



**The Corporation of the City of Sault Ste. Marie
Regular Meeting of City Council
Revised Agenda**

Monday, January 14, 2019

4:30 pm

Council Chambers

Civic Centre

	Pages
1. Adoption of Minutes	
Mover Councillor P. Christian	
Seconder Councillor C. Gardi	
Resolved that the Minutes of the Regular Council Meeting of 2018 12 10 be approved.	
1.1 Additional Information	24 - 44
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 - Transit Pass Partnership with Algoma University and Sault College	
3.2 Councillor R. Niro - Allen's Side Road/Wallace Terrace Truck Traffic	
3.3 Councillor M. Shoemaker - Licence of Occupation – 289 Bay Street – Stairs – 2547742 Ontario Inc.	
3.4 Mayor C. Provenzano - A-14-18-Z – 11 White Oak Drive Amendment	
3.5 Mayor C. Provenzano - Deeming By-law – Sault Ste. Marie Park Subdivision, Plan 7602 (Nichol)	

- 4. Approve Agenda as Presented**

Mover Councillor P. Christian
Seconder Councillor M. Scott
Resolved that the Agenda and Addendum for 2019 01 14 City Council Meeting as presented be approved.
- 5. Proclamations/Delegations**
 - 5.1 2018 Christmas Lighting Awards**
 - 5.2 Alzheimer Awareness Month**
Terry Caporossi, Executive Director
 - 5.3 Crime Stoppers Month**
Carmine Biasucci, Chair and Anita Paci, Executive Secretary Treasurer
 - 5.4 2019 Preliminary Budget**
Al Horsman, CAO; Shelley Schell, Chief Financial Officer and Treasurer; and Jacob Bruzas, Manager of Audits and Capital Planning will present the 2019 preliminary budget (See Budget meeting Agenda)
- 6. Communications and Routine Reports of City Departments, Boards and Committees – Consent Agenda**

Mover Councillor S. Hollingsworth
Seconder Councillor C. Gardi
Resolved that all the items listed under date 2019 01 14 – Agenda item 6 – Consent Agenda and Addendum be approved as recommended.
 - 6.1 Correspondence**
 - 6.1.1 Minister of Finance concerning Ontario Municipal Partnership Fund grant** 45 - 48
 - 6.1.2 Steel Tariffs** 49 - 52
 - 6.2 2019 User Fees – Bylaw 2019-3** 53 - 55

A report of the Chief Financial Officer and Treasurer is attached for the consideration of Council.

The relevant By-law 2019-3 is listed under item 11 of the Agenda and will be read with all by-laws listed under that item.
 - 6.3 Outstanding Council Resolutions** 56 - 61

- 6.4 Transit Pass Partnership with Algoma University and Sault College** 62 - 66
- A report of the Director of Community Services, Community Development and Enterprise Services is attached for the consideration of Council.
- Mover Councillor S. Hollingsworth
Seconder Councillor M. Scott
Resolved that the report of the Director of Community Services, Community Development and Enterprise Services dated 2019 01 14 be received.
- A by-law authorizing execution of an agreement will appear on a future Council agenda.
- 6.5 Bondar Park Ice Cream Shop** 67 - 71
- A report of the Director of Community Services, Community Development and Enterprise Services is attached for the consideration of Council.
- Mover Councillor P. Christian
Seconder Councillor M. Scott
Resolved that the report of the Director of Community Services, Community Development and Enterprise Services dated 2019 01 14 concerning Bondar Park Ice Cream Shop be approved and that a request for proposals be issued.
- 6.6 DCIP Financial Incentive Grant Applications** 72 - 78
- A report of the Senior Planner is attached for the consideration of Council.
- Mover Councillor P. Christian
Seconder Councillor C. Gardi
Resolved that the report of the Senior Planner dated 2019 01 14 concerning Downtown Community Improvement Plan Financial Incentive applications be received and that the grant applications listed in the report be approved.
- 6.7 Rental Housing Incentive Program** 79 - 80
- A report of the Senior Planner is attached for the consideration of Council.
- Mover Councillor P. Christian
Seconder Councillor M. Scott
Resolved that the report of the Senior Planner dated 2019 01 14 concerning Rental Housing Incentive Program be received and that City Council authorize a three-year incremental tax rebate program (75%, 50%, 25%) for the property at 100 James Street subject to the following:
- That the municipal rebate applies only to the increase in assessment resulting from new construction, and
 - After the rebate program is completed, the full municipal taxes will apply.

- 6.8 A-14-18-Z – 11 White Oak Drive Amendment 81 - 82**
- A report of the Planner is attached for the information of Council.
- Mover Councillor S. Hollingsworth
Seconder Councillor C. Gardi
Resolved that the report of the Planner, dated 2019 01 14 concerning application A-14-18-Z be received as information.
- 6.9 Capital Funding – Fire Command Rehabilitation Trailer 83 - 85**
- A report of the Fire Chief is attached for the consideration of Council.
- Mover Councillor S. Hollingsworth
Seconder Councillor M. Scott
Resolved that the report of the Fire Chief dated 2019 01 14 concerning Capital Funding for Fire Command Rehabilitation Trailer be received and the reallocation of capital funds from Command Bus to Rehabilitation Trailer for Fire Services be approved.
- 6.10 Northern Avenue EA – Completion 86 - 92**
- A report of Director of Engineering is attached for the information of Council.
- Mover Councillor P. Christian
Seconder Councillor C. Gardi
Resolved that the report of the Director of Engineering dated 2019 01 14 concerning the Northern Avenue Environmental Assessment completion be received as information.
- 6.11 Pim Street Pump Station Repairs 93 - 96**
- A report of the Land Development and Environmental Engineer is attached for the consideration of Council.
- The relevant By-law 2019-8 is listed under item 11 of the Agenda and will be read with all by-laws listed under that item.
- Mover Councillor P. Christian
Seconder Councillor M. Scott
Resolved that the report of the Land Development and Environmental Engineer dated 2019 01 14 concerning Pim Street Pump Station Repairs be received and that additional engineering fees of \$4,674 (excluding HST) for a revised upset limit of \$33,781 (excluding HST) be approved.
- 6.12 Deeming By-law – Sault Ste. Marie Park Subdivision, Plan 7602 (Nichol) 97 - 99**
- A report of the Assistant City Solicitor/Senior Litigation Counsel is attached for the consideration of Council.

The relevant By-law 2019-10 is listed under item 11 of the Agenda and will be read with all by-laws listed under that item.

6.13	Acquisition – 117 Allen’s Side Road	100 - 102
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A report of the Assistant City Solicitor/Senior Litigation Counsel is attached for the consideration of Council.

The relevant By-law 2019-6 is listed under item 11 of the Agenda and will be read with all by-laws listed under that item.

6.14 **Licence of Occupation – 289 Bay Street – Stairs – 2547742 Ontario Inc.** 103 - 104

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

The relevant By-law 2019-13 is listed under item 11 of the Agenda and will be read with all by-laws listed under that item.

6.15	Housekeeping – Amendments to By-law 86-134 – Remuneration	105 - 106
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A report of the Assistant City Solicitor/Senior Litigation Counsel is attached for the consideration of Council.

The relevant By-law 2019-5 is listed under item 11 of the Agenda and will be read with all by-laws listed under that item.

6.16 Council Travel

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that Mayor C. Provenzano be authorized to travel to Toronto for one day in January at an estimated cost to the City of \$750.

7. Reports of City Departments, Boards and Committees

7.1 Administration

7.1.1 Retail Sale of Cannabis 107 - 116

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

Mover Councillor S. Hollingsworth

Seconder Councillor M. Scott

Resolved that the report of the Chief Administrative Officer dated 2019 01 14 concerning Retail Sale of Cannabis be received and that City Council not opt-out of provincially licensed cannabis retail stores in Sault Ste. Marie and that City staff provide the Alcohol and Gaming Commission of Ontario with a copy of the preferred Sault Ste. Marie requirements map and further that City staff

comment on all proposed store locations in the community and advise AGCO:

1. Whether the proposed location is properly zoned for a retail cannabis store, and
2. If the proposed location is within 150 m of a school, park, community center or existing treatment facility.

7.1.2 Regulating Consumption of Cannabis in Municipalities 117 - 128

A report of the Assistant City Solicitor/Senior Litigation Counsel is attached for the consideration of Council.

Mover Councillor P. Christian

Seconder Councillor M. Scott

Resolved that the report of the Assistant City Solicitor/Senior Litigation Counsel dated 2019 01 14 concerning regulating the consumption of cannabis in municipalities be received and that City Council direct the Legal Department to amend City By-law 2003-7, to:

- a. add cannabis and electronic cigarettes to same, so as to treat the consumption of cannabis and use of electronic cigarettes in the same manner as tobacco; and
- b. add a provision that prohibits the smoking or other consumption of tobacco and cannabis and the use of electronic cigarettes in any public park within the City of Sault Ste. Marie, subject to an exemption for any special events as approved by City Council.

7.1.2.1 *Sault Ste. Marie & Area Drug Strategy Committee* 129 - 129

7.2 Corporate Services

7.3 Community Development and Enterprise Services

7.4 Public Works and Engineering Services

7.5 Fire Services

7.6 Legal

7.7 Planning

7.8 Boards and Committees

The Board and Committee Nominating Committee met on December 18, 2018 to consider applications to boards and committees. The names of the applicants and their applications have been made available to Council under separate cover.

The recommended nominations are listed below.

7.8.1 Appointments to Boards and Committees (Members Appointed by Council)

Mover Councillor S. Hollingsworth

Seconder Councillor M. Scott

Resolved that all items under item 7.8 - Board and Committee Appointments be approved as recommended.

7.8.1.1 Best for Kids Committee

One member of City Council; minimum of 8 citizens – maximum of 12; one municipal staff

Councillor R. Niro has indicated interest in serving on this Committee.

Mover Councillor S. Hollingsworth

Seconder Councillor M. Scott

Resolved that Councillor R. Niro; the Manager of Recreation and Culture; and citizens Paul Beach, Chantelle Boucher, Helen Calvelli, Jennifer Flood, Jackie Lajoie, Kate Lawrence, Sara McCleary, Jennifer Miller, Kate Parniak, Barbara Perry and Blythe Servant be appointed to the Best for Kids Committee from January 14, 2019 to December 31, 2020.

7.8.1.2 Christmas Lighting Award Judging Committee

Four members of City Council; four citizens

Councillors P. Christian and M. Scott have indicated interest in serving on this Committee.

Mover Councillor S. Hollingsworth

Seconder Councillor C. Gardi

Resolved that Councillors P. Christian, M. Scott, _____ and _____; and citizens Tina Bastos, Lindsay Marshall, Natalie Vaudry-Bertolo, Linda Zeppa and Cindy Rainone be appointed to the Christmas Lighting Awards Judging Committee from January 14, 2019 to December 31, 2020.

7.8.1.3 Committee of Adjustment

Minimum of three appointments. Appointments can be members of City Council, citizens or any combination thereof.

Mover Councillor S. Hollingsworth

Seconder Councillor M. Scott

Resolved that Joseph Greco, Arthur Gualazzi, Sean Meades, Melinda Rainone and Anthony Rossi be appointed to the Committee of Adjustment from January 4, 2019 to November 14, 2022.

7.8.1.4 Committee of Revision (Local Improvements)

Three citizens and an alternate (recommended)

By-law 2019-12 appointing Nancy Bailey, Elizabeth Filice and Jason Young with Melinda Rainone as alternate to the Committee of Revision from January 14, 2019 to December 31, 2020 appears under Agenda item 11 and will be read with all by-laws under that item.

7.8.1.5 Community Development Award

Five citizens

Mover Councillor S. Hollingsworth

Seconder Councillor M. Scott

Resolved that Erik Bringleston, Robert Burns and Susan George be appointed to the Community Development Award Committee from January 14, 2019 to December 31, 2020.

7.8.1.6 Conferences and Major Special Events Funding Committee

Four members of City Council

Councillors M. Bruni, D. Hilsinger, R. Niro, M. Scott and L. Vezeau-Allen have indicated interest in serving on this Committee.

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that Councillors _____, _____, _____ and _____ with two municipal staff as resource (Tourism Sault Ste. Marie and Deputy City Clerk) be appointed to the Conferences and Major Special Events Funding Committee from January 14, 2019 to December 31, 2020.

7.8.1.7 Cultural Advisory Board

One member of City Council; minimum of five citizens

Councillor M. Scott has indicated interest in serving on this Committee.

Mover Councillor P. Christian

Seconder Councillor M. Scott

Resolved that Councillor M. Scott and citizens Elspeth Belair, Heather Bot, Sally Gibson, Wayne Greco, Nora Ann Harrison, Sean Meades and Christopher Rous be appointed to the Cultural Advisory Board from January 14, 2019 to December 31, 2020.

7.8.1.8 Downtown Business Improvement Area (Downtown Association)

One member of Council; 8 directors selected by a vote of the membership of the improvement area and appointed by the municipality. (Seven members were appointed 10 December 2018.)

Councillors S. Hollingsworth and L. Vezeau-Allen have indicated interest in serving on this Committee.

Mover Councillor P. Christian

Seconder Councillor M. Scott

Resolved that Councillor _____ and Michael Szczepaniak be appointed to the Downtown Business Improvement Area (Downtown Association) from January 14, 2019 to November 14, 2022.

7.8.1.9 Emergency Management Planning Committee

Two members of City Council and Mayor

Councillors M. Bruni and C. Gardi have indicated interest in serving on this Committee.

Mover Councillor S. Hollingsworth

Seconder Councillor M. Scott

Resolved that Mayor C. Provenzano, Councillors M. Bruni and C. Gardi be appointed to the Emergency Management Planning Committee from January 14, 2019 to December 31, 2020.

7.8.1.10 Environmental Initiatives (Green) Committee

Three members of City Council

Councillors L. Dufour, M. Scott and M. Shoemaker have indicated interest in serving on this Committee.

Mover Councillor S. Hollingsworth

Seconder Councillor C. Gardi

Resolved that Councillors L. Dufour, M. Scott and M. Shoemaker be appointed to the Environmental Initiatives (Green) Committee from January 14, 2019 to December 31, 2020.

7.8.1.11 Environmental Monitoring Committee

One member of City Council; two members of staff; four members representing area residents and the public; one representative of the Ministry of the Environment

Councillor R. Niro has indicated interest in serving on this Committee.

Mover Councillor P. Christian

Seconder Councillor M. Scott

Resolved that Councillor R. Niro, the Director of Public Works, the Land Development and Environmental Engineer and citizens Steve Butland, Tracy Galizia, Peter McLarty and Brent Rouble be appointed to the Environmental Monitoring Committee from January 14, 2019 to December 31, 2020.

7.8.1.12 Fence Viewers Committee

Three citizens

By-law 2019-12 appointing Elizabeth Filice, Shannen Scott and Samantha Tyczinski to the Fence Viewers Committee from January 14, 2019 to December 31, 2020 appears under Agenda item 11 and will be read with all by-laws under that item.

7.8.1.13 Finance Committee

Three to five members of City Council; two citizens

Councillors M. Bruni, L. Dufour, D. Hilsinger, S. Hollingsworth, R. Niro and L. Vezeau-Allen have indicated interest in serving on this Committee.

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that Councillors _____, _____, _____, _____ and _____; the Chief Financial Officer and Treasurer and Manager of Audits and Capital Planning and citizens Steve Murray and Maara Packalen be appointed to the Finance Committee from January 14, 2019 to December 31, 2020.

7.8.1.14 Historic Sites Board

One member of City Council; minimum of six citizens

Councillor M. Shoemaker has indicated interest in serving on this Board.

Mover Councillor S. Hollingsworth

Seconder Councillor M. Scott

Resolved that Councillor M. Shoemaker and citizens Erik Bringleon, Silvana Casola, David Conyers, Jami van Haaften, Rick Webb and Charlotte Wiseman be appointed to the Historic Sites Board from January 14, 2019 to December 31, 2020.

7.8.1.15 Municipal Freedom of Information and Protection of Privacy Act (Head)

Six members of City Council

Councillors M. Bruni, L. Dufour, C. Gardi, D. Hilsinger, R. Niro and M. Shoemaker have indicated interest in serving on this Committee.

A by-law appointing Councillors M. Bruni, L. Dufour, C. Gardi, D. Hilsinger, R. Niro and M. Shoemaker to the *Municipal Freedom of Information and Protection of Privacy Act* Committee from January 14, 2019 to December 31, 2020 will appear on the January 28, 2019 Council Agenda.

7.8.1.16 Municipal Heritage Committee

One member of City Council; minimum of four citizens

Councillors S. Hollingsworth and M. Scott have indicated interest in serving on this Committee.

A by-law appointing Councillor _____; and citizens Mark Caruso, David Ellis, Deane Greenwood, Sara McCleary, Brendan McShane, Sean Meades, Malcolm Morrison, Julia Piskiewicz, Harvey Robbins and Jami van Haften to the Municipal Heritage Committee from January 14, 2019 to December 31, 2020 will appear on the January 28, 2019 Council Agenda.

7.8.1.17 Ontarians with Disabilities Accessibility Advisory Committee

Two members of City Council; fourteen citizens (majority shall be persons with disabilities)

Councillors M. Bruni and L. Vezeau-Allen have indicated interest in serving on this Committee.

Mover Councillor S. Hollingsworth

Seconder Councillor C. Gardi

Resolved that Councillors M. Bruni and L. Vezeau-Allen and citizens Stewart Blake, Anne Marie Borkowski, Erin Buckley, Don Calvert, Denise Elliott, Tracy Galizia, David Gass, Shannon Gowans, Karen Hachey, Dan Jennings, Craig Kohler, Derrick Lavalley, Ann Marie McPhee, Diane Morrell, Malcolm Morrison, Maara Packalen, Shirley Pulkkinen and Douglas Rhodes be appointed to the Ontarians with Disabilities Accessibility Advisory Committee from January 14, 2019 to December 31, 2020.

7.8.1.18 Parks and Recreation Advisory Committee

One member of City Council; eight citizens

Councillor R. Niro has indicated interest in serving on this Committee.

Mover Councillor P. Christian

Seconder Councillor M. Scott

Resolved that Councillor R. Niro and citizens Chris Alfano, Robert Carricato, Jennifer Flood, Deane Greenwood, Mark Kontulainen, Tracey McClelland, Paul McDonald and Susan Milne be appointed to the Parks and Recreation Advisory Committee from January 14, 2019 to December 31, 2020.

7.8.1.19 Property Standards Committee

Three citizens

By-law 2019-12 appointing Elizabeth Filice, Martin Poirier and Michael Szczepaniak to the Property Standards Committee from January 14, 2019 to December 31, 2020 appears under Agenda item 11 and will be read with all by-laws under that item.

7.8.1.20 Public Library Board

Minimum of five citizens

Mover Councillor S. Hollingsworth

Second Councillor M. Scott
Resolved that Elspeth Belair, Luke Dufour, Erin Ferlaino, Wayne Greco, Kevin Harrison, Sara McCleary, Steve Murray, Frances Ryan and Richard Wark be appointed to the Public Library Board from January 14, 2019 to November 14, 2022.

7.8.1.21 Walk of Fame Selection Committee

Three members of City Council; three members of the Business Improvement Area; two citizens, one member representing Chamber of Commerce

Councillors M. Scott, M. Shoemaker and L. Vezeau-Allen have indicated interest in serving on this Committee.

Mover Councillor P. Christian

Second Councillor C. Gardi

Resolved that Councillors M. Scott, M. Shoemaker and L. Vezeau-Allen; three representatives of the Downtown Association (appointed by the Downtown Association); one Chamber of Commerce representative (appointed by the Chamber of Commerce); and citizens Erik Bringleson and Angela Corcoran be appointed to the Walk of Fame Selection Committee from January 14, 2019 to December 31, 2020.

7.8.2 Appointments to Boards and Committees Which are not Boards or Committees of Council

7.8.2.1 Algoma District Municipal Association

Two members of City Council and an alternate if desired

Councillors M. Bruni, R. Niro and M. Scott have indicated interest in serving on this Association.

Mover Councillor P. Christian

Second Councillor C. Gardi

Resolved that Councillors _____, _____ with Councillor _____ as alternate, be appointed to the Algoma District Municipal Association.

7.8.2.2 Algoma Public Health

Three members of City Council; three citizens or any combination thereof (historically one member of Council and two citizens; 2016 and 2017 – three citizens)

Councillor M. Scott has indicated interest in serving on this Board.

The Board and Committee Nominating Committee has nominated Heather O'Brien and Louise Caicco Tett.

Mover Councillor S. Hollingsworth

Secondar Councillor C. Gardi
Resolved that Councillor M. Scott and citizens Heather O'Brien and Louise Caicco Tett be appointed to the Algoma Public Health Board of Directors from January 14, 2019 to December 31, 2020.

7.8.2.3 District Social Services Administration Board

Six members of City Council [must be members of Council – Ontario Regulation 410/06] (under review – City is requesting five members in order to avoid forming a quorum of City Council)

Councillors M. Bruni, P. Christian, L. Dufour, D. Hilsinger, S. Hollingsworth, R. Niro, M. Scott and L. Vezeau-Allen have indicated interest in serving on this Board.

Mover Councillor M. Shoemaker

Secondar Councillor C. Gardi

Resolved that Councillors _____, _____, _____, _____ and _____ be appointed to the Sault Ste. Marie District Social Services Administration Board from January 14, 2019 to December 31, 2020.

7.8.2.4 Celebrating International Friendship Committee Bridgewalk Group

One member of City Council

Councillor M. Shoemaker has indicated interest in serving on this Committee.

Mover Councillor P. Christian

Secondar Councillor C. Gardi

Resolved that Councillor M. Shoemaker be appointed to the Celebrating International Friendship Committee Bridgewalk Group from January 14, 2019 to December 31, 2020.

7.8.2.5 Sault Ste. Marie Region Conservation Authority

Four members of City Council or citizens. No member shall be appointed to hold office for more than three years at any one time – *Conservation Authorities Act*. Act provides for 3 members under 100,000 population BUT also provides for change in composition upon agreement. Agreement between Prince Township and City approved by by-law 2004-41.

Councillors M. Bruni and C. Gardi have indicated interest.

Mover Councillor P. Christian

Secondar Councillor M. Scott

Resolved that Councillors M. Bruni, C. Gardi, _____ and _____ be appointed to the Sault Ste. Marie Region Conservation Authority from January 14, 2019 to December 31, 2020.

7.8.2.6 Humane Society

Under review – Humane Society Board reviewing need for a member of Council

Nine member Board of Directors, one reserved for a person appointed by Council (historically a member of City Council). If Council fails to make an appointment the Board shall be managed by 8 members.

Councillor M. Scott has indicated interest in serving on this Committee.

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that Councillor M. Scott be appointed to the Humane Society Board of Directors from January 4, 2019 to December 31, 2020.

7.8.2.7 Police Services Board

Two members of City Council (historically one of which is the Mayor); one citizen

Councillors M. Bruni, D. Hilsinger, M. Scott and L. Vezeau-Allen have indicated interest in serving on this Board.

Mover Councillor S. Hollingsworth

Seconder Councillor C. Gardi

Resolved that Mayor Provenzano and Councillor _____ and citizen Rick Webb be appointed to the Police Services Board from January 14, 2019 to December 31, 2019.

7.8.2.8 Source Protection Committee

Appoint one municipal staff

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that the Land Development and Environmental Engineer be appointed to the Source Protection Committee from January 14, 2019 to December 31, 2020.

7.8.3 Nominations to Boards and Committees which are not Boards or Committees of Council

7.8.3.1 Federation of Northern Ontario Municipalities (FONOM)

Nominate one member of City Council

Councillor S. Hollingsworth has indicated interest in serving.

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that Councillor S. Hollingsworth be nominated to the Federation of

Northern Ontario Municipalities from January 14, 2019 to December 31, 2020.

7.8.3.2 Museum Management Board

Nominate one municipal staff

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that the Manager of Recreation and Culture be nominated to the Museum Management Board from January 14, 2019 to December 31, 2020.

7.8.3.3 St. Marys River Bi-national Public Advisory Committee

Nominate one municipal staff

Mover Councillor S. Hollingsworth

Seconder Councillor M. Scott

Resolved that the Land Development and Environmental Engineer be nominated to the St. Marys River Bi-National Public Advisory Committee from January 14, 2019 to December 31, 2020.

7.8.3.4 St. Marys River Marine Heritage Centre (Norgoma) Board of Directors

Mover Councillor S. Hollingsworth

Seconder Councillor M. Scott

Resolved that the Manager of Recreation and Culture be nominated to the St. Marys River Marine Heritage Centre (Norgoma) Board of Directors.

7.8.4 Ad-hoc Committees

7.8.4.1 Procedure By-law Review Committee

Mayor and two members of Council with staff as resource

Councillors L. Dufour and M. Shoemaker have indicated interest in serving on this Committee.

Mover Councillor S. Hollingsworth

Seconder Councillor M. Scott

Resolved that Mayor Provenzano and Councillors L. Dufour and M. Shoemaker be appointed to the Procedure By-law Review Committee.

7.8.4.2 Noise By-law Review Committee

Four members of Council and appropriate staff

Councillors M. Bruni, L. Dufour and C. Gardi have indicated interest in serving on this Committee.

Mover Councillor S. Hollingsworth

Second Councilor M. Scott
Resolved that Councilors M. Bruni, L. Dufour, C. Gardi, and _____ be
appointed to the Noise By-law Review Committee.

8. Unfinished Business, Notice of Motions and Resolutions Placed on Agenda by Members of Council

8.1 Surface Flooding

Mover Councilor M. Bruni

Second Councilor R. Niro

Whereas on October 11, 2018 a major flooding occurred for the second time in five years in the following areas: Hillside Drive, Elliott Road, Hill Street, Johnson Avenue, Diane Street, Pozzebon Crescent and Peoples Road; and

Whereas residents in this area have incurred major insurance costs to recover from the flooding damage; and

Now Therefore Be It Resolved that Public Works and Engineering Services be requested to conduct an environmental assessment to determine a course of action to address surface flooding issues in the People's Road drainage area.

8.2 Dog Park

Mover Councilor S. Hollingsworth

Second Councilor D. Hilsinger

Whereas according to Ipsos Reid approximately 35% of Canadian households have a dog. Community parks and recreation departments are becoming more likely to include dog parks in their "building healthy community" plans; and

Whereas dog parks can act as a gathering spot for pet parents. While their pets are playing, community members are more likely to participate in conversation and exchange community information such as upcoming events, concerns, and ideas; and

Whereas leash laws continue to become increasingly restrictive, communities are seeing dog parks as a way to let dogs run free without penalty to pet owners or damage to private property. Dog parks also promote safety for pets, owners, and community members; and

Whereas canine parks allow dogs to get ample off-leash exercise and social activity; and

Whereas the City of Sault Ste. Marie has only one dog park located beside the Humane Society which is actively used;

Whereas the creation and sustainability of a dog park can be achieved economically through sponsorship and pet licenses;

Now Therefore Be It Resolved that city staff be requested to research the feasibility of creating two additional dog parks, one in the east end (preferably

in Bellevue Park) and the other in the west end where dog owners can easily access them, incorporating trends from highly rated dog parks such as Vancouver's.

8.3 Economic Development Fund

Mover Councillor S. Hollingsworth

Seconder Councillor P. Christian

Whereas the overarching goal in economic development is to improve the economic well-being of a community through policies and initiatives that will increase the municipal tax base; foster business and job creation; focus on retention and expansion of business; promote investment and diversify an economy; and

Whereas the City of Sault Ste. Marie has an existing Economic Development Fund (EDF) which was established on July 12, 2018 focused on satisfying the overarching goals listed above; and

Whereas City Council annually establishes funding support for the EDF and as this fund is limited, City Council must be very selective in how it is disbursed to ensure that the maximum return on investment is achieved; and

Whereas the existing policy clearly outlines Key Performance Targets such as net job creation, attraction of new employees and so forth;

Now Therefore Be It Resolved that a report be provided to City Council in June and December of each year, providing valuable information regarding the effectiveness of the EDF and summarizing the return on investment (if any). The report should include;

- Legal name of company
- Number of employees at start up vs currently
- Average salary
- Sector/type of business
- Type of product or service created
- Does the business continue to exist and growing
- Revenue growth in the past 1 year, 2 years and 3 years
- Location of head office

to ensure accountability to City Council.

8.4 Smart Industrial and Business Park Investment

Mover Councillor S. Hollingsworth

Seconder Councillor P. Christian

Whereas municipal infrastructure investments are critical to economic development and sustainability; and

Whereas a considerable number of municipalities, nationally and globally, are investing in “smart industrial and business parks,” to ensure the ready availability of serviced land, which includes high-speed broadband and public transit for employees for new businesses; and

Whereas having an established smart industrial and business park could attract millions in investment, providing economic growth and taxes to the community; and

Whereas the City of Brighton, Ontario has an existing smart industrial and business park, including an interactive website, which provides prospective businesses to quickly and easily identify if the community meets their needs; and

Whereas the City of Cambridge, Ontario is building a new 160-hectare smart industrial park for new advanced manufacturing and other technology-based companies which will offer supply chain opportunities, and e-commerce; and

Whereas not only will this benefit potential new businesses, but existing companies that require “smart services”; and

Whereas a city that has an existing competitive industrial and business park will more likely attract companies to locate to a city that is ready to receive new migration vs a city that is not prepared; and

Whereas the Sault Ste. Marie Economic Development Corporation has already identified that investment-ready lands are critical to attract new opportunities; and

Whereas the City of Sault Ste. Marie lacks a smart industrial and business park which is a limiting factor in attracting entrepreneurs into the community;

Now Therefore Be It Resolved that City staff, Councillor _____ and Economic Development Corporation staff be requested to investigate and report to Council by July 2019 regarding creation of a sustainable smart industrial and business park including: best practices, required financial investment, potential location(s) and required infrastructure.

8.5 Allen's Side Road/Wallace Terrace Truck Traffic

Mover Councillor C. Gardi

Seconder Councillor M. Scott

Whereas Allen’s Side Road and Wallace Terrace have both increasingly become busier commercial/industrial corridors with heavy truck traffic travelling by way of both Allen’s Side Road and Wallace Terrace to a number of commercial operators located off Allen’s Side Road on Base Line and Yates Avenue; and

Whereas Allen’s Side Road and the westerly portion of Wallace Terrace have not been upgraded or improved in a number of years; and

Whereas Wallace Terrace decreases from four to two lanes west of Rowell Avenue; and

Whereas heavy truck traffic is having a negative effect on residences on both Allen's Side Road and Wallace Terrace and homeowners are concerned that the speed and weight of vehicles is affecting their homes; and

Whereas homeowners are concerned that the speed of the heavy truck traffic presents a safety concern; and

Whereas the neighbours appreciate and understand the importance of the commercial/industrial operations and do not want to deter said operations;

Now Therefore Be It Resolved that Council request staff report regarding potential solutions specifically including (but not limited to) any recommendations relating to posted speed limits (and reductions thereof) that might be implemented to address the concerns of the tax payers who live on both Allen's Side Road and the westerly portion of Wallace Terrace.

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 P. Christian

Seconder Councillor C. Gardi

Resolved that all By-laws under item 11 of the Agenda under date 2019 01 14 be approved, save and except 2019-4, 2019-10 and 2019-13.

11.1 By-laws before Council to be passed which do not require more than a simple majority

11.1.1 By-law 2019-1 (Traffic) 130 - 130

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that By-law 2019-1 being a by-law to consolidate amendments to Traffic By-law 77-200 be passed in open Council this 14th day of January, 2019.

11.1.2 By-law 2019-2 (Streets) Official Street Names 131 - 140

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that By-law 2019-2 being a By-law to re-adopt Official Street Names List be passed in open Council this 14th day of January, 2019.

11.1.3 By-law 2019-3 (Finance) User Fees 2019 141 - 161

A report from the Chief Financial Officer and Treasurer is on the Agenda.

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that By-law 2019-3 being a by-law to establish user fees and service charges be passed in open Council this 14th day of January, 2019.

11.1.4 By-law 2019-4 (Zoning) 11 White Oak Drive East (1022386 Ontario Inc. c/o Casey Davieaux) 162 - 164

Council Report was passed by Council resolution on December 10, 2018.

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that By-law 2019-4 being a by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 11 White Oak Drive East (1022386 Ontario Inc. C/O Casey Davieaux) be passed in open Council this 14th day of January, 2019.

11.1.5 By-law 2019-5 (Remuneration) Repeal By-laws Amending By-law 86-134 165 - 165

A report from the Assistant City Solicitor/Senior Litigation Counsel is on the Agenda.

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that By-law 2019-5 being a by-law to repeal various by-laws that amend the repealed Remuneration By-law 86-134 of the City of Sault Ste. Marie be passed in open Council this 14th day of January, 2019.

11.1.6 By-law 2019-6 (Property Acquisition) 117 Allen's Side Road (Harnden) 166 - 167

A report from the Assistant City Solicitor/Senior Litigation Counsel is on the Agenda.

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that By-law 2019-6 being a by-law to authorize the acquisition of property located at civic 117 Allen's Side Road (Harnden) be passed in open Council this 14th day of January, 2019.

11.1.7 By-law 2019-7 (Agreement) AECOM Sanitary Infrastructure Electrical Upgrades 168 - 216

Council Report was passed by Council resolution on December 10, 2018.

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that By-law 2019-7 being a by-law for engineering services for the sanitary infrastructure electrical upgrades be passed in open Council this 14th day of January, 2019.

- 11.1.8 By-law 2019-8 (Agreement) Pim Street Pump Station Repairs (Contract 2018-6E)** 217 - 219
- A report from the Land Development and Environmental Engineer is on the Agenda.
- Mover Councillor P. Christian
 Secunder Councillor C. Gardi
 Resolved that By-law 2019-8 being a By-law to authorize the execution of the Contract between the City and 1187839 Ontario Limited for Pim Street Pump Station Repairs (Contract 2018-6E) and to obtain approval for an amendment to the engineering fee be passed in open Council this 14th day of January, 2019.
- 11.1.9 By-law 2019-9 (Traffic) Amend Schedule Y to By-law 77-200** 220 - 220
- Council Report was passed by Council resolution on December 10, 2018.
- Mover Councillor P. Christian
 Secunder Councillor C. Gardi
 Resolved that By-law 2019-9 being a by-law to amend Schedule "Y" of Traffic By-law 77-200 be passed in open Council this 14th day of January, 2019.
- 11.1.10 By-law 2019-10 (Subdivision Control) Sault Ste. Marie Park (Nichol)** 221 - 223
- A report from the Assistant City Solicitor/Senior Litigation Counsel is on the Agenda.
- Mover Councillor P. Christian
 Secunder Councillor C. Gardi
 Resolved that By-law 2019-10 being a by-law to deem not registered for purposes of subdivision control certain lots in the Sault Ste. Marie Park Subdivision, pursuant to section 50(4) of the *Planning Act* be passed in open Council this 14th day of January, 2019.
- 11.1.11 By-law 2019-11 (Delegation) Cannabis** 224 - 224
- A report from the Chief Administrative Officer is on the Agenda.
- Mover Councillor P. Christian
 Secunder Councillor C. Gardi
 Resolved that By-law 2019-11 being a by-law to delegate to the Chief Administrative Officer, or his/her designate signing authority to provide the Alcohol and Gaming Commission of Ontario with comments on the Licensing of Cannabis Stores be passed in open Council this 14th day of January, 2019.
- 11.1.12 By-law 2019-12 (Appointments to Local Boards)** 225 - 226

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that By-law 2019-12 being a by-law to appoint members to various Local Boards in the City of Sault Ste. Marie be passed in open Council this 14th day of January, 2019.

11.1.13 By-law 2019-13 (Agreement) Abutting 289 Bay Street Stairs 227 - 231

A report from the Solicitor/Prosecutor is on the Agenda.

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that By-law 2019-13 being a by-law to authorize the execution of the Agreement between the City and 2547742 Ontario Inc. for a staircase occupying City property abutting 289 Bay Street be passed in open Council this 14th day of January, 2019.

11.1.14 By-law 2019-14 (Taxes) Interim Tax Levies 232 - 234

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that By-law 2019-14 being a by-law to provide for Interim Tax Levies be passed in open Council this 14th day of January, 2019.

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 2018-188 (Street Closing and Conveyance) Part Sunnyside Beach Road 235 - 238

Council Report was passed by Council resolution on September 10, 2018.

Mover Councillor P. Christian

Seconder Councillor C. Gardi

RESOLVED that By-law 2018-188 being a by-law to stop up, close and authorize the conveyance of a portion of Sunnyside Beach Road, Plan M-172 abutting 221 Sunnyside Beach Road, being part of PIN 31617-0117 PT 1 1R13516 and a portion of Sunnyside Beach Road, Plan H-420 abutting 209 Sunnyside Beach Road, being part of PIN 31617-0160 PT 2 1R13516 be read a THIRD time in open Council this 14th day of January, 2019.

11.3.2 By-law 2018-207 (Street Closing and Conveyance) Part of 205 Greenfield Drive 239 - 242

Council Report was passed by Council resolution on November 5, 2018.

Mover Councillor P. Christian

Seconder Councillor C. Gardi

Resolved that By-law 2018-207 being a by-law to stop up, close and authorize the conveyance of a portion of 205 Greenfield Drive described as PIN 31566-0038 (LT) PT LT 1 PL H518 KORAH AS IN T69145; SAULT STE. MARIE in the Greenfield Park Subdivision, Plan H518 be read a THIRD time in open Council this 14th day of January, 2018.

12. Questions By, New Business From, or Addresses by Members of Council Concerning Matters Not Otherwise on the Agenda

13. Closed Session

Mover Councillor S. Hollingsworth

Seconder Councillor C. Gardi

Resolved that this Council proceed into closed session regarding an item concerning labour relations; and

Further Be It Resolved that should the said closed session be adjourned, the Council may reconvene in closed session to continue to discuss the same matter without the need for a further authorizing resolution.

(Municipal Act R.S.O. 2002 – section 239 (2) (d) labour relations and/or employee negotiations.

14. Adjournment

Mover Councillor P. Christian

Seconder Councillor M. Scott

Resolved that this Council now adjourn.



REGULAR MEETING OF CITY COUNCIL

MINUTES

Monday, December 10, 2018

4:00 pm

Council Chambers

Civic Centre

Present: Mayor C. Provenzano, Councillor P. Christian, Councillor S. Hollingsworth, Councillor L. Dufour, Councillor L. Vezeau-Allen, Councillor D. Hilsinger, Councillor M. Shoemaker, Councillor M. Bruni, Councillor R. Niro, Councillor C. Gardi, Councillor M. Scott

Officials: A. Horsman, M. White, L. Girardi, T. Vair, P. Johnson, M. Borowicz-Sibenik, S. Hamilton Beach, D. Elliott, D. McConnell, F. Coccimiglio, B. Lamming, V. McLeod

1. Closed Session (4 p.m.)

Moved by: Councillor M. Shoemaker

Seconded by: Councillor P. Christian

Resolved that this Council proceed into closed session regarding appointment of City Solicitor;

Further Be It Resolved that should the said closed session be adjourned, the Council may reconvene in closed session to continue to discuss the same matter without the need for a further authorizing resolution.

(Municipal Act R.S.O. 2002 – section 239 (2) (b) personal matters about an identifiable individual, including municipal or local board employees)

Carried

2. Adoption of Minutes

Moved by: Councillor P. Christian

Seconded by: Councillor M. Shoemaker

Resolved that the Minutes of the Regular Council Meeting of 2018 11 05 and the Inaugural Meeting of 2018 12 03 be approved.

Carried

3. Questions and Information Arising Out of the Minutes and not Otherwise on the Agenda

4. Declaration of Pecuniary Interest

4.1 Mayor C. Provenzano – A-14-18-Z – 11 White Oak Drive East

Applicant is client of law firm.

4.2 Councillor M. Scott – Support Changes to the Labour Relations Act Regarding Construction Employer

Family member is employed by an affected union.

5. Approve Agenda as Presented

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that the Agenda and Addendum for 2018 12 10 City Council Meeting as presented be approved.

Carried

6. Proclamations/Delegations

6.1 Community Christmas for Children

Krista Rowe, Planning Committee member was in attendance.

6.2 FutureSSM Project Update

Travis Anderson, Project Manager, was in attendance regarding Agenda item 7.3.1.

6.3 Sault Cycling

Eric Eddy and Peter Henry of the Sault Cycling Club were in attendance concerning Agenda item 8.5.

6.4 Downtown Traffic Study – Environmental Assessment Process

Scott Johnston, IBI Group, was in attendance regarding Agenda item 7.4.1.

7. Communications and Routine Reports of City Departments, Boards and Committees – Consent Agenda

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor M. Shoemaker

Resolved that all the items listed under date 2018 12 10 – Agenda item 6 – Consent Agenda and Addendum be approved as recommended.

Carried

7.1 Correspondence

7.1.1 Seniors' Health Advisory Committee

7.1.2 Algoma – Companies' Creditors Arrangement Act Proceedings

7.1.3 Sault Area Hospital Level III Withdrawal Management Proposal and Addiction Medicine Consult Team Proposal

7.2 Township of Prince – Provision of Police Services

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

The relevant By-law 2018-232 is listed under item 11 of the Minutes.

7.3 RFP – Development of an Arts, Culture and Heritage Plan

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

The relevant By-law 2018-215 is listed under item 11 of the Minutes.

7.4 RFP – Purchase of Animal Control Enforcement and Sheltering

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

The relevant By-law 2018-217 is listed under item 11 of the Minutes.

7.5 Purchase of Animal Control Enforcement and Sheltering

The report of the Director of Community Services, Community Development and Enterprise Services was received by Council.

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that the report of the Director Community Services, Community Development and Enterprise Services dated 2018 12 10 concerning Purchase of Animal Control Enforcement and Sheltering be received.

Carried

7.6 RFP – Mobile Parking Payment Solution

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

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor M. Shoemaker

Resolved that the report of the Manager of Purchasing dated 2018 12 10 concerning Mobile Parking Payment Solution be received and that the proposal submitted by Passport Labs, Inc. for the provision of a one-year pilot project for a Mobile Parking Payment Solution as required by the Parking Division-CDES be approved.

The contract will be for one-year allowing for up to four further one-year extensions by mutual agreement.

The By-law authorizing signature of the agreement with Passport Labs, Inc. will appear on a future Council Agenda.

Carried

7.7 RFP – Waste Wood Grinding – Municipal Landfill

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

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor D. Hilsinger

Resolved that the report of the Manager of Purchasing dated 2018 12 10 be received and that the proposal submitted by And-Son Contracting & Gravel Enterprise Inc. for the grinding of waste wood accumulated at the Landfill, as required by Public Works, be approved.

The contract will commence January 1, 2019, and continue for a period of three years allowing for two further one-year extensions by mutual agreement.

Carried

7.8 RFP – Removal and Disposal of Collected Household Hazardous Waste

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

Moved by: Councillor P. Christian

Seconded by: Councillor M. Shoemaker

Resolved that the report of the Manager of Purchasing dated 2018 12 10 be received and that the proposal submitted by Drain-All Limited for the provision of the Removal and Disposal of Collected Household Hazardous Waste as required by Public Works be approved.

The contract will commence January 1, 2019 and continue for a period of twelve months allowing for up to four twelve-month extensions by mutual agreement.

Carried

7.9 Tender for New Tires and Tire Repairs

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that the report of the Manager of Purchasing dated 2018 12 10 be received and that the tender submitted by Fountain Tire to provide New Tires and Tire Repairs as required by various City Departments for the years 2019 and 2020 be approved.

Carried

7.10 2019 Budget Schedule

The report of the Chief Financial Officer and Treasurer was received by Council.

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor M. Shoemaker

Resolved the report of the Chief Financial Officer and Treasurer dated 2018 12 10 concerning the 2019 Budget Schedule be received as information.

Carried

7.11 2019 Borrowing By-laws

A report of the Chief Financial Officer and Treasurer is attached for the consideration of Council.

The relevant By-laws 2018-213 and 2018-214 are listed under item 11 of the Agenda and will be read with all by-laws listed under that item.

7.12 Property Tax Appeals and Adjustments

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

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor D. Hilsinger

Resolved that the report of the Manager of Accounting and City Tax Collector dated 2018 12 10 concerning Property Tax Appeals and Adjustments be received and that the tax records be amended pursuant to sections 354, 357 and 359 of the *Municipal Act*.

Carried

7.13 Downtown Business Improvement Area Board of Management Appointments

The report of the Deputy City Clerk was received by Council.

Moved by: Councillor P. Christian

Seconded by: Councillor M. Shoemaker

Resolved that the report of the Deputy City Clerk dated 2018 12 10 concerning Downtown Business Improvement Area Board of Management Appointments be received and that the following individuals be appointed to the Board of Management: Kristi Cistaro, Elizabeth Filice, Frank Gaccione, Neeta Marwah, Paul Mason, Angela Romano and Paul Scornaienchi for the period December 10, 2018 to November 14, 2022.

Carried

7.14 Conferences and Major Special Events

The report of the Deputy CAO / City Clerk was received by Council.

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that the report of the Deputy CAO / City Clerk – Corporate Services, on behalf of the Conferences and Major Special Events Committee, dated 2018 12 10 concerning 2019 Special Olympics Funding Request be received and the recommended grant allocation of \$10,000 be approved.

Carried

7.15 Professional Aboriginal Testing Organization Inc. Economic Diversification Fund Agreement

The report of the Deputy CAO, Community Development and Enterprise Services was received by Council.

The relevant By-law 2018-219 is listed under item 11 of the Minutes.

7.16 Rolling Picture Company Economic Development Fund Request

The report of the Deputy CAO, Community Development and Enterprise Services was received by Council.

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor M. Shoemaker

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated 2018 12 10 concerning Rolling Picture Company Economic Development Fund Request be received as information and the request for funding in the amount of \$100,000 from the Economic Development Fund be approved.

Carried

7.17 Municipal Law Enforcement Officers

The report of the Manager of Transit and Parking was received by Council.

The relevant By-laws 2018-216 and 2018-230 are listed under item 11 of the Minutes.

7.18 Skating Trails – Allocation of Funds

The report of the Manager of Recreation and Culture was received by Council.

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor D. Hilsinger

Resolved that the report of the Manager of Recreation and Culture dated 2018 12 10 concerning Skating Trails – Allocation of Funds be received and that the request to redirect the 2018 Conference and Special Events budget in the amount of \$20,000 towards a skating trail project trial for the 2018/19 winter season be approved.

Carried

7.19 Donation – Rotary Club of Sault Ste. Marie

The report of the Manager of Recreation and Culture was received by Council.

The relevant By-law 2018-222 is listed under item 11 of the Minutes.

7.20 Designated Heritage Property Tax Rebates

The report of the Manager of Recreation and Culture was received by Council.

Moved by: Councillor P. Christian

Seconded by: Councillor M. Shoemaker

Resolved that the report of the Manager of Recreation and Culture dated 2018 12 10 concerning Designated Heritage Property Tax Rebates be received and that the recommendation of the Sault Ste. Marie Municipal Heritage Committee that the designated heritage property tax rebates for the 2017 tax year be paid to the qualified owners of designated heritage properties enrolled in the program be approved.

Carried

7.21 Supervisory Control and Data Acquisition

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

The relevant By-law 2018-227 is listed under item 11 of the Minutes.

7.22 Sewage Infrastructure Electrical Upgrades

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

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that the report of the Land Development and Environmental Engineer dated 2018 12 10 concerning sewage infrastructure electrical upgrades be received, and that AECOM be retained with an Engineering Agreement to be brought forward at a future Council meeting.

Carried

7.23 School Zone Speed Limit – Foxborough Trail

The report of the Manager, Design and Transportation Engineering was received by Council.

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor D. Hilsinger

Resolved that the report of the Manager, Design and Transportation Engineering dated 2018 12 10 concerning Foxborough Trail Reduced Speed Limit School Zone be received and that a posted speed reduction on Foxborough Trail and Windsor Trail from 50km/h to 40km/h be approved; further that Windsor Trail from Old Garden River Road to Foxborough Trail and Foxborough Trail from Windsor Trail to Third Line be designated as a reduced speed school zone.

An amendment to the Traffic By-law will be brought to Council at a future meeting.

Carried

7.24 540 Albert Street Lease – Assignment Agreement – Infrastructure Ontario to Agency

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

The relevant By-law 2018-211 is listed under item 11 of the Minutes.

7.25 Amending Agreement – Child Care Algoma – Part of Parkland Park

The report of the Solicitor is attached for the consideration of Council.

The relevant By-law 2018-231 is listed under item 11 of the Minutes.

7.26 Licence Agreement – The Federal Bridge Corporation Limited

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

The relevant By-law 2018-223 is listed under item 11 of the Minutes.

7.27 Musical Comedy Guild- Licence of Occupation Agreement

The report of the Manager of Recreation and Culture was received by Council.

The relevant By-law 2018-221 is listed under item 11 of the Minutes.

8. Reports of City Departments, Boards and Committees

8.1 Administration

8.1.1 Municipal Transient Accommodation Tax

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

The relevant By-law 2018-218 is listed under item 11 of the Minutes.

8.2 Corporate Services

8.3 Community Development and Enterprise Services

8.3.1 FutureSSM Project Update

The report of the Deputy CAO, Community Development and Enterprise Services was received by Council.

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that the report of the Deputy CAO, Community Development and Enterprise Services dated 2018 12 10 concerning FutureSSM Project update be received as information.

Carried

8.4 Public Works and Engineering Services

8.4.1 Downtown Traffic Study – EA Process

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

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor M. Shoemaker

Resolved that the report of the Director of Engineering dated 2018 12 10 concerning Downtown Traffic Study Notice of Completion be received as information.

Carried

8.5 Fire Services

8.6 Legal

8.7 Planning

8.7.1 A-14-18-Z – 11 White Oak Drive East

Mayor C. Provenzano declared a conflict on this item. (Applicant is client of law firm.)

The report of the Planner was received by Council.

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that the report of the Planner dated 2018 12 10 concerning Rezoning Application A-14-18-Z be received, and that Council approve the application and rezone the subject property from M1.S245 (Light Industrial Zone with Special Exception 245) to M1.1.245 (Light Industrial Zone with Special Exception 245) with the following amendments:

1. An auto parts retailer as an additional permitted use.
2. Up to four accessory use freight containers as an additional permitted use with the condition that they are located no less than 45 metres from North Street.
3. Waiving the required front yard landscaping on White Oak Drive East.

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

Carried

8.8 Boards and Committees

8.8.1 Board and Committee Nominating Committee Appointments

The report of the Deputy City Clerk was received by Council.

Moved by: Councillor P. Christian

Seconded by: Councillor M. Shoemaker

Resolved that Councillors Shoemaker, Niro and Hollingsworth and the Deputy City Clerk, Secretary-Treasurer of the Committee of Adjustment, Manager of Recreation and Culture, Curator of the Ermatinger-Clergue National Historic Site and the Accessibility Co-ordinator be appointed to the Board and Committee Nominating Committee for the period December 10, 2018 to November 14, 2022.

Carried

9. Unfinished Business, Notice of Motions and Resolutions Placed on Agenda by Members of Council

9.1 Sault Ste. Marie Voter Engagement Plan

Moved by: Councillor M. Shoemaker

Seconded by: Councillor D. Hilsinger

Whereas the 2018 Sault Ste. Marie municipal election saw a voter turnout that was just barely above 40% of eligible electors; and

Whereas high voter turnout is crucial to a democratic process; and

Whereas the City of Sault Ste. Marie should strive to be a leader in voter turnout across the Province;

Now Therefore Be It Resolved that staff bring forward recommendations on steps that can be taken in 2022 to improve voter turnout, potentially including a municipal advertising campaign encouraging electors to vote.

