

AGENDA

REGULAR MEETING OF CITY COUNCIL

2013 06 10

4:30 P.M.

COUNCIL CHAMBERS

1. ADOPTION OF MINUTES

Mover: Councillor F. Manzo

Seconder: Councillor S. Butland

Resolved that the Minutes of the Regular Council Meeting of 2013 05 27 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

Seconder: Councillor P. Christian

Resolved that the Agenda for 2013 06 10 City Council meeting as presented be approved.

4. DELEGATIONS/PROCLAMATIONS

- a) Todd Slotegraf, Board Chair and Lewis Massad, Senior Executive Director – Ontario Finnish Resthome Association will be in attendance concerning agenda item 5.(h).

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 2013 06 10 – Part One – Consent Agenda be approved as recommended.

- a) Correspondence from AMO is attached for the information of Council.
- b) Correspondence from the President and CEO, Ontario Lottery and Gaming Corporation concerning changes to the Municipality Contribution Agreement (MCA) is attached for the information of Council.
- c) Correspondence from the Ministry of the Environment concerning Drinking Water Inspection Program is attached for the information of Council.
A copy of the full report is available for review in the City Clerk's Department.
- d) A letter of request for a temporary street closing is attached for the consideration of Council.

1) on Queen Street East (Pim Street to Dennis Street) in conjunction with Downtown Days – being held July 18, 2013

The relevant By-law 2013-110 is listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

- e) Correspondence requesting permission for private property liquor license extensions are attached for the consideration of Council.

Mover: Councillor J. Krmpotich

Seconder: Councillor P. Christian

Resolved that City Council has no objection to the proposed extended licensed areas as detailed in the written requests for liquor license extensions on private property for outdoor events on the following stated dates and times:

- 1. Portuguese Canadian Association
5 Cornwall Street
Annual Barbeque/picnic – July 6, 2013 from 12 noon to 8 p.m.
- 2. Great Northern Retirement Home
760 Great Northern Road
Family Fun Day – July 12, 2013 from 3 p.m. to 7 p.m.
- 3. G. Marconi Society
450 Albert Street West
Annual Italian Festival – July 14, 2013 from 12:00 noon to 1 a.m. (July 15)

- f) The current list of outstanding Council resolutions is attached for the information of Council.
- g) Correspondence from the Conservation Outreach Programs Co-ordinator concerning Ontario Family Fishing Events is attached for the information of Council.
- h) Strategic Growth Plan of the Ontario Finnish Resthome Association (OFRA) is attached for the consideration of Council.

Mover: Councillor M. Bruni

Second: Councillor F. Fata

Whereas the Ontario Finnish Resthome Association (OFRA) is a charitable, non-profit organization which provides accommodation, care and other supportive services for the health and welfare of aged persons in our community; and

Whereas OFRA is proposing to construct a new 81 unit Senior Independent Living Building; and

Whereas this facility will greatly assist in meeting the existing and future needs of the growing senior population in our community; and

Whereas the estimated \$16.4 million cost is a significant financial undertaking for OFRA;

Now Therefore Be it Resolved that City Council direct appropriate staff to provide a report on the process and requirements to re-instate a municipal tax increment rebate program for new rental housing as was previously provided in the downtown area (2008 – 2011).

Mover: Councillor M. Bruni

Second: Councillor F. Fata

Whereas the City's Cycling Master Plan recommends the construction of a Hub Trail spoke through the Ontario Finnish Resthome Association property from North Street to the Fort Creek section of the Hub Trail to provide a safe and scenic alternative to Second Line East; and

Whereas the OFRA supports the development of this spoke on the Resthome property; and

Whereas City Council has approved funding for the design of this spoke as part of the 2013 budget; and

Whereas considerable cost savings are expected by constructing this spoke as part of the planned site improvements on the OFRA property;

Now Therefore Be It Resolved that City staff be authorized to enter into a contract with STEM Engineering at a cost not to exceed \$15,000 for the design and potential contract administration of this section of the Hub Trail;

Further that City staff be directed to work with OFRA to identify possible funding sources for construction.

Mover: Councillor M. Bruni

Seconded: Councillor F. Fata

Whereas the Ontario Finnish Resthome Association (OFRA) is a charitable, non-profit organization which provides accommodation, care and other supportive services for the health and welfare of aged persons in our community; and

Whereas the Provincial mandate is for all nursing homes to be upgraded to be a Class-A structurally compliant facility; and

Whereas OFRA has successfully operated a 63 bed Long Term Care (LTC) facility for the past 22 years providing needed care for the residents of Sault Ste. Marie and surrounding area; and

Whereas the NE-LHIN has a Call-For-Applications for 50 additional LTC beds; and

Whereas construction of a new 113 bed LTC Home would permit the redevelopment of the existing nursing home facility into 40 assisted living apartments for high risk seniors;

Now Therefore Be It Resolved that City Council strongly supports the OFRA Long Term Care Redevelopment Plan and requests that NE—LHIN and the Ministry of Health and Long Term Care grant the necessary approvals as soon as possible.

i) **Staff Travel**

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

Mover: Councillor J. Krmpotich

Seconded: Councillor P. Christian

Resolved that the report of the Chief Administrative Officer dated 2013 06 10 concerning Staff Travel requests be approved as requested.

j) **Reserve Funding Request for Website Accessibility**

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

Mover: Councillor F. Manzo

Seconded: Councillor S. Butland

Resolved that the report of the Commissioner of Social Services dated 2013 06 10 concerning Reserve Fund Request for Website Accessibility be received and that the recommendation that \$14,900 for wages/benefits be allocated from the Accessibility Reserve fund to enable the population of accessible content on the redesigned City website be approved.

k) **2011-2014 Strategic Plan – Mid-term Update**

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

The final draft of the Mid-term Update of the Corporate Strategic Plan is provided under separate cover.

Mover: Councillor J. Krmpotich

Seconded: Councillor P. Christian

Resolved that the report of the Deputy City Clerk and Manager of Quality Improvement dated 2013 06 10 concerning 2011-2014 Strategic Plan – Mid-term Update be received as information and that the final draft of the Plan be approved.

l) Complaint to Ombudsman – Procedure By-law Committee

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

Mover: Councillor J. Krmpotich

Seconded: Councillor S. Butland

Resolved that the report of the City Clerk dated 2013 06 10 concerning Complaint to Ombudsman – Procedure By-law Committee be received as information of Council.

m) Request for Financial Assistance for National/International Sports Competitions – Lana Perry – Archery

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

Mover: Councillor J. Krmpotich

Seconded: Councillor P. Christian

Resolved that the report of the Manager of Recreation and Culture dated 2013 06 10 concerning Request for Financial Assistance for National/International Sports Competitions be accepted and the recommendation to provide a \$200 grant to Lana Perry (3D Archery World Championships) be approved.

n) Miscellaneous Construction – Bridge Upgrades – Engineering Agreement

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

The relevant By-law 2013-106 is listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

o) Biennial Aqueduct Inspection – Engineering Agreement

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

The relevant By-law 2013-107 is listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

p) Muriel Avenue, Fort Creek Drive, Tallack Boulevard Sewage Pumping Station Upgrades, and Clark Creek Forcemain Analysis Engineering Agreement

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

The relevant By-law 2013-112 is listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

q) **Single Lane Bridge Rehabilitation – Four Shared Bridges with Prince Mill Funding Application**

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

Mover: Councillor F. Manzo

Seconder: Councillor S. Butland

Resolved that the report of the Director of Engineering Services dated 2013 06 10 concerning Single Lane Bridge Rehabilitation – Four Shared Bridges with Prince Mill Funding Application be received as information.

r) **2014 Capital Road Reconstruction Plan and Update on 2013 Plan**

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

Mover: Councillor F. Manzo

Seconder: Councillor P. Christian

Resolved that the report of the Director of Engineering Services dated 2013 06 10 concerning 2014 Capital Road Reconstruction Plan and Update on 2013 Plan be received as information and that the:

1. 2014 capital works program be approved;
2. Engineering Division be authorized to proceed with any remaining local improvement rolls and notices for 2014 works;
3. Engineering Division report back to City Council with a recommendation for the retention of consulting engineers for engineering projects that will not be completed in-house; and
4. engineering fee estimate for the Fort Creek Aqueduct (STEM Engineering agreement) be revised to \$352,000 (funds included in the capital works program budget).

s) **Application No. A-10-13-Z.OP & 57T-13-502 – 179 & 227 Pointe Aux Pins Drive**

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

Mover: Councillor J. Krmpotich

Seconder: Councillor S. Butland

Resolved that the report of the Planning Director dated 2013 06 10 concerning Application No. A-10-13-Z.OP & 57T-13-502 – 179 & 227 Pointe Aux Pins Drive be received as information.

t) **Cycling Master Plan – Consulting Services**

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 2013 06 10 concerning Cycling Master Plan – Consulting Services be received and that the City retain MMM Group in association with Kresin Engineering to perform preliminary design and cost estimation services at an estimated cost of \$35,000 and that STEM Engineering be retained to perform design and cost estimation services for the design of a connecting spoke from the Finnish Resthome property to the Fort Creek section of the Hub Trail.

u) **Request for a Deeming By-law for Lots 17 – 25 Plan 732 St. Mary's Sayers "E" Subdivision**

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

The relevant By-law 2013-113 is listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

v) **Renewal of City's Insurance Program – Jardine Lloyd Thompson Canada Inc.**

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

Mover: Councillor F. Manzo

Seconder: Councillor S. Butland

Resolved that the report of the City Solicitor dated 2013 06 10 concerning Renewal of City's Insurance Program be accepted and the recommendation to place the City's insurance package for the year June 1, 2013 to May 31, 2014 with Jardine Lloyd Thompson Canada Inc. through Algoma Insurance Brokers Limited at a cost of \$1,335,574.24 be approved.

w) **Lease with S. and T. Electrical Contractors Limited – Sackville Road Property**

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

The relevant By-law 2013-104 is listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

x) **Fire Routes By-law**

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

The relevant By-law 2013-105 is listed under Item 10 of the Agenda and will be read with all other by-laws listed under that item.

y) **Ronald Sonke – 397 Sunnyside Beach Road – Committee of Adjustment Application Number A2-13-(2-10)-341-23905-R1**

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

Mover: Councillor F. Manzo

Seconded: Councillor P. Christian

Resolved that the report of the City Solicitor/Prosecutor dated 2013 06 10 concerning Ronald Sonke – 397 Sunnyside Beach Road – Committee of Adjustment Application Number A2-13-(2-10)-341-23905-R1 be received as information.

PART TWO – REGULAR AGENDA

6. REPORTS OF CITY DEPARTMENTS, BOARDS AND COMMITTEES

(1) ADMINISTRATION

a) Heritage Discovery Centre – Ermatinger-Clergue National Historic Site

Reports of the Manager of Purchasing; Commissioner of Finance and Treasurer; Manager of Audits and Capital Planning; and Commissioner of Community Services are attached for the consideration of Council.

Mover: Councillor J. Krmpotich

Seconded: Councillor S. Butland

Resolved that the reports of the Manager of Purchasing; the Commissioner of Finance and Treasurer; the Commissioner of Community Services; and the Manager of Audits and Capital Planning, all dated 2013 06 10, concerning Tender for Construction of the Heritage Discovery Centre be accepted and that the tender be awarded to Avery Construction Ltd. at the low tender price of \$2,772,450 plus HST;

Further that the City's consultant, Chris Tossell, be authorized to provide a letter of intent formally authorizing Avery Construction Ltd. to proceed with construction.

b) Creation of the Position of Deputy Mayor

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

Mover: Councillor J. Krmpotich

Seconded: Councillor P. Christian

Resolved that the report of the City Clerk dated 2013 06 10 concerning Creation of the Position of Deputy Mayor be received as information and that a by-law formalizing the position of Deputy Mayor be drafted and approved at a future meeting of Council.

(2) COMMUNITY SERVICES DEPARTMENT

(3) ENGINEERING

(4) FIRE

(5) LEGAL

(6) PLANNING

a) Application No. A-14-13-Z – filed by Palumbo Investments Inc. – 58 Blake Avenue

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 2013 06 10 concerning Application No. A-14-13-Z – filed by Palumbo Investments Inc. – 58 Blake Avenue be received and that City Council rezones the subject property from "C4.S268" (General Commercial with a Special Exception) zone to "C4.S268" (General Commercial with an amended Special Exception) zone to permit on 'Block B' (subject property) a cold storage building subject to the following special provision:

- that outdoor storage of goods and materials in association with the use on 'Block B' is prohibited.

Furthermore, that City Council repeal provision 2b of Special Exception 268, which reduces the landscaping requirements to zero.

b) A-16-13-Z.OP – Seamless Eavestrough MFG (c/o Joe Rocca) – 68 Railroad Ave.

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 2013 06 10 concerning Application No. A-16-13-Z.OP – filed by Seamless Eavestrough MFG – 68 Railroad Avenue be received and that City Council defer this application to July 15, 2013 so that Planning staff can re-circulate public notice.

c) Proposed Rental Housing Community Improvement Plan

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

Mover: Councillor J. Krmpotich

Seconder: Councillor S. Butland

Resolved that the report of the Planning Division dated 2013 06 10 concerning the Proposed Rental Housing Community Improvement Plan be received and

that City Council authorize public notice for the proposed Rental Housing Community Improvement Program.

(7) PUBLIC WORKS AND TRANSPORTATION

(8) BOARDS AND COMMITTEES

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

- a) Mover: Councillor S. Myers
Seconded by: Councillor T. Sheehan

Whereas a request has come forward for the consideration of City Council to change current by-laws related to beekeeping within the urban limits of the City, Now Therefore Be It Resolved that appropriate staff look into the matter of urban beekeeping and report back with recommendations as soon as possible.

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.

Moved by: Councillor F. Manzo
Seconded by: Councillor S. Butland

Resolved that all by-laws listed under Item 10 of the AGENDA under date June 10, 2013 be approved.

AGREEMENTS

a) 2013-104

A by-law to authorize a lease agreement between the City and S. & T. Electrical Contractors Limited for the use of City owned property abutting civic 158 Sackville Road, Sault Ste. Marie, Ontario.

A report from the City Solicitor is on the Agenda.

b) 2013-106

A by-law to authorize an engineering agreement between the City and Tulloch Engineering Inc. for the pre-design, design and construction inspection of bridge upgrades to four municipal structures with funds from the Sewer/Bridge and Miscellaneous Construction reserves.

A report from the Director of Engineering Services is on the Agenda.

c) 2013-107

A by-law to authorize the execution of an agreement between the City and STEM Engineering Group Incorporated for engineering services for the 2013 structural inspection of the City's major stormwater aqueducts.

A report from the Director of Engineering Services is on the Agenda.

d) 2013-112

A by-law to authorize the execution of an agreement between the City and AECOM Canada Ltd. for engineering services for the design and contract administration for the Muriel Avenue, Fort Creek Drive, and Tallack Boulevard Sewage Pumping Station upgrades, and the Clark Creek Forcemain analysis and report for an engineering fee estimate of \$79,500 excluding HST.

A report from the Land Development and Environmental Engineer is on the Agenda.

FIRE ROUTES

e) 2013-105

A by-law of the Corporation of the City of Sault Ste. Marie to designate certain roadways as fire routes along which no parking of vehicles shall be permitted.

A report from the Assistant City Solicitor is on the Agenda.

SUBDIVISION CONTROL

f) 2013-113

A by-law to deem not registered for purposes of subdivision control certain lots in the Sayers "E" Subdivision, pursuant to Section 50(4) of the *Planning Act*.

A report from the City Solicitor is on the Agenda.

TEMPORARY STREET CLOSING

g) 2013-110

A by-law to permit the temporary closing of Queen Street East from Pim Street to Dennis Street for the purpose of the Annual Downtown Street party.

ZONING

h) 2013-108

A by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 22 Ferris Avenue (Larouche).

i) 2013-109

A by-law to remove the Holding (H) Provision from Zoning By-laws 2005-150 and 2005-151 for a part of the lands known municipally as 75 Huron Street (Riversedge).

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

STREET CLOSING

j) 2013-61

A by-law to stop up, close and authorize the conveyance of a street in the Sharon Hill II Subdivision, Plan M391.

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

Seconded: Councillor P. Christian

Resolved that this Council now adjourn.

MINUTES

REGULAR MEETING OF CITY COUNCIL

2013 05 27

4:30 P.M.

COUNCIL CHAMBERS

- Present:** Acting Mayor B. Watkins, Councillors L. Turco, S. Butland, S. Myers, M. Bruni, J. Krmpotich, R. Niro, P. Christian, F. Fata, T. Sheehan, F. Manzo, P. Mick
- Officials:** J. Fratesi, M. White, N. Kenny, S. Hamilton Beach, L. Girardi, N. Fera, B. Freiburger, M. Provenzano, F. Brescacin, M. Nadeau, D. McConnell, F. Coccimiglio
- Absent:** Mayor D. Amaroso (vacation)

1. ADOPTION OF MINUTES

Moved by: Councillor F. Fata
Seconded by: Councillor S. Myers
Resolved that the Minutes of the Regular Council Meeting of 2013 05 13 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 F. Fata
Seconded by: Councillor T. Sheehan
Resolved that the Agenda and Addendum #1 for 2013 05 27 City Council meeting as presented be approved. CARRIED

4. DELEGATIONS/PROCLAMATIONS

- a) Troy and Annette Chandler were in attendance concerning proclamation – Spina

Bifida and Hydrocephalus Month.

- b) Rosie DeFazio and Chloe Halpenny, representatives of Schools Without Borders were in attendance concerning Proclamation – World No Tobacco Day.
- c) Mike Delfre, Executive Director – Canadian Bushplane Heritage Centre was in attendance concerning the Cultural Corridor, Sault Ste. Marie.
- d) Frank Brescacin, Assistant Fire Chief – Suppression was in attendance concerning a Fire Services Best Practice presentation.
- e) Dominic Parrella, President and CEO – PUC Services Inc. was in attendance concerning agenda item 6.(8)(a).
- f) Dominic Coccimiglio was in attendance concerning agenda item 6.(6)(a).
- g) Nino DiPasquo was in attendance concerning agenda item 6.(6)(b).
- h) Bob Paciocco and Justus Veldman was in attendance concerning agenda item 6.(6)(c).
- i) Mitch Larouche was in attendance concerning agenda item 6.(6)(d).

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 2013 05 27 – Part One – Consent Agenda and Addendum #1 be approved as recommended. CARRIED

- a) Correspondence from AMO, FONOM was received by Council.
- b) Correspondence from the Town of East Gwillimbury (concerning surplus fill), the Municipality of Kincardine (concerning hosting industrial wind turbines), the City of Peterborough (concerning Ash Emerald Borer Management Plan resolution) and the Township of Malahide (concerning Drive Clean program resolution) was received by Council.
- c) Correspondence from the Minister of Transport concerning ballast water requirements was received by Council.

d) Staff Travel

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

Moved by: Councillor M. Bruni

Seconded by: Councillor T. Sheehan

Resolved that the report of the Chief Administrative Officer dated 2013 05 27 concerning Staff Travel requests be approved as requested. CARRIED

e) RFP for Beer Pouring Rights – Essar Centre (2013CB01P)

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

Moved by: Councillor F. Fata

Seconded by: Councillor S. Myers

Resolved that the report of the Manager of Purchasing dated 2013 05 27 be endorsed and that the proposal for exclusive Beer Pouring Rights at the Essar Centre as required by the Community Centres Division of the Community Services Department be accepted as recommended. CARRIED

f) Tender for One Pre-Engineered Steel Storage Building

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

Moved by: Councillor F. Fata

Seconded by: Councillor T. Sheehan

Resolved that the report of the Manager of Purchasing dated 2013 05 27 be endorsed and that the tender for the supply and delivery of One Pre-Engineered Steel Storage Building as required by the Public Works and Transportation Department be awarded as recommended. CARRIED

g) Registration of Tax Arrears Certificate(s) and Sale

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

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

Resolved that the report of the City Tax Collector be accepted to commence Tax Sale Proceedings in accordance with the report. CARRIED

h) Cost Savings and Other Efficiencies Realized Over the Last Five Years

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

Moved by: Councillor M. Bruni

Seconded by: Councillor T. Sheehan

Resolved that the report of the Chief Administrative Officer dated 2013 05 27 concerning Cost Savings and Other Efficiencies Realized Over the Last Five Years be received as information. CARRIED

Councillor L. Turco declared a pecuniary interest on the Police Services portion of the report — spouse employed by Police Services.

i) **2011-2014 Strategic Plan – Mid-term Update**

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

Moved by: Councillor F. Fata

Seconded by: Councillor S. Myers

Resolved that the report of the Deputy City Clerk and Manager of Quality Improvement dated 2013 05 27 concerning 2011-2014 Strategic Plan – Mid-term Update be received as information. CARRIED

j) **Municipal Coat of Arms**

The report of the City Clerk was received by Council.

Moved by: Councillor F. Fata

Seconded by: Councillor T. Sheehan

Resolved that the report of the City Clerk dated 2013 05 27 concerning Municipal Coat of Arms be received as information. CARRIED

k) **W.J. McMeeken Centre Chiller Replacement 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 Commissioner of Community Services dated 2013 05 27 concerning W.J. McMeeken Centre Chiller Replacement Update be received as information. CARRIED

l) **503 Bay Street (Old Brewery) – Engineering Review and Possible Demolition**

The report of the Chief Building Official was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor T. Sheehan

Resolved that the report of the Chief Building Official/Property Standards Officer dated 2013 05 27 concerning Civic No. 503 Bay Street be accepted and the recommendation that the Corporation hire the forces necessary to do a structural review to determine the structural integrity of the portion that has suffered fire damage and proceed, if determined necessary, demolish the front 2 storey office portion at an estimated cost of \$130,000 adding the costs of this action to the taxes of the subject property be approved. CARRIED

m) **Contract 2013-6E – Fourth Line – East Davignon Creek Culvert Replacement**

The report of the Design and Construction Engineer was received by Council.

The relevant By-laws 2013-102 and 2013-103 are listed under Item 10 of the Minutes.

n) **Contract 2013-8E – Miscellaneous Paving**

The report of the Design and Construction Engineer was received by Council.

The relevant By-law 2013-101 is listed under Item 10 of the Minutes.

o) **Contract 2013-7E – Surface Treatment – Various Locations**

The report of the Design and Construction Engineer was received by Council.

The relevant By-law 2013-99 is listed under Item 10 of the Minutes.

p) **Request to Have Water Lot Abutting 1009 Queen Street East Declared Surplus and Sold to the Abutting Owner**

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

The relevant By-law 2013-97 is listed under Item 10 of the Minutes.

q) **Request to Have City Owned Property Located at 28 Simcoe Street Declared Surplus**

The report of the City Solicitor was received by Council.

Moved by: Councillor F. Fata

Seconded by: Councillor S. Myers

Resolved that the report of the City Solicitor dated 2013 05 27 concerning Request to have City Owned Property – 28 Simcoe Street Declared Surplus be accepted and the recommendation that the property be declared surplus and sold to the owner of 48 Simcoe Street be approved. CARRIED

r) **26 Lidstone Street Snow Plough Agreement**

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

The relevant By-law 2013-89 is listed under Item 10 of the Minutes.

s) **Part Lot Control By-law for Part of PIN 31511-0201 (LT) for Lots 1 to 24 Inclusive, Plan 1M589, Fox Run Subdivision, Phase I**

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

The relevant By-law 2013-95 is listed under Item 10 of the Minutes.

t) **Revised Travel Expenses**

The report of the City Solicitor was received by Council.

The relevant By-law 2013-96 is listed under Item 10 of the Minutes.

u) **City Renewal of the Continuous Safety Services Agreement With the Electrical Safety Authority**

The report of the City Solicitor was received by Council.

The relevant By-law 2013-90 is listed under Item 10 of the Minutes.

- v) **Ontario Municipal Board Hearing – 1465 Maki Road – Zoning Application A-11-12-A.OP**

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

Moved by: Councillor M. Bruni

Seconded by: Councillor T. Sheehan

Resolved that the report of the Assistant City Solicitor dated 2013 05 27 concerning Ontario Municipal Board Hearing – 1465 Maki Road – Zoning Application A-11-12-A.OP be received as information. CARRIED

- w) **Transfer to Ontario Finnish Resthome Association of Part 2 or 1R-3234**

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

The relevant By-law 2013-93 is listed under Item 10 of the Minutes.

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) **Amendment to Digital Signs By-law 2012-206 – Application 1-13 filed by Domenic Coccimiglio – Bridgetown Realty**

The report of the Planning Division was received by Council.

Moved by: Councillor F. Fata

Seconded by: Councillor S. Myers

Resolved that the report of the Planning Division dated 2013 05 27 concerning Amendment to Digital Signs By-law 2012-206 – Application 1-13 filed by Domenic Coccimiglio – Bridgetown Realty – 85 Great Northern Road be received and that City Council deny the applicant's request to locate a digital sign at the proposed location without the benefit of a Safety Review completed in accordance with Section 3.6 of Digital Signs By-law 2012-206. CARRIED

b) Application No. A-11-13-Z – filed by Nino Dipasquo – 414 Korah Road

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 2013 05 27 concerning Application No. A-11-13-Z – filed by Nino Dipasquo – 414 Korah Road be received and that City Council approve the application and rezone the subject property from "R3" (Single Detached Residential) zone to "R3.S" (Single Detached Residential with a Special Exception) zone to permit a 4-plex in addition to the uses permitted in an "R3" zone. CARRIED

c) Application No. A-12-13-Z – filed by Riversedge Developments Inc. – 75 Huron Street

The report of the Planning Division was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor S. Myers

Resolved that the report of the Planning Division dated 2013 05 27 concerning Application No. A-12-13-Z – filed by Riversedge Developments Inc. – 75 Huron Street be received and that City Council approves the request for the removal of this Holding By-law for the former office building, machine shop and related parking only. This approval will allow for the redevelopment and reuse of these two existing buildings. CARRIED

d) Application A-13-13-Z – filed by Mitch Nelson Larouche – 22 Ferris Ave.

The report of the Planning Division was received by Council.

Moved by: Councillor M. Bruni

Seconded by: Councillor T. Sheehan

Resolved that the report of the Planning Division dated 2013 05 27 concerning Application A-13-13-Z – filed by Mitch Nelson Larouche – 22 Ferris Ave. be received and that City Council approves this application and rezones the subject property from "R2" (Single Detached Residential) zone to "R2.S" (Single detached Residential with a Special Exception) zone to permit a triplex, in addition to the uses permitted in a "R2" zone, subject to the following special provisions:

- 1) that the required frontage be reduced to 10m;
- 2) that the required area be reduced to 310m sq. CARRIED

(7) PUBLIC WORKS AND TRANSPORTATION

(8) BOARDS AND COMMITTEES

a) Annual Shareholder Meetings -- PUC Inc. and PUC Services Inc.

The memorandum and Non-Consolidated Financial Statements from Dominic Parrella, President and C.E.O., PUC Inc. and PUC Services Inc. were received by Council.

Moved by: Councillor F. Fata

Seconded by: Councillor S. Myers

Resolved that City Council is now authorized to meet in open session as the sole shareholder of PUC Inc. and PUC Services Inc.; and

Further resolved that City Council appoints Acting Mayor Brian Watkins as Council's proxy to vote on the resolutions of the shareholder of PUC Inc. and PUC Services Inc. CARRIED

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

a) Moved by: Councillor S. Myers

Seconded by: Councillor S. Butland

Whereas the Walk of Fame program was established in 2002 to provide recognition of citizens or former citizens who have demonstrated outstanding achievements; and

Whereas recognition is provided in the form of granite maple leaves embedded in the sidewalk in the downtown area adjacent to Essar Centre; and

Whereas the existing granite maple leaves have been adversely impacted by weather and other conditions;

Now Therefore Be It Resolved that appropriate staff be requested to review options to remediate the situation (including investigating relocation of the leaves) and report back to City Council with recommendations and associated costs. CARRIED

b) Moved by: Councillor T. Sheehan

Seconded by: Councillor S. Myers

Whereas Sault Ste. Marie resident Bill Nash while playing lead for Northern Ontario recently won the Canadian Postal Employee's Curling Classic; and

Whereas this National event has taken place every year since 1966 and was last held in Sault Ste. Marie in 1994; and

Whereas the other team members for Northern Ontario are Ron Rosengren (skip), Dave Sholtz (third) and Jenna Enge (second) of Thunder Bay;

Now Therefore Be It Resolved that Sault Ste. Marie offer its congratulations to Bill Nash and the rest of his team on winning this national curling championship. CARRIED

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 F. Fata
Seconded by: Councillor T. Sheehan
Resolved that all by-laws listed under Item 10 of the AGENDA under date May 27, 2013 be approved. CARRIED

Moved by: Councillor F. Fata
Seconded by: Councillor T. Sheehan
Resolved that By-law 2013-89 being a by-law to authorize the execution of an agreement between the City, Peter Mattalo and Kristine Gavin for the use of a portion of 26 Lidstone Street as a snow plough turnaround be PASSED in open Council this 27th day of May, 2013. CARRIED

Moved by: Councillor F. Fata
Seconded by: Councillor T. Sheehan
Resolved that By-law 2013-90 being a by-law to authorize the execution of an agreement between the City and the Electrical Safety Authority be PASSED in open Council this 27th day of May, 2013. CARRIED

Moved by: Councillor F. Fata
Seconded by: Councillor T. Sheehan
Resolved that By-law 2013-91 being a by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 540 Wellington Street West (Conquest Investments Inc.) be PASSED in open Council this 27th day of May, 2013. CARRIED

Moved by: Councillor F. Fata
Seconded by: Councillor T. Sheehan
Resolved that By-law 2013-92 being a by-law to designate the lands located at 540 Wellington Street West an area of site plan control (Conquest Investments Inc.) be PASSED in open Council this 27th day of May, 2013. CARRIED

Moved by: Councillor F. Fata
Seconded by: Councillor T. Sheehan

Resolved that By-law 2013-93 being a by-law to authorize the transfer of surplus property described as Part 2 on Plan 1R3234 from the City to the Ontario Finnish Resthome Association be PASSED in open Council this 27th day of May, 2013. CARRIED

Moved by: Councillor F. Fata

Seconded by: Councillor T. Sheehan

Resolved that By-law 2013-94 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 27th day of May, 2013. CARRIED

Moved by: Councillor F. Fata

Seconded by: Councillor T. Sheehan

Resolved that By-law 2013-95 being a by-law to designate Lots 1 to 24 inclusive, Plan 1M589 in the Fox Run Subdivision, Phase 1, Sault Ste. Marie as an area not subject to part lot control be PASSED in open Council this 27th day of May, 2013. CARRIED

Moved by: Councillor F. Fata

Seconded by: Councillor T. Sheehan

Resolved that By-law 2013-96 being a by-law to amend By-law 2011-145 which authorizes payment of membership fees, registration fees and travel expenses incurred by members of the Council and employees of the Corporation while travelling on the business of the Corporation be PASSED in open Council this 27th day of May, 2013. CARRIED

Moved by: Councillor F. Fata

Seconded by: Councillor T. Sheehan

Resolved that By-law 2013-97 being a by-law to authorize the sale of surplus property abutting civic 1009 Queen Street East to Mary Ambeault and Raymond Schryer be PASSED in open Council this 27th day of May, 2013. CARRIED

Moved by: Councillor F. Fata

Seconded by: Councillor T. Sheehan

Resolved that By-law 2013-99 being a by-law to authorize a contract between the City and Ellwood Robinson Limited for supply and application of surface treatment be PASSED in open Council this 27th day of May, 2013. CARRIED

Moved by: Councillor F. Fata

Seconded by: Councillor T. Sheehan

Resolved that By-law 2013-101 being a by-law to authorize a contract between the City and Ellwood Robinson Limited for miscellaneous construction/paving be PASSED in open Council this 27th day of May, 2013. CARRIED

Moved by: Councillor F. Fata

Seconded by: Councillor T. Sheehan

Resolved that By-law 2013-102 being a by-law to authorize a contract between the City and Avery Construction Limited for the Fourth Line – East Davignon Creek Culvert replacement be PASSED in open Council this 27th day of May, 2013. CARRIED

Moved by: Councillor F. Fata

Seconded by: Councillor T. Sheehan

Resolved that By-law 2013-103 being a by-law to permit the continued road closure of Fourth Line West (Brule Road to Moss Road) until September 30, 2013 to facilitate Fourth Line – East Davignon Creek Culvert Replacement be PASSED in open Council this 27th day of May, 2013. 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 S. Myers

Resolved that this Council now adjourn. CARRIED

Mayor

City Clerk


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Economic Development Task Force May 2013 Update

The Task Force met on May 29, 2013 and received presentations from: Fed Dev Ontario, Canadian Association of Community Television Users and Stations, Metrolinx, Ministry of Citizenship and Immigration and the Thunder Bay CEDC.

Chaired by Marilyn Morrison, Mayor of the Town of Caledon and Councillor for the Region of Peel, the Task Force received the following presentations and updates:

Federal Economic Development Agency (FedDev) for Southern Ontario Update

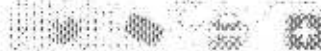
Yanning Peng, Acting Director and Adam Flores, Senior Policy Analyst, Intergovernmental and Stakeholder Relations, FedDev

FedDev Ontario presented an overview of its past and current stimulus funding programs and discussed some of the newly announced program funding from the 2013 Federal Budget. The 2013 federal budget has renewed a \$920 million commitment over 5 years with a new \$200 million Advanced Manufacturing Fund to renew the Eastern Ontario Development Program. Funding will focus on global competitiveness, commercialization of innovation and research to promote southern Ontario as a prime location to do business. The new round of funding has yet to be defined. The agency held a series of stakeholder roundtables throughout southern Ontario in summer 2012 and spring 2013.

Canadian Association of Community Television Users and Stations (CACTUS)

Cathy Edwards, Executive Director, Canadian Association of Community Television Users and Stations

CACTUS aims to improve media literacy and supports the use of media centres in libraries as a means to do that. It argued Federal policies are obsolete in this area with no digital strategy in place. CACTUS educates consumers and helps improve Canadian access to media services such as local video and television as well as



Contact

1400 Sheppard Ave. E.
Suite 400
Toronto, Ontario M2M 3L9
Tel: (416) 491-1000
Fax: (416) 491-1001

Presentations

Public Service Ontario
CACTUS Digital Media Centres
CACTUS: From Transition to Digital Overlander
Pro-Active, How I got started
Regional Update
Metrolinx: Connecting the people and places
Metrolinx: Connecting the people and places
Metrolinx: Connecting the people and places
Metrolinx

production, training and equipment access. The presentation addressed challenges and opportunities to improve local media infrastructure and better equip residents to participate in the digital economy.

Metrolinx Update

Daniel Hufschmidt, Director of Policy and Planning, Metrolinx

Metrolinx provided an overview of its recently released investment strategy. The strategy addresses the need for dedicated revenue sources to improve transit and transportation in the Greater Toronto and Hamilton Area. The dedicated funding required is \$2 billion annually.

Under the Metrolinx proposal it would come from the following sources:

- HST – 64% of the total would come from a 1% increase to the HST yielding \$1.3 billion within the GTHA.
- Parking Levy on Businesses – 15% of the total – \$350 million
- Gas Tax – 15% of the total – \$350 million
- Development Charges – 5% of the total – \$100 million.

Ministry of Citizenship and Immigration (MCI)

Jamie Pitts, Team Lead, Information, Research and Evaluation Unit, Ministry of Citizenship & Immigration

MCI delivered a presentation that addressed immigration in Ontario in the context of the current labour market. Labour market and demographic projections indicate that Ontario's future economic prosperity will depend on a supply of skilled immigrants. Since 2001 immigration to Ontario has decreased by 34%. Ontario has fewer high skill employee immigrants than any other province. Regional gaps are now emerging. A provincial session will be held in September to discuss this issue further.

Advantage Northwest Mining Readiness Strategy

John Mason, Project Manager, Mining Services, Thunder Bay Community Economic Development Commission

The City of Thunder Bay in partnership with the Fort William First Nation and the Thunder Bay Economic Community Development Commission has initiated a Mining Readiness Strategy to address and strategically plan for growth in the Thunder Bay and northwestern Ontario region. John Mason with the Thunder Bay Community Economic Development Commission gave an overview of the strategy which will help guide northwestern Ontario in capitalizing on the

many opportunities that growth in mineral exploration and mining development could bring to the region.

AMO Conference 2013

There will be a concurrent workshop on economic development at this year's AMO Conference in Ottawa. The workshop will explore coordinating municipal land use planning with economic development activities that can help create communities that are great places to live, work and play. The session is tentatively scheduled to be held on the morning of Tuesday, August 20 from 10.30am to 11.45am at the Ottawa Convention Centre.

The next task force meeting will be held on September 13, 2013.

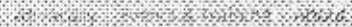
If you have any ideas or thoughts for a potential conference/workshop session or discussion items for future task force meetings, please contact Matthew Wilson at AMO.

Advocacy	About Us	Deletion Sites
Economic Development	Accessibility	FOI/ATIA
Energy	AMOMobile app	GIS Task Work
Finance	Annual Report	LMS
Housing	Awards	MSPOL
Infrastructure	Board of Directors	RDPA
Labour	By-Law	CMCM
Planning	Careers	CSLM
Risk Management	Contact Us	RCMA
Social Services	History	Programs
Waste Management	Membership	Services
	Participation of Unincorporated	MELAS
Events & Training	Municipal 101	
Communities	Partners & Sponsors	
Councillor Training	Volunteering	
Symposiums	Website	
Webcasts		
Workshops		

Working to make Ontario municipalities stronger
by 2013 reorganization of municipalities of Ontario

website activity





http://www.amo.on.ca/WCM/amo/AMO_Content/PolicyUpdates/2013/Senate_committee_h... 06/06/13

5(b)



May 29, 2013

Her Worship Mayor Debbie Amaroso
City of Sault Ste. Marie
99 Foster Drive
Sault Ste. Marie, ON P6A 5N1

Dear Mayor Amaroso:

As you are aware, in March 2013, at the request of the Premier of Ontario, OLG took a fresh look at its funding formula, the Municipality Contribution Agreement (MCA), for host municipalities across the province.

We then contacted you to hear directly about potential changes to the MCA. I want to thank you for sharing your views, which we, in turn, shared with government.

As the Minister announced on May 17, 2013, OLG will be using a fair and equitable formula under the MCA to determine the fee municipalities receive for hosting an OLG gaming facility. This funding will continue to support local community priorities at the discretion of Council.

Under the new MCA formula, your municipality will receive:

- 5.25% on the first \$65 million of slot revenue;
- 3.0% on the next \$135 million of slot revenue;
- 2.5% on the next \$300 million of slot revenue;
- 0.5% on slot revenue above \$500 million; and
- the new element, 4.0% on current or future table game revenue.

The new funding formula will be retroactive to April 1, 2013 so it will be reflected in your Q1 payment made in July 2013, where applicable.

Jake Pastore, our Director of Municipal and Community Relations, will be in touch shortly to set up a meeting to go through the new MCA with you.

Sincerely,


Rod Phillips
President & CEO

Rod Phillips
President & CEO

4120 Yonge Street
Suite 500
Toronto, Ontario
M2P 2B8

4120, rue Yonge
Bureau 500
Toronto (Ontario)
M2P 2B8

Tel: (416) 224-7105
rphillips@olg.ca

www.olg.ca

5(c)

**Ministry of
the Environment**

Safe Drinking Water Branch
Sault Ste. Marie Area Office
70 Foster Drive, Suite 110
Sault Ste. Marie ON P6A 6V4

**Ministère de
l'Environnement**

Direction du contrôle de la qualité de l'eau potable
Bureau du secteur de Sault Ste. Marie
70, promenade Foster, bureau 110
Sault Ste. Marie, ON P6A 6V4



June 3, 2013

Malcolm White, City Clerk
The Corporation of the City of Sault Ste. Marie
Level IV - Civic Centre
99 Foster Drive, P.O. Box 580
Sault Ste. Marie, ON P6A 5N1

RE: Sault Ste. Marie Water Treatment System DWS # 260006685

Please find attached a copy of the inspection report based on the inspection and sampling carried out during the 2012-2013 cycle.

Please be advised that the inspection found only minor issues which need be corrected for next year's inspection. Ontario's Drinking Water regulations require that Annual Reports and the Summary report for municipal council be completed on time.

No other issues or concerns regarding compliance or best management practices were identified. It is recognized that the PUC continues to work to address complaints regarding taste and odour. The PUC is also continuing to work to identify a method to minimize the potential for exposure to lead to from older plumbing systems.

If you have any questions regarding the inspection report please contact me at any time.
Yours truly,

Stephen Rouleau, Senior Environmental Officer
Drinking Water Inspection Program

cc: Mr. Dominic Parrella, P.Eng, President and CEO, PUC Services Inc.
Mr. Dan Tonon, Manager, PUC Services Inc.
Ms. Rhonda Bateman, DWSP Coordinator, Sault Ste. Marie Region Conservation Authority
Ms. Sherri Cleaves, Director of Environmental Health, Algoma Public Health
Ms. Marnie Managhan, Drinking Water Supervisor, Ministry of the Environment

5(d)

TEMPORARY STREET CLOSURE - APPLICATION FORM

CONTACT NAME: Downtown Association Thana Vampio TELEPHONE: 942-2919

ADDRESS: 497 Queen St. POSTAL CODE: M6A 1Z8

The above person hereby makes application for the closing of

Queen St.

(Name of street to be closed)

from Pim Street to Dennis Street
(reference points - street numbers, cross streets, etc.)

on the 18 day of July, 2013 from 6 am/pm to 11 am/pm

for the purpose of Annual downtown street party.

APPROVALS SECTION:

1. Police Services, Traffic Dept.
Telephone 949-6300 ext 348
Fax 759-7820
580 Second Line East

2. Fire Services/Emergency Medical Services (EMS)
Telephone 949-3335/949-3387
Fax 949-2341
72 Tancred Street

Sgt. P. Magellan # 200 MAY 28 2013
Signature of Official

Signature of Official

3. Public Works & Transportation Dept.
Telephone 541-7000
Fax 541-7010
128 Sackville Road

4. Transit/Parking
Telephone 759-5320
Fax 759-5834
111 Huron Street

Signature of Official

Signature of Official

5. Central Ambulance Communication
Centre (C.A.C.C.)
Telephone 946-1227
Fax 945-8883
65 Old Garden River Road

6. Downtown Association
Telephone 942-2919
Fax 942-6368
496 Queen Street East
(QUEEN STREET CLOSINGS ONLY)

Signature of Official

Signature of Official

CITY CLERK SECTION:

City Council approval was received on _____ (date) _____ (By-law No.)

TEMPORARY STREET CLOSURE - APPLICATION FORM

CONTACT NAME: Downtown Association Thoma Vampio TELEPHONE: 942-2919ADDRESS: 497 Queen St. POSTAL CODE: M6A 1Z9

The above person hereby makes application for the closing of

Queen St.

(Name of street to be closed)

from Pim Street to Dennis Street
(reference points - street numbers, cross streets, etc.)on the 18 day of July, 20 13 from 6 am/pm to 11 am/pmfor the purpose of annual downtown street party.

APPROVALS SECTION:

1. Police Services, Traffic Dept.
Telephone 949-6300 ext 348
Fax 759-7820
580 Second Line East_____
Signature of Official2. Fire Services/Emergency Medical Services (EMS)
Telephone 949-3335/949-3387
Fax 949-2341
77 Tancred Street_____
Signature of Official3. Public Works & Transportation Dept.
Telephone 541-7000
Fax 541-7010
125 Sackville Road_____
Signature of Official4. Transit/Parking
Telephone 759-5320
Fax 759-5834
111 Huron Street_____
Signature of Official5. Central Ambulance Communication
Centre (C.A.C.C.)
Telephone 946-1227
Fax 945-8883
65 Old Garden River Road_____
Signature of Official6. Downtown Association
Telephone 942-2919
Fax 942-6368
496 Queen Street East
(QUEEN STREET CLOSINGS ONLY)_____
Signature of Official

CITY CLERK SECTION:

City Council approval was received on _____
(date) (By-law No.)

5(d)

TEMPORARY STREET CLOSURE - APPLICATION FORM

CONTACT NAME: Downtown Association Thom Vargo TELEPHONE: 942-2919ADDRESS: 497 Queen St. POSTAL CODE: P6A 1Z8

The above person hereby makes application for the closing of

Queen St.
(Name of street to be closed)from Palm Street to Pennis Street
(reference points - street numbers, cross streets, etc.)on the 18 day of July, 20 13 from 6 am/pm to 11 am/pmfor the purpose of annual downtown street party.

APPROVALS SECTION:

1. Police Services, Traffic Dept.
Telephone 949-6300 ext 348
Fax 759-7820
580 Second Line East2. Fire Services/Emergency Medical Services (EMS)
Telephone 949-3335/949-3387
Fax 949-2341
72 Tancred Street_____
Signature of Official_____
Signature of Official3. Public Works & Transportation Dept.
Telephone 541-7000
Fax 541-7010
128 Sagville Road4. Transit/Parking
Telephone 759-5320
Fax 759-5834
111 Huron Street_____
Signature of Official_____
Signature of Official5. Central Ambulance Communication
Centre (C.A.C.C.)
Telephone 946-1227
Fax 945-6883
65 Old Garden River Road6. Downtown Association
Telephone 942-2919
Fax 942-6368
496 Queen Street East
(QUEEN STREET CLOSINGS ONLY)_____
Signature of Official_____
Signature of Official

CITY CLERK SECTION:

City Council approval was received on _____
(date) (By-law No.)

5(d)

TEMPORARY STREET CLOSURE - APPLICATION FORM

CONTACT NAME: Downtown Association Thana Vayno TELEPHONE: 942-2919

ADDRESS: 497 Queen St. POSTAL CODE: R6A 1Z8

The above person hereby makes application for the closing of

Queen St.

(Name of street to be closed)

from Pim Street to Dennis Street

(reference points - street numbers, cross streets, etc.)

on the 18 day of July, 20 13 from 6 am/pm to 11 am/pm

for the purpose of Annual downtown street party.

APPROVALS SECTION:

1. Police Services, Traffic Dept.
Telephone 949-6300 ext 348
Fax 759-7820
580 Second Line East

2. Fire Services/Emergency Medical Services (EMS)
Telephone 949-3335/949-3387
Fax 949-2341
72 Tancred Street

Signature of Official

Signature of Official

3. Public Works & Transportation Dept.
Telephone 541-7000
Fax 541-7010
128 Sackville Road

4. Transit/Parking
Telephone 759-5320
Fax 759-5834
111 Huron Street

Signature of Official

Signature of Official

5. Central Ambulance Communication
Centre (C.A.C.C.)
Telephone 946-1227
Fax 945-6883
65 Old Garden River Road

6. Downtown Association
Telephone 942-2919
Fax 942-6368
496 Queen Street East
(QUEEN STREET CLOSINGS ONLY)

Signature of Official

Signature of Official

CITY CLERK SECTION:

City Council approval was received on _____
(date) (By-law No.)

5(d)

TEMPORARY STREET CLOSURE - APPLICATION FORM

CONTACT NAME: Downtown Association Town Village TELEPHONE: 942-2919

ADDRESS: 497 Queen St. POSTAL CODE: K6A 1Z8

The above person hereby makes application for the closing of

Queen St.

(Name of street to be closed)

from Plum Street to Dennis Street
(reference points - street numbers, cross streets, etc.)

on the 18 day of July, 20 13 from 6 am/pm to 11 am/pm

for the purpose of annual downtown street party

APPROVALS SECTION:

1. Police Services, Traffic Dept.
Telephone 949-6300 ext 348
Fax 759-7820
580 Second Line East

2. Fire Services/Emergency Medical Services (EMS)
Telephone 949-3335/949-3387
Fax 949-2341
72 Tancred Street

Signature of Official

Signature of Official

3. Public Works & Transportation Dept.
Telephone 541-7000
Fax 541-7010
128 Sackville Road

4. Transit/Parking
Telephone 759-5320
Fax 759-5834
111 Huron Street

Signature of Official

Signature of Official

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Telephone 946-1227
Fax 945-6883
65 Old Garden River Road

6. Downtown Association
Telephone 942-2919
Fax 942-6368
496 Queen Street East
(QUEEN STREET CLOSINGS ONLY)

Signature of Official

Signature of Official

CITY CLERK SECTION:

City Council approval was received on _____
(date) (By-law No.)

5(e)



Portuguese Canadian Association
Of Sault Ste. Marie, Ontario, Canada

To:
City Clerk
Sault Ste. Marie

2013 May27

RECEIVED CITY CLERK
MAY 27 2013
NO.: 52731
DIST: _____

From: Portuguese Canadian Association of Sault Ste. Marie
5 Cornwall St.
Sault Ste. Marie, On. P6C 1C4

Re: Request for a Letter of No Objection to Proposed Temporary
Extended Licensed Area.
Barbeque/picnic- July 6, 2013 from 12:00 to 08:00 p.m.

The following is submitted as per Alcohol and Gaming Commission guidelines. The Portuguese Club holds a liquor license. Each summer, the Association holds a picnic/barbeque on Club grounds, adjacent to the main hall. In order to extend the liquor license outdoors, a Letter of No Objection from the Municipal Clerk is necessary and hereby requested. The event planned has become an annual one. The event is not open to the general public, but is for family, friends and acquaintances of Club members. The number of people expected is approx. 80. This event has proven popular and uneventful in the past. As per guidelines, the following agencies have been contacted under separate cover: Algoma Health Unit, Sault Ste. Marie Police Services, Sault Ste. Marie Fire Services and Sault Ste. Marie Building Department
For any questions, please contact either of the undersigned.

Thank you.

Sincerely,

Manuel Barros
President of the Association
705-946-5249
mbarros@steelspeed.com

George Silva, Vice President
705-542-3658
george.h.silva@gmail.com

5(e)



Great Northern Retirement Home

"Comfortably secure, carefree living"

June 3rd, 2013

RECEIVED
CITY CLERK
JUN 04 2013
NO.: 52742
DIST: Agenda

M. White, City Clerk
99 Foster Drive
Sault Ste. Marie, Ontario
P6A 5N1

Dear Mr. White,

We are once again, seeking to obtain a Special Occasion Permit for our Family Fun Day. It will be held on Friday July 12th, 2013 from 3 p.m. until 7 p.m. It will include a B.B.Q., musical entertainment and a pub.

Thank You

Wanda McQueen
Activity Coordinator

5(e)

G. MARCONI SOCIETY
450 ALBERT STREET WEST
SAULT STE. MARIE, ON P6A 1C3
T 705 942-5556 F 705 942-8902
marconi.club@gmail.com
marconiclub.ca

May 30, 2013

Mr Malcolm White
City Clerk
99 Foster Drive, P.O. Box 580
Sault Ste. Marie, ON P6A 2N1

Dear Sir:

The G. Marconi Society is organizing the Annual ITALIAN FESTIVAL, to be held Sunday, July 14, 2013 on the Marconi Club parking lot.

Outdoor activities will commence at 12:00 pm outdoors and will continue indoors until 1:00 am.

We will feature rides, games and entertainment for all ages.
Food and refreshments will be served throughout the day.

We are asking approval from City Council.

