



REGULAR MEETING OF CITY COUNCIL REVISED AGENDA

Monday, January 25, 2016

4:30 p.m.

Council Chambers

Civic Centre

	Pages
1. ADOPTION OF MINUTES	11 - 21
Mover Councillor S. Butland Seconder Councillor R. Romano	
Resolved that the Minutes of the Regular Council Meeting of 2016 01 11 be approved.	
2. QUESTIONS AND INFORMATION ARISING OUT OF THE MINUTES AND NOT OTHERWISE ON THE AGENDA	
3. DECLARATION OF PECUNIARY INTEREST	
4. APPROVE AGENDA AS PRESENTED	
Mover Councillor P. Christian Seconder Councillor J. Krmpotich	
Resolved that the Agenda for 2016 01 25 City Council Meeting as presented be approved.	
5. PROCLAMATIONS/DELEGATIONS	
5.1 Black History Month	
Jane Omollo, President, African Caribbean Canadian Association of Northern Ontario	
5.2 Ontario Winter Carnival Bon Soo	
Brett Lund, President	

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

Mover Councillor S. Butland
Seconder Councillor J. Krmpotich

Resolved that all the items listed under date 2016 01 25 – Part One – Consent Agenda be approved as recommended.

6.1 Council Travel

Mover Councillor P. Christian
Seconder Councillor J. Krmpotich

Resolved that Councillor Shoemaker be authorized to travel to Toronto for 3 days in February to attend the Ontario Good Roads Association & Rural Ontario Municipal Association Conference at an estimated cost to the City of \$1,200 and Councillor Turco be authorized to travel to Toronto for 2 days in January to attend the Association of Municipalities of Ontario Board Meeting at an estimated cost to the City of \$300.

6.2 Outstanding Resolutions List 22 - 24

A copy of the Outstanding Resolutions list is attached for the information of Council.

6.3 2016 User Fees – By-law 2016-03 25 - 27

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

The relevant By-law 2016-03 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

6.4 2016 Corporate Membership Fees 28 - 29

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

Mover Councillor S. Butland
Seconder Councillor J. Krmpotich

Resolved that the report of the Deputy City Clerk and Manager of Quality Improvement dated 2016 01 25 concerning 2016 corporate membership fees be received as information and that payment of 2016 memberships be approved.

6.5 Retirement Home Voting Hours – Ward 2 By-Election 30 - 31

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

The relevant By-law 2016-16 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

- 6.6 Vacancy Review/Management Policy 32 - 34**
- A report of the Commissioner of Human Resources is attached for the consideration of Council.
- Mover Councillor S. Butland
Seconder Councillor R. Romano
- Resolved that the report of the Commissioner of Human Resources dated 2016 01 25 concerning Vacancy Review/Management Policy be received and that Council approve the continued implementation of the Vacancy Review Policy.
- 6.7 Reallocation of Funds to the Mayor's Committee on Celebrate Canada 150 35 - 36**
- A report of the Manager of Recreation and Culture is attached for the consideration of Council.
- Mover Councillor P. Christian
Seconder Councillor J. Krmpotich
- Resolved that the report of the Manager of Recreation and Culture on behalf of the Mayor's Committee on Celebrate Canada 150 regarding Reallocation of Funds be received and that: \$5,000 be reallocated from the Community Development Fund in each of 2016 and 2017 and \$20,000 be reallocated from the Community Development Reserve Fund to the Mayor's Committee on Celebrate Canada 150.
- 6.8 2016 Canadian Open-Pinty's Grand Slam of Curling 37 - 48**
- A report of the Commissioner of Community Services is attached for the consideration of Council.
- Mover Councillor S. Butland
Seconder Councillor R. Romano
- Resolved that the report of the Commissioner of Community Services regarding the Pinty's Grand Slam of Curling Event – 2016 Canadian Open be received; further that Council authorize staff to enter into an agreement with Rogers Media Inc. to co-promote the 2016 Canadian Open; and further that any financial shortfall be funded from the Essar Centre operations.
- 6.9 Recognition of Ron Francis 49 - 53**
- A report of the Commissioner of Community Services is attached for the consideration of Council.
- Mover Councillor P. Christian
Seconder Councillor R. Romano
- Resolved that the report of the Commissioner of Community Services dated 2016 01 25 concerning Recognition of Ron Francis be received as information; further that should Council authorize proceeding with any of the naming

opportunities that the associated estimated cost be referred to the 2016 Budget process.

6.10 Pumptrack at Esposito Park Update and Engineering Services for Hub Trail Extension at Etienne Brulé Site 54 - 58

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

Mover Councillor P. Christian
Secondar Councillor J. Krmpotich

Resolved that the report of the Commissioner of Community Services dated 2016 01 25 concerning the Pumptrack at Esposito Park Update and Engineering Services for Hub Trail Extension at Etienne Brulé site be received and that Council authorize staff to enter into an agreement with Kresin Engineering Corporation for engineering services for the Hub Trail Etienne Brulé site.

A By-law will be brought to Council at a later date.

6.11 Cultural Advisory Board Report on Arts Council of Sault Ste. Marie and District Funding Request 59 - 61

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

Mover Councillor S. Butland
Secondar Councillor R. Romano

Resolved that the report of the Manager of Recreation and Culture on behalf of the Cultural Advisory Board dated 2016 01 25 concerning the Arts Council of Sault Ste. Marie and District request for funding be received as information and further that the Arts Council's request be referred to the 2016 Budget process.

6.12 Port of Algoma – Second Amendment to Agreement for Consulting Services 62 - 64

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

The relevant By-law 2016-15 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

6.13 Travel Request for Wawa Provincial Offences Court 65 - 66

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

Mover Councillor S. Butland
Secondar Councillor R. Romano

Resolved that the report of the Assistant City Solicitor dated 2016 01 25 concerning Travel Request for Wawa Provincial Offences Court be received and that the Solicitor/Prosecutor's and Court Administration Enforcement Clerk/Court Reporter's travel to Wawa for Provincial Offences Court, including

related travel expenses for 2016 (estimated to be \$6,600) be approved.

- 6.14 Funding Specialized Transit (Parabus) 67 - 70**
- A report of the Manager of Transit and Parking is attached for the consideration of Council.
- Mover Councillor S. Butland
Seconder Councillor R. Romano
- Resolved that the report of the Manager of Transit and Parking dated 2016 01 25 concerning the transfer of funding from the Transit Services Division conventional transit cost centre to the specialized transit (Parabus) cost centre be approved allowing staff to provide more specialized transit for the disabled in Sault Ste. Marie.
- 6.15 Use of Traffic Warrants 71 - 73**
- A report of the Deputy Commissioner of Public Works and Transportation is attached for the consideration of Council.
- Mover Councillor P. Christian
Seconder Councillor R. Romano
- Resolved that the report of the Deputy Commissioner dated 2016 01 25 concerning Use of Traffic Warrants be received as information.
- 6.16 Memorandum of Settlement 2015-2019 – CUPE Local 67 Day Care 74 - 94**
- Mover Councillor P. Christian
Seconder Councillor R. Romano
- Resolved that the report of the Commissioner of Human Resources dated 2016 01 25 concerning the Memorandum of Settlement 2015-2019 – CUPE Local 67 Day Care be received and that City Council ratify the Memorandum of Settlement be approved.
- 7. REPORTS OF CITY DEPARTMENTS, BOARDS AND COMMITTEES**
- 7.1 ADMINISTRATION**
- 7.1.1 Citizen Appointments – Municipal Heritage Committee, Cultural Advisory Board 95 - 97**
- A report of the City Clerk is attached for the consideration of Council.
- Mover Councillor S. Butland
Seconder Councillor J. Krmpotich
- Resolved that the report of the City Clerk dated 2016 01 25 concerning Citizen Appointments – Municipal Heritage Committee, Cultural Advisory Board be accepted as information.
- 7.1.2 Municipal Flag 98 - 101**

The report of the Chair, Municipal Flag Committee is attached for the consideration of Council.

Mover Councillor S. Myers
Seconder Councillor J. Hupponen

Resolved that the report of the Chair, Municipal Flag Committee dated 2015 01 25 be received as information;

Be it further resolved that the recommended flag design be approved by Council as the flag of Sault Ste. Marie;

And further, that Council encourage all Saultites to fly the flag of Sault Ste. Marie with pride within our community and beyond.

7.2 COMMUNITY SERVICES DEPARTMENT

7.3 ENGINEERING

7.3.1 Building Permit Fee Increase for 2016

102 - 121

A report of the Chief Building Official is attached for the consideration of Council.

The relevant By-law 2016-17 is listed under item 11 of the Agenda and will be read with all by-laws under that item.

7.3.1.1 Proposed Amendment

Mover Councillor M. Shoemaker
Seconder Councillor R. Romano

Whereas in 2010, facing a growing reserve the Building Division had accumulated, the City began charging rent to the Building Division to recuperate some of that reserve; and

Whereas since 2010, local economic conditions have deteriorated and the Building Division reserve is nearly entirely depleted; and

Whereas it is being proposed that building permit fees be increased by 28% to make up for lost revenue and increasing costs; and

Whereas removing the rent as a cost item for the Building Division would reduce the increase in permit fees;

Now Therefore Be it Resolved that for the 2016 budget year, the rent charge be removed from the Building Division costs and the savings from such action be allocated to reducing the increase in permit fees.

7.4 FIRE

7.5 LEGAL

7.6 PLANNING

7.7 PUBLIC WORKS AND TRANSPORTATION

7.8 BOARDS AND COMMITTEES

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

8.1 Flashing Lights at Intersections

122 - 144

Mover Councillor S. Butland
Seconded Councillor R. Romano

Resolved that Council reconsider item 7.7.1 – Flashing Lights at Intersections passed as amended at the 2015 12 07 Council meeting. (text below)

Resolved that the report of the Deputy Commissioner of Public Works and Transportation dated 2015 12 07 concerning the practice of late night flashing lights at intersections be received as information; further that PWT staff be authorized to remove all aboveground traffic signals infrastructure at Wallace Terrace and Goulais Avenue; and that a one-year pilot project utilizing flashing lights between 11 p.m. and 6 a.m. at the intersections of Wellington Street West and Lyons Avenue, Lyons Avenue and Patrick Street, Wallace Terrace and Korah Road be undertaken; and that the Legal Department be authorized to prepare any necessary amendments to the Traffic By-law.

8.2 Notice of Motion – Fire/Emergency Medical Services Realignment

Mover Mayor C. Provenzano
Seconded _____

Whereas City Council approved the Fire/Emergency Medical Services realignment plan October 26, 2015; and

Whereas Senior Management Team has begun implementing said plan since October 26, 2015; and

Whereas it has recently been suggested publicly that the Ontario Fire Marshal can be retained to do a 'comprehensive risk assessment' in Sault Ste. Marie at the request of City Council; and

Whereas City Council should receive an update on the Fire/Emergency Medical Services realignment plan from staff; and

Whereas City Council should receive a report from staff about what a comprehensive risk assessments is and how and when it would recommend one is undertaken;

Now Therefore Be It Resolved that the Chief Administrative Officer be requested to report back to City Council providing City Council with the following information outlining:

1. A 90-day update of how the Fire/Emergency Medical Services realignment is proceeding; and
2. An explanation, outline and update on Fire/Emergency Medical Services

- ongoing risk assessment; and
3. An explanation of what a 'comprehensive risk assessment' is and when one should be undertaken by a municipality; and
 4. A recommendation on whether City Council should direct that a comprehensive risk assessment is undertaken; and
 5. If so recommended, recommendations on when and how the comprehensive risk assessment should be undertaken.

8.3 Essar Steel Algoma

Mover Councillor P. Christian
Seconder Councillor S. Butland

Whereas Essar Steel Algoma Inc. (ESAI), the City of Sault Ste. Marie's largest private sector employer, is currently under *Company Creditors Arrangement Act* (CCAA) court protection, and its capacity to exist as an integrated steel manufacturer is uncertain due to a number of key operational, financial, economic, and market factors; and

Whereas Statistics Canada 2015 Census data indicates, Sault Ste. Marie had the lowest labour force and employment levels as well as the lowest employment participation rates in 20 years; and

Whereas the weak national and global economy, the low value of the Canadian dollar, significant Tenaris–Algoma Tubes layoffs (approx. 500 out of 700) and significant impacts to affected local ESAI unsecured creditor companies are all exacerbating an already difficult economic situation for the community; and

Whereas the impacts of this situation are only now starting to be realized;

Now Therefore Be it Resolved that Council direct the Sault Ste. Marie Economic Development Corporation to report back to Council no later than February 22, 2016 with a suggested course of action and recommendations for its consideration and support.

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

10. ADOPTION OF REPORT OF THE COMMITTEE OF THE WHOLE

11. CONSIDERATION AND PASSING OF BY- LAWS

Mover Councillor S. Butland
Seconder Councillor J. Krmpotich

Resolved that all By-laws under Item 11 of the Agenda under date 2016 01 25 be approved.

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

11.1.1 By-law 2016-3 (Finance) User Fees and Service Charges

145 - 163

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

Mover Councillor P. Christian
Seconder Councillor J. Krmpotich

Resolved that By-law 2016-3 being a by-law to establish user fees and service charges be passed in open Council this 25th day of January, 2016.

11.1.2 By-law 2016-14 (Zoning) 104 Hugill Street (Smith) 164 - 166

Council Report was passed by Council resolution on January 11, 2016.

Mover Councillor P. Christian
Seconder Councillor J. Krmpotich

Resolved that By-law 2016-14 being a by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 104 Hugill Street (Smith) be passed in open Council this 25th day of January, 2016.

11.1.3 By-law 2016-15 (Agreement) Port of Algoma Second Amending Agreement 167 - 173

A report from the Commissioner of Engineering & Planning is on the Agenda.

Mover Councillor S. Butland
Seconder Councillor R. Romano

Resolved that By-law 2016-15 being a by-law to authorize the execution of a Second Amending Agreement between the City, KPMG LLP and AECOM Canada Ltd. for consulting services for the Port of Algoma Project be passed in open Council on the 25th day of January, 2016.

11.1.4 By-law 2016-16 (Elections) Reduced Voting Hours 174 - 174

A report from the City Clerk is on the Agenda.

Mover Councillor S. Butland
Seconder Councillor R. Romano

Resolved that By-law 2016-16 being a by-law to provide for reduced hours of voting in institutions and retirement residences with regard to the 2016 Municipal By-Election be passed in open Council on the 25th day of January, 2016.

11.1.5 By-law 2016-17 (Building) Amend Schedule A to By-law 2008-148 175 - 179

A report from the Chief Building Official is on the Agenda.

Mover Councillor S. Butland
Seconder Councillor R. Romano

Resolved that By-law 2016-17 being a by-law to amend Schedule "A" to By-law 2008-148 (a by-law respecting construction, demolition and change of use permits, inspections and related matters for the City of Sault Ste. Marie) and

to repeal By-law 2015-219 be passed in open Council on the 25th day of January, 2016.

11.1.6 By-law 2016-18 (Traffic) Amend Schedules "F" and "G" 180 - 180

Council Report was passed by Council resolution on December 9, 2015.

Mover Councillor P. Christian
Seconder Councillor J. Krmpotich

Resolved that By-law 2016-18 being a by-law to amend Schedules "F" and "G" of Traffic By-law 77-200 be passed in open Council this 25th day of January, 2016.

11.2 By-laws before Council for FIRST and SECOND reading which do not require more than a simple majority

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

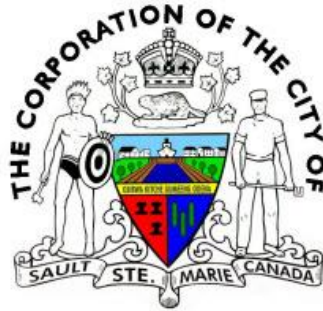
12. QUESTIONS BY, NEW BUSINESS FROM, OR ADDRESSES BY MEMBERS OF COUNCIL CONCERNING MATTERS NOT OTHERWISE ON THE AGENDA

13. CLOSED SESSION

14. ADJOURNMENT

Mover Councillor P. Christian
Seconder Councillor R. Romano

Resolved that this Council now adjourn.



REGULAR MEETING OF CITY COUNCIL MINUTES

Monday, January 11, 2016

4:30 p.m.

Council Chambers

Civic Centre

Present: Mayor C. Provenzano, Councillor S. Butland, Councillor P. Christian, Councillor S. Myers, Councillor J. Hupponen, Councillor M. Shoemaker, Councillor L. Turco, Councillor R. Niro, Councillor M. Bruni, Councillor F. Fata, Councillor J. Krmpotich, Councillor R. Romano

Officials: A. Horsman, M. White, N. Apostle, L. Girardi, S. Schell, M. Borowicz-Sibenik, J. Dolcetti, D. Elliott, M. Nadeau, P. Niro, D. McConnell, P. Tonazzo, F. Coccimiglio

1. ADOPTION OF MINUTES

Moved by: Councillor S. Butland

Seconded by: Councillor J. Krmpotich

Resolved that the Minutes of the Regular Council Meeting of 2015 12 07 be approved.

Carried

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

3. DECLARATION OF PECUNIARY INTEREST

3.1 Councillor R. Niro – SSM Fire Service / EMS realignment

Brother is employed by Fire Services.

3.2 Councillor R. Niro – Assumption and Closing Part Byrne Avenue

Resides on Morrison Avenue, an extension of Byrne Avenue.

3.3 Councillor L. Turco – F.J. Davey Home Board – Increased Size/Additional Member Approvals

Member of the Board of Directors – F.J. Davey Home.

4. APPROVE AGENDA AS PRESENTED

Moved by: Councillor S. Butland

Seconded by: Councillor J. Krmpotich

Resolved that the Agenda for 2016 01 11 City Council Meeting and the Addendum as presented be approved.

Carried

5. PROCLAMATIONS/DELEGATIONS

5.1 Christmas Lighting Awards

Councillor Marchy Bruni, Chair, Christmas Lighting Award Committee and Giordan Zin, PUC Communications Supervisor were in attendance.

5.2 Alzheimer Awareness Month

Terry Caporossi, Executive Director, Alzheimer Society of Sault Ste. Marie and Algoma District and Suzanne Salituri, staff and caregiver were in attendance.

5.3 Healthy Kids Community Challenge

Dr. Daneen Dénommé, Project Manager, Healthy Kids Community Challenge and Kyle Raftis, General Manager, Sault Greyhounds Hockey Club were in attendance.

5.4 Downtown Association

Duane Moleni, Manager, Downtown Association was in attendance.

5.5 2015 Third Quarter Shareholder Report

Jim Boniferro, Chair, PUC Inc. and PUC Services Inc., Dominic Parella, President and CEO and Claudio Stefano, Vice President, Operations and Engineering were in attendance.

5.6 Budget Tool Presentation

Shelley Schell, Commissioner of Finance and Treasurer was in attendance.

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

Moved by: Councillor P. Christian

Seconded by: Councillor R. Romano

Resolved that all the items listed under date 2016 01 11 – Part One Consent Agenda be approved as recommended.

Carried

6.1 Correspondence

6.1.1 SSM Fire Service / EMS realignment

Councillor R. Niro declared a conflict on this item. (Brother is employed by Fire Services.)

Correspondence to Michael Mantha, MPP Algoma-Manitoulin, Jim Wilson, MPP Simcoe-Grey and the Honourable Yasir Naqvi, Minister of Community Safety and Correctional Services was received by Council.

6.1.2 Algoma Public Health – Smoking Reduction Strategy

Correspondence from the Acting Medical Officer of Health and Chief Executive Officer, Algoma Public Health was received by Council.

Moved by: Councillor S. Butland

Seconded by: Councillor J. Krmpotich

Resolved that City Council endorses the Board of Health for the District of Algoma resolution no. 2015-130 concerning Reducing Smoking Rates by 5% in 5 Years in the District of Algoma.

Carried

6.2 Street Closing – Healthy Kids Community Challenge

The letter of request for a temporary street closing in conjunction with Healthy Kids Community Challenge was received by Council.

- Queen Street East from Bruce Street to Dennis Street – Saturday, January 23, 2016
– from 12:00 p.m. to 5:00 p.m.

The relevant By-law 2016-04 is listed under item 11 of the Minutes.

6.3 Liquor Licence Extension Request

Correspondence requesting permission for private property liquor licence extension was received by Council.

Moved by: Councillor P. Christian

Seconded by: Councillor J. Krmpotich

Resolved that City Council has no objection to the proposed extended licenced area as detailed in the written request for a liquor licence extension on private property for an outdoor event on the following date and time:

- Soo Finnish Nordic Ski Club – 767 Landslide Road –
Hiawatha SnowFest – January 23, 2016 – 11:30 a.m. to 4:00 p.m.

Carried

6.4 Property Tax Appeals

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

Moved by: Councillor P. Christian

Seconded by: Councillor R. Romano

Resolved that the report of the City Tax Collector dated 2016 01 11 concerning Property Tax Appeals be received and the recommendation that the tax records be amended pursuant to Section 357 of the *Municipal Act* be approved.

Carried

6.5 Connecting Link Funding Application – Black Road

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

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that the report of the Director of Engineering Services dated 2016 01 11 concerning Phase I of the widening of Black Road from McNabb Street northward approximately 1 kilometre be received and that the project be designated as the candidate for the City's 2016 connecting link funding application.

Carried

6.6 Reconstruction of the Fort Creek Aqueduct – Engineering Agreement

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

The relevant By-law 2015-05 is listed under item 11 of the Minutes.

6.7 Black Road – Third Line Environmental Assessment – Notice of Completion

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

Moved by: Councillor S. Butland

Seconded by: Councillor J. Krmpotich

Resolved that the report of the Director of Engineering Services dated 2016 01 11 concerning the Notice of Completion for the Black Road – Third Line Environmental Assessment be received as information.

Carried

6.8 Assumption and Closing Part Byrne Avenue

Councillor R. Niro declared a conflict on this item. (Resides on Morrison Avenue, an extension of Byrne Avenue.)

The report of the City Solicitor was received by Council.

The relevant By-laws 2016-08 and 2016-09 are listed under item 11 of the Minutes.

6.9 Assumption and Closing Sinclair Street

The report of the City Solicitor was received by Council.

The relevant By-laws 2016-06 and 2016-07 are listed under item 11 of the Minutes.

7. REPORTS OF CITY DEPARTMENTS, BOARDS AND COMMITTEES

7.1 ADMINISTRATION

7.1.1 F.J. Davey Home Board – Increased Size/Additional Member Approvals

Councillor L. Turco declared a conflict on this item. (Member of the Board of Directors – F.J. Davey Home.)

The report of the City Clerk was received by Council.

The relevant By-law 2015-12 is listed under item 11 of the Minutes.

Moved by: Councillor P. Christian

Seconded by: Councillor J. Krmpotich

Resolved that the rules of procedure (By-law 2013-100) be suspended to allow for the consideration of approving two members of the F.J. Davey Home Corporation.

Carried

Moved by: Councillor P. Christian

Seconded by: Councillor J. Krmpotich

Resolved that the following individuals are approved as members of the F.J. Davey Home corporation:

- Wayne Lion, Gillan Richards

Carried

7.2 COMMUNITY SERVICES DEPARTMENT

7.3 ENGINEERING

7.4 FIRE

7.5 LEGAL

7.6 PLANNING

7.6.1 A-1-16-Z – 104 Hugill Street

The report of the Planner was received by Council.

Moved by: Councillor P. Christian

Seconded by: Councillor R. Romano

Resolved that the report of the Planner dated 2016 01 11 concerning Rezoning Application 1-16-Z be received as information and that Council approve rezoning of the subject property from Single Detached Residential Zone (R2) to Single Detached Residential Zone (R2.S) with a Special Exception to permit a second dwelling unit in the basement of the existing residence, in addition to those uses permitted in an R2 Zone, subject to the following special provision:

- That a 1.8m visually solid fence be constructed and maintained along the north and south lot lines of the subject property, as shown on the attached site plan. More specifically:
- North Lot Line – The fence shall commence from a point that is adjacent to the rear wall of the existing dwelling upon the subject property, and run along the lot line to a point that is east of the end of the gravel driveway.
- South Lot Line – The fence shall commence from a point that is adjacent to the southwest corner of the existing storage shed, and run along the lot line to a point that is beyond (east) of the terminus of the gravel driveway.

and that the Legal Department be directed to prepare the necessary by-law to effect this approval.

Carried

7.6.1.1 Amending motion

Moved by: Councillor S. Myers

Seconded by: Councillor S. Butland

Resolved that item 7.6.1 be amended by adding the following as an additional condition "That only one parking space be permitted to be located within the front yard, and that all other parked vehicles be located within the rear yard."

Carried

7.7 PUBLIC WORKS AND TRANSPORTATION

7.8 BOARDS AND COMMITTEES

7.8.1 2015 Third Quarter Shareholder Report

The report of the Board of Directors Chair, PUC Inc. and PUC Services Inc. was received by Council.

Moved by: Councillor S. Butland

Seconded by: Councillor J. Krmpotich

Resolved that the PUC 2015 Third Quarter Shareholder Report be received as information.

Carried

7.8.1.1 Third Quarter Financial Statements

7.8.1.2 2016 PUC Projects Update

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

8.1 Notice of Motion

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that Council reconsider item 7.7.1 – Flashing Lights at Intersections passed as amended at the 2015 12 07 Council meeting.

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

10. ADOPTION OF REPORT OF THE COMMITTEE OF THE WHOLE

11. CONSIDERATION AND PASSING OF BY- LAWS

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that all By-laws under item 11 of the Agenda under date 2016 01 11 be approved, save and except 2016-8, 2016-9 and 2016-12.

Carried

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

11.1.1 By-law 2016-1 (Traffic) Consolidate Amendments

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2016-1 being a by-law to consolidate amendments to Traffic By-law 77-200 be passed in open Council this 11th day of January, 2015.

Carried

11.1.2 By-law 2016-4 (Temporary Street Closing) Queen Street East

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2016-4 being a by-law to permit the temporary closing of Queen Street East from Bruce Street to Dennis Street to facilitate the Healthy Kids Community Challenge Launch Event be passed in open Council this 11th day of January, 2016.

Carried

11.1.3 By-law 2016-5 (Agreement) Tulloch re: Fort Creek Aqueduct

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2016-5 being a by-law to authorize the execution of an agreement between the City and Tulloch Engineering Inc. for professional services to reconstruct the Fort Creek Aqueduct be passed in open Council this 11th day of January, 2016.

Carried

11.1.4 By-law 2016-6 (Street Assumption) Sinclair Street

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2016-6 being a by-law to assume for public use and establish as a public street Sinclair Street as described in PIN 31578-0173 (LT) be passed in open Council this 11th day of January, 2016.

Carried

11.1.5 By-law 2016-7 (Street Closing) Sinclair Street

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2016-7 being a by-law to stop up and close Sinclair Street as described in PIN 31578-0173 (LT) be passed in open Council this 11th day of January, 2016.

Carried

11.1.8 By-law 2016-10 (Tax) Interim Tax Levies

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2016-10 being a by-law to provide for Interim Tax Levies be passed in open Council on the 11th day of January, 2016.

Carried

11.1.9 By-law 2016-11 (Sewers) Sewer Rates and Sewage Service Rates

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2016-11 being a by-law to require the Public Utilities Commission to collect a part of the sewer rates and sewage service rates and to repeal By-law 2000-42 be passed in open Council on the 11th day of January, 2016.

Carried

11.1.6 By-law 2016-8 (Street Assumption) Part Byrne Avenue

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2016-8 being a by-law to assume for public use and establish as a public street a portion of Byrne Avenue in the Byrne Subdivision, Plan 1489 be passed in open Council this 11th day of January, 2016.

Carried

11.1.7 By-law 2016-9 (Street Closing) Part Byrne Avenue

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2016-9 being a by-law to stop up and close a part of Byrne Avenue in the Byrne Subdivision, Plan 1489 be passed in open Council this 11th day of January, 2016.

Carried

11.1.10 By-law 2016-12 (Agreement) Amend Schedule "A" By-law 2002-18 (F.J. Davey Home)

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2016-12 being a by-law to amend Schedule "A" of By-law 2002-18 (F.J. Davey Home) be passed in open Council this 11th day of January, 2016.

Carried

11.2 By-laws before Council for FIRST and SECOND reading which do not require more than a simple majority

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

11.3.1 By-law 2015-200 (Local Improvement) Second Avenue

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2015-200 being a by-law to authorize the construction of sanitary sewer, private drain connection and Class "A" pavement on Second Avenue from Wallace Terrace to Second Line West under Section 3 of the *Municipal Act, 2001*, Ontario Regulation 586/06 be READ the THIRD time in open Council and finally passed this 11th day of January, 2016.

Carried

11.3.2 By-law 2015-201 (Local Improvement) Francis Street

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2015-201 being a by-law to authorize the construction of sanitary sewer, private drain connection and Class "A" pavement on Francis Street from Wellington Street East to Railroad Avenue under Section 3 of the *Municipal Act, 2001*, Ontario Regulation 586/06 be READ the THIRD time in open Council and finally passed this 11th day of January, 2016.

Carried

11.3.3 By-law 2015-202 (Local Improvement) Coulson Avenue

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2015-202 being a by-law to authorize the construction of sanitary sewer, private drain connection and Class "A" pavement on Coulson Avenue from Queen Street East to Manor Road under Section 3 of the *Municipal Act 2001*, Ontario Regulation 586/06 be READ the THIRD time in open Council and finally passed this 11th day of January, 2016.

Carried

11.3.4 By-law 2015-203 (Local Improvement) Manor Road

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2015-203 being a by-law to authorize the construction of sanitary sewer, private drain connection and Class "A" pavement on Manor Road from McGregor Avenue to Pine Street under Section 3 of the *Municipal Act, 2001*, Ontario Regulation 586/06 be READ the THIRD time in open Council and finally passed this 11th day of January, 2016.

Carried

11.3.5 By-law 2015-204 (Local Improvement) Gore Street

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2015-204 being a by-law to authorize the construction of sanitary sewer, private drain connection and Class "A" pavement on Gore Street from Queen Street East to Wellington Street East under Section 3 of the *Municipal Act, 2001*, Ontario Regulation 586/06 be READ the THIRD time in open Council and finally passed this 11th day of January, 2016.

Carried

11.3.6 By-law 2015-205 (Local Improvement) John Street

Moved by: Councillor S. Butland

Seconded by: Councillor R. Romano

Resolved that By-law 2015-205 being a by-law to authorize the construction of sanitary sewer, private drain connection and Class "A" pavement on John Street from Albert Street to Edinburgh Street under Section 3 of the *Municipal Act, 2001*, Ontario Regulation 586/06 be READ the THIRD time and finally passed in open Council this 11th day of January, 2016.

Carried

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

13. CLOSED SESSION

14. ADJOURNMENT

Moved by: Councillor P. Christian

Seconded by: Councillor J. Krmpotich

Resolved that this Council now adjourn.

