIC.

The operational complexity of your drinking water system will determine what certification requirements your operators must have to operate the system. Certification requires applicants to meet requirements in education, training, experience and knowledge and pass required exams. A certificate is valid for three years. To renew a certificate, operators must complete 20 to 50 hours of mandatory training per year on subjects related to the duties of a water system operator. Continuing education helps operators steadily improve their knowledge and skills throughout their careers.

Peer to Peer

"Competent, certified operators are a key element to due diligence. Municipalities have an obligation to facilitate ongoing training for water treatment operators."

- Councillor Ken Graham, Town of Smiths Falls



Water Conservation

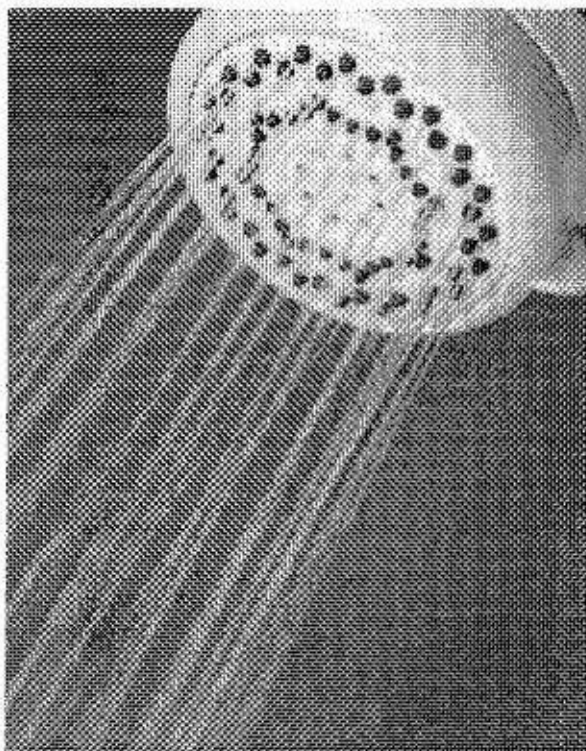
Creating and implementing water conservation measures help to reduce water and energy consumption, lower long-term infrastructure costs and protect the environment.

It is estimated that every additional litre of water capacity costs roughly four dollars for expanded water and wastewater infrastructure. Many municipalities in Ontario are realizing significant savings from water conservation measures.

The cost of energy to pump, distribute and treat water and wastewater is a significant expense for most Ontario municipalities. Saving water saves

energy and reduces greenhouse gas emissions. Better water management has the potential to be one of the most cost-effective energy reduction strategies for Ontario's municipalities.

(Source: Ontario Ministry of the Environment and the Ontario Ministry of Natural Resources, 2009, Safeguarding and Sustaining Ontario's Water Resources for Future Generations)



Peer to Peer

"Water is our most valuable natural resource. How we as councillors protect that resource will become more and more important as we continue to require safe drinking water in the future."

— Councillor-at-Large Rebecca Johnson,
City of Thunder Bay

to
know

Water Conservation Facts

- Ontarians currently use about 267 litres of water per capita per day, which is nearly twice as much as other countries with similar standards of living such as Germany, the United Kingdom and the Netherlands.
- Pumping and distributing water to homes and businesses, and treating water and wastewater makes up one-third to one-half of a municipal government's total electrical use, which is double that of other municipal costs such as street lighting.
- Canadian surveys have consistently shown that as the percentage of metered homes in a community increases, water use per capita decreases. In municipalities that use volume-based water charges (i.e. meters), the average daily consumption is 263 litres per person, while in municipalities that charge a flat or assessed rate, the corresponding figure is 76 per cent higher, or 464 litres per person.