We thank you in advance.

Sincerely



Tony Celli
President
G. Marconi Society



Domenic Carota
Manager
G. Marconi Society

CC: Algoma Health Unit
Sault Ste Marie Police Department
Sault Ste. Marie Fire Department
City of Sault Ste. Marie Building Department

OUTSTANDING COUNCIL RESOLUTIONS

Revised 2013 05 31

COUNCIL DATE	SUBJECT OF RESOLUTIONS	SPONSORED BY	REPORTING DEPARTMENT	COMMENTS/STATUS
9-May-2011	Report on increasing safety measures possibly lowering speed limit on Great Northern Road from Fifth Line into City	P. Mick L. Turco	Police PWT	December 2013 (litigation pending)
9-May-2011	Review of parking requirements – Kohler and Simpson Streets, Leo, McGregor and Riverview Avenue; public consultation and report back	M. Bruni T. Sheehan	PWT	October 2013
14-May-2012	Report on petition requesting renaming an existing street Heritage Drive	F. Fata T. Sheehan	Engineering and Planning	June 2013
28-May-2012	Review issues and bring forth solutions regarding downtown parking	S. Myers B. Watkins	Engineering and Planning, PWT	September 2013
12-Jun-2012	Report on possible reduction to landfill fees for Kidney Clothes and similar organizations	R. Niro S. Butland	PWT, Legal	September 2013
16-Jul-2012	Report on what mobility devices and other motorized vehicles should be allowed access to the Hub Trail	S. Butland L. Turco	CSD (PRAC), Legal, Police	September 2013
13-Aug-2012	Report on installing adult-oriented fitness equipment in waterfront area parkland	S. Butland P. Christian	PRAC/CSD	June 2013
10-Sep-2012	Report recommending protocol with respect to cell towers – location rationale, required permits, aesthetics, financial consideration, consultation	S. Butland P. Christian	Planning	June 2013
19-Nov-12	Report – Film and television production in Sault Ste. Marie	F. Fata S. Myers	EDC	June 2013

564
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OUTSTANDING COUNCIL RESOLUTIONS

Revised 2013 05 31

COUNCIL DATE	SUBJECT OF RESOLUTIONS	SPONSORED BY	REPORTING DEPARTMENT	COMMENTS/STATUS
3-Dec-2012	Report on request to designate the John Rowsell Hub Trail as part of the Trans Canada Trail	J. Krmpotich P. Christian	Planning	September 2013
04-Feb-13	Preliminary study on the possible development of an international market place on or near the waterfront, in proximity to our downtown core.	P. Christian S. Butland	EDC	September 2013
04-Mar-13	Training for Councillors under Safe Drinking Water Act	P. Christian J. Krmpotich	PUC	November 2013
04-Mar-13	Report – Traffic light at Kohler and Queen Streets	T. Sheehan S. Butland	PWT	May 2013
08-Apr-13	Report – tax rebates for seniors	S. Myers P. Mick	Finance	August 2013
27-May-13	Report – review options re: Walk of Fame (damage to leaves)	S. Myers S. Butland	PWT CSD	September 2013

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31

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Ontario Family Fishing Events

Fish Licence-Free July 6 - 14, 2013

OFAH FILE: 422FFE

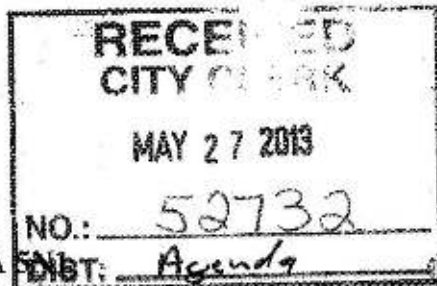
May 17, 2013

Donna Irving

City of Sault Ste. Marie

99 Foster Drive, Box 580

Sault Ste. Marie, Ontario P6A



Dear: Donna Irving

SUBJECT: Ontario Family Fishing Events celebrates 20 years of licence-free fishing this summer July 6-14, 2013

Ontario Family Fishing Events (OFFE) is a wonderful initiative that invites new anglers out onto the waters to cast a line. This year marks 20 years of licence-free fishing for the summer events.

Each year, the Ontario Government designates two periods throughout the year as license-free, one in February and one in July. During all other time periods, Canadian residents between the ages of 18 and 64 years must purchase an OUTDOORS card and a fishing license to legally fish in Ontario. This year, the summer licence-free days are scheduled for July 6-14, 2013. During these nine days many fish festivals, clinics, or conservation and educational activities may be held in your area.

Please help raise awareness for these licence-free days by adding July 6-14, 2013 to any summer events calendar in which you participate. In addition, please consider "declaring" these dates as Ontario Family Fishing Events.

If you require any further information please contact us at offe@ofah.org or (705) 748-6324 ext. 254, or visit www.ontariofamilyfishing.com.

Yours in Conservation,

Like us on Facebook and follow us on Twitter! (@onfamfish)



This is also a great tool to use for promoting your event.

Rachel Pearson

Conservation Outreach Programs Coordinator

/rp



Recreation and Outdoors
Ontario



CSIA
Canadian Sport Instructors Association



Ontario Family Fishing Events

Ontario Federation of Anglers and Hunters • 4601 Guthrie Drive • Peterborough, Ontario • K9J 8L5 • (705) 748-6324 ext. 254

STRATEGIC GROWTH PLAN

The Ontario Finnish
Resthome Association
(OFRA)

721 North Street
Sault Ste. Marie, ON P6B 5Z3

EXECUTIVE SUMMARY

Executive Summary

In September 1971, various Finnish groups from across the province of Ontario came together to found The Ontario Finnish Resthome Association (OFRA). Since then, OFRA has blossomed into what could be best described as “the quintessential Canadian experience”, opening its doors to all members of the community and becoming a mosaic of diverse cultures.

The Ontario Finnish Resthome Association is a charitable, non-profit organization whose mission is to provide accommodation, care and other supportive services for the health and welfare of aged persons in keeping with their special needs and wishes, without regard to race, colour, creed, nationality or place of origin, in an atmosphere conducive to their social and individual dignity and well-being.

With the ever-growing need for additional senior independent living accommodations and long-term care beds in the District of Algoma, The Ontario Finnish Resthome Association is taking a series of steps with their *Multi-Faceted Revitalization & Strategic Growth Plan* which when completed, will see an additional 171 homes for seniors in our community.

Over the past four decades, The Ontario Finnish Resthome Association has expanded its senior living accommodations and support services into the three sites that exist today:

- Suomi Eesti Maja (SEM) – Built 1976
Independent Living Apartment Building (134 Units)
- Kotitalo – Built 1982
Assisted Living Building (101 Units)
- Mauno Kaihla Koti (MKK) – Built 1991
Nursing Home (63 Beds)

Since the release of the 2011 Canadian Census by Statistics Canada, it has become well known that the senior population within the District of Algoma is quite high (20.8 %) and is only expected to increase over the next two decades. Consequently, our community is fast approaching a crisis level shortage of senior living options and support services.

OFRA has worked hard to build a reputation for providing exceptional care to its residents - a level of care that is unparalleled. However, in order for OFRA to continue to provide this level of excellence and meet the expanding needs of our community's seniors in the future, OFRA must be proactive and plan for the future now. It is this commitment to excellence and concern for the needs of our community's seniors (both now and in the future) that is the driving force behind our *Multi-Faceted Revitalization & Strategic Growth Plan*.

OFRA knows firsthand the need and value of senior independent living apartments in the District of Algoma. At present, the wait list for our own independent living building Suomi Eesti Maja, ranges from five to six years and the shortest wait list for independent living in Sault Ste. Marie is approximately two years.

Of even more concern is the lack of long-term care beds available in Sault Ste. Marie. The recent closure of the interim long-term care beds at the former Plummer Hospital site has created a backlog to the extent that the facilitation of long-term care in our community is inefficient and ineffective at best. According to the North-East LHIN as of April 25, 2013, there were 253 seniors in our community awaiting long-term care placement. In the meantime, 177 of them are trying to cope in their own home or retirement home while the other 76 are left with no other option but to occupy greatly needed beds in our district hospitals.

After much discussion, consultation and deliberation of the above-noted factors, The Ontario Finnish Resthome Association's Board of Directors chose to respond by developing a multi-year, multi-faceted, revitalization and strategic growth plan that will eventually see OFRA nearly double in physical size and resident capacity.

One step in The Ontario Finnish Resthome Association's plan for growth is the construction of a new seniors' independent living apartment building. The total cost for this building project is an estimated \$16 million. To assist with these costs, OFRA recently launched their capital campaign, *Uusi Kotti – A New Home: Campaign for Seniors Independent Living*, with a goal of raising a minimum of \$4 million.

Another step involves OFRA answering the North-East LHIN's recent call for applications to operate the licence for 50 interim long-term care beds. If approved, OFRA will commence construction of a 113-bed long-term care nursing home. If denied, OFRA will instead construct a 60-bed long-term care nursing home. Regardless of the number of long-term care beds decided upon, the building of our new nursing home will allow for the renovation and conversion of our current nursing home in to 40 assisted living units for high-risk seniors.

Originally, OFRA's construction a new long-term care nursing home was planned to begin in a few years time however, the North-East LHIN's recent call for applications for a licensee to implement the 50 interim long-term care beds has accelerated our timetable. As such, OFRA is now not only in a position to upgrade their existing 63 bed long-term nursing home but, have the opportunity to increase its size and build a 113 bed facility that will accommodate the 50 interim beds.

Once OFRA's *Multi-Faceted Revitalization & Strategic Growth Plan* is completed, there will be 171 additional senior accommodations in our district:

- 81 independent living units
- 50 long-term care nursing home beds (pending approval by NE LHIN)
- 40 assisted living units for high risk seniors

This increase in new accommodations, added to our existing number of independent living, assisted living and long-term care beds, will bring the total number of senior homes and support services OFRA provides to 471.

The time for our seniors is now! The need for senior independent living, assisted living and long-term care is at an all-time high. The Ontario Finnish Resthome Association is in a position to make a substantial, positive impact to address this need and is looking to the City of Sault Ste. Marie to support these efforts in three ways:

1. Poised to break ground for the construction of a new seniors' independent living apartment building in Spring, 2014, as a charitable, non-profit organization, OFRA asks that City Council pass a resolution to reinstate the Municipal Tax Increment Rebate Program. A resolution to this effect will go a long way to ease OFRA's financial burdens from a \$16 million construction project in its first few years of operation.
2. Recognizing that the construction of the access and service road for OFRA's new independent living building is an ideal time and opportunity, OFRA asks that City Council pass a resolution for the construction of a hub trail spoke through the OFRA property.
3. With the approval of the 50 interim long-term care bed from the NE-LHIN, The Ontario Finnish Resthome Association will be ready to begin the design and construction of a new, 113-bed long-term care nursing home in the very near future. As well, OFRA will be able to renovate and convert their existing nursing home into 40 additional assisted living units for high-risk seniors. OFRA is asking that City Council pass a resolution that endorses its long-term care redevelopment plan and encourages support from the NE-LHIN and Ontario's Ministry of Health and Long-Term Care.

RESOLUTIONS

Resolution 1

Whereas the Ontario Finnish Resthome Association (OFRA) is a charitable, non-profit organization which provides accommodation, care and other supportive services for the health and welfare of aged persons in our community; and

Whereas the OFRA is proposing to construct a new 81 unit Senior Independent Living Building; and

Whereas this facility will greatly assist in meeting the existing and future needs of the growing senior population in our community; and

Whereas the estimated \$16.4 million cost is a significant financial undertaking for OFRA;

Therefore Be it Resolved that City Council direct appropriate staff to provide a report on the process and requirements to re-instate a Municipal Tax Increment Rebate Program for new Rental Housing as was previously provided in the Downtown Area.

Resolution 2

Whereas the City's Cycling Master Plan recommends the construction of a Hub Trail spoke through the Ontario Finnish Resthome Association property from North Street to the Fort Creek section of the Hub Trail to provide a safe and scenic alternative to Second Line East; and

Whereas the OFRA supports the development of this spoke on the Resthome property; and

Whereas City Council has approved funding for the design of this spoke as part of the 2013 budget; and

Whereas considerable cost savings are expected by constructing this spoke as part of the planned site improvements on the OFRA property;

Therefore Be It Resolved that City staff be authorized to enter into a contract with STEM Engineering at a cost not to exceed \$15,000 for the design and contract administration of this section of the Hub Trail.

Resolution 3

Whereas the Ontario Finnish Resthome Association (OFRA) is a charitable, non-profit organization which provides accommodation, care and other supportive services for the health and welfare of aged persons in our community; and

Whereas the Provincial mandate is for all nursing homes to be upgraded to Class-A structurally compliant facility; and

Whereas OFRA currently operates a 63 bed Long Term Care facility; and

Whereas the NE-LHIN has a Call-For-Applications for 50 additional interim Long Term Care (LTC) beds; and

Whereas construction of a new 113 bed LTC Home would permit the redevelopment of the existing nursing home facility into 40 assisted living apartments for "High Risk" seniors;

Therefore Be It Resolved that City Council strongly endorses the OFRA Long Term Care Redevelopment Plan and requests that NE—LHIN and the Ministry of Health and Long Term Care grant the necessary approvals as soon as possible.

POWERPOINT PRESENTATION

The Ontario Finnish Resthome Association

A Multi-Faceted Revitalization & Strategic Growth Plan

Todd Slotegraaf – OFRA Board Chair
Lewis Massad – Senior Executive Director

Agenda

- * Background
- * New Senior Independent Living Building
 - * Resolution 1
- * Connecting to The John Rowsell Hub Trail
 - * Resolution 2
- * Long Term Care Home Redevelopment
 - * Resolution 3

Our History

The Ontario Finnish Resthome Association (OFRA)
is a charitable, non-profit organization
founded in September 1971
by various groups across Ontario,
comprised of people steeped in Finnish culture and traditions.

Our Mission

To provide accommodation, care and other supportive services
for the health and welfare of aged persons
in keeping with their special needs and wishes,
without regard to race, colour, creed, nationality or place of origin,
in an atmosphere conducive to their social and individual
dignity and well-being.

The OFRA Community

- * Suomi Eesti Maja (SEM) – Built 1976
 - * Independent Living Apartment Building (134 Units)
- * Kotitalo – Built 1982
 - * Assisted Living Building (101 Units)
- * Mauno Kaihla Koti (MKK) – Built 1991
 - * Nursing Home (63 Beds)

The Time for our Seniors is Now

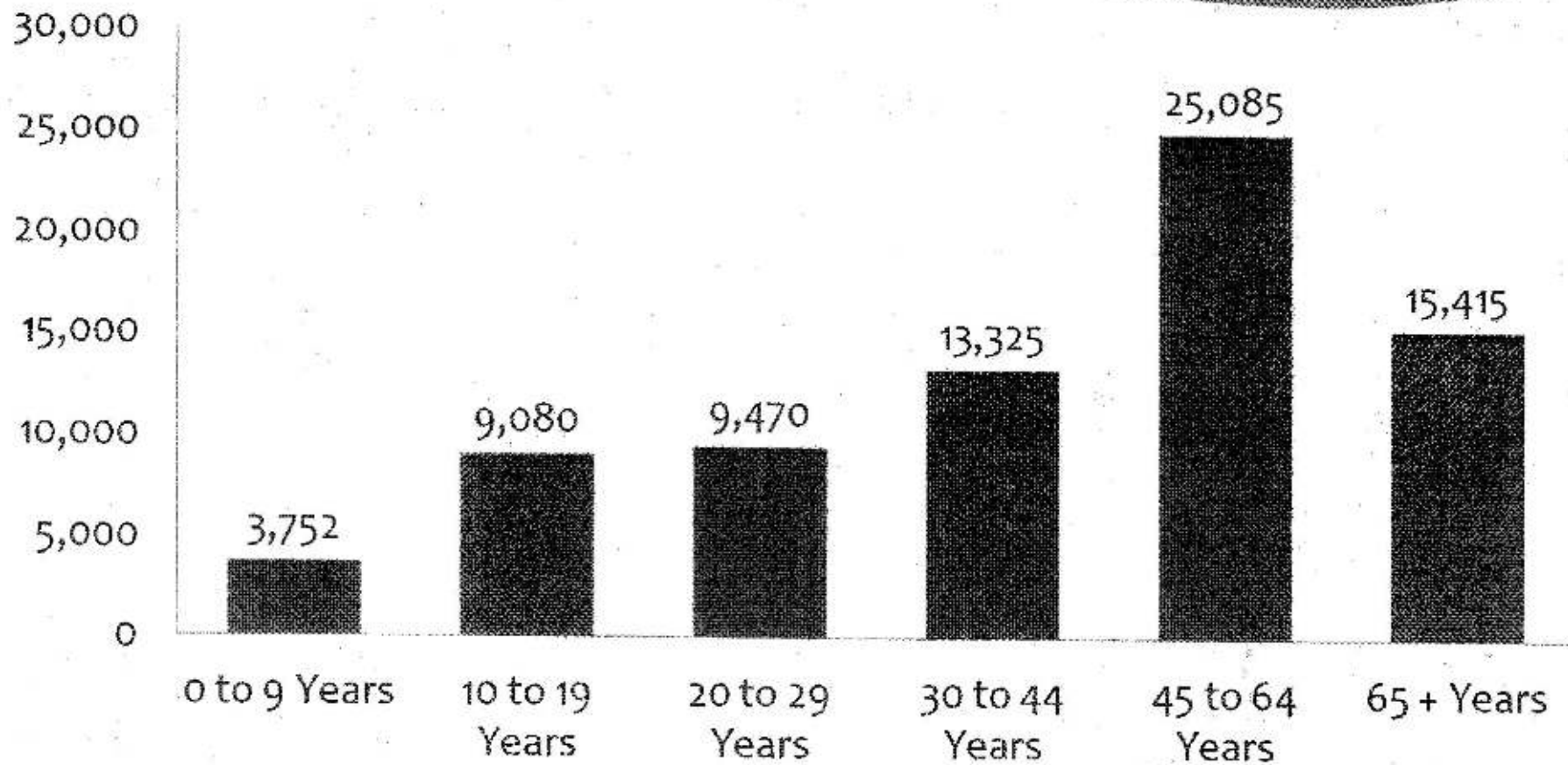
*20.8% of the population in the District of Algoma
is aged 65 years and over... by the year 2036 this
will grow to at least 25%
(Statistics Canada 2011 Census)*

*OFRA's current wait list for independent living is 5-6 years

*Shortest wait time within our city is approximately 2 years

Sault Ste. Marie Population By Age

(2011 Canadian Census)



Component 1:
New Seniors
Independent Living Building

Why Build? Why Now?

- * Assist in meeting the existing and future needs and demands of the rising senior population in our community
- * Corresponds with City's goal of WHO's Age-Friendly City designation
- * Corresponds with what seniors rate as highest priorities to have access to in relation to their quality of life:
 1. Information
 2. Healthcare
 3. Housing
 4. Income Security
 5. Safety & Security
 6. Social Contacts & Networks
 7. Transportation

(Canadian Journal of Public Health, 2004
National Participatory Research Study)

Our New Building

- * Will consist of:

- * 5 stories

- * 81 Units

- * 52-one bedroom (575 sq. ft.)

- * 29-two bedrooms (725 sq. ft.)

- * Will provide:

- * Continuum of care services available upon resident request

- * Connecting link to The John Rowsell Hub Trail

- * Seniors mental health office space (proposed)

Our New Building

- * Designed by david ELLIS architect inc.
- * Service and access road installation expected late Fall 2013
- * Building construction expected to start Spring 2014
- * Physical Size
 - * Total area: 75,800 square feet
 - * Footprint: 14,600 square feet
- * OFRA will endeavour to secure local contractors and suppliers

Component 1: Construct Seniors Independent Living Building

- * Project costs estimated at \$16 million
 - * \$4 million Uusi Koti – A New Home: Campaign For Seniors Independent Living Capital Campaign
 - * \$12 million in infrastructure loans from the province
- * Currently 120+ applicants on wait list for our new building

New Building Project Budget

* Service Road & Site Development	\$ 724,000
* Building Construction	\$12,622,000
* Architectural & Engineering Fees	\$ 815,000
* Other (furnishings, legal, insurance, etc.)	\$ 331,000
* HST	\$ <u>1,908,000</u>

Total \$16,400,000



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Together We Can Make It Happen!



5/1/17

Resolution 1

Whereas the Ontario Finnish Resthome Association (OFRA) is a charitable, non-profit organization which provides accommodation, care and other supportive services for the health and welfare of aged persons in our community; and

Whereas the OFRA is proposing to construct a new 81 unit Senior Independent Living Building; and

Whereas this facility will greatly assist in meeting the existing and future needs of the growing senior population in our community; and

Whereas the estimated \$16.4 million cost is a significant financial undertaking for OFRA;

Therefore Be it Resolved that City Council direct appropriate staff to provide a report on the process and requirements to re-instate a Municipal Tax Increment Rebate Program for new Rental Housing as was previously provided in the Downtown Area.

5/5/1

Component 2:
Construct Link to
The John Rowswell Hub Trail

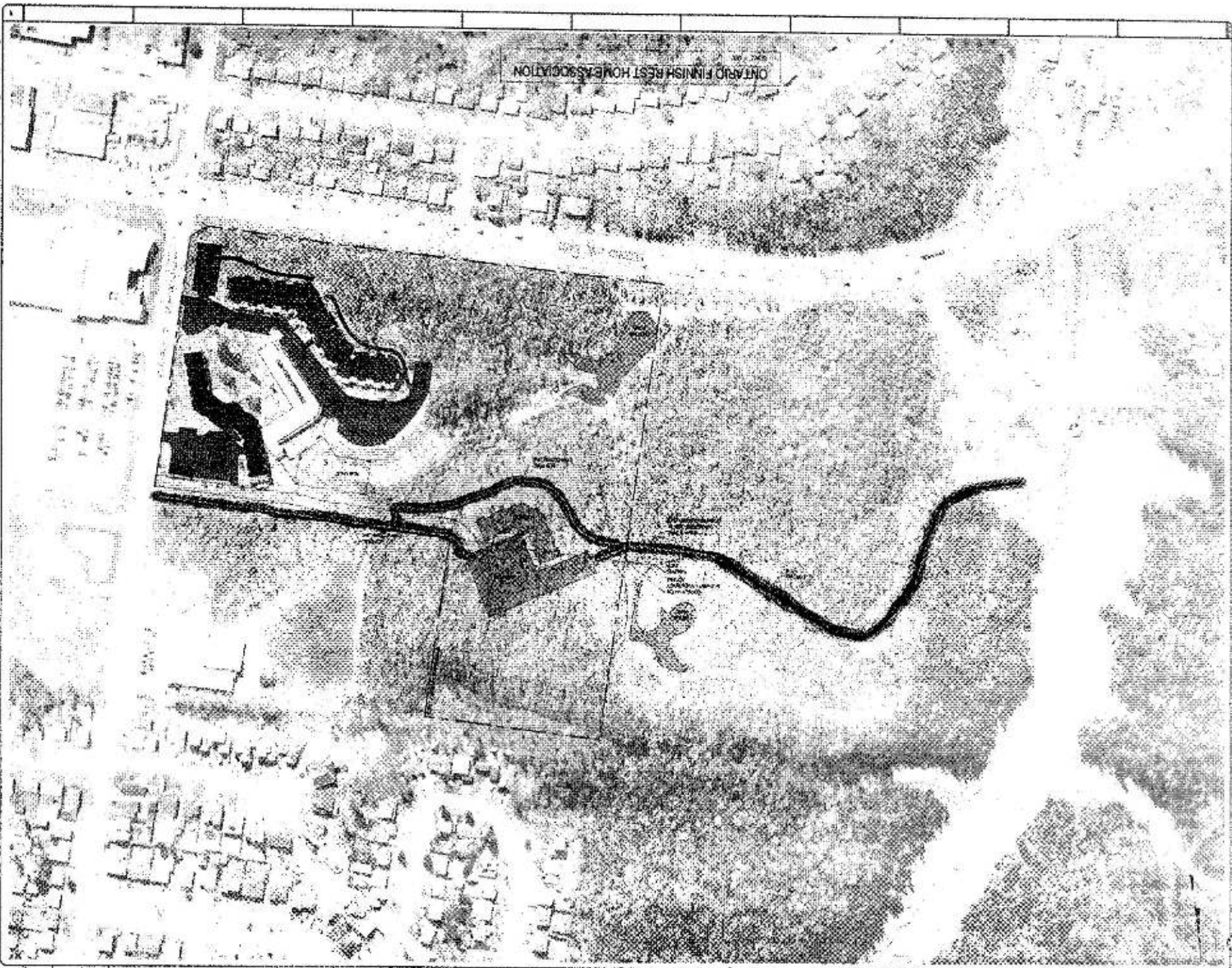
Why Connect? Why Now?

- * Construction of OFRA's service and access road is ideal time to construct connecting link to The John Rowsell Hub Trail
- * Timing also ideal to construct connecting link to hub trail through nearby Conservation Authority property
- * OFRA's new parking lot will provide relief of parking overflow for hub trail users
- * Corresponds with City's goal of Age-Friendly City designation
- * Will increase the number of seniors accessing/using the hub trail

Why Connect? Why Now?

- * Fort Creek is the most used section of the Hub Trail - with 54.10% of visitors using this section
- * When surveyed users indicated that the Fort Creek section is by-far their favorite section – with 55.8% of visitors indicating it was their favorite
- * Fort Creek has seen a spike in usage over the past 3 years. Trail usage is up 62% from 2011 to 2012

516



ONTARIO FINNISH REST HOME ASSOCIATION

Resolution 2

Whereas the City's Cycling Master Plan recommends the construction of a Hub Trail spoke through the Ontario Finnish Resthome Association property from North Street to the Fort Creek section of the Hub Trail to provide a safe and scenic alternative to Second Line East; and

Whereas the OFRA supports the development of this spoke on the Resthome property; and

Whereas City Council has approved funding for the design of this spoke as part of the 2013 budget; and

Whereas considerable cost savings are expected by constructing this spoke as part of the planned site improvements on the OFRA property;

Therefore Be It Resolved that City staff be authorized to enter into a contract with STEM Engineering at a cost not to exceed \$15,000 for the design and contract administration of this section of the Hub Trail.

Component 3:
Long Term Care (LTC)
Redevelopment

Why a New Nursing Home? Why Now?

“The North-East Community Care Access Centre confirms that there are 177 clients in community waiting for Long Term Care placement (living in their own home, retirement home or apartment) and another 76 clients in another location (hospital or LTCH) waiting for Long-Term Care Placement”

Louise Paquette, CEO
North-East LHIN
(April 25th, 2013)

2/11

Why a New Nursing Home?

Why Now?

- * OFRA's current nursing home is Class-B structural compliant facility with 63 LTC beds
 - * Provincial mandate is for all nursing homes to be upgraded to Class-A
- * Provide 50 additional LTC beds in the community
- * Provide the benefits of a Class-A upgrade:
 - * Palliative care rooms
 - * Increased room size
 - * Personal bathrooms

Component 3: Long Term Care Redevelopment

PART 1: OBTAIN INTERIM BED LICENCES

- * OFRA will answer NE-LHIN's Call-For-Applications to operate our City's 50 interim beds
 - * Until new nursing home is built, OFRA will lease appropriate facility (estimated 2 years)
 - * Obtain the appropriate resources to operate the interim beds
- * In the event the interim bed licence expires, OFRA will convert them into additional assisted living units for High Risk seniors

Component 3: Long Term Care Redevelopment

PART 2: CONSTRUCT NEW NURSING HOME

- * Work with NE-LHIN and MOHLTC for approval and funding to design and construct a new 113 bed LTC Home
 - * (63 Existing Beds & 50 New Interim)

Component 3: Long Term Care Redevelopment

PART 3: CONVERT EXISTING NURSING HOME INTO ASSISTED LIVING UNITS

- * OFRA will convert its existing nursing home into 40 assisted living apartments for seniors deemed High Risk

LTC Redevelopment Budget

* Construction of Nursing Home	\$15,000,000
* Conversion of Existing Nursing Home to Assisted Living	\$ <u>400,000</u>
Total	\$15,400,000

Resolution 3

Whereas the Ontario Finnish Resthome Association (OFRA) is a charitable, non-profit organization which provides accommodation, care and other supportive services for the health and welfare of aged persons in our community; and

Whereas the Provincial mandate is for all nursing homes to be upgraded to Class-A structurally compliant facility; and

Whereas OFRA currently operates a 63 bed Long Term Care facility; and

Whereas the NE-LHIN has a Call-For-Applications for 50 additional interim Long Term Care (LTC) beds; and

Whereas construction of a new 113 bed LTC Home would permit the redevelopment of the existing nursing home facility into 40 assisted living apartments for "High Risk" seniors;

Therefore Be it Resolved that City Council strongly endorses the OFRA Long Term Care Redevelopment Plan and requests that NE-LHIN and the Ministry of Health and Long Term Care grant the necessary approvals as soon as possible.

What OFRA's Multi-Faceted Revitalization & Strategic Growth Plan Means for Our Community

- * 85 new positions at OFRA (65 healthcare, 20 other)
- * Significant increase to quality of life for many seniors
- * 171 **Additional** homes for our community's seniors
 - * 81 independent living
 - * 40 Assisted living
 - * 50 Long Term Care
 - * Palliative Care Rooms

In Summation

- * Therefore Be it Resolved that City Council direct appropriate staff to provide a report on the process and requirements to re-instate a Municipal Tax Increment Rebate Program for new Rental Housing as was previously provided in the Downtown Area.
- * Therefore Be It Resolved that City staff be authorized to enter into a contract with STEM Engineering at a cost not to exceed \$15,000 for the design and contract administration of this section of the Hub Trail.
- * Therefore Be It Resolved that City Council strongly endorses the OFRA Long Term Care Redevelopment Plan and requests that NE—LHIN and the Ministry of Health and Long Term Care grant the necessary approvals as soon as possible.

Thank You – Kiitos!!



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LETTERS OF SUPPORT

DEBBIE AMAROSO
MAYOR



Ontario Canada

Celebrate 100!

1912 - 2012

CORPORATION OF THE
CITY OF SAULT STE. MARIE

November 21, 2012

Kim LeBlanc-Turpin
Director, Fundraising Campaign
The Ontario Finnish Resthome Association
721 North Street
Sault Ste. Marie, Ontario P6B 5T7

SUBJECT: *Uusi Koti – A New Home Campaign* ~ The Ontario Finnish Resthome Association (OFRA)

Dear Mrs. LeBlanc-Turpin,

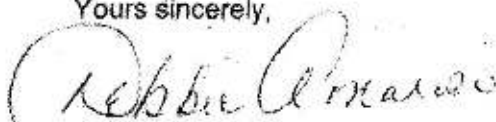
On behalf of the City of Sault Ste. Marie, I wish to express my support for OFRA's Campaign for Senior's Independent Living.

As part of the community goals for improved quality of life, health, culture and recreation for the residents of the Sault this Council has committed to laying the ground work for becoming more age-friendly. As such the City of Sault Ste. Marie is in the process of becoming part of the World Health Organization's (WHO) network of Age-Friendly Cities. In June 2012 the City received a temporary designation from the WHO Age-Friendly network. The City encourages and supports the efforts of the non-profit and private sectors to explore, discuss and bring forward new and innovative delivery models for affordable housing.

The Corporation of the City of Sault Ste. Marie is responsible for the delivery of Social Services in Sault Ste. Marie and as a result is acutely aware of the growing need and shortage of affordable housing in our community and especially how the deficit will impact our senior population. It is important as part of the infrastructure for our ageing community that we have affordable, appropriately located, well-built/designed and secure housing available. I applaud the OFRA Directors for sharing in this kind of community vision. OFRA has been a strong community partner since its inception in 1976, during that time it has matured into a premier senior care facility.

The City of Sault Ste. Marie is in support of this initiative and is happy to see that OFRA is taking action to meet the growing needs of our community's seniors. With OFRA approaching its 40th anniversary, it's an exciting time to see what's in store for the next chapter at OFRA. I hope that OFRA, your staff and Board Members are successful in receiving the support needed to assist with this most vital endeavour.

Yours sincerely,


Debbie Amaroso
MAYOR



LEGISLATIVE ASSEMBLY
DAVID ORAZIETTI, M.P.P.
SAULT STE. MARIE

June 3, 2013

Mayor Debbie Amaroso & City Council
Civic Centre - 99 Foster Drive
Sault Ste. Marie ON

Dear Mayor and Council:

Re: The Ontario Finnish Resthome Association's Revitalization and Strategic Growth Plan

I am writing today regarding the Ontario Finnish Resthome Association's (OFRA) request for a City resolution of endorsement and financial support for their *Revitalization and Strategic Growth Plan*

OFRA has become a strong community partner since its inception in 1976 and is open to serving all area residents. Over time, the home has grown into a multicultural, multi-faceted and highly regarded senior care facility in Sault Ste. Marie. As the home approaches its fourth decade of operation the organization is seeking to take another step in modernizing to meet current and future needs.

In order to meet the needs of our community's growing senior demographic, OFRA has decided to enter a period of growth and revitalization that began with them launching their capital campaign. The Uusi Koti Campaign is just one of the many components that make up their *Revitalization and Strategic Growth Plan*.

The recently completed 256 bed long term care home, Extendicare Maple View is an example of our government's continuing commitment to expand and improve health care infrastructure in Sault Ste. Marie. In fact, since 2003, our government has increased funding for long-term care from \$2.12 billion to \$3.76 billion. In addition we have created 9,322 more beds and hired 10,000 more staff in long-term care homes since 2003.

I have met with OFRA representatives and will continue to advocate on their behalf with the Ministry of Health and Long-Term Care and the North East Local Health Integration Network (North East LHIN), as this project moves forward.

Sincerely,

David Oraziotti, MPP
Sault Ste. Marie

- c. Minister Deb Matthews, Ministry of Health and Long-Term Care
- Elaine Pitcher, Chair, North East LHIN
- Louise Paquette, CEO, North East LHIN

5(h)

Ottawa

Room 1120, 151 Sparks Street La
Promenade Bldg.
Ottawa, ON K1A 0A6
TEL.: (613) 992-9723
FAX: (613) 992-1954



House of Commons
Canada

Constituency

369 Queen Street East, Suite 100
Sault Ste. Marie, ON P6A 1Z4
TEL.: (705) 941-2900
FAX.: (705) 941-2903

Bryan Hayes

Member of Parliament for Sault Ste. Marie
www.bryanhayes.ca

May 31, 2013

To Whom It May Concern,

The Ontario Finnish Rest Home Association (OFRA) is one of Sault Ste. Marie's most exceptional residential communities for seniors. OFRA is well known in our community and the District of Algoma for providing excellent care and support to its residents. Currently, 20.8% of the population of the District of Algoma are senior citizens aged 65 years and over and this rate is expected to grow exponentially throughout the next two decades. The need for senior housing is great. Providing homes for seniors is an undertaking that is done at a community level and OFRA has stepped up to meet these demands.

The *Uusi Koti – A New Home Campaign* plans to build a new 82-unit independent living apartment building with a continuum of care and also a long-term care facility bringing 50 new beds to the Sault. Potentially bringing 85 new jobs to Sault Ste. Marie and a \$30 million construction project over 4 years, this project supports growth and job creation in the community and speaks to the growing needs of our seniors.

I support the Ontario Finnish Rest Home Association's *Uusi Koti – A New Home Campaign* as they raise funds for the construction of a new seniors' independent living apartment building.

Sincerely,

Bryan Hayes, MP

Sault Ste. Marie and Area

/mw

April 25, 2013

Sent via e-mail

Mr. Todd Slotegraaf
Chair, Ontario Finnish Resthome Association
725 North Street
Sault Ste. Marie
P6B 5Z3

Dear Mr. Slotegraaf,

RE: Long-Term Care Redevelopment

As the Chief Executive Officer of the North East Local Health Integration Network (NE LHIN) I feel compelled to provide some context and comment on your letter, dated April 3, 2013, addressed to the Honorable Deb Matthews, regarding your concern for seniors care in our community of Sault Ste. Marie.

The NE LHIN certainly views Seniors' care as a priority. Currently, the NE LHIN is discussing several proposals with the Ministry of Health as part of the Alternate Level of Care (ALC) Plan for Sault Ste. Marie. Significant investments will be made throughout the community to support seniors living at home.

As you know, two of the proposed projects are to support the work your team is doing at OFRA -- namely, the expansion of the Behavioral Supports Ontario program and the Assisted Living Expansion to support your residents in their home environment.

Also as part of the ALC Action Plan, a call for applications will be released shortly for new interim beds for Sault Ste. Marie which OFRA may want to consider applying for.

In September of 2012, we hosted Dr. Samir Sinha for an engagement related to seniors care in Sault Ste. Marie which was well attended by local health service providers and consumers. His report Living Longer, Living Well, was recently published and the Minister of Health is currently reviewing his recommendations.

An exciting opportunity for Sault Ste. Marie would be the creation of a Health Link. Our Senior Hub Officer for Sault Ste. Marie, Jennifer Wallenius, would be pleased to present this innovative model of care to your group.

In relation to the rebuilding and potential expansion of your current Long-Term Care home, I have explained to your Board in the past that Ontario is moving towards a more community based approach to care and exploring all opportunities to support the frail elderly in community rather than consider new long-term care beds. In terms of the Long-Term Care Home Renewal Strategy, the Ministry continues to consult with the Long-Term Care sector as part of its review.

.../2

-2-

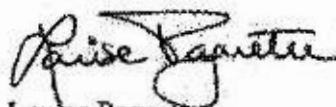
The North-East Community Care Access Center confirms that there are 177 clients in community waiting for Long-Term Care placement (living in their own home, retirement home or apartment) and another 76 clients in another location (hospital or LTCH) waiting for Long-Term Care Placement.

The NE LHIN appreciates the commitment and work of the Ontario Finnish Resthome Association in fulfilling a community need through the construction of the new 81-unit seniors' independent living apartment building. During planning discussions with the Sault Ste. Marie ALC Working Group, affordable housing for seniors was certainly an important topic that was identified as a need by all community stakeholders.

We appreciate your concern and will continue to work to ensure appropriate services are available for seniors within our community. Thank you for your continued leadership.

Again, thank you for your on-going leadership and we look forward to further discussions as we work together to meet the needs of our older adults particularly in Sault Ste. Marie.

Sincerely,



Louise Paquette
Chief Executive Officer

cc. Hon. Deb Matthews, Minister of Health and Long-Term Care
Elaine Pitcher, Board Chair, NE LHIN
Martha Auchinleck, Senior Director, North-East LHIN
Jennifer Wallenius, Senior Hub Officer Algoma, North-East LHIN
David Oraziotti, MPP, Sault Ste. Marie
Michael Mantha, MPP Algoma-Manitoulin
Bryan Hayes, MP, Sault Ste. Marie
Debbie Amaroso, Mayor, City of Sault Ste. Marie
OFRA Board
City of Sault Ste. Marie City Council



May 29, 2013

RE: Letter of Support for the Ontario Finnish Resthome Proposal

Dear Sir/Madam:

On behalf of the Seniors Health Advisory Committee in Sault Ste. Marie, we would like to extend our support for the Ontario Finnish Resthome proposal to provide (a) supportive housing; (b) extreme need for long term care beds (c) additional space to increase the outdoor walkways that will provide opportunities for the older adults and all community residents to enjoy and gain health benefits from physical activity. We here in North Eastern Ontario have more seniors than anywhere else in the province and our numbers continue to increase steadily. Almost all older adults that we come in contact with want to age in their place of choice. However, in order to do this they require adequate housing and support services to accommodate the increasing demands for their needs as they age.

A vast majority of seniors who can no longer live in private homes or apartments want to remain independent. Therefore, additional supportive housing with access to needed services can play a big part in keeping seniors healthy and allow them to age in the place of their choice, and without access to additional supports it can become impossible to maintain their independence. We seniors have come to acknowledge and appreciate the care and services provided by the Ontario Finnish Resthome Association with respect to care/services and housing for seniors. The Seniors Health Advisory Committee is very aware of and appreciative of the efforts provided by the Ontario Finnish Resthome Association to continually work to enhance services and accommodations for seniors.

With opportunities to develop additional spaces the Ontario Finnish Resthome Association will undoubtedly enhance the social and physical needs of seniors thereby allowing them to integrate longer in the community with an enhanced quality of life.

The Seniors Health Advisory Committee is pleased to strongly endorse the proposal put forth by the Ontario Finnish Resthome Association and on behalf of seniors we ask that the proposal be given the utmost consideration.

Yours truly,

A handwritten signature in cursive script, appearing to read "Evelyn Theriault".

Evelyn Theriault, President

Seniors Health Advisory Committee

E-mail / evelyn.theriault@sympatico.ca - Phone (705) 254-3395



5(h)
1100 Fifth Line East
Sault Ste. Marie, ON P6A 6J8
Tel: (705) 946-8530
Fax: (705) 946-8533
Email: nature@ssmrca.ca
www.ssmrca.ca

May 27, 2013

Mr. Lewis Massad
Senior Executive Director
Finance and Building Services
Ontario Finnish Resthome Association
725 North Street
Sault Ste. Marie, Ontario P6B 5Z3

Dear Mr. Massad:

Thank you for your letter of May 9, 2013 with regard to potential opportunities for a connecting link trail from North Street to the John Rowswell Hub Trail in the Fort Creek Conservation Area.

As I understand from your correspondence, the Ontario Finnish Resthome Association (OFRA) is proposing to the City of Sault Ste. Marie for a portion of the connecting link to be established on OFRA property.

Since the remainder of the proposed connection would be constructed on Sault Ste. Marie Region Conservation Authority (SSMRCA) property, the SSMRCA Board was consulted at a recent meeting.

The SSMRCA considers the Hub Trail to be an enhancement to the Fort Creek Conservation Area and welcomes the suggestion of the link to North Street. However, while the SSMRCA is supportive of the particular connection as proposed, the specific design and location details would require SSMRCA review and formal consent before construction commences.

Accordingly, the following resolution was passed during the May 21, 2013 SSMRCA Regular Meeting:

"Resolved that the Sault Ste. Marie Region Conservation Authority's agreement in principle for the proposed connecting link trail to join the existing John Rowswell Hub Trail in the Fort Creek Conservation Area to North Street be confirmed on the condition that;

Once available, the trail details such as the specific route and trail design, be submitted to the Conservation Authority for review and formal approval prior to construction".

If you require any further information with regard to the above, please do not hesitate to contact me. Your assistance, and the cooperation of OFRA in these matters is greatly appreciated.

Yours truly,

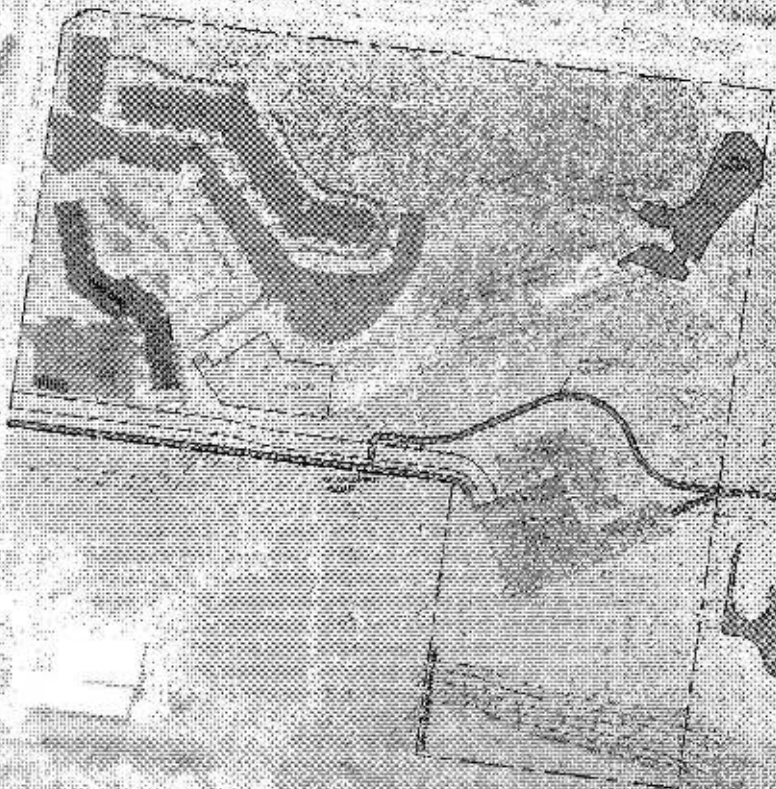
Linda Whalen
General Manager

cc: Todd Slotegraaf, Chairman OFRA Board

File: Admin13.036

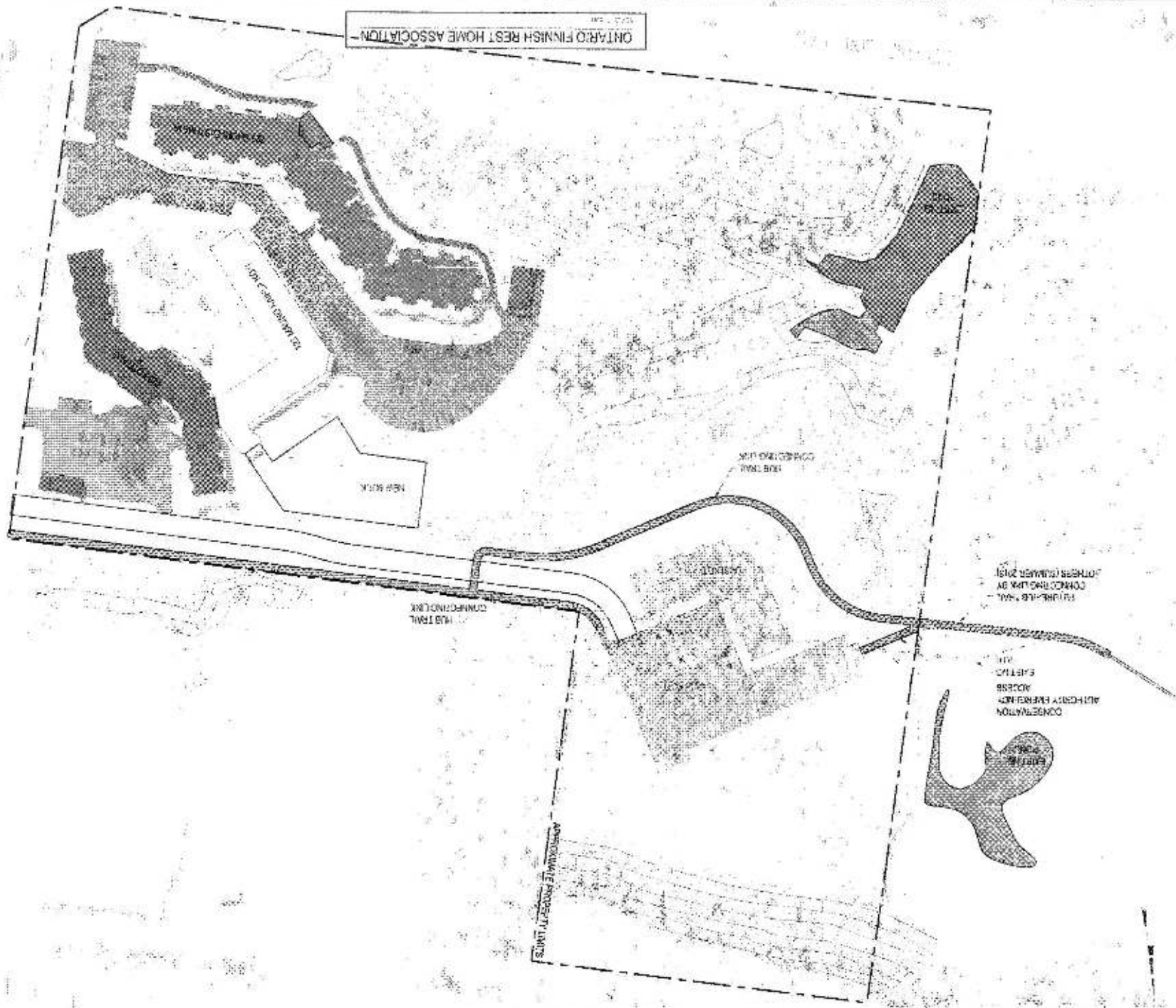
APPENDIX

ONTARIO FINISH-TEST HOME ASSOCIATION



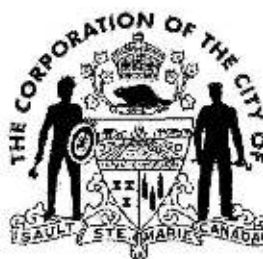
PROPOSED
DEVELOPMENT

PROPOSED
DEVELOPMENT



5(i)

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



99 Foster Drive
P.O. Box 580, Civic Centre
Sault Ste. Marie, Ontario
Canada P6A 5N1
(705) 759-5347
(705) 759-5952 (Fax)
E-Mail:
j.fratesi@cityssm.on.ca
b.berlingieri@cityssm.on.ca

2013 06 10

Mayor Debbie Amaroso and
Members of City Council
Civic Centre

RE: STAFF TRAVEL REQUESTS

Dear Council:

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

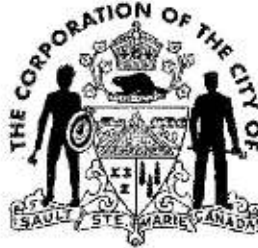
1. **Nick Apostle – Community Services Department**
Parks & Recreation Ontario – Board Meeting
June 26, 2013
Toronto, Ontario
Estimated total cost to the City - \$ 474.00
Estimated net cost to the City - \$ 0.00

Yours truly,

JMF: bb

Joseph M. Fratesi
Chief Administrative Officer

Mike Nadeau
Commissioner



Social Services
Department

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

RE: RESERVE FUNDING REQUEST FOR WEBSITE ACCESSIBILITY

PURPOSE

Ontario public sector organizations are required to make their websites accessible in accordance with the Accessibility for Ontarians with Disabilities Act. Beginning January 2014, web content must conform to the World Wide Web Consortium – Web Content Accessibility Guidelines (WCAG) 2.0, Level A.

BACKGROUND

The City is currently undergoing a significant website refresh with a projected completion date of spring 2014. The redesign, developed in-house using temporary staff resources and transitional software, is being configured to meet WCAG guidelines and accommodate accessibility tools such as screen readers, audio/text descriptions, etc. This will enable people with disabilities to successfully navigate through web pages and understand content.

The template for the redesigned website is expected to be completed by this December, followed by the populating of accessible content on individual web pages beginning in 2014.

Individuals working on the website project include Dan Plourde, under contract with the IT division, and Marc Foggia, a Marketing and Communications Intern in the Clerk's department. Marc Foggia's NOHFC internship ends November 15, 2013. His contract end date does not allow sufficient time for Marc to populate accessible content for city department web pages.

The Corporation's 2012-2016 Accessibility Plan guideline currently allocates accessibility reserve funding to the Community Services Department to be used to upgrade senior centres.

ANALYSIS

The municipal website is a key communication tool intended to provide City information to both community residents and visitors. Provincial legislation requires that all web content be accessible to enable people with disabilities to effectively navigate through information in 2014.