Carried

9.2 Property Standards and Yard Maintenance

Moved by: Councillor R. Niro

Seconded by: Councillor M. Bruni

Whereas the City continues to get complaints regarding dirty yards and unmaintained houses/buildings; and

Whereas these areas of complaint are regulated by the City's Property Standards By-Law and the Yard Maintenance By-Law; and

Whereas the said By-Laws are enforced by the Building Division through a tendering process or legal action; and

Whereas an area of concern continues to be the amount of time required for a property in contravention of the Property Standards or the Yard Maintenance By-Law to become compliant,

Now Therefore Be It Resolved that the Building Division and the Legal Department be requested to report to Council with the process required, from when the By-Law Enforcement Officer first inspects the property to when the property is made compliant, and

Be It Further Resolved that the Building Division and the Legal Department bring recommendations to Council as to how the amount of time to reach compliance can be reduced.

Carried

9.3 Toys for Tickets

Moved by: Councillor M. Shoemaker

Seconded by: Councillor P. Christian

Whereas the City of Orillia has run a 'Toys for Tickets' campaign since 2005; and

Whereas the Toys for Tickets campaign runs from November 1 to December 1 each year; and

Whereas any person who receives a parking ticket (save and except accessible parking infractions) from November 1 to December 1 each year can bring in a toy of equal or greater value to satisfy the parking ticket; and

Whereas Sault Ste. Marie's Christmas Cheer program is always looking for additional toys at Christmas time; and

Now Therefore Be It Resolved that staff provide an report on a Sault Ste. Marie Toys for Tickets program beginning in November 2019 and running annually thereafter; and

Further that staff consult with Christmas Cheer to gauge their interest and willingness to participate in such a program.

Carried

9.4 MPAC Real Property Assessment

Moved by: Councillor M. Shoemaker

Seconded by: Councillor P. Christian

Whereas the Municipal Property Assessment Corporation (MPAC) completed a residential real property assessment when the occupancy permit was issued for the residential property; and

Whereas at the request of the municipality, MPAC now completes that assessment when the property is substantially complete; and

Whereas as a result of this policy change, residential properties owned by residential developers may be assessed at full value prior to the issuance of an occupancy permit or the occupation of the home or sale of the home by the developer; and

Whereas City Council wants to encourage residential development and remove any potential policy or financial barriers that it reasonably can;

Now Therefore Be It Resolved that Council directs City Staff to assess this issue and determine what policy or procedure can be implemented so that residential real estate developers are not assessed full realty taxes on unoccupied homes that are being marketed for sale.

Carried

9.5 Sault Cycling Proposal

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor D. Hilsinger

Whereas the Sault Cycling Club has developed a proposal for an Active Trail Network, a series of sustainable biking trails that connect to John Rowswell Hub Trail which trail system would largely be on City property; and

Whereas such a trail system would be a great addition to the John Rowswell Hub Trail Council, encourage activity and recreation within the community and be a tourism asset; and

Whereas Council requires an assessment of the costs relating to the development and maintenance of such a trail system before it can make a decision on proceeding with its development;

Now Therefore Be It Resolved that Council directs staff to consider the proposal developed by the Sault Cycling Club, assess the direct and indirect costs related thereto and report back to Council on said costs, project feasibility and any recommendations staff may have as to whether and how to proceed with the project.

Carried

9.6 Regulation of Cannabis

Moved by: Councillor C. Gardi

Seconded by: Councillor S. Hollingsworth

Whereas the Federal Government has legalized marijuana use as of October 17, 2018; and

Whereas the province of Ontario is regulating cannabis use through the Alcohol and Gaming Commission of Ontario; and

Whereas the province of Ontario has reserved the exclusive right to sell cannabis online but is permitting the private sector to operate retail stores and has passed regulations governing the operation of those private sector retail stores; and

Whereas municipalities have a one – time opportunity to opt out of having private sector retail stores open in the municipality and have to make a decision in that respect by January 22, 2019; and

Whereas this Council needs to have a thorough understanding of the legal and regulatory framework in order to make an informed decision on whether to opt out;

Now Therefore Be It Resolved that City staff return a report to Council that includes, amongst any other information staff believe is relevant, the following:

1. Confirmation of how many private retail stores may be permitted to open in Sault Ste. Marie if the municipality does not opt out;
2. Confirmation of where the private retail stores may locate in Sault Ste. Marie if the municipality does not opt out;
3. Confirmation of what type of authority, if any, the municipality has to regulate cannabis consumption in public areas of the municipality.

Carried

9.7 Korah Colts – OFSAA National Capital Bowl Champions

Moved by: Councillor P. Christian

Seconded by: Councillor S. Hollingsworth

Whereas City high school senior football champions, the Korah Colts, defeated the North Bay West Ferris Trojans enroute to the 2018 NOSSA championship; and

Whereas Korah's Colts defeated Orlean's St. Peter Knights by a score of 45-12 in the OFSAA National Capital Bowl at TD Place Stadium in Ottawa on Tuesday, November 27, 2018; and

Whereas the Colts capped off their undefeated season as OFSAA National Capital Bowl Champions;

Now Therefore Be It Resolved that this Council on behalf of the City of Sault Ste. Marie congratulates coach Tom Annett and the National Capital Bowl Champions Korah Colts on their victory.

Carried

9.8 Support Changes to the Labour Relations Act Regarding Construction Employer

Councillor M. Scott declared a conflict on this item. (Family member is employed by an affected union.)

Moved by: Councillor M. Shoemaker

Seconded by: Councillor R. Niro

Whereas the City of Sault Ste. Marie has been pushing for a legislative change to the Labour Relations Act since it was designated as a Construction Employer in 1987; and

Whereas the City recently agreed to implement internal procedural changes to attempt to challenge its construction employer designation in the future; and

Whereas the internal procedural changes would have cost the City hundreds of thousands of dollars in time and expense, with an uncertain result; and

Whereas on December 6, 2018, the Provincial Government introduced the "Restoring Ontario's Competitiveness Act, 2018", which, among other things, changes the Labour Relations Act to removed municipalities from the definition of construction employers; and

Whereas such a legislative changed could save the City of Sault Ste. Marie anywhere from 3%-30% on infrastructure projects which would translate into millions of dollars in savings;

Now Therefore Be It Resolved that the City of Sault Ste. Marie voice its support for the amendments to the Labour Relations Act to ensure municipalities are not defined as construction employers, and encourage all members of the legislature to support its passage.

Carried

10. Committee of the Whole for the Purpose of Such Matters as are Referred to it by the Council by Resolution

11. Adoption of Report of the Committee of the Whole

12. Consideration and Passing of By-laws

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that all By-laws under item 11 of the Agenda under date 2018 12 10 be approved, save and except 2018-212 and 2018-233.

Carried

12.1 By-laws before Council to be passed which do not require more than a simple majority

12.1.1 By-law 2018-211 (Agreement) Lease Assignment

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-211 being a by-law to authorize the execution of the Agreement between the City, Her Majesty the Queen in Right of Ontario as Represented by the Minister of Infrastructure, and the Ontario Agency for Health Protection and Promotion for assignment of a lease, namely; the Lease dated July 16, 1999, between Infrastructure Ontario and the City be passed in open Council this 10th day of December, 2018.

Carried

12.1.2 By-law 2018-212 (Council Procedures) Acting Mayor and Movers/Seconders

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-212 being a by-law to adopt the rotation list for Acting Mayor for the current Council session and amend By-law 2013-100 be passed in open Council this 10th day of December, 2018.

Carried

12.1.3 By-law 2018-213 (Financing) Borrowing Current Expenditures for 2019

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-213 being a by-law to authorize temporary borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2019 be passed in open council this 10th day of December, 2018.

Carried

12.1.4 By-law 2018-214 (Financing) Borrowing Capital Expenditures

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-214 being a by-law to authorize the borrowing of \$15,000,000 to finance capital expenditures for short and long term purposes for The Corporation of the City of Sault Ste. Marie and \$6,200,000 for the Public Utilities Commission of the City of Sault Ste. Marie be passed in open Council this 10th day of December, 2018.

Carried

12.1.5 By-law 2018-215 (Agreement) Development of Arts, Culture and Heritage Plan

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-215 being a by-law to undertake the development of an Arts, Culture and Heritage Plan be passed in open Council this 10th day of December, 2018.

Carried

12.1.6 By-law 2018-216 (Parking) Municipal By-Law Enforcement Officers

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-216 being a by-law to appoint by-law enforcement officers to enforce the by-laws of The Corporation of the City of Sault Ste. Marie be passed in open Council this 10th day of December, 2018.

Carried

12.1.7 By-law 2018-230 (Parking) Municipal Law Enforcement Officers

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-230 being a by-law to appoint Municipal Law Enforcement Officers to enforce the by-laws on various private properties and to amend Schedule "A" to By-law 90-305 be passed in open Council this 10th day of December, 2018.

Carried

12.1.8 By-law 2018-217 (Agreement) Humane Society

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-217 being a by-law to authorize the execution of the Agreement between the City and The Sault Ste. Marie & District Society for the Prevention of Cruelty to Animals for animal control by-law enforcement and shelter services be passed in open Council this 10th day of December, 2018.

Carried

12.1.9 By-law 2018-218 (Corporation) Municipal Transient Accommodation Tax

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-218 being a by-law to establish the Municipal Transient Accommodation Tax (MAT) for short-term rentals within the City of Sault Ste. Marie be passed in open Council this 10th day of December, 2018.

Carried

12.1.10 By-law 2018-219 (Agreement) Professional Aboriginal Testing Organization (PLATO) Inc.

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-219 being a by-law to establish and build-out a new Professional Aboriginal Testing Organization (PLATO) testing office location based in Sault Ste. Marie, to train, develop and deliver software application and systems testing services to private and public sectors clients, both locally and remotely to clients across the country be passed in open Council this 10th day of December, 2018.

Carried

12.1.11 By-law 2018-221 (Agreement) Comedy Guild Licence of Occupation

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-221 being a by-law to authorize the execution of the Agreement between the City and the Musical Comedy Guild of Sault Ste. Marie, Inc. for use of a portion of the former Steelton Seniors Centre for storage effective December 10, 2018 be passed in open Council this 10th day of December, 2018.

Carried

12.1.12 By-law 2018-222 (Agreement) Rotary Club Tree Donation

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-222 being a by-law to authorize the execution of the Agreement between the City and The Rotary Club of Sault Ste. Marie for the donation of Fourteen Thousand Three Hundred and Fifty One (\$14,351.00) Dollars for the purchase of trees planted along Carmen's Way be passed in open Council this 10th day of December, 2018.

Carried

12.1.13 By-law 2018-223 (Agreement) The Federal Bridge Corporation Limited

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-223 being a by-law to authorize the execution of the Amending Agreement between the City and The Federal Bridge Corporation Limited, which amends the Licence Agreement dated December 13, 2017 which permits the occupation and use of the City lands designated to be transferred to The Federal Bridge Corporation Limited until such time as the land transfers are complete be passed in open Council this 10th day of December, 2018.

Carried

12.1.14 By-law 2018-227 (Agreement) Supervisory Control and Data Acquisition (SCADA)

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-227 being a By-law to authorize the execution of the Agreement related to engineering services for Supervisory Control and Data Acquisition (SCADA) architecture upgrades, and to obtain Council approval to issue a Request for Proposal to contractors for the upgrades be passed in open Council this 10th day of December, 2018.

Carried

12.1.15 By-law 2018-231 (Agreement) Child Care Algoma Amending Agreement

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-231 being a by-law to authorize the execution of an Amending Agreement between the City and Child Care Algoma to expand the leased area as stipulated in the existing lease be passed in open Council this 10th day of December, 2018.

Carried

12.1.16 By-law 2018-232 (Agreement) Township of Prince Policing

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-232 being a by-law to authorize the execution of the Extension Agreement between the City and The Corporation of the Township of Prince which amends the Agreement between the City and The Corporation of the Township of Prince dated March 24, 2014 for the provision of police services be passed in open Council this 10th day of December, 2018.

Carried

12.1.17 By-law 2018-233 Appointment of City Solicitor

Moved by: Councillor D. Hilsinger

Seconded by: Councillor P. Christian

Resolved that By-law 2018-233, being a by-law to appoint Karen Fields as City Solicitor, be passed in open Council this 10th day of December, 2018

Carried

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

12.2.1 By-law 2018-224 (Local Improvement) Leo Avenue from Queen Street East to Victoria Avenue

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-224 being a by-law to authorize the construction of sanitary sewer, private drain connection and Class "A" pavement on Leo Avenue from Queen Street East to Victoria Avenue under Section 3 of the *Municipal Act, 2001*, Ontario Regulation 586/06 be read the FIRST and SECOND time this 10th day of December, 2018.

Carried

12.2.2 By-law 2018-225 (Local Improvement) Ruth Street from Franklin Street to East Limit

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-225 being a by-law to authorize the construction of sanitary sewer, private drain connection and Class "A" pavement on Ruth Street from Franklin Street to East Limit under Section 3 of the *Municipal Act, 2001*, Ontario Regulation 586/06 be read the FIRST and SECOND time in open Council this 10th day of December, 2018.

Carried

12.2.3 By-law 2018-226 (Local Improvement) Second Avenue from Connaught Avenue to Second Line West

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-226 being a by-law to authorize the construction of sanitary sewer, private drain connection and Class "A" pavement on Second Avenue from Connaught Avenue to Second Line West under Section 3 of the *Municipal Act, 2001*, Ontario Regulation 586/06 be read the first and second time in open Council this 10th day of December, 2018.

Carried

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

12.3.1 By-law 2018-137 (Streets) Rename a Portion of Ontario Avenue to Garrison Way

Moved by: Councillor P. Christian

Seconded by: Councillor D. Hilsinger

Resolved that By-law 2018-137 being a by-law to rename a portion of Ontario Avenue between Pine Street and Upton Road being described as Ontario Avenue Plan 3206, Part 1 1R-13501 (Part PIN 31536-0164) to Garrison Way be read the THIRD time in open council and finally passed this 10th day of December, 2018.

Carried

13. Questions By, New Business From, or Addresses by Members of Council Concerning Matters Not Otherwise on the Agenda

14. Closed Session

Moved by: Councillor D. Hilsinger

Seconded by: Councillor S. Hollingsworth

Resolved that this Council proceed into closed session regarding a potential acquisition of property and potential litigation;

Further Be It Resolved that should the said closed session be adjourned, the Council may reconvene in closed session to continue to discuss the same matter without the need for a further authorizing resolution.

(Municipal Act R.S.O. 2002 – section 239 (2) (c), a proposed or pending acquisition or disposition of land by the municipality) and section 239(2)(f), solicitor client privilege)

Carried

15. Adjournment

Moved by: Councillor S. Hollingsworth

Seconded by: Councillor M. Shoemaker

Resolved that this Council now adjourn.

Carried

Mayor

City Clerk



7th Floor, Frost Building South
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Telephone: 416-325-0400
Facsimile: 416-325-0374

7^e étage, Édifice Frost Sud
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Téléphone: 416-325-0400
Télécopieur: 416-325-0374

December 21, 2018

Dear Head of Council:

We are writing to provide you with an update on the 2019 Ontario Municipal Partnership Fund (OMPF).

Firstly, congratulations on your new office term. Our government knows that one of the first priorities for your new council is setting your 2019 budget. The Association of Municipalities of Ontario (AMO) along with a number of individual municipalities have asked for information about the 2019 OMPF to support budget planning.

Like many of my colleagues in the Legislature, as former municipal representatives, we understand the importance of this information. Let me assure you, we are committed to getting you the details of your 2019 OMPF allocation as soon as possible.

As outlined in November's *2018 Ontario Economic Outlook and Fiscal Review*, our government wants to ensure that the vital services people rely on like health and education are available to individuals and families for generations to come. This is why our top priority is putting the Province's fiscal house in order.

As you know, the Province's financial challenge is massive. We inherited a \$15 billion deficit and over a third of a trillion dollars in net debt. The previous government was spending more than \$40 million more a day than they took in.

This is simply unsustainable. This is why we are making every effort to restore fiscal balance to the Province.

Ernst and Young, who conducted a line-by-line-review of Ontario's spending, confirmed in its report *Managing Transformation — A Modernization Action Plan for Ontario* that the growth in transfer payments and other provincial supports are key contributors to the province's mounting debt. Getting this spending under control is why we are undertaking a detailed review of all transfer payments, including those to municipalities.

We must continue to support municipalities in a way that is sustainable and responsible. To achieve this, we are reviewing the OMPF — which is why details of OMPF allocations will be released later than in past years.

.../cont'd

We will be looking to you, our municipal partners, to help us with the challenge that lies ahead — as we look to drive efficiencies and value-for-money in all of our transfer payments, including the OMPF. While we all will be operating within a smaller funding envelope, we want to work with you to return the program to what it was initially intended to do — support the Northern and rural municipalities that need it the most.

As part of the OMPF review, we will seek your feedback on how best to renew the program. We will work through AMO and the recently signed joint Memorandum of Understanding (MOU). This agreement is a foundation of our relationship. The AMO MOU table has been an important forum for discussing and receiving your input on financial matters. I also understand that there has been a staff working group that has provided valuable feedback on the OMPF in the past. Ministry officials have been asked to engage with this group early in the New Year.

Again, we want to provide you with 2019 OMPF allocations as soon as possible. We are working to complete the review early in 2019.

Since coming into office, our government has taken a number of actions to support municipalities. These include introducing legislation to address two critical issues in Ontario's firefighting sector: fairness for professional firefighters and the efficiency of the interest arbitration system. In addition, we have committed to providing municipalities \$40 million over two years to help with the implementation costs of recreational cannabis legalization. In addition, if Ontario's portion of the federal excise duty on recreational cannabis over the first two years of legalization exceeds \$100 million, the province will provide 50 percent of the surplus only to municipalities that have not opted-out as of January 22, 2019. We are also working to reduce the significant red tape burden municipalities face.

These are important initiatives that will make life better for the people of Ontario.

We respect our municipal partners, and are committed to working constructively with all local governments to find smarter and more efficient ways to make life better for our communities.

Sincerely,



Vic Fedeli
Minister of Finance

c: The Honourable Steve Clark, Minister, Municipal Affairs and Housing
Greg Orencsak, Deputy Minister, Ministry of Finance
Laurie LeBlanc, Deputy Minister, Ministry of Municipal Affairs and Housing
Jamie McGarvey, President, Association of Municipalities Ontario

OFFICE OF THE MAYOR



CORPORATION OF THE
CITY OF SAULT STE. MARIE

January 3, 2019

SENT VIA EMAIL

The Honourable Victor Fedeli
Minister of Finance
7th Floor, 7 Queen's Park Cres.
Toronto, ON
M7A 1Y7

Dear Minister Fedeli:

RE: 2019 Ontario Municipal Partnership Fund

I acknowledge receipt of your letter dated December 21st, 2018, and appreciate its provision.

I offer my congratulations on your recent re-election as the MPP for North Bay and on your appointment as the Minister of Finance. Personally, I take comfort in the fact that a representative from Northern Ontario holds such a senior and important position in Ontario's government and that you have first-hand knowledge of the challenges facing Mayors across our province. I am writing to you in that spirit and with that perspective.

As you are aware, municipalities are currently in the process of finalizing their 2019 budgets and that municipalities are statutorily prohibited from budgeting a deficit. As a result, municipalities have to ensure that their expenses do not exceed their revenues. In order for us to do that with any reasonable level of accuracy, we have to know or be able to anticipate our revenues.

I want to assure you, your Ministry and your government that we want to be a partner in addressing our provincial challenges. We have worked hard here in Sault Ste. Marie to ensure that we are delivering effective and responsible municipal governance that is respectful of our ratepayers. Over the course of this past Council term, we have reduced budgeted City expenditures by 2 million dollars, ensured that our electricity distribution and water/waste water rates are among the lowest in the province, reduced the number of full-time employees working for the municipality, froze non-unionized staff wages along with Mayor and Councillor honorariums, and decreased the size of City Council and its budget.

While we will continue to look for and encourage municipal efficiency, it will take some time and certainly more than the immediate budget cycle will provide. Due to our statutory limitations, an immediate reduction in the City's OMPF funding can only result in either a municipal tax increase or a municipal service reduction. I do not expect the Province would want to see its actions or decisions result in either.

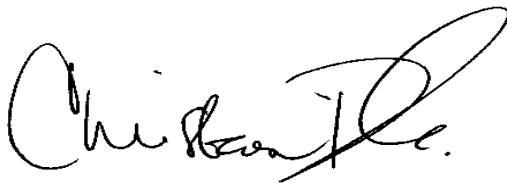
1

Considering the timing, I propose that the most responsible and appropriate course of action is to maintain the 2019 OMPF funding at the 2018 level and make the adjustments your government determines necessary beginning with the 2020 funding year. If the adjustment is substantial, it should be phased in over a number of budgets to minimize the effect on municipal operations and their ratepayers. The sooner you can advise of the 2020 adjustment, if any, the more likely municipalities can make their own adjustments to accommodate for the difference in funding.

I also think it is important to recognize, in closing, that while Sault Ste. Marie received \$15,455,200 in OMPF funding in 2018, Sault Ste. Marie paid \$17,821,750 (as levied by the District of Sault Ste. Marie Social Services Administration Board and paid through municipal property taxes) towards the funding of provincial programs and responsibilities including Community Child Care, Emergency Medical Services, Ontario Works and Social Housing.

I would be happy to discuss these matters with you further and, considering the magnitude of your schedule and responsibly, I would make myself available at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read 'Christian C. Provenzano', with a large, stylized flourish at the end.

Christian C. Provenzano, B.A., LL.B., LL.M

CC City Council
The Honourable Steve Clark, Minister, Municipal Affairs and Housing
Greg Orenszak, Deputy Minister, Ministry of Finance
Laurie LeBlanc, Deputy Minister, Ministry of Municipal Affairs and Housing
Jamie McGarvey, President, Association of Municipalities Ontario
Ross Romano, Sault Ste. Marie MPP

OFFICE OF THE MAYOR



CORPORATION OF THE
CITY OF SAULT STE. MARIE

January 3, 2019

SENT VIA EMAIL

David MacNaughton
Ambassador of Canada to the United States
501 Pennsylvania Avenue, N.W.
Washington D.C., USA
20001

Dear Ambassador MacNaughton:

RE: Steel Tariffs

As I believe you are aware, Sault Ste. Marie is home to Algoma Steel Inc.

This community has proudly produced high quality steel for both the Canadian and US markets for decades and its product has become an integral part of the supply chain in both countries. The US tariffs on Canadian steel threaten the balanced and integrated steel trading relationship between Canada and the US and are negatively effecting companies on both sides of our border.

It is of the utmost importance that Canada find a resolution to this matter and I expect that you are working very hard to do so. I would like to assist your efforts in any appropriate or constructive way that I can and I am writing to offer my support accordingly.

I would appreciate the opportunity to discuss this most important matter with you and will make myself available as soon as your schedule permits a telephone conversation. My office will be in touch accordingly.

Sincerely,

Christian C. Provenzano, B.A., LL.B., LL.M

CC City Council
MP Terry Sheehan
Minister Navdeep Bains, Minister of Innovation, Science and Economic Development
Minister Chrystia Freeland, Minister of Foreign Affairs of Canada

OFFICE OF THE MAYOR



CORPORATION OF THE
CITY OF SAULT STE. MARIE

January 4, 2019

SENT VIA EMAIL

Terry Sheehan
Sault Ste. Marie MP
369 Queen Street East, Suite 102
Sault Ste Marie, ON
P6A 1Z4

Dear Terry:

Thank you for meeting with me on Friday, December 21st, 2018. I am following up with you, further to our meeting, to emphasize the importance of two of the matters we discussed: the national opioid epidemic and steel tariffs.

As I outlined when we met, I understand that municipalities have a role to play in working with and supporting our health care providers and front line workers but a municipality simply does not have the legislative mandate or the financial resources to address any type of health care crisis, much less one as significant and complex as the opioid epidemic.

It is imperative that the Federal and Provincial governments work together to ensure that the necessary institutional and financial resources are in place to assist people who require mental health, addiction or recovery support. The system, as it is currently constituted and funded, does not have the capacity to meet the need and it needs to be bolstered immediately. I recognize that we need to work together to address this challenge and I assure you that our municipality will be an active and productive partner.

With respect to the US steel tariffs on Canadian steel, it is imperative that the Federal Government find a resolution to this issue. Of all of the Canadian Steel producers, I believe that Algoma Steel Inc. is the most directly and adversely effected by the US tariff. We simply cannot wait for this matter to resolve itself and I suggest to you that we have to continue to be active participants in pushing, finding and working towards a resolution. As discussed when we met, I will do whatever I can in my capacity to assist and support your efforts since this is a matter of federal jurisdiction. I have attached my letter to the Canadian Ambassador to the US written with the same intention. In the meantime, I think it is important that you press Prime Minister Trudeau, Minister Freeland and Minister Bains to resolve this matter as expeditiously as possible.

Sincerely,

Christian C. Provenzano, B.A., LL.B., LL.M
CC City Council

OFFICE OF THE MAYOR



CORPORATION OF THE
CITY OF SAULT STE. MARIE

January 3, 2019

SENT VIA EMAIL

David MacNaughton
Ambassador of Canada to the United States
501 Pennsylvania Avenue, N.W.
Washington D.C., USA
20001

Dear Ambassador MacNaughton:

RE: Steel Tariffs

As I believe you are aware, Sault Ste. Marie is home to Algoma Steel Inc.

This community has proudly produced high quality steel for both the Canadian and US markets for decades and its product has become an integral part of the supply chain in both countries. The US tariffs on Canadian steel threaten the balanced and integrated steel trading relationship between Canada and the US and are negatively effecting companies on both sides of our border.

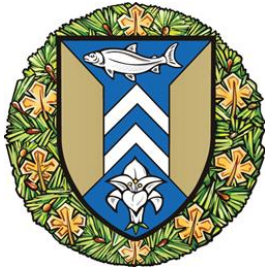
It is of the utmost importance that Canada find a resolution to this matter and I expect that you are working very hard to do so. I would like to assist your efforts in any appropriate or constructive way that I can and I am writing to offer my support accordingly.

I would appreciate the opportunity to discuss this most important matter with you and will make myself available as soon as your schedule permits a telephone conversation. My office will be in touch accordingly.

Sincerely,

Christian C. Provenzano, B.A., LL.B., LL.M

CC City Council
MP Terry Sheehan
Minister Navdeep Bains, Minister of Innovation, Science and Economic Development
Minister Chrystia Freeland, Minister of Foreign Affairs of Canada



**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Shelley J. Schell, CPA, CA Chief Financial Officer and Treasurer

DEPARTMENT: Corporate Services

RE: 2019 User Fees – Bylaw 2019-3

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 2019-3 found elsewhere on the agenda, with the effective date of January 21, 2019.

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 taking into consideration the recommended benchmark for cost recovery and the plan to achieve. Appendix A provides the budget impact for 2019 based upon the fee increases. Service level changes are not reflected in the analysis and thus the total budget impact may be more or less than shown.

ANALYSIS

Increasingly municipalities are looking at user fees to help offset the impact of municipal services on property taxes. Services funded through taxation result in the general tax base funding whether or not they receive any direct benefit. There is also a range of services that are provided to benefit the common good of the community which would be funded through all or in part through taxation.

FINANCIAL IMPLICATIONS

2019 User Fees

2019 01 14

Page 2.

The change in the User Fees as recommended reflects an estimated increase in revenue of \$162,460 and are reflected in the 2019 Preliminary Operating Budget.

STRATEGIC PLAN / POLICY IMPACT

This is an operational matter and not articulated in the Strategic Plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Chief Financial Officer and Treasurer dated 2019 01 14 be received and the recommendation that Council approve the user fees, effective January 21, 2019. By-law 2019-3 that authorizes the user fees can be found elsewhere on the agenda.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Shelley Schell".

Shelley J. Schell, CPA, CA
Chief Financial Officer & Treasurer

**THE CORPORATION OF THE CITY OF SAULT STE MARIE
USER FEES AND SERVICE CHARGES BUDGET IMPACT
2019**

<u>DEPARTMENT:</u>	<u>\$</u>
Clerks	2,360
Community Development & Enterprise Services	
Bondar Pavilion	300
Bondar Marina	1,595
Bellevue Marina	2,625
Seniors Centre	180
Athletic Fields/Bellevue Park events	2,525
John Rhodes Community Centre-Arena	
Highschool Hockey	145
Ice Rentals	11,685
Ice Skating	240
John Rhodes Community Centre-Pool	
Public Swim	2,350
Swim Instruction	5,490
Swim Rentals	1,590
Swim Instruction-Schools	410
McMeeken Centre	
Ice Rentals	3,115
Ice Skating	95
Essar Centre	
Ice Rentals	3,070
Northern Community Centre-Indoor Field	3,375
Transit & Parking	54,275
Building	14,350
Cemetery	42,050
Planning	3,115
Engineering	4,205
Finance	-
Fire	225
Legal	2,735
Public Works	355
Total Budget Impact	162,460

**Outstanding Council Resolutions
as at December 31, 2018**

Meeting Date	Department	Agenda Item	Assigned To	Due Date	Comments	Description	Column2	Sponsored By
19-Nov-12	EDC	Film and television production	EDC			Report – film and television production in Sault Ste. Marie		T. Sheehan L. Turco
4-Feb-13	EDC	International marketplace	EDC			Preliminary study on possible development of an international marketplace on or near the waterfront, in proximity to the downtown core		P. Christian S. Butland
9-Feb-15	EDC/Innovation Centre	Crowdfunding	EDC			Report on a strategy to improve crowdfunding opportunities		T. Sheehan J. Hupponen
9-Mar-15	EDC	Evolution of Community Development	EDC		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
13-Apr-15	Corporate Services	Board/Committee Appointment Process	M. White	Q1 2019		Report as to feasibility of requiring criminal record checks for persons appointed or nominated to boards and committees.		M. Shoemaker R. Romano
11-May-15	CD&ES	Northern Community Centre	T. Vair	Q1 2019	Currently working w. consultants to provide estimates along w. PSI collaboration	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
10-Aug-15	CD&ES	Public Art Policy	T. Vair	Q2 2019		Recommend next steps in adopting a public art policy (including graffiti).		S. Butland S. Myers
22-Mar-16	CD&ES	Budget 2016	T. Vair	Q1 2019	Data received from Stats Canada. Analysis underway	Analysis of number of parks		
22-Mar-16	CD&ES	Budget 2016	T. Vair	Q1 2019		Analysis elimination of outdoor rinks		
11-Apr-16	EDC	Province of Ontario "Vacation Villages"	Tourism SSM			Review and report back regarding the potential for Sault Ste. Marie to host a vacation village.		S. Butland P. Christian
11-Apr-16	Corporate Services	Truth and Reconciliation Committee	M. White	Q1 2019		Canvass First Nations community for membership on an advisory committee on how best to achieve the objectives for municipal governments as recommended in the Truth and Reconciliation Report.		S. Myers M. Shoemaker
26-Sep-16	CD&ES	Parks Usage	T. Vair	Q1 2019	See also 22 March 2016 request for analysis of number of parks. See info above (number of parks)	Survey as to usage of parks		M. Shoemaker S. Butland

**Outstanding Council Resolutions
as at December 31, 2018**

26-Sep-16	Legal	Ridesharing Services	K. Fields	Q3 2019		Reviewing current regulations on local taxi-cab and limousine industry, analyzing ridesharing regulations, engaging community and industry stakeholders throughout the process, and reporting back to Council on a plan of action.	J. Hupponen R. Niro
26-Sep-16	Legal	Changes to Highway Traffic Act	K. Fields	Q3 2019		Further to June 22, 2015 resolution – report Sept. 26, 16 re: impact of changes to laws regarding ATVs, distracted driving, school bus safety and bicycling - by-law and report	
7-Nov-16	CD&ES	Community Pride Initiative	T. Vair	Q1 2019	Report from Future SSM on hiring of STC for new community promotion and branding provided. Outcome of work expected in Q1 2019	Review and report as to potential structure, activities and costs of a Community Pride Initiative (further to reports of Planning Division and Mayor regarding community development (Nov 7/16)	R. Romano P. Christian
21-Nov-16	Corporate Services	Employee Innovation Program	M. White	Q3 2018		SMT to implement a 3 month program focused on engaging staff at all levels to potential innovations and savings that will affect the 2017 budget and/or fiscal year - report during first quarter of 2017	F. Fata S. Hollingsworth
23-Jan-17	Corporate Services	Posting of Expenses to Website	M. White	Q1 2019		Review practicality of posting departmental budgets on website or in any other convenient format as well as staff travel expenses and travel reports and all City credit card statements and report back	M. Shoemaker S. Hollingsworth
8-May-17	CD&ES	Downtown Sault Ste. Marie	T. Vair	Q1 2019	Future SSM provided updated (10 Dec 18) as to outcomes of Downtown Development aAction Team and related downtown development priorities. Will also tie into branking work being undertaken by Future SSM and STC,	Investigate the possibility of incorporating our City's history into the overall theme of the downtown area and invite Downtown Association, Tourism Sault Ste. Marie and appropriate City staff to a future council meeting to advise on possible planning elements and features that can be incorporated into the redevelopment of the area so that we can take advantage of our City's history and reputation as a gathering place by the rapids	P. Christian S. Butland
8-May-17	PW&ES CS&ED	Revenue Generating from Advertising	L. Girardi T. Vair	Q1 2019		Investigate using permanent objects and structures in the City as revenue generating tools.	M. Shoemaker J. Krmpotich

**Outstanding Council Resolutions
as at December 31, 2018**

29-May-17	Fire Services	Cost Recovery for Fire Services	P. Johnson	Q3 2018		Report outlining: Ontario cities that have cost-recovery fire services by-laws; what services are charged for in which cities and how much each service is charged out at; analysis of percentage of calls that are chargeable calls vs. non-chargeable calls; revenue broken down by service; any limitations imposed by law on what types of services can be cost-recovered and the amounts that may be charged; estimate of potential revenue the City could expect if it imposes a cost-recovery by-law.	M. Shoemaker P. Christian
26-Jun-17	CD&ES Legal	Weekend Downtown Street Closures	T. Vair K. Fields	Q1 2019	Future SSM provided update 10 Dec 18 as to outcomes of Downtown Development Action Team and re-kated downtown priorities. Initiative to come forward in 2019.	Examine possibility of closing Queen Street from East Street to Gore Street to traffic on Friday and/or Saturday nights from Victoria Day to Labour Day each year in an effort to both encourage active use of the downtown space and to increase events downtown.	M. Shoemaker S. Hollingsworth
26-Jun-17	Corporate Services	Vacant Council Seat	M. White	Q1 2019	To be presented to 2018-2021 Council.	Report with recommended policies and procedures that can be adopted to deal with future Council vacancies	P. Christian M. Shoemaker
21-Aug-17	Legal	No Parking on Saddle Crescent (etc.)		Q2 2019		Report on options to reduce or eliminate occurrences of hospital patrons and/or hospital staff parking on Saddle Crescent and other adjacent/abutting streets.	M. Shoemaker J. Hupponen
11-Sep-17	Legal	Red Pine Drive	K. Fields	Q3 2019		Develop Road Assumption policy for Council's review and approval outlining requirements for a private road assumption policy.	M. Shoemaker J. Krmpotich
25-Sep-17	Legal	Surplus Municipal Property	K. Fields	Q2 2019		Review and inventory all City-owned property and determine which properties can be declared surplus and listed for sale, and to bring back a proposal to City Council on declaring such land surplus and listing it for sale to the public.	O. Grandinetti S. Butland
25-Sep-17	PW&ES	Local Improvement Charges for Roads	D. Elliott M. White	Q2 2019		Develop a comprehensive local improvement charges policy that will see local improvements charged in all or most of the road reconstruction projects or in projects that upgrade roads to a higher class of surface.	O. Grandinetti M. Shoemaker
10-Oct-17		Smart Cities Task Force		ongoing		Task force to develop a compelling Smart Cities initiative	S. Butland M. Shoemaker
23-Oct-17	CD&ES	There's an App for That	T. Vair	Q2 2019	Future SSM team in collaboration with City IT to examine opportunity to create and fund this app	Develop an app where information on City services can be obtained (maps of heritage properties, recreational facilities, corporate events calendar, etc.	M. Shoemaker J. Hupponen

**Outstanding Council Resolutions
as at December 31, 2018**

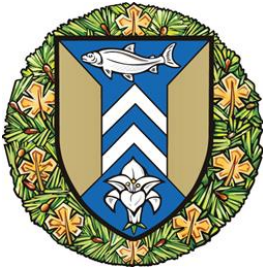
6-Nov-17		Review of Use of Funding to Algoma University	M. White	Q1 2019		City and Algoma University to review annual funding to Algoma University to determine if it could be re-purposed for a student recruitment officer or some other form of student recruitment program	M. Shoemaker O. Grandinetti
20-Nov-17	CD&ES	Survey of Local Businesses	T. Vair	Q1 2019	Survey complete. Report in Q1 (together with EDC)	Task force to oversee the provision of a survey of local business and business organizations to solicit views on the level of service being provided by the City, the EDC, and the Innovation Centre and to offer possible recommendations	P. Christian S. Butland
11-Dec-17	CD&ES	Downtown Safety Strategy	T. Vair	Q1 2019	Future SSM provided update 10 Dec 18 as to outcomes of Downtown Development Action Team and re-kated downtown priorities.	Identify a downtown safety strategy and include as part of the Downtown Development Strategy (in consultation with the Sault Ste. Marie Police Service, the Downtown Association, and other related community groups seeking to increase public safety.	S. Hollingsworth S. Myers
11-Dec-17	CD&ES	Essar Centre Box Seats	T. Vair	Q1 2019		Bring forward a plan to develop the additional box seats at the Essar Centre and investigate other potential sources of funding.	M. Shoemaker O. Grandinetti
20-Feb-18	Corporate Services	RFP of Group Benefits Brokerage and Underwriting	P. Niro	Q3 2018		Prepare RFP for brokerage and underwriting of the City's group benefits.	M. Shoemaker O. Grandinetti
20-Feb-18	Legal	Payday Lending By-law	K. Fields	Q2 2019		Prepare a by-law requiring pay-day lending institutions to advertise in a prominent manner the cost of borrowing and provide to the borrower credit counselling brochures approved	M. Shoemaker S. Butland
5-Mar-18	CD&ES	James Street and Surrounding Area Revitalization Plan	T. Vair	Q1 2019	Initiative underway – to be reported at budget time.	Consult with the Innovation Centre's GIS department to develop James Street and surrounding area revitalization plan	M. Shoemaker O. Grandinetti
9-Apr-18	CD&ES	Snow Dumps	T. Vair	Q1 2018		Investigate creating a new zoning classification for private snow dumps to ensure the runoff of any harmful substance is minimized to the greatest degree possible	M. Shoemaker S. Butland
9-Apr-18	PW&ES	Holiday Waste Collection	L. Girardi	Q2 2019		investigate and report on the method comparator municipalities use for collecting waste in weeks during which there is a public holiday.	M. Shoemaker O. Grandinetti
9-Apr-18	Corporate Services	Open Data	F. Coccimiglio	Q3 2018		Research, develop and draft an open data plan and strategy for the municipal corporation	S. Hollingsworth S. Butland
9-Apr-18	Corporate Services	Digital Strategy	F. Coccimiglio	Q3 2018		Research, develop and draft a digital strategy for the municipal corporation	S. Hollingsworth S. Butland
23-Apr-18	CD&ES	Sault Ste. Marie Branded Products	T. Vair	q2 2019	Pending completion of STC community branding. Products now available through EDC and private sector	Investigate and report on feasibility of selling Sault Ste. Marie-branded products both online and by partnering with local retailers.	M. Shoemaker O. Grandinetti

**Outstanding Council Resolutions
as at December 31, 2018**

14-May-18	CD&ES	Creation of Parking Lot for Gore T. Vair Street		Q1 2019		Report – options for a parking lot in proximity to Gore Street business area.	M. Shoemaker R. Niro
14-May-18	CD&ES	Jamestown By-law Enforcement and Property Standards	T. Vair	Q1 2019	Enforcement effort undertaken. Report pending.	Report as to actions required to ensure compliance of all buildings in the Jamestown area with the property standards by-law.	R. Niro M. Shoemaker
14-May-18	PW&ES	Great Northern Road Speed Study	D. Elliott	Q4 2019	Report 14 May 2018 but follow up report on effects of changes requested	Report regarding reduction of speed limit on Great Northern Road from 800m north of Third Line to Fifth Line from 80 km/h to 70 km/h and advise if any further action is required to ensure safety.	M. Shoemaker J. Hupponen
28-May-18	CD&ES	National Housing Strategy Plan	D. McConnell			Coordinate with Social Services to determine where new social and community housing can be developed, what resources are available and what role the City can play in ensuring availability of property for development including whether property needs to be acquired or re-zoned	M. Shoemaker Grandinetti O.
28-May-18	CAO CD&ES	Jamestown Health Equity Centre	CAO Horsman, T. Vair			Work with Algoma Leadership Table and other community partners to assess need for harm reduction and health equity services specifically in Jamestown, including cost estimates	M. Shoemaker Niro R.
28-May-18	PWES Legal CD&ES	City Laneway Cleanup	K. Fields, T. Vair, L. Girardi			Investigate debris and garbage in City laneways and report with a solution, including cost estimates and ways of recovering costs from property owners.	R. Niro M. Shoemaker
11-Jun-18	Legal	Upgrades to Class D Gravel Roads	K. Fields			Investigate the acquisition of remaining existing class D road private rights-of-way	J. Krmpotich S. Butland
11-Jun-18	Legal	Dogs at Large	K. Fields			Report with options to effectively enforce the running at large provisions of the animal care and control by-law (in concert with Humane Society)	J. Hupponen M. Shoemaker
11-Jun-18	CDES	Animal-Free Circuses	T. Vair	Q1 2019		Investigate animal-free entertainment options available.	J. Hupponen M. Shoemaker
11-Jun-18	PW&ES	Road Resurfacing	L. Girardi	Q4 2019	Awaiting MTO response	Investigate new technology regarding new technology to increase the lifespan of asphalt	M. Shoemaker S. Butland
25-Jun-18	PWES	Landfill Accessibility	L. Girardi	Q2 2019		Report as to options to enable those who cannot safely dispose of hazardous materials, including anticipated costs. Options to include: "neighbourhood" hubs; Transit parabus team; limited number of "pick-ups" for those that cannot drive to the city's landfill site.	S. Hollingsworth S. Myers
10-Dec-18	Corporate Services	Sault Ste. Marie Voter Engagement Plan	M. White			Recommendations for 2022 to improve voter turnout, potentially including a municipal advertising campaign encouraging electors to vote.	M. Shoemaker D. Hilsinger

Outstanding Council Resolutions
as at December 31, 2018

10-Dec-18	CD&ES	Property Standards and Yard Maintenance	T. Vair; K. Fields	Q2 2019	Report detailing process from first inspection to property compliance and recommendations to reduce the time between complaint and compliance	R. Niro M. Bruni
10-Dec-18	CD&ES	Toys for Tickets	T. Vair	Q3 2019	Report on an annual Sault Ste. Marie Toys for Tickets program beginning in November 2019; consult with Christmas Cheer to determine their interest and willingness to participate in such a program.	M. Shoemaker P. Christian
10-Dec-18	CD&ES	Sault Cycling Proposal	T. Vair	Q3 2019	Assess all costs related to Sault Cycling Club proposal for an Active Trail Network connected to Hub Trail Club and report on costs, project feasibility and recommendations as to whether and how to proceed with the projec	S. Hollingsworth D. Hilsinger
10-Dec-18	CD&ES	Regulation of Cannabis	T. Vair; K. Fields	Q1 2019	Report containing relevant information including (if the City does not opt out) How many private retail stores may be permitted in SSM; where private retail stores may locate; authority, if any, to regulate cannabis consumption in public areas.	C. Gardi S. Hollingsworth
31-Dec-18						



**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Brent Lamming, Director of Community Services

DEPARTMENT: Community Development and Enterprise Services

RE: Transit Pass Partnership with Algoma University and Sault College

PURPOSE

This report has been prepared for Council's information and approval to enter into an eight (8) month pilot for flat fee Transit service with both Algoma University and Sault College Student Associations with the opportunity to extend further at the City's discretion.

BACKGROUND

City Staff have met with both Algoma University and Sault College representatives to explore a means of offering a program where all of the students could have access to Transit as part of their student fee.

ANALYSIS

Transit continues to be a very important means of transportation for post-secondary students here locally in Sault Ste. Marie. In 2017 there were more than 585 post-secondary students utilizing Transit on a consistent basis (431 semester passes to Sault College and 154 semester passes to Algoma University) In addition, 991 twenty (20) ride passes were issued as well as cash fares paid by students. On a combined basis, \$196,395 in revenue was generated from students for 2017.

Transit has had discussions with both Algoma University and Sault College over the last twenty years. Both schools have indicated recently that they would be interested in the Universal Pass (UPass) concept further to discussions with student governments and supporting referendums. The UPass Concept allows unlimited Transit to be made available as part of the student enrollment fee paid to their educational institution. UPass programs exist in Halifax, Sudbury and Guelph to name a few. From research and contact with Sudbury Transit they fully recommend this approach and are looking at expanding their program further. Please see Appendix A for additional information.

The City will be tracking ridership specifically designated to riders under this program to determine use and success of the pilot along with any potential impact to existing service delivery. This will be achieved through utilizing existing student cards with supporting Photo ID card and expiry date or by a separate hard card to be issued. Rides will be recorded separately in the fare box.

An eight (8) month pilot agreement will be entered into with Sault College and Algoma University on a stand-alone basis to allow for each or both to participate subject to referendum by both student associations. The pilot will need to run in two phases given the difference of approval process between the two institutions.

The timeline below is subject to the student unions passing the referendum.

Category	Algoma University	Sault College
Google Bus Orientation	Jan 2019	Jan 2019
Education Sessions UPass	Jan/Feb 2019	Spring 2019
Student Referendum	Feb/Mar 2019 (Algoma University Student Association & Anishinaabe Student Association)	Mar 2019
If Passed – Agreement & By-Law to Council	Apr 1, 2019	Apr 1, 2019
Publish Student Fees	May 2019	Feb 2020
Pilot Implementation	Sep 2019	Sep 2020
Pilot Completion	Apr 2020	Apr 2021

The eight (8) month pilot for Algoma University will begin September 2019 and run until April 30, 2020 if passed by their respective student unions. At the completion of the pilot, if the trial is deemed a success, there will be an option to renew for three (3), additional eight (8) month timeframes. Success will be measured based on ridership statistics, revenue, demands on the system and service experience. As noted, the Sault College pilot would not start until September 2020 if approved by their respective student union.

City staff are in full support of the pilot and recommend the proposal.

FINANCIAL IMPLICATIONS

The new agreements would generate approximately \$420,000 in revenue if both Algoma University and Sault College Student Associations adopt the program. This would be an increase of \$223,605 (\$420,000 - \$196,395) in net revenue

when compared to 2017. More importantly, ridership could potentially increase by 2,915 riders (3,500-585 based on 2017 figures) if every student utilized the UPass program. The projected incremental revenue for 2019 based on Algoma University participating would be approximately \$32,280 for the months of Sep. 2019 to Dec. 2019.

If both Algoma and Sault College participate:

Algoma \$15/mth * 8 months = \$120 for both semesters*projected 1000 FT Students = \$120,000
 Sault College \$15/mth * 8 months = \$120 for both semesters* $\frac{2500}{3,500}$ FT Students = $\frac{\$300,000}{\$420,000}$

If only one post-secondary institutions participates, the estimated revenue per school is:

Algoma University: (846 more potential riders)

Current Student Passes Algoma U 154 * \$45 = \$6,930 * 8 = \$55,440
 Proposed UPass Algoma U 1000 * \$15 = \$15,000 * 8 = \$120,000
 Estimated Incremental Revenue \$64,560

Sault College: (2,069 more potential riders)

If Sault College decides to participate in 2020/2021 this would drive ridership up a by a further 2069 potential riders and additional revenue of \$144,840.

Current Student Passes Sault College 431 * \$45 = \$19,395 * 8 = \$155,160
 Proposed UPass Sault College 2500 * \$15 = \$37,050 * 8 = \$300,000
 Estimated Incremental Revenue \$144,840

It should be noted that every additional hour of service provided at Transit has a cost of \$100 per hour. E.g., if you were to add one extra hour of service during the evenings Monday to Sunday 10 buses * 1 hour of service = 10 added hours of service per day * 360 days = 3,600 added hours of service per year * \$100 per hour = \$360,000 added cost per year.

City Staff will review service level demands during the pilot and are expecting to complete the pilot within existing service levels, infrastructure and budget.

Proposed UPass Pricing of \$15/month (for 8 month timeframe)

Both schools have approximately 3500 students; \$15/mth = \$120 * 3500 = \$420,000

Municipality	Adult Monthly Pricing	Semester Pricing	UPass Monthly Pricing
Halifax	\$78	\$70 (Student)	\$157 (8mths or \$19.62/mth)
Sudbury	\$90	\$82 (Student)	\$195 (8mths or \$24.38/mth)
Guelph	\$80	\$68 (Youth)	\$134.90 (8mths or \$16.86/mth)
Sault Ste. Marie	\$66	\$180 (Student \$45/mth)	\$120 (8mths or \$15/mth proposed)

City Staff recommend the \$15/month charge for the pilot, as it will increase revenue by \$64,560 during phase 1 where Algoma University would participate starting Sept. 2019 to April 2020 and have the potential to increase ridership by 846 passengers.

STRATEGIC PLAN / POLICY IMPACT

The recommendation supports the focus area of the Community Strategic Plan for 2016-2020 in a number of ways.

- Within the Service Delivery focus area, it continues to assist in delivering excellent customer service to citizens. Specifically in fostering a positive avenue for individuals who are in search of employment and require the service from a social perspective.
- It supports the Community Development and Partnership focus of Maximizing Economic Development & Investment with the commitment to maintain financial viability.
- Furthermore, it exemplifies communication and stakeholder consultation to create an environment that encourages engagement and the exploration of mutual goals to grow our community. Collaboration with community partners and stakeholders is essential to our success.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Director, Community Services – Community Development & Enterprise Services dated 2019 01 14 be approved.

An agreement and by-law authorizing signature of the agreement will appear on a future Council agenda for approval.

Respectfully submitted,



Brent Lamming, PFP, CPA, CMA
Director, Community Services
Community Development &
Enterprise Services
(705)759-5314
b.lamming@cityssm.on.ca

Appendix A – Universal Pass Additional Information

Halifax

If you are a full-time university or community college student in Halifax part of the enrollment fee paid to your educational institution allows for service on any of Halifax Transit's regular bus routes and ferry service. All you need to travel during the academic year is carry a valid Student ID card with you to show the Halifax Transit operator. UPasses are only valid from September to April during the academic year. UPass Benefits for Halifax:

- **You will save money.** Students using the UPass instead of buying monthly Student MetroPasses can save around \$60 per month, which is almost \$500 per school year.
- **It's convenient.** Halifax Transit has enhanced its service to Saint Mary's University, Dalhousie University, the University of King's College, Mount Saint Vincent University, and the Nova Scotia Community College to accommodate the increase in ridership since the introduction of the UPass. NSCAD is already centrally located in downtown Halifax, where students can take advantage of existing transit services.
- **Car owners save money too.** The UPass can help you reduce your fuel, parking, insurance, and maintenance expenses. Plus, you can let someone else worry about the traffic.
- **It's good for the environment.** Choosing public transit instead of driving your own car reduces air pollution. One bus can help remove up to 50 cars from the road at any point in time, reducing air pollution by 15-20 per cent.