(Source: Environment Canada, 2010, 2010 Municipal Water Use Report, 2006 Statistics)

LEARN MORE ABOUT DRINKING WATER

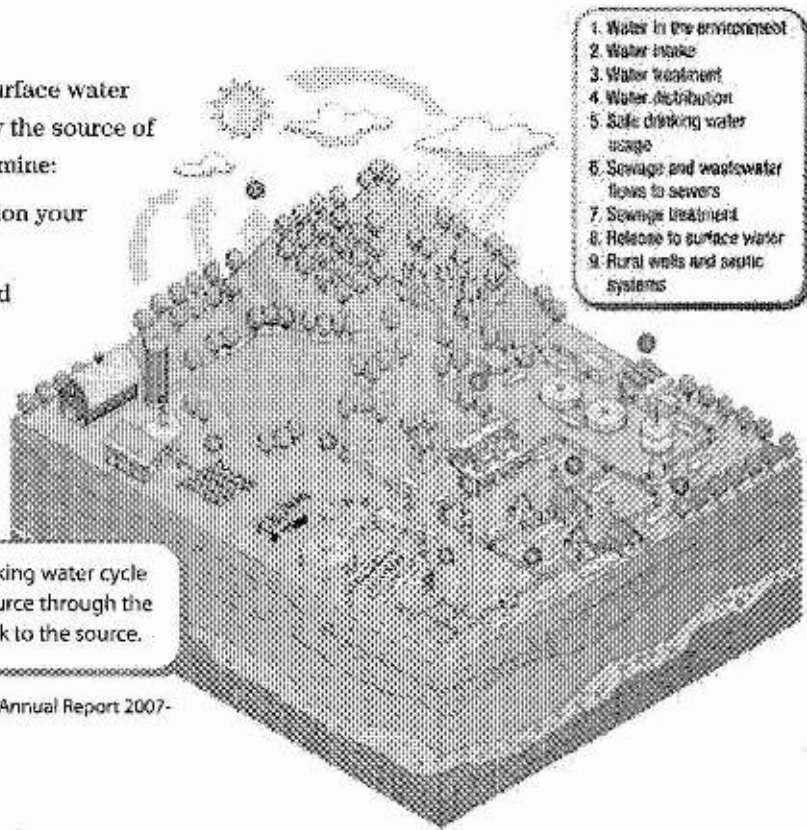
Sources of Water

Ontario's drinking water comes from surface water or groundwater. It is important to know the source of your community's water as it will determine:

- the kind of treatment and disinfection your drinking water system must have
- the equipment needed to access and distribute your water
- the types of risks your drinking water may face, and
- planning for your water supplies for the future.

Right: A graphical representation of the drinking water cycle demonstrating how water flows from the source through the water treatment process to your tap and back to the source.

(Source: Ontario Ministry of the Environment, 2009, Annual Report 2007-2008 Chief Drinking Water Inspector)



Surface water

Surface water for public use is taken from rivers, lakes or reservoirs which are replenished by rain and snow. Surface water is more susceptible to contamination for the following reasons:

- **Rivers** – may flow through farmland, industrial areas, sewage discharge zones and other districts which may cause harmful contamination and/or affect taste, odour, clarity and colour. River water quality will vary throughout the year.
- **Lakes and reservoirs** – usually have better water quality than rivers. Suspended contaminants will 'settle out' in lakes. However, lakes and reservoirs are subject to plant and algae growth, which can give lake water unpleasant taste or odour. Human activities (power boats, feed-lots, etc.) are also a threat. In addition, lakes are often fed by rivers which carry contaminants.

The Great Lakes and Drinking Water

Ontario borders on the Great Lakes, which store about 95 per cent of North America's supply of fresh water and about one-fifth of the world's supply of fresh surface water. Only one per cent of this water is renewed each year by rain and snowfall. More than 70 per cent of Ontarians get their drinking water from the Great Lakes.

Groundwater

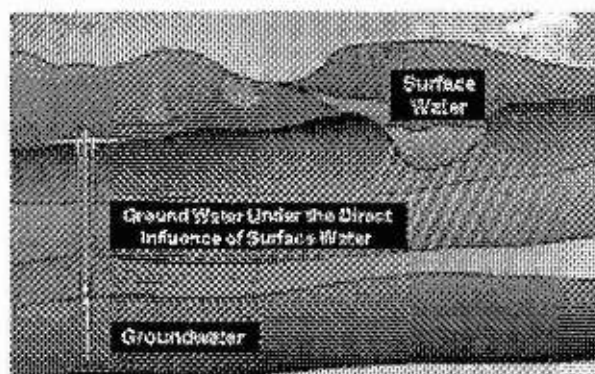
Groundwater (defined as 'water that occurs beneath the surface of the Earth') can be found in most parts of Ontario. It gathers in aquifers, the layers of sand, gravel and rock through which water seeps from the surface.