IMPACT

Website design and content will not be WCAG 2.0 Level A compliant without the support of additional staff resources. Extending the temporary employment of Marc Foggia for an additional 5 months, at a cost of \$14,900 for wages and benefits required by law, will allow sufficient time to complete the accessibility task.

Allocating reserve funding for upgrades at the seniors centres will be delayed until 2014-2016.

STRATEGIC PLAN

This activity supports Objectives identified under sections 2A and 2D of the Corporate Strategic Plan.

RECOMMENDATION

Given the requirement for compliance under the Accessibility for Ontarians with Disabilities Act, it is recommended that \$14,900 for wages/benefits be allocated from the Accessibility Reserve fund for the purpose of extending the temporary employment of the Marketing and Communications Intern, to enable the completion of populating accessible content on the redesigned City website.

Respectfully submitted,



Mike Nadeau

Commissioner Social Services

RECOMMENDED FOR APPROVAL



Joseph M. Fortasi
Chief Administrative Officer

Rachel Tyczinski
Deputy City Clerk &
Manager of Quality
Improvement



Clerk's Department

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

RE: 2011-2014 Strategic Plan – Mid-term Update

PURPOSE

Please find under separate cover a final copy of the 2011-2014 Corporate Strategic Plan as updated.

BACKGROUND

A draft copy of the updated plan was provided to City Council at the May 27, 2013 Council meeting.

ANALYSIS

The draft Strategic Plan was made available to the public through the City's website. Comments from Council and the public were received until Wednesday, June 5, 2013.

IMPACT

There is no direct budgetary impact related to updating the Strategic Plan.

RECOMMENDATION

"That the report of the Deputy City Clerk and Manager of Quality Improvement dated 2013 06 107 concerning 2011-2014 Corporate Strategic Plan – Mid-term Update be received as information and that the final draft of the Plan be approved."

Respectfully submitted,

Rachel Tyczinski
Deputy City Clerk &
Manager of Quality Improvement

Recommended for approval,

Malcolm White
City Clerk

RECOMMENDED FOR APPROVAL

Joseph M. Fratesi
Chief Administrative Officer

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



City Clerk's Office

57(1)

2013 06 10

Mayor Debbie Amaroso and
Members of Council

RE: COMPLAINT TO OMBUDSMAN – PROCEDURE BY-LAW REVIEW COMMITTEE

PURPOSE

The purpose of this report is to provide information concerning a recent complaint to the Ombudsman of Ontario concerning meetings of the Procedure By-law Review Committee.

BACKGROUND

As Council is aware a Procedure By-law Review committee was struck at the 2012 01 23 Council meeting with membership consisting of the Mayor, Councillors Christian and Watkins, the CAO, the City Clerk and the City Solicitor. The committee met twice, in November of 2012 and January 2013. At some point between the striking of the committee in January and the first meeting in November it was decided to add the Deputy City Clerk to the committee as she had recently completed a course in parliamentary procedure.

ANALYSIS

Following the submission of my report to council concerning the review of the by-law, a complaint was received by the Ombudsman's office concerning the meetings of the committee and the Ombudsman's Office conducted a review of the complaint. A letter reporting their findings is attached to this report.

The Ombudsman's findings are twofold, that the committee's composition as first struck (3 members of Council and 3 staff) made it subject to the open meeting requirements of the Municipal Act, 2001; and that the committee appears to fall under the definition of 'Special Committee' in the current wording of the procedure by-law and therefore fall within open meeting requirements.

As to the first finding, it was an oversight by staff not to have a resolution formally appointing the Deputy City Clerk to the committee. It was likely the oversight was due to the length of time between the striking of the committee and the initial meeting (10 months).

As to the second finding, the Ombudsman notes that the Municipal Act, 2001 defines committees that are subject to open meeting requirements are defined as "any advisory or other committee, subcommittee or similar entity of which at least 50% of the members are also members of one or more local councils or local boards. Since the final composition of

The Corporation of the City of Sault Ste. Marie
P.O. Box 580 ~ 99 Foster Drive ~ Sault Ste. Marie, ON P6A 5N1
Telephone: (705) 759-5391 ~ Fax: (705) 759-2310
www.cityssm.on.ca ~ m.white@cityssm.on.ca

511

the committee did not meet that definition, the meetings of the committee were held without public notice. Notwithstanding the above, it is apparent from the Ombudsman's review that that wording in the procedure by-law concerning committees of council should be revised to clarify the definitions and ensure that the procedure by-law is congruent with the Municipal Act, 2001, which, as provincial legislation, takes precedence over municipal by-laws. To that end we will recommend further amendments to the wording of the by-law at the June 24, 2013 council meeting.

IMPACT

There is no budgetary impact involved with this report.

STRATEGIC PLAN

This review of the procedure by-law is an operational activity not articulated in the corporate Strategic Plan.

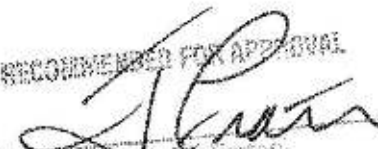
RECOMMENDATION

That the report of the City Clerk dated 2013 06 10 be accepted as information.

Respectfully submitted,

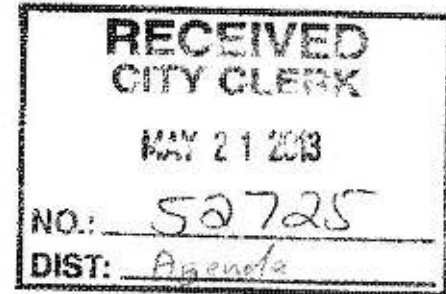


Malcolm White
City Clerk

RECOMMENDED FOR APPROVAL

Joseph M. Fratesi
Chief Administrative Officer

May 13, 2013

Clerk Malcolm White and
Deputy Clerk Rachel Tyczinski
City of Sault Ste. Marie
99 Foster Drive, P.O. Box 580
Sault Ste. Marie, ON P6A 5N1



Dear Mr. White and Ms. Tyczinski,

I am writing further to our discussion on May 2, 2013 regarding the results of our review of a complaint that meetings of the City's Procedure By-Law Review Committee were improperly closed to the public. The complainant pointed out that the resolution establishing the Committee, passed on January 23, 2012, named three members of Council and three staff members to the Committee, bringing it within the definition of a committee of council that is subject to the open meeting requirements.

As you know, the *Municipal Act, 2001* (the Act) requires all meetings of Council, Local Boards, and their Committees to be open to the public, with limited exceptions. For the purpose of the open meeting requirements, a Committee is defined as "any advisory or other committee, subcommittee or similar entity of which at least 50% of the members are also members of one or more councils or local boards."

In reviewing this complaint, our Office spoke with Mayor Amaroso and the Deputy Clerk, and reviewed the City's Procedure By-Law, the January 23, 2012 resolution establishing the Procedure By-Law Review Committee, the relevant meeting documents, and the applicable sections of the Act.

According to the information received, the Procedure By-Law Review Committee held two meetings since its establishment - one on November 1, 2012 and the other on January 28, 2013. Four staff members (the Clerk, Deputy Clerk, City Solicitor, and CAO) attended both meetings, along with the Mayor, Councillor Christian, and Councillor Watkins at the November 1, 2012 meeting, and the Mayor and Councillor

Bell Trinity Square
483 Bay Street, 10th Floor, South Tower, Toronto, ON M5G 2C9
483, rue Bay, 10^e étage, Tour sud, Toronto (Ontario) M5G 2C9
Tel./Tél.: 416-586-3300
Téléfax/Facsimile: 416-586-3485 TTY/ATS: 1-866-411-4211

Watkins at the January 28, 2013 meeting. Both meetings were closed to the public and no public notice was provided.

The meeting records show that, over the course of the two meetings, the Committee reviewed previous amendments to the Procedure By-Law, and considered proposed substantive and structural changes to the By-Law. At the January 28, 2013 meeting, the Committee reviewed the draft amendments, which were then submitted for Council's consideration at a February 19, 2013 public meeting.

For the reasons set out below, we have determined that these meetings were not authorized to be held in closed session.

Composition of the Procedure By-Law Review Committee

City Council's January 23, 2012 resolution to establish the Procedure By-Law Review Committee states:

"...that Council appoint a Procedure By-Law Review Committee consisting of the Mayor and two members of Council (Councillors Christian and Watkins) and the City Clerk, City Solicitor and Chief Administrative Officer..."

During our review both the Mayor and the Deputy Clerk advised that it was Council's intention to include the Deputy Clerk as a member of the Procedure By-Law Review Committee but, due to an oversight, the resolution did not name her as a member and Council did not formally amend the resolution to correct the omission. As noted above, the Deputy Clerk was in attendance at both Committee meetings.

Procedure By-Law

Our Office reviewed the City's Procedure By-Law to assess whether the By-Law mandated the Procedure By-Law Committee meetings to be open to the public and/or to comply with the open meeting requirements of the Act.

Sault Ste. Marie's Procedure By-Law provides that, "Special Committees of Council may be appointed by Council or the Mayor at any time as is deemed necessary for the consideration of special matters." The By-Law also states that "the Council or

the Mayor may appoint persons to special committees who are not members of Council." In terms of the Committee's meeting practices, the By-Law indicates that, "unless otherwise required by the *Municipal Act* its meetings shall be open to the public."

In terms of whether the Procedure By-Law Review Committee is a "Special Committee", the Mayor and the Deputy Clerk advised that neither Council nor the Committee ever really turned their minds to this. Instead, Council relied on the Act's definition of a Committee and, as in their view, the Committee consisted of four staff members and three members of Council, it was not a "committee of council" as defined by the Act and, therefore, not subject to the open meeting requirements.

Analysis

Given that the Committee as described in the resolution approved by council, was composed of three council members and three members of staff, it falls within the Act's definition of a Committee of Council that is subject to the open meeting requirements - as at least 50% of the members are also members of Council.

While it is recognized that Council intended to include four staff members and three members of Council on the Procedure By-Law Review Committee, the Committee as formally established by Council's resolution on January 23, 2012 fits within the *Municipal Act's* definition of a Committee of Council that is subject to the open meeting requirements.

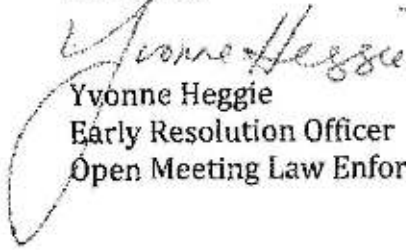
Further, regardless of the composition of the Committee, the Procedure By-Law also requires Special Committee meetings to be open to the public "unless otherwise required by the *Municipal Act*." The Procedure By-Law Review Committee appears to be a special committee, as described in the By-Law, as it was established by Council for a special purpose. Therefore, the Committee's meetings are required to be open to the public under the City's Procedure By-Law.

In addition, the subject matter discussed at the November 1, 2012 and the January 28, 2013 meetings - amendments to the Procedure By-Law - does not appear to qualify for closed meeting consideration under the legislated exceptions to the open meeting requirements.

You advised that this letter would be shared with Council at a public meeting on June 10, 2013 and a copy made available to the public.

We would like to thank you for your cooperation with our review.

Sincerely,



Yvonne Heggie
Early Resolution Officer
Open Meeting Law Enforcement Team



2013 06 10

Mayor Debbie Amaroso
and Members of City Council

REQUEST FOR FINANCIAL ASSISTANCE FOR NATIONAL / INTERNATIONAL SPORTS COMPETITIONS – LANA PERRY – ARCHERY

PURPOSE

This report is to seek City Council's approval of an application under the Parks and Recreation Advisory Committee's Financial Assistance Program for National/ International Sports Competitions.

BACKGROUND

The Parks and Recreation Advisory Committee's Financial Assistance Program for National/ International Sports Competitions is a program endorsed by City Council to support local athletes, including teams and individuals who excel at their given sport on the national or international level. The program has a set of criteria by which applications are accessed and specific levels of financial assistance are governed. City Council gives final approval of all applications.

ANALYSIS

The attached application was received from Lana Perry for a financial assistance grant to attend the 3D Archery World Championships from October 8-12, 2013 in Sassari, Italy. The Parks and Recreation Advisory Committee reviewed the application at their meeting on May 7, 2013 and found that it meets the criteria of the Financial Assistance Policy. The following resolution was passed:

Moved by: R. Carricato

Seconded by: M. Headrick

"Resolved that the Parks and Recreation Advisory Committee endorse the application by Lana Perry for financial assistance for participation at the 3D Archery World Championships in Sassari, Italy as a team member of Archery Canada on October 8 to 12, 2013 in the amount of \$200 and that a report be sent to City Council for their approval."

CARRIED

5(m)

IMPACT

Core funding for various financial assistance programs is provided in the City's budget.

STRATEGIC PLAN

This is not included in the City's Corporate Strategic Plan.

RECOMMENDATION

That the report of the Manager of Recreation and Culture concerning a financial assistance grant for Lana Perry be received and that the recommendation of the Parks and Recreation Advisory Committee that City Council approve a \$200 financial assistance grant for her participation at the 3D Archery World Championships from October 8-12, 2013 in Sassari, Italy, be approved.

Respectfully submitted,



Joseph J. Cain
Manager Recreation and Culture

Recommended for approval,



Nicholas J. Apostle
Commissioner Community Services

\\csrc\cit\practio\lana\lana sport financial assistance\report lana perry

attachments

RECOMMENDED FOR APPROVAL

Joseph J. Cain
Chief Administrative Officer

5(m)



COMMUNITY SERVICES DEPT.

REQUEST FOR FINANCIAL ASSISTANCE FOR
NATIONAL/INTERNATIONAL SPORTS COMPETITIONS
APPLICATION FORM

APR 18 2013

PLEASE PRINT

RECEIVED

Name and Address of Applicant:

Correspondence will be directed to this name and address.

Name: Lana PerryAddress: [REDACTED]

SSM

Postal Code: [REDACTED]Phone: [REDACTED] all the same (W) Fax: [REDACTED]Email: [REDACTED]

Name and Address of Athlete(s): (if different from applicant)

Attach team list to application form if applicable. (athletes only)

Name: _____

Address: _____

Postal Code: _____

Name of Team or Club (if applicable): _____

Name of National or International Sporting Competition:

3D Archery World Championships

Date(s) of Competition:

Oct 8-12, 2013

Location of Competition:

Sassari, Italywww.sassari2013.it

Name of Sports Governing Body:

team member of
World Archery / Archery Canada

Please append correspondence (email or letter) that confirms individual or team eligibility as a
Northern Ontario, Ontario or Canadian representative from the applicable sport governing body.
APPLICATIONS WILL NOT BE PROCESSED OR APPROVED WITHOUT PROOF OF ELIGIBILITY.

Total Amount of Assistance Requested:
(See Policy for application limits)

\$ 200

Please specify, as accurately as possible, how the financial assistance will be used if approved.

Flights are \$1450, Rooms are \$1200, Meals, and
Registration fees still unknown

Have you previously requested financial assistance from the City?

No _____ Yes ☒ Amount \$ 200

If yes, please indicate the year(s):

2009 for World Championships, Latina, Italy

If this application for funding is approved, the payment cheque should be payable to:

Lana Perry

- For recipients under the age of 18, payment will generally be provided to a parent or guardian, as circumstances dictate.
- Funding for sports teams will be payable to the coordinating group, sport association or financial representative.

I CERTIFY that to the best of my knowledge, the information provided in the Request for Financial Assistance for National/International Sports Competitions Application Form is accurate and complete and is endorsed by the individual or the not-for-profit sports team I represent.

DATE: 2013 04 11
Year Month Day

Lana Perry

Name
(Applicant)

Title
(If applicable)

Lana Perry

Signature

Phone Number

Patricia Stokes

Name
(Club Official)

Treasurer

Title

Patricia Stokes

Signature

Phone Number

Club: Algoma Rod + Gun Club

- Two signatures are required.
- Applications submitted with only one signature will not be accepted.
- Applications received after the date of the competition will not be accepted.

PLEASE RETURN THIS FORM IN PERSON OR BY MAIL TO:

Recreation and Culture Division
Community Services Department
Civic Centre,
99 Foster Drive,
Sault Ste. Marie, ON
P6A 5X6

For additional information:

Please call 759-5310 between the hours of 8:30 a.m. to 4:30 p.m., Monday to Friday.

The information requested above is being collected pursuant to the Municipal Act and in accordance with the Municipal Freedom of Information and Protection of Privacy Act. The information collected will be strictly used to determine eligibility for a financial assistance grant to attend a national or international sporting competition as defined in the Financial Assistance Policy. For more information or if you have any questions regarding its collection and use please contact the Recreation and Culture Division of the Community Services Department at 759-5310.

New

Reply

Delete

World team

Sync up

Move to

Categories

Sending a b
attachment?
your free Sk
account inst

Folders

Inbox 2411

Junk 18

Drafts 4

Sent

Deleted

Worlds

Search Results

New folder



[Redacted] 29/01/2013

From: [Redacted] You moved this
message to its current location.
Sent: January-29-13 6:36:07 PM
To: [Redacted]

Move or del
messages fr
sender with
click with Sw

Be careful! This sender failed our fraud detection checks.

Register you
computer as
to increase y
security.

Lana,

Quick views

Documents 81

Flagged 4

Photos 90

WORLDS

New category

it is with great pleasure that I am
inviting you to join the 2013 Archery
Canada World 3D team going to Sassari,
Italy in October.

Outlook.com
lots of optio
Colours, rea
and more.

If you do want to be part of the team,
please let Ann Neumeyer (team leader) and
me as soon as possible.

Outloo

Respectfully,
Jude Hoey
AC 3D VP

ADChoices

5(m)

Margaret Hazelton

From: Judith Hooey [REDACTED]
Sent: April 26, 2013 5:24 PM
To: Margaret Hazelton
Subject: Re: 2013 Archery Canada World 3D team

Margaret,

Lana qualified through shooting archery competitions in Ontario as well as the 2012 Archery Canada Outdoor 3D Nationals in Vernon, BC. She was the alternate and when one of the team members dropped out, Lana was invited to join the team. She has accepted the invitation and her registration is being submitted.

Respectfully,
Jude Hooey
Archery Canada 3D VP

Sent from my iPad

On 2013-04-26, at 12:32 PM, Margaret Hazelton <m.hazelton@cityssm.on.ca> wrote:

Judith

The City of Sault Ste. Marie has received request for financial assistance from Lanna Perry for support in her attendance October 2013 in Italy, to the 3D Archery World Championships. She attached a copy of an email you sent to her dated Jan 29th inviting her to be part of the team.

Can you confirm some information for us. Did she qualify for the invitation through success at some kind of play downs or competition? Has she accepted your invitation and is she registered to attend?

Your response would be appreciated.

Margaret Hazelton
Supervisor of Recreation
Community Services Department
City of Sault Ste. Marie
99 Foster Drive
Sault Ste. Marie, ON P6A 5X6
Phone (705)759-5310
m.hazelton@cityssm.on.ca

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Tournaments News Blog Links FAQs

Sport Development



Archery Canada Long Term Archer Development Model

Photos



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Home 3D Archery Information 2013 World 3D Championship 3D National Team Selection Criteria & Process

2013 World 3D Championship 3D National Team Selection Criteria & Process

1. Location

The 2013 World 3D Championship will likely be held in Europe around September. The bidding to host this event is currently underway.

2. Number of Competitors

The maximum number of archers that Canada is allowed to send to the 2013 World 3D Championship is:

- 3 Compound Men
- 3 Compound Women
- 3 Longbow Men
- 3 Longbow Women
- 3 Instinctive Men
- 3 Instinctive Women
- 3 Barebow Men
- 3 Barebow Women

3. Eligibility

To be eligible to be on the Canadian team for the 2013 3D World Championship, archers must meet the following criteria by the Archery Canada Outdoor 3D Championships (2012) by the year prior to the 2013 World 3D Championship.

- Be a Canadian citizen or permanent resident of Canada
- Be eligible to compete for Canada under Archery Canada and World Archery rules (FITA/Archery Canada Rule Book 2.4).
- Be members in good standing of Archery Canada.

Old FCA Website

View the 'old FCA site' here.

Have registered for Team Selection with the Archery Canada national office or Archery Canada 3D VP or Provincial 3D Representative.

4. Team Selection Process

Archers will be selected by

- The average of between four (4) and up to six (6) submitted scores from registered 3D events. For 2012, there is no fee to register any 3D competition but they must follow Archery Canada rules.
- A maximum of 2 Indoor 3D scores is permitted.
- Scores from the Archery Canada Indoor 3D Championship and Archery Canada Outdoor 3D Championship two years prior to the World Championship may be used.
- The National and Provincial 3D Outdoor Championships (2012) from the year prior to the World Championship are mandatory scores.
- At least 3 days notice to the Archery Canada 3D VP prior to a competition is required for that score to be eligible. The only exceptions are the Provincial Indoor, Provincial Outdoor, National Indoor, and National Outdoor 3D Championships.
- Ties in this total will be broken by top score from the Archery Canada 3D Outdoor Championship (2012) in the year prior to the 2013 World Championship.

The appropriate number of archers, including alternates in each category, will be selected from the Team Selection List, starting with the archer who placed first and working down the list in order of their averages from highest to lowest.

Only archers, who have registered for Team Selection with the Archery Canada national office, the Archery Canada 3D VP (Jude Hooley) or your Provincial 3D Representative, will be included on the Team Selection List and considered for selection to the 2013 World 3D Championship Team.

5. Registration Process for Team Selection

- Email the Archery Canada 3D VP or Provincial 3D representative that you wish to register for the 2013 World 3D Championship prior to the Archery Canada Outdoor 3D Championship (2012) in the year prior to the 2013 World 3D Championship.
- Include your name, address, email address, phone number, birth date and whether you shoot right handed or left handed. Birth date and "Handedness" is required in the World Archery registration system.
- A list of archers who have registered and their scores will be posted on the Archery Canada website in the High Performance / Canadian Teams section.

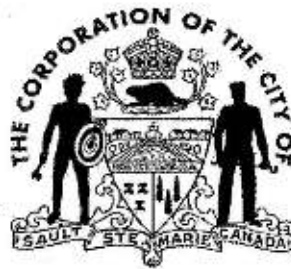
If all the available archer positions are not filled by the Archery Canada 3D Outdoor Championship in the year prior to the 2013 World 3D Championship (2012), an archer who did not meet the criteria may apply for special consideration to the Archery Canada 3D VP to fill a vacant spot.

6. Team Organization

5(n)

Jerry Dolcetti, RPP
Commissioner

Don Elliott, P. Eng.
Director of Engineering Services



Engineering & Planning
Department

2013 06 10

File: 4.140.1

Mayor Debbie Amaroso and
Members of City Council

RE: Miscellaneous Construction – Bridge Upgrades – Engineering Agreement

PURPOSE

The purpose of this report is to recommend that Council authorize an engineering agreement for the repairs and upgrades to several municipal bridges.

BACKGROUND

At the 2013 05 13 meeting, Council gave approval to enter into an agreement for engineering services with Tulloch Engineering for the pre-design, design and construction inspection of upgrades to four bridges as follows:

- Municipal Bridge No. 34 – Wallace Terrace – west of Brookfield Avenue: detailed inspection and repair of approach slabs;
- Municipal Bridge No. 33 – Allen's Side Road south of Wallace Terrace: detailed inspection and repair of approach slabs;
- Municipal Bridge No. 18 – Herkimer Street over the Big Carp River: detailed pre-engineering study to estimate longevity and schedule for replacement;
- Pedestrian Bridge No. P1 – Over Clark Creek between Drake and Gravelle Streets: Full replacement.

ANALYSIS

It is routine procedure for the Engineering Division to seek Council's approval to authorize agreements for engineering services.

IMPACT

The impact to the budget is the engineering fee estimate of \$40,000 plus tax. Funds will come from Sewer/Bridge reserve and the Miscellaneous Construction reserve.

STRATEGIC PLAN

Bridge repairs are linked to Objective 1B, Transportation Network Improvements under the Developing Solid Infrastructure strategic direction.

5(n)

RECOMMENDATION

It is recommended that Council authorize entering into an agreement for engineering services with Tulloch Engineering for the pre-design, design and construction inspection of bridge upgrades to four municipal structures with funds from the Sewer/Bridge and Miscellaneous Construction reserves. Bylaw 2013 - 106 authorizing the execution of the agreement can be found elsewhere on this evening's agenda.

Respectfully submitted,



Don Elliott, P. Eng.
Director of Engineering Services

Recommended for approval,



Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

DE/bb

RECOMMENDED FOR APPROVAL



Joseph M. Frasca
Chief Administrative Officer

5(6)

Jerry Dolcetti, RPP
Commissioner

Don Elliott, P. Eng.
Director of Engineering Services



Engineering & Planning
Department

2013 06 10

File: A-00-4-02

Mayor Debbie Amaroso and
Members of City Council

RE: Biennial Aqueduct Inspection - Engineering Agreement

PURPOSE

The purpose of this report is to recommend that Council authorize an engineering agreement for the completion of structural inspections of the City's stormwater aqueducts.

BACKGROUND

The Engineering Division conducts biennial aqueduct inspections in odd numbered years and bridge inspections in even numbered years. While biennial bridge inspections are mandated by the province, aqueduct inspections are not. However, given that much of our aqueduct infrastructure is located under roadways, it is considered wise to complete inspections with similar frequency to bridge inspections.

ANALYSIS

It is routine procedure for the Engineering Division to seek Council's approval to authorize agreements for engineering services. The City has retained the firm of STEM Engineering for the majority of aqueduct work over the past several years and in accordance with the policy for retaining consulting engineers, it is recommended that this firm be retained to complete these inspections.

IMPACT

The impact to the budget is the engineering fee estimate of \$36,988 plus tax. Funds will come from the \$50,000 allowance for aqueduct inspection in the 2013 Miscellaneous Construction budget.

STRATEGIC PLAN

Aqueduct inspections are linked to objective 1A, Environmental Leadership under the Developing Solid Infrastructure strategic direction.

RECOMMENDATION

It is recommended that Council authorize entering into an agreement for engineering services with STEM Engineering for the 2013 structural inspection of the City's major stormwater aqueducts. Bylaw 2013 – 107 authorizing the execution of the agreement can be found elsewhere on this evening's agenda.

Respectfully submitted,



Don Elliott, P. Eng.
Director of Engineering Services

Recommended for approval,



Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

DE/bb

RECOMMENDED FOR APPROVAL

Joseph M. Frakes
Chief Administrative Officer

Jerry D. Dolcetti, RPP
Commissioner

Catherine Taddo, P. Eng
Land Development &
Environmental Engineer



ENGINEERING & PLANNING
DEPARTMENT

Engineering & Construction Division

2013 06 10

Our File: A-04-5-06

Mayor Debbie Amaroso and
Members of City Council

**RE: MURIEL AVENUE, FORT CREEK DRIVE, TALLACK BOULEVARD SEWAGE
PUMPING STATION UPGRADES, AND CLARK CREEK FORCEMAIN ANALYSIS
ENGINEERING AGREEMENT**

PURPOSE

The purpose of this report is to recommend that Council authorize an agreement with AECOM for the Muriel Avenue, Fort Creek Drive, and Tallack Boulevard Sewage Pumping Station upgrades, and the Clark Creek Forcemain analysis.

BACKGROUND

Upgrading and replacement of aging sewage pump stations is required to ensure reliable operation, and reduce pump station overflows. Muriel Avenue, Fort Creek Drive, and Tallack Boulevard have been identified as priorities for 2013. Upgrades include, but are not limited to, new control panels, new submersible pumps, and additional storage at the Fort Creek location to reduce minor overflows.

At the October 15, 2007 meeting, Council approved a condition assessment of the Clark Creek forcemain. Air pockets were identified through the inspection. As a result, a transient analysis of the Clark Creek forcemain is required to confirm valve location(s), type, and sizing.

ANALYSIS

It is routine procedure for the Engineering Division to seek Council's approval to authorize an agreement for engineering services.

IMPACT

The impact to the budget is the engineering fee estimate of \$79,500 plus HST. The engineering fee is budgeted through the 2013 sewer surcharge budget of \$600,000 which includes construction costs for the pumping station upgrades.

STRATEGIC PLAN

Muriel Avenue, Fort Creek Drive, and Tallack Boulevard Sewage Pumping Station upgrades are linked to Objective 1A, Environmental Leadership under the Developing Solid Infrastructure strategic direction.

RECOMMENDATION

It is recommended that Council authorize entering into an agreement for engineering services with AECOM for the design and contract administration for the Muriel Avenue, Fort Creek Drive, and Tallack Boulevard Sewage Pumping Station upgrades, and the Clark Creek Forcemain analysis and report for an engineering fee estimate of \$79,500 excluding HST. By-law 2013-112 authorizing the execution of the agreement can be found elsewhere on this evening's Agenda.

Respectfully submitted,



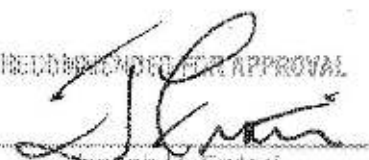
Catherine Taddo, P. Eng.
Land Development and
Environmental Engineer

Recommended for approval,



Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

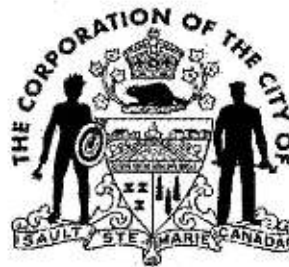
RECOMMENDED FOR APPROVAL



Joseph M. Fratesi
Chief Administrative Officer

Jerry Dolcetti, RPP
Commissioner

Don Elliott, P. Eng.
Director of Engineering Services



5(q)
Engineering & Planning
Department

2013 06 10

File: 4.140.1

Mayor Debbie Amaroso
and Members of Council

**Re: Single Lane Bridge Rehabilitation – Four Shared Bridges with Prince
Mill Funding Application**

PURPOSE

The purpose of this report is to inform Council that our funding application for reconstruction of four single lane bridges was not approved.

BACKGROUND

Council is aware the City shares four 90-year-old single lane bridges equally with the Township of Prince. Bridge numbers 12 and 13 are located on Town Line Road north of Base Line and are currently posted with load restrictions due to their inability to carry highway design loads. Bridges 14 and 15 on Base Line received temporary steel overlays in 2007 so that the load restrictions could be removed. All four bridges require replacement with two-lane structures. The estimate for replacement is just under \$4M.

The City entered into an engineering agreement jointly with Prince, with Tulloch Engineering for the Environmental Assessment, geotechnical investigation and pre-design work. Completion of the preliminary work would better position the two municipalities to jointly apply for funding assistance in the event that it becomes available. Preliminary design and soils work will refine design assumptions and provide more accurate cost estimates, and completion of the environmental assessments will save considerable time when construction funds are in place.

ANALYSIS

In the fall of 2012 the Province announced \$100M for the Municipal Infrastructure Investment Initiative fund (MIII). A joint expression of interest was submitted in January 2013 and we were short listed for the full application process. A full joint application was submitted by the April deadline. We have recently been advised that our application was not successful. We confirmed with provincial staff that there was nothing wrong with the application, but there was just not enough money in the fund for all projects. We were encouraged to apply for the next round of infrastructure funding.

5(a)

In the interim, through our consultant, Tulloch Engineering, we will complete the environmental assessment and pre-design work so the project can proceed to detailed design and construction when funds are available. The City's share of Engineering budget of \$64,000 has already been approved by Council.

IMPACT

There is no additional impact to existing budgets.

STRATEGIC PLAN

Bridge improvement is linked to the Transportation Network Improvements objective under the Developing Solid Infrastructure strategic direction.

RECOMMENDATION

This report is submitted for Council's information.

Respectfully submitted,



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

Recommended for Approval:



Jerry D. Dolcetti, RPP
Commissioner
Engineering & Planning Department

DE/bb

C: Peggy Greco, CAO/Clerk-Treasurer, Township of Prince

RECOMMENDED FOR APPROVAL



Joseph M. Farrell
Chief Administrative Officer

5(n)

Jerry D. Dolcetti, RPP
Commissioner

Don Elliott, P. Eng.
Director of Engineering Services



ENGINEERING & PLANNING
DEPARTMENT

Engineering & Construction Division

2013 06 10

Our File: B-97-09

Mayor Debbie Amaroso
Members of Council

**RE: 2014 CAPITAL ROAD RECONSTRUCTION PLAN
AND UPDATE ON 2013 PLAN**

PURPOSE

The purpose of this report is to provide an update on the 2013 capital works reconstruction program, and obtain Council approval for the 2014 program. Approval of the 2014 program will permit pre-engineering and the local improvement process to be well underway in the fall.

BACKGROUND

Road improvements for the City of Sault Ste. Marie are carried out under a number of programs. These programs include capital road construction, infrastructure improvement programs, connecting links, and miscellaneous construction. The capital road construction plan emphasizes the reconstruction of arterial and collector streets, which are critical to the City's movement of traffic while at the same time attempting to address the needs of local/residential streets.

Funding for capital reconstruction comes from our **\$6,300,000** annual budget; **\$1,800,000** from the urban only levy for storm sewers, and **\$4,500,000** from the general levy for capital roadwork. Approximately **\$500,000** is allocated for the City's portion of the annual MTO connecting link project, leaving a budget of **\$5,800,000** for capital reconstruction. The Province has recently cancelled the Connecting Link Program and Council is aware that requests have been sent to the Minister for reinstatement or replacement of that funding. Sanitary sewer costs are funded from the sewer surcharge. This budget has not been increased for many years. Fortunately the gas tax rebate has increased the capital budget for the last several years. This plan assumes that the AMO approved gas tax amount of **\$4,598,000** will be allocated in full to the capital program for 2014 bringing the total budget to **\$10,898,000**, excluding sanitary sewer costs.

ANALYSIS

In the preparation of this capital plan, the priority is to complete the roads listed in the 5 year capital plan approved by Council at the 2011 06 27 meeting. That plan mixes arterial/collector and local streets. It should be understood, however, that arterial/collectors are usually emphasized due to the fact that they have the greatest need and their reconstruction benefits the most people. All roads are evaluated and scored based on many factors, including but not limited to road surface condition, road structure, drainage, condition of sanitary and storm sewers, level of required maintenance and traffic volume.

Update on 2013 Capital Program

The progress on the 2013 capital program is progressing well, and tracking under budget. The following project specific comments are provided for Council's information.

Fort Creek Aqueduct

The first phase of the replacement of the Fort Creek Aqueduct has been awarded and has begun. It is the first of at least four phases of construction between Queen Street and Wellington. The project is estimated to be slightly higher than the \$3M allowance for the first phase, but this is covered by projected under-runs on other capital projects. We learned last year from the Conservation Authority that the project is not eligible for the 50% Water Erosion Control Infrastructure (WECI) program funding through the MNR, as the Fort Creek Aqueduct is not owned by the Authority.

An engineering agreement with STEM Engineering was approved at the 2012 01 13 meeting of Council for the reconstruction of the Fort Creek aqueduct south of John Street, with a fee estimate of \$297,720. This included all of the flow monitoring and hydrological design work for all phases of the project. During flow analysis, it was determined that the profile and cross section of this structure are very inconsistent. This means that its capacity varies considerably along its length. In order to properly design and size the replacement structure to carry the appropriate design storm, a detailed flow analysis was carried out, with considerable input from flow data gathered in the field using our precipitation gauges and flow meters.

It has been determined that the reconstruction of the aqueduct should be completed in four phases, beginning at Queen Street to the south, and moving upstream to the inlet at John Street near Wellington. In order to complete the design and construction administration of the first phase, the engineering fee estimate under the agreement should be increased to \$352,000. The Engineering Division will return to Council for approval to add engineering fees for each subsequent phase of reconstruction.

Capital Road Projects

Other current projects include the second phase of the Queen Street reconstruction, from Simpson to Pine; Kohler Street from Queen to Wellington; and Maretta Street from Wallace Terrace to Henrietta. These projects are all forecasted to be under the individual capital budget allowances in the 2013 plan. Resurfacing projects include Wellington from Lake to Hugill; Pim from MacDonald to McNabb; John from Elm to Carmen; Terrance from Old Garden River Road to Great Northern Road; Eastwood from Terrance to Northwood; River Road from Dacey to Royal York; Allen's Side Road from Civic 1190 to Fourth Line; and

Fourth Line from Allen's Side Road easterly. Resurfacing tenders also came in under the project budget. In summary, the 2013 program is within budget, and projects are currently on schedule for completion in the fall. The replacement of the East Davignon Creek culvert on Fourth Line is also underway with funds from under-runs in the 2012 program.

Recommended 2014 Program

The attached recommended 2014 program is identical to that approved in the 2011-2015 five year capital plan.

The following are comments on specific projects recommended for 2014.

1) Queen Street – Pine to Gravelle (Resurfacing only)

This project is the third phase of the Queen Street improvements as scheduled in the approved five year plan. It will consist of resurfacing, Hub Trail improvements and a sidewalk on the south side, where feasible. It is anticipated that the three versus four lane environmental assessment will be complete well in advance of project completion. The intention is to complete the top lift of asphalt for all three phases of Queen Street in 2014, and provide paint markings in accordance with the outcome of the EA – either four lanes, or two lanes with a center left turn lane and curbside cycling lanes.

2) Forest Avenue – Putney Street to Upton Road

This project was scheduled in the 5 year plan for 2014. It has a sanitary sewer in particular that is in urgent need of replacement. Forest requires full reconstruction to a class A urban standard cross section.

3) St. Andrew's Terrace – John Street to North Street

This portion of St. Andrew's Terrace requires full reconstruction to a class A urban standard cross section. The project was scheduled in the approved 5 year capital plan for 2014.

4) London Street – North Street to Tancred Street

London Street has long been in need of full reconstruction. It will receive full reconstruction to a class A urban standard cross section. The project was also scheduled in the approved 5 year capital plan for 2014.

5) March Street – Queen Street to Wellington Street

This project was scheduled in the 5 year plan for 2014. March Street is one of only a few streets in the downtown core that has not been reconstructed within the last few decades. It requires full reconstruction to a class A urban standard cross section.

6) Connecting Link Allowance

It has been an annual routine to allocate the City's 25% share of the annual MTO connecting link project, however, the Province has cancelled the Connecting Link Program. We are awaiting a response to our request for provincial assistance with connecting links. It is recommended that the 2014 allowance remain in the budget. The planned project for 2014 is to widen and resurface Second Line from Pine Street to the bottom of the hill.

5(r)

7) Bridges and Aqueducts

Council is aware that considerable capital spending has had to be diverted to bridges and aqueducts over the past several years. While some of the funding was provided by grants from senior levels of government, unfortunately it has become necessary to divert capital road reconstruction dollars to bridges and aqueducts.

Biennial inspections of aqueducts are carried out in odd numbered years, and bridge inspections in even numbered years. In order to better forecast major capital expenditures to this infrastructure, the Engineering Division developed 5 to 10 year capital forecasts for bridges and aqueducts.

Bridges: The highest priority for bridges is the replacement of the four single lane structures we share with Prince Township. Council will recall they are the subject of a recent application to the Mill Funding Program. We have been advised that the funding application was not successful. It should be the subject of future applications for infrastructure funding programs.

Aqueducts: The 2014 capital program includes the reconstruction of the second phase of the Fort Creek Aqueduct. The structural consultant is recommending the City continue the reconstruction of this structure based on the results of the biennial inspections and the spot failures we have experienced in the roof of the structure.

8) Resurfacing Various Roads

A portion of the 2014 capital budget is allocated to road resurfacing, as the miscellaneous budget for resurfacing is rapidly becoming insufficient to meet the demand. A separate report will be brought to Council for approval of the resurfacing program in early 2014.

IMPACT

The 2014 capital program is recommended in accordance with the anticipated budget levels, and predesign estimates are based on current prices with an allowance for inflation. Each project will be brought back to Council individually for approval prior to construction. There is no additional budgetary impact anticipated.

STRATEGIC PLAN

The reconstruction of city roads is related to Objective 1B, Transportation Network Improvements under the Developing Solid Infrastructure strategic direction.

RECOMMENDATION

It is recommended that:

- Council approve the attached 2014 capital works program
- Engineering Department proceed with any remaining local improvement rolls and notices for 2014 works.
- The Engineering Division report back to Council with a recommendation for retaining consulting engineers for the projects that will not be completed in house in order to ensure a timely construction start.

5(r)

2013 06 10

Page 5

- The engineering fee estimate in the agreement with STEM Engineering for the Fort Creek Aqueduct be revised to \$352,000. These funds have been included in the capital works program budget.

Respectfully Submitted,



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

Recommended for Approval,



Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

DE/bb
Attach:

RECOMMENDED FOR APPROVAL



Joseph J. Prasad
Chief Administrative Officer

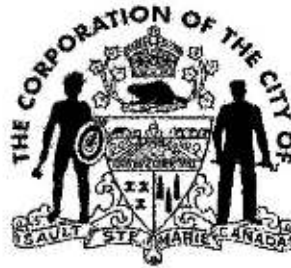
Resurfacing				
The following roads will be resurfaced using recycled asphalt techniques. Asphalt from urban roads is donated to rural roads.				
Funding will come from the annual capital reconstruction program surplus, if any, and the miscellaneous reconstruction budget.				
Class A Urban Roads Resurfacing short list				
	Street	From	To	Comments
	Wellington Street	Lake Street	Hugill Street	Resurface
	Pim Street	Summit Avenue	McNabb Street	Resurface
	John Street	Elm Street	Carmen's Way	Resurface
	Pine Street	McNabb Street	Willoughby	Resurface
	Queen Street	Pim Street	Andrew Street	Resurface
	Northern Avenue	Reid Street	Pine Street	Resurface
	Wallace Terrace	Korah Road	Goulais Avenue	Resurface
	McNabb Street	Pim Street	Lake Street	Resurface
Class B Rural Roads Resurfacing short list				
	Street	From	To	Comments
	Fourth Line West	Allen's Side Road	Goulais Avenue	Resurface
	Base Line Road	Carpin Beach Road	Airport Road	Resurface
	Fourth Line East	Old Goulais Bay Rd	Great Northern Road	Resurface
	Fourth Line West	Brule Road	Peoples Road	Resurface

5/17

5(s)

Jerry Dolcetti, RPP
Commissioner

Donald B. McConnell, RPP
Planning Director



ENGINEERING & PLANNING
DEPARTMENT

Planning Division

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

RE: Application No. A-10-13-Z.OP & 57T-13-502 – 179 & 227 Pointe Aux Pins Drive

PURPOSE

The applicant is requesting an Official Plan Amendment, Rezoning and Draft Plan of Subdivision Approval and Draft Plan of Condominium Approval to develop a 91 lot single detached subdivision. The dwellings are proposed to be developed with individual well and septic services with frontage on a municipally owned roadway. Each lot is designed to have direct water access to a proposed channel connected to the upper St. Mary's River. Approval of this application requires the closing of a portion of Alagash Drive.

PROPOSED CHANGE

The applicant is requesting 1) an Official Plan Amendment by way of a Notwithstanding Clause to the existing Rural Area Official policies, 2) a Rezoning of the property from "RA" (Rural Area) to "R1" (Estate Residential), and "EM" (Environmental Management) with a Special Exception to permit a boat launch, boat lift and boat storage facility, 3) Draft Subdivision Approval, and 4) Draft Condominium Approval for a 91 lot subdivision.

BACKGROUND

The applicants are proposing to develop the property as a condominium. This was inadvertently omitted from the public notice. Accordingly, the matter had been rescheduled for Monday, July 15th, 2013. The applicant is in agreement with this date.

RECOMMENDATION

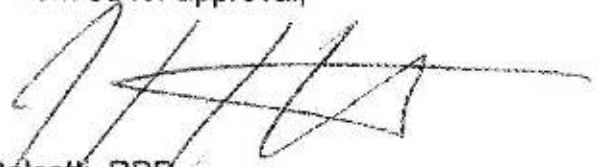
That City Council accept this report as information.

Recommended for approval,



Donald B. McConnell, MCIP, RPP
Planning Director

Recommended for approval,



Jerry Dolcetti, RPP
Commissioner Engineering & Planning



RECOMMENDED FOR APPROVAL
Joseph M. Pirozzi
Chief Administrative Officer

EXISTING ZONING MAP

Planning
Application
A-10-13-Z.OP

Subdivision
Application
57T-13-502

179 & 227
POINTE AUX PINS
DRIVE



METRIC SCALE
1 : 12000

MAP REFERENCE
312 & 2-4

MAIL LABEL ID
A-10-13-Z

AIRBLOCK 'B'

AIR

RA

RA

RA

R1

LEGEND



Subject Area = 179 & 227 Pointe Aux Pins Drive

R1 - Estate Residential Zone

RA - Rural Area Zone



PR - Parks and Recreation Zone

AIR - Airport Zone

S-# = Special Exception Zoning

--- International Border

Pointe Aux Pins Drive

Pointe Des Chenes Crescent

Channelview Lane

RA

R1

R1

Harriet Street

Residential Access

Delgish Road

Alagash Drive

PR

R1

R1

Pine Shore Drive

Red Pine Drive

S-34

S-6

S-3

S-3

2012 ORTHO PHOTO

Planning
Application
A-10-13-Z.OP

Subdivision
Application
57T-13-502

179 & 227
POINTE AUX PINS
DRIVE



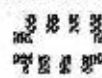
METRIC SCLAE
1 : 12000

MAP REFERENCE
312 & 2-4

MAIL LABEL ID
A-10-13-7

575



 Subject Area = 179 & 227 Pointe Aux Pins Drive
 International Border

OFFICIAL PLAN LAND USE MAP

SCHEDULE "C"

Planning
Application
A-10-13-Z.OP

Subdivision
Application
57T-13-502

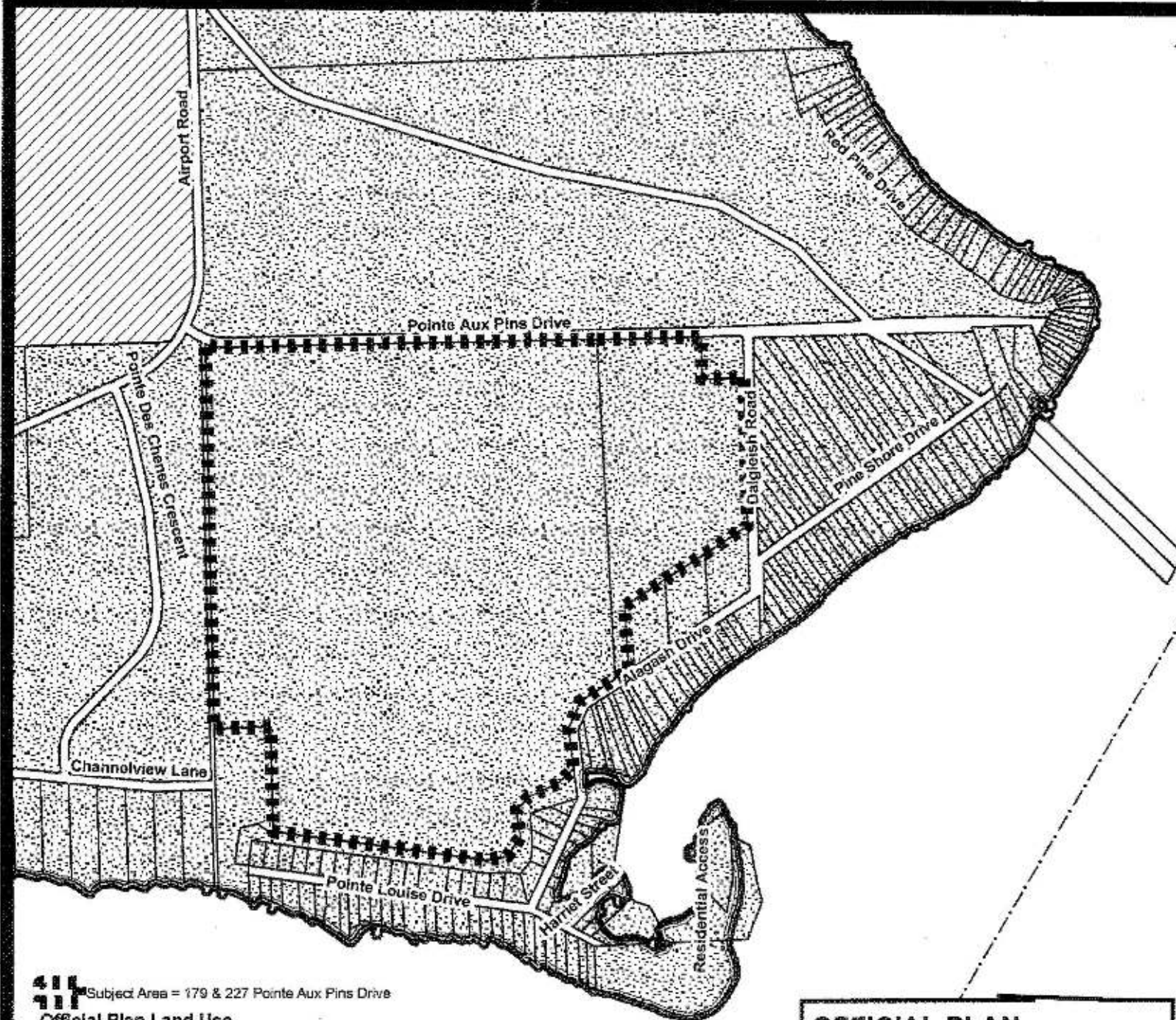
179 & 227
POINTE AUX PINS
DRIVE



METRIC SCALE
1 : 12000

MAP REFERENCE
312 & 2-4

MAIL LABEL ID
A-10-13-Z



Subject Area = 179 & 227 Pointe Aux Pins Drive

Official Plan Land Use

Land Use Designation

Rural Area

Airport Lands

International Border

OFFICIAL PLAN
AMENDMENT
NUMBER

Jerry D. Dolcetti, RPP
Commissioner

Donald B. McConnell, RPP
Planning Director



ENGINEERING & PLANNING
DEPARTMENT

Planning Division

2013 06 10

Mayor Debbie Amaroso
and Members of Council

Re: Cycling Master Plan – Consulting Services

PURPOSE

The purpose of this report is to recommend that City Council authorize an agreement with MMM Group, in association with Kresin Engineering for preliminary design services for three priority cycling routes and to authorize an agreement with STEM Engineering for engineering services for the construction of a Hub Trail spoke from the Finnish Rest Home.

BACKGROUND

At a meeting on November 9, 2009, Council requested that staff report back on the feasibility and process of adding to the Hub Trail. Since that time, staff has consulted with both the Sault Trails Advocacy Committee and the public to identify a number of key cycling routes or "spokes" connecting other parts of the community to the Hub Trail. In a November 19, 2012 staff report, Planning staff identified seven primary cycling routes, of which three were considered priority.

ANALYSIS

The three priority spokes include:

- A west route, utilizing a combination of off-road, multi-use trails, signed cycling routes and cycling lanes between Great Northern Road and the westerly city limits,
- A north route, utilizing paved shoulders and signed cycling routes along Old Garden River Road from Terrance Avenue to the northerly city limits; and,
- An east route, utilizing paved shoulders, cycling lanes and off-road, multi-use trails from Holy Cross Elementary School to the easterly city limits.