Carried

Mayor

City Clerk

Outstanding Council Resolutions

Meeting Date	Department	Agenda Item	Assigned To	Due Date	Comments	Description	Sponsored By
11-May-09	Police; PWT	Safety measures – Great Northern Road	Police; PWT	Dec-16	Litigation pending	Report on increasing safety measures, possibly lowering speed limit on Great Northern Road from Fifth Line into City	P. Mick L. Turco
9-May-11	PWT	Parking requirements – Kohler & Simpson Streets, Leo, McGregor & Riverview Avenue	L. Girardi	2015	After construction is complete	Review of parking requirements – public consultation and report back	M. Bruni T. Sheehan
14-May-12	Engineering	Heritage Drive	J. Dolcetti	Feb-16		Report on petition requesting renaming an existing street to Heritage Drive	F. Fata T. Sheehan
16-Jul-12	CSD (PRAC), Legal, Police	Motorized devices on Hub Trail	N. Apostle; N. Kenny; Police	Apr-16		Report on what mobility devices and other motorized vehicles should be allowed access to the Hub Trail (<i>tied to Highway Traffic Act resolution of June 22, 2015</i>)	S. Butland L. Turco
19-Nov-12	EDC	Film and television production	A. Ross			Report – film and television production in Sault Ste. Marie	T. Sheehan L. Turco
4-Feb-13	EDC	International marketplace	T. Dodds			Preliminary study on possible development of an international marketplace on or near the waterfront, in proximity to the downtown core	P. Christian S. Butland
4-Mar-13	PWT	Traffic light at Kohler and Queen Streets	L. Girardi	2016	After construction of condominium is complete	Report – traffic light at Kohler and Queen Streets	T. Sheehan S. Butland
18-Feb-14	EDC	Economic Development Corporation Staffing Models	T. Dodds			Report required from EDC re: EDC staffing models	J. Krmpotich F. Fata
8-Sep-14	Library	East End Library - John Rhodes Community Centre	R. Rissanen	Mar-16		Report regarding modernization and enhancement of library services in the east end.	S. Myers T. Sheehan
8-Sep-14	Engineering	Gateway Site Parkland	J. Dolcetti	Jun-16		Review and report concerning possible timelines and funding for Gateway site parkland development. (Report to include timelines and funding for an accessible pathway.)	P. Mick R. Niro
26-Jan-15	PWT	Sidewalk snow removal	L. Girardi	Oct-15		Report outlining possible efficiencies within sidewalk snow removal operations; and review current policies and those of other municipalities and recommend a set of criteria that can be used in the future to determine which city sidewalks warrant snow removal.	P. Christian M. Bruni
9-Feb-15	EDC/Innovation Centre	Crowdfunding	T. Vair, T. Dodds			Report on a strategy to improve crowdfunding opportunities	T. Sheehan J. Hupponen

Outstanding Council Resolutions

Meeting Date	Department	Agenda Item	Assigned To	Due Date	Comments	Description	Sponsored By
23-Feb-15	Planning	Communication Towers	Planning Advisory Committee	Feb-15		Draft Communication Tower location policy.	P. Christian S. Butland
9-Mar-15		Evolution of Community Development	Destiny SSM		To be integrated in the Strategic Planning process	Destiny Sault Ste. Marie to undertake actions identified in March 9, 2015 report to determine viability of True Growth proposal.	M. Shoemaker R. Romano
23-Mar-15	Finance	Prioritization of Supplementary Budget Items	S. Schell Finance Committee	Feb-16		Develop a criteria-based priority system to assist Council in its supplementary spending deliberations.	P. Christian M. Shoemaker
13-Apr-15	Clerks	Board/Committee Appointment Process	M. White	Feb-16		Report as to feasibility of requiring criminal record checks for persons appointed or nominated to boards and committees.	M. Shoemaker R. Romano
13-Apr-15	Engineering		J. Dolcetti			Identify possible funding for construction of the Hub Trail spoke through the Etienne Brulé school property.	L. Turco M. Shoemaker
13-Apr-15	Finance	Procurement Policies and Procedures	S. Schell, T. Gowans	Mar-16		Review procurement policies and procedures, research current and best practices and provide a report as to potential changes or amendments to the policy in accordance with those current and best practices.	R. Romano S. Myers
11-May-15	Planning	Northern Community Centre	N. Apostle	Apr-16		Investigate and report – potential timeframes for completion of Phase 3, Northern Community Centre and estimated costs for construction; also to examine provincial and federal government funding programs	M. Shoemaker J. Krmpotich
8-Jun-15		Animation Cel Collection				Jasmina Jovanovic, Director, Art Gallery of Algoma to address Council as to the status of the Animated Cel Collection in its possession and to offer any recommendation(s) as to its potential benefit to the Art Gallery or City or as to its appropriate and legal disposition.	S. Butland S. Myers
22-Jun-15	CAO	Changes to Highway Traffic Act	N. Kenny	Apr-16		Report regarding impact of changes to laws regarding ATVs, distracted driving, school bus safety and bicycling.	T. Sheehan M. Shoemaker
13-Jul-15	CAO	Employee Innovation Program Report	CAO	Jun-16		Report explaining how Employee Innovation Programs have been implemented by other public sector employers, including how such a program might be initiated at the City of Sault Ste. Marie.	J. Krmpotich J. Hupponen
13-Jul-15	Human Resources	Vacancy Management Plan	P. Niro, CAO	Jan-16		Review of vacancy management policies across other municipalities and large organizations; including review of existig departmental policies/practices	
10-Aug-15	Clerk's	Municipal Flag	R. Tyczinski	Jan-16		Committee to review and make recommendation to Council on a new municipal flag	M. Shoemaker T. Sheehan

Outstanding Council Resolutions

Meeting Date	Department	Agenda Item	Assigned To	Due Date	Comments	Description	Sponsored By
10-Aug-15	CSD	Public Art Policy	V. McLeod	Feb-16		Recommend next steps in adopting a public art policy.	S. Butland S. Myers
10-Aug-15	Engineering	Smart Metering	M. Zuppa	Jul-16		Initiate a pilot project utilizing energy technologies that monitor real-time energy usage at the circuit level in a city facility for 6 months and report on results (including cost savings realized, feasibility, costs and potential savings of a full-scale roll-out.	P. Christian S. Butland
28-Sep-15	HR	Retired Employees Death Benefit	P. Niro	Feb-16		Review and report	M. Shoemaker R. Niro
9-Nov-15	PWT	Review of Municipal Parking	D. Scott	Jun-16		Review and report (specific to downtown)	M. Shoemaker S. Butland



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Shelley J. Schell, CPA, CA Commissioner of Finance and Treasurer

DEPARTMENT: Finance Department

RE: 2016 User Fees – By-law 2016-3

PURPOSE

Under the Municipal Act, section 391(1) municipalities have the authority to impose fees or charges for any activity or service that they provide. Staff is seeking Council approval of the user fees included in the schedules of By-law 2016-3 found elsewhere on the agenda, with the effective date of February 1, 2016.

BACKGROUND

User fees are one of the few controllable sources of revenue that can reduce the reliance on property taxes. The rationale for user fees is that those who clearly benefit from the service should be the ones to pay for it. Constraints exist that prevent full cost recovery for some activities and services, such as market pricing.

All departments have reviewed their applicable user fees and provided suggested increases to assist in the deflecting of additional costs anticipated for 2016. Service level changes are not reflected in the analysis and thus the total budget impact may be more or less than shown.

ANALYSIS

Community Services Department (Schedule B)

As in prior years, an estimate of 2% for inflation was added to the majority of the fees to offset additional operating costs due to inflation.

Engineering and Planning (Schedule C)

Subdivision and rezoning application fees are recommended for increase. The increases are required to bring the fee charged in line with the cost to provide the service.

Building permit fees are being presented to Council in a separate report on this Agenda. If approved, the by-laws will subsequently be consolidated.

Public Works and Transportation (Schedule G)

Interment fees have been increased by 5%. The last adjustment to the fee was over 10 years ago.

Cremation fees for non-residents will now be the same as residents. The cemetery operation no longer requires levy funding, therefore a non-resident charge is not required. This adjustment will also match the current market price of the other privately run crematorium in the area..

IMPACT

The attached User Fee and Service Charges Budget Impact analysis reflects an estimated increase in revenue of \$52,675.

STRATEGIC PLAN

In accordance with the corporate mission statement: “To provide quality and cost-effective municipal services in a responsible and supportive manner.”

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Commissioner of Finance and Treasurer dated 2016 01 25 be received and the recommendation that Council approve the user fees, effective February 1, 2016. By-law 2016-3 that authorizes the user fees can be found elsewhere on the agenda.

Respectfully submitted,



Shelley J. Schell, CPA, CA
Commissioner of Finance & Treasurer

**THE CORPORATION OF THE CITY OF SAULT STE MARIE
USER FEES AND SERVICE CHARGES BUDGET IMPACT
2016**

<u>DEPARTMENT:</u>	\$
Clerks	-
Community Services Department	
Bondar Pavilion	240
Athletic Fields/Bellevue Park events	1,025
Historic Sites Board	4,300
John Rhodes Community Centre-Arena	
Ice Rentals	8,605
Ice Skating	255
John Rhodes Community Centre-Pool	
Public Swim	1,940
Swim Instruction	4,480
Swim Teams	570
Swim Instruction-Schools	160
McMeeken Centre	
Ice Rentals	2,325
Ice Skating	60
Essar Centre	
Ice Rentals	2,040
Meeting Room Rental	285
Day Nurseries	15,040
Engineering & Planning	
Subdivision fees	75
Rezoning applications	290
Finance	-
Fire Services	-
Legal	-
PWT	
Cemetery fees	10,985
Total Budget Impact	52,675



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Rachel Tyczinski, Deputy City Clerk

DEPARTMENT: City Clerk's Department

RE: 2016 Corporate Membership Fees

PURPOSE

The purpose of this report is to request approval of 2016 corporate memberships from City Council.

BACKGROUND

The following memberships will be due in 2016:

	2016 Renewal	2015 Fees
Algoma District Municipal Association	\$ 300.00	\$ 300.00
Association of Municipalities of Ontario	13,730.71	13,457.21
Canadian Institute of Forestry	500.00	500.00
Chamber of Commerce	384.20	384.20
Federation of Northern Ontario Municipalities	*3,150.00	3,000.00
Great Lakes and St. Lawrence Cities Initiative	*5,000.00	5,000.00
Ontario Good Roads Association	*2,364.16	2,364.16
Ontario Traffic Conference	490.00	490.00
<i>*Indicates invoice not yet received.</i>		
	\$25,916.07	\$25,495.97

ANALYSIS

Council will recall that the City did not renew its Federation of Canadian Municipalities membership in 2015. The 2016 Federation of Canadian Municipalities membership fee is \$11,047.59.

Given anticipated federal infrastructure spending programs, it may be to the City's advantage to be a member of the Federation of Canadian Municipalities.

IMPACT

The 2015 budget projected corporate memberships at \$25,077.83. 2016 memberships as outlined above would amount to \$25,916.07. Inclusion of the Federation of Canadian Municipalities membership would result in 2016 corporate memberships totalling \$36,963.66.

STRATEGIC PLAN

This is an operational activity not specifically linked to activities in the Strategic Plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Deputy City Clerk and Manager of Quality Improvement dated 2016 01 25 concerning 2016 corporate membership fees be received as information and that payment of 2016 memberships be approved.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Rachel Tyczinski', followed by a horizontal line.

Rachel Tyczinski
Deputy City Clerk &
Manager of Quality Improvement



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Malcolm White, City Clerk
DEPARTMENT: City Clerk's Department
RE: Retirement Home Voting Hours – Ward 2 By-Election

PURPOSE

This report is to seek the approval of Council for reduced hours of voting at two retirement residences in Ward 2.

BACKGROUND

The Municipal Elections Act, 1996 sets out the hours of Voting Day (February 1, 2016). The Act also permits municipalities to pass a by-law to provide for reduced hours of voting at institutions and retirement homes.

ANALYSIS (if applicable)

Reducing hours of voting at certain retirement homes allows for more efficient utilization of voting staff as the hours can be staggered to allow the voting staff to administer voting at more than one facility. The recommended hours and facilities are as follows:

Pathways Retirement Residence – 10:00 a.m. to 3:00 p.m.

Collegiate Heights Retirement Residence – 4:00 p.m. to 8:00 p.m.

IMPACT

As stated above the reduction of voting hours at retirement homes allows for better utilization of voting staff.

STRATEGIC PLAN

This is an operational item not linked to a current activity in the strategic plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

By-law 2016-16 appears elsewhere on the agenda and is recommended for approval.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'M. White', with a long horizontal stroke extending to the right.

Malcolm White
City Clerk



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Peter Niro, Commissioner, Human Resources
DEPARTMENT: Human Resources Department
RE: Vacancy Review/Management Policy

PURPOSE

The report is in response to the following resolution from Council:

“Resolved that the Commissioner of Human Resources and the CAO be directed to conduct a review of vacancy management policies across other municipalities or large organizations and report back to Council on ways to improve and implement an effective and consistently used vacancy management policy in Sault Ste. Marie.”

City Staff recommend approval for the continued implementation of the Vacancy Review Policy.

BACKGROUND

Following the recent staffing realignment in Corporate Finance and given that the original Vacancy Review Policy was developed in 1988, Mayor and Council want to ensure that the revised Policy is consistent with procedures in other Municipalities and larger local organizations.

ANALYSIS (if applicable)

The subject matter policy was revised in January 2013. A review of similar-sized Municipalities and large local employers confirms that all of those surveyed use a similar process as outlined in the 2013 version of The City's Corporate Policy. Additionally, the majority of employers surveyed indicated that the process was a best practice and not a formal written policy.

IMPACT

The policy facilitates on-going discussions regarding vacancies; current organizational structures; and cost-saving opportunities by eliminating or merging positions that will reduce salary costs while maintaining optimum levels of service.

STRATEGIC PLAN

This Policy supports goals and objectives to strategically deliver cost effective services. This includes reviewing all vacancies to determine cost saving opportunities without compromising service.

RECOMMENDATION

It is therefore recommended that Council take the following action:

This report is provided as information to City Council and recommended that Council approve the continued implementation of the Vacancy Review Policy.

Respectfully submitted,



Peter Niro
Commissioner, Human Resources

SUBJECT: VACANCY REVIEW POLICY	
File in Section: EMPLOYMENT PRACTICES	
Effective Date: April 26, 1988	Page 1 of 1
Revision Date: January, 2013	
Approved by: Senior Management Team	

PURPOSE:

The following outlines the procedure to be followed to request the replacement of personnel.

Scope - All job openings created as a result of an employee being terminated, transferred or promoted are covered by this policy.

Position Review - The Department Head and appropriate Supervisors review the job duties and responsibilities of the vacant position to assess the appropriateness of the assignment of duties. The review should identify any changes, efficiencies or improvements in work flow, task performance or reporting structures that may be proposed as a result of the vacancy.

Position to be Changed - If the department is recommending changes in the position, the Commissioner of Human Resources Human Resources Department will be contacted prior to proceeding with the request to fill the vacancy. The Commissioner of Human Resources will review the proposed changes in the job and assess the impact on job descriptions, job classifications and salaries and report these impacts to the department.

Staffing Requisition - The Supervisor responsible for the vacant position will complete a Staff Replacement Request Form and forward it to the Department Head for review and approval.

Chief Administrative Officer Approval - Once the form is completed and approved by the Department, it is forwarded to the CAO for review and approval.

Administrator's Approval - If approved the Staff Replacement Request Form is returned to the Human Resources Department to begin the recruitment process.



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Virginia McLeod, Manager of Recreation and Culture

DEPARTMENT: Community Services Department

RE: Reallocation of Funds to the Mayor's Committee on Celebrate Canada 150

PURPOSE

This report is in regards to reallocating \$5,000 in 2016 and 2017 from the Community Development Fund and \$20,000 from the Community Development Reserve Fund account to the Mayor's Committee on Celebrate Canada 150 (hereinafter referred to as the Committee). The Committee is recommending that Council approve the transfer of funds.

BACKGROUND

At the July 13, 2015 meeting Council passed the following resolution:

"Whereas the Country of Canada will be celebrating our 150th anniversary in 2017; and

Whereas Sault Ste. Marie is a city that recognizes and celebrates our rich heritage in Canada;

Now therefore be it resolved that a Committee of Council be established known as the Mayor's Committee on Celebrate Canada 150 to develop a Celebrate Canada 150 plan; and

Further be it resolved that the appropriate staff from the City Clerk's Department, Community Services Department and the Finance Department along with the members of City Council be part of the committee to be chaired by a member of City Council on behalf of the Mayor."

The Committee meets on a regular basis. Councillors Judy Hupponen and Susan Myers are co-chairs of the Committee.

Report to Council – Reallocation of Funds to the Mayor's Committee on
Celebrate Canada 150

2016 01 25

Page 2.

ANALYSIS

In 2017 Canada will mark the 150th anniversary of Confederation and the Committee is in the process of planning a variety of events for the community. Part of the celebrations will include the creation of a legacy project, additional events and enhanced Canada Day programming.

The Committee is requesting \$30,000 be reallocated from the following accounts:

1. \$5000 per year for two years (2016 & 2017) from the Community Development Fund
2. \$20,000 from the Community Development Fund Reserve. This was originally allocated by a previous Council in 2008 for a Safety Village. The Committee is requesting Council to reallocate these funds if the safety village is not proceeding.

IMPACT

There is no impact on the budget as Council has already approved the allocations and funds will be repurposed.

STRATEGIC PLAN

This matter is not specifically addressed in the Corporate Strategic Plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

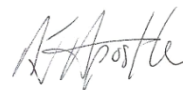
That the report of the Manager of Recreation and Culture on behalf of the Mayor's Committee on Celebrate Canada 150 regarding the reallocation of funds to the Mayor's Committee on Celebrate Canada 150 is received and that the recommendation to reallocate \$5,000 in 2016 and 2017 from the Community Development Fund and \$20,000 from the Community Development Reserve Fund to the Mayor's Committee on Celebrate Canada 150 be approved.

Respectfully submitted on behalf of the
Mayor's Committee on Celebrate Canada
150



Virginia McLeod
Manager of Recreation and Culture

Recommended for approval,



Nicholas J. Apostle
Commissioner of Community
Services

CC. Mayor Provenzano
S. Schell
M. White



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Nicholas J. Apostle, Commissioner of Community Services

DEPARTMENT: Community Services Department

RE: 2016 Canadian Open-Pinty's Grand Slam of Curling

PURPOSE

It is recommended that Council approve entering into an agreement with Rogers Media Inc. to co-promote the 2016 Canadian Open - Pinty's Grand Slam of Curling.

BACKGROUND

The Canadian Open is part of the Pinty's Grand Slam of Curling Series. This event is owned and operated by SPORTSNET, a Rogers Media Inc. company. The best curlers from across Canada compete at this event. It features 16 men's and 16 women's teams with a triple knockout format. Fifteen teams from each men's and women's division are invited based on the World Curling Tour's order of merit total rankings (The hosting package is attached). It is being held from December 3, 2016 to December 11, 2016.

In November 2014, the ESSAR Centre hosted the National - Grand Slam of Curling event. This was a Men's Division only event. Council, at that time, authorized the co-promotion of the event with any losses coming from the Essar Centre operations. The event generated a small profit.

ANALYSIS

As noted in the hosting package:

- Total reach for this event has grown by 12% season over season.
- The Grand Slam Series was seen by almost 5.9 million viewers in 2014-2015

The 2014 National event was successful; the following is a summary of the settlement for the event:

- Net ticket sales of \$141,626.
- A small profit was realized.
- F&B Sales for the event were approximately \$60,000.

Team Jacobs will be a participant in the 2016 event.

Expectations are that ticket sales are to remain strong given the International notoriety and accomplishments of Team Jacobs.

After reviewing the hosting agreement and based upon previous experience with similar events, with this promoter, staff recommends that Council authorize entering into an agreement with Rogers Media Inc. to co-promote the Grand Slam of Curling Event – 2016 Canadian Open.

IMPACT

The major items in the Grand Slam of Curling - 2016 Canadian Open agreement are:

1. Hosting Fee \$150,000. The City would pay the event organizer \$150,000 for the event at completion of the event.
2. The City would get the first \$100K of ticket revenues and 50% of ticket revenues over \$100K.
3. City to retain 90% of concession sales (event to receive 10% of revenues generated during event)
4. City to retain 40 % of local Sponsorship sales
5. Host is required to spend \$10,000 in marketing to promote the event within their community (The Essar Centre plans to apply to the City's Major Sports and Conventions Fund for financial assistance with this event.)
6. Up to 80 volunteers will be required. The Soo Curlers Association has been approached and is agreeable to getting the volunteers. They assisted with the 2011 & 2014 event as well. (The Club would get the profits from the 50\50 ticket sales during the event.)
7. The Event will pay \$25,000 for the rental of the facility

In addition, there will be over 18 hours of national broadcasting on SPORTSNET. The National and local marketing campaign is estimated to be worth \$500,000 and the economic impact is estimated to be in excess of \$1 million.

It is expected that, similar to the 2014 event, a small profit will be realized.

STRATEGIC PLAN

This matter is not specifically identified in the Corporate Strategic Plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

That the report of the Commissioner of Community Services regarding the Pinty's Grand Slam of Curling Event – 2016 CANADIAN OPEN be received and further that Council authorize staff to enter into an agreement with Rogers Media Inc. to co-promote the 2016 Canadian Open and further that any financial shortfall be funded from the Essar Centre operations, be approved.

An agreement and by-law will be brought to Council at a later date.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'N. Apostle'.

Nicholas J. Apostle,
Commissioner, Community Services Department

CC: S. Schell, Commissioner of Finance



The World's Best In One Series





WHO WE ARE

OWNED AND OPERATED BY SPORTSNET, A ROGERS MEDIA COMPANY, THE PINTY'S GRAND SLAM OF CURLING IS AN ANNUAL SERIES COMPRISED OF SEVEN CURLING TOURNAMENTS ON THE WORLD CURLING TOUR, INVITING THE WORLD'S BEST CURLERS TO COMPETE ACROSS CANADA.

Considered major's on the curling circuit, to participate, invited men's and women's teams must qualify according to predetermined criteria, and are awarded qualifying bonus points during each tournament, dependent upon the number of participating teams. With incredible branding opportunities in-venue as well as within Sportsnet's 20+ hours of broadcast, these events promise great exposure for host communities and local sponsors alike.

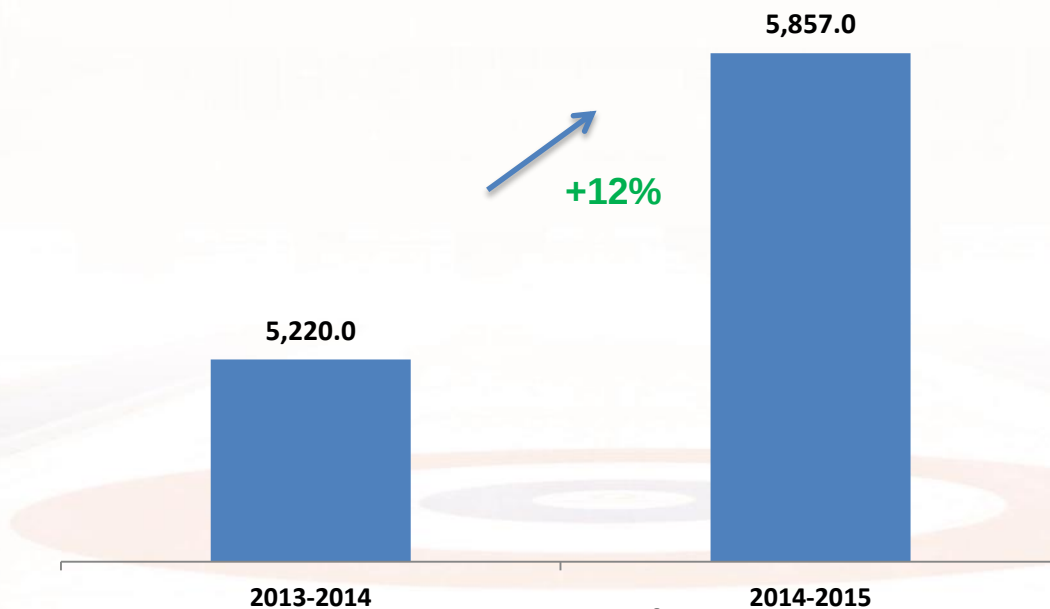
Sportsnet is committed to an exceptional event experience with the Grand Slam Social House, JR.GSOC and the addition of in-venue commentary, all in an effort to grow the sport of curling in Canada and support the clubs and communities that make the Grand Slam of Curling events a success.



EVENT HOSTING OPPORTUNITY

- **TOTAL REACH HAS GROWN BY 12% SEASON OVER SEASON**
- **THE GRAND SLAM SERIES WAS SEEN BY ALMOST 5.9 MILLION VIEWERS IN 2014-2015**
- **AS WE ADD MORE EVENTS, REACH WILL CONTINUE TO GROW**

TOTAL REACH (000) Ind.2+





EVENT HOSTING OPPORTUNITY

Hosting Fee \$150,000

- Host to retain:

- Ticket sales revenue up to \$100,000 (average ticket sales \$140,000 per event) Revenues greater than \$100,000 are split 50/50 (venue/GSOC)
- 90% concession sales (event to receive 10% of revenues generated during event)
- 40 % of local Sponsorship sales
- 50/50 profits

Host is required to spend \$10,000 in marketing to promote the event within their community

- Event will provide:

- \$25,000 of venue hard costs
- 18+ hours of national broadcast
- National and local marketing campaign (avg. \$500,000)
- Economic Impact of \$1M+



HOST COMMUNITY TERMS

Host Community Deliverables:

- Turn over arena the arena Saturday December 3rd to transform the ice
- Event Dates – December 6 – 11, 2016
- Fully functional ticketing office on site
- Removal , storage and reinstallation of arena glass and poles
- Provide full access to the arena and the general concourse area, public address systems and such other parts or areas of the arena as may be necessary for the GSOC to present and produce the event(i.e.: dressing rooms, production offices) at no charge
- House sound system and two wireless microphones
- Internet access and bandwidth to the event office and press box with a hard wire
- Tables, chairs, linens and garbage cans for backstage dressing rooms, event offices and designated meal areas;
- Backstage storage for all production equipment;
- A reasonable number of volunteers to assist with the Event (average 80 – SOO Curlers)
- Provide an area for the Grand Slam Social House, staffing and entertainment in prime location in the venue and market locally in tandem with the event



EVENT TERMS

GSOC Event Deliverables:

- Top ranked men's and/or women's teams in the world based on the sports international ranking system (Order of Merit)
- Professional event production team, consisting of: an Operations Director, Operations Managers, Head Ice Technician and Assistant Ice Technician, Head Official, Head Statistician; Communication Manager to prepare and circulate all press releases/media
- National and local advertising, marketing and promotional campaign via the www.sportsnet.ca, thegrandslamofcurling.com website, commercial spots, radio ads, etc.
- Produce creative specific to the event with posters and strategic marketing materials
- All production equipment: Ice carpet, venue signage, rink boards, in-ice logos, scoreboards, music, ice making equipment specific to the installation and maintenance of curling ice, etc.,
- Insurance coverage (\$5,000,000 general liability)
- All broadcast production, in house feed and any media requirements
- A minimum of 18 hours of national broadcast
- Manage all event logistics, operations and final settlement



CANADIAN OPEN EVENT FORMAT

16 MEN'S AND 16 WOMEN'S, TRIPLE KNOCK-OUT FORMAT: The Canadian Open is the third major within the Pinty's Grand Slam of Curling Series. This event features a triple knockout format which is the only event of that format within the series. The Canadian Open was historically a men's only event until the 2014/2015 season when the women were added to ensure women's teams are an equal part of all of the major events within the series. All events in the Pinty's Grand Slam of Curling Series are played utilizing the five-rock rule. The winners of this event will receive an invitation to the second of two new events in the Pinty's Grand Slam Series, the Champions Cup which is the final event of the season and show cases all of the winners from major events in curling.

PRIZE PURSE:

  **\$100,000**

  **\$100,000**



EVENT REVENUE GENERATION

There are several opportunities to generate revenues for the City, venue and the curling club. Sportsnet and the Pinty's Grand Slam of Curling are dedicated to growing the sport of curling in Canada

Curling Club Revenue Generation Opportunities

1. 50/50 (clubs are responsible for securing the license)
2. \$1 for every program sold will go back to the club (designed and printed by GSOC – sold for \$3 by committee.)
3. Local sponsorship – GSOC provides sales packages and if committee sells they retain 40% of revenue

Venue Revenues

1. 90% concession food and beverage revenues



ECONOMIC IMPACT

TRURO – A recent curling spiel generated more than \$1.25 million in direct benefits to businesses in the greater Truro/Colchester County area, an economic impact assessment has determined

That is the conclusion of a Sport Tourism Economic Assessment Model provided by the Canada Sport Tourism Alliance from the Pinty's Grand Slam of Curling 2015 Masters, held at the Rath Eastlink Community Centre (RECC) from Oct. 27 to Nov. 1. Featuring the top 15 men's teams and 15 women's teams based on the World Curling Tour's order of merit.



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Nicholas J. Apostle, Commission of Community Services
DEPARTMENT: Community Services Department
RE: Recognition of Ron Francis

PURPOSE

This report is in response to the following Council resolution:

“Whereas Ron Francis was born and raised in Sault Ste. Marie; and Whereas Ron Francis played his minor hockey in Sault Ste. Marie; and Whereas Ron played two seasons with the Soo Greyhounds before being drafted fourth overall in the 1981 NHL entry draft; and Whereas Ron Francis had an outstanding 23-year NHL career, playing for such teams as the Hartford Whalers, Carolina Hurricanes, and the Pittsburgh Penguins; and Whereas Ron ended his playing career by announcing his retirement in 2005. During his career Ron won three Lady Byng Trophies, one Frank J. Selke trophy, one King Clancy trophy and two Stanley Cups; and Whereas in addition to the these awards, Ron reached other major milestones which include having played in 1,731 games – 3rd all-time behind Gordie Howe and Mark Messier, 2nd all-time in assists (1,294) behind only Wayne Gretzky, and fourth all-time in total points(1,798); and Whereas Ron Francis was formally inducted into the Hockey Hall of Fame in 2007, being recognized as a gentleman, sportsman, and quiet superstar; and Whereas Ron is recognized for his community involvement as a volunteer with the Special Olympics, as a philanthropist, and as a business person; Now Therefore Be It Resolved that Council request appropriate staff to consider and recommend a suitable naming opportunity in honour of Ron Francis in recognition of his professional achievements, and as a person who exemplifies what it means to be a truly outstanding citizen of our community.”

This report is provided to Council as information.

BACKGROUND

The resolution was forwarded to both the Parks and Recreation Advisory Committee (PRAC) and the Sault Ste. Marie Hockey Hall of Fame Committee for their consideration and input.

Also, Ron Francis' family was consulted.

In addition, Community Services Department staff met and discussed possible opportunities.

ANALYSIS

The existing arena facilities are already named, either after an individual or through a naming rights process.

The SSM Hockey Hall of Fame provided the following suggestion - Rename the southerly portion of Bruce Street (from Queen St. to Bay St.) Ron Francis Way. In addition, erect a recognition plaque at the street level. Also, install photos depicting Ron during various stages of his playing career, on the main easterly window area of the Essar Centre, similar to what is on the west side of the Essar Centre (see attached photo). Furthermore, the banners on the east side of the Essar Centre could be changed and dedicated to Ron's achievements.

The following suggestions were received from PRAC members:

- Create a "Park of Champions" where athletes, such as Ron Francis, would have a statue erected in their likeness. Bellevue Park might be a suitable location.
- Rename the Corporate Suite at the Essar Centre.
- Name the seat sections at the Essar Centre in recognition of individuals such as Ron Francis.

Ron Francis' family was consulted. They did not have any specific suggestions regarding naming opportunities. However, they are very honoured that the City is looking into naming opportunities to recognize Ron.

Another suggestion received, proposes creating a scholarship fund in Ron Francis' name. Ron was known for excelling in academics while being a high caliber athlete; something that is not easily achieved.

IMPACT

Renaming of Lower Bruce St

- a) Recent municipal outdoor commemorative areas consist of a plaque mounted on a decorative boulder, situated in an interlocking brick area. The cost estimate for this is \$7000 to \$8000.

- b) The exterior banners on the east side of the Essar Centre could be changed to recognize Ron Francis' achievements. The cost to produce and install four new banners is approximately \$1,400 to \$1,800.
- c) Photos of Ron Francis during various stages of his playing career could be installed on the central exterior window area of the Essar Centre. The estimated cost to supply and install this feature is between \$12,000 and \$15,000.
- d) There are no homes or businesses on the lower part of Bruce St., therefore an address change process would not need to be implemented.

Park of Champions

- a) It is estimate that **one** statue would cost between \$7000 - \$10,000.
- b) An outdoor commemorative area would be an additional \$7000 to \$8000

Essar Centre Corporate Suite

The estimated cost for this item depends on the details of the recognition items. Between \$5,000 and \$10,000 should be allowed for suitable naming identification on the exterior of the suite as well as a plaque on the interior of the suite.

Naming the Seat Sections at the Essar Centre

This item is difficult to provide a cost for as it depends on the details of the recognition. Between \$5,000 and \$10,000 should be budgeted if it is decided to go with this option.

Scholarship Fund

While there are no minimum scholarship fund amounts, should Council decide on this type of recognition then they may want to consider an amount of \$1000. This amount could be split between Algoma University and Sault College. It is proposed that the scholarship fund be awarded annually to one student at each academic institution. Criteria for the scholarship fund would need to be established.

Funding for any of the above options would need to be referred to the 2016 budget.

STRATEGIC PLAN

This matter is not specifically identified in the Corporate Strategic Plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Commissioner of Community Services dated January 25, 2016 concerning recognition opportunities for Ron Francis be received as information and further that should Council authorize proceeding with any of the naming opportunities that the associated estimated cost be referred to the 2016 Budget process.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "N. Apostle". The signature is fluid and cursive, with the first letter of the last name being a large, stylized 'A'.