Sand and gravel aquifers are usually the most suitable for public water systems because water is more plentiful. Among rock aquifers, sandstone is often porous and can be a good source of groundwater. Limestone is not porous but may have cracks and cavities through which water can move and also provide a water supply.

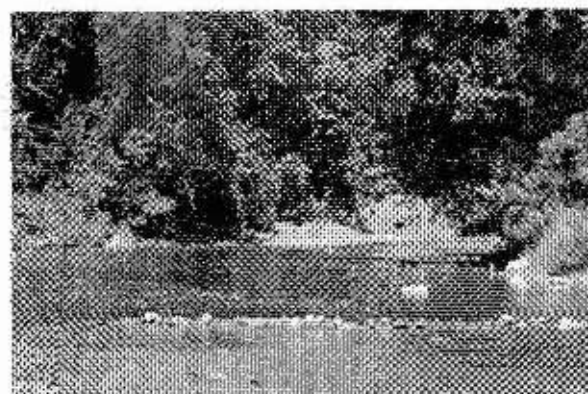
Groundwater Under Direct Influence - GUDI

In addition to groundwater and surface water, there is a third source of water known as GUDI which stands for Groundwater Under Direct Influence of Surface Water.

An aquifer supplied by GUDI is viewed in the same category as surface water and has the same treatment and disinfection requirements.



(Source: Ontario Ministry of the Environment, 2007, "Drinking Water 101" course materials)



Source Protection in Ontario

Protecting our sources of drinking water is the purpose behind the Clean Water Act, 2006 (CWA) and the first component of Ontario's multi-faceted approach to providing safe, clean drinking water.

The source protection process in Ontario is helping municipalities and others identify potential threats to sources of drinking water so that better decisions can be made about managing such threats and plans can be developed to protect these vulnerable sources into the long-term future.

Source protection activities may have an impact on a municipality's land use planning rules. For example, source protection plans developed under the CWA may require new land use planning policies to be included in the municipality's Official Plan, as well as by-laws to prevent future significant threats to drinking water sources.

To learn more about source protection planning for municipalities, please visit www.ontario.ca/cleanwater.

(Source: Ontario Ministry of the Environment, 2006, The Clean Water Act: Promoting Municipal Awareness and Understanding)

Getting Groundwater to the Surface

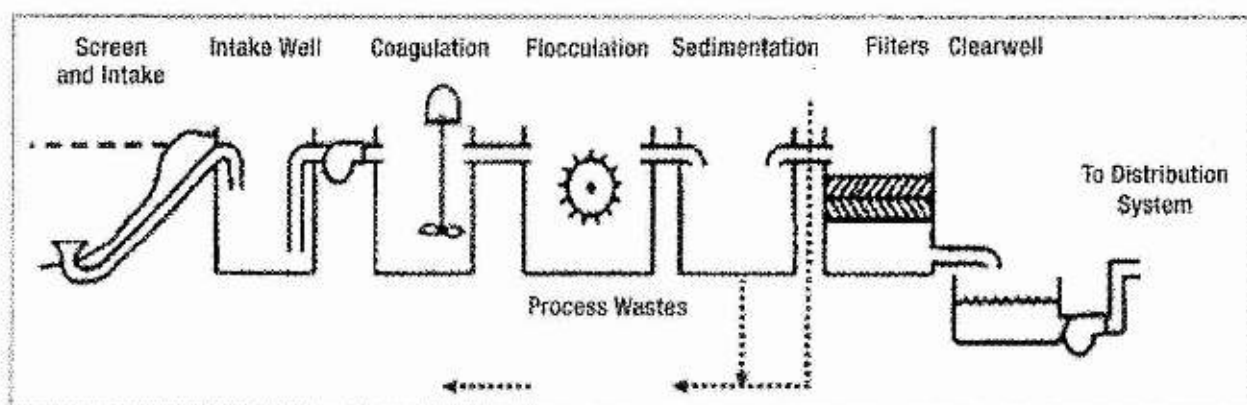
Groundwater is sourced through traditional (gravity) wells and artesian wells.