To initiate the construction of these three priority routes, preliminary design, property requirements and cost estimating are required. Once these elements are completed, staff can advise Council on additional funding requirements associated with establishing these

three routes. As well, having preliminary design and cost estimates will allow staff to pursue potential funding opportunities, specifically through Trans Canada Trail.

With respect to the west route, STEM Engineering has been retained to conduct engineering services for the expansion to the Finnish Rest Home. As part of that development, STEM will be designing a multi-use trail through the Finnish Rest Home property. To facilitate a connection from the Finnish Rest Home property and the existing Hub Trail at Fort Creek, staff is recommending an agreement with STEM to provide design and cost estimating services for a multi-use trail.

For the remainder of the west route, and the north and east routes, Planning staff are recommending an agreement with MMM group, in association with Kresin Engineering. Both MMM Group and Kresin Engineering have been extensively involved in the planning, design and construction of the Hub Trail.

IMPACT

As part of the 2013 Supplemental budget deliberations, Council awarded \$50,000 for the engineering and design work associated with these three routes.

Costs for the design of the Finnish Rest Home area trail is estimated at \$13,400. The cost to perform preliminary design, determine property requirements and cost estimation for the remainder of the west route, as well as the north and east route is estimated at \$35,000.

STRATEGIC PLAN

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

RECOMMENDATION

It is recommended that City Council retain MMM Group, in association with Kresin Engineering to perform preliminary design and cost estimation services, at an estimated cost of \$35,000, and that City Council retain STEM engineering to perform design and cost estimation services for the design of a connecting spoke from the Finnish Rest Home Property to the Fort Creek Hub Trail. Agreements for both of the outlined projects will be brought to Council at a future meeting.

Respectfully submitted,

Steve Turco, MCIP, RPP
Planner

Recommended for approval,



Donald B. McConnell, MCIP, RPP
Planning Director

Recommended for approval,

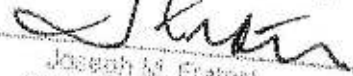


Jerry Dolcetti, RPP
Commissioner Engineering & Planning

ST/ps

attachment(s)

RECOMMENDED FOR APPROVAL



Joseph M. Frankel
Chief Administrative Officer

5(u)

NUALA KENNY
CITY SOLICITOR

MELANIE BOROWICZ-SIBENIK
ASSISTANT CITY SOLICITOR

MATTHEW CAPUTO
SOLICITOR/PROSECUTOR



LEGAL DEPARTMENT

File No. PR7.1
Sayers "E" Subdivision

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

**RE: REQUEST FOR A DEEMING BY-LAW FOR LOTS 17 - 25 PLAN 732 ST. MARY'S,
SAYERS "E" SUBDIVISION**

PURPOSE

The purpose of this report is to bring to Council a request received from the owner of lots 17 – 25, Plan 732, St. Mary's, Sayers "E" Subdivision to have the City pass a deeming by-law for these lots.

BACKGROUND

The owner of lots 17 – 25, Plan 732, St. Mary's, Sayers "E" Subdivision has requested that the City pass a deeming by-law under Section 50(4) of the *Planning Act* for lots 17 – 25, Plan 732. The effect of the deeming by-law once it is registered on title would be that these lots would be treated as one block of land and could no longer be sold as individual lots without the by-law being repealed or by a Committee of Adjustment severance approval.

The request has been circulated to Don McConnell in Planning, Don Maki in Building, Dan Perri in Engineering and Michelle Kelly, Committee of Adjustment, none of whom have any objection to the request that a deeming by-law be passed for these lots. We were advised that the merging of the properties is necessary to facilitate a future building permit.

I have attached a portion of Map 7 showing these lots as subject property.

-more-

2013 06 10

Page 2

ANALYSIS

N/A

IMPACT

N/A

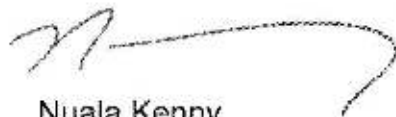
STRATEGIC PLAN

N/A

RECOMMENDATION

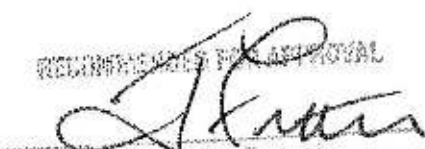
By-law 2013-113 which has the effect of deeming lots 17 – 25, Plan 732 as not being part of a plan of subdivision appears elsewhere on the agenda. I recommend that By-law 2013-113 be passed.

Respectfully submitted,



Nuala Kenny
City Solicitor

NK/cf
Attachment


RECOMMENDED FOR APPROVAL

Joseph M. Fratali
Chief Administrative Officer

[illegible]

QUEEN STREET EAST

335	550	550
COM	COM	OFF
EXG	COM	79
	GREYHOUND BUS TERMINAL	79
ROHS	TAXI STAND	
	DONUT SHOP	57

ROCK

[illegible]

PARKING	20 35N PARKING	BELL AVENUE	
		OFFICE	REST
		SPORTS	ASSOC
		CLUB	DRINKS
			HALL

SF OFFICE COM BLOWN IN FLOOR	BOS 657	A08	EAK B97A	F7T E6D
CORR.	QUEENSTOWN MEDICAL COURT OFFICE 2F	OFFICE REST	OFFICE	CARPROXATION
				HEALTH CLUB CORP. <i>(Handwritten)</i>
MEDICAL DENTAL BLDG.	PARKING			COM 2F <i>(Handwritten)</i>
648	404			SP 67H

EAST STREET

BAY STREET

RUSS RAMSAY WAY

612
SUM
SENIOR CITIZENS BUILDING
PG

EDUNIT'S
244-009-05

63] → ← 67]

SSM
CLERQUE PARK

24. 2025

SSM
CLERGUE PARR

35M

石炭系 111

CIVIC
CENTRE

→ subject property

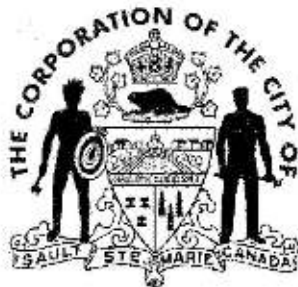
Part of map 7



NUALA KENNY
CITY SOLICITOR

MELANIE BOROWICZ-SIBENIK
ASSISTANT CITY SOLICITOR

MATTHEW CAPUTO
SOLICITOR/PROSECUTOR



LEGAL DEPARTMENT

FILE NO.: I1.1

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

**RE: RENEWAL OF CITY'S INSURANCE PROGRAM – JARDINE LLOYD THOMPSON
CANADA INC.**

PURPOSE

The purpose of this report is to recommend to Council the renewal of the City's insurance program for the period of June 1, 2013 to May 31, 2014 with Jardine Lloyd Thompson Canada Inc. through broker, Algoma Insurance Brokers Limited.

BACKGROUND

The City's current insurance coverage ended May 31st. Last year the City's insurance premium with Jardine was \$1,339,866.60. This year's premium is \$1,335,574.24. This is an approximate 0.3% decrease.

ANALYSIS

Insurance is a municipal necessity. To date we have been pleased with the coverage provided by Jardine Lloyd Thompson Canada Inc. We are hoping that they will continue to provide risk management courses and seminars to City employees.

IMPACT

Insurance is a necessity and is always a key component to the Legal Department budget.

STRATEGIC PLAN

Not applicable.

-more-

2013 06 10

Page 2

RECOMMENDATION

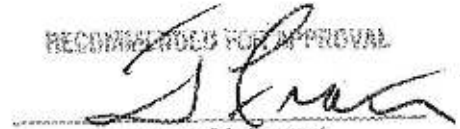
My recommendation to Council is that the City's insurance package for the period from June 1, 2013 to May 31, 2014 be placed with Jardine Lloyd Thompson Canada Inc. through local broker, Algoma Insurance Brokers Limited.

Respectfully submitted,



Nuala Kenny
City Solicitor
NK/da

RECOMMENDED FOR APPROVAL



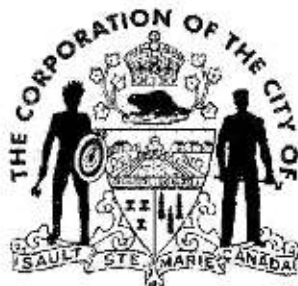
Joseph M. Fretwell
Chief Administrative Officer

5(w)

**NUALA KENNY
CITY SOLICITOR**

**MELANIE BOROWICZ-SIBENIK
ASSISTANT CITY SOLICITOR**

**MATTHEW CAPUTO
SOLICITOR/PROSECUTOR**



LEGAL DEPARTMENT

File No. LE-39

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

**RE: LEASE WITH S. & T. ELECTRICAL CONTRACTORS LIMITED – SACKVILLE ROAD
PROPERTY**

PURPOSE

The purpose of this report is to seek City Council's approval for a new lease agreement between the City and S. & T. Electrical Contractors Limited.

BACKGROUND

The City of Sault Ste. Marie entered into a lease with S. & T. Electrical Contractors Limited on May 1st, 2004 regarding land on Sackville Road. That lease was for a period of one year until April 30, 2005, and continued month to month thereafter. That agreement has since been terminated.

A portion of the land on which the lease previously existed has since been sold to S. & T. Electrical Contractors Limited. A further portion of this land has been retained by the City to allow for a potential future road to be developed in that area. Until that time, a further lease has been requested by S. & T. Electrical Contractors Limited for the land retained by the City.

ANALYSIS

The property retained by the City is to be utilized by S. & T. Electrical Contractors Limited for the purpose of a storage area. The majority of the land has been purchased by S. & T. Electrical Contractors, but the City has retained 50' of the 150' frontage for a future road use. No plans currently exist to develop a road during the term of this lease. The lease is to run from September 1, 2012 until August 31, 2017 and continues month to month thereafter until terminated.

-more-

5(w)

The lease agreement can be found attached as Schedule "A" to By-law 2013-104, which appears elsewhere on the agenda.

Pursuant to the lease agreement, S. & T. Electrical Contractors Limited agrees to pay the City the sum of two hundred dollars (\$200.00) per month. The agreement can be cancelled at any time given sixty (60) days' notice, if the City requires the use of the subject property prior to the termination of the lease.

IMPACT

The City will collect rent in the amount of two hundred dollars (\$200.00) per month, for the period of the lease. Should the leased premises become taxable as a result of the City granting the lease, S. & T. Electrical Contractors Limited have agreed to cancel the lease or pay the taxes in addition to the rent payable.

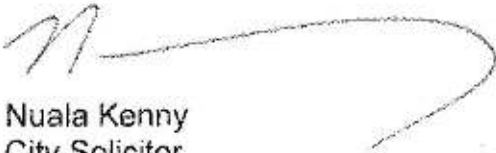
STRATEGIC PLAN

No impact on the strategic plan.

RECOMMENDATION

By-law 2013-104, which appears elsewhere on the agenda, authorizes the City to enter into the lease agreement between the City and S. & T. Electrical Contractors Limited, and is recommended for approval.

Respectfully submitted,

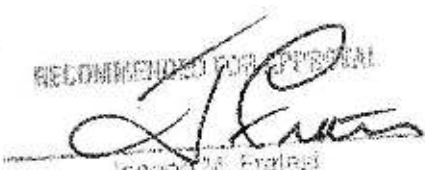


Nuala Kenny
City Solicitor

NK/da

LEGAL\STAFF\COUNCIL REPORTS\2013\2013-06-10 - REPORT - LEASE FOR S & T ELECTRICAL.DOC

RECOMMENDED FOR APPROVAL



Joseph M. Friel
Chief Administrative Officer

5(x)
NUALA KENNY
CITY SOLICITOR

MELANIE BOROWICZ-SIBENIK
ASSISTANT CITY SOLICITOR

MATTHEW CAPUTO
SOLICITOR/PROSECUTOR



LEGAL DEPARTMENT

File No. F2.2

2013 06 10

Mayor Debbie Amaroso
and Members of City Council

RE: FIRE ROUTES BY-LAW

PURPOSE

The purpose of this report is to recommend that City Council pass By-law 2013-105, which repeals By-law 81-404 and which sets out a new Fire Routes By-law designating certain roadways as fire routes along which no parking of vehicles shall be permitted.

BACKGROUND

On December 14, 1981, City Council passed By-law 81-404 which designated certain roadways as fire routes in the City of Sault Ste. Marie. By-law 81-401 contains two Schedules, namely Schedule "A" which sets out the signage required to be displayed for designated fire routes, and Schedule "B" which lists those lands over which a fire route is designated pursuant to this By-law. City Police and City By-law Enforcement Officers have enforced By-law 81-404 since its passage. To enforce fire routes in the City, a property must be signed in accordance with Schedule "A" and listed in Schedule "B" to the By-law.

The Legal Department has completed a review of By-law 81-404 and has noted that it is outdated in various respects. First, the legislative underpinnings for the By-law have changed. City Council now has authority pursuant to the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4, and the Municipal Act, 2001, S.O. 2001, c. 25 to pass by-laws designating private roadways as fire routes, to appoint officers to enter upon lands for inspection and enforcement of municipal by-laws, and to create offences under City by-laws.

Second, the penalty and enforcement provisions cited in By-law 81-404 have changed. Specifically, the Provincial Offences Act sets out the framework for parking infractions and a fine structure that was not reflected in By-law 81-404. Also, a municipality may, pursuant to

-more-

5(x)

the Repair and Storage Liens Act, R.S.O. 1990, c.R.25, move and store vehicles parked in contravention of a fire routes by-law, and thereafter place a lien on the vehicle representing the costs associated with same.

Third, since its original passage, numerous properties listed in Schedule "B" to By-law 81-404 have changed ownership and are no longer properly identified in the Schedule.

Finally, many municipalities throughout the Province have appended numerous sign formats to their respective fire routes by-laws. Schedule "A" to By-law 81-404 includes only one (1) sign format. The Legal Department was advised by a local advertising company that the sign format in Schedule "A" requires customization and therefore increased costs to a business owner. The local advertising company provided a "No Parking - Fire Route" sign template which is the Ontario standard from their supplier. This template includes the same details as the sign format in Schedule "A" to By-law 81-404. The City has authority to add additional sign formats to Schedule "A", and certainly adding a sign template that does not require customization will minimize costs to property owners.

ANALYSIS

By-law 2013-105 addresses the above referenced issues. Given the significant amendments required, amending the existing by-law is not appropriate and a new by-law is recommended.

IMPACT

By-law 2013-105 cites current penalty and enforcement provisions which will enable appropriate enforcement to occur.

STRATEGIC PLAN

Not applicable.

RECOMMENDATION

By-law 2013-105 appears elsewhere on the agenda and is recommended for approval.

Respectfully Submitted,



Melanie Borowicz-Sibenik
Assistant City Solicitor
MBS/cf

Recommended for approval,



Nuala Kenny
City Solicitor

c.c. Paul Milosevich, Assistant Fire Chief
c.c. Art Pluss, Inspector Patrol Services
Staff/Council Reports/2013/Fire routes June 10.13

RECOMMENDED FOR APPROVAL



Joseph M. Frabasi
Chief Administrative Officer

5(y)
NUALA KENNY
CITY SOLICITOR

MELANIE BOROWICZ-SIBENIK
ASSISTANT CITY SOLICITOR

MATTHEW CAPUTO
SOLICITOR/PROSECUTOR



LEGAL DEPARTMENT

File No. P1.6(5)

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

**RE: RONALD SONKE – 397 SUNNYSIDE BEACH ROAD – COMMITTEE OF
ADJUSTMENT APPLICATION NUMBER A2-13-(2-10)-341-23905-R1**

PURPOSE

The purpose of this report is to advise Council that the Committee of Adjustment decision concerning lands located at 397 Sunnyside Beach Road (the "Subject Property") has been appealed to the Ontario Municipal Board.

BACKGROUND

On February 20, 2013 the Committee of Adjustment heard an application made by Ronald Sonke to permit three minor variances at the Subject Property, namely to validate an existing fence, open deck and three seasons' room that do not conform with the requirements of By-law 2005-150.

The Committee of Adjustment approved a minor variance to allow an increase to the permitted fence height on the Subject Property. The Committee denied the other minor variance requests, both of which required a reduction in the rear yard setback at the Subject Property.

ANALYSIS

An appeal of the Committee of Adjustment's decision was filed by Ronald Sonke. The Ontario Municipal Board has set a hearing date of Wednesday, June 19, 2013 at 10:00 a.m., and has set aside one day for the hearing. The Legal Department will represent the Committee of Adjustment at the hearing.

-more-

5(y)

2013 06 10

Page 2

IMPACT

N/A

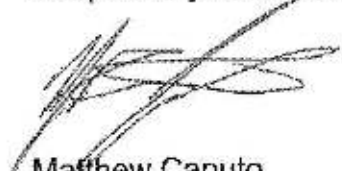
STRATEGIC PLAN

N/A

RECOMMENDATION

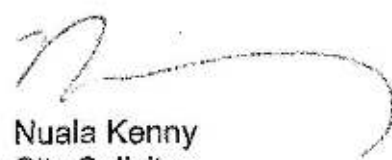
This report is provided for the information of Council.

Respectfully submitted,



Matthew Caputo
Solicitor/Prosecutor

Recommended for approval,



Nuala Kenny
City Solicitor

MC/cf

LEGAL\STAFF\COUNCIL REPORTS\2013\2013-06-10 - REPORT - ADVISE OF OMB DATE COMMITTEE OF ADJ.DOC

RECOMMENDED FOR APPROVAL



Joseph M. Frereel
Chief Administrative Officer

(d1)(a)

Tim Gowans
Manager of Purchasing



Finance Department
Purchasing Division

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

RE: TENDER FOR CONSTRUCTION OF THE HERITAGE DISCOVERY CENTRE

PURPOSE

Attached hereto for your information and consideration is a summary of the tenders received for the Construction of the Heritage Discovery Centre as required by the Community Services Department.

BACKGROUND

The tender was publicly advertised and tender documents forwarded to all firms on our bidders list. A public opening of the tenders was held May 30, 2013, with Councillor Pat Mick representing City Council.

ANALYSIS

The tenders received have been thoroughly evaluated and reviewed with the City's Consultant for the project, Mr. Chris Tossell, Architect, and Mr. Nick Apostle, Commissioner of Community Services, along with staff from the City's Finance Department. Mr. Tossell's report concerning the tenders received is attached for your reference. Reports of the Commissioner of Community Services, and the Commissioner of Finance-Treasurer, concerning the Heritage Discovery Centre appear elsewhere on the Agenda.

IMPACT

Funding for the project will be drawn from various Federal, Provincial and Municipal funds as previously presented to Council. The low tendered price is within the amount budgeted for the project.

STRATEGIC PLAN

Construction of the Heritage Discovery Centre is listed in the Corporate Strategic Plan as part of Objective 3A – Recreational/Cultural Infrastructure.

RECOMMENDATION

It is therefore my recommendation that the tender for the Construction of the Heritage Discovery Centre be awarded to Avery Construction Ltd. at their low tendered price, meeting specifications, of \$2,772,450.00, plus HST.

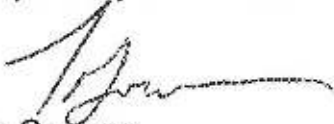
-More-

2013 06 10
Page 2

It is further recommended that the City's Consultant, Mr. Chris Tossell, be authorized to provide a Letter of Intent formally authorizing Avery Construction Ltd. to proceed with the construction of this project. A By-law authorizing signature of a formal contract for construction will appear on a future Council Agenda

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. Tossell
Chief Administrative Officer



6(1)(a)

Chris Tossell, Architect
531 River Road - Unit 3
Sault Ste. Marie,
ON P6A 6X7
Phone: (705) 942-1613
Email: CTA1@shaw.ca

3 June, 2013

Nicholas Apostle
Commissioner of Community Services
The Corporation of the City of Sault Ste Marie
99 Foster Drive
Sault Ste Marie ON P6A

Dear Mr. Apostle

CTA Project 11-06: City of Sault of Sault Ste Marie: Heritage Discovery Centre

The following is our report concerning tenders received on the above project.
Tenders were received at 12:00 noon on Thursday May 30, 2013 and publically opened at 3:00 pm on the same day.

The results are as follows:

1. **Avery Construction: \$2,772,450.00 + HST**
2. **George Stone & Sons: \$3,025,497.00 + HST**

We have reviewed both bids. All required Bid Deposits and Agreements to Bond were included with the tenders and each tender had been fully completed. Both bids acknowledged receipt of Addenda Nos 1 & 2. We found no informality in either tender. The completion date provided by the low bidder is February 28, 2014.

Our last Estimate (February 2012) was for \$3,081,775.00 + HST

It is our recommendation to you that the tender of the low bidder, Avery Construction be accepted. The contractor has indicated that he would be able to commence construction on site one week after receipt of a Letter of Intent to be issued immediately upon Council approval.

Please contact the writer should you require any additional detail.

Sincerely

A handwritten signature in cursive script that reads 'Chris Tossell'.

Chris Tossell, OAA, MRAIC, CAHP,
Architect

William Freiburger, CMA
Commissioner of Finance
and Treasurer



Finance Department

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

**RE: HERITAGE DISCOVERY CENTRE –
ERMATINER-CLERGUE NATIONAL HISTORIC SITE**

PURPOSE

The purpose of this report is to update Council on the overall financial plan for the Heritage Discovery Centre – Ermatinger-Clergue National Historic Site.

BACKGROUND

At the 2013 04 22 Council meeting, the Finance Department provided the attached information indicating the Heritage Discovery Centre had a funding shortfall of \$850,000.

ANALYSIS

Attached is a report from Jacob Bruzas, Manager of Audits and Capital Planning, that provides an updated financial summary that includes the results of the construction tender that appears elsewhere on the agenda.

The original funding shortfall for the project was \$850,000 and it has now been revised to approximately \$530,000.

There are other cost components for the Heritage Discovery Centre that have not been finalized at this time including the Summer Kitchen and the Interpretive Features.

IMPACT

The project is currently under the budget estimates provided at the 2013 04 22 Council meeting.

STRATEGIC PLAN

The Heritage Discovery Centre is part of the City's Strategic Plan under Objective 3A – Recreational/Cultural Infrastructure.

–More–

6(1)(a)

Report to Council – Heritage Discovery Centre
2013 06 10
Page 2.

RECOMMENDATION

That the report of the Commissioner of Finance and Treasurer concerning funding of the Heritage Discovery Centre be received as information.

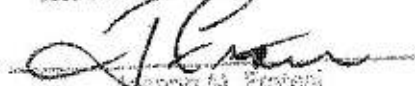
Respectfully submitted,



W. Freiburger, CMA
Commissioner of Finance and Treasurer

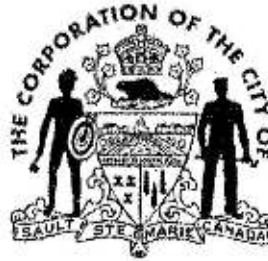
WF/kl
attachments

RECOMMENDED FOR APPROVAL



Joseph M. Proctor
Chief Administrative Officer

William Freiburger, CMA
Commissioner of Finance
and Treasurer



611(a)
618(a)
Finance Department

2013 04 22

Mayor Debbie Amaroso and
Members of City Council

**RE: HERITAGE DISCOVERY CENTRE –
ERMATINGER-CLERGUE NATIONAL HISTORIC SITE**

PURPOSE

The purpose of this report is to provide information relating to the resolution on this agenda regarding funding the proposed Heritage Discovery Centre.

BACKGROUND

Attached is a report and financial summary from Mr. Jacob Bruzas, Manager of Audits and Capital Planning regarding project costs for the Heritage Discovery Centre.

From the attached report, a City Council resolution dated July 27, 2009 approved the City providing ongoing operating costs for the Heritage Discovery Centre, estimated to be between \$12,000 and \$105,000 per year. An increase in the tax levy would be required to fund the additional annual operating costs.

ANALYSIS

If Council should wish to finance the Heritage Discovery Centre, the following plan is recommended.

As per the attached report, there is a funding shortfall of \$850,000 for the Heritage Discovery Centre.

In addition to the above \$850,000 shortfall, \$132,000 of sewer upgrades would be funded from the 2013 Sewer Surcharge budget and \$30,000 would be contributed from the 2013 Accessibility Committee budget.

Staff are planning to issue debt in 2013 for the West End Community Centre. An allocation of \$700,000 is included in the 2013 budget to finance the debt service costs for the West End Community Centre.

- More -

Heritage Discovery Centre – Ermatinger-Clergue National Historic Site

2013 04 22

Page 2.

Staff would recommend that the \$850,000 shortfall for the Heritage Discovery Centre be added to the debt issue for the West End Community Centre and the two projects be funded by the current budget debt allocation of \$700,000.

IMPACT

The total debt payment costs for the Heritage Discovery Centre would be funded within the current budget allocations.

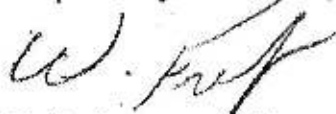
STRATEGIC PLAN

The Heritage Discovery Centre is part of the City's Strategic Plan under Objective 3A – Recreational/Cultural Infrastructure.

RECOMMENDATION

That the report of the Commissioner of Finance and Treasurer concerning funding of the Heritage Discovery Centre be received as information.

Respectfully submitted,



W. Freiburger, CMA
Commissioner of Finance and Treasurer

WF/kj

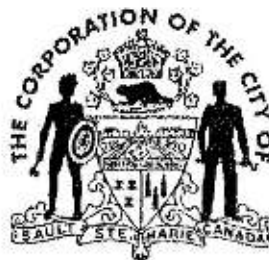
attachment

cc: N. Apostle
J. Bruzas



6(1)(a)

Jacob Bruzas, CPA, CA
Manager of Audits
and Capital Planning



Finance Department

2013 04 22

Mayor Debbie Amaroso and
Members of City Council

**RE: HERITAGE DISCOVERY CENTRE –
ERMATINGER-CLERGUE NATIONAL HISTORIC SITE**

PURPOSE

The purpose of this report is to provide details on the known funding implications of the above-noted project.

BACKGROUND

This project was originally supported by Council in 2009, however, after tender amounts received were higher than anticipated, the project was delayed until such time that the project scope could be pared down and additional funding found.

Original Council Support:

Council Resolution

July 27, 2009 City Council Meeting Minutes
Clerk's Department

Moved by Councillor J. Calcoo

Seconded by Councillor O. Grandinetti

Resolved that the report of the Chair, Historic Sites Board dated 2009 07 27 concerning Visitor Centre Legacy Project for the War of 1812 Bi-Centennial Commemoration be accepted and the recommendation that City Council endorse and support the Heritage Discovery Centre as follows:

- 1) commit the required municipal property to the west of the Ermatinger-Clergue National Historic Site on which to build the Centre;
 - 2) authorize the submission of applications for significant capital funding to various Federal and Provincial programs;
 - 3) commit to support the ongoing annual operations of the proposed Centre should it be built (this assumes that the cost to operate the site nets to zero if projected revenues are realized; the additional operating costs to the City in 2012 would range from \$12,000.00 to \$105,000.00 based on best-case and worst-case scenarios)
- be approved. CARRIED.

–More–

b(1)(a)

ANALYSIS

In Mr. Chris Tossel's November 2011 report to the Historic Sites Board, he estimated the cost of the project to continue to completion to be approximately \$4 million. Inflationary factors have since added an additional \$60,000 to the project. This is in addition to the already incurred costs of \$338,000, bringing the total anticipated project cost to approximately \$4.4 million.

The \$338,000 to date has been fully funded by a combination of Canadian Heritage-Cultural Spaces funding and City funds.

The Historic Sites Board has been successful in securing funding from the following sources:

- NOHFC (\$1,000,000);
- Canadian Heritage-Cultural Spaces (\$1,778,000); and
- 1812 Commemorative Fund (\$140,000);

In addition to the above-noted funding, there is approximately \$130,000 available for this project from the Historic Sites and Heritage SSM Trust Funds; \$30,000 committed from the City's Accessibility Committee; and a further \$132,000 approved by the City's Engineering Department from the Sewer Surcharge budget for sewer work on the project site.

IMPACT

Based on the approved funding and estimated total project cost, this leaves a projected shortfall of approximately \$850,000.

A summary of the financial breakdown as described has been attached for your information.

STRATEGIC PLAN

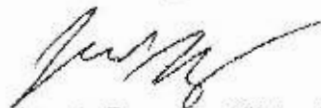
The Heritage Discovery Centre is identified in the City's Strategic Plan.

RECOMMENDATION

That the report of the Manager of Audits and Capital Planning concerning the current financial situation of the Heritage Discovery Centre be received as information.

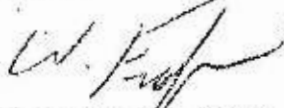
Heritage Discovery Centre – Ermatinger Clergue National Historic Site
2013 04 22
Page 3.

Respectfully submitted,



Jacob Bruzas, CPA, CA
Manager of Audits and Capital Planning

Recommended for approval,



W. Freiburger, CMA
Commissioner of Finance and Treasurer

JB/

attachment

cc: N. Apostle, Commissioner of Community Services Department



6(1)(a)

Ermatinger Historic Site Visitor Centre

Cost/Funding Analysis

As at Apr 22, 2013

Expenditures:

Costs to date:	337,827	
Construction Cost Estimate:	3,500,000	
Summer Kitchen:	160,000	
Interpretive Features:	400,000	
Total Projected Expenditures:	<u>4,397,827</u>	

Revenues:

Funded to Date: 337,827 (Includes City Contribution of \$200,000 and Can Heritage Rd 1 funding)

Approved Funding:

Federal:

Cdn Heritage-Cultural Spaces	1,778,000	
Cdn Heritage-1812 Fund	<u>140,000</u>	1,918,000

Provincial:

NOHFC 1,000,000

City:

Accessibility Committee	30,000	
City Engineering Department (Sewer Surcharge)	<u>132,000</u>	162,000

Other:

Historic Sites and Heritage SSM Trusts 130,000

Total Funding: 3,547,827

Funding Shortfall: **850,000**

Total City Funding Required:

Accessibility Committee	30,000	
City Engineering Department (Sewer Surcharge)	132,000	
Funding Shortfall	<u>850,000</u>	
	<u>1,012,000</u>	

(d1)(a)

Jacob Bruzas, CPA, CA
Manager of Audits
and Capital Planning



Finance Department

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

**RE: HERITAGE DISCOVERY CENTRE –
ERMATINGER-CLERGUE NATIONAL HISTORIC SITE**

PURPOSE

The purpose of this report is to provide an update of the details on the known funding implications of the Heritage Discovery Centre – Ermatinger-Clergue National Historic Site.

BACKGROUND

This is an update to my report to council of April 22, 2013. Since my previous report, the City has gone to tender for the construction portion of the project. This report will include an update of the project funding implications with the assumption that the Manager of Purchasing's recommendation of successful bidder is accepted by Council tonight.

ANALYSIS

Elsewhere on the agenda, the Manager of Purchasing is recommending that the tender for the Construction of the Heritage Discovery Centre be awarded to Avery Construction Ltd. at their low tendered price, meeting specifications, of \$2,772,450, plus HST.

IMPACT

The construction portion of this project was budgeted for at \$3,142,362; inclusive of non-refundable HST. Adding non-refundable HST (1.76%) to the low tendered price brings the total projected construction cost to \$2,821,245. This leaves a difference when compared to budget of (\$321,117).

Based on the approved funding and estimated total project cost, this leaves a projected shortfall of approximately \$530,000 to be financed by the City.

A summary of the financial breakdown as described has been attached for your information.

– More –

6(1)(a)

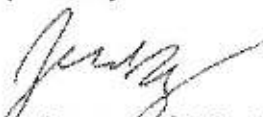
STRATEGIC PLAN

The Heritage Discovery Centre is identified in the City's Strategic Plan.

RECOMMENDATION

That the report of the Manager of Audits and Capital Planning concerning the current financial situation of the Heritage Discovery Centre be received as information.

Respectfully submitted,


Jacob Bruzsa, CPA, CA
Manager of Audits and Capital Planning

Recommended for approval,


W. Freiburger, CMA
Commissioner of Finance and Treasurer

JB/

attachment

c: N. Apostle

Ermatinger Historic Site Visitor Centre**Cost/Funding Analysis**

As at June 10, 2013

		Approved Budget	Actual/ Projected	Over/ (Under)
Expenditures:				
Costs to date:		337,827	337,827	0
Construction Cost Estimate:		3,142,362	2,821,245	-321,117
Contract Administration and Contingencies:		357,638	357,638	0
Summer Kitchen:		160,000	160,000	0
Interpretive Features:		400,000	400,000	0
Total Projected Expenditures:		4,397,827	4,076,710	-321,117
Revenues:				
Funded to Date:		337,827		
Approved Funding:				
Federal:				
Cdn Heritage-Cultural Spaces	1,778,000			
Cdn Heritage-1812 Fund	140,000	1,918,000		
Provincial:				
NOHFC		1,000,000		
City:				
Accessibility Committee	30,000			
City Engineering Department (Sewer Surcharge)	132,000	162,000		
Other:				
Historic Sites and Heritage SSM Trusts		130,000		
Total Funding:		3,547,827	3,547,827	0
Debenture:		850,000	528,883	-321,117

Based on current
knowns, the projected
debenture needed is
\$528,883



June 10, 2013

Mayor Debbie Amaroso and
Members of City Council

HERITAGE DISCOVERY CENTRE – TENDER RESULTS

PURPOSE

This report is in response to Council's direction to proceed to the tender phase for this project based on reports from the Finance Department on April 22, 2013, and May 13, 2013.

BACKGROUND

The Purchasing Division coordinated the tendering process. The Purchasing Manager's report appears elsewhere in your agenda and outlines the process and results, and includes a recommendation to approve the low bidder.

ANALYSIS

Two tenders were received - both from local construction companies. Both bids were found to be compliant with the tender and were evaluated by the Architect, the Finance Department, and myself. The HDC Steering Committee met on May 31, 2013 to discuss the tender, and agreed with the evaluation; and further, endorsed reporting to Council to award the project to the low bidder - Avery Construction Ltd.

IMPACT

There are several components to the overall project - professional services, construction, Summer Kitchen Renovations, and 1812 Interpretive Design. This tender pertains to the construction component. The low bid is under the amount budgeted for this portion of the project.

Although this portion is under budget there are still other components that will require tendering - the Summer Kitchen upgrades, and the 1812 Interpretive Design and Installation. The overall project remains on budget.

STRATEGIC PLAN

Describe how the report links to activities identified in the Strategic Plan - Strategic Direction 3: Enhancing Quality of Life - Objective 3A - Recreational/Cultural Infrastructure.

RECOMMENDATION

That the report of the Commissioner of Community Services concerning the tender for the Heritage Discovery Centre be received as information.

Respectfully submitted,

Nicholas J. Apostle
Commissioner Community Services

RECOMMENDED FOR APPROVAL

Joseph M. Frateul
Chief Administrative Officer

6(1)(b)

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



City Clerk's Office

2013 06 10

Mayor Debbie Amaroso and
Members of Council

RE: CREATION OF THE POSITION OF DEPUTY MAYOR

PURPOSE

The purpose of this report is to provide further information concerning the creation of the position of Deputy Mayor.

BACKGROUND

Council considered a report recommending the creation of the position of Deputy Mayor at the 2013 02 19 council meeting (attached). At that meeting Council decided to postpone consideration of the report in order that more information could be gathered from other communities.

ANALYSIS

An additional survey of other municipalities was completed (attached). As noted in the summary several municipalities declined to respond and of those who did, few answered the questions concerning the creation of the position or any preceding system. The survey again illustrates that variants of both systems (acting mayor and deputy mayor) are in use. It is also apparent that the terms 'acting' mayor and 'deputy' mayor are used interchangeably without regard to the continuity of the role. With respect to the matter of remuneration it appears that few communities compensate the acting or deputy mayor in addition to their regular honorarium. It is not recommended that, if adopted, the position of deputy mayor receive additional remuneration.

As noted in my original report some form of rotational method has been used for many years to designate acting mayors in Sault Ste. Marie. The methods in the last 15 years have included selecting the most senior councillor present at the meeting requiring an acting mayor, selecting the most senior councillor from a particular month's movers and seconders, selecting a councillor from a sequential list on a per meeting basis and the current method of having councillors available to serve as an acting mayor for a particular month of the year.

The concept of a deputy mayor has been considered previously in Sault Ste. Marie. At the 1996 06 24 Council meeting the following motion was tabled pending a review of the procedure by-law:

(d)(1)(b)

Moved by Councillor W. DeLuca

Seconded by Councillor C. Swift

Whereas it is required on occasion that members of Council serve as Acting Mayor; and

Whereas it is important that there be continuity in this position,

Be it resolved that this Council elect from within, a member of Council to serve as Deputy Mayor and that a proper by-law be proposed to replace by-law 95-100. TABLED

The concept was considered during a review of the procedure by-law but, in the end, not adopted.

IMPACT

There is no budgetary impact to the creation of this position.

STRATEGIC PLAN

This review of the procedure by-law is an operational activity not articulated in the corporate Strategic Plan.

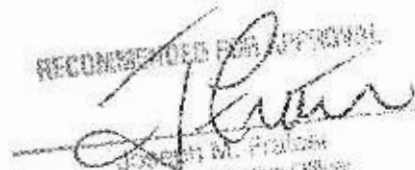
RECOMMENDATION

That the report of the City Clerk dated 2013 06 10 be accepted as information and that a by-law formalizing the position of Deputy Mayor be drafted and approved at a future meeting of Council.

Respectfully submitted,



Malcolm White
City Clerk

RECOMMENDED FOR APPROVAL

Joseph M. Fralock
Chief Administrative Officer

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



City Clerk's Office

2013 02 19

Mayor Debbie Amaroso and
Members of Council

RE: CREATION OF THE POSITION OF DEPUTY MAYOR

PURPOSE

The purpose of this report is to recommend the creation of the position of Deputy Mayor.

BACKGROUND

As Council is aware there is currently in place a system of rotation that provides for councillors to assume the role of Acting Mayor when required. Each councillor is assigned one month during the year in which, if required, they act in the absence of the Mayor to fulfill operational duties (ie chairing Council meetings, signing of documents etc).

During the review of the Procedure By-law, staff were asked to review how the absence of the Mayor is handled in other communities. A survey was completed (attached) which indicated that other municipalities use either Deputy Mayors (appointed) or Acting Mayors (usually on a rotating basis).

ANALYSIS

The City has used the Acting Mayor position on a rotating basis for many years. The advantage to this system is that the opportunity to act in the Mayor's absence is divided equally among all the councillors and that it is simple to administrate. The disadvantages are that councillors are sometimes apprehensive or do not want to take on the role when the need arises. It is also more difficult for the Mayor to brief an Acting Mayor on more critical issues requiring attention during the Mayor's absence, especially when the absence may cross from one month to another, thereby necessitating the briefing of two Acting Mayors.

The advantage of a Deputy Mayor position is that there is an appointee who is a consistent presence and is able to act on operational matters with less ongoing preparation and briefing than the Acting Mayor system.

While the process of appointing a Deputy Mayor varies among municipalities, the recommended process is that the position be appointed by Council upon the recommendation of the Mayor.

2013 02 19

Page 2

661x61

Should Council approve of the creation of a Deputy Mayor position, it is recommended that a two year appointment be made as part of the usual board and committee appointment process. For this term it is recommended that an appointment be made in the near future for the balance of this Council term.

IMPACT

There is no budgetary impact to the creation of this position.

STRATEGIC PLAN

This review of the procedure by-law is an operational activity not articulated in the corporate Strategic Plan.

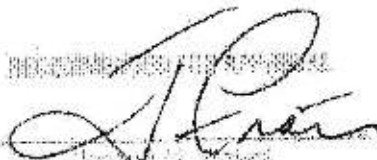
RECOMMENDATION

That the report of the City Clerk dated 2013 02 19 be accepted as information and that a by-law formalizing the position of Deputy Mayor be drafted and approved at a future meeting of Council.

Respectfully submitted,



Malcolm White
City Clerk



Mayor M. A. Stewart
City of Kelowna

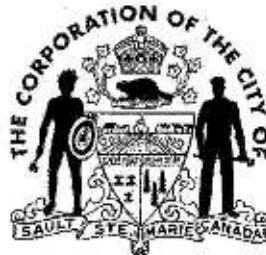
(a)(b)

Deputy or Acting Mayors Survey

Municipality	Position	Notes
Timmins	Acting Mayor	Rotation
North Bay	Deputy Mayor	Councillor who placed first in election (council is elected at large)
Sudbury	Deputy Mayor (2)	Appointed by Council for a 2 year term (provision for one to be French speaking)
Thunder Bay	Acting Mayor	Monthly rotation
Ajax	Acting Mayor	Appointed by Council
Brantford	Acting Mayor	Rotation
Burlington	Deputy Mayor	Monthly rotation
Guelph	Acting Mayor	Monthly rotation (alphabetical order)
Hamilton	Deputy Mayor	Appointed by Council 'on a scheduled basis'
Kingston	Deputy Mayor	Interested councillors are drawn randomly for 2 month terms
London	Acting Mayor	Rotation
Ottawa	Deputy Mayor (2)	Appointed by Council upon recommendation of the Mayor
Peterborough	Deputy Mayor (2)	Appointed by Council upon recommendation of the Mayor
St. Catharines	Deputy Mayor	Appointed annually by Council
Windsor	Acting Mayor	Rotation

6(1)(b)

Rachel Tyczinski
Deputy City Clerk &
Manager of Quality
Improvement



Clerk's Department

2013 05 30

MEMO TO: Malcolm White, City Clerk

RE: Survey – Appointments of Deputy Mayors

Please find attached a spreadsheet detailing results of a further survey of several Ontario municipalities regarding the position of deputy or acting mayors.

The survey was e-mailed to the municipalities cited in your February 19, 2013 report at the request of Council members.

The following is the text of the e-mail:

As part of our procedural by-law review, a recommendation has been made to Sault Ste. Marie City Council to create a continuous deputy or acting mayor position. The City currently uses a system where if the mayor is absent or unable to act, the position rotates monthly between all members of Council.

The Clerk's office has been asked to obtain further information from other municipalities.

Could you please advise if your municipality uses a deputy (or continuous acting) mayor system?

When was the position created?

How is the position filled? (i.e. by Council upon recommendation of the Mayor, seniority, rotation, etc.)?

Was there another system preceded creation of the deputy or acting mayor position?

Does the deputy or acting mayor receive additional remuneration?

What duties does the deputy or acting mayor perform? (i.e. only chairing Council meetings, or Council meetings and community events, ministerial meetings, etc.)

The Corporation of the City of Sault Ste. Marie
P.O. Box 580 ~ 99 Foster Drive ~ Sault Ste. Marie, ON P6A 5N1
Telephone: (705) 759-5392 ~ Fax: (705) 759-2310
www.cityssm.on.ca ~ r.tyczinski@cityssm.on.ca

611(b)

You will note from the spreadsheet that several municipalities declined to respond, and of those who did, few answered questions concerning creation of the position or any preceding system.

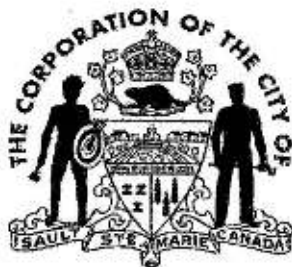
A handwritten signature in dark ink, appearing to read 'Rachel Tyczinski', is written over a horizontal line. The signature is stylized with large, flowing loops.

Rachel Tyczinski
Deputy City Clerk &
Manager of Quality Improvement
Clerk's Department

	Title - Acting or Deputy	Since		Remuneration	Preceding System	Duties in addition to statute	Selection
Ajax	Acting		Rotating monthly between the 2 regional councillors (members who sit on local council and upper-tier regional Council	None		In event mayor is absent, ill or has a conflict. Also signs time-sensitive documents where mayor is unavailable	Not specifically stated
Brantford				No response -- from website			
Burlington	Deputy		Rotating monthly	No response -- from website			
Hamilton	Deputy		Rotating monthly				
Kingston	Deputy		Rotating - two month term				Councillors interested in serving as deputy submit names to Clerk - names drawn randomly
North Bay	Deputy	more than 20 years		Additional \$1,836 annually	No preceding system	All duties of elected Mayor	Councillor who placed first in municipal election (councillors are elected at large)
Ottawa	Deputy (two)	2011		None	Prior to this Council term was rotational - numerous occasions where an additional		Appointed by Council on recommendation of the Mayor
Peterborough	Deputy (two first and second)	long standing	Appointed annually	None		Chairing council meetings and attending functions on behalf of the Mayor	Appointed by Council on recommendation of the Mayor
St. Catharines	Deputy		Annual appointment	No response -- from website			
Sudbury	Deputy (since 2006)		Rotating monthly between the 2 deputies (attempt to ensure that one deputy speaks French and English)	Yes		In event mayor is absent, ill or has a conflict. Chairs closed meetings. No Councillor shall simultaneously serve as Deputy Mayor and Chair of a standing committee.	By Council
Thunder Bay	Acting		Rotating monthly	No response -- from website			
Timmins	Acting		Rotation system by resolution passed at inaugural meeting				
Windsor	Acting		Rotation	No response -- from website			

Jerry Dolcetti, RPP
Commissioner

Donald B. McConnell, RPP
Planning Director



**ENGINEERING & PLANNING
DEPARTMENT**

Planning Division

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

RE: Application No. A-14-13-Z – filed by Palumbo Investments Inc. – 58 Blake Avenue

PURPOSE

The applicant, Palumbo Investments Inc. is seeking City Council's approval to permit an unheated storage building on the subject property. The building would be used to store goods in association with nearby motor vehicle sales and parts dealers. There will be no outdoor storage associated with the use.

PROPOSED CHANGE

The applicant is seeking a rezoning from "C4.S268" (General Commercial) zone with a Special Exception which permits a parking lot only, to General Commercial zone with an amended Special Exception to permit a cold storage building with no outdoor storage.

Subject Property:

- Location – Located on the Southeast corner of Blake Avenue and Champlain Street, civic no. 58 Blake Avenue
- Size – 22.8m (74.5') x 35m (115'); 798m² (8590sq.ft.)
- Present Use – Parking lot in association with adjacent car dealership
- Owner – Palumbo Investments Inc.

BACKGROUND

In 2006 City Council approved Official Plan Amendment No. 111, which among other things, re-designated the properties on the east side of Blake Avenue, between McNabb Street and Wawanosh Avenue, from 'Residential' to 'Commercial'. At that time, the neighbours recognized that development was occurring; however they were not comfortable with rezoning the area. The resulting change to the Official Plan Land Use designation meant that commercial development would be reviewed by City Council on a case-by-case basis.

In 2008 the applicant requested a rezoning of the subject property from "R2" (Single Detached Residential) zone to "C4" (General Commercial) zone, in order to legalize the existing automobile sales lot which was associated with the adjacent property at 61 Great Northern Road, which is now occupied by 'Northside Volkswagen'.

6(6)(a)

In 2012, City Council denied a request to rezone and re-designate the subject property from commercial to residential.

ANALYSIS

Conformity with the Official Plan

The subject property is designated 'Commercial' on Land Use Schedule C of the Official Plan. The applicant is requesting Council's approval to erect an unheated storage building upon the subject property. The storage building will be used to store goods in conjunction with a number of local car dealerships owned by the applicant. The proposed building will essentially function much like an accessory storage building. Consequently, this application conforms to the commercial policies contained in the Official Plan.

Comments

The zoning on the subject property is General Commercial, with a Special Exception permitting a parking lot only, with reduced landscape requirements, eliminating the fencing requirements and a prohibition of access onto Blake Avenue. Although the underlying zoning is General Commercial, the Special Exception clearly indicates that the subject property may ONLY be used as a parking lot, in conjunction with the uses carried on at 61 Great Northern Road (Northside Volkswagon). The restrictive nature of the current zoning is a result of neighbourhood consultation in 2005, when the subject property was designated from Residential to Commercial. At that time, neighbours recognized the commercial development trend and they wished to have City Council review individual applications on a case by case basis.

The applicant is proposing to erect an 18.3m by 12m (60' x 40') 'cold storage' building totalling approximately 223m² (2400sq.ft.). The building is proposed to be one storey, with the peak of the gabled roof being 9.1m (30') tall. The building will be finished with vinyl siding, aluminum soffit and fascia and a peaked roof with asphalt shingles.

According to the applicant's site plan, there will be a single access point from Champlain Street, and an existing access to Blake Avenue will be removed. Landscaping will be provided along the Champlain and Blake frontages. The applicant is also proposing to provide approximately 5m (17') of landscaping along the south lot line, which abuts a vacant residentially zoned property, which appears to be utilized in conjunction with the abutting strip mall to the east. One paved parking space will be provided in front of the building, along the Champlain Street frontage. The area between the front of the building and the travelled portion of Champlain Street will be paved. The applicant is also proposing a gravel area around the entire building.

From a land use perspective, the proposed storage building will have minimal impacts on adjacent residential properties or the nearby park on the west side of Blake Avenue. The applicant has indicated that there will be no outdoor storage associated with the use. Traffic to the site will be minimal with access from Champlain Street.

Although the building will be designed in a manner (vinyl siding, peaked roof) that is consistent with the residential character of the areas to the west and south, in terms of mass and scale, it is quite large in relation to the smaller homes in this area. High quality landscaping, especially along the Blake Street frontage and the south yard is critical in 'softening' the view and ensuring an aesthetically pleasing development. To this end, during the Site Plan Control process, it will be recommended that the south and west yards be landscaped right to the building. Staff has discussed this with the applicant's agent and there appears to be no issues with increasing the landscaped areas.

Architectural features can also be utilized along the west and south walls to further accentuate the character of the proposed building.

It is worth noting that the existing special exception zoning on the subject property eliminates the fence requirement along the Blake Avenue frontage. In this case, well designed and maintained landscaping is more appropriate than a hard barrier such as a fence. Again, staff will utilize site plan control to ensure that high quality landscaping is planted and maintained along Blake Avenue.

Consultation

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

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

Correspondence from the Engineering Department notes that ditches along Blake Avenue and Champlain Street have been filled, without approvals, which appears to have resulted in slight ponding along the north side of Champlain Street. It is also noted that an entrance was illegally constructed onto Blake Avenue, blocking natural drainage along Blake Avenue. Engineering also notes that adequate storm and sanitary servicing shall be provided, to the satisfaction of the Commissioner of Engineering or his designate. Site Plan Control will be utilized to ensure that a proper stormwater management plan is designed, constructed and maintained. This will include any necessary culverts and ditching required to properly drain the area. It is worth noting that because the proposed building will be unheated, under the Ontario Building Code it is considered unoccupied and therefore washroom facilities or plumbing is not required. For this reason, sewer and water connections are not needed at this time.

Up until the drafting of this report, there have been no comments or objections from neighbours who were circulated as part of the processing of this application.

IMPACT

There are no significant impacts on municipal services resulting from the approval of this application.

STRATEGIC PLAN

Approval of this application is not related to any activity identified in the City's Corporate Strategic Plan.

SUMMARY

Noxious off-site impacts associated with the proposed use such as noise, dust, odour and traffic will be minimal. The main impact is one of aesthetics, which can be adequately addressed through Site Plan Control and prior to the issuance of a building permit. A combination of high quality landscaped areas and appropriate façade design will ensure that the proposed development is aesthetically pleasing. The existing zoning on the subject property also waives the landscaping requirements, noting that staff would work with the applicant to determine an adequate landscape plan. In helping to achieve high quality landscaping in relation to this particular proposal, it is recommended that City Council repeals provision 2b of Special Exception 268, which reduces the landscaping requirements to 0.