Nicholas J. Apostle,
Commissioner, Community Services Department

NORTHSIDE AUTO GROUP





COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Nicholas J. Apostle, Commissioner of Community Services

DEPARTMENT: Choose an item.

RE: Pumptrack at Esposito Park Update and Engineering Services for Hub Trail Extension at Etienne Brule Site

PURPOSE

The purpose of this report is to update Council on the Pumptrack at Esposito Park (Pumptrack) project and to request approval to enter into an agreement for engineering consultant services for the Hub Trail – Etienne Brule extension project. Staff is recommending that the Pumptrack project consultant be retained for the Hub Trail – Etienne Brule extension project.

BACKGROUND

Pumptrack:

- An update on the Pumptrack was provided to Council at their February 23, 2015 meeting. A copy of the report is attached.
- An application was submitted to the Ontario Trillium Foundation (OTF) in September 2015 regarding funding assistance for the Pumptrack project. The application was for amenities to the Pumptrack – park benches, washroom facilities, event (picnic) shelter.

Hub Trail

- On June 22, 2015 City Council approved a report on the proposed Etienne Brule School Community Partnership Project. Under the agreed to arrangements, the City will assume responsibility for extending the Hub Trail from Huron Street to John Street through the school property. The City will also take responsibility for the playground, basketball courts and community garden.
- An application to the CN Eco-connections Program has been made for funding to create an urban orchard and maple sugar bush on the property. City Council approved \$160,000 to construct the Hub Trail spoke.

- The Algoma District School Board will retain responsibility for the building, driveway, parking, athletic field and other areas.

On January 11, 2016 staff from the Community Services Department and Planning Division met with Mr. Michael Kresin of Kresin Engineering Corporation regarding combining the consulting engineering services for both projects and constructing both projects at the same time.

ANALYSIS

The Ontario Trillium Foundation provided notification in December 2015 that the funding application for the Pumptrack was not approved.

Funding is in place for the Pumptrack portion of the project and therefore the project will be proceeding to the tender phase in the next one to two months.

Kresin Engineering Corporation is the consultant on the Pumptrack, as approved by Council on January 20, 2014. This firm has also been extensively involved in the design and construction of other portions of the Hub Trail. Staff is recommending that Kresin Engineering also be the consultant for the Hub Trail (Etienne Brule extension) project. This should result in financial savings to the projects realized through the elimination of duplication of engineering services such as tendering, contract administration and construction review.

There will be a cost benefit to combining the two projects. Specifically, savings should be realized during construction by way of reduced duplication of contractor costs such as mobilization/demobilization, layout surveying, insurance inspections, and traffic control. In addition it is expected that there will be savings due to the economy of scale where unit prices for construction items, such as excavation, granular, asphalt, become reduced as the quantities increase.

In addition, the type of construction for both the Hub Trail and the Pumptrack are essentially the same except for the specialized surfacing of the pump track - both will require the same type of excavation, base preparation, drainage and landscape restoration. All of these tasks can be easily done by local general contractors who have done many similar projects in the past.

IMPACT

Funding is in place for the Pumptrack in the amount of \$250,000.

The estimated consultant fees for the Hub Trail – Etienne Brule extension are \$22,000 and are included in the overall funding of \$160,000.

STRATEGIC PLAN

The Esposito Park Pumptrack and Hub Trail are specifically noted under Strategic Direction 3: Enhancing Quality of Life Objective 3A – Recreational/Cultural Infrastructure.

RECOMMENDATION

It is therefore recommended that Council take the following action:

That the report of the Commissioner of Community Services regarding the Pumptrack at Esposito Park Update and Engineering Services for Hub Trail Extension at Etienne Brule Site be received and further that Council authorize staff to enter into an agreement with Kresin Engineering Corporation for engineering services for the Hub Trail-Etienne Brule site, be approved.

A By-law will be brought to Council at a later date.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read 'N. Apostle'.

Nicholas J. Apostle,
Commissioner, Community Services Department

CC: D. McConnell, Director Planning
S. Schell, Commissioner of Finance
M. Borowicz-Sibenik, Acting City Solicitor



COUNCIL REPORT

February 23, 2015

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Nicholas J. Apostle, Commissioner Community Services
DEPARTMENT: Community Services Department
RE: Pump Track at Esposito Park

PURPOSE

The purpose of this report is to update Council on this project.

BACKGROUND

The Pump Track project has been in the development stage for just over two years.

The estimated cost of the project, as determined by the consultant, Kresin Engineering, is \$250,000.

In June 2013, Council earmarked \$50,000. towards the project and in April 2014 a further \$125,000. was allocated.

Private sector funding has been confirmed in the amount of \$75,000.

It was anticipated that the project would proceed in 2014; however the reconstruction of the aqueduct which runs through the park meant that it was postponed. Part way through the reconstruction of the aqueduct it was realized that additional work would be required resulting in the site being under construction for all of 2014 and possibly 2015.

In late 2014, the Committee was preparing to submit a grant application to the Ontario Trillium Foundation (OTF) when it was announced that the OTF was revamping their entire grant application structure and were not taking applications until 2015.

We have recently learned that the OTF expects the new application criteria and process to be released in late spring or early summer this year with

approvals/denials being communicated in late summer or early fall. This process essentially means that the project will not proceed this summer.

ANALYSIS

Ontario Trillium Foundation staff have advised that if construction commences prior to granting decisions, then we will not be able to recoup those associated expenses and further, it is very likely that our application would not be considered.

IMPACT

The Ontario Trillium Foundation staff have been verbally apprised of the project and have stated that the project fits the granting criteria. Therefore, it is prudent for an application to be made to the OTF even if it means the project will be delayed.

STRATEGIC PLAN

This project is identified in the Corporate Strategic Plan - Strategic Direction 3: Enhancing Quality of Life - Objective 3A – Recreational/Cultural Infrastructure.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Commissioner of Community Services concerning the update to the Pump Track at Esposito Park be received as information.

Respectfully submitted,



Nicholas J. Apostle
Commissioner Community Services



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Virginia McLeod, Manager of Recreation and Culture

DEPARTMENT: Community Services Department

RE: Cultural Advisory Board Report on Arts Council of Sault Ste. Marie and District Funding Request

PURPOSE

This report is in response to the request from the Agenda Review Committee to have the Cultural Advisory Board (CAB) consider the funding request from the Arts Council of Sault Ste. Marie and District. Staff recommends the funding request be referred to the 2016 Budget process.

BACKGROUND

The Arts Council of Sault Ste. Marie and District approached the City requesting emergency funding. The Cultural Advisory Board has held a series of meetings to review the information which are outlined below:

1. At the September 22, 2015 meeting The Arts Council was in attendance and presented a "Funding Support Proposal" which requested an additional \$10,500 in emergency funding in addition to the \$19,500 which was received in 2015 through the City's Cultural Financial Assistance Grants program. The CAB requested that the Arts Council provide financial statements for 2013, 2014 along with 2015 projected revenue and expenditures.
2. On October 1, 2015 the CAB met to review the financial information. Further clarification was required and the CAB asked the Finance Department to review the information that was presented. The CAB also requested a proposal on how the Arts Council planned to sustain itself in 2016 and 2017 if they were to recommend to Council that \$10,500 in emergency funding be provided.
3. On November 20, 2015 the CAB received the "Arts Council Business Plan" and reviewed the information at the December 14, 2015 meeting. The Business Plan indicated that their Board of Directors has decided to

ask City Council for \$100,000 in core funding in 2016. An additional \$153,000 is requested over the following three years (2017-2019).

4. At the December 14, 2015 Cultural Advisory Board Meeting the following resolution was passed:

Moved: E. Belair

Seconded: N.A. Harrison

“The Cultural Advisory Board recognizes the benefits of Arts Council over the past 35 years, promoting the culture and various art forms within the city of Sault Ste. Marie. Be there moved that we would encourage Sault Ste. Marie Arts Council to prepare a presentation to City Council prior to budget deliberations so City Council may consider their request of funding for \$100,000 in 2016 and future funding consideration.” **Carried**

ANALYSIS

The Cultural Advisory Board reviews the Cultural Financial Assistance applications each year and provides a recommendation to Council on the distribution of the funds to non-profit organizations. An amount of \$53,900 is included in the City's core budget for the purpose of financial assistance. In 2015 the Arts Council of Sault Ste. Marie and District received \$19,500 in funding. Amounts vary each year depending on the number of applications received.

The Cultural Advisory Board does not have access to additional funds and therefore, the Arts Council's request for core funding is referred to City Council for consideration.

Based on the information received the Arts Council of Sault Ste. Marie and District would not be able to continue in its present form.

In the absence of funding the Cultural Advisory Board would encourage the Arts Council to continue to look at alternate sources of funding and that a fund raising campaign is initiated.

IMPACT

Should Council approve the Arts Council's request for funding, it would mean an increase the following budgets:

Year	Amount
2016	\$100,000
2017	\$93,000
2018	\$40,000
2019	\$20,000

The amounts are not cumulative and funding would end in 2020.

STRATEGIC PLAN

This matter is not specifically referenced in the Corporate Strategic Plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

That the report of the Manager of Recreation and Culture on behalf of the Cultural Advisory Board dated January 25, 2016 regarding the Arts Council of Sault Ste. Marie and District request for funding be received as information and further that the Arts Council's request be referred to the 2016 Budget process.

Respectfully submitted on behalf of the Cultural Advisory Board Recommended for approval,



Virginia McLeod
Manager of Recreation and Culture



Nicholas J. Apostle
Commissioner of Community Services



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Jerry Dolcetti, Commissioner

DEPARTMENT: Engineering and Planning Department

RE: Port of Algoma – Second Amendment to Agreement for Consulting Services

PURPOSE

The purpose of this report is to seek approval from Council to amend the current Agreement between the City and the Master Consultant (KPMG/AECOM) for the Port of Algoma project and allow a re-allocation of existing funds to cover responsibilities and costs not previously identified.

BACKGROUND

The 2015 11 23 report to Council requested an extension to the timelines for Phase I and Phase II of the project from the original completion date of March 31, 2016 to September 30, 2016. The extension was required because of additional review and assessment needed to complete the Traffic Study Forecasting, Environmental and First Nations/Metis Consultation. The Federal election also pre-empted the opportunity for meaningful discussion with Government staff on applications for funding under the New Building Canada Fund – National Infrastructure component.

The current upset limit for Phase I is \$3,176,945. Phase II can only proceed if results in Phase I indicate a successful “go forward” action and if funding for Phase III (implementation and construction) is available from the various partners of this project, including senior levels of Government, private sector and others.

Phase II upset limit is \$1,153,298 bringing the total for both phases to \$4,340,243. The overall budget for the project is \$5.3M.

ANALYSIS

First Nations/Metis Consultation:

The Consulting Team of KPMG/AECOM have retained the Batchewana First Nations (BFN) to coordinate the consulting process and community input with

area First Nations with the exception of Garden River First Nation (GRFN). Shining Bear Consultants have been retained to complete this process for GRFN. Overall supervision to ensure deliverables for both BFN and GRFN will be the responsibility of the KPMG/AECOM Consulting Team. This role is an added responsibility and not included as part of the original consulting agreement. There are sufficient funds in the First Nation/Metis Consultation budget that can be re-allocated to the budget for “Consultant Fees” to cover the cost of these additional duties without compromising the scope of the project.

Travel Expenses:

The Agreement between the City and KPMG/AECOM, allocates \$48,000 and \$12,000 respectively for Phase I and II for travel expenses for each of the two firms. While KPMG has been able to work within their travel budget, AECOM has not. AECOM’s role requires a much larger and more specialized staff complement that are frequently required to be on-site for survey work, inspections, meetings, etc. Their travel allocation was depleted as of August 28, 2015 and they have not received any compensation for travel since that date. Both the outstanding and future travel expenses will come from the “Consultant Fees” budget, also without compromising the scope of the project.

In consultation with our Legal Department, City staff met with the funding agencies who agreed that the overage of expenses for both the First Nation/Metis Consultation and the additional travel expenses be re-allocated from the budgets as detailed above. This will require the agreement to be amended accordingly.

It should be noted that no additional increases will be made to the present consulting fees, save and except for the increase in the additional work noted as part of the need to include BFN and GRFN and related supervision of deliverables for First Nations/Metis Consultation.

IMPACT

This amendment will have no financial impact to the City.

STRATEGIC PLAN

This project is directly linked to Developing Solid Infrastructure and strategic direction Transportation Network Improvements.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Commissioner of Engineering & Planning dated 2016 01 26 be accepted, and that Council approve the Second Amending Agreement to the Agreement for Professional Consulting Services for the Master Consultant – Port of Algoma Project, to allow reallocation of funds from the First Nation/Metis Consultation budget to the Consultant Fees budget, and further to

allow fees from the Consultant Fees budget to be used to cover travel expenses in excess of the amount previously allocated in the Travel budget.

By-law 2016-015 is located elsewhere on your agenda and authorizes the Second Amending Agreement to the Agreement for Professional Consulting Services for the Master Consultant – Port of Algoma Project between the City, KPMG LLP and AECOM Canada Ltd., and is recommended for approval.

Respectfully submitted,



Jerry Dolcetti, RPP
Commissioner
Engineering & Planning Department

/bb



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Melanie Borowicz-Sibenik, Assistant City Solicitor

DEPARTMENT: Legal Department

RE: Travel Request for Wawa Provincial Offences Court

PURPOSE

The purpose of this report is to request that Council approve the Court Administration Enforcement Clerk/Court Reporter and the Solicitor/Prosecutor's travel to Wawa for Provincial Offences Court, including related travel expenses for 2016.

BACKGROUND

The City is responsible for Provincial Offences administration and prosecution. In addition to the Court held in Sault Ste. Marie, the City operates a satellite court in Wawa. The Wawa Provincial Offences Court is scheduled one day per month from March to May, 2016 inclusive and July to October, 2016 inclusive. For each of February and November, 2016, Court is scheduled to take place over two days. Court is not scheduled during the months of January and December due to the unpredictability of the weather at that time of year. Therefore, Court is scheduled to take place in Wawa for a total of eleven (11) days in 2016.

The Court Administration Enforcement Clerk/Court Reporter and the Solicitor/Prosecutor must travel to Wawa on the scheduled court dates to handle the scheduled Provincial Offences Court. A portion of the fines levied in Provincial Offences Court is retained by the City, which offsets the costs associated with the administration and prosecution of these matters.

ANALYSIS

The travel costs associated with the Court Administration Enforcement Clerk/Court Reporter and the Solicitor/Prosecutor's attendance at the Wawa Provincial Offences Court include rental car, hotel, gas, meals and a per diem allowance. The Court Administration Enforcement Clerk/Court Reporter and the Solicitor/Prosecutor submit the actual expenses incurred following each attendance and same is reimbursed as per City policy.



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Don Scott, Manager of Transit and Parking

DEPARTMENT: Public Works and Transportation Department

RE: Funding Specialized Transit (Parabus)

PURPOSE

The purpose of this report is to inform City Council about the growing need to increase service levels for specialized Transit Service (Parabus) in Sault Ste. Marie and; how the funding for the expanded service can be found within the current Transit Services budget.

BACKGROUND

Dating back to 1975, the City of Sault Ste. Marie's Transit Services Division has provided specialized transit to registered passengers who have been endorsed by their health care provider as unable to ride conventional transit due to health issues.

The passengers who are eligible to use specialized transit consist of two user groups:

A. Wheelchair/scooter: 1,725 registered passengers as of Dec 2015.

The most recent service enhancement to Parabus occurred when the City added 8 hours of daily Parabus service in 2006 and 2007 respectively; therefore, increasing daily Parabus service from 42 hours to 58 hours. Since 2007 we have not increased the daily service hours for Parabus. In 2007, the annual number of new specialized transit applicants was 462, whereas most recently in 2014 and 2015 the annual number of new specialized transit applicants is nearing 700. Specialized transit ridership totalled 47,000 in 2013 and increased to 50,000 in 2014.

B. Ambulatory: 1,110 registered passengers as of December 2015.

In addition to Parabus, some of our registered passengers are classified as ambulatory and therefore transported by taxi. Funding for this item was increased by \$58,400 in 2008 and \$20,000 in 2009 to assist with the transportation of ambulatory/dialysis patients. Annual ambulatory ridership has increased from 1,400 passenger trips in 2003 to 12,737 passenger trips in 2014.

ANALYSIS

Provincial Gas Tax Funding for Public Transit has funded all recent funding increases to specialized transit in Sault Ste. Marie; however, after ten years of Transit Services enhancements, all available provincial gas tax funds are currently committed to:

Sault College /Algoma University Bus Route	\$449,540
Specialized Transit (Parabus)	\$349,170
North St. Bus Route (New Hospital)	\$224,770
Community Bus Routes A, B and C	\$103,512
Annual GPS/AVL fees	\$28,000
Bus Terminal Maintenance	\$18,000

Although current Provincial Gas Tax funding is committed, staff has the opportunity to access funding for specialized transit, via the following schedule adjustments to conventional transit.

1) From Monday to Friday conventional transit will end ½ hour service at 7:15 p.m. instead of the current 7:45 p.m.; therefore, the last bus of the night leaving the terminal will be at 11:15 p.m. instead of the current 11:45 p.m. All buses will complete their final run of the night and be off the road at 12:15 a.m.

2) Saturday and Sunday service will see the first bus out of the terminal at 6:15 a.m. instead of the current 5:45 a.m., which will result in the last bus of the day leaving the bus terminal at 11:15 p.m. instead of the current 11:45 p.m.

3) For the entire year, the total service hour reduction for conventional transit would be 2,458 hours (at \$98.51 per hour cost to operate conventional transit) or \$242,000, which will be shifted to support the local needs of specialized transit service (Parabus). As the new service schedule will not be implemented until March 13 2016, we will not realize the full shift of \$242,000 until the 2017 operating year.

IMPACT

- 1) There is no budgetary impact.
- 2) Parabus service (Monday thru Friday) increases from 58 hours to 65 hours per day.
- 3) Weekend Parabus service (Saturday and Sunday) increases from 25 hours to 32 hours per day.
- 4) Ambulatory Parabus passenger service on taxi increases from 45 to 54 trips per day.
- 5) Scheduled work (run picks) for operators remains unchanged at 46 pieces of work.
- 6) There will be some passengers affected by the change to the schedule for the last bus leaving the terminal at 11:15 p.m. instead of 11:45 p.m. Based upon 16 days of ridership surveys facilitated by transit staff in June, November and January, there is an average of 32 passengers or .006% of our daily average of 5,186 passengers using the current 11:45 p.m. departure from the bus terminal. Of the 32 passengers, there is an average of 6 to 9 passengers coming or going to work on the last bus out of the terminal.
- 7) Until the end of April 2016 on a case by case basis, transit staff will work with the currently identified passengers using the last bus to ensure they get home from work. This gesture will provide the affected individual with the time to arrange for alternative transportation. Individuals going to work will adjust their schedule as it is the responsibility of the employee to provide themselves with adequate time to arrive at work on time.

STRATEGIC PLAN

The topic of this report is not linked to any activity of the Corporate Strategic Plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report by the Manager of Transit and Parking concerning the transfer of funding from the Transit Services Division's conventional transit cost centre to the specialized transit (Parabus) cost centre be approved; therefore allowing staff to provide "more" specialized transit for the disabled in Sault Ste. Marie.

Respectfully submitted,



Don Scott
Manager of Transit and Parking

Recommended for approval



Larry Girardi
Commissioner of Public Works
And Transportation



COUNCIL REPORT - DRAFT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Susan Hamilton Beach, P. Eng.

DEPARTMENT: Public Works and Transportation Department

RE: Use of Traffic Warrants

PURPOSE

The purpose of this report is to provide information to Council regarding the use of traffic warrants and the purpose of their implementation.

BACKGROUND

The City of Sault Ste. Marie Public Works and Transportation – Traffic Division currently maintains and operates 85 signalized intersections within the municipal limits. In order to determine which intersections are controlled by traffic signals a warrant process is applied. Traffic signal warrants are conducted as per Ontario Traffic Manual ('OTM') Book 12 procedures. In general, the following are considered:

- Vehicular volumes – includes assessing minimum volume criteria on all approaches for urban and rural conditions;
- Collision experience – sets a minimum number of collisions 'preventable' by traffic signal control over a three (3) year period – five (5) or more collisions in each of the three (3) preceding 12 months periods is used as justification; and
- Pedestrian volumes – sets minimum volumes and delays at a location for the installation of a traffic control device.

The Traffic Division collects the field data and uses a software program called TES or "Traffic Engineering Software" which then calculates warrants for signals and four (4) way stops based on OTM Book 12. In cases of new development or capital works projects, the Traffic Division provides the data to the Traffic Engineering Consultants either working for the City or the Developer and they have confirmed the findings of TES.

The uniform application of traffic and pedestrian control devices simplifies the decisions and tasks required of road users and help the driver recognize and understand the traffic situation in a timely manner. Accordingly, standards and guidelines have been developed to provide for the uniform implementation and application of traffic control devices.

The warrant system is a guideline, that should be applied in conjunction with the application of good engineering judgement. At times, there are special circumstances or site specific conditions that exist, for example, atypical physical or operational road or pedestrian network features (ie. inadequate sightlines).

ANALYSIS

The City of Sault Ste. Marie has typically conducted traffic signal warrants at the time of new construction or new development, a planned capital works project or at the time of a traffic complaint or issue.

“The benefits of maintaining and utilizing a warrant system include:

- Providing a relatively consistent application of traffic control;
- Reducing cases where traffic control is excessive, which causes **additional personal-delay and emissions**;
- Reduce the potential for road user apathy and non-compliance, which may lead to an **increase** in collision potential;
- Facilitates the ability to effectively regulate and enforce traffic regulations and by-laws;
- Provide the development community with a benchmark for establishing appropriate traffic control devices related to their development proposal impact; and
- Establish priority funding of traffic control devices in a fair and logical approach.”¹

Members of the public have commented throughout the course of the consultation associated with the Transportation Master Plan that there are too many traffic signals in Sault Ste. Marie which result in excessive stops. The warrant system provides the guidance to Council and staff on how to recommend and prioritize installations and removals. As land use, access and the area road network changes, traffic volumes at a particular location changes and may create or change the warrant for a traffic control device.

¹ IBI Group, Development of Policy Papers for Phase Two of the Transportation Master Plan for the City of Hamilton WARRANTS POLICY PAPER, City of Hamilton, January 2005, 19.

IMPACT

The topic of this report has no direct impact to budget, however, the impact of warrants to the overall decision making process in traffic control is significant.

STRATEGIC PLAN

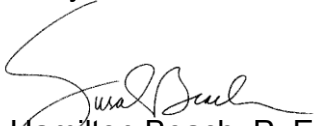
The topic of this report is not the subject of the Corporate Strategic Plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Deputy Commissioner dated January 25, 2016 be received as information.

Respectfully submitted,



Susan Hamilton Beach, P. Eng.
Deputy Commissioner

Recommended for approval,



Larry Girardi
Commissioner



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Peter Niro, Commissioner

DEPARTMENT: Human Resources Department

RE: Memorandum of Settlement 2015-2019- CUPE Local 67 Day Care

PURPOSE

The purpose of this report is to recommend the approval of the attached Memorandum of Settlement with CUPE Local 67 Day Care.

BACKGROUND

The City and CUPE Local 67 Day Care, through the collective bargaining process, have reached a Memorandum of Settlement which was ratified by the Union on January 6th, 2016

ANALYSIS (if applicable)

The highlights of the settlement are as follows:

- Wage increase of 1.70% in 2015, 1.70% in 2016, 1.75% in 2017 and 1.70 % in 2018
- Improvements to contract language regarding supply staff promotion

Efficiencies/savings gained through elimination of certain provisions

IMPACT

The net impact of the settlement is estimated in the range of 0% to .5% per year of the agreement.

Page 2.

STRATEGIC PLAN

This is not currently linked to an item in the Strategic Plan

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Commissioner of Human Resources dated 2016 01 25 concerning the Memorandum of Settlement 2015-2019 – CUPE Local 67 Day Care be received and that City Councils ratification of the Memorandum of Settlement be approved.

Respectfully submitted,



Peter Niro
Commissioner, Human Resources

MEMORANDUM OF SETTLEMENT

THE CORPORATION OF THE CITY OF SAULT STE. MARIE & CUPE LOCAL 67 DAYCARE GROUP

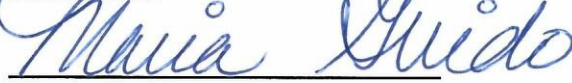
1. The parties herein agree to the terms of the memorandum as constituting full and final settlement of all matters in dispute.
2. The undersigned representatives of the parties do hereby agree to recommend complete acceptance of all the terms of this memorandum to their respective principals.
3. The top three (3) supply staff will be grand-parented at the current supply rate of pay. Specifically: Amanda Piercy, Tracy Antonello & Emma Simard. Once these employees gain permanent status the grand-parenting in this regard becomes null and void.
4. Article 15:05 the employee will not be subject to discipline up to and including discharge providing the employee has initiated the process with the police.
5. The parties herein agree that the term of the collective agreement shall be from June 1, 2015 to May 31, 2019.
6. The parties herein agree that the said collective agreement shall include the terms of the previous collective agreement which expired on May 31, 2015 provided, however, that the following amendments are incorporated in Appendix 1.

Signed this 15th day of December, 2015.

For the Union



Maria Pino



Maria Guido



Penny Allinson

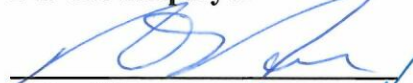


John Sloan



Cathy Donnelly

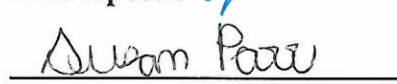
For the Employer



Peter Niro



Nick Apostle



Susan Parr



Ida Bruno

APPENDIX 1

Sign Off Sheet #1

CUPE Local 67 Daycare
&
Corporation of the City of Sault Ste. Marie

NEGOTIATING AND GRIEVANCE COMMITTEE

4:01 The Employer acknowledges the right of the Union to appoint or otherwise select a Negotiating Committee of not more than three (3) employees, and will recognize and deal with the said Committee with respect to any matter which may properly arise from time to time during the term of this agreement.

RENEW

LETTER #1 → JOINT CONSULTATION COMMITTEE

LETTER #2 → Article 19:08

LETTER #3 → Christmas Shutdown

LETTER #4 → Leave Replacement and Supply Staff: Call Out Procedures

LETTER #5 → Leave of Absence – Emergency

LETTER #6 → Paid Approved Union Leave

SIGNED AT SAULT STE. MARIE this 18th day of November, 2015

FOR THE UNION



John Sloan



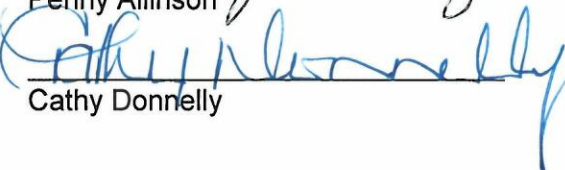
Maria Pino



Maria Guido



Penny Allison



Cathy Donnelly

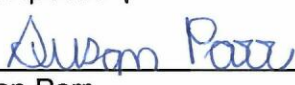
FOR THE CITY



Peter Niro



Nick Apostle



Susan Parr



Ida Bruno

LETTER #1

JOINT CONSULTATION COMMITTEE

TERMS AND CONDITIONS

The City of Sault Ste. Marie at its Day Care Centres and Local 67, C.U.P.E., agree to the following terms related to the provision of Article 4.07 of the collective agreement:

1. The Committee will consist of two (2) representatives of each party to deal with matters of mutual concern relating to the work place.
2. Meetings will be scheduled as necessary on request of either party at a mutually agreed time and location.
3. The members of the Committee shall receive the normal rate of pay for attendance at meetings during their scheduled working hours but no payment will be made for time spent outside regular hours.
4. Either party, or jointly if appropriate, shall prepare an agenda for distribution to all members of the Committee at least two (2) working days in advance of the meeting. Minutes of the meetings will be prepared and distributed as determined by the Committee.
5. The Committee shall not deal with any matter that is the subject of a grievance or is more properly dealt with in the collective bargaining process.
6. The Committee shall not have the authority to alter or amend the collective agreement or make any decision inconsistent with its provisions.
7. The representatives agree to make every effort to deal with issues in a co-operative manner.

LETTER #2

LETTER OF UNDERSTANDING

Between

**THE CITY OF SAULT STE. MARIE
DAY CARE CENTRES**

and

LOCAL 67 C.U.P.E

The parties agree in principle to the following amendment to this clause:

Article 19:08

An employee absent on Workers' Compensation shall receive a further payment, in addition to any W.S.I.B. payments that will provide a total payment to the employee that will approximate but not exceed such employee's net pay.

It is agreed that this amendment is subject to a review of the actual method of calculation and in the event both parties agree to such calculation, the matter will be finalized by letter of agreement.

LETTER #3
LETTER OF UNDERSTANDING
THE CITY OF SAULT STE. MARIE
&

C.U.P.E. LOCAL 67 DAY CARE GROUP

Christmas Shutdown

Employees will be permitted to select one of the following methods to cover this time off:

- (i) Time can be taken as vacation.
- (ii) Time can be taken as lieu time.
- (iii) Time can be taken as an unpaid leave of absence.
- (iv) The City will continue with the practice of a maximum of three (3) Professional Development Days per calendar year.

LETTER #4

LETTER OF UNDERSTANDING

THE CITY OF SAULT STE. MARIE

&

C.U.P.E. LOCAL 67 DAY CARE GROUP

LEAVE REPLACEMENT AND SUPPLY STAFF: CALL OUT PROCEDURES

- a) Long Term Leaves are defined as Maternity Leaves, Best Start 10 month Leaves and any absence known in advance to be greater than thirty (30) working days.
- b) Long Term Leaves will be offered on a seniority basis to Supply employees who have successfully completed their probationary period.
- c) Leave of thirty (30) working days or less will be considered as Short Term Leaves.
- d) Short Term Leaves will be offered on a rotational basis to Supply employees. However Short Term Leaves that are extended beyond a cumulative duration of (60) working days will at that point in time be filled accordingly by the next available Supply Staff.
- e) Supply employees accepting a Long Term Leave shall not become established pursuant to article 11:06. I.E. Supply employees who accept a Long Term Leave or consecutive Long Term Leaves of greater than twelve (12) calendar months in duration shall not become established and shall not be entitled to benefits under this collective agreement.
- f) A call of less than two (2) hours will be not counted as a shift; the employee will receive the next available shift.
- g) An employee who accepts a Long Term Leave must complete such leave.
- h) An employee has the right to refuse a Long Term Leave and will not be penalized. The employee will be offered the next Long Term leave.

LETTER #5
LETTER OF UNDERSTANDING
THE CITY OF SAULT STE. MARIE
&
C.U.P.E. LOCAL 67 DAY CARE GROUP

LEAVE OF ABSENCE - EMERGENCY

Requests for Emergency Leaves will be considered in conjunction with the provisions of the Employment Standards Act.

LETTER #6

LETTER OF UNDERSTANDING

Between

THE CITY OF SAULT STE. MARIE

and

C.U.P.E. LOCAL 67 DAY CARE GROUP

PAID APPROVED UNION LEAVE

The City agrees to maintain the wages of an employee on Paid Approved Union Leave subject to the following conditions:

This Letter of Understanding will provide for a trial period for this process until December 31st, 2013 at which time such agreement shall be null and void unless renewed by mutual agreement of the parties.

The Union has confirmed that it will provide WSIB coverage for members on Leave for Union Business. The Union shall provide to the City initially and at any time upon request thereafter its WSIB Clearance Certificate to verify it has such valid coverage. The Union shall also provide to the City its WSIB account number. It is the responsibility of the Union to maintain such coverage. Failure of the Union to maintain such coverage shall make this agreement null and void. The City will not be responsible for WSIB coverage when an employee is on such leave.

The parties agree to meet during the term of the collective agreement prior to December 31, 2013 to discuss how the agreement is progressing and address any problems or concerns that may have arisen.

The agreement shall state that the Union will promptly reimburse the City within thirty (30) days of the date of the invoice for the amounts owing for such leaves.

The City will issue such invoices on a frequency of no greater than once per month.

For each employee granted such leave, it will appear as a separate code (Paid Approved Union Leave – P.A.U.L.) on the employee's pay stub and the City shall invoice for reimbursement from the respective Union the amount of wages, Employer Health Tax, City OMERS share, City share of CPP and City share of EI.