<https://www.halifax.ca/transportation/halifax-transit/transit-programs-services/student-upass-program>

Sudbury

The cost of Laurentian's U-Pass, which is included in Students General Association (SGA) annual fees, totals \$195 for the 8-month academic term. The price to access the Transit service has decreased from about \$656 (\$82 per month) to only \$195 with the implementation of the UPass which began in 2006. Representing a savings of \$461 over the 8-month timeframe and has a direct positive correlation to ridership. When implemented in 2006 it was estimated that ridership increased to more than 4,000 daily rides, which is far and above the less than 2,000 estimated the prior year before the UPass was approved by students.

Guelph

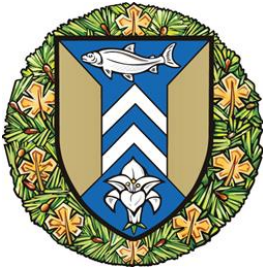
Conestoga College's Guelph campus will receive a Universal Bus Pass (U-pass) as part of their tuition—giving them unlimited access to ride Guelph Transit.

The one-year pilot program, which ends Aug. 31, 2019, is the result of a referendum held last February by Conestoga Students Incorporated (CSI)—the official student association at the college. During the three-day vote, full-time students at the Guelph campus voted 53 per cent in favour of CSI and Guelph Transit implementing a U-pass pilot program.

The cost of the U-pass is part of the college's tuition fees. Full-time students will be charged \$134.90 per semester (fall 2018 and winter 2019) and \$136.90 for summer 2019. The U-pass is a compulsory fee, meaning students can't opt out of purchasing it.

Conestoga College estimates there will be about 375 students enrolled in the upcoming fall semester. This results in about \$50,000 in revenue in 2018 for the City of Guelph.

<https://www.guelphtoday.com/local-news/u-pass-program-extended-to-conestoga-college-students-829751>



**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Brent Lamming, Director of Community Services

DEPARTMENT: Community Development and Enterprise Services

RE: Bondar Park Ice Cream Shop

PURPOSE

This report has been prepared for Council's approval to support the issuance of a request for proposal to interested Proponents for the Bondar Park Ice Cream Shop Space for the City of Sault Ste. Marie. The term will be for a five (5) month trial period with the opportunity to extend further at the City's discretion.

BACKGROUND

The Community Services Department continues to review business lines that are challenged while balancing value added services to the Community. The Ice Cream Shop was relocated to its present location in 2016 after the prior tenant ceased operations (Lock Tours Canada–Chief Shingwauk, Sault Lock Boat Tour) in 2009.

ANALYSIS

City staff believe that there is an excellent opportunity for an existing business to have a satellite location during the busy summer months at this space. The Bondar Tent has in excess of 50 events annually and draws over 38,000 people. New business proponents are also encouraged to submit their ideas and proposals as part of the process.

The major benefits of this location are as follows:

- Proximity to the water offers a unique location
- Good traffic at the waterfront/John Rowswell Hub trail
- Access to a newly planned patio space immediately surrounding the location
- 16 Cruise Ships in 2018 with 20 planned for 2019
- Great way to showcase and enhance our community for tourism
- Expanded concert series planned for 2019 with vendors, interactive equipment etc.

- Liquor Licence application is in progress which can be transferred in the interim if required. Planned licenced area can be seen in Appendix B.

Pictures of location are attached in Appendix A for reference. The RFP will remain open to all ideas but City staff suggest supporting the following types of business lines:

1. Ice Cream Shop
2. Bistro
3. A licenced establishment
4. Tourism related Business:
 - a. Souvenirs
 - b. Recreational Water Attraction (Office Space)

RFP requirements will ask proponents to include, but are not limited to, the following:

1. Description of services being offered and/or goods for sale
2. Compatibility with existing Sault Ste. Marie infrastructure
3. Value proposition and complementary nature of business to marina/tourism/citizen services
4. Days/week and hours of operation proposed
5. Fee Structure to the public
6. References and insurance
7. Timeframe to implement

The building is approximately 750 square feet and offers seating of approximately 16-20 inside the building and a potential additional 16-24 on the patios space immediately surrounding the building. There are ten (10), fifteen (15) amp dual receptacles servicing the building and there is sufficient water and a double stainless steel restaurant sink.

City staff will work together with the successful proponent to make them aware of the cruise ship schedule, tent activities and major events to aid in their business planning and exposure. Furthermore, staff are excited at the prospect of a new venture supporting events and activating the space for the citizens of Sault Ste. Marie and the people who are visiting our City.

The five (5) month trial will begin in May 2019 and run until September 2019. At the completion of the season, if the trial is deemed a success, there will be an option to renew for three (3) additional seasons. Success criteria will be determined within the RFP.

Should no interest be received staff do have a plan to revitalize and improve operations but felt this could be a unique opportunity to engage a local entrepreneur and provide value added services to the public and visitors.

FINANCIAL IMPLICATIONS

There will be a minimum bid criteria of \$400 per month inclusive generating approximately \$2,000 for the Municipality.

In 2018, the City incurred a deficit of \$11,300 on sales of \$11,700 (open May to Aug 2018).

The trial would result in a positive financial impact of approximately \$13,000 to the Municipality when comparing 2018 performance. No other cost would be incurred other than services in kind.

STRATEGIC PLAN / POLICY IMPACT

The recommendation supports the focus area of the Community Strategic Plan for 2016-2020 in a number of ways.

- Within the Service Delivery focus area, it continues to assist in delivering excellent customer service to citizens.
- It supports the Community Development and Partnership focus of Maximizing Economic Development & Investment with the commitment to maintain financial viability.
- Additionally it supports the focus area of infrastructure, as it will assist in Maintaining Existing Infrastructure.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Director, Community Services – Community Development & Enterprise Services dated 2019 01 14 be approved.

Respectfully submitted,



Brent Lamming, PFP, CPA, CMA
Director, Community Services
Community Development & Enterprise Services
(705)759-5314
b.lamming@cityssm.on.ca

cc: Tim Gowans, Manager - Purchasing

Appendix A

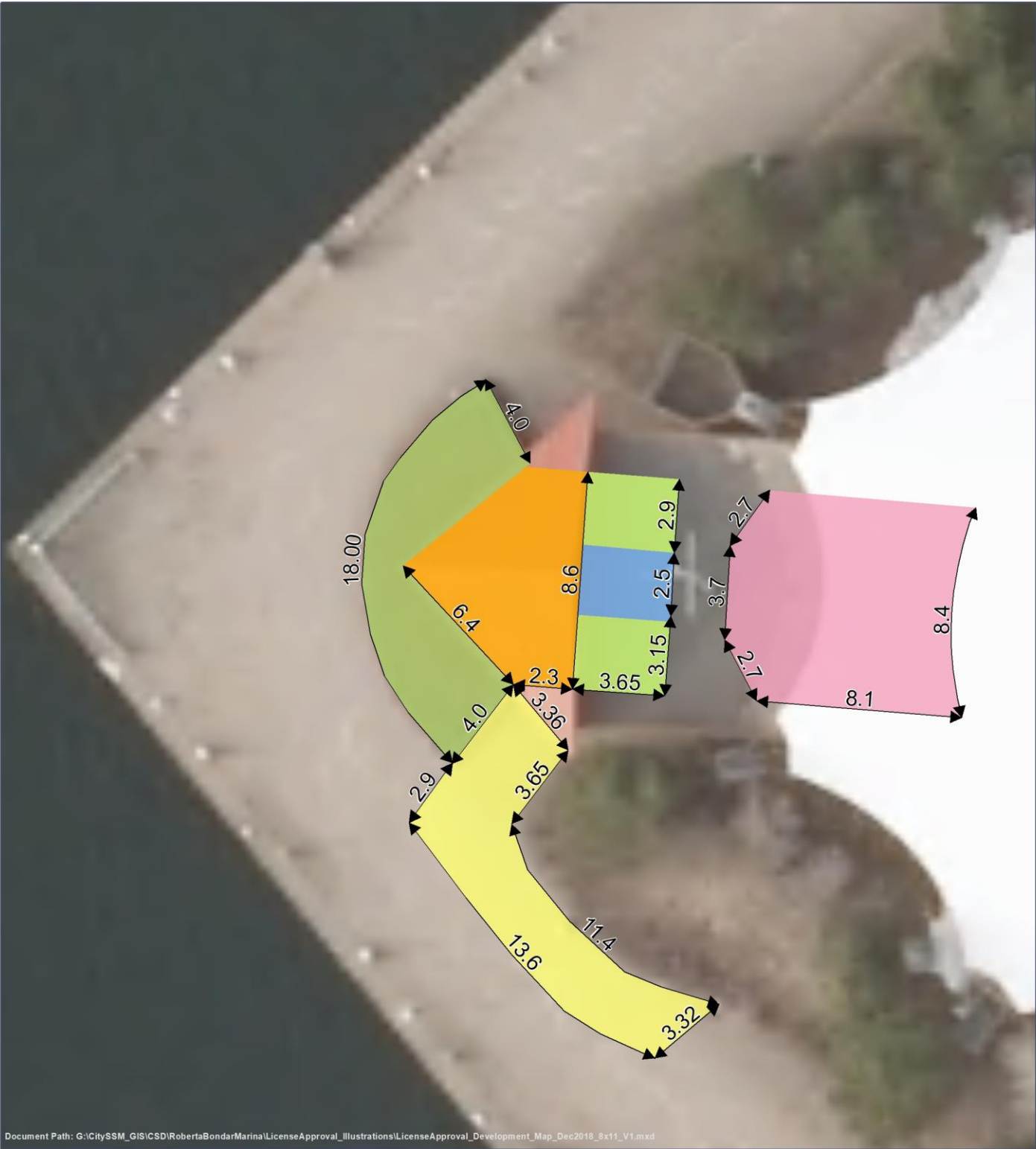


Areas circled in yellow denote area to be licensed under AGCO.

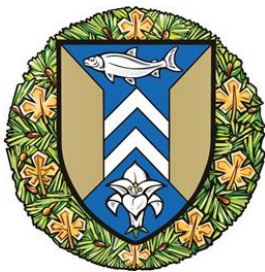
Below the flower bed area will be removed; replaced with patio stone for seating area base and a section of the concrete surround will be cut out for access (red circled area below)

Additional railing will be added on the curved concrete to surround the seating area.





Application Map Series ☐ Subject Property ☐ Official Plan Landuse ☐ Existing Zoning ☐ Aerial Image ☐ Official Plan Amendment ☒ Illustration	Legal Department Reference	 City of Sault Ste. Marie Planning and Enterprise Services Community Development and Enterprise Services Department 99 Foster Drive, Sault Ste Marie, ON P6A 5X6 saultstemarie.ca 705-759-5368 planning@cityssm.on.ca This map is for general reference only Orthophoto: 2016 20cm Colour Projection Details: NAD 1983 UTM Zone 16N GCS North American 1983 0124 Meters 1:200 
Property Information Civic Address: 65 Foster Drive Roll No.: 020044018000000 Map ID.: Roberta Bondar Park Marina Development Date Created: Dec. 12, 2018	Legend Main Building - 40.0m.sq EntryWay - 10.0m.sq Outdoor Patio - 48.0m.sq Storage - 20.0m.sq Outside Spillover - 51.0m.sq Washrooms - 72.0m.sq	



**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Stephen Turco, RPP, Senior Planner

DEPARTMENT: Community Development and Enterprise Services

RE: DCIP – Financial Incentive Grant Applications – January 2019

PURPOSE

As part of the City's Downtown Community Improvement Plan (DCIP), a series of financial incentive grant programs have been implemented. The purpose of this report is to recommend a number of grant applications for Council's approval.

BACKGROUND

In November 2016, City Council approved a Downtown Strategy that included 46 specific recommendations focused on preserving and enhancing the Downtown, with the objective of encouraging the re-use of under-utilized downtown spaces, fostering residential development, and focusing on aesthetic improvements and place-making initiatives.

In support of this strategy, City Council, in May 2017, approved a Community Improvement Plan (legislated under section 28 of the Planning Act) to allow for various building improvement grants for smaller businesses and commercial buildings, and tax rebates for major new development in the Downtown.

To facilitate the provision of these grants, the City was successful in receiving \$600,000 from NOHFC, which matched the City's budget allocation for the implementation of the DCIP.

There are five grant programs within the DCIP:

- Tax Increment Equivalent Grant
- Façade Improvement Grant
- Building Activation Grant for Vacant Spaces
- Upper Floor Residential Conversion Grant
- Patio Conversion Grant.

Other than the Tax Increment Equivalent Grant, all other grants are administered on a matching basis (i.e. matching private sector investment is necessary to be eligible for a grant). In addition, projects must demonstrate a comprehensive improvement, and not simply a series of selected maintenance or piece-meal upgrades. To incentivize the best possible design for projects, pre-application design fees are considered as an eligible project cost.

A description of each program is outlined below:

Tax Increment Equivalent Grant: The Tax Increment Equivalent Grant (TIEG) is a financial incentive program that provides the opportunity to redevelop buildings or lands. Redevelopment typically increases the assessed value of a property. To offset the increase in municipal property tax, eligible property owners may receive grants in instalments over a maximum four-year period.

Before the issuance of a grant, all work associated with redevelopment or remediation must be completed, and completed work must result in an increase in the assessed value of the property (and associated property taxes). To be eligible for this program, projects must be able to demonstrate an investment of at least \$500,000 in the development or redevelopment of a commercially zoned property in the Downtown Community Improvement Project Area (CIPA).

Façade Improvement Grant: The Façade Improvement Grant (FIG) incentivizes property and business owners to address external design projects, which are often not prioritized. External façades of a buildings play a critical role, both in attracting customers to a business, but also adds to a more visually appealing Downtown commercial area.

To be eligible, projects must have a significant impact on the public realm by adding visual interest and a high level of aesthetic to the streetscape, all while respecting the character of the street and historical features of the building. A conceptual drawing from a registered design professional demonstrating colours, materials, signage, lighting, windows, doors, etc. must be submitted. Grants are administered on a matching funds basis, to a maximum of \$20,000. Pre-application design fees of up to \$2,500 will be eligible for reimbursement upon successful acquisition of the grant.

Building Activation Grant for Vacant Spaces: Although there has been an improvement over the last number of years, the prevalence of vacant spaces is a major issue affecting the Downtown. This grant provides developers and property owners with financial support to convert and/or rehabilitate vacant commercial properties into viable commercial uses (or residential, where permitted).

Properties must be commercially zoned, vacant, and located in the CIPA. The focus of this grant is to transform interior spaces to attract long term tenants. Cosmetic and other minor improvements will only be eligible if they are part of a major renovation. The grant is administered on a matching funds basis, to a maximum of \$20,000.

Upper Floor Residential Conversion Grant: New residents are key to a successful Downtown, providing a constant market for the goods and services that are provided in this area. To encourage opportunities to create livable spaces in the Downtown, the Upper Floor Residential Grant assists property owners with the cost of improvements related to the conversion of vacant, upper-floor commercial space to residential dwelling units. The grant is administered on a matching funds basis, to a maximum of \$15,000.

Patio Conversion Grant: Downtown is a place to gather and socialize. As demonstrated both locally and in other cities, patios associated with restaurants and bars attract people to an area. To foster the creation of these gathering spaces, the Patio Conversion Grant encourages businesses to capitalize on underutilized privately owned space by establishing permanent patio infrastructure. The grant is allocated on a matching funds basis of up to \$5,000.

ANALYSIS

The grant programs are a proven tool in attracting private sector investment into the Downtown. Included in this report is a summary of six property owners requesting a number of different grants. These projects, when completed, will contribute in excess of \$500,000 of private sector investment into the Downtown, facilitating new façade upgrades, establishing new businesses, and creating new residential living spaces.

Address/ Applicant	Grant Requested/Amount Description of Work
7 Queen Street East Jason Naccarato	Building Activation Grant/ \$10,000 Improvements to vacant ground floor space to accommodate a new chocolate retailer; work to include new flooring, painting, plumbing, electrical, ceiling, drywall repair, signage/canopy, exterior lighting. NOTE: This property is a designated heritage property, and any improvements to the exterior will need to be evaluated by the Municipal Heritage Committee.
478 Queen Street East Louis Palumbo	Building Activation Grant/ \$20,000 Construction of two new office spaces;

	work to include the installation of air conditioning, flooring, new doors, drop ceiling, fire alarms/intercom, lights, receptacles, and the completions of new washrooms.
644 Queen Street East Merlino Chiropractic Clinic	Façade Grant; Building Activation Grant/ \$40,000 Work to facilitate the relocation of chiropractic clinic; complete interior and exterior renovations
677 Queen Street East Jade Wellness	Façade Improvement Grant/ \$20,000 Update to existing façade; installation of natural stone veneer, stucco and metal wood panels, replacement of 3 window panels
674/676 Queen Street East Wine Barrel (Vacant Upper Floor)	Upper Floor Residential Grant/ \$15,000 Create one new, residential unit above the Wine Barrel; installation of new bathroom, kitchen, bedrooms and office
76 East Street East Street Pizza	Façade Improvement Grant/Building Activation Grant/ \$40,000 Extensive renovations to establish a new pizza restaurant; upgrades to facades, new painting, canopies and signage, lighting; new interior layout, outdoor patio.

FINANCIAL IMPLICATIONS

The total budget to implement the Downtown Community Improvement Plan is \$1,300,000. NOHFC and the City are both contributing \$600,000, while \$90,000 is being provided through the Ontario Main Street Revitalization Initiative. The Downtown Association is also contributing \$10,000. The funding allocation for the financial incentive programs is \$600,000. The amount of grants from the applications outlined in this report will total \$145,000.

STRATEGIC PLAN / POLICY IMPACT

Approval of these grants is consistent with the City's Corporate Strategic Plan which specifically identifies Vibrant Downtown Areas as a key strategic direction within the Quality of Life focus.

SUMMARY

The applications received to date are a positive indication of the determination of downtown property owners to reinvest in their buildings to support businesses and to attract people to this important area of the community. Applications recommended for approval in this report represent more than \$500,000 in new investment in the downtown.

Staff will continue to receive applications during the course of the DCIP. Applications will be accepted until the budget allocation for the financial incentive programs has been exhausted.

With respect to the administration of approved applications, grant applicants must complete the work and pay all contractors, consultants, labourers, materials, etc. in full. Projects must be completed prior to the issuance of the grant (i.e. a new façade, a leasable commercial space, new residential unit ready to be rented, or a new patio ready for service). As well, for all construction related projects, building permits must be obtained to ensure work is done in accordance with the standards prescribed by the Ontario Building Code.

Once the work is completed, paid for, and inspected, the grants are then provided to the applicant. If there are any outstanding work orders, fire code violations, or zoning or other municipal by-law infractions, staff will not issue the grants.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Senior Planner, dated 2019 01 14, concerning the Downtown Community Improvement Plan Financial Incentive applications be accepted as information, and, that the grant applications listed in this report be approved.

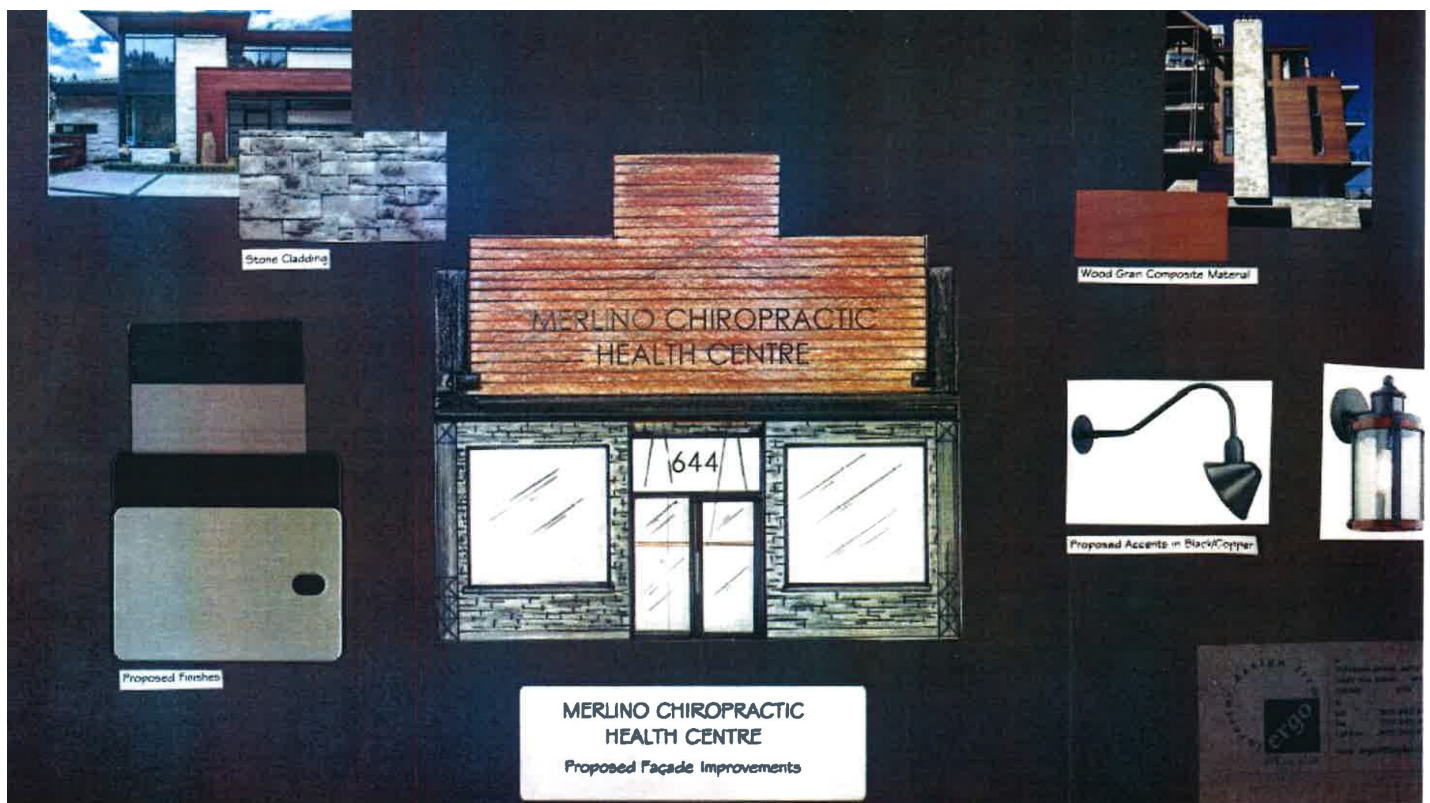
Respectfully submitted,

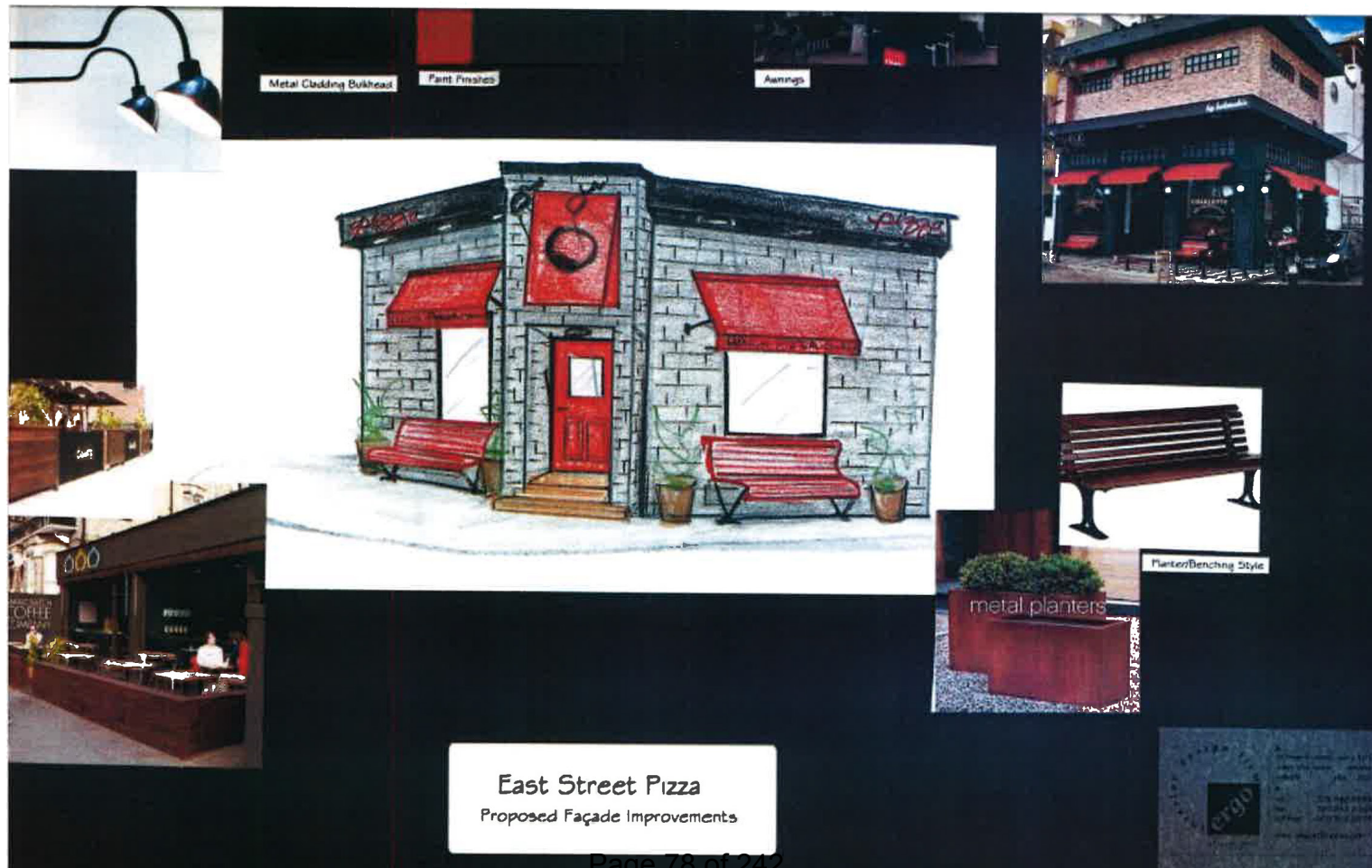
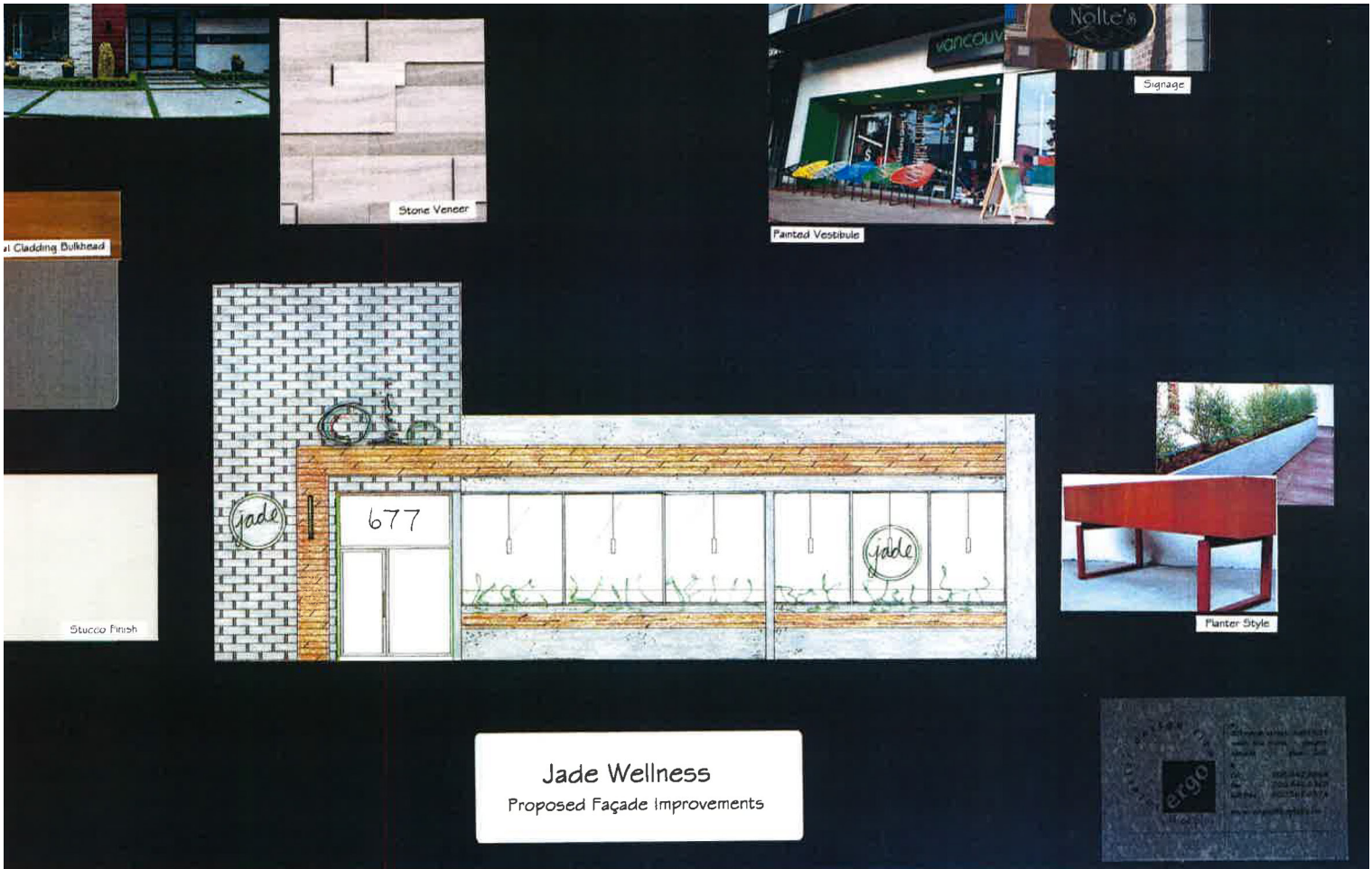


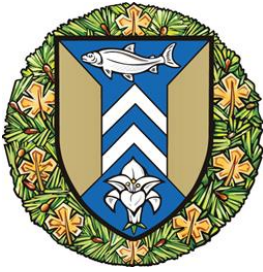
Stephen Turco, RPP
Senior Planner
705.759.5279
s.turco@cityssm.on.ca



**7 Queen Street East
Proposed Facade Improvements**







**The Corporation of the
City of Sault Ste. Marie**

C O U N C I L R E P O R T

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Stephen Turco, RPP, Senior Planner

DEPARTMENT: Community Development and Enterprise Services

RE: Rental Housing Incentive Program - 12

PURPOSE

The purpose of this report is to recommend a project for a municipal tax increment rebate under the City's Rental Housing Community Improvement Plan. The subject property is 100 James Street.

BACKGROUND

In 2013, City Council approved a Rental Housing Community Improvement Plan under Section 28 of the Planning Act and Section 365.1 of the Municipal Act. This legislation allows municipalities to provide property tax assistance for qualified projects. Recently, City Council extended this program which will now expire on September 9, 2020.

The development of additional rental units is important to provide for a range of housing types to match residents' needs; to ensure the overall supply of affordable housing is maintained and to provide good short-term housing options for persons wishing to move to Sault Ste. Marie.

The Rental Housing Community Improvement Plan provides for tax rebates on a declining basis over a three-year period (75%, 50%, 25%) with an additional incentive for facilities which support assisted-living programs or where additional barrier free units are constructed.

City Council has previously approved eleven projects to create a total of 263 new rental units under this program. The total construction value of these projects is approximately \$28.9 million.

ANALYSIS

An application has been received from One Hundred Rental Inc., owners of 100 James Street. The existing building has 70 residential units, and the owner is planning to undertake renovations to convert four existing three-bedroom units

into eight new one-bedroom units. This renovation will create four additional one-bedroom units and better accommodate current market demand. The estimated value of this work is \$100,000.

It should be noted that any approved tax rebate will only apply to the increase in taxes resulting from an increased assessment as a result of the additional units.

FINANCIAL IMPLICATIONS

The tax rebate will result in a levy increase which will negate the assessment growth during the 3 years. The tax rebate results in the deferral of the incremental tax increase resulting from the project until after the rebate period.

STRATEGIC PLAN / POLICY IMPACT

This recommendation is not directly linked to any specific policies contained within the Corporate Strategic Plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

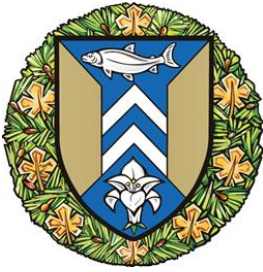
Resolved that the report of the Senior Planner, dated 2019 01 14, concerning the Rental Housing Incentive Program be received and that City Council authorize a three-year incremental tax rebate program (75%, 50%, 25%) for the property at 100 James Street, subject to:

1. That the municipal rebate applies only to the increase in assessment resulting from new construction, and
2. After the rebate program is completed, the full municipal taxes will apply.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Stephen Turco', is written over a light blue horizontal line.

Stephen Turco, RPP
Senior Planner
705.542.6070
s.turco@cityssm.on.ca



**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Jonathan Kircal, Planner

DEPARTMENT: Community Development and Enterprise Services

RE: A-14-18-Z – 11 White Oak Drive (2)

PURPOSE

The purpose of this report is to correct a typographical error in the recommendation for application A-14-18-Z.

BACKGROUND

At their December 10, 2018 meeting, City Council approved application A-14-18-Z to rezone the subject property from M1.S245 (Light Industrial Zone with a Special Exception) to M1.1.245 (Light Industrial Zone with an amended Special Exception) to allow an auto parts retailer as an additional permitted use.

ANALYSIS

M1.1.245 should have read M1.S245. This has been corrected in the by-law which appears elsewhere on Council's agenda.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC PLAN / POLICY IMPACT

Not applicable.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Planner, dated 2019 01 14 concerning application A-14-18-Z be received as information.

Respectfully submitted,

A-14-18-Z – 11 White Oak Drive (2)

2019 01 14

Page 2.

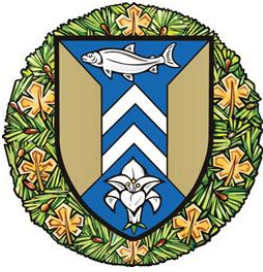


Jonathan Kircal

Planner

705.759.6227

j.kircal@cityssm.on.ca



**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Peter Johnson, Fire Chief

DEPARTMENT: Fire Services

RE: Capital Funding for Fire Command Rehabilitation Trailer

PURPOSE

To provide information on the Fire Services command bus refurbishment project.

BACKGROUND

A report dated October 24, 2016 by the Chief Financial Officer and Treasurer for the 2017 Capital Budget contained a summary of capital requests for Council. An allocation of \$320,000 from the Fire Capital Reserves for Fire Fleet was included. Fire Services required the replacement of the Fire Command Bus at a cost of \$200,000. The Command Bus was past its life span and had severe mechanical issues. Through the 2017 Capital Budget process the funds were approved to proceed.

ANALYSIS

The Fire Command Bus is utilized on emergency scenes to provide a command post for Incident Command. The bus is also utilized as a rehabilitation point for Firefighters during incidents. It provides shelter from inclement weather, a space for Firefighters to discard contaminated clothing or gear, change into clean clothing and for our Fire Inspectors to perform their functions while on scene of a fire for investigative purpose. During winter months it also provides heat and shelter during operations.

As the project commenced the requested capital funds were to be utilized to replace the unit. Mid year (2017) Fire Services was approached by First Student and offered a donation of a used school bus for the project. This would facilitate a significant savings to the project and provide the needed asset. An estimate of the project utilizing the donated bus would now be \$70,000. This would create a \$130,000 savings. The project commenced by stripping the bus and preparing it for the refurbishment to suit the needs of Fire Services.

Capital Funding for Fire Command Rehabilitation Trailer

January 14, 2019

Page 2.

As this project proceeded a host of issues were uncovered with the donated unit. As the unit was being prepared for reconstruction it was determined through the Ministry of Transportation and Ministry of Labor that further refurbishment would have to be approved through an engineer to meet legislative requirements. This would significantly increase the cost of the project. Fire Services mechanics also uncovered that the idle hours on the unit were higher than initially suspected. Thus, putting the unit close to the end of its life expectancy. The project has been placed on hold.

To enhance the Fire Operations Senior Fire Management has determined that the purchase of a Rehab-Trailer is a more rational purchase. The trailer requires a minimal amount of mechanical service as it has no engine, transmission or driveline. The trailer is hooked up to a truck and has no driver inside the actual unit, therefore, internal alterations can be made without the need to meet costlier requirements through engineering approval. The Rehab-Trailer will have a life span of 20 plus years and suits the needs more specifically than the original Command Bus.

This matter was also brought up at the December 19, 2018 Joint Health and Safety meeting. Currently without a Command Bus or Trailer crews are subject to the inclement weather while decontaminating on scenes. This is posing a health and safety issue to staff as they are directed to remove contaminated clothing and gear on scene before entering Fire Apparatus and returning to the stations.

FINANCIAL IMPLICATIONS

There is no increased financial implication for this project. There is a savings from the original request of \$200,000. An estimated cost to purchase a fully equipped Rehab-Trailer is \$50,000 to \$60,000.

STRATEGIC PLAN / POLICY IMPACT

Asset Management- This project will allow Fire Services to make the best possible decisions regarding our assets. The Rehab-Trailer will provide safe and reliable service to the public and community.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Receive this report as information and approve the reallocation of capital funds from the Command Bus to a Rehabilitation Trailer for Fire Services.

Respectfully submitted,



Peter Johnson

Fire Chief

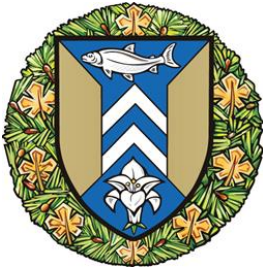
705.759.5273

p.johnson@cityssm.on.ca

Capital Funding for Fire Command Rehabilitation Trailer

January 14, 2019

Page 3.



**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Don Elliott, Director of Engineering

DEPARTMENT: Public Works and Engineering Services

RE: Northern Avenue EA - Completion

PURPOSE

The Purpose of this report is to advise Council that the environmental assessment for Northern Avenue is complete.

BACKGROUND

An environmental assessment was initiated in 2015 for possible improvements to Northern Avenue between Pine Street and North Street. The purpose of the EA was to study three issues: the need to extend Northern Avenue to Black Road, connecting Northern Avenue to the P-Patch, and the possibility of reducing Northern Avenue from four lanes to three lanes between North Street and Pine Street.

The recommendations of the preferred alternative can be summarized as follows:

- Northern Avenue not to be extended to Black Road;
- Improved access to the P-Patch be provided by a new road on the existing City right-of-way from the East limit of Northern Avenue southerly two blocks to a new tee intersection with Princeton Drive; and,
- Northern Avenue between North Street and Pine Street be converted from four lanes to three - one lane in each direction with a center left turn Lane, and curbside cycling lanes with a new sidewalk west of Reid Street

The Environmental Study Report (ESR) and appendices are available for viewing on the City website at: (saultstemarie.ca/NorthernAveEA)

ANALYSIS

The Notice of Completion was advertised on July 7th, 2018. Two requests for Part II Orders were received. City staff and the engineering consultant were able to address the concerns of one requestor, who subsequently withdrew the

request. The project team was unable to address the concerns of the second requestor and the Ministry of the Environment proceeded with its review.

In a letter dated December 10th, 2018 from Rod Phillips, Minister of Environment, Conservation and Parks, the City was informed that an individual environmental assessment is not required. The letter and summary of the Minister's review is attached. The City is therefore in a position to proceed with the project.

The preferred alternative can be implemented as two separate projects when capital budgets permit. The conversion to three lanes should coincide with resurfacing plans on Northern Avenue. This project will be included in a future resurfacing program likely within the next few years. The extension of a new road from the east limit of Northern Avenue southerly two blocks to Princeton Drive is tentatively shown in the five year capital roads plan for 2022.

FINANCIAL IMPLICATIONS

The estimated cost for the conversion to three lanes is approximately \$250,000, excluding resurfacing costs. The road extension into the P-Patch is estimated to cost \$400,000. Both projects will be recommended to Council in future capital roads budgets.

STRATEGIC PLAN / POLICY IMPACT

This project is linked to the infrastructure component of the strategic plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Director of Engineering dated 2019 01 14 concerning the Northern Avenue EA completion be received as information.

Respectfully submitted,



Don Elliott, P. Eng.,
Director of Engineering
705.759.5329
d.elliott@cityssm.on.ca

Ministry of the Environment,
Conservation and Parks

Ministère de l'Environnement,
de la Protection de la nature et des
Parcs

Office of the Minister

Bureau du ministre

77 Wellesley Street West
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Tel.: 416.314.6790
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77, rue Wellesley Ouest
11^e étage, édifice Ferguson
Toronto ON M7A 2T5
Tél. : 416 314-6790
Télec.: 416 314-6748



DEC 10 2018

357-2018-1073

Mr. Don Elliott
Director of Engineering, Public Works and Engineering Services
City of Sault Ste. Marie
99 Foster Drive
Sault Ste. Marie ON P6A 5X6

Dear Mr. Elliott:

On August 5, 2018, I received one Part II order request asking that the City of Sault Ste. Marie be required to prepare an individual environmental assessment for the proposed improvements to Northern Avenue.

I am taking this opportunity to inform you that I have decided that an individual environmental assessment is not required. This decision was made after giving careful consideration to the issues raised in the request, the project documentation, the provisions of the Municipal Class Environmental Assessment, and other relevant matters required to be considered under subsection 16(4) of the Environmental Assessment Act.

The reasons for my decision may be found in the attached table. In the interest of transparency, I encourage you to make this letter available to the greater public on the City's website.

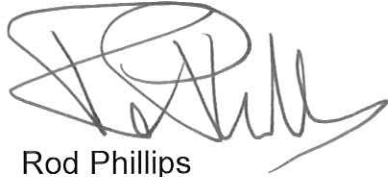
With this decision having been made, the City can now proceed with the Northern Avenue Improvements project. The City must ensure the project is implemented in the manner it was developed and designed, as set out in the project documentation, and inclusive of all mitigating measures, commitments and environmental and other provisions therein.

Lastly, I would like to ensure that the City understands that failure to comply with the act, the provisions of the Municipal Class Environmental Assessment, and failure to implement the project in the manner described in the planning documents, are contraventions of the act and may result in prosecution under section 38 of the act.

Mr. Don Elliott
Page 2.

I am confident that the City recognizes the importance and value of the act and will ensure that its requirements and those of the Municipal Class Environmental Assessment are satisfied.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Rod Phillips', with a large, stylized initial 'R'.

Rod Phillips
Minister

Attachment

c: Requesters
EA File No. 18070 – Northern Avenue Corridor Improvements

Northern Avenue Improvements – City of Sault Ste. Marie

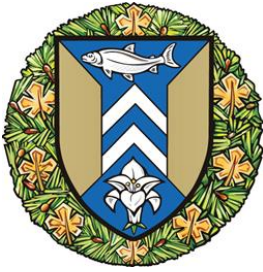
Municipal Class Environmental Assessment

Minister's Review of Issues Raised by Requesters

Issue	Response and Analysis
Vehicular access into to P-Patch subdivision is not justified and will negatively impact the neighbourhood.	The City looked at traffic improvements in the P-Patch subdivision in response to complaints about traffic congestion at Pine Street and Pleasant Drive. Four alternatives were considered, which included a “do nothing” scenario, two different road accesses and installing traffic lights at the Pine Street and Pleasant Drive intersection. The City’s evaluation found that traffic heading north or west from the P-Patch subdivision will likely be diverted from that intersection onto Northern Avenue and reduce congestion. It also determined that: • Pedestrian and cyclist traffic would not change; • Natural environmental impacts would be minimal as it is being built within an existing right-of-way; and, • That it would reduce vehicular idling. The City’s evaluation noted that neighbouring properties may be negatively impacted, as traffic from within the P-Patch subdivision would be redirected from the Pine Street and Pleasant Drive intersection to the new access road. Overall, the City’s preferred alternative ranked above the others when all criteria (e.g. technical, natural environment, economic) were considered. I am satisfied that the City has evaluated the project alternatives against environmental criteria and selected the alternative that achieves its objectives.
The three-lane configuration proposed for Northern Avenue will encourage aggressive driving, creating safety risks to all road users.	The City anticipates that the changes on Northern Avenue will have a calming effect on traffic by reducing travel speeds. As part of its traffic study for the project, the City cited results of similar road conversions in other North American cities, where road space was reduced from four lanes to two with a centre turn lane, and bike lanes were installed. These changes have consistently resulted in reduced collisions without increases in traffic delays. Some Ontario examples include a 44% reduction in

Issue	Response and Analysis
	collisions on Frederick Street in Kitchener, and a 40% reduction in collisions on St. George Street in Toronto. Based on these results, the City anticipates that the changes on Northern Avenue will create similar reductions in rear-end and side swipe collisions between vehicles. The City also stated that it conducted similar changes on Queen Street with successful results. I am satisfied that the project's purpose is to increase safety for all road users.
The City did not consult with students, faculty, staff or Indigenous community members at Sault College.	The City shared project notices with Sault College and Indigenous communities surrounding Sault Ste. Marie throughout the Municipal Class Environmental Assessment process: • Notice of Commencement: March 18, 2016 • Notice of Public Information Centre 1: June 17, 2016 • Notice of Public Information Centre 2: September 18, 2017 • Notice of Completion: July 4, 2018 The City had a direct meeting with a representative from Sault College on July 13, 2016 to discuss any concerns on the college's behalf. Sault College emailed the City on September 4, 2018 to express its support for the changes on Northern Avenue and new access to the P-Patch subdivision. The City has committed to working with Sault College during detailed design on future access changes to the site and creating pedestrian crossovers. I am satisfied that the City consulted with Sault College and Indigenous communities.
Climate change was not considered in the proposed project.	The City considered climate change as part of the project. The changes on Northern Avenue will reduce Northern Avenue from four through lanes to two, and redistribute this road space to dedicated cycling lanes. The proposed access road into the P-Patch subdivision is expected to accommodate nearby residents by providing the option to walk, cycle, or drive while providing connections between sites, neighbourhoods, and modes of transportation. The City cited a review by Transport Canada that found that

Issue	Response and Analysis
	similar installations of bike lanes in Toronto increased cycling traffic. The City is expecting a similar increase in this active transportation option instead of using other modes of transportation that emit greenhouse gases. I am satisfied that the project's design has climate change considerations.
The City did not consider the impacts of spending money on the project instead of allocating it elsewhere. The project will benefit wealthy residents that use automobiles, and discourage active transportation and transit usage, including by vulnerable populations.	The City considered the cost of the project in its evaluation. The changes to Northern Avenue involve line painting and some modifications to existing curbs and sidewalks. These changes can be implemented in conjunction with required resurfacing, which reduces the cost of the project. The project will make changes to Northern Avenue that will reduce traffic lanes, create dedicated cycling lanes and fill in sidewalk gaps. This is expected to encourage more active transportation usage. The new road into the P-Patch subdivision will connect to Northern Avenue, and provide access both vehicular and active transportation users. I am satisfied that the city considered the project's costs and access for active transportation users.



**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

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

DEPARTMENT: Public Works and Engineering Services

RE: Pim Street Pump Station Repairs

PURPOSE

The purpose of this report is to obtain approval to award Contract 2018-6E for Pim Street Pump Station Repairs, and to obtain approval for an amendment to the engineering fee.

BACKGROUND

At the February 5, 2018 Council meeting, Council approved the Agreement related to engineering services. The conceptual level budget cost estimate to complete the project, including engineering, was \$200,000. The project was initially tendered in June 2018, and no submissions were received. The project was retendered in December 2018.

ANALYSIS

Three (3) tenders were received and summarized in the attached report. The low tender, excluding HST, was in the amount of \$171,989.82, submitted by 1187839 Ontario Limited. The tender, including the City's portion of tax of \$175,016.84, is higher than the Engineer's tender estimate by approximately 7.6%.

Due to the retendering process supplementary work was necessary. Additional engineering fees are required in the amount of \$4,674 (excluding HST), for a revised upset limit of \$33,781 (excluding HST). The proposed fees are within the staff approval level as authorized in the Purchasing By-law.

FINANCIAL IMPLICATIONS

When recoverable HST is removed and allowances for engineering are added, the City's cost to complete the project is estimated to be approximately \$210,000, to be funded from the sanitary sewer revenue. The project is within the 2018 budget allowance for pump station work and staff recommends proceeding with the work.

STRATEGIC PLAN / POLICY IMPACT

The report links to the Strategic Plan focus area of infrastructure and, specifically, maintaining existing infrastructure.

RECOMMENDATION

It is therefore recommended that Council take the following action:

The relevant By-law 2019-8 is listed elsewhere on the Agenda and is recommended for approval in relation to the tender award.

Resolved that the report of the Land Development and Environmental Engineer dated 2019 01 14 be received and the recommendation that the fee limit amendment be approved.

Respectfully submitted,



Catherine Taddo, P. Eng.
Land Development and Environmental Engineer
705.759.5380
c.taddo@cityssm.on.ca

December 17, 2018

STEM Project # 17190

Corporation of the City of Sault Ste. Marie
P.O. Box 580
Sault Ste. Marie, Ontario
P6A 5N2

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

Subject: Pim Street Pump Station, Repairs and Inspection
Contract No. 2018-6E Tender recommendation

We have reviewed the tenders received by the City Clerk's office on Thursday December 13, 2018 for the above contract and comment as follows:

1.0 Introduction

Contract No. 2018-6E – **Pim Street Pump Station, Repairs and Inspection Contract** consists of cleaning and inspection of the 3 main chambers and inlet chamber including miscellaneous grating and concrete repairs.

The tender advertisement was published in the Sault Star on Saturday, November 17, 2018 to notify prospective bidders of the availability of the tender documents. The tender documents were also available for review by potential bidders at the Sault Ste. Marie Construction Association and the Consultant's office.

During the tender period, there were some questions from plan takers relating to the scope of work and the technical specifications. Four (4) Addenda were issued by the Consultant to address these issues and questions raised by the plan takers.

2.0 Summary of Tenders

Three (3) Contractors submitted sealed tenders for Contract No. 2018-6E to the City Clerk's (and STEM) office prior to the closing time of 3:00 p.m. on Thursday December 13, 2018. The tenders were publicly opened at 3:15 p.m. on the same day by Rachel Tyczinski (Deputy City Clerk) in the presence of City and Consultant staff and Representatives of the bidding Contractors.

The opened Tenders were checked for the required \$10,000 tender deposit and agreement to bond and the Total Tender Prices were recorded.