6(b)(1a)

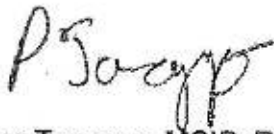
RECOMMENDATION

That City Council rezones the subject property from "C4.S268" (General Commercial) zone with a Special Exception to "C4.S268" (General Commercial) with an amended Special Exception to permit on 'Block B' (subject property) a cold storage building subject to the following special provision:

- That outdoor storage of goods and materials in association with the use on Block B is prohibited.

Furthermore, that City Council repeal provision 2b of Special Exception 268, which reduces the landscaping requirements to 0.

Respectfully submitted,



Peter Tonazzo, MCIP, RPP
Planner

Recommended for approval,



Donald B. McConnell, MCIP, RPP
Planning Director

Recommended for approval,



Jerry Dolcetti, RPP
Commissioner Engineering & Planning

PT/ps
attachment(s)

RECOMMENDED FOR APPROVAL



Joseph M. Prater
Chief Administrative Officer

[illegible]

6(6)(a)

Jerry D. Dolcetti, RPP
Commissioner

Daniel Perri, EIT
Engineering Intern



ENGINEERING & PLANNING
DEPARTMENT

Engineering & Construction Division

2013 05 23

Our File: A-14-13-Z

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

Dear Mr. McConnell:

**RE: A-14-13-Z – 58 BLAKE AVENUE
REQUEST FOR AN AMENDMENT TO THE ZONING BY-LAW & OFFICIAL PLAN**

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

- Both ditches along Champlain Street from Great Northern Road to Blake Avenue have been filled in, without approval. Due to this, there appears to be slight ponding along the north side of Champlain Street.
- An entrance to the subject property was installed off of Blake Avenue without approval and without a culvert permit. The entrance may be blocking drainage along Blake Avenue. A culvert permit and culvert are required at this location.
- Adequate storm and sanitary servicing for the proposed use shall be provided to the satisfaction of the Commissioner of Engineering or his designate.

If you have any questions, please contact the undersigned.

Yours truly,

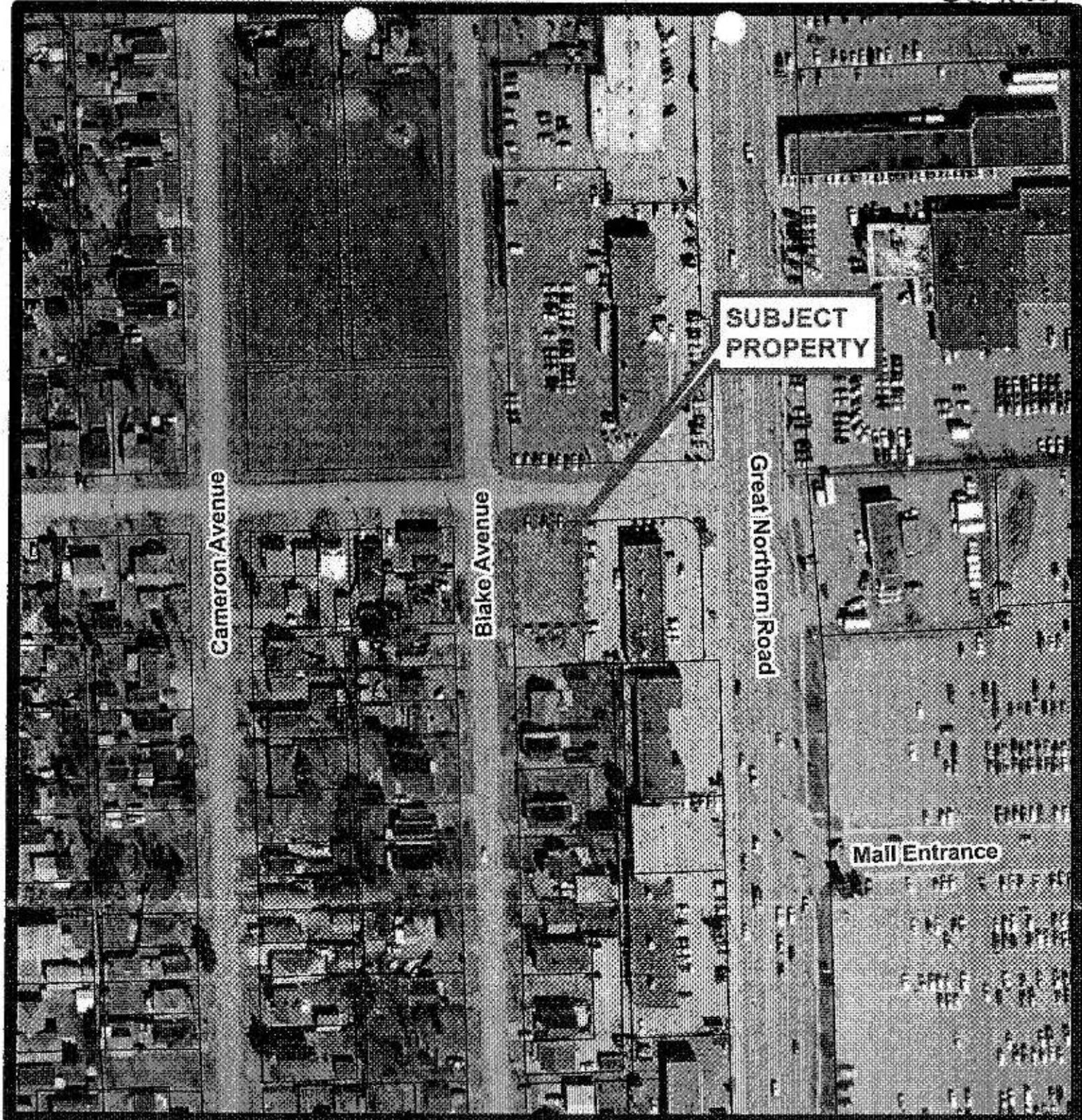
Daniel Perri, EIT
Engineering Intern

c: Jerry Dolcetti, Commissioner, Engineering & Planning
Susan Hamilton Beach, P. Eng., Deputy Commissioner, PWT
Pat Schinners, Administrative Clerk, Planning Division

F:\ENGINEERING DATA\REZONING\Blake Avenue - Civic 58 - A-14-13-Z 2013 05 23.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

(26)(1a)



2012 ORTHO PHOTO

58 BLAKE AVENUE

Planning Application: A-14-13-Z

Legend

 Subject Property = 58 Blake Avenue

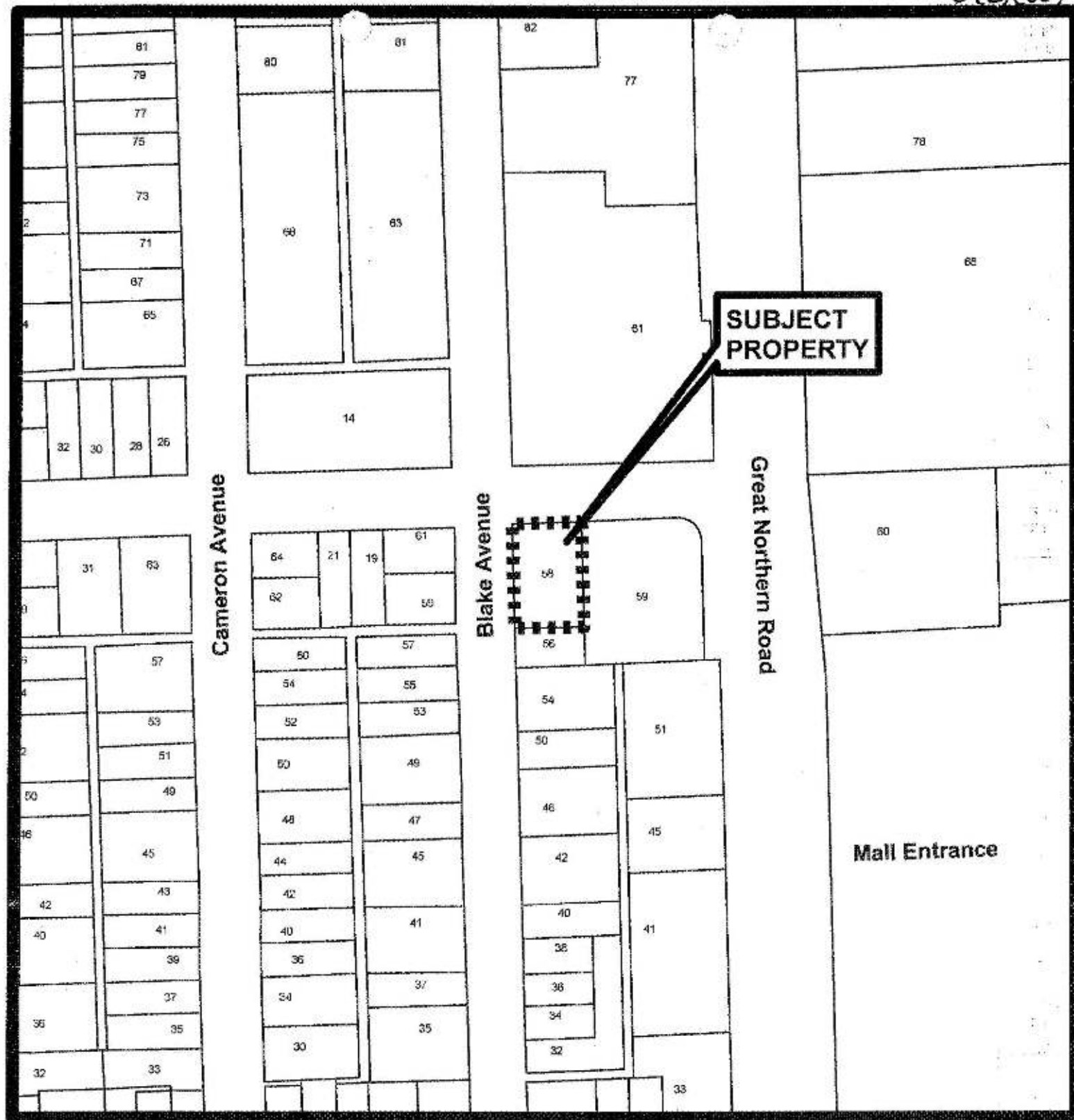


METRIC SCALE
1 : 1750

MAP REFERENCE
42 & 1-49

MAIL LABEL ID
A-14-13-Z

ROLL NUMBER
030-045-029-00



SUBJECT PROPERTY MAP

58 BLAKE AVENUE

Planning Application: A-14-13-Z

Legend



Subject Property = 58 Blake Avenue



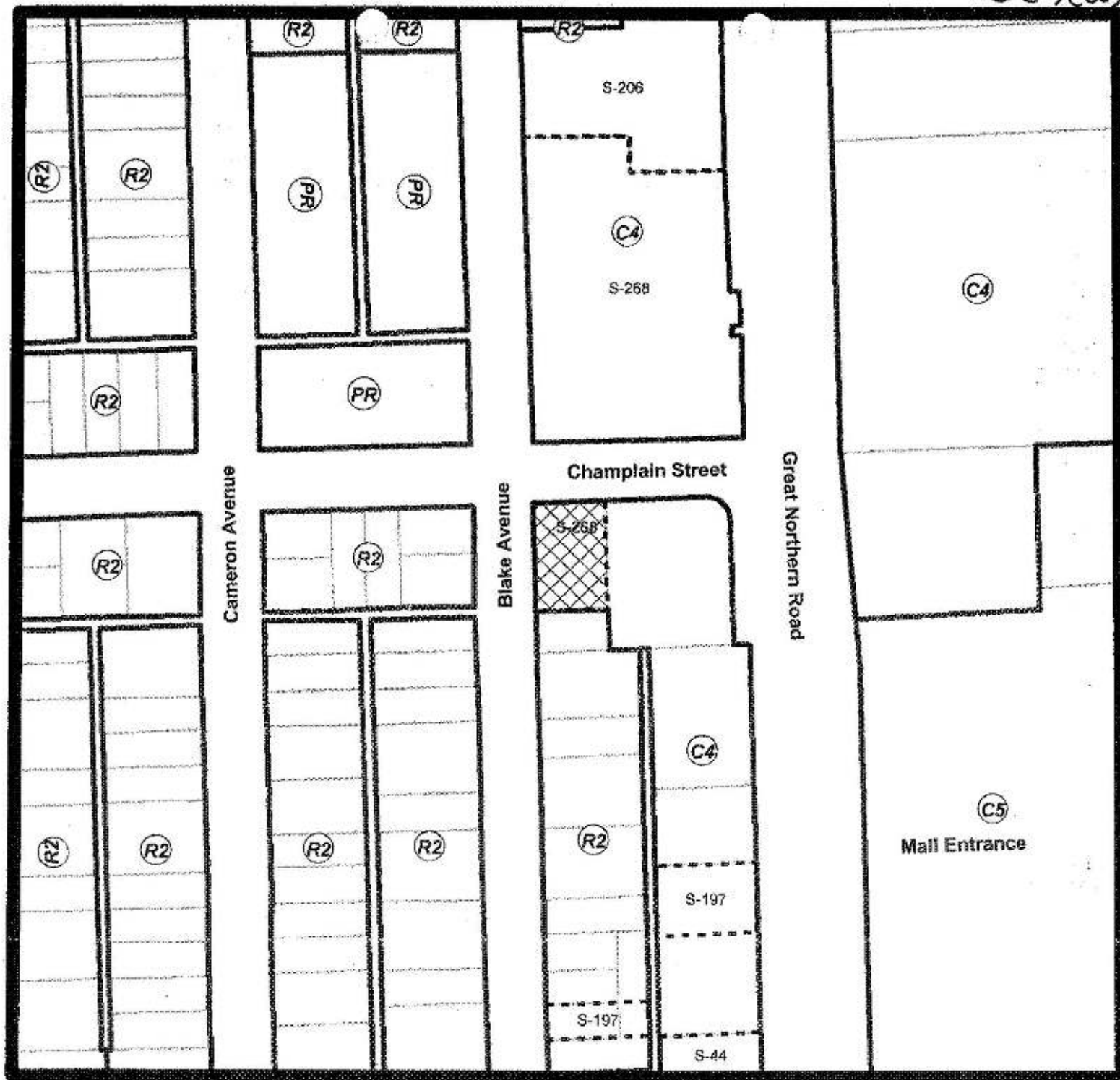
METRIC SCALE
1 : 1750

MAP REFERENCE
42 & 1-49

MAIL LABEL ID
A-14-13-Z

ROLL NUMBER
030-045-029-00

660/10



EXISTING ZONING MAP

58 BLAKE AVENUE

Planning Application: A-14-13-Z



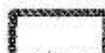
METRIC SCLAE
1 : 1750

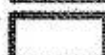
MAP REFERENCE
42 & 1-49

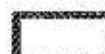
MAIL LABEL ID
A-14-13-Z

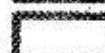
ROLL NUMBER
030-045-029-00

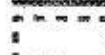
 Subject Property = 58 Blake Avenue

 R2 - Single Detached Residential Zone

 C4 - General Commercial Zone

 C5 - Shopping Centre Zone

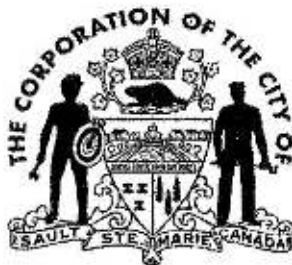
 PR - Parks and Recreation Zone

 S-# = Special Exception Zoning

6(b)(b)

Jerry Dolcetti, RPP
Commissioner

Donald B. McConnell, RPP
Planning Director



ENGINEERING & PLANNING
DEPARTMENT

Planning Division

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

**RE: Application No. A-16-13-Z.OP – filed by Seamless Eavestrough MFG
68 Railroad Avenue**

PURPOSE

The applicant, Seamless Eavestrough Inc. is seeking City Council's approval to rezone the subject property to "CT2" (Commercial Transitional) zone and add as additional permitted uses a contractor's yard specializing in the installation of seamless eavestrough, vinyl siding and vinyl decks, as well as to allow cold storage and a professional, scientific and technical office within the existing building. The overall effect of this application is to allow the applicant to relocate his contracting business to the subject property, and to legalize the existing cold storage and office uses which currently occupy the building.

Approval of this application also requires an Official Plan Amendment to re-designate the property from 'Residential' to 'Commercial' on Land Use Schedule 'C' of the Official Plan. A notwithstanding clause to the commercial policies of the Official Plan is also required to permit the contractor's yard.

PROPOSED CHANGE

The applicant is seeking an Official Plan Amendment and Rezoning from "R3" (Low Density Residential) zone to "CT2" (Commercial Transitional) zone with a Special Exception to permit a contractor's yard specializing in the installation of seamless eavestrough, vinyl siding and vinyl decks, as well as cold storage and a professional, scientific and technical office, in addition to those permitted in a "CT2" zone.

Subject Property:

- Location – Located on the southeast corner of Francis Street and Railroad Avenue, civic no. 68 Railroad Avenue
- Size – 30.5m (100m) frontage on Railroad Avenue by 35m (115') of depth totalling approximately 1067.5m² (11,491sq.ft.)
- Present Use – Cold storage, office use & material testing and inspection (concrete, asphalt and soils)
- Owner – Repeat Rentals Limited

BACKGROUND

There have been no previous applications on the subject property.

Comments

Although this application was processed as a combined Rezoning/Official Plan Amendment, the notices that were mailed out did not reference the required Official Plan Amendment. Consequently, new notices must be mailed out.

The applicant is aware of this error and is agreeable with deferring the application to City Council's July 15, 2013 meeting, in order to re-circulate a public notice with the required 20-days prior to City Council's hearing.

IMPACT

There are no significant impacts on municipal services resulting from the deferral of this application.

STRATEGIC PLAN

Deferring this application is not related to any activity identified in the City's Corporate Strategic Plan.

RECOMMENDATION

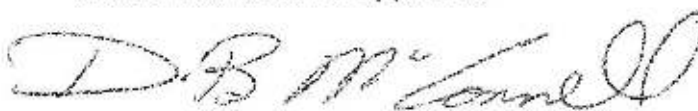
That City Council defer this application to July 15, 2013, so that Planning staff can re-circulate public notice.

Respectfully submitted,



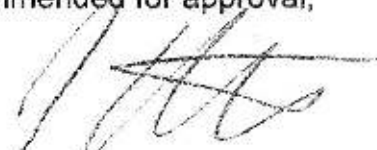
Peter Tonazzo, MCIP, RPP
Planner

Recommended for approval,



Donald B. McConnell, MCIP, RPP
Planning Director

Recommended for approval,



Jerry Dolcetti, RPP
Commissioner Engineering & Planning

PT/ps

Data\APPL\REPORT\A-16-13-Z.OP Deferral.docx

RECOMMENDED FOR APPROVAL

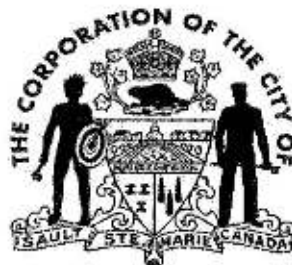


Joseph M. Fratesi
Chief Administrative Officer

6(b)(c)

Jerry Dolcetti, RPP
Commissioner

Donald B. McConnell, RPP
Planning Director



ENGINEERING & PLANNING
DEPARTMENT

Planning Division

2013 06 10

Mayor Debbie Amaroso and
Members of City Council

RE: Proposed Rental Housing Community Improvement Plan

PURPOSE

Section 28 of the Planning Act and Section 365.1 of the Municipal Act allow municipalities to issue grants or loans, or provide property tax assistance to registered owners, assessed owners or tenants of lands within a Community Improvement Plan (CIP) Project Area.

City Council has used this authority twice previously. The first was to encourage development in the downtown and the second was to encourage new industrial development throughout the community.

The attached proposed Rental Housing Community Improvement Plan has been designed to increase the city's inventory of rental accommodation. Generally, the development of new rental accommodation in buildings of four or more units will be eligible for declining tax assistance over a three-year period. A further one year of tax assistance may be provided for those buildings which provide facilities to support assisted living programs and which create barrier free units beyond the current requirements of the Ontario Building Code.

This report requests that City Council authorize public notice of the proposed Rental Housing CIP.

BACKGROUND

Prior to 1986, 28 percent of the community's total housing was rental units.

Between 1986 and 2006, the last year for which census data is available, total housing stock increased by 4195 units of which only 650 units or 15% were rental units.

Between 2006 and 2012 only 87 apartment units in buildings of more than 4 units were constructed representing only 11% of the 824 housing units built during this time. Of these, 49 units benefited from the Downtown CIP program. An additional 11 units were constructed with

2013 05 27

Page 2

Provincial funding assistance. In summary, during the past few years very few apartment units have been created without some type of incentive.

Between 2006 and 2012, the average vacancy rate in Sault Ste. Marie was 1.4% whereas a 3% vacancy rate is considered indicative of a healthy rental market.

The development of additional rental units is important to provide for a range of housing types to match residents' needs; to ensure that the overall supplying of affordable housing is maintained; and to provide good short term housing options for persons wishing to move to Sault Ste. Marie. This is consistent with and supports our proposed Official Plan housing policies as described in the attached Rental Housing Community Improvement Plan.

ANALYSIS

Many other communities in Ontario have used similar programs to encourage development.

Peterborough has created a CIP to encourage the development of residential development in their central area. The Peterborough program provides a rebate of up to 100 percent of the increase in the municipal taxes for years 1 through five of the program, decreasing to 20 percent in year nine. Peterborough will also provide a grant to property owners who redevelop existing properties into residential units of up to \$10 per square foot of living space.

The City of London provides a tax rebate for downtown residential development of 70 percent in the first year declining by 10 percent each year thereafter. London also waives development charges, all permit application fees and parking requirements.

Welland Ontario provides a tax increment equivalent grant of up to 80 percent of the increased municipal taxes during the first two years, 70 percent in years 3 and 4, 60 percent in year 5 and decreasing to 10 percent in year 10.

Windsor provides for a 10 year program that may equal 100% of the tax increase in the first year and declines on a phased basis over 10 years.

Ottawa has a program that is offered for an initial five years at 70% with an option to extend the grant for another 5 years at 70%.

Kitchener has a three year program equal to 50% of the increase for three years.

Many communities also waive building and planning application fees to encourage development. This approach is not recommended.

The proposed Sault Ste. Marie Rental Housing Community Improvement plan (attached) provides for a tax rebate of up to 75% of the increase in municipal taxes in year one which then declines to 25% in year three.

An additional incentive is proposed. Projects which provide facilities that contribute to an improved assisted living environment such as additional spaces for nurses, physiotherapists,

social service agencies or personal support workers and which exceed the minimum number of required barrier free units will be eligible for up to one additional tax grant year.

IMPACT

A Community Improvement Plan is a favorable incentive with little expense to the City. The subject sites are underutilized today and make a tax contribution which reflects their current value. Without an incentive to invest, the situation is unlikely to change. While the municipality forgoes the tax increases of redeveloped property in the short term, the investment has spawned economic activity, produced much needed rental housing, and will eventually contribute a higher level of taxation.

STRATEGIC PLAN

Approval of this request would support the City's Downtown Development Initiative.

SUMMARY

Since 2006, the City's apartment vacancy rate has been approximately half of the Ontario average and well below what is considered a healthy rate. To increase the municipality's inventory of rental units, a Community Improvement Program is proposed based on providing tax rebates for new rental housing.

This program would provide for tax rebates on a declining basis over a three -year period with an additional incentive where facilities to support assisted living programs and additional barrier free units are constructed.

At this time, City staff is recommending that City Council authorize Public Notice of the proposed Rental Housing CIP. If City Council agrees, this matter will be scheduled for the August 12, 2013 meeting.

RECOMMENDATION

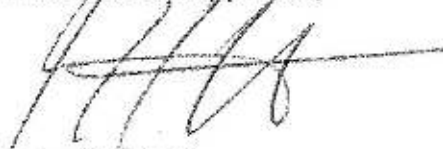
That City Council authorize public notice for the proposed Rental Housing Community Improvement Program.

Recommended for approval,



Donald B. McConnell, MCIP, RPP
Planning Director

Recommended for approval,



Jerry Dolcetti, RPP
Commissioner Engineering & Planning

DM/ps

attachment(s)

Data\APPL\REPORT\Rental Housing CIP Covering Report.docx

b(6)(c)

SAULT STE. MARIE

PROPOSED RENTAL HOUSING COMMUNITY IMPROVEMENT PLAN

Legislative Authority

Section 28 of the Planning Act and Section 365.1 of the Municipal Act allow municipalities to issue grants or loans, or provide property tax assistance to registered owners, assessed owners or tenants of lands within a Community Improvement Plan (CIP) Project Area.

Section 28(2) of the Planning Act and Part VII (Implementation) of the City's Official Plan allow City Council to designate the whole or any part of the area covered by the Official Plan as a Community Improvement Project Area. On February 6, 2006 City Council approved By-law 2006-32 to designate the entire municipality as a Community Improvement Project Area.

This Rental Housing Community Improvement Plan has been prepared as permitted by Section 28(4) of the Planning Act and includes the authority for City Council to make grants or loans, in conformity with the Community Improvement Plan, to registered owners, assessed owners and tenants of lands and buildings within the Community Improvement Project Area for eligible costs as permitted by Section 28(7) of the Planning Act.

Section 28(7.1) of the Planning Act defines eligible costs to include costs related to environmental site assessment, environmental remediation, development, redevelopment, construction and reconstruction of land and buildings for rehabilitation purposes or for the provision of energy-efficient uses, buildings, structures, works, improvements or facilities.

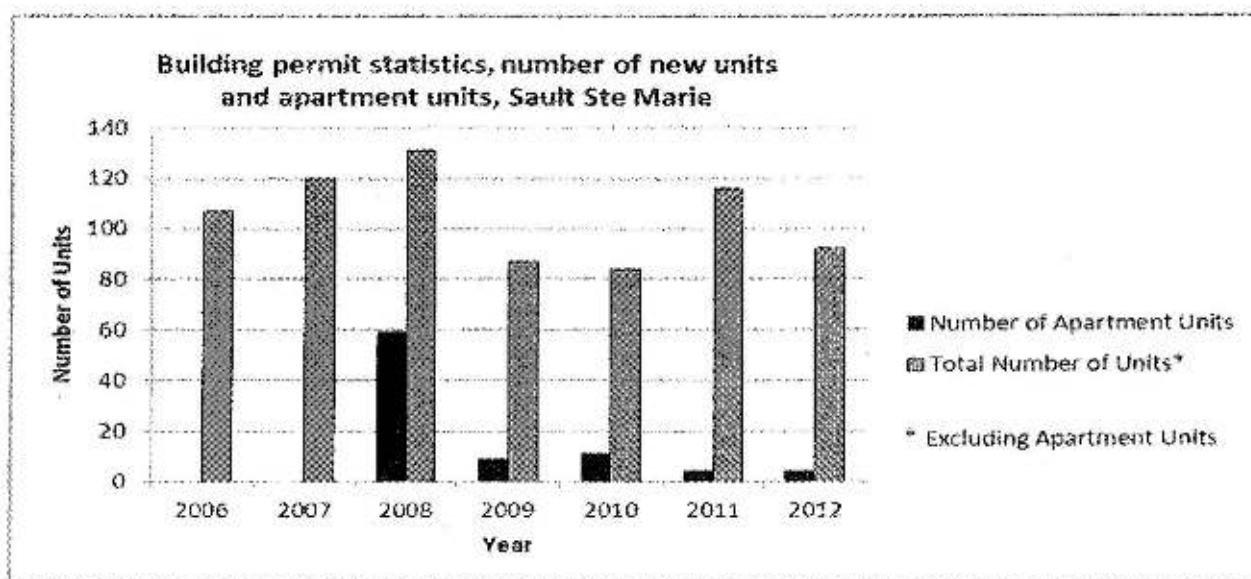
Public Notice of City Council's intent to adopt the Rental Housing CIP will be published in accordance with Section 28(5) of the Planning Act.

The Challenge

Prior to 1986, 28 percent of the community's total housing was rental units.

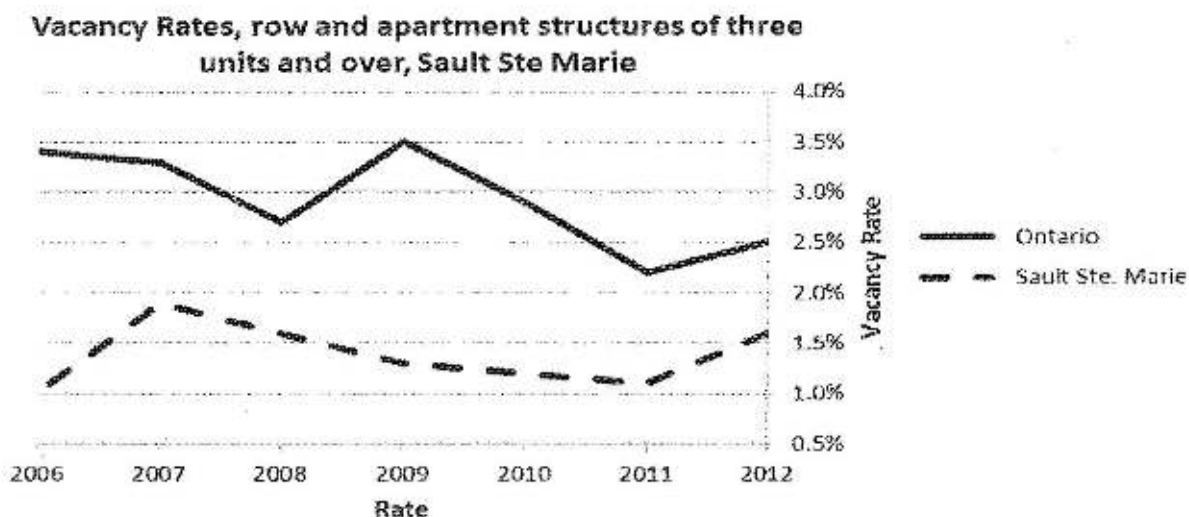
Between 1986 and 2006, the last year for which census data is available, total housing stock increased by 4195 units of which only 650 units or 15% were rental units.

Between 2006 and 2012, only 87 apartment units in buildings of more than 4 units were constructed. Of these, 49 units benefited from the downtown CIP program and an additional 11 received provincial funding.



Source: Building Division, City of Sault Ste. Marie

Between 2006 and 2012, the average vacancy rate in Sault Ste. Marie was 1.4% whereas a 3% vacancy rate is considered indicative of a healthy rental market.



Source: Canada Mortgage and Housing Corporation, vacancy rates, row and apartment structures of three units and over, privately initiated in census agglomerations of 50,000 and over, weighted average, annual (rate), CANSIM.

Rental Housing Community Improvement Project

The intent of the Rental Housing Community Improvement Plan (CIP) is to increase Sault Ste. Marie's inventory of affordable rental accommodation. This will benefit both local residents and support the current initiatives to attract newcomers to the community.

Specifically, the CIP permits the use of property tax assistance, including grants, as an incentive to encourage new investment in rental housing. A grant may be provided as a direct payment or as a tax credit.

The Rental Housing Community Improvement Project Area is shown on Schedule "A." This area includes all vacant and occupied properties zoned to permit apartment buildings of 4 or more units.

Project Objectives

The Rental Housing Community Improvement Plan creates a financial incentive to encourage new rental housing in Sault Ste. Marie.

The Objectives are:

- To attract significant new investment to Sault Ste. Marie
- To further diversify the range and type of rental accommodation available.
- To increase the municipality's residential tax base
- To encourage the construction of additional "barrier free" accommodation.
- To encourage the development of facilities to support "assisted living" environments.

Relevant Planning Policies and Regulations

Provincial Policy Statement - The Provincial Policy Statement (March, 2005) requires that municipalities:

- Provide for an appropriate range of housing types and densities required to meet projected requirements of current and future residents... (Section 1.4.3)
- Establish and implement minimum targets for the provision of housing which is affordable to low and moderate income households. (Section 1.4.3 a)
- Permit and facilitate all forms of housing required to meet the social, health and well-being requirements of current and future residents, including special needs requirements. (Section 1.4.3 b)

The Rental Housing Community Improvement Plan supports all of these Provincial policies.

Official Plan - The recently completed comprehensive review of the City's Official Plan recommends the following policies:

- It is recognized that a wide range of housing types, including affordable housing, is an essential building block for a healthy, sustainable community. Housing policies integrate the social and economic aspects of providing adequate and affordable dwellings throughout the municipality to satisfy projected need. Opportunities for a full range of housing types shall be provided to meet the present and expected needs of the community. (Section 2.1.2)
- It is a goal of this plan to facilitate the provision of a variety of housing types and densities that will be affordable to moderate and lower income households. More specifically, a minimum of 30 percent of all dwelling units across the community shall be affordable to low and moderate income households, as determined by the Ministry of Municipal Affairs and Housing and defined in Part 7 of this Plan.
- While affordable units may include all forms of housing, it is recognized that older homes, converted dwellings, and apartment dwellings are the housing types most likely affordable to households with moderate and lower incomes. (Section 2.1.2.1)

Given the cost of new construction, creating new affordable housing is difficult without significant ongoing subsidy. This approach is not recommended. Rather, a time-limited tax incentive is the preferred method to encourage an increase in the overall supply of rental housing in the community.

The Official Plan also includes a number of specific policies on Residential Land Use (Section 4.1.5).

This Rental Housing Community Improvement Plan conforms to the City's Official Plan.

Comprehensive Zoning By-law - In October 17, 2005, the City's new comprehensive Zoning By-law came into effect. All of the properties within the Project Area are zoned either "R4" (Medium Density Residential), "R5" (High Density Residential), "I" (Institutional), "C1" (Traditional Commercial), "C2" (Central Commercial), "CT2" (Commercial transitional), "C3" (Riverfront) or "C4" (General Commercial Zone) and permit the construction of apartment buildings.

Rental Housing CIP Incentive Program

To be eligible for the proposed financial incentive described below, the following criteria will be applied:

- The participant's operation must be located on property located within the City of Sault Ste. Marie that is zoned to permit apartment buildings in Zoning By-law 2005-150.
- A significant total project investment is required, creating a minimum of four new rental units.

Eligible program participants include registered owners, assessed owners, tenants and assignees as identified in Section 28(7) of the Planning Act.

Subject to City Council approval, the following financial incentive tool (the program) may be used to encourage new development and the rehabilitation of lands and buildings that meets the eligibility criteria within the Project Area:

Rental Housing Tax Increment Equivalent Grant Program

The Rental Housing Tax Increment Equivalent Grant Program will provide a grant to property owners who undertake the development or redevelopment that result in a reassessment of the properties. The amount of the grant would be determined based upon the incremental increase in the municipal taxes.

A Tax Increment Equivalent Grant (TIEG) is generally delivered as a "pay as you go" grant - meaning the owner is responsible for the up-front remediation and redevelopment costs. Each eligible year, the owner must pay the property taxes in full. Afterward, the municipality will provide to the registered owner a grant equal to a portion of the tax increment.

A TIEG is a favorable incentive with little expense to the City. The subject sites underutilized today make a tax contribution which reflects their current value. Without an incentive to invest, the situation may be unlikely to change. While the municipality forgoes the tax increases of redeveloped property in the short term, the investment has spawned economic activity, produced much needed rental housing, and possibly revitalized building stock and will eventually contribute a higher level of taxation.

Grants are equal to a percentage of the municipal tax increment on a declining rate basis for a maximum 4 year period. When an approved project is complete, a grant will be paid annually by the City to the eligible applicant following the full payment of property taxes. In year one, the grant to the approved applicant may equal 75 percent of the incremented taxes for the subject property. Year 1 is

defined as the first full calendar year in which taxes are paid after the project has been completed and reassessed.

The grant amount for a fourth year incentive will support the inclusion of assisted living facilities and encourage developments that exceed the minimum requirements for barrier free design.

Specifically projects which provide facilities that contribute to an improved assisted living environment such as additional space for nurses, physiotherapists, social service agencies or personal support workers and exceed the Ontario Building Code minimum requirement of 10% of all new residential units in multi-unit buildings shall be designed to be barrier free. Projects meeting these requirements will be eligible for up to one additional tax grant year.

The grant amount for this program shall not exceed 75% of the increase in the municipal portion of the taxes in years one and two, decreasing to 50% in year three, and 25% in year four.

The maximum payment schedule for all Rental Housing Tax Grants will be as follows:

Time	Basic	With Incentive
Year 1	75%	75%
Year 2	50%	75%
Year 3	25%	50%
Year 4		25%

In addition, eligible program participants may apply for cancellation of the educational portion of property taxes through the Province of Ontario's Brownfields Financial Tax Incentives Program (BFTIP). Provision of tax assistance for the education portion of a property tax increase is subject to application by the City to the Ministry of Municipal Affairs and Housing. Provision of the tax assistance for the educational portion of a property tax increase is limited to those costs associated with remediation.

Administration

Project incentives available under this Community Improvement Plan will be administered by a committee with representation from the City's Engineering & Planning and Finance Departments. Final approval of any assistance is subject to City Council authorization.

- An application to the City must be received prior to the application for a building permit for the project to be considered under the program.

- Property taxes must not be in arrears at the time of application.
- If the property is under an assessment appeal, the application will be held in abeyance until the appeal is resolved.
- Applicants must agree to not file a property tax appeal while receiving a grant or rebate under this program.
- Outstanding Work Orders from the City's Fire Services or Building Services Division and requests to comply shall be addressed prior to grant approval.
- Improvements made to the buildings or land shall be made pursuant to a Building Permit, and constructed in accordance with the Ontario Building Code and applicable Zoning requirements.
- Should the project fail to meet the eligibility requirements during the program, the full amount of property taxes including interest will become due and payable as if no incentives had been approved.
- Approved project incentives are applicable to the registered owner and the municipal tax assistance portion is assignable to any person to whom such an owner has assigned the right to receive the incentives such as a tenant or other assignee.
- This program may be used in combination with any other program provided that the total amount of assistance provided does not exceed the eligible costs.
- This program will remain in effect for five years but may be extended by City Council subject to appropriate review and notice.

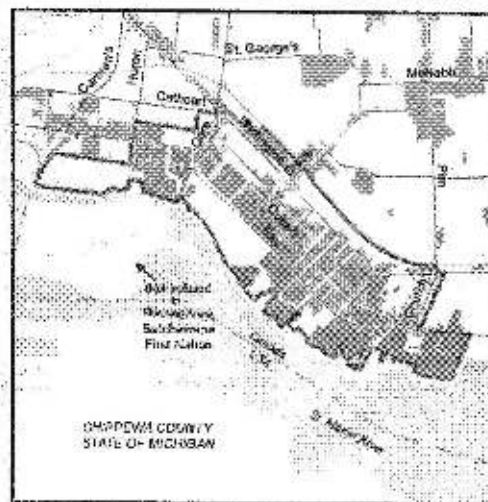
Where the program is approved for use, the following conditions apply:

- This program would not exempt property owners from an increase in municipal taxes due to a general tax rate increase or a change in assessment for any other reason after the property has been improved.
- The property owner would be responsible for the full payment of the taxes, after which the City would provide the grant. For the time frame beyond the approval period, the owner would be required to pay the full amount of the taxes with no grant provisions.

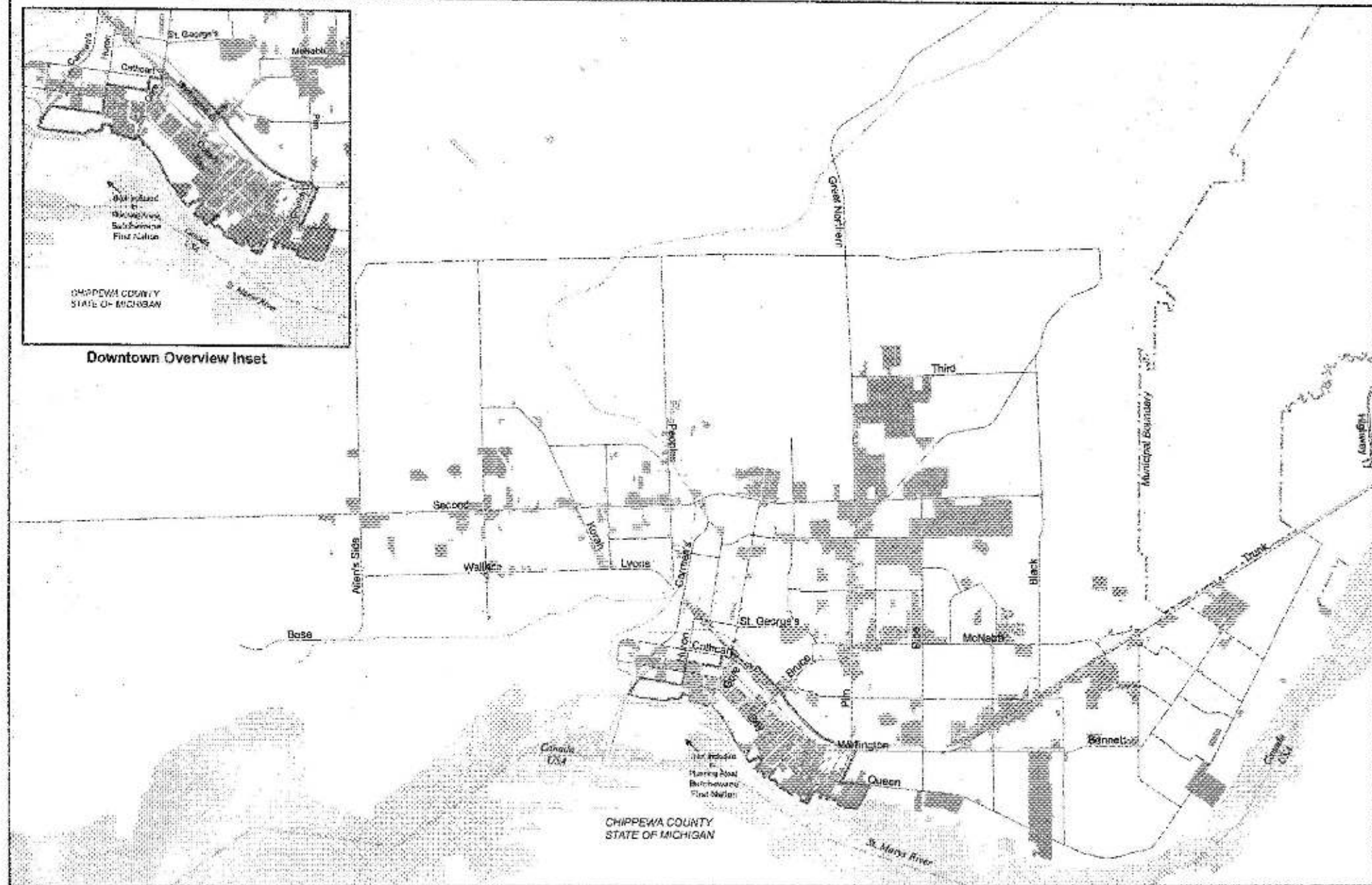
- The tax assistance is based upon increases in property taxes as a result of development and rehabilitation, and is not based on occupancy or changes in occupancy.
- In mixed use projects, any tax assistance is limited to the residential portion of the building.
- The maximum assistance will be calculated based on the difference between the assessed value of the property prior to the date of the application for building permit and the assessed value at occupancy.
- The municipal portion of the tax assistance will be calculated after tax capping calculations have been applied as required by Part 9 of the Municipal Act.
- If the property is sold, conveyed, assigned or otherwise transferred in whole or in part before the program lapses no further assistance shall be given by the City. Nothing in this section prevents the City from entering into a new agreement with any subsequent owners of the property to receive the balance of the assistance under this program.

City Council will review this Community Improvement Plan at regular intervals to ensure that the intent and project objectives are being met. City Council may discontinue or modify all or part of the program incentives without a formal amendment to the Community Improvement Plan, provided that the variation does not exceed the original maximum credit allowed.

If a court of competent jurisdiction declares any section or part of a section of this by-law to be invalid, such section or part thereof, shall not be construed as having persuaded or influenced City Council to pass the remainder of the bylaw, and it is hereby declared that the impugned section shall be severable and distinct from the remainder of the by-law, and the remainder of the by-law shall be valid and remain in force.



Downtown Overview Inset



SAULT STE. MARIE

PROPOSED RENTAL HOUSING

COMMUNITY IMPROVEMENT PLAN (CIP) - PROJECT AREA - APPENDIX 1

The Corporation of the City of Sault Ste. Marie
Engineering & Planning Department
Planning Division
May 20, 2013

This map is for general reference only.
For official mapping, see the
Engineering and Planning Department.

Watermain and Electrical Data must be
provided from SSMPUC.
SSMPUC data must be verified by SSMPUC.

Aerialphoto: Spring 2012 35cm

Projection Details

NAD 1983 UTM Zone 18N
SCS North American 1983

Project Area
Downtown (OPA 121)



(26/10/13)

Malcolm White

From: LAURA WYPER <WYPERL@email.adsb.on.ca>
Sent: June 05, 2013 1:28 PM
To: Susan Myers; Malcolm White
Cc: Nuala Kenny; terry_sheehan@hotmail.com; Renee Wysynski
Subject: beekeeping in SSM -citizen and agencies are interested

Susan / Malcolm,

I have let other SSM food security people and agencies know about this and folks from Algoma University, RAIN, NORDIK, and other SSM citizens are looking forward to hearing how this goes. Many of us would be willing to give information on urban beekeeping, RAIN is willing to do some background research, etc.

Please let me know when the resolution will be looked at and IF this is a time that SSM citizens / agencies could come and speak about the issue...or if we could set up a time, etc

Thank-you!

Laura Wyper

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

From: Susan Myers <s.myers@cityssm.on.ca>
To: Malcolm White <m.white@cityssm.on.ca>
Cc: Nuala Kenny <n.kenny@cityssm.on.ca>, "terry_sheehan@hotmail.com" <terry_sheehan@hotmail.com>, Renee Wysynski <r.wysynski@cityssm.on.ca>, "WYPERL@email.adsb.on.ca" <WYPERL@email.adsb.on.ca>
Date: Tue, 4 Jun 2013 20:26:39 +0000
Subject: FW: Follow-up on allowing beekeeping in SSM

Dear Malcolm,

Please place the following resolution on the next Council agenda in action related to Nuala's advice below.

Whereas a request has come forward for the consideration of City Council to change current bylaws related to beekeeping within the urban limits of the City,

Therefore be it resolved that the appropriate staff look into the matter of urban beekeeping and report back with recommendations as soon as possible.

Moved by: S. Myers

Seconded by: T. Sheehan

J. Susan Myers
 City Councillor Ward Two
 705.256-6128

From: Nuala Kenny
Sent: June 4, 2013 3:12 PM
To: Renee Wysynski
Cc: Matthew Caputo; Brian Watkins; Frank Fata; Lou Turco; Marchy Bruni;

7(a)

Pat Mick; Paul Christian; Steve Butland; Susan Myers; Terry Sheehan; Joe Krmpotich; Mayor Amaroso; Rick Niro
Subject: RE: Follow-up on allowing beekeeping in SSM

Hi Renee

She should be advised that if she wants to change our current zoning by-law staff will need an instruction from Council To that end she will need a resolution of Council then staff can investigate whether or not it would be advisable & report back to Council

From: Renee Wysynski
Sent: June 03, 2013 3:45 PM
To: Nuala Kenny
Cc: Matthew Caputo; Brian Watkins; Frank Fata; Lou Turco; Marchy Bruni; Pat Mick; Paul Christian; Steve Butland; Susan Myers; Terry Sheehan; Joe Krmpotich; Mayor Amaroso; Rick Niro
Subject: FW: Follow-up on allowing beekeeping in SSM

Hi Nuala,

Can you advise on this. If there is someone in the city that is more appropriate to provide a response, please let me know.

Thanks,

Renee

From: LAURA WYPER
[mailto:WYPERL@email.adsb.on.ca] <mailto:[mailto:WYPERL@email.adsb.on.ca]>
Sent: June 03, 2013 12:54 PM
To: mayor.amaroso@<mailto:mayor.amaroso@>; s.butland@<mailto:s.butland@>; p.christian@<mailto:p.christian@>; t.sheehan@<mailto:t.sheehan@>; s.myers@<mailto:s.myers@>; p.mick@<mailto:p.mick@>; b.watkins@<mailto:b.watkins@>; r.niro@<mailto:r.niro@>; l.turco@<mailto:l.turco@>; m.bruni@<mailto:m.bruni@>; f.fata@<mailto:f.fata@>; j.krmpotich@<mailto:j.krmpotich@>; r.wysynski@<mailto:r.wysynski@>
Subject: Follow-up on allowing beekeeping in SSM

Hello,

I have not heard back from the mayor or anyone else regarding changing our city bylaws to allow urban beekeeping as many other cities in Ontario do. I would like to legally keep my bees on my balcony rather than 30 minutes away and sent the email below to the city in April explaining how far behind SSM is with zoning bylaws for bees.

Could you please let me know if the city is going to change this zoning restriction and if not if I can be considered a 'pilot' project to allow my bees at my home? Bees are much safer in the city with city restrictions on pesticide use -as farmers are still spraying and put bees at risk for

further colony collapse -which is in the news a lot lately!
 Looking forward to hearing from you,
 Laura Wyper

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

From: "LAURA WYPER"

<WYPERL@email.adsb.on.ca<mailto:WYPERL@email.adsb.on.ca>>
 To: mayor.amaroso@cityssm.on.ca<mailto:mayor.amaroso@cityssm.on.ca>
 <mayor.amaroso@cityssm.on.ca<mailto:mayor.amaroso@cityssm.on.ca>>,
 s.butland@cityssm.on.ca<mailto:s.butland@cityssm.on.ca>
 <s.butland@cityssm.on.ca<mailto:s.butland@cityssm.on.ca>>,
 p.christian@cityssm.on.ca<mailto:p.christian@cityssm.on.ca>
 <p.christian@cityssm.on.ca<mailto:p.christian@cityssm.on.ca>>,
 t.sheehan@cityssm.on.ca<mailto:t.sheehan@cityssm.on.ca>
 <t.sheehan@cityssm.on.ca<mailto:t.sheehan@cityssm.on.ca>>,
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 r.wysynski@cityssm.on.ca<mailto:r.wysynski@cityssm.on.ca>
 <r.wysynski@cityssm.on.ca<mailto:r.wysynski@cityssm.on.ca>>

Date: Tue, 16 Apr 2013 11:27:49 -0400

Subject: other bylaws and zoning that should be reviewed

Hello,

As I was reading the article on our noise bylaws, and how they were being reviewed, I thought it was a great time to bring up the fact that Sault Ste. Marie is lagging far behind other cities in terms of zoning and bylaws related to food security for its community.

As a local community activist, Literacy and Basic Skills Instructor and part-time Sessional Instructor in the Community Development Department of Algoma University, I am aware of both the food needs of many of our fellow citizens as well as urban development shifts towards more locally sustainable food security bylaws and zoning laws in many other Ontario cities.