For approved leaves of twenty (20) working days or more, the Union shall also reimburse the City the monthly benefit premiums for Extended Health Care, Dental Plan, Life & ADD, and LTD. Also, the City will invoice for the applicable vacation entitlement percentage (2% per week of vacation entitlement) for the period of absence plus a Sick Leave reimbursement amount of 1.5 day's pay for each twenty (20) working days absence.

In addition to the previously noted amounts, the City shall bill the Union on each invoice the amount of one-half (1/2) hour at the CUPE 67 Civic JC 10 Level 4 rate for the preparation of such invoice.

The City shall send the invoice for such reimbursement to the address designated by the Union. The Union has confirmed that invoices for all CUPE Locals will be sent to the one (1) identified address.

The address is: CUPE, Sault Ste. Marie Area Office, 421 Bay Street, Suite 606, Sault Ste. Marie, Ontario, P6A 1X3.

Requests for Leave for Union Business approved by a representative of the Union shall be on a form provided by the City for approval by the respective Department Head and distributed to Accounting Division with a copy to the Human Resources Department.

The commencement date of this process shall be on the first of a month as soon as practicable following ratification of the Memorandum of Settlement by the parties.

Sign Off Sheet #2

CUPE Local 67 Daycare & Corporation of the City of Sault Ste. Marie

Article 11:00 Seniority

11:02 A new employee hired directly to a full time position shall be on probation until he or she has worked a period of six (6) months and paid according to the salary schedule for the job.

- Balance of article remains unchanged.

Article 14:00 Leaves of Absence

14:02 When death occurs to a member of an employee's immediate family, the employee will be granted leave of absence on compassionate grounds and will be granted time off with pay up to a maximum of four (4) working days for any days which are normally straight time working days and fall within the period from the day of the death up to and including the day following the funeral. If the funeral is more than two hundred kilometers (200 km) from Sault Ste. Marie, the four (4) working days shall be any days which are normally straight time working days and fall within the period from the day of the death up to and including the day following the funeral.

Immediate family means: mother, father, sister, brother, spouse, common-law spouse, son, daughter, grandchildren, grandparents, mother-in-law, and father-in-law.

Leave of absence without loss of pay for four (4) working days shall be granted to an employee to attend the funeral of a child of a spouse as defined per part (b) sections (i) and (iii) below.

Leave of absence without loss of pay for one (1) day shall be granted to an employee to attend the funeral of the employee's brother-in-law , sister-in-law, Aunt or Uncle.

Non Attendance at the funeral/service regardless of distance disqualifies the employee from bereavement leave.

Article 15:00 Regular Hours of Work and Working Conditions

Article 15:03 – Add to the end of the article the following:

It is understood that any time worked must be at least 15 minutes from the start or end of the day before premium pay is applied.

Article 15:04 Daily Planning – Delete

16:00 VACATIONS WITH PAY - (FULL TIME EMPLOYEES)

16:06 All employees who have completed twenty (20) years of service but less than twenty-five (25) years shall be allowed six (6) weeks annual vacation at their regular rate of pay.

NEW;

16:06 (A)

All employees who have completed 25 years of service and are in their 26th year but less than thirty years shall be allowed six (6) weeks plus one day annual vacation at their regular rate of pay.

All employees who have completed 26 years of service and are in their 27th year but less than thirty years shall be allowed six (6) weeks plus two (2) days annual vacation at their regular rate of pay.

All employees who have completed 27 years of service and are in their 28th year but less than thirty years shall be allowed six (6) weeks plus three (3) day annual vacation at their regular rate of pay.

All employees who have completed 28 years of service and are in their 29th year but less than thirty years shall be allowed six (6) weeks plus four (4) day annual vacation at their regular rate of pay.

SIGNED AT SAULT STE. MARIE this 19th day of November, 2015

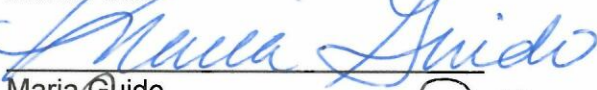
FOR THE UNION:



John Sloan



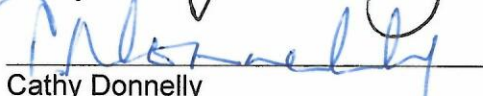
Maria Pino



Maria Guido

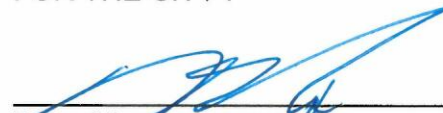


Penny Allinson



Cathy Donnelly

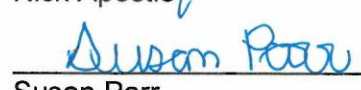
FOR THE CITY :



Peter Niro



Nick Apostle



Susan Parr



Ida Bruno

Sign Off Sheet #3

CUPE Local 67 Daycare
&
Corporation of the City of Sault Ste. Marie

Article 11:00 Seniority

11:02 A new employee hired directly to a full time position shall be on probation until he or she has worked a period of six (6) months and paid according to the salary schedule for the job.

- Balance of article remains unchanged.

11:04 During a period of layoff an employee shall continue to accrue seniority for a period up to eighteen (18) consecutive months but shall not be entitled to any other benefit except the right of recall to work.

- Balance of article remains unchanged.

ARTICLE 15:00 Regular Hours of Work and Working Conditions

15:04 Delete in its entirety

ARTICLE 19:00 Sick Leave

19:05 Such sick leave to be cumulative but in no case shall such sick leave exceed a period of two hundred and fifty-five (255) working days.

19:11 From \$45 to \$50 for balance of the agreement

- Balance of article remains unchanged.

ARTICLE 22:00 MILEAGE ALLOWANCE

** Change car allowance to mileage allowance – balance of article remains unchanged.

SIGNED AT SAULT STE. MARIE this 2nd day of December, 2015

FOR THE UNION



John Sloan



Maria Pino



Maria Guido



Penny Allinson



Cathy Donnelly

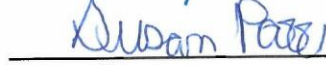
FOR THE CITY



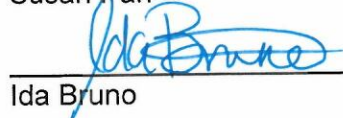
Peter Niro



Nick Apostle



Susan Parr



Ida Bruno

Sign off Sheet #4

Cupe Local 67 Daycare
&
The Corporation of the City of Sault Ste. Marie

Article 15:05 – Offense Declaration

Add “ For permanent staff, every 5 years the employee at their own expense shall provide a Vulnerable Persons/Sector Check CPIC. Failure to comply will result in immediate discharge”

Counter Proposal – City will provide at least a three (3) month notice prior to due date and...

- Add for clarification Supply Staff are expected to maintain this requirement on their own

NOTE: Exception shall appear in Minutes of Settlement
CRE: IN PROGRESS)

18:00 WELFARE PLAN

Green Shield- Semi-Private

Combined Proposal Results:

- Delete Semi-private & Private Hospitalization
- No change to extended health except as listed

18:01 It is agreed that the Employees covered by this agreement will be provided with Green Shield benefits as listed:

- Effective 1st of the month following ratification of the Memorandum of Settlement increase vision Care amount to ~~\$325.00~~–\$375.00/ 24 month and effective February 1, 2017, increase to \$400.00/24 month. (Note – this amount can be used for laser eye surgery.)
- One (1) eye examination by a licensed ophthalmologist or optometrist every twenty-four (24) consecutive months.
- Orthotics & orthopedic shoes maximum of one (1) pair \$400 per calendar year.

- Pharmacy dispensing fees capped at \$10.00 and increase to \$11.00 effective February 1, 2013. No O.T.C. drug coverage with the exception of those deemed by the insurer to be "life sustaining".

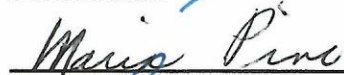
Paramedical Benefit: NO Change Except

- Dental Plan #9, with Rider #3, (Orthodontic \$3000 limit), at current O.D.A. rates, minus one (1) year.

SIGNED AT SAULT STE. MARIE this 9th day of December, 2015

FOR THE UNION:


John Sloan


Maria Pino


Maria Guido


Penny Allinson

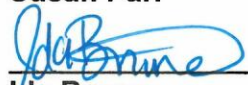

Cathy Donnelly

FOR THE CITY:


Peter Niro


Nick Apostle


Susan Parr


Ida Bruno

Sign Off Sheet #5

CUPE Local 67 Daycare
&
Corporation of the City of Sault Ste. Marie

Article 15:00 REGULAR HOURS OF WORK AND WORKING CONDITIONS

15:05 Offence Declaration

Each Day Care Teacher (RECE) (permanent, part-time, supply) will be required, every 5 years, at their own expense, to provide a Vulnerable Sector Check, Level 3 Appendix E (Criminal Background Check). Failure to comply will result in immediate discharge. The City will provide at least a three (3) month notice prior to the due date.

Article 18:00 WELFARE PLAN

18:01 It is agreed that the Employees covered by this agreement will be provided with Green Shield benefits as listed:

- Ward Coverage;
- Extended Health Care
 - Effective 1st of the month following ratification of the Memorandum of Settlement increase vision care amount to \$375.00/ 24 month and effective February 1, 2017, increase to \$400.00/24 month. (Note – this amount can be used for laser eye surgery.)
- Dental Plan #9, with Rider #3, (Orthodontic, two thousand five hundred dollars (\$3,000 limit), at current O.D.A. rates, minus one (1) year.

Balance of Article remains unchanged.

Article 23:00 WAGES

Year 1: 1.7%
Year 2: 1.7%
Year 3: 1.75%
Year 4: 1.7%

Letter of Understanding #7

Between

The City of Sault Ste. Marie

And

CUPE Local 67 Day Care Group

"The City and the Union agree to meet within six (6) months of ratification of the Collective Agreement to discuss the concept of ECE I and ECE II or Qualified vs Unqualified Child Care Model, as permitted under the Child Care Early Years Act (CCEYA) .

The committee composition to discuss such a model will be comprised of two (2) Management and two (2) Union (Day Care Group) employees.

Either party may opt out of such discussions by providing thirty (30) days notice.

Appendix A

Supply Rate

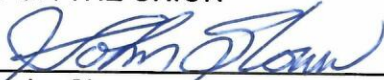
- Supply Teacher Rate – fixed rate of \$25.00 with one salary adjustment in the third year of the four (4) year term.
- Supply Staff in Long Term Assignments will be paid at the appropriate rate on the grid

Lead Position

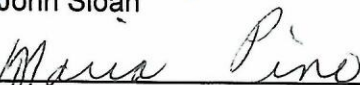
- Introduce this position in Appendix. Position has a \$2.00 premium attached to regular rate of pay.
- Position will be posted and competition will be based on qualifications with seniority as a tie breaker.

SIGNED AT SAULT STE. MARIE this 15th day of December, 2015

FOR THE UNION



John Sloan

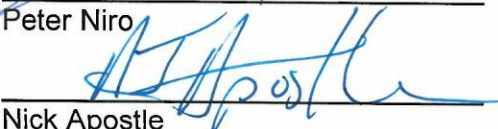


Maria Pino

FOR THE CITY



Peter Niro



Nick Apostle

Maria Guido

Maria Guido

Penny Allinson

Penny Allinson

Cathy Donnelly

Cathy Donnelly

Susan Parr

Susan Parr

Ida Bruno

Ida Bruno



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Malcolm White, City Clerk

DEPARTMENT: City Clerk's Department

RE: Citizen Appointments – Municipal Heritage Committee,
Cultural Advisory Board

PURPOSE

The purpose of this report is to provide Council with information for the purpose of making citizen appointments to the Municipal Heritage Committee and the Cultural Advisory Board.

BACKGROUND

The Municipal Heritage Committee and the Cultural Advisor Board have both had a member resign recently. A notice for interested persons to apply for the remainder of the 2 year terms was posted in December and has resulted in several applications being submitted.

ANALYSIS

These appointments will be conducted according to the Appointments to Boards and Committees policy. A list of interested persons is attached to this report.

IMPACT

There is no significant impact to appointing these citizens. The impact of not appointing members to the remainder of the term would result in a difficulty of maintaining quorum at committee meetings.

STRATEGIC PLAN

This item is not linked to a current activity under the strategic plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the City Clerk dated 2016 01 25 concerning Citizen Appointments – Municipal Heritage Committee, Cultural Advisory Board be accepted as information.

Respectfully submitted,



Malcolm White
City Clerk

**Municipal Heritage Committee – Interested Persons
(1 to be appointed)**

Elizabeth Filice

Deane Greenwood

Sean Meades

Frank O'Connor

Julia Victoria Piskiewicz

Jami Val van Haaften

Billy Wilson

**Cultural Advisory Board – Interested Persons
(1 to be appointed)**

Elizabeth Filice

Wayne Greco

Dave Mornix

Julia Victoria Piskiewicz

Jami Val van Haaften



COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Matthew Shoemaker, Chair, Municipal Flag Committee

RE: Municipal Flag

PURPOSE

The purpose of this report is to make a recommendation to Council regarding adoption of a municipal flag.

The following resolution was passed at the August 10, 2015 Council meeting:

Moved by: Councillor M. Shoemaker

Seconded by: Councillor T. Sheehan

Whereas Sault Ste. Marie's Municipal Flag is a depiction of our current municipal Coat of Arms on a blue background; and

Whereas the a new municipal Coat of Arms is in the final stages of approval from the Office of the Governor General of Canada; and

Whereas the new municipal Coat of Arms will necessitate a change in the Municipal Flag; and

Whereas a flag can serve as a symbol of unity and pride; and

Whereas the Sault Ste. Marie flag is the face of our city at home and abroad; and

Whereas it is in the municipality's interest to encourage the displaying of the Sault Ste. Marie Municipal Flag; and

Now Therefore Be It Resolved that a Committee of Council (Councillors Hupponen, Myers, Shoemaker) be struck to review the Sault Ste. Marie Municipal Flag and make a recommendation to Council on a new Sault Ste. Marie Municipal Flag;

Further that Council shall have the discretion to maintain the current flag design

BACKGROUND

The existing Sault Ste. Marie flag is a depiction of the former coat of arms on a blue background. It is unknown when the existing flag came into being, but it is believed to have been in use since at least the 1950s.

Since 2007 there have been discussions at Council concerning the need for an official coat of arms, approved by the Governor General through the Canadian Heraldic Authority. The process to adopt an official coat of arms was lengthy, but in 2015, the City finally received its official coat of arms.

The new coat of arms provided impetus to change the flag, either with the official coat of arms, or a completely different design. The motion brought to Council in August 2015 struck a committee to consider all new flag design options.

The Committee met on September 2, 2015, October 29, 2015, November 12, 2015 and January 13, 2016. Ian McMillan, Tourism Sault Ste. Marie, Lori Ballstadt, Corporate Affairs Officer, and Rachel Tyczinski, Deputy City Clerk provided resource to the Committee. Kelly Buller, Lead Sign Technician, Public Works and Transportation provided technical support.

More than 25 conceptual designs were analyzed by the committee, with the committee winnowing down the preferred designs to two final options. The two final designs were printed on larger paper and examined closely by the committee before making a final decision.

ANALYSIS

The recommended design is attached.

The City colours of gold and blue, which are predominant in the official coat of arms, are the principal colours of the flag. The City's "Naturally Gifted" emblem has been incorporated in the design. The "Naturally Gifted" emblem, as most know, reflects the mountains surrounding the City and the waters of both Lake Huron (lighter blue) and Lake Superior (darker blue). The maple leaf is emblematic of our identity as an international border city and the colour of the maple leaf represents the majestic landscapes found in our district. The flowing design of the proposed flag is intended to mirror the flow of the St. Mary's River.

In approving the proposed design, Council will be giving the community a symbol of pride which it can encourage the displaying of. Unlike the existing flag, the new flag will be more immediately recognizable as a symbol of our City, and will have meaning beyond that which is conveyed by the existing flag.

IMPACT

There is no financial impact by approving the proposed design as the new flag of Sault Ste. Marie.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Chair, Municipal Flag Committee dated 2015 01 25 be received as information.

Be it further resolved that the recommended flag design be approved by Council as the flag of Sault Ste. Marie.

And further, that Council encourage all Saultites to fly the flag of Sault Ste. Marie with pride within our community and beyond.

Respectfully submitted,

"Matthew Shoemaker"

Matthew Shoemaker
Chair
Municipal Flag Committee





COUNCIL REPORT

January 25, 2016

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Freddie Pozzebon, Chief Building Official

DEPARTMENT: Engineering and Planning Department

RE: Building Permit Fee Increase for 2016

PURPOSE

This report seeks Council's approval for a 28% increase to building permit fees effective January 2016 as the preferred option to administer and enforce the regulations prescribed under the *Ontario Building Code Act (1992) (OBCA)*.

BACKGROUND

The OBCA lays out the legislative framework governing the construction, renovation, demolition and change of use of buildings in Ontario. The *Building Code* is a regulation made under the Act that sets out the technical and administrative functions necessary to comply with the statutory requirements. The Act defines the purpose of the Building Code to prescribe the requirements for public health and safety, structural sufficiency, fire protection, energy conservation, water conservation, environmental integrity, and barrier free accessibility of buildings.

Municipalities are responsible for enforcing the *Ontario Building Code Act* and the *Building Code* as follows:

- review and issue building permits within the prescribed time (ie:10 days for a Single Family Dwelling);
- conduct inspections during construction in the prescribed time (ie: 48 hours) to make sure work is in compliance with the Building Code as well as the documents provided when the building permit was issued;
- setting fees for building permits;
- enforcing compliance through inspections and if necessary, issuing orders to comply;
- Prosecute individual building owners if an order is not complied with.

The *OBCA* further proscribes that Municipal permit fees do not exceed “the anticipated reasonable cost to administer and enforce the *Building Code* during building construction that is consistent with the practices in most Ontario municipalities.” The regulation also includes an enabling provision for a municipality to establish a reserve to offset and manage in a sustainable manner any resource costs caused by economic fluctuations (upturns/downturns).

For Sault Ste. Marie, the Building Division holds responsibility for administering the *Building Code* in compliance with the *Act*. Per the *Act*, the Building Division operates on a full cost recovery basis whereby revenues generated from fees are used to offset expenditures related to administer and enforce the requirements of the *OBCA*. To accomplish this and be revenue neutral, the City’s permit fee structure uses a service index charge for each square meter of new or altered floor space. This service index charge covers the cost of administration and enforcement including the direct costs such as review of complete and incomplete permit application submissions, the inspections of buildings and the indirect costs such as overhead and support.

The enabling reserve provision was adopted by Sault Ste. Marie in 2003 with the creation of a Reserve Fund to balance net expenditure fluctuations year over year. This was simply a decision to use the mechanisms allowed under the *Act* and in a manner consistent with the *Act* requirements to achieve full cost recovery in an equitable manner. The key driver is the resources necessary to ensure compliance.

As described in the *Act*, municipalities are responsible for administering and enforcing the *Building Code* in prescribed ways and within specified time frames. For Sault Ste. Marie, Table A below summarizes the activities undertaken in the past 5 years 2010-2014 to meet its responsibilities.

Year	# of Permits Issued	# of Inspections Completed	Total Permits & Inspections	Permit Fees Collected (millions)	Construction Value (millions)
2010	2005	5313	7318	\$1.02	\$150.79
2011	1897	5760	7657	\$1.08	\$169.24
2012	1839	5935	7774	\$0.59	\$84.54
2013	1540	6820	8360	\$1.06	\$122.21
2014	1466	6915	8381	\$0.68	\$93.51
5-year Avg.	1749	6149	7898	\$0.89	\$124.06

Table A – Building Permit and Inspection data for the City of Sault Ste. Marie 2010-2014

More details relating to this summary (Table A) are found in Appendix A. As shown in Table A, although the construction value has fluctuated, the volume of permits and inspections has increased significantly over the 2010-2014 period, a trend that has continued in 2015 that recorded a total of 8336 permits and inspections, generating a construction value of \$125.6 million.

During this same period, with the exception of 2010 that had only 8 dedicated staff, the Division had 9 staff members dedicated to complete this legislated work, of which only 3 were fully qualified inspectors and the balance were inspectors in training, new inspectors or new plans examiners. This represents an average of 926 permits/inspections per staff member each year that needed to be conducted within the legislative and regulatory requirements under the Act. In short, the volume of permits and inspections determined reserve needs.

ANALYSIS

At the meeting of 2015 12 07 Council considered, but did not approve a staff recommendation to increase permit fees by 37% in 2016. Instead, staff was requested to review the budget and provide other options for consideration. This analysis provides the information requested and a revised recommendation.

In its review and development of other options, staff re-visited budget assumptions as well as future year projections for resource and financial needs. In all but the recommended Alternative A, the impacts of not applying a fee increase and/or reducing budgeted reserves posed a pressure to the property tax levy and risked not meeting the municipality's statutory requirements under the Act. Both situations were not considered acceptable so the 28% increase has been selected as the recommended option.

Based on revised total revenue for 2015, it has been projected that a contribution from the Building Division Reserve Fund will be lower than the previously reported amount of \$416,044 and now set at \$370,702. This amount will be taken from the remaining \$679,247 in the Reserve Fund. The balance remaining of \$308,554 (was \$263,212) together with a 28% permit fee increase will meet the intent of the Ontario Building Code as outlined in Article 1.9.1.1 Division C, Part 1. A budget chart has been provided indicating the financial status of the current 2016 year, and a 4 year projection to provide a summary of the financial trends the Building Division will likely experience in the coming years. Growth trends set at 0.5 % for permit revenue and inflation rates of 1.485 for expenditures have been incorporated in the calculations.

It is projected that during 2016, with the exception of an additional \$28,000 capital cost for the DocuShare software, the Building Division will be able to keep its overall expenditures lower than the previous year and simply increase expenditures in the future by the noted rate of inflation.

IMPACT

As indicated in the Engineering and Planning Department's spending review presentation to Council on 2015 11 09, and the Chief Building Official's report of 2015 12 07, the reserve funds have been used to cover the operation of the Building Division and maintain expected levels of service with minimal increases to permit fees. Based on our projected analysis for 2016, if permit fees are not increased by the recommended amount of 28%, our expenditure costs will exceed reserve levels, resulting in the balance to be withdrawn from the general property tax levy.

In its review of the permit fee requirements, the Building Division Budget Committee has further reviewed additional options, each of which is outlined with an accompanying spreadsheet and charts showing impact of volume of work and costs, the fee increases, their result and projected budget impact.

Alternative A

As indicated in the above noted analysis, increasing permit fees by 28% would follow the current budgetary strategic plan in place for the Building Division. This means that the Building Division would remain self-sustaining and not require funding from the Municipal levy, thereby providing the least impact to the Corporation.

The reduction from a 37% fee increase to 28% was determined by the following considerations:

- a) The training budget for 2016 was reduced by half to \$11,700. Staff completion of training will follow the Ontario Building Official Association Internship program over a course of 3.5 years, rather than 1 to 2 years.
- b) The miscellaneous budget (recoverables from enforcement) was reduced by \$33,704, which is reflective of the budget in years prior to 2014. The only other expenditure that may require Council to approve an increase in this budget would be for the demolitions of unsafe buildings.
- c) In the December 7th Council report, a total overall reduction of \$7,000 in expenditures was applied, and this amount will be carried forward and incorporated in the reasoning behind the reduction of 37% to 28%.

Impact of Alternative A			
Estimated Volume of Work (2016 - 2020)	Back Log	Cost of Service Delivery (\$ per Year)	Risks
602 permits issued/year per full time employee (3 Plans Examiners)	During peak construction periods, plans examiners routinely put in overtime as needed to ensure that legislated time frames set out in the <i>Building Code Act (1992)</i>, are met	\$314,524	- Training of staff will be carried out over 3.5 years - Results in longer mentorship & greater strain on senior staff
980 inspections completed per year per full time employee (6 inspectors)	- Projection is that by 2020 there will be an additional 3,900 open permits. - Routine inspections are delayed to ensure mandatory inspections are completed within legislated time frames.	\$629,049	- The steady increase in the number of open permits is a source of liability to the Municipality - Training of staff will be carried out over 3.5 years - Results in longer mentorship & greater strain on senior staff
Average Estimated Construction Value per year = \$93,465,000	Not Applicable	- Total Operating Expenses are projected at \$1,194,425 by 2020 \$943,573 allotted for plans review and inspection	- Risk is managed by staff carrying out their duties as mandated in the <i>Building Code Act (1992)</i> - Building Division remains a self-sustaining business unit - Least amount of risk and liability to the Municipality due to plans examination and inspections following the requirements of the <i>Building Code Act (1992)</i>

Building Permit Fees Increase for 2016

2016 01 25

Page 6

Alternative A – Permit Fees are increased by 28% for all categories while continuing to provide the expected service level to the permit user and exploring efficiencies in our operations to reduce costs such as the best practice initiative Permit Tracking System and the upcoming DocuShare document management system. Permit increases for subsequent years will be 26% for 2017, 7% for 2018 and 0.5% each year for 2019 and 2020.

Building Type	Current Fee Structure 2015	Proposed Fee Structure 2016	Difference
Single Family Dwelling 1500 ft ² (140 m ²) house \$250,200 Construction Value	\$2,298.50	\$2,935.75	\$637.25
Office Building 6,437 ft ² (598m ²) building \$385,000 Construction Value	\$8,968.30	\$11,473.18	\$2,504.88
School 190,440 ft ² (1,769m ²) building \$35,385,000 Construction Value	\$320,980.80	\$410,883.61	\$89,902.81
Industrial 16,706 ft ² (1,552m ²) building \$35,000,000 Construction Value	\$17,868.50	\$22,871.68	\$5,003.18
Minimum Permit Fee	\$75.00	\$90.00	\$15.00
Permit fees for typical home improvements such as fencing, siding, roofing, pools, and decks	\$75.00	\$90.00	\$15.00
Advantages to the Corporation (Pros)		Liabilities to the Corporation (Cons)	
• Current service level is maintained for both plans examinations and inspections • The Building Division will continue to operate as a self-sustaining business unit and would not impact the municipal levy • Municipality will continue training staff in order to meet the mandatory provincial requirements • The Municipality will continue to receive rent from the Building Division. • The proposed increase will lead to a balanced budget for the Building Division by 2017. • Permit fees are collected as user fees – only those using the services of the Building Division pay the fees, not the general public. Increasing the fees by 28% will result in no direct cost being incurred by the municipality		• Contractors and homeowners will pay higher fees to maintain the current service level • Higher permit fees may lead to persons opting to begin construction without the benefit of a permit, however there are penalty fees for those that are found working without a permit • Training of staff will be completed over a number of years in an effort to reduce the training budget • Senior staff will play a greater role in mentoring new staff over longer periods • Additional funds may be required for the demolition of unsafe buildings	

Projected Budget - Alternative A

ENGINEERING DEPARTMENT - BUILDING DIVISION - PROPOSED 28% INCREASE

	28% Increase	26% Increase	7% Increase	0.5% Increase	0.5% Increase
	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Total Revenue	- (869,117.77)	- (1,098,699.74)	- (1,180,959.31)	- (1,192,728.25)	- (1,204,615.18)
Total Expenditures - No Indirect Costs	= 1,067,064.00	= 1,084,847.74	= 1,102,954.79	= 1,122,757.47	= 1,140,625.05
	= <i>DocuShare</i>	=	= <i>Vehicles</i>	= <i>Vehicles</i>	= <i>Vehicles</i>
Grand Total Indirect and Direct Costs	1,136,039.26	1,126,505.89	1,175,308.25	1,175,871.36	1,194,425.05
Reserve Funds Beginning of Year	\$308,554.44	\$41,632.96	\$13,826.80	\$19,477.86	\$46,334.76
Transfer FROM (TO) Reserve Fund	= \$266,921.48	= \$27,806.16	= (\$5,651.06)	= (\$26,856.89)	= (\$20,190.13)
Reserve Funds End of Year	\$41,632.96	\$13,826.80	\$19,477.86	\$46,334.76	\$66,524.89

Alternative B

This option deals with the questions brought forward during the 2015 12 07 meeting of Council regarding staff compliment. A reduction of an inspector position equates to an approximate decrease of \$77,449 in total expenditures as shown in chart below. This reduction would still require additional permit fee revenue to cover the 2016 expenditures. In this instance, an increase of 21% would ensure we remain a self-sustaining business unit.

The staff complement of 6 inspectors has been in existence since 2008 and was established in response to the increase in construction activity and the continual growth in open permits. There were approximately 5,300 open permits on record in 2008 and have continued to increase to 7,354 today. The reduction of one inspector would leave the municipality at risk from issues that would arise as a result of not being able to attend site inspections in a timely fashion. This increase in wait times for requested inspections creates strain and delays on both the staff and permit user's productivity. Maintaining a staff compliment of 6 inspectors is crucial to reduce the delays, including the potential of officially induced errors.

In 2010, the Building Division operated with only 5 inspectors and this decreased our ability to complete routine inspections as indicated on the bar graph attached. The Building Division implemented an inspection tracking system to help assist with these types of permits. However, the Building Division has been faced with filling a vacant staff position each year, which prevented staff from completing the minimum number (1500 annually) of planned routines inspections.

Furthermore, a reduction in staff would directly affect Ward representation, as one inspector would be assigned to cover two Wards causing service delays for residences dealing with building and zoning issues.

The reality is that the Building Division is currently struggling with a staff retention problem, which has placed higher demands and increased workload on our current staff. The loss of one position will create an unrealistic increase in the workload for the remaining staff, which in turn affects morale.

This alternative is not recommended since it imposes the greatest impact on staff and building construction industry operations.

Impact of Alternative B			
Estimated Volume of Work (2016 - 2020)	Back Log	Cost of Service Delivery (\$ per Year)	Risks
602 Permits issued per year per full time employee (3 Plans Examiners)	During peak construction periods, plans examiners are required to put in overtime as needed to ensure legislated time frames set out in the Building Code Act (1992) are met	\$314,524	- Training of staff will be carried out over 3.5 years - Results in longer mentorship & greater strain on senior staff - With one less inspector there is no backup for plans examiners during peak times resulting in a risk of not meeting legislated time frames which will cause delays in construction and additional overtime
1176 Inspections completed per year per full time employee (5 Inspectors)	- Eliminating one inspector means inspections are not carried out within 24-hours but follow the mandate of the OBC and are completed within 48-hours resulting in a reduction in the current service level provided to permit users. - Routine inspections are delayed to ensure mandatory inspections are completed within legislated time frames – compounding effect resulting in the potential of 5450 additional open permits by 2020.	\$524,207	- Number of open permits will only increase with the reduction of current staffing levels resulting in greater liability for the municipality and officially induced errors. - The response time for inspections will increase resulting in delays in construction projects. - Compound effect during peak times may result in inspections not being completed in legislated time frame resulting in issuing orders which may lead to legal action, delays in construction, or cost overruns - Lack of Ward representation for inspectors – one inspector covering two wards resulting in service delays - Average of 780 more open permits each year
Average Estimated Construction Value per year = \$93,465,000	Not Applicable	- Total Operating Expenses are projected to be \$1,113,991 by 2020 \$838,731 allotted for plans review and inspection	- Building division remains a self-sustaining business unit - Greatest amount of risk and liability to the Municipality as reduced staff results in more officially induced error and risk of not meeting legislated time lines.