The following were the results of the submitted Total Tender Prices, excluding HST,

1.	1187839 Ontario Limited	\$171,989.82,
2.	George Stone and Sons	\$208,671.94
3.	Cecchetto and Sons	\$298,486.00

3.0 Review of Tenders Received

The tenders were reviewed to verify all tender submission requirements were complied with as stipulated in the Information to Tenderers. The following specific comments are noted:

1. All tenders were properly signed, sealed and executed.
2. The tender breakdowns were checked for mathematical errors. No errors were found.
3. All tenders complied with submission of the required bid security of \$10,000.00
4. All tenderers submitted summaries of related work experience, supervisory staff, available construction equipment and proposed sub-contractors.
5. All tenderers provided an Agreement to Bond from a Surety Company certifying that they are able to obtain the required 100% Performance and 50% Labour and Material Payment bonds.
6. All tenderers submitted the Statement of Canadian Content
7. All tenderers confirmed receipt of Addendum No. 1 through Addendum No. 4.

4.0 Low Bidder Experience

The low bidder, **1187839 Ontario Limited**, is a Local General Contractor. The president (Yvon Champagne) and subcontractors have worked on similar city projects in the past.

1187839 Ontario Limited has indicated that most of the setup work will be done by their own forces. Concrete Repairs which will be done by Commercial Concrete, and confined space and cleaning by Algoma Industrial.

5.0 Tender Estimate

The low tender amount of \$171,989.82 (excl. HST) is higher than the Engineer's tender estimate by \$12,139.82 (excl. HST).

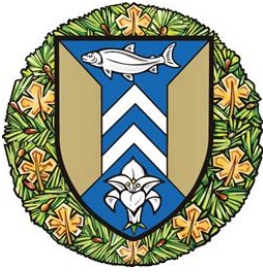
6.0 Conclusions

Based on our review of the tenders submitted, we recommend 1187839 Ontario Limited be awarded the contract. Upon approval of the by-law by council STEM will prepare the contract for execution.

Regards,



Dan Bertolo
Senior Technologist



**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Melanie Borowicz-Sibenik, Assistant City Solicitor/Senior Litigation Counsel

DEPARTMENT: Legal Department

RE: Deeming By-law – Sault Ste. Marie Park Subdivision, Plan 7602 (Nichol)

PURPOSE

The purpose of this report is to bring to Council a request received from the owners of Lt 739-740 PI 7602 Korah; Pt Lane PI 7602 Korah and Lt 741 PL 7602 Korah; Pt Lt 742 PL 7602 Korah Pt 1 1R8369; Pt Lane PL 7602 Korah Pt 2 1R8369.

ATTACHMENT

Attached as Schedule “A” is a map of the subject property.

BACKGROUND

The owners of Lt 739-740 PI 7602 Korah; Pt Lane PI 7602 Korah and Lt 741 PL 7602 Korah; Pt Lt 742 PL 7602 Korah Pt 1 1R8369; Pt Lane PL 7602 Korah Pt 2 1R8369 (civics 211 Langdon and 677 Farwell Terrace) have requested that the City pass a deeming by-law under Section 50(4) of the *Planning Act* for this property. The effect of the Deeming By-law, once it is registered on title, would be that this property would be treated as one block of land and could no longer be sold as individual lots without the by-law being repealed or by a Committee of Adjustment severance approval.

ANALYSIS

The request has been circulated to Don McConnell, Planning Director, Freddie Pozzebon, Chief Building Official, Maggie McAuley, Municipal Engineer and Michelle Kelly, Secretary-Treasurer, Committee of Adjustment, none of whom have an objection to the request that a deeming by-law be passed in respect of these properties.

FINANCIAL IMPLICATIONS

No implications to tax assessment.

STRATEGIC PLAN / POLICY IMPACT

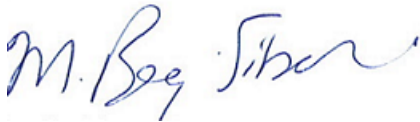
Not applicable.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that By-law 2019-10 which has the effect of deeming Lt 739-740 PI 7602 Korah; Pt Lane PI 7602 Korah and Lt 741 PL 7602 Korah; Pt Lt 742 PL 7602 Korah Pt 1 1R8369; Pt Lane PL 7602 Korah Pt 2 1R8369, Sault Ste. Marie Park Subdivision as not being part of a plan of subdivision be recommended for approval. By-law 2019-10 appears elsewhere on the agenda.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "M. Borowicz-Sibenik".

Melanie Borowicz-Sibenik,
Assistant City Solicitor/Senior
Litigation Counsel

MBS/da
Attachment

Rossmore Road

Schedule "A"

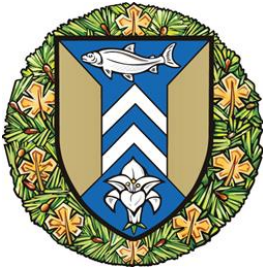
Farwell Terrace

Bitonti Crescent

Langdon Road

SUBJECT PROPERTY

Sydenham Road



**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Melanie Borowicz-Sibenik, Assistant City Solicitor/Senior Litigation Counsel

DEPARTMENT: Legal Department

RE: Acquisition – 117 Allen’s Side Road (Harnden)

PURPOSE

The purpose of this report is to seek approval from Council to purchase a portion of property located at 117 Allen’s Side Road.

ATTACHMENT

Attached as Schedule “A” is a map of the subject property.

BACKGROUND

As discussed in the Closed Session held on December 10, 2018, the subject property located at 117 Allen’s Side Road is owned by Mr. Stephen Harnden. The City received a request from Mr. Harnden, inquiring if the City was interested in acquiring a portion of his property abutting the West End Wastewater Treatment Plant.

The request was circulated to various City Departments for comments. Engineering expressed an interest in purchasing the property to act as a buffer around the treatment plant. According to the Ministry of Environment and Climate Change the buffers between the noise/odor producing plant to sensitive adjacent land uses is insufficient to meet guidelines, purchasing the property will be an opportunity to improve the situation.

ANALYSIS

The City obtained a valuation, which determined the estimated value of the subject property to be Fifty Five Thousand (\$55,000.00) Dollars. The City would be responsible for the costs associated with the acquisition of the subject property including legal fees and disbursements. Mr. Harnden has offered the subject property for sale for the sum of Seventy-Three Thousand (\$73,000.00) Dollars inclusive of legal fees and disbursements. The amount offered is

reasonable considered the valuation, the legal fees/disbursements to be paid and the fact that the offer is presented as an "all in" amount. In addition to the purchase price, the City would be responsible for paying for a reference plan to define the parcel to be acquired.

Mr. Harnden has advised that there is another interested purchaser if the City does not wish to pursue the land acquisition. Given the comments from Engineering, it is recommended that the City proceed with acquisition of the subject property.

FINANCIAL IMPLICATIONS

The 2018 Capital Budget and Forecast allocation, as approved by Council included the property purchase from Sanitary Sewer revenue and the budget is sufficient to cover the purchase and related costs.

STRATEGIC PLAN / POLICY IMPACT

Not applicable.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Authorize the acquisition of part 117 Allen's Side Road from Stephen Harnden for the amount of Seventy-Three Thousand (\$73,000.00) Dollars and all costs relating thereto.

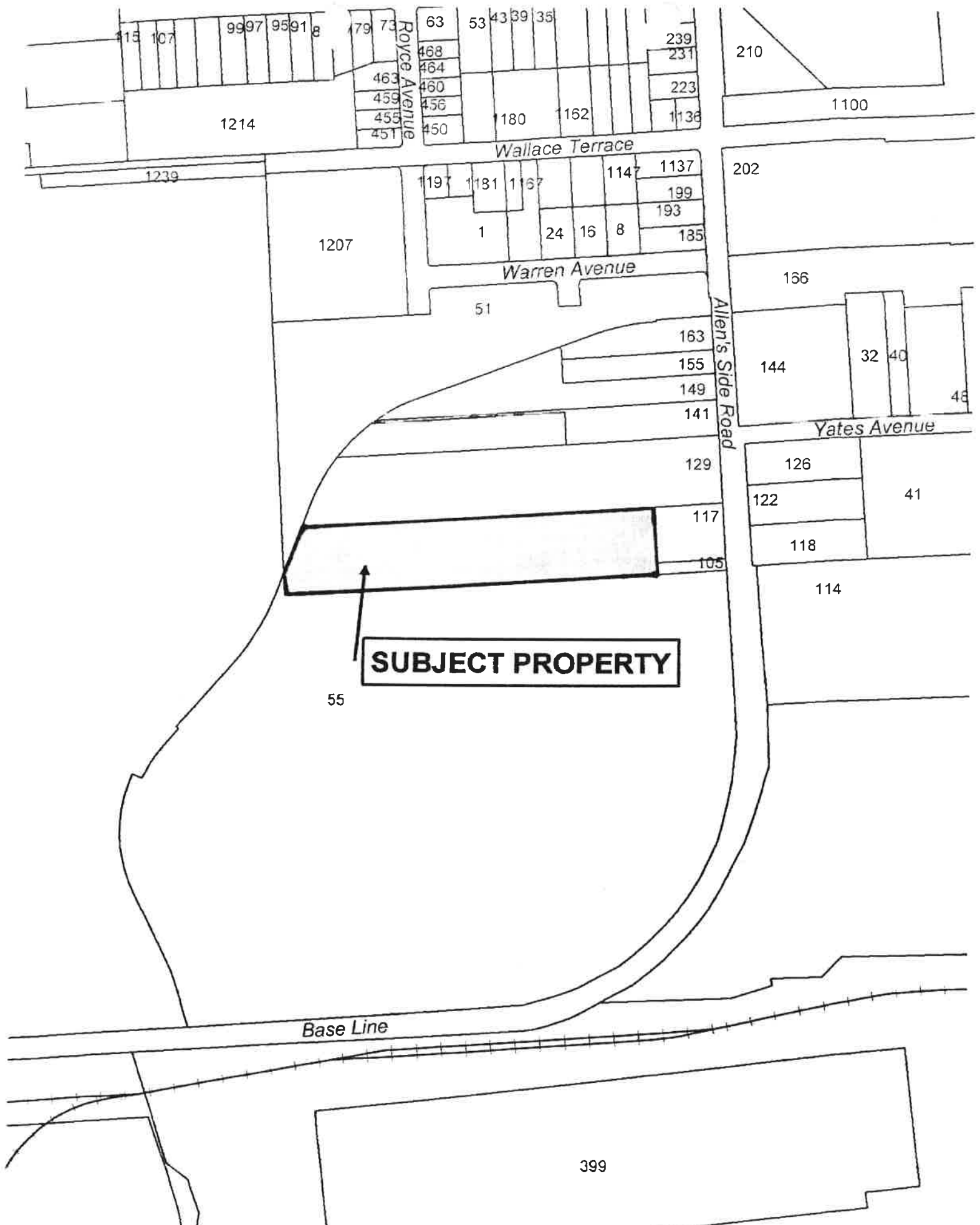
By-law 2019-6 authorizing same appears elsewhere on the Agenda and is recommended for approval.

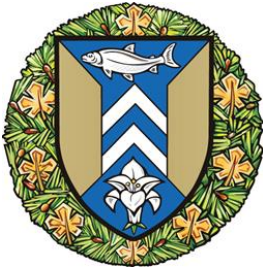
Respectfully submitted,



Melanie Borowicz-Sibenik
Assistant City Solicitor/Senior
Litigation Counsel

MBS/tj





**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Jeffrey King, Solicitor/Prosecutor

DEPARTMENT: Legal Department

RE: Licence of Occupation – 289 Bay Street – Stairs – 2547742 Ontario Inc.

PURPOSE

The purpose of this report is to request City Council's approval to renew a Licence of Occupation between the City and 2547742 Ontario Inc. ("Corporation"). The Corporation is the new owner of the property municipally known as 289 Bay Street. A staircase protruding from that building at said civic continues to occupy a portion of abutting City property. The original Licence of Occupation was entered into on August 1st, 1999, the parties have since changed.

BACKGROUND

The initial Licence of Occupation was with Algoma Central Properties Inc. who recently sold the property to the Corporation. The Corporation maintains use of the Land for the stairs that extends from the building and requires a new Licence of Occupation agreement to benefit from said use.

ANALYSIS

The Licence stipulates snow removal by the owner of 289 Bay Street and transfers any liability of the structure set out in the Licence, as well as other outcomes from its placement, to the Corporation.

Further, the Licence is for a term of one (1) year and continues thereafter from year to year until terminated. The Licence can be terminated by the City or the Corporation by giving thirty (30) days' notice to the other party. The Licence requires the Corporation to maintain insurance, while also naming the City as "Additional Insured". The Licence contains a provision that permits the City to remove any portion of the stairs if, at the sole discretion of the City, access to any portion of the property is required.

FINANCIAL IMPLICATIONS

There is no significant financial impact associated with this matter.

STRATEGIC PLAN / POLICY IMPACT

No impact on strategic plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

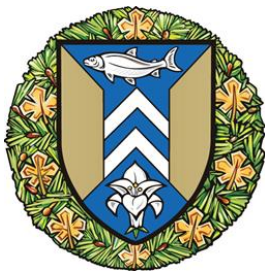
By-law 2019-13 which authorizes the execution of a Licence of Occupation between the City and 2547742 Ontario Inc. appears elsewhere on the agenda and is recommended for approval.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Jeffrey King', is written over a light blue horizontal line.

Jeffrey King
Solicitor/Prosecutor

JK/tj



The Corporation of the
City of Sault Ste. Marie

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Melanie Borowicz-Sibenik, Assistant City Solicitor/Senior Litigation Counsel

DEPARTMENT: Legal Department

RE: Housekeeping – Amendments to By-law 86-134 - Remuneration

PURPOSE

The purpose of this report is to recommend that City Council repeal various by-laws which amend Remuneration By-law 86-134, which has since been repealed.

BACKGROUND

On May 9, 2011, City Council passed By-law 2011-39, being a by-law to provide for the remuneration of members of Council and Local Boards. This by-law also repealed By-law 86-134. A further review has determined that there are a number of amending by-laws for By-law 86-134 which should also be repealed.

ANALYSIS

With the repeal of By-law 86-134, all amendments to this by-law should be repealed for accuracy.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC PLAN / POLICY IMPACT

Not applicable.

RECOMMENDATION

It is therefore recommended that Council take the following action:

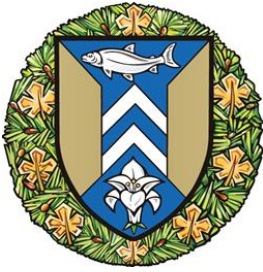
By-law 2019-5 being a by-law to repeal various by-laws that amend the repealed By-law 86-134, appears elsewhere on the Agenda and is recommended for your approval.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "M. Borowicz-Sibenik".

Melanie Borowicz-Sibenik
Assistant City Solicitor/Senior Litigation Counsel

MBS/da



**The Corporation of the
City of Sault Ste. Marie**

C O U N C I L R E P O R T

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Al Horsman

DEPARTMENT: Chief Administrative Officer

RE: Retail Sale of Cannabis – Opt Out Decision

PURPOSE

The purpose of this report is to provide City Council with background information and a recommendation concerning a decision to permit the retail sale of cannabis within the municipality.

A separate report dealing with the consumption of cannabis in public areas is found elsewhere on the agenda.

BACKGROUND

The distribution, sale and consumption of recreational cannabis became legal in Canada on October 17, 2018 following approval of the Cannabis Act. Under this legislation, cannabis production is regulated by the federal government while the province is responsible for regulating cannabis distribution and retail sales. The production and sale of medical cannabis continues to be regulated exclusively by the federal government.

As of October 17, 2018, residents have been able to purchase legal cannabis online through the provincially-run Ontario Cannabis Store, which is the exclusive online retailer of cannabis in Ontario.

The Provincial government has committed to allowing private recreational cannabis retail stores throughout Ontario starting April 1, 2019. As recreational cannabis is a legal, controlled and regulated product, cannabis stores will be considered the same as any other type of retail and as such, no zoning changes are required. It should be noted that municipalities cannot amend existing zoning bylaws to prohibit the retail sale of cannabis.

Municipal governments have a one-time opportunity to opt out of allowing retail cannabis stores in their communities. The decision to opt out must be made by January 22, 2019. Unless a municipal government opts out, by default, the retail

sale of recreational cannabis will be permitted. If a municipality decides to opt out in advance of the January 22, 2019 deadline, they may choose to opt in at a later date. However, municipalities that choose to opt in, cannot reverse this decision in the future.

On December 10, 2018, City Council approved the following resolution:

“Whereas the Federal Government has legalized marijuana use as of October 17, 2018; and

Whereas the province of Ontario is regulating cannabis use through the Alcohol and Gaming Commission of Ontario; and

Whereas the province of Ontario has reserved the exclusive right to sell cannabis online, but is permitting the private sector to operate retail stores and has passed regulations governing the operation of those private sector retail stores; and

Whereas municipalities have a one-time opportunity to opt out of having private sector retail stores open in the municipality and have to make a decision in that respect by January 22, 2019; and

Whereas this Council needs to have a thorough understanding of the legal and regulatory framework in order to make an informed decision on whether to opt out;

Now Therefore Be It Resolved that City staff return a report to Council that includes, amongst any other information staff believe is relevant, the following:

1. Confirmation of how many private retail stores may be permitted to open in Sault Ste. Marie if the municipality does not opt out;
2. Confirmation of where the private retail stores may be permitted to open in Sault Ste. Marie if the municipality does not opt out;
3. Confirmation of what type of authority, if any, the municipality has to regulate cannabis consumption in public areas of the municipality.”

ANALYSIS

This report utilizes a question and answer format to frame the recreational cannabis issue as follows:

Why is the recreational use of cannabis being legalized?

In legalizing cannabis for recreational purposes, the Federal and Provincial governments have identified three specific goals: protecting youth, public health and safety, and ending the illegal sale of cannabis.

It is the position of many public and mental experts that cannabis should be either decriminalized or legalized. The main reason is to ensure a safe uncontaminated product. In addition, possession of an illegal substance creates a criminal record for many people who were merely experimenting as youth. Legalization protects these individuals from the systemic harm of a lifelong criminal record and lost economic opportunities.

Who can buy cannabis?

In Ontario, anyone over the age of 19.

Can the City license the sale of cannabis?

No. The Alcohol and Gaming Commission of Ontario (AGCO) is the sole agency responsible for selecting and licensing cannabis retailers.

Can the City limit retail cannabis stores hours of operation?

No. Cannabis retail stores may operate between 9:00 am and 11:00 pm, consistent with the Province's new alcohol retail hours.

Can the City limit the number of retail stores selling cannabis?

No. Further, the regulations do not establish a minimum separation distance between cannabis retail stores.

On December 13, 2018 the Province released additional information. Due to a shortage of cannabis supply, only 25 stores will be licensed to sell cannabis in the initial phase. These store locations will be selected by lottery and permitted to open on April 1, 2019. Only two of the initial 25 stores will be in northern Ontario.

Where can retail stores selling cannabis be located?

Provincial regulations allow retail stores selling cannabis to be located in any commercial zone that allows the retail sale of other products subject to a 150 m separation distance from schools. The definition of schools for this purpose does not include colleges or universities. No buffers from any other use are specified in the regulations.

Can the City impose additional regulations on store locations?

No.

Will the municipality have an opportunity to comment on potential locations?

Yes. Much like the process for liquor licensing applications, the Alcohol and Gaming Commission requires that notice of a proposed cannabis store be posted for comments from area residents and businesses. The municipality does not

receive direct notification on proposed sites, but does have an opportunity to comment. Staff will need to monitor the AGCO website to determine if any cannabis licensing applications are being considered in Sault Ste. Marie.

AGCO allows a 15-day period for receiving comments. This 15-day notification period does not allow time for City staff to report and receive direction from City Council in order to make submissions on behalf of the City.

In advance of the application process has indicated in its correspondence dated December 13, 2018 that due to shortage of supply only 25 licenses will be provided at first. These will be selected by lottery as distributed through the major geographic regions of Ontario. Only 2 licenses will be provided to Northern Ontario as part of this tranche. (see <http://agco.ca/cannabis/expressions-of-interest-lottery-rules>)

Can the City appeal a decision made by AGCO to issue a license at a particular location?

No.

Can the City comment on location criteria other than the 150 m buffer from schools?

Yes.

The Association of Municipalities of Ontario (AMO) is suggesting that municipalities may consider adopting a policy statement identifying specific and significant local considerations. Any comments from the municipality must relate to the three specific goals: protecting youth, public health and safety, and ending the illegal sale of cannabis.

Earlier this year, the City worked with Algoma Public Health and the Ontario Cannabis Store to develop locational criteria for retail stores selling cannabis in Sault Ste. Marie. In addition to the property being properly zoned, the store location would have to be a minimum of 200 m from a school, park, community centre or existing treatment facility. This location criteria was consistent with the provincial objectives of protecting youth and public health and safety.

Given that the province will not allow municipalities to establish criteria beyond the 150 m separation distance from schools, staff is recommending that the above locational criteria be adopted subject to reducing the separation distance from 200 m to 150 m. In summary, new retail cannabis stores must be properly zoned (any commercial zone that permits retail sales) and located more than 150 m from a school, park, community centre or existing treatment facility.

This criteria eliminates a number of locations that are not on major arterial roads and large sections of the downtown area. Attached to this report are two maps.

Map 1 – Provincial Requirements – Commercially zoned, 150 m setback from schools.

Map 2 – Preferred Sault Ste. Marie Requirements – Commercially zoned, 150 m setback from schools, parks, community centers or existing treatment centers.

If City Council approves the recommendation to create a Sault Ste. Marie requirement, staff will provide comment on potential retail cannabis store locations within the 15-day review period, based on the Sault Ste. Marie requirement.

Staff will also provide AGCO with a copy of the map showing the locations permitted under Sault Ste. Marie requirements. It should be noted that these are only comments and AGCO can approve locations that are not consistent with City Council's requirements or comments.

If approved, how will this policy be administered?

Responsibility for monitoring and commenting on licensing potential retail cannabis store locations will be assigned to the CAO Office and/or his delegate.

Can the City regulate where people smoke cannabis?

Yes, pursuant to the Smoke-Free Ontario Act. A separate report on this subject from the City's Legal Department is attached as an appendix to this report.

What happens to existing illegal cannabis stores?

Illegal cannabis stores are a criminal activity and enforcement is the responsibility of local police services.

What have other Ontario municipalities done?

As of the date of writing this report, Toronto, Ottawa, Greater Sudbury, North Bay, Elliot Lake, Spanish, and the townships of Johnson, North Shore, Plummer Additional, Prince, and Tarbutt have all opted in. Both Markham and Mississauga have opted out.

Consultation

Staff reached out to the District of Sault Ste. Marie Social Services Administration Board, Algoma Public Health (APH), Sault Ste. Marie Police Services and the Drug Strategy for their comments. Only APH was able to provide input by the time this report went to print.

Algoma Public Health responded that it does not have a position on opting in or out. APH staff have shared some information with City departments about the health effects of cannabis. Whether the City opts in or out of retail sales, there will still be cannabis in Algoma communities. The policies that the City develops with

respect to where individuals can smoke or vape will have an impact on where cannabis can be smoked and APH is happy to work with the City on revising and on strengthening those policies. With respect to retail outlets minimizing access/exposure to children and youth is a primary concern and APH is willing to work with the City within the provincial framework that currently exists.

In summary, this report recommends that City Council **not** opt out of allowing licensed cannabis retail stores within the City's municipal boundaries. Provincially licensed cannabis retail stores will assist with ensuring that operators conduct their business in a responsible and accountable manner, and support the goals of preventing youth from accessing cannabis, maintaining product health and safety standards and eliminating the illegal cannabis market.

While residents will be able to purchase recreational cannabis online through the Ontario cannabis store, choosing to opt out would not improve product quality or reduce illegal cannabis sales.

FINANCIAL IMPLICATIONS

The Province has committed to provide \$40 million in funding over two years to municipalities to help with the implementation costs of recreational cannabis legalization. In 2019 the Province will provide \$30 million. The remaining \$10 million is to address costs from unforeseen circumstances with details to be provided at a later date. Municipalities must use the money they receive solely for the purpose of paying for implementation costs directly related to the legalization of cannabis. Permitted costs include:

- Increased enforcement
- Increased response to public inquiries
- Increased paramedic services
- Increased fire services
- By-law/policy development

The first payment is expected in January, 2019 with Sault Ste. Marie's allocation being \$88,386, based upon 2018 MPAC Household numbers. This amount is reflected in the 2019 Preliminary Operating Budget as a one-time grant. The second payment will be distributed following the deadline for municipalities to opt-out. The amount will be capped to \$5,000 for municipalities that opt-out. Notification of the amount will be received by March, 2019.

In addition to the one time grant, Ontario's portion of the federal excise duty on recreational cannabis over the first two years in excess of \$100 million will be split 50% with municipalities who have not opted out as of January 22, 2019. There is currently no estimate of what this amount could be.

STRATEGIC PLAN / POLICY IMPACT

This report is not directly linked to any strategic direction identified in the Corporate Strategic Plan although there may be potential impacts to various municipal programs and services.

RECOMMENDATION

It is therefore recommended that Council take the following action:

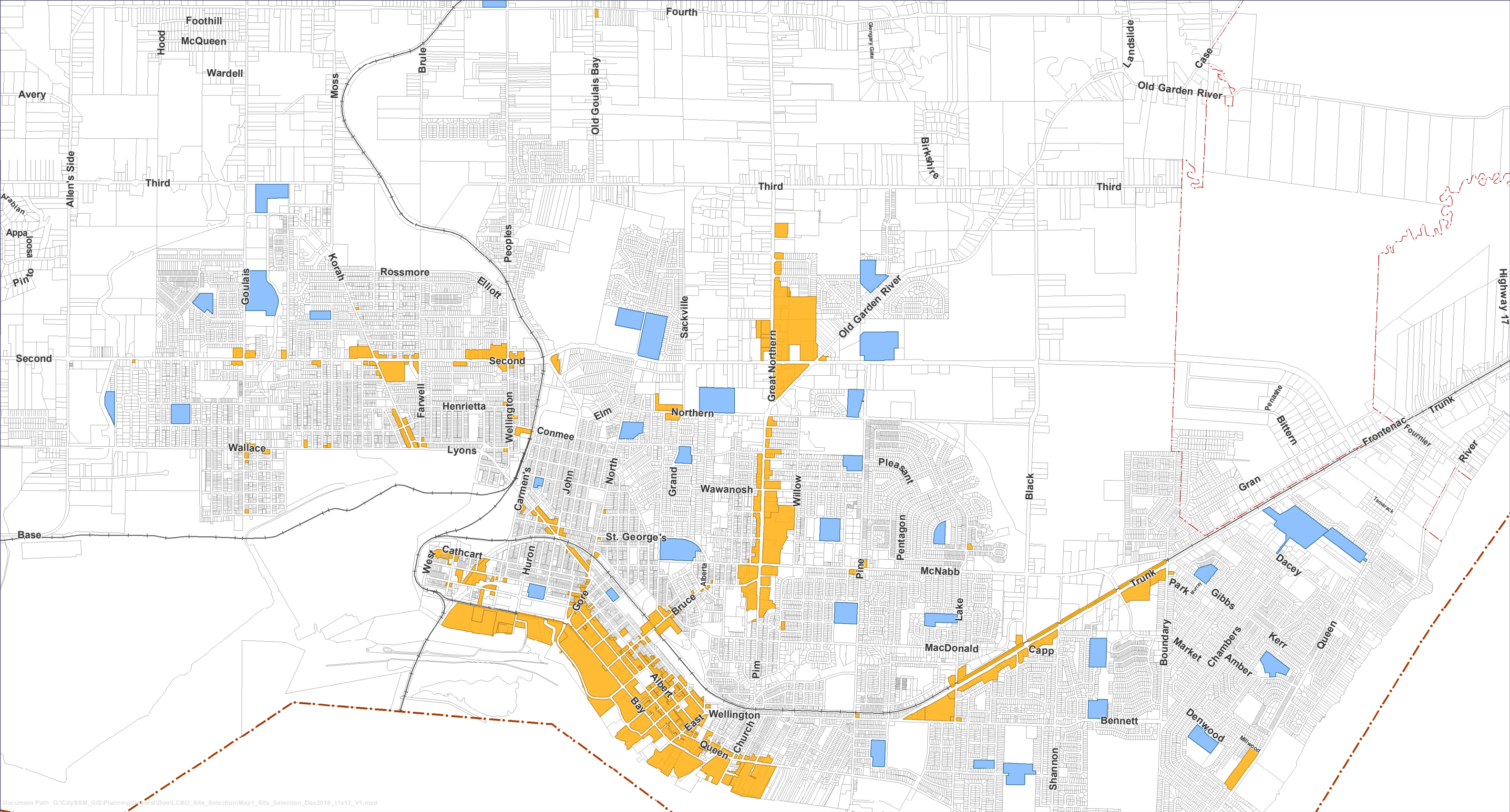
Resolved that the report of the Chief Administrative Officer dated 2019 01 14 concerning the sale of retail cannabis be received and that City Council **not** opt-out of provincially licensed cannabis retail stores in Sault Ste. Marie and that City staff provide the Alcohol and Gaming Commission of Ontario with a copy of the preferred Sault Ste. Marie requirements map and further that City staff comment on all proposed store locations in the community and advise AGCO:

1. Whether the proposed location is properly zoned for a retail cannabis store, and
2. If the proposed location is within 150 m of a school, park, community center or existing treatment facility.

Respectfully submitted,



Al Horsman
Chief Administrative Officer
705.759.5348
a.horsman@cityssm.on.ca



Document Path: G:\City\SSM_GIS\Planning\General\Don\LCBO_Site_Selection\Map1_Site_Selection_Dec2018_11x17_V1.mxd

Map Series

☐ Subject Property ☐ Official Plan Landuse ☐ Existing Zoning ☐ Aerial Image ☒ Illustration

Property Information

Civic Address:
Roll No.:
Map No.: 1
Application No.:
Date Created: Dec. 17, 2018

Notes

Site Location Parameters:

- Parcel Must Be Zoned Commercial
- Parcel Must Be 150m From Active Schools

Map #1

Provincial Requirements for
Potential Cannabis Retail Site Locations

Page 114 of 242

Legend

Sites Meeting All Requirements

Active Schools



City of
Sault Ste. Marie

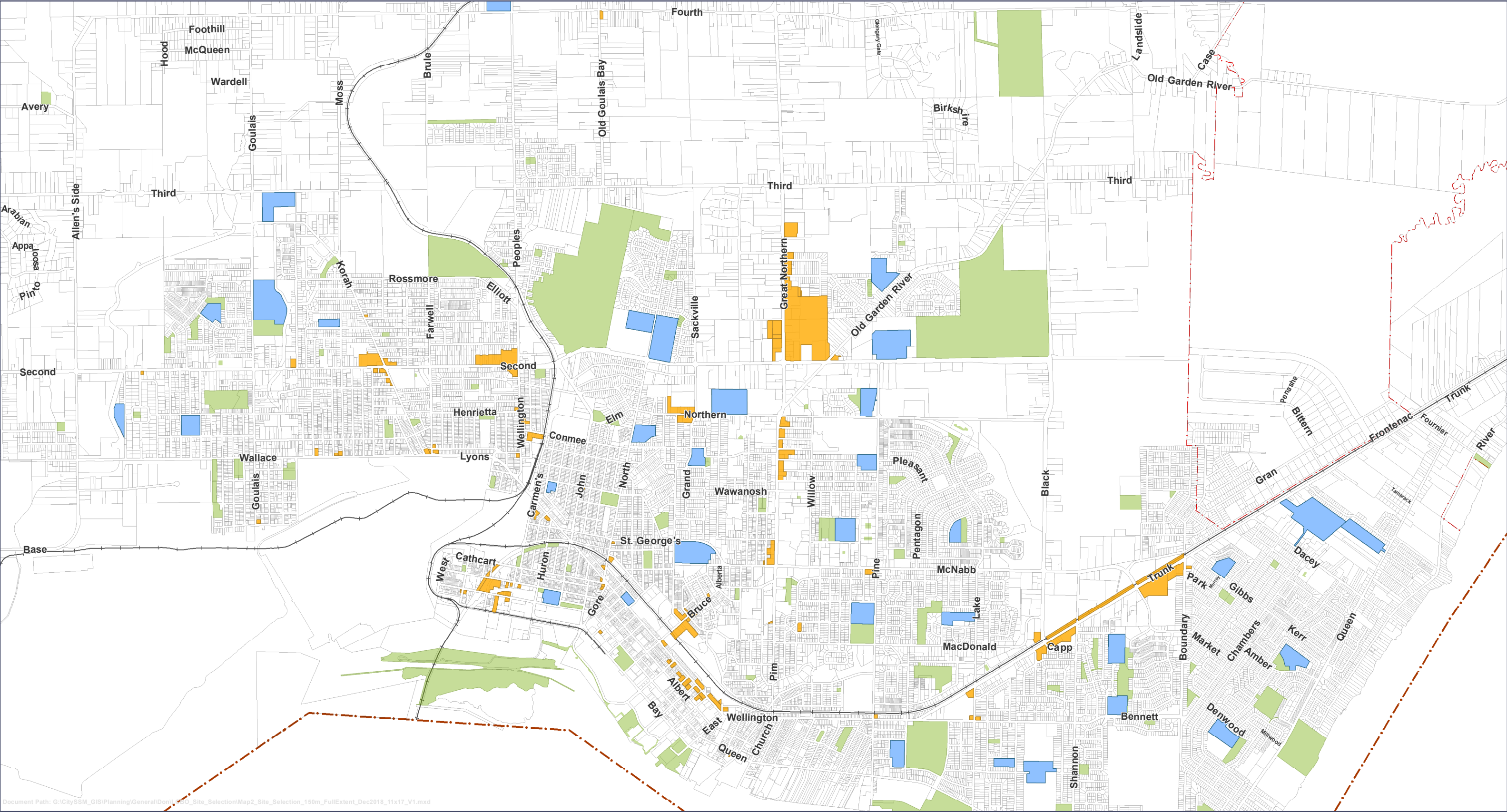
Planning and Enterprise Services

Community Development and Enterprise
Services Department
99 Foster Drive, Sault Ste Marie, ON P6A 5X6
saultstemarie.ca | 705-759-5368 | planning@cityssm.on.ca

This map is for general reference only
Orthophoto: None
Projection Details:
NAD 1983 UTM Zone 16N
GCS North American 1983

0 100 200 400 Meters





Document Path: G:\CitySSM_GIS\Planning\General\Don't Know_Site_Selection\Map2_Site_Selection_150m_FullExtent_Dec2018_11x17_V1.mxd

Map Series ☐ Subject Property ☐ Official Plan Landuse ☐ Existing Zoning ☐ Aerial Image ☒ Illustration	Notes Site Location Parameters: - Parcel Must Be Zoned Commercial - Parcel Must Be 150m From Active Schools - Parcel Must Be 150m From Existing Addiction Treatment Facilities - Parcel Must Be 150m From Parks - Parcel Must Be 150m From Communtiy Centres	Map #2 Preferred Sault Ste. Marie Requirements for Potential Cannabis Retail Site Locations Page 115 of 242		Legend Sites Meeting All Requirements - Full Extent Active Schools Municipal Park	City of Sault Ste. Marie Planning and Enterprise Services Community Development and Enterprise Services Department 99 Foster Drive, Sault Ste Marie, ON P6A 5X6 saultstemarie.ca 705-759-5368 planning@cityssm.on.ca This map is for general reference only Orthophoto: None Projection Details: NAD 1983 UTM Zone 16N GCS North American 1983 0 100200 400 Meters 
Property Information Civic Address: Roll No.: Map No.: 2 Application No.: Date Created: Dec. 17, 2018					

Lisa Bell

From: Robin Matthews-Osmond <RMatthews-Osmond@brantford.ca>
Sent: Monday, January 07, 2019 12:13 PM
Subject: Opt In / Opt Out - What can we really do??

Importance: High

Follow Up Flag: Follow up
Flag Status: Flagged

Greetings.

I am sending this as the AGCO website tells me your municipality has not yet decided whether to opt in or opt out of the Cannabis Retail system.

If your council is like mine, you and some of your members are likely frustrated with the system the province has rolled out.

The concerns I and some other members of my council have are:

1. The lack of regulatory control over the number of Cannabis retail outlets that can be established in each municipality or a spatial requirement between outlets to eliminate clustering.
2. That the revenue to be received by Municipalities is a fraction of that the Province is going to receive. It does not even begin to cover the costs municipalities will incur arising out of the legalization of Cannabis.

In my view the only way to change the system, so it is more responsive to and addresses the reasonable and legitimate concerns of municipalities, is to opt out now with the intent to opt in if the province listens to us and changes the system.

None of us have the leverage, acting alone, to effectively lobby the Provincial government to change the system. Real change will almost certainly require like-minded municipalities aligning themselves to "temporarily" opt out with the express intent of opting in if and when the province makes the necessary improvements.

I am asking then if you would be good enough to advise if you share these concerns, and if so, is there an appetite amongst your council to opt out and work together to negotiate improvements with the province? Only by developing an organized resistance to the Province, which has created a system that fails to adequately consider the principal of local autonomy, can we truly act in the best interest of our constituents.

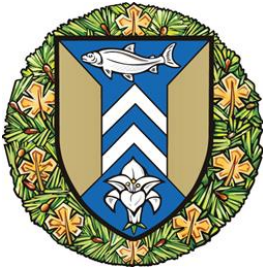
I appreciate your consideration and response to this time sensitive issue.

Mayor Kevin Davis

City of Brantford - 100 Wellington Square - Brantford, Ontario - P.O. Box 818 N3T 5R7
519.759.4150 ext. 5448 - 519.751.7109 fax
www.brantford.ca
kdavis@brantford.ca



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**The Corporation of the
City of Sault Ste. Marie**

COUNCIL REPORT

January 14, 2019

TO: Mayor Christian Provenzano and Members of City Council

AUTHOR: Melanie Borowicz-Sibenik, Acting City Solicitor/Senior Litigation Counsel

DEPARTMENT: Legal Department

RE: Regulating Consumption of Cannabis in Municipalities

PURPOSE

The purpose of this report is to provide City Council with information regarding the authority Ontario Municipalities have to regulate the consumption of cannabis within their respective municipalities and to seek council's direction to amend City By-law 2003-7, the City's Smoking By-law.

ATTACHMENTS

City By-law 2003-7, being a by-law to regulate smoking in public places and city buildings in the City of Sault Ste. Marie is appended as Schedule "A".

BACKGROUND

A summary of the relevant legislative framework is assistive in understanding the authority Municipalities have to regulate possession and consumption of cannabis.

The federal *Cannabis Act* establishes the overarching legislative framework for cannabis in Canada including:

- Federal licencing for the production, cultivation and processing of cannabis;
- Provinces and territories being responsible for the distribution and sale of cannabis subject to federal conditions;
- Establishing that it is not an offence for a "young person" defined as 12 years of age or older but under 18 years of age to possess five (5) grams or less of cannabis in the public; and
- Establishing that for individuals 18 years of age and older, it is not an offence to possess 30 grams of legal dried cannabis and that adults could grow up to four (4) cannabis plants per residence for personal use.

Provinces and territories have the ability to set their own rules for cannabis, including lowering possession limits, increasing the minimum age, restricting where cannabis may be used in public and setting added requirements on personal cultivation.

In Ontario, the government passed Bill 36 which received Royal Assent on October 17, 2018 and which had the effect of amending various cannabis legislation passed by the former Ontario Government. The following is relevant to the issue of possession and consumption in Ontario:

(a) Ontario's Cannabis Control Act, 2017

This legislation confirms that in Ontario:

- Age nineteen (19) is the legal age to purchase, possess, consume and grow recreational cannabis;
- Adults may possess up to thirty (30) grams of dried legal recreational cannabis in public; and
- Adults may grow up to four (4) plants for recreational purposes per residence (not per person).

(b) Smoke-Free Ontario Act, 2017 and O. Reg. 268/18

Previous government legislation heavily restricted where people would be able to smoke cannabis, effectively only permitting smoking in private residences. The amended legislation now permits individuals in Ontario that are nineteen (19) years of age or older to “smoke or hold lighted cannabis” wherever the smoking of tobacco is permitted under this legislation except in a vehicle or boat regardless of whether the vehicle or boat is in motion. The amended legislation also sets out “places” where the “smoking or holding of lighted tobacco”, the “smoking or holding of lighted cannabis”, and the “use of electronic cigarettes” are prohibited. The following provides a summary of the Provincial framework for the consumption of tobacco, cannabis and electronic cigarettes in Ontario:

Smoking/Holding Lighted Tobacco, Smoking/Hold Lighted Cannabis and Use of an Electronic Cigarette are permitted in the following places:

- Private residences, including the outdoor space of a home;
- Outdoor public places (e.g. parks, sidewalks) where you can smoke cigarettes, except for those public places noted below;
- Select guest rooms in hotels, motels, and inns; and
- Controlled areas in long-term care, retirement homes, hospices, provincially-supported housing, and designated psychiatric and veterans' facilities.

Smoking/Vaping of Tobacco and Cannabis and Use of an Electronic Cigarette are prohibited in the following places:

- An enclosed public place;
- An enclosed workplace;
- A school within the meaning of the *Education Act* and public areas within twenty (20) meters of any point on the perimeter of a school;
- A building or the grounds surrounding the building of a private school within the meaning of the *Education Act*, and public areas within twenty (20) meters of any point on the perimeter of the grounds of a private school;
- A child care centre within the meaning of the *Child Care and Early Years Act, 2014*;
- A place where an early years program or service is provided within the meaning of the *Child Care and Early Years Act, 2014*;
- A place where home child care is provided within the meaning of the *Child Care and Early Years Act, 2014*, whether or not children are present;
- Children's playgrounds that meet the criteria set out in O. Reg. 268/18, and public areas within twenty (20) meters of any point on the perimeter of a children's playground;
- Indoor common areas in condominiums, apartments, and post-secondary residences;
- Restaurant and bar patios that meet the criteria set out in O. Reg. 268/18, and public areas within a nine (9) metre radius surrounding any point on the perimeter of such patios;
- Sporting Areas that meet the criteria set out in O. Reg. 268/18, spectator areas adjacent to sporting areas and public areas within twenty (20) meters of any point on the perimeter of a sporting area and spectator area;
- Outdoor grounds of a community recreational facility and public areas within twenty (20) meters of any point on the perimeter of the grounds;
- Outdoor grounds of a community health facility within the meaning of the *Oversight of Health Facilities and Devices Act, 2017* and the area within a nine (9) metre radius surrounding any entrance/exit;
- Outdoor grounds of an office building that is owned by the Province;
- Outdoor shelters with a roof and more than two walls, that is not primarily a private dwelling and where the public is ordinarily invited or permitted to access (ie. bus shelter); and
- The outdoor grounds and area within a nine (9) metre radius surrounding any entrance/exit to a psychiatric facility, an

independent health facility, community health facility and long-term care home.

Municipalities can choose to implement additional restrictions on the consumption of cannabis and tobacco through the use of municipal by-laws. In the event of a conflict between a provision in the Ontario Legislation and a Municipal By-law, the more restrictive provision would prevail (Section 18, *Smoke-Free Ontario Act, 2017*).

ANALYSIS

Presently, City By-law 2003-7 regulates the smoking of tobacco within public places and City Buildings within the City of Sault Ste. Marie. Attached as Schedule “A” to this Report is a copy of City By-law 2003-7. The By-law is specific to the smoking of tobacco and does not address the use of electronic cigarettes, vaping or the consumption of cannabis within the City of Sault Ste. Marie.

To answer the question posed by Council as part of the Resolution passed December 10, 2018, specifically, to provide:

“3. Confirmation of what type of authority, if any, the municipality has to regulate cannabis consumption in public areas on the municipality”.

Municipalities can:

- (a) take no action and permit cannabis smoking (and electronic cigarette consumption) to proceed within the framework of existing provincial and federal legislation; or
- (b) amend their existing Smoking By-laws to regulate the conditions under which the consumption of cannabis may occur in public places in the municipality.

City Legal Staff have reached out to other municipalities to determine their approach to regulate the consumption of cannabis in their municipality. Most municipalities consulted have elected to amend their existing Smoking By-law to be inclusive of cannabis. Markham, Richmond Hill and Shelburne however have elected to invoke strict conditions on cannabis use, essentially mirroring the approach laid out by the former Ontario government that prohibited consumption on all public property. A small number of municipalities have elected to take no action at this time, but rather rely on the federal/provincial framework and permit some time to determine the appropriate course of action for their municipality.

City Legal Staff have also reached out to Algoma Public Health (“APH”), who has and continues to enforce the City’s Smoking By-law. APH has provided full support to option (b) above, namely to adding the “smoking or holding of lighted

cannabis”, “use of an electronic cigarette”, vaping and any other hybrid or similar substances to the City’s Smoking By-law. APH has stated that this shall:

- (a) ensure that consumption of all such substances (ie. Tobacco, Cannabis and Electronic Cigarettes) are treated in the same, all-inclusive manner; and
- (b) facilitate enforcement as it would be challenging for officers and specific training would be necessary to determine the substance being smoke/vaped otherwise.

APH has further recommended adding a provision to the Smoking By-law that makes all “parks” entirely smoke-free with the option of permitting same for special events. The rationale for same was ensuring that “smoking” of any substance was kept out of the view of children so that same was not viewed as a normalized act.

The City’s Smoking By-law was enacted in 2003, with various amendments up to and including September 14, 2015. As stated, the Smoking By-law does not address vaping, electronic cigarettes or cannabis, which are more recent additions to the *Smoke Free Ontario Act, 2017*. Given same and the comments received from APH, Legal would recommend that the City’s Smoking By-law be amended to add cannabis and electronic cigarettes to same, and to treat the consumption of such substances (smoking/vaping) in the same manner as tobacco. Further, given the recommendation made by APH, Legal further recommends that a provision be added to the Smoking By-law which prohibits smoking of tobacco, cannabis, and use of electronic cigarettes in any Park within the City of Sault Ste. Marie.

FINANCIAL IMPLICATIONS

APH presently enforces the City’s Smoking By-law and will continue to do so. There is no other financial impact noted at this time.

STRATEGIC PLAN / POLICY IMPACT

This report is not directly linked to any strategic direction identified in the Corporate Strategic Plan.

RECOMMENDATION

It is therefore recommended that Council take the following action:

Resolved that the report of the Assistant City Solicitor/Senior Litigation Counsel dated 2019 01 14 concerning regulating the consumption of cannabis in municipalities be received and that City Council direct the Legal Department to amend City By-law 2003-7, to:

- (a) add cannabis and electronic cigarettes to same, so as to treat the consumption of cannabis and use of electronic cigarettes in the same manner as tobacco; and
- (b) add a provision that prohibits the smoking or other consumption of tobacco and cannabis and the use of electronic cigarettes in any public park within the City of Sault Ste. Marie, subject to an exemption for any special events as approved by City Council.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "M. Borowicz-Sibenik".

Melanie Borowicz-Sibenik
Assistant City Solicitor/Senior Litigation Counsel

MBS/tj
Enclosure

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THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NUMBER 2003-7

SMOKING: (R.1.2.1) - A by-law to regulate smoking in public places and city buildings in the City of Sault Ste. Marie.

WHEREAS Subsection 213(2) of the *Municipal Act*, R.S.O. 1990, C. M.45 as amended, authorizes the council of a local municipality to pass a by-law regulating the smoking of tobacco in public places and workplaces within the municipality and designating public places or workplaces or classes or parts of such places as places in which smoking tobacco or holding lighted tobacco is prohibited;

AND WHEREAS section 115 of the *Municipal Act*, 2001 will continue to provide this authority when it comes into force on January 1, 2003;

AND WHEREAS it has been determined that second-hand smoke is a serious health hazard because of its adverse effects and risk to the health of all of the inhabitants in the Corporation of the City of Sault Ste. Marie;

AND WHEREAS it is desirable for the purpose of promoting and protecting the health, safety and welfare of the inhabitants of the City of Sault Ste. Marie to ensure that all public places and City buildings will be free from second hand smoke;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE CITY OF SAULT STE. MARIE ENACTS AS FOLLOWS:

PART I

1. DEFINITIONS

1.0 In this by-law,

1.1 "**City**" means the Corporation of the City of Sault Ste. Marie;

1.2 "**City building**" means any building, owned, operated or leased by the City;

1.2(a) "**City entranceway**" means an area within an eight metre radius surrounding the public entrances to John Rhodes Centre located at 280 Elizabeth Street, the McMeeken Centre Arena located at 616 Goulais Avenue, the West End Community Centre located at 556 Goulais Avenue; [AMENDED BY BY-LAW 2012-37]

1.3 "**inspector**" means an employee or class of employee of Algoma Public Health authorized by the Medical Officer of Health to carry out an inspection under and to enforce the provisions of this by-law; [AMENDED BY BY-LAW 2009-155]

1.4 "**outdoor patio**" means an outdoor area or partially enclosed outdoor area that is adjacent to an establishment where food or beverages are sold and where food or beverages or both are consumed by the public;

(a) "**Outdoor area**" means an area that:

(a) is not covered by a temporary or permanent roof; or

- (b) if covered by a temporary or permanent roof,
 - (i) at least 35 percent of the total wall area, calculated from the floor to a height of 2.44 metres above the floor, must be open to the movement of outdoor air;
 - (ii) does not share open doors with a public place except when being opened to enter or exit the indoor area;
 - (iii) does not share open windows with a public place;
 - (iv) must not be used as the main entrance to the public place; and
 - (v) does not share thermostat controlled heating or air conditioning with a public place; [AMENDED BY BY-LAW 2005-13]
 - (c) There shall be no structure or part thereof located within .3 m. of the exposed perimeter walls; [AMENDED BY BY-LAW 2005-33]
 - (d) If covered by a temporary or permanent roof, there shall be no structure within .5 metres of such temporary or permanent roof; [AMENDED BY BY-LAW 2005-33]
- 1.4.B **"parkland"** means any and all lands owned by the City that has been or hereafter may be set apart, designated, dedicated or established by Council as public parkland; [AMENDED BY BY-LAW 2009-155]
- 1.4.C **"permitted event"** means an event for which a permit has been issued by the Community Services Department of the City of Sault Ste. Marie for City property; [AMENDED BY BY-LAW 2009-155]
- 1.5 **"person"** includes a corporation;
- 1.5.A **"playground area"** means an outdoor area established within parkland fitted with equipment such as, but not limited to, slides, swings and climbing equipment. The area is usually identified by a defined border which encloses an area of sand, rubber or any similar safety surface; [AMENDED BY BY-LAW 2009-155]
- 1.6 **"proprietor"** means the person who ultimately controls, governs or directs the activity carried on within a public place and includes the person actually in charge of the premises at any particular time;
- 1.7 **"public place"** means any building, structure, vessel, vehicle or conveyance, or part thereof, whether covered by a roof or not, to which the public has access as of right or by invitation, expressed or implied, whether or not a fee is charged for entry but does not include an outdoor patio or a street, road or highway.
- 1.7.A **"recreation field"** means any portion of parkland that is used for athletic, recreational or musical purposes to conduct organized activities. This includes, but is not limited to, a ball field, soccer pitch, football field, tennis court, player bench area, spectator area, food and beverage concession, skateboard park, outdoor rink or permitted events. This does not include parking facilities located adjacent or near the recreation field; [AMENDED BY BY-LAW 2009-155]
- 1.7.B **"Roberta Bondar Park Tent Pavilion"** refers to the large outdoor tent pavilion located at 65 Foster Drive; [AMENDED BY BY-LAW 2009-155]
- 1.8 **"smoke"** or **"smoking"** includes the carrying of a lighted cigar, cigarette, pipe or any other lighted smoking equipment, but does not include smoke or smoking where smoke or smoking is used in a stage production of a

theatrical performance and does not include or prohibit the holding of lit tobacco if the activity is carried out for traditional Aboriginal cultural or spiritual purposes.