A traditional well is created by sinking a hole or a shaft into the ground to reach the water in an aquifer. This water is not under pressure and must be pumped to the surface for use.

An artesian well taps an aquifer where the water is under pressure and rising from being confined between two containing layers.

A spring forms when groundwater flows naturally from rock or soil onto the land surface.

Drinking Water Treatment Processes



(Source: Ontario Ministry of the Environment, 2007. "Drinking Water 101" course materials.)

Treatment processes reduce or eliminate the potential for the presence of pathogens (organisms that can cause illness) in drinking water and are used to ensure your drinking water meets provincial standards. Different water sources necessitate different levels and methods of treatment to ensure safe, clean water is provided to consumers.

In Ontario, all drinking water systems must have a disinfection process in place and all water must be disinfected before it is supplied to the public. The most widely used disinfectant is chlorine, which is a low-cost powerful disinfectant which continues disinfecting as water passes through the distribution system.

Drinking water systems using surface water or groundwater that is under direct influence of surface water must also provide a filtration process ahead of the disinfection.

Some municipalities also use certain treatment processes to address aesthetic problems with drinking water, such as taste and odour issues, that do not pose a risk to public health but which consumers find objectionable, or to address specific issues that are more local in nature, like zebra mussel control.

Here is a list of the treatment process steps taken in a conventional water treatment plant used to treat surface water:

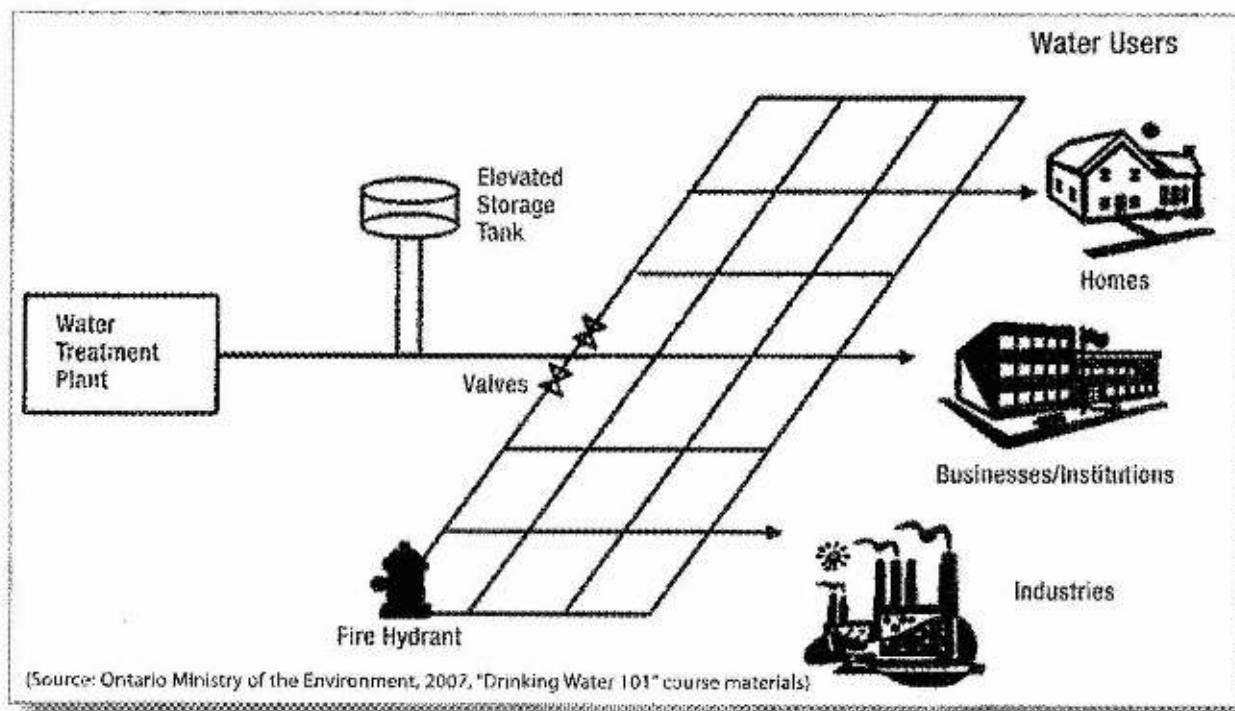
Intake and screen	Intake structures are used to draw water from lakes, reservoirs or rivers. Screens are used to remove large debris from raw water, such as logs or fish, or other unwanted matter (e.g. algae). Screens can also be designed for coarse or fine matter.
Coagulation	Coagulation is a chemical process that causes smaller particles to bind together and form larger particles. The process is used to improve the removal of particles through sedimentation and filtration in the drinking-water treatment process.
Flocculation	Flocculation is the gathering together of fine particles in water by gentle mixing after the addition of coagulant chemicals to form larger particles that can then be removed by sedimentation and filtration.
Clarification	The purpose of clarification is to remove suspended solids prior to filtration. In Ontario, the most common method of clarification used is sedimentation or allowing suspended material to settle using gravity.
Filtration	The purpose of filtration is to remove particles from the water not removed during clarification by passing the water through a granular or membrane filter that retains all or most of the solids on or within itself.
Disinfection	Usually the addition of chlorine to raw or filtered water to remove or inactivate human pathogens such as bacteria and protozoa in water and viruses, or for the purpose of maintaining a consistent level of chlorine in a drinking-water distribution system.