Building Permit Fees Increase for 2016

2016 01 25

Page 10

Alternative B – A staffing position is removed as an expense and permit fees are increased by 21% for all categories. The reduction in staff will result in a reduction in the expected service level to the permit users. The Building Division will continue exploring efficiencies in our operations to reduce costs such as the best practice initiative Permit Tracking System and the upcoming DocuShare document management system. Permit increases for subsequent years will be 21% for 2017, 10% for 2018 and 0.5% each year for 2019 and 2020.			
Building Type	Current Fee Structure 2015	Proposed Fee Structure 2016	Difference
Single Family Dwelling 1500 ft ² (140 m ²) house \$250,200 Construction Value	\$2,298.50	\$2,781.19	\$482.69
Office Building 6,437 ft ² (598m ²) building \$385,000 Construction Value	\$8,968.30	\$10,851.64	\$1,883.34
School 190,440 ft ² (1,769m ²) building \$35,385,000 Construction Value	\$320,980.80	\$388,386.77	\$67,405.97
Industrial 16,706 ft ² (1,552m ²) building \$35,000,000 Construction Value	\$17,868.50	\$21,620.89	\$3,752.39
Minimum Permit Fee	\$75.00	\$90.00	\$15.00
Permit fees for typical home improvements such as fencing, siding, roofing, pools, and decks	\$75.00	\$90.00	\$15.00
Advantages to the Corporation (PROS) • The building division will continue to operate as a self-sustaining business unit that would not require additional funding from the municipal levy • Municipality will continue training staff in order to meet the mandatory provincial requirements • The proposed increase will lead to a balanced budget for the building division by 2018	Liabilities to the Corporation (CONS) • Contractors and homeowners will pay higher permit fees • Higher permit fees may lead to persons opting to begin construction without the benefit of a permit, however there are penalty fees for those that are found working without a permit • Current service level is reduced due to less staff. • Depending on which staff member is eliminated: ○ Building inspections may no longer be able to be completed within 24 hours as is our current policy and will result in delays in construction projects ○ Plans examination may be affected resulting in delays in the issuance of building permits resulting in delays in construction projects • Loss of ward representation with one inspector covering two wards • Additional work load and greater strain on staff • Less open permits being reviewed resulting in higher liability for the municipality		

Building Permit Fees Increase for 2016

2016 01 25

Page 11

Projected Budget - Alternative B

ENGINEERING DEPARTMENT - BUILDING DIVISION - PROPOSED 21% INCREASE

	21% Increase	21% Increase	10% Increase	0.5% Increase	0.5% Increase
	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
	-	-	-	-	-
Total Revenue	(821,970.71)	(998,045.13)	(1,102,600.39)	(1,113,583.78)	(1,124,677.29)
	=	=	=	=	=
Total Expenditures - No Indirect Costs	989,605.25	1,007,388.99	1,025,496.04	1,045,298.72	1,063,166.30
	=	=	=	=	=
	<i>DocuShare</i>		<i>Vehicles</i>	<i>Vehicles</i>	<i>Vehicles</i>
Grand Total Indirect and Direct Costs	1,055,606.09	1,046,072.73	1,094,875.09	1,095,438.19	1,113,991.88
Reserve Funds Beginning of Year	\$308,554.44	\$74,919.06	\$26,891.46	\$34,616.77	\$62,762.36
	=	=	=	=	=
Transfer FROM (TO) Reserve Fund	\$233,635.38	\$48,027.60	(\$7,725.30)	(\$28,145.59)	(\$20,685.40)
Reserve Funds End of Year	\$74,919.06	\$26,891.46	\$34,616.77	\$62,762.36	\$83,447.76

Alternative C

This option provides a different percentage increase year over year to permit fees. This maintains the needed 28% for 2016 and changes 2017 from 26% to 20% and in 2018 from 7% to 12%. This will require \$38,159 to be withdrawn from the Municipal Levy to remain a self-sustaining business unit in 2017. In doing so, this would conflict with the mandate of the Ontario Building Code Act, which requires us to be fully cost-recoverable.

This alternative is not recommended since it imposes the greatest potential burden on the Municipal Levy.

Impact of Alternative C			
Estimated Volume of Work (2016 - 2020)	Back Log	Cost of Service Delivery	Risks
602 Permits issued per year per full time employee (3 Plans Examiners)	During peak construction periods, plans examiners are required to put in overtime as needed to ensure legislated time frames set out in the Building Code Act (1992) are met	\$314,524	- Training of staff will be carried out over 3.5 years - Results in longer mentorship & greater strain on senior staff
980 Inspections completed per year per full time employee (6 Inspectors)	- Projection is that by 2020 there will be an additional 3,900 open permits. - Routine inspections are delayed to ensure mandatory inspections are completed within legislated time frames.	\$629,049	- The steady increase in the number of open permits is a source of liability to the Municipality - Training of staff will be carried out over 3.5 years - Results in longer mentorship & greater strain on senior staff
Average Estimated Construction Value per year = \$93,465,000	Not Applicable	- Total Operating Expenses are projected to be \$1,194,425 by 2020 \$943,573 allotted for plans review and inspection with the remaining \$165,852 for office administration staff and general office expenses	- By spreading the permit fee increases over a number of years, funds will be required from the municipal levy to balance the Building Division's budget. - This does not meet the mandate of the Ontario Building Code for building divisions to be self-sustaining business units. - The funds required from the levy would mean that the general public is responsible to fund services that are required to be funded through user fees as mandated by the Ontario Building Code.

Building Permit Fees Increase for 2016

2016 01 25

Page 13

Alternative C - Permit Fees are increased by 28% for all categories while continuing to provide the expected service level to the permit user and exploring efficiencies in our operations to reduce costs such as the best practice initiative Permit Tracking System and the upcoming DocuShare document management system. Permit increases for subsequent years will be 24% for 2017, 7% for 2018 and 1% each year for 2019 and 2020. However, it would require supplemental funding from the municipal levy to balance the budget until 2019.

Building Type	Current Fee Structure 2015	Proposed Fee Structure 2016	Difference
Single Family Dwelling 1500 ft ² (140 m ²) house \$250,200 Construction Value	\$2,298.50	\$2,935.75	\$637.25
Office Building 6,437 ft ² (598m ²) building \$385,000 Construction Value	\$8,968.30	\$11,473.18	\$2,504.88
School 190,440 ft ² (1,769m ²) building \$35,385,000 Construction Value	\$320,980.80	\$410,883.61	\$89,902.81
Industrial 16,706 ft ² (1,552m ²) building \$35,000,000 Construction Value	\$17,868.50	\$22,871.68	\$5,003.18
Minimum Permit Fee	\$75.00	\$90.00	\$15.00
Permit fees for typical home improvements such as fencing, siding, roofing, pools, and decks	\$75.00	\$90.00	\$15.00
Advantages to the Corporation (PROS)		Liabilities to the Corporation (CONS)	
• Current service level is maintained for both plans examinations and inspections • Municipality will continue training staff in order to meet the mandatory provincial requirements • The proposed increase will lead to a balanced budget for the building division by 2019		• Contractors and homeowners will pay higher fees to maintain the current service level • Higher permit fees may lead to persons opting to begin construction without the benefit of a permit, however there are penalty fees for those that are found working without a permit • The building division will require additional funding from the municipal levy in order to balance the budget through 2019. • Public pays for services that user fees should be covering.	

Projected Budget - Alternative C**ENGINEERING DEPARTMENT - BUILDING DIVISION - PROPOSED 28% INCREASE**

	28% Increase	24% Increase	7% Increase	1% Increase	1% Increase
	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
	-	-	-	-	-
Total Revenue	(869,117.77)	(1,081,371.17)	(1,162,325.04)	(1,179,712.68)	(1,197,362.00)
	=	=	=	=	=
Total Expenditures - No Indirect Costs	1,067,064.00	1,084,847.74	1,102,954.79	1,122,757.47	1,140,625.05
	=	=	=	=	=
	DocuShare		Vehicles	Vehicles	Vehicles
Grand Total Indirect and Direct Costs	1,136,039.26	1,126,505.89	1,175,308.25	1,175,871.36	1,194,425.05
Reserve Funds Beginning of Year	\$308,554.44	\$41,632.96	\$0.00	\$0.00	\$13,841.32
	=	=	=	=	=
Transfer FROM (TO) Reserve Fund	\$266,921.48	\$45,134.72	\$12,983.22	(\$13,841.32)	(\$12,936.96)
Reserve Funds End of Year	\$41,632.96	\$0.00	\$0.00	\$13,841.32	\$26,778.28
Amount Required from Municipality to Balance Budget (from Levy)	\$0.00	(\$3,501.76)	(\$12,983.22)	\$0.00	\$0.00

Furthermore, additional fixed fees for 2016 have also been added to the permit fee schedule (attached). These will cover the cost associated with additional inspections and review time, created from ongoing issues involving Orders to Comply. Submissions for alternative solutions to the Building Code will also be added as a new fee (marked as “new”) to cover the costs of staff reviewing additional proposals above and beyond the original permit submissions.

The minimum fee and designated structures permit fees have not been increased by 28% but rather, have been adjusted appropriately to cover the current service level provided.

Fees associated with the construction of life safety permits (ie: emergency lighting, fire alarm, sprinkler and standpipe systems) have been restructured to better reflect the level of service currently provided in both plans review and inspections.

In summary, the changes proposed in the Recommendation below will further ensure we meet our fiscal responsibility for 2016 and ensure sustainability for the future. The Building Division’s goal is to have revenue from permit fees meet the anticipated expenditures needed to carry out the appropriate level of service for the administration required under the Ontario Building Code Act.

STRATEGIC PLAN

This report is not directly linked to the Strategic Plan. However, the proposed changes will further ensure an effective fiscal responsibility funding source that is reliable and fair and will allow the Building Division to continue delivery of the requirements under the Ontario Building Code Act.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Chief Building Official dated 2016 01 25 concerning an increase to the 2016 Permit Fees be received, and that Alternative A detailing the increase of 28% be approved.

It is further requested that Schedule “A” of Building By-law 2008-148 be repealed and that Bylaw 2016-017 authorizing the proposed amendment to the 2016 Permit Fees, be approved.

Respectfully submitted,



Freddie Pozzebon, CBCO
Chief Building Official
Building Division

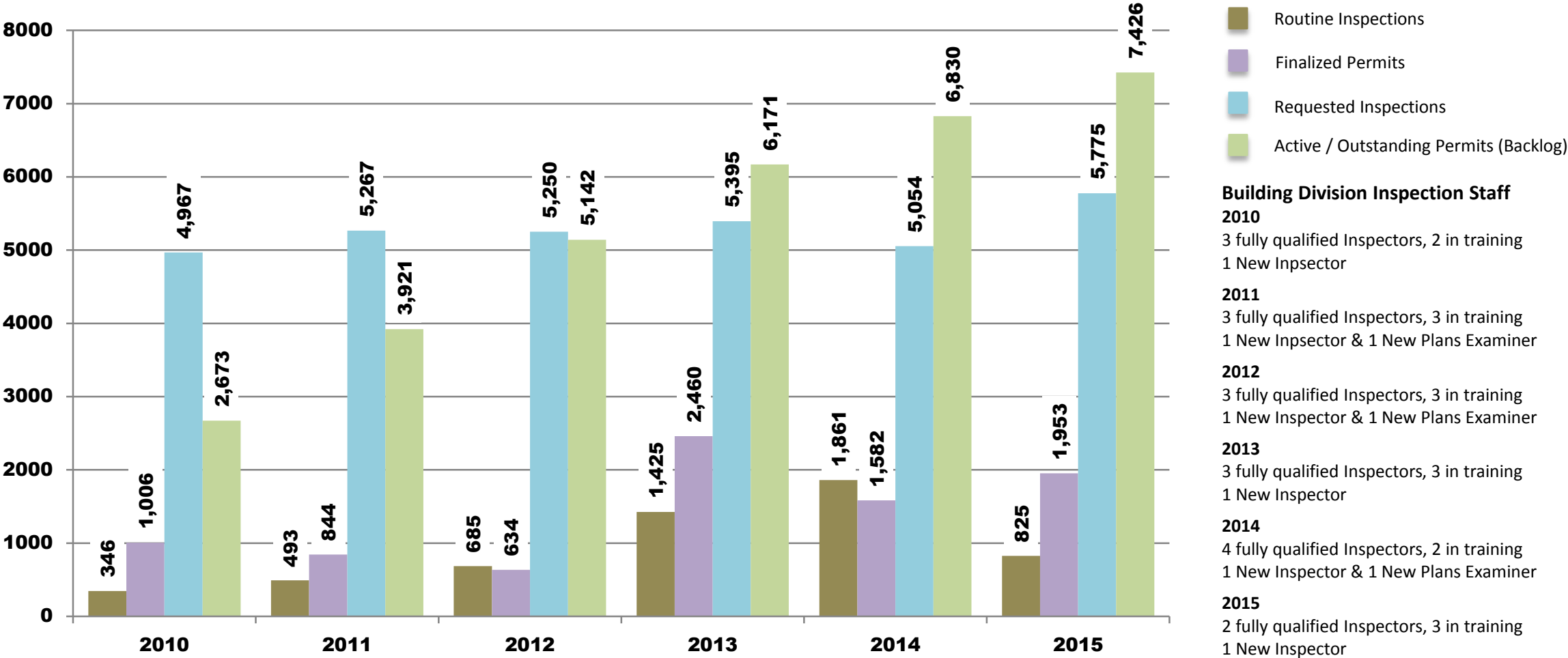
Recommended for approval



Jerry Dolcetti, RPP
Commissioner

/bb

Inspections and Active Permits



Building Division Inspection Staff

2010
3 fully qualified Inspectors, 2 in training
1 New Inpsector

2011
3 fully qualified Inspectors, 3 in training
1 New Inpsector & 1 New Plans Examiner

2012
3 fully qualified Inspectors, 3 in training
1 New Inspector & 1 New Plans Examiner

2013
3 fully qualified Inspectors, 3 in training
1 New Inspector

2014
4 fully qualified Inspectors, 2 in training
1 New Inspector & 1 New Plans Examiner

2015
2 fully qualified Inspectors, 3 in training
1 New Inspector

Construction Value	\$150,791,627	\$169,298,381	\$84,547,542	\$122,208,296	\$93,518,522	\$125,555,860
Permit Value	\$1,020,767	\$1,083,818	\$592,136	\$1,063,976	\$680,530	\$871,225
Number of Permits	2005	1897	1839	1540	1466	2046
Number of Inspections	5313	5760	5935	6802	6915	6600

Jerry D. Dolcetti, RPP
Commissioner

F.P. Pozzebon, CBCO
Chief Building Official



ENGINEERING & PLANNING DEPARTMENT

Building Division

Tel: (705) 759- 5410
Fax: (705) 541-7165

Building Division revision date 2015-12-18
Passed by Council on 2016-01-25

Schedule "A"

1. Permit fee shall be based on the formula given below unless otherwise specified in this schedule or a fixed fee (ff) will apply.

$$\text{Permit fee} = \text{SI} \times \text{A}$$

Where SI = Service index for class of proposed work
A = floor area in m² of work involved.

2. A minimum fee of \$90.00 shall be charged for all work or if not described below as a Fixed Fee (FF).
3. For Building Classifications that are not described in sections 5 – 9 permit fees shall be based on the value of the proposed construction as determined by the Chief Building Official at a rate of 1% of the determined construction value.
4. Penalties for construction without a permit will be based on percentage of the equivalent permit fee. Where construction has commenced, the penalty shall be an additional 50%. Where framing has commenced the penalty shall be an additional 100%.

Building Classification

5. New Construction / Alterations and Renovations

Service Index (SI)
\$ x 1m² unless otherwise indicated

Group A – (assembly occupancies)	
School, churches – New Construction	\$23.17
Restaurants – New Construction	\$23.17
All other assembly – New Construction	\$23.17
Alterations and Renovations (includes decks & roof structures)	\$6.40
Air supported structure	\$6.40
Emergency lighting	\$250.00 ff per Storey
Fire alarms	\$250.00 ff per Storey
Parking garage repairs	\$4.42
Portable classrooms foundations	\$6.40
Residing, re-roofing	\$0.77
Sprinkler, standpipes	\$250.00 ff plus \$0.41 / m ²
Tents - less than 225m ²	\$90.00
Tents - greater than 225m ²	\$300.00 ff
Window / Door replacement	\$3.58 / opening + \$90.00 ff

Group B - (institutional occupancies)	
All types – New Construction	\$23.17
Alterations and Renovations (includes decks & roof structures)	\$6.40
Emergency lighting	\$250.00 ff per Storey
Fire alarms	\$250.00 ff per Storey
Parking garage repairs	\$4.42
Residing, re-roofing	\$0.77
Sprinkler, standpipes	\$250.00 ff plus \$0.41 / m ²
Window / Door replacement	\$3.58 / opening + \$90.00 ff
Group C – (residential occupancies)	
Single Dwelling (SFD, townhouse, semi, duplex) – New Construction	\$19.07
Single Dwelling Modular Units – New Construction	\$16.64
All other multiple units – New Construction	\$15.36
Hotels, motels – New Construction	\$20.48
Alterations and Renovations (includes decks & roof structures)	\$5.12
Balcony repairs	\$90.00 ff + \$6.40 / unit
Basement finishing	\$4.54
Basement new under existing dwelling	\$5.12
Canopy, carport	\$9.47
Emergency lighting	\$250.00 ff per Storey
Fire alarms	\$250.00 ff per Storey
Foundation water / damp proofing & tile, pools, fencing, residing, reroofing, decks	\$90.00 ff
Attached garage and accessory buildings	\$4.54
Detached garage	\$4.54
Shed < 25 m2	\$90.00 ff
Sprinkler, standpipes	\$250.00 ff plus \$0.41 / m ²
Window / Door replacement	\$3.58 / opening + \$90.00 ff
Group D – (business & personal services occupancies)	
Offices and all others – shell only – New Construction	\$17.60
Interior tenant finishing – New Construction	\$4.80
Alterations and Renovations (includes decks & roof structures)	\$5.12
Emergency lighting	\$250.00 ff per Storey
Fire alarms	\$250.00 ff per Storey
Parking garage repairs	\$4.41
Residing, re-roofing	\$0.77
Sprinkler, standpipes	\$250.00 ff plus \$0.41 / m ²
Window / Door replacement	\$3.58 / opening + \$90.00 ff
Group E – (mercantile occupancies)	
Retail store shell, department store, supermarkets, all other Group E – New Construction	\$13.18
Interior tenant finishing	\$4.80
Alterations and Renovations (includes decks & roof structures)	\$5.12
Emergency lighting	\$250.00 ff per Storey
Fire alarms	\$250.00 ff per Storey
Parking garage repairs	\$4.42
Residing, re-roofing	\$0.77
Sprinkler, standpipes	\$250.00 ff plus \$0.41 / m ²
Window / Door replacement	\$3.58 / opening + \$90.00 ff

Group F – (industries occupancies)	
Industrial building shell less than 7500 m ² – New Construction	\$10.24
Industrial building shell greater than 7500 m ² – New Construction	\$8.32
Parking garage – New Construction	\$6.59
All other F occupancies – New Construction	\$10.24
Interior tenant finishing	\$4.80
Alterations and Renovations (includes decks & roof structures)	\$5.12
Emergency lighting	\$250.00 ff per Storey
Fire alarms	\$250.00 ff per Storey
Farm buildings	\$4.48
Industrial Equipment Foundations	1% of construction value
Parking garage repairs	\$4.42
Residing, re-roofing	\$0.77
Sprinkler, standpipes	\$250.00 ff plus \$0.41 / m ²
Window / Door replacement	\$3.58 / opening + \$90.00 ff
6. Demolition	
Group C – Single Family Dwelling 55 m ² or less	\$96.00 ff
All others	\$192.00 ff
7. Designated Structures OBC Subsection 1.3.1.1.	
Crane runway	\$723.20 ff / structure
Exterior tanks	\$723.20 ff / structure
Outdoor pool and spa	\$24.06
Wind power towers	\$723.20 ff / structure
All other structures	\$332.80 ff / structure
8. Standalone Mechanical	
New ductwork or piping	\$14.80 per diffuser, radiator, or unit
Group C residential Single Family Dwelling (unit and ductwork)	\$140.80 ff
New unit	\$140.80 / unit
Special mechanical system (exhaust hoods, solar panels etc.)	\$300.80 ff
Plumbing & drainage	\$13.82 / fixture
Sewer installation & capping (single residential unit)	\$90.00 ff
Site services (water, sewer servicing for all other buildings)	\$300.80 ff

9. Additional Charges		
	Occupancy permit	\$15.36 ff / unit
	Conditional permit	10% of applicable building permit fees (\$145.00 ff minimum)
	Change of use permit	\$307.20 ff
	Permit renewal/transfer	\$156.67 ff
	Moving permit	\$90.00 ff
	Re-inspection	\$90.00 ff
	Sign permit (as regulated by Sign By-Law 2005-166)	\$90.00 ff each
	Portable signs	
	2 years	\$76.80 ff
	30 days	\$12.80 ff
	Sign renewal	\$19.20 ff
	<i>Culvert as determined by Pubic Works & Transportation Dept</i>	
	Curb or sidewalk depression	\$32.00 ff
	Certificate of zoning conformity Single Family Dwelling	\$38.40 ff + HST
	Certificate of zoning conformity Other	\$76.80 ff +HST
	File Inquiry and plans inquiry Single Family Dwelling	\$38.40/SFD + HST
	Other	\$76.80/others + HST
	Annual Fee	\$640.00/Year + HST
	Removal of work order (By-Law)	\$134.40 ff + HST
	Work order appeal (By-Law)	\$134.40 ff
NEW	Removal of Order (Building Code)	\$134.40 + HST
	Liquor License Application	\$76.80 + HST
NEW	Alternative Solution Proposal (per application)	\$500.00 ff



COUNCIL REPORT

December 7, 2015

TO: Mayor Christian Provenzano and Members of City Council
AUTHOR: Susan Hamilton Beach, Deputy Commissioner, PWT
DEPARTMENT: Public Works and Transportation Department
RE: Flashing Lights at Intersections

PURPOSE

The purpose of this report is to provide Council with information respecting flashing lights at intersections. Staff recommend receipt of this information and seek approval to remove the traffic signals at Wallace Terrace and Goulais Avenue.

BACKGROUND

This report has been prepared in response to the Council resolution dated March 9, 2015, which reads as follows:

"Whereas the Transportation Master Plan included public responses to a survey completed by nearly 1,100 residents; and

Whereas the public response to those surveys indicated a desire from residents to have flashing red and amber lights at intersections; and

Whereas there is less traffic on the City streets between 11 p.m. and 6 a.m. relative to peak travel times; and

Whereas it would be impractical to commence using red flashing lights at a large number of controlled intersections within the City without determining the feasibility of using red flashing lights in a more limited area; and

Whereas to determine if red flashing lights at a large number of controlled intersections within the City is a feasible option, the City traffic division can commence a pilot project in a limited area of town, and report back to City Council on the results of said pilot project in 24 months;

Now Therefore Be It Resolved that the Traffic Division of the Public Works and Transportation Department be requested to advise City Council of:

1. *The cost associated with implementing red and amber flashing lights, commencing at 11 p.m. and ending at 6 a.m., at the intersections of: Wellington Street West and Lyons Avenue, Lyons Avenue and Patrick Street, Korah Road and Wallace Terrace and Wallace Terrace and Goulais Avenue with the amber flashing light being given to east and westbound traffic on Wallace Terrace/Lyons Avenue/Wellington Street West, and the red flashing light being given to all intersecting streets; and*
2. *Whether the traffic volume of the said intersections, between 11 p.m. and 6 a.m., is below the threshold mandated by the Province of Ontario to allow for red-flashing lights, that being, 200 vehicles per hour; and*
3. *What the level of pedestrian traffic is at the said intersections between 11 p.m. and 6 a.m.;*
4. *What other considerations Council should examine in determining whether to implement such a pilot project; and*
5. *What accident levels have been at these intersections in the past 24 months.”*

As stated in the resolution, the suggestion has been made by the general public to utilize late night flash operation as a practice at intersections with low volumes. This practice involves converting the normal traffic signal operations to a yellow flashing light on the major road indicating to the driver to exercise caution while a red flashing light is used on the minor road requiring the driver to stop and proceed through the intersection only when safe to do so. A red flasher may be used at both the major and minor road depending on conditions, as well.

Several intersections were identified as the study area with the data collected throughout the summer months and presented below in Table No. 1. The volumes indicate the traffic count from 11pm to 6 am on the evening being studied.

Table No. 1 – Volume Data Collected 2015

Intersection	Major Street		Minor Street		Collisions (Past 24 months)	Pedestrians Count
	Volume	Hourly Avg.	Volume	Hourly Avg.		
Wellington St West (major) and Lyons Ave (minor)	1015	145	143	20	10	18
Lyons Ave (major) and Patrick St (minor)	581	83	117	16	11	24

Wallace Terrace (major) and Korah Rd (minor)	495	70	115	16	4	3
Wallace Terrace (major) and Goulais Ave (minor)	311	44	334	47	6	33

Reference has been made to several research papers and documents including the paper entitled “*Guidelines for Operating Traffic Signals during Low-Volume Conditions*” by Ahmed Abdelghany, Ph.D. and Billy Connor, P. E. of the University of Alaska Fairbanks. The Guidelines and Recommendations section of this paper begins with the following statement “Based on the findings of the literature review, it could be concluded that flashing traffic signals are not generally safe, and in most cases, accident rates tend to increase when they are implemented.

This paper outlines the main guidelines that should be considered when implementing flashing signal operation, a summary of such is presented below:

1. “A public education program needs to be implemented regarding flashing traffic signals.
2. Start and end times for intersection(s) using flashing lights need to be consistent and consider the closing of night clubs, bars etc.;
3. Sight distances need to be studied;
4. Approach speed needs to be considered especially with the implementation of yellow/red flashing signals;
5. Consideration of the number of lanes on the major road;
6. Traffic volume is the main factor to consider;
7. Advisory signs should be posted; and
8. Accident patterns (type, rate and frequency) at the intersection which flashing signal operation is implemented must be tracked and studied carefully.”

It should be noted that many more research papers were available for areas that are ceasing this practice for “while late night flash operations saves electricity costs and reduces delay to drivers, it gives drivers the responsibility of looking for other traffic, and errors can happen. Removing such operations may cost drivers a little more time in some cases, but will improve safety.” This statement is made in a paper entitled *HSRC researchers study safety effects of traffic signal cost-saving measures* by the University of Carolina Highway Safety Research Center (‘HSRC’).

There are several communities throughout Ontario that indicate on their web-site that this practice is not used within their City as “studies indicate the collision rate

increases by as much as 300% when this type of operation is used.” (Windsor, Chatham-Kent).

ANALYSIS

The Ontario Traffic Manual (‘OTM’), Book 12 speaks to the use of traffic signals in flashing operation. It states, “Planned flashing operation for signalized intersections may be advantageous to traffic flow under some specific and limited conditions.”

The OTM continues with the following: “Caution should be used in the application of planned flashing signal operation. It should only be used if:

- Sidestreet traffic is very light (less than 200 vph combined for both directions);
- The traffic signals operate fixed time (ie. no side street vehicular or pedestrian actuation);
- The planned flash mode is amber flash for the main street and red flash for the side street;
- There is no emergency vehicle pre-emption capability;
- Pedestrian volumes crossing the main street during planned flashing period are very light; and
- The major roadway is not channelized and has no more than four lanes.

Evaluating three of the intersections with the criteria provided by OTM Book 12 results in the conclusion that planned flashing signal operation should not be used at those locations.

Table No. 2 – OTM Criteria Evaluation

Intersection	Criteria not met/Concerns
Wellington St West and Lyons Ave	- Pedestrian actuation - Channelization (on minor road)
Lyons Ave and Patrick St	- Pedestrian actuation - Channelization (on minor road)
Wallace Terrace and Korah Rd	- Emergency vehicle pre-emption (on both major and minor road)

The fourth intersection for analysis is Wallace Terrace and Goulais Avenue. Several years prior to this study being conducted, a signal warrant was completed. At that time, the signals were not warranted at this intersection. As part of this study another signal warrant was conducted and once again the results confirmed that the signals at Wallace Terrace and Goulais Avenue are no longer warranted. As Council is well aware, when a street is selected for upgrade

in Engineering's Capital Works program, if there are signals at any intersections within the scope of work, a warrant study is conducted. For the 2015 construction season, the results of the warrant studies have brought about the elimination of signals at two intersections along Huron Street - Cathcart Street and at Albert Street West. If Council so chooses, the above ground infrastructure at Goulais Avenue and Wallace Terrace could be removed by PWT leaving the underground infrastructure in place. Stop control would be implemented on Goulais Avenue at Wallace Terrace once adequate sight lines are confirmed.

IMPACT

Based on the data collected and material reviewed, Staff is of the opinion that there is a well-documented increase in liability with the implementation of late night flashing practice as collisions typically increase. PWT staff, as well as the Legal Department after consultation with our Insurer, is of the opinion that this increased risk does not offset the benefit of potential savings of energy and time. An increase in collisions will result in an increase in our insurance premiums.

Council may choose to eliminate the signals at Wallace Terrace and Goulais Avenue. This change will save on the maintenance and operational costs associated with the signals.

STRATEGIC PLAN

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

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Deputy Commissioner of Public Works and Transportation dated December 7, 2015 concerning the practice of late night flashing lights at intersections be accepted as information; further that PWT staff be authorized to remove all aboveground traffic signals infrastructure at Wallace Terrace and Goulais Avenue; and that the Legal Department be authorized to amend the Traffic By-law to reflect this change at a later meeting of Council.

Respectfully submitted,

Recommended for approval,

Susan Hamilton Beach, P. Eng.
Deputy Commissioner, PWT

Larry Girardi
Commissioner

Notice

Town Hall Meeting

Re: Goulais Avenue / Wallace Terrace Lights

Thursday, January 14th, 2016

At 7:00 PM at the Northern Community Centre

Ward Six Councillors Joe Krmpotich and Ross Romano will be hosting a town hall meeting to discuss the removal of the traffic lights at the above intersection. We would like to discuss your questions and concerns at this meeting.

(Sgd.) Joe Krmpotich
Ward 6 Councillor

(Sgd.) Ross Romano
Ward 6 Councillor

NAME	ADDRESS	SIGNATURE
Marg Marlow	79 South Eden	Marg Marlow
Bob Marlow	79 South Eden	Bob Marlow
Ross Ramono	186 Spring	Ross Ramono
Corene Marlow	254 Dryden	Corene Marlow
Terry Marlow	254 Dryden	Terry Marlow
Linda Mills	903 Bonney	Linda Mills
Timothy Haas	903 Bonney	Timothy Haas
Rosalyn Crack	172 Pittsburgh	Rosalyn Crack
BECK THOMAS	97 ASQUITH ST	Beck Thomas
BECK THOMAS	97 ASQUITH ST.	Beck Thomas
Glorice Wood	11 Brookline	Glorice Wood
Sandra Plumb	1932 2nd Line	Sandra Plumb
Sherry Muse	11000 Baseline Rd	Sherry Muse
Steve Taraschuk	153 Spadina Ave	Steve Taraschuk
Cheryl Charrette	774 Metzger St	Cheryl Charrette
Marg Campbell	139 Goulais	Marg Campbell
ROBERT WING	250 PITTSBURGH	Robert Wing
Cathy Vaccaro	40 ASQUITH ST	Cathy Vaccaro
Mike Vaccaro	410 Asquith	Mike Vaccaro
Pauline Taraschuk	153 Spadina	P. Taraschuk
Pat Palumbo	135 Goulais Ave	Pat Palumbo

LETS KEEP OUR COMMUNITY SAFE!!

Please sign this petition to save the traffic signals at Goulais Ave. & Wallace Terrace. Lets Keep our Students, Seniors and community safe!! We have until Jan 26th then they will be removed!!

	<u>Name</u>	<u>Address</u>	<u>Phone</u>
1	Shannon Wilson	4005 Throline W	
2	MATT BERGAMIN	77 GRANDVIEW	705 206-7299
3	DUTCH VAN DENTEN		942 1326
4	Derek Healey		255-0221
5	Sasara Miller		206-0708
6	Steve Arniel	4005 Throline W	779-3124
7	Delia Lance		253-6373
8	TERRY COVENTRY		971-0687
9	JAMIE LYNN NORI	Jamie Lynn Nori	779-2952
10	Chris Plotyria	2631 Base Line	987-3243
11	GET RID OF THEM!!		
12	Pam Matthew		779-2837
13	George Wilson		779-7976
14	Shanna Wilson		779-7976
15	Brystyl Wilson		779-7976
16	Rick Jozzo		779-3559
17	Ed Nottingham		779-2546
18	Carly Tomas		779-3339
19	Noah Reynolds		943-6743
20	Nicole Bannister	84 Mountainview Dr. Prince Twp, ON	779-1112
21	JOAnne Marshall		779-3194
22	PLEASE REMOVE!		
23	Shanda Jarrell		779-2643
24	Dana Sutherland		779-3685
25	John J. J. J.		206 1774
	John J. J. J.		779-3571
	John J. J. J.		206 0761
	John J. J. J.		949 48

- 29 R. Tuckett 3929 Secondline W. 705-779-1114
30 Lonnie Morley 364 Mak Rd. 705-9424728
31 Turynce M. Allen
32 Bob Macken 705 942-2822
33 Corinne Marlow
34 Margonaylow 79 South Eden 705-942-2822
35 Agostina Patterson Vice Principal
H.M. Robbins Public School 945-7119

LETS KEEP OUR COMMUNITY SAFE!!