PART II

2. PUBLIC PLACES AND CITY BUILDINGS

- 2.1 No person shall smoke in any public place within the City, or in a City building, whether or not a No Smoking sign is posted.
 - 2.1.1. No person shall smoke at any City entranceway. [AMENDED BY BY-LAW 2007-154]
 - 2.1.2. No person shall smoke on or within 20 metres of any playground area. [AMENDED BY BY-LAW 2015-151]
 - 2.1.3 No person shall smoke on or within 20 metres of any recreation field. [AMENDED BY BY-LAW 2015-151]
 - 2.1.4 No person shall smoke while under the Roberta Bondar Park Tent Pavilion, or within 15 metres of any entrance to the Roberta Bondar Park Tent Pavilion. [AMENDED BY BY-LAW 2009-155]
 - 2.1.5 No person shall smoke on the Sault Area Hospital site located at 750 Great Northern Road, Sault Ste. Marie. [AMENDED BY BY-LAW 2011-48]
 - 2.1.6 No person shall smoke on the Algoma Public Health site located at 294 Willow Avenue, Sault Ste. Marie. [AMENDED BY BY-LAW 2011-48]
- 2.2 Every proprietor of a public place shall:
 - (i) ensure compliance with this bylaw;
 - (ii) prohibit smoking in the public place;
 - (iii) post No Smoking signs in accordance with Part III of this bylaw in conspicuous locations at every entrance and washrooms in the public place indicating that smoking is prohibited in the public place;
 - (iv) ensure that no smoking related paraphernalia including ashtrays or matches are placed or permitted to remain in the public place.
- 2.3 The City shall:
 - (i) prohibit smoking in City buildings;
 - (ii) post No Smoking signs in accordance with Part III of this by-law in conspicuous locations at every entrance and washrooms in City buildings as well as at playground areas and recreational fields indicating that smoking is prohibited in these locations; [AMENDED BY BY-LAW 2009-155]
 - (iii) ensure that no smoking related paraphernalia including ashtrays or matches are placed or permitted to remain in City buildings.

PART III

3. SIGNAGE REQUIRED

- 3.1 Every proprietor and the City shall post and maintain in conspicuous locations at each entrance to the facility and in the washrooms, a sign at least 14 centimetres (5.5 inches) by 14 centimetres (5.5 inches) in size that includes a depiction of the international No Smoking symbol at least 7.5 centimetres (3 inches), and lettering at least 0.8 centimetres (5/16 inch) high and at least 0.2 centimetres (1/16 inch) wide at the narrowest

point, with the rest of the letter sized proportionately, which reads "No Smoking - The Corporation of the City of Sault Ste. Marie".

- 3.2 Where a No Smoking sign is required to be placed or posted under this by-law, the sign shall have the proportions, characteristics and minimum measurements as set out in Section 3.1 as depicted in "Schedule A" and consist of two (2) contrasting colours, or if the lettering and graphic symbol are to be applied directly to surface or to be mounted on a clear panel, the lettering and graphic symbol shall contrast with the background.
- 3.3 Despite the fact that the symbol referred to in Schedule "A" is a cigarette, it is deemed to include a lighted cigar, cigarette, pipe or any other lighted smoking instrument.
- 3.4 Deviations from the colour or content of the sign prescribed by this section that do not affect the substance or that are not calculated to mislead do not vitiate the sign.
- 3.5 Any sign prohibiting smoking that refers to an old bylaw of the City is deemed to be referring to this by-law.

PART IV

4. WORKPLACES

- 4.1 Where an employer, within the meaning of the *Smoking in the Workplace Act*, R.S.O. 1990, C. S.13, designates a lunch room or cafeteria for employees as a smoking area, the employer shall also designate an area of equal or greater size as a lunch room or cafeteria for workers who do not smoke.
- 4.2 Despite section 4.1, no person shall smoke in any part of a workplace that is a public place.

PART V

5. ENFORCEMENT

- 5.1 The provisions of this By-law respecting the designation of non-smoking areas, the posting of signs and the duties imposed on the proprietor, employer or other person in charge of a playground area, recreation field, Roberta Bondar Park Tent Pavilion, public place or workplace shall be enforced by inspectors. [AMENDED BY BY-LAW 2009-155]
- 5.2 An inspector may, at any reasonable time, enter any designated public place for the purposes of determining compliance with this By-law. [AMENDED BY BY-LAW 2009-155]

PART VI

6. OFFENCES AND ENFORCEMENT

- 6.1 Any person who contravenes any of the provisions of this by-law, or who hinders or obstructs an inspector lawfully carrying out the enforcement of this by-law, is guilty of an offence and upon conviction is liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990, chapter 33, as amended.

PART VII**7. CONFLICTS**

- 7.1 If a provision of this by-law conflicts with an Act or Regulation or another by-law, the provision that is the most restrictive of smoking shall prevail.

PART VIII**8. SEVERABILITY**

- 8.1 If any section or sections of this by-law or part thereof, is found in any court of law to be illegal or void or beyond the power of the City to enact, such section or sections or part thereof shall be deemed to be severable and all other sections or parts of the by-law shall be deemed to be separate and independent thereof and to be enacted as such.

PART IX**9. REPEAL**

- 9.1 By-law 2000-140 is repealed, effective May 31st, 2004

PART X**10. EFFECTIVE DATE**

- 10.1 This by-law comes into effect on June 1st, 2004.

READ THREE TIMES and PASSED in Open Council this 13th day of January, 2003.

"John Rowswell"

MAYOR – JOHN ROWSWELL

"Donna Irving"

CLERK – DONNA P. IRVING

CONSOLIDATED BYLAWS\2003-7 Smoking By-law 2009 Consolidation

SCHEDULE "A" TO BY-LAW 2003-7

January 11, 2019

Dear Council Members,

As you know, **municipalities wishing to opt-in or opt-out of having retail cannabis stores must pass a resolution to do so by January 22, 2019**. The Sault Ste. Marie and Area Drug Strategy (SSMADS) committee would like to provide you with the health, social and economic considerations regarding to cannabis retail availability and cannabis consumption in Sault Ste. Marie and surrounding areas.

Considerations for opting in:

- A regulated retail location can guarantee a safe supply and can mitigate some purchasing of cannabis through the illicit market;
- Those who are purchasing cannabis will have the ability to see and receive information directly from trained experts on the products available rather than rely on online information;
- From a health equity perspective, not all community members will have access to the online Ontario Cannabis Store (ie: no credit card, no home address for shipping etc);
- Having a retail location is a great opportunity to provide education to the community around harm reduction and other drug related issues like impacts on mental health, workplace impacts, driving impaired, and the difference between medical cannabis and recreational cannabis;
- It would promote business in Sault Ste. Marie; and
- Physical locations have the potential to deter the illicit market interactions between dealers and consumers.

Considerations for opting out:

- Increased commercial access to substances including tobacco and alcohol have shown increases in harms associated with use;
- At this time, control over cannabis retail location rests with the provincial government.
 - When considering zoning, proximity increases normalization among sensitive populations such as youth;
 - When considering density, a high number of retailer locations could impact cannabis use and frequency of use; and
 - Co-location of retail cannabis with sales of other legal substances has significant health and safety risks, particularly related to driving. Co-use or mixed use of cannabis with other substances such as alcohol increases the risk of injury and health harms.

In addition to the retail environment for cannabis, municipalities have greater jurisdiction and control over where cannabis may be consumed. Strong municipal smoke-free bylaws can protect our communities – and particularly our youth – from the physical and social exposure to **cannabis, vaping and tobacco smoking**. The development of, or amendments to, municipal bylaws that prohibit cannabis use in public spaces can reduce public exposure to second-hand cannabis smoke and vapour.

The Sault Ste. Marie and Area Drug Strategy Committee want to thank you for your continued partnership as we work toward a healthier community for all.

Sincerely,

Desiree Beck (Chair)
dbeck2018@outlook.com

Allison McFarlane (Co-Chair)
amcfarlane@algomapublichealth.com

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2019-1

TRAFFIC: (T2) A by-law to consolidate amendments to 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. **BY-LAW 77-200 SCHEDULES AMENDED**

Schedules A to Z inclusive and Schedule AA to Traffic By-law 77-200 are amended by listing the items alphabetically in each respective schedule.

2. **SCHEDULES**

Schedules A, AA, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z of By-law 77-200 form part of By-law 2019-1 and By-law 77-200.

3. **EFFECTIVE DATE**

This by-law is effective from the date of its final passing.

PASSED in open Council this 14th day of January, 2019.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2019-2

STREETS: (S4.2) A by-law to re-adopt Official Street Names List.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to Section 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25 **ENACTS** as follows:

1. **SCHEDULE "A" TO BY-LAW 2019-2**

Schedule "A" to this by-law is the Official List of Street Names for The Corporation of the City of Sault Ste. Marie.

2. **BY-LAW 2017-243 REPEALED**

By-law 2017-243 is hereby repealed.

3. **EFFECTIVE DATE**

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

PASSED in open Council this 14th day of January, 2019.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

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OFFICIAL STREET NAMES LIST	
SCHEDULE "A" to BY-LAW 2019-02	
LAST REVISED: December 5, 2019	
DATE PRINTED: December 5, 2019	
Official Street Name	Map Location Index
A	
Abbott Street	M7
Adelaide Street	L6
Adeline Avenue	P6
Admiral Drive	J5
Adrian Drive	P7
Airport Road	E7
Alagash Drive	F10
Albert Street East	M7
Albert Street West	L7
Alberta Avenue	M7
Albion Street	N7
Alden Road	J5
Alexandra Street	L7
Alfred Street	K5
Algoma Avenue	M7
Allard Street	N6
Allen Street	L7
Allen's Side Road	I5
Alpine Street	J5
Alworth Place	N7
Amber Street	P7
Amherst Street	J5
Amy Avenue	P6
Anderson Road	I5
Andrew Street	L7
Angelina Avenue	O7
Anich Road	J3
Anita Boulevard	M6
Anna Street	P6
Appaloosa Avenue	I5
Arabian Court	I5
Arbor Drive	J5
Arcade Street	J5
Arden Street	J5
Argyle Road	N8
Arizona Avenue	O7
Aronson Drive	L3
Arthur Street	O8
Ascot Avenue	J5
Ashgrove Avenue	P7
Asquith Street	J6
Assunta Drive	J5
Atlantic Street	M7
Atlas Street	O8
Atwater Street	J5
Aubin Road	I3
Autumn Drive	P7
Avery Road	I4
Avon Avenue	J5
B	
Backcountry Court	N3
Bainbridge Street	L6
Balsam Lane	L4
Barber Boulevard	P8
Barrett Street	L5
Barton Street	G8
Base Line	J6
Base Line A	H7
Bay Road	Q7
Bay Street	M8
Bay Street West	L7
Beatrice Street	M7
Beaumont Avenue	L4
Beech Street	M6
Bell Avenue	M8
Bellevue Avenue	M7
Bennett Boulevard	O8
Beverley Street	L7
Biggings Avenue	M8
Bingham Street	M7
Birch Street	M7
Birchland Court	N7
Birchwood Street	P8
Birkshire Place	N4
Bishop's Court	N8
Bitonti Crescent	L5
Black Road	O7
Blake Avenue	M7
Bloor Street West	L6
Blucher Street	L7
Blue Jay Court	N6
Bluffs Drive East	K3
Bluffs Drive West	K3
Boehmer Boulevard	N6
Bonney Street	K6
Borden Avenue	J6
Borron Avenue	M7
Boston Avenue	N7

B Cont.	
Boundary Road	P7
Bowker Street	P7
Boydell Place	L6
Breton Road	N7
Bridlepath Court	N5
Brien Avenue	N7
Bristol Place	P7
Broad Street	P7
Broadview Drive	J5
Brock Street	M7
Brookfield Avenue	J6
Broos Road	I5
Brown Street	L7
Bruce Street	M7
Brule Road	K3
Brunswick Avenue	K5
Burton Road	O7
Bush Street	L6
Byrne Avenue	L6
C	
Cabot Crescent	M5
Caddy Avenue	O8
Caesar Road	O7
Caledon Street	N6
Cambridge Place	O7
Cameron Avenue	M7
Cameron Lane	M8
Campbell Avenue	N7
Canal Drive	L7
Capp Avenue	O7
Carlbert Street	P8
Carleton Avenue	L6
Carmel Road	O7
Carmen's Way	L6
Carol Court	P7
Carpin Beach Road	G6
Cartier Street	N7
Carufel Avenue	K6
Case Road	P3
Cathcart Street	L7
Cedar Street	M7
Cedarwood Drive	N5
Celene Court	P7
Centennial Avenue	P8
Central Creek Drive	K5
Central Park Avenue	L7
Central Street	K6
Centre Street	P7
Chambers Avenue	P7
Champlain Street	M6
Channelview Lane	E10
Chapple Avenue	N6
Charles Street	L6
Charlotte Drive	N7
Chartwell Drive	P7
Chatfield Drive	L5
Chelten Avenue	K5
Cheshire Road	K5
Chestnut Street South	M7
Chestnut Street	M7
Chicora Crescent	P7
Chippewa Street	J5
Chlebus Street	N7
Church Street	M8
Churchill Avenue	L5
Churchill Boulevard	N8
Clement Street	O7
Clergue Street	M6
Cody Point Court	L6
Collins Avenue	O8
Conmee Avenue	L6
Connaught Avenue	K6
Connor Road	P2
Cooper Street	K5
Copernicus Drive	P7
Corey Avenue	P6
Cornwall Street	L6
Coronation Street	L3
Cottage Lane	G8
Coulson Avenue	N8
Country Club Place	O8
Courtney Crescent	P7
Crawford Avenue	N7
Creek Road	G4
Creery Avenue	N7
Crestview Court	N5
Crestwood Avenue	P8
Crimson Ridge Drive	K3
Cumberland Avenue	K6
Cunningham Road	N7
Curran Drive	N7

D	
D'Youville Road	M8
Dablon Street	N6
Dacey Road	Q7
Dalglish Road	F10
Danby Road	N8
Dauphin Drive	P7
Dawson Avenue	L5
Dell Avenue	P8
Dennis Street	L7
Denwood Drive	P7
Des Chenes Drive	E10
Devon Road	K6
Diane Street	L5
Digby Crescent	J5
DiTommaso Court	N2
Doncaster Road	K5
Donna Drive	K5
Douglas Street	K6
Dovercourt Road	K6
Drake Street	O8
Drive In Road	M5
Dryden Avenue	J6
Dufferin Street	M7
Dundas Street	L6
Durban Road	J5
Dyment Street	K6
E	
Eagle Drive	N6
East Balfour Street	J6
East Braemar Bay	L4
East Champagne Drive	P8
East Dunrobin Bay	L4
East Perth Bay	L4
East Street	M8
Eastern Avenue	P7
Eastwood Street	N5
Eden Square	J6
Edinburgh Street	L7
Edison Avenue	K5
Edmonds Avenue	K5
Edward Street	N8
Elaine Court	P7
Elgin Street	M7
Elizabeth Street	N7
Elliott Road	L5
Ellis Road	I6
Elm Avenue	M6
Elmwood Avenue	M6
Erie Street	G8
Essex Lane	P8
Estelle Street	L6
Euclid Road	M7
Everett Street	L5
F	
Fairmount Drive	O7
Fairview Avenue	L5
Falldien Road	Q7
Farquhar Street	P7
Farwell Terrace	L6
Fauquier Avenue	M7
Ferguson Avenue	N7
Ferris Avenue	M7
Fields Square	O7
Fifth Avenue	K6
Fifth Line East	O3
Fifth Line West	L3
Findlay Drive	N7
First Avenue	K6
Fish Hatchery Road	O3
Florwin Drive	O8
Foothill Road	J4
Ford Street	O8
Forest Avenue	N7
Fort Creek Drive	M5
Foster Drive	M8
Fournier Road	Q6
Fourth Avenue	K6
Fourth Line East	M4
Fourth Line West	K3
Foxborough Trail	N5
Francis Street	M7
Franklin Street	L6
Front Street	M8
Frontenac Street	Q6

G	
Gagnon Road South	D7
Garden Avenue	O8
Garth Street	G8
Gehrig Drive	N6
George Lane	L7
George Street North	L7
George Street South	L7
Georgina Street	O8
Gibbs Street	P7
Gillies Street	L6
Gladstone Avenue	M7
Gladwyn Road	M6
Glasgow Avenue	J6
Glen Avenue	P8
Glengary Gate Crescent	N4
Glenholme Drive	O8
Glenwood Avenue	P7
Gloucester Street	L7
Goetz Street	K6
Golf Range Crescent	O8
Gordon Avenue	M8
Gore Street	L7
Gouin Street	M8
Goulais Avenue	J6
Grace Street	M7
Grand Boulevard	M6
Grandhaven Crescent	M6
Grandmont Crescent	M6
Grandriver Crescent	M6
Grandview Avenue	M6
Grandville Crescent	M6
Grandy Road	M6
Grangemill Road	M6
Granite Street	M6
Gravelle Street	O8
Great Northern Road	M4
Greene Street	P6
Greenfield Drive	L4
Greenview Court	P8
Greenview Lane	P8
Griffon Street	P7
Grosvenor Avenue	M7
H	
Hadley Park	N8
Hamilton Avenue	M7
Hampton Road	K5
Hardiman Avenue	M6
Hardwood Street	P7
Hare Avenue	J6
Hargreaves Avenue	M6
Harriet Street	F10
Harris Street	L3
Harry Street	M6
Harten Street	N8
Haviland Crescent	N7
Hawthorne Avenue	M7
Headway Street	P8
Healy Street	O8
Hearst Street	M7
Heath Road	P8
Heavenor Street	N8
Henrietta Avenue	L6
Henry Street	K5
Herbert Street	M7
Herkimer Street	G7
Herrick Street	M8
Hess Street	G8
Highcrest Street	M5
Highland Court	M5
Hill Street	L5
Hillside Drive	L5
Hocking Avenue	K6
Holden Street	L5
Hood Street	J4
Hudson Street	L7
Hughes Street	M7
Hugill Street	O8
Huntington Park	O8
Huron Street	L7
Hussey Street	O8
Hynes Street	M8
I	
Idaho Drive	O7
Illinois Avenue	O7
Indiana Drive	O7
Industrial Court A	M5
Industrial Court B	M5
Industrial Park Crescent	M5
Irwin Avenue	O7

J	
James Street	L7
Jean Avenue	P6
Jemmette Street	P7
Joel Court	P7
John Street	L7
Johnson Avenue	L5
Joseph Street	P7
K	
Kehoe Avenue	L6
Ken Danby Way	L8
Kensington Terrace	N8
Kent Avenue	N6
Kent Crescent	L4
Kerr Drive	P7
Keys Street	K5
Killarney Road	N5
King Street	M7
Kingsford Road	K5
Kingsmount Boulevard	O7
Kitchener Road	M6
Knox Avenue	M6
Kohler Street	M8
Konkin Avenue	L4
Koprash Court	N7
Korah Road	K5
L	
LaBelle Avenue	N7
Laird Street	M7
Lake Street	O7
Lang Court	M5
Lamming Avenue	K5
Lamvil Court	I5
Landslide Road	P4
Langdon Crescent	M6
Langdon Road	K5
Lansdowne Avenue	M7
LaRonde Avenue	N7
LaSalle Court	M5
Laura Street	L6
Laurentian Drive	N6
Laurier Avenue	J6
Laurier Place	M6
Lawson Avenue	P6
Leigh's Bay Road	H5
Lennox Avenue	L6
Leo Avenue	N8
Leslie Street	N6
Letcher Street	K6
Lethbridge Street	L4
Lewis Road	O7
Lidstone Street	L5
Linstedt Street	N7
Lloyd Street	L5
London Street	M7
Lorna Drive	P8
Lorraine Avenue	O7
Lothian Avenue	M6
Louise Avenue	P8
Lucy Terrace	M8
Lynn Road	M7
Lyons Avenue	L6
M	
MacDonald Avenue	N7
MacMurray Avenue	P7
Macnamara Drive	M5
Madeleine Street	O8
Madison Avenue	N5
Maki Road	I4
Malabar Drive	N6
Manilla Terrace	L7
Manitou Drive	P6
Manor Road	N8
Maple Street	M7
March Street	M7
Marconi Street	N7
Maretta Street	L6
Margaret Street	O8
Mark Street	O8
Market Street	P7
Marsh Street	L6
Martingale Court	N5
Marwayne Avenue	N6
Mary Avenue	M5
Mayfair Avenue	L4
McAllen Street	J7
McCrea Street	N8
McCulloch Street	K5
McDougald Street	M7
McFadden Avenue	K6
McGregor Avenue	N8
McKenzie Avenue	K6
McLean Court	L6
McMeeken Street	N8
McNabb Street	O7

M Cont.	
McNeice Street	P8
McPhail Avenue	N8
McQueen Road	J4
Meadow Lane	O7
Meadow Park Crescent	O7
Megginson Drive	P7
Melrose Avenue	M7
Melville Road	P7
Metzger Street	K6
Millcreek Drive	N5
Millstream Drive	N5
Millennium Court	L5
Millwood Street	P8
Moluch Street	N7
Montcalm Road	M5
Montgomery Avenue	N7
Moody Street	P7
Morin Street	L6
Morgan Court	K5
Morrison Avenue	M6
Moss Road	K4
Mount Pleasant Court	I4
Muriel Drive	Q7
Murphy Street	Q7
Murray Street	P7
Murton Avenue	K6
N	
Nelson Street	L6
Nettleton Street	L3
Newcastle Drive	J5
Niagara Drive	M5
Nichol Avenue	K5
Nicolas Avenue	O7
Nino Drive	M6
Nixon Road	I6
Nokomis Beach Road	C9
Norden Crescent	N7
North Eden	J6
North Street	M6
Northern Avenue East	M6
Northern Avenue West	M6
Northland Road	L6
Northridge Road	M5
Northwood Street	N5
O	
Oak Park Crescent	P8
Oakbine Avenue	M6
Oakland Avenue	M7
Oakwood Drive	N7
Ohio Drive	O7
Old Garden River Road	N5
Old Goulais Bay Road	L4
Old Highway 17 North	N2
Ontario Avenue	N7
Oregon Road	O7
Oriole Street	J4
Orion Street	N7
Oryme Avenue	M6
Oxford Street	M7
P	
Pageant Drive	N7
Palace Drive	N6
Paladin Avenue	N7
Palomino Drive	I5
Panoramic Drive	N6
Par Avenue	P8
Paradise Avenue	N7
Parasol Crescent	N6
Pardee Avenue	M7
Park Place Court	N6
Park Place Drive	N6
Park Street	P7
Parkdale Drive	O8
Parkelane Court	E7
Parker Avenue	N7
Parkewood Drive	F7
Parkinworth Place	Q7
Parkland Crescent	Q7
Parkshore Court	P8
Parkshore Drive	P8
Parkview Court	N6
Parliament Street	L6
Partridge Court	O6
Passmore Road	N6
Patricia Avenue	K6
Patrick Street	L6
Peach Drive	N6
Peacock Crescent	N6
Peer Street	Q6
Pelican Drive	N6
Penno Road	L5
Pentagon Boulevard	N7
Peoples Road	L5

P Cont.	
Pilgrim Street	M8
Pim Street	M7
Pine Shore Drive	F9
Pine Street	N7
Pinemore Boulevard	N6
Pinto Drive	I5
Pittsburgh Avenue	J6
Placid Avenue	N7
Plaintree Drive	N6
Pleasant Drive	N6
Plummer Court	O6
Pointe Aux Pins Drive	F10
Pointe Des Chenes Crescent	E10
Pointe Louise Drive	F10
Pond Street	K5
Poplar Avenue	N7
Portage Lane	L7
Powley Road	N3
Pozzebon Crescent	L5
Prentice Avenue	K6
Pretoria Hill	J5
Primrose Drive	N6
Prince Charles Crescent	O6
Princess Crescent	N7
Princeton Drive	N6
Promenade Drive	N7
Putney Road	N7
Q	
Queen Street East	P8
Queen Street West	L7
Queensgate Boulevard	Q7
R	
Railroad Avenue	M7
Ranger Street	J4
Rankin Road	P7
Ransome Drive	I6
Ravina Street	N7
Raymond Street	K6
Red Pine Drive	F9
Red Rock Road	G1
Reid Street	M6
Retta Street	O8
Rex Avenue	I6
Richmond Place	J5
River Road	Q7
Riverin Avenue	P6
Riverside Drive	O8
Riverview Avenue	N8
Ro Von Court	M5
Robin Street	P7
Rockport Road	J5
Ron Francis Way	M8
Roosevelt Avenue	J6
Rosedale Place	M7
Rosita Street	I6
Ross Street	P7
Rossmore Road	K5
Rotary Parkway	N8
Routledge Avenue	N7
Rowell Avenue	J6
Royal Road	J5
Royal York Boulevard	Q7
Royce Avenue	I6
Ruscio Crescent	Q6
Rush Avenue	N6
Rushmere Drive	J5
Russ Ramsay Way	M8
Ruth Street	L6
S	
Sackville Road	M6
Salisbury Avenue	M7
Sand Road	F9
Schultz Side Road	N2
Second Avenue	K6
Second Line East	N5
Second Line West	K5
Selby Road	K5
Selkirk Road	M5
Seventh Avenue	K6
Seventh Line East	N1
Shafer Avenue	L6
Shannon Road	O8
Sharon Crescent	N6
Shatruck Drive	C7
Sheppard Street	N8
Sherbourne Street	L6
Sherbrook Drive	L5
Sherwood Parkway	L5
Shingwauk Street	O8
Shingwauk Drive	O8
Shore Drive	N8
Shoreview Court	Q7
Short Street	L6
Silver Birch Drive	O7

S Cont.	
Silverdale Avenue	L5
Simcoe Street	G8
Simon Avenue	P8
Simpson Street	N7
Sinclair Drive	P6
Sinclair Street	L7
Sisson Street	N7
Sixth Avenue	K6
Sixth Line East	O2
Sixth Line West	G2
Smale Avenue	N7
Snowden Crescent	K5
Snowden Street	K5
Softwood Drive	Q7
South Eden	J6
South Gladstone Avenue	M7
South Market Street	P7
Southwood Drive	N5
Spadina Avenue	J6
Spring Street	M7
Spruce Street	M7
St. Andrew's Terrace	L6
St. Basil's Drive	J5
St. George's Avenue East	M7
St. George's Avenue West	L6
St. James Street	L7
St. Mary's Avenue	M6
St. Mary's River Drive	L7
St. Michael's Square	J5
St. Patrick Street	L6
St. Thomas Street	M8
Stanley Street	N8
State Street	O7
Stevens Street	M6
Strand Avenue	M6
Summit Avenue	M7
Sunlea Street	J5
Sunnydale Road	L5
Sunnyside Beach Road	C8
Sunset Court	I6
Sunset Drive	I6
Superior Drive	M5
Sussex Road	K5
Sutton Place	P7
Swartz Street	L6
Sydenham Road	K5
T	
Taber Street	O8
Tadcaster Place	N6
Tallack Boulevard	L4
Talon Avenue	Q6
Talwood Drive	N6
Tamarack Avenue	Q6
Tancred Street	L7
Taskar Drive	P8
Teal Avenue	Q7
Terrance Avenue	N5
Terry Fox Place	P7
Texas Avenue	O7
The Crescent	M7
The Drive	N7
Third Avenue	K6
Third Line East	L4
Third Line West	J4
Thorneloe Crescent	O8
Tilley Road	N6
Toronto Street	L7
Towers Street	M8
Town Line Road	G6
Trelawne Avenue	M7
Trunk Road	O7
Tuckett Street	O7
Turner Avenue	K6
U	
Upton Road	N7
V	
Val Street	P8
Valhalla Place	O8
Van Daele Street	M6
Varsity Avenue	P8
Venn Street	J4
Vera Avenue	P6
Victor Emmanuel Avenue	K6
Victoria Avenue	N8
Victoria Street	G8
Village Court	N6
Vivian Avenue	K6
W	
Wallace Terrace	K6
Walls Side Road	C6
Walnut Street	M6
Walters Street	K5
Wardell Road	J4

W Cont.	
Warren Avenue	I6
Wayne Court	P7
Weeks Street	P7
Welcome Avenue	O8
Weldon Avenue	N7
Wellington Street East	M7
Wellington Street West	L6
Wemyss Street	M7
Wentworth Street	G8
West Balfour Street	J6
West Braemar Bay	L4
West Dunrobin Bay	L4
West Perth Bay	L4
West Street	L7
Westchester Drive	J5
Westgate Drive	J5
Westridge Road	M5
Westwood Crescent	N5
White Pine Court	N3
White Oak Drive East	M6
White Oak Drive West	M6
Whitney Avenue	J6
Wiber Street	P6
Wigle Street	M4
Wilcox Avenue	M7
Wilderness Court	N3
Wilding Avenue	K6
Wildwood Avenue	K5
Wilks Street	I5
Williams Street	Q7
Willoughby Street	N6
Willow Avenue	N6
Willowdale Street	Q7
Wilson Street	M7
Windsor Street	N7
Windsor Trail	N5
Winfield Drive	J5
Winston Avenue	K5
Wishart Park Road	N4
Wireless Avenue	N7
Woodcroft Avenue	K6
Woodhurst Drive	M5
Woodlawn Avenue	Q7
Wood Park Court	I7
Woodward Avenue	M8
Wright Street	K6
Y	
Yates Avenue	J6
York Street	L6
Young Street	K6

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2019-3

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 "I" attached to and forming part of this By-law and are outlined as follows:

Schedule A - Clerk's Department
Schedule B - Community Development & Enterprise Services Department
Schedule C - Engineering Department
Schedule D - Planning Department
Schedule E - Building Services Department
Schedule F - Finance Department
Schedule G - Fire Services
Schedule H - Legal Department
Schedule I - Public Works Department

2. **BY-LAWS 2017-210 AND 2017-241 REPEALED**

By-laws 2017-210 and 2017-241 are hereby repealed.

3. **EFFECTIVE DATE**

This By-law is effective on January 21, 2019.

PASSED in open Council this 14th day January, 2019.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

LEGAL\STAFF\COUNCIL\BY-LAWS\2019\2019-3 - USER FEES FOR 2019.DOC

CORPORATION OF THE CITY OF SAULT STE. MARIE
USER FEE & SERVICE CHARGES - BY-LAW 2019-3 - Schedule "A"

CLERK'S DEPARTMENT

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
MARRIAGE LICENSES			
- Sale of Marriage Licenses - per license	\$130.00	\$130.00	Exempt
MAP SALES			
- Sale of City Maps - per map	\$2.00	\$2.00	Included
ZONING BY-LAW SALES			
- Sale of By-law 2005-150 - Paper Copy	\$100.00	\$100.00	Included
- Sale of By-law 2005-150 - Paper Copy - Annual Update	\$50.00	\$50.00	Included
- Sale of By-law 2005-150 - CD Rom	\$50.00	\$50.00	Included
- Sale of By-law 2005-150 - CD Rom - Annual Update	\$50.00	\$50.00	Included
OTHER			
- Photocopying - per page	\$0.50	\$0.50	Included
LOTTERY LICENCES			
- Raffle under \$50,000 value	\$10.00 or 2% of prize value	\$10.00 or 3% of prize value	Exempt
- Raffle over \$50,000 value	to province	to province	Exempt
- Bingo - prize under \$5,500	\$10.00 or 2% of prize value	\$10.00 or 3% of prize value	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)	\$260.00	\$275.00	Exempt
- Peddler - Resident Produce, Daily (Annual)	\$255.00	\$265.00	Exempt
- Plumber - Master	\$25.00	\$30.00	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	\$90.00	\$105.00	Exempt
- Amusement Arcade (Annual)	\$265.00	\$280.00	Exempt
- Food Vending	\$245.00	\$270.00	Exempt

NOTE : Licence Fees for Taxis, Limousines etc are Governed by Police Services By-law 154 but Administered by the Tax & Licence Division.

CORPORATION OF THE CITY OF SAULT STE. MARIE

USER FEE & SERVICE CHARGES - BY-LAW 2019-3 - Schedule "B"

COMMUNITY DEVELOPMENT & ENTERPRISE SERVICES DEPARTMENT

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
BONDAR PAVILION			
- Full Day Rental - Non Profit Group	\$197.50	\$201.85	Added
- Part Day Rental - Non Profit Group	\$123.13	\$125.84	Added
- Full Day Rental - Commercial	\$751.56	\$768.09	Added
- Part Day Rental - Commercial	\$390.94	\$399.54	Added
- Wedding Reception	\$970.00	\$991.34	Added
- Wedding Ceremony Only - Base Fee	\$250.00	\$255.50	Added
- Wedding Ceremony and Reception	\$1,297.70	\$1,326.25	Added
- Clean Up - Minor	\$63.25	\$64.64	Added
- Clean Up - Major	\$253.00	\$258.57	Added
- Barriers	\$1.28	\$1.31	Added
- Tables	\$4.79	\$4.90	Added
- Chairs	\$0.56	\$0.57	Added
- Sound System (per day)	\$29.58	\$33.00	Added
- SOCAN (Society of Composers, Authors and Music Publishers of Canada)			
- Without dancing 1 to 100	\$20.56	\$20.56	Added
101 to 300	\$29.56	\$29.56	Added
301 to 500	\$61.69	\$61.69	Added
500 +	\$87.40	\$87.40	Added
- With dancing 1 to 100	\$41.13	\$41.13	Added
101 to 300	\$59.17	\$59.17	Added
301 to 500	\$123.38	\$123.38	Added
500 +	\$174.79	\$174.79	Added
- Kitchen (per day)	\$58.65	\$59.94	Added
- Supervision of Volunteers (per hour)	\$20.00	\$20.44	Added
- Alcohol event admin fee per event per day	\$32.35	\$33.06	Added
- Facility Booking - per booking	\$32.35	\$33.06	Added
- Waste Removal (Additional Bin)	\$178.50	\$182.43	Added
MARINA FEES			
- Fuels	Road Price + \$0.02	Road Price + \$0.02	
- Sewage Pumpouts - per service (large double tank)	\$14.00	\$14.85	Added
- Sewage Pumpouts - per service (single tank)	\$11.00	\$11.65	Added
- Cruise Ship Dockage Fee - rate per meter	\$5.75	\$6.10	Added
- Cruise Ship Pumpout fee - rate per 10 cubic meters	\$0.00	\$16.55	Added
- Cruise Ship set-up fee	\$0.00	\$160.00	Added
- Bondar - Slip Rental - Daily - per foot	\$1.65	\$1.75	Added
- Bondar - Slip Rental - Weekly - per foot	\$7.50	\$7.95	Added
- Bondar - Slip Rental - Monthly - per foot	\$22.00	\$23.32	Added
- Bondar Dock - Ship/Barge Dockage (per metre) - per hour	\$0.16/hour	\$0.17/hour	Added
- Bondar Dock - Ship/Barge Dockage (per metre) - per day	\$1.65/day	\$1.75/day	Added
- Bellevue - Slip Rental - Weekly - Non Serviced per foot	\$5.00	\$5.11	Added
- Bellevue - Slip Rental - Weekly - Serviced per foot	\$6.00	\$6.36	Added
- Bellevue - Slip Rental - Bi - Monthly - Non Serviced per foot	\$22.26	\$22.71	Added
- Bellevue - Slip Rental - Bi - Monthly - Serviced per foot	\$25.48	\$25.99	Added
- Bellevue - Slip Rental - Monthly - Non Serviced per foot	\$15.00	\$15.30	Added
- Bellevue - Slip Rental - Monthly - Serviced per foot	\$16.74	\$18.08	Added
- Bellevue - Slip Rental - Seasonal - Non Serviced per foot	\$28.86	\$29.49	Added
- Bellevue - Slip Rental - Seasonal - Serviced per foot	\$33.30	\$34.03	Added
- Bellevue - Slip Rental - Daily - Serviced per foot	\$1.65	\$1.75	Added
- Bellevue - Slip Rental - Daily - Non Serviced per foot	\$1.30	\$1.38	Added
- Launch Ramp Fee - Daily	\$6.50	\$6.50	Included
- Launch Ramp Fee - Seasonal	\$55.97	\$57.20	Added
- Winter Storage - Monthly per foot	\$1.84	\$1.84	Added
- Slip Cancellation Fee	\$25.00	\$25.00	Included
- September Special	50% fee discount	50% fee discount	Added
SENIOR CITIZENS ADVISORY COUNCIL			
- Supervision (outside normal operating hours) - per hour	\$17.60	\$18.00	Added
- Main Hall - Half day rental	\$51.00	\$52.00	Included

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
- Main Hall - Full Day Rental	\$102.00	\$104.50	Included
- Large Meeting Room - Half Day rental	\$51.00	\$52.00	Included
- Large Meeting Room - Full Day rental	\$76.50	\$78.00	Included
- Small Meeting Room - Half Day rental	\$20.40	\$20.80	Included
- Small Meeting Room - Full Day rental	\$40.80	\$41.60	Included
- Kitchen (per use)	\$25.50	\$26.00	Included
- AV Equipment (Laptop/Projector/Screen) - per use	\$15.30	\$15.60	Included
ARENA FEES (John Rhodes and McMeeken Centre)			
- Admission - High school Hockey - Adults	\$3.98	\$4.10	Added
- Admission - High school Hockey - Students & Seniors	\$3.54	\$3.60	Added
- Admission - High school Hockey - Children	\$3.10	\$3.20	Added
- Ice Rentals - per hour - Prime Time - Adult	\$156.12	\$159.60	Added
- Ice Rentals - per hour - Prime Time - Youth	\$143.89	\$147.10	Added
- Ice Rentals - per hour - Prime Time - Organized	\$126.30	\$129.10	Added
- Ice Rentals - per hour - Non Ice (Lacrosse)	\$56.20	\$57.40	Added
- Ice Rentals - online bookings	\$152.26	\$155.60	Added
- Ice Skating - Admission - Adult	\$3.54	\$3.60	Added
- Ice Skating - Admission - Student	\$3.10	\$3.20	Added
- Ice Skating - Admission - Senior	\$3.10	\$3.20	Added
- Ice Skating - Admission - Child	\$2.66	\$2.70	Added
- Rental of McMeeken or Rhodes Centre - each pad / per day	\$979.51	\$999.10	Added
ARENA FEES (GFL Memorial Gardens)			
- Ice Rentals - per hour Adult	\$167.92	\$171.60	Added
- Ice Rentals - per hour Youth	\$150.41	\$153.70	Added
- Ice Rentals - per hour - Youth Organized	\$134.34	\$137.30	Added
- GFL Memorial Gardens Angelo Bumbacco Room - Full Day	\$162.76	\$166.30	Added
- GFL Memorial Gardens Multi Purpose Room - hourly rate	\$25.00	\$25.60	Added
- GFL Memorial Gardens Multi Purpose Room - Full Day	\$108.51	\$110.90	Added
POOL FEES			
- Public Swim Admission - Adult	\$4.51	\$4.61	Added
- Public Swim Admission - Senior	\$3.41	\$3.49	Added
- Public Swim Admission - Child	\$3.10	\$3.17	Added
- Public Swim Admission - Group	\$12.39	\$12.66	Added
- Swim Card 10 Visits 15 % off Reg Admission - Adult	\$38.34	\$39.18	Added
- Swim Card 25 Visits 25% off Reg Admission - Adult	\$84.56	\$86.42	Added
- Swim Card 10 Visits 15 % off Reg Admission - Senior	\$28.99	\$29.62	Added
- Swim Card 25 Visits 25% off Reg Admission - Senior	\$63.94	\$65.34	Added
- Swim Card 10 Visits 15 % off Reg Admission - Child	\$26.35	\$26.93	Added
- Swim Card 25 Visits 25% off Reg Admission - Child	\$58.13	\$59.40	Added
- Pool Rental - per hour - Competitive Teams	\$50.34	\$51.45	Added
- Pool Rental - per hour - School Boards	\$80.00	\$81.76	Added
- Pool Rental - per hour - Public - includes lifeguards	\$111.86	\$114.32	Added
- Public Lessons - per lesson + surcharge	\$7.63	\$7.80	Added
- John Rhodes meeting room rental (per hour)	\$15.00	\$15.33	Added
- John Rhodes meeting room rental daily rates	\$115.10	\$117.63	Added
- Lifeguard Fee (per hour)	\$13.81	\$14.11	Added
NORTHERN COMMUNITY CENTRE			
- Single Turf Field Rental Per Hour-Prime Time	\$122.40	\$123.87	Added
- Single Turf Field Rental Per Hour-Non-Prime Time	\$76.50	\$77.42	Added
- Off Season Tournament rate per hour	\$0.00	\$77.42	Added
- Coaching/Referring Clinics	\$0.00	\$100.00	Added
- Community Room Rental per hour	\$15.15	\$15.50	Added
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.			

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
ATHLETIC FIELDS			
- Slowpitch Fields - Adult per diamond per evening	\$64.70	\$66.12	Added
- Youth Ball - per diamond per evening	\$32.35	\$33.00	Added
- Slowpitch (Ball) Fields - Tournaments per diamond per day	\$41.50	\$42.41	Added
- Sault Amateur Soccer Association - Adult per field per night	\$64.70	\$66.12	Added
- Sault Youth Soccer Association - per field per night	\$32.30	\$33.00	Added
- Soccer Tournaments - per field per day	\$41.49	\$42.40	Added
- Cricket - Practice field per day	\$64.70	\$66.12	Added
- Cricket - per field per day	\$258.90	\$264.60	Added
- High School Soccer - per field per day	\$32.35	\$33.06	Added
- High School Soccer Tournament- per field per day	\$41.49	\$42.40	Added
- Elementary School- Track and Field Meet	\$129.41	\$132.26	Added
- Highschool Track and Field Meet	\$258.91	\$264.61	Added
- Steeler Football - per game	\$517.80	\$529.19	Added
- Touch Football-Rocky DiPietro Field per day	\$258.90	\$264.60	Added
- Touch Football - fee for Queen E., B Field perevening/day	\$32.35	\$33.00	Added
- High School; Football - per game	\$378.10	\$386.42	Added
- Dressing Room Rental per event	\$32.35	\$33.06	Added
- Public Address System - per event	\$32.35	\$33.06	Added
- Beer Garden - per event per day	\$32.35	\$33.06	Added
- Sabercats Football - per game	\$259.00	\$264.70	Added
- Soo Minor Football - per evening (practice)	\$32.35	\$33.06	Added
- Soo Minor Football - per day game fee (QE "B")	\$129.40	\$132.25	Added
- Soo Minor Football - fee for Rocky DiPietro Field per day	\$258.90	\$264.60	Added
- Speed Skating Club - per competition	\$647.20	\$661.44	Added
- Special Event Booking - Event more than 500 people	\$628.70	\$642.53	Added
- Special Event Booking - Event more than 200 people	\$314.35	\$321.27	Added
- Special Event - Garbage Pick-up and Recycling	\$239.55	\$244.82	Added
- Ultimate Frisbee - per field per night	\$32.35	\$33.06	Added
- Sport field lining - special request	\$308.15	\$314.93	Added
- Soccer - Rocky D Fall per weeknight per game	\$64.70	\$66.12	Added
- Soccer - Rocky D Fall per day for weekend usage	\$258.90	\$264.60	Added
- Soccer Queen E. Mini Complex League Play per night	\$64.70	\$66.12	Added
- Soccer Queen E. Mini Complex Weekend Tournament	\$129.40	\$132.25	Added
BELLEVUE PARK			
- Facility Booking - per booking	\$32.35	\$33.06	Added
- Special Event Booking - Event more than 250 people	\$615.95	\$629.50	Added
- Special Event Booking - Event less than 250 people	\$308.16	\$314.94	Added
- Bandshell part day	\$123.13	\$125.84	Added
- Bandshell full day	\$197.50	\$201.85	Added
- Supervision	\$20.00	\$20.40	Added
- AV Equipment Rental - Projector & PA	\$100.00	\$0.00	Added
- Sound System (per day)	\$29.58	\$33.00	Added
- Premier Flower Bed Design (Seasonal) Bay and Pim Street Beds	\$0.00	\$150.00	Added
HISTORIC SITES BOARD			
ADMISSIONS:			
- Admission - Adult	\$12.50	\$12.50	Included
- Admission - Senior/Child/Student	\$11.00	\$11.00	Included
- Admission - Children 5 & under	\$0.00	\$0.00	Included
- Admission - Family	\$30.00	\$30.00	Included
- Admission - Adult Group Rate (10 or more)	\$11.00	\$11.00	Included
- Admission - Senior Group Rate (10 or more)	\$10.00	\$10.00	Included
- Admission - Bus Tours (50 or more)	\$0.00	\$9.00	Included
- Punch Cards: for Fridays by the Fire, Teas, Admissions (5 visits)	\$50.00	\$50.00	Included
EDUCATIONAL TOURS:			
- 1 hour tours	\$3.00	\$3.00	Exempt
- 1.5 hour tours	\$4.00	\$4.00	Exempt
- 2 hour tours	\$5.00	\$6.00	Exempt
- 3 hour tours (lunch included)	\$10.00	\$10.00	Exempt
- After hours - Brownies/Scouts	\$8.00	\$8.00	Exempt
- Brownie/Guide sleepover badge program	\$0.00	\$40.00	Exempt
- Workshops - fees & supplies	\$15.00	\$20.00	Added

Services Offered	2018 Current Fee	2019 Proposed Fee	GST/HST Included or Added
- Outreach programs (minimum 2 hour fee)	\$50.00	\$50.00	Exempt
EVENTS:			
- Bracelet Days - Adults	\$8.00	\$10.00	Included
- Bracelet Days - Youth	\$5.00	\$5.00	Included
- Heritage Tea (desserts & tea)	\$10.00	\$12.00	Added
- Heritage Fridays by the Fire (soup, biscuit, desserts, beverage)	\$12.00	\$12.00	Included
- Heritage High Tea (fancy sandwiches & desserts, beverage)	\$15.00	\$20.00	Added
- Heritage Culinary Lunch (soup, main, dessert, beverage)	\$18.00	\$20.00	Included
- Heritage Culinary Dinner (apps, soup, main, dessert, beverage, demo)	\$35.00	\$40.00	Included
- Heritage Dinner Group of 7 menu, theatrical, & program (group rate)	\$45.00	\$55.00	Added
- Heritage Dinner Group of 7 menu, theatrical, & program (individual)	\$70.00	\$70.00	Added
- Evening in the Summer Kitchen	\$55.00	\$55.00	Included
- Birthday Parties (up to 10 people) (hearth baking, games, craft)	\$150.00	\$150.00	Included
- Extra attendees for Birthday Party	\$10.00	\$10.00	Included
RESEARCH FEES:			
- Individual research fee - daily	\$25.00	\$25.00	Added
- Individual research fee - yearly	\$100.00	\$100.00	Added
- Reproduction fees, photocopying	\$0.50	\$0.50	Added
- Reproduction fees, digital for exhibit or education (for each)	\$25.00	\$25.00	Added
- Reproduction fees, digital for other uses (following copyright laws)	\$100.00	\$100.00	Added
SITE USE:			
- Summer Kitchen / Theatre Only / Grounds (rental of a space)			
- Basic Rental - Not for Profit - half day	\$200.00	\$200.00	Added
- Basic Rental - Not for Profit - 8 hour day	\$300.00	\$300.00	Added
- Basic Rental - Commercial - half day	\$300.00	\$300.00	Added
- Basic Rental - Commercial - up to 8 hours	\$500.00	\$500.00	Added
- Wedding Ceremony and/or Photographs	\$200.00	\$200.00	Added
- Wedding Ceremony and Rehearsal	\$400.00	\$400.00	Added
- Basic rental Film Crew - hourly (min. 3 hours)			
** This is for Complete Site Rental - HOURLY **	\$500.00	\$500.00	Added
- Supervisory Fees - hourly for after hours	\$50.00	\$50.00	Added
Theatre rental added to Historic Culinary (lunch or dinner):			
- Non profit - up to 4 hours	\$100.00	\$100.00	Added
- Non profit - up to 9 hours	\$0.00	\$150.00	Added
- Commercial - up to 4 hours	\$200.00	\$200.00	Added
- Commercial - up to 9 hours	\$0.00	\$250.00	Added
ADDITIONAL FEES:			
- Non refundable deposit on Site Rentals, Events, Weddings, etc. ** Applicable to total invoice**	\$50.00	\$50.00	Added
- Non refundable deposit for Commercial bookings (i.e. film companies) ** Applicable to total invoice**	\$250.00	\$250.00	Added
- Cleaning Fees	\$50.00	\$75.00	Added
- Tables - per table (after the original 36 on site)	\$5.00	\$5.00	Added
- Chairs - per chair (after what is available on site)	\$1.00	\$2.00	Added
- Waste Disposal	\$150.00	\$200.00	Added
- AV equipment	\$50.00	\$50.00	Added
- Security fees - once tents are set up on lawn (hourly)	\$25.00	\$30.00	Added
- Auxillary Kitchen for caterer	\$100.00	\$150.00	Added
- Damage fees will apply depending on damage to the site and cost of repair			
Refreshments:			
- Coffee, Tea, Water & all condiments (cream & stir)	\$10.00	\$20.00	Added
- Coffee Big Urn 50 cup	\$20.00	\$30.00	Added
- Coffee Big Urn 100 cup	\$40.00	\$40.00	Added
- Coffee, Muffins & Fruit - only for meetings booked - per person	\$10.00	\$10.00	Added

CORPORATION OF THE CITY OF SAULT STE. MARIE

USER FEE & SERVICE CHARGES - BY-LAW 2019-3 - Schedule "B"

COMMUNITY DEVELOPMENT & ENTERPRISE SERVICES DEPARTMENT

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
TRANSIT CASH FARES			
- Adults	\$2.85	\$2.90	Exempt
- Students	N/A	N/A	Exempt
- Seniors	\$2.85	\$2.90	Exempt
- Children (Youth)	\$2.85	\$2.90	Exempt
TRANSIT BUS PASSES			
- Monthly Pass - Adult	\$66.00	\$67.00	Exempt
- Monthly Pass - School Board	\$45.00	\$46.00	Exempt
- Monthly Pass - Senior	\$56.00	\$57.00	Exempt
- Monthly Pass - Child (Youth)	\$28.00	\$29.00	Exempt
- Punch Pass - 20 Rides	\$45.00	\$46.00	Exempt
- Senior Multi 6 Ride Pass (60 years and over)	\$9.00	\$9.20	Exempt
- Senior Multi 12 Ride Pass (60 years and over)	\$18.00	\$18.40	Exempt
- Community Living Algoma	\$52.00	\$53.00	Exempt
- Single Bus Pass	\$2.85	\$2.90	Exempt
- Semester Pass (one semester)	\$180.00	\$184.00	Exempt
TRANSIT PHOTO I.D. CARD	\$5.00/card	\$5.00/card	Exempt
TRANSIT CHARTERS - LOCAL			
- Weekdays per hour (minimum 2 hour)	\$153.00	\$156.00	Added
- Sundays per hour (minimum 2 hour)	\$153.00	\$156.00	Added
- Statutory Holidays per hour (minimum 1 hour)	\$168.30	\$172.00	Added
TRANSIT BUS ADVERTISING			
- Governed by Agreement			
COMMUNITY BUS CASH FARES			
- Cash Fare	\$2.85	\$2.90	Exempt
- Punch Pass - 20 Rides	\$45.00	\$46.00	Exempt
PARA BUS FARES			
- Cash Fare	\$2.85	\$2.90	Exempt
- Ambulatory Cash Fare	\$2.85	\$2.90	Exempt
- Attendant Cash Fare	\$2.85	\$2.90	Exempt
- 40 Ride Pass	\$79.00	\$80.00	Exempt
PARKING METERS			
- Queenstown Area per hour	\$1.30	\$1.35	Included
- City Centre Area per hour	\$1.30	\$1.35	Included
HOODING OF PARKING METERS			
- Single Meter per day	\$5.10	\$5.20	Included
- Double Meter per day	\$10.20	\$10.40	Included
PARKING LOTS			