Find Out About Your Drinking Water System Treatments Processes

To quickly find out what treatment processes are used by the drinking water system(s) in your municipality, visit Drinking Water Ontario (www.ontario.ca/drinkingwater) and look for your municipality on the drinking water quality map.

Water Distribution

The Water Distribution System is the collection of pipes, valves, fire hydrants, storage tanks, reservoirs and pumping stations that carry water to customers.



Water Mains/Piping

Water mains are normally buried in the public street right-of-way. A trunk main is a larger size main used to move large quantities of water. The smaller diameter pipe which connects a water main to an individual building is called a water service. These smaller pipes contain a buried valve to allow service shut-off. Water service piping inside the property line is considered plumbing and is outside municipal jurisdiction.

The pipes of the distribution system must be large enough to meet domestic and industrial needs and provide adequate and ample flow for fire protection.

Types of Pipes

The most common types of material used for pipes include:

- Cast-iron - long-used; sturdy but capable of corroding in some cases
- Ductile-iron - widely used newer version of cast-iron; more flexible and less likely to corrode
- Asbestos-cement - not often used; lightweight, low cost
- Plastic - polyvinyl chloride (PVC) or polyethylene pipes are widely used today.

Valves

Valves are installed at intervals in the piping system so that segments of the system can be shut off for maintenance or repair.

Hydrants

Hydrants are distributed in residential, commercial and industrial areas, and are primarily used by fire departments in fighting fires. Fire hydrants and system valves should be operated and tested at regular intervals.

Water Storage Facilities

Water storage facilities exist in most municipalities to provide a reserve supply for times of emergency or heavy use (e.g. firefighting) and can include:

- elevated tanks (providing water pressure to a system)
- standpipes (also supply pressure from a high point of land)
- hydro-pneumatic systems (use air pressure to create water pressure in small systems)
- surface or in-ground reservoirs (where water can be stored and pumped out for use).

Pumping Stations

Pumping stations are facilities including pumps and equipment for pumping fluids from one place to another. Pumping facilities are required whenever gravity cannot be used to supply water to the distribution system under sufficient pressure to meet all service demands.

Water Meters

Water meters record the amount of water treated and delivered to the water system and measure the amount of water used by customers.

Water Distribution Atlas

Your municipality may maintain a water distribution system atlas which provides detailed mapping of the distribution system and information on infrastructure and maintenance records. Detailed mapping helps your municipality plan for future repairs and is essential for quick response to problems such as water main breaks.