Please sign this petition to save the traffic signals at Goulais Ave. E Wallace Terrace. Lets keep our Students, Seniors and Community safe!! We have until Jan. 26th

	<u>Name</u>	<u>Address</u>	<u>Phone</u>
1	Pat Palumbo	135 Goulais Ave	705-946-3281
2	Sandra Edwards	1932 2nd Line W	705-719-2501
3	Anna Marie Panas	97 Spadina	705 253 9614
4	Dave Humes	168 Pittsburg	705-971-6905
5	GERALD SCORDECKI	126 CENTRAL ST	705 942-4923
6	Mike Hearty	142 Goulais Ave	705-949-0543
7	A. Canal	104 Prdee Township	705 949-0543
8	Nikki Funk	514 Wallace Terrace	705-257-2350
9	Jody Swanson	514 Wallace T.	705-257-2320
10	Kelly Funk	360 Elizabeth St.	705-945-6225
11	Shanna Pigeon	84 Boulders Ave	705-942-464
12	LINDA MILLS	903 BOWNEY	705 759-1010
13	BESSIE WEBB	903 BOWNEY	705 759 1010
14	Nicole D'Etto	705 McKenzie Ave	705-297-5666
15	Watson	174 Delcher	705-254-2026
16	S. Rogoschensky	901 Pittsburg	705 949 8753
17	M. Hayes	183 Goulais Ave	705 256-8416
18	JM Major	183 Goulais	705 256 8916
19	Reg Pigeon	107 Central St	705-942-1980
20	Michelle LeBlanc	319 Glasgow Ave	705-256-5267
21	Johnny Chikowski	155 Glasgow Ave	705 942 0697
22	Jim Lohmeyer	164 Glasgow	705-575-8975
23	KEN ZEPPE	109 GOETZ ST	705-759-7715
24	Carrie Bruden	729 Metzger	705-975-3682
25	Carol & Bob LeGrand	137 Spadina Ave	705 450 2122
26			
27	Sonny & Pat Berry	65 Pittsburg Ave	705-256-2511
28	Dan Toseello	109 Spadina Ave	705-256-2511
29	Linda LeClair	215 Spadina Ave	705-256-2511
30	Frank LeClair	215 Spadina Ave	705-256-2511

LET'S KEEP OUR COMMUNITY SAFE!!

Please sign this petition to save the traffic signals at Goulais Ave & Wallace Terrace. Let's keep our Students, Seniors and Community safe.!! We have until Jan 2nd

	<u>Name</u>	<u>Address</u>	<u>Phone</u>
1	Donna Crosson	409 Duncourt	945-9216
2	Vincent Salvador	64 Elliott	254-6373
3	ITALO FEBBRARO	179 CENTRAL	
4	Kyle Massicotte	524 Goulais Ave	946-5544
5	GARY LALONDE	331 THIRD AVE	575-7744
6	MOSES ZACCARIA	235 LETCHER ST	946 5617
7	WANDA NEDRAU	524 GOULAIS AVE	575-3254
8	LYLE DIOTTE	57 WALTER ST.	256-7704
9	Bob McGrath	3175 Elm Val Caran	997-2563
10	Gerald Guzzo	218 ALBERT WEST	705-575-9813
11	Richard Beach	25 ABBOTT ST	705-971-6017
12	STEVE ROBINSON	560 BRUCE ST	705 945-8043
13	Duncan Morrison	4211 Whitney	705 946 2496
14	John Fyria	8 Durban	705 254 5761
15	Mike Lafford	366 Rowell Ave	705-943-5568
16	Tanya Maitland	76 George St	705 575 3955
17	WES CARSON	20 WESTGATE DR	705-942-5023
18	Halb Demar	19 Durban	705-943-5720
19	MADELEINE BELKOSKY	40 CHIPPEWA ST.	
20	Ed Belkosky	"	
21	Kevin Devoe	20 Ferris Ave	705 255 6251
22	Jullio Fata	266 Glasgow Ave	705 38548
23	Phyllis Master	10 ALLIANCE	705 759 1410
24	Ryan Kostogorcz	774 McAllen St	705 257 7219
25	STEVEN PETERSON	536 Goulais Ave	705-945-5041
26	Robert Clement	239 Goulais Ave	705-971-5492
27	Adam Solomon	418 FORDEN AVE	
28	Angel Hookman	190 Brien	705 297 7516
29	[Signature]	99 Letcher	705-975-5700
30	Mike Lafford	99 Letcher	705-975-5700
31	Linda Rios	128 Andrew	575

32	Linda Gulmg	551 Cooper St 102	256 2406
33	Mari Jeffery	55 Elliott	253 7796
34	Ludwig Erik	159 Chippewa	253-8502
35	Alvin Erik	159 Chippewa	253-8502
36	Bob Moran	79 South Eden	942-2822
37	Corinne Moran	254 Dryden	942-0915
38	Jamie	804 Goulais	575 0885
39	Douglas Bond	707B 2nd Ave.	942-3926
40	Margaret	339 Nixon Rd	
41	J. Begley	7 Blake Ave	542-9812
42	Vera Bell	6 BLAKE. AVE.	
43	Christine Werner	1366 Gt. N. Rd	542-0059
44	D. Honnette	157 Spadina Ave.	
45			
46			
47			
48			
49			
50			
51			
52			
53			
54			
55			
56			
57			
58			
59			
60			
61			
62			
63			
64			
65			
66			
67			
68			
69			
70			
71			
72			
73			
74			
75			
76			
77			
78			
79			
80			
81			
82			
83			
84			
85			
86			
87			
88			
89			
90			
91			
92			
93			
94			
95			
96			
97			
98			
99			
100			

	Name	Address	Phone
31	Amy O'Neil	80 Conk's Ave	705-257-1323
32	Jacky Mumes	168 Pittsburg Ave	705-201-1456
33	Rosalyn Crack	172 Pittsburgh	705 942-6171
34	Jamie Crack	172 Pittsburgh	705 942-6171
35	Greenwood	1463 Base line	779-3216
36	Jamie Teel	671 Townline	255-7541
37	DECK THOMAS	97 ASQUITH	705- 257 943-1819
38	Dale Byr	834 Bonny	97
39	Joshua Nazari	159 turner	705 987 2346
40	Shelley Chikowski	147 Glasgow	705-575-0232
41	Eddie Crosato	"	"
42	Krystal Crosato	"	"
43	Don M Coleman	203 Dundas	575-8242
44	Anna DiAngelo	473 Portland	705-253-5019
45	Wendy	267 BARDOL	949 8512
46	Kandy FARR	208 TURNER	254-4552
47	Mine Byrnes	803 Second Line	575-8831
48	Curtis Dyle	425 Nixon RD	575-3615
49	Myra	19 Conk's Ave	297 0309
50	Charlotte Leonard	53 Spadina	256-8343
51	Melissa Lenko		25-44861
52	R Chibnall	400 Second Ave	705-575-5451
53	Rebelle Duquay	122 Glasgow Ave.	705-2531334
54	Marnie Duquay	" " "	" "
55	Jan. Silva	146 Pittsburgh Ave.	705 971-1456
56	Brittany Steinburg	170 Spadina	
57	Rick Laliberte	764 Base Line A	705 946 0880
58	Teresa Little	264 Borden Ave	705 575 0738
59	Charles Charrette	770 Metc ger	705 975-1554
60	Laurie Jackson	114 GLASGOW AVE	705 542 4439
61	Cindy Collier	23 Amherst St	705 759 5074
62	Amyecompte	177 Spadina	705-257-9873
63	Jeff Pinder	177 Spadina	705-257-9873

	NAME	ADDRESS	PHONE.
64	Janet Stehodeck	126 CENTRAL ST	705-942-4923
65	B Jakewill	418 Wallace	942 0925
66	Louie Mancini	270 Pittsburg	705-2539139
67	Dan Madson	737 McKENZIE	705 206 7185
68	Elizabeth Wilding	327 Rowell Ave	705 942 4639
69	Jean Lewis	280 Goulais	705 540 6776
70	JAY ADAMS	1811 CROISSANT ST	987-1223
71	Taylor Haysey	40 2nd AVE	206-8963
72	Jane Patience	816 BONNEY ST.	
73	Catherine Boren	199 Pittsburgh D	946-0828
74	Arthur Jones	199 Pittsburgh St	946-0828
75	Jimmy Kowalski	121 Goulais Ave	251-4927.
76	Steve Taraschuk	153 Spadina Ave	942-3656
77	Chris O'Brien	208 Asquith Street	705 942-4925
78	Paula Luppi	9 Admiral Dr	P 705 942 2214
79	Corey Carbone	101 Pittsburgh	705 575 5750
80	Janet Trudeau	802 Bonney St.	705-297-0918
81	Mazucca Dr	483 Korah Rd	705 256 2225
82	T.J. VINETTE	105 ALLEN'S SIDERO	705-942-9326
83	J MCKENNY	137 WILKIE TGR	705 254 3178
84	AMANDA CORBETT	720 DYMMENT ST	705 975 0388
85	JOHN & CAROL SWIFT	208 CLASLOW	705 759 2493
86	MARY B. GAUNT	685 METZGER ST	705-253-4743
87	BRIAN W. THOMAS	97 ASQUITH ST.	705-479-1243
88	Till Hewitt	456 Royal Ave	705-942-6995
89	W. Leath	76 METZGER	705 257 7067
90	Phaby Nadeau	323 Rowell	905 253 0913
91	Ray Reiser	394 Rowell	705-949-1259
92	Amanda Carpenter	270 Glasgow	705-575-8713
93	Adam Carpenter	270 Glasgow	705-575-8713
94	David Bouchard	524 Wallace	705-946-8888
95	Kyrk D.	South Edm.	256-6655
96	Donna Michale	213 Glasgow	206 6048
97	Rudy Sardo	94 Pittsburgh	
98	Susanne Engel	109 Carabel.	705 257 6434
99	Shirley Siebel	715 Douglas	705 971-7459

100	Gino Tachetta	518 Wallace Terrace	705-251-0788
101	Ashley Corbett	720 Dymont	705-987-6731
102	David Delorm	720 Dymont	705-759-3255
103	Chartello Bouché	167 Goulais Ave	705-257-5322
104	Eileen Leonard	770 Bonney St.	705-946-5740
105	Lena Cuk	107 Louise Ave	705-989-5043
106	Elly McKen	LT10 Fisher Avenues	705-575-1479
107	Waylon Shawano	802 Bonney	(705) 297-0948
108	Cassandra McGonegal	261 Pittsburg #2	(705) 254-8353
109	Pierre Chulifoux	288 Goulais Ave.	
110	ROGER WING	252 PITTSBURG AVE	541-8804
111	LYNNE DVORAK	1935 BASE LINE	705-779-1094
112	RANDY MARENGER	223 ALLEN SIDE RD.	705-450-4691
113	Steph Monk	298 Goulais Ave	575-6884
114	Krystal Marshall	714 Secondline	297-8593
115	Robert CLIFFE	770 McALLAN	942-0493
116	Judy Bouchard	254 East Balfour St	945-5386
117	Johanna Atkinson	90 creek side lane	253-6553
118	Glenna DAVEY	339 Goulais Ave	253-3608
119	Lindsay Aelick	528 Wallace Terr	(705) 946-9151
120	Mark Ndeao	95 Goulais ave	975-3514
121	Amanda Dugray	112 Glasgow Ave	253-1334
122	SADIE DUGUAY	" "	" "
123	Patti Sactore		
124	ANDREW OLIVER	163 ALLEN'S SIDE RD	253-6993
125	Marlon Sanzetti	315 John St	975-0456
126	Dan Perry	277 Maple Ave	949-2773
127	Suzanne Marshall	782 Baseline	945-8144
128	Donna Perry	714 Second line #1	" "
129	Brad Dack	714 Second line #1	" "
130	Gilbert Trintand	2917 Baseline.	
131	Shannon Maitland	737 #3 McKenzie Av.	
132	V. Chursh	288 BURNEN	
133	Zack Noel	81 Goulais Ave	
134	Patricia Maitland	81 Goulais	
135	Bruce Maitland	81 Goulais	

136

Ron KENNIS

102 SPADINA^{AVE}

705-254-8420

137

K. Symboluk

88 Ransome

705-257-1827

138

BOB REID

116 E. BALFOUR

705-254-1500

139

Jan Haggard

2866 Baseline Prince Twp

140

Mark Muisie

1600 Base Line Rd 705-779-3636

141

Carol Reinhart

1191 Wallace Terrace

705 946 5291

142

G. Piam

216 Goulais

143

Mark Hew

707 Goulais

144

LYNN A. W. HALEN

94 Pittsburg

145

Loise M'Leod

158 Pittsburg Ave

946-1685

146

Jankie Hing

Letcher St.

147

J. Lata

Tehmoma

Letcher St.

148

Mary Pezzutto-Cote

749 Young Street

149

Nathan Neveu

361 Borden

705 257 0533

150

Alison Antoine

141 Allen's Side Rd

705 251 6044

151

Dave Antoine

" " " "

" " "

152

CAROL Harvey

" " " "

" " "

153

Kevin Girardi

80 Letcher

705

154

MICHAEL LEBLANC

180 WILKINS

705 759-2169

155

VALERIE LEBLANC

"

"

156

Jim Cameron

79 Goulais

705-542-3716

157

Wendy Landriault

144 Glasgow ave

" 777-0057

158

Dennis Conrad

179 Goetz St.

159

Tyll W.

566 Wallace Terr.

160

Tyll W.

72 Letcher

161

Tyll W.

221 Spadina

942 6346

162

Bayview St

114 Spadina

163

Stacey Ferguson

" "

164

Corner Pumpa

270 Goulais Ave

950 5505

165

Josh Fawcett

201 Goulais Ave

987-2451

166

Mark Yabik

217 Spadina

253 4446

167

Keshi D.

241 Glasgow Ave

168

Megan Gilchrist

168 Secondline west

169

Marie Dellavedova

36 Appaloosa Ave

705-949 3008

170

Folgo Dellavedova

36 Appaloosa Ave

949 3008

171

Gianna Rhoades

169 Goetz Street

705-989-7590

172	James Panico	98 Spadina Ave.	(705) 846 5507
173	Daniel McKen	163 Glasgow	(705) 949-9978
174	Susan Chepli	758 Dymont	705 942-6523
175	STEPHANIE LAPOINTE	217 SPADINA	253 4446
176	Taylor Harsey		206 8963
177	Tasha Guind	80 Letcher	575 0354
178	P. O'Dell	112 Brookfield	254-6732
179	FRANK CARLHIDI	273 DRYDEN	842-0208
180	Randy Guntan	556 Wallace	206-9816
181	MARCEL J. DUGUNY	197 GILSON AVE	(705-541-9046)
182	Mike Gowan	741 DYMONT ST.	
183	Rob PLUMMER	121 GOULAIS AVE	705 253 9060
184			
185			
186			
187			
188			
189			
190			
191			
192			
193			
194			
195			
196			
197			
198			
199			
200			
201			
202			
203			
204			
205			
206			
207			

LETS KEEP OUR COMMUNITY SAFE!!
 Please sign this petition to save or
 traffic signal lights at Goulais Ave & Wallace
 Terrace. Lets Keep our Students, seniors
 and community safe!! We have until Jan 26th

	<u>Name</u>	<u>Address</u>	<u>Phone</u>
1	Rick Koff	485 Main	705-25-3433 8
2	Trudy Bouchard	864 Coopers +	705-942-4756
3	Nancy Nares	1001 Second Line, W.	705-987-0040
4	Kenn Gagnon	36 Rushmere Dr	705-942-4954
5	Thonda Mathis	2466 Base Line	705-799-3434 x 4452.
6	Cory Dean	463 2nd Line West	705-975-2046
7	Destiny Lussque	524 Goulais	975-1042.
8	Jamini Stevens	733 Sher St.	949-5625
9	Waylon Shawana	802 Bonney St	299-0948
10	Scott McQueen	572 4th Line	5750212
11	Tam McQueen	572 4th Line	5750212
12	B. JANVEA	84 NAGARA DR	575-8582
13	L. Maki	Goulais Ave	
14	Melinda Martineau	Peoples Rd	
15	Schmiedendorf	Alden Road	705-949-6007
16	Dawnnda Fedchak	Douglas Ave	705-987-8292
17	Sally Lillie	159 Goulais Ave	705-946-0049
18	Colleen Wallis	588 Second Line W	705 206-1651
19	David Conant	372 Pineshore Drive	705 379-3235
20	Ren Becking	1370 AIRPORT Rd	705-779 3536
21	Kim Dinsmore	8 AVON AVE	705 2561258
22	Tony Smith	943 4TH A.W	946-9368
23	Brenda	224 Whitney	946-2241
24	Carolyn Watson	73 St Basils	
25	Morgan Jaggard	15 Dunbar	975-1313.
26	Ken Agnew	11 Kent Cres.	257-9685
27	Dale Larone	1569 Base Line	
28	Erica Kennis	188 Letoner St	705-206-7115
29	Christine Gagnon	1025 Second	705-575-5700
30	Steve Tarasch	153 Spadina Ave	942-3656
31	Peace Kenyon	101 Dunbar Rd.	575-9012.

32	Debbie Parniak	19 Avon Ave	942-1441
33	Lynne Vallee	11 St-Basil St.	575-4464
34	Karen Williams	456 Henry	705 255 1182
35	Marion Marshall	1025 2nd Line W	254-1489
36	Tom Truh	14 Newcastle Dr	949-4625
37	James Pundarik	536 Goulais Ave	942-2402
38	Harvey Edwards	1932 Second Line W	779 2501
39	Adyika Shukla	636 Goulais Ave	255 3995
40	Gino Lizzo	227 Letcher St.	254-2829
41	Stan Refino	393 Powell Ave	949-9432
42	Steve Taraschuk	153 Spadina Ave	942-3656
43	Karl L	48 Brodeur Dr.	946-9465
44	Ceryl Charrette	774 Metzger	705 942 5325
45	Pauline Taraschuk	153 Spadina	942-3656
46	Jessica Crack	172 Pittsburg Ave.	942-6171
47	Margy Campbell	139 Goulais Ave	254-2508
48			
49			
50			
51			
52			
53			

LET'S KEEP OUR COMMUNITY SAFE!!

Please sign this Petition to Save the Traffic Lights at Goulais Ave & Wallace Terrace.
Let's Keep our Students, Seniors and Community Safe. We have until Jan. 20th then they will be removed!!

	Name	Address	Phone
1	WILLIAM M'FARLING	143 ROOSEVELT AVE	7055422827
2	Marie Tohejns	1001 SENECALENE	
3	Wear Marshall	899 Second Line West	
4	Brian Mastini	237 Glasgow Ave	
5	Fry Berlingueri	385 Rowell Ave	
6	Marshall Barber	100 RANSOME FR.	
7	TARA O'HARA	741 Fourth Line	
8	Meghan Oudora	241 Fourth Line E.	
9	Ruth Marshall	1499 Second Line W.	
10	COLETTE SQ.	600 GARDEN RIVER RD.	
11	Bob Maki	THIRD LINE WEST	
12	Mild Marin	43 RANSOME	
13	Heidi Johst	1001 Second Line West	
14	Keith Marshall	151 Roosevelt Ave	
15	Nick Canuso, NICK CANUSO,	3 ROCK FORT RD.	
16	Jim Kramer	35 COULSON AVE	
17	Billie Wagonmaker	429 Second Ave.	
18	Butt Atwell	1126 Leighs Bay	
19	Jodi White	154 Roosevelt Ave	705-256-6652
20	Pong Lafer	116 BIRCH Ck.	
21	Chris O'Brien	208 Asquith Street SSM	
22	S. Morrison	176 GRS. BRISBANE ST.	
23	M. Gage	1099 Leaps Rd.	
24	John	3058 Third Line W.	
25	W. Crisp	105 Arite Blvd.	
26	Fabrice Doreen	13 Decoy Ave	
27	Ryan	463 Royce	
28	Allen Ragnor	20 Eller Rd	

LET'S KEEP OUR COMMUNITY SAFE!!
 Please sign this petition to save the traffic
 signals at Goulais Ave and Wallace Terrace.
 Lets keep our Students, Seniors and
 Community safe !! We have until Jan 26th.

	<u>Name</u>	<u>Address</u>	<u>Phone</u>
1	Vicky Thibodeau	614 Hare Ave	705 945 6084
2	Mark Dewar	1-A Winfield	705 942 9828
3	Linda Wilson	289 Kingsford	705 946-6290
4	Richard Chaplin	758 Dymont St.	705 297-6523
5	Shawn Edwards	405 Douglas	705-779-2501
6	AMANDA CRIPPS	Douglas St.	705 256-9712
7	George Wood	11 Broadview	✓ 942-9180
8	Gloria Wood	11 Broadview	- 942-9180
9	Nora Kelly	23 Elmwood	2536713
10	Margaret Jamieson	67 Creekside Lane	" 759-5122
11	Tammy J. Cuthbert	7 Victor	705-778399
12	Dawn Cuthbert	57 Victoria St	" 729-3942
13	Len Dixon	574 St. Lawrence	256-7700
14	Cystal Paudyal	576 St. Lawrence	256-7700
15	Laura Tenno	1031 North	
16	R. Howard		779-3075
17	J. Henry		945-4270
18	Bouvardon		
19	Cindy Donaldson	522 Wallace Terr.	946-2878
20	Cathy Choo	391 3rd Ave.	949-8036
21	Steve Main	416 Connaught	450-5000
22	Myrtle Christensen-Vost	205 Wallace terrace	705 943 9391
23	Devon Verville	205 Wallace terrace	705 975 2032
24	St. Marks	373 Devon Rd	705 575 4462
25	M. White	315 KURATH RD	946-4620
26	Chris O'Brien		
27	Kelly McArthur	304 FARWELL TERR.	942 4707
28	Erin Thomas		(705) 257-8393
29	M. Scott	233 Sydenham Rd	P6C2X5
30			

29	Sherry Muise	1106 3rd Ave W	705 779-3636
30	Don Parisien	16 North Eden St	705 254-3779
31	MARY HARRIS	1397 2nd Line W	705 266 1981
32	Steve O'Connor	1106 3rd W	705 2537 87
33	PETE RIVET		942-3086
34	Dwight Linklater	37 Boehmer	
35	TRUDE L	39 Hrden	- 2530521
36	Lucio KIRKARO	1755 Sec Line W	779 3919
37	Barb Lundie	8-1001 Second Line	949-2715
38	Eugene Beaudry	169 Brookfield Ave	759-9102
39	JOHN FRYIA	8 Durban	254-5761
40	Skye Stewart	31 Charlotte D	257-9251
41	MIKE PILON	29 ANDERSON RD	949 9772
42	BRIAN TAOASHORE	42 CHIPPEWA ST	945-7566
43	Linda Barbeau	274 Ponte Louso	705 779 9991
44	DANIEL GLOTH	716 LEIGH STAY RD	705 971 6339
45	Wm J Tallon	1274 Leighs Bay Rd	254-4828
46	Kenneth Kelly	1003 Allen's Side Rd	949-1612
47	Dee Dee Thibodeau	171 Roosevelt Ave	253-3179
48	Michelle Leblanc	185 Aikenside Rd	946-5220
49	Janet Mary	527 Walls Rd	705 779 3904
50	ROSEANN SLUMPKIE	1148 WALLACE	705 946 3882
51	Don Rie	1191 Base Line	705 -254-8500
52	Pat Marchand	173 Brookfield	705-942-1768
53	Keith GIVERS	1275 Second Line W	705 575-287
54	Wm	335 Whitney Ave	705-256-6728
55	Alan	324 Allen's Side Rd	
56	Garry Nutt	790 Allen Side	
57	Sandra McFarling	143 Roosevelt Ave	705-946-1580

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2016-3

FINANCE: (F1.1) A by-law to establish user fees and service charges.

WHEREAS Section 391(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, states that despite any Act, a municipality and local board may pass by-laws imposing fees or charges on any class of persons, for services or activities provided or done by on behalf of it, and, for the use of it's property including property under its control;

AND WHEREAS it is deemed necessary to charge user fees and service charges;

NOW THEREFORE the Council of the Corporation of the City of Sault Ste. Marie hereby pursuant to Section 391(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended **ENACTS** as follows:

1. **USER FEES ADOPTED**

That Council does confirm and ratify the user fees and service charges described in Schedules "A" to "G" attached to and forming part of this By-law and are outlined as follows:

Schedule A - Clerk's Department
Schedule B - Community Services Department
Schedule C - Engineering & Planning Department
Schedule D - Finance Department
Schedule E - Fire Department
Schedule F - Legal Department
Schedule G - Public Works & Transportation Department

2. **BY-LAW 2015-4 AND BY-LAW 2015-31 REPEALED**

By-law 2015-4 and By-law 2015-31 are hereby repealed

3. **EFFECTIVE DATE**

This By-law is effective on February 1, 2016.

PASSED in open Council this 25th day January, 2016.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

da LEGAL\STAFF\BYLAWS\1. 2016\2016-3 USER FEES.DOC

CORPORATION OF THE CITY OF SAULT STE. MARIE

USER FEE & SERVICE CHARGES - BY-LAW 2016-3 - Schedule "A"

CLERK'S DEPARTMENT

<i>Services Offered</i>	<i>2015 Current Fee</i>	<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
MARRIAGE LICENSES			
- Sale of Marriage Licenses - per license	125.00	125.00	Exempt
MAP SALES			
- Sale of City Maps - per map	2.00	2.00	Inc
ZONING BY-LAW SALES			
- Sale of By-law 2005-150 - Paper Copy	100.00	100.00	Inc
- Sale of By-law 2005-150 - Paper Copy - Annual Update	50.00	50.00	Inc
- Sale of By-law 2005-150 - CD Rom	50.00	50.00	Inc
- Sale of By-law 2005-150 - CD Rom - Annual Update	50.00	50.00	Inc
OTHER			
- Photocopying - per page	0.50	0.50	Inc

CORPORATION OF THE CITY OF SAULT STE. MARIE

USER FEE & SERVICE CHARGES - By-law - 2016- 3- Schedule B

COMMUNITY SERVICES DEPARTMENT

<i>Services Offered</i>	<i>2015 Current Fee</i>	<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
BONDAR PAVILION			
- Full Day Rental - Non Profit Group	151.00	154.00	Add
- Part Day Rental - Non Profit Group	94.00	95.90	Add
- Full Day Rental - Commercial	575.00	586.50	Add
- Part Day Rental - Commercial	299.00	305.00	Add
- Wedding Receptions	657.00	725.00	Add
- Clean Up - Minor	55.00	56.10	Add
- Clean Up - Major	220.00	224.40	Add
- Barriers	1.15	1.20	Add
- Tables	4.50	4.60	Add
- Chairs	0.50	0.52	Add
- Sound System (per day)	27.60	28.15	Add
- Kitchen (per day)	55.00	56.10	Add
- Supervision of Volunteers (per hour)	16.40	16.75	Add
- Alcohol event admin fee per event per day	30.00	30.42	Add
Facility Booking - per booking		30.42	Add
Waste Removal (Additional Bin)		160.00	Add
MARINA FEES			
- Fuels	Road Price + \$ 0.02	Road Price + \$ 0.02	
- Sewage Pumpouts - per service	10.50	10.50	Add
- Cruise Ship Dockage Fee - rate per meter	5.30	5.30	Add
- Cruise Ship - Passenger disembarkment/embarkment fee	1.55 / passenger	1.55 / passenger	Add
- Bondar - Slip Rental - Daily - per foot	1.30	1.30	Add
- Bondar - Slip Rental - Weekly - per foot	6.85	6.95	Add
- Bondar - Slip Rental - Monthly - per foot	20.00	20.00	Add
- Bondar Dock - Ship/Barge Dockage (per metre)	0.16 / hr	0.16 / hr	Add
	1.65 / day	1.65 / day	Add
	31.80/month	31.80/month	Add
- Bellevue - Slip Rental - Weekly - Non Serviced per foot	4.30	4.39	Add
- Bellevue - Slip Rental - Weekly - Serviced per foot	5.60	5.71	Add
- Bellevue - Slip Rental - Bi - Monthly - Non Serviced per foot	20.60	21.00	Add
- Bellevue - Slip Rental - Bi - Monthly - Serviced per foot	23.85	24.00	Add
- Bellevue - Slip Rental - Monthly - Non Serviced per foot	13.00	13.26	Add
- Bellevue - Slip Rental - Monthly - Serviced per foot	15.45	15.76	Add
- Bellevue - Slip Rental - Seasonal - Non Serviced per foot	27.04	27.20	Add
- Bellevue - Slip Rental - Seasonal - Serviced per foot	31.24	31.40	Add
- Bellevue - Slip Rental - Daily - Serviced per foot	1.30	1.30	Add
- Bellevue - Slip Rental - Daily - Non Serviced per foot	1.10	1.12	Add
- Launch Ramp Fee - Daily	6.00	6.50	Included
- Launch Ramp Fee - Seasonal	54.00	54.00	Add
- Winter Storage - Monthly per foot	1.65	1.75	Add
- Slip Cancellation Fee	25.00	25.00	Included
- September Special	50% fee discount	50% fee discount	Add

<i>Services Offered</i>	<i>2015 Current Fee</i>	<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
LEADERSHIP DEVELOPMENT			
- Leadership Courses - varies per content	\$ 10. To \$ 25	\$ 10. To \$ 25	Included
- Weekend Seminars - varies per content	\$ 25. To \$ 60	\$ 25. To \$ 60	Included
SENIOR CITIZENS ADVISORY COUNCIL			
- Fee in lieu of Other User Fees	16,800.00	16,800.00	Included
DAY NURSERIES			
Unsubsidized - Before School	9.86	10.25	Exempt
Unsubsidized - Before and After School	20.35	21.16	Exempt
Unsubsidized - After School	12.63	13.14	Exempt
Unsubsidized- Full Day Preschool	38.64	40.19	Exempt
Unsubsidized- Half Day Preschool	21.83	22.70	Exempt
Unsubsidized - Full Day Toddler	41.26	42.91	Exempt
Unsubsidized - Half Day Toddler	22.64	23.55	Exempt
Unsubsidized - Full Day Infant	46.82	48.69	Exempt
Unsubsidized - Half Day Infant	25.25	26.26	Exempt
Unsubsidized – Summer Camp Daily	40.00	42.00	Exempt
Unsubsidized – Summer Camp Weekly	185.00	194.25	Exempt
Unsubsidized – Summer Camp Monthly	Not Applicable	750.00	Exempt
Unsubsidized – AM Extended Care (Daily)	5.00	Not Applicable	Exempt
Unsubsidized – PM Extended Care (Daily)	5.00	Not Applicable	Exempt
Unsubsidized – AM Extended Care (Weekly)	Not Applicable	26.25	Exempt
Unsubsidized – PM Extended Care (Weekly)	Not Applicable	26.25	Exempt
Note - a 5.0 % discount applies to all fees paid 3 months in advance			
ARENA FEES			
- Soo Greyhounds - agreement covered by separate By-law			
- Admission - High school Hockey - Adults	3.54	3.61	Add
- Admission - High school Hockey - Students & Seniors	2.88	2.94	Add
- Admission - High school Hockey - Children	2.66	2.71	Add
- Ice Rentals - per hour - Prime Time - Adult	143.13	145.99	Add
- Ice Rentals - per hour - Prime Time -Youth	132.70	135.35	Add
- Ice Rentals - per hour - Prime Time - Organized	113.29	115.56	Add
- Ice Rentals - per hour - Prime Time - Tournament	84.06	85.74	Add
- Ice Rentals - per hour - School Board	84.06	85.74	Add
- Ice Rentals - per hour - Non Ice (Lacrosse)	52.83	53.89	Add
- Ice Rentals - per hour - Non Prime Time - Winter -Adult	84.06	85.74	Add
- Ice Rentals - per hour - Non Prime Time - Adult - Summer	121.97	124.41	Add
- Ice Rentals - per hour - Non Prime Time -Youth - Winter	84.06	85.74	Add
- Ice Rentals - per hour - Non Prime Time -Youth - Summer	100.42	102.43	Add
-Ice Rentals - per hour - Individual Training up to 3 skaters	40.80	41.62	Add
-Essar Centre Angelo Bumbacco Room-Full Day	260.10	265.30	Add
-Essar Centre Angelo Bumbacco Room-1/2 Day or 1/2 room	156.06	159.18	Add
-Essar Centre Multi Purpose Room 1/2 Day	52.02	53.06	Add
-Essar Centre Multi Purpose Room Full Day	104.04	106.12	Add