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
- Rental - Monthly	\$45.00	\$46.00	Included
- Yearly Rate - Non Refundable	\$461.00	\$470.00	Included
- Daily Rate	\$5.10	\$5.20	Included

CORPORATION OF THE CITY OF SAULT STE. MARIE

USER FEE & SERVICE CHARGES - BY-LAW 2019-3 - Schedule "B"

COMMUNITY DEVELOPMENT & ENTERPRISE SERVICES DEPARTMENT

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
CEMETERY			
Lots			
Adult			
1 grave lot – minimum 3.5' x 10.0'	\$855.00	\$950.00	Added
2 grave lot – minimum 2.0' x 10.0'	\$1,710.00	\$1,900.00	Added
Child (6-10 years)	\$329.00	\$329.00	Added
Infant (5 years and under)	\$150.00	\$150.00	Added
Care and maintenance fund – lots on which care and maintenance charges have not been paid.	\$250.00	\$250.00	Added
This only pertains to lots purchased prior to January 1, 1955. This is a one-time charge (per lot).			
Cremation Lots (Urn Garden)			
1 grave lot (.6m x .6m)	\$275.00	\$330.00	Added
2 grave lot (.6m x 1.2m)	\$550.00	\$660.00	Added
Cremorial Wall Niches			
Rows 1 to 4 – single 10.16 cm x 20.36 cm front	\$693.00	\$693.00	Added
Rows 5&6 – single 10.16 cm x 20.36 cm front	\$636.00	\$636.00	Added
Rows 7&8 – single 10.16 cm x 20.36 cm front	\$536.00	\$536.00	Added
Urn Garden Columbarium "GC"			
Sections L, M			
Companion niches	\$1,646.00	\$1,646.00	Added
Single niches	\$999.00	\$999.00	Added
Holy Sepulchre Columbarium			
Section O-P-Q-R			
Companion niches	\$1,570.00	\$1,570.00	Added
Single niches	\$940.00	\$940.00	Added
Holy Sepulchre Columbarium			
Section S			
Companion niches	\$1,646.00	\$1,646.00	Added
Single niches	\$999.00	\$999.00	Added
Holy Sepulchre Columbarium			
Section T-U-V			
Companion niches	\$1,646.00	\$1,646.00	Added
Holy Sepulchre Columbarium			
Section W			
Companion niches	\$1,980.00	\$1,980.00	Added
Single niches	\$1,200.00	\$1,200.00	Added
Wall Niches (Mausoleum Phase VII)			
Section MJ			
Single Niche			
Rows 2&7	\$735.00	\$735.00	Added
Rows 4&5	\$851.00	\$851.00	Added
Wall Niches (Mausoleum Phase VIII)			

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
Section ML			
Companion Niches			
Rows 1&8	\$1,271.00	\$1,271.00	Added
Rows 3&6	\$1,481.00	\$1,481.00	Added
Single Niches			
Rows 1,6,7 & 8	\$777.00	\$777.00	Added
Row 5	\$893.00	\$893.00	Added
Section MM			
Single Niches			
Rows 1,2,7	\$777.00	\$777.00	Added
Mausoleum crypts			
Section MN			
Row 4 (single)	\$5,912.00	\$5,912.00	Added
Section MO			
Row 1 (single)	\$6,253.00	\$6,253.00	Added
Row 2&3 (single)	\$7,476.00	\$7,476.00	Added
Row 4 (single)	\$5,912.00	\$5,912.00	Added
Row 1 (companion)	\$10,364.00	\$10,364.00	Added
Row 2&3 (companion)	\$12,332.00	\$12,332.00	Added
Row 4 (companion)	\$9,791.00	\$9,791.00	Added
Section MP			
Row 1 (single)	\$6,566.00	\$6,566.00	Added
Rows 2&3 (single)	\$7,850.00	\$7,850.00	Added
Row 4 (single)	\$6,208.00	\$6,208.00	Added
Row 1 (companion)	\$10,883.00	\$10,883.00	Added
Row 2&3 (companion)	\$12,949.00	\$12,949.00	Added
Row 4 (companion)	\$10,311.00	\$10,311.00	Added
MA – Family Units			
Section MQ			
QC (8 singles)	\$62,000.00	\$62,000.00	Added
QE (6 singles)	\$47,700.00	\$47,700.00	Added
Section MS			
Row 1 (companion)	\$13,499.00	\$13,499.00	Added
Row 4 (companion)	\$12,844.00	\$12,844.00	Added
Section MT			
Row 1 (single)	\$8,281.25	\$8,281.25	Added
Rows 2&3 (single)	\$9,750.00	\$9,750.00	Added
Row 4 (single)	\$7,868.75	\$7,868.75	Added
Row 1 (companion)	\$13,981.25	\$13,981.25	Added
Row 2&3 (companion)	\$16,475.00	\$16,475.00	Added
Row 4 (companion)	\$13,300.00	\$13,300.00	Added
MA			
Section R			
Row 1 (single)	\$6,894.00	\$6,894.00	Added
Row 2&3 (single)	\$8,244.00	\$8,244.00	Added
Row 4 (single)	\$6,519.00	\$6,519.00	Added
Row 1 (companion)	\$11,427.00	\$11,427.00	Added
Row 2&3 (companion)	\$13,597.00	\$13,597.00	Added
Row 4 (companion)	\$10,803.00	\$10,803.00	Added
Section S			
Row 1 (single)	\$7,239.00	\$7,239.00	Added

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
Row 2&3 (single)	\$8,656.00	\$8,656.00	Added
Row 4 (single)	\$6,845.00	\$6,845.00	Added
Row 1 (companion)	\$11,999.00	\$11,999.00	Added
Row 2&3 (companion)	\$14,277.00	\$14,277.00	Added
Row 4 (companion)	\$11,344.00	\$11,344.00	Added
Interment Charges			
<i>With committal service in the chapel</i>			
Adult			
Single depth	\$795.00	\$845.00	Added
Double depth	\$910.00	\$1,045.00	Added
Child 5 years and under	\$0.00	\$0.00	
Child 6-10 years			
Single depth	\$398.00	\$398.00	Added
Double depth	\$502.00	\$502.00	Added
Cremated remains	\$205.00	\$205.00	Added
Child 5 years and under	\$0.00	\$0.00	
Child 6-10 years	\$100.00	\$100.00	Added
Entombment in mausoleum	\$705.00	\$705.00	Added
<i>With committal service at the gravesite</i>			
Adult			
Single depth	\$1,165.00	\$1,380.00	Added
Double depth	\$1,165.00	\$1,530.00	Added
Child 5 years and under	\$0.00	\$0.00	
Child 6-10 years			
Single depth	\$601.00	\$601.00	Added
Double depth	\$751.00	\$751.00	Added
Cremated remains	\$345.00	\$405.00	Added
Child 5 years and under	\$0.00	\$0.00	
Child 6-10 years	\$200.00	\$200.00	Added
Cremated remains (columbarium or mausoleum niches)	\$345.00	\$405.00	Added
Child 5 years and under	\$0.00	\$0.00	
Child 6-10 years	\$200.00	\$200.00	Added
Entombment in mausoleum	\$907.00	\$907.00	Added
Cremation			
Adult	\$572.00	\$572.00	Added
Child 5 years and under	\$0.00	\$0.00	
Child 6-10 years	\$330.00	\$330.00	Added
Disinterment Charges			
Another gravesite in a municipal gravesite			
Adult	\$2,185.00	\$2,350.00	Added
From single depth to double depth	\$2,375.00	\$2,550.00	Added
Child 5 years and under	\$601.00	\$601.00	Added
Child 6-10 years	\$1,005.00	\$1,005.00	Added
Cremated remains	\$350.00	\$395.00	Added
Niche to niche	\$185.00	\$225.00	Added
Same gravesite or removal from a municipal cemetery			
Adult	\$1,540.00	\$1,655.00	Added
Child under 5 years	\$335.00	\$335.00	Added
Child 5-10 years	\$676.00	\$676.00	Added
Cremated remains	\$200.00	\$215.00	Added
Niche to niche	\$185.00	\$200.00	Added
From inground burial to mausoleum	\$3,305.00	\$3,555.00	Added
Extra charge if not in concrete container	\$675.00	\$725.00	Added

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
Extra charge for a container and shipment of a removal from a Sault Ste. Marie cemetery to another location shall be the responsibility of the deceased person's legal representative.			
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
<i>Saturday Funeral Surcharge</i>			
Casket	\$125.00	\$125.00	Added
Cremains	\$100.00	\$100.00	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	\$69.00	\$69.00	Added
Handling of wooden shells	\$121.00	\$121.00	Added
Transfer fee	\$50.00	\$50.00	Added
Rental of temporary storage facility (per month)	\$66.00	\$66.00	Added
Monument cleaning	\$55.00	\$55.00	Added
Tree trimming (1-2 trees)	\$55.00	\$55.00	Added
Flat marker less than 1,116.3 sq m (173 sq in)	\$0.00	\$0.00	
Flat marker over 1,116.3 sq m (173 sq in)	\$50.00	\$50.00	Added
Upright monument measuring more than 1.22 m (4 ft) or less in height or length, including base	\$100.00	\$100.00	Added
Upright monument measuring more than 1.22 m (4 ft) either in height or length, including base	\$200.00	\$200.00	Added
Memorial bench plates	\$150.00	\$150.00	Added
Commemorative tree	\$500.00	\$500.00	Added

CORPORATION OF THE CITY OF SAULT STE. MARIE
USER FEE & SERVICE CHARGES - BY-LAW - 2019-3 - Schedule "C"
ENGINEERING DEPARTMENT

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
SEWER CONNECTIONS			
- 100 mm diameter lateral per connection	\$3,950.00	\$4,035.00	Exempt
- 150 mm diameter lateral per connection	\$4,300.00	\$4,395.00	Exempt
- Additional Connection Charges	\$2,050.00	\$2,095.00	Exempt
- Class A Pavement - Additional Charge	\$2,500.00	\$2,555.00	Exempt
- Class B Pavement or Surface Treatment- Additional Charge	\$2,100.00	\$2,145.00	Exempt
- Curb and Gutter - Additional Charge	\$1,150.00	\$1,175.00	Exempt
- Concrete Sidewalk - Additional Charge	\$1,400.00	\$1,430.00	Exempt
- Oversized Excavation for Separate Utilities	\$2,050.00	\$2,095.00	Exempt
- Class A Pavement for Separate Utilities - Additional Charge	\$1,500.00	\$1,535.00	Exempt
- Class B Pavement for Separate Utilities - Additional Charge	\$1,300.00	\$1,330.00	Exempt
- Curb and Gutter for Separate Utilities- Additional Charge	\$650.00	\$665.00	Exempt
- Concrete Sidewalk for Separate Utilities - Additional Charge	\$800.00	\$820.00	Exempt
- CCTV Mainline Sewer Inspection	\$200.00	\$205.00	Included
CULVERTS			
- Single Driveway	\$3,000.00/driveway	\$3,065.00/driveway	Exempt
- Double Entrance Driveway	\$5,000.00/driveway	\$5,110.00/driveway	Exempt
<i>Additional Charges</i>			
- Culvert Couplings	\$250.00/coupling	\$255.00/coupling	Included
- Additional Culvert length	\$1,000.00/meter	\$1,020.00/meter	Included
DIGITAL DATA FEES			
- Info Light (Vector) customized to user needs	\$100.00	\$100.00	Included
- Full data Extract	\$250.00	\$255.00	Included
- Raster Image	\$125.00	\$130.00	Included
- Customized Hardcopy/pdf Mapping Products - 11" x 17"	\$25.00	\$25.00	Included
- Customized Hardcopy/pdf Mapping Products - large format	\$50.00	\$50.00	Included
- Plan and Profile Drawings	\$10.00/sheet	\$10.00/sheet	Included
- Lawyer Requests for Sanitary/Lateral Services	\$25.00	\$25.00	Included

CORPORATION OF THE CITY OF SAULT STE. MARIE
USER FEE & SERVICE CHARGES - BY-LAW - 2019-3 - Schedule "D"
PLANNING DEPARTMENT

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
REZONING FEES			
- Official Plan Amendment	\$2,140.00	\$2,180.00 /amend	Exempt
- Rezoning Application Fee	\$2,140.00	\$2,180.00 /app	Exempt
- Combined Official Plan & Rezoning Application	\$3,260.00	\$3,330.00 /app	Exempt
- Subdivision Approval Fee	\$4,080.00	\$4,160.00 /app	Exempt
- Condominium Approval Fee	\$3,160.00	\$3,220.00 /app	Exempt
- Site Plan Review (Development Control)	\$870.00	\$890.00 /app	Exempt
- Signs - Minor Amendment	\$330.00	\$340.00 /signsign	Exempt
- Deferred Application	\$80.00	\$80.00 /app	Exempt
- Deferred Application if new Notice is Required	\$310.00	\$320.00 /app	Exempt
- Preparation of a Subdivision Agreement	\$4,080.00	\$4,260.00 /app	Exempt
- Staff Attendance at OMB Hearings **	\$520.00	\$530.00 /hearing day	Exempt
- Telecommunication Tower Review	\$510.00	\$520.00 /review	Exempt
- Site Plan amendments	\$330.00	\$340.00 /app	Exempt
COMMITTEE OF ADJUSTMENT FEES			
- Minor Variance Application (Single Unit Residential)	\$510.00	\$520.00 /app	Exempt
- Minor Variance Application (Multiple Unit <5 RA /R1 Zone)	\$710.00	\$720.00 /app	Exempt
- All Other Zones	\$820.00	\$840.00 /app	Exempt
- Fence in All Zones	\$410.00	\$420.00 /app	Exempt
- After the Fact Variance	1.5 X the Regular Fee	1.5 X the Regular Fee	Exempt
- Deferred Minor Variance Application	\$75.00	\$80.00 /app	Exempt
- Consent Application (Base fee)	\$600.00	\$610.00 /app	Exempt
- Consent Application (Plus per lot/Lot Addition)	\$400.00	\$410.00 plus per lot	Exempt
- Consent Application (Plus - per easement)	\$300.00	\$310.00 plus per easement	Exempt
- Final Consent Application	\$205.00	\$210.00 /deed	Exempt
- Deferred Application Fee - No New Notice	\$75.00	\$80.00 /app	Exempt
- Deferred Application Fee if New Notice Required	1/2 Application Fee	1/2 Application Fee	Exempt
- Property Standards Appeal Fee	\$205.00	\$210.00 /app	Exempt
- Records Retrieval/Decision Search	\$75.00	\$80.00	Added
- Special Hearing	\$510.00 + Application Fee	\$520.00 + Application Fee	Exempt
- Appeal (Minister of Finance)	Flat fee established by MOF	Flat fee established by MOF	Exempt
- Appeal (Sault Ste. Marie)	\$150.00	\$150.00	Added

CORPORATION OF THE CITY OF SAULT STE. MARIE
USER FEE & SERVICE CHARGES - BY-LAW - 2019-3 - Schedule "E"

BUILDING SERVICES DEPARTMENT

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>		<i>GST/HST Included or Added</i>
BUILDING / BYLAW ENFORCEMENT				
Administration fee	15% of cost	15% of cost		Added
New Construction / Alterations and Renovations				
Group A – (assembly occupancies)				
School, churches – New Construction	\$31.23	\$31.39		Exempt
Restaurants – New Construction	\$31.23	\$31.39		Exempt
All other assembly – New Construction	\$31.23	\$31.39		Exempt
Alterations and Renovations (includes decks & roof structures)	\$8.62	\$8.66		Exempt
Air supported structure	\$8.62	\$8.66		Exempt
Emergency lighting	\$337.05	\$338.74	ff per storey	Exempt
Fire alarms	\$337.05	\$338.74	ff per storey	Exempt
Parking garage repairs	\$5.96	\$5.99		Exempt
Portable classrooms foundations	\$8.62	\$8.66		Exempt
Residing, re-roofing	\$1.04	\$1.05		Exempt
Sprinkler, standpipes	\$337.05	\$338.74	ff plus \$0.56/m2	Exempt
Tents - less than 225m2	\$121.34	\$121.95	ff	Exempt
Tents - greater than 225m2	\$404.46	\$406.48	ff	Exempt
Window / Door replacement	\$4.83	\$4.85	/opening + \$121.95 ff	Exempt
Group B - (institutional occupancies)				
All types – New Construction	\$31.23	\$31.39		Exempt
Alterations and Renovations (includes decks & roof structures)	\$8.62	\$8.66		Exempt
Emergency lighting	\$337.05	\$338.74	ff per storey	Exempt
Fire alarms	\$337.05	\$338.74	ff per storey	Exempt
Parking garage repairs	\$5.96	\$5.99		Exempt
Residing, re-roofing	\$1.04	\$1.05		Exempt
Sprinkler, standpipes	\$337.05	\$338.74	ff plus \$0.56/m2	Exempt
Window/door replacement	\$4.83	\$4.85	/opening + \$121.95 ff	Exempt
Group C – (residential occupancies)				
Single Dwelling (SFD, townhouse, semi, duplex) – New Construction	\$25.71	\$25.84		Exempt
Single Dwelling Modular Units – New Construction	\$22.44	\$22.55		Exempt
All other multiple units – New Construction	\$20.70	\$20.80		Exempt
Hotels, motels – New Construction	\$27.61	\$27.75		Exempt
Alterations and Renovations (includes decks & roof structures)	\$6.90	\$6.93		Exempt
Balcony repairs	\$121.34	\$121.95	ff + \$8.66/unit	Exempt
Basement finishing	\$6.12	\$6.15		Exempt
Basement new under existing dwelling	\$6.90	\$6.93		Exempt
Canopy, carport	\$12.77	\$12.83		Exempt
Emergency lighting	\$337.05	\$338.74	ff per storey	Exempt
Fire alarms	\$337.05	\$338.74	ff per storey	Exempt
Foundation water / damp proofing & tile, pools, fencing, residing, reroofing, decks	\$121.34	\$121.95	ff	Exempt
Attached garage and accessory buildings	\$6.12	\$6.15		Exempt
Detached garage	\$6.12	\$6.15		Exempt
Shed < 25 m2	\$121.34	\$121.95		Exempt
Sprinkler, standpipes	\$337.05	\$338.74	ff plus \$0.56/m2	Exempt
Window / Door replacement	\$4.83	\$4.85	/opening + \$121.95 ff	Exempt
Group D – (business & personal services occupancies)				
Offices and all others – shell only – New Construction	\$23.73	\$23.85		Exempt
Interior tenant finishing – New Construction	\$6.47	\$6.50		Exempt
Alterations and Renovations (includes decks & roof structures)	\$6.90	\$6.93		Exempt
Emergency lighting	\$337.05	\$338.74	ff per storey	Exempt
Fire alarms	\$337.05	\$338.74	ff per storey	Exempt
Parking garage repairs	\$5.95	\$5.98		Exempt
Residing, re-roofing	\$1.04	\$1.05		Exempt
Sprinkler, standpipes	\$337.05	\$338.74	ff plus \$0.56/m2	Exempt
Window / Door replacement	\$4.83	\$4.85	/opening + \$121.95 ff	Exempt
Group E – (mercantile occupancies)				
Retail store shell, department store, supermarkets, all other Group E – New Construction	\$17.80	\$17.89		Exempt
Interior tenant finishing	\$6.47	\$6.50		Exempt
Alterations and Renovations (includes decks & roof structures)	\$6.90	\$6.93		Exempt
Emergency lighting	\$337.05	\$338.74	ff per storey	Exempt
Fire alarms	\$337.05	\$338.74	ff per storey	Exempt
Parking garage repairs	\$5.96	\$5.99		Exempt
Residing, re-roofing	\$1.02	\$1.03		Exempt
Sprinkler, standpipes	\$337.05	\$338.74	ff plus \$0.56/m2	Exempt
Window/door replacement	\$4.83	\$4.85	/opening + \$121.95 ff	Exempt
Group F – (industries occupancies)				
Industrial building shell less than 7500 m2 – New Construction	\$13.80	\$13.87		Exempt
Industrial building shell greater than 7500 m2 – New Construction	\$11.21	\$11.27		Exempt
Parking garage – New Construction	\$8.88	\$8.92		Exempt
All other F occupancies – New Construction	\$13.80	\$13.87		Exempt
Interior tenant finishing	\$6.47	\$6.50		Exempt
Alterations and Renovations (includes decks & roof structures)	\$6.90	\$6.93		Exempt
Emergency lighting	\$337.05	\$338.74	ff per storey	Exempt
Fire alarms	\$337.05	\$338.74	ff per storey	Exempt
Farm buildings	\$5.95	\$5.98		Exempt
Industrial Equipment Foundations	1% of construction value	1% of construction value		Exempt
Parking garage repairs	\$5.96	\$5.99		Exempt
Residing, re-roofing	\$1.04	\$1.05		Exempt
Sprinkler, standpipes	\$337.05	\$338.74	ff plus \$0.56/m2	Exempt
Window / Door replacement	\$4.83	\$4.85	/opening + \$121.95 ff	Exempt
Demolition				
Group C – Single Family Dwelling 55 m2 or less	\$129.43	\$130.08	ff	Exempt

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>		<i>GST/HST Included or Added</i>
All others	\$258.85	\$260.14	ff	Exempt
Designated Structures OBC Subsection 1.3.1.1.				
Crane runway	\$975.02	\$979.90	ff/structure	Exempt
Exterior tanks	\$975.02	\$979.90	ff/structure	Exempt
Outdoor pool and spa	\$32.44	\$32.60		Exempt
Wind power towers	\$975.02	\$979.90	ff/structure	Exempt
All other structures	\$448.68	\$450.92	ff/structure	Exempt
Standalone Mechanical				
New ductwork or piping	\$19.96	\$20.06	per diffuser, radiator, or unit	Exempt
Group C residential Single Family Dwelling (unit and ductwork)	\$189.83	\$190.78	ff	Exempt
New unit	\$189.83	\$190.78	/unit	Exempt
Special mechanical system (exhaust hoods, solar panels etc.)	\$405.53	\$407.56	ff	Exempt
Plumbing & drainage	\$18.63	\$18.72	/fixture	Exempt
Sewer installation & capping (single residential unit)	\$121.34	\$121.95	ff	Exempt
Site services (water, sewer servicing for all other buildings) \$	\$405.53	\$407.56	ff	Exempt
Additional Charges				
Occupancy permit	\$20.70	\$20.80	ff/unit	Exempt
Conditional permit	10% of applicable building permit fees (\$193.00 ff min)	10% of applicable building permit fees (\$193.00 ff min)		Exempt
Change of use permit	\$414.16	\$416.23	ff	Exempt
Permit renewal/transfer	\$211.22	\$212.28	ff	Exempt
Moving permit	\$121.34	\$121.95	ff	Exempt
Re-inspection	\$121.34	\$121.95	ff	Exempt
Sign permit (as regulated by Sign By-Law 2005-166)	\$121.34	\$121.95	ff each	Exempt
Portable signs	\$121.34	\$121.95	ff each	Exempt
Culvert as determined by Pubic Works Department				
Curb or sidewalk depression	\$43.14	\$43.36	ff	Exempt
Certificate of zoning conformity Single Family Dwelling	\$51.77	\$52.03	ff + HST	Added
Certificate of zoning conformity Other	\$103.54	\$104.06	ff +HST	Added
File Inquiry and plans inquiry Single Family Dwelling	\$51.77	\$52.03	/SFD + HST	Added
Other	\$103.54	\$104.06	/others + HST	Added
Annual Fee	\$862.85	\$867.16	/year + HST	Added
Removal of work order (By-Law)	\$181.19	\$182.10	ff	Exempt
Work order appeal (By-Law)	\$181.19	\$182.10	ff	Exempt
Removal of Order (Building Code)	\$181.19	\$182.10	ff	Exempt
Liquor License Application	\$103.54	\$104.06	ff + HST	Added
Alternative Solution Proposal (per application)	\$674.10	\$677.47	ff	Exempt

CORPORATION OF THE CITY OF SAULT STE. MARIE
USER FEE & SERVICE CHARGES - BY-LAW 2019-3 - Schedule "F"
FINANCE DEPARTMENT

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
PENALTIES & INTEREST ON TAXES			
- On the first day after the due date	1.25%/month	1.25%/month	Exempt
- On the first day of each month that the taxes remain unpaid			
- On January 1 of the following year and each month thereafter			
LIBRARY ACCOUNTING FEES			
- Accounting/data processing fees - Library Board	\$10,915.00	\$10,915.00	Exempt
INTEREST - ACCOUNTS RECEIVABLE			
- On all accounts more than 30 days old	1.25%/month	1.25%/month	Exempt
TAX CERTIFICATES			
- Tax certificate (Certified Statement of Tax Account Status)	\$60.00	\$60.00	Exempt
TAX ACCOUNT TITLE SEARCHES			
- Title searches for property in arrears	\$50.00	\$50.00	Exempt
TAX ARREARS NOTICES			
- Fee for each tax arrears notice issued	\$5.00	\$5.00	Exempt
PAYROLL GARNISHEE			
- Fee for garnishee of payroll cheque per pay per cheque	\$10.00	\$10.00	Exempt
NSF CHEQUE FEE			
- Fee for a cheque being returned per cheque	\$35.00	\$35.00	Exempt

CORPORATION OF THE CITY OF SAULT STE. MARIE
USER FEE & SERVICE CHARGES - BY-LAW 2019-3 - Schedule "G"
FIRE SERVICES

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
INSPECTION CHARGES			
- File Search - Residential Property	\$64.50	\$65.79	Added
- File Search - Commercial Property	\$64.50	\$65.79	Added
- Property Resale Inspection	\$112.36	\$114.61	Added
- Daycare Licensing Inspection	\$112.36	\$114.61	Added
AIR BOTTLE REFILLS			
- Refill per bottle	\$7.14	\$7.28	Included
TRAINING			
- Fire Extinguisher Training (30 person maximum)	\$110.16	\$112.36	Added
BURNING PERMITS			
- New (First) Burning Permit - Valid for 3 years	\$75.00	\$75.00	Exempt
- Burning Permit - Renewal 4 year	\$60.00	\$60.00	Exempt
- Burning Permit - Annual	\$30.00	\$30.00	Exempt

CORPORATION OF THE CITY OF SAULT STE. MARIE
USER FEE & SERVICE CHARGES - BY-LAW 2019-3 - Schedule "H"

LEGAL DEPARTMENT

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
RENTAL AGREEMENTS COVERED BY SPECIFIC BY-LAWS			
Lyon's Building Centre (Lyons Avenue & Wellington) (L-14)	\$85.00/month	\$85.00/month	Added
Steelton Senior Centre (no Rent - July & August) (L-203)	NIL	NIL	Added
Part 65 Old Garden River Road (Sault Area Hospital) (AG69)	\$75,369.00/year	\$75,369.00/year	Added
Bell Mobility Cathcart Street - West Street (AG67)	\$6,100.00/year	\$6,100.00/year	Added
Bell Mobility Part 57 Des Chenes Drive (AG131)	\$5,000.00/year	\$5,000.00/year	Added
Superior 7 Signs - 331 Queen Street East (AG65)	\$900.00/year	\$900.00/year	Added
Algo Signs - 723 Great Northern Road (2 signs) (AG48)	\$2,400.00/year	\$2,400.00/year	Added
Ministry of Health - 540 Albert Street (AG41)	\$9,915.32/month	\$9,915.32/month	Included
Superior 7 Advertising Ltd. - Sign - Lake Street (AG50)	\$950.00/year	\$950.00/year	Added
Sault Ste. Marie Model Aircraft Radio Control Club (AG73)	\$400.00/year	\$400.00/year	Added
Rogers - 363 Second Line West (at Third Avenue) (AG79)	\$766.67/month	January to October: \$766.67/month November to December: \$833.33/month	Added
POA rent - Civic Centre	\$62,575.00/year	\$62,575.00/year	Added
S. & T. Electrical Contractors Limited (AG39)	\$200.00/month	\$200.00/month	Added
Barbisan Roofing Inc. (AG119)	\$500.00/year	\$500.00/year	Added
Kevin Belsito (AG150)	\$500.00/year	\$500.00/year	Added
Bell Mobility - Site W3952 - GFL Memorial Gardens (AG145)	\$3,500.00/year	\$3,500.00/year	Added
Rogers Communications Inc. - 638 Cathcart Street (AG132)	\$700.00/month	\$700.00/month	Added
DSSAB Lease - 540 Albert Street (AG95)	\$32,500.00/month	\$32,500.00/month	Added
ANNUAL ENCROACHMENTS			
Kelly - Cuglietta Retail Inc. (274 North Street)	\$25.00/year	\$25.00/year	Added
Lyon's Building - 625 Queen Street East (Feifel, Marta Rose)	\$25.00/year	\$25.00/year	Added
Cambrian Nissan - 460-468 Pim Street	\$25.00/year	\$25.00/year	Added
Flomor Automotive - 53,59 Great Northern Road & 7 Champlain	\$25.00/year	\$25.00/year	Added
CIVIC CENTRE - MEETING ROOMS (Full Day)			
Council Chambers	\$265.00	\$271.00	Included
Russ Ramsay Board Room	\$106.00	\$108.00	Included
Biggings Meeting Room	\$106.00	\$108.00	Included
Thompson Meeting Room	\$106.00	\$108.00	Included
Plummer Meeting Room	\$53.00	\$54.00	Included
Korah Meeting Room	\$53.00	\$54.00	Included
Tarentorus Meeting Room	\$53.00	\$54.00	Included
Steelton Meeting Room	\$53.00	\$54.00	Included

CORPORATION OF THE CITY OF SAULT STE. MARIE
USER FEE & SERVICE CHARGES - BY-LAW 2019-3 - Schedule "I"

PUBLIC WORKS DEPARTMENT

<i>Services Offered</i>	<i>2018 Current Fee</i>	<i>2019 Proposed Fee</i>	<i>GST/HST Included or Added</i>
SEWER RODDING			
- Calls during regular hours	\$148.00	\$150.00	Added
- Calls outside regular hours	\$296.00	\$301.00	Added
- CCTV Lateral Inspection	\$200.00	\$215.00	Included
LANDFILL FEES (established by by-law 2003-140)			
- Tipping Fee per tonne	\$70.00	\$70.00	Exempt
- Gate Fee	\$10.00	\$10.00	Exempt
- Out of town (Prince/Rankin) Tipping Fee per tonne	\$70.00	\$70.00	Exempt
- Asbestos per bag following MOE Regulations (up to 4 bags)	\$50.00	\$50.00	Exempt
- Asbestos bulk load - MOE Regulations per tonne after 4 bags	\$200.00	\$200.00	Exempt
- Bio-Medical Waste per tonne per MOE Guideline	\$200.00	\$200.00	Exempt
- Refrigerator/Freezer Disposal (untagged)	\$25.00	\$25.00	Exempt
- Non Hazardous Industrial Solid Waste (for cover material)	\$35.00	\$35.00	Exempt
- Non Hazardous Industrial Solid Waste (Non Useable)	\$70.00	\$70.00	Exempt
- Residential pick up excess bag tag	\$2.00	\$2.00	Exempt

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2019-4

ZONING: A by-law to amend Sault Ste. Marie Zoning By-laws 2005-150 and 2005-151 concerning lands located at 11 White Oak Drive East (1022386 Ontario Inc. C/O Casey Davieaux).

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. **11 WHITE OAK DRIVE; LOCATED AT THE SOUTH-EAST CORNER OF WHITE OAK DRIVE AND NORTH STREET**

The zone designation on the lands described in section 2 of this by-law, which lands are shown on Map 59/1-74 of Schedule “A” to By-law 2005-150, is changed from M1.S245 (Light Industrial) zone with a “Special Exception” to M1.S245 (Light Industrial) zone with an amended “Special Exception”.

2. **BY-LAW 2005-151 AMENDED**

Section 2 of By-law 2005-151 is amended by repealing section 2(245) and adding the following subsection 2(245) and heading as follows:

“2(245) 11 WHITE OAK DRIVE EAST

Despite the provisions of By-law 2005-150, the zone designation on the lands located at the South-East Corner of White Oak Drive and North Street and having civic no. 11 White Oak Drive East and outlined and marked “Subject Property” on the map attached as Schedule 245 hereto is changed from M1.S245 (Light Industrial) zone with a “Special Exception” to M1.S245 (Light Industrial) zone with an amended “Special Exception”, subject to the following special conditions:

1. An auto parts retailer as an additional permitted use;
2. Up to four accessory use freight containers as an additional permitted use with the condition that they are located no less than 45 metres from North Street and;
3. Waiving the required front yard landscaping on White Oak Drive East.”

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.

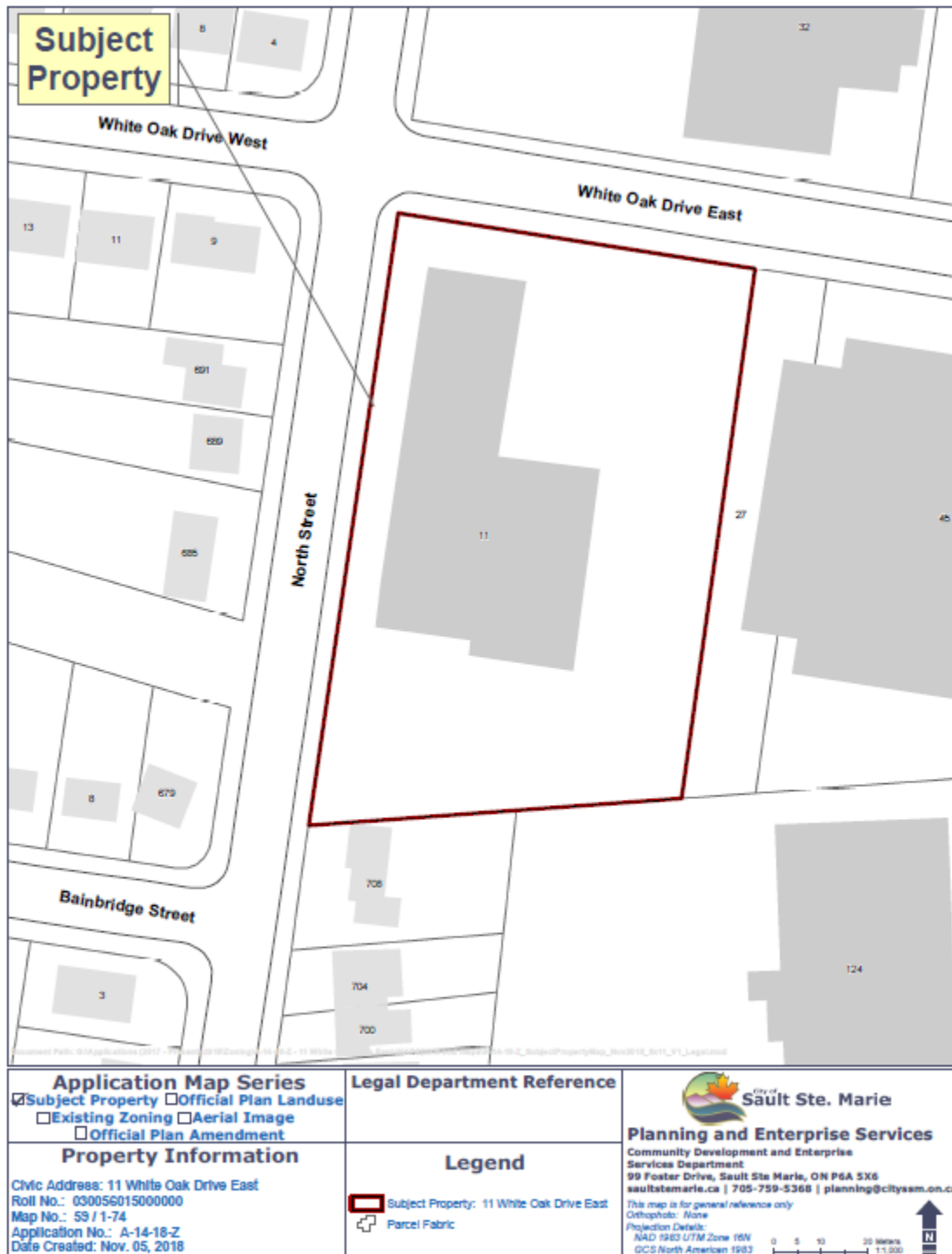
PASSED in Open Council this 14th day of January, 2019

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

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SCHEDULE "A" TO BY-LAW 2019-4
AND SCHEDULE 245 TO BY-LAW 2005-151



THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2019-5

REMUNERATION: (L5.1) A by-law to repeal various by-laws that amend the repealed Remuneration By-law 86-134 of the City of Sault Ste. Marie.

WHEREAS on May 9, 2011 City Council passed By-law 2011-39 which repealed By-law 86-134;

AND WHEREAS any by-law that was passed by City Council whose purpose was to amend the aforementioned repealed by-law no longer serves any purpose;

NOW THEREFORE THE COUNCIL of The Corporation of the City of Sault Ste. Marie pursuant to Section 151 of the *Municipal Act, 2001*, S.O. 2001, c. 25, ENACTS as follows:

1. **BY-LAWS AMENDING BY-LAW 80-134 REPEALED**

By-laws 87-145, 89-199, 94-2, 94-16, 94-29, 95-55, 95-86, 96-47, and 2001-219 are hereby repealed.

2. **EFFECTIVE DATE**

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

PASSED in open Council this 14th day of January 2018.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2019-6

PROPERTY ACQUISITION: (Map 34) A by-law to authorize the acquisition of property located at civic 117 Allen's Side Road (Harnden).

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. **PROPERTY ACQUISITION**

The Corporation shall acquire by purchase the absolute right in fee simple to the lands more particularly described in Schedule "A" hereto at a price not exceeding the consideration provided in said Schedule "A".

2. **EXECUTION OF DOCUMENTS**

The City Solicitor is hereby authorized by By-law 2018-55 for and in the name of the Corporation to execute and affix the seal of the Corporation to all documents required to complete the said acquisition.

3. **SCHEDULE "A"**

Schedule "A" forms part of this by-law.

4. **EFFECTIVE DATE**

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

PASSED in open Council this 14th day of January, 2019.

MAYOR - CHRISTIAN PROVENZANO

CITY CLERK - MALCOLM WHITE

SCHEDULE "A"

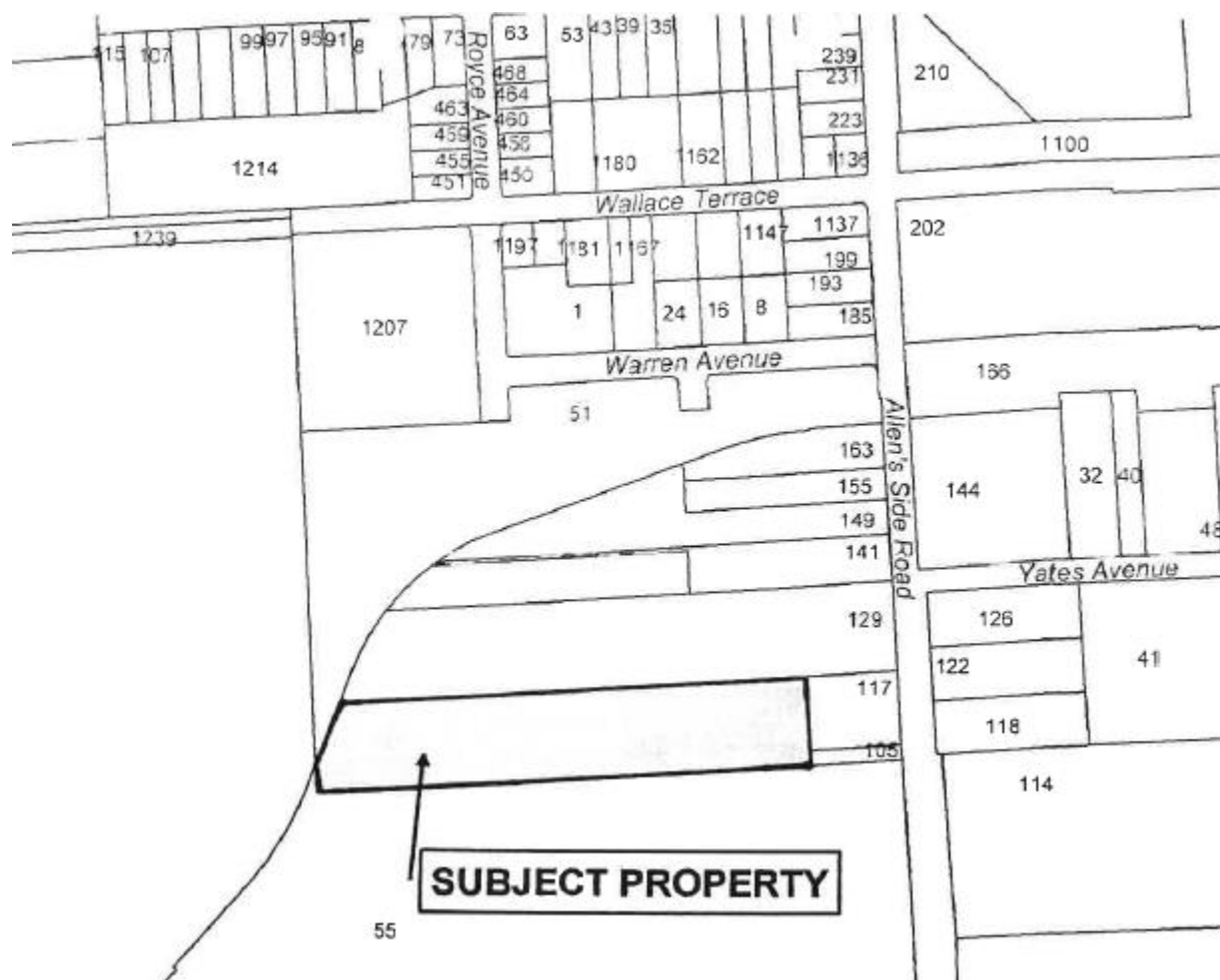
PURCHASER: The Corporation of the City of Sault Ste. Marie

VENDOR: Stephen Harnden (or as otherwise directed)

ADDRESS: 117 Allen's Side Road

LEGAL DESCRIPTION: Part PIN 31610-0257 (LT) PT SEC 33 KORAH

CONSIDERATION: Seventy-Three Thousand (\$73,000.00) Dollars (subject to usual adjustments)



THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2019-7

AGREEMENT: (E2.3) A by-law to authorize the execution of the Agreement between the City and AECOM Canada Ltd. for the engineering services for the sanitary infrastructure electrical upgrades.

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 the Agreement dated January 14, 2019 between the City and AECOM Canada Ltd., a copy of which is attached as Schedule "A" hereto. This Agreement is for the engineering services for the sanitary infrastructure electrical upgrades.

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 14th day of January, 2019.

MAYOR - CHRISTIAN PROVENZANO

CITY CLERK - MALCOLM WHITE

2017

Consulting Engineers of Ontario (CEO)
in partnership with the
Municipal Engineers Association (MEA)

CLIENT/ENGINEER AGREEMENT
FOR
PROFESSIONAL CONSULTING SERVICES
MUNICIPAL
ENGINEERS
ASSOCIATION

SEWAGE INFRASTRUCTURE ELECTRICAL
UPGRADES

Table of Contents

DEFINITIONS.....	- 4 -
ARTICLE 1 - GENERAL CONDITIONS	- 5 -
ARTICLE 2 – SERVICES TO BE PROVIDED	- 12 -
ARTICLE 3 - FEES AND DISBURSEMENTS	- 13 -
ARTICLE 4 – FORM OF AGREEMENT.....	- 17 -
ARTICLE 5 – ATTACHMENTS.....	- 18 -

**AGREEMENT
FOR
PROFESSIONAL CONSULTING SERVICES**

Dated the 14TH day of JANUARY, 2019

-BETWEEN-

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

Hereinafter called the 'Client'

THE PARTY OF THE FIRST PART

-AND-

AECOM CANADA LTD.

Hereinafter called the 'Engineer'

THE PARTY OF THE SECOND PART

WHEREAS the Client requires consulting engineering services in relation to the proposed electrical upgrades at ten small pump stations, five large pump stations, and one treatment plant, including design, tendering, contract administration and periodic inspections.

Hereinafter called the 'Project' and has requested the Engineer to furnish professional services in connection therewith.

NOW THEREFORE WITNESSETH that in consideration of the covenants contained herein, the Client and the Engineer mutually agree as follows:

DEFINITIONS

1. **Engineer**

In this Agreement, the word Engineer shall mean professionals and other specialists engaged by the Client directly and whose names are party to this Agreement.

2. **Services** – As per Article 2 – Services to be provided.

3. **RFP** – Request for Proposal

4. **Addenda** – None

5. **Order of Precedence:**

- i. Addendums
- ii. Request for Proposal issued
- iii. Proposal submission document including detailed Work Plan and Fee Estimate

ARTICLE 1 - GENERAL CONDITIONS

1.1 Retainer

The Client hereby retains the services of the Engineer in connection with the Project and the Engineer hereby agrees to provide the services described in Schedule 'A' (The Services) for the Project under the general direction and control of the Client.

1.2 Compensation

The Client shall pay the Engineer in accordance with the provisions set forth in Article 3. For purposes of this agreement, the basis of payment shall be as specified in Article 3.2.

1.3 Staff and Methods

The Engineer shall perform the services under this agreement with the degree of care, skill and diligence normally provided in the performance of such services as contemplated by the agreement at the time such services are rendered and as required by the Professional Engineers Act (RSO 1990, Chapter P.28) and the regulations therein. The Engineer shall employ only competent staff who will be under the supervision of a senior member of the Engineer's staff. The Engineer shall obtain the prior agreement of the Client before making any changes to the staff list after commencement of the Project.

1.4 Drawings and Documents

Subject to Section 3.2.4 of Article 3, drawings and documents or copies thereof required for the Project shall be exchanged between the parties on a reciprocal basis. Documents prepared by the Engineer for the Client may be used by the Client, for the Project herein described, including "record" drawings. The Client has ownership of the drawings and the client indemnifies the Engineer for unauthorized use of the documents and deliverables.

1.5 Intellectual Property

All concepts, products or processes produced by or resulting from the Services rendered by the Engineer in connection with the Project, or which are otherwise developed or first reduced to practice by the Engineer in the performance of his Services, and which are patentable, capable of trademark or otherwise, shall be and remain the property of the Engineer.

The Client shall have permanent non-exclusive royalty-free license to use any concept, product or process, which is patentable, capable of trademark or otherwise produced by or resulting from the Services rendered by the Engineer in connection with the Project and for no other purpose or project.

1.6 Records and Audit

- a) In order to provide data for the calculation of fees on a time basis, the Engineer shall keep a detailed record of the hours worked by staff employed for the Project.
- b) The Client may inspect timesheets and record of expenses and disbursements of the Engineer during regular office hours with respect to any item which the Client is required to pay on a time scale or disbursement basis as a result of this Agreement.

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- c) The Engineer, when requested by the Client, shall provide copies of receipts with respect to any disbursement for which the Engineer claims payment under this Agreement.
- d) For seven (7) years after the expiry date or any date of termination of the Agreement, the Engineer shall maintain all necessary records to substantiate i) all charges and payments under the Agreement and ii) that all deliverables were provided in accordance with the Agreement.

1.7 Changes and Alterations and Additional Services

With the consent of the Engineer, the Client may in writing at any time after the execution of the Agreement or the commencement of the Services delete, extend, increase, vary or otherwise alter the Services forming the subject of the Agreement, and if such action by the Client necessitates additional staff or services, the Engineer shall be paid in accordance with Section 3.2.2.1 for such additional staff employed directly thereon, together with such expenses and disbursements as allowed under Section 3.2.4, or as otherwise agreed in writing between the parties

1.8 Delays

In the event that the start of the project is delayed for sixty (60) days or more for reasons beyond the control of the consultant, the Engineer shall have the right to renegotiate the agreement before the commencement of the project.

1.9 Suspension or Termination

The Client may at any time by notice in writing suspend or terminate the Services or any portion thereof at any stage of the project. Upon receipt of such written notice, the Engineer shall perform no further Services other than those reasonably necessary to close out his Services. In such an event, the Engineer shall be entitled to payment in accordance with Section 3.2 for any of the Engineer's staff employed directly thereon together with such expenses and disbursements allowed under Section 3.2.

If the Engineer is practicing as an individual and dies before his Services have been completed, this Agreement shall terminate as of the date of his death, and the Client shall pay for the Services rendered and disbursements incurred by the Engineer to the date of such termination.

1.10 Indemnification

The Engineer shall indemnify and save harmless the Client from and against all claims, actions, losses, expenses, costs or damages of every nature and kind whatsoever which the Client, his employees, officers or agents may suffer, to the extent the Engineer is legally liable as a result of the negligent acts of the Engineer, his employees, officers or agents in the performance of this Agreement.

The Client agrees to hold harmless, indemnify and defend the Engineer from and against any and all claims, actions, losses, expenses, costs or damages of every nature including liability and costs of defense arising out of or in any way connected with the presence, discharge, release or escape of contaminants of any kind, excluding only such liability as may arise out of the negligent acts of the Engineer in the performance of consulting services to the Client within this project.

1.11 Insurance

The Client will accept the insurance coverage amount specified in this clause section (a) and (b) or as specified in the RFP as the aggregate limit of liability of the Engineer for Clients damages.

a) **Comprehensive General Liability and Automobile Insurance**

The Insurance Coverage shall be \$5,000,000.00 per occurrence and in the aggregate for general liability and \$5,000,000.00 for automobile insurance. When requested, the Engineer shall provide the Client with proof of Comprehensive General Liability and Automobile Insurance (Inclusive Limits) for both owned and non-owned vehicles.

b) **Professional Liability Insurance**

The Insurance Coverage shall be in the amount of \$5,000,000.00 per claim and in the aggregate. When requested, the Engineer shall provide to the Client proof of Professional Liability Insurance carried by the Engineer, and in accordance with Professional Engineers Act (RSO 1990, Chapter P.28) and Regulations therein.

c) **Additional Coverage**

If the Client requests to have the amount of coverage increased from that detailed in the RFP, or requests other special insurance for this Project then the Engineer shall endeavour forthwith to obtain such additional or special insurance at the Client's expense as a disbursement allowed under Section 3.2.

It is understood and agreed that the coverage provided by these policies will not be changed or amended in any way nor cancelled by the Engineer until (30) days after written notice of such change or cancellation has been delivered to and acknowledged by the Client.

1.12 **Force Majeure**

The Client agrees that the Consultant is not responsible for damages arising directly or indirectly from any delays for causes beyond the Consultant's control. For purposes of this Agreement, such causes include, but are not limited to, strikes or other labour disputes; severe weather disruptions or other natural disasters or acts of God; fires; riots, war or other emergencies; failure of performance by the Client or the Client's contractors or consultants; or discovery of any hazardous substances or differing site conditions.