Our current zoning bylaws means that when I travel to Southern Ontario this summer to pick up my hive of non-medicated bees to bring home and provide food for my family, instead of keeping them in my own backyard,

high on a balcony out of my neighbours way I will INSTEAD have to keep them at a friends house 30 minutes away in the country.

Eventhough cities like Toronto, London, Ottawa, Guelph etc.. ALL allow urban backyard bee keeping, Sault Ste. Marie does not.

My bees would do better in the city as there is more choices of food [flower and vegetable gardens abound], would help with pollination issues for gardens within a 3 km radius, would be more protected where I could watch them [and they wouldn't be as prone to bears] but as I do not live in the rural zoning limits of the city I will instead have to burn extra gas, time, etc.. just to provide for family and friends.

If I lived in Toronto I could INSTEAD go to a workshop on urban beekeeping within my city! Imagine such a commitment to local food security and urban agriculture! :)

Many Ontario cities are realizing the importance of urban agriculture and all of the cities mentioned above allow beekeeping. I would request that the city of Sault Ste. Marie review and change our local bylaws / zoning laws to better reflect our current times...and be progressive as Toronto, Ottawa, London, Guelph, etc.. are about urban beekeeping.

I have a few informational links listed below, and would encourage the city to contact the municipalities above regarding this issue.

<http://www.justfood.ca/foodforall/weblinks/bees-in-urban-areas/>

<http://www.planetfriendly.net/calendar/events.php?id=17332>

<http://www.fims.uwo.ca/olr/apr1410/BergmeisterBeekeeping.html>

<http://www.pollinator.ca/guelph/index.php?n=Resources-on+the+Web>

Sincerely,

Laura Wyper

Laura Wyper, B.HSc., B.Ed.
Literacy and Basic Skills Instructor
Northland Adult Learning Centre
440 Northland Road
SSM, ON
P6C 3N6
Phone: 705-945-7109
Fax: 705-945-7004

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SSM, ON

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THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2013-104

AGREEMENT: (LE-39) A by-law to authorize a lease agreement between the City and S. & T. Electrical Contractors Limited for the use of City owned property abutting civic 158 Sackville Road, Sault Ste. Marie, Ontario.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 9 of the *Municipal Act, S.O. 2001, c. 25*, **ENACTS** as follows:

1. **EXECUTION OF DOCUMENT**

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 September, 2012, and made between the City and S. & T. Electrical Contractors Limited for the use of City property abutting civic 158 Sackville Road, legally described as Part of Lot 20, Registrar's Compiled Plan H-744 being more particularly described as Parts 4, 5, 6 and 7 on Plan 1R12231.

2. **SCHEDULE "A"**

Schedule "A" forms part of this by-law.

3. **EFFECTIVE DATE**

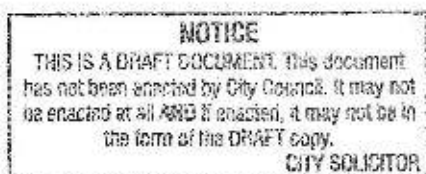
This by-law takes effect on the day of its final passing.

PASSED in open Council this 10th day of June, 2013.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE

ds LEGAL\STAFF\BYLAWS\2013\2013-104 LEASE AGREEMENT S. & T. .DOC



10(a)

Schedule "A"

LE-39

THIS LEASE made the 1st day of September, 2012 in pursuance of the Short Forms of Leases Act.

BETWEEN: **THE CORPORATION OF THE
CITY OF SAULT STE. MARIE**

hereinafter called the "Landlord"

OF THE FIRST PART

- and -

S. & T. ELECTRICAL CONTRACTORS LIMITED

hereinafter called the "Tenant"

OF THE SECOND PART

WHEREAS the Landlord is the owner of Part of Lot 20, Registrar's Compiled Plan H-744 being more particularly described as Parts 4, 5, 6 and 7 on Plan 1R12231; City of Sault Ste. Marie;

AND WHEREAS the Tenant desires to lease a portion of the property approximately 50' wide by 410' long, as shown on Schedule "A" attached hereto, for the purpose of a storage area, hereinafter called the "leased premises".

NOW THEREFORE the Landlord and Tenant agree as follows:

TO HOLD the leased premises for the term of five years commencing on September 1st, 2012 and terminating on August 31, 2017 and from month to month thereafter until terminated.

YIELDING and paying to the Landlord the sum of two hundred dollars (\$200.00) per month, payable on the first day of each and every month during the term.

1. TENANT COVENANTS

The Tenant covenants with the Landlord as follows:

- a) To pay rent.
- b) To indemnify and save harmless the Landlord from and against all claims relating to the leased premises, including claims by the Tenant and including without limiting the generality of the foregoing, all claims for personal injury or property damages regardless of the cause and from all costs, counsel fees, expenses and liabilities incurred in and about such claim or any action or proceeding brought thereon.
- c) To carry public liability insurance in the amount of Two Million (\$2,000,000.00) Dollars, in the name of both the Landlord and Tenant and to pay premiums for such insurance and to deposit certificates with respect to such insurance with the Landlord.
- d) Not to store any material on the leased premises that may be environmentally hazardous.

2. **THE LANDLORD COVENANTS**

For quiet enjoyment.

3. **PROVISOS**

Should the leased premises become taxable as a result of the City granting this lease, S. & T. Electrical Contractors Limited may elect to either cancel this lease or pay the taxes in addition to the rent payable under this lease.

4. **NOTICES**

This lease may be cancelled by either party giving sixty (60) days written notice in the manner hereinafter set out.

Any notice or statement hereunder may be served or made by mailing the same by registered post, postage prepaid, in a properly addressed envelope addressed as follows:

In the case of the Landlord to:

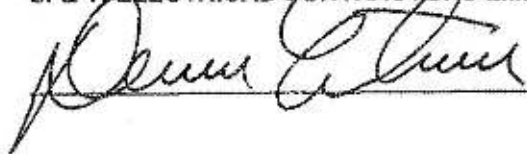
Legal Department
Civic Centre
99 Foster Drive
Sault Ste. Marie, Ontario P6A 5X6

In the case of the Tenant to:

S. & T. Electrical Contractors Limited
158 Sackville Road
Sault Ste. Marie, Ontario P6A 5T6

IN WITNESS WHEREOF the parties hereto have signed this Agreement on the day of
2013.

S. & T. ELECTRICAL CONTRACTORS LIMITED



I/We have the authority to bind the corporation.

THE CORPORATION OF THE
CITY OF SAULT STE. MARIE

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE

We have the authority to bind the corporation.

1R12231

PLAN OF SURVEY OF
PART OF LOT 20
REGISTRAR'S COMPILED PLAN H-744

CITY OF SAULT STE. MARIE
DISTRICT OF ALCONA
SCALE: 1:1000

20 0 20 40
METERS

D.E. MacLennan, P.E.

I HEREBY SET OUT THIS PLAN TO BE CLASSIFIED
UNDER THE LAND TILES ACT.

PLAN 1R-12231

RECORDED AND DEDICATED

August 29th, 2012

August 29, 2012

DATE

DATE

F.L. MILL - CHARTERED LAND SURVEYOR

REPRESENTATIVE FOR LAND RECEIVED FOR THE
LAND TILES DIVISION OF ALCONA (M.F. 1)

SCHEDULE

PART	LOT	PLAN	AREA	RM
1			0.125 AC.	PART 12 (1985-0037)
2			457.022 SQ. FT.	PART 19 (1981-0033)
3			0.125 AC.	PART 19 (1981-0033)
4			25.979 SQ. FT.	PART 19 (1981-0033)
5			0.125 AC.	PART 19 (1981-0033)
6			0.125 AC.	PART 19 (1981-0033)
7			0.125 AC.	PART 19 (1981-0033)

PART 1 TO 7 WILL BE COMPRISED WITH THE TILES
PARTS 1, 4 AND 5 WILL BE COMPRISED AS 1/2 AC. TILES
PARTS 2 AND 6 WILL BE COMPRISED AS 1/2 AC. TILES

LEGEND

- 1. DEDICATED - PUBLIC HIGHWAY
- 2. DEDICATED - PUBLIC HIGHWAY
- 3. DEDICATED - PUBLIC HIGHWAY
- 4. DEDICATED - PUBLIC HIGHWAY
- 5. DEDICATED - PUBLIC HIGHWAY
- 6. DEDICATED - PUBLIC HIGHWAY
- 7. DEDICATED - PUBLIC HIGHWAY
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- 9. DEDICATED - PUBLIC HIGHWAY
- 10. DEDICATED - PUBLIC HIGHWAY
- 11. DEDICATED - PUBLIC HIGHWAY
- 12. DEDICATED - PUBLIC HIGHWAY
- 13. DEDICATED - PUBLIC HIGHWAY
- 14. DEDICATED - PUBLIC HIGHWAY
- 15. DEDICATED - PUBLIC HIGHWAY
- 16. DEDICATED - PUBLIC HIGHWAY
- 17. DEDICATED - PUBLIC HIGHWAY
- 18. DEDICATED - PUBLIC HIGHWAY
- 19. DEDICATED - PUBLIC HIGHWAY
- 20. DEDICATED - PUBLIC HIGHWAY

BEARING NOTE

BEARINGS ARE GIVEN AND DERIVED FROM REAL, THE METRIC
COORDINATES ARE NOT ACCURATE TO THE CENTRE
HEREBY BY WEST LONGITUDE OF 101° 16' 10" W.

SURVEYOR'S CERTIFICATE

I CERTIFY THAT

- THE SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE
WITH THE SURVEY ACT, THE REGISTRATION ACT, AND THE
LAND TILES ACT AND THE REGISTRATION ACT, AND THAT
THE SURVEY WAS COMPLETED ON AUGUST 29th, 2012.

August 29th, 2012
SAULT STE. MARIE, ONTARIO

F.L. MILL
CHARTERED LAND SURVEYOR

INTEGRATION COORDINATE TABLE

CHARTERED SURVEYOR, F.L. MILL, HAS DERIVED FROM
REAL, THE METRIC COORDINATES USING THE
COORDINATE SYSTEM - 1984 NAD 83 UTM
ZONE 18 Q AND 83 STATIONED COORDINATES TO
LOCAL METERS (M) - 101° 16' 10" W, 49° 12' 10" N

PART	COORDINATE	COORDINATE
1	1011000.00	4912100.00
2	1011000.00	4912100.00
3	1011000.00	4912100.00
4	1011000.00	4912100.00
5	1011000.00	4912100.00
6	1011000.00	4912100.00
7	1011000.00	4912100.00

METRIC NOTE

DISTANCES AND COORDINATES SHOWN ON THIS PLAN ARE
IN METERS AND CAN BE CONVERTED TO FEET BY DIVIDING
BY 0.3048.

SCALE FACTOR NOTE

DISTANCES ON THIS PLAN ARE HORIZONTAL GROUND DISTANCES
AND CAN BE CONVERTED TO GROUND DISTANCES OF METERS BY
THE HORIZONTAL SCALE FACTOR OF 1:1000.

Subject
Property



10603

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2013-106

AGREEMENT: (E2.3) A by-law to authorize an engineering agreement between the City and Tulloch Engineering Inc. for the pre-design, design and construction inspection of bridge upgrades to four municipal structures with funds from the Sewer/Bridge and Miscellaneous Construction reserves.

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 DOCUMENT

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 May 27, 2013 and made between the City and Tulloch Engineering Inc. for the pre-design, design and construction inspection of bridge upgrades to four municipal structures with funds from the Sewer/Bridge and Miscellaneous Construction reserves.

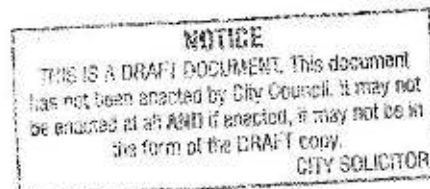
2. SCHEDULE "A"

Schedule "A" 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 10th day of June, 2013.



MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE

**M.E.A./C.E.O.
CLIENT/CONSULTANT AGREEMENT
FOR
MUNICIPAL WORKS
2006**

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Form of Agreement	1 - 9

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**AGREEMENT
FOR
PROFESSIONAL CONSULTING SERVICES**

MEMORANDUM OF AGREEMENT dated the 27th day of May A. D. 2013

-BETWEEN-

The Corporation of the City of Sault Ste Marie

Hereinafter called the 'Client'

THE PARTY OF THE FIRST PART

-AND-

Tulloch Engineering Inc.

Hereinafter called the 'Consultant'

THE PARTY OF THE SECOND PART

WHEREAS the Client intends to complete capital improvements to various bridges in 2013, including municipal bridges # 18, # 33, #34 and pedestrian bridge # P1,

hereinafter called the 'Project' and has requested the Consultant to furnish professional services in connection therewith;

NOW THEREFORE WITNESSETH that in consideration of the covenants contained herein, the Client and the Consultant mutually agree as follows:

ARTICLE 1 - GENERAL CONDITIONS**1.01 Retainer**

The Client hereby retains the services of the Consultant in connection with the Project and the Consultant hereby agrees to provide the services described herein under the general direction and control of the Client.

In this Agreement the word Consultant shall mean professionals and other specialists engaged by the Client directly and whose names are party to this Agreement.

1.02 Services

The services to be provided by the Consultant and by the Client for the Project are set forth in Article 2 and such services as changed, altered or added to under Section 1.08 are hereinafter called the 'Services'.

1.03 Compensation

The Client shall pay the Consultant in accordance with the provisions set forth in Article 3. For purposes of this agreement, the basis of payment shall be as specified in Article 3.2.1.

1.04 Staff and Methods

The Consultant shall perform the services under this agreement with that degree of care, skill and diligence normally provided in the performance of such services as contemplated by the agreement at the time such services are rendered and as required by the Professional Engineers Act (RSO 1990, Chapter P. 28) and regulations therein. The Consultant shall employ only competent staff who will be under the supervision of a senior member of the Consultant's staff.

1.05 Drawings and Documents

Subject to Section 3.2.4 of Article 3, drawings and documents or copies thereof required for the Project shall be exchanged between the parties on a reciprocal basis. Documents prepared by the Consultant for the Client, including record drawings, may be used by the Client, for the Project herein described, in accordance with Article 1.06, the client indemnifies the Consultant for unauthorized use of the documents and deliverables.

1.06 Intellectual Property

All concepts, products or processes produced by or resulting from the Services rendered by the Consultant in connection with the Project, or which are otherwise developed or first reduced to practice by the Consultant in the performance of his Services, and which are patentable, capable of trademark or otherwise, shall be considered as Intellectual Property and remain the property of the Consultant.

The Client shall have permanent non-exclusive royalty-free license to use any concept, product or process, which is patentable, capable of trademark or otherwise produced by or resulting from the Services rendered by the Consultant in connection with the Project and for no other purpose or project.

1.07 Records and Audit

- (a) In order to provide data for the calculation of fees on a time basis, the Consultant shall keep a detailed record of the hours worked by staff employed for the Project.
- (b) The Client may inspect timesheets and record of expenses and disbursements of the Consultant during regular office hours with respect to any item which the Client is required to pay on a time scale or disbursement basis as a result of this Agreement.
- (c) The Consultant, when requested by the Client, shall provide copies of receipts with respect to any disbursement for which the Consultant claims payment under this Agreement.

1.08 Changes and Alterations and Additional Services

With the consent of the Consultant the Client may in writing at any time after the execution of the Agreement or the commencement of the Services delete, extend, increase, vary or otherwise alter the Services forming the subject of the Agreement, and if such action by the Client necessitates additional staff or services, the Consultant shall be paid in accordance with Section 3.2.1 for such additional staff employed directly thereon, together with such expenses and disbursements as allowed under Section 3.2.4. In the event that the client delays the project then the consultant shall have the right to renegotiate the agreement.

1.09 Suspension or Termination

Either party may at any time by notice in writing to the other party, suspend or terminate the Services or any portion thereof at any stage of the project. Upon receipt of such written notice, the Consultant shall perform no further Services other than those reasonably necessary to close out his Services. In such an event, the Consultant shall be entitled to payment in accordance with Section 3.2. for any of the Consultant's staff employed directly thereon together with such expenses and disbursements allowed under Section 3.2.

If the Consultant is practicing as an individual and dies before his Services have been completed, this Agreement shall terminate as of the date of his death, and the Client shall pay for the Services rendered and disbursements incurred by the Consultant to the date of such termination.

1.10 Indemnification

The Consultant shall indemnify and save harmless the Client from and against all claims, actions, losses, expenses, costs or damages of every nature and kind whatsoever which the Client, his employees, officers or agents may suffer, to the extent the Consultant is legally liable as a result of the negligent acts of the Consultant, his employees, officers or agents in the performance of this Agreement.

The Client agrees to hold harmless, indemnify and defend the Consultant from and against any and all claim, losses, damages, liability and costs of defense arising out of or in any way connected with the presence, discharge, release or escape of contaminants of any kind, excluding only such liability as may arise out of the negligent acts of the Consultant in the performance of consulting services to the Client within this project.

1.11 Insurance

The Client will accept the insurance coverage amount specified in this clause section (a) as the aggregate limit of liability of the Consultant and its employees for the Client's damages.

a) Comprehensive General Liability and Automobile Insurance

The Insurance Coverage shall be \$2,000,000 per occurrence and in the aggregate for general liability and \$2,000,000 for automobile insurance. When requested the Consultant shall provide the Client with proof of Comprehensive General Liability and Automobile Insurance (Inclusive Limits) for both owned and non-owned vehicles.

b) Professional Liability Insurance

The Insurance Coverage shall be in the amount of \$2,000,000 per claim and in the aggregate. When requested, the Consultant shall provide to the Client proof of Professional Liability Insurance carried by the Consultant, and in accordance with the Professional Engineers Act (RSO 1990, Chapter P. 28) and regulations therein.

c) Change in Coverage

If the Client requests to have the amount of coverage increased or to obtain other special insurance for this Project then the Consultant shall endeavour forthwith to obtain such increased or special insurance at the Client's expense as a disbursement allowed under Section 3.2.

It is understood and agreed that the coverage provided by these policies will not be changed or amended in any way nor cancelled by the Consultant until thirty (30) days after written notice of such change or cancellations has been personally delivered to the Client.

1.12 Contracting for Construction

Neither the Consultant nor any person, firm or corporation associated or affiliated with or subsidiary to the Consultant shall tender for the construction of the Project, or have an interest either directly or indirectly in the construction of the Project.

1.13 Assignment

Neither party may assign this Agreement without the prior consent in writing of the other.

1.14 Previous Agreements

This Agreement supersedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the Project.

1.15 Approval by Other Authorities

Unless otherwise provided in this Agreement, where the work of the Consultant is subject to the approval or review of an authority, department of government, or agency other than the Client, such applications for approval or review shall be the responsibility of the Consultant, but shall be submitted through the offices of the Client and unless authorized by the Client in writing, such applications for approval or review shall not be obtained by direct contact by the Consultant with such other authority, department of government or agency.

1.16 Principals and Executives

The use of Principals and Executives on a time basis by the Consultant, will be in accordance with Section 1.23.1 (c).

1.17 Sub-Consultants

The Consultant may engage others as sub-consultants for specialized services provided that prior approval is obtained, in writing, from the Client and may add a mark-up of not more than 5% of the cost of such services to cover office administration costs when claiming reimbursement from the Client plus the cost of the additional insurance incurred by the Consultant for the specialized services.

1.18 Inspection

The client, or persons authorized by the Client, shall have the right, at all reasonable times, to inspect or otherwise review the Services performed, or being performed, under the Project and the premises where they are being performed.

1.19 Publication

The Consultant agrees to obtain the consent in writing of the Client before publishing or issuing any information regarding the Project.

1.20 Confidential Data

The Consultant shall not divulge any specific information identified as confidential, communicated to or acquired by him, or disclosed by the client in the course of carrying out the Services provided for herein. These obligations of confidentiality shall not apply to information which is in the public domain, which is provided to the Consultant by a third party without obligation of confidentiality which is independently developed by the Consultant without access to the Client's information, or which is required to be disclosed by law or by court order. No such information shall be used by the Consultant on any other project without the approval in writing of the client.

1.21

Dispute Resolution

- (a) If requested in writing by either the Client or the Consultant, the Client and the Consultant shall attempt to resolve any dispute between them arising out of or in connection with this Agreement by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. If a dispute cannot be settled within a period of ninety (90) calendar days with the mediator, the dispute shall be referred to and finally resolved by arbitration under the rules of the province having jurisdiction or by an arbitrator appointed by the agreement of the parties.
- (b) No person shall be appointed to act as mediator or arbitrator who is in any way interested, financially or otherwise, in the conduct of the work on the Project or in the business or other affairs of either the Client or the Consultant.
- (c) The award of the arbitrator, including an award for costs if applicable, shall be final and binding upon the parties.
- (d) The provisions of The Arbitration's Act, R.S.O., 1991, Chapter 17, as amended shall apply.

1.22

Time

The Consultant shall perform the Services expeditiously to meet the requirements of the Client and shall complete any portion or portions of the Services in such order as the Client may require.

The Client shall give due consideration to all designs, drawings, plans, specifications, reports, tenders, proposals and other information submitted by the Consultant, and shall make any decisions which he is required to make in connection therewith within a reasonable time so as not to delay the work of the Consultant.

1.23

Estimates, Schedules and Staff List

1.23.1

Preparation of Estimate of Fees, Schedule of Progress and Staff List

When requested by the Client, and where payment is calculated on a time basis, the Consultant shall provide, for approval by the Client:

- (a) An estimate of the total fees to be paid for the Services.
- (b) A Schedule showing an estimate of the portion of the Services to be completed in each month and an estimate of the portion of the fee which will be payable for each such month.
- (c) A Staff list showing the number, classifications and hourly rate ranges for staff, Principals and Executives, for which the Consultant will seek payment on a time basis. The Consultant shall relate such information to the particular type of work that such staff is to perform, while employed on the Project. Such list shall designate the member of the Consultant's staff who is to be the liaison person between the Consultant and the Client.

1.23.2

Subsequent Changes in the Estimate of Fees, Schedule of Progress and Staff List

The Consultant will require prior written approval, from the Client for any of the following changes:

- (a) Any increase in the estimated fees beyond those approved under Subsection 1.23.1 (a).
- (b) Any change in the schedule at progress which results in a longer period than provided in Subsection 1.23.1 (b).
- (c) Any change in the number, classification and hourly rate ranges of the staff provided under Subsection 1.23.1 (c).

1.23.3

Monthly Reporting of Progress

When requested by the Client, the Consultant shall provide the Client with a written report showing the portion of the Services completed in the preceding month.

1.24 Additional Conditions**Schedule**

It is understood that the consultant shall work diligently until completion of the work, and shall not be held accountable or liable for delays to the project beyond reasonable circumstances, or due to the exchange of information from the client. When requested by the Consultant, the Client shall provide all information requested to the Consultant which is required to complete the scope of work. Exchange of information and documentation shall be made within an acceptable time frame

ARTICLE 2 - SERVICES**2.01 Services to be provided by Consultant**

The consultant agrees to perform the following services:

Bridge #18 - Herkimer Street over the Big Carp River

Provide a detailed engineering study of the bridge structure in order to estimate the remaining life expectancy, including core sampling of the wood pile foundations to estimate structural condition.

Bridge # 33 - Allen's Side Road south of Wallace Terrace

Provide a detailed inspection and provide an engineering design to rehabilitate the expansion joints and approach slabs currently experiencing stress. Advise Public Works staff while repair work is undertaken.

Bridge # 34 - Wallace Terrace west of Brookfield Avenue

Provide a detailed inspection and provide an engineering design to rehabilitate the expansion joints and approach slabs currently experiencing stress. Advise Public Works staff while repair work is undertaken.

Pedestrian Bridge # P1 -- Over Clark Creek between Drake and Gravelle Streets

Provide engineering services for the design of a new bridge, and provide construction administrative services during the construction phase.

Detailed inspections, evaluations and condition studies shall be in accordance with the Ontario Ministry of Transportations - Ontario Structural Inspection Manual. Repair and/or Rehabilitation designs shall be in accordance with the Canadian Highway Bridge Design Code S6-06 and Ontario Ministry of Transportations Structural (Bridges) Manual.

2.02 Services to be provided by Client

The client will provide the consultant with all existing engineering drawings for the four bridges.

ARTICLE 3 - FEES AND DISBURSEMENTS**3.1 Definitions**

For the purpose of this Agreement, the following definitions shall apply:

(a) Cost of the Work:

- (i) The "Cost of the Work" shall mean the total cost of the Project including all materials, equipment, sales taxes, labour and contractor's overhead and profit, necessary to

complete the work for which the Consultant prepares designs, drawings or specifications, for which he is responsible. Where sales taxes are not included in the cost of the work, the fee shall be adjusted upwards by the factor equivalent to the sales taxes. The adjusted fee may be computed to the nearest one-tenth of one percent (1/10%).

- (ii) Wherever the client furnishes labour or other service which is incorporated in the work, the current price of labour or other service when the work was executed shall be used to compute the Cost of the Work.
- (iii) Whenever used materials or equipment is furnished by or on behalf of the Client, the fair market value of such materials or equipment, as though it was purchased new, shall be used to compute the Cost of the Work.
- (iv) In computing the Cost of the Work, no deductions shall be made on account of any penalties or damages claimed by the Client from any contractor or on account of any other sum withheld from any contractor.
- (v) The Cost of the Work shall not include any fees and disbursements due to the Consultant, the Client's engineering and office expenses, or cost of land.

(b) Site:

Site includes the actual work site and other locations where the checking of materials, equipment and workmanship is carried out.

3.2 Basis of Payment

3.2.1 Fees Calculated on a Time Basis

The Client shall pay the Consultant a fee, calculated on a time basis, for that part of the Services described in Article 2. Fees on a time basis for all staff shall be hourly rates based on job classifications as follows:

Classification:	Hourly Rate:
Senior Engineer	\$130-\$150
Project Manager	\$110-\$130
Design Engineer	\$110-\$130
Jr. Engineer	\$70-\$90
Technologist	\$60-\$90
Support Staff	\$50-\$60

For a project of over one (1) year duration, or for projects which become extended beyond one (1) year in duration, the consultant may from time to time seek approval from the client to adjust hourly rates and such approval shall not be unreasonably withheld.

3.2.1.2 Time Expended

All time expended on the assignment, whether in the Consultant's office, at the Client's premises, or elsewhere, and including travel time, shall be chargeable. This also includes, but is not limited to, stenographic and clerical staff engaged in the preparation of documents such as reports and specifications.

3.2.2 Reimbursable Expenses

In addition to the fee, the Consultant shall be reimbursed at cost plus an administrative charge of 5%, plus the cost of additional insurance incurred by the Consultant, for all expenses properly incurred by him in connection with the project, including but not limited to: vehicle use charges, travelling and living expenses, long distance telephone charges, facsimile transmission charges, printing and reproductions, progress photography, advertising for tenders, special delivery and express charges, overtime premium costs, and the cost of providing and maintaining site offices, supplies and equipment, chemical and physical tests.

3.2.2.1 INFORMATION TECHNOLOGY AND REPROGRAPHIC COSTS

Information Technology and Reprographic (ITR) costs incurred by the Consultant shall be reimbursed at a standard charge rate of \$40 per labour hour expended. The assessment shall include all information technology resources required for purposes of providing the services contemplated under this agreement, including: computer equipment/systems, computer software, computer supplies, networking (local and wide area), and labour associated with computer management, administration and support. Computer systems include all types of computers, such as: general purpose microcomputers, PC-CADD microcomputers, graphic design workstations, and notebooks. The ITR charge shall also include all regular in-house convenience copying and printing. Cost for reproducing specifications and drawing set shall not be included in this rate.

3.2.2.2 TELECOMMUNICATION COSTS

Telecommunication costs (COM) other than video-conferencing incurred by the Consultant shall be reimbursed at a standard charge rate of \$10 per labour hour expended. The assessment shall include in-house costs for use of telephone/telecommunication services (including maintenance and support) and facsimile transmissions.

3.3 Payment

3.3.1 Fees Calculated on a Time Basis

(a) Monthly Payment

The Consultant shall submit an invoice to the Client for all Services completed in the immediately preceding month. Interest at the annual rate of 12 percent (1 percent monthly) will be paid on the total outstanding unpaid balance commencing 30 days after the Client has received the Consultant's invoice.

(b) Non-Payment

The Consultant reserves the right, without penalty, to discontinue services in the event of non-payment.

(c) Abandonment

If the project is abandoned or delayed for any reason whatsoever, beyond the Consultants reasonable control, the Client shall pay a fee for services rendered to that date, plus reasonable termination expenses.

3.3.2 Upset Limit

3.3.2.1 FEE LIMIT

The Consultant shall submit an invoice(s) to the Client in accordance with 3.2.1 for all Services completed up to and including \$40,000.00 excluding HST. No additional payment for services as set forth in Article 2 shall be made in excess of this unless authorized in writing by the client.

3.3.2.2 EXTRA WORK

The Client shall pay the Consultant a fee, calculated on a time basis, for that part of the Services not described and outside of the work described in Article 2 in accordance with 3.3.1. The Consultant shall not proceed with work not described within Article 2 without the prior express written consent of the Client.

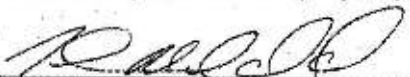
SIGNED, SEALED AND DELIVERED

in the presence of:

) _____
) _____
) _____
) _____

CONSULTANT

The signatory shall have the authority to bind the corporation or company for purposes of this agreement



(Signature)
John McDonald, P.Eng.

(Name)
Branch Manager

(Title)

THE CORPORATION OF

The signatory shall have the authority to bind the municipality or its agency for purposes of this agreement

MAYOR - Debbie Amaroso

CLERK - Malcolm White

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2013-107

AGREEMENT: (E2.3) A by-law to authorize the execution of an agreement between the City and STEM Engineering Group Incorporated for engineering services for the 2013 structural inspection of the City's major stormwater aqueducts.

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 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 2nd day of May, 2013 and made between the City and STEM Engineering Group Incorporated for engineering services for the 2013 structural inspection of the City's major stormwater aqueducts.

2. **SCHEDULE "A"**

Schedule "A" hereto forms a part of this by-law.

3. **EFFECTIVE DATE**

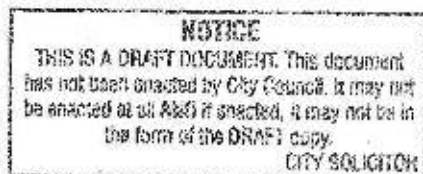
This by-law takes effect on the day of its final passing.

PASSED in open Council this 10th day of June, 2013.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE

ds LEGAL\STAFF\BYLAWS\2013\2013-107 STEM AGREEMENT AQUEDUCT INSPECTIONS.DOC



Schedule "A"

AGREEMENT
FOR
PROFESSIONAL CONSULTING SERVICES

MEMORANDUM OF AGREEMENT dated the 2nd day of May

A. D. 2013

-BETWEEN-

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

Hereinafter called the 'Client'

THE PARTY OF THE FIRST PART

-AND-

STEM ENGINEERING GROUP INCORPORATED

Hereinafter called the 'Consultant'

THE PARTY OF THE SECOND PART

WHEREAS the Client intends to perform Aqueduct Inspections to assess the current condition, anticipated lifespan, and repair requirements.

HEREINAFTER called the 'Project' and has requested the Consultant to furnish professional services in connection therewith;

This work will include the inspection of all City aqueducts as deemed necessary, as part of our biennial inspection program.

NOW THEREFORE WITNESSETH that in consideration of the covenants contained herein, the Client and the Consultant mutually agree as follows:

ARTICLE 1 - GENERAL CONDITIONS**1.01 Retainer**

The Client hereby retains the services of the Consultant in connection with the Project and the Consultant hereby agrees to provide the services described herein under the general direction and control of the Client.

In this Agreement the word Consultant shall mean professionals and other specialists engaged by the Client directly and whose names are party to this Agreement.

1.02 Services

The services to be provided by the Consultant and by the Client for the Project are set forth in Article 2 and such services as changed, altered or added to under Section 1.08 are hereinafter called the 'Services'.

1.03 Compensation

The Client shall pay the Consultant in accordance with the provisions set forth in Article 3. For purposes of this agreement, the basis of payment shall be as specified in Article 3.

1.04 Staff and Methods

The Consultant shall perform the services under this agreement with that degree of care, skill and diligence normally provided in the performance of such services as contemplated by the agreement at the time such services are rendered and as required by the Professional Engineers Act (RSO 1990, Chapter P. 28) and regulations therein. The Consultant shall employ only competent staff who will be under the supervision of a senior member of the Consultant's staff.

1.05 Drawings and Documents

Subject to Section 3.2.4 of Article 3, drawings and documents or copies thereof required for the Project shall be exchanged between the parties on a reciprocal basis. Documents prepared by the Consultant for the Client, including record drawings, may be used by the Client, for the Project herein described. In accordance with Article 1.06, the client indemnifies the Consultant for unauthorized use of the documents and deliverables.

1.06 Intellectual Property

All concepts, products or processes produced by or resulting from the Services rendered by the Consultant in connection with the Project, or which are otherwise developed or first reduced to practice by the Consultant in the performance of his Services, and which are patentable, capable of trademark or otherwise, shall be considered as Intellectual Property and remain the property of the Consultant.

The Client shall have permanent non-exclusive royalty-free license to use any concept, product or process, which is patentable, capable of trademark or otherwise produced by or resulting from the Services rendered by the Consultant in connection with the Project and for no other purpose or project.

1.07 Records and Audit

- (a) In order to provide data for the calculation of fees on a time basis, the Consultant shall keep a detailed record of the hours worked by staff employed for the Project.
- (b) The Client may inspect timesheets and record of expenses and disbursements of the Consultant during regular office hours with respect to any item which the Client is required to pay on a time scale or disbursement basis as a result of this Agreement.

- (c) The Consultant, when requested by the Client, shall provide copies of receipts with respect to any disbursement for which the Consultant claims payment under this Agreement.

1.08 Changes and Alterations and Additional Services

With the consent of the Consultant the Client may in writing at any time after the execution of the Agreement or the commencement of the Services delete, extend, increase, vary or otherwise alter the Services forming the subject of the Agreement, and if such action by the Client necessitates additional staff or services, the Consultant shall be paid in accordance with Section 3 for such additional staff employed directly thereon, together with such expenses and disbursements as allowed under Section 3. In the event the client delays the project the consultant shall have the right to renegotiate the agreement.

1.09 Suspension or Termination

Either party may, at any time by notice in writing to the other party, suspend or terminate the Services or any portion thereof at any stage of the project. Upon receipt of such written notice, the Consultant shall perform no further Services other than those reasonably necessary to close out his Services. In such an event, the Consultant shall be entitled to payment in accordance with Section 3 for any of the Consultant's staff employed directly thereon together with such expenses and disbursements allowed under Section 3.

If the Consultant is practicing as an individual and dies before his Services have been completed, this Agreement shall terminate as of the date of his death, and the Client shall pay for the Services rendered and disbursements incurred by the Consultant to the date of such termination.

1.10 Indemnification

The Consultant shall indemnify and save harmless the Client from and against all claims, actions, losses, expenses, costs or damages of every nature and kind whatsoever which the Client, his employees, officers or agents may suffer, to the extent the Consultant is legally liable as a result of the negligent acts of the Consultant, his employees, officers or agents in the performance of this Agreement.

The Client agrees to hold harmless, indemnify and defend the Consultant from and against any and all claim, losses, damages, liability and costs of defense arising out of or in any way connected with the presence, discharge, release or escape of contaminants of any kind, excluding only such liability as may arise out of the negligent acts of the Consultant in the performance of consulting services to the Client within this project.

1.11 Insurance

The Client will accept the insurance coverage amount specified in this clause section (a) as the aggregate limit of liability of the Consultant and its employees for the Client's damages.

(a) Comprehensive General Liability and Automobile Insurance

The Insurance Coverage shall be \$2,000,000 per occurrence and in the aggregate for general liability and \$2,000,000 for automobile insurance. When requested, the Consultant shall provide the Client with proof of Comprehensive General Liability and Automobile Insurance (Inclusive Limits) for both owned and non-owned vehicles.

(b) Professional Liability Insurance

The Insurance Coverage shall be in the amount of \$1,000,000 per claim and in the aggregate. When requested, the Consultant shall provide to the Client proof of Professional Liability Insurance carried by the Consultant, and in accordance with the Professional Engineers Act (RSO 1990, Chapter P. 28) and regulations therein.

(c) **Change in Coverage**

If the Client requests to have the amount of coverage increased or to obtain other special insurance for this Project then the Consultant shall endeavour forthwith to obtain such increased or special insurance at the Client's expense as a disbursement allowed under Section 3.

It is understood and agreed that the coverage provided by these policies will not be changed or amended in any way nor cancelled by the Consultant until thirty (30) days after written notice of such change or cancellations has been personally delivered to the Client.

1.12 Contracting for Construction

Neither the Consultant, nor any person, firm nor corporation associated or affiliated with or subsidiary to the Consultant shall tender for the construction of the Project, or have an interest either directly or indirectly in the construction of the Project.

1.13 Assignment

Neither party may assign this Agreement without the prior consent in writing of the other.

1.14 Previous Agreements

This Agreement supersedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the Project.

1.15 Approval by Other Authorities

Unless otherwise provided in this Agreement, where the work of the Consultant is subject to the approval or review of an authority, department of government, or agency other than the Client, such applications for approval or review shall be the responsibility of the Consultant, but shall be submitted through the offices of the Client and unless authorized by the Client in writing, such applications for approval or review shall not be obtained by direct contact by the Consultant with such other authority, department of government or agency.

1.16 Principals and Executives

The use of Principals and Executives on a time basis by the Consultant, will be in accordance with Section 1.23.1 (c).

1.17 Sub-Consultants

The Consultant may engage others as sub-consultants for specialized services provided that prior approval is obtained, in writing, from the Client and may add a mark-up of not more than 5% of the cost of such services to cover office administration costs when claiming reimbursement from the Client plus the cost of the additional insurance incurred by the Consultant for the specialized services.

1.18 Inspection

The client, or persons authorized by the Client, shall have the right, at all reasonable times, to inspect or otherwise review the Services performed, or being performed, under the Project and the premises where they are being performed.

1.19 Publication

The Consultant agrees to obtain the consent in writing of the Client before publishing or issuing any information regarding the Project.

1.20 Confidential Data

The Consultant shall not divulge any specific information identified as confidential, communicated to or acquired by him, or disclosed by the client in the course of carrying out the Services provided for herein. These obligations of confidentiality shall not apply to information which is in the public domain, which is provided to the Consultant by a third party without obligation of confidentiality which is independently developed by the Consultant without access to the Client's information, or which is required to be disclosed by law or by court order. No such information shall be used by the Consultant on any other project without the approval in writing of the client.

1.21 Dispute Resolution

- (a) If requested in writing by either the Client or the Consultant, the Client and the Consultant shall attempt to resolve any dispute between them arising out of or in connection with this Agreement by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. If a dispute cannot be settled within a period of ninety (90) calendar days with the mediator, the dispute shall be referred to and finally resolved by arbitration under the rules of the province having jurisdiction or by an arbitrator appointed by the agreement of the parties.
- (b) No person shall be appointed to act as mediator or arbitrator who is in any way interested, financially or otherwise, in the conduct of the work on the Project or in the business or other affairs of either the Client or the Consultant.
- (c) The award of the arbitrator, including an award for costs if applicable, shall be final and binding upon the parties.
- (d) The provisions of The Arbitration's Act, R.S.O., 1991, Chapter 17, as amended shall apply.

1.22 Time

The Consultant shall perform the Services expeditiously to meet the requirements of the Client and shall complete any portion or portions of the Services in such order as the Client may require.

The Client shall give due consideration to all designs, drawings, plans, specifications, reports, tenders, proposals and other information submitted by the Consultant, and shall make any decisions which he is required to make in connection therewith within a reasonable time so as not to delay the work of the Consultant.

1.23 Estimates, Schedules and Staff List**1.23.1 Preparation of Estimate of Fees, Schedule of Progress and Staff List**

When requested by the Client, and where payment is calculated on a time basis, the Consultant shall provide, for approval by the Client:

- (a) An estimate of the total fees to be paid for the Services.
- (b) A Schedule showing an estimate of the portion of the Services to be completed in each month and an estimate of the portion of the fee which will be payable for each such month.
- (c) A Staff list showing the number, classifications and hourly rate ranges for staff, Principals and Executives, for which the Consultant will seek payment on a time basis. The Consultant shall relate such information to the particular type of work that such staff is to perform, while employed on the Project. Such list shall designate the member of the Consultant's staff who is to be the liaison person between the Consultant and the Client.

1.23.2 Subsequent Changes in the Estimate of Fees, Schedule of Progress and Staff List

The Consultant will require prior written approval, from the Client for any of the following changes:

- (a) Any increase in the estimated fees beyond those approved under Subsection 1.23.1 (a).
- (b) Any change in the schedule at progress which results in a longer period than provided in Subsection 1.23.1 (b).
- (c) Any change in the number, classification and hourly rate ranges of the staff provided under Subsection 1.23.1 (c).

1.23.3 Monthly Reporting of Progress

When requested by the Client, the Consultant shall provide the Client with a written report showing the portion of the Services completed in the preceding month.

1.24 Additional Conditions**Electronic Data Files and CAD Files:**

The Consultant will deliver to the Client (electronically or on tangible electronic storage media or otherwise) certain CAD files or electronic data files (the "Files") prepared by the Consultant solely for its own use. It is acknowledged that due to the nature of such electronic "Files", information contained therein could inadvertently be altered or erased by any person having access to them. Therefore, the Consultant gives no warranty or condition to the Client with respect to the "Files" and the data contained therein. The "Files" will not be stamped, certified or signed by the Consultant. Any use of the "Files" by the Client will be at the sole risk of the Client.

ARTICLE 2 – SERVICES**2.01 Services to be provided by STEM Engineering Group Incorporated**

Four box culverts or aqueducts will be inspected for this project and a status report will be prepared outlining the condition and what, if any, remedial measures are required. The culverts are as listed:

- (a) Central Creek
- (b) Fort Creek
- (c) Clark Creek
- (d) Farwell Terrace

ARTICLE 3 – FEES AND DISBURSEMENTS**3.1 Definitions**

For the purpose of this Agreement, the following definitions shall apply:

(a) **Payroll Cost**

Payroll Cost is defined as hourly salary plus payroll burden.

- (i) The following formula shall be used to calculate the hourly salary for the billing purposes. Hourly salary equals:

$$\frac{\text{Annual Salary}}{\text{Hours per week} \times 52 \times .85}$$

- (ii) Payroll burden equals fringe benefits expressed as a percentage of salary that provides for health and medical insurance, group life and disability insurance, company and Canada pension employer contribution, Workers' Compensation and Unemployment Insurance, but excludes bonuses or profit sharing. For the purposes of this agreement payroll burden is 12.4 %.

(b) **Cost of the Work:**

- (i) The "Cost of the Work" shall mean the total cost of the Project including all materials, equipment, sales taxes, labour and contractor's overhead and profit, necessary to complete the work for which the Consultant prepares designs, drawings or specifications, for which he is responsible. Where sales taxes are not included in the cost of the work, the fee shall be adjusted upwards by the factor equivalent to the sales taxes. The adjusted fee may be computed to the nearest one-tenth of one percent (1/10%).
- (ii) Wherever the client furnishes labour or other service which is incorporated in the work, the current price of labour or other service when the work was executed shall be used to compute the Cost of the Work.
- (iii) Whenever used materials or equipment is furnished by or on behalf of the Client, the fair market value of such materials or equipment, as though it was purchased new, shall be used to compute the Cost of the Work.
- (iv) In computing the Cost of the Work, no deductions shall be made on account of any penalties or damages claimed by the Client from any contractor or on account of any other sum withheld from any contractor.
- (v) The Cost of the Work shall not include any fees and disbursements due to the Consultant, the Client's engineering and office expenses, or cost of land.

(c) **Site:**

Site includes the actual work site and other locations where the checking of materials, equipment and workmanship is carried out.

3.2 Basis of Payment

3.2.1 Fees Calculated on a Time Basis

The Client shall pay the Consultant a fee, calculated on a time basis, for that part of the Services described in Article 2. Fees on a time basis for all staff shall be as follows:

- (a) Principals and Executives on normal assignments \$130.00 per hour. This rate will be reviewed annually and adjusted accordingly.
- (b) Staff on normal assignments – Payroll Cost plus 100%.
- (c) Principals, Executives and staff rendering individual services on assignments for which they are eminently qualified and for which they require little or no assistance including providing expert testimony and attendance at hearings or courts - \$140.00 per hour.
- (d) Services during Construction

- (i) For all services, except for staff full-time continuously on site:

- a) Principals and Executives on Normal assignments\$130.00 per hour.

This rate will be reviewed annually and adjusted accordingly.

- b) Other Staff: Payroll Cost Plus 100%.

- (ii) For site staff working full time continuously.... Payroll Cost plus 70%.

For a project of over one (1) year duration, or for projects which become extended beyond one (1) year in duration, the consultant may from time to time seek approval from the client to adjust hourly rates and such approval shall not be unreasonably withheld.

Time Expended

All time expended on the assignment, whether in the Consultant's office, at the Client's premises, or elsewhere, and including travel time, shall be chargeable. This also includes, but is not limited to, stenographic and clerical staff engaged in the preparation of documents such as reports and specifications.

3.2.2 Reimbursable Expenses

In addition to the fee, the Consultant shall be reimbursed at cost plus an administrative charge of 5%, plus the cost of additional insurance incurred by the Consultant, for all expenses properly incurred by him in connection with the project, including but not limited to: vehicle use charges, traveling and living expenses, long distance telephone charges, facsimile transmission charges, printing and reproductions, progress photography, advertising for tenders, special delivery and express charges, overtime premium costs, and the cost of providing and maintaining site offices, supplies and equipment, chemical and physical tests.

3.2.2.1 Information Technology and Reprographic (ITR) Expenses

Costs incurred by the Consultant shall be reimbursed at a standard charge rate of \$10.00 per labour hour expended. The assessment shall include all information technology resources required for purposes of providing the services contemplated under this agreement, including: computer equipment/systems, computer software, computer supplies, networking (local and wide area), and labour associated with computer management, administration and support. Computer systems include all types of computers, such as: general purpose microcomputers, PC-CADD microcomputers, graphic design workstations, and notebooks. The ITR charge shall also include all regular in-house convenience copying and printing. Cost for reproducing specifications and drawing sets shall not be included in this rate. (see above).

3.3 Payment

3.3.1 Fees Calculated on a Time Basis

(a) Monthly Payment

The Consultant shall submit an invoice to the Client for all Services completed in the immediately preceding month. All fees and charges will be payable in Canadian funds unless noted otherwise. Invoices will be due and payable, as presented, by the Client upon receipt. Interest at the annual rate of 12 percent (1 percent monthly) will be paid on the total outstanding unpaid balance commencing 30 days after the Client has received the Consultant's invoice.

(b) The Consultant reserves the right, without penalty, to discontinue services in the event of non-payment.

(c) If the project is abandoned or delayed for any reason beyond the Consultant's control, the Client shall pay a fee for services rendered to that date, plus the termination expenses.

3.4 Fee Estimate

Estimated Fees are contained in Appendix 1. The rates used in the estimates are representative of the type of individual who will perform the work, but the actual rates will be billed as per Article 3.

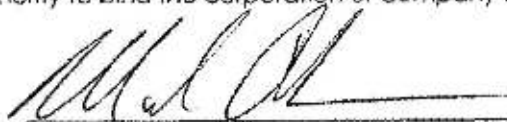
SIGNED, SEALED AND DELIVERED

in the presence of:



STEM ENGINEERING

The signatory shall have the authority to bind the corporation or company for purposes of this agreement



Mark P. Coleman, P. Eng.
Principal

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

The signatory shall have the authority to bind the municipality or its agency for purposes of this agreement

MAYOR - Debbie Amaroso

CITY CLERK - Malcom White

Appendix 1

Engineering Estimate

10(c)

ENGINEERING ESTIMATE

Project: **Aqueduct Inspections - 2013** Project No: **13044**
Description: **Condition Survey of All City Aqueducts** Date: **May 2, 2013**

TASK	DESCRIPTION	HOURS	RATE	COST
Preliminary	-allow	2.00	\$130.00	\$260.00
FORT CREEK				
Field Portion	3 men for 3 days @ 8.5 day	76.50	\$115.00	\$8,797.50
Review/Compile/Report	Allow 3 days	22.50	\$120.00	\$2,700.00
	Clerical	6.00	\$50.00	\$300.00
CENTRAL CREEK				
Field Portion	Large Aqueduct 3 men for 1 day @ 7.5 day	22.50	\$115.00	\$2,587.50
	Small Aqueduct 3 men for 2 days @ 7.5 day	45.00	\$115.00	\$5,175.00
Review/Compile/Report	Allow 3 days	16.00	\$120.00	\$1,920.00
	Clerical	4.00	\$45.00	\$180.00
FARWELL TERRACE				
Field Portion	3 men for 2 days @ 7.5 day (1 ea. large and small aqd'ts)	45.00	\$115.00	\$5,175.00
Review/Compile/Report	Allow 3 days	22.50	\$120.00	\$2,700.00
	Clerical	4.00	\$45.00	\$180.00
CLARK CREEK				
Field Portion	3 men for 7.5 hrs	22.50	\$115.00	\$2,587.50
Review/Compile/Report	Allow 1 day	8.00	\$120.00	\$960.00
	Clerical	3.00	\$45.00	\$135.00
Supervision	Review the reports	16.00	\$130.00	\$2,080.00
DISBURSEMENTS	Monitor rental (allow)			\$1,000.00
	Mileage (allow)			\$250.00
SUBTOTAL		315.50		\$ 36,987.50
13% HST				\$4,808.38
TOTAL				\$41,795.88

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2013-112

AGREEMENT: (E2.3) A by-law to authorize the execution of an agreement between the City and AECOM Canada Ltd. for engineering services for the design and contract administration for the Muriel Avenue, Fort Creek Drive, and Tallack Boulevard Sewage Pumping Station upgrades, and the Clark Creek Forcemain analysis and report for an engineering fee estimate of \$79,500 excluding HST.

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 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 10th day of June, 2013 and made between the City and AECOM Canada Ltd. for the design and contract administration for the Muriel Avenue, Fort Creek Drive, and Tallack Boulevard Sewage Pumping Station upgrades, and the Clark Creek Forcemain analysis and report for an engineering fee estimate of \$79,500 excluding HST.

2. **SCHEDULE "A"**

Schedule "A" hereto forms a part of this by-law.

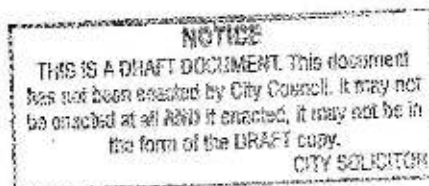
3. **EFFECTIVE DATE**

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

PASSED in open Council this 10th day of June, 2013.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE



10(d)

Schedule "A"

**AGREEMENT
FOR
PROFESSIONAL CONSULTING SERVICES**

MEMORANDUM OF AGREEMENT dated the 10th day of June, 2013

-BETWEEN-

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

(Hereinafter called the 'Client')

THE PARTY OF THE FIRST PART

-AND-

AECOM CANADA LTD.