For Further Information

To learn more about drinking water, visit these websites:

www.ontario.ca/drinkingwater – Ontario Ministry of the Environment's Drinking Water Ontario website offering a single point of access to a wealth of information on drinking water and drinking water services in Ontario.

www.ene.gov.on.ca – The website of the Ontario Ministry of the Environment.

www.wcwc.ca – The website of the Walkerton Clean Water Centre, an agency of the Ontario Government, which provides information on available training and education offered by the Centre, especially to those serving small and remote communities.

www.ocwa.ca – The website of the Ontario Clean Water Agency, an agency of the Ontario Government, which includes information on water and sewage works and related services provided by the Agency.

www.e-laws.gov.on.ca – The Ontario Government website providing access to provincial laws and regulations.

www.omwa.org – The website of the Ontario Municipal Water Association.

www.owwa.com – The website of the Ontario Water Works Association, a section of the American Water Works Association (www.awwa.org).

☑ SUMMARY OF ACTIONS YOU CAN TAKE

- ☐ Review the reports of the Walkerton Inquiry, specifically sections related to municipal government (Chapter 7 in Report I, Chapters 10 and 11 in Report II). The reports are available online at www.attorneygeneral.jus.gov.on.ca/english/about/pubs/walkerton.
- ☐ Become further acquainted with drinking water legislation and regulations, available on the Ontario Government e-Laws website at www.e-laws.gov.on.ca.
- ☐ Learn about drinking water safety and its link to public health. Speak to water system and public health staff to learn more.
- ☐ Become familiar with your municipal drinking water system. Ask your water manager to give a presentation to council and/or arrange a tour of your drinking water facilities.
- ☐ Ask your operating authority to speak to your municipal council about your operational plan.
- ☐ Consider and act on any advice (including identified deficiencies and action items) identified during the annual management review process.
- ☐ Review the QMS policy in your operational plan and its commitments.
- ☐ Ask your operating authority to show how it is meeting these commitments.
- ☐ Find out what maintenance, rehabilitation and renewal plans are in place for your drinking water system.
- ☐ Ask your operating authority to present the findings of its annual infrastructure review.
- ☐ Determine when and how your operating authority will communicate to you as an owner.
- ☐ Find out what information is made available to the public and how.
- ☐ Ask your operating authority to review the drinking water emergency plan with council and to explain what responsibilities have been assigned to the owner.
- ☐ Know who will be the spokesperson during a drinking water emergency.
- ☐ Ensure critical staff have taken necessary training on emergency procedures and have participated in testing.
- ☐ Obtain and thoroughly review copies of the most recent annual and summary reports.
- ☐ Ask for explanations of any information you don't understand.
- ☐ Consider, act on and correct any deficiencies noted in the reports.
- ☐ Review your annual inspection results and ask questions if there is any indication of declining quality.
- ☐ Clarify any technical terms.
- ☐ Ask how deficiencies are being addressed.
- ☐ Review your system's standing in the ratings reported in the Chief Drinking Water Inspector's Annual Report. If your rating is less than 100 per cent, ask why.
- ☐ Consider, act on and correct any deficiencies highlighted in the inspection.
- ☐ Ensure there are sufficient resources for appropriate levels of training for municipal staff involved in operating a drinking water system.
- ☐ Confirm that an overall responsible operator (ORO) has been designated and that procedures are in place to ensure all required staff and contractors are certified.
- ☐ Check to see if drinking water operator succession planning is being done.

Be informed. Ask questions. Get answers.
It's your duty.

Glossary

The following is a list of drinking water related terms and phrases you may come across when carrying out your oversight responsibilities.

Accreditation Body: a person designated or established as an accreditation body under Part IV of the Safe Drinking Water Act, 2002.

Accredited Operating Authority: an operating authority accredited under Part IV of the Safe Drinking Water Act, 2002.

Adverse Water Quality Incident (AWQI): an event in which an adverse test result triggers a process of notification and protective measures.

Aquifer: a layer of soil, sand, gravel or rock that contains groundwater.

Audit: a systematic and documented verification process that involves objectively obtaining and evaluating documents and processes to determine whether a quality management system conforms to the requirements of the Drinking Water Quality Management Standard (DWQMS).

Backflow Preventer: a mechanical device for a water supply pipe to prevent the backflow of water into the water supply system from the service connections.

Boil Water Advisory: a notice issued by a local medical officer of health indicating water should be boiled before human consumption.