In addition, if such delays resulting from any such causes increase the cost or time required by the Consultant to perform its services in an orderly and efficient manner, the Consultant shall be entitled to a reasonable adjustment in schedule and compensation.

1.13 **Contracting for Construction**

The Engineer or any person, firm or corporation associated or affiliated with or subsidiary to the Engineer shall not tender for the construction of the Project, or have an interest either directly or indirectly in the construction of the Project.

1.14 **Assignment**

Neither party may assign this Agreement or any portion thereof without the prior consent in writing of the other party.

1.15 **Previous Agreements**

This Agreement supersedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the Project.

1.16 **Approval by Other Authorities**

Unless otherwise provided in this Agreement, where the work of the Engineer is subject to the approval or review of an authority, department of government, or agency other than the Client, such applications for approval or review shall be the responsibility of the Engineer, but shall be submitted through the offices of the Client and unless authorized by the Client in writing, such applications for approval or review shall not be obtained by direct contact by the Engineer with such other authority, department of government or agency. Costs for all application fees shall be borne by the Client unless otherwise provided for by the Engineer. The foregoing in no way limits the Engineer's responsibility to identify, understand and coordinate any and all approvals and permits required for the Project unless otherwise specified in the RFP or agreed to by the Client.

1.17 **Sub-Consultants**

The Engineer may engage Sub-Consultants for specialized services provided that prior approval is obtained, in writing, from the Client and may add a mark-up of not more than 5% of the cost of such services to cover office administration costs when claiming reimbursement from the Client.

1.18 **Inspection (Review by the Client)**

The Client, or persons authorized by the Client, shall have the right, at all reasonable times, to inspect or otherwise review the Services performed, or being performed, under the Project and the premises where they are being performed.

1.19 **Publication**

The Engineer agrees to obtain the consent in writing of the Client before publishing or issuing any information regarding the Project.

1.20 **Confidential Data**

The Engineer shall not divulge any specific information identified as confidential, communicated to or acquired by him, or disclosed by the client in the course of carrying out the Services provided for herein. These obligations of confidentiality shall not apply to information which is in the public domain, which is provided to the Engineer by a third party without obligation of confidentiality, which is independently developed by the Engineer without access to the Client's information, or which is required to be disclosed by law or court order. No such information shall be used by the Engineer on any other project without the approval in writing of the Client.

1.21 **Dispute Resolution**

1) Negotiation

- a) In the event a matter of difference between the Consultant and the Client in relation to the Contract the grieved party shall send a notice in writing of dispute to the other party which contains the particulars of the matter in dispute and the relevant provisions of the Contract Documents. The responding party shall send a reply in writing to the dispute within ten (10) business days after receipt of the notice of dispute setting out particulars of this response and any relevant provisions of the Contract Documents.
- b) The Consultant and the Client shall make all reasonable efforts to resolve their dispute by amicable negotiations and agree to provide, without prejudice, frank, candid and timely

disclosure of any and all relevant facts, information, and documents to facilitate these negotiations.

- c) In the event of failure by the Consultant and the Client to reach agreement within ten (10) business days of receipt of the responding party's reply, or if either party concludes that further negotiation is unlikely to result in agreement, the matter shall be referred to mediation as provided in Section 2 herein.

2) Mediation

- a) The Consultant and the Client shall jointly select an impartial Mediator who shall be, preferably, properly qualified in the area of work as contemplated by this Contract. In the event that the parties, acting reasonably, cannot agree on a mediator, the candidates selected by the parties shall, acting reasonably, choose a third party to act as the Mediator.
- b) The Mediator shall meet with the parties within ten (10) business days after the selection of the Mediator selection to attempt to mediate and resolve the dispute. The Consultant and the Client shall observe such reasonable procedures for conducting the mediation as the Mediator may reasonably request.
- c) If not agreement is reached within twenty (20) business days of the selection of the Mediator or if either party concludes that further mediation is unlikely to result in agreement, then either the Consultant or the Client may request the Mediator to recommend (and only recommend) a basis, or bases, for resolution of the dispute. The Mediator shall, after consideration of the parties' positions and written submissions (if so requested), issue a written recommendation in this regard. Any recommended basis for resolution shall have absolutely no binding effect upon either party unless both parties agree to accept it and shall be without prejudice to the parties' positions in any further proceeding.
- d) If no agreement is reached either party may refer such matter as is arbitrable to arbitration as provided in Section 3 herein or exercise any legal rights it may have.
- e) All meetings and proceedings shall be held in municipality of the Client or a reasonable alternate at a time and location as determined by the parties.

3) The costs and expenses of the Mediator shall be shared equally by the Consultant and the Client

Arbitration

- a) In the event that the parties are unable to settle any dispute between them which is under mediation, either party may refer such matter to arbitration as provided herein:
 - i. The Client and the Consultant shall select an arbitrator within ten (10) business days of the submission of a dispute to arbitration under this Section. If the parties are unable to agree on a neutral arbitrator, each party shall appoint an arbitrator within ten (10) business days, and the two (2) arbitrators so chosen shall select a third arbitrator acceptable to both of them within a further ten (10) business days.
 - ii. The arbitration shall be conducted in accordance with the provisions of the *Arbitration Act, 1991*, S.O. 1991, C.17, unless the parties otherwise agree. If the issue in dispute is particularly time sensitive, the parties shall, in good faith, take such reasonable steps as may be required to expedite the arbitration process. In any event, all disputes shall be submitted to the arbitrator within thirty (30) calendar days of the selection of the arbitrator. All arbitration meetings and proceedings shall be held in municipality of the Client or a reasonable alternate, at a time and location determined by the parties, but in any event no later than thirty (30) calendar days following the submission of the dispute to the arbitrator.
 - iii. In addition to the examination of the parties by each other, the arbitration panel may examine, in the ordinary course, the parties or either of them and the witnesses in the matter referred to the arbitration panel, and the parties and witnesses, if examined, shall be examined on oath or affirmation.

- iv. The arbitration panel shall, after full consideration of the issues in dispute, the relevant facts and applicable law, render a decision within thirty (30) calendar days after argument of the issue to the arbitrator, which decision shall be final and binding on the parties and not subject to appeal or challenge, except such limited relief provided under Subsection 45(1) (appeal on a question of law, with leave) or Section 46 (setting aside award) of the *Arbitration Act, 1991*.
- v. Each party shall bear its own costs and expenses incurred in the arbitration, and the parties shall share equally in the costs and expenses of the neutral arbitrator.
- vi. Any award of the arbitration panel may, at the instance of either of the parties to this Agreement and without notice to the other of them, be made an Order of the Superior Court of Ontario, pursuant to the *Arbitration Act, 1991* and the *Courts of Justice Act, R.S.O. 1990, c.C-43*.

1.22 **Time**

The Engineer shall perform the Services in accordance with the requirements of Schedule A and shall complete any portion or portions of the Services in such order as the Client may require.

The Client shall give due consideration to all designs, drawings, plans, specifications, reports, tenders, proposals and other information submitted by the Engineer, and shall make any decisions which he is required to make in connection therewith within a reasonable time so as not to delay the work of the Engineer.

1.23 **Estimates, Schedules and Staff List**

1.23.1 **Preparation of Estimate of Fees, Schedule of Progress and Staff List**

When requested by the Client, and where payment is calculated on a time basis, the Engineer shall provide, for approval by the Client:

- a) An estimate of the total fees to be paid for the Services.
- b) A Schedule showing an estimate of the portion of the Services to be completed in each month and an estimate of the portion of the fee which will be payable for each such month.
- c) A Staff list showing the number, classifications and hourly rate ranges for staff, Principals and Executives, for which the Engineer will seek payment on a time basis. The Engineer shall relate such information to the particular type of work that such staff is to perform, while employed on the Project. Such list shall designate the member of the Engineer's staff who is to be the liaison person between the Engineer and the Client.

1.23.2 **Subsequent Changes in the Estimate of Fees, Schedule of Progress and Staff List**

The Engineer will require prior written approval from the Client for any of the following changes:

- a) Any increase in the estimated fees beyond those approved under Subsection 1.23.1 (a).
- b) Any change in the schedule at progress which results in a longer period than provided in Subsection 1.23.1 (b).
- c) Any change in the number, classification and hourly rate ranges of the staff provided under Subsection 1.23.1 (c).

1.23.3 **Monthly Reporting of Progress**

When requested by the Client, the Engineer shall provide the Client with a written report showing the portion of the Services completed in the preceding month.

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1.24 **Additional Conditions**

Any requirements regarding insurance, WSIB, permits, approvals, AODA, etc. to be listed here.

ARTICLE 2 – SERVICES TO BE PROVIDED

2.01 Services to be provided by Engineer as detailed in the RFP and as provided in the Engineer's Proposal dated November 14, 2018.

2.02 Services to be provided by Client as detailed in the RFP and as provided for in the Engineer's Proposal.

ARTICLE 3 - FEES AND DISBURSEMENTS

3.1 Definitions

For the purpose of this Agreement, the following definitions shall apply:

a) Cost of the Work:

- i. The "Cost of the Work" shall mean the total construction cost of the Project including all materials, equipment, sales taxes, labour and contractor's overhead and profit, necessary to complete the work for which the Engineer prepares designs, drawings or specifications, for which he is responsible. Where sales taxes are not included in the cost of the work, the fee shall be adjusted upwards by the factor equivalent to the sales taxes. The adjusted fee may be computed to the nearest one-tenth of one percent (1/10%).
- ii. Wherever the Client furnishes labour or other service which is incorporated in the work, the current price of labour or other service when the work was executed shall be used to compute the Cost of the Work.
- iii. Whenever used materials or equipment is furnished by or on behalf of the Client, the fair market value of such materials or equipment, as though it was purchased new, shall be used to compute the Cost of the Work.
- iv. In computing the Cost of the Work, no deductions shall be made on account of any penalties or damages claimed by the Client from any contractor or on account of any other sum withheld from any contractor.
- v. The Cost of the Work shall not include any fees and disbursements due to the Engineer, the Client's engineering and office expenses, or cost of land.

b) Site:

Site includes the actual work site and other locations where the checking of materials, equipment and workmanship is carried out.

3.2 Basis of Payment *(Strike out those that do not apply)*

3.2.1 Fees Calculated on a Percentage of Cost Basis

The Client shall pay the Engineer fees to be calculated as a percentage of the Cost of the Work for normal projects as follows:

CALCULATION OF FEE

TYPE OF SERVICE	PERCENTAGE

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3.2. 2 Fees Calculated on a Time Basis

3.2.2.1 Fees

The Client shall pay the Engineer a fee, calculated on a time basis, for that part of the Services described in Article 2. Fees on a time basis for all staff shall be hourly rates based on job classifications as follows:

Classification	Billing Rate (\$/hour)
Senior Engineer/Director	\$160 - \$220/hr.
Project Manager	\$140 - \$180/hr.
Design Engineer	\$110 - \$150/hr.
Senior Technician/Designer	\$90 - \$120/hr.
Junior Technician	\$60 - \$80/hr.
Senior Inspector	\$80 - \$110/hr.
Junior Inspector	\$60 - \$80/hr.
Support Staff	\$65 - 80/hr.

Grade: _____ Hourly Rate: _____

For a project of over one (1) year duration, or for projects which become extended beyond one (1) year in duration, the Engineer may from time to time seek approval from the Client to adjust hourly rates and such approval shall not be unreasonably withheld.

3.2.2.2 Time Expended

All time expended on the assignment, whether in the Engineer's office, at the Client's premises, or elsewhere, and including travel time, shall be chargeable.

3.2.3 Lump Sum Fee

3.2.3.1 Lump Sum Fee Basis

- a) ~~Fees for the scope of work covered under this Agreement will be on a Lump Sum Price Basis, inclusive of labour, disbursements and reimbursable expenses.~~
- b) ~~Monthly progress invoices will be based on the percentage of project completed or milestone achieved as detailed in the RFP. Invoices for fees are due upon presentation. Accounts unpaid after 30 days are subject to monthly interest charges at a rate of ___% per annum. The Engineer reserves the right, without penalty, to discontinue services in the event of non payment after a sixty (60) period from the date of the invoice.~~

- ~~c) If the project is abandoned or delayed for any reason beyond the Engineer's control, the Client shall pay a fee for services rendered to that date, plus the termination expenses reasonably incurred by the Engineer in winding down the project.~~
- ~~d) HST will be added to the Lump Sum Price.~~

3.2.4 Reimbursable Expenses

In addition to the fee, the Engineer shall be reimbursed at cost plus an administrative charge of 5%, for all expenses and disbursements properly incurred by the Consultant in connection with the project.

3.2.5 Upset Cost Limit

- (a) The Consultant shall be paid a fee, calculated on a time basis, for the Services.
- (b) In addition to the fee, the Consultant shall be reimbursed at cost plus an administrative charge of 5% for all reasonable expenses properly incurred by them in connection with the Services, including but not limited to: vehicle use charges, traveling and living expenses, long distance telephone charges, report production costs, photography, special delivery charges, supplies and equipment, field equipment costs, laboratory costs. Computer and office charges are considered part of overhead and shall not be invoiced as disbursements.
- (c) Notwithstanding Subsections (a) and (b) of this Section, the total fees and disbursements paid by the Client to the Consultant for the Services shall not exceed the total upset amount of \$169,500.00 plus applicable taxes made up as follows:
 - (i) \$ _____ plus applicable taxes for Core Services as described in Schedule A; and,
 - (ii) \$ _____ plus applicable taxes as a Contingency Allowance for Additional Services that may be required but are not included in Schedule A.
- (d) Notwithstanding Subsections (a) and (b) of this Section, the Client, at its sole discretion, may limit the fees and disbursements paid by the Client to the percentage equivalent to the project complete in the opinion of the Client.
- (e) The Consultant must request and receive the written approval of the Client before any Additional Services are carried out that are not included in Schedule A. The Consultant shall not be entitled to any payment from the Contingency Allowance unless the Consultant has satisfied this condition. When approving Additional Services that are not included in Schedule A, the Client, at its sole discretion, may, in writing, set a limit on the monies from the Contingency Allowance that may be permitted for the requested Additional Services.

3.3 Payment

3.3.1 Fees Calculated on a Time Basis

The Engineer shall submit an invoice to the Client for all Services completed in the immediately preceding month. Interest at the annual rate of 12 percent (1 percent monthly) will be paid on the total outstanding unpaid balance commencing 30 days after the Client has received the Engineer's invoice.

~~3.3.2 Fees Calculated on a Percentage of Cost Basis~~

- ~~a) Monthly Payment~~

The Engineer shall submit an invoice to the Client for that part of the design of the Project completed in the immediately preceding month calculated upon the basis of the Engineer's estimate of the cost of that part of the Project, and, if the Client agrees with such estimate and that such part has been completed, the Engineer will be paid the amount of the fee so invoiced. Interest at the annual rate of _____ percent (_____ percent monthly) will be paid on the total outstanding unpaid balance commencing 30 days after the Client has received the Engineers' invoice.

b) ~~On Award of Contract~~

~~Following the award of the contract for the construction of the Project, the Engineer shall recalculate his fee on the basis of the tender quantities and prices on which the contract for the construction of the Project was awarded, plus the estimated cost of materials and other services supplied by the Client and upon such recalculation, the amount paid to the Engineer shall be adjusted to equal the full amount of the recalculated fee including the repayment by the Engineer of any overpayment made to the Engineer.~~

e) ~~Delay of Award of Contract~~

~~In the event the contract for construction of the Project is not awarded within _____ months of the acceptance of the Design by the Client the final fee for design shall be determined as in paragraph (a) above, and paragraph (b) shall not apply.~~

~~Further services for the Project beyond the _____ months will be undertaken on a time basis.~~

d) ~~On Completion of the Work~~

~~Following Completion of the Work, the Engineer shall recalculate his fee on the basis of the actual cost of the work and upon such recalculation the amount paid to the Engineer shall be adjusted to equal the full amount of the recalculated fee including the repayment by the Engineer of any overpayment to the Engineer.~~

3.3.3 Terms of Payment

The Client will compensate the Engineer in accordance with the fees and charges for services as set out in the proposal or as otherwise mutually agreed. All fees and charges will be payable in Canadian funds unless noted otherwise. Invoices will be due and payable, as presented and without hold-backs, by the Client upon receipt. Interest on overdue accounts will be charged at the rate of 12 % per annum.

ARTICLE 4 – FORM OF AGREEMENT

ENGINEER: AECOM CANADA LTD.

The signatory shall have the authority to bind the corporation or company for the purposes of this agreement.

This ____ **Day of** _____, 20 ____

Signature	
Name	Chris Redmond, P. Eng.
Title	Senior Vice President

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

The signatory shall have the authority to bind the municipality or its agency for the purposes of this agreement.

This 14th Day of January, 2019

Signature		Signature	
Name	Christian Provenzano	Name	Malcolm White
Title	Mayor	Title	Deputy CAO and City Clerk

ARTICLE 5 – ATTACHMENTS

1. Request for Proposal – City of Sault Ste. Marie, Pump Station and Treatment Plant Electrical Upgrades
2. AECOM Proposal dated November 14, 2018 – Pump Station and Treatment Plant Electrical Upgrades

Supplementary Conditions

1) Article 1, General Conditions, Clause 1.1 – Retainer

Clause 1.1 - Retainer is deleted in its entirety and replaced with the following;

The Client hereby retains the services of the Engineer in connection with the Project and the Engineer hereby agrees to provide the services described in Article 2 (The Services) for the Project. The Engineer will abide and follow the directions and instructions provided by the Client from time to time as may be provided by the Client.

2) Article 1, General Conditions, Clause 1.3 – Staff and Methods

Clause 1.3 – Staff and Methods is deleted in its entirety and replaced with the following;

The Engineer shall perform the services under this agreement with the degree of care, skill and diligence expected of a reasonably prudent and competent Engineer and shall perform the services in accordance with the provisions of the Professional Engineer's Act, RSO 1990, C. P.28 and the regulations passed thereunder. The Engineer shall employ only competent staff who will be under the supervision of a senior member of the Engineer's staff. The Engineer shall obtain the prior agreement of the Client before making any changes to the staff list after commencement of the Project.

3) Article 1, General Conditions, Clause 1.10 – Indemnification

Delete second paragraph.

4) Article 3 – Fees and Disbursements, Clause 3.2 – Basis of Payment, Sub-Clause 3.2.5 – Upset Cost Limit, (b)

Amend this clause by the addition of the following paragraph:

"A communication/ Information Technology (IT) charge equal to 5% of invoiced labour costs will be charged to cover telephone charges, long distance telephone charges, facsimile transmission charges, printing and reproductions, progress photography, special delivery and express charges, postage and IT costs. The IT assessment shall include all information technology resources required for purposes of providing the services contemplated under this agreement, including: computer equipment/systems, computer software, computer supplies, networking (local and wide area), and labour associated with computer management, administration and support. Computer systems include all types of computers, such as: general purpose microcomputers, PC-CADD microcomputers, graphic design workstations, and notebooks. The cost for reproducing specifications and drawing sets shall not be included in this rate."

SCHEDULE "A"

FEE ESTIMATE

1. The estimated fees/upset fee limit for each phase of the project is as follows:

Description	Scope of Work	Estimated Fee	Upset Fee Limit	Estimated Disbursements
Pump Station and Treatment Plant Electrical Upgrades	As per Agreement	N/A	\$151,800 ⁽ⁱ⁾	\$17,700 ⁽ⁱⁱ⁾

Note:

- (i) Fees excludes taxes.
- (ii) Includes environmental subconsultant



The Corporation of the City of Sault Ste. Marie
99 Foster Drive, Sault Ste. Marie, Ontario P6A 5X6
saultstemarie.ca | 705.759.2500 | info@cityssm.on.ca

REQUEST FOR PROPOSAL

CITY OF SAULT STE. MARIE
PUMP STATION AND TREATMENT PLANT ELECTRICAL UPGRADES
CONSULTING ENGINEERING

REQUEST FOR PROPOSAL

City of Sault Ste. Marie

Pump Station and Treatment Plant Electrical Upgrades

1.0 INFORMATION TO PROPONENTS	3
1.1 INTRODUCTION	3
1.2 DATE AND PLACE FOR RECEIVING PROPOSALS	3
1.3 ERRORS, OMISSIONS, CLARIFICATIONS	4
1.4 WITHDRAWAL OF PROPOSAL	4
1.5 INFORMAL PROPOSALS	4
1.6 PROPOSAL EVALUATION	4
1.7 CONDITIONS AND REQUIREMENTS OF WORK	5
1.8 PROPOSAL LEFT OPEN	6
1.9 SCHEDULE	6
1.10 INCURRED COSTS	6
1.11 ALTERATIONS TO DOCUMENTS	6
1.12 CONFIDENTIALITY	6
1.13 MUNICIPAL FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT	7
1.14 INDEMNIFICATION	7
2.0 TERMS OF REFERENCE	7
2.1 BACKGROUND	7
2.2 SCOPE	9
2.3 LEGISLATION	10
2.4 OPERATIONS	11

1.0 INFORMATION TO PROPONENTS

1.1 INTRODUCTION

The intent of this Request for Proposal is to solicit the services of an established consulting firm with the experience and technical abilities to provide consulting engineering services for the City of Sault Ste. Marie, in relation to the proposed electrical upgrades at 10 small pump stations, five large pump stations, and one treatment plant. The scope of the project generally includes design, tendering, and contract administration. Other items as may be reasonably assumed to form part of the scope of work shall be included.

1.2 DATE AND PLACE FOR RECEIVING PROPOSALS

All proposals must be sealed, clearly marked as to the contents, and delivered to:

The City of Sault Ste. Marie
Engineering Division
99 Foster Drive – 5th Floor
Sault Ste. Marie, Ontario, P6A 5X6

RE: PUMP STATION AND TREATMENT PLANT ELECTRICAL UPGRADES
CONSULTING ENGINEERING SERVICES

By the following date and time:

Date: November 14, 2018
Time: 11:00 a.m. local time

Proposals received later than the date and time specified will not be accepted.

The contact person for this RFP will be:
Catherine Taddo, P.Eng
Land Development and Environmental Engineer
c.taddo@cityssm.on.ca or (705) 759-5380

It will be the proponent's responsibility to clarify any questions before submitting a proposal. A written addendum issued by the City of Sault Ste. Marie is the only means of changing, amending or correcting this RFP. The proposal shall confirm receipt of any addendums issued. In the process of responding to this RFP, the proponent should not utilize any information obtained outside this protocol.

1.3 ERRORS, OMISSIONS, CLARIFICATIONS

Any questions concerning the requirements or intent of this Request for Proposal, or identification of any errors or omissions should be addressed to Ms. Catherine Taddo, P. Eng., Land Development and Environmental Engineer, telephone 705-759-5380, e-mail c.taddo@cityssm.on.ca. Proposals must be limited to fifteen (15) pages, single sided including appendices.

1.4 WITHDRAWAL OF PROPOSAL

Proponents will be permitted to withdraw their Proposal, unopened, after it has been deposited, if such a request is received by the City, prior to the time specified for the opening of Proposals.

1.5 INFORMAL PROPOSALS

Proposals which are incomplete, conditional or obscure, or which contain additions not called for, erasures, alterations, or irregularities of any kind, may be rejected as informal.

1.6 PROPOSAL EVALUATION

The successful consultant will be selected based on evaluation of the proposal utilizing our rating system which considers the requirements mentioned below. A committee composed of City staff will be used in the selection process.

- 1) Consulting Team's ability outlining corporate profile in the wastewater treatment industry, and electrical upgrades;
- 2) Relevant past experience on similar projects with particular reference to electrical pump station and treatment plant upgrades, including 3-way disconnects and load bank work, and experience working in northern Ontario;
- 3) Qualifications and experience of the Project Manager, senior engineers and key members of the project team, including sub-consultants, with the estimated number of days that they will be committed to the project;
- 4) Detailed proposed work program methodology;
- 5) A detailed schedule recognizing critical deliverables, progress meetings and timelines;

REQUEST FOR PROPOSAL

City of Sault Ste. Marie

Pump Station and Treatment Plant Electrical Upgrades

- 6) A fee schedule indicating the name, role and rate of pay for each individual assigned to the project. The total cost of the engineering assignment shall be limited by a fee estimate which the consultant will include in its proposal. No further payment will be made above this figure unless authorized in advance by the City. The successful consultant will be required to enter into a standard MEA/CEO agreement for engineering services. These terms of reference will form part of that agreement; and
- 7) Proponents are required to include a Letter of Introduction with the Proposal that states that the Signee is authorized to bind the Proponent to the contents of the Proposal including pricing, in addition to confirmation of receipt of specified addendums where applicable.

The above list of criteria represents areas which are to be specifically addressed in the proposal. Four (4) copies of the complete proposal submission must be received. The evaluation process will not necessarily be limited to these areas. Other criteria not specifically listed above may also receive consideration. The order in which the criteria are listed does not indicate the weighting of the evaluation.

The City reserves the right, in its sole and absolute discretion to select a preferred Proponent with which to negotiate a final contract, terminate the proposal call or reject any and all Proposals. The City of Sault Ste. Marie will not necessarily select the proposal with the lowest price or any other proposal.

The City will endeavor to complete the evaluation process within a reasonable time frame. The City reserves the right to contact Proponents to seek clarification of the proposals, as submitted, to assist in the evaluation process. Interviews may be required.

1.7 CONDITIONS AND REQUIREMENTS OF WORK

Proponents are required to submit their proposals upon the conditions that they shall satisfy themselves by personal examination of the location of the proposed works, or by such other means, as they may prefer, as to the actual conditions and requirements of the work.

The successful Proponent and any Subcontractor (if applicable) is required to comply with the requirements of the City's Contractor Pre-Qualification Program prior to the start of onsite work on this Contract. These requirements include but are not limited to WSIB Coverage, Liability Insurance Coverage, Accessibility Training, and Safe Work Practices. Details regarding compliance with this requirement may be obtained by contacting Aldo Iacoe, Health & Safety Coordinator, telephone 705-759-5367 or by email to a.iacoe@cityssm.on.ca. Responsibility for compliance with this requirement by any Subcontractor is the responsibility of the successful Proponent.

1.8 PROPOSAL LEFT OPEN

The Proponent shall keep their proposal open for acceptance for ninety (90) days after the closing date.

1.9 SCHEDULE

(A) Release of RFP:	October 17, 2018
(B) Submission of Proposal:	November 14, 2018
(C) Recommendation:	December 10, 2018
(D) Signing of Agreement:	January 14, 2019
(E) Commencement of Services:	January 2019
(F) Completion:	December 2020 dependent on budget and phasing requirements

The City reserves the right to alter the scheduling of items C to F. Proponents are asked to designate one contact person to whom any additional information deemed to be relevant to the proposal may be communicated.

1.10 INCURRED COSTS

The City will not be liable for, nor reimburse any Proponent for costs incurred in the preparation of proposals or any other costs such as preparation for, and attendance at interviews that may be required as part of the evaluation process.

1.11 ALTERATIONS TO DOCUMENTS

No electronic reproduction or alteration of the original document will be permitted under any circumstance. The Proponent shall not change the wording of the proposal after submission; and no words or comments shall be added to the general conditions or detailed specifications unless requested by the City for the purpose of clarification.

1.12 CONFIDENTIALITY

No Proponent shall have the right to review or receive any information with respect to a proposal, documentation, or information submitted by any other Proponent. The content of the proposal, and all documentation, and information shall be held in confidence by the City subject only to the provision of freedom of information and privacy legislation, including without limitation, the Municipal Freedom of Information and Protection of Privacy Act.

1.13 MUNICIPAL FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT

The Corporation of the City of Sault Ste. Marie is governed by the provisions of the Municipal Freedom of Information and Protection of Privacy Act. All documents submitted to the City in response to this Request for Proposal become the property of the City and as such will be subject to the disclosure provisions of the Act. The Act gives persons a right of access to information held by the municipality. The right of access is subject to exemptions contained in the Act.

1.14 INDEMNIFICATION

The successful Proponent will indemnify and save harmless the City against and from all actions, causes of action, interest, claims, demands, costs, damages, expenses or loss which the City may bear, suffer, incur, become liable for, or be put to by reason of any damage to property or injury or death to persons by reason of, arising out of or in consequence of breach, violation of non-performance by the successful Proponent of any provision of the agreement, or by reason of or arising out of the use of the premises or in connection with the work covered by this contract, or by reason of or arising out of any act, neglect or default by the successful Proponent or any of its agents or employees or any other person or persons, in, on, or about the premises.

The Proponent further covenants that the indemnity herein contained shall extend to all claims, loss, cost and damages by reason of or arising out of improper field inspection practices in connection with this Agreement by the Proponent, its servants or agents, whether or not these have been approved by the City, its servants or agents. The rights to indemnity contained in this paragraph shall survive any termination of this agreement, anything in this agreement to the contrary notwithstanding.

2.0 TERMS OF REFERENCE

2.1 BACKGROUND

The City of Sault Ste. Marie owns the following pump station and treatment plant sites:

- 19 small pump stations (1 storm, and 18 sanitary - PWT Operated);
- 7 large pump stations (sanitary - PUC Operated), and;
- 2 sewage treatment plants (PUC Operated).

Electrical upgrades are proposed at a selection of the sites as follows:

- 10 small sanitary pump stations
- 5 large sanitary pump stations, and;
- 1 sewage treatment plant (East End)

The small pump stations are anticipated to be upgraded with generator connections and transfer switches for use during emergency situations. Due to the age of some of the panels, it is anticipated that these will be reviewed, and upgraded as part of the works, where required. The City owns four standby diesel generator sets each having a rating of approximately 37kW that are utilized in emergency situations at the pump stations.

Electrical modifications to facilitate load bank testing are required at some of the large pump stations, and treatment plant. The Main Pump Station and Young Street Pump Station are currently being upgraded to include 3-way disconnects to facilitate the annual testing in accordance with CSA standards. The City intends on proceeding with the design and construction of 3-way disconnects, and related works at the remaining five pump stations and the East End Sewage Treatment Plant.

Existing approvals for the proposed load banking sites include but are not limited to the following:

1. **East End Sewage Treatment Plant** – two (2) standby diesel generator sets, located in the Electrical Building, each having a rating of approximately 1,000 kW, with a provision for a third generator of similar size for Phase II upgrades. Review of the existing design and approvals is required, in relation to any modifications that may be required to facilitate load bank testing. Both generators start simultaneously as per the existing design.
2. **John Street Pump Station** - one 500 kW standby diesel generator set.
3. **Pim Pump Station** - one 500 kW standby diesel generator set.
4. **Bellevue Sanitary Sewer Overflow Station** - one 250 kW diesel generator set.
5. **Clark Creek Pump Station** - one 750 kW diesel generator. The site also has the capability for connection of a 400 kW portable power generator set in the event that the existing built-in diesel fired power generator set fails during emergency conditions.
6. **River Road Pump Station** - one diesel generator with a maximum power rating of not more than 400 kW.

Available documentation related to hazardous materials are as follows:

- Asbestos assessments were completed in 2016 for all of the PUC operated facilities, which includes the large pump stations and treatment plants;

- Hazardous building materials assessments were completed in 2016 for the small in-ground pump stations, operated by the City;
- A designated substance review for the Clark Creek Pump Station was completed in 2014.

These documents are available as background information.

2.2 SCOPE

The small pump station sites to be upgraded with generator connections are as follows:

- | | |
|-----------------------------|-----------------------------------|
| 1. Lower Lake Pump Station | South termination of Lake Street |
| 2. Pine Street Pump Station | 48 Pine Street |
| 3. McGregor Pump Station | McGregor Avenue (west of Civic 6) |

Consideration shall be given to the following locations to include a new panel and associated generator connection, due to the age of the existing system:

- | | |
|-----------------------------------|----------------------|
| 1. Mary Pump Station | 31 Mary Street |
| 2. Gore Pump Station | 50 Gore Street |
| 3. Frontenac Pump Station | 665 Frontenac Street |
| 4. Millwood Pump Station | 19 Millwood Street |
| 5. Upper Lake Street Pump Station | 1120 Lake Street |
| 6. Bondar Pump Station | 65 Foster Drive |
| 7. Landfill Pump Station | 402 Fifth Line |

The large pump station and treatment plant sites to be upgraded are as follows:

- | | |
|------------------------------------|------------------------|
| 1. East End Sewage Treatment Plant | 2221 Queen Street East |
| 2. John Street Pump Station | 291 John Street |
| 3. Pim Street Pump Station | 816 Pim Street |
| 4. Bellevue SSO Station | 1265 Queen Street East |
| 5. Clark Creek Pump Station | 1677 Queen Street East |
| 6. River Road Pump Station | 62 River Road |

Young Street Pump Station, and Main Pump Station (at the West End Sewage Treatment Plant) are currently being upgraded.

The following forms the scope of work:

1. Collection and review of background documentation on existing works;
2. Identify upgrades required to incorporate generator connections, and manual transfer switches into 10 small pump station sites, including review of potential panel upgrades at nine of these pump stations with consideration of standardization of equipment;
3. Identify upgrades required for 3-way disconnect switches to facilitate load bank testing at five large pump stations and the East End Sewage Treatment Plant;

REQUEST FOR PROPOSAL

City of Sault Ste. Marie

Pump Station and Treatment Plant Electrical Upgrades

4. Consideration of any proposed power outages or loss of back-up power usage during upgrades, associated flows, and determination of requirements for bypass pumping, potential contingency measures, or otherwise;
5. Designated substances review and update, as may be applicable, and preparation of the designated substance list associated with the project for use with Notice of Project, in accordance with Section 30 of the OHSA, and all applicable Acts, and Regulations. The existing reports will be available for background information. The Consultant will be required to review existing materials, and complete any testing and updates that may be required, applicable to the current scope of work;
6. Consideration of standardization of equipment based on switches proposed at the Young Street Pump station and Main Pump Station;
7. Environmental Compliance Approval amendment applications, and response to questions, if applicable;
8. Notice of Modifications to the Ministry of the Environment, Conservation and Parks, if applicable;
9. Design, contract administration and site supervision;
10. Prepare technical specifications and drawings for the proposed upgrades;
11. Prepare associated cost estimates for proposed works;
12. Phasing, prioritization, and sequencing of work to align with City budgeting requirements;
13. Prepare tender documents, to include arc flash studies where appropriate;
14. Review submissions and prepare a recommendation;
15. Associated updates to the Operations and Maintenance manuals, as may be required;
16. Analysis of options for load bank testing for the seven large pump stations, and two treatment plants including rental of equipment, versus purchase of equipment for ongoing testing, or a combination thereof, including a comparison of costs.
17. Review of background information, and testing and reporting in relation to hazardous materials, as may be required. As part of the tendering information, include information as to whether any designated substances are present at the project site, and prepare a list of all designated substances that are present at the site, as per the OHSA.

A summary of existing Environmental Compliance Approvals is available upon request.

2.3 LEGISLATION

The Consultant will ensure that all requirements related to the review under federal and provincial legislation are met in full, including but not limited to:

- Environmental Assessments;

REQUEST FOR PROPOSAL

City of Sault Ste. Marie

Pump Station and Treatment Plant Electrical Upgrades

- Environmental Compliance Approvals;
- Ontario Health and Safety Act.

Any approvals, or documentation required by federal or provincial authorities related to the assessment shall form part of the scope of work.

2.4 OPERATIONS

Ongoing contact and coordination with the operations staff will be required for completion of any on-site work.

Pump Station and Treatment Plant Electrical Upgrades

The Corporation of the City of Sault Ste. Marie

November 14, 2018

Proposal Assumptions and Limitations

AECOM will perform all professional services in accordance with the standard of care customarily observed by professional consulting firms performing similar services at the same time and location. The standard of care will include adherence to all applicable published standards of the profession and laws, regulations, by-laws, building codes and governmental rules.

AECOM does not comment on pending or past Claims for a number of reasons, including, but not limited to, a desire and need to maintain the attorney-client privilege, the protections of the attorney work product doctrine, and the private and confidential nature of settled Claims, which often are associated with confidentiality and non-disclosure agreements.

AECOM maintains adequate insurance for its professional services. Further, AECOM has no reason to believe that any of the Claims could reasonably be expected to materially impact AECOM's ability to perform services under this or any other contract. If you have further questions, please let us know.

Prepared for:

The Corporation of the City of Sault Ste. Marie
99 Foster Drive
Sault Ste. Marie, ON
P6A 5X6

Prepared by:

Rick Talvitie, P. Eng.
Manager, Northern Ontario
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November 14, 2018

Ms. C. Taddo, P. Eng.
Land Development and Environmental Engineer
The City of Sault Ste. Marie, Engineering Division
99 Foster Drive – 5th Floor
Sault Ste. Marie, Ontario, P6A 5X6

Dear Ms. Taddo:

**Regarding: Request for Proposal – Consulting Engineering
Pump Station and Treatment Plant Electrical Upgrades**

AECOM is pleased to submit a Proposal to provide consulting engineering services to undertake the work described in your Request for Proposal for the Pump Station and Treatment Plant Electrical Upgrades. We are prepared to commit an experienced and dedicated team of professionals, with expertise in planning, design, tendering, construction inspection, and contract administration to provide an economically feasible, environmentally acceptable, durable and technically competent project.

Our proposal outlines our understanding of the project requirements, highlights our ability and relevant past experience, describes the project team and outlines the activities that must be completed in the procurement of this assignment.

The specific advantages that our team can offer the City for this project include:

- A design team that understands the requirements of the project based on the recent similar wastewater pump station projects in the City.
- Significant experience and background knowledge relating to pump station and treatment plant design in this area.
- Capability of compiling a comprehensive and thorough contract document package to ensure the City receives competitive construction prices and limits exposure to extras during construction.
- A highly capable contract administration team.

We confirm that we comply with the City's pre-qualification program. We also confirm that one of the signees of this letter (i.e. Chris Redmond) is authorized to bind AECOM to the contents of our proposal inclusive of the pricing.

Thank you for the opportunity to submit this proposal. We would be pleased to elaborate on any aspect of this submission at your convenience.

Sincerely,
AECOM Canada Ltd.



Rick Talvitie, P. Eng.
Manager, Northern Ontario



Chris Redmond, P. Eng.
Senior Vice President,

Table of Contents

1. Introduction..... 1

2. Team's Ability and Corporate Profile..... 1

3. Relevant Past Experience..... 2

4. Qualifications and Experience..... 4

5. Proposed Work Program Methodology..... 6

 5.1 Class EA..... 6

 5.2 Preliminary Design (50% Design Package) 6

 5.3 Detailed Design (75% and 100% Design Packages)..... 8

 5.4 Tender Period Assistance..... 8

 5.5 Contract Administration..... 8

 5.6 Commissioning, Training and Close-out Documentation..... 10

 5.7 Warranty Period Services..... 10

6. Project Schedule 10

7. Fee Estimate 10

Figure 1 – Proposed Work Program and Fee Schedule

1. Introduction

AECOM is pleased to present this proposal in response to the City of Sault Ste. Marie's Request for Proposal (RFP) for consulting engineering services in relation to the proposed Pump Station and Treatment Plant Electrical Upgrades. Our proposal addresses design, tendering, contract administration and inspection. For this pump station and treatment plant project, we have proposed a project team that is in part local and familiar with the service area and City pump stations and in part remote and highly experienced in electrical design requirements for pump stations. All of the proposed staff are familiar to City staff and together the team has the technical expertise and knowledge to complete this project to your complete satisfaction.

The focus of this engineering assignment will be to provide economically feasible, environmentally acceptable, and technically competent engineering solutions to address the specific requirements identified in the RFP.

2. Team's Ability and Corporate Profile

AECOM is a premier, fully integrated professional and technical services firm positioned to design, build, finance and operate infrastructure assets around the world for public- and private-sector clients. AECOM has nearly 90,000 employees — including architects, engineers, designers, planners, scientists and management and construction services professionals — serving clients in over 150 countries around the world. The company is a leader in all of the key markets that it serves, including all levels of government, transportation, facilities, environmental, energy, oil and gas, water, wastewater and high-rise buildings. AECOM provides a blend of global reach, local knowledge, innovation and technical excellence in delivering customized and creative solutions that meet the needs of clients' projects.

AECOM has a long standing relationship with the City of Sault Ste. Marie. It is our understanding, based on our most recent individual project reviews and our overall consultant appraisal interviews, that our work is seen by City personnel as being of high quality, is thorough and complete and that we are ranked favourably for the services we provide. AECOM's objective is to deliver quality projects on time and on budget, to the satisfaction of City staff. We continually monitor and make adjustments to resources and level of effort to ensure this objective is met.

Our Project Director and Project Manager, Rick Talvitie and Darrell Maahs, have worked together with the City on a number of wastewater projects over the past decade. Rick and Darrell are dedicated to providing quality services to the City which is supported by their past work. Our local staff will be supplemented by technical staff in Southern Ontario that are knowledgeable of our wastewater infrastructure and who have extensive experience in wastewater pumping station designs and electrical upgrades.

AECOM is well known to the City and we are very familiar with wastewater treatment, pump station design and the required electrical upgrades having completed numerous projects with related or similar scope including:

- Huron Street Pump Station Upgrades;
- Main and Young Street Pump Station ATS Replacements;
- Bonney Street Pump Station Upgrades;
- McGregor and Lake Street Pump Station Replacements;
- Muriel, Tallack, Fort Creek and Pine Street Pump Station Upgrades;
- Pim Street CSO tank & Pump Station Upgrades;
- Bellevue Park CSO Tank and Pump Station;

- West End WWTP Phase I Upgrades;
- East End WWTP Upgrades;
- Ongoing Waste Water Facilities and SCADA Advisory Services;
- Scada Architecture and Programming.

3. Relevant Past Experience

AECOM has extensive experience in wastewater treatment and pump station planning, design, tendering, contract administration and construction inspection. Below we provide a few examples of our relevant experience.

City of Sault Ste. Marie, West End Water Pollution Control Plant Phase 1 Upgrades (ongoing)

AECOM is providing services for major capital upgrades at the City's West End Water Pollution Control Plant including preliminary design, detail design, and construction administration and inspection services. The proposed upgrades include screening, dewatering, sludge thickening, HVAC system upgrades, electrical upgrades including site wide back-up power and various other items identified through the condition assessment.

City of Sault Ste. Marie, Main and Young Street Pump Station ATS Replacements Pump Station Replacements (completed in 2018)

AECOM provided engineering services for the planning, design, and construction administration/inspection required for electrical upgrades at the Main and Young Street sewage pump stations. The project included replacement of the Automatic Transfer Switches (ATS), installation of manual Transfer Switches for load bank testing, installation of key interlock scheme for enhanced operator safety, addition of ATS monitoring points in SCADA and coordination of bypass pumping operations for the duration of the electrical outage.

City of Sault Ste. Marie, Waste Water Advisory Services (ongoing)

AECOM was retained by the City of Sault Ste. Marie to provide consulting engineering services on an as-needed basis to address wastewater conveyance, wastewater pumping, wastewater treatment, and instrumentation and control systems issues as they arise. AECOM has been providing these services to the City since 2011 and there have been numerous evaluation reports, system upgrades and equipment replacements completed to date.

City of Sault Ste. Marie, McGregor and Lower Lake Street Sewage Pump Station Replacements (completed in 2011)

AECOM provided engineering services for the planning, design, and construction administration/inspection for replacements of two smaller sewage lift stations. The initial planning stage consisted of assessing the condition of the existing stations and identifying proposed upgrades including recommendations for their replacement. The replacements included electrical servicing requirements and operating controls.

City of Sault Ste. Marie, Muriel, Tallack, Fort Creek and Pine Street Sewage Pump Station Upgrades (completed in 2013)

AECOM provided engineering services for the planning, design, and construction administration/inspection for four smaller sewage lift stations. Upgrades included replacement of electrical supply and control panels complete with portable generator plug-in and manual transfer switch similar to what is being proposed for seven stations in the RFP.

City of Sault Ste. Marie, Pim Street Pumping Station Upgrades (completed in 2008)

AECOM provided engineering services for the planning, design, and construction administration/inspection for upgrades to the Pim Street Sewage Pumping Station. The project included

the construction of an underground overflow tank and upgrades to the electrical and mechanical components.

City of Sault Ste. Marie, Bonney Street Pumping Station Upgrade (completed in 2006)

AECOM provided engineering services for preliminary and detail design, and construction administration/inspection for the Bonney Street Sewage Pumping Station Upgrade. The project included pumping and control upgrades and included reuse of the existing wet and dry wells as a mini CSO to reduce the risk of basement flooding in the area.

City of Sault Ste. Marie, Bellevue Park CSO Tank and Pumping Station (completed in 2003)

AECOM provided engineering services for the design and construction administration and inspection of the Bellevue Park CSO Facility. The CSO system is designed to divert, to a 12,000 m³ underground, reinforced, concrete storage tank, excess wastewater during high flow events until the Clark Creek Pumping Station can handle the flow. The facility also includes a wastewater pump station to assist with both tank filling and emptying.

City of Sarnia, Bedford Sanitary Pumping Station (ongoing)

AECOM is currently completing the detailed design of a new sanitary pumping station to replace the aging Bedford and Plank Road Pumping Stations in Sarnia. Associated works to facilitate this goal include design and construction of a 12 metre deep, 1500 mm diameter sanitary trunk sewer from the existing Bedford Pumping Station to the newly designed sanitary pumping station; and construction of a new 2.1 km 600mm dia. sanitary forcemain and 800 m gravity sewer connecting the new sanitary pumping station and three other pumping stations to the Sarnia WPCC. The new sanitary pumping station will have an interconnected two-chamber wet well with a rated capacity of 500 L/s.

City of Sarnia, Devine Street Sanitary Pumping Station (ongoing)

This project included a Federal and Provincial Schedule B Class EA, pre-design, detailed design, and construction administration for a new sanitary pumping station to intercept flow from an existing separated service area and associated pumping stations to be pumped directly to the Sarnia WPCC for treatment. The pumping station is a dry well/wet well configuration and was equipped with 3 dry pit submersible pumps and variable frequency drives. The station has a firm capacity of 375 L/s. The pumping station included an outdoor standby generator as well as a building that connected to the existing City Works garage. The project also included the installation of a 2.3km, 600mm diameter forcemain for which significant CN Rail and Hydro One crossings were required.

Region of Durham, Jeffery Street Pumping Station (ongoing)

The Jeffery Street Sewage Pumping Station is being replaced with up to 1077 L/s of pumping capacity and twin 600 mm dia forcemains to service the West Whitby development area. Development capacity is to occur over time so staged upgrades of the pumping facility are as follows:

- Stage 1 firm capacity: 519 L/s
- Stage 2 firm capacity: 700 L/s
- Stage 3 firm capacity: 1,077 L/s

The pump station inlet is 20 m below grade and sewage is lifted to screens prior to discharging in the high lift wet well.

City of London, RiverBend Sanitary Pumping Stations

Completed planning and engineering services for the design and construction of the sanitary pumping station that serves the RiverBend area and adjacent developments. The station has a dry well/dual wet well arrangement with two 125 hp pumps (1 duty, 1 standby) and is equipped with on-site standby power. The RiverBend SPS has a total pumping capacity of 160 L/s.

City of London, Berkshire Sanitary Pumping Stations

AECOM provided services for the Schedule "B" Class EA, design and construction services to expand an existing pumping station with insufficient pumping capacity during extreme wet weather events. The pumping station is equipped with three 125 hp pumps and has a firm capacity of 600 L/s. The facility has an aesthetically pleasing brick building designed to blend in with the nearby London Rowing Club.

4. Qualifications and Experience of Project Team

The key members of our project team have been with AECOM for periods ranging from a minimum of 10 years to 36 years. This knowledge base is extremely important in successfully delivering projects of this type. We have summarized the key team members, their respective roles on this project, their relevant experience, and the number of days that they will be committed to the project.