<i>Services Offered</i>	<i>2015 Current Fee</i>	<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
ARENA FEES (continued)			
- Ice Skating - Admission - Adult	3.19	3.25	Add
- Ice Skating - Admission - Student	2.48	2.53	Add
- Ice Skating - Admission - Senior	2.48	2.53	Add
- Ice Skating - Admission - Child	2.21	2.25	Add
- Rental of McMeeken or Rhodes Centre -each pad / per day	920.75	939.17	Add
POOL FEES			
- Public Swim Admission - Adult Aquatics	4.25	4.34	Add
- Public Swim Admission - Senior Aquabics	3.19	3.25	Add
- Public Swim Admission - Adult	4.25	4.34	Add
- Public Swim Admission - Child / Senior	2.79	2.85	Add
- Public Swim Admission - Family	10.62	10.83	Add
- Pool Rental - per hour - Competitive Teams	47.32	48.27	Add
- Pool Rental - per hour - School Boards - includes 3 instructors	96.74	98.67	Add
- Pool Rental - per hour - Public - includes lifeguards	105.15	107.25	Add
- Public Lessons - per lesson + surcharge	7.18	7.32	Add
- Swim Meet - Special Rate (per hour) plus expenses	36.80	37.54	Add
- John Rhodes meeting room rental up to 3 hours plus expenses	37.80	38.56	Add
- John Rhodes meeting room rental daily rates plus expenses	108.20	110.36	Add
NORTHERN COMMUNITY CENTRE			
-Single Turf Field Rental Per Hour-Prime Time	120.00	122.40	Add
-Single Turf Field Rental Per Hour-Non-Prime Time	75.00	76.50	Add
RENTALS			
- Rental Gymnastics Club - Rhodes Centre - per month			
- Rental Restaurant - Rhodes Centre - per month			
- Rental Pro Shop - Rhodes Centre - per month			
The above Rentals are governed by Agreements approved by Council.			
ATHLETIC FIELDS			
- Slowpitch Fields - Adult per diamond per evening	59.65	60.84	Add
- Youth Ball - per diamond per evening	29.80	30.42	Add
- Slowpitch (Ball) Fields - Tournaments per Diamond per Day	38.25	39.02	Add
- Sault Amateur Soccer Association - Adult per field per night	59.65	60.84	Add
- Sault Youth Soccer Association - per field per night	29.65	30.24	Add
- Soccer Tournaments - per field per day	38.25	39.02	Add
-Cricket - per field per day	38.25	39.02	Add
- High School Soccer - per field per day	29.80	30.42	Add
- High School Soccer Tournament- per field per day	38.25	39.02	Add
- Steeler Football - per game	477.35	486.90	Add
-Touch Football-Rocky DiPietro Field per day	238.70	243.47	Add
- Touch Football - fee for Queen E., B Field perevening/day	29.80	30.40	Add
- High School; Football - per game	348.55	355.55	Add
- Dressing Room Rental per event	29.80	30.42	Add

<i>Services Offered</i>	<i>2015 Current Fee</i>	<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
- Public Address System - per event	29.80	30.42	Add
- Beer Garden - per event per day	29.80	30.42	Add
- Sabercats Football - per game	238.75	243.53	Add
- Soo Minor Football - per evening (practice)	29.80	30.42	Add
- Soo Minor Football - per day game fee (QE "B")	119.30	121.69	Add
- Soo Minor Football - fee for Rocky DiPietro Field per day	238.70	243.47	Add
- Speed Skating Club - per competition	596.70	608.63	Add
- Special Event Booking - Event more than 500 people	579.65	591.24	Add
- Special Event Booking - Event more than 200 people	289.80	295.60	Add
- Special Event - Garbage Pick-up and Recycling	220.85	225.27	Add
-Ultimate Frisbee - per field per night	29.80	30.42	Add
-Sport field lining - special request	284.10	289.78	Add
Soccer - Rocky D Fall per weeknight per game		60.84	Add
Soccer - Rocky D Fall per day for weekend usage		243.47	Add
Soccer Queen E. Mini Complex League Play per night		60.84	Add
Soccer Queen E. Mini Complex Weekend Tournament		121.69	Add
BELLEVUE PARK			
- Facility Booking - per booking	29.80	30.42	Add
- Special Event Booking - Event more than 250 people	579.65	579.23	Add
- Special Event Booking - Event less than 250 people	289.80	289.79	Add
HISTORIC SITES BOARD (Fees set by Historic Sites Board)			
- Membership - Adult	12.00	12.00	Add
- Membership - Family	20.00	20.00	Add
- Membership - Senior	5.00	5.00	Add
- Membership - Group/Business	25.00	25.00	Add
- Admission - Adult	10.00	12.00	Included
- Admission - Seniors / Children	8.00	10.00	Included
- Admission - Child under 5 years of Age	Free	Free	Add
- Admission - Family	25.00	25.00	Included
- Admission - Self Guided Group (10 or more) Adults	8.00	10.00	Included
- Admission - Self Guided Group (10 or more) Seniors/Children	6.00	8.00	Included
Education Tours - per student (basic rate)	3.00	3.00	Exempt
1.5 hour curriculum programs	4.00	4.00	Exempt
2 hour	4.00	5.00	Exempt
3 hour-grade 3(with lunch)	7.00	10.00	Exempt
- Christmas - per student	3.75	4.00	Exempt
- Brownie / Guide - 2 hour program -after hours-for badges	6.00	8.00	Exempt
- Sparks / Beavers - 1.5 hour program - per participant	5.00	8.00	Exempt
- workshops of any kind - minimum 1.5 hrs per participant	10.00 + supplies	15.00 + supplies	Add
- Outreach rental of education Kits	25.00/ 2 weeks	30.00/ 2 weeks	Add
- Outreach Programs	25./ hr + supplies	30/ hr + supplies	Add
- Birthday Parties	Min \$100/ \$10 ea	Min \$125/ \$10 ea	Add
- Special Events & Happenings in the House			
P.D.Days & special event days - Bracelet Days - adult		8.00	Included
P.D.Days & special event days - Bracelet Days - child		5.00	Included
Heritage Tea - per person (desserts)		10.00	Add
Heritage High Tea - per person (food & desserts)	10.00	15.00	Add

<i>Services Offered</i>	<i>2015 Current Fee</i>	<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
Fridays by the Fire		12.00	Included
- Rendezvous Festival- per person	5.00	5.00	Included
- Evening in the Summer Kitchen	50.00	55.00	Included
- Heritage Lunch (per person)	15.00	18.00	Included
- Heritage Dinner (per person)	30.00	34.00	Included
- Special Rate - Cultural Passport	% of Full Rate	% of Full Rate	
- Special Rate - Marketshare Tourism Pass	% of Full Rate	% of Full Rate	
Brick Purchase (Walkway to History)	50.00	50.00	
Plaque Purchase (Walkway to History)	100.00 to 500.00	100.00 to 500.00	
Site User Fees: (Weddings, parties, Photographs, Film Crews)			
Basic Rental Not for Profit - 1/2 day (up to 4 hrs.)	150.00	200.00	Add
Basic Rental Commercial - 1/2 day (up to 4 hrs.)	250.00	300.00	Add
Basic Rental Not for Profit - Full day (4 to 10 hrs.)	150.00	300.00	Add
Basic Rental Commercial - Full day (4 to 10 hrs.)	450.00	500.00	Add
Basic Rental for Wedding Ceremony and/or photographs	200.00	200.00	Add
Basic Rental for Wedding receptions and showers	200.00	300.00	Add
Basic rental for Film Crew (per hour)	100.00	300.00	Add
Supervisory Fees (added to basic rental rate) (per hour)	20.00	25.00	Add
Security & other fees may apply as necessary			
Research User Fees			
Individual research request	10.00	25.00	Add
Yearly research privileges	50.00	100.00	Add
Reproduction Fees - photocopying (per page)	0.25	0.50	Add
Digital reproduction for educational/exhibit purposes	5.00	25.00	Add
Digital reproduction for other uses (following copyright)		100.00	Add
Gift Shop Rental	\$1,000.00	\$1,000.00	Add

CORPORATION OF THE CITY OF SAULT STE. MARIE
USER FEE & SERVICE CHARGES - By-law - 2016- 3- Schedule C
ENGINEERING & PLANNING DEPARTMENT

<i>Services Offered</i>	<i>2015 Current Fee</i>	<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
REZONING FEES			
- Sale of City Official Plan	\$ 35.00 / plan	\$ 35.00 / plan	Exempt
- Official Plan Amendment	\$ 2040.00/ amend	\$2050 / amend	Exempt
- Rezoning Application Fee	\$ 2040.00 / app	\$ 2050 / app	Exempt
- Combined Official Plan & Rezoning Application	\$ 3060.00 / app	\$ 3100 / app	Exempt
- Subdivision Approval Fee	\$ 3570.00 / app	\$ 3600 / app	Exempt
- Condominium Approval Fee	\$ 3060.00 / app	\$ 3100 / app	Exempt
- Site Plan Review (Development Control)	\$ 820.00 / app	\$ 850 / app	Exempt
- Signs - Minor Amendment	\$ 310.00 / sign	\$ 325 / sign	Exempt
- Deferred Application	\$ 75.00 / app	\$ 75.00 / app	Exempt
- Deferred Application if new Notice is Required	\$ 280.00 / app	\$300 / app	Exempt
- Preparation of a Subdivision Agreement	\$3060 / app	\$3100 / app	Exempt
- Staff Attendance at OMB Hearings **	\$510/hearing day	\$510/hearing day	Exempt
- Telecommunication Tower Review		\$ 500 / review	Exempt
COMMITTEE OF ADJUSTMENT FEES			
- Minor Variance Application (Single Unit Residential)	\$ 400.00 / app	\$ 400.00 / app	Exempt
- Minor Variance Application (Multiple Unit <5 RA /R1 Zone)	\$ 600.00 / app	\$ 600.00 / app	Exempt
- Deferred Minor Variance Application	50.00 / app	50.00 / app	Exempt
- Consent Application (Lot Addition)	\$ 600.00 / app	\$ 600.00 / app	Exempt
- Consent Application (New Lot Creation)	\$600 + \$300 /lot/app	\$600 + \$300 /lot/app	Exempt
- Final Consent Application	\$ 150.00 / deed	\$ 150.00 / deed	Exempt
- Deferred Application Fee - No New Notice	75.00 / app	75.00 / app	Exempt
- Deferred Application Fee if New Notice Required	1/2 App Fee	1/2 App Fee	Exempt
- Property Standards Appeal Fee	\$ 200.00 / app	\$ 200.00 / app	Exempt
SEWER CONNECTIONS			
- 100 mm diameter lateral per connection	\$3,870.00	\$3,870.00	Exempt
- 150 mm diameter lateral per connection	\$4,190.00	\$4,190.00	Exempt
- Additional Connection Charges			
- Class A Pavement - Additional Charge	\$1,990.00	\$1,990.00	Exempt
- Class B Pavement or Surface Treatment- Additional Charge	\$1,620.00	\$1,620.00	Exempt
- Curb and Gutter - Additional Charge	\$1,130.00	\$1,130.00	Exempt
- Concrete Sidewalk - Additional Charge	\$1,380.00	\$1,380.00	Exempt
CULVERTS			
- Single Driveway	\$1,380.00/ Driveway	\$1405.00/ Driveway	Exempt
- Double Entrance Driveway	\$2,685.00 / Driveway	\$2735.00 / Driveway	Exempt
<i>Additional Charges</i>			
- Culvert Couplings	\$ 70.00 / coupling	\$ 70.00 / coupling	Inc
- Additional Culvert length	\$ 235.00 / meter	\$240.00/ meter	Inc
DIGITAL DATA FEES			

- Info Light (Vector) customized to user needs	\$25.00 / tile	100.00	Inc
- Full data Extract	250.00	250.00	Inc
- Raster Image	250.00	125.00	Inc
- Customized Hardcopy/pdf Mapping Products - 11" x 17"		25.00	Inc
- Customized Hardcopy/pdf Mapping Products - large format		50.00	Inc
- Plan and Profile Drawings	\$10/sheet	\$10/sheet	Inc
- Lawyer Requests for Sanitary/Lateral Services	\$25	\$25	Inc
BUILDING / BYLAW ENFORCEMENT			
-Building/PropertyClean-up Administration fee	15% of cost	15% of cost	Add

CORPORATION OF THE CITY OF SAULT STE. MARIE

USER FEE & SERVICE CHARGES - BY-LAW 2016- 3 - Schedule "D"

FINANCE DEPARTMENT

<i>Services Offered</i>	<i>2015 Current Fee</i>	<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
LOTTERY LICENCES			
- Raffle under \$ 50,000 value	\$ 10.00 or 1 % of the	\$ 10.00 or 1 % of the	Exempt
	Prize Value	Prize Value	
- Raffle over \$ 50,000 value	to Province	to Province	Exempt
- Bingo - prize under \$ 5,500	\$ 10.00 or 1 % of the	\$ 10.00 or 1 % of the	Exempt
- Bingo - prize over \$ 5,500	to Province	to Province	Exempt
- Bazaar (Maximum 3 wheels)	\$ 10.00 / wheel	\$ 10.00 / wheel	Exempt
- Nevada Tickets	3% of Prize Value	3% of Prize Value	Exempt
GENERAL LICENCES			
- Pawnbroker (Annual)	\$250.00	\$250.00	Exempt
- Peddler - Resident Produce, Daily (Annual)	\$250.00	\$250.00	Exempt
- Plumber - Master	\$20.00	\$20.00	Exempt
- Adult Entertainment Parlour - Owner / Operator - Annual	\$2,000.00	\$2,000.00	Exempt
- Adult Entertainment Parlour - Owner - Annual	\$2,000.00	\$2,000.00	Exempt
- Adult Entertainment Parlour - Operator - Annual	\$2,000.00	\$2,000.00	Exempt
- Adult Entertainment Parlour - Burlesque Attendant - Annual	\$75.00	\$75.00	Exempt
- Amusement Arcade (Annual)	\$250.00	\$250.00	Exempt
- Food Vending	\$225.00	\$225.00	Exempt
<i>NOTE : Licence Fees for Taxis, Limousines etc are Governed by Police Services By-law 154 but Administered by the</i>			
<i>Tax & Licence Division.</i>			
PENALTIES & INTEREST ON TAXES			
- On the First Day after the due date	1.25 % / month	1.25 % / month	None
- On the First day of each month that the Taxes remain unpaid			
- On January 1st of the following year and each month thereafter			
LIBRARY ACCOUNTING FEES			
- Accounting / Data Processing Fees - Library Board	10,915.00	10,915.00	Exempt
DSSAB ACCOUNTING SERVICES			
- Accounting Services - District Social Services Admin Board	18,720.00	18,720.00	Added
INTEREST - ACCOUNTS RECEIVABLE			
- On all accounts more than 30 days old	1.25 % / month	1.25 % / month	None
TAX CERTIFICATES			
- Tax Certificate (Certified Statement of Tax Account Status)	\$60.00	\$60.00	None
PAYROLL GARNISHEE			
- Fee for Garnishee of payroll Cheque per pay per cheque	\$10.00	\$10.00	None
NSF CHEQUE FEE			
- Fee for a cheque being returned per cheque	\$35.00	\$35.00	None

CORPORATION OF THE CITY OF SAULT STE. MARIE

USER FEE & SERVICE CHARGES - BY-LAW 2016- 3 - Schedule "E"

FIRE SERVICES

<i>Services Offered</i>	<i>2015 Proposed Fee</i>	<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
FIRE ALARM SYSTEM			
- Installation / Hook up Charge	360.50	N/A	Add
- Annual Surveillance Fee	234.00	N/A	Add
INSPECTION CHARGES			
- File Search - Residential Property	63.24	63.24	Add
- File Search - Commercial Property	63.24	63.24	Add
- Field Inspection (Minimum charge of 1 hour)	62.00	N/A	Add
- Property Resale Inspection	110.16	110.16	Add
- Daycare Licensing Inspection	110.16	110.16	Add
AIR BOTTLE REFILLS			
- Refill per bottle	7.00	7.00	inc
TRAINING			
- Fire Extinguisher Training (per 2 hour session)	108.00	108.00	Add
BURNING PERMITS			
- New (First) Burning Permit	25.00	25.00	No
- Burning Permit - Annual Renewal	15.00	15.00	No
- Burning Permit - Weekly Fee	10.00	10.00	No

CORPORATION OF THE CITY OF SAULT STE. MARIE

USER FEE & SERVICE CHARGES - BY-LAW 2016- 3 Schedule "F"

LEGAL DEPARTMENT

<i>Services Offered</i>	<i>2015 Current Fee</i>	<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
RENTAL AGREEMENTS COVERED BY SPECIFIC BY-LAWS			
Lyon's Building Centre (LYONS AVE & WELLINGTON) (L-14)	\$ 85.00 / month	\$ 85.00 / month	Add
STEELTON SENIOR CENTRE (no Rent - July & August) (L-203)	\$ 400.00 / month	\$ 400.00 / month	Add
GREAT LAKES POWER - PEOPLES ROAD (L-253)	\$ 200.00 / annual	\$ 200.00 / annual	Add
Part 65 OLD GARDEN RIVER ROAD (Sault Area Hospital) (L-322)	\$75,369 annual	\$75,369 annual	Add
Bell Mobility CATHCART St - WEST STREET (LE-67)	\$ 5,500 annual	\$ 5,500 annual	Add
Bell Mobility Part 57 DesChenes Dr (AG131)	\$ 5,000 annual	\$ 5,000 annual	Add
Bell Mobility-Site W3952 - Essar Centre (AG145)	\$ 3,500 annual	\$ 3,500 annual	Add
Superior 7 Signs - 331 QUEEN ST E (L-317)	\$ 900.00 annual	\$ 900.00 annual	Add
Algo Signs - 723 Great Northern Road (2 signs) (L-283)	\$2,400.00 annual	\$2,400.00 annual	Add
Hopital Regional de Sudbury Regional Hospital (Part 65 Old Garden River Rd) (L-328)	\$5,850.00 annual	\$5,850.00 annual	included
Ministry of Health - 540 Albert Street (LE-41)	\$9,345.24/month	\$9,533.57/month	included
Superior 7 Advertising Ltd. - Sign - Lake Street (L-286)	\$950.00 annual	\$950.00 annual	Add
Sault Ste. Marie Model Aircraft Radio Control Club (L-326)	\$400.00 annual	\$400.00 annual	Add
Sault Ste. Marie Aquatic Club (L-230)	\$100.00 monthly	\$100.00 monthly	Add
Algoma Sailing Club (L-122)	\$100 / annual	\$100 / annual	Add
Rogers - 363 Second Line West (at Third Avenue) (L-334)	\$700.00 monthly	\$700.00 monthly	Add
Algoma Public Health Unit (LE-84)	\$10.00/year	\$10.00/year	Add
POA Rent-Civic Centre	\$63,575 annual	\$63,575 annual	Add
S&T Electrical Contractors (LE-39)	\$200.00 / month	\$200.00 / month	Add
Barbisan Roofing Inc	\$500/annual	\$500/annual	Add
2463279 Ontario o/a Centro Sports Bar & Restaurant (AG152)	\$2,184.34 plus 6% gross revenue monthly	\$2,184.34 plus 6% gross revenue monthly	Add
Kevin Belsito	\$500	\$500	Add
Rogers Communications Inc. 638 Cathcart	n/a	\$700.00/month	Add
ANNUAL ENCROACHMENTS			
Nystedt, Dennis - 274 North Street	\$25.00/annual	\$25.00/annual	Add
Lyon's Building - 625 Queen Street East	\$25.00/annual	\$25.00/annual	Add
Cambrian Nissan - 460-468 Pim Street	\$25.00/annual	\$25.00/annual	Add
Flormor Automotive - 53,59 Great Northern Road & 7 Champlain	\$25.00/annual	\$25.00/annual	add
CIVIC CENTRE - MEETING ROOMS (Full Day)			
Council Chambers	\$260	\$265	
Russ Ramsay Board Room	\$104	\$106	
Biggings Meeting Room	\$104	\$106	
Thompson Meeting Room	\$104	\$106	
Plummer Meeting Room	\$52	\$53	
Korah Meeting Room	\$52	\$53	
Tarentorus Meeting Room	\$52	\$53	
Steelton Meeting Room	\$52	\$53	

CORPORATION OF THE CITY OF SAULT STE. MARIE

USER FEE & SERVICE CHARGES - BY-LAW 2016- 3 - Schedule "G"

PUBLIC WORKS & TRANSPORTATION DEPARTMENT

<i>Services Offered</i>		<i>2015 Current Fee</i>		<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
TRANSIT CASH FARES					
- Adults		\$2.50		\$2.50	Exempt
- Students		N/A		N/A	Exempt
- Seniors		\$2.50		\$2.50	Exempt
- Children (Youth)		\$2.50		\$2.50	Exempt
TRANSIT BUS PASSES					
- Monthly Pass - Adult		\$60.00		\$60.00	Exempt
- Monthly Pass - Student		N/A		N/A	Exempt
- Monthly Pass - Senior		\$50.00		\$50.00	Exempt
- Monthly Pass - Child (Youth)		\$25.00		\$25.00	Exempt
- Punch Pass - 20 Rides		\$40.00		\$40.00	Exempt
- Senior Multi 6 Ride Pass (60 years and over)		\$7.80		\$7.80	Exempt
- Senior Multi 12 Ride Pass (60 years and over)		\$15.60		\$15.60	Exempt
TRANSIT PHOTO I.D. CARD		\$ 4.00 / card		\$ 4.00 / card	Exempt
TRANSIT CHARTERS - LOCAL					
- Weekdays per hour (minimum 1 hour)		\$125.00/hr		\$125.00/hr	Add
- Sundays per hour (minimum 1 hour)		\$135.00/hr		\$135.00/hr	Add
- Statutory Holidays per hour (minimum 1 hour)		\$150.00/hr		\$150.00/hr	Add
TRANSIT BUS ADVERTISING					
- Governed by Agreement					
COMMUNITY BUS CASH FARES					
- Cash Fare		\$2.50		\$2.50	Exempt
- Punch Pass - 20 Rides		\$40.00		\$40.00	Exempt
PARA BUS FARES					
- Cash Fare		\$2.50		\$2.50	Exempt
- Ambulatory Cash Fare		\$2.50		\$2.50	Exempt
- Attendant Cash Fare		\$2.50		\$2.50	Exempt
- 40 Ride Pass		\$70.00		\$70.00	Exempt
- 10 Ride - Ambulatory Pass		N.A.		N.A.	
- 20 Ride - Ambulatory Pass		N.A.		N.A.	
- 40 Ride - Ambulatory Pass		N.A.		N.A.	
MISCELLANEOUS TRANSIT SHOP SALES					
- Labour		95.00		95.00	Add
- Bus Parking		\$ 20.00 / day		\$ 20.00 / day	Add
- Bus Parking - Monthly		\$ 225.00 / month		\$ 225.00 / month	Add
- Bus Wash		N/A		N/A	Add
- Bus Wash - by Hand		N/A		N/A	Add
- Bus - Mop and Sweep		N/A		N/A	Add
- Bus Vacuum		N/A		N/A	Add
- Battery Charge		N/A		N/A	Add
- Service Call - Regular Hours -		95.00		95.00	Add
- Service Call - After Hours -		\$130.00/ hr		\$130.00/ hr	Add
- Service Calls - Cost per kilometer -		\$ 0.45 / km		\$ 0.45 / km	Add
SEWER RODDING					
- Calls during regular Hours		\$140.00		\$145.00	Add

<i>Services Offered</i>		<i>2015 Current Fee</i>		<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
- Calls outside regular Hours		\$280.00		\$290.00	Add
- CCTV Lateral Inspection		\$180.00 / hour		\$185.00 / hour	Inc
- CCTV Mainline Sewer Inspection		\$170.00		\$175.00	Add
LANDFILL FEES (established by by-law 2003-140)					
- Tipping Fee per tonne		70.00		70.00	No
- Gate Fee		10.00		10.00	No
- Out of town (Prince/Rankin) Tipping Fee per tonne		70.00		70.00	No
- Asbestos per bag following MOE Regulations (up to 4 bags)		50.00		50.00	No
- Asbestos bulk load - MOE Regulations per tonne after 4 bags		200.00		200.00	No
- Bio-Medical Waste per tonne per MOE Guideline		200.00		200.00	No
- Refrigerator/Freezer Disposal (untagged)		25.00		25.00	No
- Non Hazardous Industrial Solid Waste (for cover material)		35.00		35.00	No
- Non Hazardous Industrial Solid Waste (Non Useable)		70.00		70.00	No
-Residential pick up excess bag tag		2.00		2.00	No
PARKING METERS					
- Queenstown Area per hour		1.00		1.00	Included
- City Centre Area per hour		0.50		0.50	Included
HOODING OF PARKING METERS					
- Single Meter per day		4.00		4.00	Included
- Double Meter per day		8.00		8.00	Included
PARKING LOTS					
- Rental - Monthly		40.00		40.00	Included
- Yearly Rate - Non Refundable		411.00		411.00	Included
- Daily Rate		3.00		3.00	Included
CEMETERY					
Lots					
Adult					
1 grave lot – minimum 3.5' x 10.0'					
Land	\$437.00		\$459.00		
Care and maintenance	\$291.00	\$728.00	\$306.00	\$765.00	Added
2 grave lot – minimum 2.0' x 10.0'					
Land	\$874.00		\$918.00		
Care and maintenance	\$582.00	\$1,456.00	\$612.00	\$1,530.00	Added
Child (5 years – 10 years)					
Land	\$179.00				
Care and maintenance	\$150.00	\$329.00		\$329.00	Added
Infant (under 5 years)					
Land	\$0.00				
Care and maintenance	\$150.00	\$150.00		\$150.00	Added
Care and maintenance fund – lots on which care and maintenance charges have not been paid. This only pertains to lots purchased prior to January 1, 1955. This is a one-time charge (per lot).		\$250.00		\$250.00	Added
Cremation Lots (Urn Garden)					
1 grave lot – .6m x .6m					
Land	\$58.00		\$70.00		
Care and maintenance	\$150.00	\$208.00	\$150.00	\$220.00	Added
2 grave lot (.6m x 1.2m)					
Land	\$116.00		\$140.00		

<i>Services Offered</i>		<i>2015 Current Fee</i>		<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
Care and maintenance	\$300.00	\$416.00	\$300.00	\$440.00	Added
Cremorial Wall Niches					
Rows 1 to 4					
single 10.16 cm x 20.36 cm front	\$589.00				
Care and maintenance	\$104.00	\$693.00		\$693.00	Added
Rows 5&6					
single 10.16 cm x 20.36 cm front	\$536.00				
Care and maintenance	\$100.00	\$636.00		\$636.00	Added
Rows 7&8					
single 10.16 cm x 20.36 cm front	\$436.00				
Care and maintenance	\$100.00	\$536.00		\$536.00	Added
Urn Garden Columbarium "GC"					
Section A-B-C-D-E-F-G-H-I-J-K					
Companion niches	\$1,259.00				
Care and maintenance	\$222.00	\$1,481.00		\$1,481.00	Added
Single niches	\$760.00				
Care and maintenance	\$133.00	\$893.00		\$893.00	Added
Urn Garden Columbarium "GC"					
Section L					
Companion niches	\$1,400.00				
Care and maintenance	\$246.00	\$1,646.00		\$1,646.00	Added
Single niches	\$849.00				
Care and maintenance	\$150.00	\$999.00		\$999.00	Added
Urn Garden Columbarium "GC" (New)					
Section M					
Companion niches	\$1,400.00				
Care and maintenance	\$246.00	\$1,646.00		\$1,646.00	Added
Single niches	\$849.00				
Care and maintenance	\$150.00	\$999.00		\$999.00	Added
Urn Garden Columbarium "HC"					
Section O-P-Q-R					
Companion niches	\$1,335.00				
Care and maintenance	\$235.00	\$1,570.00		\$1,570.00	Added
Single niches	\$799.00				
Care and maintenance	\$141.00	\$940.00		\$940.00	Added
Urn Garden Columbarium "HC"					
Section S					
Companion niches	\$1,400.00				
Care and maintenance	\$246.00	\$1,646.00		\$1,646.00	Added
Single niches	\$849.00				
Care and maintenance	\$150.00	\$999.00		\$999.00	Added
Urn Garden Columbarium "GC" (New)					
Section T-U-V					
Companion niches	\$1,400.00				
Care and maintenance	\$246.00	\$1,646.00		\$1,646.00	Added
Single niches	\$849.00				
Care and maintenance	\$150.00	\$999.00		\$999.00	Added
Wall Niches (Mausoleum Phase VII)					
Section MJ					
Single Niche					

<i>Services Offered</i>		<i>2015 Current Fee</i>		<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
Rows 2&7	\$625.00				
Care and maintenance	\$110.00	\$735.00		\$735.00	Added
Rows 4&5	\$724.00				
Care and maintenance	\$127.00	\$851.00		\$851.00	Added
Wall Niches (Mausoleum Phase VIII)					
Sections ML and MM					
Companion Niches					
Rows 1&8	\$1,081.00				
Care and maintenance	\$190.00	\$1,271.00		\$1,271.00	Added
Rows 3&6	\$1,259.00				
Care and maintenance	\$222.00	\$1,481.00		\$1,481.00	Added
Single Niches					
Rows 1,2,6,7 & 8	\$661.00				
Care and maintenance	\$116.00	\$777.00		\$777.00	Added
Rows 4&5	\$760.00				
Care and maintenance	\$133.00	\$893.00		\$893.00	Added
	\$0.00				
Mausoleum crypts - note: the price of a					
mausoleum crypt being transferred shall not					
exceed the original purchase price.					
Section MN					
Row 4 (single)	\$4,730.00				
Care and maintenance	\$1,182.00	\$5,912.00		\$5,912.00	Added
Section MO					
Row 1 (single)	\$5,003.00				
Care and maintenance	\$1,250.00	\$6,253.00		\$6,253.00	Added
Row 2&3 (single)	\$5,981.00				
Care and maintenance	\$1,495.00	\$7,476.00		\$7,476.00	Added
Row 4 (single)	\$4,730.00				
Care and maintenance	\$1,182.00	\$5,912.00		\$5,912.00	Added
Row 1 (companion)	\$8,292.00				
Care and maintenance	\$2,072.00	\$10,364.00		\$10,364.00	Added
Row 2&3 (companion)	\$9,866.00				
Care and maintenance	\$2,466.00	\$12,332.00		\$12,332.00	Added
Row 4 (companion)	\$7,833.00				
Care and maintenance	\$1,958.00	\$9,791.00		\$9,791.00	Added
Section MP					
Row 1 (single)	\$5,253.00				
Care and maintenance	\$1,313.00	\$6,566.00		\$6,566.00	Added
Rows 2&3 (single)	\$6,280.00				
Care and maintenance	\$1,570.00	\$7,850.00		\$7,850.00	Added
Row 4 (single)	\$4,967.00				
Care and maintenance	\$1,241.00	\$6,208.00		\$6,208.00	Added
Row 1 (companion)	\$8,706.00				
Care and maintenance	\$2,177.00	\$10,883.00		\$10,883.00	Added
Row 2&3 (companion)	\$10,359.00				
Care and maintenance	\$2,590.00	\$12,949.00		\$12,949.00	Added
Row 4 (companion)	\$8,255.00				
Care and maintenance	\$2,056.00	\$10,311.00		\$10,311.00	Added
MA – Family Units					
Section MQ					
Unit 1 (6 singles)	\$34,560.00				
Care and maintenance	\$8,640.00	\$43,200.00		\$43,200.00	Added
Unit 2 (8 singles)	\$44,800.00				

<i>Services Offered</i>		<i>2015 Current Fee</i>		<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
Care and maintenance	\$11,200.00	\$56,000.00		\$56,000.00	Added
MA					
Section R					
Row 1 (single)	\$5,515.00				
Care and maintenance	\$1,379.00	\$6,894.00		\$6,894.00	Added
Row 2&3 (single)	\$6,595.00				
Care and maintenance	\$1,649.00	\$8,244.00		\$8,244.00	Added
Row 4 (single)	\$5,215.00				
Care and maintenance	\$1,304.00	\$6,519.00		\$6,519.00	Added
Row 1 (companion)	\$9,142.00				
Care and maintenance	\$2,285.00	\$11,427.00		\$11,427.00	Added
Row 2&3 (companion)	\$10,878.00				
Care and maintenance	\$2,719.00	\$13,597.00		\$13,597.00	Added
Row 4 (companion)	\$8,642.00				
Care and maintenance	\$2,161.00	\$10,803.00		\$10,803.00	Added
MA (new)					
Section S					
Row 1 (single)	\$5,791.00				
Care and maintenance	\$1,448.00	\$7,239.00		\$7,239.00	Added
Row 2&3 (single)	\$6,924.00				
Care and maintenance	\$1,731.00	\$8,655.00		\$8,655.00	Added
Row 4 (single)	\$5,476.00				
Care and maintenance	\$1,369.00	\$6,845.00		\$6,845.00	Added
Row 1 (companion)	\$9,599.00				
Care and maintenance	\$2,400.00	\$11,999.00		\$11,999.00	Added
Row 2&3 (companion)	\$11,421.00				
Care and maintenance	\$2,855.00	\$14,276.00		\$14,276.00	Added
Row 4 (companion)	\$9,075.00				
Care and maintenance	\$2,269.00	\$11,344.00		\$11,344.00	Added
Interment Charges					
<i>With committal service in the chapel</i>					
Adult					
single depth		\$705.00		\$740.00	Added
double depth		\$867.00		\$910.00	Added
Child under 5 years		no charge		no charge	
Child 5-10 years					
single depth		\$398.00		\$398.00	Added
double depth		\$502.00		\$502.00	Added
Cremated remains		\$167.00		\$167.00	Added
Entombment in mausoleum		\$705.00		\$705.00	Added
<i>With committal service at the gravesite</i>					
Adult					
single depth		\$907.00		\$950.00	Added
double depth		\$1,109.00		\$1,165.00	Added
Child under 5 years		no charge		no charge	
Child 5-10 years				\$601.00	Added
single depth		\$601.00		\$601.00	Added
double depth		\$751.00		\$751.00	
Cremated remains		\$268.00		\$280.00	Added
Cremated remains (columbarium or mausoleum niches)		\$268.00		\$280.00	Added
Entombment in mausoleum		\$907.00		\$907.00	Added
Cremation					
Resident (at time of death)					

<i>Services Offered</i>		<i>2015 Current Fee</i>		<i>2016 Proposed Fee</i>	<i>GST/HST Included or Added</i>
Adult		\$572.00		\$572.00	Added
Child under 5 years		no charge		no charge	
Child 5-10 years		\$330.00		\$330.00	Added
Non-resident (at time of death)					
Adult		\$731.00		\$572.00	Added
Child under 5 years		no charge		no charge	
Child 5-10 years		\$341.00		\$330.00	Added
Disinterment Charges					
Another gravesite in a municipal gravesite					
Adult		\$2,079.00		\$2,185.00	Added
From single depth to double depth		\$2,264.00		\$2,375.00	Added
Child under 5 years		\$601.00		\$601.00	Added
Child 5-10 years		\$1,005.00		\$1,005.00	Added
Cremated remains		\$335.00		\$350.00	Added
Niche to niche		\$179.00		\$185.00	Added
Same gravesite or removal from a municipal cemetery					
Adult		\$1,467.00		\$1,540.00	Added
From single depth to double depth					
Child under 5 years		\$335.00		\$335.00	Added
Child 5-10 years		\$676.00		\$676.00	Added
Cremated remains		\$191.00		\$200.00	Added
Niche to niche		\$179.00		\$185.00	Added
From inground burial to mausoleum		\$3,148.00		\$3,305.00	Added
Extra charge if not in concrete container		\$641.00		\$675.00	Added
Extra charge for a container and shipment of a removal from a Sault Ste. Marie cemetery to another location shall be the responsibility of					
Double depth disinterments are not permitted					
Additional Miscellaneous Charges					
Funerals arriving after 4 p.m. – for each half hour or portion thereof		\$135.00		\$135.00	Added
Saturday funerals entering the ceremony after 1 p.m. – for each half hour or portion thereof		\$135.00		\$135.00	Added
Niche plate (including installation)		\$213.00		\$213.00	Added
Removal of crypt plate or niche plate from the mausoleum for vase installation or extra engraving		\$110.00		\$110.00	Added
Removal of niche plate from the columbarium for vase installation or extra engraving		\$50.00		\$50.00	Added
Mailing of cremains					
Inside Canada (insured)		\$80.00		\$80.00	Added
to USA (insured)		\$97.00		\$97.00	Added
outside Canada or USA (insured)		\$212.00		\$212.00	Added
Removal of trees or shrubs from lots – per tree		\$44.00		\$44.00	Added
Handling of wooden shells		\$121.00		\$121.00	Added
Transfer fee		\$50.00		\$50.00	Added
Rental of temporary storage facility (per month)		\$38.10		\$38.10	Added

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2016-14

ZONING: A by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 104 Hugill Street (Smith).