(Hereinafter called the 'Consultant')

THE PARTY OF THE SECOND

PART

WHEREAS the Client intends to provide engineering services for upgrades to Muriel Avenue, Fort Creek Drive and Tallack Boulevard Sewage Pumping Stations. The proposed works includes pump replacements, electrical & control panel replacements including provision for standby power connections, constructing additional storage at the Fort Creek P.S. as well as other miscellaneous appurtenances.

AND WHEREAS the Consultant agrees to provide the requested services;

NOW THEREFORE WITNESSETH that in consideration of the covenants contained herein, the Client and the Consultant mutually agree as follows:

ARTICLE 1 - GENERAL CONDITIONS**1.01 Retainer**

The Client hereby retains the services of the Consultant in connection with the Project and the Consultant hereby agrees to provide the services described herein under the general direction and control of the Client.

In this Agreement the word Consultant shall mean professionals and other specialists engaged by the Client directly and whose names are party to this Agreement.

1.02 Services

The services to be provided by the Consultant and by the Client for the Project are set forth in Article 2 and such services as changed, altered or added to under Section 1.08 are hereinafter called the 'Services'.

1.03 Compensation

The Client shall pay the Consultant in accordance with the provisions set forth in Article 3. For purposes of this agreement, the basis of payment shall be as specified in Article 3.

1.04 Staff and Methods

The Consultant shall perform the services under this agreement with that degree of care, skill and diligence normally provided in the performance of such services as contemplated by the Agreement at the time such services are rendered and as required by the Professional Engineers Act (RSO 1990, Chapter P. 28) and regulations therein. The Consultant shall employ only competent staff who will be under the supervision of a senior member of the Consultant's staff.

1.05 Drawings and Documents

Subject to Section 3.2.4 of Article 3, drawings and documents or copies thereof required for the Project shall be exchanged between the parties on a reciprocal basis. Documents prepared by the Consultant for the Client, including record drawings, may be used by the Client, for the Project herein described. In accordance with Article 1.06, the Client shall indemnify the Consultant for any loss or damage suffered by the Client or any third parties resulting from any unauthorized use of the documents and deliverables.

1.06 Intellectual Property

All concepts, products or processes produced by or resulting from the Services rendered by the Consultant in connection with the Project, or which are otherwise developed or first reduced to practice by the Consultant in the performance of his Services, and which are patentable, capable of trademark or otherwise, shall be considered as Intellectual Property and remain the property of the Consultant.

The Client shall have permanent non-exclusive royalty-free license to use any concept, product or process, which is patentable, capable of trademark or otherwise produced by or resulting from the Services rendered by the Consultant in connection with the Project and for no other purpose or project.

1.07 Records and Audit

- (a) In order to provide data for the calculation of fees on a time basis, the Consultant shall keep a detailed record of the hours worked by staff employed for the Project.
- (b) The Client may inspect timesheets and record of expenses and disbursements of the Consultant during regular office hours with respect to any item which the Client is required to pay on a time scale or disbursement basis as a result of this Agreement.
- (c) The Consultant, when requested by the Client, shall provide copies of receipts with respect to any disbursement for which the Consultant claims payment under this Agreement.

1.08 Changes and Alterations and Additional Services

With the consent of the Consultant the Client may in writing at any time after the execution of the Agreement or the commencement of the Services delete, extend, increase, vary or otherwise alter the Services forming the subject of the Agreement, and if such action by the Client necessitates additional staff or services, the Consultant shall be paid in accordance with Section 3.2.1 for such additional staff employed directly thereon, together with such expenses and disbursements as allowed under Section 3.2.4. In the event that the Client delays the project then the Consultant shall have the right to renegotiate the agreement.

1.09 Suspension or Termination

Either party may at any time by notice in writing to the other party, suspend or terminate the Services or any portion thereof at any stage of the project. Upon receipt of such written notice, the Consultant shall perform no further Services other than those reasonably necessary to close out his Services. In such an event, the Consultant shall be entitled to payment in accordance with Section 3.2. for any of the Consultant's staff employed directly thereon together with such expenses and disbursements allowed under Section 3.2.

If the Consultant is practicing as an individual and dies before his Services have been completed, this Agreement shall terminate as of the date of his death, and the Client shall pay for the Services rendered and disbursements incurred by the Consultant to the date of such termination.

1.10 Indemnification

The Consultant shall indemnify and save harmless the Client from and against all claims, actions, losses, expenses, costs or damages of every nature and kind whatsoever which the Client, his employees or officers may suffer, to the extent the Consultant is legally liable as a result of the negligent acts of the Consultant, its employees or officers in the performance of this Agreement. Notwithstanding anything to the contrary, the Consultant shall not be responsible for any loss, damage, or liability to the extent arising from any contributing negligent acts by the Client, or its subcontractors, agents, employees or consultants.

The Client agrees to hold harmless, indemnify and defend the Consultant from and against any and all claim, losses, damages, liability and costs of defense arising out of or in any way connected with the presence, discharge, release or escape of contaminants of any kind, excluding only such liability as may arise out of the negligent acts of the Consultant in the performance of consulting services to the Client within this project.

Neither party shall be responsible to the other for any special, incidental, indirect, consequential, financial and non-material damages of any kind whatsoever arising out of or related to or arising from said party's obligations under the Agreement or the breach thereof.

1.11 Insurance

The Client will accept the insurance coverage amount specified in this clause section 1.11 as the aggregate limit of liability of the Consultant and its employees for the Client's damages.

a) Comprehensive General Liability and Automobile Insurance

The Insurance Coverage shall be \$2,000,000 per occurrence and in the aggregate for general liability and \$2,000,000 for automobile insurance. When requested the Consultant shall provide the Client with proof of Comprehensive General Liability and Automobile Insurance (Inclusive Limits) for both owned and non-owned vehicles.

b) Professional Liability Insurance

The Insurance Coverage shall be in the amount of \$2,000,000 per claim and in the aggregate. When requested, the Consultant shall provide to the Client proof of Professional Liability Insurance carried by the Consultant, and in accordance with the *Professional Engineers Act* (RSO 1990, Chapter P. 28) and regulations therein.

c) **Change in Coverage**

If the Client requests to have the amount of coverage increased or to obtain other special insurance for this Project then the Consultant shall endeavour forthwith to obtain such increased or special insurance at the Client's expense as a disbursement allowed under Section 3.2.

It is understood and agreed that the coverage provided by these policies will not be cancelled by the Consultant until thirty (30) days after written notice of cancellation has been delivered to the Client.

1.12 Contracting for Construction

Neither the Consultant nor any person, firm or corporation associated or affiliated with or subsidiary to the Consultant shall tender for the construction of the Project, or have an interest either directly or indirectly in the construction of the Project.

1.13 Assignment

The Consultant shall be entitled at anytime to assign this Agreement to any of its subsidiaries or affiliates upon written notice to client.

1.14 Previous Agreements

This Agreement supersedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the Project.

1.15 Approval by Other Authorities

Unless otherwise provided in this Agreement, where the work of the Consultant is subject to the approval or review of an authority, department of government, or agency other than the Client, such applications for approval or review shall be the responsibility of the Consultant, but shall be submitted through the offices of the Client and unless authorized by the Client in writing, such applications for approval or review shall not be obtained by direct contact by the Consultant with such other authority, department of government or agency.

1.16 Principals and Executives

The use of Principals and Executives on a time basis by the Consultant, will be in accordance with Section 1.23.1 (c).

1.17 Sub-Consultants

The Consultant may engage others as sub-consultants for specialized services provided that prior approval is obtained, in writing, from the Client and may add a mark-up of not more than 5% of the cost of such services to cover office administration costs when claiming reimbursement from the Client plus the cost of the additional insurance incurred by the Consultant for the specialized services.

1.18 Inspection

The Client, or persons authorized by the Client, shall have the right, at all reasonable times, to inspect or otherwise review the Services performed, or being performed, under the Project and the premises where they are being performed.

1.19 Publication

The Consultant agrees to obtain the consent in writing of the Client before publishing or issuing any information regarding the Project.

1.20 Confidential Data

The Consultant shall not divulge any specific information identified as confidential, communicated to or acquired by him, or disclosed by the client in the course of carrying out the Services provided for herein. These obligations of confidentiality shall not apply to information which is in the public domain, which is provided to the Consultant by a third party without obligation of confidentiality which is independently developed by the Consultant without access to the Client's information, or which is

required to be disclosed by law or by court order. No such information shall be used by the Consultant on any other project without the approval in writing of the Client.

1.21

Dispute Resolution

- (a) If requested in writing by either the Client or the Consultant, the Client and the Consultant shall attempt to resolve any dispute between them arising out of or in connection with this Agreement by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. If a dispute cannot be settled within a period of ninety (90) calendar days with the mediator, the dispute shall be referred to and finally resolved by arbitration under the rules of the province having jurisdiction or by an arbitrator appointed by the agreement of the parties.
- (b) No person shall be appointed to act as mediator or arbitrator who is in any way interested, financially or otherwise, in the conduct of the work on the Project or in the business or other affairs of either the Client or the Consultant.
- (c) The provisions of *The Arbitration Act*, S.O., 1991, Chapter 17, as amended shall apply.

1.22

Time

The Consultant shall perform the Services expeditiously to meet the requirements of the Client and shall complete any portion or portions of the Services in such order as the Client may require.

The Client shall give due consideration to all designs, drawings, plans, specifications, reports, tenders, proposals and other information submitted by the Consultant, and shall make any decisions which he is required to make in connection therewith within a reasonable time so as not to delay the work of the Consultant.

Neither party shall be liable or penalized for delays or failure to perform its services if same is caused directly or indirectly by circumstances beyond a party's reasonable control.

1.23

Estimates, Schedules and Staff List

1.23.1

Preparation of Estimate of Fees, Schedule of Progress and Staff List

When requested by the Client, and where payment is calculated on a time basis, the Consultant shall provide, for approval by the Client:

- (a) An estimate of the total fees to be paid for the Services.
- (b) A Schedule showing an estimate of the portion of the Services to be completed in each month and an estimate of the portion of the fee which will be payable for each such month.
- (c) A Staff list showing the number, classifications and hourly rate ranges for staff, Principals and Executives, for which the Consultant will seek payment on a time basis. The Consultant shall relate such information to the particular type of work that such staff is to perform, while employed on the Project. Such list shall designate the member of the Consultant's staff who is to be the liaison person between the Consultant and the Client.

1.23.2

Subsequent Changes in the Estimate of Fees, Schedule of Progress and Staff List

The Consultant will require prior written approval, from the Client for any of the following changes:

- (a) Any increase in the estimated fees beyond those approved under Subsection 1.23.1 (a).
- (b) Any change in the schedule at progress which results in a longer period than provided in Subsection 1.23.1 (b).
- (c) Any change in the number, classification and hourly rate ranges of the staff provided under Subsection 1.23.1 (c).

1.23.3

Monthly Reporting of Progress

When requested by the Client, the Consultant shall provide the Client with a written report showing the portion of the Services completed in the preceding month.

1.24

Additional Conditions

ARTICLE 2 - SERVICES

2.01 The Consultant shall provide the following services for the upgrades to Muriel Avenue, Fort Creek Drive and Tallack Boulevard Sewage Pumping Stations unless already provided:

1. Conduct pre-design meeting with City to review/confirm scope of work.
2. Collect additional background documentation from City and agencies including reports, drawings, studies, etc. pertaining to the project.
3. Complete detailed field review and pick up additional field information, where necessary.
4. Update baseplans including all existing features, underground utilities, etc.
5. Prepare a preliminary construction cost estimate.
6. Prepare preliminary design drawings in digital format for review and acceptance by Client.
7. Prepare correspondence on behalf of the Client and circulate to governmental ministries, agencies and other public authorities for design information.
8. Prepare and distribute minutes of Project meetings.
9. Meet with and present to the Client preliminary design concepts for acceptance.

2.02 **Client's Services for Planning and Preliminary Design Services**

The Client shall provide the Consultant with the following, unless already provided:

1. Copies of available information, investigations/studies undertaken for or related to the Work.
2. Access to and the use of existing plans, profiles, utility information, legal documents (plans), reports and correspondence relevant to the Project.
3. General direction of the Consultant in the provision of services and approvals within reasonable time as necessary during the currency of this agreement.

The Consultant shall be entitled to rely upon the information, direction and approvals provided by the Client pursuant to clauses (1) to (3) hereof, inclusive, as being accurate, in the performance of the Consultant's services under this Agreement.

2.03 **Services to be Provided by Consultant for Detailed Design and Tendering**

1. Provide expertise required for the design of all facilities to serve the best interests of the public, with due regard for environmental concerns, capital cost and operating efficiency in accordance with current state of the art and acceptable standards established by the Client and regulatory authorities.
2. Carry out detailed survey at the Fort Creek Pumping Station site once layout of storage sewer has been established.
3. Prepare and submit design drawings, investigations, and recommendations to the Client, on such alternatives or modifications to the Project that the Consultant in his professional judgement, deems advantageous to the Client.
4. Completed detailed design of the proposed upgrades as per approved preliminary design.
5. Participate in a reasonable number of meetings for informative, negotiative or presentative purposes with the Client in connection with the services provided under this Agreement, after the establishment of the design criteria and functional alignment.

6. Prepare contract documents for the Project including: detailed construction drawings, tender quantity forms, general conditions, specifications, information to bidders, special provisions and pre-selected equipment package from pump supplier.
7. Prepare detailed quantity and cost estimates, including sundry engineering and materials.
8. Finalize tender drawings.
9. Call tenders for the project as directed by Client, respond to questions during tender period, and review tenders and provide report.
10. Submit plans, specifications, schedules, and applications for approval to the Client and to appropriate authorities, as required. Attend meetings at the offices of these public authorities to discuss designs and to provide explanations for the purpose of furthering the applications towards approval.
11. Complete transient analysis of the Clark Creek Pumping Station forcemain and provide recommendations on type of protection that should be provided.

2.04 Services to be Provided by Client for Detailed Design

1. Access to and, where necessary, copies of existing plans, profiles or other topographic information showing or pertaining to existing conditions within the Project area.
2. Registered legal plans, legal documents and surveys, where necessary, defining the property limits of land affected by the Project and as required in the acquisition of property and lands for the Project.
3. Specimen contract drawings for the guidance of the Consultant in the design of the Project to the standards required by the Client.
4. General direction of the Consultant in the provision of the services.
5. Any available information regarding utilities necessary for the preparation of the plans.
6. Arranging and making provision for the Consultant's entry and ready access to property (public and private) as well as to the site of the Project, as necessary to enable him to perform his services.
7. Additional soils information as the Consultant may require for proper design.
8. Designating in writing an individual to act as his Representative who will transmit instructions to and receive information from the Consultant.
9. Acquisition of any lands that may be required.

2.05 Services to be Provided by Consultant for Contract Administration and Construction Inspection of the Project

1. Coordinate and conduct pre-construction and site meetings.
2. Undertake contract administration and provide resident inspection during the construction phase.
3. Provide post construction services including conducting warranty inspection, issuance of release of holdback payments, and submission of as-constructed records.

2.06 Services to be Provided by Client for Contract Administration and Construction Inspection of the Project

1. General direction of the Consultant in the provision of services within reasonable time as necessary during the construction phase of the Project.

2.07 Milestones

The Consultant shall endeavour to perform the services set forth in paragraphs 2.01, 2.03 and 2.05 of this Agreement in the time frames provided for in the document titled "Proposed Work Program Muriel Avenue, Fort Creek Drive, and Tallack Boulevard Sewage Pumping Station Upgrades", a copy of which is attached hereto.

ARTICLE 3 - FEES AND DISBURSEMENTS**3.1 Definitions**

For the purpose of this Agreement, the following definitions shall apply:

(a) Cost of the Work:

- (i) The "Cost of the Work" shall mean the total cost of the Project including all materials, equipment, sales taxes, labour and contractor's overhead and profit, necessary to complete the work for which the Consultant prepares designs, drawings or specifications, for which he is responsible. Where sales taxes are not included in the cost of the work, the fee shall be adjusted upwards by the factor equivalent to the sales taxes. The adjusted fee may be computed to the nearest one-tenth of one percent (1/10%).
- (ii) Wherever the client furnishes labour or other service which is incorporated in the work, the current price of labour or other service when the work was executed shall be used to compute the Cost of the Work.
- (iii) Whenever used materials or equipment is furnished by or on behalf of the Client, the fair market value of such materials or equipment, as though it was purchased new, shall be used to compute the Cost of the Work.
- (iv) In computing the Cost of the Work, no deductions shall be made on account of any penalties or damages claimed by the Client from any contractor or on account of any other sum withheld from any contractor.
- (v) The Cost of the Work shall not include any fees and disbursements due to the Consultant, the Client's engineering and office expenses, or cost of land.

(b) Site:

Site includes the actual work site and other locations where the checking of materials, equipment and workmanship is carried out.

3.2 Basis of Payment**3.2.1 Fees Calculated on a Percentage of Cost Basis**

(Not Applicable)

3.2.2 Fees Calculated on a Time Basis

The Client shall pay the Consultant a fee, calculated on a time basis, for that part of the Services described in Article 2. Fees on a time basis for all staff shall be hourly rates based on job classifications as follows:

- a) Staff on normal assignments – Payroll Cost multiplied by a factor of 2.0.
- b) Services During Construction:
 - (i) For all services, except for staff full-time continuously on site – Payroll cost multiplied by a factor of 2.0.
 - (ii) For site staff working full-time continuously – Payroll cost multiplied by a factor of 1.7.

For a project of over one (1) year duration, or for projects which become extended beyond one (1) year in duration, the consultant may from time to time seek approval from the client to adjust hourly rates and such approval shall not be unreasonably withheld.

Time Expended

All time expended on the assignment, whether in the Consultant's office, at the Client's premises, or elsewhere, and including travel time, shall be chargeable. This also includes, but is not limited to, stenographic and clerical staff engaged in the preparation of documents such as reports and specifications.

3.2.3 Lump-Sum Fee / Negotiated Fee

3.2.3.1 Lump-Sum Fee Basis

(Not Applicable)

3.2.4 Reimbursable Expenses

In addition to the fee, the Consultant shall be reimbursed at cost plus an administrative charge of 5%, plus the cost of additional insurance incurred by the Consultant, for all expenses properly incurred by him in connection with the project, including but not limited to: vehicle use charges, travelling and living expenses, advertising for tenders, overtime premium costs, and the cost of providing and maintaining site offices, supplies and equipment, chemical and physical tests and reproducing specifications and drawing sets.

3.2.4.1 In addition to the fee a communication/ Information Technology (IT) charge equal to 7.5% of invoiced labour costs will be charged to cover telephone charges, long distance telephone charges, facsimile transmission charges, printing and reproductions, progress photography, special delivery and express charges, postage and IT costs. The IT assessment shall include all information technology resources required for purposes of providing the services contemplated under this agreement, including: computer equipment/systems, computer software, computer supplies, networking (local and wide area), and labour associated with computer management, administration and support. Computer systems include all types of computers, such as: general purpose microcomputers, PC-CADD microcomputers, graphic design workstations, and notebooks. The cost for reproducing specifications and drawing sets shall not be included in this rate.

3.3 Payment

3.3.1 Fees Calculated on a Time Basis

The Consultant shall submit an invoice to the Client for all Services completed in the immediately preceding month. Interest at the annual rate of 12 percent (1 percent monthly) will be paid on the total outstanding unpaid balance commencing 30 days after the Client has received the Consultant's invoice.

3.3.2 Fees Calculated on a Percentage of Cost Basis

(Not Applicable)

3.3.3 Lump Sum Fee/Negotiated Fee

(Not Applicable)

ARTICLE 4 - GENERAL PROVISIONS

- 4.1 Notices:** All notices under this Agreement shall be in writing. It shall be sufficient in all respects if the Notice is delivered by hand, sent by electronic means of sending messages, including facsimile transmission, which produces a paper record ("Transmission") during normal business hours, or sent by registered mail, postage prepaid, addressed to:

AECOM CANADA LTD.	CITY OF SAULT STE. MARIE ENGINEERING DEPARTMENT
523 Wellington Street East	99 Foster Drive, 5 th Floor
Sault Ste. Marie, Ontario P6A 2M4	Sault Ste. Marie, Ontario P6A 5N1
Attn: Mr. Rick Talvitie	Attn: Mr. Don Elliott
Branch Manager	Director of Engineering Services
Phone: 705-942-2612	Phone: 705-759-5329
Fax No.: 705-942-3642	Fax: 705-541-7165

or to such other address as either Party shall have designated by written notice to the other Party. Any notice so given shall be deemed to have been given and to have been received on the day of delivery, if so delivered, on the third Business Day (excluding each day during which there exists any interruption of postal services due to strike, lockout or other cause) following the mailing thereof, if so mailed, and on the day that notice was sent by Transmission, provided such day is a Business Day (a Business Day being any day of the week save and except for Saturday and Sunday) and if not, on the first Business Day thereafter.

- 4.2 Waiver of Rights:** Any waiver of, or consent to depart from, the requirements of any provision of this Agreement shall be effective only if it is in writing and signed by the Party giving it, and only in the specific instance and for the specific purpose for which it has been given. No failure on the part of any Party to exercise, and no delay in exercising, any right under this Agreement shall operate as a waiver of such right. No single or partial exercise of any such right shall preclude any other or further exercise of such right or the exercise of any other right.
- 4.3 Applicable Law:** This Agreement shall be governed by, and interpreted and enforced in accordance with, the laws in the Province of Ontario and the laws of Canada, as applicable.
- 4.4 Entire Agreement, Modifications, Headings, Severability:** The Parties acknowledge that this Agreement constitutes the entire Agreement between them and supersedes all prior representations, warranties, agreements, and understandings, oral or written, between the Parties with respect to its subject matter. Unless stated otherwise in this Agreement, this Agreement may not be modified except in writing signed by both Parties. The headings to this Agreement are for convenience and reference purposes only and shall not constitute a part of the Agreement. If any element of this Agreement is later held to violate the law or a regulation, it shall be deemed void, and all remaining provisions shall continue in force.

[Execution Page Follows]

IN WITNESS WHEREOF the parties have executed this Agreement on the date first written above.

AECOM CANADA LTD.

The signatory shall have the authority to bind the corporation for purposes of this Agreement

(Signature)

(Name)

(Title)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

The signatory shall have the authority to bind the municipality or its agency for purposes of this agreement

Mayor - Debbie Amaroso

City Clerk - Malcolm White

SCHEDULE "A"

**to Memorandum of Agreement
Muriel Avenue, Fort Creek Drive and Tallack Boulevard Sewage Pumping Stations**

Dated the 10th day of June, 2013

1. The estimated fees/upset fee limit for each phase of the project is as follows:

Description	Scope of Work	Estimated Fee	Upset Fee Limit	Estimated Disbursements
Design and Tendering	As per Agreement		\$42,500	\$2,500
Construction Administration and Construction Inspection	As per Agreement	\$32,000		\$2,500

Note:

(i) Fees excludes taxes.

2. A range of billing rates for each employee classification is as follows:

Classification	Billing Rate (\$/hour)	Anticipated Staff Allocation to this Project
Senior Engineer	120 - 200	1
Intermediate Engineer	90 - 120	1
Senior Technician	90 - 130	2
Intermediate Technician	60 - 90	1
Support Staff	50 - 65	2

City of Sault Ste Marie
Muriel Avenue, Fort Creek Drive and Tallack Boulevard Sewage Pumping Station Upgrades

Proposed Work Program

Date: May 31, 2013

Task Description	T I M I N G							Engineering Fees			
	2 0 1 3							Fees	Expenses	Total	
	June	July	August	September	October	November	December				
1. Design and Tendering								\$42,500	\$2,500	\$45,000	
1.1 Award of Engineering Work (June 10th Council Meeting)	*										
1.2 Meet with City staff to review and confirm proposed upgrades at each Pumping Station	X										
1.3 Collect and review any additional background information from City	██										
1.4 Carry out detailed site survey at Fort Creek P.S. site	██										
1.5 Complete design of Fort Creek P.S. upgrades including drawings, specs, etc.	██████										
1.6 Complete design of Muriel P.S. upgrades including drawings, specs, etc.	██████										
1.7 Complete design of Tallack P.S. upgrades including drawings, specs, etc.	██████										
1.8 Meet with the City to review design drawings		X									
1.9 Coordinate new hydro services for each with PUC		██									
1.10 Update construction cost estimate		█									
1.11 Finalize design drawings and specifications		██									
1.12 Incorporate Xylem - Flygt package into tender documents		██									
1.13 Complete and submit approval package for MOE approval		██	██	██	██	██					
1.14 Finalize tender documents		██									
1.15 Complete internal technical review of tender documents		*									
1.16 Advertise for tenders and issue tender documents		█									
1.17 Respond to inquiries during tender period and issue Addenda as required		██████									
1.18 Award tender opening, review tender and prepare & submit tender report to City			*								
1.19 Award contract				*							
1.20 Clerk P.S. Foremain Modelling and Analysis			██████								
2. Construction								\$28,000	\$2,000	\$30,000	
2.1 Coordinate and conduct pre-construction meeting with City & Contractor				█							
2.2 Liaison with City to address any on-site construction issues				██████	██████						
2.3 Administer construction contract				██████	██████						
2.4 Provide site inspection as required (assuming up to 12 weeks incl. equipment delivery)				██████	██████						
2.5 Coordinate and conduct site meeting(s)				██████	██████						
2.6 Carry out final inspection with City and Contractor						*					
3. Post-Construction								\$4,000	\$500	\$4,500	
3.1 Prepare and submit as-constructed drawings							██				
3.2 Monitor work throughout warranty period and							██████				
3.3 Conduct final warranty inspection and issue Final Payment								October 2014			
AECOM	LEGEND -							TOTALS >>	\$74,500	\$5,000	\$79,500 excl. HST
	██████ - Task Timing X - Meetings * - Target Date										

10(d)

10 (e)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2013-105

FIRE ROUTES: (F2.2) A by-law of the Corporation of the City of Sault Ste. Marie to designate certain roadways as fire routes along which no parking of vehicles shall be permitted.

WHEREAS Section 7.1 of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c.4, as amended, provides that a municipality may pass by-laws for designating private roadways as fire routes along which no parking of vehicles shall be permitted and providing for the removal and impounding of any vehicle or vehicles parked or left along any fire routes so designated at the expense of the owner thereof;

AND WHEREAS Subsection 7.1(4) of the *Fire Protection and Prevention Act, 1997* provides that a municipality may appoint an officer to enter upon land at any reasonable time to inspect the land to determine whether a by-law enacted in accordance with this section is being complied with;

AND WHEREAS Section 425 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, authorizes a municipality to create offences and to establish fines for offences under by-laws;

AND WHEREAS Sections 435 and 436 of the *Municipal Act, 2001*, provide for conditions governing powers of entry on land and the conduct of inspections;

AND WHEREAS the Council of The Corporation of the City of Sault Ste. Marie deems it expedient to provide the designation of certain private roadways as emergency fire routes;

NOW THEREFORE the Council of the Corporation of the City of Sault Ste. Marie **ENACTS** as follows:

1. **SHORT TITLE**

This By-law may be cited as the "Fire Routes By-law" and may be referred to internally herein as the "By-law".

2. **DEFINITIONS**

In this By-law,

- (1) "City" means The Corporation of the City of Sault Ste. Marie;
- (2) "Fire Chief" means the Fire Chief for the City or his or her designate;
- (3) "Fire Route" means any road, lane, ramp, part of a parking lot or other means of vehicular access to or egress from a building or structure when Fire Route Signs have been erected and are on display pursuant to this By-law;
- (4) "Fire Route Sign" means a designated Fire Route Sign which is used to regulate traffic and which is set out in FR-1 to FR-2 inclusive in Schedule "A" to this By-law;

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

- (5) "Officer" means the Fire Chief or his or her designate, a City Police Officer, or a municipal by-law enforcement officer appointed by by-law;
- (6) "Property Owner" means:
 - (i) the registered owner of lands over which a Fire Route is designated pursuant to this By-law; and
 - (ii) a person who is or appears to be receiving rent or other compensation from the use of land by a third party whether he or she is receiving it on his or her own account or as agent, trustee or representative or like capacity;
- (7) "Park" or "parking" means the standing of a vehicle, whether occupied or not, and whether or not the engine of the vehicle is running, except when standing temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers; and
- (8) "Vehicle" means a vehicle as defined in the *Highway Traffic Act*, R.S.O. 1990, c.H.8, as amended and a motor assisted bicycle.

3. DESIGNATION OF PROPERTY REQUIRING FIRE ROUTES

- (1) The Council of the City, at the request of the Fire Chief or on an application by a Property Owner may by designation of the property in Schedule "B" require that a Fire Route be established thereon.
- (2) Those properties listed in Schedule "B" to this By-law are hereby designated as having Fire Routes.
- (3) Where in the circumstances of each case the Fire Chief believes that the existing or proposed Fire Route is insufficient to ensure adequate access to the property, the Fire Chief may direct the Property Owner to enlarge or alter the size or alter the location of the Fire Route, which direction the Property Owner shall forthwith comply at the Property Owner's sole expense.

4. FIRE ROUTE SIGNS

- (1) Where Council has designated a property requiring a Fire Route, the Property Owner shall, at its sole expense, erect and display, one or more Fire Route Sign(s) in such manner and numbers as reasonably required to inform entrants onto such property that a Fire Route has been established and that parking thereon is prohibited.
- (2) A Fire Route Sign shall reference the applicable City By-law, specifically:
 - (i) for installations made on or after June 10, 2013, the Fire Route Sign shall cite By-law 2013-105; or
 - (ii) for installations made before June 10, 2013, the Fire Route Sign shall cite By-law 81-404.
- (3) Where a Fire Route has been designated under this By-law, the Fire Chief may issue an order or direction requiring the Property Owner to erect and maintain Fire Route Sign(s) at locations on the Fire Route approved by the Fire Chief.

- (4) No person shall, without the approval of the Fire Chief, alter, move, remove, deface or interfere in any manner with a Fire Route Sign erected pursuant to this By-law.
- (5) It shall be the responsibility of the Property Owner, at its sole expense, to maintain, the Fire Route Sign(s) and to replace the Fire Route Sign(s) when same are no longer clearly visible.
- (6) The Property Owner shall, at its sole expense, maintain the Fire Route and shall remove any snow, ice or obstruction which may prevent the use of the Fire Route.
- (7) Where the Property Owner fails to erect a Fire Route Sign in accordance this By-law, the Fire Chief or other designated employee of the City may enter on the Property Owner's land and may erect the Fire Route Sign(s) in such manner and numbers in his or her sole discretion, at the expense of the Property Owner and any costs incurred as a result thereof may be recovered in like manner as municipal taxes under the *The Municipal Act, 2001*, S.O. 2001, c.25

5. **PARKING PROHIBITED ON FIRE ROUTES**

- (1) Where a Fire Route has been established pursuant to this By-law and a Fire Route Sign has been erected and is on display, no person shall at any time, park any vehicle on such Fire Route.
- (2) The Property Owner on which a Fire Route has been designated shall not permit or cause to be done anything that would cause a person to believe that parking on a designated Fire Route is permitted and shall not in any way obstruct or hinder the enforcement of this By-law.

6. **ENFORCEMENT, ENTRY AND INSPECTION**

- (1) An Officer shall have the authority to enforce the provisions of this By-law.
- (2) An Officer may, at any reasonable time, enter and inspect any land to determine whether the provisions of this By-law or any direction or order made under the By-law is being complied with.
- (3) A Property Owner shall permit an Officer to inspect any land or property for the purposes of determining compliance with this By-law.
- (4) An Officer may be accompanied by a person under his or her direction.

7. **OFFENCES AND PENALTIES**

- (1) Every person who contravenes any provision of this by-law is guilty of an offence pursuant to the provisions of the *Provincial Offences Act*, R.S.O. 1990, c.P.33, as amended, and upon conviction, a person is liable to a fine of not more than \$5,000.00 exclusive of costs.
- (2) In addition to the penalty provided in sub-section (1), upon discovery of any vehicle parking on any Fire Route in contravention of any provision of this By-law, an Officer may cause such vehicle to be moved or taken to and placed or stored in a suitable place

and all costs and charges for the removing, care and storage thereof, if any, are a lien upon the vehicle and may be enforced in the manner provided by the *Repair and Storage Liens Act*, R.S.O. 1990, c.R.25.

8. **LIABILITY OF DRIVER AND OWNER OF VEHICLE**

The driver of a vehicle, not being the owner, is liable to any penalty in accordance with this By-law, and the owner of the vehicle is also liable to such a penalty unless at the time the offence was committed the vehicle was in the possession of some person other than the owner without the owner's consent.

9. **VALIDITY, SEVERABILITY AND INTERPRETATION**

- (1) Should a Court of competent jurisdiction declare a part or whole of any provision of this By-law to be invalid or of no force and effect, the provision or part is deemed severable from this By-law, and it is the intention of Council that the remainder survive and be applied and enforced in accordance with its terms to the extent possible under law.
- (2) Whenever any reference is made in this By-law to a statute or regulation of the Province of Ontario, such reference shall be deemed to include all subsequent amendments to such statute or regulation and all successor legislation to such regulation and all successor legislation to such legislation.
- (3) Words importing the singular number shall include the plural and words importing the masculine gender shall include the feminine, and the converse of the foregoing also applies, unless the contexts of the By-law otherwise required.

10. **SCHEDULES ADOPTED**

The Schedules referred to in this By-law shall form part of this By-law.

11. **REPEAL**

By-law 81-404 is hereby repealed.

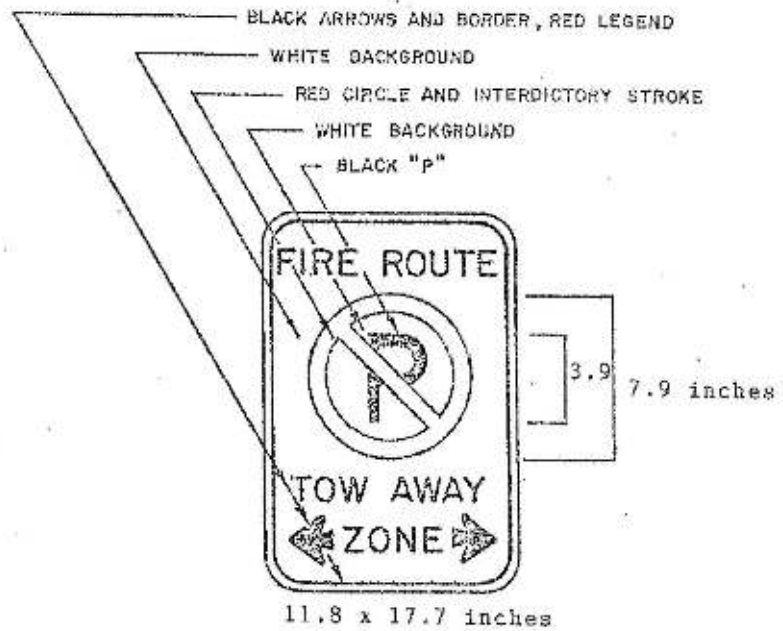
12. **EFFECTIVE DATE**

This By-law is effective on the date of its final passing.

PASSED in open Council this 10th day of June, 2013.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE



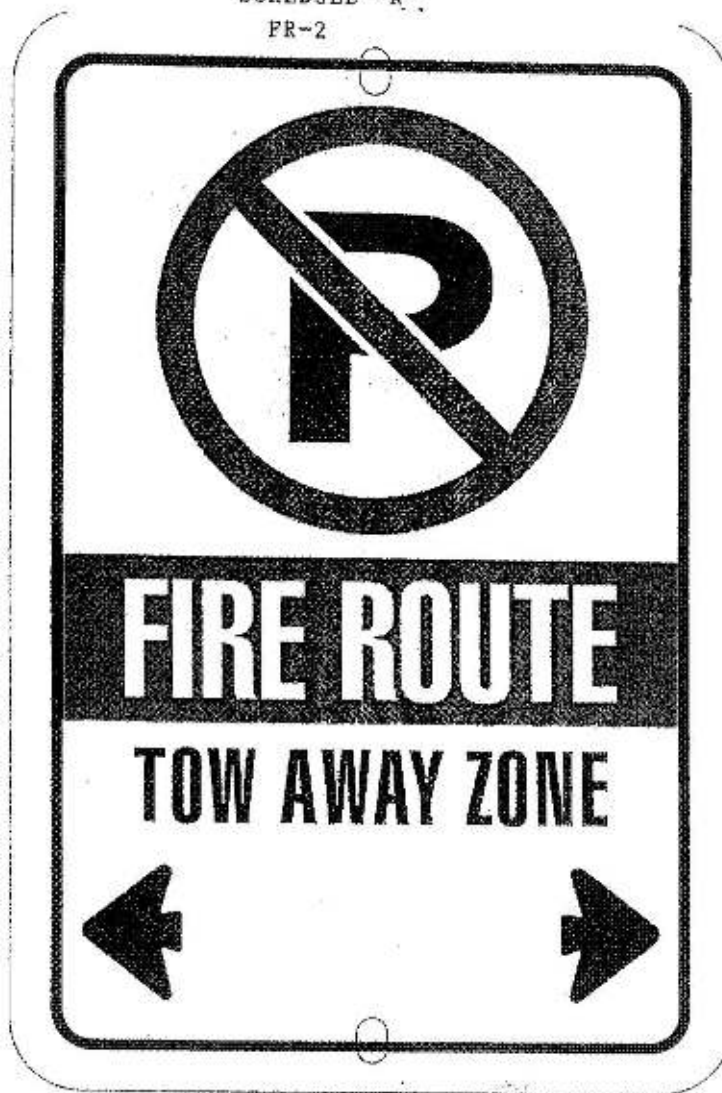
Note:

Sign shall reference applicable

City By-law, namely:

*Cite By-law 2013-105 for installations made on or after June 10, 2013;

*Cite By-law 81-404 for installations prior to the passage of By-law 2013-105.



Notes:

- Sign is 18 inches tall by 12 inches wide
- White background
- Black No Parking capital "P" is 7.2 inches square
- Red Circle and slash around and through no parking "P"
- Red block for fire route is 10.2 inches by 2.7 inches with red knocked out and white background reading "FIRE ROUTE"
- Black "TOW AWAY ZONE" is 7.8 inches wide by 3.1 inches high in size
- 2 black arrows are 9.6 inches by 2.2 inches in size.
- Sign shall reference applicable City By-law, namely:
 - Cite By-law 2013-105 for installations made on or after June 10, 2013;
 - Cite By-law 81-404 for installations made prior to the passage of By-law 2013-105.

SCHEDULE "B" TO BY-LAW 2013-105

1. Building	969 Queen Street East
2. Building	941 Queen Street East
3. Plaza	306 Northern Avenue East
4. Civic Centre	99 Foster Drive
5. Canadian Tire	200 McNabb Street at Great Northern Road
6. Algoma Central Properties Inc., Station Mall	293 Bay Street
7. Churchill Plaza	150 Churchill Boulevard
8. Sault Armouries	375 Pine Street
9. John Rhodes Community Centre	280 Elizabeth Street
10. McMeeken Arena	616 Goulais Avenue
11. Doctor's Building	955 Queen Street East
12. Sault College	443 Northern Avenue East
13. Group Health Centre	240 McNabb Street
14. Mount St. Joseph Centre and Halpern's Ltd.	100 Ontario Avenue
15. Algoma University	1520 Queen Street East
16. Sault Ste. Marie District Court House	426 Queen Street East
17. Passenger Sales Building	129 Bay Street
18. Market Square Mall	275 Second Line West
19. Soo Pee Wee Arena	285 Northern Avenue
20. Y.M.C.A.	235 McNabb Street
21. Campbell Place Apartments	275 Albert Street East
22. Cara Community Corporation	31 Old Garden River Road
23. Howard Johnson Inn	503 Trunk Road
24. Marconi Club	450 Albert Street West
25. Cambrian Mall	44 Great Northern Road
26. Superior Heights C. & V.S.	750 North Street
27. White Pines C. & V.S.	1007 Trunk Road
28. Heritage Place	621, 623 and 631 MacDonald Avenue
29. Pinecrest Village	313 MacDonald Avenue
30. Apartment Building	70 East Street
31. Apartment Building	700 Bay Street
32. Korah Collegiate & Vocational School	636 Goulais Avenue

33. St. Basil Secondary School	250 St. Georges Avenue East
34. Comfort Suites & Conference Centre	229 Great Northern Road
35. Delta Sault Ste. Marie Waterfront Hotel & Conference Centre	208 St. Mary's River Drive
36. Precious Blood Cathedral (rear)	778 Queen Street East
37. Pine Plaza (front & rear)	699 Pine Street
38. Wellington Square Mall	625 Trunk Road
39. Maingate Centre	480 Pim Street
40. Child Care Algoma	148 Dacey Road
41. Pathways Retirement Residence	375 Trunk Road
42. Columbus Club of Sault Ste. Marie Housing Corporation	277 Northern Avenue East
43. Bellevue Marina	48 Pine Street
44. Apartment Building	602 MacDonald Avenue
45. Apartment Building	614 MacDonald Avenue
46. Apartment Building	345 St. Georges Avenue East
47. Apartment Building	615 Bay Street
48. Apartment Building	53 Chapple Street
49. Apartment Building	55 Chapple Street
50. Sault Ste. Marie Police Service	580 Second Line East
51. Collegiate Heights Retirement Residence	95 Fauquier Avenue
52. Italian Housing Corp.	100-4 East Street
53. Sault Moose Lodge	539 Trunk Road
54. Cara Community Corporation	31 Old Garden River Road
55. Roberta Bondar Place	70 Foster Drive
56. Pawating Cooperative Homes Inc.	58 Pawating Place
57. Haldimand Co-operative Housing Corporation	1001 Second Line West
58. Vesta Housing Co-Op	50 Creekside Lane
59. Ontario Forest Research Institute	1235 Queen Street
60. Apartment Building	77 Allard Street
61. Apartment Building	524 and 524A Goulais Avenue 536 and 536A Goulais Avenue
62. Waterfront Condominiums	711 Bay Street
63. Building	24 Second Line West

64. Walmart	446 Great Northern Road
65. Apartment	254 Dacey Road
66. Essar Centre	269 Queen Street East
67. Essar Centre Parking Lot	269 Queen Street East
68. Apartment building	40 Sunnysdale Road
69. F.H. Clergue Public School	80 Weldon Avenue
70. Sault Area Hospital	750 Great Northern Road
71. St. Mary's College	130 Wellington Street East
72. Algoma Central Properties Inc., Station Tower	421 Bay Street

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2013-113

SUBDIVISION CONTROL: (PR7.1) A by-law to deem not registered for purposes of subdivision control certain lots in the Sayers "E" Subdivision, pursuant to Section 50(4) of the *Planning Act*.

WHEREAS Section 50(4) of the *Planning Act* authorizes the Council of a municipality to designate by a by-law any plan of subdivision or part thereof that has been registered for 8 years or more as not being a plan of subdivision for subdivision control purposes; and

WHEREAS a plan of the Sayers "E" Subdivision was registered in the Land Registry Division on September 5, 1888 as Plan 732; and

WHEREAS it is deemed expedient that a by-law be enacted pursuant to the said Section 50(4) to designate part of the Sayers "E" Subdivision as being not a registered plan of subdivision;

NOW THEREFORE THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to Section 50(4) of the *Planning Act*, R.S.O. 1990, Chapter P.13 and amendments thereto, **ENACTS** as follows:

1. **PART OF SAYERS "E" SUBDIVISION DEEMED NOT REGISTERED**

Lots 17 -- 25, Plan 732, Sayers "E" Subdivision, registered in the Land Registry System for the District of Algoma are hereby designated to be part of a plan of subdivision which shall be deemed not to be a registered plan of subdivision pursuant to Section 50(4) of the *Planning Act*. The said lots together are hereby designated an area of subdivision control.

2. **EXECUTION OF DOCUMENTS**

The Mayor and 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.

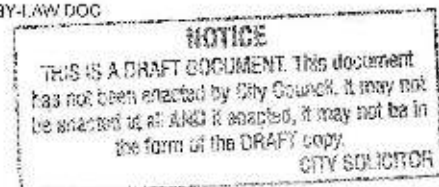
3. **EFFECTIVE DATE**

This by-law takes effect on the day that this by-law is registered in the Land Titles system pursuant to Section 50(28) of the *Planning Act*.

PASSED in open Council this 10th day of June, 2013.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE



10(g)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2013-110

TEMPORARY STREET CLOSING: (S4.1) A by-law to permit the temporary closing of Queen Street East from Pim Street to Dennis Street for the purpose of the Annual Downtown Street party.

THE COUNCIL of the Corporation of the City of Sault Ste. Marie pursuant to Section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25 and amendments thereto **ENACTS** as follows:

1. **TEMPORARY STREET CLOSING OF QUEEN STREET EAST**

The Council of the Corporation of the City of Sault Ste. Marie hereby authorizes the closing to vehicular traffic of Queen Street East from Pim Street to Dennis Street on the 18th day of July, 2013 from 6:00 p.m. to 11:00 p.m. for the purpose of the Annual Downtown Street party.

2. **EFFECTIVE DATE**

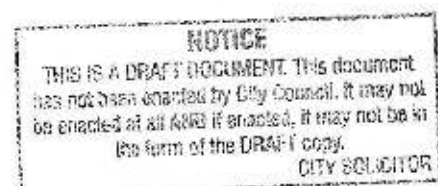
This by-law takes effect on the day of its final passing.

PASSED in Open Council this 10th day of June, 2013.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE

c/ Bylaws\2013\2013-110 Temp. St. Closing Downtown Days



10(h)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2013-108

ZONING: A by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 22 Ferris Avenue (Larouche).

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. **22 FERRIS AVENUE; LOCATED ON THE EAST SIDE OF FERRIS STREET, APPROXIMATELY 50M SOUTH OF ITS INTERSECTION WITH MACDONALD AVENUE; CHANGE FROM R2 TO R2.S WITH A "SPECIAL EXCEPTION"**

The zone designation on the lands described in Section 2 of this by-law, which lands are shown on Map 1-18 of Schedule "A" to By-law 2005-150, is changed from R2 (Single Detached Residential) zone to R2.S (Single Detached Residential) zone with a "Special Exception".

2. **BY-LAW 2005-151 AMENDED**

Section 2 of By-law 2005-151 is amended by adding the following subsection 2(327) and heading as follows:

"2(327) 22 Ferris Avenue

Despite the provisions of By-law 2005-150, the zone designation on the lands located on the east side of Ferris Street, approximately 50m south of its intersection with MacDonald Avenue and having civic no. 22 Ferris Avenue and outlined and marked "Subject Property" on the map attached as Schedule 327 hereto is changed from: R2 (Single Detached Residential) zone to R2.S (Single Detached Residential) zone with a "Special Exception" to permit, in addition to those uses permitted in an R2 zone, a triplex subject to the following special provisions:

- 1) That the required frontage be reduced to 10m.
- 2) That the required area be reduced to 310m².

3. **SCHEDULE "A"**

Schedule "A" hereto forms a part of this by-law.

4. **CERTIFICATE OF CONFORMITY**

It is hereby certified that this by-law is in conformity with the Official Plan for the City of Sault Ste. Marie authorized and in force on the day of the passing of this by-law.

PASSED in Open Council this 10th day of June, 2013.

NOTICE

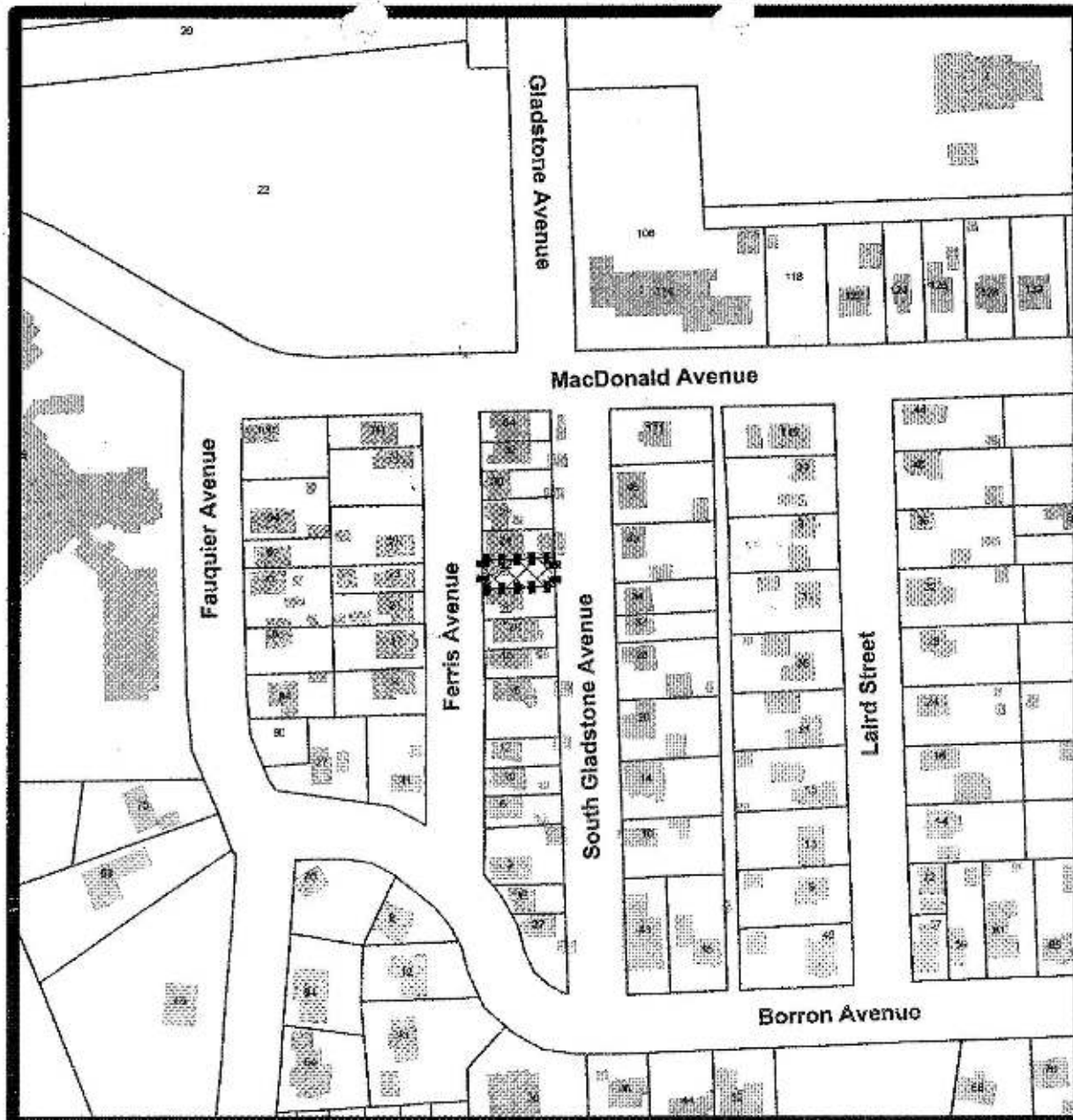
THIS IS A DRAFT DOCUMENT. This document has not been enacted by City Council. It may not be enacted at all AND if enacted, it may not be in the form of the DRAFT copy.