Rick Talvitie, P. Eng.		Project Director
Rick is Northern Ontario Manager, Branch Manager, and Senior Project Manager in the Sault Ste. Marie office and directs the planning, design, and contract administration of projects for municipal and provincial agency clients, specializing in transportation, municipal infrastructure, and environmental engineering. He has 31 years of experience working from project planning, through to contract completion in the areas of water and wastewater conveyance and treatment, road and highway design, and municipal solid waste management. His responsibilities include environmental assessments, public consultations, preliminary design, detailed design, contract documentation, design coordination, project liaison, and construction administration. For this project Rick will provide oversight throughout the project and lead the Class EA.		
- Sault Ste. Marie West End Water Pollution Control Plant Phase 1 Upgrades - City of Sault Ste. Marie, Waste Water Advisory Services - Sault Ste. Marie West End WWTP Process Evaluation Study - Bonney Street Sewage Pump Station - Sault Ste. Marie East End WWTP Upgrades - Wawa Aerated Sewage Lagoon	- Chapleau Aerated Sewage Lagoon - Pim Street SPS/CSO Tank and Upgrades - Bellevue Park SPS/CSO Tank - Sewage Works for Local Services Board of Foleyet - Chapleau Water and Wastewater facilities condition assessment	
3.0 Class EA/Preliminary Design Days 3.5 Detailed Design Days 2.0 Construction Days		
Darrell Maahs, C.Tech.		Project Manager
Darrell is well known to the City for his involvement in the design and contract administration of various SSM infrastructure projects. He is a senior Project Manager with 36 years of experience, responsible for the management and coordination of road, water, wastewater, storm water, and facilities projects. His extensive experience includes project liaison, development and evaluation of options, preparation of graphic presentations, identification of preferred design concepts, preliminary and detailed designs, contract documentation, construction administration and supervision, as well as budget control and management of projects. For this project Darrell will be the Project Manager and will be engaged with the project team on a daily basis to deliver this assignment on time and within budget.		
- Sault Ste. Marie West End Water Pollution Control Plant Phase 1 Upgrades - City of Sault Ste. Marie, Waste Water Advisory Services - City of Sault Ste. Marie, McGregor and Lower Lake Street Sewage Pump Station Replacements - City of Sault Ste. Marie, Muriel, Tallack, Fort Creek and Pine Street Pump Station Upgrades - Bonney Street Sewage Pump Station - Sault Ste Marie East End WWTP Upgrades - Sewage Works for Local Services Board of Foleyet	- Pim Street CSO/SPS Tank and Upgrades - Sewage Works for Gogama Local Services Board - Sewage and Waterworks for Dubreuilville - Sewage Works for Matheson - Sewage and Waterworks for Killarney - Bellevue Park SPS/CSO Tank	
8.5 Class EA/Preliminary Design Days 9.0 Detailed Design Days 22.0 Construction Days		
Neil Awde, P. Eng.		Senior Process Engineer
Neil has over 17 years of experience in water and wastewater planning, design and construction. He is the Wastewater Technical Lead for Ontario and Manager of the Wastewater Group for our London office. Neil is familiar to City staff having successfully completed a number of wastewater projects for the City of Sault Ste. Marie. As part of his previous technical work, Neil was involved with the design and contract administration of the East End WWTP and completed the process condition assessment of the West End WWTP. For this project Neil will be the senior process engineer and will be consulted on an as needed basis as the project progresses.		
- Bedford and Devine Pump Stations - RiverBend and Berkshire Pump Stations - Sault Ste. Marie West End Water Pollution Control Plant	- Chapleau Water and Wastewater facilities condition assessment - Adelaide WWTP WAS Thickening Upgrades	

- Phase 1 Upgrades - Sault Ste. Marie West End WWTP Process Evaluation Study - Sault Ste Marie East End WWTP Upgrades - Greenway WWTP Expansion (London)	- St. Thomas WWTP Expansion - Pim Street CSO/SPS Upgrades (Sault Ste. Marie) - Oakville Southeast WWTP – UV Upgrade - Woodward Ave. WWTP - Pottersburg WWTP – Effluent Pump Station (London)
1.0 Class EA/Preliminary Design Days 1.5 Detailed Design Days 1.0 Construction Days	
Miles Buckrell, P. Eng	Senior Electrical Engineer
Miles is a senior electrical engineer with 31 years of experience in electrical design for municipal infrastructure, and commercial/institutional/light industrial buildings. His work experience includes design of new facilities as well as the preparation of feasibility studies and condition reports, design of facility upgrades, cost estimates, construction administration services, and third party review of electrical design. Miles design experience includes electrical services, electrical distribution, standby power systems, fire alarm systems, lighting systems, communication systems, and short circuit and coordination studies. For this project Miles will be the electrical design lead, working out of our London office.	
- Sault Ste. Marie Young and Main Street Pumping Station – Transfer Switch Replacement - Sault Ste. Marie West End Water Pollution Control Plant Phase 1 Upgrades - Belmont Pumping Station (Halifax Region) - Vauxhall Effluent Pumping Station (London) - Bedford Pumping Station (Sarnia)	- Stratford WPCP – Turbo Blower Upgrade - Hopewell Crossing SPS (Breslau) - Sudbury Airport Reservoir & PS (Sudbury) - Old Dundas SPS (Ancaster) - Elmira WWTP – Condition Assessment - Brantford WPCP – Aeration Control Upgrades
6.0 Class EA/Preliminary Design Days 9.0 Detailed Design Days 2.0 Construction Days	
Will Dohmen, P. Eng	Instrumentation and Controls (I&C) Manager
Will manages the Instrumentation and Automation (I&A) department including coordination and implementation of projects. He has over 26 years of electrical, instrumentation, and automation (EI&A) engineering experience in both the public and private sectors. Will has been a project leader directing engineers, designers, suppliers, and subcontractors. His duties include project coordination, cost control, scheduling, I&A engineering design, HMI development, PLC programming and commissioning/startup activities on specified projects. Will has been involved in EI&A pre- and detailed engineering design, project coordination, and implementation for a variety of client applications including water and wastewater treatment plants and pumping facilities. Will is very familiar with the wastewater I&A in Sault Ste. Marie and for this project he will lead the I&A design.	
- Bedford and Devine Pump Stations (Sarnia) - RiverBend and Berkshire Pump Stations (London) - Dundas Pump Station (Halton Region) - Vauxhall Effluent Pump Station (London) - Wide Area Network for Sault Ste. Marie WWTPs and SPSs - Kitchener WWTP - Woodward Ave. WWTP (Hamilton) - Clarkson WWTP (Peel Region)	- Philip H Jones PCP Upgrade/Expansion (Penetanguishene) - Pottersburg WWTP – Effluent Pump Station (London) - Oakville Southeast WWTP – UV Upgrade - Scada Architecture (Sault Ste. Marie) - Sault Ste. Marie West End WPCP Upgrades - Various Pump Stations in Sault Ste. Marie
1.0 Class EA/Preliminary Design Days 2.0 Detailed Design Days 1.0 Construction Days	
Jerry Tulloch, C. Tech	Senior Design Technician
Jerry is a senior technician with 30 years of experience. He performs the duties of a senior design technician, surveyor, and design coordinator. He is responsible for supervision of all aspects of design and construction of urban and rural road projects; wastewater, potable water and storm water conveyance; job estimating, quantity take-offs; and multiple survey applications. He is proficient with AutoCAD Civil 3D, Auto LISP, Waterworks, PC SWM, ArcGIS, and Eaglepoint Land Development software. For this project Jerry will support the drawing production.	
- City of Sault Ste. Marie, McGregor and Lower Lake Street Sewage Pump Station Replacements - City of Sault Ste. Marie, Muriel, Tallack, Fort Creek and Pine Street Pump Station Upgrades - Bonney Street Sewage Pump Station	- City of Sault Ste Marie, East End Sewage Treatment Plant - City of Sault Ste. Marie, Pim Street Sewage Pump Station Upgrade
4.0 Class EA/Preliminary Design Days 1.0 Detailed Design Days 1.0 Construction Days	

Kerry Young, CET		Senior Design Technician / Site Inspector	
Kerry is a civil engineering design and construction technician with 18 years of experience. He divides his time between office and field work related to municipal engineering projects. Kerry's responsibilities include preparation of tender, construction, and record drawings, total station surveying involving data collection, layout, field checks, and site supervision of municipal capital works projects involving tracking and recording quantities, preparing payments, inspection, and acceptance of work. For this project Kerry will provide inspection services.			
• City of Sault Ste. Marie, McGregor and Lower Lake Street Sewage Pump Station Replacements • City of Sault Ste. Marie, Muriel, Tallack, Fort Creek and Pine Street Pump Station Upgrades • Bonney Street Sewage Pump Station		• City of Sault Ste Marie, East End Sewage Treatment Plant • City of Sault Ste. Marie, Pim Street Sewage Pump Station Upgrade	
7.0 Class EA/Preliminary Design Days 3.0 Detailed Design Days 30.0 Construction Days			

5. Proposed Work Program Methodology

5.1 Class EA

Based on our current knowledge of the project requirements we believe the project is categorized as a Schedule A undertaking as it likely falls within the following activities noted in the MEA Class EA document:

Normal or emergency operational activities. Such activities may include, but are not limited to, the following:

- Addition of minor buildings, sheds and equipment and materials storage areas;
- Repairs, cleaning, renovations or replacement of sewage treatment facilities, pumping plant equipment or outfalls;
- Installation or replacement of standby power equipment where new equipment is located within an existing building or structure.

We plan to confirm Class EA requirements shortly following project award. Our work plan and fee have been developed assuming a Schedule A or A+ undertaking.

5.2 Designated Substance Surveys (DSS)

As noted in the Terms of reference there have been a number of environmental studies completed to date. During the proposal phase we discussed the specific project needs with Pinchin with due consideration of the work that has already been completed. Through those discussions we are proposing that our subconsultant Pinchin will complete DSS surveys at five locations including the East End Sewage Treatment Plan Electrical Building, John Street PS, Pim Street PS, Bellevue SSO PS and River Road PS. The DSS's at each of these locations will build upon the asbestos surveys completed in 2016 and will ensure compliance with Section 30 of the OHSA.

5.3 Preliminary Design (50% Design Package)

Upon commencement of the project we will review background documents and drawings, confirm utility infrastructure, identify data gaps and confirm base plan requirements to facilitate tendering of the work. We anticipate the tender package can likely be developed without the need for any field surveys. We plan to undertake a field investigation at each location to confirm existing conditions to establish a photographic inventory of each station. The work can likely be satisfactorily detailed through the use of field photos and aerial imagery. We have also assumed that existing available geotechnical information is adequate to support the scope of work.

AECOM will identify design parameters for the upgrades and confirm them with City staff. Design parameters will be based on relevant City design standards and guidelines, the Ministry of Environment Conservation and Parks (MECP) design guidelines, Ontario Electrical Safety Code and other applicable design standards/guidelines (AWWA, TSSA, OHSA, etc.).

Based on historical discussions with Public Works staff we understand that the preference is to provide new electrical/control panels at each of the seven stations listed in the RFP. We have a thorough understanding of the specific requirements for these panel replacements based on similar panel installations that we procured on behalf of the City at McGregor, Lower Lake, Muriel, Tallack, Fort Creek and Pine Street sewage pump stations. During the preliminary design phase we will confirm the specific upgrades at all sixteen locations and we will develop a matrix to document the proposed upgrades at each location. In addition we will also provide typical details for each of the major upgrades including a typical new panel (anticipate 7 locations), typical portable generator connection to be installed in an existing panel (anticipate 3 locations) and a typical quick connect double throw (QCDDT) switch installation to facilitate load bank testing (anticipate 6 locations). Notably we have recent experience with each of these upgrades at other City of Sault Ste. Marie sewage pump stations.

An important consideration during the preliminary design phase will be the potential interruption of normal operations required to facilitate installation of the proposed upgrades. We will identify those stations where normal operations will be interrupted and identify necessary requirements to maintain operations at those locations. We will identify the flows to be managed (we have assumed flow information will be provided by the City) and appropriate contingency measures during the interruption in normal operations. This information will also be documented in the summary matrix.

In addition we will confirm specific MECP Notice of Modification requirements and MECP technical approvals (i.e. Environmental Compliance Approval) requirements and prepare all required applications and supporting documents. Our work program has been developed assuming that ECA amendment(s) are not required based on similar historical upgrades. Plan review submissions will also be made to the Electrical Safety Authority as required.

The preliminary design will be completed and summarized in a preliminary design package (50% design package), which will include:

- Introduction to the project including objectives of the design and its future use;
- Confirmation of Class EA requirements (assumed to be Schedule A or A+);
- Site information – summary of existing conditions and available information at each site;
- Matrix summarizing the following for each station: existing available information, proposed upgrades, anticipated interruptions to normal operations, interim operating requirements and contingency measures;
- Typical details for each of the three major upgrades (i.e. new panel, portable generator connection and manual transfer switch and 3-way disconnect switch);
- Preliminary electrical and instrumentation and controls strategies/designs;
- Identification and analysis of options (rental versus purchase of equipment) for load bank testing at locations identified in the RFP with a recommendation for each site;
- Preliminary implementation strategy and scheduling of construction works/staging plan to minimize impact on operations and to align with City budgeting;
- Cost estimate of proposed construction works; and
- Identification of all required notification and approvals requirements.

All information described above will be summarized in the preliminary design package which will be submitted to and reviewed by the City at the 50% level. A total of two (2) meetings will be held during the preliminary design phase. The first meeting will be a project initiation meeting to review the project Work Plan and update the schedule and the second meeting will take place at the end of the preliminary design phase and will involve review of the preliminary design package with City Staff. AECOM will prepare agendas and meeting reports.

5.4 Detailed Design (75% and 100% Design Packages)

The preliminary design drawings will be used as a basis for preparation of the detailed design drawings. AECOM will convert the design concepts developed during preliminary design into detailed drawings, specifications and front end documents. The detail design /tender will also include provisions for the decommissioning and removal of the existing electrical/control panels at seven locations. The City will have opportunities to provide input and comments as the design progresses and any changes from the preliminary design will be approved by the City and properly documented. The drawings will be submitted to the City for review at the 75% and 100% completion levels.

Technical specifications will be developed and submitted for review by the City. The technical specifications will include specific details of each item of work, including general requirements, as well as product/material and installation requirements. Specifications will also include a detailed sequencing plan/operational constraints, advising the Contractor of the sequences and restrictions in regard to facility shut-downs, interim operations, contingencies and any other scheduling restrictions. Front end documents including information to bidders, form of tender, lump sum breakdown, etc. will also be developed.

A total of two (2) meetings will be held during the detailed design phase. The first meeting will be held at the 75% completion level of the detailed design drawings. AECOM will prepare all required presentation/meeting materials, facilitate the meeting/workshop, and prepare/distribute meeting minutes. The City will have the opportunity to provide input/comments and ask questions during the meetings. The second meeting will be held at the 100% completion level, where the City and AECOM will have the opportunity to discuss the Final Design package including detailed drawings, specifications, special provisions and front end documents. AECOM will incorporate all input/comments and finalize the documents. The final documents will then be submitted and used for Tendering.

During the detail design phase AECOM will continue to work through any approvals requirements as identified in the Preliminary Design Phase to ensure necessary approvals are in-place in a timely manner.

Towards the end of detailed design, a pre-tender construction cost estimate will be completed and provided to the City.

5.5 Tender Period Assistance

During Tendering, AECOM will issue tender documents to contractors, subcontractors and suppliers for pricing of the proposed work. AECOM will also provide technical tendering support and will provide responses to any technical questions that arise during Tendering, for incorporation into addenda. All addenda changes will be incorporated into the specifications and "Issued for Construction" contract documents.

After the Tender closing, AECOM will review the bid submissions and submit a report to the City with a summary of our assessment.

5.6 Contract Administration

The construction phase will commence following the award of the construction contract. A pre-construction meeting will be held with AECOM, the Contractor and the City in order to introduce project personnel, explain communication/administrative protocols, review health and safety and environmental issues, and in particular to review operational requirements and provide the protocols and contingencies for any interruptions in service.

AECOM's Project Manager/Contract Administrator (PM/CM), Darrell Maahs and Site Superintendent will work together closely during the construction phase with the PM/CM being in constant communication with the Site Superintendent, in order to complete the tasks outlined below.

The PM/CM will be responsible for:

- Schedule monitoring;
- Attending construction meetings, including preparation of meeting agendas and minutes;
- Preparation of the project close-out letter and ensuring that all contract and regulatory requirements have been met;
- Co-ordination and review of shop drawings: Maintaining a log of all incoming and reviewed shop drawings, outstanding submittals, etc. The shop drawings will be sent to the appropriate discipline engineer for review and returned to the Contractor within 10 working days.
- Administrative paperwork, including preparation of Change Orders and maintaining a Change Order log, preparation of Request for Quotations (RFQs), Progress Payment Certificates (PPCs), Certificate of Substantial Completion, etc.; and,
- Reviewing the Contractor's Operation & Maintenance manual for completion in accordance with the contract documents, and preparation of the Consultants manual.

The Site Superintendent's main tasks will include:

- Attending Pre-Construction and monthly Construction meetings;
- Monitoring the Contractor's compliance to operational constraints, contingency measures, environmental and safety laws/regulations and conformance to the contract documents;
- Arranging, if necessary, inspections by the discipline engineers at appropriate times during construction;
- Performing inspections and maintaining deficiency lists at key stages (i.e. prior to Substantial Completion, updated every week for the first six weeks following Substantial Completion and updated monthly during the warranty period);
- Verifying that all required inspections by regulatory authorities have been performed;
- Providing record drawings and information for incorporation into CAD drawings;
- Ensuring conformance to the contract documents; advising the City and PM/CM of non-conformances, and ensuring the Contractor rectifies all issues/non-conformances;
- Advising the Contractor on the interpretation of drawings and specifications and issuing supplementary field instructions/clarifications, as required;
- Maintaining a construction log/diary of all construction activities, labour, equipment, weather, visitors, testing, unusual and/or significant events, safety violations, and working conditions on site, including photographs of work;
- Providing construction reports to the City during construction;
- Arrange for independent/specialist material testing as required;
- Respond to all general Contractor enquiries promptly and ensure that the Contract does not jeopardize or upset the operation of the facility during the course of the construction works;
- Reviewing the Contractor's request for progress payments and extras;
- Preparation of an inventory list for spare parts, special tools, etc. and accept parts on behalf of the City; and,
- Ensuring that all commissioning and pre-commissioning requirements are met (manufacturer inspection of proper installation if required, staff training, O&M manuals, as-built drawings, etc.) and the facility operation supervisor is fully advised on the operating characteristics and maintenance of all equipment.

Our Site Superintendent will undertake regular inspections as the construction progresses. For the purposes of our proposal we have allowed for 240 hours of inspection time based on an assumed 40 week construction period under one contract.

Jointly, the PM/CM and Site Superintendent will be responsible for:

- Contract document interpretation and dealing with unusual or unforeseen circumstances;
- Co-ordination of schedule and activities (i.e. shut-downs, tie-ins, etc.) between Contractor, City Operations staff, and others as necessary; and

- Reviewing the Contractor's claims for extras.

5.7 Commissioning, Training and Close-out Documentation

Prior to commissioning, the Contractor will be required to submit a commissioning plan and schedule in accordance with the requirements in the contract documents. AECOM will review the commissioning plan to ensure the plan covers all requirements in a logical and achievable manner. Co-ordination will occur between AECOM, the City and the Contractor regarding timing/scheduling and requirements for Operations staff and/or additional resources. AECOM will ensure that all requirements have been met prior to commissioning, which include submittal of the O&M manuals, training, and as-built drawings.

Training will be co-ordinated and led by both AECOM and the Contractor. AECOM will provide instruction to City staff with respect to: project goals, approach to design, and process descriptions including sub-units and system operation. The Contractor will be responsible for item-specific training (provided by qualified manufacturer representatives) including operation and maintenance requirements. AECOM and the Contractor will prepare draft agendas and training materials for the City's review prior to finalizing the training material, which will include a web-based format for future use.

A 14-day performance test/start-up will occur for the station after all individual equipment commissioning, sign offs, training and Operation & Maintenance manuals have been completed. AECOM's Site Superintendent will be present during commissioning, and AECOM personnel will be on call during this time. AECOM will report on any deficiencies/problems that arise during the 14-day period.

AECOM will also assist the City in ensuring all items on the Operations Acceptance Checklist and Project Close-out Documentation checklist have been provided.

5.8 Warranty Period Services

During the one year warranty period, AECOM will complete post-construction monitoring and site inspections, as required, and communicate with the Contractor to ensure that all deficiencies are rectified within a reasonable timeframe. At the end of the warranty period, AECOM will prepare the final payment certificate and other required documentation.

6. Project Schedule

We have developed a Proposed Work Program and Fee Schedule which is appended as Figure 1. The Proposed Work Program outlines the various tasks together with the timing for each. We are prepared to initiate work immediately following project award and will complete the planning and preliminary design phase early in 2019. The project will be tender ready in August and the construction will be completed in 2019.

7. Fee Estimate

We have developed a fee estimate that addresses the requirements of the RFP and considers the complexity of the project. Our overall fee, inclusive of expenses, is \$169,500 (excluding HST).

We have included in the table below, a fee schedule summarizing the name, role and rate of pay for the key staff to be engaged in this project.

Name	Role	Hourly Rate
Rick Talvitie	Project Director	*
Darrell Maahs	Project Manager	*
Neil Awde	Senior Process Engineer	*
Miles Buckrell	Senior Electrical Engineer	*
Will Dohman	Instrumentation & Controls Manager	*
Jerry Tulloch	Senior Design Technician	*
Kerry Young	Senior Design Technician / Site Inspector	*

* Refer to original proposal for rates.

AECOM will enter into a standard MEA CEO Engineering Agreement with the City of Sault Ste. Marie upon notification of award.

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2019-8

AGREEMENT: (E2.2) A by-law to authorize the execution of the Contract between the City and 1187839 Ontario Limited for Pim Street Pump Station Repairs (Contract 2018-6E) and to obtain approval for an amendment to the engineering fee.

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 the Contract dated January 14, 2019 between the City and 1187839 Ontario Limited, a copy of which is attached as Schedule "A" hereto. This Contract is for the Pim Street Pump Station Repairs (Contract 2018-6E) and to obtain approval for an amendment to the engineering fee.

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 14th day of January, 2019.

MAYOR - CHRISTIAN PROVENZANO

CITY CLERK - MALCOLM WHITE

Schedule "A"

CORPORATION OF THE CITY OF SAULT STE. MARIE

CONTRACT 2018-6E

FORM OF AGREEMENT

This Agreement made (in triplicate) this 14th day of January in the year 2019 by and between

1187839 Ontario Limited hereinafter called the "Contractor"

AND

The Municipal Corporation of the City of Sault Ste. Marie, Ontario hereinafter called the "Corporation".

WITNESSETH: That the Contractor and the Corporation undertake and agree as follows:

1. The Contractor will provide all the materials and all the works shown and described in the contract documents entitled:

PIM STREET PUMP STATION REPAIRS AND INSPECTION CONTRACT 2018-6E

Which have been signed in triplicate by both parties and which were prepared under the supervision of Don Elliott, P. Eng, Director of Engineering acting as and herein entitled, the Owner.

2. The Contractor will do and fulfill everything indicated by the Agreement, the General Conditions, the Specifications, the Special Provisions and the Drawings including Addenda 1-4
3. The Contractor will complete all the work to the entire satisfaction of the Owner within the period of time specified.
4. The Corporation shall pay to the Contractor the contract price as set forth in the Form of Tender in accordance with the provisions as set forth in the General Conditions and the Special Provisions. The quantities contained in the Form of Tender are approximate only and the final payment shall be made for the actual quantities that are incorporated in or made necessary by the work covered by the contract.
5. The Corporation shall pay the Contractor for work that is ordered in writing by the Owner and that cannot be classified as coming under any of the contract units and for which no unit price, lump sum, or other basis can be agreed upon, on a time and material basis as set out in the General Conditions.
6. The Contractor shall completely indemnify and save harmless the Owner, its employees, officers and agents from any and all claims, demands, actions, losses, expenses, costs or damages of every kind and nature whatsoever and howsoever caused that the Client, its employees, officers or agents may sustain or suffer as a consequence of the actions, inactions or omissions of the Contractor, its employees, agents or officers or as a result of the performance of this Agreement by the Contractor, its employees, agents or officers or as a consequence of the negligent actions or inactions of the Contractor, its employees, agents or officers whether or not the Client is partially or wholly responsible for such claims, demands, actions, losses, expenses, costs or damages.
7. The Contractor shall also indemnify The Public Utilities Commission of the City of Sault Ste. Marie, PUC Distribution Inc. and PUC Services Inc., its officers, employees, agents and affiliates, from all loss, damages, costs, charges and expenses of every nature and kind whatsoever which may be made or brought against The Public Utilities Commission of the City of Sault Ste. Marie, PUC

Distribution Inc. and/or PUC Services Inc., its officers, employees, agents and affiliates, by reason or in consequent of the execution and performance or maintenance of the work by the Contractor, its employees, agents, officers, or those for whom at law the Contractor is responsible.

8. All communications in writing between the Corporation, the Contractor and the Owner shall be deemed to have been received by the Addressee if delivered to the individual, a member of the firm or an officer of the Corporation for whom they are intended or if sent by post or by facsimile as follows:

THE CORPORATION:

The Corporation of the City of Sault Ste. Marie
Civic Centre
99 Foster Drive
Sault Ste. Marie, ON P6A 5X6

THE CONTRACTOR:

1187839 Ontario Limited
815 Great Northern Road
Sault Ste. Marie, ON P6A 5K7

THE CONTRACT ADMINISTRATOR:

STEM Engineering Group
875 Queen Street East, Suite 2
Sault Ste. Marie, ON P6A 2B3

IN WITNESS WHEREOF the parties hereto have executed this Agreement by the day and year first above written.

Signed, Sealed and Delivered
in the presence of

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

MAYOR - CHRISTIAN PROVENZANO

(seal)

CITY CLERK – MALCOLM WHITE

THE CONTRACTOR

1187839 ONTARIO LIMITED

COMPANY NAME

(seal)

SIGNATURE

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2019-9

TRAFFIC: (T2) A by-law to amend Schedule "Y" 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 "Y" OF BY-LAW 77-200 AMENDED

Schedule "Y" of By-law 77-200 is amended by adding the following:

<u>STREET</u>	<u>DESIGNATED LOCATION</u>	<u>SPEED</u>
"Windsor Trail	from Old Garden River Road to Foxborough Trail	40 km/hr
Foxborough Trail	from Foxborough Trail to Third Line East	40 km/hr".

2. EFFECTIVE DATE

This by-law is effective on the day of its final passing.

PASSED in open Council this 14th day of January, 2019.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2019-10

SUBDIVISION CONTROL: (PR6) A by-law to deem not registered for purposes of subdivision control certain lots in the **Sault Ste. Marie Park Subdivision**, pursuant to section 50(4) of the *Planning Act*.

WHEREAS section 50(4) of the *Planning Act* authorizes the Council of a municipality to designate by a by-law any plan of subdivision or part thereof that has been registered for 8 years or more as not being a plan of subdivision for subdivision control purposes; and

WHEREAS a plan of the **Sault Ste. Marie Park Subdivision** was registered in the Registry Division on **May 13, 1913 as Plan 7602**; and

WHEREAS it is deemed expedient that a by-law be enacted pursuant to the said section 50(4) to designate part of the **Sault Ste. Marie Park Subdivision** as being not a registered plan of subdivision;

NOW THEREFORE THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to section 50(4) of the *Planning Act*, R.S.O. 1990, Chapter P.13 and amendments thereto, **ENACTS** as follows:

1. **PART OF SAULT STE. MARIE PARK SUBDIVISION DEEMED NOT REGISTERED**

Lot 739-740 PI 7602 Korah Pt Lane PI 7602 Korah and Lt 741 PI 7602 Korah; Pt Lt 742 PI 7602 Korah Pt 1 1R8369; Pt Lane PI 7602 Korah Pt 2 1R8369; Sault Ste. Marie Park Subdivision, registered in the Land Titles Division for the District of Algoma are hereby designated to be part of a plan of subdivision which shall be deemed not to be a registered plan of subdivision pursuant to section 50(4) of the *Planning Act*. The said lots together are hereby designated an area of subdivision control.

2. **EXECUTION OF DOCUMENTS**

The Mayor and City Clerk are hereby authorized for and in the name of the Corporation to execute and to affix the seal of the Corporation to all documents required to give effect to this by-law.

3. **EFFECTIVE DATE**

This by-law takes effect on the day that this by-law is registered in the Land Titles system pursuant to section 50(28) of the *Planning Act*.

PASSED in open Council this 14th day of January, 2019.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

LEGAL\STAFF\COUNCIL\BY-LAWS\2019\BY-LAW 2019-10 DEEMING BY-LAW SSM PARK SUB (NICHOL).DOCX

THIS DRAWING IS FOR INFORMATION PURPOSES ONLY. IT DOES NOT FORM PART OF THIS BY LAW.

Rossmore Road

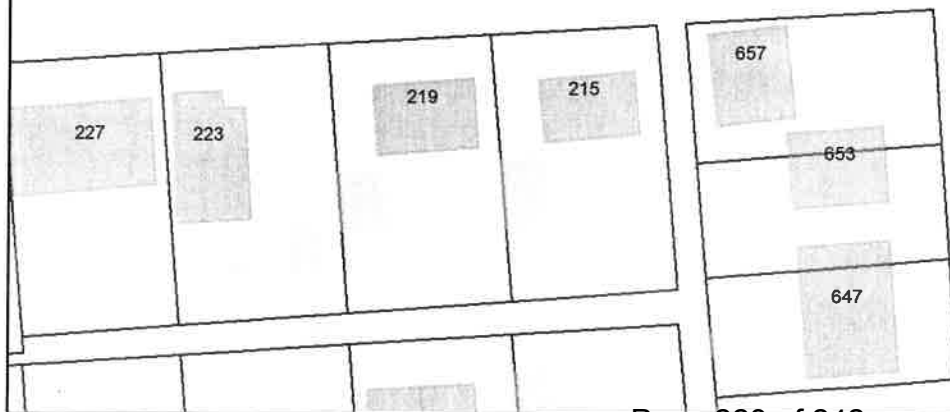
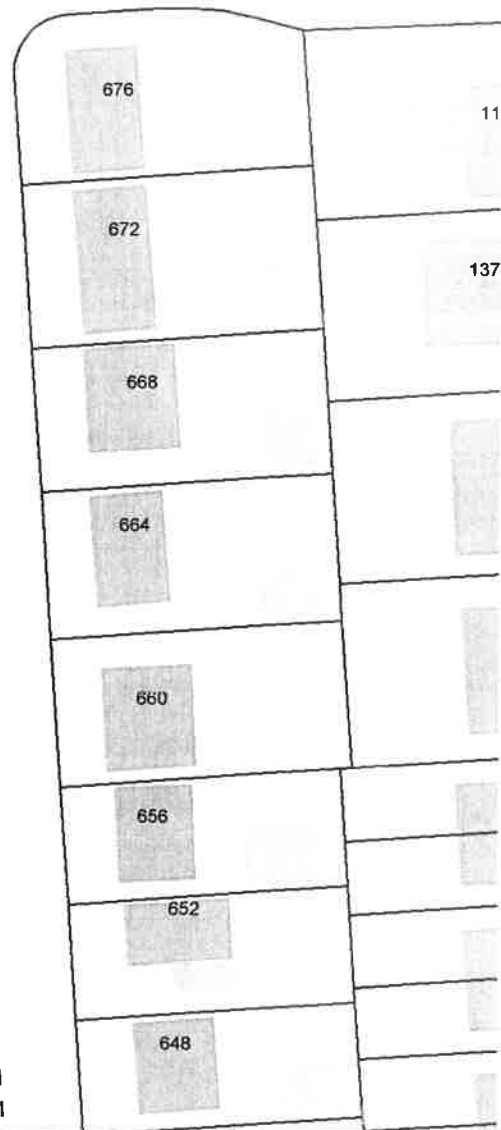
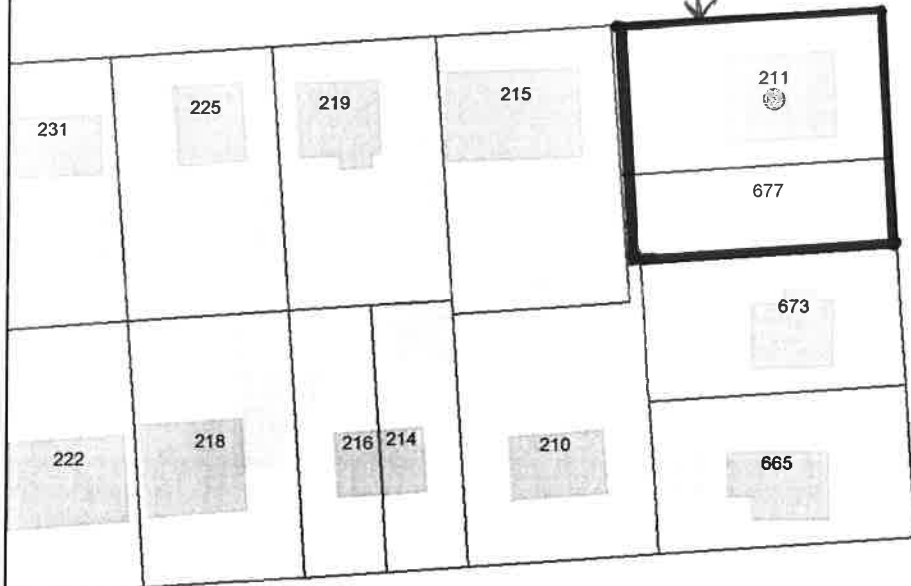
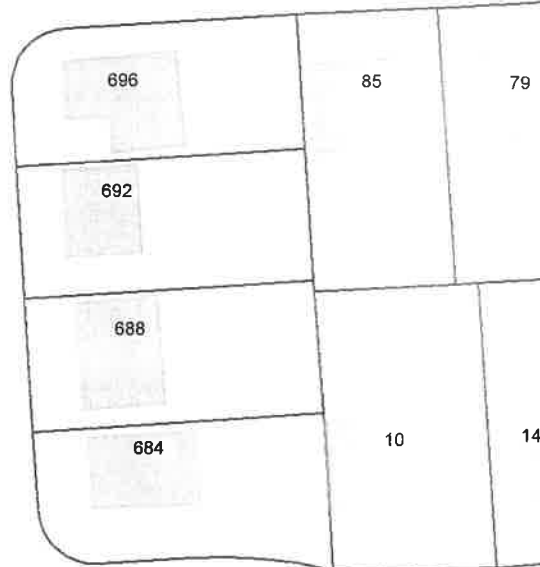
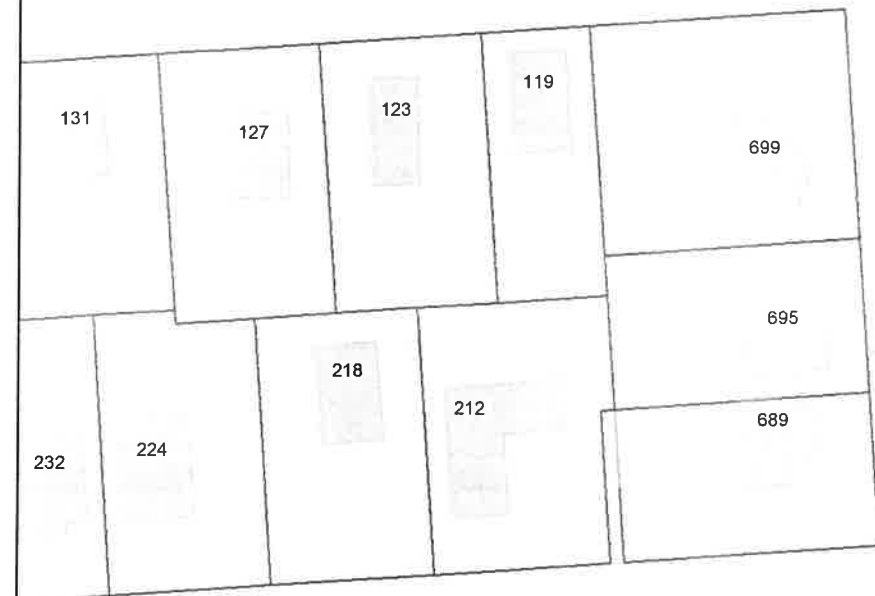
Farwell Terrace

Bitonti Crescent

Langdon Road

SUBJECT PROPERTY

Sydenham Road



THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2019-11

DELEGATION: (L1.24) A by-law to delegate to the Chief Administrative Officer/his/her delegate signing authority under section 23.1 of the *Municipal Act, 2001* to provide the Alcohol and Gaming Commission of Ontario with comments on the Licensing of Cannabis Stores.

THE COUNCIL of the Corporation of the City of Sault Ste. Marie, pursuant to section 23.1 of the *Municipal Act 2001*, S.O. 2001, c.25, **ENACTS** as follows:

1. **AUTHORITY TO PROVIDE COMMENTS DELEGATED**

City Council hereby delegates to the Chief Administrative Officer/his/her delegate the authority in the name of the Corporation to provide the Alcohol and Gaming Commission of Ontario with comments on the Licensing of Cannabis Stores.

2. **EFFECTIVE DATE**

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

PASSED in open Council this 14th day of January, 2019.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2019-12

APPOINTMENTS TO LOCAL BOARDS: (L5.2) A by-law to appoint members to various Local Boards in the City of Sault Ste. Marie.

THE COUNCIL of The Corporation of the City of Sault Ste. Marie **ENACTS** as follows:

1. **APPOINTMENTS TO THE FENCE VIEWERS COMMITTEE**

- (a) The following persons are hereby appointed as fence-viewers for the City of Sault Ste. Marie pursuant to the *Line Fences Act*, R.S.O. 1990, c. L.17 and amendments thereto from January 14, 2019 to December 31, 2020:

Elizabeth Filice
Shannen Scott
Samantha Tyczinski

(b) **PER DIEM RATE**

Each fence-viewer shall be paid the sum of \$50.00 for each day's work done under the *Line Fences Act*.

2. **APPOINTMENTS TO THE COMMITTEE OF REVISION**

The following persons are hereby appointed as members of the Sault Ste. Marie Committee of Revision pursuant to Section 19 of O. Reg 586/06 filed under the *Municipal Act*, 2001, S.O. 2001, c.25 and amendments thereto from January 14, 2019 to December 31, 2020:

Nancy Bailey
Elizabeth Filice
Jason Young
Melinda Rainone (Alternate)

3. **APPOINTMENTS TO PROPERTY STANDARDS COMMITTEE**

The following persons are hereby appointed as members of the Sault Ste. Marie Property Standards Committee pursuant to Section 15.6 of the *Building Code Act, 1992*, S.O. 1992, c. 23 and amendments thereto and pursuant to the terms of By-law 2012-9 from January 14, 2019 to December 31, 2020:

Elizabeth Filice
Martin Poirier
Michael Szczepaniak

4. **EFFECTIVE DATE**

This by-law shall be effective from the date of its final passing.

PASSED in Open Council this 14th day of January, 2019.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

tj\\citydata\\LegalDept\\Legal\\Staff\\COUNCIL\\BY-LAWS\\2019\\2019-12 Local Boards Appointments.doc

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW 2019-13

AGREEMENT: (AG176) A by-law to authorize the execution of the Agreement between the City and 2547742 Ontario Inc. for a staircase occupying City property abutting 289 Bay Street.

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 the Agreement dated January 14, 2019 between the City and 2547742 Ontario Inc., a copy of which is attached as Schedule "A" hereto. This Agreement is for a staircase occupying City property abutting 289 Bay Street.

2. **BY-LAW 99-180 REPEALED**

By-law 99-180 is hereby repealed

3. **SCHEDULE "A"**

Schedule "A" forms part of this by-law.

4. **EFFECTIVE DATE**

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

PASSED in open Council this 14th day of January, 2019.

MAYOR - CHRISTIAN PROVENZANO

CITY CLERK - MALCOLM WHITE

Schedule "A"

LICENCE TO OCCUPY CITY PROPERTY

THIS LICENCE made in duplicate this 14th day of January, 2019.

B E T W E E N:

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

(herein referred to as the "City")

- and -

2547742 ONTARIO INC.

(herein referred to as the "Licencee")

The City grants to the Licencee the right to occupy the property of the City ("the City property") identified as a portion of the sidewalk in front of 289 Bay Street, as shown on Schedule "A" (hereinafter: the "Licensed Area") to this Licence to Occupy City Property in order to locate part of a stairway.

This Licence is subject to the conditions set out in Schedule "B" attached.

In this Licence "City" means the "Council" of the City of Sault Ste. Marie and any person authorized to act on its behalf.

This Licence shall enure to the benefit of and be binding upon the parties hereto, their heirs, successors and assigns.

In witness thereof the parties hereto have affixed their hands and seals on the date written above.

SIGNED, SEALED AND DELIVERED)

)

JOE RUSCIO

)

I have authority to bind the Corporation

)

)

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

)

)

)

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MAYOR – CHRISTIAN PROVENZANO

)

)

)

)

CLERK - MALCOLM WHITE

SCHEDULE "B"

This Licence is subject to the following conditions:

1. The City grants to the Licencee the right to occupy the Licensed Area for a period of one (1) year commencing on January 1st, 2019 (the "Term") and ending on December 31st, 2019. This License Agreement shall automatically renew on a yearly basis (the "Renewal Term") thereafter on the same terms and conditions unless terminated by notice in writing by either party not less than ninety (90) days prior to the expiration of the Term or any Renewal Term.
2. The City has no obligation to make any improvements or provide any maintenance to the property described in this Licence Agreement. These obligations are the Licencee's.
3. During the Term the Licencee shall be responsible, at its sole liability and expense, to complete all necessary inspections, maintenance and upkeep of the Licensed Area, which includes but is not limited to, being responsible for clearing snow from the public sidewalk adjacent to the stairs on the north side of 289 Bay Street to standards satisfactory to the Deputy CAO – Public Works & Engineering Services and their delegates.
4. The City or the Licencee may cancel this agreement on giving thirty (30) days written notice to the other party of their intention to do so. Notices shall be deemed given if deposited in the mail with postage charges prepaid and addressed to the party for whom intended at such party's address herein specified.

CITY

City Solicitor
The Corporation of the
City of Sault Ste. Marie
P.O. Box 580
Sault Ste. Marie, Ontario
P6A 5N1

LICENCEE

2547742 ONTARIO INC.
229 Great Northern Road
Sault Ste. Marie, Ontario
P6B 4Z2

4. This Licence may not be assigned without the written permission of the City.
5. The Licencee shall completely indemnify and save harmless the City, its employees, officers and agents from any and all claims, demands, actions, losses, expenses, costs or damages of every kind and nature whatsoever and howsoever caused that the City, its employees, officers or agents may sustain or suffer as a consequence of the actions, inactions or omissions of the Licencee, its employees,

agents or officers or as a result of the performance of this Licence or occupation of the Licenced Area by the Licencee, its employees, agents or officers or as a consequence of the negligent actions or inactions of the Licencee, its employees, agents or officers whether or not the City is partially or wholly responsible for such claims, demands, actions, losses, expenses, costs or damages.

6. The Licencee will not use or permit the use of the said land for any purpose other than the purpose herein set out.
7. The Licencee hereby acknowledges and agrees that the Licencee has no proprietary right, title or interest in the Licensed Area, and that same is and shall remain the property, title and right of the City.
8. The Licencee agrees to maintain at all times during the currency of this Licence hereinbefore described, a minimum of Five Million (\$5,000,000.00) Dollars comprehensive general liability insurance in respect of personal injury, death, loss or damage of or to any person or property of third parties, with insurers licenced to conduct business in Ontario. The City shall be added as an Additional Insured to the required liability insurance policy or policies and no such policy shall be cancelled or allowed to lapse without at least thirty (30) days written notice having been given to the City. An Insurance Certificate, on the C.S.I.O. form and satisfactory to the City's Risk Manager, shall be provided to the City prior to the commencement of the Licence Date.
9. The Licencee acknowledges that there may be City sanitary sewers located on and under the subject lands and agrees not to impede access to these utilities by the City.
10. If the City requires access to the property identified in Schedule "A" for any purpose such as but not limited to access to the sanitary sewer, the City shall not be responsible for restoring the property to its condition prior to access by the City. However the City shall leave the property in as neat and tidy a condition as possible.
11. If, at the sole discretion of the City and/or emergency personnel, the City and/or emergency personnel requires access to any portion of the Licensed Area, such that removal of any portion or the entirety of the stairs is required, the Licencee shall in no way restrict such access and the City and/or emergency personnel shall in no way be responsible for restoring the stairs to their condition prior to such access by the City and/or emergency personnel.
12. The Licencee, at its sole cost and expense, may register a Notice of this License of Occupation on title to the Licensed Area only with the prior express written consent of the City, which consent shall not be unreasonably or arbitrarily withheld. Any such notice shall only contain the minimum requirements for registration. Upon the termination of this License of Occupation, the Licencee shall promptly take all steps

necessary at its sole cost and expense to cause the Notice of this License of Occupation to be deleted from title.

13. The parties hereto acknowledge and agree that the recitals and Schedules "A" and "B" appended hereto shall form part of this License Agreement.
14. This License Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO. 2019-14

TAXES: (T1.2(1)) A by-law to provide for Interim Tax Levies.

WHEREAS Section 317 of the *Municipal Act, 2001* S.O. 2001, c.25, as amended, provides that the council of a local municipality, before the adoption of estimates for the year under Section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes;

AND WHEREAS the Council of the Corporation of the City of Sault Ste. Marie deems it appropriate to provide for such interim levy on the assessment of property in this municipality;

THEREFORE the Council of the Corporation of the City of Sault Ste. Marie enacts as follows:

1. In this by-law the following words shall be defined as:

“Act” shall mean the *Municipal Act, 2001* S.O. 2001, C.25, as amended

“Minister” shall mean the Minister of Finance;

“MPAC” shall mean the Municipal Property Assessment Corporation;

“Treasurer” means the treasurer of the Corporation of the City of Sault Ste. Marie or a person delegated the Treasurer’s powers and duties under s.286(5) of the Act and By-law 2017-50, being the City Tax Collector.

2. The amounts levied shall be as follows and payable to the Treasurer:

2.1 For the Residential, Pipeline, Farm and Managed Forest property classes there shall be imposed and collected an interim levy of:

50% of the total taxes for municipal and school purposes levied in the year 2018 in accordance with Section 317(3) paragraph 2 of the Act.

2.2 For the Multi-Residential, Commercial and Industrial property classes there shall be imposed and collected an interim levy of:

50% of the total taxes for municipal and school purposes levied in the year 2018, in accordance with Section 317(3) paragraph 2 of the Act.

3. For the purposes of calculating the total amount of taxes for the year 2018 under paragraph 2, if any taxes for municipal and school purposes were levied on a property for only part of 2018 because assessment was added to the Tax Roll during 2018, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.

4. The provisions of this by-law apply in the event that assessment is added for the year 2019 to the Tax Roll after the date this by-law is passed and the tax levy shall be imposed and collected.
5. All taxes levied under this by-law shall be payable into the hands of the Treasurer in accordance with the provisions of this by-law.
6. There shall be imposed on all taxes a penalty for non-payment or late payment of taxes in default of the installment dates set out below. The penalty shall be one percent (11/4%) of the amount on the first day of default and on the first day of each calendar month during which the default continues, but not after the end of 2019.
7. Following December 31, 2019, interest charges of one percent (11/4%) shall be imposed upon the amount in default on the first calendar day of each month during which the default continues.
8. The final tax levy imposed by this by-law shall be paid in two installments due on the following dates:
 - 8.1 One-half (1/2) thereof on the 5th day of March, 2019;
 - 8.2 One-half (1/2) thereof on the 6th day of May, 2019.
9. A notice specifying the amount of taxes payable, may be mailed or cause to be mailed to the address of the residence or place of business of each person taxed under this by-law by the Treasurer.
10. The notice to be mailed under this by-law shall contain the particulars provided for in this by-law and the information required to be entered in the Tax roll under Section 340 of the Act.
11. The Treasurer may adjust the interim levy of a property if the taxes imposed by this by-law are in excess of 50% of the taxes levied on that property in 2018, adjusted to annualize any assessment changes that occurred during 2018, adjusted to annualize any assessment changes that occurred during 2018. No adjustment shall reduce the 2019 interim levy below 50% of the adjusted tax amount.
12. The subsequent levy for the year 2019 to be made under the Act shall be reduced by the amount to be raised by the levy imposed by this by-law.
13. The provisions of Section 317 of the Act, apply to this by-law with necessary modifications.
14. The Treasurer shall be authorized to accept part payment from time to time on account of any taxes due, and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the collection of any percentage charge imposed and collectable under section 7 of this by-law in respect of non-payment or late payment of any taxes or any installment of taxes.
15. Nothing in this by-law shall prevent the Treasurer from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.

16. By-law 2018-5 is hereby repealed

17. In the event of any conflict between the provisions of this by-law and any other by-law, the provisions of this by-law shall prevail.

18. **EFFECTIVE DATE**

This by-law takes effect from the date of its final passing.

PASSED in open Council this 14th day of January, 2019.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

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THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO 2018-188

STREET CLOSING & CONVEYANCE: (Map 334) A by-law to stop up, close and authorize the conveyance of a portion of Sunnyside Beach Road abutting 209 Sunnyside Beach Road and 221 Sunnyside Beach Road, being part of PIN 31617-0117 (LT) and part of PIN 31617-0160 (LT).

WHEREAS the street described as part of Sunnyside Beach Road abutting 209 Sunnyside Beach Road and 221 Sunnyside Beach Road, being part of PIN 31617-0117 (LT) and part of PIN 31617-0160 (LT) was established as a public street and assumed for public use by By-law 2018-187;

NOW THEREFORE THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to *the Municipal Act, 2001*, S.O. 2001, **ENACTS** as follows:

1. **STREET CLOSED, DECLARED SURPLUS AND CONVEYANCE AUTHORIZED**

The street described as part of Sunnyside Beach Road abutting 209 Sunnyside Beach Road and 221 Sunnyside Beach Road, being part of PIN 31617-0117 (LT) and part of PIN 31617-0160 (LT) having been assumed by the Corporation for public use, is hereby stopped up, closed, declared surplus to the requirements of the Municipality and the conveyance of same is authorized.

2. **EXECUTION OF DOCUMENTS**

The City Solicitor is hereby authorized by By-law 2018-55 for and in the name of the Corporation to execute and to affix the seal of the Corporation to all documents required to give effect to this by-law.

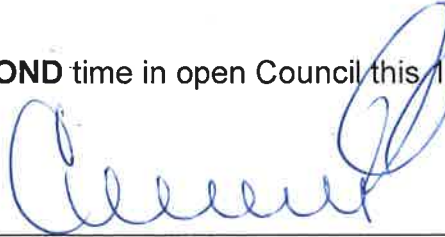
3. **EASEMENTS TO BE RETAINED**

The street is subject to the retention of easements if required.

4. **EFFECTIVE DATE**

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

READ the **FIRST** and **SECOND** time in open Council this 10th day of September, 2018.



MAYOR - CHRISTIAN PROVENZANO



CITY CLERK - MALCOLM WHITE

STREET CLOSING & CONVEYANCE: (Map 334) A by-law to stop up, close and authorize the conveyance of a portion of Sunnyside Beach Road, Plan M-172 abutting 221 Sunnyside Beach Road, being part of PIN 31617-0117 PT 1 1R13516 and a portion of Sunnyside Beach Road, Plan H-420 abutting 209 Sunnyside Beach Road, being part of PIN 31617-0160 PT 2 1R13516.

READ the **THIRD** time in open Council and passed this 14th day of January, 2019.

MAYOR - CHRISTIAN PROVENZANO

CITY CLERK - MALCOLM WHITE

THIS DRAWING DOES NOT FORM PART OF THE BY-LAW. IT IS FOR INFORMATION PURPOSES ONLY.



PUBLIC ROAD

SUNNYSIDE BEACH ROAD

Des Chene Park Subdivision

Des Chene
Park "A"
Sub. 1

221 Sunnyside Beach Rd.

209 Sunnyside Beach Rd.

Subject Property

Map 334

THE CORPORATION OF THE CITY OF SAULT STE. MARIE

BY-LAW NO 2018-207

STREET CLOSING & CONVEYANCE: (PR7.1) A by-law to stop up, close and authorize the conveyance of a portion of 205 Greenfield Drive described as PIN 31566-0038 (LT) PT LT 1 PL H518 KORAH AS IN T61945; SAULT STE. MARIE in the Greenfield Park Subdivision, Plan H518.

WHEREAS the street more particularly described as that portion of 205 Greenfield Drive described as PIN 31566-0038 (LT) PT LT 1 PL H518 KORAH AS IN T61945; SAULT STE. MARIE in the Greenfield Park Subdivision, Plan H518 was established as a public street and assumed for public use by By-law 2018-206;

NOW THEREFORE THE COUNCIL of The Corporation of the City of Sault Ste. Marie, pursuant to *the Municipal Act, 2001*, S.O. 2001, **ENACTS** as follows:

1. **STREET CLOSED, DECLARED SURPLUS AND CONVEYANCE AUTHORIZED**

The street more particularly described as that portion of 205 Greenfield Drive described as PIN 31566-0038 (LT) PT LT 1 PL H518 KORAH AS IN T61945; SAULT STE. MARIE in the Greenfield Park Subdivision, Plan H518, having been assumed by the Corporation for public use, is hereby stopped up, closed, declared surplus to the requirements of the Municipality and the conveyance of same is authorized.

2. **EXECUTION OF DOCUMENTS**

The City Solicitor is hereby authorized by By-law 2018-55 for and in the name of the Corporation to execute and to affix the seal of the Corporation to all documents required to give effect to this by-law.

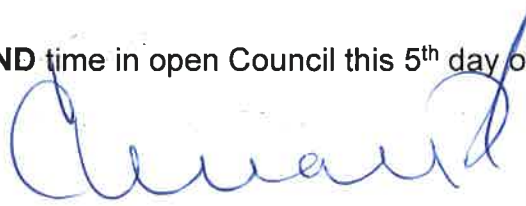
3. **EASEMENTS TO BE RETAINED**

The street is subject to the retention of easements if required.

4. **EFFECTIVE DATE**

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

READ the **FIRST** and **SECOND** time in open Council this 5th day of November, 2018.



MAYOR - CHRISTIAN PROVENZANO



CITY CLERK - MALCOLM WHITE

STREET CLOSING & CONVEYANCE: (PR7.1) A by-law to stop up, close and authorize the conveyance of a portion of 205 Greenfield Drive described as PIN 31566-0038 (LT) PT LT 1 PL H518 KORAH AS IN T61945; SAULT STE. MARIE in the Greenfield Park Subdivision, Plan H518.

Read a THIRD time in open Council this 14th day of January, 2018.

MAYOR – CHRISTIAN PROVENZANO

CITY CLERK – MALCOLM WHITE

THIS DRAWING DOES NOT FORM PART OF THIS BY-LAW.
IT IS FOR INFORMATION PURPOSES ONLY.