Certificate of Approval (C of A): a legal instrument which permits the construction or alteration of a drinking water system, or parts thereof. The Ontario Ministry of the Environment issues this document after an engineering review of the proposed facilities and when it is satisfied that the facilities will work as intended and will be able at all times to supply drinking water meeting Ontario Drinking Water Standards and requirements of O.Reg.170/03. For municipal drinking water systems that provide water to residences, the C of A program is being phased out and replaced with the Municipal Drinking Water Licensing Program.

Chemically Assisted Filtration: a water treatment process that uses chemicals, such as alum, as a coagulant to bind small particles together into larger particles that are then easily filtered out when the water passes through sand beds or other filters.

Chlorine Residual: the concentration of chlorine remaining in the chlorinated water at the end of a given contact time that is available to continue to disinfect. Measured as Free Chlorine, Combined Chlorine and Total Chlorine.

Coagulation: the addition of coagulant chemicals to water to allow for the agglomeration of the small suspended particles into larger particles that can be removed by sedimentation and filtration in the drinking water process.

Colony Counts: a scientific measure that identifies the number of bacteria, yeast or moulds that are capable of forming colonies.

Conservation Authority: local watershed management agencies that deliver services and programs that protect and manage water and other natural resources in partnership with government, landowners and other organizations. (<http://conservation-ontario.on.ca/>).

Contaminant: any solid, liquid, gas, odour, heat, sound, vibration, radiation or combination of any of them resulting directly or indirectly from human activities that causes or may cause an adverse event.

Cross Connection: the physical connection of a safe or potable water supply with another water supply of unknown or contaminated quality such that the potable water could be contaminated or polluted.

Cryptosporidium: a single-celled protozoan parasite found in the intestinal tract of many animals. If the animal waste containing *Cryptosporidium* contaminates drinking water, it may cause gastrointestinal disease in humans.

Designated Facility: under the Safe Drinking Water Act, 2002, designated facilities are defined as facilities that serve people who are potentially more susceptible to illness if they drink water that is of poor quality. These facilities include schools, universities and colleges, children and youth care facilities.

Disinfection: destruction or inactivation of pathogenic and other kinds of micro-organisms by physical or chemical means.

Drinking Water: (a) water intended for human consumption, or (b) water that is required by Act, regulation, order, municipal by-law or other document issued under the authority of an Act to be "potable" or to "meet or exceed the requirements of the prescribed drinking water quality standards."

Drinking Water System: a system of works, excluding plumbing, that is established for the purpose of providing users of the system with drinking water and that includes:

- (a) anything used for the collection, production, treatment, storage, supply or distribution of water
- (b) anything related to the management of residue from the treatment process or the management of the discharge of a substance into the natural environment from the treatment system, and
- (c) a well or intake that serves as the source or entry point of raw water supply for the system.

Drinking Water Quality Standards: standards prescribed by Ontario Regulation 169/03 (Ontario Drinking Water Quality Standards) for microbiological, chemical and radiological parameters which when above certain concentrations have known or suspected adverse health effects.

E. coli (*Escherichia coli*): a species of bacteria naturally present in the intestines of humans and animals. If animal or human waste containing *E. coli* contaminates drinking water, it may cause gastrointestinal disease in humans. Most types of *E. coli* are harmless, but some active strains, especially O157:H7, produce harmful toxins and can cause severe illness.

Exceedance: violation of a limit for a contaminant as prescribed in the Ontario Drinking Water Standards Regulation (O. Reg. 169/03).

Filtration: the separation of suspended solid particles from a fluid stream by passing the fluid through a granular or membrane filter medium that retains most of the solids on or within itself.

Flocculation: the gathering together of fine particles in water by gentle mixing after the addition of coagulant chemicals to form larger particles that can then be removed by sedimentation and filtration.

Giardia: protozoa, usually non-pathogenic, that may be parasitic in the intestines of vertebrates including humans and most domestic animals. If animal waste containing *Giardia* contaminates drinking water, it may cause gastrointestinal disease in humans.