CITY SOLICITOR

MAYOR - DEBBIE AMAROSO

CITY CLERK - MALCOLM WHITE

SCHEDULE "A" TO BY-LAW 2013-108 AND
SCHEDULE 327 TO BY-LAW 2005-151



SUBJECT PROPERTY MAP

22 FERRIS AVENUE

Planning Application: A-13-13-Z



Subject Property = 22 Ferris Avenue



METRIC SCALE
1 : 1800

MAP REFERENCE
18 & 1-18

MAIL LABEL ID
A-13-13-Z

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2013-109

ZONING: A by-law to remove the Holding (H) Provision from Zoning By-laws 2005-150 and 2005-151 for a part of the lands known municipally as 75 Huron Street (Riversedge).

WHEREAS on October 22, 2012, pursuant to Sections 34 and 36 of the *Planning Act*, R.S.O. 1990, c.P.13, the Council for the Corporation of the City of Sault Ste. Marie (the "City") passed By-law 2012-182 which amended Zoning By-laws 2005-150 and 2005-151 concerning lands located at 75 Huron Street (the "Lands"), by rezoning the said Lands from M.3 (Heavy Industrial) zone to C.3.-H.S. (Riverfront Zone) with a "Holding Provision" and with a "Special Exception" to permit additional specified uses to those uses permitted in a Riverfront Zone;

AND WHEREAS By-law 2012-182 provides that the "Holding Provision" shall only be removed by the Council for the City pursuant to Section 36 of the *Planning Act*, R.S.O. 1990, c.P.13 only after certain issues were addressed to the satisfaction of City Council;

AND WHEREAS on May 27, 2013, the Council for the City approved the Report of the City Engineering and Planning Department dated May 27, 2013 (the "Report") concerning Application No. A-12-13-Z (the "Application") which Report recommended that City Council approve the Application which sought the removal of the Holding Provision against a part of the Lands, namely those lands and premises comprising the Lands' former Office Building, Machine Shop and Related Parking (collectively the Subject Property), which Subject Property was identified and marked as the "Holding Provision Removal Area" on the Subject Property Map attached as Map 2-25 to the said Report;

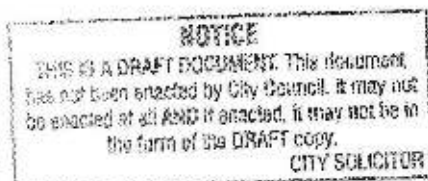
AND WHEREAS the Council for the City is empowered to enact this By-law by virtue of the provisions of Section 36 of the *Planning Act*, R.S.O. 1990, c.P.13;

AND WHEREAS notice of removal of the Holding Provision has been provided in accordance with the provisions of the *Planning Act*, R.S.O. 1990, c.P.13;

NOW THEREFORE the Council of the Corporation of the City of Sault Ste. Marie, pursuant to Section 36 of the *Planning Act*, R.S.O. 1990, c.P.13 and amendments thereto, **ENACTS** as follows:

1. **REMOVAL OF THE HOLDING PROVISION – PART OF LANDS COMPRISING 75 HURON STREET**

- (a) Schedule "A", Maps 15, 16 and 2-25 to Zoning By-law 2005-150 is hereby amended by removing the Holding "H" Provision from the Subject Property, which lands are outlined and marked as the "Holding Provision Removal Area" on Map 2-25 attached hereto as Schedule "A" to this By-law.
- (b) Schedule 320 to Zoning By-law 2005-151 is hereby amended by removing the Holding "H" Provision from the Subject Property, which lands are outlined and marked as the "Holding Provision Removal Area" on Map 2-25 attached as Schedule "A" to this By-law.
- (c) City Zoning By-laws 2005-150 and 2005-151 are hereby amended to give effect to the foregoing and shall in all other respects remain in full force and effect.



10(i)

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.

4. **EFFECTIVE DATE**

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

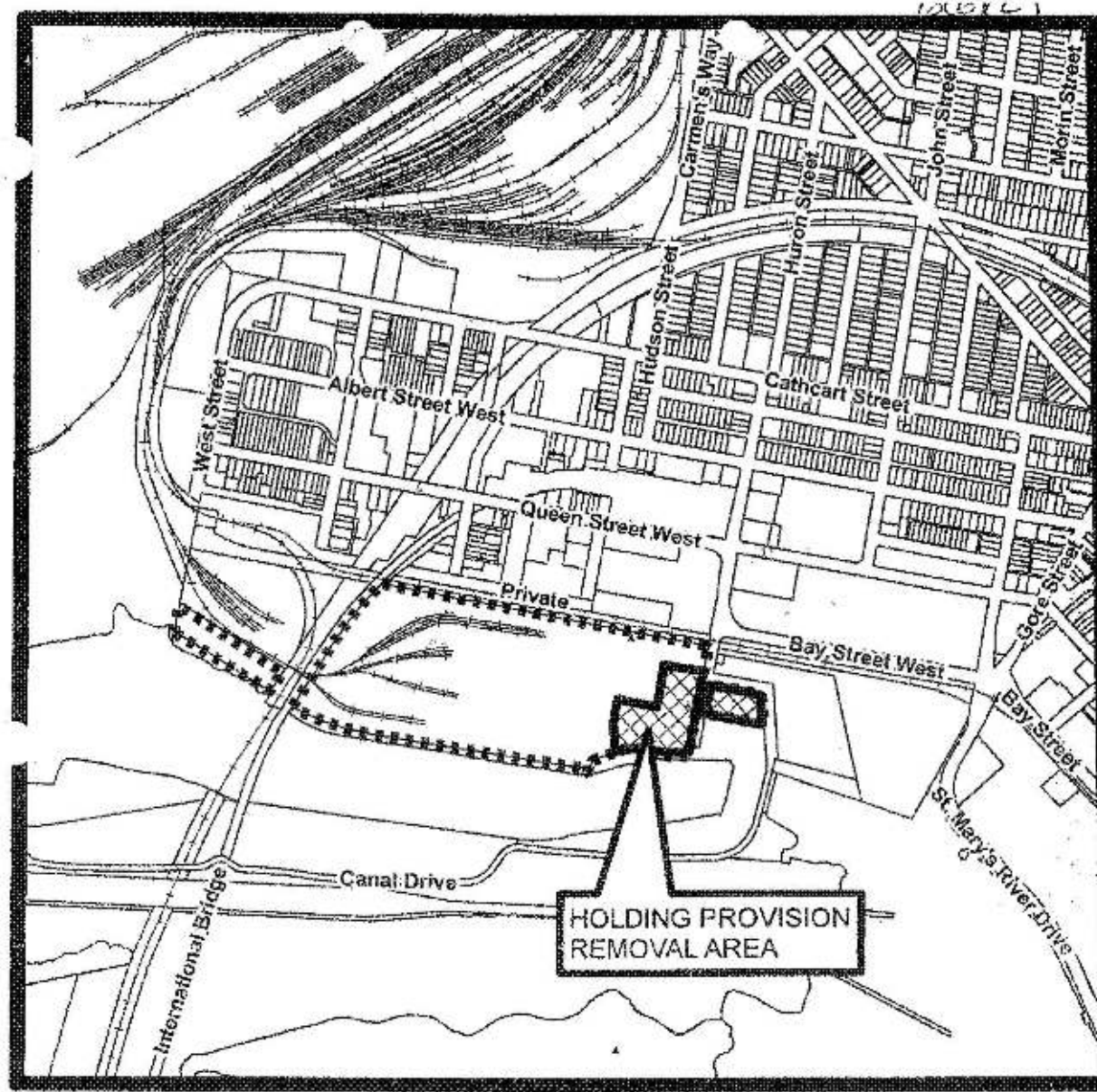
PASSED in Open Council this 10th day of June, 2013.

MAYOR – DEBBIE AMAROSO

CITY CLERK – MALCOLM WHITE

1061

SCHEDULE "A" TO BY-LAW 2013-109



SUBJECT PROPERTY MAP

75 HURON STREET

Planning Application A-12-13-Z



Metric Scale
1 : 9000

Maps
15, 16 & 2-21



Holding Provision Removal Area

Common Ownership Land = 75 Huron Street

Utilized: Prior Mail Label
Mail Label ID
A-30-12-Z

10(j)

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO 2013-61

STREET CLOSING: (PR4) A by-law to stop up, close and authorize the conveyance of a street in the Sharon Hill II Subdivision, Plan M391.

WHEREAS the street more particularly hereinafter described was established as a public street and assumed for public use by By-law 2013-60;

NOW THEREFORE the Council of The Corporation of the City of Sault Ste. Marie, pursuant to the *Municipal Act, 2001*, S.O. 2001, **ENACTS** as follows:

1. **STREET CLOSED**

The 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. **STREET DECLARED SURPLUS**

The street more particularly described in Schedule "A" to this by-law is surplus to the requirements of the municipality.

3. **EXECUTION OF DOCUMENTS**

The Mayor and Deputy 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.

4. **EASEMENTS TO BE RETAINED**

The street is subject to the retention of easements if required. The Corporation shall stop up, close and authorize the conveyance of the street more particularly described in Schedule "A" to this by-law.

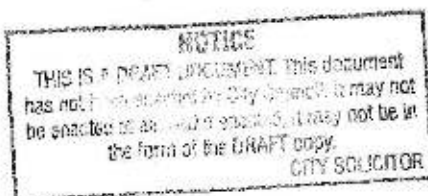
5. **SCHEDULE "A"**

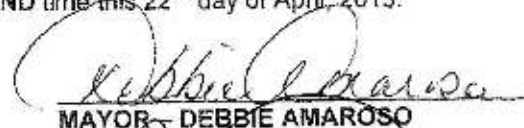
Schedule "A" forms a part of this by-law.

6. **EFFECTIVE DATE**

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

READ the FIRST and SECOND time this 22nd day of April, 2013.




MAYOR - DEBBIE AMAROSO


DEPUTY CITY CLERK - RACHEL TYCZINSKI

10(j)

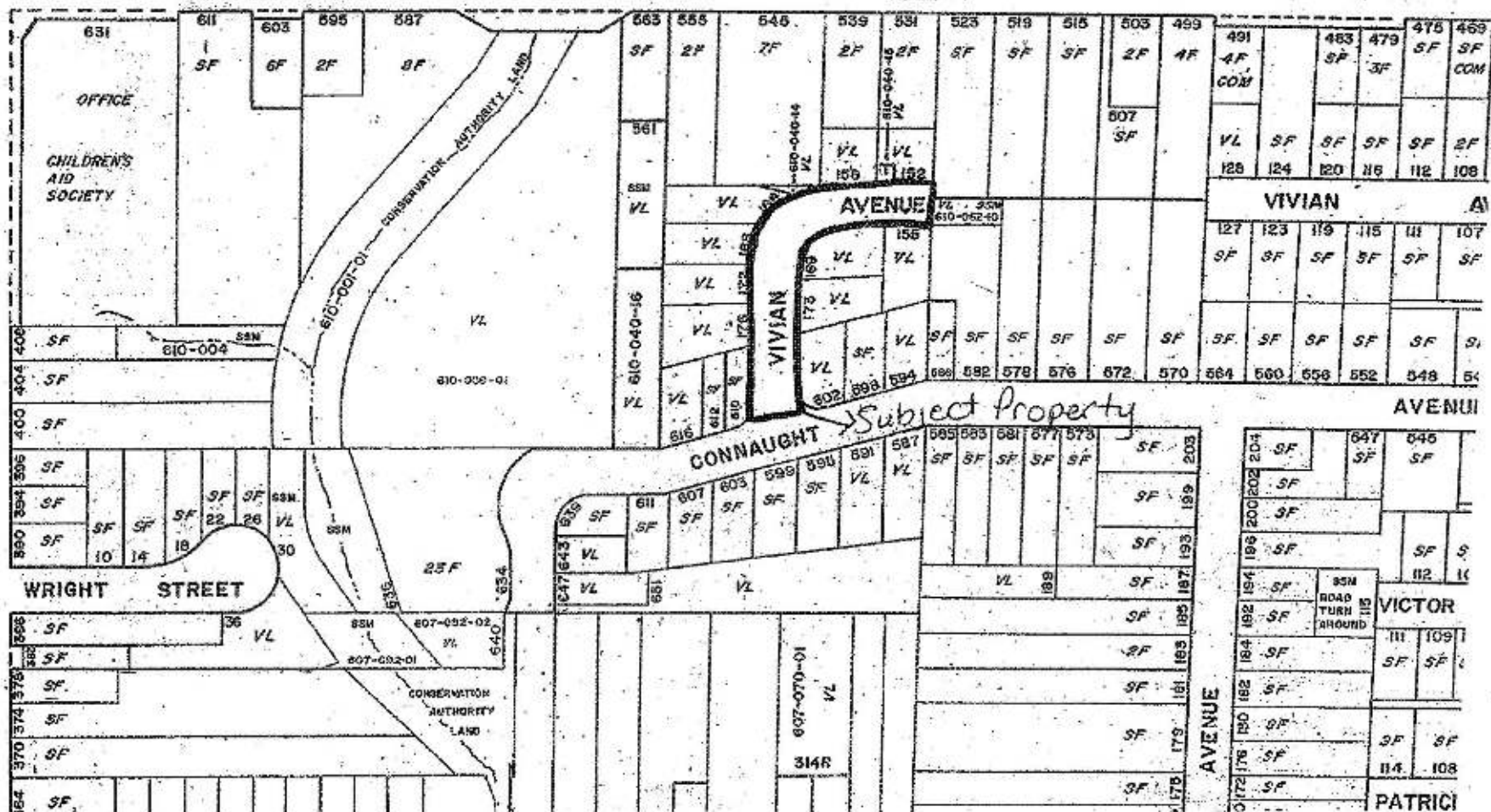
Read the **THIRD** time and finally passed in open Council this 10th day of June, 2013.

MAYOR - DEBBIE AMAROSO

CITY CLERK - MALCOLM WHITE

SECOND

LINE



SCHEDULE "A" TO BY-LAW 2013-60 AND BY-LAW 2013-61
 PIN 31593-0050 (L.T.)
 PCL 6942 SEC AWS; VIVIAN AV PL M391 KORAH; SAULT STE MARIE

10(j)

CITY OF SAULT STE MARIE

CORPORATE STRATEGIC PLAN

2011-2014

June 10, 2013



Message from Mayor Debbie Amaroso



Thank you for taking the time to review the City of Sault Ste. Marie 2011-2014 Strategic Plan. This plan captures the priorities of City Council and charts the course of the Corporation over our current Council term.

City Council continues to work diligently to develop solutions and pursue opportunities to make our community a place of respect, dignity and integrity. We are committed to working in harmony with all levels of government, local businesses, and residents to ensure the provision of efficient, affordable and quality municipal services supporting a progressive and sustainable community.

City Council recognizes the importance of a caring and inclusive community. Our Strategic Plan aims to capitalize on opportunities that will develop solid infrastructure, deliver excellent services and, above all, ensure a sustainable quality of life for all citizens now and in the years to come.

As our community grows, we too will continue to develop, strengthen and positively adapt in order to address the needs of our community. This Strategic Plan is a testament to both Council's and City staff's dedication to providing the citizens of Sault Ste. Marie with an exceptional quality of life.

Message from CAO Joe Fratesi



I am pleased to present the mid-term update of the City of Sault Ste. Marie's 2011-2014 Corporate Strategic Plan. The Plan guides the activities of the nine departments reporting to City Council through the Chief Administrative Officer.

It is the foundation of the organization's planning process, setting out strategic directions and articulating specific activities under each direction.

The City of Sault Ste. Marie is built on strong values and commitment to its citizens. Each employee contributes to achieving our mission to provide quality and cost-effective services in a responsible and supportive manner.

The work we all do each day makes a difference! Thank you to our dedicated staff, City Council and the citizens of Sault Ste. Marie for working collaboratively to achieve our goals.

Mayor and City Council



Debbie Amaroso

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Terry Sheehan

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Rick Niro

Ward 4 Councillor
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(705) 949-7750



Frank Manzo

Ward 6 Councillor
(705) 945-9971



The City of Sault Ste. Marie

As the third largest city in Northern Ontario, Sault Ste. Marie is strategically located at the heart of the Great Lakes, on the U.S. border and at the centre of Canada.

From its pristine waterfront to its bustling arts community, Sault Ste. Marie has a high quality of life that's second to none. With a diverse population of approximately 75,000, the community is a four-season wonderland, offering a vibrant and healthy lifestyle for everyone. All the amenities of a large urban centre in a safe and clean environment, Sault Ste. Marie is home to excellent schools, malls, stores, restaurants, cinemas, galleries, museums, sports facilities, and sites of interest. Serving as an international port of entry to the United States, the city has recently experienced unprecedented growth economically and culturally.

From its rich history and quality-of-life benefits, to its growing economy and competitive advantages for businesses, Sault Ste. Marie is a great place to live, learn, work and play.

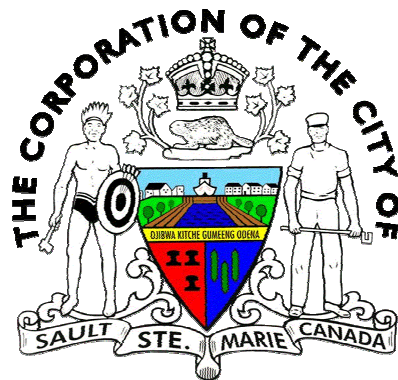


VISION

“The Corporation will be a leader in the provision of efficient, affordable, and quality services supporting a progressive and sustainable community”

MISSION

“To provide quality and cost-effective municipal services in a responsible and supportive manner”



CORPORATE VALUES

Integrity and honesty

We will demonstrate honesty, sincerity and fairness in carrying out our responsibilities.

Accountability and transparency

We will be accountable to our citizens and transparent in our decision-making processes.

Commitment to citizens and the community

Putting people first is a hallmark of success. We are committed to working together to provide inclusive and accessible services to protect, support and enrich quality of life in our community.

Respect and appreciation of employees

We will strive to create an environment where all employees share a common purpose and direction. We value energized and enthusiastic employees who make the most effective use of available physical and financial resources to deliver the best possible service.

Fiscal responsibility

We will manage municipal finances in a responsible and prudent manner to provide quality and affordable services. We pursue best practices to lower costs and ensure best value in service delivery.

Environmental stewardship

We will use resources wisely to maintain and create a livable city for future generations, minimizing the footprint of our activities on the environment.

Strategic Plan Framework

STRATEGIC FOCUS AREAS

1 Developing Solid
Infrastructure

2 Delivering Excellent
Services

3 Enhancing Quality
of Life

STRATEGIC DIRECTIONS

1.A. Environmental Leadership

1.B. Transportation Network Improvements

1.C. Property Management and Development

2.A. Communications

2.B. Process Improvement

2.C. Leadership and Staff Development

2.D. Technological Innovation

3.A. Recreational/Cultural Infrastructure

3.B. Planning for the Future

Strategic Direction 1: Developing Solid Infrastructure
Objective 1A – Environmental Leadership

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
Solid waste management - Bio-solids management study - Implementation of bio-solids facility - Design - Construction - EA for solid waste disposal	2007	Underway	Reduction in waste/refuse	D. Elliott	Engineering PUC PWT Consultants	\$65,000	\$65,000	Sewer Surcharge Operations Budget + Sewer Surcharge	Approved	2010-2011	Study scheduled for completion Fall 2014
	2006	2014 2014 2014	Increased capacity			\$12 m \$975,000	\$12 m \$975,000	Capital Budget Waste Disposal Site Reserve	Approved	2005 to unknown	Scheduled for completion in 2014
Wastewater Infrastructure				D. Elliott	Engineering PUC PWT Consultants						
West End Sewer Investigative Study	2010	2013	Study to guide improved wastewater quality and operations	D. Elliott	Engineering PUC PWT Consultants	\$120,000	\$120,000	Sewer Surcharge Capital Budget	Approved	2009	Scheduled for completion in 2013
- Upgrades to west end sewage plant - Infiltration reduction projects			Reduce costs, reduce by-passes and overflows to river (\$100,000 annually)			TBD	TBD				
						\$400,000	\$400,000	Sewer Surcharge Capital Budget	Approved	2011-2014	Ongoing initiative
Major pump stations Clark Creek Pump Station – valves and sluice gates	2012	2013	Replace aging equipment	D. Elliott	Engineering, Consultants	\$2.4 m	\$2.4 m	Sewer Surcharge	Approved	2011-2012	Re-tendering
Implement SCADA system to monitor operations of waste water facilities	2005	2013	Improved operations and communications	D. Elliott	Engineering, PUC, PWT, Consultants	\$175,000	\$500,000	Sewer Surcharge, Capital Budget, COMRIF	Approved	2009	
- System construction / installation / commissioning - System improvements (check valves, removal of overflows)											Completed March 2013 Completed March 2013

Strategic Direction 1: Developing Solid Infrastructure
 Objective 1A – Environmental Leadership

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
Rehabilitation of aqueducts / open channels - Fort Creek - Central Creek - Review sanitary sewer construction – sewers not associated with roadways	2012	2021	Improved stormwater management and flood protection; extend life of flood control facilities	D. Elliott	Engineering, PUC, PWT, Consultants, Conservation Authority	\$13.6 m	\$13.6 m	Capital Works (Urban Only) Budget			Phase 1 construction underway
	2012	2018				\$7 m	\$7 m				Phase 1 construction underway
	2006	Ongoing	\$100,000 annually	D. Elliott	Engineering	\$400,000	\$400,000	Sewer Surcharge Capital Budget	Approved	Ongoing	
Reconstruction of small pumping stations - Fort Creek - Tallack Boulevard - Pine Street - Muriel Drive	2012	2014	Upgrade/replace aging sanitary pump stations	D. Elliott	Engineering PWT Consultants	\$600,000	\$600,000	Sewer Surcharge			Studies completed in 2012 with construction of all 4 stations in 2013
	2012	2014									
	2012	2014	Reduce overflows								
	2012	2014									
Underground fuel tank replacement PWT (Sackville) – new above ground tanks and new fuel management system	2012	2013	Reduce liability	L. Girardi	PWT	\$221,750	\$250,000	Capital from Current	Approved		

Strategic Direction 1: Developing Solid Infrastructure
Objective 1B – Transportation Network Improvements

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
Long Range Capital Road Construction Environmental Assessments for - Third Line East and Black Road – hospital to Second Line - Black Road widening – Second Line to McNabb - Northern Avenue extension Connecting link reconstruction - Miscellaneous resurfacing - Second Line – Old Garden River Rd to Gt. Northern and Great Northern – Second Line to Third Line - Second Line – Pine to Strathclair - Second Line – Strathclair to Black	2010	2013	Improved pedestrian and vehicular traffic flow	D. Elliott	Engineering Consultants	\$55,000	\$55,000	Miscellaneous Construction Budget	Approved	2010-2011	To be completed fall 2013
	2013	2014				\$50,000	\$50,000			2013-2014	To begin fall 2013
	2015	2016				\$50,000	\$50,000				
	2013	2013	Improved pavement surface	D. Elliott	Engineering Consultants		\$6m	Capital Works budget + connecting link funding			Provincial program cancelled in early 2013
	2013	2013	Extend longevity			\$980,000	\$2.4 m				Submitted letter through Mayor’s office to Transportation Minister for consideration of funding assistance
	2014	2014				\$1.02 m	\$3.15 m				
	2015	2015				\$930,000	\$3.25 m				
Capital Works Road Reconstruction - John Street – Wellington to Elm - Queen Street – Pim to Simpson - Euclid Road – Wemyss to Pim - White Oak Dr. – North to John - Queen Street Phase 2 – Simpson to Pine - Maretta – Wallace Terrace to Henrietta - Upton – Queen to Wellington - Queen Street – Pine to Gravelle - Forest Ave – Putney to Upton - St. Andrew’s Terrace – John to North Street	2011	2013	Improved longevity of infrastructure	D. Elliott	Engineering Consultants	\$7.9m	\$16.8m	Capital Works Budget; Federal gas tax; sewer surcharge urban capital			Completion2013
	2012	2013				\$11.6m	\$11.6 m				Completion 2013
	2012	2013									Completion 2013
	2012	2013									Completion 2013
	2013	2013									Completion – Fall 2013
	2013	2013									Completion – Fall 2013
	2013	2013				\$11.6 m	\$11.6m				Completion – Fall 2013
	2014	2014									Resurfacing – 2014
	2014	2014									Completion – Fall 2014
	2014	2014									Completion – Fall 2014

Strategic Direction 1: Developing Solid Infrastructure
Objective 1B – Transportation Network Improvements

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
- London St – North to Tancred - March – Queen to Wellington	2014 2014	2014 2014									Completion – Fall 2014 Completion – Fall 2014
Bridge improvements (all shared with Prince Township) - Base Line #14 and #15 - Town Line #12 and #13 Preliminary design Construction	2011	2013 2015	Improved longevity Removal of load restrictions Contingent upon Prince obtaining funding	D. Elliott	Engineering Consultants Prince Twp.	\$72,000 \$2m	\$144,000 \$4 m	Misc. construction; 50% cost share with Prince Capital Works Budget	Approved	2012	MIII Application submitted in April 2013
Improved transportation systems – assume lead role as transportation hub for Northern Ontario (Northern Ontario Growth Plan) Rail	2011	2014	Monitor implementation of capital improvement approved in 2010	J. Fratesi							Underway
Harbour – Implementation and funding for expansion / construction	2011	2014	Shipping access to expedite ingress of raw materials and egress of finished products (SSM and Northern Ontario)	Transportation Committee	EDC Consultants Essar Ports	TBD	\$121 m	Funding from federal, provincial and private industry			Study for business case complete. Design and implement Project Management framework Facilitate funding applications
Air	2011		Improve air service	Air Services Committee							Ongoing efforts with Airport Development Corporation
Transportation master plan update	2012	2013	Transportation master plan for capital forecasting	D. Elliott	Engineering Consultants PWT	\$200,000	\$200,000	Capital Works Budget	Approved	2012	Underway – completion – 2013

Strategic Direction 1: Developing Solid Infrastructure
Objective 1C – Property Management and Development

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
Development of Asset Management Plan • Report	2012 2013	2014 2013	Financial plan to maintain municipal assets	B. Freiburger J. Dolcetti J. Bruzas D. Elliott		\$250,000	\$250,000	Facility Reserve	Approved Report	2012-2014	Issue tender for facilities condition assessment – 2013
PWT Equipment Program Review • Adding public works, landfill and cemetery equipment to 10 year capital plan • Review credit system	2010	2013	Report with recommendations for financing equipment renewal /replacement	S. Schell	L. Girardi M. Blanchard M. Pinder J. King J. Bruzas				Report only		To be completed in 2013
PWT – Traffic • Uninterrupted traffic signal power supply • Traffic light LED installations	2012	2013	\$50,000 annually for 3 years			\$82,000 \$150,000	\$82,000 \$150,000	Capital from Current Capital from Current	Approved Approved		
PWT – Buildings • Cold storage building • Sand storage • Enhance internal communications • Power washer equipment cleaner • Separate welding shop • Demolish pipe plant • Re-roof north garage	2013 2014 2013 2013 2014 2014	2013 2014 2013 2014 2014	Equipment storage	L. Girardi M. Blanchard		\$250,000 \$550,000 \$50,000 \$50,000 \$140,000 \$230,000 \$300,000	\$250,000 \$550,000 \$50,000 \$50,000 \$140,000 \$230,000 \$300,000	Equipment Reserve Capital from Current	Approved Approved	2013	Requires further funding Subject to funding
Fire – Vehicle replacement • 55’ Quint (pumper/aerial apparatus) • Platoon Chief’s vehicle	2013 2013	2014 2013	Replace 15-year old apparatus	M. Provenzano F. Brescacin	J. St. Jules F. Brescacin	\$812,000 \$44,000	\$812,000 \$44,000	Fire Capital Equipment Reserve	Pending	2013-2014 2013	Planning phase has begun with preliminary concept ideas discussed
Transit • Replace roof – vehicle storage building (Huron Street)	2013	2014	Maintain building integrity	D. Scott	Transit	\$550,000	\$550,000	Capital from Current			Completion by 2014

Strategic Direction 1: Developing Solid Infrastructure
Objective 1C – Property Management and Development

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
Waste management – surface treatment of landfill roadways	2013	2013				\$40,000	\$40,000	Landfill Reserve	Approved		
Seniors Drop-In Centre parking lot and lighting			Asphalt surface	J. Cain	AAC						Subject to budget approval. Updated cost analysis being prepared.
Jessie Irving roof replacement	2013	Oct. 2013		C. Ferguson		\$221,000	\$221,000	Facilities Mt'ce Reserve	Approved		
Ontario Works building Carpet replacement				R. Caron		\$25,000	\$25,000				Subject to budget approval.
Civic Centre - Flooring upgrade - Council Chambers refresh (A/V etc.) - Service elevator upgrade - Asbestos abatement - Window replacement	Underway 2012	2013 2012	Building upgrades to maintain integrity \$50,000/year from 2011-2013	J. Dolcetti R. Caron	Engineering Clerk's	\$150,000 \$100,000	\$150,000 \$100,000	Capital from Current	Approved	2011-2013 2012	Phase 2 tender currently underway Evaluating various technologies Scheduled for 2013
	2013	2013				\$225,000	\$225,000	Capital from Current	Approved	2013	Scheduled for 2013
	2013	2013				\$750,000	\$750,000			2013	
	2015	2015				\$25,000	\$25,000			2014	Scheduled for 2015
Fire - Resurface parking lot Station 1 - Electronic fuel card lock dispensing system - Energy upgrades	2014	2014	Enhanced tracking system	M. Provenzano	J. St. Jules	\$250,000	\$250,000				2014 budget request
	2014	2014		J. St. Jules		\$50,000	\$50,000				2014 budget request
	2014	2014	Reduce carbon footprint and costs	J. St. Jules		\$10,550	\$10,550				2014 budget request
Fish Hatchery Building demolition				N. Apostle		\$114,000	\$114,000				Subject to sale/development of Gateway site
Downtown development initiative Part 2	2013	2015	Revitalization of downtown area	D. McConnell S. Turco	Planning Downtown Association	TBD	TBD	FedNor, NOHFC	Report – 2013	2014-2016	Recommendations concerning a second phase.
Rooftop Solar photovoltaic systems	2009	2013	Review feasibility on municipal facilities (PWT, WECC, Transit)	M. Zuppa	Engineering CSD Legal Finance	\$21,000		Capital			Lease agreement with PUC – WECC 2012 Application to OPA January 2013

Strategic Direction 2: Delivering Excellent Services
Objective 2A – Communications

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
External corporate communications strategy - Citizen satisfaction survey and other methods to receive client/stakeholder input i.e. Internet surveys, feedback forms - Community engagement	2012	2014	Integrate with website refresh	M. White	Clerk's IT						
Refresh website - Determine if existing hardware/software suitable - Design, including mobile site - Expand use of My Sault Ste. Marie	2013	2013 2014		IT Clerk's Accounting							Underway
Improved communications/relationships with employees Communication of policies and procedures to staff	Underway	2013	Posting of human resources policies on corporate intranet	F. Coccimiglio J. Luszka	Clerk's IT Human Resources						Ongoing. Currently Health and safety policies entered. IT investigating software and hardware implementation platform
Accredited municipal coat of arms	2012	2014	Development of a municipal coat of arms accredited by the Canadian Heraldic Authority	Clerk's							

Strategic Direction 2: Delivering Excellent Services
Objective 2B – Process Management

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
Review of corporate programs and services on a departmental basis to ensure effective and efficient delivery	Underway	2014	Improved efficiencies Cost savings	B. Freiburger J. Fratesi	Finance Committee						All Departments report as to cost reductions and cost avoidance
Customer service/Best Practices Pilot projects to be undertaken by each department annually to improve service	Ongoing	2014	Improved customer service; adoption of best practices	J. Fratesi	All Depts.			Costs absorbed in existing operational budgets			
Presentations to Council Clerk's: Accessible elections; Social media, Twitter CSD: Day care (curriculum); Community Centres digital information system; online swimming registration; Best for Kids pilot summer program Engineering: Environmental Initiatives Map; Building permit tracking system developed in-house with IT Finance: On-line tax inquiry system. IT assisted other departments with automation best practices. Fire: Smoke Alarm; IV Therapy programs HR: Corporate training calendar; Employee life insurance beneficiary re-enrolment Legal: Flyers explaining routine legal processes (lane closures, Freedom of Information requests); Early Resolutions initiative; Remote Interpretations PWT: Traffic calming; inventory control; pothole repair process; compost production Social Services: Cultural sensitivity training											
Corporate records management - Updated records retention by-law - Document management system - Phase 1 Building Division	2012 2013	2013 2014	Revision of by-law, review of records management issues. Precise identification of records; who holds actual corporate record.	M. White F. Coccimiglio	All Depts.	 \$100,000	 \$100,000	n/a Building Permit Reserve	 Approved	 2013	

Strategic Direction 2: Delivering Excellent Services
Objective 2C – Leadership and Staff Development

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
Succession planning		2013	Updated annual report to Council	J. Luszka					Report only		2012 Complete Further report in 2013
Staff training plans to address specific training needs on a departmental basis			Analysis of individual training needs	All Depts.	Human Resources						
CSD: Providing training required by legislation Fire: Training is ongoing and regularly monitored and reviewed Social Services: Training sessions developed. Standardized orientation for new staff. Mental Health and Addiction training											
Develop and implement annual employee and management development training to include: - Customer service excellence - AMCTO workshops - Excellence Canada (formerly NQI) - In-house policy/procedure training - Leadership Development - Attendance Management and Accommodation orientation - Orientation – Employee Assistance Plan - Legal issues (facility liability, risk management, etc.) - Workshops to update staff after collective agreements ratified - Use of video-conferencing; “virtual” classroom – webinars	2012 As available 2013	2013 2013	Corporate-wide training Departmental training absorbed through existing operational budgets	J. Luszka	Legal						Group 1 complete. Group 2 – fall 2013
Wellness program	Ongoing		Health promotion; disease prevention/ management for employees	J. Luszka	SMT A. Iacoe L. Bell			Absorbed through HR training budget			Activities to improve physical/mental health “Lunch and Learn” wellness sessions

Strategic Direction 2: Delivering Excellent Services
 Objective 2C – Leadership and Staff Development

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
Healthy Workplace Initiatives (NQI) - Physical exercise options available to staff - Employee recognition program e.g. perfect attendance - Inspire camaraderie	2011	2012		J. Luszka	SMT A. Iacoe						Fitness classes, walking challenge, etc.

Strategic Direction 2: Delivering Excellent Services
Objective 2D – Technological Innovation

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
Develop and implement an online process for issuing open air burning permits	2013	2013	Improved efficiency, improved public access	F Coccimiglio D. Gowans P Milosevich	M. Provenzano D. Mills						Implemented March 2013
Council administration software - Phase 1 – electronic agenda - Software - Hardware - Phase 2 –webstreaming Council meetings	2013	2013 2014	Increased accessibility to staff and public Better archiving capabilities	M. White R. Tyczinski	IT Clerk's Legal	\$15,000 \$15,000 \$75,000	\$15,000 \$15,000 \$75,000	Cost savings offset initial cost General levy	Approved	2013 2014	Subject to budget approval
Election technology review – Election 2014	2013	2014	To ensure most efficient and appropriate use of technology	M. White	IT Clerk's				Report only		Scheduled for completion in 2014
Refresh website Electronic filing; e-commerce	2013 2012	2013 ongoing	Enhanced capabilities (e-commerce, virtual City hall), including credit card interface Report to Council re: extent of improvements and costing	F. Coccimiglio L. Ballstadt	IT Clerk's	\$25,000 \$15,000	\$25,000 \$15,000	General Levy			Reviewing options and software Investigating software CMS software hardware platform Credit card interface underway – swimming 2012; police background checks – 2013 Referred to 2013 budget
Phone system upgrade, VOIP – investigate VOIP technology as alternative to traditional phone system	Underway	June 2014	Ensure most cost effective and up-to-date technology with minimal capital cost	R. Caron F. Coccimiglio					Report only		Two year extension has been applied Continuing to look at alternatives

Strategic Direction 3: Enhancing Quality of Life
Objective 3A – Recreational/Cultural Infrastructure

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
West End Community Centre • Phases 1 and 2 enhancements • Phase 3 – Review – rehabilitation/ reconstruction of McMeeken Centre	2013	2014 2016	Portable floor, fencing, canopy, marquee sign Arena and ice surface	N. Apostle N. Apostle		\$300,000 \$4 m	\$12 m	Invest Ontario grant + debt issue + NOHFC Senior levels of government	Report only	2011-2012	CIIF (FedNor) appl'n submitted Design development drawings completed
McMeeken Centre score clock replacement				N. Fera		\$18,000	\$18,000				Subject to budget approval.
Essar Centre • Fire-rated blackout panels • Electrical surge protection	2013 2013	2013 2013		N. Fera		\$20,000 \$18,000	\$20,000 \$18,000	Capital from Current	Approved Approved		
John Rhodes Community Centre upgrades – condensor replacement and controls	2013	2014		N. Fera		\$175,000	\$175,000	Capital from Current	Approved		
Ermatinger•Clergue National Historic Site – Heritage Discovery Centre	2013	2014	Completed project will include: Visitor Centre, summer kitchen redesign, site accessibility improvements	Historic Sites Board N. Apostle	B. Freiburger Historic Sites Board K. Fisher	\$850,000	\$4m	NOHFC \$1m; Cultural Spaces \$1.779m 1812 \$125,000			Funding approved by Council – April 22/13 Project currently being tendered – tender closing date May 30, 2013.
Bellevue Marina – building and landscape upgrade	2013	2013		J. Cain		\$41,000	\$41,000	Capital from Current	Approved		
Manzo Pool – roof replacement	2013	2013		N. Fera		\$12,500	\$12,500	Capital from Current			
Bellevue Park locomotive – site upgrade				J. Cain		\$50,000	\$50,000				Subject to budget approval.
Waterfront Walkway decking replacement	Ongoing			PWT							
Bicycle Pump Park at Esposito Park			Report confirming scope of project	N. Apostle					Report only		

Strategic Direction 3: Enhancing Quality of Life
Objective 3A – Recreational/Cultural Infrastructure

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
Hub trail construction (as part of future construction) - Queen Street – Simpson to Churchill Blvd - Finnish Rest Home connection – Fort Creek extension - Strathclair connection – Second Line crossing - International Bridge area – Albert to Huron Street section	2013	2014	25 km multi-use trail	D. McConnell D. Elliott S. Turco	Planning & Engineering PWT STAC	\$50,000	\$50,000			2013-2016	Design work currently underway
Implement cycling master plan Completion of Hub Trail to Hwy 17 E; Hub Trail to Hwy 17 N; Hub Trail to West End Community Centre – design phase	2013	2013	Design in tandem with hub trail funding	D. McConnell D. Elliott S. Turco	Engineering & Planning PWT STAC						Design work currently underway
Parks upgrades - Queen Elizabeth “B” field – bleachers - Pointe des Chenes				T. Reid		\$25,000	\$25,000	Subdividers’ Reserve	Report		
Strathclair field lighting	2012	2013	Lighting of slo-pitch field “A”	N. Apostle	J. Cain T. Reid/Parks	\$90,000	\$240,000	Capital from Current 5% subdivider fees, user groups			No new funding has been identified. Actively seeking funding opportunities.
Bellevue Park duck pond engineering study	2012	2014	Proper water circulation	C. Taddo	S. Hamilton Beach	\$\$20,000	\$\$20,000	Capital from Current	Approved	2012	Funding for engineered study approved in 2012 budget.
Adult-oriented fitness equipment in parks	2012	2013	Report identifying cost/location of equipment	J. Cain	V. McLeod PRAC				Report only		
MacDonald Park upgrades	2013		Playground equipment	N. Apostle PRAC		\$15,000	\$20,000	Funds from private donor			Referred to PRAC for investigation and report to Council

Strategic Direction 3: Enhancing Quality of Life
Objective 3B – Planning for the Future

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
Master Strategy Plan – Parks, Recreation and Culture	2011	2013	Replace 1986 plan	N. Apostle	J. Cain Cultural Advisory Bd PRAC, PWT AAC	\$25,000	\$25,000	5% subdividers reserve account	Approved	2012	Proceeding as directed – Nov 7/11 resolution
Environmental awareness – reduction in CO2 emissions	2010	2012	Action plans and strategies for improved environmental leadership	M. Zuppa	Green Committee				Report		Green Transportation show – May 2013
• Green fleet plan				M. Zuppa							
• No idling policy	2011	2013	Establish targets	J. Dolcetti					Report		Consultation underway
• Comprehensive property management plan linked to energy audits to identify efficiencies	2011	2013	\$20,000/audit – target 1 to 2 buildings/year	J. Dolcetti	Engineering PWT, Fire, Finance	\$40,000	\$60,000	Ontario Power Authority, Union Gas, Environmental Initiatives project budget	Approved	2011-2014	
• Corporate energy management plan (as mandated by Ontario Regulation 397/11)	2011	2014		All Depts							Bellevue Park– Final draft – May 2013
• Report facility energy consumption	2012	2013		All Depts							
• Develop three year conservation plan	2011	2014									Template provided by province Scheduled for completion in 2014
• Energy management software	2011	2013									Consultation underway
Cultural attractions and activities; tourist attractions (Gateway)	2000	2014	Feasible development opportunities	Gateway Steering Committee	Engineering & Planning, Legal, Council	\$21,000		\$5m NOHFC grant, balance unknown, City to recover \$2m	Report only		.
Update industrial land strategy	2013	2014	Review industrial land strategy to ensure adequate supply for future development	D. McConnell EDC	Engineering & Planning Legal, EDC				Report only		

Strategic Direction 3: Enhancing Quality of Life
Objective 3B – Planning for the Future

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
Long term municipal housing plan	2011	2014	Housing plan per Ministry of Municipal Affairs and Housing legislation (DSSAB responsibility)	M Nadeau	R. Cobean D. McConnell	\$0	\$300,000	DSSAB			Working group being established – draft template of plan being completed. Community consultations will begin fall/winter 2012/2013
Community improvement plan to create new rental housing	2013	2014	Incentives to encourage new rental housing	D. McConnell P. Tonazzo							To be completed by fall 2013
Local immigration partnership plans (including: encouraging racial/ethnic tolerance, developing a welcoming community)	2012	2014	Community partnership to develop a range of immigration services to attract and retain new immigrants \$150,000/annually	D. Krmpotich	IT Social Services	\$0	\$600,000	Federally funded	Approved		Continuing to meet with community partners to work on Re-evaluation of work plan underway – exploring regional involvement with Algoma municipalities
Official Plan – 5 year comprehensive review	2011	2013	Official Plan that reflects provincial and local trends	D. McConnell P. Tonazzo		n/a	n/a			n/a	Final approval – fall 2103
Comprehensive signs By-law	2012	2014	New simplified by-law that balances various needs of the community	D. McConnell P. Tonazzo		\$45,000	\$45,000		Approved	2013	RFP being prepared
Northern Ontario Growth Plan	2012	Ongoing	Ensure that Sault Ste. Marie (and other 4 major N. Ontario cities) is as prominent in implementation as in the base growth plan document	J. Fratesi							Northern Mayors and CAOs are collaborating.

Strategic Direction 3: Enhancing Quality of Life
Objective 3B – Planning for the Future

Activity	Start Date	Completion Date	Results	Lead Role	Resources	Net Cost	Gross Cost	Funding Source	Approval Status	Budget Year(s)	Progress to April 30, 2013
OLG Modernization			Continuation of meaningful head office presence for OLG post modernization. Ensure any private sector spinoffs of previous OLG activities and accompanying employment remains in SSM	J. Fratesi EDC							
Age-Friendly Community Attaining World Health Organization designation		2013	Report outlining next steps required to obtain designation	Mayor's Office							Report – September 2013

CELEBRATING OUR SUCCESSES!
COMPLETED PROJECTS/ACTIVITIES

Completed Activities – 2013-2014 Update

Strategic Direction	Activity	Results	Lead Role	Net Cost	Gross Cost	Comments
<i>Developing Solid Infrastructure</i>						
	Wastewater Infrastructure Implement SCADA system to monitor operations of waste water facilities - System construction / installation / commissioning - System improvements (check valves, removal of overflows) Reconstruction of small pumping stations - Lake Stret - McGregor Avenue	Improved operations and communications Upgrade/replace aging sanitary pump stations Reduce overflows	D. Elliott D. Elliott	\$175,000 \$600,000	\$500,000 \$600,000	
	Underground Fuel Tank Replacements - Fire –#1 Station - Cemetery		J. St. Jules S. Hamilton Beach/J. King			Completed in 2012 Completed in 2012
<i>Transportation Network Improvements</i>	Long Range Capital Road Construction					
	Environmental Assessments - Great Northern Road – Second Line/Third Line - Second Line – Old Garden River Road to Black Road	Improved pedestrian and vehicular traffic flow	D. Elliott	\$50,000 \$50,000	\$50,000 \$50,000	
	Pine Street extension – Northern Avenue to Second Line (Phase 1 & 2))	Improved traffic flow	D. Elliott	\$1.6 m	\$4.2 m	
	Connecting link reconstruction - Miscellaneous resurfacing: Second Line – Great Northern Road to Pine - Root River bridges		D. Elliott	\$500,000 \$703,500	\$6 m \$2.8 m	

Completed Activities – 2013-2014 Update

Strategic Direction	Activity	Results	Lead Role	Net Cost	Gross Cost	Comments
	McNabb/South Market connection Third Line extension Capital Works Road Reconstruction - John Street – Wellington to Elm - Queen Street – Pim to Simpson - Euclid Road –Wemyss to Pim - Glenholme Drive/Arthur Street - White Oak Drive – North to John St. - People’s Road – Everett to Third Line (resurfacing)	Improved traffic flow at McNabb/Boundary/Adeline Improved traffic flow Improved longevity	D. Elliott	\$4 m \$12.5 m	\$7 m \$12.5 m	
Property Management and Development	Transit – 40-foot transit buses (four)		L. Girardi	\$500,000	\$2 m	
	Corporate fuel adjustment	Mitigate volatile fuel prices	S. Schell	\$2.4 m	\$2.4 m	Adjustment of \$350,000 in 2012 budget
	Fire - roof replacement – Station 4 - Lighting fixture upgrades – Stations 1, 2, 3 - Direct capture exhaust systems – Stations 2, 3 - Office reconfiguration – Station 1 - Energy upgrades – Station 1 stall heating system (Design) - Security fencing	Eliminate leaks Cost saving, reduce carbon footprint Improved health and safety Optimize efficiency Security for staff vehicles	M. Provenzano	\$470,000 \$12,000 \$68,000 \$18,500 \$52,200 \$10,000	\$470,000 \$12,000 \$68,000 \$18,500 \$52,200 \$10,000	Completed in 2011 Completed in 2011 Completed in 2011 Completed in 2012 Design phase complete in 2012 Completed in 2012
	PWT - Admin building energy retrofit HVAC - Admin building window replacement - Lighting retrofit - Shop exhaust - Replace overhead doors (26)	Improved energy conservation Health and safety	L. Girardi Green Committee	 \$32,000 \$73,000 \$90,000 \$130,000 \$25,000 \$12,000	 \$32,000 \$73,000 \$90,000 \$130,000 \$25,000 \$12,000	

Completed Activities – 2013-2014 Update

Strategic Direction	Activity	Results	Lead Role	Net Cost	Gross Cost	Comments
•	- New gate operators - Nitrogen monoxide sensors - Separate welding shop rom mechanic shop			\$10,000	\$10,000	
	Transit - Replace one parabus - One 40-foot bus	Transit vehicles replaced on a managed timeline		\$100,000 \$115,663	\$100,000 \$424,695	
	Cemetery – Mausoleum Phase XIII	Increased capacity	J. King	\$600,000	\$600,000	Completed in 2012
	PWT – parts for vehicles – transit addition	Budget for increasing costs of replacement	B. Freiburger			
	Downtown Development initiative	Revitalization of downtown area	D. McConnell	\$65,000	\$184,000	Phase 1 complete
	Parking lot reconstruction – Jessie Irving Centre					Complete
	Civic Centre – accessible doors				\$28,000	Complete
Communications	Council-to-Council communications (blogs, etc.)	Review of technology and report	M. White			Report to Council – 2012
	External communications – Twitter	Social media presence to disseminate information	L. Ballstadt			Implemented 2012
	Electronic message board for employees		F. Coccimiglio	\$10,000	\$10,000	Completed in 2012
	Video screens for Council Chambers			\$10,000	\$10,000	Complete
	911 Central Emergency Reporting Bureau Infrastructure Upgrade				\$64,000	Complete
Process Management	Transit operational review	Improved efficiencies	B. Freiburger	\$0	\$80,000	
	Customer service/Best Practices - Clerk's - CSD - Finance		J. Fratesi			Election accessibility; social media, Twitter Day care (curriculum); Community Centres digital information system; online swimming registration; Best for Kids summer program On-line tax inquiries; IT assistance to other

Completed Activities – 2013-2014 Update

Strategic Direction	Activity	Results	Lead Role	Net Cost	Gross Cost	Comments
	- Fire - HR - Legal - PWT - Social Services					departments' best practices Smoke alarms, IV therapy programs Corporate training calendar; employee life insurance beneficiary re-enrolment Flyers explaining routine legal processes (lane closures, Freedom of Information requests) Traffic calming; inventory control; pothole repair process; compost production Cultural sensitivity training
Leadership and Staff Development	Succession planning – 2012 report		J. Luszka			
	Wellness program		J. Luszka			"Lunch and Learn" seminars commenced summer 2012. And ongoing
	Healthy Workplace initiatives		J. Luszka			Twice-weekly fitness classes commenced summer 2012 and ongoing
Technological Innovation	Electronic commerce – online swimming registrations	Improved customer service	F. Coccimiglio	\$15,000	\$15,000	Completed in 2012
Recreational/Cultural Infrastructure	West End Community centre – Phase 1	Indoor turf, library	N. Apostle	\$75,000	\$11.3 m	Completed in 2012
	Hub trail construction		S. Turco			
	Roberta Bondar pavilion – exterior fabric replacement			\$1.27 m		
	Pools - Greco Pool mechanical - Manzo Pool mechanical			\$150,000 \$150,000		
	Celebrate 100! Anniversary celebrations					
	Pilot Project Children's Recreation Programming at Greco Pool/Etienne Brule Playground					
Planning for the Future	Implement plan for Community Archaeological Assessment		D. McConnell	\$11,000	\$11,000	
	Environmental awareness – reduction in CO2 emissions					

Completed Activities – 2013-2014 Update

Strategic Direction	Activity	Results	Lead Role	Net Cost	Gross Cost	Comments
	- Green fleet plan – report - Comprehensive property management plan linked to energy audits					Fire Halls #1 and 2 – audit complete.
	Digital signage section of signs by-law		D. McConnell			
	Extensive review of the City By-laws regulating Minimum Standards for buildings and Property Standards for yards					
	Rooftop solar – West End Community Centre					