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 34 of the *Planning Act*, R.S.O. 1990, c. P.13 and amendments thereto, **ENACTS** as follows:

1. **104 HUGILL STREET; LOCATED ON THE EAST SIDE OF HUGILL STREET, APPROXIMATELY 68M SOUTH OF ITS INTERSECTION WITH MARK STREET; 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 1-8 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(357) and heading as follows:

"2(357) 104 Hugill Street

Despite the provisions of By-law 2005-150, the zone designation on the lands located on the east side of Hugill Street, approximately 68m south of its intersection with Mark Street and having civic no. 104 Hugill Street and outlined and marked "Subject Property" on the map attached as Schedule 357 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 second dwelling unit in the basement of the existing residence, subject to the following conditions:

- (a) That a 1.8m visually solid fence be constructed and maintained along the north and south lot lines of the Subject Property, more specifically:
 - i) North Lot Line – The fence shall commence from a point that is adjacent to the rear wall of the existing dwelling upon the Subject Property, and run along the lot line to a point that is east of the end of the gravel driveway; and

- ii) South Lot Line – The fence shall commence from a point that is adjacent to the southwest corner of the existing storage shed, and run along the lot line to a point that is beyond (east) of the terminus of the gravel driveway; and
- (b) That only one parking space be permitted to be located within the front yard, and that all other parked vehicles be located within the rear yard.”

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.

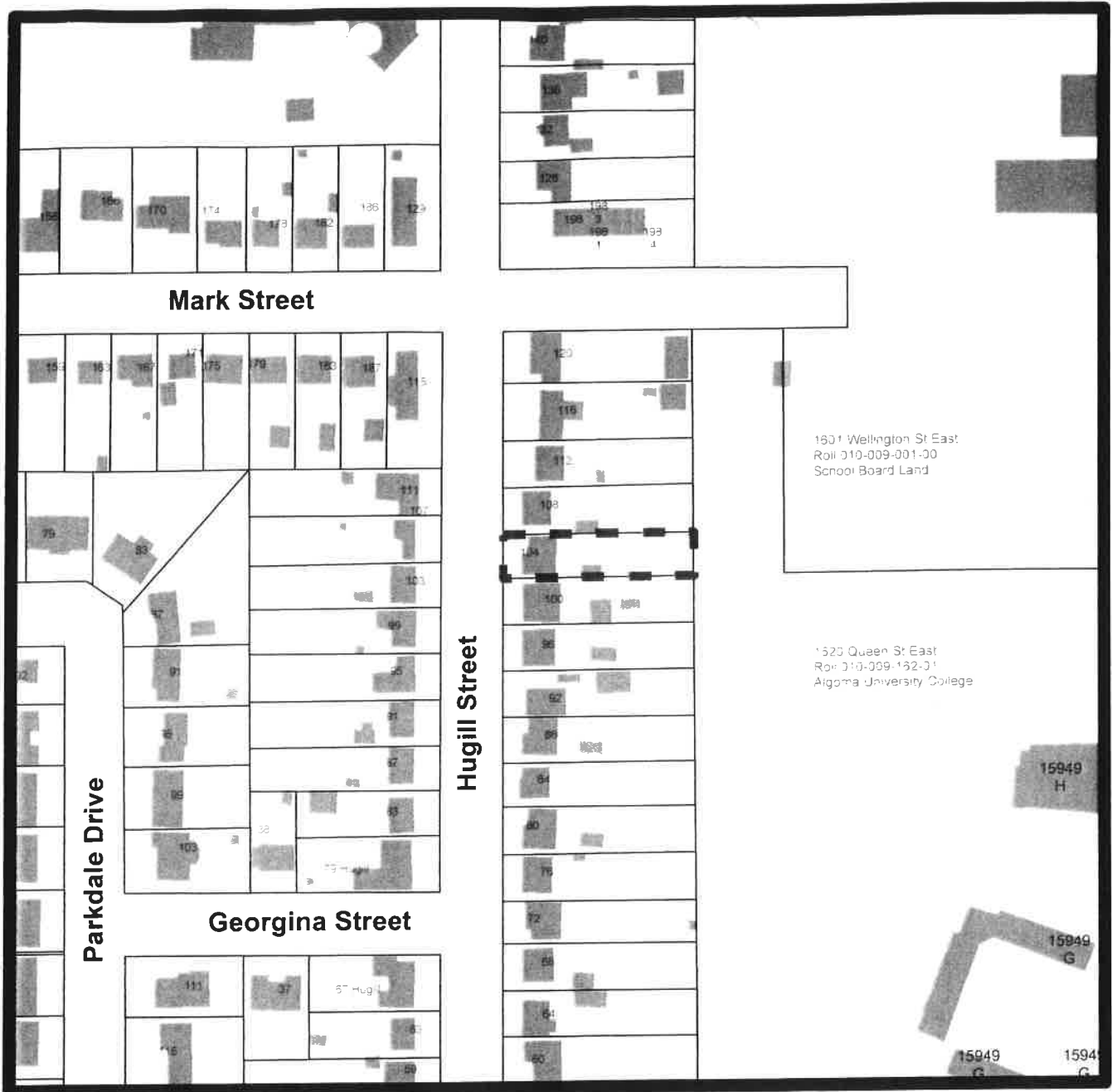
PASSED in Open Council this 25th day of January, 2016.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK - MALCOLM WHITE

da LEGAL\STAFF\LEGAL\ZONING\2016\2016-14(Z) 104 HUGILL\BY-LAW 2016-14.DOC

SCHEDULE "A" TO BY-LAW 2016-14 AND
SCHEDULE 357 TO BY-LAW 2005-151



SUBJECT PROPERTY MAP
104 HUGILL STREET
Planning Application: A-1-16-Z



METRIC SCALE
1 : 1800

ROLL NUMBER
010-008-082-00

MAP NUMBERS
3 & 1-8

MAIL LABEL ID
A-1-16-Z

Legend



Subject Property = 104 HUGILL STREET

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2016-15

AGREEMENT: (AG148) A by-law to authorize the execution of a Second Amending Agreement between the City, KPMG LLP and AECOM Canada Ltd. for consulting services for the Port of Algoma Project.

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 City Clerk are hereby authorized for and in the name of the Corporation to execute and affix the seal of the Corporation to a Second Amending Agreement dated January 25, 2016 between the City, KPMG LLP and AECOM Canada Ltd. for consulting services for the Port of Algoma Project, a copy of which is attached as Schedule "A" hereto.

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 25th day of January, 2016.

MAYOR - CHRISTIAN PROVENZANO

CITY CLERK - MALCOLM WHITE

SECOND AMENDING AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

This Second Amending Agreement made this 25TH day of January, 2016,

BETWEEN:

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

(hereinafter referred to as the "City")

– and –

KPMG LLP

(hereinafter referred to as "KPMG")

– and –

AECOM CANADA LTD.

(hereinafter referred to as "AECOM")

WHEREAS on February 9, 2014, City Council for the City approved the KPMG/AECOM Consulting Team to be retained in carrying out Phase 1 (project initialization) and Phase 2 (planning and construction preparation) of the Port of Algoma Project, subject to the following conditions, specifically that:

- (a) Phase 1 proceed for an upset limit of Three Million, One Hundred and Seventy-Six Thousand, Nine Hundred and Forty-Five (\$3,176,945.00 CDN) Dollars plus applicable HST; and
- (b) Phase 2 proceed only if the results in Phase 1 indicate a successful "go forward" action and funding for Phase 3 (implementation/construction) of the expended harbor is available from the various partners to this Project, including the senior levels of government, the private sector and others

AND WHEREAS the City, KPMG AND AECOM entered into an Agreement for Professional Consulting Services for the Master Consultant – Port of Algoma Project on the 25th day of May, 2015 (the "Consulting Agreement");

AND WHEREAS the Consulting Agreement was subsequently amended by way of an Amending Agreement for Professional Consulting Services entered into by the parties on the 23rd day of November, 2015 (the "Amending Agreement");

AND WHEREAS the KPMG/AECOM Consulting Team has advised that after communications with the First Nations Groups it desires to retain Shining Bear Consulting to assist with the Aboriginal Consultative and Community Input process for the Garden River First Nation and to further retain Batchewana First Nation to assist with the Aboriginal Consultative and Community input process for various First Nations and the Metis Nation of Ontario, collectively relevant to the Duty to Consult and Accommodate (the "Additional Aboriginal Consultation");

AND WHEREAS the KPMG/AECOM Consulting Team further advised that it shall be responsible for all matters related to the coordination, supervision, management, oversight, support, documentation of the efforts, invoicing and any other matters related to the Additional Aboriginal Consultation;

AND WHEREAS the parties hereto acknowledge and agree that the Additional Aboriginal Consultation is an added deliverable of the KPMG/AECOM Consulting Team, necessary for completion of Phase 1 of the Project and is not included in the original Consulting Agreement;

AND WHEREAS AECOM has further advised that it has exhausted the travel allowance provided in Article 1.5(f) of the Consulting Agreement, and the KPMG/AECOM Consulting Team has requested that the City amend the Consulting Agreement to permit such necessary and reasonable travel expenses for AECOM incurred since August 28, 2015 and further to be incurred by the KPMG/AECOM Consulting Team during Phase 1 of the Project subject to the terms and conditions of the Consulting Agreement and the additional terms set out herein;

NOW THEREFORE in consideration of the promises, covenants and agreements herein contained and hereby assumed, the parties for themselves and their respective successors and assigns do hereby covenant and agree with one another as follows:

1. Section 1.2 of the Consulting Agreement is hereby amended by deleting Article 1.2(a) and replacing same with:

“(a) The KPMG/AECOM Consulting Team hereby covenants and undertakes to provide all that is necessary and required to perform all of the work shown and described in the City RFP appended as **Schedule “A”** hereto, the Proposal appended as **Schedule “B”** hereto, and all matters related to the coordination, supervision, management, oversight, support, documentation of the efforts, invoicing and any other matters related to the Additional Aboriginal Consultation and the Duty to Consult and Accommodate for the Project as set out in the Article 1.2(c.1) as set out herein. The parties hereto acknowledge and agree that the City RFP and Proposal, together with the work described in Article 1.2(c.1) together collectively form and are defined as the “Project” in this Agreement.”

2. Article 1.2 of the Consulting Agreement is further hereby amended by adding subsection 1.2(c.1) as follows:

“1.2(c.1) The KPMG/AECOM Consulting Team covenants and undertakes as follows:

(a) The KPMG/AECOM Consulting Team represents that it shall:

- (i) retain Shining Bear Consulting to assist with the Aboriginal Consultative and Community Input process for the Garden River First Nation relevant to the Duty to Consult and Accommodate; and
- (ii) retain Batchewana First Nation to assist with the Aboriginal Consultative and Community Input Process for various First Nations and the Metis Nation of Ontario relevant to the Duty to Consult and Accommodate,

which the parties hereto acknowledge is referred to as the Additional Aboriginal Consultation required for the Project.

- (b) The KPMG/AECOM Consulting Team shall oversee and be responsible for all matters related to the coordination, supervision, management, oversight, support, documentation of the efforts, invoicing and any other matters related to the Additional Aboriginal Consultation required for the Project.
 - (c) The KPMG/AECOM Consulting Team shall ensure that it enters into necessary contractual agreements with Shining Bear Consulting and Batchewana First Nation, and that the terms and conditions of such agreements are consistent with this Agreement, including but not limited to the indemnity and insurance requirements as set out in the Agreement.
 - (d) The KPMG/AECOM Consulting Team undertakes to complete all matters related to the Additional Aboriginal Consultation required for the Project by March 31, 2016.”
3. Article 1.2(f) of the Consulting Agreement is hereby amended by adding subsection (iii) as follows:
- “(iii) AECOM undertakes to provide all that is necessary and required to perform the works defined herein as the Additional Aboriginal Consultation required for the Project within the upset fee limit for AECOM as set out in Article 1.5(b.1) of this Agreement.”
4. Article 1.5 of the Consulting Agreement is hereby amended by deleting Article 1.5(a) and replacing same as follows:
- “(a) The KPMG/AECOM Consulting Team acknowledges and agrees that all deliverables for Phase 1 of the Project, as set out in Article 1.2 above (save and except for the fees associated with the Additional Aboriginal Consultation as set out in Article 1.2(c.1)), inclusive of all fees, travel, reimbursable expenses and disbursements of every nature and kind, shall be completed by the KPMG/AECOM Consulting Team for the upset limit of no greater than Three Million, One Hundred and Seventy-Six Thousand, Nine Hundred and Forty-Five (\$3,176,945.00 CDN) Dollars plus applicable HST. To this end, the parties hereto acknowledge and agree that the maximum amount payable by the City to the KPMG/AECOM Consulting Team for the completion of all deliverables for Phase 1 of the Project as set out in Article 1.2 (save and except for the fees associated with the Additional Aboriginal Consultation as set out in Article 1.2(c.1)), including the completion of same by March 31, 2016 shall be the maximum aggregate amount of \$3,176,945.00 plus applicable HST. Article 1.5 (b) through (f) inclusive further sets forth the maximum payable by the City to each of KPMG and AECOM from this aggregate amount.”
5. Article 1.5 of the Consulting Agreement is further hereby amended by deleting Article 1.5(b) and replacing same as follows:
- “(b) Further to Section 1.5(a) above, AECOM undertakes to complete all of AECOM’s deliverables for Phase 1 of the Project as set out in Article 1.2 above (save and except for the fees associated with the Additional Aboriginal Consultation as set out in Article 1.2(c.1)), inclusive of all fees, travel, reimbursable expenses and disbursements of every nature and kind for the

upset limit of no greater than \$2,176,893.00 plus applicable HST. To this end, AECOM covenants and agrees that in the event that the total costs for completion of all of AECOM's deliverables for Phase 1 of the Project as set out in Article 1.2 above (save and except for the fees associated with the Additional Aboriginal Consultation as set out in Article 1.2(c.1), including the completion of same by March 31, 2016, exceeds \$2,176,893.00 plus applicable HST, AECOM shall be solely responsible and liable to pay the excess over \$2,176,893.00 plus applicable HST. To further clarify, the parties hereto acknowledge and agree that the City shall in no way be responsible or liable for any expenses associated with the completion of AECOM's deliverables for Phase 1 of the Project as set out in Article 1.2 above (save and except for the fees associated with the Additional Aboriginal Consultation as set out in Article 1.2(c.1), including the completion of same by March 31, 2016, that exceed \$2,176,893.00 plus applicable HST."

6. Article 1.5 of the Consulting Agreement is further hereby amended by adding Article 1.5(b.1) as follows:

"(b.1) Notwithstanding Article 1.5(a) above, the KPMG/AECOM Consulting Team further acknowledges and agrees that all necessary work related to the Additional Aboriginal Consultation, inclusive of all fees, travel, reimbursable expenses, disbursements and any contractual commitments to Shining Bear and Batchewana First Nation shall be completed by AECOM and/or its subcontractors for the upset limit of no greater than Two Hundred and Fifty-Eight Thousand, Two Hundred and Seventy-Five (\$258,275.00 CDN) Dollars plus any applicable taxes. To this end, AECOM covenants and agrees that in the event that the total costs for the completion of all of the Additional Aboriginal Consultation for the Project as set out in Article 1.2(c.1), including the completion of same by March 31, 2016, exceeds \$258,275.00 plus applicable HST, AECOM shall be solely responsible and liable to complete the work and pay the excess over \$258,275.00 plus applicable HST. To further clarify, the parties hereto acknowledge and agree that the City shall in no way be responsible or liable for any expenses associated with the Additional Aboriginal Consultation for Phase 1 of the Project as set out in Article 1.2(c.1) above, including the completion of same by March 31, 2016, that exceed \$258,275.00 plus applicable HST. The parties hereto acknowledge that the funds for the Additional Aboriginal Consultation shall be re-allocated by the City from the City's First Nation/Metis Consultation Budget separate from this Project to the "Consultant Fees" payable for this Project, the re-allocation of which shall be made by the City in its sole determination and discretion."

7. Article 1.5(f) of the Consulting Agreement is hereby amended by adding the following sentence to subsection 1.5(f)(i) and (ii):

"In the event that KPMG and/or AECOM exhaust this travel allowance, KPMG and/or AECOM may submit their receipts and travel expenses to the City for the City to consider reimbursement, the determination of which shall be made solely by the City in its sole discretion."

8. Article 1.6(a) of the Consulting Agreement is hereby amended by adding the following sentence to the end of this subsection:

“The requirements and process as set out herein shall also apply to all matters related to the Additional Aboriginal Consultation as set out in Article 1.2(c.1).”

9. Article 19.1 is hereby amended by deleting same and replacing it as follows:

“The parties acknowledge and agree that this Agreement, the Amending Agreement for Professional Consulting Services made the 23rd day of November, 2015, the Second Amending Agreement for Professional Consulting Services made the 25th day of January, 2016 and any other amendments made to the Agreement pursuant to section 19.3 of this Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.”

10. Article 19.2 is hereby amended by deleting same and replacing it as follows:

“The parties hereto acknowledge and agree that the recitals and Schedules “A”, “B”, “CR”, “DR”, “ER”, F, G, HR, and IR inclusive, have formed part of the Agreement.”

11. The Parties hereby confirm that except as amended by this Second Amending Agreement, the terms and conditions of the Consulting Agreement shall continue in full force and effect, unamended.
12. This Second Amending Agreement may be executed in counterparts, each of which shall be deemed an original and all of which, taken together, shall constitute one and the same instrument.

REST OF PAGE INTENTIONALLY BLANK

13. This Amending Agreement is governed by the laws of the Province of Ontario and the laws of Canada applicable therein.

IN WITNESS WHEREOF, the Parties have executed this Amending Agreement effective as of the date first above written.

**THE CORPORATION OF THE
CITY OF SAULT STE. MARIE**

Per: _____
Mayor – Christian Provenzano

Per: _____
City Clerk – Malcolm White

I/We have authority to bind the City

AECOM Canada Ltd.

Per: _____

Per: _____

I/We have authority to bind AECOM
Canada Ltd.

KPMG LLP

Per: _____

Per: _____

I/We have authority to bind KPMG LLP

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2016-16

ELECTIONS (E1): A by-law to provide for reduced hours of voting in institutions and retirement residences with regards to the 2016 Municipal By-Election.

WHEREAS Section 46.(3) of the Municipal Elections Act, S.O. 1996 provides that a municipal council may pass a by-law with respect to reduced voting hours in voting places in retirement homes or those institutions as defined in Section 45.(7) of the said Act, where the voting place is only for the use of residents;

NOW THEREFORE the Council of the Corporation of the City of Sault Ste. Marie **ENACTS** as follows:

1. **REDUCED HOURS OF VOTING IN INSTITUTIONS AND RETIREMENT HOMES**

The institutions and retirement homes listed below shall be open for the hours of Voting Day (February 1, 2016) listed below

Pathways Retirement Residence 10:00 a.m. to 3:00 p.m.

Collegiate Heights Retirement Residence 4:00 p.m. to 8:00 p.m.

2. **EFFECTIVE DATE**

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

PASSED in open Council this 25th day of January, 2016.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2016-17

BUILDING: (B1) A by-law to amend Schedule “A” to By-law 2008-148 (a by-law respecting construction, demolition and change of use permits, inspections and related matters for the City of Sault Ste. Marie) and to repeal By-law 2015-219.

THE COUNCIL of the Corporation of the City of Sault Ste. Marie pursuant to section 7 of the *Building Code Act, 1992, S.O. 1992, c. 23*, and amendments thereto, **ENACTS AS FOLLOWS:**

1. **SCHEDULE “A” TO BY-LAW 2008-148 AMENDED**

Schedule “A” to By-law 2008-148 is hereby repealed and replaced with Schedule “A” attached to this by-law.

2. **BY-LAW 2015-219 REPEALED**

By-law 2015-219 is hereby repealed.

3. **EFFECTIVE DATE**

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

PASSED in open Council this 25th day of January, 2016.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

Jerry D. Dolcetti, RPP
Commissioner

F.P. Pozzebon, CBCO
Chief Building Official



ENGINEERING & PLANNING DEPARTMENT

Building Division

Tel: (705) 759- 5410

Fax: (705) 541-7165

Building Division revision date 2015-12-18
Passed by Council on 2016-01-25

Schedule "A"

1. Permit fee shall be based on the formula given below unless otherwise specified in this schedule or a fixed fee (ff) will apply.

$$\text{Permit fee} = \text{SI} \times \text{A}$$

Where SI = Service index for class of proposed work

A = floor area in m² of work involved.

2. A minimum fee of \$90.00 shall be charged for all work or if not described below as a Fixed Fee (FF).
3. For Building Classifications that are not described in sections 5 – 9 permit fees shall be based on the value of the proposed construction as determined by the Chief Building Official at a rate of 1% of the determined construction value.
4. Penalties for construction without a permit will be based on percentage of the equivalent permit fee. Where construction has commenced, the penalty shall be an additional 50%. Where framing has commenced the penalty shall be an additional 100%.

Building Classification

5. New Construction / Alterations and Renovations

Service Index (SI)
\$ x 1m² unless otherwise indicated

Group A – (assembly occupancies)	
School, churches – New Construction	\$23.17
Restaurants – New Construction	\$23.17
All other assembly – New Construction	\$23.17
Alterations and Renovations (includes decks & roof structures)	\$6.40
Air supported structure	\$6.40
Emergency lighting	\$250.00 ff per Storey
Fire alarms	\$250.00 ff per Storey
Parking garage repairs	\$4.42
Portable classrooms foundations	\$6.40
Residing, re-roofing	\$0.77
Sprinkler, standpipes	\$250.00 ff plus \$0.41 / m ²
Tents - less than 225m ²	\$90.00
Tents - greater than 225m ²	\$300.00 ff
Window / Door replacement	\$3.58 / opening + \$90.00 ff

Group B - (institutional occupancies)	
All types – New Construction	\$23.17
Alterations and Renovations (includes decks & roof structures)	\$6.40
Emergency lighting	\$250.00 ff per Storey
Fire alarms	\$250.00 ff per Storey
Parking garage repairs	\$4.42
Residing, re-roofing	\$0.77
Sprinkler, standpipes	\$250.00 ff plus \$0.41 / m ²
Window / Door replacement	\$3.58 / opening + \$90.00 ff
Group C – (residential occupancies)	
Single Dwelling (SFD, townhouse, semi, duplex) – New Construction	\$19.07
Single Dwelling Modular Units – New Construction	\$16.64
All other multiple units – New Construction	\$15.36
Hotels, motels – New Construction	\$20.48
Alterations and Renovations (includes decks & roof structures)	\$5.12
Balcony repairs	\$90.00 ff + \$6.40 / unit
Basement finishing	\$4.54
Basement new under existing dwelling	\$5.12
Canopy, carport	\$9.47
Emergency lighting	\$250.00 ff per Storey
Fire alarms	\$250.00 ff per Storey
Foundation water / damp proofing & tile, pools, fencing, residing, reroofing, decks	\$90.00 ff
Attached garage and accessory buildings	\$4.54
Detached garage	\$4.54
Shed < 25 m2	\$90.00 ff
Sprinkler, standpipes	\$250.00 ff plus \$0.41 / m ²
Window / Door replacement	\$3.58 / opening + \$90.00 ff
Group D – (business & personal services occupancies)	
Offices and all others – shell only – New Construction	\$17.60
Interior tenant finishing – New Construction	\$4.80
Alterations and Renovations (includes decks & roof structures)	\$5.12
Emergency lighting	\$250.00 ff per Storey
Fire alarms	\$250.00 ff per Storey
Parking garage repairs	\$4.41
Residing, re-roofing	\$0.77
Sprinkler, standpipes	\$250.00 ff plus \$0.41 / m ²
Window / Door replacement	\$3.58 / opening + \$90.00 ff
Group E – (mercantile occupancies)	
Retail store shell, department store, supermarkets, all other Group E – New Construction	\$13.18
Interior tenant finishing	\$4.80
Alterations and Renovations (includes decks & roof structures)	\$5.12
Emergency lighting	\$250.00 ff per Storey
Fire alarms	\$250.00 ff per Storey
Parking garage repairs	\$4.42
Residing, re-roofing	\$0.77
Sprinkler, standpipes	\$250.00 ff plus \$0.41 / m ²
Window / Door replacement	\$3.58 / opening + \$90.00 ff

Group F – (industries occupancies)	
Industrial building shell less than 7500 m ² – New Construction	\$10.24
Industrial building shell greater than 7500 m ² – New Construction	\$8.32
Parking garage – New Construction	\$6.59
All other F occupancies – New Construction	\$10.24
Interior tenant finishing	\$4.80
Alterations and Renovations (includes decks & roof structures)	\$5.12
Emergency lighting	\$250.00 ff per Storey
Fire alarms	\$250.00 ff per Storey
Farm buildings	\$4.48
Industrial Equipment Foundations	1% of construction value
Parking garage repairs	\$4.42
Residing, re-roofing	\$0.77
Sprinkler, standpipes	\$250.00 ff plus \$0.41 / m ²
Window / Door replacement	\$3.58 / opening + \$90.00 ff
6. Demolition	
Group C – Single Family Dwelling 55 m ² or less	\$96.00 ff
All others	\$192.00 ff
7. Designated Structures OBC Subsection 1.3.1.1.	
Crane runway	\$723.20 ff / structure
Exterior tanks	\$723.20 ff / structure
Outdoor pool and spa	\$24.06
Wind power towers	\$723.20 ff / structure
All other structures	\$332.80 ff / structure
8. Standalone Mechanical	
New ductwork or piping	\$14.80 per diffuser, radiator, or unit
Group C residential Single Family Dwelling (unit and ductwork)	\$140.80 ff
New unit	\$140.80 / unit
Special mechanical system (exhaust hoods, solar panels etc.)	\$300.80 ff
Plumbing & drainage	\$13.82 / fixture
Sewer installation & capping (single residential unit)	\$90.00 ff
Site services (water, sewer servicing for all other buildings)	\$300.80 ff

9. Additional Charges	
Occupancy permit	\$15.36 ff / unit
Conditional permit	10% of applicable building permit fees (\$145.00 ff minimum)
Change of use permit	\$307.20 ff
Permit renewal/transfer	\$156.67 ff
Moving permit	\$90.00 ff
Re-inspection	\$90.00 ff
Sign permit (as regulated by Sign By-Law 2005-166)	\$90.00 ff each
Portable signs	
2 years	\$76.80 ff
30 days	\$12.80 ff
Sign renewal	\$19.20 ff
<i>Culvert as determined by Pubic Works & Transportation Dept</i>	
Curb or sidewalk depression	\$32.00 ff
Certificate of zoning conformity Single Family Dwelling	\$38.40 ff + HST
Certificate of zoning conformity Other	\$76.80 ff +HST
File Inquiry and plans inquiry Single Family Dwelling	\$38.40/SFD + HST
Other	\$76.80/others + HST
Annual Fee	\$640.00/Year + HST
Removal of work order (By-Law)	\$134.40 ff + HST
Work order appeal (By-Law)	\$134.40 ff
NEW Removal of Order (Building Code)	\$134.40 + HST
Liquor License Application	\$76.80 + HST
NEW Alternative Solution Proposal (per application)	\$500.00 ff

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2016-18

TRAFFIC: (P3.3) A by-law to amend Schedules “F” and “G” of Traffic By-law 77-200.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to the provisions of section 10 of the *Municipal Act, 2001*, S.O., 2001 c.25 and amendments thereto, **ENACTS** as follows:

1. **SCHEDULE “F” OF BY-LAW 77-200 AMENDED**

Schedule “F” of By-law 77-200 is amended by adding the following:

<u>INTERSECTION</u>	<u>DIRECTION OF TRAFFIC</u>	<u>STOP STREET</u>
“Wallace Terrace & Goulais Avenue	north/southerly	Goulais Avenue”

2. **SCHEDULE “G” OF BY-LAW 77-200 AMENDED**

Schedule “G” of By-law 77-200 is amended by deleting the following:

INTERSECTION OR OTHER LOCATION

“Goulais Avenue and Wallace Terrace”.

3. **EFFECTIVE DATE**

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

PASSED in open Council this 25th day of January, 2016.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

da LEGAL\STAFF\LEGAL\PUBLIC WORKS & TRANSPORTATION\P3.3 TRAFFIC\BY-LAWS\2016\2016-18 AMEND SCHEDULES F AND G.DOC