Heterotrophic Plate Count (HPC): HPC is a microbiological test that gives an indication of general bacterial population. HPC results are not an indicator of water safety and should not be used as an indicator of potential adverse human health effects. This is a routine test to monitor water plant operations and assure treatment is working properly.

Laboratory: a place where drinking water tests are or will be conducted. In Ontario, laboratories must be accredited and licensed for each type of drinking water test they perform. Laboratories may conduct other types of tests as well.

Medical Officer of Health: with reference to a drinking water system, the medical officer of health for the health unit in which the system is located; if none exists, that authority resides with the Chief Medical Officer of Health.

Microbiological organism: an organism so small that it cannot be seen without a microscope, including bacteria, protozoa, fungi, viruses and algae.

Municipal Drinking Water System: a drinking water system (or part of a drinking water system):

- that is owned by a municipality or by a municipal service board established under s. 195 of the Municipal Act, 2001
- that is owned by a corporation established under s. 203 of the Municipal Act, 2001
- from which a municipality obtains or will obtain water under the terms of a contract between the municipality and the owner of the system, or
- that is in a prescribed class.

Operating Authority: with reference to a drinking water system, the person or entity that is given responsibility by the owner for the operation, management, maintenance or alteration of the system.

9 (Cont.)

Operational Plan: documents the Quality Management System (QMS) for a subject drinking water system.

Owner: with reference to a drinking water system, every person who is a legal or beneficial owner of all or part of the system (but does not include the Ontario Clean Water Agency (OCWA) or any of its predecessors where OCWA is registered on title as the owner of the system).

Pathogen: an organism that causes disease in another organism.

Permit to Take Water: permit from the Ministry of the Environment under the Ontario Water Resources Act, 1990, required of any person who takes over 50,000 litres of water per day from any source.

Potable Water: water that, at a minimum, meets the requirements prescribed by O. Reg. 169/03 (Drinking Water Quality Standards). Other definitions include: water of sufficiently high quality that it can be consumed or used without risk of immediate or long-term harm; water that satisfies the standards of the responsible health authorities as drinking water; water that is 'fit to drink'.

Protozoa: a very diverse group comprising some 50,000 organisms that consist of one cell. Most are able to move on their own. Some are a health concern in drinking water. (See *Giardia* and *Cryptosporidium*.)

Provincial Officer Order: an order issued by a Ministry of the Environment Provincial Officer to any person who contravenes any act governed by the Ministry of the Environment.

Raw Water: surface or groundwater that is available as a source of drinking water but has not received any treatment.

Source Water: untreated water in streams, rivers, lakes or underground aquifers which is used for the supply of raw water for drinking water systems.

Source Water Protection: process which includes identifying potential risks to drinking water, assessing and addressing these risks, preventing new ones, and monitoring success.

Total Coliform Bacteria: a group of waterborne bacteria consisting of three main sub-groups with common characteristics that is used as an indicator of water quality. The presence of total coliform bacteria in water leaving a treatment plant, or in any treated water immediately after treatment, could indicate inadequate treatment and possible water contamination.

Treatment System: any part of a drinking water system that is used in the treatment of water, including:

- anything that conveys or stores water and is part of a treatment process, including any treatment equipment installed in plumbing
- anything related to the management of residue from the treatment process or the management of the discharge of a substance into the natural environment from the system
- a well or intake that serves as the source or entry point of raw water supply for the system.

Turbidity: a visible haze or cloudiness in water caused by the presence of suspended matter, resulting in the scattering or absorption of light. The cloudier the water, the greater the turbidity.

Walkerton Inquiry: the public commission of inquiry led by Justice Dennis O'Connor into the events that occurred in May 2000 when the water supply in the Ontario town of Walkerton became contaminated with a strain of *E. coli* bacteria.

Waterborne Illness: a disease transmitted through the ingestion of contaminated water. Water acts as a passive carrier of the infectious agent, chemical or waterborne pathogen.

Watershed: a region or area bounded peripherally by a divide and draining into a particular watercourse or body of water.

*Be informed.
Ask questions.
Get answers.
It's your duty.*

www.ontario.ca/drinkingwater

For more information, call
the Ministry of the Environment
at 1-800-565-4923
Email: drinking.water@ontario.ca

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PtBS# 7889e